



CALL TO ORDER

The Regular Meeting of the Board of Trustees of Iowa Western Community College was held at 2:00 pm on Monday, March 9, 2020, at the Shelby County Center.

The meeting was called to order by President Brent Siegrist.

ROLL CALL

Members present: John McBride, Dr. Stan Sibley, Dr. John Marshall, Scott Robinson, Brent Siegrist, Scott Williams, Kirk Madsen, Connie Hornbeck and Randy Pash. Absent: None. Also present: Dr. Dan Kinney, President of the College; Erin McKee, Board Secretary; Eddie Holtz, Board Treasurer; Kim Henry, Don Kohler, Molly Noon, Mark Stanley and Dr. Marjorie Welch.

APPROVE AGENDA

An Executive Session was added to the agenda.

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

APPROVE MINUTES

Motion was made by Mr. Pash, seconded by Mr. Madsen, to approve the minutes of the Regular Board Meeting held on February 17, 2020, as presented. All aye votes were recorded. Motion carried.

COMMUNITY DIALOGUE

Shelby County Center update

Lori Stitz, Director of the Shelby County Center, updated the Board on services offered at the center. She introduced the Board to Nick Endorf, Industrial Technology Instructor.

MONITORING INFORMATION ABOUT COLLEGE OPERATIONS

President's Report

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

- We are currently planning for COVID-19 and the impact that could have on the college.

IACCT Report

Connie Hornbeck, IACCT Representative, reported on the following:

- The IACCT Membership Directory was shared. This will be the last year for printed directories, next everything will be on the IACCT Website.

CONSENT AGENDA

- ACCT Staff were in Iowa to meet with several individuals regarding the Strengthening Rural Community Colleges grant.
- A document was shared with the Board about Second Chances through Education.

Economic and Workforce Development Update

Mark Stanley, Vice President of Economic and Workforce Development, presented the Trustees with an update.

Physical Therapy Assistant Program Update

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

- As of this meeting we have one applicant for the PTA Program director position.
- We will be submitting our annual report to CAPTE on Friday.

Presidential Search Update

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

- A tab has been added to the Iowa Western homepage for information about the Presidential Search.
- The timeline and a request for volunteers to serve on the search committee was sent to employees.
- The Board members that have been appointed to the committee are Brent Siegrist, Connie Hornbeck, Dr. Stan Sibley and Dr. John Marshall.

Motion was made by Dr. Marshall, seconded by Mrs. Hornbeck, 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: Angela Sherlock, Instructor of Nursing
Employees leaving include: Gail Johnson, Secretary; Donald Woods, Assistant Football Coach; Michael Johnette, Head Men's Basketball Coach; Hannah West, Coordinator of Distance Learning; Jane Okalebo, Director of Math Support

Financial Report

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

1. With the Published Budget process on the agenda for March board meeting and a more in-depth review of the financials and forecasts in February, March is a good time to provide the

board with some information regarding the Restricted General Fund as it is included in the published budget process. The published budget includes all funds for both the Unrestricted General and Restricted General Funds for College operations. Because the Unrestricted General is where the majority of College operations are accounted for it receives the most attention on a monthly basis. The Restricted General does include some significant elements that are important to the overall function of the College. Following are the various revenue types that we account for on the monthly board report and details about the type of revenue activities that are reported for in the Restricted General fund:

- Student fees & tuition -there is very little activity reported within these two revenue types in the Unrestricted General. For all of FY19 there was only about \$13,300 in revenue categorized as tuition or a student fee.
- Local Support-Within the Restricted Fund, the tax levies authorized by the board for the "Management Levy" items are reported here. They include the individual levies for insurance, unemployment, tort liability, early retirement, equipment replacement and standby. In total for FY20, we will collect approximately \$3,455,000 in taxes from Merged Area XIII property owners.
- State Support -this revenue category includes dollars provided from or through the state of Iowa. Examples of revenue that JWCC receives include funds for the Clarinda Correctional Facility, WTED Funds, and other smaller dollar grants. Typically, the College will receive around \$3M in funds associated with grants that are "restricted" for a particular purpose.
- Federal Support-items such as the TRIO Student Support Services grant are recognized within this revenue stream and will total \$500,000-1,500,000 on an annual basis depending on the number of grants
- Sales & Services - Because the college receives funds specifically designated for use with the Radio Station and Economic Development, they are accounted for within the Restricted Fund of the accounting system. Sales & Services income for KIWR includes PSA's, concert promotions, and misc. sales. For Economic Development the revenues would be generated from training done for outside entities.
- Other Income -This category consists of payroll withholding revenue collected from area companies that

have participated in a 260E or F training/new jobs training agreement.

Curriculum

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

Course/Program	Course/Program Name	MOD/DEL/NEW
ECE 125	School Age Care	Deletion
AAS	Early Childhood Studies	Modification
HSV 113	Agency and Community Resources	Modification
GRA 121	Digital Drawing	Deletion
GRA 137	Digital Design	Deletion
GRA 140	Digital Imaging	Deletion
GRA 141	Digital Imaging II	Deletion
GRA 148	Visual Web Design	Deletion
GRA 155	Digital 3-D	Deletion
GRA 908	Cooperative Education	Deletion
GRA 949	Special Topics	Deletion
Diploma	HVAC/R Diploma	Modification
WDV 133	Mobile Web Apps	New
Certificate	Web Design and Coding Certificate	Modification
Diploma	Web Design and Development Diploma	Modification
AAS	Web Design and Development AAS	Modification
AA	Computers: Computer Science AA	Modification
AAS	Computers: Application and Web Programming AAS	Modification
Certificate	Computers: Programming Certificate	Modification
Certificate	Computers: Web and Programming Certificate	New
AAS	Computers: Network and Systems Administration AAS	Modification

Course/Program	Course/Program Name	MOD/DEL/NEW
Certificate	Computers: Network Administration Certificate	Modification
Certificate	Computers: System Administration Certificate	Modification
BCA 115	Internet Basics	Deletion
BCA 129	Basic Word Processing	Deletion
BCA 130	Advanced Word Processing	Deletion
BCA 234	Word Processing	Deletion
BCA 149	Spreadsheets II	Deletion
BCA 158	Spreadsheets III	Deletion
BCA 250	Desktop Publishing	Deletion

ACTION ITEMS

Public Hearing for the FY21 Published Budget

Motion was made by Mr. Pash, seconded by Mr. Madsen, to enter into a Public Hearing for the approval of the FY21 Published Budget. All aye votes were recorded. Motion carried.

The Board entered into a Public Hearing at 3:00pm.

There were no comments from the public.

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

The Board entered into Regular Session at 3:01pm.

Approval of the FY21 Published Budget

Motion was made by Mrs. Hornbeck, seconded by Dr. Marshall, to approve the FY21 Published Budget as presented. All aye votes were recorded. Motion carried.

Approval of the Form of Tax Exemption Certificate for the General Obligation School Refunding Bonds, Series 2020B

Motion was made by Dr. Sibley, seconded by Mr. Madsen, to approve the Form of Tax Exemption Certificate for the General Obligation School Refunding Bonds, Series 2020B. All aye votes were recorded. Motion carried.

Approval of the Continuing Disclosure Certificate for General Obligation School Refunding Bonds, Series 2020B

Motion was made Mrs. Hornbeck, seconded by Mr. Williams, to approve the Continuing Disclosure Certificate for General Obligation School Refunding Bonds, Series 2020B. All aye votes were recorded. Motion carried.

Resolution Authorizing the Issuance of Bonds for General Obligation School Refunding Bonds, Series 2020B

Motion was made by Mr. Pash, seconded by Mr. Robinson, to approve the Resolution Authorizing the Issuance of Bonds for General Obligation School Refunding Bonds, Series 2020B. A roll call vote was taken with all aye votes recorded. Motion carried.

Resolution Directing the Sale, Approving Electronic Bidding Procedures and Approving Official Statement for General Obligation School Bonds, Series 2020C Not to Exceed \$11,500,000

Motion was made by Mr. Robinson, seconded by Dr. Sibley, to approve the Resolution Directing the Sale, Approving Electronic Bidding Procedures and Approving Official Statement for General Obligation School Bonds, Series 2020C Not to Exceed \$11,500,000. A roll call vote was taken with all aye votes recorded. Motion carried.

**EXECUTIVE
SESSION**

Motion was made by Mr. Robinson, seconded by Mr. McBride, 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 3:08pm.

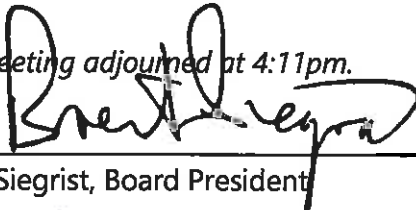
Motion was made by Dr. Marshall, seconded by Mr. Madsen, to enter into Regular Session. All aye votes were recorded. Motion carried.

The Board entered into Regular Session as 4:10pm.

ADJOURNMENT

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

The meeting adjourned at 4:11pm.



Brent Siegrist, Board President



Erin McKee, Board Secretary