



Ivy Tech Community College of Indiana – Northwest
Gary, Valparaiso, East Chicago, Michigan City

Regional Board of Trustees Meeting Minutes

January 20, 2016 | 2:00 PM | Room 161

Crown Point-Merrillville Center | 9900 Connecticut Drive | Crown Point, IN 46307

I. Call to Order

Tim Stoner called the Northwest Regional Board of Trustees to order on Wednesday, January 20, 2016 at 1:02 p.m. in room 161 at the Crown Point-Merrillville site.

II. Roll Call

Trustees Present:

Tim Stoner
Frank Cardello
Kris Emaus
Andrew Kyres
Charles Weaver
Heather McCarthy
Peter Morikis (phone)

Trustees Absent:

Janet Seabrook
Peter Trinidad
Stuart McMillan, State Trustee

A quorum was present.

III. Guests and Other Attendees

Thomas Coley, Chancellor
Louie Gonzalez, East Chicago Campus President
Lisa Shaffer, Vice Chancellor Enrollment Management, Marketing, and Communications
Margaret Semmer, Vice Chancellor Academic Affairs
Aco Sikoski, Valparaiso Campus President
Marlon Mitchell, Gary Campus President
Randy Maxson, Executive Director Institutional Effectiveness
Jack Schoenfelder, Interim Michigan City Campus President
Karen Vargo, ED Finance and Administration
Cindy Hall, ED Resource Development, Northwest
Jannifer Crittendon, ED Human Resources
Mckechney Valeris, ED Computer and Technology Services
Lora Plank, Dean Health Sciences
Jennifer Philbin, Dean Nursing
Lisa Wenzel, Director, Special Projects
Shelley Giorgio, Assistant to the Chancellor

IV. Report on Notice of Meeting

Notice for this meeting was sent to local media, posted on all four regional campuses, and announced on the college website under the Northwest region.

V. Introductions

1. Jennifer Philbin, dean of Nursing
2. Lora Plank, dean of Health Sciences
3. Jack Schoenfelder, interim campus president, Michigan City

VI. Approval of Meeting Minutes

Approval of minutes from November 18, 2015

Motion: Charlie Weaver

Second: Kris Emaus

Motion unanimously passes.

VII. Chair's Report

A. Capital campaign.

1. Chair Stoner reminded the board of their responsibility to the College, and he expressed his hope that each one would donate to the current capital campaign.

B. Campus President Rick Soria

1. Mr. Stoner announced that Rick Soria, currently the Michigan City campus president, has been appointed the campus president at Miami-Dade College, Wolfson campus, and his last day with Ivy Tech will be February 12.

The Ivy Tech Northwest Regional Board of Trustees expresses their gratitude and appreciation to Rick Soria for his significant contributions to the College.

Motion: Charlie Weaver

Second: Andrew Kyles

Motion unanimously passes.

2. A farewell reception will be held on February 12, 4:00 – 6:00 p.m., at the Lubeznik Center for the Arts, Michigan City.

VIII. Chancellor's Report: Thomas Coley, Chancellor

A. Crown Point-Merrillville Report:

Nursing Dean Jennifer Philbin and Health Science Dean Lora Plank

1. Deans Philbin and Plank gave brief presentations about the Nursing program and Health Science programs that were recently relocated to the Crown Point-Merrillville Center from the Gary campus.
2. The new, state-of-the-art labs and equipment were highlighted and post-meeting tours were offered.

3. The deans thanked Facilities and the entire team for their tremendous effort in preparing the space for students.
4. Charlie Weaver recognized how far the team has come since he became a board member: pass rates have increased over 26%.

B. Finance: Karen Vargo, Executive Director of Finance and Administration

1. Financial summary: Fall 15 end-of-term enrollment numbers
 - Gary \$(1,268,030)
 - Valparaiso 265,531
 - East Chicago 21,862
 - Michigan City 32,824
2. Because of the decrease in enrollment, there will be an additional (\$947,813) cut from the budget for Fall. *Total* Summer and Fall cuts due to enrollment shortfalls = (\$1,060,987)
3. FTE=total credit hours/15 (considered full-time enrollment). Only 4% of students take 15 credit hours per semester.
4. Tuition and fee revenue down 3%; expenditures are up 9%
5. Overall, we have expended 49% of the budget.
6. At this point, Spring FTE is down 16%, so we are facing additional budget cuts. There is still an opportunity to pick up more enrollment with late-start classes.
7. Purchases over \$20,000 were presented.

 **Purchases over \$20,000**

Motion: Charlie Weaver
 Second: Heather McCarthy

Motion unanimously passes.

C. Enrollment Report: Randy Maxson, Executive Director, Institutional Effectiveness

1. Fall 2015 (end of term, 12.20.15)
 - a. Non-revenue enrollments were 18% of total HC and 12% of total FTE.
 - b. Gary's FTE numbers (-29% change total, -31% revenue generating) continue to relate with the systemic changes:
 - Distance education moving from region to state
 - Course search protocols changed to student's home campus
 - Online courses attached to campus of instructor assignment
 - c. Fall 2015 enrollments were at 86.8% of HC and 87.1% of FTE targets (target based on Fall 2014 numbers).
2. Spring 2016
 - a. Headcount and FTE numbers will no longer have "parallel tracking" because of a statewide change in online applications for dual credit students.
 - Headcount is being coded to Gary; other campuses in the region will see corresponding drops in headcount.
 - FTE remains coded to the campus from which a dual credit course originates.
 - b. Non-revenue generating enrollments were 11.4% of total HC, 4.1% of total FTE.

- c. Dual credit is still being processed and additional enrollments can come from 12-week and 2nd 8-week course offerings
- d. Census date of fall compared to first day of spring shows retention is good.

D. Commission on Higher Education (CHE) Report: Margaret Semmer, Vice Chancellor Academic Affairs and Student Success

- 1. The purpose is to get programs better aligned with workforce needs.
- 2. Regional program reviews due to central office by March 1; college-wide report is due to CHE by March 15.
- 3. The results will guide how the College operates in the future.

E. Safety and Security: Thomas Coley, Chancellor

- 1. A number of initiatives are being implemented to provide a secure environment for the students, faculty, staff, and visitors at all campuses.
 - a. Alertus system-emergency mass notification system will be installed.
 - b. Beacons will be installed, adding more as funds are available.
 - c. Active shooter training will be held at each campus by Indiana State Police.
 - d. Emergency action guides in each room
 - e. Door locks are being installed; priority to complete.
 - f. Mandatory IDs for staff, faculty, and students; visitors must have pass

F. Printer Reduction: Mckechney Valeris, Executive Director, Computer and Technology Services

- 1. Approximately 68% of desktop printers will be removed where copiers are available, saving about \$2,000 per month. New copiers to be installed in the upcoming months.

G. Human Resources: Jannifer Crittendon

- 1. Search for Michigan City Campus President: will request board representation on the search committee. Timeline is to complete the search by the end of April.

IX. Adjournment



Adjournment

Motion: Charlie Weaver
Second: Heather McCarthy

Motion unanimously passes.

Chair Tim Stoner adjourned the meeting at 2:50 p.m.

Respectfully submitted by Shelley Giorgio