



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

Regional Board of Trustees Meeting Minutes

March 30, 2016 | 2:00 PM | Room 161

Gary | 1440 E. 35th Street | Gary, IN 46409

I. Call to Order

Tim Stoner called the Northwest Regional Board of Trustees to order on Wednesday, March 16, 2016 at 1:05 p.m. in the Trustee Executive Conference Room at the Gary campus.

II. Roll Call

Trustees Present:

Tim Stoner
Frank Cardello
Andrew Kyres
Heather McCarthy
Charles Weaver

Trustees Absent:

Kris Emaus
Peter Morikis
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
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. Approval of Meeting Minutes

Approval of minutes from January 20, 2016

Motion: Charlie Weaver

Second: Heather McCarthy

Motion unanimously passes.

VII. Chair's Report

A. Trustees' Scholarship

1. Chair Stoner suggested that the board endow a scholarship from the trustees, to be presented at the Chancellor's Scholarship Banquet in the fall.
2. Take time to consider; will revisit at next meeting.

VIII. Chancellor's Report: Thomas Coley, Chancellor

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

1. Using 2015 end-of-term numbers as the target, the Northwest region is at 73.3% of HC and 80% of the FTE goal (as of 2/29/16). End-of-term numbers determine the following year's base budget.
2. Point-in-Cycle report
 - a. HC is coded to Gary; FTE is coded to originating campus
 - b. Non-revenue generating enrollments were 19.9% of total HC, 9.6% of total FTE.
 - c. Once all dual credit enrollments are still being processed, non-revenue-generating numbers will increase.
3. Dual credit
 - a. The dual credit arrangement is determined by a contract.
 - b. It does not affect FTE because it is non-revenue generating.
 - c. Dual credit is affecting enrollment. Why would you come to Ivy Tech if you have completed your 100-level classes or even your associates degree?
 - d. Ivy Tech statewide does not charge the \$25 allowed by state rules.
 - e. A very low percentage of dual credit students convert to Ivy Tech students.
4. Summer 2016:
 - a. 10-week term session will begin Monday, May 23
 - b. 8-week term session will begin Monday, June 6
5. Fall 2016:
 - a. 16-week term begins Monday, August 22
 - b. 12-week term session will begin Monday, September 19
 - c. 2nd 8-week session will begin Monday, October 17
6. Admissions
 - a. Suggestion by Trustee Weaver that we focus more on the recruitment process.

b. New marketing plan to be presented to trustees.

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

1. Spring student fee adjustments (\$1,008,689)
 - Gary (\$737,828)
 - Valparaiso \$82,484
 - East Chicago (\$194,132)
 - Michigan City (\$159,213)
2. Supplies and expense budget was decreased due to negative change in enrollment.
3. Total enrollment change for 2015-16 (\$2,069,676)
 - a. Adjustment for the year-end numbers will occur in May.
4. It is a possibility that reserves will have to be tapped again this year to cover the budget shortfall.
5. The tax intercept program and collection efforts are helping to offset losses.
6. Purchases over \$20,000 were presented.

 **Purchases over \$20,000**

Motion: Andrew Kyres
Second: Frank Cardello

Motion unanimously passes.

C. Facilities: Karen Vargo, Executive Director of Finance and Administration

1. Projects being submitted for renewal and replacement (R & R) were presented including a new location for the Michigan City campus.

D. Budget process: Tom Coley, Chancellor

1. Annual initiative request presentation is scheduled for April 27.
2. Categories include restoration, safety/security, adjunct development, facility R&R, and equipment.
3. Will share requests at next meeting.

IX. Adjournment

 **Adjournment**

Motion: Tim Stoner
Second: Charlie Weaver

Motion unanimously passes.

Chair Tim Stoner adjourned the meeting at 2:24 p.m.

Respectfully submitted by Shelley Giorgio