

**MINUTES OF THE MEETING OF THE STATE
BOARD OF TRUSTEES
IVY TECH COMMUNITY COLLEGE
February 2, 2017**

Chair Michael Dora called the February 2, 2017 regular meeting of the State Board of Trustees to order at 1:00 pm at the Noblesville Campus, 300 N 17th Street, Noblesville, Indiana 46060

ROLL CALL

Secretary 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 Via Phone
Ms. Lillian Sue Livers, Secretary
Mr. Terry Anker
Mr. Jesse Brand
Mr. Stewart McMillan
Mr. Steve Schreckengast
Ms. Kimra Schleicher
Ms. Kaye H. Whitehead
Mr. Darrel Zeck

The following State Trustees were unable to attend:

Mr. Larry Garatoni
Mr. Lee J. Marchant

Student Representatives:

Ms. Trisha Norfleet
Ms. Terri Sanders
Mr. Daniel Blough

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 February 1, 2017 at 1:00 p.m. at 300 N 17th Street, Noblesville, IN 46060

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

Members absent were: Mr. Larry Garatoni, Mr. Lee J. Marchant

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 Sue Livers serving as secretary confirmed that notices of the February 2, 2017, regular meeting were properly mailed and posted.

C. APPROVAL OF BOARD MINUTES:

Trustee Terry Anker moved for approval of the minutes of the December 6, 2016, regular board meeting. Trustee Steve Schreckengast seconded the motion and the motion carried unanimously.

D. COMMITTEE REPORTS:

Item 1 Chair Michael Dora reported that the Executive Committee met, and were given updates on personnel and related litigation.

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 one action item for approval.

Trustee Schreckengast moved for approval of

Resolution 2017-1, Approval to Transfer Ownership of .82 Acres of Real Estate Region 2/South Bend

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

Trustee Schreckengast moved for approval of

Resolution 2017-2, Approval of Lease with Parkview Health for Space at 1919 West Cook Road in Fort Wayne, Region 3/Northeast Indiana
Trustee Brand seconded the motion, and the motion carried unanimously.

Trustee Schreckengast moved for approval of

Resolution 2017-3, Approval to Lease 5,000 Square Feet to Early Childhood Learning Center in Evansville, Region 12/Southwest Indiana

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

Trustee Schreckengast moved for approval of

Resolution 2017-4, Use of Apprentices in Certain Construction or Remodeling Projects

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

Trustee Schreckengast moved for approval of

Resolution 2017-7, Approval to Authorize the Precision Agriculture Program Construction Project, region 7/Wabash Valley

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

The committee received an update on Capital Planning efforts 2017-2019 biennium.

Item 3 Chair Dora called upon Trustee Jesse Brand, Member of the Committee, for a report from the **Budget and Finance Committee**. Trustee Brand reported there were no action items to be considered by the Finance committee. The committee did received updates on College Investments, and a Foundation/Grants update.

Item 4 Chair Dora called upon Trustee Whitehead, Chair of the Committee, for a report from the **Planning and Education Committee**. Trustee Whitehead reported there is no action items for approval.

Academic Initiatives

Steve presented updates from the Spring Term 2016 regional faculty and advisor meetings with the provost.

Academic policy was revised that removed the specific requirement for faculty engagement hours. A Faculty Task Force was appointed to develop a definition/framework for student-faculty engagement, revise the faculty performance document and develop a reference rubric for each factor of the employee evaluation. The work of the Faculty Task Force I has been well received. Course textbook availability was an issue identified in the Spring 2016 meetings and this information was relayed to the procurement office and textbook availability expectations were incorporated in the new bookstore contract.

An overview of current academic initiatives was also presented.

-The second Program Review for CHE is current being completed to meet the March 1st due date. Workforce demand is being added as a factor for this program review.

Faculty Task Force I (referenced above) is continuing as Faculty Task - Force II to address linkages between faculty job descriptions and evaluation.

-An Adjunct Faculty Task Force was established and is addressing adjunct faculty on-boarding, efficiencies for recruiting and tactical work, professional development, and increasing student-adjunct faculty engagement opportunities. Chancellor Jennie Vaughan chairs the Task Force and there are representatives from each region.

-Dr. Cory Clasemann-Ryan presented on coaching initiatives. Retention rates for students receiving coaching continue to be above historical averages. Given these positive results coaching has been expanded beyond the 21st Century Scholar population to include additional groups of students.

-Susan Hawkins-Wilding presented on the current status of the Advising Model. Academic Advising appointment numbers have increased from last year and academic advising loads are significantly lower. Assessment of the pilot advising model will conclude this semester. Leadership will evaluate feedback from faculty, staff, and students regarding whether to expand the pilots beyond the initial three campuses or refine the process based on assessment data. The Aspen report recommendations will be evaluated to assess requiring academic advising for all students and/or additional student populations.

-Dr. Kara Monroe presented an update on IvyLearn, the implementation of Canvas as the Learning Management System. Work is progressing well in preparation for a full go-live on May 22, which is the first day of Summer Term. A large group of faculty and staff will participate in three days of face-to-face training next week on our Richmond campus as the College rolls out its train the trainer model for IvyLearn. Each region will create a

training & implementation plan to put the training received by SuperUsers next week into action. Approximately 500 faculty & staff participated in the first round of webinar-based training provided centrally – which was a “Sneak Peek” at IvyLearn.

-An English 111, English Composition, comprised of English faculty has been established to address increasing student success in the course. Sandra King convenes the task force and some of the areas being reviewed are the course learning objectives, course syllabus, teaching strategies and applied assignments.

-Promotion of reverse transfer continues through President Ellspermann’s dialogue with CHE and universities. This initiative is a significant opportunity for students that transfer from Ivy Tech without an earned credential to earn an associate degree. The College is an advocate for students to opt-in for reverse transfer.

-An update was presented on defining student success and applicable metrics. Dialogue is occurring with faculty in the regional meetings with the president and provost and this will be a topic within the strategic planning process this spring.

-Dr. Marcus Kolb presented an update on HLC reaccreditation. The site visit is scheduled for April 22nd and 23rd, 2019, with multiple site visits and additional dates likely. Team membership will not be available until 2019 but folks should do their current work with a “how would I discuss this the accreditors?” mindset to help prepare. All regions held informational meeting in fall 2016 to brief faculty/staff on accreditation work and timeline. A draft of the Assurance Argument is complete and one of the Compliance Argument is underway. Work to address shortcomings, identified from the 2008/09 process, is underway on the Student Right to Know website and posting faculty credentialing, with more work to be done through Process Improvement in the next couple of years. High priority improvement areas include faculty governance structures, enhancing diversity of faculty and staff, assessing student learning, and properly aligning workforce preparation and transfer functions. Regular communication and updates to the regions will remain a top priority to prepare everyone well for the visits in 2019.

Enrollment Updates

We received an update on spring enrollment numbers. As of Tuesday overall revenue generating enrollment for the College is 6 percent lower than last spring as just over 4,000 less students are on campus this Spring term than last Spring term. Overall headcount is up 1 percent and that is driven by the large number of dual credit students. In total as of Tuesday

the College is serving nearly 107,000 students on campuses and via dual credit.

-Enrollment trends across higher education in Indiana are similar to what we are experiencing here at Ivy Tech. We saw enrollment numbers from the IU regional campuses and the gaps range from minus seven percent to plus one percent. It is clear we need to see more Hoosiers across all Colleges stay enrolled from term to term and more get enrolled for the first time if we are going to reach our goals as a state.

-This presents itself as a great opportunity for Ivy Tech Community College as efforts now start for the 2017 Summer and Fall semesters.

Item 5 Chair Dora called upon Trustee McMillan, Chair of the Committee, 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 met with representatives from the State Board of Accounts and discussed the federal compliance audit.
- We discussed the reports to the confidential hotline and received an update on pending litigation.
- We reviewed the audit schedule for 2016-17 and the three-year audit plan.
- We 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 Key Projects and Progress: Enrollment Recruitment and Retention and Partnerships. Concerns and Opportunities making sure Workforce Alignment continues to move quickly, but collaboratively with others parts of the organization in the College.

E. TREASURER'S REPORT:

Chair Dora called upon Senior Vice President Chris Ruhl for the Treasurer's report

- **Income**
 - Tuition and fee revenue below budget (-7%) and prior year (-5%) due to declines in enrollment. 92% of tuition revenue received

- State appropriations on budget
- Investment income modestly below budget when accounting for market value reconciliation
- Total revenue -1.6% vs. prior year and \$13 million below budget
- **Expenses**
 - Salaries and benefits are 1.7% higher than prior year; slightly below budget
 - Total expenses are 0.5% higher than prior year. Expenses were budgeted to increase 3% as compared to 2016. Thus, expenses are below budget by approximately \$20 million; driven primarily by S&E and leases

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

Trustee Brand 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 provided updates on the Strategic Plan; including external scan information and including Achieving the Dream Institutional Capacities Assessment Tool;

Information Technology News; Reverse Transfer Initiative and Legislative Report.

G. OLD BUSINESS

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

H. NEW BUSINESS

Chair Dora called for new business.

Trustee Schreckengast moved for approval of:

Resolution 2017-5, Appointment Regional Trustee-Northeast

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

Trustee McMillan moved for approval of:

Resolution 2017-6, Appointment of Regional Trustee-Northwest

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

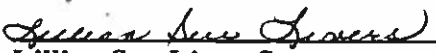
ADJOURNMENT

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

**STATE TRUSTEES
IVY TECH COMMUNITY COLLEGE**



Michael Dora, Chairperson



Lillian Sue Lives, Secretary

Dated February 3, 2017

Prepared by Gretchen L. Keller, Recording Secretary