TABLE OF CONTENTS
Meeting of the State Board of Trustees
Ivy Tech Community College of Indiana
October 15, 2009

Meeting Notice........................................................................................................................................iii

Agenda...................................................................................................................................................1

Minutes:

- Regular Board Meeting, August 13, 2009 .........................................................................................4

Proposed Resolutions:

- Resolution Number 2009-41, Resolution Approving and Authorizing the Sale of the Ivy Tech Community College Student Fee Bonds, Series M and Series N.................................................................15

- Resolution Number 2009-42, Approval of a New Program .................................................................21

- Resolution Number 2009-43, Approval to Receive the Former Star-Press Building in Muncie as a Gift, Region 6/East Central .................................................................22

- Resolution Number 2009-44, Approval to Receive Four Improved Properties on or Near Sample Street in South Bend as Gifts, Region 2/North Central ..........23

- Resolution Number 2009-45, Approval to Dispose of Property Not Needed by the College at Its Elkhart Campus by Easement to Indiana Michigan Power Company, Region 2/North Central ......................................24

- Resolution Number 2009-46, Approval to Dispose of Property Not Needed by the College at Its Elkhart Campus by Easement to the City of Elkhart, Region 2/North Central ...........................................................25

- Resolution Number 2009-47, Approval to Dispose of Property Not Needed by the College at Its Sellersburg Campus by Easement to Indiana Gas Company, Inc., Region 13/Southern Indiana .................................................................26

- Resolution Number 2009-48, Approval of an Architectural Firm for the Indianapolis Fall Creek Expansion New Construction and Renovation Project, Region 8/Central Indiana .................................................................27
TABLE OF CONTENTS
PAGE 2

- **Resolution Number 2009-49**, Request That Ivy Tech Foundation, Inc. Provide Funding for or Renovate the Third Floor of the Fisher Building in Muncie Under an Agreement With the College to Do So, Region 6/East Central ..............................................28

- **Resolution Number 2009-50**, Authorization for the Executive Committee of the State Trustees to Approve Two Construction Contracts for the Demolition of the Former St. Vincent Hospital Building in Indianapolis, Region 8/Central Indiana .........................................................................................................................29

- **Resolution Number 2009-51**, Approval of Sellersburg New Construction and Renovation Project Bid Package Two Contracts, Region 13/Southern Indiana .......30

- **Resolution Number 2009-52**, Appointment of Regional Trustees – East Central Region .........................................................................................................................31

- **Resolution Number 2009-53**, Appointment of a Regional Trustee – Central Indiana Region .........................................................................................................................32

Treasurer’s Report ........................................................................................................33

Budget and Finance Committee Report ........................................................................47

Planning and Education Committee Report ................................................................56

Buildings, Grounds, Capital Committee Report ..........................................................58

Audit Committee Report ............................................................................................72

Workforce and Economic Development Committee Report .......................................73
OFFICIAL NOTICE OF MEETING
IVY TECH COMMUNITY COLLEGE OF INDIANA
STATE BOARD OF TRUSTEES

Notice is hereby given that the State Board of Trustees of Ivy Tech Community College of Indiana will hold the following meetings at the Ivy Tech Community College – Terre Haute Campus, 8000 S. Education Drive, Terre Haute, Indiana.

Wednesday, October 14, 2009

11:00 a.m. – Standing Committee Meetings – Terre Haute Campus
4:30 p.m.  11:00 a.m. – 12:30 p.m.  Audit Committee (C118)
            12:30 – 1:30 p.m.  Planning & Education Committee (E100)
            1:30 – 2:30 p.m.  Buildings, Grounds & Capital Committee (E100)
            2:30 – 3:30 p.m.  WED Committee (E100)
            3:30 – 4:30 p.m.  Budget & Finance Committee (E100)

Thursday, October 15, 2009

7:00 a.m. – Executive Session – Terre Haute Campus. The State Trustees will meet in Executive Session in H136B, as permitted under IC 5-14-1.5-6.1 (b), to discuss some or all of the subjects listed below. For each subject, a reference to the applicable subdivision of IC 5-14-1.5-6.1 (b) and a description of that subject are included.
(2) (B)  Initiation of litigation or litigation that is either pending or has been threatened specifically in writing.
(2) (C)  The implementation of security systems.
(2) (D)  The purchase or lease of real property by the governing body up to the time a contract or option to purchase or lease is executed by the parties.
(3)  The assessment, design, and implementation of school safety and security measures, plans, and systems.
(5)  To receive information about and interview prospective employees.
(6) (A)  With respect to any individual over whom the governing body has jurisdiction, to receive information concerning the individual’s alleged misconduct.
(7)  For discussion of records classified as confidential by state or federal statute.
(9)  To discuss job performance evaluations of individual employees. This subdivision does not apply to a discussion of the salary, compensation, or benefits of employees during a budget process.
(11)  To train board members with an outside consultant about the performance of the roles of members as public officials.

10:00 a.m. Regular State Board of Trustees Meeting – Terre Haute Campus. The State Trustees will hold a regular meeting in E100 to consider and take action on such items as may be brought before them. Included will be a public hearing at which a decision will be made with regard to the awarding of contracts for the following public works:

Sellersburg New Construction and Renovation Project Bid Package Two, Region 13/Southern Indiana

Anne K. Shane, Secretary

Dated this 5th day of October, 2009
PRELIMINARY AGENDA AS OF OCTOBER 6, 2009*
Meeting of the State Board of Trustees
October 15, 2009

I. Roll Call

II. Report of Secretary on Notice of Meeting

III. Approval of Minutes:
   - Regular Meeting, August 13, 2009

IV. Reports of Board Committees

A. Executive Committee, Kaye H. Whitehead, Chair

B. Budget and Finance Committee, Norman E. Pfau, Jr., Chair

Resolution Number 2009-41, Resolution Approving and Authorizing the
Sale of the Ivy Tech Community College Student Fee Bonds, Series M and
Series N

C. Planning and Education Committee, Linda Buskirk, Chair

Resolution Number 2009-42, Approval of a New Program

D. Buildings, Grounds, and Capital Committee, V. Bruce Walkup, Chair

Resolution Number 2009-43, Approval to Receive the Former Star-Press
Building in Muncie as a Gift, Region 6/East Central

Resolution Number 2009-44, Approval to Receive Four Improved
Properties on or Near Sample Street in South Bend as Gifts, Region 2/North
Central

Resolution Number 2009-45, Approval to Dispose of Property Not Needed
by the College at Its Elkhart Campus by Easement to Indiana Michigan
Power Company, Region 2/North Central
Resolution Number 2009-46, Approval to Dispose of Property Not Needed by the College at Its Elkhart Campus by Easement to the City of Elkhart, Region 2/North Central

Resolution Number 2009-47, Approval to Dispose of Property Not Needed by the College at Its Sellersburg Campus by Easement to Indiana Gas Company, Inc., Region 13/Southern Indiana

Resolution Number 2009-48, Approval of an Architectural Firm for the Indianapolis Fall Creek Expansion New Construction and Renovation Project, Region 8/Central Indiana

Resolution Number 2009-49, Request That Ivy Tech Foundation, Inc. Provide Funding for or Renovate the Third Floor of the Fisher Building in Muncie Under an Agreement with the College to Do So, Region 6/East Central

Resolution Number 2009-50, Authorization for the Executive Committee of the State Trustees to Approve Two Construction Contracts for the Demolition of the Former St. Vincent Hospital Building in Indianapolis, Region 8/Central Indiana

Public Hearing and Consideration of:

Resolution Number 2009-51, Approval of Sellersburg New Construction and Renovation Project Bid Package Two Contracts, Region 13/Southern Indiana

E. Audit Committee, David M. Findlay, Chair

F. Workforce and Economic Development Committee, Steve Schreckengast, Chair

V. Treasurer's Report, Robert C. Holmes, VP/Finance and Treasurer
AGENDA
PAGE 3

VI. State of the College, Thomas J. Snyder, President
   • Wabash Valley Regional Campus Report – Dr. Jeff Pittman, Chancellor

VII. Old Business

VIII. New Business
   • Resolution Number 2009-52, Appointment of Regional Trustees – East Central Region
   • Resolution Number 2009-53, Appointment of a Regional Trustee – Central Indiana Region

IX. Adjournment

*Matters may be added to or deleted from the board agenda between the date of this preliminary agenda and the board meeting.
MINUTES OF THE MEETING OF THE STATE BOARD OF TRUSTEES
IVY TECH COMMUNITY COLLEGE OF INDIANA
LAFAYETTE, INDIANA
AUGUST 13, 2009

Chairman Kaye H. Whitehead called the August 13, 2009, regular meeting of the State Board of Trustees to order at 10:00 a.m. in Ivy Hall 1106 & 1112 at the Ivy Tech Community College – Lafayette Campus, 3101 S. Creasy Lane, Lafayette, Indiana.

A. ROLL CALL:

Secretary Anne K. Shane called the roll and the presence of a quorum was announced. The following State Trustees were present:

Ms. Kaye H. Whitehead, Chair
Mr. Lee J. Marchant, Vice Chair
Mrs. Anne K. Shane, Secretary
Ms. Linda Buskirk
Ms. Debora K. Butterfield
Mr. David M. Findlay
Ms. Lillian Sue Livers
Mr. Robert L. McCready
Mr. Anthony J. Moraec
Mr. Norman E. “Ned” Pfau, Jr.
Mr. Steve Schreckengast
Mr. V. Bruce Walkup

Trustees unable to attend the meeting:

Mr. Leslie C. Shively

B. NOTICES OF MEETINGS MAILED AND POSTED:

Secretary Anne K. Shane confirmed that notices of the June 11, 2009, regular meeting were properly mailed and posted.

C. APPROVAL OF BOARD MINUTES:

Chairman Kaye H. Whitehead directed the trustees’ attention to the minutes of the June 11, 2009, regular board meeting and the July 16, 2009, special board meeting. Trustee Shane made the motion to approve the minutes of the June 11, 2009, regular meeting and the July 16, 2009, special board meeting as submitted. Trustee Norman E. “Ned” Pfau, Jr. seconded the motion, and the motion was carried unanimously.
As a first order of business, Chairman Whitehead announced that the trustees would hear a special report from Ivy Tech Lafayette Chancellor David Bathe. Chancellor Bathe welcomed the trustees, staff, and guests to the Lafayette campus, and he thanked the media for attending to hear an important announcement. Chancellor Bathe announced that Purdue’s Provost Randy Woodson, Associate Dean of Agriculture Dale Whittaker, and the Director of Communications from the College of Agriculture at Purdue, Beth Forbes, were also in attendance for today’s announcement. Chancellor Bathe explained that Purdue University and Ivy Tech Community College have a common purpose and that is to meet the educational goals of the residents of Indiana. Today’s announcement reflects a partnership between institutions of higher learning and an expansion of academic and economic opportunities to the residents of Indiana. Purdue has been a great partner to Ivy Tech, and this announcement today between the College of Agriculture at Purdue and the Agriculture Program at Ivy Tech Lafayette represents a milestone, example, and model for the people in Indiana. Chancellor Bathe introduced Provost Woodson to share the details of a new partnership between Purdue and Ivy Tech. Dr. Woodson said that Purdue recognizes that they have a unique mission in the State of Indiana as being the only baccalaureate degree granting university in the state with many unique programs in agriculture. Agriculture is a huge part of the economy in the State of Indiana. Recognizing this unique mission, Purdue University wants to make sure that students that have a keen interest in the career opportunities associated with the food and agricultural enterprise can have access to the education available at Purdue University. He explained that Purdue has partnered with Ivy Tech to ensure that those students who seek to study agriculture at Purdue or seek the baccalaureate degree have an opportunity to begin their career at Ivy Tech. Students who participate in this “Pathway Program” can live on the Purdue University campus, register through Ivy Tech to take agriculture courses both at Ivy Tech and Purdue, and over the course of the two-year period, accumulate credits at Ivy Tech towards an associate degree. Successful completion of that degree would transfer automatically to Purdue where they would continue their education in pursuit of the Purdue baccalaureate degree. Not only is the “Pathway Program” an educational partnership, but it also affords the student a chance to be part of the social fabric of higher education. They can choose to live on Purdue’s campus as they prepare for the remaining part of their education towards a bachelor’s degree. Dr. Woodson commented that the staff from both colleges have worked extremely hard to develop the framework for this program. This is a wonderful day in Indiana for access, affordability, and success in higher education. Chancellor Bathe responded that this partnership could not have been possible without the faculty and staff at both institutions who have worked very hard and who have the qualifications, credentials, determination, and dedication to serve the people in Indiana. He thanked Ivy Tech President Tom Snyder, the State Board of Trustees, and senior leadership who have supported this endeavor. President Snyder added that the State has a challenge of encouraging more people to finish high school and to pursue higher education. This partnership provides hope to change the perception that higher education is truly accessible and that a unique step of support structures is in place to foster success. The benefit for students is that more people will be prepared to be successful in Indiana. The benefit to Indiana and other states is that we are preparing future generations to be leaders in this critical industry. President Snyder thanked Purdue for taking the lead in this unique opportunity and pledged Ivy Tech’s support. Chairman Whitehead added that she has had the opportunity to work with both Dr. Woodson and Dean Whitaker on several occasions, and she appreciates what they have done to make this happen. This partnership is a
realization of Ivy Tech’s mission of “changing lives, changing Indiana” and is an example of how we move Indiana forward and pursue greatness. President Snyder added for the benefit of the media that Chairman Whitehead has personally been involved in agribusiness for much of her life.

D. COMMITTEE REPORTS:

Item 1 Chairman Whitehead called upon Trustee Norman E. “Ned” Pfau, Jr. for the Budget and Finance Committee Report.

Trustee Pfau reported that the Committee heard a presentation from Vice President Holmes and staff regarding the statewide marketing and advertising budget and they received updates on the fundraising activities, the centralizing of purchasing, and the 2008-09 fiscal year end close process.

Trustee Pfau presented Resolution Number 2009-34 and reminded the trustees of the detailed report and discussion during yesterday’s Budget and Finance Committee meeting. Trustee Pfau moved to approve Resolution Number 2009-34, Resolution of the State Board of Trustees of the Trustees of Ivy Tech Community College of Indiana Authorizing the Executive Committee of the Board of Trustees to Authorize the Issuance of One or More Series of Student Fee Bonds for the Purpose of Financing New Projects and Refunding Prior Bonds. Trustee David M. Findlay seconded the motion, and the motion carried unanimously.

Item 2 Chairman Whitehead called on Trustee Linda Buskirk for the Planning and Education Committee Report.

Trustee Buskirk presented Resolution Number 2009-41 and reminded the trustees of the detailed report and discussion during the previous day’s Planning and Education Committee meeting. Trustee Buskirk moved to approve Resolution Number 2009-41, Approval of New Programs, and Trustee Lillian Sue Livers seconded the motion, and the motion carried unanimously.

Trustee Buskirk reported that the Committee received an update on the strategic planning process that is headed up by Chancellor Jim Steck and the Strategic Planning Council. She reminded the trustees that they have been involved in the process of creating of the College’s next strategic plan from the beginning, and the process is ready to take the next step to expand once again to all of the regions. She reported that the Strategic Planning Council is seeking the Board’s endorsement of the work so far, which is creating a new vision statement for the College: “Changing Lives, Making Indiana Great.” The Committee also heard about the four proposed core strategies that support the continuation of the planning process. Since the Board has been pleased

* Resolution Number 2009-41 was officially changed to Resolution Number 2009-60.
with the progress that has been made so far, Trustee Buskirk made the motion that the Board endorse the direction and current product of the College’s strategic planning process, “Accelerating Greatness 2013,” including its proposed revisions to the vision statement and proposed core strategies and that the Board support the continuation of the planning process as presented to the Planning and Education Committee on August 12, 2009. Trustee Shane seconded the motion, and the motion carried unanimously.

Trustee Buskirk also reported that the Committee heard an update on remedial math reform and the result of pilot programs to improve student success in remedial mathematics, which are important issues for the College. The Committee also heard a report on distance education and how online enrollments are quickly increasing. Trustee Buskirk said that the trustees would like to hear more about this in the future, and she thanked Chancellor Jeff Pittman and the work of the Distance Learning Education Council. The committee also heard an engagement report on institutional research from Karen Stanley, Executive Director of Institutional Research, which provided a lot of useful data that helps the trustees in their decision making.

Item 3

Chairman Whitehead called on Trustee V. Bruce Walkup to give the Buildings, Grounds, and Capital Committee Report. Trustee Walkup reminded the trustees of the detailed discussions of the following resolutions during the committee meetings the previous afternoon and moved for the approval of:

Resolution Number 2009-35, Approval of a New Lease to a Food Service Provider in the Fairbanks Building in Indianapolis, Region 8/Central Indiana

Trustee Steve Schreckengast seconded the motion, the motion carried unanimously.

Resolution Number 2009-36, Authorization to Proceed with Final Planning Approval to Exercise a Two-Year Lease Renewal Option for the Liberty Drive II Building in Bloomington, Region 14/Bloomington

Trustee Pfau seconded the motion, the motion carried unanimously.

Resolution Number 2009-37, Approval to Lease Land in Bloomington to the Monroe County YMCA, Region 14/Bloomington

Trustee Schreckengast seconded the motion, the motion carried unanimously.
Resolution Number 2009-42, Authorization to Proceed with Final Planning, Financing, and Construction of the Additional Scope for the Elkhart Project, Region 2/North Central

Trustee Schreckengast seconded the motion, the motion carried unanimously.

Resolution Number 2009-43, Authorization to Proceed with Final Planning, Financing, Land Acquisition, and Construction of the Warsaw Project, Region 2/North Central

Trustee Schreckengast seconded the motion, the motion carried unanimously.

Resolution Number 2009-44, Authorization to Proceed with Final Planning, Financing, Land Acquisition, and Construction of the Anderson Project, Region 6/East Central

Trustee Buskirk seconded the motion, the motion carried unanimously.

Resolution Number 2009-45, Authorization to Proceed with Final Planning, Financing, Land Acquisition, and Construction of the Bloomington Project, Region 14/Bloomington

Trustee Pfau seconded the motion, the motion carried unanimously.

Item 4 Chairman Whitehead called on Trustee David M. Findlay for the Audit Committee Report. Trustee Findlay reported that there were no action items to bring before the Board. He said that the committee reviewed five issued reports that were subject to Audit Committee review. They also reviewed several matters that were previously discussed, including the conflict of interest resolution policy process and proposed procedure for investigations, which both continue to be drafted and reviewed by the College staff. Those will be brought forward at later meetings. They also discussed the two presentations that Executive Director Ben Burton brought forward for the Board and staff: Introduction to Internal Audit and Introduction to Internal Controls. The Audit Committee encouraged Mr. Burton to develop a plan working with the senior management of the College to use those presentations as his staff works within the College and at various regional campuses to ensure that they are being understood, particularly concerning the importance of internal controls. The committee also received an update on the status of the hotline, which will go live next week.

Item 5 Chairman Whitehead called on Trustee Steve Schreckengast for the Workforce and Economic Development Committee Report. Trustee Schreckengast reported that there were no action items to bring forward. He called on Susan Brooks, Senior Vice President for WED and General Counsel,

for a report of the Committee. Senior Vice President Brooks announced that Brian McGrath has been hired as the new Assistant Vice President of Workforce and Economic Development Partnerships, and he will be focusing on reaching out to companies, working with our regional WED directors, chancellors, and explaining to companies what Ivy Tech currently does and what Ivy Tech can do, and working with state agencies. Senior Vice President Brooks called on Mr. McGrath who said he already knew many of the trustees and is looking forward to working with the entire Board. He said that he has worked with Governor Mitch Daniels for the last two years on his re-election campaign, and he has established many contacts around the state while in that capacity. He continues to be impressed by the number of things going on at the College, and he looks forward to working with the trustees. President Snyder also announced that Mr. McGrath would accompany Governor Daniels on his business development trip to Asia in the following weeks.

Vice President Brooks reported that the Committee received an update on the Banner implementation which is scheduled to go live next week with online registration for WED programming. They also heard a report about a new project with Deaconess Hospital in Evansville where Ivy Tech will train all of the hospital’s nurses and doctors over a three-month period to convert their medical records to an electronic medical records system. The College hopes to carry this project to every hospital in the state and may seek assistance from the trustees on initiating these conversations. The Committee received a grant update from Dr. Becky Nickoli, Vice President for Workforce and Economic Development, who announced that the College was successful in receiving a $2.5 million grant from Lumina to create an accelerated associate degree program where students complete an associates degree in a one-year time period. The State Department of Workforce Development is partnering with FAFSE to provide more financial aid for Ivy Tech students and for dislocated workers through $31 million in stimulus funds called the Workforce Acceleration Grant (WAG). We can expect to see a number of those students come through our doors. Trustee Walkup asked how long it would take to put the accelerated degree program into place, and Dr. Don Doucette, Senior Vice President and Provost, responded that the program was just recently funded and the school year has just begun, so it will take this first year to prepare and be ready by the following year. Dr. Doucette further explained that this program is specifically designed for high school graduates, and this is essentially a 9-month associate degree that is earned upon completion of high school. This degree would essentially be completed during that final year of high school. The program is designed for students who may come from backgrounds that put them at risk of not continuing their education and would provide them with stipends and opportunities to go to school full-time without the distractions of work so they can finish an associates degree in one year. Trustee Shane asked for a report from the staff at either the next executive committee or regular board meeting about the College’s readiness to go after some of the recently announced federal stimulus funds targeted specifically
for community colleges. She wants to make sure that Ivy Tech is ready to take advantage of those opportunities.

Item 6

At this time, Chairman Whitehead introduced the Board’s newest trustee, Debora K. Butterfield. Trustee Butterfield said that she is self-employed with Deb Butterfield Communications which is a marketing and communications consulting firm. She explained that she has had a long history with the Ivy Tech Community College system, dating back to her service as a regional trustee for the Ivy Tech Richmond region at the time when the community college system was officially started in the State of Indiana. She said that she is delighted and honored to be back among the Ivy Tech folk, and added that this is a vitally important institution for the people of Indiana. She said she is delighted with the progress that has been made over the last 10 years, the partnerships that have been forged with the other institutions of higher learning, and the contribution that the Ivy Tech system is making around the state. She resides in Valparaiso, and she is happy to be on the Board. On behalf of the Board, Chairman Whitehead welcomed Trustee Butterfield and said that she looks forward to working with her.

Chairman Whitehead also announced that Mr. Leslie Shively from Evansville was also recently appointed to the State Board of Trustees, but his schedule would not allow him to attend these meetings; he does plan on attending in October.

E. TREASURER’S REPORT:

Chairman Whitehead called on Bob Holmes, Vice President for Finance and Treasurer, for the Treasurer’s Report.

- Vice President Bob Holmes reported that the 2008-09 fiscal year is officially completed and we are now in the midst of completing the operating budget carry forward calculations and putting together the year-end financial statements. While the carry forward is not complete, the College ended the year in sound financial shape and all of the regions are safely in the black. Like colleges across the country, Ivy Tech had state appropriations that were withheld this year. Along with the one percent operating funds that we previously discussed, funds were not allocated for repair and rehabilitation and a portion of debt service funds were not released as several projects were at least temporarily put on hold. Altogether, Ivy Tech reverted $8,966,000 of state appropriations. The state did, however, repay the final $3 million owed from 2001-02 when it delayed the one-month’s appropriation check for colleges and universities, local schools, and other public entities. The repayment over the last three years by the state of the $10.7 million that was delayed has allowed the College to increase its cash position. Total operating fund revenues totaled about $381 million; an increase of nearly $39 million. The growth was primarily due to our enrollment growth as student fees grew by $29.5 million to just over $183 million
compared to 2007-08. This is particularly important as we prepare to sell bonds. As Trustee Pfau mentioned during the Budget and Finance Committee report earlier today, the bonds are obligations on our student fees. State operating appropriations grew by $9 million, even after the nearly $9 million recision. As often noted, this increase in state funding is considerably under our enrollment growth. Other revenue was up slightly. Vice President Holmes noted that the reduction in investment income is due entirely to lower investment rates, as our investable balance has increased and the College did not lose any money in the credit market disruption. Total operating expenditures were $371 million, so we ended the year with a positive spread of just under $10 million. About two thirds of total expenditures were for salaries and benefit costs. As we close out 2008-09 and begin the new fiscal year, Vice President Holmes recognized the chancellors and finance directors across the state for the excellent job they have done in managing their budgets through this difficult economic period combined with the exceptional enrollment growth. Vice President Holmes called for questions, and there were none. Trustee Pfau moved that the Treasurer’s Report be approved. Trustee Shane seconded the motion, and the motion carried unanimously.

F. STATE OF THE COLLEGE:

Chairman Whitehead called on President Thomas J. Snyder for the President’s Report.

- President Snyder announced that the Board would hear reports from Chancellors Dr. Virginia Calvin, Dr. David Bathe, and Gail Chesterfield about their respective regions, North Central, Lafayette, and East Central. He reported that Executive Director of Institutional Research Ms. Karen Stanley provided an Engagement Report on Institutional Research during yesterday’s Planning and Education Committee meeting; and Executive Director for Resource Development Perry Hammock provided an Engagement Report of Development during yesterday’s Budget and Finance Committee meeting.

All engagement and regional reports were provided for information only; no Board action was required.

(Narratives and PowerPoint presentations were distributed to the Board prior to the meeting and are on file with the approved minutes of this meeting.)

- President Snyder presented Trustee Butterfield with a copy of the book Good to Great and explained that this is the foundation of the College’s next strategic plan, “Accelerating Greatness 2013.” One of the cornerstones to “Good to Great” is getting the right people on the bus. The Governor obviously subscribes to that principle as he continues to bring the right people on the Ivy Tech trustee bus. President Snyder added that the Richmond campus, which also has a new hospital on its grounds, may not have been the Ivy Tech/IU East campus that it is today without Trustee Butterfield’s leadership.
President Snyder provided a report on the Achieving the Dream (ATD) initiative, which is a national effort funded by the Lumina Foundation with the goal of getting more people into college and earning a degree or certificate by 2025. An ATD Council has been formed that is co-chaired by Ivy Tech Bloomington Chancellor John Whikehart and Senior Vice President and Provost Don Doucette and includes representation from each region. Cherry Kay Smith, Executive Director for Academic Policy and Assessment, is serving as the ATD Coordinator. John Pickelman from Lonestar Community College is our coach and Rick Voorhees is the data coach. Both will assist us as we identify best practices. President Snyder said he also plans on establishing a president’s advisory council that will make recommendations to the Council so decisions can be made rapidly. An ATD State Policy Team has also been created and includes Trustee Shane, Vice President Terp, Provost Doucette, Todd Huston—chief of staff for the superintendent of schools; Teresa Lubbers, Commissioner for the CHE; Greg Porter, chair of the House Education Committee; and Scott Jenkins, the Governor’s education advisor. President Snyder explained that getting support and buy-in from the College’s board of trustees is critical to ensuring that improving student outcomes becomes and remains a top priority. President Snyder called on Trustee Shane for remarks regarding her participation as a member of the State Policy Team and the recent Achieving the Dream conference that she attended with other policy team members in Florida. Trustee Shane said the main emphasis of this initiative is on data and its importance in managing outcomes, and she predicted that there will be great demand to understand who is not completing college and why and how we can structure programs that will help students complete their degrees. She said that in Indiana, we hear a lot of data about how many students we can get in the seats, but what we do not hear a lot of data about is how many of those students are actually completing and making it through to a degree, to certification, or whatever end point in educational attainment they are trying to achieve. Indiana is at a competitive advantage by having a statewide system to adopt some of the best practices; we should utilize this initiative to help make significant strides in re-training its workforce. Trustee Shane made the motion that the trustees endorse, support, and hold accountable Ivy Tech’s participation in Lumina’s Achieving the Dream program that focuses on increasing the completion rate at America’s community colleges. Trustee Walkup seconded the motion, and Chairman Whitehead called for discussion. Trustee Buskirk added that this makes sense because it is already incorporated into the strategic plan. Trustee Shane added that this will better position Ivy Tech for federal and private grant funding, and then she called the question. Chairman Whitehead called for a vote to approve the motion, and the motion carried unanimously.

President Snyder reported that he presented to the Board separately his 2009-10 preliminary objectives, and he asked the trustees to reflect on them and provide their input.

President Snyder said that when he came to Ivy Tech, he discovered that for the last 15 years, the College has had its own internal articulation programming with the
academic deans meeting monthly and that Dr. Marnia Kennon, Vice Provost for Academic Affairs, has led that for many years. Dr. Kennon has been with Ivy Tech for 21 years, she has been the chief academic officer for the last eight years, and she is retiring in October. President Snyder has often said that the College’s academic coordination is a fundamental strength, and that was confirmed during the last visit of the Higher Learning Commission (HLC) when they gave us 10-year re-accreditation. Dr. Kennon said that everything that we have been able to accomplish in the academics of the College has involved everyone in the room. It has been a mutual effort and she has been proud to have been a part of it and has enjoyed all of her time with the College.

G.  OLD BUSINESS:

Chairman Whitehead called for old business, and there was none.

H.  NEW BUSINESS:

Chairman Whitehead called for new business.

- Trustee Walkup explained that the Wabash Valley Regional Board currently has a vacancy due to the resignation of Mr. Frank Foley. The Wabash Valley Regional Board Nominating Committee has identified and recommends one candidate to serve on the Wabash Valley Regional Board. Trustee Walkup moved to approve Resolution Number 2009-38, Appointment of a Regional Trustee, Wabash Valley Region, appointing Mr. Brock D. Blinn, representing manufacturing, as a regional trustee for the Wabash Valley Region. Trustee Schreckengast seconded the motion. Chairman Whitehead called for further discussion, and there was none. The motion carried unanimously.

- Trustee Shane explained that the Central Indiana Regional Board currently has a vacancy due to the resignation of Mr. David E. Harris. The Central Indiana Regional Board Nominating Committee has identified and recommends one candidate to serve on the Central Indiana Regional Board. Trustee Shane said that Ms. Martha Lamkin was the former head of the Lumina Foundation; her husband was active in the state legislature; and she is considered one of the community leaders in Indianapolis and has a tremendous wealth of policy knowledge about community colleges and how they work. Trustee Shane moved to approve Resolution Number 2009-39, Appointment of a Regional Trustee, Central Indiana Region, appointing Ms. Martha Lamkin, representing education, as a regional trustee for the Central Indiana Region. Trustee Findlay seconded the motion. Chairman Whitehead called for further discussion, and there was none. The motion carried unanimously.

- Chairman Whitehead called on Trustee Shane to present Resolution Number 2009-40, Election of State Trustees to the Board of Directors of Ivy Tech Foundation, Inc. Trustee Shane explained that the articles of incorporation of the Ivy Tech
BOARD MINUTES
AUGUST 13, 2009

Foundation by-laws provides that four members of the Ivy Tech Foundation Board of Directors are to be State Trustees of Ivy Tech Community College, elected to the Foundation Board by the College’s State board of Trustees annually and the State Board finds it to be in the best interests of both the College and the Foundation to have appropriate State Trustee representation on the Foundation Board. Trustee Shane nominated Trustees David M. Findlay, Lee J. Marchant, Anthony J. Moravec, and Steve Schreckengast to serve on the Foundation Board of Directors. Trustee Walkup seconded the motion, and the motion carried unanimously.

I. ADJOURNMENT:

Chairman Whitehead called for a motion to adjourn the meeting. Trustee Shane made the motion to adjourn the meeting, and Trustee Buskirk seconded the motion. The motion carried unanimously.

STATE TRUSTEES
IVY TECH COMMUNITY COLLEGE

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated August 13, 2009

Prepared by Tina S. Phelps, Recording Secretary
RESOLUTION APPROVING AND AUTHORIZING THE SALE OF THE
IVY TECH COMMUNITY COLLEGE
STUDENT FEE BONDS, SERIES M AND SERIES N

RESOLUTION NUMBER 2009-41

WHEREAS, the State Board of Trustees (the “Board”) of The Trustees of Ivy Tech Community College of Indiana (the “College”) has full power and authority under and by virtue of the laws of the State of Indiana, including, more particularly, the provisions of Indiana Code 21-34, to issue bonds secured by Student Fees to finance academic and building facilities on its campuses; and

WHEREAS, the College has heretofore executed and delivered to U.S. Bank National Association (originally Merchants National Bank & Trust Company of Indianapolis), as Trustee (the “Trustee”), a certain Trust Indenture dated as of November 1, 1985 as previously amended (the “Original Indenture”), for the purpose of securing its Student Fee Bonds issued from time to time thereunder; and

WHEREAS, the Board, by Resolution Number 2009-34, has previously authorized (i) the Treasurer to develop a Plan of Financing for approval by the Board or its Executive Committee for the financing of all or a portion of the costs of the New Projects, as defined below, and the costs of refunding all or part of the Series E, Series H, Series I, Series K and Series L Student Fee Bonds and any outstanding notes (the “Prior Bonds”) and (ii) the Executive Committee to approve a Plan of Financing and authorize the issuance of the Bonds described below; and

WHEREAS, in addition to the elements of the Plan of Financing approved by Resolution Number 2009-34, the Treasurer has determined that current market conditions call for the potential designation of all or a portion of the bonds as Build America Bonds; and

WHEREAS, the Treasurer has submitted a Plan of Financing therefore to this Board for consideration; and

WHEREAS, the Plan of Financing, as submitted, contemplates the financing of all or a portion of the Projects, the current refunding and redemption of all or a portion of certain Prior Bonds (if market conditions warrant) and the potential designation of all or a portion of the bonds as Build America Bonds; and

WHEREAS, Article IV of the Original Indenture authorizes the issuance of one or more additional series of Bonds by the College and the authentication and delivery of those additional series of Bonds by the Trustee under the conditions set forth in Article IV, which conditions have been complied with so as to authorize the issuance, authentication and delivery of the Bonds described below by the Trustee under the conditions set forth in Article IV, to provide the funds required to finance the costs of the acquisition, constructing and equipping of various projects at various campuses, as more particularly described in Exhibit A hereto (or any combination thereof) (collectively, the “New Projects”), to refund a portion of the Prior Bonds and to finance various costs incidental to the financing and refinancing; and
WHEREAS, the Board has heretofore determined that a necessity exists to acquire, construct and equip the New Projects, and

WHEREAS, there has now been submitted to the Board a form of Eleventh Supplemental Indenture (the “Eleventh Supplemental Indenture”), a form of Official Statement (the “Official Statement”), a form of Bond Purchase Agreement (the “Bond Purchase Agreement”), a form of Construction and Rebate Agreement (the “Rebate Agreement”), a form of Escrow Deposit Agreement (the “Escrow Agreement”), and a form of Seventh Supplement to Continuing Disclosure Undertaking Agreement (the “Undertaking”) in connection with the issuance of the Bonds (as defined below) in an aggregate principal amount not to exceed the sum of (i) the amounts set forth on Exhibit A, (ii) plus amounts necessary to currently refund and redeem certain Prior Bonds so authorized by the State (and to pay the fees and expenses associated therewith), and (iii) plus certain additional costs and discounts, including costs of issuance, bond insurance premiums, if applicable, capitalized interest and other costs incidental to the financing as permitted by law, which financing has been approved by the Indiana General Assembly, and either recommended by the Higher Education Commission and the State Budget Agency, and approved by the Governor of the State of Indiana, or is in process for such recommendations and approval.

NOW THEREFORE BE IT RESOLVED, by the Board as follows:

Section 1. The issuance of Student Fee Bonds by the College on the terms and conditions set forth in the Eleventh Supplemental Indenture, in one or more series, is hereby authorized in the aggregate principal amount not to exceed the sum of (i) the amounts set forth on Exhibit A, (ii) plus amounts necessary to refund certain Prior Bonds (and to pay the fees and expenses associated therewith), and (iii) plus underwriters’ discount as described below and original issue discount, as permitted by law, costs of issuance, costs of any premium for bond issuance, as defined in the Eleventh Supplemental Indenture, and other costs incidental to the financing. The Bonds shall be designated “Ivy Tech Community College of Indiana Student Fee Bonds, Series M” or otherwise as determined by the Treasurer (the “Bonds”). The true interest cost of the Bonds shall not exceed 6.5% (8% for Build America Bonds) with a maximum aggregate underwriters’ discount of 2%, together with original issue discount, if any, as permitted by law, and with such serial or term maturities and redemption features as the executing officers shall approve. The final maturity of the Bonds shall not extend beyond July 1, 2031. The Bonds shall be sold pursuant to the Bond Purchase Agreement at negotiated sale to the Underwriters. The Treasurer is authorized to designate all or a portion of the Bonds as Build America Bonds under the Internal Revenue Code and the American Recovery and Reinvestment Act of 2009, and to designate such Build America Bonds as a separate Series N, if appropriate.

Section 2. The Eleventh Supplemental Indenture is approved in substantially the form submitted to the Board and is made a part of these Resolutions as if fully set forth herein. The Chairman or Vice Chairman of the College are, or either of them is, hereby authorized to execute and deliver, and the Secretary or Assistant Secretary of the College are, or either of them is, hereby authorized to attest the signature of and to imprint the corporate seal of the College on the Eleventh Supplemental Indenture in substantially the form presented to this meeting, with
those changes in form or substance that the officers executing those documents shall approve, as appropriate, such approval to be conclusively evidenced by the execution and delivery thereof.

Section 3. The Official Statement is approved in substantially the form submitted to the Board and is made a part of these Resolutions as if fully set forth herein. The Treasurer or Assistant Treasurer of the College are each hereby authorized and directed to make those changes in form or substance as are necessary or appropriate, to authorize the distribution of the Official Statement, to deem an Official Statement to be final or nearly final for purposes of applicable Securities and Exchange Commission rules, to execute and deliver the form submitted or any final Official Statement with those changes in form or substance that the Treasurer (or Assistant Treasurer) shall approve, and to cause printed copies of the preliminary and final Official Statements to be provided to those prospective purchasers, investors and other persons as he may deem advisable in order to market the Bonds, and any such prior actions are hereby ratified and confirmed.

Section 4. The Treasurer is authorized to designate one or more senior managers and one or more co-managers from the previously approved list of underwriters attached as Exhibit B hereto. The Bond Purchase Agreement is approved in substantially the form submitted to the Board and is made a part of these Resolutions as if set forth fully herein. The Chairman, Vice Chairman, Treasurer or Assistant Treasurer of the College are, or any of them is, hereby authorized to execute and deliver the Bond Purchase Agreement in substantially the form submitted to the Board, with those changes in form or substance that the officer or officers executing that document shall approve, such approval to be conclusively evidenced by the execution and delivery thereof, and any such prior actions are hereby ratified and confirmed.

Section 5. The Rebate Agreement is approved in substantially the form submitted to the Board and is made a part of these Resolutions as if set forth fully herein. The Chairman, Vice Chairman, Treasurer or Assistant Treasurer of the College are, or any of them is, hereby authorized to execute and deliver, and the Secretary or Assistant Secretary of the College are, or either of them is, hereby authorized to attest the signature of and to imprint the corporate seal of the College on the Rebate Agreement in substantially the form submitted to the Board, with those changes in form or substance that the officers executing that document shall approve, such approval to be conclusively evidenced by the execution and delivery thereof.

Section 6. The Seventh Supplement to Continuing Disclosure Undertaking Agreement is approved in substantially the form submitted to the Board and is made a part of these Resolutions as if set forth fully herein. The Chairman, Vice Chairman, Treasurer or Assistant Treasurer of the College are, or any one of them is, hereby authorized to execute and deliver the Undertaking in substantially the form presented to the Board, with those changes in form or substance that the officer executing that document shall approve, such approval to be conclusively evidenced by the execution and delivery thereof.

Section 7. The Escrow Agreement is approved in substantially the form submitted to the Board and is made a part of these Resolutions as if set forth fully herein. The Chairman, Vice Chairman, Treasurer or Assistant Treasurer of the College are, or any of them is, hereby authorized to execute and deliver, and the Secretary or Assistant Secretary of the College are, or
either of them is, hereby authorized to attest the signature of and to imprint the corporate seal of
the College on the Escrow Agreement in substantially the form submitted to the Board, with
those changes in form or substance that the officers executing that document shall approve, such
approval to be conclusively evidenced by the execution and delivery thereof.

Section 8. The Treasurer (or, in his stead, the Assistant Treasurer) of the College is
hereby authorized to prepare the bond forms, as approved by the Board in accordance with these
Resolutions and required for use in the issuance of the Bonds, and to cause the same to be
executed manually or by facsimile by the proper officers of the College as provided in the
Eleventh Supplemental Indenture and the Original Indenture, as amended. Upon execution of
the Bonds, the Treasurer (or, in his stead, the Assistant Treasurer) shall deliver the Bonds to the
Trustee for authentication, and upon their authentication, the Treasurer (or, in his stead, the
Assistant Treasurer) is authorized and directed to deliver the Bonds to the purchasers thereof for
payment of the purchase price, which price shall reflect the underwriters' discount permitted by
these Resolutions and an original issue discount, if any, as permitted by law.

Section 9. The Chairman, Vice Chairman, Treasurer, Assistant Treasurer, Secretary
and Assistant Secretary of the College are, and each of them is, hereby authorized and directed to
do any and all further acts and things necessary underlying execution and delivery of such
additional or supporting agreements, documents, or certificates (including an escrow agreement
relating to any Prior Bonds and a DTC Letter of Representations and any agreement associated
with obtaining bond insurance or debt service reserve fund issuance, if appropriate) as may be
requested or necessary in order to complete the transaction contemplated by the Bond Purchase
Agreement, the Eleventh Supplemental Indenture, the Rebate Agreement, the Undertaking, and
the Official Statement hereby authorized.

Section 10. The Executive Committee is further authorized to amend or supplement
this Resolution and the approvals contained herein if necessary or appropriate, in the opinion of
the Treasurer, to better position the College to take advantage of market conditions.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
## EXHIBIT A

<table>
<thead>
<tr>
<th>Project</th>
<th>Amount</th>
<th>General Assembly Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warsaw</td>
<td>$10,100,000</td>
<td>2009</td>
</tr>
<tr>
<td>Anderson</td>
<td>20,000,000</td>
<td>2009</td>
</tr>
<tr>
<td>Bloomington</td>
<td>20,000,000</td>
<td>2009</td>
</tr>
<tr>
<td>Gary</td>
<td>20,000,000</td>
<td>2009</td>
</tr>
<tr>
<td>Elkhart</td>
<td>20,000,000</td>
<td>2007 &amp; 2009</td>
</tr>
<tr>
<td>Sellersburg</td>
<td>20,000,000</td>
<td>2007</td>
</tr>
<tr>
<td>Indianapolis</td>
<td>69,370,000</td>
<td>2007</td>
</tr>
</tbody>
</table>
EXHIBIT B

Underwriters

Firms Eligible to Serve as Senior Manager

Barclays Capital Inc.
City Securities Corporation

Firms Eligible to Serve as Co-Manager

PNC Capital Markets LLC
Edward D. Jones & Co., L.P.
Backstrom McCarley Berry & Co. LLC
APPROVAL OF A NEW PROGRAM

RESOLUTION NUMBER 2009-42

WHEREAS, Ivy Tech Community College of Indiana has identified the importance of providing educational opportunities for its students, and

WHEREAS, Ivy Tech has identified needs for degree programs in the service regions; and

WHEREAS, the Planning and Education Committee of the State Trustees has reviewed the proposed program and recommended its approval;

NOW THEREFORE BE IT RESOLVED that the State Trustees do hereby approve the College to offer the Associate of Applied Science in Electroneurodiagnostics to be offered at Ivy Tech Community College – Central Indiana; and

FURTHER BE IT RESOLVED that the State Trustees authorize that the proposal be submitted to the Commission for Higher Education for appropriate action.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
APPROVAL TO RECEIVE THE FORMER STAR-PRESS BUILDING IN MUNCIE AS A GIFT, REGION 6/EAST CENTRAL

RESOLUTION NUMBER 2009-43

WHEREAS, Ivy Tech Foundation, Inc. has received a gift of the Fisher Building in downtown Muncie, and

WHEREAS, additional space in Muncie is needed due to significant enrollment increases, and

WHEREAS, the Muncie Redevelopment Commission desires to give the College the former Star-Press building at 125 South High Street in Muncie, one block from the Fisher Building, to expand the College’s downtown campus, and

WHEREAS, said property has been evaluated and found to be acceptable, and

WHEREAS, the Region 6/East Central Board of Trustees has requested that the State Trustees acquire said property;

NOW THEREFORE BE IT RESOLVED, that the State Trustees do hereby approve the acquisition of 125 South High Street in Muncie from the Muncie Redevelopment Commission, and

FURTHER BE IT RESOLVED, that the State Trustees do hereby authorize and direct the President and any other appropriate, designated College employee to enter into said acquisition of said property, after the documents have been approved by the College General Counsel.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
APPROVAL TO RECEIVE FOUR IMPROVED PROPERTIES ON OR NEAR SAMPLE STREET IN SOUTH BEND AS GIFTS, REGION 2/NORTH CENTRAL

RESOLUTION NUMBER 2009-44

WHEREAS, additional space in South Bend is needed due to significant enrollment increases, and

WHEREAS, the South Bend Redevelopment Commission desires to give the College, through Ivy Tech Foundation, Inc., four properties at 222, 230, and 412 East Sample Street and 313 East Ohio Street in South Bend to expand the College’s main campus, and

WHEREAS, said properties have been evaluated and found to be acceptable, and

WHEREAS, the Region 2/North Central Board of Trustees has requested that the State Trustees acquire said property;

NOW THEREFORE BE IT RESOLVED, that the State Trustees do hereby request that Ivy Tech Foundation, Inc. or its single member, member managed limited liability company, Community Enterprises Properties, LLC, receive 222, 230, and 412 East Sample Street and 313 East Ohio Street in South Bend from the South Bend Redevelopment Commission and then transfer said properties to the College, and

FURTHER BE IT RESOLVED, that the State Trustees do hereby approve the acquisition of said properties from Ivy Tech Foundation, Inc. or its single member, member managed limited liability company, Community Enterprises Properties, LLC, and

FURTHER BE IT RESOLVED, that the State Trustees do hereby authorize and direct the President and any other appropriate, designated College employee to enter into said acquisition of said property, after the documents have been approved by the College General Counsel.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
APPROVAL TO DISPOSE OF PROPERTY NOT NEEDED BY THE COLLEGE AT ITS ELKHART CAMPUS BY EASEMENT TO INDIANA MICHIGAN POWER COMPANY, REGION 2/NORTH CENTRAL

RESOLUTION NUMBER 2009-45

WHEREAS, the College owns land at its new campus in Elkhart, and

WHEREAS, the College’s land is currently subject to an easement held by Indiana Michigan Power Company that does not have definite boundaries, and

WHEREAS, Indiana Michigan Power Company has requested a one hundred thirty-foot wide easement through College owned property for the purpose of maintaining its high tension power transmission lines in exchange for eliminating its current, indefinite easement on College property, and

WHEREAS, the College will benefit from granting said easement, and

WHEREAS, the Region 2/North Central Board of Trustees request granting such easements at a cost of $1.00 to Indiana Michigan Power Company;

NOW THEREFORE BE IT RESOLVED, that the State Trustees do hereby approve granting the utility easement on said land of approximately 1.852 acres to Indiana Michigan Power Company at a cost of $1.00 to said entity, and

FURTHER BE IT RESOLVED, that the State Trustees do hereby authorize and direct the President and any other appropriate designated College employee to negotiate and execute all necessary documents for the granting of said easement after the documents have been approved by the College General Counsel.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
APPROVAL TO DISPOSE OF PROPERTY NOT NEEDED BY THE COLLEGE AT ITS ELKHART CAMPUS BY EASEMENT TO THE CITY OF ELKHART, REGION 2/NORTH CENTRAL

RESOLUTION NUMBER 2009-46

WHEREAS, the College owns land at its new campus in Elkhart, and

WHEREAS, the City of Elkhart has requested a forty-foot wide easement through College owned property for the purpose of installing and maintaining water and sewer lines, and

WHEREAS, the College will benefit from granting said easement, and

WHEREAS, the Region 2/North Central Board of Trustees request granting such easements at a cost of $10.00 to the City of Elkhart;

NOW THEREFORE BE IT RESOLVED, that the State Trustees do hereby approve granting the utility easement on said land of approximately 0.936 acres to the City of Elkhart at a cost of $10.00 to said entity, and

FURTHER BE IT RESOLVED, that the State Trustees do hereby authorize and direct the President and any other appropriate, designated College employee to negotiate and execute all necessary documents for the granting of said easement after the documents have been approved by the College General Counsel.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
APPROVAL TO DISPOSE OF PROPERTY NOT NEEDED BY THE COLLEGE AT ITS SELLERSBURG CAMPUS BY EASEMENT TO INDIANA GAS COMPANY, INC., REGION 13/SOUTHERN INDIANA

RESOLUTION NUMBER 2009-47

WHEREAS, the College owns land at its campus in Sellersburg, and

WHEREAS, Indiana Gas Company, Inc. has requested a fifteen-foot wide easement through College owned property for the purpose of installing and maintaining a natural gas line to serve the College’s new construction project, and

WHEREAS, the College will benefit from granting said easement, and

WHEREAS, the Region 13/Southern Indiana Board of Trustees request granting such an easement at a cost of $1.00 to Indiana Gas Company, Inc.;

NOW THEREFORE BE IT RESOLVED, that the State Trustees do hereby approve granting the utility easement on said land of approximately 0.38 acres to Indiana Gas Company, Inc. at a cost of $1.00 to said entity, and

FURTHER BE IT RESOLVED, that the State Trustees do hereby authorize and direct the President and any other appropriate, designated College employee to negotiate and execute all necessary documents for the granting of said easement after the documents have been approved by the College General Counsel.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
APPROVAL OF AN ARCHITECTURAL FIRM FOR THE INDIANAPOLIS FALL CREEK EXPANSION NEW CONSTRUCTION AND RENOVATION PROJECT, REGION 8/CENTRAL INDIANA

RESOLUTION NUMBER 2009-48

WHEREAS, the 2007 General Assembly approved bonding authority for the College to construct a new facility and renovate the existing facility in Indianapolis for $69,370,000 and the State has released $39,500,000 of that authority, and

WHEREAS, there exists a need to employ an architectural firm to assist College officials with planning the project, and

WHEREAS, the College administration and the Facilities and Design Council, upon undertaking appropriate procedures to advertise, interview and select a project architect, has recommended the firm of Schmidt Associates as the project architect for said project, and

WHEREAS, the estimated fee and reimbursables to be paid Schmidt Associates for their services for the project is $3,185,920 and requires State Trustee approval;

NOW THEREFORE BE IT RESOLVED, that the State Trustees do hereby approve Schmidt Associates as the project architect for the Indianapolis Fall Creek Expansion new construction and renovation project and approve a design budget not to exceed $3,185,920 including reimbursables, and

FURTHER BE IT RESOLVED, that the State Trustees do hereby authorize and direct the President and any other appropriate, designated College employee to negotiate and execute a contract with said firm for the above stated project after the documents have been approved by the College General Counsel.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
REQUEST THAT IVY TECH FOUNDATION, INC. PROVIDE FUNDING FOR OR RENOVATE THE THIRD FLOOR OF THE FISHER BUILDING IN MUNCIE UNDER AN AGREEMENT WITH THE COLLEGE TO DO SO, REGION 6/EAST CENTRAL

RESOLUTION NUMBER 2009-49

WHEREAS, Ivy Tech Foundation, Inc. has received a gift of the Fisher Building in Muncie under the condition that the College use the building for educational purposes within eighteen months, and

WHEREAS, the Muncie Campus is in need of additional instructional space that could be housed on the third floor of said building, and

WHEREAS, the College does not have sufficient funds for said renovation, and

WHEREAS, Ivy Tech Foundation, Inc. could provide funding for the renovation or renovate the third floor of the building under an agreement with the College to reimburse Ivy Tech Foundation, Inc., and

WHEREAS, the Region 6/East Central Board of Trustees has requested the involvement of Ivy Tech Foundation, Inc. in the renovation of the third floor of said building;

NOW THEREFORE BE IT RESOLVED, that the State Trustees do hereby request that Ivy Tech Foundation, Inc. fund said renovation or renovate the third floor of said building for educational purposes under an agreement with the College, to reimburse the Foundation, and

FURTHER BE IT RESOLVED, that the State Trustees do hereby authorize and direct the President and any other appropriate, designated College employee to negotiate and to enter into said agreement with Ivy Tech Foundation, Inc., after the documents have been approved by the College General Counsel.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
AUTHORIZATION FOR THE EXECUTIVE COMMITTEE OF THE STATE TRUSTEES TO APPROVE TWO CONSTRUCTION CONTRACTS FOR THE DEMOLITION OF THE FORMER ST. VINCENT HOSPITAL BUILDING IN INDIANAPOLIS, REGION 8/CENTRAL INDIANA

RESOLUTION NUMBER 2009-50

WHEREAS, the 2007 General Assembly approved bonding authority for the College to construct a new facility and renovate the existing facility in Indianapolis for $69,370,000 and the State has released $39,500,000 of that authority, and

WHEREAS, the bid process is underway for the selective demolition of the former St. Vincent Hospital Building and is being completed in accordance with applicable statutes, Indiana Case Law and College procedures, and

WHEREAS, bids for the two categories involved (General Construction and Demolition) will not be received until October 29, a date subsequent to the October State Trustees meeting, and

WHEREAS, it would be beneficial to the College to award contracts for said bids prior to the December State Trustee meeting;

NOW THEREFORE BE IT RESOLVED, that the State Trustees do hereby authorize their Executive Committee to act on their behalf in the matter of the demolition bids, reviewing the results of the bids, and, based on recommendations of the Region 8/Central Indiana Board of Trustees, making a judgment regarding the lowest and best bid for each category and approving a contractor for each category, and

FURTHER BE IT RESOLVED, that the State Trustees do hereby authorize and direct the President and any other appropriate, designated College employee to negotiate and execute a contract with the lowest and best bid General Construction and Demolition firms, approved by the Executive Committee of the State Trustees for said building, after the documents have been approved by the College General Counsel.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
APPROVAL OF SELLERSBURG NEW CONSTRUCTION AND RENOVATION PROJECT BID PACKAGE TWO CONTRACTS, REGION 13/SOUTHERN INDIANA

RESOLUTION NUMBER 2009-51

WHEREAS, the 2007 General Assembly approved bonding authority in the amount of $20,000,000 for the Sellersburg new construction and renovation project and the State Budget Committee and Governor approved proceeding with the project at $20,000,000, and

WHEREAS, the bid process has been completed in accordance with applicable statutes, Indiana Case Law and College procedures including State Trustee Resolution 2004-32 regarding the use of apprentices, and

WHEREAS, the Region 13/Southern Indiana Board of Trustees has reviewed and made recommendations on four contract awards;

NOW THEREFORE BE IT RESOLVED, that the State Trustees do hereby approve the following Bid Package Two contract awards including the base bid and Alternate 1:

<table>
<thead>
<tr>
<th>Category</th>
<th>Contractor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation and slabs</td>
<td>Gibraltar Construction Corp.</td>
<td>$ 780,000</td>
</tr>
<tr>
<td>Structural steel</td>
<td>Geiger &amp; Peters, Inc.</td>
<td>873,000</td>
</tr>
<tr>
<td>Under slab utilities</td>
<td>Nading Mechanical, Inc.</td>
<td>53,968</td>
</tr>
<tr>
<td>Electrical grounding</td>
<td>Nading Mechanical, Inc.</td>
<td>31,359</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$1,738,327</strong></td>
</tr>
</tbody>
</table>

FURTHER BE IT RESOLVED, that the State Trustees do hereby authorize and direct the President and any other appropriate, designated College employee to negotiate and execute contracts with said firms after the documents have been approved by the College General Counsel.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
Buildings, Grounds, and Capital Committee
Approval of Sellersburg new construction and renovation project
Bid Package 2 construction contracts
October 14 and 15, 2009

This item will approve four construction contracts for the Sellersburg new construction and renovation project.

- As you know, the 2007 General Assembly approved bonding authority in the amount of $20,000,000 for the Sellersburg project and the State Budget Committee and Governor approved proceeding with the project.
- An early bid package included demolition and earthwork, asphalt and concrete, and site electrical.
- This package includes foundations and slabs, structural steel, under slab utilities, and electrical grounding.
- The balance of the work will be bid in time for a December State Trustee approval.
- Bids were received from 20 contractors in four bid categories (21 total bids, one contractor bid two categories).
- One combination bid was received. The combination bid was not lower than the sum of the separate lowest bids in the respective categories covered by the combination and, therefore, the combination bid is not being recommended.
- Bids for this project have been evaluated and the Region 13/Southern Indiana Board of Trustees has recommended $1,738,327 of contracts for the project and three prime contractors in four categories.
- The recommendation includes both the base bid and an alternate for additional classrooms that can be exercised within 120 days.
- One contractor, Nading Mechanical, Inc., was the lowest bidder in two categories and the College may choose to execute one contract for both categories.
- All of the lowest bidders have been judged to meet the requirements of State Trustee Resolution 2004-32.
- The three recommended contractors are located in Indianapolis and Hope Indiana.
- The recommended contracts, including the lowest and best bids meeting all State Trustee requirements are as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Contractor</th>
<th>Amount</th>
</tr>
</thead>
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<tr>
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<td>31,359</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$1,738,327</strong></td>
</tr>
</tbody>
</table>

- Funding will come from the Sellersburg new construction and renovation project.

Action requested: Approval of Resolution 2009-51 for four construction contracts for the Sellersburg new construction and renovation project.
APPOINTMENT OF A REGIONAL TRUSTEE – EAST CENTRAL REGION

RESOLUTION NUMBER 2009-52

WHEREAS, the East Central Regional Board currently has two vacancies on its regional board due to the resignations of Jeffrey R. Lang and Ronald K. Fauquher, and

WHEREAS, the East Central Regional Board Nominating Committee has identified and recommends two candidates to serve on the East Central Regional Board, and

WHEREAS, the individuals listed below meet all of the attributes and expectations delineated in Resolution Number 2008-53:

<table>
<thead>
<tr>
<th>NAME</th>
<th>CONSTITUENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nancy Ricker</td>
<td>Commerce</td>
</tr>
<tr>
<td>Tom L. Bennington</td>
<td>At-Large</td>
</tr>
</tbody>
</table>

NOW THEREFORE BE IT RESOLVED, that those individuals named above are hereby appointed as regional trustees for the Ivy Tech Community College of Indiana – East Central Region effective immediately, and

FURTHER BE IT RESOLVED, that these Regional Trustees will serve through June 30, 2012, or the date on which a successor is duly appointed, whichever is later.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
APPOINTMENT OF A REGIONAL TRUSTEE – CENTRAL INDIANA REGION

RESOLUTION NUMBER 2009-53

WHEREAS, the Central Indiana Regional Board currently has one vacancy on its regional board due to the resignation of William Stephan, and

WHEREAS, the Central Indiana Regional Board Nominating Committee has identified and recommends one candidate to serve on the Central Indiana Regional Board, and

WHEREAS, the recommended candidate meets all of the attributes and expectations delineated in Resolution Number 2008-53;

NOW THEREFORE BE IT RESOLVED, that Mr. Rollin Dick is hereby appointed as a regional trustee for Ivy Tech Community College of Indiana – Central Indiana Region, representing At-Large, effective immediately, and

FURTHER BE IT RESOLVED, that Mr. Rollin Dick will serve through June 30, 2012, or the date on which a successor is duly appointed, whichever is later.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
APPROVAL OF AN IDENTITY THEFT PREVENTION PROGRAM

RESOLUTION NUMBER 2009–54

WHEREAS, the Fair and Accurate Credit Transactions Act of 2003, an amendment to the Fair Credit Reporting Act, required the promulgation of federal rules regarding identity theft protection, and

WHEREAS, the federal rules, as promulgated by the Federal Trade Commission, the federal bank regulatory agencies, and the National Credit Union Administration, require Ivy Tech Community College Indiana to implement an identity theft prevention program, and

WHEREAS, the date by which the College must comply with the federal rules is November 1, 2009, and

WHEREAS, responsibility for developing, implementing, and updating this program lies with an Identity Theft Committee consisting of College employees representing the Office of the President, the Office of the Provost, and the Office of the General Counsel, and they have developed the Identity Theft Prevention Program and the Red Flag Policy set forth in Exhibit A, which is attached to and made a part of this resolution, and

WHEREAS, the State Board of Trustees has determined that approval of the Identity Theft Prevention Program and the Red Flag Policy is in the best interest of the College and its students;

NOW THEREFORE BE IT RESOLVED, that the State Trustees approve the Identity Theft Prevention Program and the Red Flag Policy set forth in Exhibit A.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
EU1.10 Identity Theft Prevention Program/Red Flag Policy

Principle:
Ivy Tech Community College of Indiana ("College") developed this Identity Theft Prevention Program ("Program") in compliance with part 681 of the Code of Federal Regulations implementing Sections 114 and 315 of the Fair and Accurate Credit Transactions Act (FACTA) of 2003 and pursuant to the Federal Trade Commission’s (FTC) Red Flags Rule ("Rule"), the Ivy Tech Community College Board of Trustees has adopted the following Identity Theft and Red Flag Policy. This Program was developed with oversight and approval of the Ivy Tech Community College State Board of Trustees, Office of the President, Office of the Provost, and Office of General Counsel. After consideration of the size and complexity of the College’s operations and account systems, and the nature and scope of the College’s activities, the Ivy Tech Community College State Boards of Trustees determined that this Program was appropriate for the College, and therefore approved this Program on October 14, 2009.

Objective:
The Program is designed to detect, prevent and mitigate identity theft in connection with the opening of a covered account or an existing covered account and to provide for continued administration of the Program. The Program established procedures to:
1. Identify relevant red flags for covered accounts it offers or maintains and incorporate those red flags into the Program;
2. Detect red flags that have been incorporated into the Program;
3. Respond appropriately to any red flag that has been detected to prevent and mitigate identity theft; and
4. Ensure the Program is updated periodically to reflect changes in risks to students and employees or to the safety and soundness of the creditor from identity theft.
The Program shall, as appropriate, incorporate existing policies and procedures that control reasonably foreseeable risks.

Approval Authority: The State Board of Trustees for the initial issuance of this policy. The Identity Theft Committee for any subsequent revision to this policy.

Responsible Executive: Vice President/Treasurer

Responsible Office: College Finance Office

Originally Issued: November 1, 2009

Policy:
It is Ivy Tech Community College’s policy to assist in the prevention and detection of identity theft. The college is adopting this Red Flag Detection and Reporting Policy to assist in the detection, protection and mitigation of identity theft pursuant to the red flag regulations issued by the Federal Trade Commission. This policy covers all students, employees and contractors of Ivy Tech Community College.
I. DEFINITIONS AND PROGRAM

A. Red Flags Rule Definitions Used in this Program

“Identity Theft” is a “fraud committed or attempted using the identifying information of another person without authority.”

A “Red Flag” is a “pattern, practice, or specific activity that indicates the possible existence of Identity Theft.”

A “Covered Account” includes all accounts or loans that are administered by the College.

A “Program Administrator” is the individual designated with primary responsibility for oversight of the program.

“Identifying information” is “any name or number that may be used to identify a specific person,” including but not limited to: name, address, telephone number, social security number, date of birth, government issued driver’s license or identification number, alien registration number, government passport number, employer or taxpayer identification number, student identification number, computer’s Internet Protocol address, or routing code.

B. Fulfilling Requirements of the Red Flags Rule

Under the Red Flags Rule, the College is required to establish an “Identity Theft Prevention Program” tailored to its size, complexity and the nature of its operation. Each program must contain reasonable policies and procedures to:

1. Identify relevant Red Flags for new and existing covered accounts and incorporate those Red Flags into the Program;
2. Detect Red Flags that have been incorporated into the Program;
3. Respond appropriately to any Red Flags that are detected to prevent and mitigate Identity Theft; and
4. Ensure the Program is updated periodically to reflect changes in risks to students and employees, or to the safety and soundness of the student or employees accounts from Identity Theft.

II. IDENTIFICATION OF RED FLAGS

In order to identify relevant Red Flags, the College considers the types of accounts that it offers and maintains, methods it provides to open its accounts, methods it provides to access its accounts, and its previous experiences with Identity Theft. The College identifies the following Red Flags in each of the listed categories:
A. Notifications and Warning from Credit Reporting Agencies

**Red Flags**

1. Report of fraud accompanying a credit report;
2. Notice or report from a credit agency of a credit freeze on an applicant;
3. Notice or report from a credit agency of an active duty alert for an applicant;
4. Receipt of a notice of address discrepancy in response to a credit report request; and
5. Indication from a credit report of activity that is inconsistent with an applicant’s usual pattern or activity.

B. Suspicious Documents

**Red Flags**

1. Identification document or card that appears to be forged, altered or inauthentic;
2. Identification document or card on which a person’s photograph or physical description is not consistent with the person presenting the document.
3. Other document with information that is not consistent with existing student or employee information; and
4. Application for service that appears to have been altered or forged.

C. Suspicious Personal Identifying Information

**Red Flags**

1. Identifying information presented that is inconsistent with other information the employee or student provides (example: inconsistent birth dates);
2. Identifying information presented that is inconsistent with other sources of information (for instance, an address not matching an address on a loan application);
3. Identifying information presented that is the same as information shown on other applications that were found to be fraudulent;
4. Identifying information presented that is consistent with fraudulent activity (such as an invalid phone number or fictitious billing address);
5. Social security number presented that is the same as one given by another employee or student;

6. A person fails to provide complete personal identifying information on an application when reminded to do so; and

7. A person’s identifying information is not consistent with the information that is on file for the employee or student.

D. Suspicious Covered Account Activity or Unusual Use of Account

Red Flags

1. Changes of address for an account followed by a request to change the student’s or employees name;

2. Payments stop on an otherwise consistently up-to-date account;

3. Account used in a way that is not consistent with prior use;

4. Mail sent to the student is repeatedly returned as undeliverable;

5. Notice to the College that a student is not receiving mail sent by the College;

6. Notice to the College that an account has unauthorized activity;

7. Breach in the College’s computer system security; and

8. Unauthorized access to or use of student account information.

E. Alerts from Others

Red Flags

1. Notice to the College from a student, Identity Theft victim, law enforcement or other person that the College has opened or is maintaining a fraudulent account for a person engaged in Identity Theft.

III. DETECTING RED FLAGS

A. ID Card Issuance

In order to detect any of the Red Flags identified above associated with the issuance of an ID card, College personnel will take the following steps to obtain and verify the identity of the person requesting the card:
Detect

1. Require certain identifying information such as name, date of birth, home address or other information; and

2. Verify the student or employee’s identity at time of issuance of the identification card (review of driver’s license or other government-issued photo identification).

B. Student and Employee Covered Accounts

In order to detect any of the Red Flags identified above for an existing Covered Account, College personnel will take the following steps to monitor transactions on an account:

Detect

1. Verify the identification of students or employee if they request information (in person, via telephone, via facsimile, via email);

2. Verify the validity of requests to change billing addresses by mail or email and provide the student or employee a reasonable means of promptly reporting incorrect billing address changes; and

3. Verify the identity of students or employees changing banking information given for billing and payment purposes.

C. Consumer (“Credit”) Report Requests

In order to detect any of the Red Flags identified above for an employment or volunteer position for which a credit or background report is sought, College personnel will take the following steps to assist in identifying address discrepancies:

1. Require written verification from any applicant that the address provided by the applicant is accurate at the time the request for the credit report is made to the consumer reporting agency; and

2. In the event that notice of an address discrepancy is received, verify that the credit report pertains to the applicant for whom the requested report was made and report to the consumer reporting agency an address for the applicant that the College has reasonably confirmed is accurate.

IV. PREVENTING AND MITIGATING IDENTITY THEFT

In the event College personnel detect any identified Red Flags, such personnel shall take one or more of the following steps, depending on the degree of risk posed by the Red Flag:
**Prevent and Mitigate**

1. Continue to monitor a Covered Account for evidence of Identity Theft and document all actions taken;

2. Change any passwords or other security devices that permit access to Covered Accounts;

3. Not open a new Covered Account;

4. Provide the student with a new student identification number;

5. Notify the Program Administrator for determination of the appropriate step(s) to take;

6. Notify law enforcement;

7. File or assist in filing an Ivy Tech Incident Response Checklist; or

8. Determine that no response is warranted under the particular circumstances.

**Protect Student and Employee Identifying Information**

In order to further prevent the likelihood of Identity Theft occurring with respect to Covered Accounts, the College will take the following steps with respect to its internal operating procedures to protect student identifying information:

1. Ensure that its website is secure or provide clear notice that the website is not secure;

2. Ensure complete and secure destruction of paper documents and computer files containing student or employee account information when a decision has been made to no longer maintain such information;

3. Ensure that office computers with access to Covered Account information are password protected;

4. Avoid use of social security numbers, unless required by law;

5. Ensure computer virus protection is up to date; and

6. Require and keep only the kind of student or employee information that is necessary for College purposes.
V. PROGRAM ADMINISTRATION

A. Oversight

Responsibility for developing, implementing and updating this Program lies with an Identity Theft Committee (“Committee”) for the College. The Committee is headed by a Program Administrator who will be appointed by the President of the College. The Committee will consist of one representative from each of the following areas: Legal, Finance, Human Resources, Student, Information Security, and Internal Audit.

B. Staff Training and Reports

College staff responsible for implementing the Program shall be trained either by or under the direction of the Program Administrator in the detection of Red Flags and the responsive steps to be taken when a Red Flag is detected. College staff shall be trained, as necessary, to effectively implement the Program. College employees are expected to notify the Program Administrator once they become aware of an incident of Identity Theft or of the College’s failure to comply with this Program. At least annually or as otherwise requested by the Program Administrator, College staff responsible for development, implementation, and administration of the Program shall report to the Program Administrator on compliance with this Program. The report should address such issues as effectiveness of the policies and procedures in addressing the risk of identity theft in connection with the opening and maintenance of Covered Accounts, service provider arrangements, significant incidents involving identity theft and management’s response, and recommendations for changes to the Program.

C. Service Provider Arrangements

In the event the College engages a service provider to perform an activity in connection with one or more Covered Accounts, the College will take the following steps to ensure the service provider performs its activity in accordance with reasonable policies and procedures designed to detect, prevent and mitigate the risk of Identity Theft.

1. Require, by contract, that service providers have such policies and procedures in place; and

2. Require, by contract, that service providers review the College’s Program and report any Red Flags to the Program Administrator or the College employee with primary oversight of the service provider relationship.

D. Non-disclosure of Specific Practices

For the effectiveness of this Identity Theft Prevention Program, knowledge about specific Red Flag identification, detection, mitigation and prevention practices may need to be limited to the Committee who developed this Program and to those employees with a need to know them. Any documents that may have been produced or are produced in order to develop or implement this program that list or describe such specific practices and the information those
documents contain are considered “sensitive” as defined by the College data classification policy.

E. Program Updates

The Committee will periodically review and update this Program to reflect changes in risks to students or employees and the soundness of the College from Identity Theft. In doing so, the Committee will consider the College’s experiences with Identity Theft situations, changes in Identity Theft methods, changes in Identity Theft detection and prevention methods, and changes in the College’s business arrangements with other entities. After considering these factors, the Program Administrator will determine whether changes to the Program, including the listing of Red Flags, are warranted. If warranted, the Committee will update the Program.

Commentary:
This policy should be read in conjunction with the college’s Information Classification Policy (SM1.1). If an employee is uncertain of the sensitivity of a particular piece of information, they should contact their immediate supervisor for clarification.

Confidential Information for the Purpose of the College’s Identify Theft and Red Flag Policy
Confidential Information includes data covered by Federal and State legislation such as FERPA and the Data Protection Act or is legally covered by contract and must be protected at all times. The disclosure of this information may seriously damage or negatively impact the College.

Definition of Confidential Information
Confidential Information includes, but is not limited to, the following items whether stored in electronic or printed format:

Credit and debit card information, including:
1. Credit and debit card number (in part or whole)
2. Credit and debit card expiration date
3. Cardholder name
4. Cardholder address

Tax identification numbers, including:
1. Social Security number
2. Business identification number
3. Employer identification number

Personnel & Payroll information, including among other information:
1. Paychecks
2. Pay stubs
3. W-2’s
4. Vendor remittances for employee benefits
Personal banking information for any employee, student, customer, or constituent, including but not limited to:
1. Password/Log-In information for online banking.
2. Bank account number.
3. Routing number.

Other Information Commonly Used in Identity Theft
The following information, even though it may otherwise be considered public or proprietary, is often used in conjunction with Confidential Information to commit fraudulent activity such as identity theft:
1. Date of birth
2. Address
3. Phone numbers
4. Maiden name
5. Names
6. Customer number
7. Driver's License Number

Hard Copy Distribution and Storage
All College personnel shall comply with the following requirements:
1. File cabinets, desk drawers, overhead cabinets, and any other storage space containing documents with Confidential or Sensitive Information must be locked when not in use.
2. Storage rooms containing documents with Confidential or Sensitive Information and record retention areas must be locked at the end of each workday or when unsupervised.
3. Desks, workstations, work areas, printers and fax machines, and common shared work areas must be cleared of all documents containing Confidential or Sensitive Information when not in use.
4. Whiteboards, dry-erase boards, writing tablets, etc. in common shared work areas containing Confidential or Sensitive Information must be erased, removed, or shredded when not in use.
5. College records may only be destroyed in accordance with the College’s records retention policy and applicable law (SM1.16).
6. Documents containing Confidential Information must be disposed of in a secure manner. A secure manner includes destroying the documents using a cross-cut shredder or disposing of documents in an authorized disposal container.

Electronic Distribution and Storage
All College employees shall comply with the following policies:
1. Non-College email systems, including but not limited to, Hotmail, Yahoo, and/or Google shall not be used to send Confidential or Sensitive Information. When using approved College e-mail systems to send Confidential or Sensitive Information internally the preferred mode is to encrypt or password protect such information (EU1.5).
2. Any Confidential Information sent to recipients externally (i.e. to non Ivy Tech Community College email accounts) should be encrypted and sent only to approved recipients.
Additionally, a statement such as this should be included in the e-mail:
"The information contained in this transmission may contain privileged and confidential information protected by federal and state privacy laws. It is intended only for the use of the person(s) named above. If you are not the intended recipient, you are hereby notified that any review, dissemination, distribution or duplication of this communication is strictly prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message."

3. Encryption technologies should be employed when Confidential Information is being stored on mobile devices such as laptops, backup media, DVDs, CDs, external hard drives, and thumb drives, among others (EU1.5).

4. Confidential Information should be encrypted when internally transmitted over an electronic communications network.

5. All hardware/storage media that will be repurposed for use within the College must be sanitized adhering to Ivy Tech Community College’s Data Disposal Policy (SM1.16). The Policy recommends the approach of overwriting all addressable media locations, a minimum of three times, with a character, its complement, then a random character and verifying the process. If hardware will be disposed of, or will be transferred to a third party outside of the College, all storage media must be rendered unusable, adhering to government standards which requires degaussing and/or complete physical destruction.

**Application of Other Laws and College Policies**

College personnel should make reasonable efforts to secure Confidential or Sensitive Information to the proper extent. Furthermore, this section should be read and applied in conjunction with applicable laws and College policies. If an employee is uncertain of the Red Flag implications of a certain piece of information, he/she should contact the appropriate regional senior level manager or the specific department within the Office of the President or Office of the Provost.

**Procedure:**

**A. Covered Accounts**

**College administered covered accounts - Students**

1. Plus Loans
2. Stafford Loans
3. College Institutional Loans
4. Deferred Tuition Payments
5. HigherOne card balances
6. Student Account Receivables
7. Contract Account Receivables

**College administered covered accounts – Employee**

i. Employee Payroll
ii. Employee Reimbursements
iii. Direct Deposit information
Risk Assessment
For the student related College administered covered accounts listed above, the existing risk is that a fraudulent request is made for a refund on an overpaid account resulting from a loan and/or direct payment. Since the College is solely responsible for issuing refunds on these accounts, the risk resides at the College level.

There is no perceived risk associated with the employee payroll and reimbursement programs. When funds are owed to the employee, the funds would be returned to the employee through the standard payment process. This process maintains its own control structure to ensure proper payment to employees.

The College will take steps to ensure that the activity of a service provider is conducted in accordance with reasonable policies and procedures designed to detect, prevent and mitigate the risk of identity theft whenever the organization engages a service provider to perform an activity in connection with one or more covered accounts. However, the processes transacted by these providers represent funds owed to the College, mitigating the risk of theft to the account holders. Additionally, the College will take steps to review the Red Flag policies and procedures enacted by these providers.

Control Procedures
As noted above, the primary risk associated with the covered accounts relates to refunds on student accounts and loan accounts. The following control procedures mitigate this risk:

The College will initiate a refund on all student accounts that are in an overpaid status to the most current address on file.

Checks and HigherOne debit cards are mailed to the official name and address within the College’s Information System or may be picked up in person. The student must provide a valid picture ID when receiving the check in person.

Non-employee students must make all name change requests to the Registrar’s Office. Students who are also College employees must make all name change requests to the Human Resources Office. A change in name requires the appropriate legal document. These changes require the student to visit the Registrar’s Office in person and present a valid picture ID. A change in address may be requested either through the student’s Campus Connect account or in person. If requested in person, the student must show a valid picture ID.

Red Flags
The following red flags are potential indicators of fraud. Any time a red flag, or a situation closely resembling a red flag is apparent, it should be investigated.

1. Documents provided for identification appear to have been altered or forged;
2. The photograph or physical description on the identification is not consistent with the appearance of the employee or student presenting the identification;
3. A request made from a non-College issued e-mail account;
4. A request to mail something to an address not listed on file; and
5. Notice from customers, victims of identity theft, law enforcement authorities, or other persons regarding possible identity theft in connection with covered accounts.

Response to Red Flags
The program provides appropriate responses to detect red flags to prevent and mitigate identity theft. The appropriate responses to the relevant red flags are as follows:

1. Deny access to the covered account until other information is available to eliminate the Red Flag;
2. Contact the student or employee;
3. Change any passwords, security codes or other security devices that permit access to a covered account;
4. Notify law enforcement; or
5. Determine no response is warranted under the particular circumstances.
AUTHORIZATION FOR THE EXECUTIVE COMMITTEE OF THE STATE TRUSTEES TO APPROVE THE PURCHASE OF AN IMPROVED PROPERTY AT 120 WEST 26TH STREET IN INDIANAPOLIS – REGION 8/CENTRAL INDIANA

RESOLUTION NUMBER 2009-55

WHEREAS, the 2007 General Assembly approved bonding authority for the College to construct a new facility and renovate the existing facility in Indianapolis for $69,370,000 and the State has released $39,500,000 of that authority, and

WHEREAS, the bid process is underway for the selective demolition of the former St. Vincent Hospital Building and is being completed in accordance with applicable statutes, Indiana Case Law and College procedures, and

WHEREAS, the owners of the improved property at 120 West 26th Street in Indianapolis and College Administration appear to be close to agreeing on a purchase price and other conditions for the sale of said property, and

WHEREAS, it would be beneficial to the College to agree to purchase said property prior to the December State Trustee meeting and to avoid attorney fees of up to $50,000 and time delays that could result from an eminent domain proceeding;

NOW THEREFORE BE IT RESOLVED, that the State Trustees do hereby authorize their Executive Committee to act on their behalf in the matter of the purchase of 120 West 26th Street, subject to the following limitations:

(1) the purchase price that the College agrees to pay for the property may not exceed the amount recommended by the President of the College;

(2) the amount of assistance that the College agrees to provide to help the current resident of the property move to another location may not exceed $3,000; and

(3) the time period during which the current resident may continue to live at 120 West 26th Street rent free before delivering possession of the property to the College may not go beyond April 1, 2010.

FURTHER BE IT RESOLVED, that the State Trustees do hereby authorize and direct the President and any other appropriate, designated College employee to negotiate and execute an agreement with said owners of said property, which agreement is subject to approval by the Executive Committee of the State Trustees, and to execute other documents related to the College’s purchase of the property, after the documents have been approved by the College General Counsel.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Dated October 15, 2009

Anne K. Shane, Secretary
Buildings, Grounds, and Capital Committee

Authorization for the Executive Committee of the State Trustees to approve the purchase of an improved property at 120 West 26th Street in Indianapolis

October 14 and 15, 2009

This item will authorize the Executive Committee of the State Trustees, at their meeting between the October and December State Trustee meeting, to approve the purchase of improved land in Indianapolis.

- As you may know, Region 8/Central Indiana has developed a land acquisition plan for property contiguous to the North Meridian Center campus in Indianapolis.
- The long-range planning for the North Meridian Center campus location includes the need for additional facilities and parking.
- Acquisition of the improved property at 120 West 26th Street has been in the Region’s land acquisition plan for over 20 years.
- At your April 2009 meeting the State Trustees authorized the College to acquire the property using Eminent Domain but the State Trustees preferred to acquire the land without using this method if at all possible.
- The property was appraised at $50,000 with a best use as vacant land and the appraisal was provided to the owners.
- The owners initially stated that they wanted $500,000 for the property and the College has offered $100,000.
- The College representative has been meeting with the owners’ representative.
- With the approval of the Fall Creek Expansion project by State agencies and proceeding with the demolition portion of the project, acquisition of 120 West 26th Street has become a high priority.
- It appears that the five owners of the property and College administration are close to an agreed upon price and other conditions.
- The agreement will likely not be in place prior to the October State Trustee meeting but may be in place prior to the November Executive Committee meeting.
- It is expected that once the agreement is in place that the owners will want to move quickly to close on the purchase.
- Moving quickly can occur by authorizing the Executive Committee of the State Trustees to act on behalf of the State Trustees for this purpose in November.

Action requested: Authorization for the Executive Committee of the State Trustees to approve an improved land purchase in Indianapolis at its Committee meeting between the October and December State Trustee meetings.
RESOLUTION TO HONOR DR. MARNIA F. KENNON UPON HER RETIREMENT FROM
IVY TECH COMMUNITY COLLEGE OF INDIANA

RESOLUTION NUMBER 2009-56

WHEREAS, Dr. Marnia F. Kennon joined the staff of then Indiana Vocational Technical College on September 21, 1987, as a staff member in the Planning and Education department and was subsequently promoted to Director of Planning and Education and then Executive Director of Planning and Education, and finally named Chief Academic Officer of the College on October 3, 2005, and

WHEREAS, during her service in these roles, Dr. Kennon was a principal architect in the transformation of Indiana Vocational Technical College to Ivy Tech State College in 1995 and to Ivy Tech Community College of Indiana in 2005, and

WHEREAS, many of the academic foundational elements that have catapulted the College’s achievement and recognition as the Nation’s largest singly-accredited, multi-campus statewide community college is traced to the ingenuity and leadership provided by Dr. Kennon, and

WHEREAS, Dr. Kennon has earned the respect and admiration of not only her Ivy Tech colleagues but also her counterparts at Indiana’s other public and private colleges and universities and the staff and commission members of the Indiana Commission for Higher Education, and

WHEREAS, Dr. Kennon has provided outstanding advice, counsel and service to the State Boards of Trustees of Indiana Vocational Technical College, Ivy Tech State College, and Ivy Tech Community College of Indiana throughout her tenure with the College, and

WHEREAS, Dr. Kennon has notified the College’s senior administration of her decision to retire from the College’s employ on October 30, 2009;

NOW THEREFORE BE IT RESOLVED that the State Board of Trustees, on behalf of all Ivy Tech Community College of Indiana staff, faculty, students and state trustees of years past, present, and future, hereby recognize and honor Dr. Marnia F. Kennon for her extensive and enduring contributions to the development and success of the College, and by extension, her service to the State of Indiana and all of its citizens, and

FURTHER BE IT RESOLVED that the State Trustees of Ivy Tech Community College of Indiana hereby award the Honorary Degree of Associate of Science in College and Community Service to Dr. Marnia F. Kennon as an expression of our everlasting appreciation for her generous contributions, and

FURTHER BE IT RESOLVED that this Resolution and the Honorary Degree awarded herewith shall be formally presented to Dr. Kennon in the presence of her colleagues at a reception in her honor on October 29, 2009.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
RE APPOINTMENT OF REGIONAL TRUSTEES – NORTHWEST REGION

RESOLUTION NUMBER 2009-57

WHEREAS, the terms of appointment of certain Northwest Regional Trustees expired on June 30, 2008, and on June 30, 2009, and

WHEREAS, the Northwest Regional Board Nominating Committee has identified and recommends three candidates to serve on the Northwest Regional Board, and

WHEREAS, the individuals listed below meet all of the attributes and expectations delineated in Resolution Number 2008-53;

<table>
<thead>
<tr>
<th>NAME</th>
<th>CONSTITUENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nadine McDowell</td>
<td>At-Large</td>
</tr>
<tr>
<td>Raymond V. Komenich</td>
<td>Education</td>
</tr>
<tr>
<td>Andrew Kyres</td>
<td>Commerce</td>
</tr>
</tbody>
</table>

NOW THEREFORE BE IT RESOLVED, that those individuals named above are hereby appointed as regional trustees for the Ivy Tech Community College of Indiana – Northwest Region effective immediately, and

FURTHER BE IT RESOLVED, that these Regional Trustees will serve through June 30, 2012, or the date on which a successor is duly appointed, whichever is later.

State Trustees
Ivy Tech Community College of Indiana

[Signature]
Kaye H. Whitehead, Chairman

[Signature]
Anne K. Shane, Secretary

Dated October 15, 2009
APPOINTMENT OF REGIONAL TRUSTEES – NORTHWEST REGION

RESOLUTION NUMBER 2009-58

WHEREAS, the Northwest Regional Board currently has two vacancies on its regional board due to the resignation of Benjamin T. Luna and the untimely passing of William Lain, and

WHEREAS, the Northwest Regional Board Nominating Committee has identified and recommends two candidates to serve on the Northwest Regional Board, and

WHEREAS, the individuals listed below meet all of the attributes and expectations delineated in Resolution Number 2008-53;

<table>
<thead>
<tr>
<th>NAME</th>
<th>CONSTITUENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heather A. McCarthy</td>
<td>At-Large</td>
</tr>
<tr>
<td>Timothy William Stoner</td>
<td>Agriculture</td>
</tr>
</tbody>
</table>

NOW THEREFORE BE IT RESOLVED, that those individuals named above are hereby appointed as regional trustees for the Ivy Tech Community College of Indiana – Northwest Region effective immediately, and

FURTHER BE IT RESOLVED, that these Regional Trustees will serve through June 30, 2012, or the date on which a successor is duly appointed, whichever is later.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
APPOINTMENT OF A REGIONAL TRUSTEE – RICHMOND REGION

RESOLUTION NUMBER 2009-59

WHEREAS, the Richmond Regional Board currently has one vacancy on its regional board due to the resignation of John C. Webb, and

WHEREAS, the Richmond Regional Board Nominating Committee has identified and recommends a candidate to serve on the Richmond Regional Board, and

WHEREAS, the recommended candidate meets all of the attributes and expectations delineated in Resolution Number 2008-53;

NOW THEREFORE BE IT RESOLVED, that Ms. Vickie Long is hereby appointed as a regional trustee for Ivy Tech Community College of Indiana – Richmond Region, representing Labor, effective immediately, and

FURTHER BE IT RESOLVED, that Ms. Vickie Long will serve through June 30, 2012, or the date on which a successor is duly appointed, whichever is later.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
IVY TECH COMMUNITY COLLEGE
YEAR-TO-DATE FINANCIAL PERFORMANCE FOR MONTH ENDING AUGUST 31, 2009

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<thead>
<tr>
<th>Category</th>
<th>2009-10 Actual</th>
<th>2008-09</th>
<th>Year-Over-Year Difference</th>
<th>Percentage Change</th>
<th>2009-10 Adjusted Budget</th>
<th>Actual vs. Budget Difference</th>
<th>Budget Variance Percentage</th>
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<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Student Fees</td>
<td>$121,583,321</td>
<td>$81,405,414</td>
<td>$40,177,907</td>
<td>49.36%</td>
<td>$193,595,169</td>
<td>$ (72,011,848)</td>
<td>-37.20%</td>
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<tr>
<td>State Appropriation</td>
<td>45,185,133</td>
<td>41,143,394</td>
<td>4,042,739</td>
<td>9.83%</td>
<td>191,075,677</td>
<td>(145,869,544)</td>
<td>-76.35%</td>
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<tr>
<td>Investment Income</td>
<td>573,053</td>
<td>667,027</td>
<td>(93,974)</td>
<td>-14.09%</td>
<td>3,200,000</td>
<td>(2,626,947)</td>
<td>-82.09%</td>
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<tr>
<td>Other Income &amp; Transfers</td>
<td>1,893,057</td>
<td>4,072,254</td>
<td>(2,179,197)</td>
<td>-53.51%</td>
<td>3,662,820</td>
<td>(1,769,763)</td>
<td>-48.32%</td>
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<tr>
<td>Total Unrestricted Revenue</td>
<td>$169,235,564</td>
<td>$127,268,089</td>
<td>$41,967,475</td>
<td>32.95%</td>
<td>$391,533,666</td>
<td>$ (222,288,102)</td>
<td>-56.78%</td>
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<td>Reserve/Carry Forward</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Total Resources Available</td>
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<td></td>
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</table>

| Expenditures              |                |         |                           |                   |                          |                            |                           |
| Compensation              | $33,280,596    | $33,510,214 | $ (229,618)              | -0.69%            | $249,005,425             | $ 215,724,829             | 86.63%                    |
| Supplies & Equipment      | 13,978,788     | 12,762,051 | 1,216,737                | 9.53%             | 155,442,172              | 141,463,384               | 91.01%                    |
| Utilities                 | 1,003,471      | 893,932  | 109,539                  | 12.25%            | 9,458,250                | 8,454,779                 | 89.39%                    |
| Facility Leases           | 2,030,978      | 1,708,022 | 322,956                  | 18.91%            | 5,699,735                | 3,668,757                 | 64.37%                    |
| Transfers                 | 17,796,364     | 14,074,219 | 3,722,145                | 26.45%            | 28,654,177               | 10,857,813                | 37.89%                    |
| Total                     | $68,090,197    | $62,948,438 | $5,141,759               | 8.17%             | $448,259,759             | $ 380,169,562             | 84.81%                    |
| Net                       | $101,145,367   | $64,339,651 | $36,805,716              | 57.21%            | 0                         | $ 157,871,460             |                           |

33
<table>
<thead>
<tr>
<th>Regions/Sites</th>
<th>2009-10 Original Budget</th>
<th>Regional Board Approved Increases</th>
<th>Carry Forward Adjustment</th>
<th>Enrollment Adjustment</th>
<th>Economic Develop. Revolving Fund Adjustments</th>
<th>Transfers and Other Adjustments</th>
<th>Total Adjusted Budget</th>
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<tr>
<td>Cary</td>
<td>$21,505,508</td>
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<td>0</td>
<td>$564,851</td>
<td>0</td>
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<td>$23,063,362</td>
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<td>Valparaiso</td>
<td>$7,937,245</td>
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<td>0</td>
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<td>0</td>
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<td>9,155</td>
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<td>27,433</td>
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<td>3,519,259</td>
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<td>0</td>
<td>$972,024</td>
<td>0</td>
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<td>0</td>
<td>$798,277</td>
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<td>277,540</td>
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<td>Warsaw</td>
<td>$2,215,131</td>
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<td>0</td>
<td>188,721</td>
<td>0</td>
<td>108,220</td>
<td>2,512,072</td>
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<td>Elkhart</td>
<td>$4,351,612</td>
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<td>0</td>
<td>304,400</td>
<td>0</td>
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<td>0</td>
<td>$1,291,358</td>
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<td>0</td>
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<td>104,015</td>
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<td>Terre Haute (7)</td>
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<td>$639,883</td>
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<td>Lawrenceburg</td>
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<td>63,090</td>
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<td>106,870</td>
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<td>Total College</td>
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<td>PRINCIPAL</td>
<td>CURRENT YEAR</td>
<td>PRIOR YEAR</td>
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<tr>
<td>Beginning Balance</td>
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<td>$108,692,332</td>
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<td>Ending Balance</td>
<td>$147,382,887</td>
<td>$120,293,207</td>
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<tr>
<th>INTEREST INCOME</th>
<th>Fund 01</th>
<th>Other Funds (2)</th>
<th>Total Funds</th>
<th>Fund 01</th>
<th>Other Funds (2)</th>
<th>Total Funds</th>
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<td>Beginning Cash</td>
<td>$181,764</td>
<td>$15,057</td>
<td>$196,821</td>
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<td>$107,195</td>
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<td>Months interest</td>
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<td>179,742</td>
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<td>Int earned with Trustee</td>
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<tr>
<td>Adjustments</td>
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<tr>
<td>Transfers</td>
<td>(37,312)</td>
<td>37,312</td>
<td>(34,373)</td>
<td>34,373</td>
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<td>Cash collections to date</td>
<td>297,184</td>
<td>52,369</td>
<td>349,563</td>
<td>216,518</td>
<td>71,019</td>
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<tr>
<td>Adjustments</td>
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<tr>
<td>Intre Accts - Fut. Maturities</td>
<td>4,560,071</td>
<td>4,560,071</td>
<td>2,510,655</td>
<td>2,510,655</td>
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<td>Intre Accts - YEC 08-09</td>
<td>(4,284,211)</td>
<td>(4,284,211)</td>
<td>(2,060,146)</td>
<td>(2,060,146)</td>
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<td>Int Accrual Basis</td>
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<td>52,369</td>
<td>$625,422</td>
<td>$667,027</td>
<td>71,019</td>
<td>$738,047</td>
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</table>

Footnotes: (1) Pooled Investment fund also includes Bookstore, Payroll Withholdings, and Parking
(2) Other funds include Plant,TFP/BIRT, Insurance Stabilization Reserve, and Student Government

Per WSJ – as of August 31, 2009
Commercial Paper 35 - 120 days 0.222%
Thirteen Week Treasury 0.150%
Three Months CD 0.280%
Average yield to Maturity as of August 31, 2009 – 2.502% Average yield to Maturity as of August 31, 2008 – 3.840%

<table>
<thead>
<tr>
<th>Institution</th>
<th>Type of Investment</th>
<th>Summary of Investment Activity as of August 31, 2009</th>
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<tr>
<td>National City Bank (PNC)</td>
<td>Certificate of Deposit</td>
<td>$130,500,000</td>
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<tr>
<td>Dreyfus Corporation</td>
<td>Commercial Paper</td>
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<tr>
<td>Federated Investors</td>
<td>Agency</td>
<td>$1,380,000</td>
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<td>Lake City Bank</td>
<td>Savings</td>
<td>519,156</td>
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<tr>
<td>Lafayette Savings Bank</td>
<td>Prime Cash Obligations Fund</td>
<td>$14,679,634</td>
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<tr>
<td>Huntington Capital Corp</td>
<td>Dreyfus Cash Management</td>
<td>305,097</td>
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<tr>
<td>MI Coop</td>
<td>Total</td>
<td>$147,382,887</td>
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<td>KeyBank Banking</td>
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<tr>
<td>Irwin Union Bank</td>
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<tr>
<td>Fifth Third Bank</td>
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<td>US Bank</td>
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<tr>
<td>Lafayette Bk &amp; Trust</td>
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<tr>
<td>Total</td>
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<td>$147,382,887</td>
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35
<table>
<thead>
<tr>
<th>Region</th>
<th>Title or Description</th>
<th>Source</th>
<th>Amount</th>
<th>Effective Date</th>
<th>Expiration Date</th>
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<td>Region 01 Gary</td>
<td>WED Center on Logistics, Distribution &amp; Transportation</td>
<td>U.S. Department of Education</td>
<td>$381,000</td>
<td>08/01/09</td>
<td>07/31/10</td>
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<td>Region 05 Kokomo</td>
<td>HRSA - Nurses Education Grant</td>
<td>U.S. Department of Education</td>
<td>$256,926</td>
<td>07/01/09</td>
<td>06/30/10</td>
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<td>Region 05 Kokomo</td>
<td>Operation Diploma</td>
<td>Purdue University</td>
<td>$11,000</td>
<td>07/01/09</td>
<td>06/30/10</td>
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<td>Region 07 Terre Haute</td>
<td>WNI - ARRA-9-07 Agreement</td>
<td>Workforce Network, Inc</td>
<td>$857,154</td>
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<td>Region 08 Indianapolis</td>
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<td>Purdue University</td>
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<td>06/30/10</td>
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<td>Region 09 Richmond</td>
<td>Operation Diploma</td>
<td>Purdue University</td>
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<td>06/30/10</td>
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<td>Southwest Indiana AHEC</td>
<td>SWI-AHEC</td>
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<td>08/25/09</td>
<td>08/31/09</td>
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<td>Region 14 Bloomington</td>
<td>Scholarship of Engagement Faculty Grant</td>
<td>Indiana Campus Compact</td>
<td>$2,250</td>
<td>06/01/09</td>
<td>05/31/10</td>
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<td>Region 14 Bloomington</td>
<td>Operation Diploma</td>
<td>Purdue University</td>
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<td>Lumina #6267 Grant</td>
<td>Lumina Foundation for Education</td>
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<td>Grants &amp; Contracts</td>
<td>TFP Companies</td>
<td>BIRT Companies</td>
<td>Energy Grants</td>
<td>Total</td>
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<td><strong>Total this Report</strong></td>
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<tr>
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* IVY TECH WAS THE FISCAL AGENT FOR THESE FUNDS
## DISBURSEMENTS OF $100,000.00 AND OVER
FOR THE MONTH OF AUGUST 2009

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### DISBURSEMENTS OF $100,000.00 AND OVER
FOR THE MONTH OF AUGUST 2009

#### Page 3

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## DISBURSEMENTS OF $100,000.00 AND OVER
### FOR THE MONTH OF AUGUST 2009
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<td>Verkle Inc.</td>
<td>08/12/09</td>
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</table>
## DISBURSEMENTS OF $100,000.00 AND OVER
### FOR THE MONTH OF AUGUST 2009
### Page 6

<table>
<thead>
<tr>
<th>Authorization for Disbursement</th>
<th>Purpose of Disbursement</th>
<th>Amount of Disbursement</th>
<th>Approved Vendor</th>
<th>Check Date</th>
<th>Reference Number</th>
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<tbody>
<tr>
<td>G.</td>
<td>Computer software lease</td>
<td>130,000.00</td>
<td>Blackboard Inc.</td>
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<td>H.</td>
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<td>I.</td>
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<td>Current Mechanical</td>
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<td>T.</td>
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<td>Michael Kinder &amp; Sons Inc.</td>
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<td>A.</td>
<td>Consulting</td>
<td>1,589,468.00</td>
<td>SunGuard Higher Education Inc.</td>
<td>08/24/09</td>
<td>50-00398583</td>
</tr>
</tbody>
</table>

IV. Approved by the Board of Trustees over 500,000.
OPERATIONS FUND EXPENSES
TOTAL EXPENSES - AUGUST 2009
IVY TECH COMMUNITY COLLEGE
REVENUE AND EXPENDITURE GRAPHS -- ADDITIONAL INFORMATION
Fiscal Years 2008, 2009, 2010

OPERATIONS FUND REVENUE -- TOTAL REVENUE GRAPH BACKGROUND

The graph depicting Total Operations Fund Revenue includes revenues from State Appropriations, Student fees, and Other Income (including interest income). We normally receive our state appropriation check (approximately $13.7 million) on the fifteenth of each month. Peak months for student fee revenues are July, August, November, December, and April of each year during the early registration periods.

August--2009 Analysis: For the year, both student fee revenue (up $40.2 million or 49.4%) and state operating appropriations (up $4 million or 9.8%) increased over fiscal year 2008-09. Summer 2009 term shows a 29.8% increase in FTE enrollment and Fall 2009 term shows a 26.7% increase in FTE enrollment. Other income has currently decreased by $-2.3 million (or 48%) below last year due primarily to a decrease of transfers-in for the IIS project and lower investment income. Total fiscal year to date revenue is up by $41.9 million (33%) over fiscal year 2008-09.

OPERATIONS FUND EXPENSE -- TOTAL EXPENSES GRAPH BACKGROUND

The graph depicting Total Operations Fund Expense includes expenditures for Salaries and Benefits, and Other Expenses. There appears to be a definite correlation in the timing and amounts of expenditures by the College when analyzing total expenses by month for the last three fiscal years.

The highest months for expenses are typically June and July as the College prepares for another academic year and October and February when College Fee Remission expenditures occur. Hourly personnel receive twenty-six pays a year; therefore, two or three times a year they receive three pays during a month. In FY 2007-08, August and February, in FY 2008-09 August and January, are the two months when three pays will be recorded, and in FY 2009-10 July, December, and June, are the three months when three pays will be recorded.

August--2009 Analysis: The 2009-10 total expenditures are approximately $5.1 million or 8.2% higher as compared to 2008-09. For the year, compensation has decreased by $230,000 or -0.7% due to timing of hourly payroll. Other expenditures have increased by $5.4 million (or 18.2%) primarily as a result of increases in memberships, dues, and fees, custodial services, and maintenance repair & rehab.
Budget and Finance Committee

October 14, 2009

I. Action Items:

A. Consideration of a Resolution Authorizing the Issuance of a Series of Bonds for the Purpose of Financing New Projects

- The 2007 and 2009 General Assemblies authorized several new capital projects for the College. In Indiana, by statute, even after General Assembly approval, there are still several steps that must be completed before projects may be financed and construction begun.

  - The College must submit a preliminary financing plan with the Commission for Higher Education (CHE), the State Budget Agency (SBA), and the Indiana Finance Authority (IFA).

  - The project must be reviewed by the Commission for Higher Education upon the request of the State Budget Director.

  - The State Budget Committee and Governor must approve the release of the project.

- Final approvals from the State Budget Committee and Governor have been received for the Sellersburg ($20M) and Elkhart ($19.5M) projects. As of this writing, the Commission for Higher Education and the State Budget Committee have also recommended approval to the Governor for projects in Indianapolis ($39.5M) and Warsaw ($10.1M).

- In addition, representatives from the College met with the Commission for Higher Education, the State Budget Agency, and the Indiana Finance Authority to review the College's current debt position and its preliminary financing plan for the four projects noted above. After completing the review, the CHE, SBA, and IFA approved the College’s financing plan.

- Thus at this time, the College is moving ahead with plans to issue bonds totaling about $90,000,000. Development of final legal and financial documents including the Supplemental Indenture and Preliminary Official Statement is currently underway. Once the legal documents are complete, bond counsel, issuers counsel, and others will participate in the due diligence review.

- This resolution would provide final approval for the issuance of the student fee bonds. In addition to financing the projects in Sellersburg, Elkhart, Indianapolis, and Warsaw, other projects may be added if approved by the State Budget Committee and Governor.
• Consolidating multiple projects into a single bond issue will allow the College to reduce administrative, legal, and printing costs as compared to separate bond issues. Also, as is done prior to any bond financing, the College is investigating the possibility of refinancing previously issued debt. At this time it does not appear to be economically favorable to refinance.

• In November, prior to the bond sale, the College will be meeting with Standard and Poor’s and Fitch Ratings prior to their issuance of a bond rating.

• The College plans to issue a 20 year, fixed-rate bond issue so as to take advantage of the historically low interest rate environment. If current interest rate spreads hold, it may be advantageous to use Build America Bonds for a portion of the issue. Under current market conditions, net interest rates are expected to approximate 4%.

B. Consideration of a Resolution Approving an Identity Theft Prevention Program

A resolution requesting approval of the Identity Theft Prevention Program may be presented at the Trustee’s meeting.

II. Information Items:

A. Update on Implementation of an Electronic Financial Aid Refund Disbursement System for Students

• Earlier this year Ivy Tech Community College entered into a contract with Higher One to have them provide refund services for Ivy Tech students eligible for financial aid. Financial aid refunds are the term applied to financial aid payments (primarily from Pell Grants and student loans) made to students for living expenses after amounts have been withheld for tuition, fees, and books.

• Ivy Tech entered into the contract so as to allow students to eliminate high fees, associated with utilizing check cashing services. In addition, this will eliminate the need for the College to issue thousands of refund checks.

• Under the Higher One plan, students have several options for receiving their financial aid refund.
  • They may have refunds deposited to a Higher One bank account where it can be accessed with a MasterCard debit card. This checking account is FDIC insured with no monthly fee and no minimum balance requirements.
  • A second option for students is to have their refund electronically transferred to an existing bank account that a student might have already opened with a local bank.
  • A third option is for students to receive a paper check issued from Higher One for the amount of their refund. Consistent with the federal government’s desire to encourage electronic refund options, Higher One issues paper checks 21 days after the loading of debit cards.
• Ivy Tech is currently in the process of implementing the Higher One program. During Fall semester, the new process with Higher One is being launched at the Terre Haute and Richmond regions with the plan to implement it statewide for Spring semester.

• Implementation of the project is being coordinated by Tina Weeks from the Treasurer’s Office with team members from finance, student services, financial aid, information technology, and marketing. Both regional staff and staff from the Office of the President are involved in the implementation. In addition to implementation planning, this group is responsible for refund testing, marketing, and coordinating training for all necessary Ivy Tech staff.

• The first major financial aid refund disbursement was scheduled for mid-September. I am very pleased to report that the first group of students has successfully received their refunds. As of September 28th nearly $14,000,000 has been disbursed through the new Higher One program to students at the Terre Haute and Richmond campuses. Additional disbursements will continue for eligible students at those two regions.

• Implementation of the Higher One program will eliminate the thousands of checks that were previously issued for student refunds. In addition, students previously without bank accounts will have the opportunity to bypass the high fees associated with utilizing check cashing services.

B. Final Report on the IIS Project

• Please see attached presentation.
IIS Project Closeout

The Integrated Information System project was initiated in response to five major influences:

- The growth in student population was outpacing the college's ability to serve that population.
- The new generation of internet-savvy students demanded self-service capability 24 hours a day, 7 days a week, 365 days a year.
- The existing SunGard Plus software used for administrative processing was over 20 years old and support would soon be discontinued.
- The college needed to become more data driven in its decision making and needed an information systems that could deliver operational data to the right people at the right time.
- The college needed to reengineer its business processes to align with best practices in the higher education industry.

During the early phase of the project Ivy Tech researched the market and narrowed possible solutions to two finalists. On April 14, 2005, the committee recommended to the State Trustees the SunGard Banner system. The recommendation was approved by the Trustees.
IIS Project Governance

An Executive Steering Committee was established and charged with project oversight. The committee was comprised of a representative number of Vice Presidents, Chancellors, and other Ivy Tech Executives. In addition to project oversight the committee was empowered to approve budget transfers between categories and to allocate contingency funds as needed.

IIS Project Milestone Dates

- Project received final approval: December 15, 2005
- Implementation Startup: March 2006
- Finance go-live: July 1, 2007
- SciQuest Purchasing go-live: July 1, 2007
- Student Admissions go-live: September 17, 2007
- Student Accts. Rcvbls. go-live: July 7, 2008
- Human Resources go-live: January 1, 2009
- Project Closeout: August 31, 2009
IIS Project Budget

As Approved by State Board of Trustees
“RESOLUTION NUMBER 2005-70” on December 15, 2005

- One Time expenses, including: SunGard and third party implementation fees $13,309,920; travel, training, supplies, equipment, staff backfill, and infrastructure $8,410,426 $21,720,346

- Recurring expenses, including: Banner license fees through June 2010, other license/subscription fees, supplemental staff, bandwidth, and infrastructure maintenance $9,495,170

- Contingency $2,962,477

Project Budget: $34,177,993

Implementation

Implementation was a huge effort involving hundreds of employees over a 42 month period. Because of staffing loads many employees had to continue to perform their regular jobs as well as serve on implementation work teams.
Executive Summary

- Implementation completed on-time and under budget. Of the $34,177,993 approved, a total of $29,837,519 was spent on planned tasks. Because the project was under budget the Executive Steering Committee considered a number of beyond-scope requests submitted by the Implementation Teams and Ivy Tech executives, and of those requests the committee approved expenditures of $1,910,642 for certain things that they deemed important to Ivy Tech. Examples of expenditure requests approved by the ESC were:
  - WED and FLEX Registration
  - Electronic Data Warehouse
  - Report Writer Positions
  - Load Testing and Network Monitoring and Management

- Total expenses as of project close-out on 8-31-2009 were $31,748,161
- The ESC also approved payments in FY10 beyond project completion date for certain additions and maintenance costs amounting to $918,722.

End of Project Financial Summary
(as of August 31, 2009)

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<tr>
<th>Description</th>
<th>Original Budget</th>
<th>Adjusted Budget</th>
<th>Actual Expenses</th>
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<td>One time</td>
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<td>$23,597,276</td>
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<td>Recurring</td>
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<td>2(1,037,548)</td>
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<td>Contingency</td>
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<td>Total Budget/Expenses</td>
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<td>Project Savings</td>
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<td>Sep 2009 -- Jun 2010</td>
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<td>Other Continuing Expenses</td>
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<td>Sep 2009 -- Jun 2010</td>
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<td>$779,452</td>
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<td>Funds remaining</td>
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<td>$731,658</td>
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</table>

(1) Original budget did not include Legacy system maintenance offset in annualized budget.
(2) Legacy offset is described in December 15, 2005, Budget and Finance Committee Cost section.
Summary of Benefits

- Allowed the College to serve unprecedented enrollment growth
- Improved services to all constituents including students, faculty, staff, parents of students, and job applicants
- Improved business processes because of consistent and accurate information being made available across the entire Ivy Tech enterprise
- Improved reporting beyond the capabilities of the legacy system and the various shadow systems previously used at Ivy Tech
- Near 24x7 access to self service capabilities to intuitive and user-friendly system
- Improved system security compliant with government regulations
- Data updated in real time
- Scalable to support the College's growth

Post IIS - Projects Still In Progress

- Completion of WED and Flex Registration
- Electronic Data Warehouse (EDW) for Historical Reporting and Forecasting
- Online and Classroom based Training for Functional Users
- Conversion to Banner 8
C. Update on the 2008-09 Financial Statements

- Information will be provided at the Trustee’s meeting.

D. Update on the 2008-09 Budgetary Carry Forward

- Information will be provided at the Trustee’s meeting.
PLANNING AND EDUCATION COMMITTEE

October 14, 2009

I. Decision Item

Approval of a new program: AS in Electroneurodiagnostics – Central Indiana Region

II. Discussion Items

A. Strategic Planning

B. Achieving the Dream

C. Enrollment Study Group Recommendations

D. Faculty and Staff Engagement Report

E. Student Affairs Engagement Report
PLANNING AND EDUCATION COMMITTEE

October 14, 2009

I. Decision Item

A. New Program Approval (pending management committees’ approval)

New Program: The College is proposing the addition of a new degree program to the Ivy Tech Community College program inventory – Electroneurodiagnostics – to be offered by Ivy Tech – Central Indiana. The new AAS in Electroneurodiagnostics program will prepare students for careers as electroneurodiagnostic technologists.

The proposed program will be offered in conjunction with Clarian Health Partners and will provide the opportunity to earn an associate degree in addition to completing the existing hospital-based professional program. Clarian’s Electroneurodiagnostics program began in 2000 and is the only accredited program in the state of Indiana. The establishment of this partnership will provide Clarian’s Electroneurodiagnostics program the mechanism to achieve an associate degree as required by Accreditation of Educational Programs in Electroneurodiagnostic Technology, in response to new nationally mandated accreditation guidelines under the umbrella of Commission on Accreditation of Allied Health Education Programs (CAAHEP).

The associate-degree curriculum includes 19 general education credits to be provided by Ivy Tech and 46 credit hours of professional coursework offered through Clarian Health. Individuals who had previously completed the Clarian Health professional program, who are in good standing within the profession, and passed the national certification process may enter the A.A.S. in Electroneurodiagnostics. They will be able to receive advanced standing credit for their previous electroneurodiagnostic coursework, complete the required general education, and receive the AAS degree.

This program proposal was developed in response to locally expressed needs and local capacity. Ivy Tech Community College was initially approached by Clarian Health Care Partners with the intent of establishing a cooperative arrangement for the creation of a degree level Electroneurodiagnostics Technologist program. Employment of electroneurodiagnostic / electroencephalographic technicians and technologists is expected to grow much faster than the average for all occupations through the year 2018. Projected growth in the Central Indiana region (21 percent) for the period surpasses both statewide (19 percent) and national projections (14 percent). The new degree program through Ivy Tech and Clarian Health Partners will retain this high-demand, high-need educational offering in central Indiana and promote the College’s strategic goal of increasing completion.
BUILDINGS, GROUNDS, AND CAPITAL COMMITTEE

October 14, 2009

I. DECISION ITEMS

A. Region 6/East Central – Approval to receive the former Star Press Building in Muncie as a gift.

This item will authorize the College to acquire the former Star-Press Building at 125 South High Street in Muncie, including 0.86 acres of land, by donation from the Muncie Redevelopment Commission.

- The East Central Region is seeking to optimize facility space, programs and services in Muncie.
- The Muncie campus is spread between several location, resulting in inefficient delivery of services and causing student, faculty and staff to routinely commute throughout the week.
- This building will add to the development of a major downtown Muncie Campus and reduce the number of sites in Muncie.
- The building is approximately one block north of the Fisher Building (recently given to the Ivy Tech Foundation for educational use by the College) and one block west of the Patterson Building (home to the culinary program in Muncie).
- The Star-Press building, constructed in 1970, contains 23,250 gross square feet (GSF), is solidly constructed, and sits on 0.86 acres of land and has a favorable environmental report.
- It contains two above ground stories, a basement, and was constructed to support adding a 7,475 GSF third story.
- The region plans to raise the $6.0 million of funds needed to renovate the building, add a third story, and convert it to classrooms, teaching labs, faculty offices and support spaces.
- A future capital budget request to the General Assembly may include part of the cost for renovation and build out of the facility.
- The Facilities and Design Council has reviewed this project and recommends State Trustee approval

Action Requested: Approval to receive the former Star-Press Building in Muncie as a gift from the Muncie Redevelopment Commission.
B. Region 2/North Central – Approval to receive four improved properties on or near Sample Street in South Bend as gifts.

This item will authorize the College to receive four properties in South Bend as gifts from the South Bend Redevelopment Commission through Ivy Tech Foundation, Inc.

- The South Bend Redevelopment Commission has placed four properties on East Sample Street on a list to be acquired and donated to Ivy Tech Foundation, Inc. for expansion of the Ivy Tech South Bend campus.
- These properties are part of Ivy Tech-South Bend’s 25-year master plan to expand at its current main campus location just south of downtown.
- The properties are adjacent to two properties already owned by the College on Sample Street: the Ivy Tech on Sample Street (ITOSS) building which houses administration, classrooms, and some apprenticeship programs, and a block building that also houses apprenticeship programs.
- The properties are one block north of the South Bend campus location and each has a favorable environmental report.
- The region intends to invest $750,000 to $1 million in these properties over the next two years in order to utilize them for classrooms and offices to accommodate rapidly growing enrollment and to more effectively serve the education and training needs of the greater South Bend community.
- The properties will be acquired individually by the South Bend Redevelopment Commission over the next year as purchase agreements are finalized with current owners.
- Once given to Ivy Tech Foundation, Inc., the Foundation will deed the properties to the College.
- The Facilities and Design Council has reviewed this project and recommends State Trustee approval.
- The properties, their size, and expected use are:

<table>
<thead>
<tr>
<th>Property</th>
<th>Square Feet</th>
<th>Acres</th>
<th>Expected Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1 – Barbershop (east side of property)</td>
<td>3,903</td>
<td>0.19</td>
<td>Demolish front half, use back half for storage</td>
</tr>
<tr>
<td>#2 – Discount Rental</td>
<td>29,600</td>
<td>0.94</td>
<td>Renovate for use by the School of Fine Arts</td>
</tr>
<tr>
<td>#3 – New Hope Baptist Church</td>
<td>3,600</td>
<td>1.34</td>
<td>Demolish and pave for parking</td>
</tr>
<tr>
<td>#4 – Habitat for Humanity</td>
<td>8,000</td>
<td>1.26</td>
<td>Renovate for use by the apprenticeship programs</td>
</tr>
</tbody>
</table>

- A map of the properties and their relationship to the South Bend Campus are on the next page.

Action Requested: Approval to receive the identified four properties in South Bend as a gift from the South Bend Redevelopment Commission through Ivy Tech Foundation, Inc.
#1 (west) – Champion Water building - not on the acquisition list.
#1 (east) – Barbershop, 222 E. Sample Street
#2 – Discount Rental, 230 E. Sample Street
#3 – New Hope Baptist Church, 313 E. Ohio Street
#4 – Habitat for Humanity, 412 E. Sample Street
#5 – Property not on current acquisition list
C. Region 2/North Central – Disposition of property by easement at the New Elkhart Campus to Indiana Michigan Power Company for their high tension power transmission lines.

This item will authorize the disposal of approximately 1.852 acres of College land on the west side of the new Elkhart campus through the granting of an easement to Indiana Michigan Power Company.

- As you may know, the College has received a gift of approximately 30 acres of land in Elkhart County, to relocate its campus from leased space to new construction on the property, contiguous to and south of land purchased by Ivy Tech Foundation, Inc.
- The 2007 General Assembly approved bonding authority in the amount of $16,000,000 for the project (of which $15,500,000 has been released) and the 2009 General Assembly approved additional bonding authority in the amount of $4,000,000 for the project, all of which has been released, and the project is under construction.
- The west side of the property is traversed by high tension power transmission lines owned by Indiana Michigan Power Company.
- While requesting permission from Indiana Michigan Power Company to use part of the soils under their power transmission lines it was discovered that they had a blanket easement covering all the Foundation and College land.
- Indiana Michigan Power Company has been very cooperative in granting use of soils under their power lines and in agreeing to eliminate the blanket easement in favor of a 130 foot wide easement under their transmission lines at no cost to the College or Foundation.
- At this time the College needs to enter into an easement agreement with Indiana Michigan Power Company for the high tension power transmission lines to continue its work on the project.
- On the next pages is the Indiana Michigan Power Company easement drawing showing both Foundation and College land with the College's easement crosshatched.
- The North Central Trustees are expected to request this disposition of property at their next meeting.

Action requested: Approval of disposition of property at the new Elkhart Campus by easement to Indiana Michigan Power Company.
D. Region 2/North Central – Disposition of property by easement at the New Elkhart Campus to the City of Elkhart for water and sewer utilities.

This item will authorize the disposal of approximately 0.936 acres of College land on the east side of the new Elkhart campus through the granting of an easement to the City of Elkhart for installation and use of water and sewer lines.

- As you know from the previous item, the College has received a gift of approximately 30 acres of land in Elkhart County, to relocate its campus from leased space to new construction on the property, contiguous to and south of land purchased by Ivy Tech Foundation, Inc.
- As you also know from the previous item, the College has $19,500,000 to construct its Elkhart project and that construction is underway.
- The City of Elkhart is preparing to construct a lift station and water and sewer lines across the northern part of Foundation property and along the eastern edge of Foundation and College property to serve Foundation and College land as well as other developments in the area.
- To do all of the above, the City of Elkhart needs a permanent easement to install and maintain the utilities.
- On the next page is the utility easement drawing, showing both Foundation and College land, with the College’s easement crosshatched.
- The North Central Trustees are expected to request this disposition of property at their next meeting.

Action Requested: Approval of disposition of property at the new Elkhart Campus by easement to the City of Elkhart for utility lines.
E. Region 13/Southern Indiana – Disposition of property by easement at the Sellersburg Campus to Indiana Gas Company, Inc. for gas service.

This item will authorize the disposal of approximately 0.38 acres of College land through the north and on the east side of the Sellersburg campus through the granting of an easement to Indiana Gas Company, Inc. for installation and use of a natural gas line.

- The 2007 General Assembly approved bonding authority in the amount of $20,000,000 for the Sellersburg project, all of which has been released, and the project is under construction.
- Indiana Gas Company, Inc. is preparing to construct new gas service to the College’s new building and needs a permanent easement to do so and maintain the line in the area.
- On the next page is a drawing showing the fifteen-foot wide utility easement in relation to the Sellersburg campus buildings.
- The Southern Indiana Trustees have requested this disposition of property.

Action Requested: Approval of disposition of property at the Sellersburg Campus by easement to Indiana Gas Company, Inc. for gas line service.
F. Region 8/Central Indiana – Approval of an architectural firm for the
Indianapolis Fall Creek Expansion Project (planning, demolition, and new
construction portion at this time), $3,185,920.

This approval will authorize a contract with the architectural firm selected for the
Indianapolis Fall Creek Expansion new construction and renovation project.

- The Facilities and Design Committee established a Request for Qualifications
  (RFQ) process to select architectural firms for the College’s 2007-09 projects.
- On August 10, 2007 the Committee received 49 responses to the 36 item RFQ
  questionnaire.
- Firms were rated on their responses to the questionnaire with the questions
divided into eight groups with each group of questions given a weight by the
Committee.
- The firms were then ranked on the weighted scores and the ranks averaged among
the reviewers.
- Finally, the Governor’s Buy Indiana Initiative was applied to the firms to
determine a final score.
- On September 5, 2007 the Committee interviewed the four highest ranking firms
(DLZ, MSKTD, Ratio Architects, and Schmidt Associates).
- After the interviews, the same scoring method was used to determine the highest
ranking firms and two of the four firms received significantly higher scores than
the other two.
- The Committee recommended the top two rated firms to President Snyder for one
or more of the 2007 authorized projects.
- Schmidt Associates was recommended for the Indianapolis project.
- Only $39.5 million of the $69.37 million project is being released by the State at
this time and therefore their contract is being limited to planning, demolition, and
new construction; a revised contract will be recommended at a later date when the
balance of the project is released.
- Their fee for basic services is 7.5 percent of estimated construction costs.
- Additional services in the contract include existing building documentation,
master planning and strategic programming (including the President’s Blue
Ribbon Committee on the former St. Vincent Hospital building), LEED
certification, and minority and women’s owned business participation program.
- The total architectural fee plus reimbursable expenses for the $39.5 million
project, is $3,185,920.
- Of that amount, reimbursable expenses for the project are estimated to be no more
than $98,450.
- If the scope of the project changes significantly, their fee will need to be re-
egotiated based on the timing and scope of work for a revised project.

Action requested: Approval of a design contract with Schmidt Associates for the
planning, demolition, and new construction portion of the Indianapolis Fall Creek
Expansion new construction and renovation project.
G. Region 6/East Central – Request that Ivy Tech Foundation, Inc. provide funding for or renovate the third floor of the Fisher Building in Muncie under an agreement with the College to do so; agreement payments will depend on the extent of the renovation.

This item will request that Ivy Tech Foundation, Inc. assist the College with the build-out of the third floor of the Fisher Building.

- As you may know, John and Janice Fisher gave their building in Muncie to Ivy Tech Foundation, Inc. under the condition that Ivy Tech use the building for educational purposes within 18 months.
- Currently the second and third floors are vacant and the first and fourth floors are occupied with leases running from 2011 to 2018.
- The Muncie Campus needs additional classrooms, teaching labs, faculty offices, and other support spaces as quickly as possible.
- Since the third floor is vacant, it can be renovated for College use without displacing any tenants.
- Full renovation of the third floor is estimated to cost approximately $2.5 million and may be done in phases.
- Since the College:
  - does not have the approximately $2,500,000 needed for the project in donations or other available funds at this time,
  - cannot renovate a building with a project cost greater than $750,000 without State Budget Committee and Governor approval if there are any state funds or mandatory student fees assessed all students used to pay for the construction,
  - renovation needs to commence quickly if the space is to be used for classes in the spring of 2010, and
  - The Region 6/East Central Trustees are requesting that the College ask Ivy Tech Foundation, Inc. to consider funding the renovation of the third floor in phases for use by the College or build out the floor for College use.
- Assuming the third floor of the building is renovated subsequent to a State Trustee request, the College would enter into an agreement with the Foundation to reimburse its costs.
- The reimbursement amount paid to the Foundation will depend on competitively bid renovation costs.
- The Facilities and Design Council has reviewed this project and recommends State Trustee approval.

Action requested: Approval of the request that Ivy Tech Foundation, Inc. fund the renovations or renovate the third floor of the Fisher Building in Muncie for College use and that the Region reimburse the Foundation over time for its costs.
H. Region 8/Central Indiana – Authorization for the Executive Committee of the State Trustees to approve two construction contracts for the demolition of the former St. Vincent Hospital Building in Indianapolis prior to the December State Trustee meeting.

This item will authorize the Executive Committee of the State Trustees to act on their behalf between meetings to approve demolition and two contracts for the Indianapolis Fall Creek Expansion new construction and renovation project.

- As you may know, the 2005 General Assembly approved bonding authority in the amount of $69,370,000 for the Indianapolis Fall Creek Expansion new construction and renovation project.
- The State Budget Committee and Governor approved proceeding with the planning, demolition, and new construction portion of the Indianapolis project at $39,500,000.
- Sufficient architectural planning has occurred to define the demolition portion of the project leaving a south facing facade of the former St. Vincent Hospital building.
- The balance of the work will be bid in at least two separate packages at a later time.
- Work to be done for the demolition package includes two contract areas:
  - 1) General Construction (construction staging, site fencing, earthwork, concrete, and masonry) and
  - 2) Demolition (building demolition, selective demolition, and hazardous waste abatement).
- Following appropriate College and state policies regarding advertising and bidding procedures, bids were released on October 7, 2009 under a construction management approach in two categories.
- Bids are due at the Indianapolis North Meridian Center campus on October 29, 2009.
- Demolition and lead paint abatement is expected to take approximately five months.
- In order to keep the project moving in a timely manner, the Central Indiana Region and College administration is requesting that the State Trustees authorize their Executive Committee to approve contracts on their behalf (after verification that proper advertising and bidding has taken place) at an Executive Committee meeting between regularly scheduled October and December Trustee meetings.
- A report of Executive Committee actions will be made to the State Trustees at their December meeting.
- Funding will come from the Indianapolis new construction and renovation project.

Action requested: Authorization for the Executive Committee of the State Trustees to approve two contracts for the Indianapolis Fall Creek Expansion project at its Committee meeting between the October and December State Trustee meetings.
I. Region 13/Southern Indiana – Approval of Sellersburg new construction and renovation project Bid Package 2 construction contracts (bidding is underway).

This item will approve four construction contracts, Bid Package 2, for the Sellersburg new construction and renovation project.

- As you know, the 2007 General Assembly approved bonding authority in the amount of $20,000,000 for the Sellersburg project and the State Budget Committee and Governor have approved proceeding with the project.
- Contracts for an early bid package of three site work contract categories: 1) demolition and earthwork, 2) asphalt and concrete, and 3) site electrical work was approved by the State Trustees at your April 2009 meeting.
- The next bid package of four work contract categories is being bid:
  - 1) foundations and slabs,
  - 2) structural steel,
  - 3) under slab utilities, and
  - 4) electrical grounding.
- Bidding these four categories early will shorten the construction period and will provide a firm number for these costs.
- The final package will be bid in time for a December State Trustee approval.
- Work to be done for Bid Package 2 includes: pouring of concrete foundations, slabs on grade, and slabs on decks; erection of structural steel; instillation of underground mains for sanitary and storm systems; and electrical grounding of the structure.
- Following appropriate College and state policies regarding advertising and bidding procedures, bids were released on September 9, 2009 under a construction management approach in four categories.
- Bids are due at the Sellersburg campus on September 29, 2009.
- The bids will be evaluated and prior to the State Trustee meeting, the Sellersburg Region Trustees are expected to make a recommendation to the State Trustees for use at your October 14 and 15 meetings.
- The resolution provided will be modified based on bid evaluations and regional trustee recommendations.
- Funding will come from the Sellersburg project.

Action requested: Approval of four construction contracts for the Sellersburg new construction and renovation project provided bids are acceptable.
II. INFORMATION ITEMS

A. Progress on the purchase of two properties in Indianapolis at the North Meridian Center in Indianapolis.

120 W. 26th Street

- Contact with the family spokes person and family lawyer has been established
- The College is now negotiating with the attorney for the family
- It appears that the five owners in the family, some of whom live out of state, are willing to sell
- The College has offered $100,000 to purchase the property
- At the time of this writing, a response to the offer has not been received

135 West 28th Street and 2717 and 2721 North Capitol Avenue

- Contact with the owner and the owner's attorney has been established
- It appears that the owner will be willing to sell at an amount below his demands of a year ago or trade the property for other nearby acreage
- If a trade is the eventual outcome, the College would need to acquire the property to be traded and, if there are buildings on the property, demolish the buildings
- A price range or acceptable property for a trade has not been established

B. Facilities and Design Committee report

Since the August State Trustees meeting the Facilities and Design Council:

- Reviewed and recommended projects for the October State Trustee meetings
- Reviewed and recommended General Repair and Rehabilitation projects to President Snyder for State funding
- Continued working on goals for the 2009-10 year, considering the following:
  - Statewide facilities master planning strategy
  - Statewide land acquisition strategy
  - Analysis of statewide facility leases
  - Facility prototypes for “smaller” new campuses and courses only centers
  - Equipment planning
AUDIT COMMITTEE

October 14, 2009

The Audit Committee will have no action items to bring forward. A report will be provided at the State Board of Trustees meeting on October 15, 2009.
A. High Growth Job Training Initiative – Energy Update

The Indiana Energy Consortium (IEC) continues to meet regularly although it has changed from monthly to bi-monthly meetings. The number of individuals representing utility companies and workforce development service providers has increased. Faculty from the regional campuses of Ivy Tech Community College and representatives from some of the utility companies continue developing the courses from Course Outlines of Record to full curricula. The group has moved from the first level of courses to the second level in all three concentrations. Currently Gary, Kokomo, Indianapolis, Madison, and Evansville have students in courses in Electric Line Construction, Power Plant Technology and/or Natural Gas Technology. Over 150 students are in the first level of Career Development Certificate courses up to and including the last courses for the Associate of Applied Science degree courses.

Several members of the IEC attended the Center for Energy Workforce Development’s (CEWD) Midwest Regional meeting, which was hosted by Indianapolis Power and Light Company (AES). The co-facilitators of the Consortium, Levorn Mackins from Ivy Tech and Kris Emaus from Nipsco, made presentations about the Consortium and the HGJTI grant at the conference. Levorn attended the Wind Energy Research Workshop at Purdue’s Keiper Research Lab. She gave a presentation at the Indiana Statewide Association of Rural Electric Cooperatives’ Workforce Summit, Human Resources Section on the IEC and the energy training available at Ivy Tech. Levorn participated in a webinar on Collaboration for Success: Utilities for a Green Future. She continues to participate in monthly Energy Grantees Peer Networking Group conference calls and the Ivy Tech Green Team. Several Consortium members also attended the WIndiana 2009 Conference in Indianapolis.

B. Japan Trade Mission – September 10-16, 2009

Brian McGrath, Assistant Vice President of WED Partnerships, participated in the State of Indiana’s recent trade mission to Asia. Ivy Tech, along with Indiana University and Purdue University, were higher education delegates during the trade mission and the state’s participation in September’s U.S. Midwest-Japan Association Conference in Tokyo. In addition to making contact with several Japanese companies and government officials at the conference, we were provided with a great opportunity to network with local economic development officials from all corners of Indiana and to educate them about the College’s WED program. In addition, mayors
from six Indiana cities participated in the mission, and they returned home with a better understanding of Ivy Tech’s mission and services.

During the trip, the delegation spent a day in Tochigi Prefecture to celebrate the sister-state relationship between Indiana and Tochigi. During this visit, meetings with local government officials led to a commitment to explore the possibility of creating partnerships between Ivy Tech and higher educational institutions in Tochigi. In addition, during the Friends of Indiana reception hosted by Governor Daniels, contact was made with the Kyoto Institute of Technology. They were aware of Ivy Tech and want to explore the possibility of forming a relationship with the College. As the conference concluded, Brian McGrath was interviewed by a Tokyo television station about the College and the importance of the conference.

Finally, the trip had tremendous benefit for the College in its ongoing effort to strengthen its relationship with State officials. Both Governor Daniels and Indiana Economic Development Council Secretary Mitch Roob indicated they valued the college and its role in workforce training and economic development. Prior to the Japanese portion of the trip, part of the delegation went to China to explore potential business opportunities for Indiana. The meetings went very well, and the State’s next trip to China will focus heavily on clarifying what can be done in regards to workforce development for Chinese companies that choose to invest in Indiana. Secretary Roob has already indicated that he would like Ivy Tech to be a major player in that effort.

C. Update from the Grants Office

On October 5, the College submitted a proposal in response to an RFP from the Department of Labor (DOL) for an “Emerging Technologies” grant. The grant may be awarded for up to $5 million dollars and includes nine regions: North Central, Northeast, Lafayette, Kokomo, East Central, Central Indiana, Richmond, Columbus, and Evansville. The primary focus of the RFP is transitioning dislocated automotive workers into new sectors of employment; this could include other kinds of manufacturing, but will also include information technology and broadband deployment, food processing technology, and wind energy.

The College currently has active DOL grants in Advanced Manufacturing and Energy and recently completed one for Health Care programs. We have met and exceeded all expected metrics and have a good reputation with the Department of Labor in regards to our grant performance. Thus, we have positive expectations about an award in Emerging Technologies.

Both the Bloomington and Terre Haute regions have applied for Department of Energy grants in response to the “Pathways out of Poverty” proposal; these grants are based on local partnerships and are most appropriate to apply for by region. The College has also recently applied for a FIPSE (Fund for the Improvement of Post-secondary Education) grant in partnership with the Council on Adult and Experiential
Learning and is a partner in a second application for the same award with FutureWorks and the states of Virginia, Oregon, and Washington. In addition, the College has also applied for a National Science Foundation grant for scholarships for students in four STEM (Science, Technology, Engineering, and Mathematics): Agriculture, Pre-engineering, Mechanical Engineering Technology, and Electrical Engineering Technology.

D. Banner Update

Non-credit online registration is now available! As of September, our business and industry and personal enrichment students can now register and pay for courses online. The Banner Flexible Registration system began implementation in April this year and is now fully functional. The registration system can be accessed from the Ivy Tech website, Workforce and Economic Development page: (www.ivytech.edu/actnow). The WED division has reclassified all of our courses into specific market sectors which will allow for better and easier reporting of activities in these markets, as well as acquiring a better understanding of which courses are most successful.

We are currently updating all website information that will help drive all students interested in WED courses to this single location. Phone calls with registration will be filtered through the statewide call center, with the option to contact the local offices directly.

Beginning in October, WED will begin a course inventory project. We will begin with our current list of course products (as reflected in the website) and begin to construct better and more consistent course description, strengthen learning objectives, and identify more meaningful outcome measures. We anticipate this project to be one of continuous improvement and one that will engage both faculty and staff.

In September, WED began phase two of the Banner implementation and this will continue through the next year. In this phase, we are developing reports, organizing and transferring academic history and developing workflows. We anticipate having a strong series of reports for WED activity by the end of November.
Dr. Jeff Pittman
Chancellor, Wabash Valley Region
and
Vice Provost for Distance Education
Ivy Tech Community College

Ivy Tech Community College
Regional Update
Student Enrollment - Wabash Valley

Moving Towards Accelerating Greatness 2013

Strategy 1: Ensure Students Achieve Educational Goals
- Student Success Center
- Regional ATD Team
- Academic Enrichment Center
- Retention
Student Success Center – Terre Haute

- Resources and Assistance to Foster Student Success
  - Provide information:
    - college programs and services
    - career options
    - academic advising
    - life planning
  - Provide one-on-one guidance in navigating
    Campus Connect
  - Retention Focus
    - Assistant Director of Retention
    - Developmental approach to academic advising for
      all new students

Student Success Center – Terre Haute

- Resources and Assistance to Foster Student Success (cont.)
  - Leading the way in advisor training
    and tools to guide faculty in the
    advising process
  - Developing a culture of shared
    responsibility that takes students
    from dependence to independence
    within the advising and life planning
    process
  - Connecting students with Career
    Services
  - The final piece of placing all Student
    Services in close proximity
Achieving the Dream

- ATD focuses on helping more CC students succeed, especially minority and low-income students.
- ATD seeks broad-based institutional change, informed by student achievement data, necessary to improve student success rates.
- ATD colleges agree to engage faculty, staff and administrators in a process of using data to identify gaps in student achievement and to implement and improve intervention strategies for closing these gaps.
ATD Regional Team

- Leah Allman
- Leslie Stultz
- Sharon Bone
- Amber Harnack
- Lisa Moore
- Nina Storey
- Jeanne Ann Graham
- Jamie Houston
- Allen Shotwell
- John Rosene
- Pam Passen
- Kynon Dinkel
- Tracy Blanc

Academic Enrichment Center – Student Tutoring

- Offer tutoring for both on-campus and distance education courses
- Individual & Group Appointments for AEC
  Spring 2009 - 211 students
- Math Technology & Writing Center offers walk-in tutoring
- Supplemental Instruction was offered in the spring and summer in Chemistry 105, 106, and 111
  - Of those participating, no students failed
- offering supplemental instruction for MLT students this semester

Wabash ValleyPage 6 of 15
Retention

- Call non-attends after one week
- Calls to Math students with a C, D, F after first math exam
- Calls to any student failing at mid-term
- Advisor assignments...every student will have an advisor assigned to them and should receive regular communication
- Communication Campaign from SSC to advisees: advising students to attend NSO, 2 weeks into the semester advisees get an email with information regarding college resources (math lab, tutoring, counseling center information)
- New Student Orientation program

Strategy 2: Make Indiana’s Citizens, Workforce and Businesses more Competitive Globally

- Program Changes
- RHIC
- Rose Ventures
- Other Educational Partnerships
- WorkOne
Programming Updates

- Business Administration
  - individual career objectives
- Imaging Sciences
  - Expanded to include Sonography
- Agriculture
  - Greenhouse Planning, Transfer to Purdue
- Advanced Manufacturing
  - Summer Kids Camp with WorkOne, New Equipment & Center, Rose Hulman Ventures partnership
- Automotive
  - Snap-on Certified Training Center

Rural Health Innovation Collaborative (RHIC)

- Response to the current and worsening health care worker shortages
- Focus on neighborhood revitalization and economic development
  - physical infrastructure build-out
  - business expansion and attraction
  - increase of rural health care services, training and research
Rose Hulman Ventures

- Educational Collaboration through a $375,000 Lilly Endowment Inc. grant.
- Program explores ways to provide internships and professional experience to students, faculty and staff to work on new product development at Rose-Hulman Ventures.
- Partnership will provide workforce and economic development support to Indiana-based companies.
Other Educational Partnerships

- St. Mary of the Woods
- Indiana State University
- Area School Corporations

WorkOne

Workforce system focused on job seekers and employers
Serving 6 counties - Clay, Parke, Putnam, Sullivan, Vermillion and Vigo

Job seekers can access:
- latest job openings
- wage information
- testing and training opportunities
- funding for college programs
- assistance with resumes
- interviewing techniques and tips
- much more at no charge

Employers can:
- list job openings at no cost
- local, state & national labor market information
- have potential employees pre-screened & tested
- obtain job tax credit & unemployment insurance benefit information
Strategy 3: Ensure Optimal Quality and Efficiencies Statewide

- Higher One Pilot Site
- WVCF (model for the State)
- Distance Education Programming & Enrollment
- Manufacturing Production & Operations Program (MPRO)

Higher One Pilot

- The College has partnered with Higher One to handle the disbursement of student refunds
- New Ivy Tech Debit Card for Tuition & Financial Refunds
  - Terre Haute & Richmond Pilot Sites (August 24, 2009)
- 3 Choices to Eligible Students
  - Easy Refund to the OneAccount—a free, FDIC insured checking account
  - An ACH/direct deposit into checking or savings account
  - a paper check will be mailed to the primary address
Wabash Valley Correctional Facility

- Received the contract January, 2008
- ABE/GED
  - Adults
  - Youth convicted as adults
- 4 Vocational Programs
  - Building Maintenance
  - Graphic Design
  - Master Student to Master Employee
  - Barbering
- Average daily attendance - 350

Distance Education Enrollment & Programming

- 13,008 FTE 1st Day Fall 2009 (up from 8,323 Fall 2008, 56% increase)
- Degrees Offered at Wabash Valley Region:
  - Accounting
  - Business Administration
  - Design Technology
  - Human Services
  - Criminal Justice - (courses only)
  - Computer Information Systems
  - Early Childhood Education
  - General Studies
  - Library Technical Assistant
Manufacturing Production & Operations Program (MPRO)

- Approved by CHE at September Meeting
- An online manufacturing program that addresses needs for skilled production operators
- Partnership with Oxygen Education, who will provide media and content for several Ivy Tech Courses
- A new approach to a new degree program
- Combines Regional Employees and Center for Instructional Technology Staff

Strategy 4: Secure an Adequate and Sustainable Resource Base

- Center for Workforce Development
- Greencastle Campus
Center for Workforce Development – Terre Haute

- Thank You!
  - Bob Brown, Mark Fuson, and the dozens of volunteers for their hard work
  - July 9, 2008 campaign exceeded its goal of $1.5 million by raising more than $1.6 million
  - Snap-on Partnership - $250,000 pledged
  - Diagnostic Training and Certification Center
    - Snap-on Certified Training Center
  - Phase II construction underway
    - Automotive Technology

New Greencastle Campus

- 32,000 square foot facility
- Opened Fall 2009
- Scholarship & Technology Campaign
  - Status - $1.5+ Million of $1.9 Million goal to date
  - Putnam County Foundation & CACFID for Matching Opportunities
Thank you!
APPROVAL OF AN IDENTITY THEFT PREVENTION PROGRAM

RESOLUTION NUMBER 2009–54

WHEREAS, the Fair and Accurate Credit Transactions Act of 2003, an amendment to the Fair Credit Reporting Act, required the promulgation of federal rules regarding identity theft protection, and

WHEREAS, the federal rules, as promulgated by the Federal Trade Commission, the federal bank regulatory agencies, and the National Credit Union Administration, require Ivy Tech Community College Indiana to implement an identity theft prevention program, and

WHEREAS, the date by which the College must comply with the federal rules is November 1, 2009, and

WHEREAS, responsibility for developing, implementing, and updating this program lies with an Identity Theft Committee consisting of College employees representing the Office of the President, the Office of the Provost, and the Office of the General Counsel, and they have developed the Identity Theft Prevention Program and the Red Flag Policy set forth in Exhibit A, which is attached to and made a part of this resolution, and

WHEREAS, the State Board of Trustees has determined that approval of the Identity Theft Prevention Program and the Red Flag Policy is in the best interest of the College and its students;

NOW THEREFORE BE IT RESOLVED, that the State Trustees approve the Identity Theft Prevention Program and the Red Flag Policy set forth in Exhibit A.

State Trustees
Ivy Tech Community College of Indiana

______________________________
Kaye H. Whitehead, Chairman

______________________________
Anne K. Shane, Secretary

Dated October 15, 2009
EU1.10 Identity Theft Prevention Program/Red Flag Policy

**Principle:**
Ivy Tech Community College of Indiana ("College") developed this Identity Theft Prevention Program ("Program") in compliance with part 681 of the Code of Federal Regulations implementing Sections 114 and 315 of the Fair and Accurate Credit Transactions Act (FACTA) of 2003 and pursuant to the Federal Trade Commission’s (FTC) Red Flags Rule ("Rule"), the Ivy Tech Community College Board of Trustees has adopted the following Identity Theft and Red Flag Policy. This Program was developed with oversight and approval of the Ivy Tech Community College State Board of Trustees, Office of the President, Office of the Provost, and Office of General Counsel. After consideration of the size and complexity of the College’s operations and account systems, and the nature and scope of the College’s activities, the Ivy Tech Community College State Boards of Trustees determined that this Program was appropriate for the College, and therefore approved this Program on October 14, 2009.

**Objective:**
The Program is designed to detect, prevent and mitigate identity theft in connection with the opening of a covered account or an existing covered account and to provide for continued administration of the Program. The Program established procedures to:

1. Identify relevant red flags for covered accounts it offers or maintains and incorporate those red flags into the Program;
2. Detect red flags that have been incorporated into the Program;
3. Respond appropriately to any red flag that has been detected to prevent and mitigate identity theft; and
4. Ensure the Program is updated periodically to reflect changes in risks to students and employees or to the safety and soundness of the creditor from identity theft.

The Program shall, as appropriate, incorporate existing policies and procedures that control reasonably foreseeable risks.

**Approval Authority:** The State Board of Trustees for the initial issuance of this policy. The Identity Theft Committee for any subsequent revision to this policy.

**Responsible Executive:** Vice President/Treasurer

**Responsible Office:** College Finance Office

**Originally Issued:** November 1, 2009

**Policy:**
It is Ivy Tech Community College’s policy to assist in the prevention and detection of identity theft. The college is adopting this Red Flag Detection and Reporting Policy to assist in the detection, protection and mitigation of identity theft pursuant to the red flag regulations issued by the Federal Trade Commission. This policy covers all students, employees and contractors of Ivy Tech Community College.
I. DEFINITIONS AND PROGRAM

A. Red Flags Rule Definitions Used in this Program

“Identity Theft” is a “fraud committed or attempted using the identifying information of another person without authority.”

A “Red Flag” is a “pattern, practice, or specific activity that indicates the possible existence of Identity Theft.”

A “Covered Account” includes all accounts or loans that are administered by the College.

A “Program Administrator” is the individual designated with primary responsibility for oversight of the program.

“Identifying information” is “any name or number that may be used to identify a specific person,” including but not limited to: name, address, telephone number, social security number, date of birth, government issued driver’s license or identification number, alien registration number, government passport number, employer or taxpayer identification number, student identification number, computer’s Internet Protocol address, or routing code.

B. Fulfilling Requirements of the Red Flags Rule

Under the Red Flags Rule, the College is required to establish an “Identity Theft Prevention Program” tailored to its size, complexity and the nature of its operation. Each program must contain reasonable policies and procedures to:

1. Identify relevant Red Flags for new and existing covered accounts and incorporate those Red Flags into the Program;
2. Detect Red Flags that have been incorporated into the Program;
3. Respond appropriately to any Red Flags that are detected to prevent and mitigate Identity Theft; and
4. Ensure the Program is updated periodically to reflect changes in risks to students and employees, or to the safety and soundness of the student or employees accounts from Identity Theft.

II. IDENTIFICATION OF RED FLAGS

In order to identify relevant Red Flags, the College considers the types of accounts that it offers and maintains, methods it provides to open its accounts, methods it provides to access its accounts, and its previous experiences with Identity Theft. The College identifies the following Red Flags in each of the listed categories:
A. Notifications and Warning from Credit Reporting Agencies

**Red Flags**

1. Report of fraud accompanying a credit report;
2. Notice or report from a credit agency of a credit freeze on an applicant;
3. Notice or report from a credit agency of an active duty alert for an applicant;
4. Receipt of a notice of address discrepancy in response to a credit report request; and
5. Indication from a credit report of activity that is inconsistent with an applicant’s usual pattern or activity.

B. Suspicious Documents

**Red Flags**

1. Identification document or card that appears to be forged, altered or inauthentic;
2. Identification document or card on which a person’s photograph or physical description is not consistent with the person presenting the document.
3. Other document with information that is not consistent with existing student or employee information; and
4. Application for service that appears to have been altered or forged.

C. Suspicious Personal Identifying Information

**Red Flags**

1. Identifying information presented that is inconsistent with other information the employee or student provides (example: inconsistent birth dates);
2. Identifying information presented that is inconsistent with other sources of information (for instance, an address not matching an address on a loan application);
3. Identifying information presented that is the same as information shown on other applications that were found to be fraudulent;
4. Identifying information presented that is consistent with fraudulent activity (such as an invalid phone number or fictitious billing address);
5. Social security number presented that is the same as one given by another employee or student;

6. A person fails to provide complete personal identifying information on an application when reminded to do so; and

7. A person’s identifying information is not consistent with the information that is on file for the employee or student.

D. Suspicious Covered Account Activity or Unusual Use of Account

Red Flags

1. Changes of address for an account followed by a request to change the student’s or employees name;

2. Payments stop on an otherwise consistently up-to-date account;

3. Account used in a way that is not consistent with prior use;

4. Mail sent to the student is repeatedly returned as undeliverable;

5. Notice to the College that a student is not receiving mail sent by the College;

6. Notice to the College that an account has unauthorized activity;

7. Breach in the College’s computer system security; and

8. Unauthorized access to or use of student account information.

E. Alerts from Others

Red Flags

1. Notice to the College from a student, Identity Theft victim, law enforcement or other person that the College has opened or is maintaining a fraudulent account for a person engaged in Identity Theft.

III. DETECTING RED FLAGS

A. ID Card Issuance

In order to detect any of the Red Flags identified above associated with the issuance of an ID card, College personnel will take the following steps to obtain and verify the identity of the person requesting the card:
1. Require certain identifying information such as name, date of birth, home address or other information; and

2. Verify the student or employee’s identity at time of issuance of the identification card (review of driver’s license or other government-issued photo identification).

B. Student and Employee Covered Accounts

In order to detect any of the Red Flags identified above for an existing Covered Account, College personnel will take the following steps to monitor transactions on an account:

Detect

1. Verify the identification of students or employee if they request information (in person, via telephone, via facsimile, via email);

2. Verify the validity of requests to change billing addresses by mail or email and provide the student or employee a reasonable means of promptly reporting incorrect billing address changes; and

3. Verify the identity of students or employees changing banking information given for billing and payment purposes.

C. Consumer ("Credit") Report Requests

In order to detect any of the Red Flags identified above for an employment or volunteer position for which a credit or background report is sought, College personnel will take the following steps to assist in identifying address discrepancies:

1. Require written verification from any applicant that the address provided by the applicant is accurate at the time the request for the credit report is made to the consumer reporting agency; and

2. In the event that notice of an address discrepancy is received, verify that the credit report pertains to the applicant for whom the requested report was made and report to the consumer reporting agency an address for the applicant that the College has reasonably confirmed is accurate.

IV. PREVENTING AND MITIGATING IDENTITY THEFT

In the event College personnel detect any identified Red Flags, such personnel shall take one or more of the following steps, depending on the degree of risk posed by the Red Flag:
Prevent and Mitigate

1. Continue to monitor a Covered Account for evidence of Identity Theft and document all actions taken;

2. Change any passwords or other security devices that permit access to Covered Accounts;

3. Not open a new Covered Account;

4. Provide the student with a new student identification number;

5. Notify the Program Administrator for determination of the appropriate step(s) to take;

6. Notify law enforcement;

7. File or assist in filing an Ivy Tech Incident Response Checklist; or

8. Determine that no response is warranted under the particular circumstances.

Protect Student and Employee Identifying Information

In order to further prevent the likelihood of Identity Theft occurring with respect to Covered Accounts, the College will take the following steps with respect to its internal operating procedures to protect student identifying information:

1. Ensure that its website is secure or provide clear notice that the website is not secure;

2. Ensure complete and secure destruction of paper documents and computer files containing student or employee account information when a decision has been made to no longer maintain such information;

3. Ensure that office computers with access to Covered Account information are password protected;

4. Avoid use of social security numbers, unless required by law;

5. Ensure computer virus protection is up to date; and

6. Require and keep only the kind of student or employee information that is necessary for College purposes.
V. PROGRAM ADMINISTRATION

A. Oversight

Responsibility for developing, implementing and updating this Program lies with an Identity Theft Committee ("Committee") for the College. The Committee is headed by a Program Administrator who will be appointed by the President of the College. The Committee will consist of one representative from each of the following areas: Legal, Finance, Human Resources, Student, Information Security, and Internal Audit.

B. Staff Training and Reports

College staff responsible for implementing the Program shall be trained either by or under the direction of the Program Administrator in the detection of Red Flags and the responsive steps to be taken when a Red Flag is detected. College staff shall be trained, as necessary, to effectively implement the Program. College employees are expected to notify the Program Administrator once they become aware of an incident of Identity Theft or of the College’s failure to comply with this Program. At least annually or as otherwise requested by the Program Administrator, College staff responsible for development, implementation, and administration of the Program shall report to the Program Administrator on compliance with this Program. The report should address such issues as effectiveness of the policies and procedures in addressing the risk of identity theft in connection with the opening and maintenance of Covered Accounts, service provider arrangements, significant incidents involving identity theft and management’s response, and recommendations for changes to the Program.

C. Service Provider Arrangements

In the event the College engages a service provider to perform an activity in connection with one or more Covered Accounts, the College will take the following steps to ensure the service provider performs its activity in accordance with reasonable policies and procedures designed to detect, prevent and mitigate the risk of Identity Theft.

1. Require, by contract, that service providers have such policies and procedures in place; and

2. Require, by contract, that service providers review the College’s Program and report any Red Flags to the Program Administrator or the College employee with primary oversight of the service provider relationship.

D. Non-disclosure of Specific Practices

For the effectiveness of this Identity Theft Prevention Program, knowledge about specific Red Flag identification, detection, mitigation and prevention practices may need to be limited to the Committee who developed this Program and to those employees with a need to know them. Any documents that may have been produced or are produced in order to develop or implement this program that list or describe such specific practices and the information those
documents contain are considered “sensitive” as defined by the College data classification policy.

E. Program Updates

The Committee will periodically review and update this Program to reflect changes in risks to students or employees and the soundness of the College from Identity Theft. In doing so, the Committee will consider the College’s experiences with Identity Theft situations, changes in Identity Theft methods, changes in Identity Theft detection and prevention methods, and changes in the College’s business arrangements with other entities. After considering these factors, the Program Administrator will determine whether changes to the Program, including the listing of Red Flags, are warranted. If warranted, the Committee will update the Program.

Commentary:
This policy should be read in conjunction with the college’s Information Classification Policy (SM1.1). If an employee is uncertain of the sensitivity of a particular piece of information, they should contact their immediate supervisor for clarification.

Confidential Information for the Purpose of the College’s Identify Theft and Red Flag Policy
Confidential Information includes data covered by Federal and State legislation such as FERPA and the Data Protection Act or is legally covered by contract and must be protected at all times. The disclosure of this information may seriously damage or negatively impact the College.

Definition of Confidential Information
Confidential Information includes, but is not limited to, the following items whether stored in electronic or printed format:

Credit and debit card information, including:
1. Credit and debit card number (in part or whole)
2. Credit and debit card expiration date
3. Cardholder name
4. Cardholder address

Tax identification numbers, including:
1. Social Security number
2. Business identification number
3. Employer identification number

Personnel & Payroll information, including among other information:
1. Paychecks
2. Pay stubs
3. W-2’s
4. Vendor remittances for employee benefits
Personal banking information for any employee, student, customer, or constituent, including but not limited to:
1. Password/Log-In information for online banking.
2. Bank account number.
3. Routing number.

Other Information Commonly Used in Identity Theft
The following information, even though it may otherwise be considered public or proprietary, is often used in conjunction with Confidential Information to commit fraudulent activity such as identity theft:
1. Date of birth
2. Address
3. Phone numbers
4. Maiden name
5. Names
6. Customer number
7. Driver’s License Number

Hard Copy Distribution and Storage
All College personnel shall comply with the following requirements:

1. File cabinets, desk drawers, overhead cabinets, and any other storage space containing documents with Confidential or Sensitive Information must be locked when not in use.
2. Storage rooms containing documents with Confidential or Sensitive Information and record retention areas must be locked at the end of each workday or when unsupervised.
3. Desks, workstations, work areas, printers and fax machines, and common shared work areas must be cleared of all documents containing Confidential or Sensitive Information when not in use.
4. Whiteboards, dry-erase boards, writing tablets, etc. in common shared work areas containing Confidential or Sensitive Information must be erased, removed, or shredded when not in use.
5. College records may only be destroyed in accordance with the College’s records retention policy and applicable law (SM1.16).
6. Documents containing Confidential Information must be disposed of in a secure manner. A secure manner includes destroying the documents using a cross-cut shredder or disposing of documents in an authorized disposal container.

Electronic Distribution and Storage
All College employees shall comply with the following policies:
1. Non-College email systems, including but not limited to, Hotmail, Yahoo, and/or Google shall not be used to send Confidential or Sensitive Information. When using approved College e-mail systems to send Confidential or Sensitive Information internally the preferred mode is to encrypt or password protect such information (EU1.5).
2. Any Confidential Information sent to recipients externally (i.e. to non Ivy Tech Community College email accounts) should be encrypted and sent only to approved recipients.
Additionally, a statement such as this should be included in the e-mail:
"The information contained in this transmission may contain privileged and confidential information protected by federal and state privacy laws. It is intended only for the use of the person(s) named above. If you are not the intended recipient, you are hereby notified that any review, dissemination, distribution or duplication of this communication is strictly prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message."

3. Encryption technologies should be employed when Confidential Information is being stored on mobile devices such as laptops, backup media, DVDs, CDs, external hard drives, and thumb drives, among others (EU1.5).

4. Confidential Information should be encrypted when internally transmitted over an electronic communications network.

5. All hardware/storage media that will be repurposed for use within the College must be sanitized adhering to Ivy Tech Community College’s Data Disposal Policy (SM1.16). The Policy recommends the approach of overwriting all addressable media locations, a minimum of three times, with a character, its complement, then a random character and verifying the process. If hardware will be disposed of, or will be transferred to a third party outside of the College, all storage media must be rendered unusable, adhering to government standards which requires degaussing and/or complete physical destruction.

Application of Other Laws and College Policies
College personnel should make reasonable efforts to secure Confidential or Sensitive Information to the proper extent. Furthermore, this section should be read and applied in conjunction with applicable laws and College policies. If an employee is uncertain of the Red Flag implications of a certain piece of information, he/she should contact the appropriate regional senior level manager or the specific department within the Office of the President or Office of the Provost.

Procedure:

A. Covered Accounts

   College administered covered accounts - Students
   1. Plus Loans
   2. Stafford Loans
   3. College Institutional Loans
   4. Deferred Tuition Payments
   5. HigherOne card balances
   6. Student Account Receivables
   7. Contract Account Receivables

   College administered covered accounts - Employee
   i. Employee Payroll
   ii. Employee Reimbursements
   iii. Direct Deposit information
Risk Assessment
For the student related College administered covered accounts listed above, the existing risk is that a fraudulent request is made for a refund on an overpaid account resulting from a loan and/or direct payment. Since the College is solely responsible for issuing refunds on these accounts, the risk resides at the College level.

There is no perceived risk associated with the employee payroll and reimbursement programs. When funds are owed to the employee, the funds would be returned to the employee through the standard payment process. This process maintains its own control structure to ensure proper payment to employees.

The College will take steps to ensure that the activity of a service provider is conducted in accordance with reasonable policies and procedures designed to detect, prevent and mitigate the risk of identity theft whenever the organization engages a service provider to perform an activity in connection with one or more covered accounts. However, the processes transacted by these providers represent funds owed to the College, mitigating the risk of theft to the account holders. Additionally, the College will take steps to review the Red Flag policies and procedures enacted by these providers.

Control Procedures
As noted above, the primary risk associated with the covered accounts relates to refunds on student accounts and loan accounts. The following control procedures mitigate this risk:

The College will initiate a refund on all student accounts that are in an overpaid status to the most current address on file.

Checks and HigherOne debit cards are mailed to the official name and address within the College’s Information System or may be picked up in person. The student must provide a valid picture ID when receiving the check in person.

Non-employee students must make all name change requests to the Registrar’s Office. Students who are also College employees must make all name change requests to the Human Resources Office. A change in name requires the appropriate legal document. These changes require the student to visit the Registrar’s Office in person and present a valid picture ID. A change in address may be requested either through the student’s Campus Connect account or in person. If requested in person, the student must show a valid picture ID.

Red Flags
The following red flags are potential indicators of fraud. Any time a red flag, or a situation closely resembling a red flag is apparent, it should be investigated.

1. Documents provided for identification appear to have been altered or forged;
2. The photograph or physical description on the identification is not consistent with the appearance of the employee or student presenting the identification;
3. A request made from a non-College issued e-mail account;
4. A request to mail something to an address not listed on file; and
5. Notice from customers, victims of identity theft, law enforcement authorities, or other persons regarding possible identity theft in connection with covered accounts.

Response to Red Flags
The program provides appropriate responses to detect red flags to prevent and mitigate identity theft. The appropriate responses to the relevant red flags are as follows:

1. Deny access to the covered account until other information is available to eliminate the Red Flag;
2. Contact the student or employee;
3. Change any passwords, security codes or other security devices that permit access to a covered account;
4. Notify law enforcement; or
5. Determine no response is warranted under the particular circumstances.
RESOLUTION TO HONOR DR. MARNIA F. KENNON UPON HER RETIREMENT FROM IVY TECH COMMUNITY COLLEGE OF INDIANA

RESOLUTION NUMBER 2009-56

WHEREAS, Dr. Marnia F. Kennon joined the staff of then Indiana Vocational Technical College on September 21, 1987, as a staff member in the Planning and Education department and was subsequently promoted to Director of Planning and Education and then Executive Director of Planning and Education, and finally named Chief Academic Officer of the College on October 3, 2005, and

WHEREAS, during her service in these roles, Dr. Kennon was a principal architect in the transformation of Indiana Vocational Technical College to Ivy Tech State College in 1995 and to Ivy Tech Community College of Indiana in 2005, and

WHEREAS, many of the academic foundational elements that have catapulted the College’s achievement and recognition as the Nation’s largest singly-accredited, multi-campus statewide community college is traced to the ingenuity and leadership provided by Dr. Kennon, and

WHEREAS, Dr. Kennon has earned the respect and admiration of not only her Ivy Tech colleagues but also her counterparts at Indiana’s other public and private colleges and universities and the staff and commission members of the Indiana Commission for Higher Education, and

WHEREAS, Dr. Kennon has provided outstanding advice, counsel and service to the State Boards of Trustees of Indiana Vocational Technical College, Ivy Tech State College, and Ivy Tech Community College of Indiana throughout her tenure with the College, and

WHEREAS, Dr. Kennon has notified the College’s senior administration of her decision to retire from the College’s employ on October 30, 2009;

NOW THEREFORE BE IT RESOLVED that the State Board of Trustees, on behalf of all Ivy Tech Community College of Indiana staff, faculty, students and state trustees of years past, present, and future, hereby recognize and honor Dr. Marnia F. Kennon for her extensive and enduring contributions to the development and success of the College, and by extension, her service to the State of Indiana and all of its citizens, and

FURTHER BE IT RESOLVED that the State Trustees of Ivy Tech Community College of Indiana hereby award the Honorary Degree of Associate of Science in College and Community Service to Dr. Marnia F. Kennon as an expression of our everlasting appreciation for her generous contributions, and

FURTHER BE IT RESOLVED that this Resolution and the Honorary Degree awarded herewith shall be formally presented to Dr. Kennon in the presence of her colleagues at a reception in her honor on October 29, 2009.

State Trustees
Ivy Tech Community College of Indiana

______________________________
Kaye H. Whitehead, Chairman

______________________________
Anne K. Shane, Secretary

Dated October 15, 2009
REAPPOINTMENT OF REGIONAL TRUSTEES – NORTHWEST REGION

RESOLUTION NUMBER 2009-57

WHEREAS, the terms of appointment of certain Northwest Regional Trustees expired on June 30, 2008, and on June 30, 2009, and

WHEREAS, the Northwest Regional Board Nominating Committee has identified and recommends three candidates to serve on the Northwest Regional Board, and

WHEREAS, the individuals listed below meet all of the attributes and expectations delineated in Resolution Number 2008-53;

<table>
<thead>
<tr>
<th>NAME</th>
<th>CONSTITUENCY</th>
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<tbody>
<tr>
<td>Nadine McDowell</td>
<td>At-Large</td>
</tr>
<tr>
<td>Raymond V. Komenich</td>
<td>Education</td>
</tr>
<tr>
<td>Andrew Kyres</td>
<td>Commerce</td>
</tr>
</tbody>
</table>

NOW THEREFORE BE IT RESOLVED, that those individuals named above are hereby appointed as regional trustees for the Ivy Tech Community College of Indiana – Northwest Region effective immediately, and

FURTHER BE IT RESOLVED, that these Regional Trustees will serve through June 30, 2012, or the date on which a successor is duly appointed, whichever is later.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
## Renomination Form

**Board of Trustees - Region:** 01/Northwest

**Date Submitted:** June 9, 2009

### Nominee's Constituency:

<p>| | | | |</p>
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<tr>
<td>( )</td>
<td>Agriculture</td>
<td>( )</td>
<td>Education</td>
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<tr>
<td>( )</td>
<td>Commerce</td>
<td>( )</td>
<td>Labor</td>
</tr>
<tr>
<td></td>
<td></td>
<td>( X )</td>
<td>At Large</td>
</tr>
</tbody>
</table>

### Name of Nominee:

Nadine McDowell

### Home Address:

418 Arthur St. - Gary, IN 46404

### Business Address:


### Mailing Address:

418 Arthur St. - Gary, IN 46404

### Home Phone:

(219) 882-0400

### Business Phone:

-219

### Cell Phone:


### E-Mail Address:


### Place of Employment:

Retired

### Current Occupation:

(job title)

---

1. Number of Regional Board Meetings held during incumbent's last term as Board Member: 17

2. Number of meetings attended by incumbent nominee: 16

3. Board offices held during last term: Secretary

4. Has incumbent nominee agreed to serve another term if appointed? Yes

5. Total number of years of service as Regional Board member: 7

6. Any comments for consideration by the State Board:

---

Submitted by: Chancellor

Date:

Form updated 4/09
Renomination Form
Board of Trustees - Region: 01/ Northwest

Nominee's Constituency:  
( ) Agriculture  
( ) Commerce  
( X ) Education  
( ) Labor  
( ) Manufacturing  
( ) At Large

Date Submitted: 6/0/09

NAME OF NOMINEE: Raymond V. Komenich

HOME ADDRESS: 64 Shore Drive - Portage, IN 46368-1007

BUSINESS ADDRESS: ____________________________

MAILING ADDRESS: 64 Shore Drive - Portage, IN 46368-1007  
(PREFERRED)

HOME PHONE: (219) 764-7207

BUSINESS PHONE: ____________________________

CELL PHONE: ____________________________

E-MAIL ADDRESS: ____________________________

PLACE OF EMPLOYMENT: Retired

CURRENT OCCUPATION: (job title) ____________________________

1. Number of Regional Board Meetings held during incumbent's last term as Board Member: 11

2. Number of meetings attended by incumbent nominee: 9

3. Board offices held during last term: Vice Chair

4. Has incumbent nominee agreed to serve another term if appointed? Yes

5. Total number of years of service as Regional Board member: 3

6. Any comments for consideration by the State Board:

________________________________________________________________________

________________________________________________________________________

Submitted by: Chancellor

Date: ____________________________

Form updated 4/09
Renomination Form
Board of Trustees - Region: 01/Northwest

Nominee's Constituency: ( ) Agriculture ( ) Education ( ) Manufacturing
( X ) Commerce ( ) Labor ( ) At Large

NAME OF NOMINEE: Andrew Kyres

HOME ADDRESS: 608 W. 93rd Court - Crown Point, IN 46307

BUSINESS ADDRESS: 11890 Broadway - Crown Point, IN 46307

MAILING ADDRESS: 608 W. 93rd Court - Crown Point, IN 46307
(PREFERRED)
(219) 663-8144 (219) 226-2062
HOME PHONE BUSINESS PHONE CELL PHONE

E-MAIL ADDRESS: andrew.kyres@bankatfirst.com

PLACE OF EMPLOYMENT: First Financial Bank

CURRENT OCCUPATION: Vice President/Branch Manager

1. Number of Regional Board Meetings held during incumbent's last term as Board Member: 11
2. Number of meetings attended by incumbent nominee: 10
3. Board offices held during last term: 
4. Has incumbent nominee agreed to serve another term if appointed? Yes
5. Total number of years of service as Regional Board member: 2 3/4
6. Any comments for consideration by the State Board:

Submitted by: Chancellor

Date: 6/9/2009

Form updated 4/09
APPOINTMENT OF REGIONAL TRUSTEES – NORTHWEST REGION

RESOLUTION NUMBER 2009-58

WHEREAS, the Northwest Regional Board currently has two vacancies on its regional board due to the resignation of Benjamin T. Luna and the untimely passing of William Lain, and

WHEREAS, the Northwest Regional Board Nominating Committee has identified and recommends two candidates to serve on the Northwest Regional Board, and

WHEREAS, the individuals listed below meet all of the attributes and expectations delineated in Resolution Number 2008-53;

<table>
<thead>
<tr>
<th>NAME</th>
<th>CONSTITUENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heather A. McCarthey</td>
<td>At-Large</td>
</tr>
<tr>
<td>Timothy William Stoner</td>
<td>Agriculture</td>
</tr>
</tbody>
</table>

NOW THEREFORE BE IT RESOLVED, that those individuals named above are hereby appointed as regional trustees for the Ivy Tech Community College of Indiana – Northwest Region effective immediately, and

FURTHER BE IT RESOLVED, that these Regional Trustees will serve through June 30, 2012, or the date on which a successor is duly appointed, whichever is later.

State Trustees
Ivy Tech Community College of Indiana

______________________________
Kaye H. Whitehead, Chairman

______________________________
Anne K. Shane, Secretary

Dated October 15, 2009
Nomination For Membership
Board of Trustees - Region 1

(Fill out nomination of incumbent Board member only)

Nominee's Constituency:  
( ) Agriculture  ( ) Education  ( ) Manufacturing
( ) Commerce  ( ) Labor  (x) At Large

NAME OF NOMINEE: Heather A. McCarthy

HOME ADDRESS: 955 Harvey - Griffith, IN 46319

HOME TELEPHONE: 219-838-0341  BUSINESS TELEPHONE: 219 - 757-1830

MAILING ADDRESS: Geminus Corporation - 8400 Louisiana - Merrillville, IN 46410

E-MAIL ADDRESS:

EDUCATIONAL BACKGROUND:

<table>
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<tr>
<th>School Name</th>
<th>Graduate (yes or no)</th>
<th>Area of Study</th>
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<tr>
<td>High School:</td>
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<td></td>
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<tr>
<td>Undergraduate:</td>
<td>Purdue University</td>
<td>1995</td>
</tr>
<tr>
<td>Graduate:</td>
<td>Purdue University</td>
<td>1999</td>
</tr>
</tbody>
</table>

PLACE OF EMPLOYMENT: Geminus Corporation

CURRENT OCCUPATION: 8400 Louisiana - Merrillville, IN 46410

(See Attached)

I, J. Guadalupe Valtierra, hereby certify that the above named Nominee has given permission to be considered for a Regional Trusteeship and that he/she will serve if appointed.

Signature Date

July 1, 2005 1440 E. 35th Avenue - Gary, IN 46409
Address
Heather A. McCarthy

Personal Data

Office Address: Geminius Corporation
8400 Louisiana
Merrillville, In 46410
Phone: 219-757-1830

Home Address: 955 Harvey
Griffith, In 46319
Phone: 219-838-0341

Education and Credentials

B.A., English Purdue University 1995
M.A., English Purdue University 1999

MARPHI (Mid-American Regional Public Health Leadership Institute)
Mentoring/Fellowship University of Illinois, Chicago 2003

M.P.A.; Public Administration Indiana University Northwest 2004

J. D. Juris Doctorate Valparaiso University School of Law
Clerk - Lake Superior Court Honorable Judge Vasquez 2007

Professional Certifications
C.P.P., Certified Prevention Professional
Mediation Certification

Awards/Recognition

- 2005 Recipient of the Purdue Alumni Committed to Excellence Award (ACE Award)

Current State Executive Board Appointments:

- Governor Appointed Board Member - Strategic Prevention Planning Governor's Advisory Council (SPP-SIG)
- Governor Appointed Advisory Board Member - Indiana Tobacco Prevention and Cessation

Local Board Affiliations:

- Emeritus Board Member - Lake County Drug Free Alliance
- Executive Board Member - Gary Chamber of Commerce
- Executive Board Member - Northwest Indiana Arts Association/South Shore Arts
- Executive Board Member - Gary Neighborhood Services
- Co-Chair - Gary Chamber of Commerce Education Committee
- Chair - Lake County Tobacco Prevention and Cessation Coalition

Professional Presentations

Adult vs Peer Facilitation in Evidence Based Prevention Programming; National Prevention Network Conference; Portland, Oregon.

Publications

Professional Writing
Wrote and secured funding for the following grant initiatives:
- 21st Century Community Learning Center Grant for School City of East Chicago: $4 million
- Child Mental Health Initiative: $9 million
- After school substance prevention programming: $12.5 million
- State faith-based grant to implement health programming within minority church communities: $300,000.00
- State funded youth Leadership initiative: $600,000.00
- Federal community substance prevention funding to promote safe communities: $800,000.00
- Federal substance prevention funding: $500,000.00
- State agency tobacco funding for community programs: $7.5 million
- Robert Wood Johnson funding for respite care: $35,000.00
- Four Indiana State Incentive Grant opportunities: $8,000,000.00

Job Experience

1997-2003
Network Director, Geminus Corporation
8400 Louisiana Street
Merrillville, In 46410

2003 - Current: Vice President
Geminus Corporation

Serves as member of Geminus Executive Team providing oversight for a network of regional and statewide initiatives. Identifies and leverages state and federal funding to support community based programs for an array of initiatives to strengthen youth activities. The Vice President of Prevention Services is responsible for serving in the role of Project Director for a variety of grant initiatives:
- Identify organizations to provide services in conjunction with state and federal grants
- Provide educational support to local communities seeking improvements in overall quality of life initiatives
- Oversight of substance prevention services programs in over 35 counties throughout Indiana
- Prevention Leadership programs administered throughout the state of Indiana
- Distribution of Tobacco Settlement funds
- Distribution of State Incentive Grant initiatives addressing strength based community mobilization efforts
- Hoosier Assurance Plan funding for low income clients with mental health needs
Primary responsibilities:
- Securing funding for mental health/community based initiatives
- Allocating grant dollars to local and regional programs for adolescents
- Maintain and monitored Quality Improvement work groups focusing on achieving network ICAHO accreditation
- Serve as a liaison to state and federal funding sources to ensure compliance on all contractual obligations.
- Provide oversight of a substance abuse prevention budget exceeding 3 million dollars annually
- Forecast mental health trends and updates on key areas of interest for network providers
- Maintain a leading role in state and federal prevention activities to target additional funding and program expansion possibilities
- Serve as a member of the Geminus Executive Team collectively guiding the Corporation to meet the objectives set forth in our mission
- Certified trainer in Cultural Competency and Ethics

Achievements:
- Significantly increased grant funding in substance prevention services and mental health services for Geminus Corporation and partner agencies
- Represented the State of Indiana at the National Workshop for Community Coalition Grantees / Exemplary Substance Abuse Prevention Programs Award Ceremony in Washington, D.C.
- Established and provided oversight of Coalitions comprised of youth serving agencies and continued community outreach to assess the needs of participants and educate the community on successful prevention practices
- Planned, developed and provided continual training and consultation on strength based prevention practices to service providers
- Developed and collected evaluation data in conjunction with Indiana University, Bloomington and the University of Illinois
- Manage fiscal oversight, distribution of funds, and preparation of reports regarding utilization of services, finances, and other items to Indiana Division of Mental Health

Instructor
1996 - 1999
Purdue University Calumet
2200 169th Street
Hammond, IN
- Developed and facilitated freshmen / sophomore level English classes
- Participated in a faculty work team to develop curriculum for English as a Second Language students
- Participated in community outreach programs aiding Spanish speaking adults with English speaking skills

Volunteer Activity
Lake County Prosecutor’s Office
Youth mentoring
Community Theatre
Nomination For Membership
Board of Trustees - Region 1

(Fill out nomination of incumbent Board member only)

Nominee's Constituency:  Date Submitted:  

(✓) Agriculture  ( ) Education  ( ) Manufacturing

( ) Commerce  ( ) Labor  ( ) At Large

NAME OF NOMINEE:  Timothy William Stoner

HOME ADDRESS:  57 Sheila Lane - Valparaiso, IN 46385

HOME TELEPHONE:  (219) 477-4213  BUSINESS TELEPHONE:  

MAILING ADDRESS:  57 Sheila Lane - Valparaiso, IN 46385

E-MAIL ADDRESS:  Firewood@netnitco.net

EDUCATIONAL BACKGROUND:

<table>
<thead>
<tr>
<th>School Name</th>
<th>Graduate (yes or no)</th>
<th>Area of Study</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undergraduate:</td>
<td>Purdue University</td>
<td>1989</td>
</tr>
<tr>
<td>Graduate:</td>
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<td></td>
</tr>
</tbody>
</table>

PLACE OF EMPLOYMENT:  Wood-View Farm, Valparaiso, IN - 46385

CURRENT OCCUPATION:  Own/Operator

Please provide a brief biographical outline of the nominee. Include former employment, professional and civic affiliations and appropriate dates for same. Additional sheets may be attached if necessary.

(See attached)

I, L. Guadalupe Valtierra, hereby certify that the above named Nominee has given permission to be considered for a Regional Trusteeship and that he/she will serve if appointed.

Signature  Date

July 1, 2005  1440 E. 35th Avenue - Gary, IN 46409

Address
Timothy William Stoner
57 Sheila Lane, Valparaiso, Indiana 46385
219-477-4213
Firewood@netnico.net

Career:
Owner/Operator, Woody-View Farm, Valparaiso, IN
Owner/Operator, Woody-View Farm Firewood, Valparaiso, IN
Sales Representative, Beck's Hybrids, Valparaiso, IN
Field Representative, Farm Bureau Incorporated, Indianapolis, IN
Staff Writer, Vidette Messenger, Valparaiso, IN

Community Involvement:
Quality of Life Council,
Board of Directors

Hopewell Mennonite Church,
Elder, Member, Sunday School Teacher

Porter County Farm Bureau,
President, Vice President, Young Farmer Representative

Indiana Farm Bureau,
Young Farmer Committee, Delegate, Young Farmer Awards

East Porter County Schools,
School Board Member

Porter County Soil and Water Conservation District,
Supervisor

Porter County Extension Board,
Member

Education:
Bachelor of Arts, Political Science, Purdue University, 1989
APPOINTMENT OF A REGIONAL TRUSTEE – RICHMOND REGION

RESOLUTION NUMBER 2009-59

WHEREAS, the Richmond Regional Board currently has one vacancy on its regional board due to the resignation of John C. Webb, and

WHEREAS, the Richmond Regional Board Nominating Committee has identified and recommends a candidate to serve on the Richmond Regional Board, and

WHEREAS, the recommended candidate meets all of the attributes and expectations delineated in Resolution Number 2008-53;

NOW THEREFORE BE IT RESOLVED, that Ms. Vickie Long is hereby appointed as a regional trustee for Ivy Tech Community College of Indiana – Richmond Region, representing Labor, effective immediately, and

FURTHER BE IT RESOLVED, that Ms. Vickie Long will serve through June 30, 2012, or the date on which a successor is duly appointed, whichever is later.

State Trustees
Ivy Tech Community College of Indiana

Kaye H. Whitehead, Chairman

Anne K. Shane, Secretary

Dated October 15, 2009
Nomination for Appointment
Board of Trustees - Region: Richmond

Nominee's Constituency: ( ) Agriculture ( ) Education ( ) Manufacturing
( ) Commerce ( ) Labor ( ) At Large

Date Submitted: October 8, 2009

NAME OF NOMINEE: Vickie J. Long

HOME ADDRESS: 1127 N Central Avenue, Connersville, IN 47331

BUSINESS ADDRESS: 1100 Spartan Drive, Connersville, IN 47331

MAILING ADDRESS: (PREFERRED) 1127 N Central Avenue, Connersville, IN 47331

HOME PHONE: 765-827-0412
BUSINESS PHONE: 765-825-1151
CELL PHONE: 765-717-3975

E-MAIL ADDRESS: long@fayette.k12.in.us

EDUCATIONAL BACKGROUND:

<table>
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<tr>
<th>School Name</th>
<th>Graduate (yes or no)</th>
<th>Area of Study</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School: Connersville High School</td>
<td>Yes</td>
<td>Secondary Math Education BA</td>
</tr>
<tr>
<td>Undergraduate: Indiana University East</td>
<td>Yes</td>
<td>Math Education MA</td>
</tr>
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PLACE OF EMPLOYMENT:
Fayette County School Corporation - Connersville High School

CURRENT OCCUPATION:
Mathematics Teacher (Grades 9-12)

Please attach a brief biographical outline or resume of the nominee.

I, James L. Steck, herby certify that the above named Nominee has given permission to be considered for a Regional Trusteeship and that he/she will serve if appointed.

Signature: [Signature]
Date: 10-3-09

Form updated 4/09
Vickie J Long
1127 N Central Avenue
Connersville, IN 47331
765-827-0412
long@fayette.k12.in.us

Personal
- Life-long resident of Connersville, Indiana
- Married to Joel D. Long
- Three children: Joshua, Andrew and Julie

Employment
- Connersville High School, 2003 – present, Teacher of Mathematics
- Connersville Middle School, 1999-2003, Teacher of Mathematics
- Fayette County School Corporation, 1985-1999, Instructional Technology

Education
- MA Education – Mathematics, Western Governor’s University, 2007
- BA Education – Mathematics, Indiana University East, 1999
- AA Computer Science, Indiana University East, 1985

Professional
- National Council of Teachers of Mathematics
- American Federation of Teachers
- Technology Strategy Team, Connersville High School
- Mathematics Task Force, Fayette County School Corporation