

**IVY TECH COMMUNITY COLLEGE
BLOOMINGTON CAMPUS
BOARD OF TRUSTEES**

MINUTES

September 24, 2019 at 4:00 p.m.

The Bloomington Board of Trustees met on Tuesday, September 24, 2019 in the Executive Board Room at Ivy Tech Community College Bloomington, 200 Daniels Way, Bloomington, Indiana.

Chairwoman Connie Ferguson called the meeting to order and called the roll.

Trustees present: **Connie Ferguson, Imojean Dedrick, Shawna Girgis, Jim Touloukian, Carven Thomas**

Trustees absent: **Lynn Coyne, Laura Hammack**

Others present: Jennie Vaughan, Amanda Billings, Steve Bryant, Sam DeWeese, Susie Graham, Whitney Hale, Tina Phelps, Michele Roberts, Dr. Larry Swafford, Trudy Weddle, and Michael Reschke (Herald-Times reporter)

Chancellor Jennie Vaughan reported that the meeting was legally advertised.

INTRODUCTION OF GUESTS

Chancellor Vaughan introduced new employees Chris Stadler, Security Manager; Joe Hughbanks, Associate Director of K-14 Initiatives and Recruitment; Abby Englert, Associate Director of Express Enrollment; Jordan Ferguson, Center for Lifelong Learning Program Manager; Debbie Green, Student Affairs Assistant; and Kevin Keith, Workforce Alignment Program Manager.

APPROVAL OF MINUTES

Trustee Carven Thomas made the motion to approve the minutes from the May 21, 2019 meeting, and Trustee Shawna Girgis seconded. The minutes were approved unanimously as presented.

CHAIRPERSON'S REPORT

Chairwoman Ferguson reported that the statewide Foundation Directors meeting featuring the annual Benefactor of the Year dinner will be held in French Lick later this week. Our Campus Benefactors of the Year are Randy and Kathy Vernon who have been especially generous donors to our campus as well as to their "home" campus, Lafayette. The Directors meeting is Thursday afternoon followed by the Benefactor of the Year dinner that evening, and there will be a golf outing on Friday.

CHANCELLOR'S REPORT

Chancellor Vaughan introduced Trudy Weddle, Vice Chancellor of Enrollment Services, for an update on our enrollment goals. Trudy said she is an Ivy Tech graduate of the Terre Haute campus and has been with the College for over 11 years, starting as a Director of Veterans Affairs in Indianapolis before coming to the Bloomington Campus in 2012. She served as the Executive Director of K-12 Initiatives for the last four years prior to being named Vice Chancellor of Enrollment Services. Her goal is to increase retention and completion rates at the Bloomington Campus.

Next, Chancellor Vaughan introduced Whitney Hale, Executive Director of Human Resources. Whitney has been our Executive Director of HR since August 12 and came to us from the Columbus Campus where she was Director of HR. Prior to working for Ivy Tech, Whitney worked for the State of Indiana in the Department of Transportation. Her goals in her new role are to focus on employee engagement, improve morale, and assist with change management. She added that she will continue to assist as Director of HR at the Columbus Campus until they can fill that position.

Chancellor Vaughan also introduced Michele Roberts, our Executive Director of Finance. Michele has been in this role since May, and she also serves the Columbus and Lawrenceburg Campuses in addition to Bloomington. She said her goals are to continue to understand Bloomington's financial needs and improve transparency with budget development.

Next, Chancellor Vaughan called on Executive Director of Development, Susie Graham, for an update. Susie reminded the trustees that the College statewide is currently in the quiet phase of a \$285 million capital campaign. The goal of the quiet phase is to raise 50-60 percent of the goal before going public. Each campus has its share of the overall goal to raise, and Bloomington's goal is \$8 million (or 2.8 percent of the \$285 million). All of the money we raise at the Bloomington Campus will remain at the Bloomington Campus while supporting the College's strategic plan. Our funds have been earmarked for scholarships (\$2 million), investment in technology (\$2 million), and an endowment (\$4 million). The feasibility study took place in 2017-18, and this quiet phase will run from now until 2023. Susie reported that we are already 39 percent of the way to our goal as a result of fundraisers, gifted equipment we have received, and grants we have been awarded. She provided a mock-up of a brochure we will share when we start meeting with potential donors. Trustee Lynn Coyne has agreed to serve as our Honorary Chair of our campaign. She added that it is important to look for new prospects and build new relationships with this campaign. We plan to finalize our campaign leadership by December 1, 2019; finalize our volunteers (including any campus trustees) by March 1, 2020; and hold campaign committee meetings April through December, 2020. Our ongoing solicitation of Leadership Gifts is ongoing. Our employee campaign will run from January to June 2021 and coincides with the launch of the public phase which runs July 2021 to June 2023. Our plan is to have 60 percent of our goal raised by the time the campaign goes public.

Susie also shared that we have the following new scholarships: Jack R. Madore Memorial Scholarship in Design Technology, the Carol Reimers Nursing Scholarship, and the Foster Hope Endowed Scholarship (endowed by Michelle Cole). Chancellor Vaughan added that our goal is to bring new donors to table in an effort to offer different scholarships.

Continuing with other updates, Susie said that former long-time Foundation employee Perry Hammock recently presented a workshop on financial planning to employees, and she distributed a packet of information to the trustees that was shared at his workshop. The annual Circle of Ivy luncheon for women philanthropists is approaching. Bloomington's local group is comprised of 51 members who raise \$25,000 this year. We did a call for proposals in early September, and 10 will vie for a portion of the \$25,000 that was raised. (Four projects that were also submitted will be funded with alternate College funds.) Circle of Ivy members will be able to vote on the 10 projects until October 16, and all winners will be announced at the luncheon on October 18. Previous projects that have been funded include an emergency food pantry, glasses for low income people, and expenses for faculty conferences. Finally, the International Day of Giving will be December 3—the first Tuesday after Thanksgiving. This is the third year the College is participating in this national fundraiser. The Bloomington Campus will also benefit from a match up to \$100,000 from a generous donor in Indianapolis. Funds raised on Giving Tuesday will support our Alumni Association which is taking over funding of the Food for Thought pantry in our student success (tutoring) center. We may also possibly fund Alternative Spring Break, and we are thinking through a possible third project to fund.

Chancellor Vaughan called on Steve Bryant, Executive Director of the Cook Center for Entrepreneurship and Regional Director of the South Central Small Business Development Center, for an update. Steve said that our Cook Institute will be celebrating its 10th year with a luncheon on October 23 featuring keynote speakers Karen E Laine and Mina Starsiak from HGTV's "Good Bones." We have been getting a huge response from our sponsors and members of the community and are expecting nearly 300 attendees. Because this will take place during our week-long fall break, we are able to add more seating while not displacing our students. The luncheon will be held in Shreve Hall and begins at 11:30 a.m.

Steve also reported that we are preparing for our Duke It Out Pitch competition on November 12. This competition is open to all Ivy Tech students (not just those in our Entrepreneurship Program). The Cook Center helps students prepare their pitches, and the financial awards for winners are provided by Duke Energy.

Continuing his update, Steve said that he has managed the SBDC regional office in addition to his duties with the Cook Center for a couple of years now. We are the fiscal host for this region of 10 counties and includes Bloomington, Jasper, Bedford, and Crane. Much of the funding for the SBDC comes from grants, including half of his and Coordinator Jack Dreesen's salaries. The State has moved to performance-based funding which benefits us. We also administer the Indiana Technical Assistance fund statewide due to our leadership, and we have added a business valuation service—which is the only service that we charge for. Entrepreneurship graduate Kelsie Risk who created the Fudge-O-Bits will be on QVC in October, and she'll be with us again for our annual Showcase of Chefs and Wine in November. Concluding his report, Steve said that the IU Kelley School of Business wants to grow their partnership with us. We have sent previous clients to them in the past, and they have been appreciative of learning more about businesses in our community.

Chancellor Vaughan let the trustees know that we are improving our emergency preparedness program under our new campus security lead Chris Stadler. He conducted a tabletop exercise with the Cabinet yesterday to talk through different scenarios. The Chancellor said that we discovered some things we need to clear up—which was a good thing. She is asking all

functional areas to go through this exercise because we have to be aware and prepared for an emergency situation.

ACTION ITEMS

Executive Director of Finance Michele Roberts presented **Resolution BL-2019-3, Approval for the Bloomington Campus Fiscal Year 2019-20 Operating Budget** and noted that our budget is relatively flat from last year. Trustee Thomas moved to approve **Resolution BL-2019-3, Approval for the Bloomington Campus Fiscal Year 2019-20 Operating Budget**, and Trustee Girgis seconded the motion. The motion carried unanimously.

Continuing, Michele presented the Expenditure Form for the period of May 9 through September 6, 2019 and explained that many of the expenditures are standing orders for the start of the fiscal year on July 1. Trustee Jim Touloukian moved to approve the Expenditure Form, and Trustee Imojean Dedrick seconded the motion. The motion carried unanimously.

Michele explained that approval of our Campus write-offs used to be an action item, but we no longer have to prepare a resolution for campus trustee approval due to the hub process. Write-offs will now go to the State Board of Trustees for statewide approval. Bloomington's write-offs total just over 2 percent of student fees. Michele added that we always try to find ways to get students to pay before sending them to collections or writing them off. Trustee Thomas asked about two charts on a handout that Michele distributed because they appeared to have the same information; Michele said she would find out the correct information and share it with the trustees.

Tina Phelps, Assistant to the Chancellor, presented the 2020 Campus Board of Trustees Meeting Schedule. Trustee Touloukian moved to approve the 2020 Campus Board of Trustees Meeting Schedule, and Trustee Girgis seconded the motion. The motion carried unanimously.

DISCUSSION ITEMS

Our local nursing program has been successful, even though it does not have the largest enrollment. The Indianapolis Campus leads the way in enrollment, followed by Fort Wayne and Lake County, then us.

We have learned that test scores in the 8-week math courses are 81-83 percent higher than those in the traditional 16-week math courses. We attribute that to promoting our tutoring center and having our math faculty provide the tutoring.

The College is developing a new Ivy Tech app that has been created by our own employees at Systems Office that we hope will be a resource for students. It is not fully functional yet, but it can be downloaded.

INFORMATION ITEMS

There were no informational items shared at this time.

FUTURE MEETINGS AND IMPORTANT DATES

October

- 10th Annual Cook Institute for Entrepreneurship featuring Karen E Laine and Mina Starsiak Hawk from HGTV's *Good Bones*: Wednesday, October 23, 2019, 11:30 a.m. – 1:00 p.m., Shreve Hall

November

- Regional Board Meeting: Tuesday, November 19, 2019, 4:00 p.m.; Executive Board Room, Connie and Steve Ferguson Academic Building (Open to the Public)
- Showcase of Chefs and Wine Annual Donor Appreciation Event: Tuesday, November 19, 2019 from 5:00 to 7:00 p.m.; Shreve Hall, Connie and Steve Ferguson Academic Building (all trustees and spouses invited)

December

- Winter Recess: College closed Wednesday, December 25, 2019 – Wednesday, January 1, 2020

Looking Ahead (2020):

- Spring Semester begins (Tuesday, January 13, 2020)
- Annual Scholarship Reception (March 24, 2020; Shreve Hall)
- O'Bannon Day of Service (April 24, 2020; Shreve Hall)
- Commencement Ceremony (Friday, May 1, 2020; IU Auditorium)

ADJOURNMENT

Chairwoman Ferguson called for a motion to adjourn the meeting. Trustee Touloukian moved to adjourn the meeting, and Trustee Girgis seconded the motion. The motion was approved unanimously. The meeting adjourned at 5:22 p.m.

Chair

Secretary

Date