

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

IVY TECH COMMUNITY COLLEGE

April 2, 2020

Chairman Terry Anker called the meeting of the State Board of Trustees to order at 12:30 pm via Zoom Webinar.

ROLL CALL

Chairman Terry Anker called the roll and the presence of a quorum was announced.

The following State Trustees were present (via Zoom Webinar):

Mr. Terry Anker, Chairman
Ms. Stephanie Wade, Vice Chair
Mr. Andrew W. Wilson, Secretary
Mr. Jesse Brand
Mr. Michael R. Dora
Ms. Kim Emmert O'Dell
Ms. Marianne Glick
Ms. Gretchen Gutman
Ms. Paula Hughes-Schuh
Mr. Stewart McMillan
Mr. Steve Schreckengast
Mr. Kerry Stemler

The following Trustees were absent:

Mr. Bradley Clark
Mr. Larry Garatoni
Mr. Harold Hunt

A. NOTICES OF MEETING MAILED AND POSTED:

Trustee Andrew Wilson, Secretary, confirmed that notices of the April 2, 2020, regular meeting were properly mailed and posted and this meeting is being held in compliance with IC 5-14-1.5 *et seq* and the Governor's Executive Orders 20-04 and 20-09. No members of the governing body are attending in person and are instead attending remotely. The public was invited to attend the meetings open to the public by remote access by which a link was shared in that public notice.

B. APPROVAL OF BOARD MINUTES:

Trustee Brand moved for approval of the minutes of the February 6, 2020 board meeting. Trustee Wilson seconded the motion and the motion carried unanimously.

Secretary Andrew Wilson	called roll
Terry Anker, Chair	“Aye”
Stephanie Wade, Vice Chair	“Aye”
Andrew Wilson, Secretary	“Aye”
Jesse Brand	“Aye”
Bradley Clark	not present
Michael Dora	“Aye”
Kim Emmert O’Dell	“Aye”
Larry Garatoni	not present
Marianne Glick	“Aye”
Gretchen Gutman	“Aye”
Paula Hughes-Schuh	“Aye”
Harold Hunt	not present
Stewart McMillan	“Aye”
Steve Schreckengast	“Aye”
Kerry Stemler	“Aye”

C. COMMITTEE REPORTS:

Item 1 Chairman Anker called upon Trustee Michael Dora for a report from the **Academics & Student Experience Committee**. Trustee Dora reported there is one action item for approval. The Committee received an update from Emily Watson, Associate Professor, regarding the Global Workforce Skills Certificate which is a proposal to add a statewide financially-aid eligible CT offered at any campus choosing to offer the program. The program outcomes include to: demonstrate an understanding of intercultural communication; interpret and critique techniques of effective communication; analyze the significance of religious and secular traditions within various cultures; examine and evaluate the ways that the global economy operates and its impact on business practices; and, display an appreciation and understanding of the specific leadership skills and strategies appropriate for cross-cultural workplaces. The target student population consists of working adults, current employees of businesses with a global footprint, incoming students who wish to prepare for specific global careers with a foundation of global competencies, and existing students who desire to supplement their current program with skills designed specifically for globally-focuses positions.

Trustee Dora moved for approval of

Resolution 2020-7, Approval of Global Workforce Skills Certificate Program

Trustee Wade seconded the motion and the motion carried unanimously.

Secretary Andrew Wilson called roll

Terry Anker, Chair	“Aye”
Stephanie Wade, Vice Chair	“Aye”
Andrew Wilson, Secretary	“Aye”
Jesse Brand	“Aye”
Bradley Clark	not present
Michael Dora	“Aye”
Kim Emmert O’Dell	“Aye”
Larry Garatoni	not present
Marianne Glick	“Aye”
Gretchen Gutman	“Aye”
Paula Hughes-Schuh	“Aye”
Harold Hunt	not present
Stewart McMillan	“Aye”
Steve Schreckengast	“Aye”
Kerry Stemler	“Aye”

Item 2

Chairman Anker called upon Trustee Jesse Brand for a report from the **Budget & Finance committee**. Trustee Brand reported there were no action items for approval. The Trustees received an extensive report from CFO Matt Hawkins during Executive Session. The Committee received an update from Foundation President John Murphy that shows the Ivy Tech Foundation is well positioned although there are challenges ahead with COVID-19.

Item 3

Chairman Anker called upon Trustee Steve Schreckengast for a report from the **Building and Grounds Committee**. Trustee Schreckengast reported there was one action item for consideration and approval. The committee received an update on the status of XBE contract spend.

Trustee Schreckengast moved for approval.

Resolution 2020-8, Approval of Transfer of Ownership of Real Estate from the Foundation to the College, Fort Wayne Campus

Trustee Glick seconded the motion and the motion carried unanimously.

Secretary Andrew Wilson called roll

Terry Anker, Chair	“Aye”
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Stephanie Wade, Vice Chair	“Aye”
Andrew Wilson, Secretary	“Aye”
Jesse Brand	“Aye”
Bradley Clark	not present
Michael Dora	“Aye”
Kim Emmert O’Dell	“Aye”
Larry Garatoni	not present
Marianne Glick	“Aye”
Gretchen Gutman	“Aye”
Paula Hughes-Schuh	“Aye”
Harold Hunt	not present
Stewart McMillan	“Aye”
Steve Schreckengast	“Aye”
Kerry Stemler	“Aye”

Item 4 Chairman Anker called upon Chris Lowery, Senior Vice President, Workforce and Careers to speak on a rapid recovery strategy and the post COVID-10 ecosystem. The Governor and state leadership are focused on the health and well-being of Hoosiers. The proposed ecosystem focuses on the livelihoods that are at risk for lower skilled workers, including those who have lost a job, will be underemployed, or those whose jobs will change. A rapidly, thoughtfully developed approach will be necessary to undergird the livelihoods of individuals, employers, and communities across the Hoosier state. A Core Team/Steering Committee has emerged to quickly build out the Situation Assessment, Vision, Strategy, and Work Plan.

Supply and demand data is needed as well as training and education strategies. Career Coaching for individuals, high tech and high touch, could be deployed statewide to support learners interested in the program. An online Rapid Recovery Employment Hub is being developed to provide a one stop website for employment resources, job postings, and statewide tools for job seekers and employers.

TREASURER’S REPORT:

Chairman Anker called upon Matt Hawkins, Sr. Vice President/Chief Financial Officer, to provide the Treasurer’s Report.

Matt Hawkins reported in the morning meeting the college is \$6M over our budgeted revenue for FY20. We are also trending \$30M below budget, including direct costs already incurred related to Covid-19.

The College has a three phased emergency financial plan if needed, that does not yet included any federal stimulus.

The College’s current investment portfolio has a balance of just under \$580M. \$194M of this balance is in cash. The college has a very strong position with regard to liquidity.

Trustee Dora moved for approval of the Treasurer’s Report. Trustee Brand seconded the motion and the motion carried unanimously.

Secretary Andrew Wilson	called roll
Terry Anker, Chair	“Aye”
Stephanie Wade, Vice Chair	“Aye”
Andrew Wilson, Secretary	“Aye”
Jesse Brand	“Aye”
Bradley Clark	not present
Michael Dora	“Aye”
Kim Emmert O’Dell	“Aye”
Larry Garatoni	not present
Marianne Glick	“Aye”
Gretchen Gutman	“Aye”
Paula Hughes-Schuh	“Aye”
Harold Hunt	not present
Stewart McMillan	“Aye”
Steve Schreckengast	“Aye”
Kerry Stemler	“Aye”

Matt Etchison, Chief Information Officer, provided an update on an ERP (Enterprise Resource Planning) Assessment RFP. The ERP is our financial and operational backbone system, reaching into all areas of the College. In a rapidly changing higher education landscape, it is important to evaluate our technology to identify the ways in which it is supporting or hindering the College’s strategies. The RFP will allow the College to understand the ways in which there may be improvement, and ultimately allow college leaders to make a decision on what is best for the long-term future of Ivy Tech. Input will be collected from all stakeholders. The RFP will go out in April and the assessment will occur over the next few months.

E. STATE OF THE COLLEGE

Chairman Anker called upon President Ellspermann to provide State of the College.

President Ellspermann welcomed new Chancellor Evansville Campus, Daniela Vidal.

President Ellspermann provided an overview of the timeline related to COVID-19

Budget and Contingency Planning, the College's budgeted reserve of \$2.7M (as of December 16, 2019) was allocated to campuses based on the internal outcomes-based budget model. The tax offset program for 2020 was suspended as other university partners have done across the state. The College is trending \$30M under budget for FY2020 including current direct estimated COVID expenses. As described previously, there are numerous contingency plans in place.

The start of the second 8-weeks was delayed and went nearly seamlessly, moving to a completely virtual delivery of courses and services. FTE drops were minimal to date but further drops are anticipated. Campuses donated thousands of pieces of PPE to hospitals and health departments. Ivy Tech is working with IUSM to produce face shield headband-visor parts on over 100 Ivy Tech 3D printers. Marianne Glick made a matching gift of \$500K to provide broad range of COVID-19 emergency assistance to students and campuses.

President Ellspermann provided a brief summary of the College's metrics. Revenue Generating headcount has decreased (this week) to 93,111 and the number of revenue generating recruits has dropped to 46,163. The Fall-to-Spring retention rate slipped to 70% (approximately at 1% drop) The Employee Engagement score of 72 is slightly up from last year. This metric currently is based on the fall employee engagement survey of full-time employees only. When you include adjunct faculty, the score improved to 74%.

Congratulations to the Ivy Tech Foundation having exceeded their annual goal for total dollars raised which is slightly more than \$49.8M (\$20.6M Foundation - \$29.2 Grants (College and Foundation)).

President Ellspermann shared that congratulations are in order for the Sellersburg campus for moving to C1! Annually, all campuses are evaluated for C-level designations. In the fall 2018, Sellersburg was designated a "rising" campus. As a Fall 2019, they had maintained that status maintained for the second year with most improvement in the areas of completions, job openings, and non-credit headcount, and a growth in service area population.

President Ellspermann introduced the plans to start a Visionary Board of Emerging Leaders (VBEL) building on a Harvard Business Review article (June 2019) that describes the concept of a "Shadow Board of Directors". The focus will be on diversity of thought, connecting to the organization and community, refreshing or invigorating new ideas, emerging technologies. The opportunity for VBEL members is that it will provide a board-like experience and mentoring to emerging leaders. The idea is to leverage this new group's insights and to diversify perspectives that executive leadership is exposed to, with representatives from almost each campus.

With regard to the Brand Research Project, Asher Agency (Fort Wayne) and SMARI Market Research Experts (Indianapolis) were selected as the vendor partners. Currently Jeff Fanter and his team are finalizing the agreement which is estimated to be about

\$200-\$250K. The research team would like to engage with, and interview, Trustees interested in being part of the research.

“To transform the student journey by creating a platform to enable informed decision-making and align business processes to improve student success, lifetime constituent engagement, and facilitate Ivy Tech’s strategic mission and vision” is the stated vision of the Salesforce CRM Project. The project kicked off in February with Appriro who contacted employees to better understand how we use the College’s current system which will help Appriro to better understand as they develop the CRM platform that will best meet the needs of the College going forward. This initial process will be completed by April 10, and then move to the architecture/Sandbox/Rapid prototyping and then to beta testing in August. The plan is for a “go live” date for Recruiting/Enrollment college-wide in early September. Phase 1 completed is expected to be finished by August 2021.

President Ellspermann concluded her report with recognition of the amazing team throughout the college that is working during this time. She acknowledged that this COVID-19 experience has moved people’s cheese, but they are jumping in and helping where needed.

F. OLD BUSINESS

Chairman Anker called for old business, but there was none.

G. NEW BUSINESS

Chairman Anker called for new business.

Trustee Schreckenast moved for approval amended by Terry Anker of

Resolution 2020-9, Appointment of Campus Board of Trustees

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

Secretary Andrew Wilson called roll

Terry Anker, Chair	“Aye”
Stephanie Wade, Vice Chair	“Aye”
Andrew Wilson, Secretary	“Aye”
Jesse Brand	“Aye”
Bradley Clark	not present
Michael Dora	“Aye”
Kim Emmert O’Dell	“Aye”
Larry Garatoni	not present
Marianne Glick	“Aye”
Gretchen Gutman	“Aye”
Paula Hughes-Schuh	“Aye”
Harold Hunt	not present
Stewart McMillan	“Aye”

Steve Schreckengast
Kerry Stemler

“Aye”
“Aye”

Trustee Anker, thanked JD Lux, Assistant General Counsel and Gretchen Keller, Assistant Director of Planning and Engagement for making sure our first virtual State Board of Trustees meeting was properly posted and all meetings set up to accommodate.

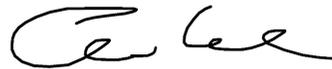
ADJOURNMENT

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

**STATE TRUSTEES
IVY TECH COMMUNITY COLLEGE**



Terry Anker 06/06/2020 10:48 EDT



Andrew Wilson 06/08/2020 23:44 EDT

Dated April 3, 2020, Prepared by Gretchen L. Keller, Recording Secretary