

**MINUTES OF THE MEETING OF THE STATE
BOARD OF TRUSTEES
IVY TECH COMMUNITY COLLEGE
August 3, 2017**

Chair Michael Dora called the August 3, 2017 regular meeting of the State Board of Trustees to order at 1:00 pm at the Kokomo Campus, 1815 E. Morgan Street, Kokomo, Indiana 46901

ROLL CALL

Trustee Lillian Sue Livers called the roll and the presence of a quorum was announced.

The following State Trustees were present:

**Mr. Michael R. Dora, Chairperson
Ms. Paula Hughes, Vice Chair
Ms. Lillian Sue Livers, Secretary
Mr. Terry Anker
Mr. Jesse Brand
Mr. Larry Garatoni
Mr. Stewart McMillan
Ms. Kimra Schleicher
Mr. Steve Schreckengast
Ms. Kaye H. Whitehead
Mr. Darrel Zeck**

Student Representatives:

**Ms. Coleen Gabhart
Mr. Leo Braddock**

A. 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 Trustees met in Executive Session on August 2, 2017 at 1:00 pm at 1815 E. Morgan Street, Kokomo, Indiana

Members present were: Mr. Michael Dora, Ms. Paula Hughes, Ms. Lillian Sue Livers, Mr. Jesse Brand, Mr. Larry Garatoni, Mr. Stewart McMillan, Ms. Kimra Schleicher Mr. Steve Schreckengast, Ms. Kaye H. Whitehead, and Mr. Darrell Zeck

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.
- (5) To receive information about and interview prospective employees
- (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.

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.

B. NOTICES OF MEETING MAILED AND POSTED:

Trustee Lillian Sue Livers, Secretary, confirmed that notices of the August 3, 2017, regular meeting were properly mailed and posted.

C. APPROVAL OF BOARD MINUTES:

Trustee Larry Garatoni moved for approval of the minutes of the June 8, 2017, regular board meeting. Trustee Terry Anker seconded the motion and the motion carried unanimously.

D. COMMITTEE REPORTS:

Item 1 Chair Michael Dora reported that the Executive Committee met, and were provided updates on personnel issues.

Item 2 Chair Michael Dora called upon Trustee Schreckengast, Chair of the Committee, to give the **Building, Grounds and Capital Committee Report**. Trustee Schreckengast reported four action item for approval.

Trustee Schreckengast moved for approval of

Resolution 2017-32, Approval Requesting the Ivy Tech Foundation Sell the Lung Building in Elkhart Region 2/South Bend

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

Trustee Schreckengast moved for approval of

Resolution 2017-33, Approval of Request to Sell Anderson North Property in Alexandria, Region 6/Anderson

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

Trustee Schreckengast moved for approval of

Resolution 2017-34, Approval to Enter into Lease with WorkOne at Noblesville Location, Region 8/Noblesville

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

Trustee Schreckengast moved for approval of

Resolution 2017-35, Approval to Enter into Lease with Indiana University for Space Located in the New Art and Science Building on the Indiana University Northwest Campus Region 1/Gary

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

Trustee Schreckengast moved for approval of

Resolution 2017-36, Approval of Contract with Hagerman, Inc. for Construction Manager as Constructor (CMC) Services for 2017-2019 Capital Project at Kokomo Main Campus

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

Trustee Schreckengast moved for approval of

Resolution 2017-37, Approval of Contract with pepper Construction for Construction Manager as Constructor (CMC) Services for 2017-2019 Capital Project at Muncie Campus Locations

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

The committee received an update of the proposed capital delivery timeline.

Item 3

Chair Dora called upon Trustee Jesse Brand, Chair of the Committee, for a report from the **Budget and Finance Committee**. Trustee Brand reported there were five action items to be considered by the Finance committee. We did receive an update on employee benefits, consumable fees along with foundation and grants.

Trustee Brand moved for approval of

Resolution 2017-38, Approval of a Contract for Statewide Digital Advertising with Statwax

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

Trustee Brand moved for approval of

Resolution 2017-39, Approval of a Three-Year Agreement with Hobsons, INC. to Provide the College with Academic Advising Software

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

Trustee Brand moved for approval of

Resolution 2017-40, Resolutions of the State Board of Trustees of the Trustees of Ivy Tech Community College of Indiana Authorizing the Issuance and Sale of Ivy Tech Community College Student Fee Bonds, Series U

Trustee Hughes-Schuh seconded the motion, and the motion carried unanimously.

Trustee Brand moved for approval of

Resolution 2017-41, Resolutions 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 of More Series of Student Fee Bonds for the Purpose of Financing New Projects

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

Trustee Brand moved for approval of

Resolution 2017-42, Formation of Ivy Ventures, Inc., a non- profit public benefit corporation

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

Item 4

Chair Dora called upon Trustee Kaye Whitehead, Chair, for a report from the **Planning and Education Committee**. Trustee reported there are no action items for approval.

Jeff Fanter introduced the new Student State Board Liaisons. We are pleased Coleen Gabhart and Leo Braddock could join us today and look forward to the year ahead.

John Newby presented on Ivy Tech Community College statewide dual credit trends and impact. This presentation focused on the growth of Ivy Tech's dual credit program including a comparative analysis from the last few years. Specific data showed the number of schools and students served as well as tuition savings for Indiana families. Additional updated data was shared, including a region by region breakdown of dual credit enrollment, and Early College High School programming.

Jeff Fanter shared some data on how the College is doing in converting those high school dual credit students into Ivy Tech student upon graduating high school. Some progress has been made compared to last year as this is a target enrollment audience going forward. Jeff reported current Fall enrollment is tracking about 5,400 student less than this time last year with less than three weeks until to the start of classes. The College is hosting two statewide enrollment events both today and Saturday and is expecting a positive impact on new student enrollment. Efforts are taking place across the state to continue to close the gap we see with continuing students as retaining those students who enrolled in prior terms is critical to increasing our overall enrollment numbers.

Mary Jane Michalak presented on reverse transfer: The Indiana Commission for Higher Education is in the processes of finalizing their recommendations, which are due to the legislature by November 1. Meanwhile, Russ Baker and Mary Jane Michalak have been working with the Independent Colleges of Indiana to determine how we might get work through ICI to get more independent partners on board. Decision Support provided us with data to show ICI how many students annually transfer from Ivy Tech to ICI schools, and ICI staff are prepping the new ICI president. President Ellspermann and Mary Jane will be meeting with the new ICI president the week of July 31 to discuss Reverse Transfer among other initiatives.

Item 5 Chair Dora called upon Trustee McMillan, Chair, for a report from the **Audit Committee**. Trustee McMillan reported there are no action items from the Audit Committee. The Audit Committee discussed the following issues: We discussed the reports to the confidential hotline and an update on pending litigation. Reviewed and approved the Internal Audit Department budget for fiscal year 2017-18. We reviewed the audit schedule for 2017-18 and the three-year audit plan. Reviewed and discussed the Enterprise Wide Risk Assessment performed by Clifton Larson Allen and reviewed internal audit reports that had been issued since our last meeting.

Item 6 Chair Dora called upon Trustee Zeck, Chair of the Committee, for a report from the **Workforce Alignment Committee**. Trustee Zeck reported there were no action items for the board to consider. Trustee Zeck reported the committee heard updates on:

Workforce Ready Grants - \$2 million

- Focus on utilizing Workforce Ready Grants funding to increase enrollment in high-demand, high-wage, middle-skills certificate programs and noncredit offerings
- Lists of programs finalized with CHE and DWD
 - Four and five “flames” are the priority
- Working with campus leadership to ensure programs are offered as broadly as possible
 - First focus will be for second eight weeks of fall classes
 - Significant focus on next spring
- Marketing and messaging being coordinated with CHE and DWD

Skill-Up Grants

- Multiple statewide projects being proposed by key economic sectors, with key partners
- Multiple campus/local proposals with partners, including at least:
- Significant joint proposal with Indiana Chamber of Commerce
 - K-12 Students
 - College-Age Students: Expand the JAG College Success Program
 - Employed Adults: Expand the participation of employers and employees in Achieve Your Degree

Manufacturing

- Interdisciplinary/Multi-disciplinary Degree Proposal
- Increase number of completions/enrollment with Cummins, ALCOA, and others
- Supports apprenticeships, especially in light of increased focus in D.C.

- New partnership with Praxair – a one year customized certificate program to increase the qualified workforce in the area. The program will utilize IEDC training funds with a match from Praxair

Information Technology

Salesforce partnership

- Salesforce partnership in final stages of Academic Alliance with Ivy Tech; the largest they have ever done as a company; Salesforce entrance into IT and Business curriculum planned for 2018-19 academic year
- Salesforce University Executive Leadership to present to faculty for IT and Business schools for Discipline Dialogue Day

K-12 and IT Strategic Partnerships

- Working with Cisco Systems to grow K-12 enrollment pipeline, industry certifications, and revenue stream for School of Information Technology
- Industry involvement in the development of innovative high school pathways, including TechHire program (20-week program underway being optimized and streamlined on Indianapolis campus to 16 weeks)
- Cisco Academy account rep Clydene Stangvik: “No one has ever attempted a K-12 push with Information Technology on the scale of what Ivy Tech is doing”

Supply Chain and Logistics

- Academic CDL+ Certificate Program approved and sent to CHE
 - Can be completed in a 16 week semester
 - Partnership with industry, Conexus and DWD
 - Extreme need for 1-3 simulators at \$115,000 each to increase pipeline at existing sites
 - Current annual supply 1,462 on an approximate demand of 2,000 (BMV, ODR and Burning Glass)
 - Skill Up 3 Statewide Grant Submission to support funding for CDL students
- We continue to grow the supply chain and logistics management program to meet the state’s needs
- Preview of Supply Chain Management video was shown

Healthcare

- Calvin Thomas has taken a leadership role at a college in St. Louis to be near family
- Search for VP of Healthcare is underway; update possible by next week
- Achieve Your Degree
 - 2nd statewide agreement signed with Cardon & Associates
 - Magnolia Health Systems - 35 sites
 - Current Discussions with St. Vincent Health and Eskenazi Health

- General Studies to Medical Assisting Direct Admission
 - Summer program in Central Indiana for up to 20 students –
 - 8 new students came into program this summer; 47 new students expressed interest for Fall 2017 term
- Hybrid Online/Classroom Model for CNA Training
 - Hybrid model has been completely built out
 - Fort Wayne & Wabash Pilot Model to begin 4-5 week format August 21

Career Development

- Mike Slocum, Executive Director of Career Development, has joined the Workforce Alignment team
- Realignment with Workforce Alignment at Systems Office level
- Indiana Career Explorer
 - Maximizing use by students, faculty, and staff to be aware of high-demand jobs
 - Completed training for all academic advisors
- Employer Outreach Teams
 - Supporting collaborative work among Workforce Alignment, Career Development, and Academic Affairs
 - Establishing teams at campus and systems-office levels
- Internship and Placement Data Warehousing
 - Becoming the College's source for systematic collection of data

Government Relations

- Trustee Zeck made the following visits in July:
 - White House – Discussed the need for Pell Grants, Perkins, Apprenticeships, Internships, but cautioned the administration on these programs becoming too structured/limited. The focus was on policy decisions and how they affect small and medium sized businesses, and their ability to work with schools like Ivy Tech.
 - Governor's Office – Administration was very complimentary of Ivy Tech and its leadership team, the restructuring, and workforce alignment initiatives. From a manufacturing industry perspective, workforce development is a priority.

E. TREASURER'S REPORT:

Chair Dora called upon Vice President, Finance/Chief Procurement Officer Emily Styron for the Treasurer's Report

Commentary- FY 2017

Income

- Tuition and fee revenue 5% below prior year and \$15 million below budget due to lower revenue generating enrollment
- State appropriations 100% received and on budget
- Investment income modestly above budget, but below last year's all-time high
- Total revenue of \$477 million was -1.2% vs. prior year and \$12 million below budget

Expenses

- Salaries and benefits were 0.9% higher than prior year; \$14 million below budget
- Supplies and equipment were 3% less than prior year and below budget
- Total expenses of \$464 million were 1% less than prior year and \$25 million below budget

Year end

- Projecting operating surplus of 3% after accounting for final accrual entries for campus R&R transfers, compensated absences and retiree health liabilities
- Energy conservation savings note of \$1.5 million retired
- Operating deficits in four (4) regions – Northwest, North Central, Fort Wayne and East Central

Trustee Brand moved for approval of the Treasurer's Report.

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

F. STATE OF THE COLLEGE

Chair Dora called upon President Ellspermann for State of the College. President Ellspermann mentioned for the eighth consecutive year, the Ivy Tech Foundation has ranked as the top fundraiser among community college systems nationwide.

Student Success: Emily Mueller Going to D.C., selected as White House Fall Intern, September-December. She attends Ivy Tech Community College in Valparaiso, a

Business Administration major, Honors program and Student Government Association

Enrollment Efforts Continue: Personal phone calls/outreach (campuses contacting stop outs to encourage continuous enrollment and contacting drop outs to encourage them to come back). Express Enrollment Events: Successful April and June events adding in August 3 and August 5 events. Targeted outreach: Reaching out to those who received a certificate inviting them to continue on with a degree and reaching out to nursing students waiting on application process outcome.

Workforce Ready Grant: Helping Hoosiers & Employers, pays for working-age Hoosiers (must independent as defined by the FASFA) to earn a high-value certificate at Ivy Tech and Vincennes (last dollar funding).

Indiana Black Expo-Summer Celebration: 4,000 square foot hands-on exhibit, largest at the celebration, 140 Ivy Tech volunteers, with an estimated 1,500 visitors

Project Jump Start: Summer Program, designed to prepare new students both academically and socially for the start of fall semester. Guest Speakers: Scott Davison - One America CEO and Doug Boles – Indianapolis Motor Speedway President

Just In Time Assessment/Remediation Built In: Students will be allowed to register for college-level courses via an override of prerequisite, remedial coursework. **Credit Built In:** Students will earn credit for IVYT 111. No cost to students with goal of 40 students.

Organization Structure Update- Chancellors Named

Strategic Planning Process:

Through a new Strategic Plan, we hope to:

- Communicate our mission, vision and values with clarity to stakeholders
- Align daily operations with strategy
- Prioritize key objectives and initiatives to narrow the focus around student success and workforce alignment
- Measure progress toward the College's goals

Several teams have been established to facilitate the process:

- Process planning team to ensure the activities are moving according to the timeline and that the appropriate people are engaged
- Strategic planning team which is charged with developing the plan
- President's Advisory Council of key constituents (students, faculty and staff) to provide input from stakeholder groups throughout the process
- Trained facilitators to help gather information from stakeholders

Dedicated Family – President's Award Winners

Each legacy region selects a President's Award Winner and then one is selected as Founder's Award for Excellence in Instruction. Dr. Shelly Eisert earned the Founder's Award which recognizes an individual who exemplifies the mission of Ivy Tech. The Founder's Award, formerly known as the Glenn W. Sample Award for Excellence in Instruction, is the College's highest honor and began in 1983. Eisert, nurse educator and director of the Simulation Center for Medical Education, is also a captain in the United States Army Reserve Nurse Corp. In addition to this award, Eisert has also received numerous civilian and military awards for her work in the medical field. She continues her passion for research, nursing and education as she reports for training in Wisconsin. Eisert was also the recipient of the 2015 Ivy Tech Alumni Achievement Award.

G. OLD BUSINESS

Chair Dora called for old business, and there was none.

H. NEW BUSINESS

Chair Dora called for new business.

Trustee Schleicher moved for approval of:

Resolution 2017-43, Reappointment and Appointment of Regional Trustees – Southern Indiana

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

Trustee Zeck moved for approval of:

Resolution 2017-44, Appointment of Regional Trustees – Wabash Valley

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

Trustee Zeck moved for approval of:

Resolution 2017-45, Honoring the Leadership of Chris Ruhl

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

At last meeting Chairman Dora appointed a nominating Committee for the election of officers for the 2017-2018 Fiscal Year as well as Assistant Secretary and Assistant Treasurer.

Trustee Brand moved for approval of:

Resolution 2017-46, Election of State Board of Trustee Officers

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

Officers for 2017-2018 Fiscal Year

Chair- Michael Dora

Vice Chair- Lillian Sue Livers

Secretary – Darrel Zeck

Assistant Secretary- J.D. Lux


Assistant Treasurer- Mark Husk

ADJOURNMENT

With no further business to come before the Board, Chairman Dora adjourn the meeting.

**STATE TRUSTEES
IVY TECH COMMUNITY COLLEGE**


Michael Dora, Chairman


Darrel Zeck, Secretary

Dated August 4, 2017

Prepared by Gretchen L. Keller, Recording Secretary