



## Board of Trustees : Meeting Minutes

Minutes for the Regular meeting of the Board of Directors of  
Iowa Western Community College

February 17, 2020 | 2:00pm

### CALL TO ORDER

The Regular Meeting of the Board of Trustees of Iowa Western Community College was held at 2:00 pm on Monday, February 17, 2020, on the Council Bluffs Campus.

The meeting was called to order by President Brent Siegrist.

### ROLL CALL

Members present: Dr. Stan Sibley, Dr. John Marshall, Scott Robinson, Brent Siegrist, Scott Williams, Kirk Madsen, Connie Hornbeck and Randy Pash. Absent: John McBride. Also present: Dr. Dan Kinney, President of the College; Erin McKee, Board Secretary; Eddie Holtz, Board Treasurer; Kim Henry, Don Kohler, Mark Stanley and Dr. Marjorie Welch.

### APPROVE AGENDA

Motion was made by Mr. Pash, seconded by Mrs. Hornbeck, to approve the agenda. All aye votes were recorded. Motion carried.

### APPROVE MINUTES

Motion was made by Mrs. Hornbeck, seconded by Mr. Williams, to approve the minutes of the Regular Board Meeting held on January 13, 2020, as presented. All aye votes were recorded. Motion carried.

Motion was made by Mr. Pash, seconded by Dr. Sibley, to approve the minutes of the Special Board Meeting held on February 3, 2020, as presented. All aye votes were recorded. Motion carried.

### COMMUNITY DIALOGUE

#### IACCT Update

MJ Dolan, Executive Director of IACCT, and Denise Hollonbeck, Chair of the IACCT Board of Trustees, attended the meeting and gave an update on what is happening with IACCT.

- A copy of the IACCT Strategic Plan was shared
- March 3<sup>rd</sup> is Community College Day on the Hill
- This year the IACCT Conference will be held July 22 through July 24 at Western Iowa Tech Community College
- The ACCT National Legislative Summit was held last week in Washington, DC
- Jay Nardini, Trustee at Hawkeye Community College, will be running for the ACCT Board Secretary/Treasurer position this year
- ACCT staff will be in Iowa next week to gather information for the grant focused on Strengthening Rural Community Colleges

## **MONITORING INFORMATION ABOUT COLLEGE OPERATIONS**

- MJ thanked Dr. Kinney for his leadership at the state level during his tenure at Iowa Western

### **Employee Spotlight – Academic Affairs**

Dr. Welch introduced Laura Mendoza, Director of Academic Initiatives. Laura oversees distance learning, high school outreach, the Perkins grant, curriculum, articulation agreements, faculty professional development and the Quality Faculty Plan.

### **President’s Report**

Dr. Dan Kinney, President of the College, reported on the following:

- Dr. Kinney shared details of a bill introduced by State Sens. Nate Boulton and Brad Zaun, which prohibits universities from penalizing student-athletes from financially gaining from their names, images and likenesses. The bill also allows universities to require money obtained by student-athletes to be placed in a trust that cannot be accessed until the athlete is no longer eligible to compete in college athletics. Community colleges are also mentioned in this bill. The Presidents are working to have the amended.
- Division three of the Future Ready Iowa Legislation was released.
- The Governor has recommended \$5.2 million for community colleges in her budget.

### **IACCT Report**

Connie Hornbeck, IACCT Representative, reported on the following:

- The ACCT National Legislative Summit (NLS) was held last week in Washington, DC. Connie and Brent attended.
- Connie shared the NLS Federal Priorities.

### **Physical Therapy Assistant Program Update**

Dr. Kinney shared with the Trustees an update regarding the Physical Therapy Assistant Program:

- We have received an extension to submit our Compliance Report. This will now be due on March 15<sup>th</sup>.
- Our on-site-visit will now take place in August.
- We have hired a consultant to prepare for the report and the visit.
- The deadline to have a program director hired is March 15<sup>th</sup> and as of today there are zero applicants.
- There are currently ten students taking pre-requisites for admittance to the program in the fall.

### **Economic and Workforce Development Update**

Mark Stanley, Vice President of Economic and Workforce Development, presented the Trustees with an update. Highlights from the report include:

- There are several contract trainings in place including ESL training with Tyson and Monogram Foods.
- The Clarinda Correctional Facility is offering pesticide training to go with their Horticulture and Landscaping program.
- We will be sending three employees to Strategic Doing Training.
- Paramedics will be adding a second section and CE will be offering Amazon Web Training.

### **Spring Enrollment Report**

Don Kohler, Vice President of Marketing, Public Relations and Enrollment Services, shared the Spring Enrollment Report with the Trustees.

- As of today, enrollment is down 7.4% in credit hours.

### **Online Programs**

Amy Dillard, Director of Multi-Modality, presented the Trustees with an overview of the Distance Learning department, the progress made with our new LMS Canvas and the demographics of Iowa Western's online student.

### **Academic Affairs Update**

Dr. Marjorie Welch, Vice President of Academic Affairs, shared a list of evening programs now available. This list includes: CNC Machining Diploma, Electrical Technology Diploma, HVAC Technology Diploma, Industrial Technology Certificate, Media Studies, Social Media Certificate; Welding Certificate; Welding Diploma, Civil Engineering Diploma, Plumbing Diploma, Construction Management Certificate.

Matt Mancuso, Dean of Industrial Technology and Transportation, shared with the Trustees details of a project taking place in the greenhouse. The Sustainable Energy students are using the space for aquaponics, the Culinary Arts students are growing vegetables for their Culinary Cafes and the Spring Gourmet Dinner, and several outside organizations are utilizing the space to grow vegetables.

### **Presidential Search Update**

Brent Siegrist shared an update on the timeline and process for the Presidential Search.

- The hire date for the new president will be January 1, 2021.
- Erin McKee will serve as the liaison to the search committee.
- April 22<sup>nd</sup> will be the date for a series of town hall meetings, times and locations to be determined.

**CONSENT  
AGENDA**

- The Board will be asking for nominations to serve on the search committee. This committee will consist of 16 to 21 individuals.
- They hope to have a final candidate selected by November.

Motion was made by Mr. Robinson, seconded by Mr. Pash, to approve the Consent Agenda as presented. All aye votes were recorded. Motion carried.

***Personnel Report***

Eddie Holtz, presented the Board with the Personnel Report.

New employees include: Emily Schlater, Student Care Specialist; Scott Arthur, Instructor of Art; Jennifer Debus, Instructor of PTA

Employees leaving include: Jordan Charland, Advisor; Sara Belk, Registration Assistant; Brinton Strohmeyer, Instructor of Marketing; Stacy Pulliam, Instructor of Nursing

***Financial Report***

Eddie Holtz, Vice President of Finance, presented the Board with the Financial Summary. Highlights from the report include:

- The FY21 Published Budget will be presented later in the meeting.
- The HDHP has continued to grow with moderate success with 78 employees participating in the plan.
- A summary of the FY19 audited financial results for the Iowa Western Foundation were shared.

***Curriculum***

Dr. Marjorie Welch, Vice President of Academic Affairs, presented a summary of curriculum updates:

<b>Course/Program</b>	<b>Course/Program Name</b>	<b>MOD/DEL/NEW</b>
AA	Art	Modification
ART 134	Drawing II	New
ART 203	Art History I	New
ART 204	Art History II	New
AA	Communication Studies	Deletion
AA	Communications	New
SPC 170	Professional Communications	New

AA	Literature	Deletion
AA	English	New
LIT 169	Science Fiction and Fantasy Literature	Deletion
LIT 170	Poetry/Drama	Deletion
AA	Theatre	Modification
DRA 162	Technical Theatre	New
AAS	Applied Business: Individualized Technical Program	Deletion
AAS	Industrial Technology: Individualized Technical Program AAS	New
Diploma	Industrial Technology: Individualized Technical Program Diploma	New
Certificate	Industrial Technology: Individualized Technical Program Certificate	New
IND 133	Occupational Safety	New

## ACTION ITEMS

### **Approval of Form of Tax Exemption Certificate for General Obligation School Refunding Bonds, Series 2020A**

Motion was made by Mr. Williams, seconded by Mr. Robinson to approved the form of tax exemption certificate for General Obligation School Refunding Bonds, Series 2020A. A roll call vote was taken with all aye votes recorded. Motion carried.

### **Approval of Continuing Disclosure Certificate for General Obligation School Refunding Bond, Series 2020A**

Motion was made by Mr. Pash, seconded by Dr. Sibley, to approve the Continuing Disclosure Certificate for General Obligation School Refunding Bond, Series 2020A. A roll call vote was taken with all aye votes recorded. Motion carried.

### **Resolution Authorizing the Issuance of Bonds for General Obligation School Refunding Bonds, Series 2020A**

Motion was made by Mrs. Hornbeck, seconded by Mr. Madsen, to approve the resolution authorizing the issuance of bonds for General Obligation School Refunding Bonds, Series 2020A. A roll call vote was taken with all aye votes recorded. Motion carried.

### **Resolution Approving the Opening and Considering the Sealed Bids by the Vice President, Secretary of the Board, and Financial Advisor for the Community College and Referring Same to the Board of Directors for General Obligation School Refunding Bonds, Series 2020B of Approximately \$7,255,200**

Motion was made by Mr. Madsen, seconded by Mr. Williams, to approve the resolution approving the opening and considering the sealed bids by the Vice President, Secretary of the Board, and Financial Advisor for the Community College and referring same to the Board of Directors for General Obligation School Refunding Bonds, Series 2020B of Approximately \$7,255,200. All aye votes were recorded. Motion carried.

**Resolution Fixing the Date of Sale, Approving Electronic Bidding Procedures and Approving Official Statement for General Obligation School Refunding Bonds, Series 2020B of Approximately \$7,255,200**

Motion was made by Dr. Marshall, seconded by Mr. Robinson, to approve the resolution fixing the date of sale, approving electronic bidding procedures and approving official statement for General Obligation School Refunding Bonds, Series 2020B of Approximately \$7,255,200. A roll call vote was taken with all aye votes recorded. Motion carried.

**Resolution Authorizing Directing the Sale of \$7,255,200 General Obligation School Refunding Bonds, Series 2020B**

Motion was made by Dr. Marshall, seconded by Mr. Williams, to approve the resolution authorizing directing the sale of \$7,255,200 General Obligation School Refunding Bonds, Series 2020B. A roll call vote was taken with all aye vote recorded. Motion carried.

**Resolution Authorizing the Redemption of Outstanding General Obligation School Bonds, Series 2013**

Motion was made by Mr. Williams, seconded by Mr. Madsen, to approve the resolution authorizing the redemption of outstanding General Obligation School Bonds, Series 2013. A roll call vote was taken with all aye votes recorded. Motion carried.

**Resolution Authorizing the Issuance of Not to Exceed \$11,500,000 General Obligation School Bonds, Series 2020C and Levying a Tax for the Payment Thereof**

Motion was made by Mrs. Hornbeck, seconded by Dr. Sibley, to approve the resolution authorizing the issuance of not to exceed \$11,500,000 General Obligation School Bonds, Series 2020C and levying a tax for the payment thereof. A roll call vote was taken with all aye votes recorded. Motion carried.

**Resolution Declaring an Official Intent Under Treasury Regulation 1.150-2 to Issue Debt to Reimburse the Community College for**

### **Certain Original Expenditures Paid in Connection with Specified Projects**

Motion was made by Mr. Pash, seconded by Dr. Marshall, approving the Resolution Declaring an Official Intent Under Treasury Regulation 1.150-2 to Issue Debt to Reimburse the Community College for Certain Original Expenditures Paid in Connection with Specified Projects. A roll call vote was taken with all aye votes recorded. Motion carried.

### **Approval Arts Center Theater Naming**

In 2019, the Iowa Western Community College Foundation received a gift from the Frank Fauble estate. The Foundation Board discussed the potential designation for the gift and determined that it should be used to create an endowment for the Arts Center at Iowa Western. Frank Fauble was part of the original design team when the Arts Center was built. He also served on the Advisory Committee and remained an ardent supporter throughout his life.

In addition to the establishment of an endowment, the Foundation Board felt the gift from the Frank Fauble estate met the requirements within the Foundation's policies on naming rights. Therefore, it was determined that the previously unnamed main stage performance venue within the Arts Center would be renamed the Frank Fauble Theater, also referred to as the Fauble Theater.

Motion was made Mr. Williams, seconded by Dr. Marshall, to approve the naming of the Arts Center Theater as presented. All aye votes were recorded. Motion carried.

### **Approval of Revisions to the 2020/2021 Academic Calendar**

The start date of the winterim session was moved from Monday, December 14<sup>th</sup> to Wednesday, December 16<sup>th</sup> and the end date was moved from Friday, January 1<sup>st</sup> to Tuesday, January 5<sup>th</sup>. Motion was made by Mr. Madsen, seconded by Dr. Marshall, to approved the revision as presented. All aye votes were recorded. Motion carried.

### **Approval of Revisions to the 2021/2022 Academic Calendar**

The start date of the winterim session was moved from Monday, December 13<sup>th</sup> to Wednesday, December 15<sup>th</sup> and the end date was moved from Friday, December 31<sup>st</sup> to Tuesday, January 4<sup>th</sup>. Motion was made by Mr. Pash, seconded by Mrs. Hornbeck, to approved the revision as presented. All aye votes were recorded. Motion carried.

### **Approval of Child Care Center Rates**

Motion was made by Dr. Sibley, seconded by Mr. Madsen, to increase the rates at the Early Child Care Center \$5 per week. All aye votes were recorded with Dr. Marshall abstaining. Motion carried.

**Approval of Resolution Naming Depositories**

Motion was made Mrs. Hornbeck, seconded by Dr. Marshall, to approve the resolution naming depositories as presented. All aye votes were recorded. Motion carried.

**Presentation and Approval of Preliminary Budget**

Motion was made by Mr. Williams, seconded by Dr. Marshall, to approve the FY21 Preliminary Budget as presented. All aye votes were recorded. Motion carried.

**Set Public Hearing for the Approval of the FY21 Published Budget**

Motion was made by Mrs. Hornbeck, seconded by Mr. Madsen, to set the March 9<sup>th</sup> Board meeting as the date for the public hearing for the approval of the FY21 Published Budget. All aye votes were recorded. Motion carried.

**EXECUTIVE SESSION**

Motion was made by Mr. Pash, seconded by Mr. Williams, to enter into a closed session to conduct a strategy meeting of a public employer concerning employees covered by a collective bargaining agreement as provided in Section 20.17 of the Code of Iowa. All aye votes were recorded. Motion carried.

*The Board entered into an Executive Session at 4:46pm.*

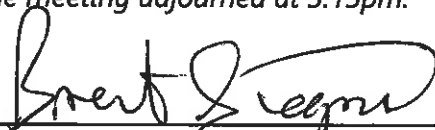
Motion was made by Dr. Marshall, seconded by Mr. Madsen, to enter into Regular Session. All aye votes were recorded. Motion carried.

*The Board entered into Regular Session as 5:14pm.*

**ADJOURNMENT**

Motion was made by Dr. Marshall, seconded by Mr. Madsen, to adjourn. All aye votes were recorded. Motion carried.

*The meeting adjourned at 5:15pm.*

  
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Brent Siegrist, Board President

  
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Erin McKee, Board Secretary