



**STATE BOARD OF TRUSTEES  
COMMITTEE AND BUSINESS MEETINGS**

**AGENDAS**

**Culinary and Conference Center  
2820 N Meridian Street  
Indianapolis, IN**

**February 6-7, 2019**

**WEDNESDAY, February 6, 2019**

1:00 pm – 2:00 pm	<b>Executive Session (Full Board)</b>	<b>108-2</b>
2:00 pm – 3:00 pm	<b>Strategic Plan Feedback – Facilitate Session</b>	<b>108-2</b>
3:00 pm – 4:00 pm	<b>Baseball Update</b>	<b>108-2</b>
6:00 pm	<b>State Board of Trustees Dinner</b>	<b>Morton’s Steakhouse</b>

**THURSDAY, February 7, 2019**

7:00 am – 8:00 am	<b>Breakfast</b>	<b>Room 120</b>
7:00 am – 8:00 am <b>12<sup>th</sup> Floor</b>	<b>Audit Committee</b>	<b>Foundation Board Room,</b>
8:00 am – Noon	<b>Committee Meetings</b>	<b>Room 119/121</b>
	8:00 am – 9:00 am <b>Planning and Education</b>	
	9:00 am – 10:00 am <b>Building and Grounds</b>	
	10:00 am – 11:00am <b>Workforce Alignment</b>	
	11:00 am – Noon <b>Budget and Finance</b>	
Noon – 1:00pm	<b>Lunch</b>	<b>Room 120</b>
<b>1:00 pm – 3:00pm</b>	<b>STATE BOARD OF TRUSTEES MEETING</b>	<b>Room 119/121</b>

**OFFICIAL NOTICE OF MEETING  
IVY TECH COMMUNITY COLLEGE OF INDIANA  
STATE BOARD OF TRUSTEES**

Notice is hereby given that the State Board of Trustees of Ivy Tech Community College of Indiana will be holding the following meetings in Indianapolis, Indiana on February 6-7, 2019.

**Wednesday, February 6, 2019**

**1:00 pm – 2:00pm    Executive Session of the State Board of Trustees**

The State Trustees will meet in Executive Session at the Culinary and Conference Center, 2820 N. Meridian Street, Indianapolis, Indiana and are permitted under IC 5-14-1.5-6.1(b), to discuss the subjects listed below. 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) (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.
- (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.

**2:00 pm- 4:00 pm    Special Meeting of the State Board Trustees**

The State Trustees will hold a meeting at the Culinary and Conference Center, 2820 N. Meridian Street, Indianapolis, Indiana to consider and take action on such items as may be brought before them.

**6:00 pm                State Board of Trustees Dinner Meeting**

The State Trustees will be having dinner at 41 E. Washington St. Indianapolis, Indiana

**Thursday, February 7, 2019**

**8:00 am- Noon        Board Committee Meetings**

The State Trustees will hold the regular committee meetings at the Culinary and Conference Center, 2820 N. Meridian Street, Indianapolis, Indiana

- |                    |                               |
|--------------------|-------------------------------|
| 8:00 am – 9:00 am  | <b>Planning and Education</b> |
| 9:00 am – 10:00 am | <b>Building and Grounds</b>   |
| 10:00 am – 11:00am | <b>Workforce Alignment</b>    |
| 11:00 am – Noon    | <b>Budget and Finance</b>     |

**1:00 pm – 3:00 pm    Regular State Board of Trustees Meeting**

The State Trustees will hold a regular meeting at the Culinary and Conference Center, 2820 N. Meridian Street, Indianapolis, Indiana to consider and take action on such items as may be brought before them.

Secretary  
Dated this 23rd of January 2019



## **Preliminary Agenda as of January 30, 2019\***

**Meeting of the State Board of Trustees**

**February 7, 2019**

- I. Roll Call**
- II. Report of Secretary on Notice of Meeting**
- III. Approval of Minutes**  
Regular Meeting December 6, 2018
- IV. Reports of Board Committees**
  - a) Executive Committee**
  - b) Planning and Education**
  - c) Building, Grounds, and Capital Committee**

**Resolution 2019-1**, Approval to Accept Offer on a Residential Property in Elkhart, Elkhart Campus

**Resolution 2019-2**, Approval to Sell Former Gary Campus to GEO Foundation, Gary Campus

**Resolution 2019-3**, Approval to Grant a Utility Easement to AEP Indiana Michigan Power for Construction at the North Cowan Road Building, Muncie Campus
  - d) Workforce Alignment Committee**
  - e) Budget and Finance Committee**
  - f) Audit Committee**
- V. Treasurer's Report, Matt Hawkins, Senior VP CFO and Treasurer**
- VI. State of the College, Sue Ellspermann, PhD President**
- VII. Old Business**
- VIII. New Business**

**Resolution 2019-4**, Amendments to Article VI of the Board's By Laws Committee of the Board

**Resolution 2019-5**, Appointment of Campus Board Trustees
- IX. Adjournment**

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

IVY TECH COMMUNITY COLLEGE  
**December 6, 2018**

Chair Paula Hughes-Schuh called the December 6, 2018 regular meeting of the State Board of Trustees to order at 1:00 pm at the Culinary and Conference Center, 2820 N Meridian Street, Indianapolis, Indiana

**ROLL CALL**

Trustee Paula Hughes-Schuh called the roll and the presence of a quorum was announced.

The following State Trustees were present:

**Ms. Paula Hughes-Schuh, Chairperson**  
**Ms. Marianne Glick, Secretary**  
**Mr. Jesse Brand**  
**Mr. Michael R. Dora**  
**Ms. Kim Emmert O'Dell**  
**Mr. Larry Garatoni**  
**Ms. Gretchen Gutman**  
**Mr. Harold Hunt**  
**Mr. Stewart McMillan**  
**Mr. Steve Schreckengast**  
**Mr. Kerry Stemler**  
**Ms. Stephanie Wade**  
**Mr. Andrew W. Wilson**

The following Trustees were absent:

**Mr. Terry Anker, Vice Chair**  
**Mr. Bradley Clark**

Student Representatives:

**Ms. Wendy Ndichu**  
**Ms. Megan Sellers**

**A. EXECUTIVE SESSION MEMORANDA:**

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

The State Board of Trustees met in Executive Session on December 5, 2018 at 1:00 pm at 2820 N Meridian Street, Indianapolis

Members present were, Ms. Paula Hughes-Schuh, Chairperson, Mr. Jesse Brand, Mr. Michael R. Dora, Ms. Marianne Glick, Ms. Kim Emmert O'Dell, Ms. Gretchen Gutman, Mr. Larry Garatoni, Mr. Stewart McMillan, Mr. Steve Schreckengast, Mr. Kerry Stemler, Ms. Stephanie Wade and Mr. Andrew W. Wilson

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 Marianne Glick Secretary, confirmed that notices of the December 6, 2018, regular meeting were properly mailed and posted.

**C. APPROVAL OF BOARD MINUTES:**

Trustee Andrew Wilson moved for approval of the minutes of the October 4, 2018, regular board meeting. Trustee Andrew Wilson seconded the motion and the motion carried unanimously.

**D. COMMITTEE REPORTS:**

**Item 1** Chairperson Hughes-Schuh called upon Trustee Schreckengast, Chair of the Committee, to give the **Building, Grounds and Capital Committee Report**. Trustee Schreckengast reported four action items for approval.

Trustee Schreckengast moved for approval of

**Resolution 2018-47, Approval of Request to Sell Property in Gary**

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

Trustee Schreckengast moved for approval of

**Resolution 2018-48, Approval of Request to Sell Residential Property on Elkhart Campus**

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

Trustee Schreckengast moved for approval of

**Resolution 2018-49, Approval of Construction Contract for OIT Office Renovation Build Out, Indianapolis Campus**

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

Trustee Schreckengast moved for approval of

**Resolution 2018-50, Approval to Grant a Utility Easement to AEP Indiana Michigan Power for Construction at the Downtown North Muncie Campus**

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

**Item 2**

Chairperson Hughes-Schuh called upon Trustee Jesse Brand, Chair of the Committee, for a report from the **Budget and Finance Committee**.

Trustee Brand reported receiving updates on Employee Benefit plan, Financial Trends, Performance Funding and Fiscal Year 2019 Budget Update. Trustee Brand noted there are 4 action items for approval.

Trustee Brand moved for approval of

**Resolution 2018-51, Approval of Accounts Receivable Write-Offs for the Fiscal Year Ending June 30, 2018**

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

Trustee Brand moved for approval of

**Resolution 2018-52, Approval of a Four-Year Agreement with Oracle America, Inc, to Provide the College with the Database Required for Banner**

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

Trustee Brand moved for approval of

**Resolution 2018-53, Approval of a Three-Year Agreement with Adobe, INC.**

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

Trustee Brand moved for approval of

**Resolution 2018-54, Approval of Contract for Custodial Services Evansville Campus**

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

Trustee Brand moved for approval of

**Resolution 2018-58, Resolution of the State Board of Trustees of Ivy Tech Community College of Indiana to Amend the Ivy Tech Community College of Indiana Defined Contribution Retirement Plan**

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

Foundation President, John Murphy provided a few highlights to the board.

**Item 3**

Chairperson Hughes-Schuh called upon Trustee Michael Dora, member, for a report from the **Planning and Education Committee**. Trustee Dora reported there are no action items for approval. Trustee Dora called upon Provost, Dr. Kara Monroe for Committee update.

Dr. Monroe provided an update to the Board about the upcoming reaffirmation of accreditation visit which is scheduled for April 15 and 16, 2018. Yesterday, the Board participated in a mock interview with a team of Ivy Tech staff who also serve as members of the Higher Learning Commission's Peer Corp with further updates in February and April prior to the visit.

Dr. Monroe shared that the Board will receive an update on the College's initiative regarding online education – internally named the Online Academic Unit – at the February meeting.

Dr. Cory Clasemann-Ryan presented to the Board on the Student Success Commitments. The Commitments were developed with input from students, faculty and staff and as such, Dr. Clasemann-Ryan was joined by student board member Wendy Ndichu, faculty Rebecca Keen and staff member Jessica Metz to discuss their perspectives on the Commitments. A communication and professional development plan is well under way for the implementation of the Commitments across the College. I'd like to ask for your approval of **Resolution 2018-46**, Endorsement of Student Success Commitments.

Trustee Dora moved for approval of Resolution 2018-46. Trustee Garatoni seconded the motion and the motion carried unanimously.

Next, Dr. Stacy Atkinson joined Dr. Clasemann-Ryan to provide the board an update on the College's transition to a predominantly eight week serving institution. Dr. Atkinson and Dr. Clasemann-Ryan outlined the history of this transition and reviewed the data, both internal and external, that was used to identify this as a strategy for the college to improve student success. Each campus has been asked to develop a plan for transitioning to predominantly eight week courses by the Fall of 2021. Many campuses have already begun that transition – with more than 20,000 enrollments already in eight week courses this fall. While there is no specific percentage target for each campus or for the college regarding how many courses or sections will be offered in eight week format, the overall goal is to become predominantly eight week serving by the end of 2021.

Dr. Deanna King is the Vice Chancellor for Academic Affairs for the Terre Haute campus – one of the three campuses that has already moved to a majority eight week. Dr. King outlined the year-long transition that she and the faculty and staff have undertaken to support students in eight week courses. Chief among those were faculty professional development for transitioning courses to this format and providing guidance to students on this transition and what to expect. Of the approximately 200 students surveyed near the end of their first fall eight week course, about 80% said that the pace of the course was just right.

The decision to transition to eight week classes began with a look at Ivy Tech's own data and extended to review other College's that have also done this work. Dr. Rod Brown, Dean of the School of Arts, Sciences, and Education and incoming Vice Chancellor for Academic Affairs for the Indianapolis campus, participated in the visit to Odessa College. Odessa



College was recognized as an Aspen Institute Rising Star in 2017 and this year is a finalist for the Aspen Prize. Odessa College has implemented a similar program of Student Success Commitments as well as eight week courses and linear pathways as part of their work to improve student success. Due in large part to this work, Odessa College now has a 3-year graduation rate for full-time students of 43% and a 30% rate for part-time students, both of which are the highest within the state of Texas.

**Item 4** Chairperson Hughes-Schuh called upon Gretchen Gutman, member of the Committee, for a report from the **Audit Committee**. Trustee Gutman reported there are no action items from the Audit Committee. We discussed the entrance conference related to the financial audit that occurred in August and the exit conference for the financial statement audit and federal compliance entrance conference that took place in October. We discussed the reports to the confidential hotline and an update on pending litigation. We reviewed the audit schedule for 2018-19 and the three-year audit plan, reviewed internal audit reports that were issued since our last meeting.

**Item 5** Chairperson Hughes-Schuh called upon Trustee Andrew Wilson, member, for a report from the **Workforce Alignment Committee**. Trustee Wilson reported there were no action items for the board to consider. Trustee Wilson reported the committee provided many updates including Governor's Workforce Cabinet sharing a quote from Governor Eric Holcomb "We are working to build a workforce system that gets more Hoosiers into training and better jobs. The streamlined structure of the new Governor's Workforce Cabinet lets us quickly react to changes in the economy and meet the needs of employees and employers."

Career and Technical Education Action Team *chaired by Paul Perkins, President and CEO, Amatrol, INC.* Key outcomes: Give schools the flexibility to partner directly with employers and training providers on student-first career and technical education. Get more high school students postsecondary certificates before they graduate by funding outcomes, not activity, along CTE pathways.

Career Coaching and Navigation Action Team *chaired by Chris Lowery, Sr VP for Workforce Alignment at Ivy Tech.* Key Outcomes: Adopt the Engage > Explore > Experience Navigation System and develop a menu

of career guidance activities, a system that emphasizes the roles of educators, employers, parents, and students in K-12 through adults.

Support local planning through Local Career Coaching Grants for teams of employers, educators, and other stakeholders to develop and deliver more direct student career advising, both on campus and through community partners.

College and Career Funding Review Action Team, *chaired by Bruce Watson, Director of Facilities, Fort Wayne Metals*. Key Outcomes: Expand the successful Workforce Ready Grant Program for credit-bearing as well as shorter-term credentials. Fight for Pell Funds flexibility to be used for shorter-term, non-credit bearing certificates, redefine “full time student” under Pell to match requirements for on-time completion, and expand Pell eligibility to high school students taking college coursework.

Workforce Programming Review Action Team, *chaired by Brad Rhorer, Senior Manager of Human Resources, Subaru of Indiana*. Key Outcomes: Expand the Employer Training Grants Program and strengthen its credential attainment requirements. Maximize existing federal Adult Basic Education dollars and better leverage Workforce Ready Grants to get more Hoosier adults high-value certificates.

#### **E. TREASURER’S REPORT:**

Chairperson Hughes-Schuh called upon Matt Hawkins to provide the Treasurer’s Report.

Matt Hawkins noted for the Period Ending June 30, 2018, the College writes-off accounts receivables that are deemed not collectible by each campus administration and Campus Board of Trustees. Receivables in excess of one year are to be written-off, unless there is a reasonable expectation of collection. The definition of a reasonable expectation of collection is that payments are being made currently.

Operations Fund  
June 30, 2017 - \$4,317,806  
June 30, 2018 - \$3,911,306

Bookstore  
June 30, 2017 - \$1,891,102  
June 30, 2018 - \$1,229,553

The decline in receivable write offs is due to enrollment and the College's participation in the tax intercept program.

Retirement changes effective February 1, 2019, College's Non-Elective Contribution will be 10% for newly hired full time benefits eligible employees. And Auto-Enrollment of employee's pre-tax retirement deduction at 2% for newly hired full time benefits eligible employees.

State Board of Accounts issued an unmodified opinion for the 2018 fiscal year financial statements and the Audit of federal funds began Monday, December 3 and will continue thru February 2019.

Trustee Dora moved for approval of the Treasurer's Report. Trustee Emmert O'Dell seconded the motion.

## **F. STATE OF THE COLLEGE**

Chairperson Hughes-Schuh called upon President Ellspermann to give the State of the College. President Ellspermann introduce newly hired K-12 Initiatives Vice President Katie Jenner noting in her first 30 days her two priorities at relationship building and reviewing quantitative data and qualitative themes. She provided updates on the students we serve 68% are part-time, 27 average age, 50% Pell Eligible, 24% have dependents 32% full time and 8% first-time, full time. She updated the Board of Metrics related to Student Success, Recruitment and Enrollment and Completion, Financial and Community. She highlighted stewardship of resources: eliminated 420,232 square feet of one million square foot goal, FY19 Salary Plan reduced recurring costs for FY20 by over \$3.5M, implemented internal performance-based budget model in alignment with the State's performance funding, reducing retirement contribution for new employees, reduced 148 full-time employee headcount since last session, realignment of "back office" service delivery through process improvement and analysis of 21 functional areas statewide and shared space with VU, Gary Career Center, WorkOne, and Goodwill Excel to expand higher education access. President Ellspermann noted we have proven and promising practices: 8-week courses, Achieve your Degree/Chamber agreement, Credential to Work: Department of Correction partnerships, Cyber Academy at Muscatatuck and Gateway to Work (pre-launch). Dual credit has more than 61,000 students earning nearly 400,000 credits with more than 400 high schools and career centers. We are intentional in our offerings- workforce or STGEC credential completions while in high school.

Capital project prioritization an internal capital review committee evaluated projects on criteria based on impact of student success, demonstrate strong workforce needs, reduces or repurposes space and addresses R&R and building needs. Columbus Campus main building replacement (\$28M) and Fort Wayne Campus Harman Renovation and Carrol Hall Demolition (\$17M) and statewide deferred maintenance (28M) are the top 3 requests.

**G. OLD BUSINESS**

Chairperson Hughes-Schuh called for old business.

**H. NEW BUSINESS**

Chairperson Hughes-Schuh called for new business.

Trustee Hunt moved for approval of

**Resolution 2018-55, Appointment of Campus Board of Trustees**

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

Trustee Dora moved for approval of

**Resolution 2018-57, Resolution on Performance and Compensation Metrics**

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

**ADJOURNMENT**

With no further business to come before the Board, Chairperson Hughes-Schuh adjourned the meeting.

**STATE TRUSTEES  
IVY TECH COMMUNITY COLLEGE**

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**Paula Hughes-Schuh, Chairperson**

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**Marianne Glick, Secretary**

**Dated December 7, 2018**

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

**APPROVAL TO ACCEPT OFFER ON A RESIDENTIAL PROPERTY IN ELKHART,  
ELKHART CAMPUS**

**RESOLUTION NUMBER 2019-1**

**WHEREAS**, Ivy Tech Community College owns real estate located at TBD County Road 18, Goshen (“Property”), and

**WHEREAS**, the College acquired the Property in April of 2011 with the intended purpose of having room to grow the Elkhart Campus, and

**WHEREAS**, the Elkhart Campus administration has determined that the Property is not needed by the College, and, after listing the property with a realtor, has received an offer of \$42,000 from Victor E. Laxton & Anna C. Laxton, and

**WHEREAS**, as a state educational institution, the College is required to follow a procedure in Indiana Code § 21-36-3 to sell real estate that is in the name of the Board of Trustees, and

**WHEREAS**, pursuant to IC 21-36-3 two appraisers have determined the value of the property to be \$12,000, and

**WHEREAS**, the South Bend Campus Trustees have reviewed the request of the Campus administration to dispose of the Property and the Campus Trustees recommend that the State Trustees approve selling the Property.

**NOW THEREFORE BE IT RESOLVED**, that it will serve the best interests of Ivy Tech Community College to dispose, sell and convey the Property for the price of \$42,000 and the State Trustees do hereby approve the sale of the Property for that price, and

**FURTHER BE IT RESOLVED**, the State Trustees do hereby authorize and direct the President and any other appropriate, designated College employee to execute the necessary documents to convey the Property after the documents have been approved by the College General Counsel, and

**FURTHER BE IT RESOLVED**, the Assistant Secretary to the Board of Trustees is hereby directed to forward a copy of this Resolution to the Governor of Indiana as required by IC 21-36-3-8.

**STATE BOARD OF TRUSTEES  
IVY TECH COMMUNITY COLLEGE OF INDIANA**

\_\_\_\_\_  
**Paula Hughes-Schuh, Chairperson**

\_\_\_\_\_  
**Marianne Glick, Secretary**

**Dated February 7, 2019**

**APPROVAL TO SELL FORMER GARY CAMPUS TO GEO FOUNDATION,  
GARY CAMPUS**

**RESOLUTION NUMBER 2019-2**

**WHEREAS**, The Trustees of Ivy Tech Community College own real estate located at 1440 East 35th Avenue, Gary consisting of two buildings on 29.6 acres of land which formerly served as the Gary Campus (“Property”), and

**WHEREAS**, with the opening of a new Ivy Tech building on the campus of IU Northwest and programs relocating to the Crown Point site that was acquired in a long term lease with Purdue Research Foundation, the Lake County Campus administration and Campus Board of Trustees has determined that the College no longer has use for the Property and recommends that it be sold, and

**WHEREAS**, as a state educational institution, the College is required to follow a procedure in Indiana Code § 21-36-3 to sell real estate that is in the name of the Board of Trustees, and

**WHEREAS**, pursuant to IC 21-36-3 two appraisers have determined the value of the Property to be between \$2.38- \$4.48 million, and

**WHEREAS**, the College solicited proposals from the public and received four (4) offers for the Property, and

**WHEREAS**, the highest and best proposal received was from the Geo Foundation in the amount of \$2.1 million, and

**WHEREAS**, the Lake County Campus Trustees recommend approval to sell the Property to the Geo Foundation in the amount of \$2.1 million.

**NOW THEREFORE BE IT RESOLVED**, that it will serve the best interests of Ivy Tech Community College to dispose, sell and convey the Property for the price of \$2.1 million and the State Trustees do hereby approve the sale of the Property to GEO Foundation for that price, and

**FURTHER BE IT RESOLVED**, the State Trustees do hereby authorize and direct the President and any other appropriate, designated College employee to execute the necessary documents to convey the Property after the documents have been approved by the College General Counsel, and

**FURTHER BE IT RESOLVED**, the Assistant Secretary to the Board of Trustees is hereby directed to forward a copy of this Resolution to the Governor of Indiana as required by IC 21-36-3-8.

**STATE TRUSTEES  
IVY TECH COMMUNITY COLLEGE OF INDIANA**

\_\_\_\_\_  
**Paula Hughes-Schuh, Chairperson**

\_\_\_\_\_  
**Marianne Glick, Secretary**

**Dated February 7, 2019**

**APPROVAL TO GRANT A UTILITY EASEMENT TO AEP INDIANA MICHIGAN  
POWER FOR CONSTRUCTION AT THE NORTH COWAN ROAD BUILDING, MUNCIE  
CAMPUS**

**RESOLUTION NUMBER 2019-3**

**WHEREAS**, the College has been asked to grant a utility easement to electrical provider AEP Indiana Michigan Power (“AEP”) on the Muncie North Cowan Road Site, and

**WHEREAS**, AEP is in need of this easement to replace the transformer at the north Cowan Road building, and

**WHEREAS**, the proposed easement will be located on College property near the north corner entrance of building and Cowan Road, and

**WHEREAS**, all work associated with installation/construction of power to the building will be paid by AEP, and

**WHEREAS**, the granting of an easement is an interest in real estate that must be approved by the College’s State Trustees.

**NOW THEREFORE BE IT RESOLVED**, that the State Trustees do hereby approve granting the proposed easement to AEP Indiana Michigan Power, and do hereby authorize and direct the President and any other appropriate, designated College employee to negotiate and execute all necessary documents for the granting of said easement after the documents have been approved by the College General Counsel.

**STATE TRUSTEES  
IVY TECH COMMUNITY COLLEGE OF INDIANA**

\_\_\_\_\_  
**Paula Hughes-Schuh, Chairperson**

\_\_\_\_\_  
**Marianne Glick, Secretary**

**Dated February 7, 2019**

**AMENDMENTS TO ARTICLE VI OF THE BOARD'S BY LAWS  
COMMITTEES OF THE BOARD**

**RESOLUTION NUMBER 2019-4**

**WHEREAS**, the Trustees of Ivy Tech Community College of Indiana (“Trustees”), have the responsibility for the management of Ivy Tech Community College and its Campuses within the framework of laws enacted by the general assembly, and

**WHEREAS**, the Trustee By-Laws has governed the participation of members of the Board in carrying out the duty of the Trustees to efficiently manage the College, and

**WHEREAS**, Article VI Section 1 establishes and describes the membership and responsibilities of the Executive Committee of the Board, and

**WHEREAS**, Article VI Section 2 establishes the Permanent Committees of the Board, and

**WHEREAS**, the Board recently undertook a review of Article VI of the By-laws and the Committee structure of the Board and recommendations were discussed by the Board, and

**WHEREAS**, the State Board of Trustees desire to change the name of some of the Committees to better reflect the purpose and focus of each Committee, to add a Human Relations Committee and a Marketing and Public Relations Committee as Permanent Committees of the Board, and to reorganize the Executive Committee of the Board;

**NOW THEREFORE BE IT RESOLVED**, that Article VI, Section 1 and 2 of the By-Laws of the State Board the Trustees of Ivy Tech Community College of Indiana be amended to read as follows:

**SECTION 1. Permanent Executive Committee.** The Executive Committee of the Board shall consist of the Chairperson, Vice-Chairperson, immediate past Chairperson, Secretary of the Board and up to an additional three (3) members of the Board appointed by the Chairperson. If, at any time between the regular meetings of the Board, immediate Board action is required to further or safeguard the best interests of the College, the Chairperson of the Board shall cause each member of the Board to be given notice in person, by telephone, facsimile transmission or in writing, of the action so required. If a special meeting of the Board cannot be called and held in time to take the required action, the Executive Committee of the Board has and may exercise all the powers of the Board with respect to the matter necessitating the immediate action. All actions taken by the Executive Committee of the Board under this Section shall be reported to the Board at its next meeting and shall be entered in full upon the minutes of that meeting of the Board.

**SECTION 2. Other Permanent Committees.** In addition to the Executive Committee, the other permanent committees of the Board are the Financial Management Committee, the Academics and Student Experience Committee, the Buildings, Grounds, and Capital Committee, the Audit Committee, Human Resources and Operations Committee, Marketing and Public Relations Committee and the Workforce Alignment Committee. At any regular or special meeting, the Board may designate such other permanent Committees of the Board as the Board may, from time to time, consider necessary or desirable. Those other permanent committees shall have such members and functions as the Board may prescribe and shall operate under the general supervision of the Board.



**STATE TRUSTEES  
IVY TECH COMMUNITY COLLEGE OF INDIANA**

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**Paula Hughes-Schuh, Chairperson**

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**Marianne Glick, Secretary**

**Dated February 7, 2019**

**IVY TECH COMMUNITY COLLEGE OF INDIANA**

**BY-LAWS  
OF THE STATE TRUSTEES**

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**BY-LAWS OF THE STATE TRUSTEES  
OF THE IVY TECH COMMUNITY COLLEGE OF INDIANA**

**ARTICLE I**

**Definitions and Rules of Construction**

**SECTION 1. Application of Definitions.** The definitions set forth in this Article I apply throughout these By-Laws.

**SECTION 2. Code References.** All references to Indiana Code (IC) provisions in these By-Laws are to those provisions as amended from time to time.

**SECTION 3. Corporation.** The term "Corporation" means the body corporate and politic created by the General Assembly of Indiana under the name "The Trustees of the Ivy Tech Community College of Indiana." [IC 21-22-2-3 and IC 21-22-3-2]

**SECTION 4. Board.** The term "Board" or "State Board" means the State Board of Trustees of Ivy Tech Community College of Indiana.

**SECTION 5. College.** The term "College" means the educational institution created by IC 21-22-2 and governed by the Board.

**SECTION 6. Campus.** The term "Campus" means a campus of the College established by the Board under IC 21-22-6-1. [IC 21-22-1-1.3]

**SECTION 7. Campus Board.** The term "Campus Board" means a Campus Board of Trustees established under IC 21-22-6-2. [IC 21-22-1-1.4]

**ARTICLE II**

**The State Board**

**SECTION 1. Board of Trustees, Membership.** The College is governed by a board of trustees appointed by the governor. The number of members of the State Board equals the number of Regions established by the State Board plus one (1) additional at-large member, but shall not exceed fifteen (15) total members. One (1) member of the State Board must reside in each Region and members of the Board must have knowledge or experience in one or more of the following areas: (1) manufacturing; (2) commerce; (3) labor; (4) agriculture; (5) state and regional economic development needs; (6) Indiana's educational delivery system. Board members represent the interests of the entire College as a whole and not their regions of residence. Appointments are for three (3) year terms, on a staggered basis. Vacancies on the Board are filled by the governor. [IC 21-22-3-1 and IC 21-22-3-3]

**SECTION 2. General Powers and Duties of Trustees.** The State Board is a body corporate and politic and is known by the name of "The Trustees of Ivy Tech Community

College of Indiana." In the corporate name and capacity the State Board may sue and be sued, plead and be impleaded, in any court of record. The State Board has responsibility for the management and policies of the College and its Campuses within the framework of laws enacted by the general assembly. [IC 21-22-2-3, IC 21-22-3-2, and IC 21-27-6-2]

**SECTION 3. Specific Powers and Duties of the Trustees.** (a) The State Board has the following powers and duties:

<i>Item Number</i>	<i>Description of Statutory Power or Duty</i>	<i>Statute or Statutes</i>
1	Develop educational programs and workforce services	IC 21-41-5-10 (1)
2	Operate specialized educational programs through committee or other entities	IC 21-41-5-10 (2)
3	Contract with other educational institutions to provide specific programs	IC 21-41-5-10 (3)
4	Establish Campuses and service areas	IC 21-22-6-1 (1)
5	Issue charters to Campuses, supervise the development of a plan, and coordinate workforce aligned programs	IC 21-22-6-1 (2)
6	Study budget requirements, both for campuses and statewide, prepare a budget, and provide for the construction or rental of facilities	IC 21-22-6-1 (3)
7	See that the financial records of each Campus are audited on at least a biennial basis	IC 21-22-6-1 (4)
8	Appoint the members of each Campus Board of Trustees	IC 21-22-6-2 and IC 21-22-6-4
9	Acquire and sell real and personal property	IC 21-31-2-5 and IC 21-36-3
10	Accept gifts, grants, bequests, and devises	IC 21-30-4-2
11	Adopt educational programs to be offered and workforce services to be provided	IC21-41-5-8
12	Employ the College President and other staff and professional employees as are required	IC 21-38-3-6
13	Develop a statewide salary structure and classification system, employee benefit programs, and personnel policies	IC 21-38-3-7 (1)
14	Employ the chief administrator of each Campus	IC 21-38-3-7 (2)
15	Authorize the chief administrator of each Campus to employ campus personnel, determine their qualifications, and fix their compensation	IC 21-38-3-7 (3)
16	Grant appropriate certificates of achievement and associate degrees	IC 21-41-5-9
17	Prescribe rules for the effective operation of a statewide program	IC 21-27-6-3
18	Exercise powers not otherwise specified by law that are necessary for the efficient management of a statewide program	IC 21-27-6-4
19	Establish a schedule of fees or charges for students	IC 21-14-2-4
20	Provide scholarships and remission of fees in proper cases	IC 21-15-2-3
21	Establish written policies for the investment of College funds in a manner consistent with IC 30-4-3-3	IC 21-29-2-2
22	Enter into contracts with the federal government and others concerning the financing or operation of facilities and programs	IC 21-27-6-6
23	Establish a diversity committee at the home campus and each campus	IC 21-27-6-7

(b) Before taking any action under a statute referred to in item 9, 11, 14, 17, or 18 of the preceding table that would substantially affect a Campus, the State Board shall request recommendations concerning the proposed action from the Campus Board for that Campus. [IC 21-22-6-10]

(c) Upon request of a Campus Board that has submitted recommendations under subsection (b) or subdivision (7) of IC 21-22-6-8, the State Board shall conduct public hearings concerning the recommendations at a regular or special meeting of the State Board. [IC 21-22-6-11]

(d) To provide for the efficient management of the College, the State Board, by resolution, may from time to time delegate specific powers and duties to the President of the College or to other College officers. [IC 21-27-6-3 and IC 21-27-6-4]

### **ARTICLE III**

#### **Officers of the Board**

**SECTION 1. Election.** At the annual meeting of the Board in the third quarter of each calendar year, the Board shall elect from among its members a Chairperson, a Vice-Chairperson, and a Secretary. In order to provide for appropriate rotation of the offices of Chairperson, Vice-Chairperson, and Secretary among the various interests represented by the Trustees, a Trustee shall not be elected Chairperson for more than two (2) terms, nor Vice-Chairperson for more than two (2) terms, nor Secretary for more than two (2) terms. However, if the Board finds it to be in the best interests of the College, such terms may be extended for a fixed period beyond the two (2) year limitation if approved by a vote of two-thirds (2/3) of the members of the Board duly appointed and serving. The Board may select from its members a Treasurer, or the Board may appoint a Treasurer or Assistant Secretaries or Assistant Treasurers who are not members of the Board. The offices of Assistant Secretary or Assistant Treasurer of the College may be held by the same person. All officers shall serve for a term of one (1) year and until their successors have been duly chosen. [IC 21-22-4-1, IC 21-22-4-2 and IC 21-22-4-3]

**SECTION 2. Chairperson of the Board.** Except as otherwise provided in these By-Laws, the Chairperson of the Board shall call and preside at all meetings of the Board and shall have such other powers and duties as these By-Laws or the Board may prescribe.

**SECTION 3. Vice-Chairperson.** The Vice-Chairperson of the Board shall have all the powers and perform all the duties incumbent upon the Chairperson of the Board during the Chairperson's absence or disability and shall have such other powers and duties as these By-Laws or the Board may prescribe.

**SECTION 4. Secretary.** The Secretary for the Board shall keep, or cause to be kept, a true and complete record of the proceedings of meetings of the Board, and shall perform a like duty, when required, for all committees appointed by the Board. The Secretary or an Assistant Secretary shall:

- (1) if necessary, attest the execution by the College of all deeds, leases, agreements and other official documents;
- (2) if necessary, affix the corporate seal to documents;

- (3) see that all notices of the College required by these By-Laws or by law are given and served;
- (4) have custody of the books (except books of account), records and corporate seal of the College; and
- (5) perform all duties pertaining to the office of Secretary of the Board and such other duties as these By-Laws or the Board may prescribe. [IC 21-22-4-6]

**SECTION 5. Treasurer.** The Treasurer for the Board shall;

- (1) be the chief financial and business officer of the College;
- (2) keep correct and complete records of account, showing accurately at all times the financial condition of the College;
- (3) have charge and custody of, and be responsible for, all funds, notes, securities, gifts, fees, grants, bequests, devises, and other valuables which may from time to time come into the possession of the College;
- (4) deposit or invest, or cause to be deposited, invested or reinvested, all funds of the College to the benefit of the College;
- (5) furnish at meetings of the Board, or whenever requested by the Chairperson of the Board, a statement of the financial condition of the College; and
- (6) perform all duties pertaining to the office of Treasurer for the Board and such other duties as these By-Laws or the Board may prescribe. [IC 21-22-4-4]

**SECTION 6. Bond of Treasurer.** The Treasurer and Assistant Treasurer for the Board shall give a bond in an amount and with a surety approved by the Board. Each bond must be payable to the State and conditioned upon the faithful discharge of the Treasurer's duties. The Board's approval of the bond shall be recorded by the Secretary of the Board and shall be placed in the official records of the College. [IC 21-22-4-5]

**SECTION 7. Assistant Officers.** The Assistant Secretary and the Assistant Treasurer for the Board shall have such powers and duties as the Secretary and Treasurer whom they are appointed to assist specify and delegate to them and such other powers and duties as these By-Laws or the Board may prescribe. The Assistant Secretary for the Board may, in the absence or disability of the Secretary of the Board, attest the execution of documents in the name of the College and affix the corporate seal to College documents.

**SECTION 8. Compensation of Members of the Board.** Each member of the Board or of any committee of the Board shall be reimbursed for necessary expenses incurred by the member in the conduct of business of the Board and shall receive any salary per diem provided by law. [IC 21-38-2-3]

## ARTICLE IV

### **Meetings of the Board**

**SECTION 1. Regular Meeting.** Regular meetings of the Board shall be held at least four (4) times a year, with one (1) of the regular meetings to be held in each calendar quarter of each year. Regular meetings of the Board shall be held at such time, date and place as may be specified by the Chairperson of the Board at least ten (10) days prior to the date of the meeting. The regular meeting of the Board held in the third quarter of each calendar year shall be the annual meeting. Written notice of the time and place of all regular meetings shall be given by the Secretary or Assistant Secretary of the Board to each member of the Board at least ten (10) days prior to the date of the meeting. [IC 21-22-5-2]

**SECTION 2. Special Meetings.** Special meetings of the Board may be called by the Chairperson of the Board at any time. A special meeting of the Board shall be called by the Chairperson upon the written request of three (3) or more members of the Board. Written notice of the time and place of a special meeting of the Board shall be given by the Secretary or Assistant Secretary of the Board to each member of the Board at least ten (10) days prior to the date of the meeting.

**SECTION 3. Form of Notice.** Any written notice required to be given of any meeting of the Board is proper if the notice is delivered personally, by regular United States mail, by telegram, or by facsimile transmission.

**SECTION 4. Waiver of Notice.** Notice of any meeting may be waived in writing before or after the meeting. Attendance at a meeting constitutes a waiver of any notice of that meeting.

**SECTION 5. Action at Regular and Special Meetings.** At all regular and special meetings of the Board, the Board may act on any subject within the power of the Board and the College.

## ARTICLE V

### **Procedure at Meetings**

**SECTION 1. Quorum: Voting.** A majority of the number of Board members duly appointed and serving constitute a quorum for the transaction of business. In the absence of a quorum, a majority of those present at the time and place set for the meeting may adjourn the meeting from time to time until a quorum is present. If a quorum is present, the Board may take action by the affirmative vote of a majority of the members, unless a greater number is required by law or by these By-Laws.

**SECTION 2. Participation by Electronic Means.** (a) So long as One-third (1/3) of the of the Trustees are physically present at a meeting of the Board, then a member of the Board may participate in the meeting by using a means of communication that permits all members participating in the meeting and all members of the public who are physically present at the meeting to simultaneously communicate with each other during the meeting. A member who participates in a meeting by electronic communication is considered to be present at the meeting, shall be counted for purposes of establishing a quorum, and may vote at the meeting. All votes of the Board during the electronic meeting must be taken by roll call vote. Each member is required to physically attend at least one (1) meeting of the Board annually. [IC 5-14-1.5-3.6]

(b) For committees appointed by the Trustees who conduct a meeting by electronic communication there is no minimum number of members of the committee who must be physically present at the place where the meeting is conducted. [IC 5-14-1.5-3.6 (c)(1)]

**SECTION 3. Order of Business.** The business at each regular or special meeting of the Board shall be conducted in the following order unless changed by the Board:

- A. Roll call;
- A. Report of Secretary on giving notice of meetings;
- B. Approval of minutes of prior meetings of the Board;
- C. Report of officers;
- D. Reports of Board committees;
  - (1) Permanent committees,
  - (2) Special committees;
- E. Old business;
- F. New business.

## **ARTICLE VI**

### **Committees of the Board**

**SECTION 1. Permanent Executive Committee.** The Executive Committee of the Board shall consist of the Chairperson, Vice-Chairperson, ~~immediate past Chairperson, and~~ Secretary of the Board and ~~the Chairpersons of the Audit Committee, the Budget and Finance Committee, the Planning and Education Committee, the Buildings, Grounds, and Capital Committee, and the Workforce Alignment Committee.~~ up to an additional three (3) members of the Board appointed by the Chairperson. If, at any time between the regular meetings of the Board, immediate Board action is required to further or safeguard the best interests of the College, the Chairperson of the Board shall cause each member of the Board to be given notice in person, by telephone, facsimile transmission or in writing, of the action so required. If a special meeting of the Board cannot be called and held in time to take the required action, the Executive Committee of the Board has and may exercise all the powers of the Board with respect to the matter necessitating the immediate action. All actions taken by the Executive Committee of the Board under this Section shall be reported to the Board at its next meeting and shall be entered in full upon the minutes of that meeting of the Board.

**SECTION 2. Other Permanent Committees.** In addition to the Executive Committee, the other permanent committees of the Board are the ~~Budget and Finance~~ Financial Management



Committee, the ~~Planning and Education~~Academics and Student Experience Committee, the Buildings, Grounds, and Capital Committee, the Audit Committee, Human Resources and Operations Committee, Marketing and Public Relations Committee and the Workforce Alignment Committee. At any regular or special meeting, the Board may designate such other permanent Committees of the Board as the Board may, from time to time, consider necessary or desirable. Those other permanent committees shall have such members and functions as the Board may prescribe and shall operate under the general supervision of the Board.

**SECTION 3. Special Committees of the Board.** At any regular or special meeting, the Board may designate such special committees of the Board as the Board may, from time to time, consider necessary or desirable. Those special committees shall have such members and functions and shall exist for such a period of time as the Board may prescribe and shall operate under the general supervision of the Board.

## ARTICLE VII

### **President, Faculty and Staff of the College**

**SECTION 1. President of the College.** (a) The President of the College shall be selected and employed by the Board. The employment of the President shall be determined by the affirmative vote of a majority of the Trustees duly appointed and serving provided two-thirds (2/3) of the Trustees duly appointed and serving are present at the meeting at which action is taken. The Board shall determine the length, which may be indeterminate, and terms of the President's employment. The President of the College, or a member of the President's staff whom the President designates, shall attend all meetings of the Board and shall report upon the affairs of the College.

(b) The President of the College shall be the chief executive officer of the College and, subject to the powers, duties and authorities granted to the Board, shall manage, direct, and be responsible for the administration, operation and for all affairs of the College, except those which by law or these By-Laws are made the specific responsibility of the Board, the Chairperson of the Board, another officer of the Board, or other persons.

(c) The President of the College shall have the power, in the name of the College, to make and execute all contracts and written instruments made in the ordinary course of the operation of the College except those which must be specifically approved and authorized by the Board or executed by the Chairperson or Vice-Chairperson of the Board as provided in Article IX of these By-Laws. Should the President cease to be employed or become incapacitated, the Board shall select an interim successor until a new President is selected by the Board. [IC 21-38-3-6]

**SECTION 2. Faculty and Administrative Staff.** All appointments to the faculty or administrative staff of the College, other than the Chief Administrator of each Campus, shall be made by the President, or his designee, subject to such policies and procedures as may from time to time be established by the Board.

## **ARTICLE VIII**

### **Policies and Procedures**

From time to time, the Board may cause to be prescribed and promulgated policies and procedures not inconsistent with the Indiana Code or these By-Laws. The policies and procedures may deal with the conduct and coordination of programs for carrying out the mission of the College throughout the State and the manner of conducting those programs by the College and by any Campus. [IC 21-27-6-3]

## **ARTICLE IX**

### **Execution of Contracts and Other Documents**

**SECTION 1. Approval and Authorization of the Board.** Except as otherwise expressly authorized by resolution of the Board or these By-Laws, all contracts and other written instruments relating to:

- (1) the acquisition or disposition of real estate or any interest in real estate (other than leases or licenses of two (2) years or less);
- (2) new capital plant improvements and additions or major alterations, repairs and rehabilitation to property owned by the College, including change orders increasing the amount of such a contract by ten percent (10%) or more;
- (3) the issuance of a charter to a Campus; and
- (4) any other contract imposing a financial obligation on the part of the College in excess of Five Hundred Thousand Dollars (\$500,000), unless the obligation was previously approved by the Board through the allocation of funds or otherwise;

must be specifically approved and authorized by the Board. Except as otherwise expressly provided by resolution of the Board, all of those contracts and written instruments shall be executed in the name of the College by the President of the College and may be attested by the Secretary or Assistant Secretary.

**SECTION 2. Other Instruments.** All contracts and written instruments not requiring the specific approval and authorization of the Board shall be executed in the name of the College by the President of the College or a person designated by the President of the College.

## **ARTICLE X**

### **Code of Conduct for State and Campus Trustees**

**SECTION 1. Introduction.** The State Board has adopted this Code of Conduct in order to insure that all those who act on behalf of the College do so in a manner that is consistent with the mission and values of the College. It is explicitly understood that the State and Campus Trustees of the College will execute their duties and responsibilities in a manner consistent with the office to which they are appointed and will, at all times, comply with this Code of Conduct. For purposes of this Article X, the term "Board," with respect to a State Trustee, means the State Board, and, with respect to a Campus Trustee means the applicable Campus Board.

**SECTION 2. Code of Conduct.** (a) Trustees shall be familiar with, accept and abide by the legal and fiscal responsibilities of their office as specified in federal and state law, federal and state regulations, Board bylaws and rules of procedure, and Board polices and resolutions.

(b) Trustees shall devote such time, attention and study to their duties as is necessary to faithfully carry out their responsibilities.

(c) Trustees shall be familiar with the mission of the College and its functions and shall recognize the College's unique role in post-secondary education in Indiana.

(d) Trustees shall carefully prepare for, regularly attend and actively participate in all Board meetings and committee assignments.

(e) Trustees shall base Board votes upon all available information and shall assess each situation exercising their best judgment in making decisions.

(f) Trustees shall vote according to their individual convictions. Trustees may challenge the opinions and views of others when necessary and appropriate, but must always exercise discretion, respect and civility. Trustees must also be willing to sustain and support the majority decisions of the Board and work with fellow Board members in a spirit of cooperation.

(g) Trustees shall, at all times, maintain the confidential nature of Board deliberations in executive session. This obligation of confidentiality includes written and verbal communication concerning any executive session. The Chairperson of the Board shall serve as the spokesperson for the Board on all matters of public interest. Other Trustees shall avoid commenting publicly (or anonymously) and shall not presume to act as spokespersons for the Board, unless specifically authorized to do so by the Chairperson. To that end, Trustees shall use designated institutional channels when conducting Board business. For example, Trustees shall refrain from public comment regarding presidential searches and shall refer inquiries to the Board Chairperson.

(h) Trustees shall understand the role of the Board as a general policy making and oversight body and avoid active involvement in the administration of the College and College policy, unless specifically authorized to do so by the Board or required by law.

(i) Trustees shall refrain from personal involvement in matters outside the scope of Board business and shall refer such matters through designated institutional channels. For example, faculty and student grievances that come to the attention of Trustees shall be referred to the appropriate College administration official.

(j) Trustees shall comply with the Conflict of Interest Policy and all requirements prescribed by Board By-Laws and state laws regarding conflicts of interest. Trustees will refrain from accepting duties, incurring obligations, accepting gifts or favors, engaging in private business or professional activities when there is, or would appear to be, a conflict of interest, unless that interest is disclosed and approval is given as outlined in the Conflict of Interest Policy.

(k) Trustees shall recognize that they represent the College and shall refrain from any actions, behaviors or acts of omission that may prove embarrassing to the College.

(l) Trustees shall act and make judgments always on the basis of what is best for the College as an institution and the advancement of the mission of the College.

**SECTION 3. Procedure for Addressing Violations of the Code of Conduct.** (a) All potential violations of this Code of Conduct shall be within the purview of the Executive Committee of the State Board, whether the alleged violation involves a State Trustee or a Campus Trustee. Campus Boards have no authority to investigate or take action regarding this Code of Conduct, except to report an alleged violation of the Code to the Executive Committee of the State Board and to cooperate in any investigation. If an allegation of a violation of the Code of Conduct involves a member of the Executive Committee that member may not participate whenever the Committee considers the allegation.

(b) Should evidence or an allegation of a violation of this Code of Conduct by a Trustee come to the attention of the Executive Committee, the Committee shall promptly review the matter and investigate the allegation. If necessary, the Executive Committee may enlist the assistance of additional Trustees or legal counsel in conducting the investigation. All Trustees are expected to provide full cooperation with regard to such an investigation.

(c) After a full review of all the circumstances, including the opportunity of the accused Trustee to respond to an alleged violation, the Executive Committee shall determine whether there is sufficient evidence to conclude that there has been a breach of the Code of Conduct. At the conclusion of its investigation and depending on the seriousness of the violation, the Executive Committee may attempt to resolve the matter with the accused Trustee without public action.

(d) Should the Executive Committee determine that the matter is not appropriate for private resolution, or should the Trustee commit an additional violation of the Code, the Executive Committee shall bring the matter to the State Board in executive session for discussion.

(e) If official action is considered necessary, the matter shall be placed on the agenda for discussion at a public meeting of the State Board. At that time, the State Board shall discuss the matter in an open session and permit the Trustee whose conduct is at issue to provide an explanation of the conduct. The State Board may then by majority vote censure the Trustee.

(f) If public action is taken to censure a member of the State Board, the State Board shall promptly report the matter to the office of the Governor. If public action is taken to censure a member of a Campus Board, the State Board shall promptly report the matter to the Campus Board.

## **ARTICLE XI**

### **Conflict of Interest Policy for State and Campus Trustees**

**SECTION 1. Purpose.** The purpose of this conflict of interest policy is to protect the interests of the College when it has entered into, or is contemplating entering into, any transaction or arrangement that might benefit the private interest of a State or Campus Trustee or related person

or entity. As a public institution, the College must conduct its business in a manner which is beyond reproach. The actions of College Trustees must be proper in all respects. The College expects all Trustees to exercise sound judgment and the highest ethical standards in their private activities if those outside activities can in any way affect the College. In particular, every Trustee has an obligation to avoid any activity, agreement, business investment or interest, or other situation that could be construed either as in conflict with the College's interest or as an interference with the Trustee's duty to serve the College. To implement this principle and to establish guidelines, this Policy has been adopted.

**SECTION 2. Definitions.** (a) As used in this Article, the term “interested person” means a Trustee who has a direct or indirect financial interest.

(b) For purposes of this Article, person has a “financial interest” if the person has, directly or indirectly, through business, investment or family:

(1) an ownership or investment interest in, or a compensation arrangement (which includes direct or indirect remuneration as well as substantial gifts or favors) with, any entity or individual with which the College has a transaction, purchase, contract or other arrangement; or

(2) a potential ownership or investment interest in, or a compensation arrangement (which includes direct or indirect remuneration as well as substantial gifts or favors) with, any entity or individual with which the College is negotiating a transaction, purchase, contract or other arrangement.

(c) As used in this Article, the word “Policy” means the conflict of interests policy established by this Article. (c) As used in this Article, the word “Trustee” means an individual who is a member of the State Board or a member of a Campus Board.

**SECTION 3. Policy.** It is the policy of the College that no interested person shall, without the specific approval provided for in this Policy:

(1) have a direct or indirect financial interest in any business enterprise or with any individual that has current or known prospective dealings with the College as a supplier, vendor, contractor, customer, lessor, or lessee;

(2) seek or receive, for personal or any other person's or entity's gain, any payment, whether for services or otherwise, loan (except from a bank at a competitive rate), gift or discount of more than nominal value, or entertainment that goes beyond common courtesies usually associated with accepted business practice from any business enterprise, that has current or known prospective dealings with the College as a supplier, vendor, contractor, customer, lessor, or lessee;

(3) for personal or any other person's or entity's gain, deprive the College of any opportunity that could be construed as related to any existing or reasonably anticipated future activity of the College;

(4) for personal or any other person's or entity's gain, make use of or disclose confidential financial information learned as a result of the person's relationship with the College; or

(5) do any act or omission that potentially could conflict with the purposes that this policy is intended to implement.

**SECTION 4. Duty to Disclose and Procedures for Assessment and Approval.** (a) Annual Statement. Each Trustee shall annually sign a statement similar to that attached as Exhibit 1, which affirms that such person:

- (1) has received and read a copy of the Policy;
- (2) agrees to comply with the Policy in all respects, and that in the event of any actual or potential conflict of interest, will comply with the disclosure obligations of the Policy; and
- (3) has received and read a copy of IC 35-44.1-1-4 and agrees to comply with the terms of that statute in all respects.

(b) Procedures for Assessment of Potential Conflicts of Interest and Approval. Occasionally, what appears to be prohibited by a conflict of interest may, under certain circumstances, be authorized by appropriate disclosure and approval. In connection with any actual or possible conflict of interest, an interested person must disclose the existence and nature of his or her financial interest. The disclosure must allow for the College to determine whether an actual conflict of interest exists and provide sufficient information for the potential approval of the transaction, contract, purchase or other arrangement in question. Such a disclosure must be made before action on the transaction, contract, purchase or other arrangement is taken by filing the form set forth in Exhibit 2 with the College's General Counsel. The interested person who has the actual or possible conflict of interest may not participate when action is taken on the proposed transaction, contract, purchase or other arrangement.

**SECTION 5. Violations of the Conflict of Interest Policy.** All interested persons have a fundamental duty of loyalty to the College. Accordingly, the prohibitions of this Policy should be construed broadly. Each interested person has the personal responsibility of compliance with this Policy. In the event of any question as to whether a conflict of interest exists in a particular situation, a Trustee is encouraged to discuss the matter with the President of the College or the Chairperson of the State Board. No set of guidelines can eliminate the need for good judgment. In the event an interested person fails to disclose an actual or possible conflict of interest or otherwise violates this Policy, appropriate action will be taken under the procedures established by the State Board for addressing a violation of the Code of Conduct.

## **ARTICLE XII**

### **Amendments**

These By-Laws may be changed or amended and additional By-Laws may be adopted at any regular or special meeting of the Board by an affirmative vote of a majority of the Board duly appointed and serving provided:

- (1) that two-thirds (2/3) of all of the members of the Board duly appointed and serving are present at the meeting at which the action is to be taken; and

(2) that notice of intention to change, amend, or add to the By-Laws, in whole or in part, and the exact text of such a change, amendment, or addition, was given in the notice of the meeting.

## **EXHIBIT 1**

### **ANNUAL CONFLICT OF INTEREST STATEMENT**

To: General Counsel, Ivy Tech Community College of Indiana

I, the undersigned, affirm that I am associated with Ivy Tech Community College of Indiana (hereinafter the "College") as either a member of the State Board of Trustees of the College or a member of one of the Campus Boards of Trustees of the College, and that, as of the date specified below:

1. I have received a copy of the College's Conflict of Interest Policy (the "Policy").
2. I have read the Policy.
3. I declare that I will comply with the Policy in all respects and that, in the event of any actual or potential conflict of interest, I will comply with the disclosure obligations of the Policy.
4. I understand that any violation of the Policy will result in appropriate action being taken under the procedures set forth in the Code of Conduct for Trustees of the College .
5. I have received a copy of IC 35-44-1-3, the Indiana conflict of interest statute, and the disclosure form developed for compliance with that statute.
6. I disclose the following in regards to my financial interests:

A. I am employed by the following entity or entities:

B. My spouse is employed by the following entity or entities:

C. I or my spouse, or both, have an ownership interest of more than five percent (5%) in the following business or businesses:

D. I am an officer or director of the following entity or entities:

E. My spouse is an officer or director of the following entity or entities:



**EXHIBIT 1 CONTINUED**

F. I or my spouse, or both, have a legal or beneficial interest in the following real estate that the College currently leases or that the College may have an interest in acquiring or leasing in the future because of its proximity to other property owned or leased by the College:

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Name Printed: \_\_\_\_\_

## Exhibit 2

### UNIFORM CONFLICT OF INTEREST DISCLOSURE STATEMENT Indiana Code 35-44.1-1-4

A public servant who knowingly or intentionally has a pecuniary interest in or derives a profit from a contract or purchase connected with an action by the governmental entity served by the public servant commits conflict of interest, a Level 6 Felony. A public servant has a pecuniary interest in a contract or purchase if the contract or purchase will result or is intended to result in an ascertainable increase in the income or net worth of the public servant or a dependent of the public servant who is under the direct or indirect administrative control of the public servant; or receives a contract or purchase order that is reviewed, approved, or directly or indirectly administered by the public servant. "Dependent" means any of the following: the spouse of a public servant; a child, stepchild, or adoptee (as defined in I.C. 35-44.1-1-4(a)(1)) of a public servant who is unemancipated and less than eighteen (18) years of age; and any individual more than one-half (1/2) of whose support is provided during a year by the public servant.

The foregoing consists only of excerpts from I.C. 35-44.1-1-4. Care should be taken to review I.C. 35-44.1-1-4 in its entirety.

**1. Name and Address of Public Servant Submitting Statement:**

\_\_\_\_\_

**2. Title or Position With Governmental Entity:**

\_\_\_\_\_

**3. a. Governmental Entity:** \_\_\_\_\_

**b. County:** \_\_\_\_\_

**4. This statement is submitted (check one):**

a. \_\_\_\_\_ as a "single transaction" disclosure statement, as to my financial interest in a specific contract or purchase connected with the governmental entity which I serve, proposed to be made by the governmental entity with or from a particular contractor or vendor; or

b. \_\_\_\_\_ as an "annual" disclosure statement, as to my financial interest connected with any contracts or purchases of the governmental entity which I serve, which are made on an ongoing basis with or from particular contractors or vendors.

**5. Name(s) of Contractor(s) or Vendor(s):** \_\_\_\_\_

\_\_\_\_\_

**6. Description(s) of Contract(s) or Purchase(s)** (Describe the kind of contract involved, and the effective date and term of the contract or purchase if reasonably determinable. Dates required if 4(a) is selected above. If "dependent" is involved, provide dependent's name and relationship):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Exhibit 2 Continued

**7. Description of My Financial Interest** (Describe in what manner the public servant or "dependent" expects to derive a profit or financial benefit from, or otherwise has a pecuniary interest in, the above contract(s) or purchase(s); if reasonably determinable, state the approximate dollar value of such profit or benefit.):

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(Attach extra pages if additional space is needed)

**8. Approval of Appointing Officer or Body** (To be completed if the public servant was appointed by an elected public servant or the board of trustees of a state-supported college or university):

I (We) being the \_\_\_\_\_ of

(Title of Officer or Name of Governing Body)

\_\_\_\_\_ and having the power to appoint

(Name of Governmental Entity)

the above named public servant to the public position to which he or she holds, hereby approve the participation to the appointed disclosing public servant in the above described contract(s) or purchase(s) in which said public servant has a conflict of interest as defined in Indiana Code 35-44-1-3; however, this approval does not waive any objection to any conflict prohibited by statute, rule, or regulation and is not to be construed as a consent to any illegal act.

Elected Official	Office

**9. Effective Dates** (Conflict of interest statements must be submitted to the governmental entity prior to final action on the contract or purchase.):

Date Submitted	Date of Action on Contract or Purchase

**10. Affirmation of Public Servant:** This disclosure was submitted to the governmental entity and accepted by the governmental entity in a public meeting to the governmental entity prior to final action on the contract or purchase. I affirm, under penalty of perjury, the truth and completeness of the statements made above, and that I am the above named public servant.

Signed: \_\_\_\_\_  
(Signature of Public Servant)

Date: \_\_\_\_\_

Within 15 days after final action on the contract or purchase, copies of this statement must be filed with the State Board of Accounts, Indiana Government Center South, 302 West Washington Street, Room E418, Indianapolis, Indiana, 46204-2765

**APPOINTMENT OF CAMPUS BOARD TRUSTEES**

**RESOLUTION NUMBER 2019-5**

**WHEREAS**, the Muncie and Sellersburg Campus Boards have recommended individuals to serve on the Muncie and Sellersburg Campus Board of Trustees, and

**WHEREAS**, these Campus Boards request the State Trustees appoint those persons and that the recommended candidates meet all of the attributes and expectations delineated in Resolution Number 2008-53.

**NOW THEREFORE BE IT RESOLVED**, that the individuals listed on the attached Exhibit A are hereby appointed as campus trustees for Ivy Tech Community College of Indiana – Muncie and Sellersburg, effective immediately.

**STATE TRUSTEES  
IVY TECH COMMUNITY COLLEGE**

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**Paula Hughes-Schuh, Chairperson**

---

**Marianne Glick, Secretary**

**February 7, 2019**

Exhibit A  
Resolution 2019-6

**Marion Campus Board of Trustees**

<b><u>Name</u></b>	<b><u>Constituency</u></b>	<b><u>Expiration of Term</u></b>
Roger Younce	Education	6/30/2021
Chad Yencer	Education	6/30/2022
Tye J. Leming	Labor	6/30/2022

**Muncie Campus Board of Trustees**

<b><u>Name</u></b>	<b><u>Constituency</u></b>	<b><u>Expiration of Term</u></b>
Damon Elmore	Manufacturing	6/30/2022

**Sellersburg Campus Board of Trustees**

<b><u>Name</u></b>	<b><u>Constituency</u></b>	<b><u>Expiration of Term</u></b>
Robert Christian Huber	Agriculture/Manufacturing	6/30/2022

# Planning and Education Committee

February 7th  
Meeting



# Agenda:

1. Online Academic Unit Update
2. Benchmarking Data
3. 8 – Week Course Update
4. Enrollment / Marketing Update
5. Financial Aid and Cohort Default Rates



# Online Academic Unit Update

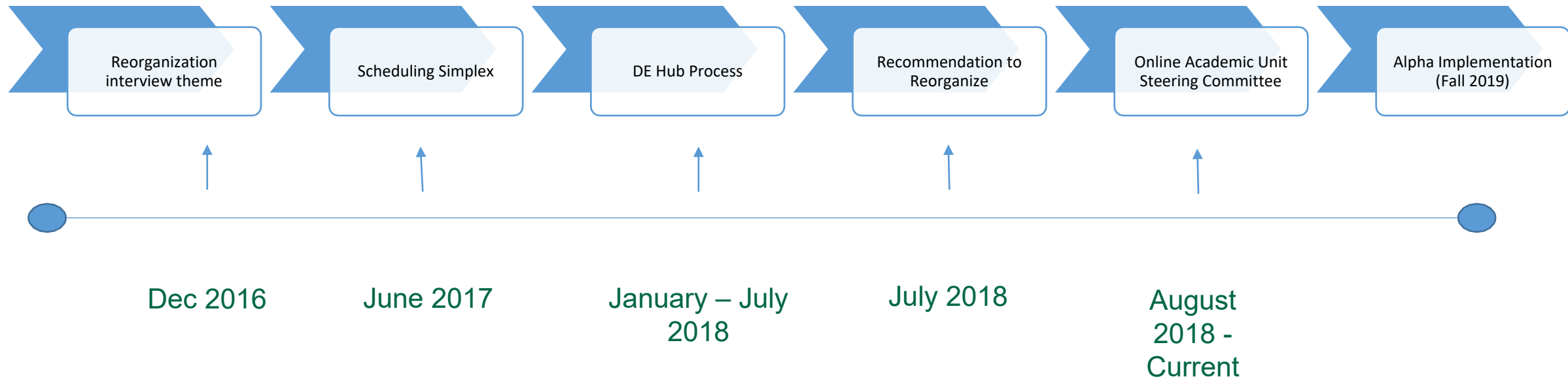
Kara Monroe  
Provost

&

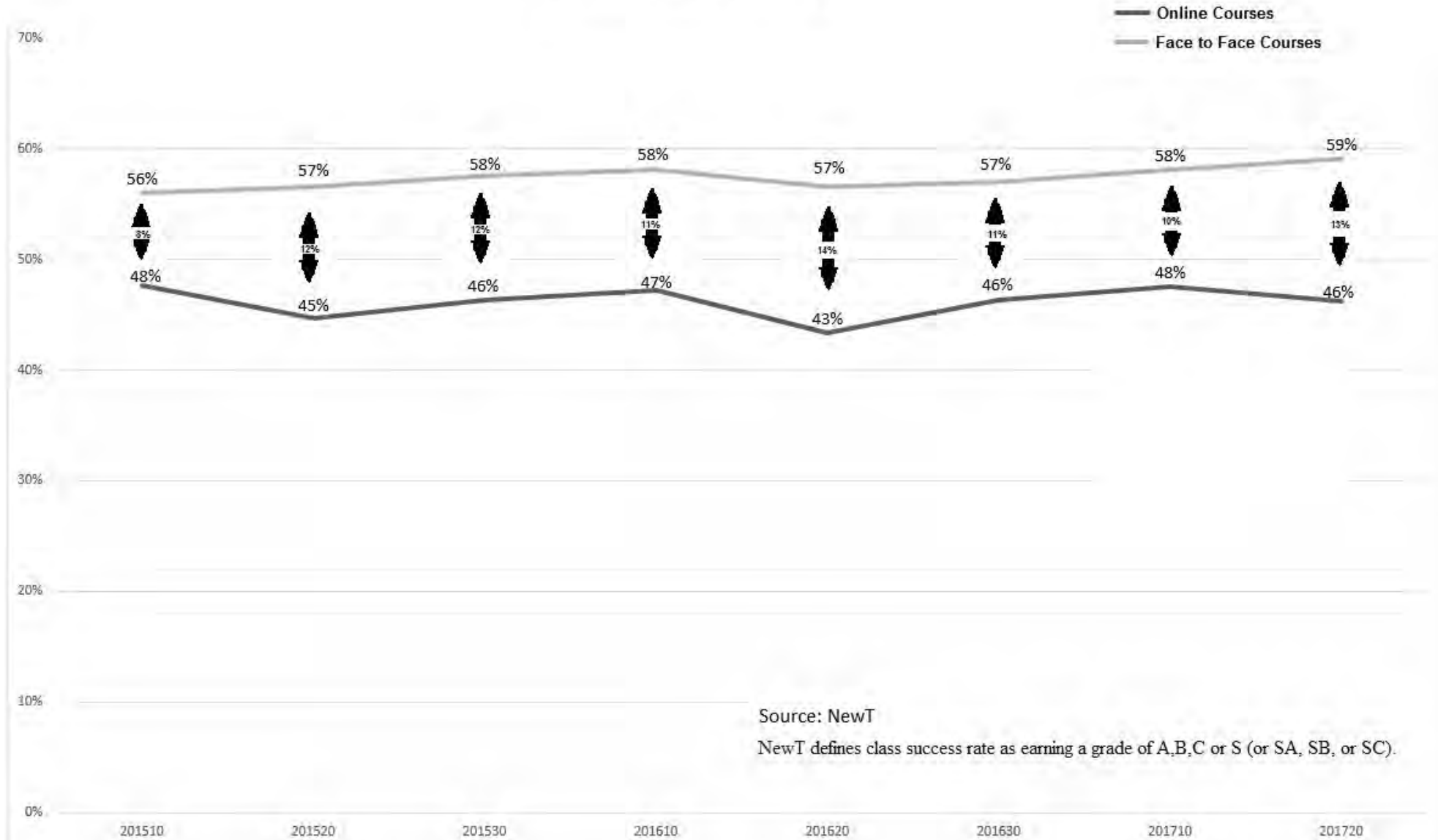
Matthew Pittman  
Executive Director, Center for  
Instructional Technology



# Origin Story



## Success Rates Online versus Face to Face



Source: NewT  
 NewT defines class success rate as earning a grade of A,B,C or S (or SA, SB, or SC).

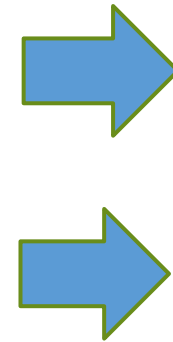
# Online Scheduling & Delivery In a Nutshell...

Optimize the number of sections offered by scheduling from a central unit.  
Eliminate oversupply of course sections. Eliminate direct labor costs.

Current Online Scheduling Model



Proposed OAU Model



# What is the Online Academic Unit (OAU)?

1. New academic department that is responsible for the scheduling, development, and delivery of online courses; located outside of the campus structure
2. Consolidates support for online courses and instructional technology to a single statewide unit to ensure all campuses receive the same level of support
3. Financially, it represents a more streamlined approach that fairly compensates each campus for their students taking online courses and ensures they only pay for the percentage of instruction being received by their students
4. Allows us to strengthen online instruction and develop a more unified vision and mission for online courses and programs at the College

# OAU Benefits

1. Eliminates up to 3,500 sections per academic year resulting in a statewide savings between \$3 million and \$8 million per year.
2. Fair and transparent revenue model that eliminates competition between campuses for students
3. In the long run, may increase the full time to adjunct ratios across the system
4. Reduction in sections will provide opportunities for our best qualified faculty to have more engagement with students
5. More robust opportunity to recruit and develop instructors who specialize in online delivery

# Vision, Mission, and Objectives

# Vision & Mission

## **Vision**

Maximize student outcomes in online programs and courses at Ivy Tech while increasing operational efficiencies.

## **Mission**

Ivy Tech Community College strives to provide high quality, accessible online programs and courses that allow all students to achieve desired educational outcomes.

# Objectives

1. Ensuring student outcomes on par with other delivery methods while eliminating the current 10% gap
2. Developing a comprehensive and student-centric online learning experience
3. Becoming expert in developing and supporting faculty to instruct online
4. Ensuring development and delivery of high quality online programs and courses aligned with community and employer needs
5. Realizing operational efficiencies resulting in a minimum cost savings of \$4M to be reinvested in faculty, academics, and online support



# Alpha Implementation

# Overview

## For Fall 2019:

- A subset of courses will be moved in to the OAU model (on next slide)
- Schedule will include:
  - 1st 8 week
  - 2nd 8 week
  - 16 week

## Under Review for Fall 2019:

- Financial model implementation
- Process for loading full-time and adjunct faculty
- Student readiness assessment and advising
- Focused professional development opportunity for faculty teaching OAU courses

# Programs and Courses

## Full Programs (All Program Courses)

- Library Technical Assistant
  - All courses with LIBR prefix
- Manufacturing Production and Operations
  - All courses with MPRO prefix

## General Education Courses

- BIOL 101 – Introductory Biology
- COMM 101 – Fundamentals of Public Speaking
- HUMA 118 – Music Appreciation
- MATH 136 – College Algebra
- POLS 101 – Introduction to American Government
- PSYC 101 – Introduction to Psychology

# Programs and Courses cont.

## First Term Programs (Program Courses Only)

- Cyber Security/Information Assurance
- Informatics
- Information Technology Support
- Software Development

## First Term Program Courses

- INFM 109 – Informatics Fundamentals
- SDEV 120 – Computing Logic
- ITSP 135 – Hardware/Software Support
- DBMS 110 – Database Design and Management

# Benchmarking Data

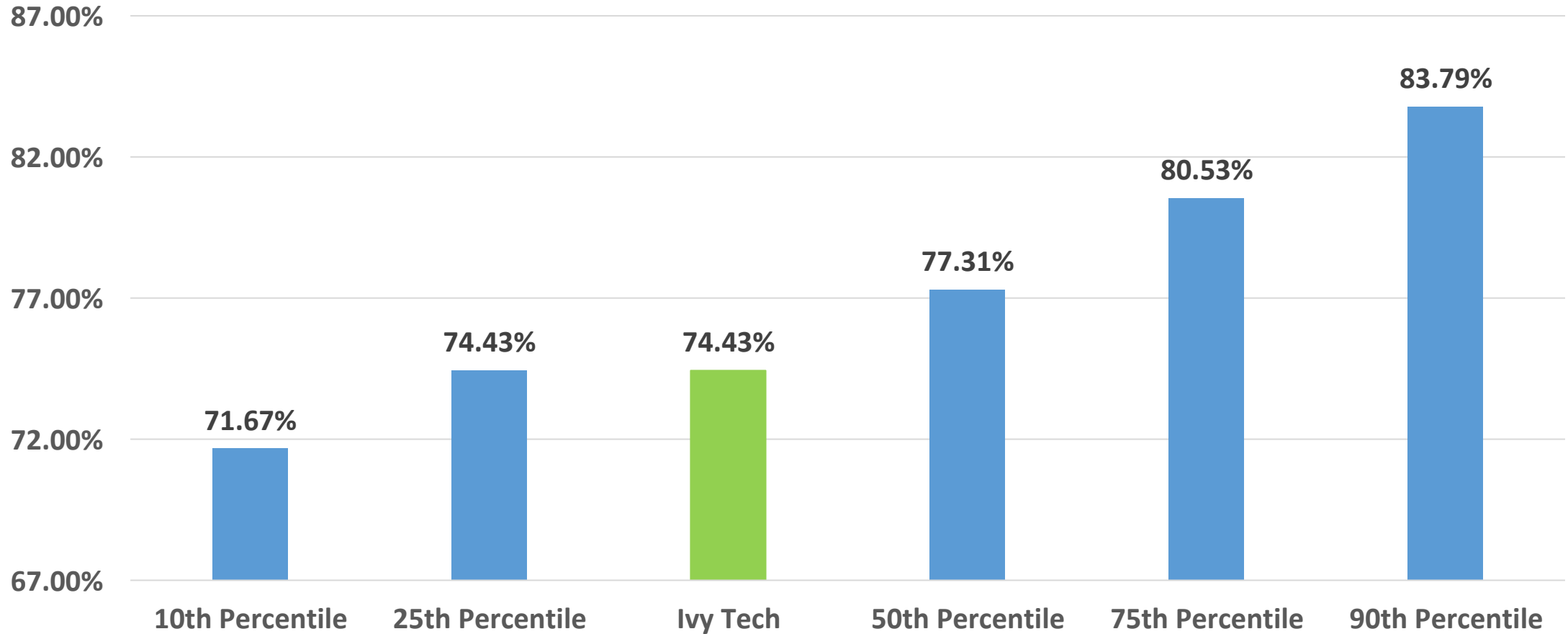
Cory Clasemann - Ryan  
Assistant Vice President of Student  
Success



# Benchmarking Sources

- Use variety of external benchmarking sources
- National Community College Benchmark Project (NCCBP)
  - Approximately 250 community colleges nationwide
- IPEDS
  - Federal Government data collection system
  - Benchmarked against set of 20 institutions
  - Mostly large, urban community colleges in Eastern U.S.

# Course Success Rate

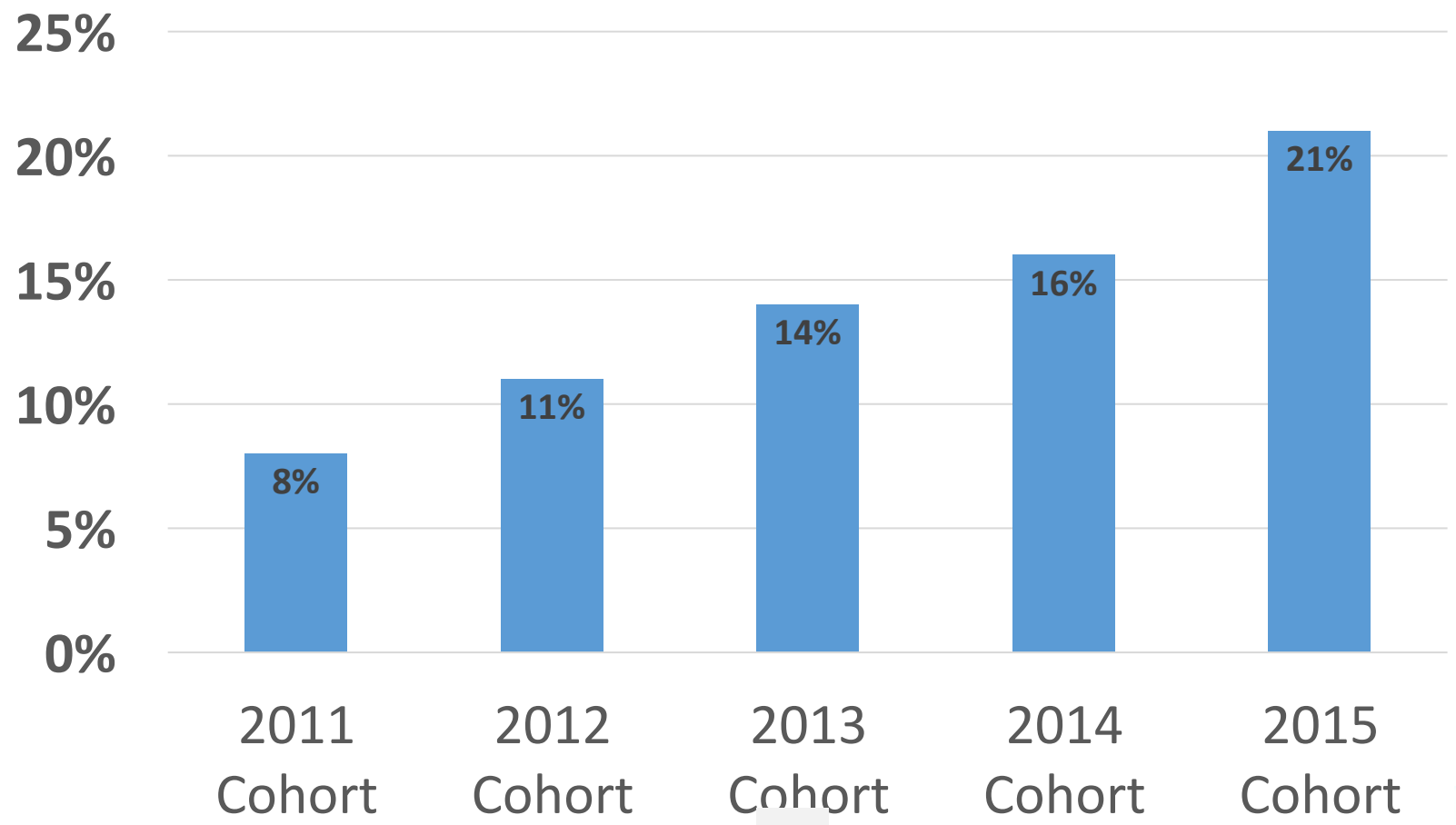


# Fall-to-Spring Retention

- 10th Percentile – 63.90%
- 25th Percentile – 67.56%
- 50th Percentile – 71.35%
  
- Ivy Tech –
  
- 75th Percentile – 74.43%
- 90th Percentile – 77.45%



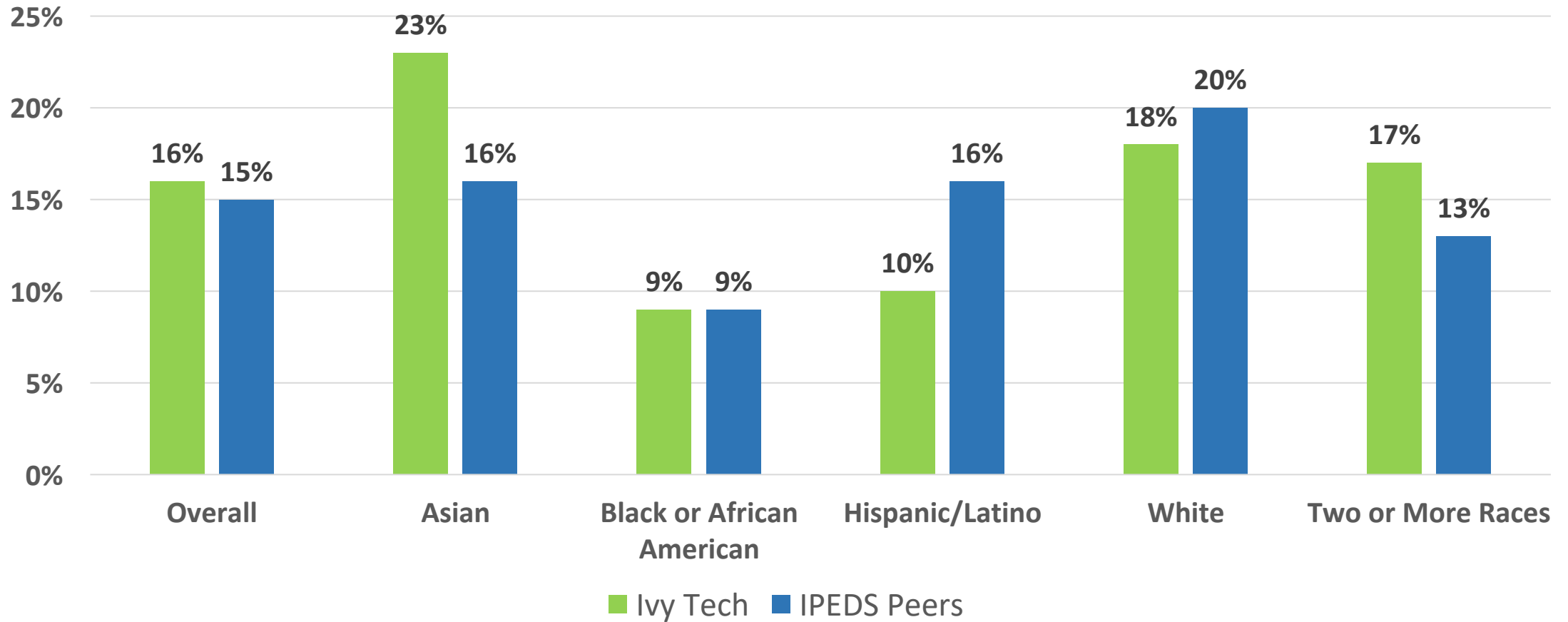
# 150% Graduation Rate (IPEDS) First-time, Full-time, Degree/Certificate-Seeking Students



# Graduation Rate Comparisons 2014 Cohort

- Ivy Tech – 16%
- IPEDS Peers – 15%
- NCCBP Median – 23.40%
- NCCBP 75th Percentile – 30.53%

# 150% Graduation Rate by Race/Ethnicity, 2014 Cohort





# 8 – Week Course Update

Cory Clasemann - Ryan  
Assistant Vice President of Student  
Success

&

Stacy Atkinson  
Vice Chancellor for Academic Affairs,  
Richmond

# Campus Project Plans

- Submitted by each campus - December 2018
  - Status/timeline for each course
  - Evaluation plan
  - Student Support Areas (library, testing, tutoring, advising, etc.) - How are these impacted?
  - Plan for Faculty/Staff
  - Communication Plan for Students/Faculty/Staff
- Reviewed and feedback sent to each campus – January 2019
- Second round to be submitted – May 15, 2019

# Project Plan Themes

- All campuses have set percentage targets. Need for semester-by-semester course transition plans
- Campuses have identified need for evaluation plan at campus level. Next step is to flesh out details of plan.
- Continue to plan for impact on student support areas.
- Have identified areas for professional development for both faculty and staff. Next step is to create timeline for on-going training.
- Have identified areas for communication to students, faculty, and staff. Need to ensure plan is comprehensive and on-going.

# 8-Week Course Offerings in Fall 2018 (31% of course offerings – 19% in Fall 2017)

	Fall 2017		Fall 2018	
	Unduplicated Headcount	Duplicated Headcount	Unduplicated Headcount	Duplicated Headcount
16 Week	56,781	149,715	51,353	124,746
First 8-Week	14,597	17,190	19,894	25,927
Second 8-Week	11,048	14,448	17,915	25,017

# Statewide Results for Fall 2018

- Passing rates for Fall 2018 8-weeks exceeded rates for Fall 2018 16-week courses at every campus and location
- Statewide Class Pass Rates

	Fall 2017		Fall 2018				Fall 2018 8-Week vs. 16 Week
	Standard 16-week Term	8-Week Courses	Standard 16-week Term	8-Week Courses	First 8-week Term	Second 8-week Term	
<b>All Courses</b>	73.7%	81.6%	74.0%	80.2%	83.2%	76.9%	6.2%

- Statewide Historical Pass Rates for 16-Week Courses

	Fall 2013	Fall 2014	Fall 2015	Fall 2016
<b>All Courses</b>	69.0%	71.1%	72.5%	71.6%



# Statewide Withdrawal Rates for Fall 2018

- Withdrawal rates for Fall 2018 8-weeks were lower than for Fall 2018 16-week courses
- Statewide Class Withdrawal Rates

Fall 2017		Fall 2018	
16-Week Courses	8-Week Courses	16-Week Courses	8-Week Courses
8.5%	3.9%	8.4%	4.7%

- Statewide Class FW Rates

Fall 2017		Fall 2018	
16-Week Courses	8-Week Courses	16-Week Courses	8-Week Courses
9.6%	7.7%	9.5%	7.9%

# Gateway Course Pass Rates

	Fall 2017		Fall 2018				Fall 2018 8-Week vs. 16 Week
	Standard 16-week Term	8-Week Courses*	Standard 16-week Term	8-Week Courses	First 8-week Term	Second 8-week Term	
ACCT101	65.1%	59.5%	65.5%	73.8%	81.7%	55.4%	8.3%
APHY101	66.1%	77.4%	65.6%	76.7%	79.3%	71.3%	11.1%
BIOL101	78.4%	69.8%	73.1%	73.0%	85.7%	63.6%	-0.1%
COMM101	73.9%	76.6%	72.9%	75.6%	81.7%	70.4%	2.7%
ENGL111	60.2%	55.3%	58.0%	60.8%	66.5%	56.4%	2.8%
HIST101	72.3%	74.3%	74.7%	75.1%	82.5%	67.1%	0.4%
HLHS101	75.4%	78.4%	72.6%	74.7%	82.7%	66.6%	2.1%
MATH023	59.6%	57.7%	57.5%	70.2%	75.3%	52.5%	12.7%
MATH100	69.3%	52.4%	62.2%	74.3%	78.4%	72.6%	12.1%
MATH122	75.1%	75.8%	76.7%	80.0%	81.1%	77.5%	3.3%
MATH123	66.8%	***	63.8%	61.0%	64.3%	58.5%	-2.8%
MATH136	57.0%	51.5%	58.8%	54.5%	60.0%	52.0%	-4.3%
PSYC101	68.0%	66.2%	69.1%	70.7%	78.1%	66.6%	1.6%
SOCI111	71.8%	75.1%	71.7%	74.1%	87.4%	68.4%	2.4%
<b>All Courses</b>	<b>73.7%</b>	<b>81.6%</b>	<b>74.0%</b>	<b>80.2%</b>	<b>83.2%</b>	<b>76.9%</b>	<b>6.2%</b>

# Enrollment / Marketing Update

Jeff Fanter

Sr. Vice President for Enrollment  
Services & Communication /  
Marketing





# Financial Aid and Cohort Default Rates

Ben Burton

Chief for Student Financial Resource  
Officer



Every February, the U.S. Department of Education sends draft cohort default rates to institutions for the most recently closed cohort year.

The draft Cohort Default Rate (CDR) will be the basis for calculating The institution's official cohort default rate, released in September.

# What is a Cohort Default Rate (CDR)?

Per the U.S. Department of Education:

A school's CDR is the percentage of a school's borrowers who enter repayment on certain Federal Family Education Loan (FFEL) Program or William D. Ford Federal Direct Loan (Direct Loan Program) during a particular federal fiscal year (FY), October 1 to September 30 and default or meet other specified conditions prior to the end of the second following fiscal year.

# Why is the CDR important?

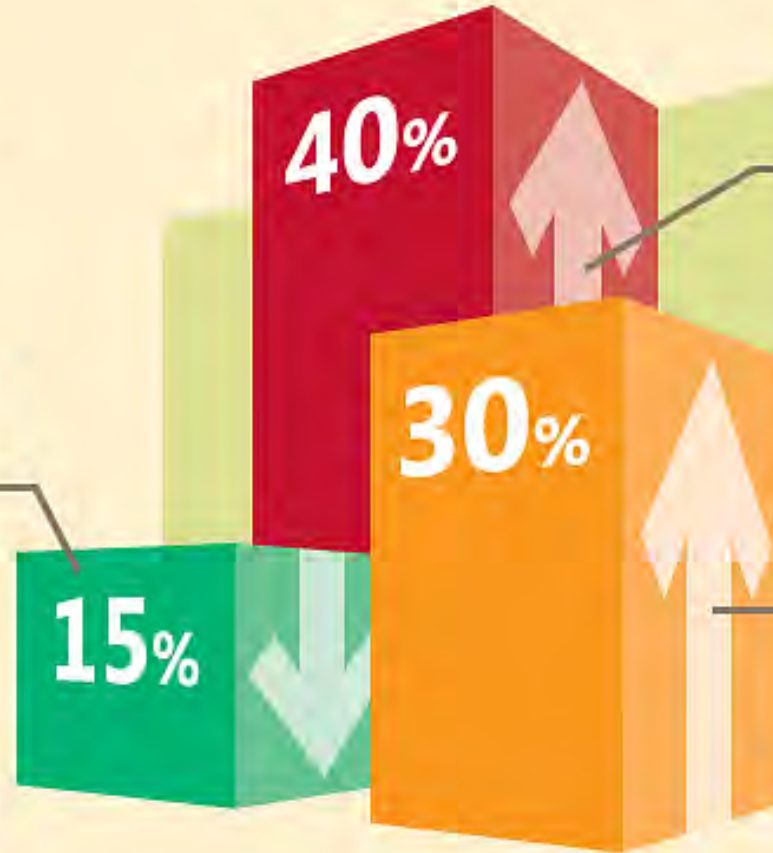
- A high CDR creates a negative impression.
- Financial aid income stream could be at risk.
- Eligibility to offer student loans is at risk.

# Why is it important to pay attention to your Cohort Default Rate?

ED considers the CDR an indicator of how well schools' programs prepare their students for their desired path after graduation.

When official rates are less than 15 percent for each of the three most recent years for which data is provided, schools may:

- Disburse a single-term/payment period loan in a single installment.
- Be exempt from the delayed disbursement requirement for first-year students who are first-time borrowers.



If the official CDR exceeds 40 percent for any single year, without a successful appeal, the school loses eligibility to participate in the Direct Loan Program but retains eligibility for the Pell Grant Program.


If the official CDR is 30 percent or greater for three consecutive years, without a successful appeal, the school loses eligibility to participate in the Direct Loan and Pell Grant Programs.



# Schools Losing Eligibility Due to 3 Consecutive Years of Rates Above 30%

- 
- First Class Cosmetology Beloit WI
  - Larry's Barber College Chicago IL
  - Southeast Kentucky Community and Technical College Cumberland KY
  - United Tribes Technical College Bismarck ND
  - Rob Roy Academy New Bedford MA
  - Florida Academy of Health & Beauty Oakland FL

# Schools Losing Eligibility Due to Rates Above 40%

- 
- Cheryl Fell's School of Business
  - Theological University of the Caribbean
  - Advance Beauty Techs Academy
  - Sharp Edgez Barber Institute
  - Champs Barber School
  - United Tribes Technical College
  - Larry's Barber College
- Niagara Falls NY  
St. Just Trujillo Puerto Rico  
Corona CA  
Rochester NY  
Lancaster PA  
Bismarck ND  
Chicago IL

# How does the CDR calculation work?

$$\frac{\text{Borrowers in the cohort who default within cohort default period. (Numerator)}}{\text{Cohort of federal student loan borrowers who enter repayment during cohort fiscal year. (Denominator)}} \times 100 = \text{CDR}$$

## Example:



If I have 1,000 borrowers in my cohort, and 48 of them default during the cohort period, what is my CDR?

$$\frac{48}{1,000} \times 100 = 4.8\%$$

# What Loans are included?

The CDR reflects a subset of all borrowers, limited to those borrowers who:

- Entered repayment during a specific time period.
- Borrowed certain types of loans.

Relevant Loans	
<p><b>Included:</b></p> <ul style="list-style-type: none"><li>▪ Federal Stafford loans (FFELP, Direct Loans and put loans)<ul style="list-style-type: none"><li>▪ Subsidized</li><li>▪ Unsubsidized</li></ul></li><li>▪ Federal Supplemental Loans for Students</li><li>▪ Certain Federal Consolidation loans</li></ul> 	<p><b>Not Included:</b></p> <ul style="list-style-type: none"><li>▪ Federal PLUS loans</li><li>▪ Graduate PLUS loans</li><li>▪ Federal Perkins loans</li><li>▪ Federally Insured Student Loans</li><li>▪ Health and Human Services loans</li><li>▪ Private education loans</li></ul> 

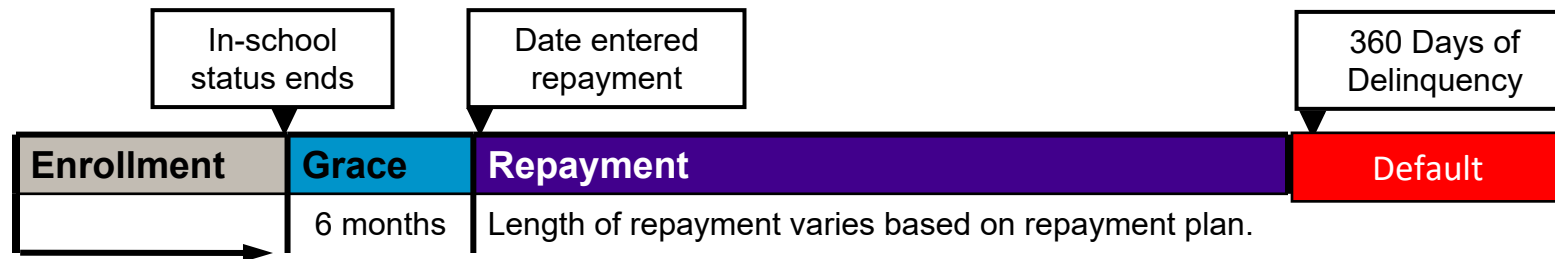
# When does a loan go into default?

For CDR purposes, a Direct Loan is considered to be in default after 360 days of delinquency. If the default date falls within the CDR period, the borrower will be included in both the denominator and the numerator of the CDR calculation.



# When does a loan go into default?

- Repayment begins the day after the grace period ends, unless used in full previously due to less than  $\frac{1}{2}$  enrollment or periods of non-enrollment.
- The official “date entered repayment” determines which borrowers are counted in each cohort.



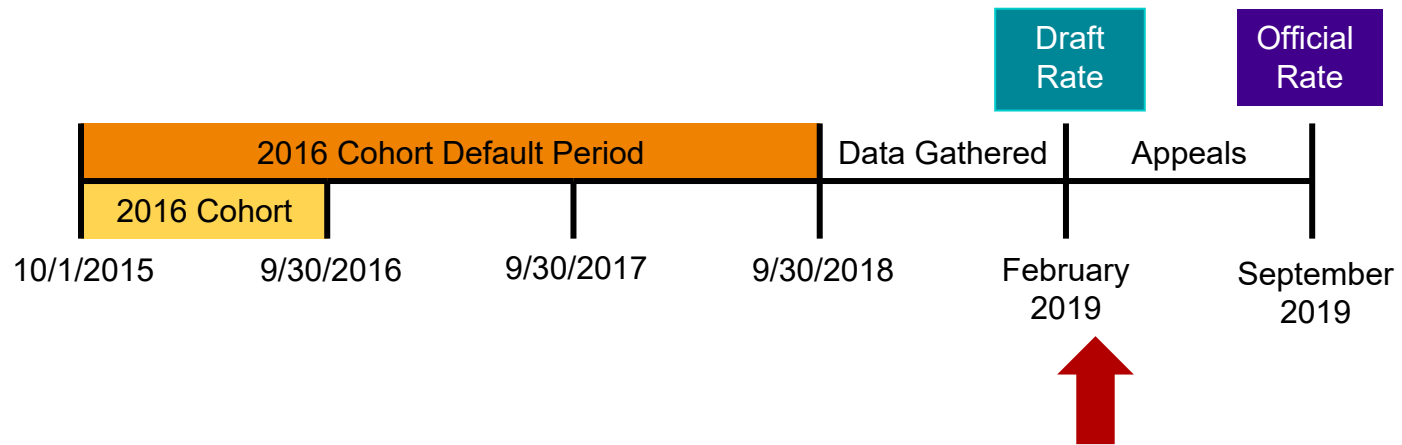
# What if the student attends multiple schools?

A borrower that takes out loans at more than one school:

- Denominator :
  - The borrower is included in the cohort fiscal years when the borrower entered repayment for each school where the borrower obtained loans.
- Numerator:
  - The borrower is included for the schools at which the loans were obtained if the borrower defaulted or met the other specified condition during those cohort default periods.



# Managing the CDR must be a proactive exercise





# Timing of the Cohort



Many institutions struggle with understanding the critical nature and timing of cohort development. The chart below illustrates some of this complexity:

Cohort Year	Grace Start	Cohort Open	Date Enter Repay	Cohort Close	Draft Rates	Official Rates
CY 2015	4/4/2014	10/1/2014	9/30/2015	9/30/2017	February-18	September-18
CY 2016	4/4/2015	10/1/2015	9/30/2016	9/30/2018	February-19	September-19
CY 2017	4/4/2016	10/1/2016	9/30/2017	9/30/2019	February-20	September-20
CY 2018	4/4/2017	10/1/2017	9/30/2018	9/30/2020	February-21	September-21
CY 2019	4/4/2018	10/1/2018	9/30/2019	9/30/2021	February-22	September-22

# Cohort Default Rate for 2015 Cohort

Secretary DeVos announced that the FY 2015 national cohort default rate is 10.8 percent. The Department also released a summary by institution type.

September 18, 2018



# 2015 CDR Rates by Type of Institution

	<b>NEW Fiscal Year 2015 Official</b>				<b>Fiscal Year 2014 Official</b>				<b>Fiscal Year 2013 Official</b>			
	<b># of Schools</b>	<b>Borrower Default Rate (%)</b>	<b># of Borrowers Defaulted</b>	<b># of Borrowers Entered Repayment</b>	<b># of Schools</b>	<b>Borrower Default Rate (%)</b>	<b># of Borrowers Defaulted</b>	<b># of Borrowers Entered Repayment</b>	<b># of Schools</b>	<b>Borrower Default Rate (%)</b>	<b># of Borrowers Defaulted</b>	<b># of Borrowers Entered Repayment</b>
<b>Public</b>	<b>1,660</b>	<b>10.3%</b>	<b>269,876</b>	<b>2,616,327</b>	<b>1,663</b>	<b>11.3%</b>	<b>303,389</b>	<b>2,678,811</b>	<b>1,675</b>	<b>11.3%</b>	<b>305,516</b>	<b>2,691,995</b>
Less than 2 yrs	156	11.7%	1,152	9,838	151	13.8%	1,491	10,775	152	13.0%	1,414	10,823
2-3 yrs	807	16.7%	142,775	852,423	818	18.3%	169,325	921,537	846	18.5%	176,206	948,515
4yrs(+)	697	7.1%	125,949	1,754,066	694	7.5%	132,573	1,746,499	677	7.3%	127,896	1,732,657
<b>Private</b>	<b>1,726</b>	<b>7.1%</b>	<b>78,706</b>	<b>1,106,590</b>	<b>1,733</b>	<b>7.4%</b>	<b>82,867</b>	<b>1,108,120</b>	<b>1,734</b>	<b>7.0%</b>	<b>78,659</b>	<b>1,118,051</b>
Less than 2 yrs	48	22.0%	2,247	10,198	49	19.8%	1,654	8,312	50	20.6%	2,194	10,649
2-3 yrs	147	16.7%	5,541	33,070	157	17.6%	6,958	39,336	161	15.3%	6,593	42,974
4yrs(+)	1,531	6.6%	70,918	1,063,322	1,527	7.0%	74,255	1,060,472	1,523	6.5%	69,872	1,064,428
<b>Proprietary</b>	<b>2,364</b>	<b>15.6%</b>	<b>182,686</b>	<b>1,167,289</b>	<b>2,353</b>	<b>15.5%</b>	<b>194,027</b>	<b>1,250,242</b>	<b>2,326</b>	<b>15.0%</b>	<b>208,570</b>	<b>1,387,815</b>
Less than 2 yrs	1,263	17.9%	28,288	157,850	1,241	17.0%	27,459	161,350	1214	16.9%	29,719	175,717
2-3 yrs	739	18.2%	43,556	238,277	746	17.5%	45,465	259,425	755	16.8%	52,187	310,345
4 yrs(+)	362	14.3%	110,842	771,162	366	14.6%	121,103	829,467	357	14.0%	126,664	901,753
<b>Foreign</b>	<b>405</b>	<b>3.5%</b>	<b>385</b>	<b>10,726</b>	<b>423</b>	<b>3.5%</b>	<b>388</b>	<b>10,780</b>	<b>418</b>	<b>3.6%</b>	<b>407</b>	<b>11,272</b>
<b>Unclassified</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0.0%</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>1.2%</b>	<b>30</b>	<b>2398</b>
<b>TOTAL</b>	<b>6,155</b>	<b>10.8%</b>	<b>531,653</b>	<b>4,900,932</b>	<b>6,173</b>	<b>11.5%</b>	<b>580,671</b>	<b>5,047,954</b>	<b>6,155</b>	<b>11.3%</b>	<b>593,182</b>	<b>5,211,531</b>

FY 2015 Official Cohort Default Rates by State/Territory

Calculated August 18, 2018

State	Number of Schools	Number of Borrowers in Default	Number of Borrowers Entered Repayment	<b>NEW</b> Borrower Default Rate
Alabama	62	10,397	80,350	12.9%
Alaska	8	655	5,204	12.5%
Arizona	97	37,614	286,498	13.1%
Arkansas	71	4,754	42,389	11.2%
California	609	41,186	401,245	10.2%
Colorado	108	12,124	103,743	11.6%
Connecticut	72	5,193	49,138	10.5%
Delaware	17	1,177	12,315	9.5%
District of Columbia	23	3,655	42,753	8.5%
Florida	305	32,492	276,604	11.7%
Georgia	142	16,538	145,203	11.3%
Guam	1	50	523	9.5%
Hawaii	23	972	10,255	9.4%
Idaho	33	2,456	26,244	9.3%
Illinois	252	21,575	209,666	10.2%
Indiana	116	20,978	147,030	14.2%
Iowa	85	11,443	97,805	11.6%
Kansas	81	6,893	57,042	12.0%
Kentucky	89	10,570	73,691	14.3%
Louisiana	86	6,699	60,149	11.1%
Maine	40	2,169	20,516	10.5%
Maryland	81	6,773	69,152	9.7%
Massachusetts	171	6,421	104,466	6.1%
Michigan	140	20,891	170,636	12.2%
Minnesota	106	12,441	152,376	8.1%
Mississippi	43	5,785	40,978	14.1%
Missouri	167	10,477	101,612	10.3%

State	Number of Schools	Number of Borrowers in Default	Number of Borrowers Entered Repayment	<b>NEW</b> Borrower Default Rate
Montana	24	1,272	13,499	9.4%
Nebraska	45	2,485	31,305	7.9%
Nevada	31	3,242	21,170	15.3%
New Hampshire	39	3,489	35,505	9.8%
New Jersey	127	8,883	91,122	9.7%
New Mexico	29	3,551	21,889	16.2%
New York	418	23,544	276,836	8.5%
North Carolina	146	11,427	105,520	10.8%
North Dakota	25	805	12,882	6.2%
Ohio	256	24,122	197,093	12.2%
Oklahoma	81	6,294	51,879	12.1%
Oregon	79	9,647	75,314	12.8%
Pennsylvania	330	20,961	217,521	9.6%
Puerto Rico	54	3,531	35,286	10.0%
Rhode Island	22	1,386	21,298	6.5%
South Carolina	78	4,485	63,298	7.0%
South Dakota	22	2,675	20,692	12.9%
Tennessee	130	9,419	84,415	11.1%
Texas	321	33,280	302,757	10.9%
Utah	55	5,138	61,621	8.3%
Vermont	27	664	11,160	5.9%
Virgin Islands	1	52	394	13.1%
Virginia	123	12,201	128,684	9.4%
Washington	106	7,607	72,718	10.4%
West Virginia	55	8,871	49,906	17.7%
Wisconsin	88	9,090	92,629	9.8%
Wyoming	10	769	6,230	12.3%

# Default Management Strategy

1. Participating in the U.S. Department of Education Experimental Site Initiative,
2. Do not automatically award loan to any student considered to be medium to high risk,
3. Partner with an external firm (Student Connections) to perform outreach and default mitigation and strategy.



# Student Connections Contact Campaigns



By repayment stage:

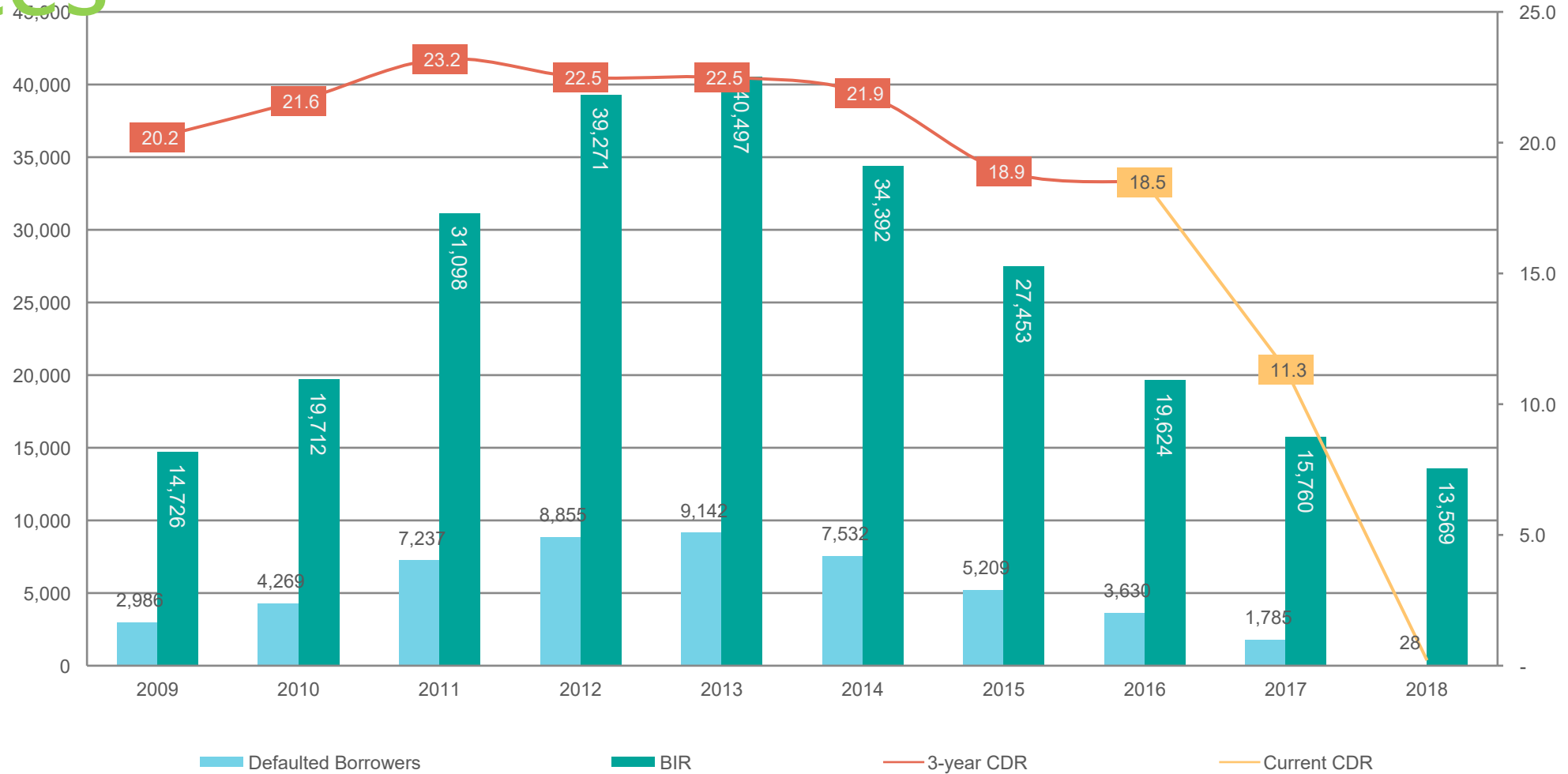
- Delinquency
- Grace period

Predictive analytics used to rank borrowers by risk so we focus on the right party contacts.

Outreach intensity levels to drive contact:

- Grace – monthly prior to repayment
  - Repayment plan discussion
- Early Stage Delinquency
  - 30-59 days = weekly intensity
  - 60-89 days = weekly to every other day intensity
- Mid-Stage Delinquency
  - 90-179 days = every other day to daily intensity
- Late Stage Delinquency
  - 180-359 days = daily to multi-attempt per day intensity

# Official Cohort Default Rates



# CDR Trend (Year – Over – Year)

Key Portfolio Metrics – Cohort Years 2017 and 2018

Default & Delinquency

**22.6%**

Delinquent Borrowers

**5,954**

Percent in Deferment/Forbearance

**22.4%**

## Cohort Default Rate Trend



■ = Technology and strategy changes to increase intensity for 180+ delinquent borrowers to align best practices from SC/LS merger.



# How can we leverage CDR data?



Risk

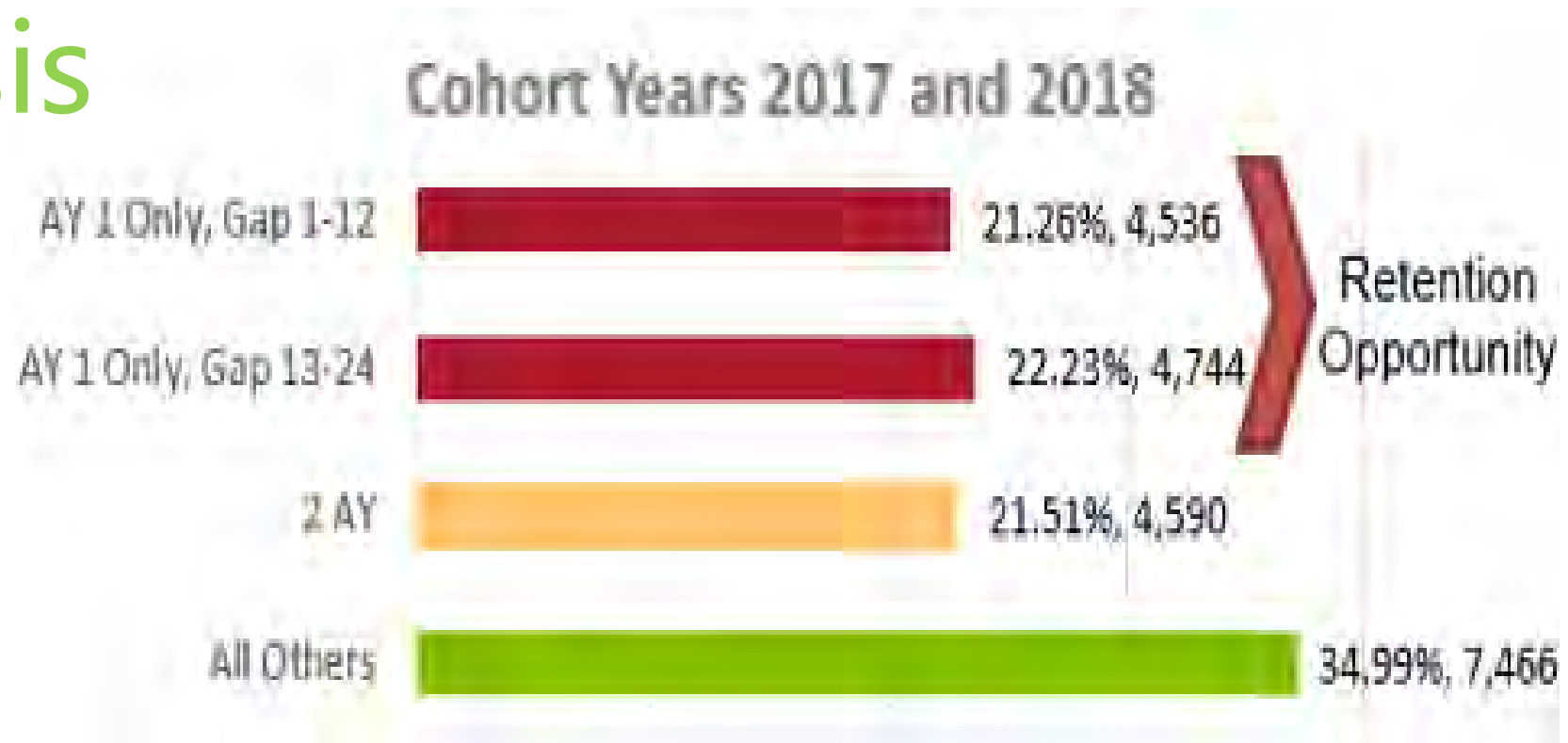
Retention



Opportunity



# Risk and Retention Analysis



The Gap period defines a time frame when we see borrowers drop below half time or withdraw, negatively impacting Ivy Tech's retention rate. The data suggests these borrowers are three times as likely to default as borrowers who stay enrolled and engaged beyond one year.

AY 1 Only: Borrowers who only receive a loan in a single academic year.

Gap 1-12: These borrowers receive a loan, attend classes, then withdraw within 6 months, use the 6 month grace period, and then enter repayment.

Gap 13-24: These borrowers receive a loan, attend class, and then withdraw more than 6 months but less than 18 months, use the 6 month grace period, and then enter repayment.

2 AY: Borrowers who receive loans in 2 consecutive academic years.

All Others: Includes borrowers who have received loans in only the first academic year, but then did not enter repayment for more than 24 months only borrowed in a second academic year, or borrowers who attended more than 2 academic years.

# Risk and Retention Analysis

In recent cohorts, borrowers who have **less than 12 months in gap** (or attended no more than one term) make up **40.5% of all defaults**, while borrowers who continue enrollment through at least **two (2) terms** and up to three **(3) terms**, only account for **26% of defaults**.

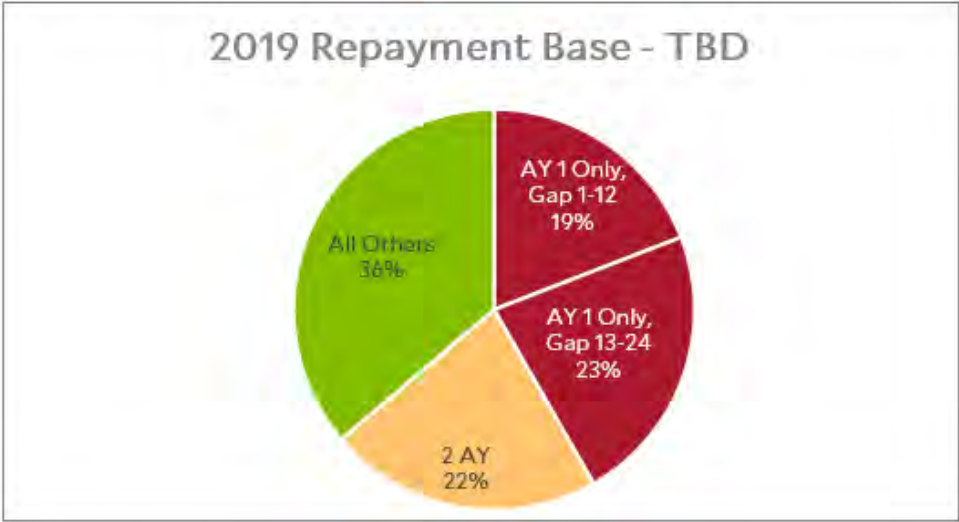
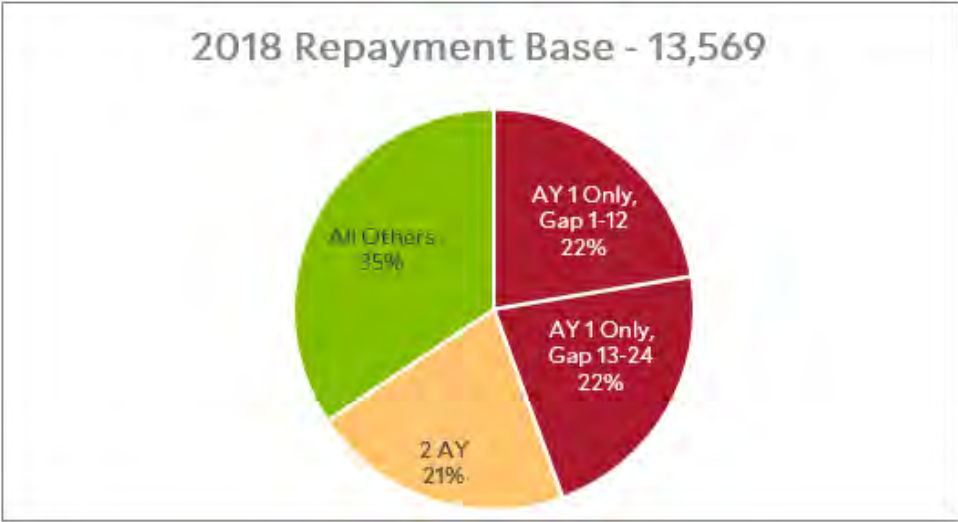
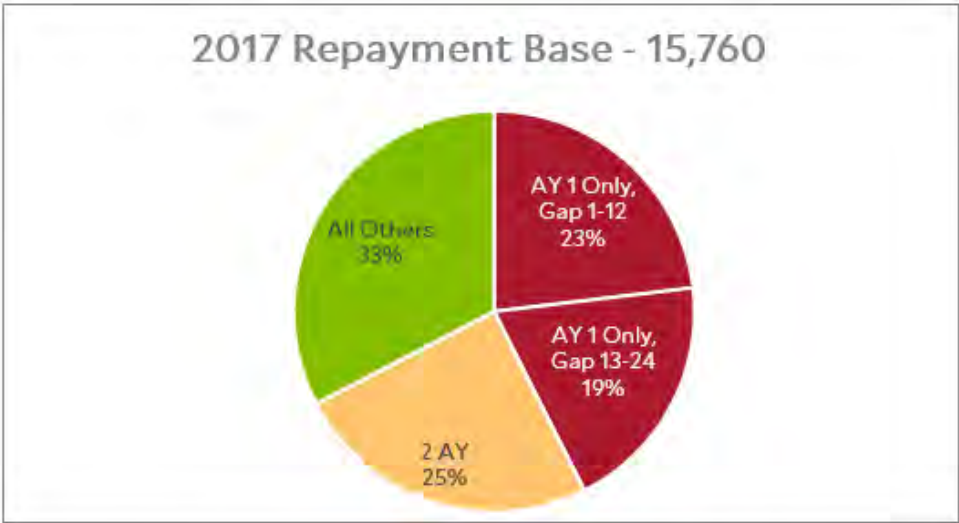
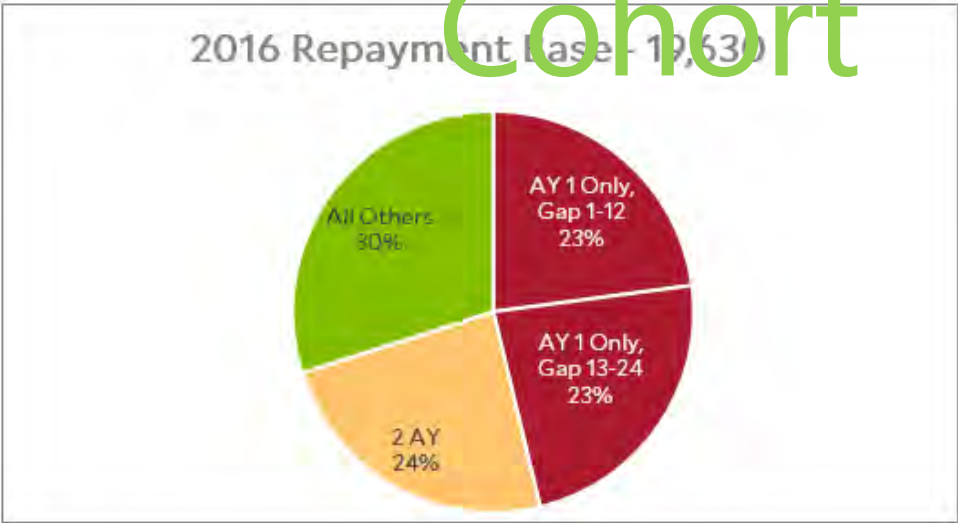


# Risk and Retention Analysis

For Ivy Tech, retaining students for just one additional term lowers the likelihood of default by nearly one third.



# Risk Detail of Segments by Cohort





**THANK  
YOU**



# Building, Grounds and Capital Committee

February 7, 2018

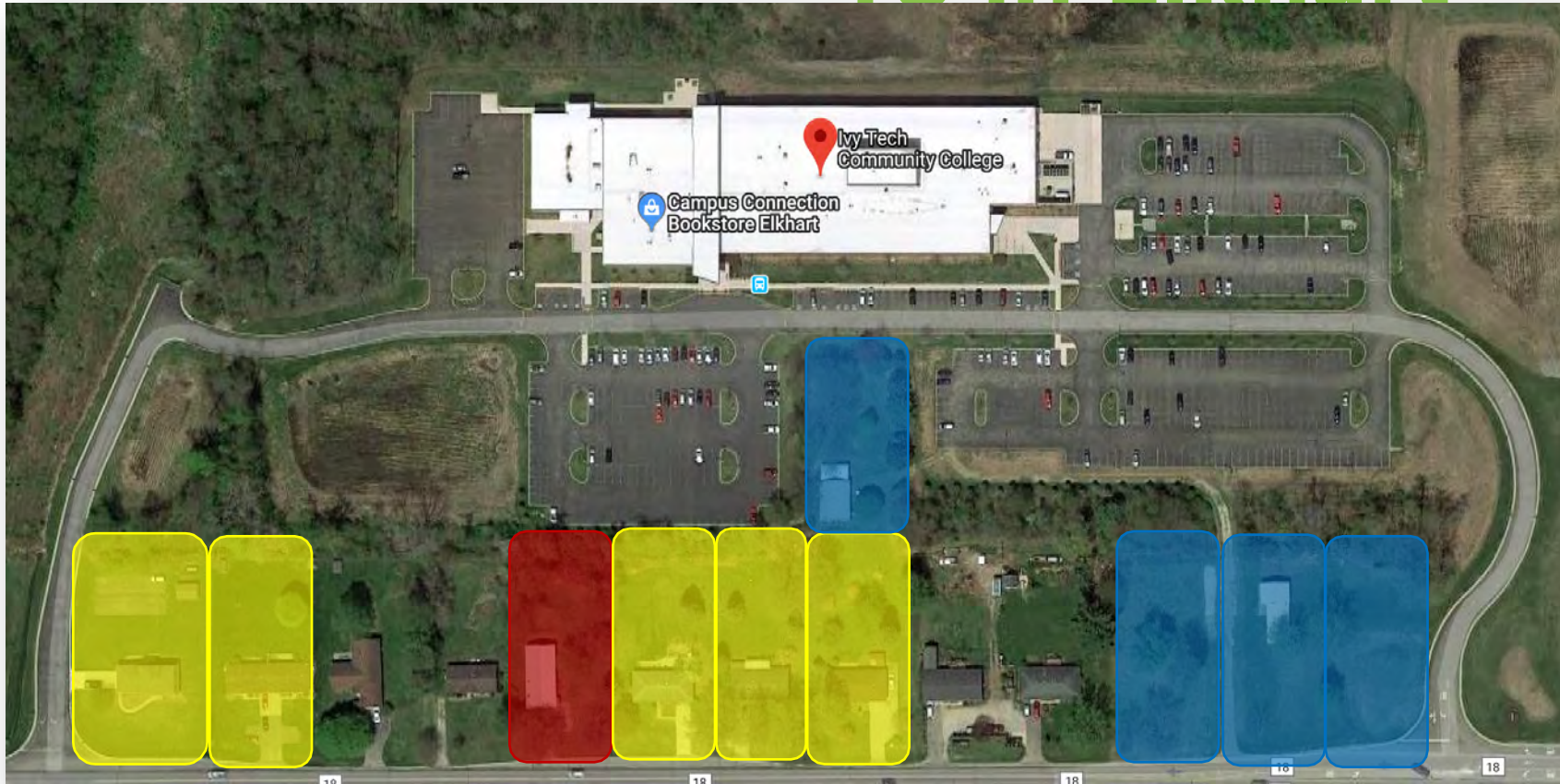
# Buildings Grounds and Capital Discussions




## Construction and Land Acquisition Topics (Resolutions)

- A. Elkhart Campus; Approval of Offer on Residential Elkhart Property
- B. Gary Campus; Approval of Offer on Gary Campus
- C. Muncie Campus; Utility Easement for Cowan Road



# A. Elkhart Campus; Approval to Accept Offer on Residential Property on County Rd 18 in Elkhart



-  Proposed Sell Today
-  Future Desire to Sell
-  Ivy Tech to Keep

- Addresses to be sold: TBD CR 18
- 7 offers received
- Offer is double appraised value

REQUEST: Approval to Accept Offer Residential Property in Elkhart

# B. Gary Campus; Approval to Accept Geo Foundation Offer for Gary Property

- Buildings located at 1440 East 35<sup>th</sup> Avenue, Gary, IN
- Received 4 Offers: Geo Foundation, Metro Edge Technologies, High Ground Commercial Investments
- College requesting approval to accept Geo Foundation (21st Century Charter HS) offer of \$2.1M

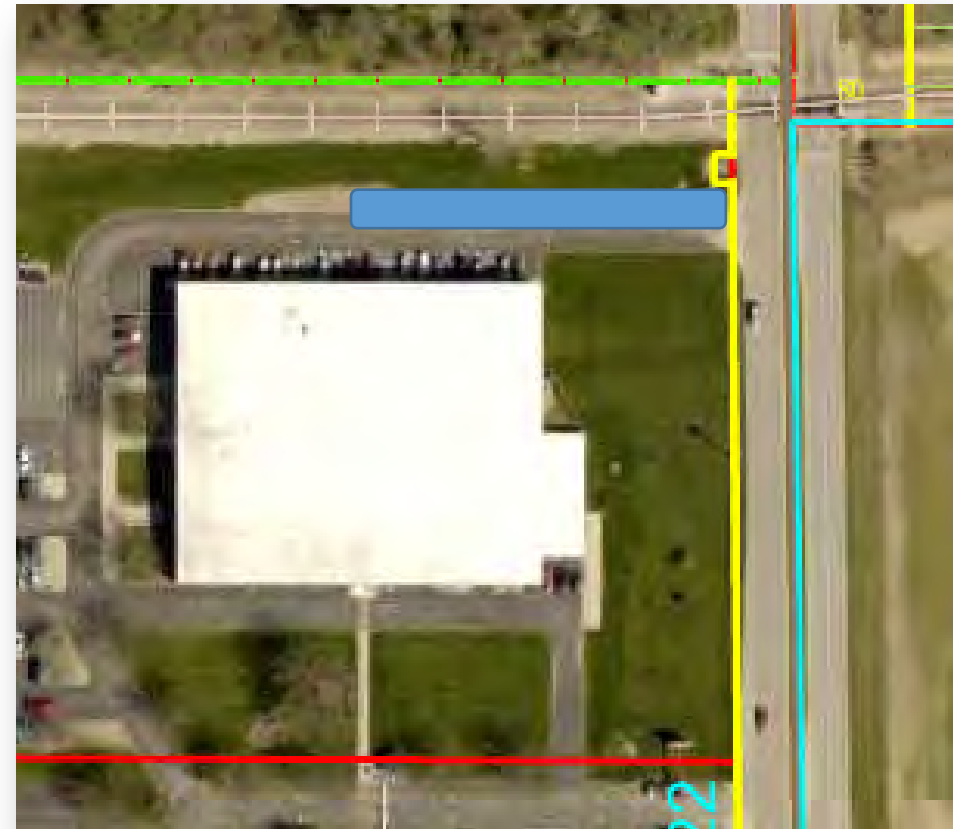
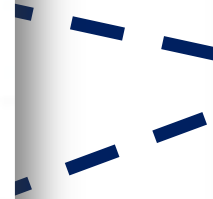
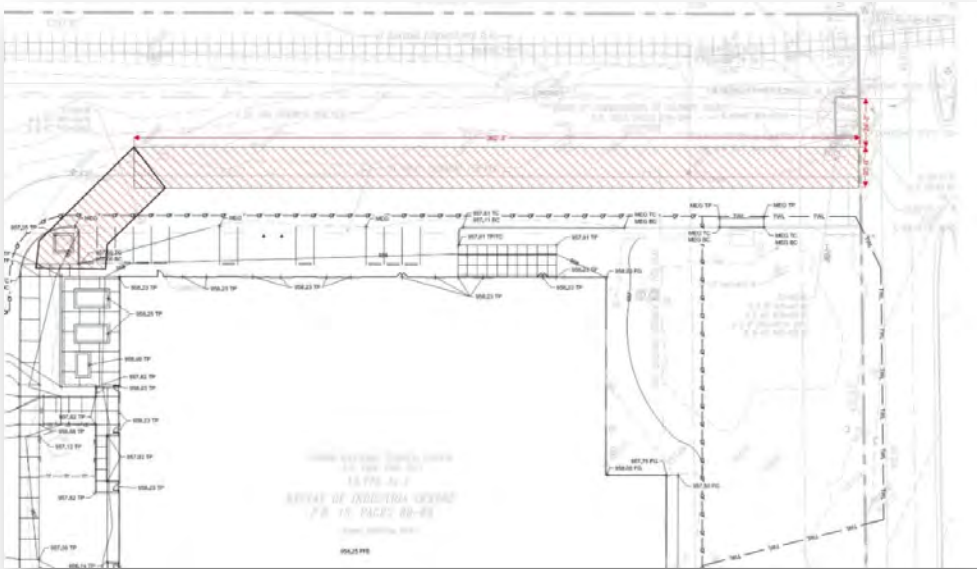
Building Name	Year Construction	Cost	GSF	ASF	Supplemental ASF	Total ASF	RPM Appraisal Value	Vale Appraisal Value
Gary Main North Building	1992	\$ 9,173,908.00	82,000	44,948	5,376	50,324		
Gary Main Shop	1992	\$ 450,000.00	3,853	3,380		3,380		
Gary South Building	1976	\$ 1,330,211.00	40,285	27,387	2,748	30,135		
Gary Pole Barn	2000	\$ 98,000.00	4,182	4,080		4,080		
		\$11,052,119.00	130,320	79,795	8,124	87,919	\$ 4,840,000	\$ 2,380,000



Totals  
29.67 acres



# C. Muncie Campus; AEP Utility Easement for North Cownan Road



REQUEST: Approval to provide utility easement to AEP Indiana Michigan Power

# Questions?





# Workforce Alignment

## State Board of Trustees Update

# Alignment of College and WA Strategic Initiatives

Projects Highlighted	Goal 2: Recruitment & Enrollment				
	Goal 4: Workforce			Goal 3: Completion	
	Increase Q1/2 Program Enrollment	Target Q1/2 Program Marketing	Evaluate Resource & Facilities Allocation	Increase Employer Engagement	Align K-12 Outreach & Dual Enrollment
Industry Certifications					
Gateway to Work Update	✓	✓			
Achieve Your Degree Update	✓	✓		✓	
Corporate Noncredit Contract Training Update				✓	
Apprenticeship Enrollment Update	✓	✓		✓	
INFAME	✓	✓		✓	✓
Nursing Update	✓	✓		✓	✓

# Tracking Industry Certification Completions

- Some initial aggregate numbers from several key vendors for **2017-18**:

NIMS	1,723	<i>of which 565 are CNC operators</i>
CompTIA	52	<i>of which 14 are fully A+ certified</i>
AWS (Welding)	946	
CDL	328	
HVAC	1,011	
MSSC	3,292	<i>of which 154 are Certified Logistics Associates or Technicians; CPT certification recipients must pass at least four different skills exams and are not separately identified in the aggregate number</i>
NCCER	636	
CNA	192	
QMA	68	
<b>Total</b>	<b>8,248</b>	

- Multiple initiatives in partnership with OIT, Testing Center, and vendors well underway to capture student record-level data for more detailed tracking reporting purposes by Spring 2019

## Goals 2,

# Gateway to Work Update

- Dec 13 meeting with FSSA, MDWise, CareSource, Anthem, MHS and internal GTW team resulted in recommendation to have Gateway to Work Express Enrollment Days in June. Working with Jeff Fanter and team to finalize with VC groups
- FSSA GTW portal includes Ivy Tech info that links to requests for information specific for GTW. Immediately sends info to call center and our CRM to begin recruiting interested GTW participants
- Internal training modules to be delivered to campus staff this month (General overview of Gateway to Work; how to add attribute to student record)

## So What

- ITCC is perfect partner to support HIP Gateway to Work participants who want to pursue education
- Lines up with ITCC goal: 50K credentials annually

## Now What

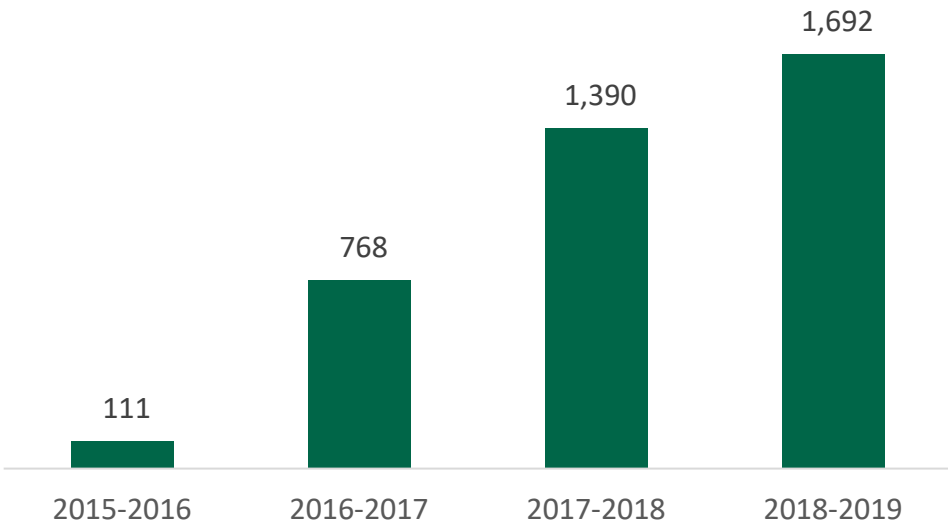
- Recording webinar on enrolling at Ivy Tech for managed care providers to share with front line staff
- Data sharing (Ivy Tech sending directory-level student data to MHS) in the works led by Thomas Riebe. Other partners interested in replicating if success with MHS.



# Achieve Your Degree (AYD) Update


## AYD Enrollments Continue to Grow...

AYD Enrollment by Academic Year (as of 1/22/19)




## So What

- AYD – working adults – important source of enrollment and retention growth for campuses
- Partnership with Indiana Chamber contributing to growth in AYD across the state

 **22%** AYD enrollment since 2017-18 – and still have additional spring sessions to enroll

- Fall-Fall increase of 30%
- Spring-Spring increase of 25% (*to date*)
- Total of 2,724 employee-students served since 2015-16

 **43%** active AYD agreements with employer partners since July 2018 – now at 173 with 11 new MOUs in January alone

## Now What

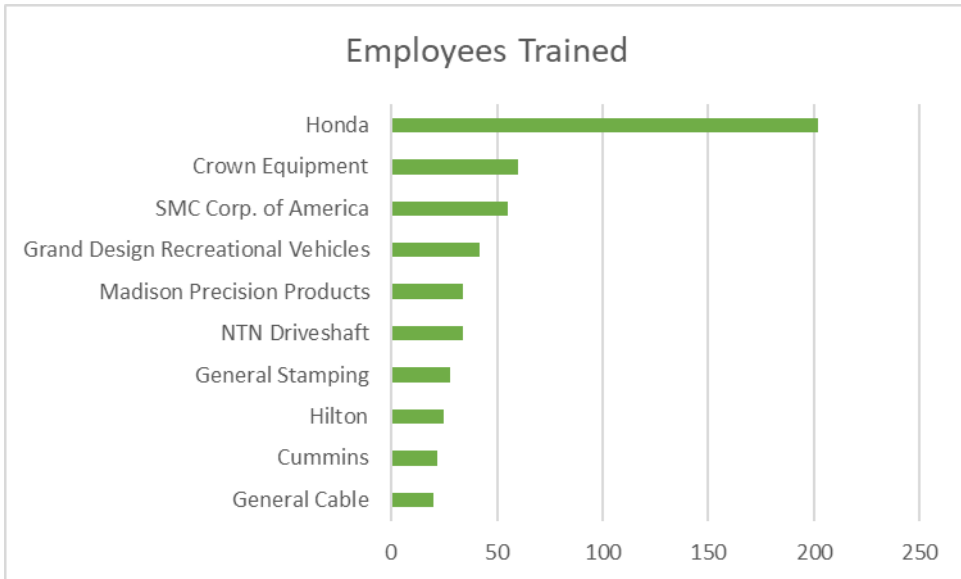
- Continue to focus on improving concierge service to students and employers
- Continue to showcase AYD as employer opportunity through Chamber partnership and campus outreach

# Goals 2, 4



# Corporate Noncredit Contract Training Update

Top 10 Employers by Number of Employees Trained  
(June 2018 – December 2018)



Employer	Training Content
Honda	Diversity; Coaching; Time Management & Accountability; Conflict Resolution; Mechanical Maintenance; Fluid Power for Maintenance; Basic Electrical Skills; Basic Robotics Programming
Crown Equipment	Microsoft Excel
SMC Corp. of America	Geometric Dimensioning & Tolerancing
Grand Design Recreational Vehicles	Welding; Leadership Development
NTN Driveshaft	Leadership Development; Programmable Controllers
Madison Precision Products	Microsoft Excel
General Stamping	Welding
Hilton	Food Safety
Cummins	MSSC Certified Production Technician
General Cable	Electrical Troubleshooting; Fluid Power Systems

## So What

- Majority of employers train small numbers of employees; need to establish consortia of employers for trainings

## Now What

- Continue to collect partner success stories for marketing & publication

## Goals 2,

# Apprenticeship Enrollment Update

- Final count for Building Trades apprentices: 6,765
- Apprenticeship is up well over 300 students from last year just in the trades
- Industrial registered apprentices: 672
- IMA partnership will increase industrial apprenticeship numbers through their FAME program

## So What

- Apprentices in registered programs have high completion and retention rates
- Apprenticeships provide employers and employees with a clear career pathway and progressive wage – high wage/high demand careers

## Now What

- Waiting for word on DOL grant - \$4 million
- WA degree will support completions
- New sectors coming on board – Healthcare, IT, and Diesel Tech

## Goals 2, 3,

# INFAME

- Modeled after Kentucky FAME – an advanced manufacturing technician AAS degree delivered by the Kentucky Community and Technical College System (KCTCS)
- Indiana Manufacturers Association (IMA) brought the model to Indiana
- Chapters will be set up across the state driven and managed by manufacturing employers – chapters will choose delivery partners – Ivy Tech, Vincennes, Purdue are preferred
- IMA partnership will increase industrial apprenticeship numbers through INFAME program

## So What

- Initiative to increase the awareness of manufacturing careers
- Creates a pipeline of talent beginning in high school
- Includes paid internships and students are expected to use wages to pay tuition

## Now What

- IMA is meeting with Indiana communities to start chapters
- Ivy Tech will have to bid against other providers to be chosen
- Ivy Tech should leverage current industry partners and partnerships

*Goals 2, 3, 4, 4*



# Nursing Update

- Increased PN and ASN seats
  - As a result of legislation last year – the Nursing program was able to add 16 BSN faculty across the state.
  - Impacting 5 campuses: Ft Wayne, Indianapolis, Bloomington , Columbus, Evansville.
  - Resulting in 70 additional “seats”.

## So What

- Significant increase in capacity for enrollment
- Actively providing more nurses into the pipeline

## Now What

- All BSN faculty are on plans to complete their MSN – 2 have already completed
- Continue to work with hospitals/healthcare systems to provide adequate clinical opportunities
- Assure pass rates on NCLEX remain above national and state average.

# Other Key Projects and Progress

- **VP of IT Recruitment**
  - William “Skip” Hahnert, Statewide Lead Dean of IT, will serve as interim lead contact for remainder of 2018-19
- **Emerging and Expanding Partnerships**
  - IDOC: finalized \$1.3M contract through June 2020; Janet Rummel recognized for work to standardize CNC training costs statewide
  - Trine University visit Jan 7
- **Hosting National American Technical Education Association (ATEA) Conference April 3-5**
  - National and statewide recognition for Ivy Tech and for Indiana as leaders in advanced manufacturing
  - Keynote speakers – Titan Gilroy, CEO Titans of CNC (popular series), John McDonald, CEO Clear Object, James Wall, Executive Director Smart Automation Certification Alliance (SACA), Dr. Randy Swearer, futurist and VP of Educational Experience at Autodesk, Donald Davidson, IMS historian

- **42 Total Certificate Programs Approved for Financial Aid**

## **CTs (24 total)**

ACSM Certified Personal Trainer  
CDL Plus  
Certificate in Event Management  
Collision Repair  
Early Childhood Administration  
Elder Care Professional  
Electrical Specialist  
Electrocardiography Technician  
Fire Service Administration  
Home Healthcare Tech  
Hotel Operations  
Industrial Coatings & Finishes  
Industrial Electrical  
Industrial Mechanical  
Insurance  
Long Term Care Specialist  
Machine Tool Technology  
Magnetic Resonance  
Materials Technology  
Medical Device Quality  
Patient Care Technician  
Pharmacy Technician  
Pre-Nursing Studies  
Structural Welding

## **TCs (18 total)**

Aviation Management  
Aviation Technology – Flight Technical  
Dental Assisting  
Design Technology  
Early Childhood Education  
Electrical Specialist  
Industrial Electrical Technology  
Industrial Mechanical Technology  
Industrial Wind Technology  
Machine Tool Technology  
Materials Technology  
Medical Assisting  
Paralegal Studies  
Patient Care Technician  
Process Operations Technology  
Quality Assurance Technology  
Renewable Energy Technology  
Welding Technology

**Budget and Finance Committee  
Narrative  
February 7, 2019**

**I. Information Items**

- A. Fall Adjustment
- B. Fiscal Year 2019 Budget Update
- C. Government Budget Recommendation

## **AUDIT COMMITTEE**

Report will be given at the State Board of Trustees Meeting February 7, 2019



**TREASURER'S REPORT  
 IVY TECH COMMUNITY COLLEGE  
 SPONSORED PROGRAM FUNDS  
 November 1, 2018 THROUGH November 30, 2018**

<b>Campus</b>	<b>Title or Description</b>	<b>Source</b>	<b>Amount</b>	<b>Original Effective Date</b>	<b>Expiration Date</b>
Valparaiso	112 SUB Skill-UP with CWI	Center of Workforce Innovations, Inc	\$ 277,200	2/1/2018	2/28/2020
Northwest	111 SSS TRiO Grant 2015-2020 (increase)	US Department of Education	242,132	9/1/2015	8/31/2020
New Castle	164 Working Together Trainings_Henry Co CF	Henry County Community Foundation	5,250	9/25/2018	1/1/2020
Bloomington	241 SBDC City of Bloomington CY2018	City of Bloomington	10,000	1/1/2018	12/31/2018
Fort Wayne	131 Industrial Tech Equip 80/20 Fnd	80/20 Foundation Trust	15,000	7/1/2018	12/31/2018
East Central	161 DOEd Upward Bound Program (increase)	US Department of Education	276,254	9/1/2017	8/31/2022
Columbus	201 REMC Ivy MaC	Bartholomew County REMC	2,500	4/27/2018	4/27/2019
Columbus	201 IN MaC 2018 Micro Grant	Purdue University	2,000	10/2/2018	11/30/2018
Lafayette	141 IN-MaC Micro Grant 2018	Purdue University	2,000	9/27/2018	4/30/2019
Northwest	11 Perkins FY19	Indiana Dept of Workforce Development	925,951	7/1/2018	6/30/2019
South Bend	12 Perkins FY19	Indiana Dept of Workforce Development	702,626	7/1/2018	6/30/2019
Northeast/Ft Wayne	13 Perkins FY19	Indiana Dept of Workforce Development	890,178	7/1/2018	6/30/2019
Lafayette	14 Perkins FY19	Indiana Dept of Workforce Development	424,771	7/1/2018	6/30/2019
Kokomo	15 Perkins FY19	Indiana Dept of Workforce Development	332,731	7/1/2018	6/30/2019
East Central	16 Perkins FY19	Indiana Dept of Workforce Development	788,761	7/1/2018	6/30/2019
Wabash/Terre Haute	17 Perkins FY19	Indiana Dept of Workforce Development	552,931	7/1/2018	6/30/2019
Central Indiana	18 Perkins FY19	Indiana Dept of Workforce Development	1,810,225	7/1/2018	6/30/2019
Richmond	19 Perkins FY19	Indiana Dept of Workforce Development	250,764	7/1/2018	6/30/2019
Columbus	20 Perkins FY19	Indiana Dept of Workforce Development	312,587	7/1/2018	6/30/2019
Southeast	21 Perkins FY19	Indiana Dept of Workforce Development	259,794	7/1/2018	6/30/2019
Southwest	22 Perkins FY19	Indiana Dept of Workforce Development	394,901	7/1/2018	6/30/2019
Sellersburg	23 Perkins FY19	Indiana Dept of Workforce Development	300,778	7/1/2018	6/30/2019
Bloomington	24 Perkins FY19	Indiana Dept of Workforce Development	362,253	7/1/2018	6/30/2019
Ft Wayne	131 SNAP Emp & Train IFSSA (increase)	Indiana Family & Social Services	76,300	10/1/2017	9/30/2019
Systems Office	901 IN-MaC AR Forklift Sim Equipment	Purdue University	131,685	10/29/2018	6/30/2022
Madison	211 CFMJC Industrial Tech Equipment	Community Foundation of Madison & Jefferson County	40,000	9/19/2018	3/31/2019
North Central	121 ASAP Healthy Environment Initiative 18 NC	Walmart Foundation	1,800	11/10/2018	12/31/2019
Indianapolis	181 IJC Workplace Spanish 18 IND	IN Judicial Center	19,935	7/1/2018	6/30/2020
Bloomington	241 ROI Graduation Coaches (increase)	Regional Opportunity Initiatives, Inc	244,109	5/1/2016	6/30/2019
<b>TOTAL</b>			<b>\$ 9,655,416</b>		

**IVY TECH COMMUNITY COLLEGE  
SPONSORED PROGRAM FUNDS  
December 1, 2018 THROUGH December 31, 2018**

<b>Campus</b>	<b>Title or Description</b>	<b>Source</b>	<b>Amount</b>	<b>Original Effective Date</b>	<b>Expiration Date</b>
Systems Office	901 SUB BSU Aspen Inst Stevens Initiative	Ball State University	\$ 7,183	8/1/2018	12/31/2018
Indianapolis	181 SUB NSF Project Einstein	Purdue University	59,046	7/1/2018	6/30/2022
Indianapolis	181 TRiO Student SSP FY2016-2021 (increase)	US Department of Education	254,356	9/1/2015	8/31/2020
Lake County	111 FEC - I Have Promise! 18 LC	Foundations of East Chicago	23,062	10/1/2018	7/31/2019
Kokomo	151 2018 Motor Citizens Grant - Girls STEM Camp	Fiat Chrysler Automobiles	5,000	12/3/2018	12/2/2019
<b>TOTAL</b>			<u>\$ 348,647</u>		

**IVY TECH COMMUNITY COLLEGE  
SPONSORED PROGRAM FUNDS  
July 1, 2018 THROUGH November 30, 2018**

	<b><u>Grants &amp; Contracts</u></b>
Total this Report	\$ 9,655,416
2018-2019 YTD-Total to Date	19,275,038
2017-2018 Fiscal Year-End Total	18,122,815
2016-2017 Fiscal Year-End Total	25,626,665
2015-2016 Fiscal Year-End Total	18,906,875
2014-2015 Fiscal Year-End Total	20,718,246
2013-2014 Fiscal Year-End Total	27,105,576
2012-2013 Fiscal Year-End Total	23,049,587
2011-2012 Fiscal Year-End Total	26,290,960
2010-2011 Fiscal Year-End Total	24,631,272
2009-2010 Fiscal Year-End Total	\$ 40,659,468

**IVY TECH COMMUNITY COLLEGE  
SPONSORED PROGRAM FUNDS  
July 1, 2018 THROUGH December 31, 2018**

	<b><u>Grants &amp; Contracts</u></b>
Total this Report	\$ 348,647
2018-2019 YTD-Total to Date	19,623,685
2017-2018 Fiscal Year-End Total	18,122,815
2016-2017 Fiscal Year-End Total	25,626,665
2015-2016 Fiscal Year-End Total	18,906,875
2014-2015 Fiscal Year-End Total	20,718,246
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2010-2011 Fiscal Year-End Total	24,631,272
2009-2010 Fiscal Year-End Total	\$ 40,659,468

DISBURSEMENTS OF \$100,000.00 AND OVER  
FOR THE MONTH OF NOVEMBER 2018

<u>Authorization for Disbursement</u>	<u>Purpose of Disbursement</u>	<u>Amount of Disbursement</u>	<u>Approved Vendor</u>	<u>Check Date</u>	<u>Reference Number</u>
I. Article VIII Contracts and Other Documents Approval and auth- orization of the Board.	A FICA/MQFE/Federal Taxes	2,236,047.09	PNC	11/05/18	J0219065
	B Life & LTD Insurance	135,257.88	The Standard	11/05/18	J0219084
	C County and State Taxes	823,271.46	PNC Bank	11/05/18	J0219089
	D Reimbursement for Health Ins. Claims	698,719.91	Anthem Blue Cross Blue Shield	11/06/18	J0219121
	E Retirement	1,062,802.14	Transamerica	11/06/18	J021912
	F Rx Payment	268,035.31	CVS Caremark	11/07/18	J0219408
	G Health Savings Account	206,223.19	Chard-Snyder	11/13/18	J0219471
	H Reimbursement for Health Ins. Claims	496,338.42	Anthem Blue Cross Blue Shield	11/13/18	J0219473
	I FICA/MQFE/Federal Taxes	2,232,615.62	PNC	11/19/18	J0219647
	J Rx Payment	184,083.24	CVS Caremark	11/19/18	J0219686
	K Reimbursement for Health Ins. Claims	654,271.32	Anthem Blue Cross Blue Shield	11/19/18	J0219688
	L Retirement	1,066,142.74	Transamerica	11/19/18	J0219694
	M Rx Payment	185,170.86	CVS Caremark	11/27/18	J0219971
	N Health Savings Account	207,248.32	Chard-Snyder	11/27/18	J0219972
	O Reimbursement for Health Ins. Claims	320,558.66	Anthem Blue Cross Blue Shield	11/29/18	J0220127

DISBURSEMENTS OF \$100,000.00 AND OVER  
FOR THE MONTH OF NOVEMBER 2018  
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II. Article IV. Officers of the Board. Section 5. Treasurer. Article VIII. Execution of Contracts and other Documents. Section A. Approval and authorization of the Board.	A Money Market	3,381,000.00	Lake City Bank	11/02/18	J0219011
	B Money Market	19,983,000.00	Lake City Bank	11/15/18	J0219668
III. Reported to the Board of Trustees under \$500,000	A Utilities	106,395.44	BPTS, LLC	11/01/18	J0218907
	B Utilities	142,724.12	BPTS, LLC	11/07/18	J0219187
	C RR Buildings and Improvements	177,825.94	Gluth Brothers Roofin Co. Inc.	11/14/18	50-!0183292
	D Network Equipment	309,547.42	CDW Government, Inc	11/15/18	50-!0183449
	E Utilities	257,369.40	BPTS, LLC	11/15/18	J0219565
	F General Construction	254,050.91	Pepper Construction Company	11/16/18	50-!0183628
	G Utilities	153,629.41	BPTS, LLC	11/19/18	J0219690
	H Software Maint/Upgrade/Support	216,833.51	Communications Products Inc.	11/20/18	50-!0183847
	I Return of Funds	180,000.00	LF Charitable Holdings LLC.	11/21/18	50-02140473
	J Apprenticeship Contract Expense	164,503.50	South Bend & Vicinity Electrical JA	11/26/18	50-02140599
	K Purchasing Card	174,854.87	PNC Bank	11/29/18	J0220133
IV. Approved by the Board of Trustees over \$500,000.	A Services and Fees	546,098.47	Blackboard Inc.	11/01/18	50-!0181974

DISBURSEMENTS OF \$100,000.00 AND OVER  
FOR THE MONTH OF DECEMBER 2018

<u>Authorization for Disbursement</u>	<u>Purpose of Disbursement</u>	<u>Amount of Disbursement</u>	<u>Approved Vendor</u>	<u>Check Date</u>	<u>Reference Number</u>
I. Article VIII Contracts and Other Documents Approval and auth- orization of the Board.	A FICA/MQFE/Federal Taxes	2,185,849.73	PNC	12/04/18	J0220352
	B Retirement	1,063,907.60	Transamerica	12/04/18	J0220355
	C Reimbursement for Health Ins. Claims	500,936.28	Anthem Blue Cross Blue Shield	12/04/18	J0220361
	D Rx Payment	144,072.02	CVS Caremark	12/04/18	J0220362
	E Life & LTD Insurance	136,002.97	The Standard	12/05/18	J0220431
	F Reimbursement for Health Ins. Claims	703,987.73	Anthem Blue Cross Blue Shield	12/12/18	J0220728
	G Rx Payment	225,480.34	CVS Caremark	12/12/18	J0220729
	H Health Savings Account	207,493.52	Chard-Snyder	12/12/18	J0220730
	I County and State Taxes	834,117.59	PNC Bank	12/12/18	J0220772
	J Reimbursement for Health Ins. Claims	578,943.09	Anthem Blue Cross Blue Shield	12/18/18	J0220984
	K Rx Payment	220,423.74	CVS Caremark	12/18/18	J0220985
	L Retirement	1,091,633.44	Transamerica	12/18/18	J0221022
	M FICA/MQFE/Federal Taxes	2,444,104.85	PNC	12/21/18	J0221263
	N Rx Payment	200,135.90	CVS Caremark	12/24/18	J0221356
	O Reimbursement for Health Ins. Claims	709,994.73	Anthem Blue Cross Blue Shield	12/24/18	J0221357
	P Health Savings Account	205,884.49	Chard-Snyder	12/24/18	J0221359
	Q Reimbursement for Health Ins. Claims	929,228.99	Anthem Blue Cross Blue Shield	12/31/18	J0221485
	R Rx Payment	191,977.74	CVS Caremark	12/31/18	J0221486

DISBURSEMENTS OF \$100,000.00 AND OVER  
FOR THE MONTH OF DECEMBER 2018  
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II. Article IV. Officers of the Board. Section 5. Treasurer. Article VIII. Execution of Contracts and other Documents. Section A. Approval and authorization of the Board.	A	Money Market	6,089,000.00	Lake City Bank	12/20/18	J0221260
III. Reported to the Board of Trustees under \$500,000	A	Utilities	123,605.95	BPTS, LLC	12/05/18	J0220437
	B	Apprenticeship Contract Expense	454,651.47	Indiana/Kentucky Council of Carpenters	12/10/18	50-02149439
	C	Apprenticeship Contract Expense	117,893.79	South Bend Plumbers & Pipefitters	12/10/18	50-02149450
	D	Apprenticeship Contract Expense	188,590.77	Bricklayers Local 4 IN/KY	12/11/18	50-02149564
	E	Media Advertising	175,000.00	Statwax, LLC	12/12/18	50-10185862
	F	Utilities	286,338.72	BPTS, LLC	12/12/18	J0220771
	G	Plaza Capital Lease Pay-Off	463,436.51	Ivy Tech Foundation	12/17/18	50-10186324
	H	Utilities	251,647.31	BPTS, LLC	12/18/18	J0220986
	I	General Construction	401,206.00	Ferguson Construction Co	12/18/18	50-10186480
	J	General Construction	273,512.26	Ratio Architects, Inc	12/18/18	50-10186530
	K	Apprenticeship Contract Expense	149,664.35	Indiana/Kentucky Council of Carpenters	12/19/18	50-02150085
	L	Utilities	113,697.64	BPTS, LLC	12/19/18	J0221088
	M	Facilities Operating Lease	101,665.14	Ivy Tech Foundation	12/20/18	50-10186810
	N	Apprenticeship Contract Expense	211,350.87	Louisville Electrical JATC	12/21/18	50-02150276
	O	Apprenticeship Contract Expense	333,412.11	Plumbers & Pipefitters Local 502 Ed	12/21/18	50-02150278
	P	Financial Aid Reimbursement	129,368.22	Follett Bookstore	12/21/18	J0221039
Q	Insurance	167,333.70	Arthur J. Gallagher Risk Management	12/24/18	50-10187070	
R	RR General Construction	121,105.16	F.A. Wilhelm Construction Co., Inc	12/24/18	50-10187096	



DISBURSEMENTS OF \$100,000.00 AND OVER  
FOR THE MONTH OF DECEMBER 2018  
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IV. Approved by the Board of Trustees over \$500,000.	A Services and Fees	555,302.42	Blackboard Inc.	12/03/18	50-10184810
	B Financial Aid Reimbursement	628,431.19	Follett Bookstore	12/04/18	J0220349
	C General Construction	1,742,426.01	Pepper Construction Company	12/10/18	50-02149446
	D Perkins Technology Center lease buy out	947,156.02	Ivy Tech Foundation	12/12/18	50-10185832
	E Evansville 1st Ave/Kokomo Trialon lease buy c	652,546.63	Ivy Tech Foundation	12/14/18	50-10186156
	F General Construction	2,135,568.07	Hagerman, Inc.	12/17/18	50-10186312
	G General Construction	3,143,886.61	Hagerman, Inc.	12/18/18	50-10186487
	H General Construction	1,728,186.03	Pepper Construction Company	12/18/18	50-10186530
	I Apprenticeship Contract Expense	563,365.45	Indiana/Kentucky Council of Carpenters	12/21/18	50-02150265
	J Principal & Interest - Bond Payment	10,924,851.86	US Bank	12/24/18	J0221528

# **PRESIDENTS REPORT**

Report will be given at the State Board of Trustees Meeting February 7, 2019

## February 2019 Board Report

### **Active Grant Breakdown:**

(92) Competitive Grants: \$23,602,181

(20) Non-Competitive Grants: \$27,380,253

**(112) Total Active Ivy Tech Grants: \$50,982,434**

Note: Due to space limitations, only an illustrative sample of awards and submissions are described below.

### **Grants Awarded During Period (17 - \$1,317,214)**

- **Lake County** received a \$23,062 grant from the Foundations of East Chicago for the “I Have a Promise” program. The program will provide support for East Chicago Central High School students enrolled in the CNA dual credit program with Ivy Tech.
- **Indianapolis** received \$500,000 from Salesforce.org to create and implement a career development model to support information technology students from enrollment to graduation.
- **Columbus** received a \$13,500 award from the Custer Foundation and Teegarden Foundation, both managed by First Financial Bank. The funds will provide continued support for nursing scholarships at the campus.
- **Madison** received \$40,000 from the Community Foundation of Madison—Jefferson County. The funding will purchase equipment for the industrial technology welding laboratory.

### **Grants Submitted During Period (13- \$523,482)**

- **Lafayette** submitted a \$78,852 subaward as part of Purdue University’s Research in the Form of Engineers proposal to the National Science Foundation. Ivy Tech will assist in gathering research data by asking students to participate in a retrospective interview/think-aloud procedure to describe their solution to a computational challenge.
- **Kokomo** submitted an \$84,000 to the Dukes Health Care Foundation of Miami County. The project would continue and expand the Miami County Health Sciences and Nursing Impact Scholarship, as well as establish the Miami County Dual Enrollment Scholarship program.
- **Systems Office** submitted a proposal to the Indiana Commission for Higher Education for \$50,000. Through this award, Ivy Tech would work with Ascend Indiana to develop a pilot program for increasing student work-and-learn experiences and job placement in high-wage, high-demand jobs.

### **Proposals Declined During Period (33 - \$2,169,221)\***

\*A thorough review of proposals in submitted status was conducted at this time, which resulted in significant amount of proposals being marked as declined.