

## **MINUTES OF THE MEETING OF THE STATE BOARD OF TRUSTEES**

IVY TECH COMMUNITY COLLEGE OF INDIANA

**October 10, 2013**

Chairman Steve Schreckengast called the October 10, 2013 regular meeting of the State Board of Trustees to order at 1:00pm at the Muncie Campus, Patterson Building

### **A. ROLL CALL**

Secretary Kaye Whitehead called the roll and the presence of a quorum was announced.

The following State Trustees were present:

**Mr. Steve Schreckengast, Chair**  
**Mr. Richard R. H Halderman, Vice Chair**  
**Ms. Kaye H. Whitehead, Secretary V. Bruce Walkup**  
**Mr. Larry Garatoni**  
**Mr. Lee J. Marchant**  
**Mr. Stewart G. McMillan**  
**Mr. Anthony J. Moravec**

The following State Trustees were unable to attend:

**Michael R. Dora**  
**Mr. Michael A. Evans**  
**Ms. Paula Hughes**  
**Mr. Bob Jones**  
**Ms Lillian Sue Livers**  
**Mr. Norman E. "Ned" Pfau, Jr**

### **B. EXECUTIVE SESSION MEMORANDA:**

Following notice under IC5-14-1.5-4, IC 5-14-1.5-5 and IC5-14-1.5-6.1(d)

The State Board of Trustee met in Executive Session on October 9, 2013 at 1:30 pm at the Muncie Campus, Fishers Building, 345 S High Street, Muncie, IN 47303

Members present were:, Larry Garatoni, Paula Hughes Lee J. Marchant, Stewart G. McMillan, Anthony J. Moravec, ,Steven Schreckengast, Kaye H. Whitehead, and V. Bruce Walkup

Members absent were: Michael R. Dora, Michael A. Evans Richard R. Halderman, Bob Jones Lillian Sue Livers, and Norman "Ned" E. Pfau

The Trustees considered the following items as permitted under IC 5-14-1.5-6.1(b). 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 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 compensation of school safety and security measures, plans, and system
- (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

With the Approval of these minutes the Trustees present at the meeting certify that no subject matter was discussed in the executive session other than the subject matter specified in the public notice issued for this meeting.

**C. NOTICES OF MEETING MAILED AND POSTED:**

Secretary Kaye Whitehead confirmed that notices of the October 10, 2013, regular meeting was properly mailed and posted.

**D. APPROVAL OF BOARD MINUTES:**

Chairman Steve Schreckengast directed the trustees' attention to the minutes of August 15, 2013, regular board meeting. Trustee Larry Garatoni made the motion to approve the minutes of the August 15, 2013, regular meeting as submitted. Trustee Richard Halderman seconded the motion and the motion carried unanimously.

**E. COMMITTEE REPORTS:**

**Item 1** Chairman Schreckengast reported that the Executive Committee had no report.

**Item 2** Chairman Walkup called upon Trustee Moravec Member of Committee for a report from **Budget and Finance Committee**. Trustee Moravec reported there was one action item for the board to consider.

Trustee Moravec moved for approval of

**Resolution Number 2013-58, Approval of Contract for Custodial Services North Central Region**

Trustee Garatoni seconded the motion, and the motion carried unanimously.

Trustee Moravec reported the board received an update and reviewed fiscal year 2013 highlights, historical comparison assets and revenue as well as key ratios in the operating margin and assets/debt.

**Item 3** Chairman Schreckengast called upon Trustee Whitehead to give the **Building, Grounds and Capital Committee Report**. Trustee Whitehead moved for approval of:

**Resolution 2013-52, Approval to Enter Into a 10 Year Lease for the Pain Building, Region 14/Bloomington**

Trustee McMillan seconded the motion, and the motion carried unanimously.

**Resolution Number 2013-53, Request that Ivy Tech Foundation, Inc. Purchase a Building in Warsaw for Lease to the College for the Orthopedic Advanced Manufacturing Program, Region 2/South Bend**

Trustee Halderman seconded the motion, and the motion carried unanimously.

**Resolution Number 2013-54, Approval to Enter Into an Agreement for the Exchange of Real Estate with the City of Warsaw, Region 2/South Bend**

Trustee Halderman seconded the motion, and the motion carried unanimously.

**Resolution Number 2013-55, Approval to Enter into a Lease with first Farmers Bank and Trust for the Armstrong Landon Bank Building in Downtown Kokomo, Region 5/Kokomo**

Trustee Halderman seconded the motion, and the motion carried unanimously.

**Resolution Number 2013-56, Approval to Proceed with Agency Approval Process for a for a New Facility in Noblesville, IN and Authorize the Executive Committee to Review and Consider Lease with the Hamilton County Commissioners, Region 8/Indianapolis**

Trustee Garatoni seconded the motion, and the motion carried unanimously.

**Resolution Number 2013-57, Approval to Enter into a Lease and an Operating Cost Agreement for Development of a Welding Lad in the Mid-America Science Park in Scottsburg, Region 10/Columbus**

Trustee Garatoni seconded the motion, and the motion carried unanimously.

**Item 4** Chairman Schreckengast called upon Trustee Walkup Chair of the Committee for the **Planning and Education Committee Report**. Trustee Walkup reported there were no action items to report.

Trustee Walkup reported the Committee heard from Dr. Russ Baker, Vice President of Academic Affairs on New Curriculum in Aviation Maintenance, Construction Technology and Health Care Support. Dr. Baker also presented on the Midterm Grade Project. Dr. Cory Clasemann, Vice President of Institutional Research presented a 2012-13 Graduate Update.

**Item 5** Chairman Schreckengast called upon Trustee Lee Marchant for the **Audit Committee Report**. It was reported that the Audit Committee had no action items for the board to consider.

**Item 6** Chairman Schreckengast called upon Trustee Stewart McMillan for the **Corporate College Committee Report**. Trustee McMillan reported that there were no action items for the board to consider. Tim Harris and Becky Nickoli were introduced to reported on Corporate College.

Tim reported a number of issues.

- 1) The call volume is less than half what it needs to be
- 2) The close rate is too low
- 3) The sales cycle is long
- 4) Industry in general has high awareness of Ivy Tech but low awareness of what Ivy Tech can do for enhancing the capabilities of their workforce.

A transition needs to take place in the sales force from order takers to true sales people. State wide coordination of the efforts and successes of individuals in the regions is needed.

Becky reported that there is a huge volume of course materials that need to be coordinated amongst regions, there is duplication of courses. To effectively utilize adjunct staff the course materials need to be made easily available to them.

The Board has requested that Tim and Becky in concert with Tom Snyder and Jeff Terp each submit a two page summary of what a complete clean sheet re-organization would look like. This document is to be presented in advance of the November executive board meeting such that it can be discussed with members of the Corporate College Committee after the exec meeting. The final end goal being a presentation to the board at the December meeting outlining the steps that will be taken to put corporate college on track.

F. **TREASURER'S REPORT:**

Chairman Schreckengast called upon Senior Vice President Chris Ruhl for the Treasurer's Report. Mr. Ruhl presented Operating Revenue fiscal year 2014, decline in Revenue due to student fees, Fiscal Year 2014 expenses below budget,

Trustee Garatoni moved for approval of the Trustees Report. Trustee Moravec seconded the motion, and the motion carried unanimously.

G. **STATE OF THE COLLEGE**

Chairman Schreckengast called upon Senior Vice President, Engagement and Institutional Efficiency for the President's Report. Jeff Terp called upon Jill Kramer, Associate Vice President for Planning and Research to provide an update on the Strategic Plan Dashboards ~ Student Success and Student Retention. The Board requested monthly updates on College performance and milestone metrics. Jill and her team will present strategic updates at the end of each term, spring and fall. Kristen Moreland, Director of Process Improvement and Operations, provided an update on strategy 3.2.a Process Improvement focusing on student success and ensure institutional sustainability and the methodology overview. She highlighted a few projects such as Nursing Application Review, Adjunct Faculty Contract Process, One-Stop Enrollment Centers, Procurement, Shared Services and CAN/QMA as 5 of 25 current projects her and her team are working on. John Murphy, President of Foundation gave a brief update on the success of the 50th Anniversary Gala in which 200 tables were sold at 1600 attendees. This was not a donor event but more of a thank you to our Ivy Tech Family and Friends,

H. **OLD BUSINESS**

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

I. **NEW BUSINESS**

Chairman Schreckengast called for new business.

Trustee Whitehead moved for approval of

**Resolution Number 2013-59, Election of State Trustees to the Board of Directors of Ivy Tech Foundation, Inc.**

Trustee Halderman seconded the motion, and the motion carried unanimously

Trustee Walkup moved for approval of

**Resolution Number 2013-60, Resolution Honoring the Service of Joyce Rogers**

Trustee Halderman seconded the motion, and the motion carried unanimously

Trustee Halderman moved for approval of

**Resolution Number 2013-61, 2013-14 College Success Metrics**

Trustee Garatoni seconded the motion, and the motion carried unanimously

J. **ADJOURNMENT:**

With no further business to come before the Board, Chairman Schreckengast called for a motion to adjourn the meeting.

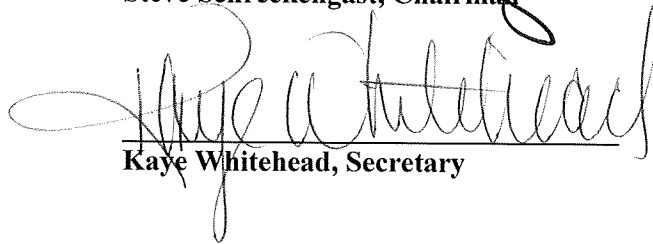
Trustee Halderman moved for approval. Trustee Whitehead seconded the motion, and the motion carried unanimously.

Chairman Schreckengast adjourned the meeting.

**STATE TRUSTEES  
IVY TECH COMMUNITY COLLEGE**



**Steve Schreckengast, Chairman**



**Kaye Whitehead, Secretary**

**Dated October 112013**

**Prepared by Gretchen L. Keller, Recording Secretary**