



## **Board of Trustees : Meeting Minutes**

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

August 19, 2019 | 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, August 19, 2019, on the Council Bluffs Campus.

The meeting was called to order by President Brent Siegrist.

### **ROLL CALL**

Members present: Larry Winum, Dr. John Marshall, Scott Robinson, Brent Siegrist, Kathy Reiger, Connie Hornbeck and Randy Pash.  
Absent: Gregg Connell and Kirk Madsen. Also present: Dr. Dan Kinney, President of the College; Erin McKee, Board Secretary; Eddie Holtz, Board Treasurer; Don Kohler, Molly Noon, Mark Stanley and Dr. Marjorie Welch.

### **APPROVE AGENDA**

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

### **APPROVE MINUTES**

Motion was made by Mr. Pash, seconded by Mr. Winum, to approve the minutes of the Regular Board Meeting held on July 15<sup>th</sup>, 2019, as presented. All aye votes were recorded. Motion carried.

### **COMMUNITY DIALOGUE AND ENVIRONMENTAL SCANNING**

#### ***2019 IACCT Awards***

At the 2019 IACCT Conference Iowa Western had two individuals receive awards. Nicole Juranek, Iowa Western faculty member, received the Outstanding Faculty Award and Randy Pash, Iowa Western Board Member, received the Quarter Century Award. Dr. Kinney recognized both individuals and thanked them for their service.

### **MONITORING INFORMATION ABOUT COLLEGE OPERATIONS**

#### ***President's Report***

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

- IACCT Conference – the 2019 IACCT Conference was a success. There were many positive comments about the facilities, the staff and the food.
- Trustee Self-Evaluation – Erin will send out the form for Trustees to complete their self-evaluation this month.
- Wellness Center Access – once the facility is open, Trustees and their spouse will be allowed access. Anyone interested in using the facility will need to come to campus to get a

photo ID card.

### ***IACCT Report***

Connie Hornbeck, IACCT Representative, was absent from the meeting. There was no report.

- The Board met at the IACCT Conference in July.
- The ACCT Retreat was a success. Everyone was impressed with Iowa and the Iowa Western Campus.

### ***Other Reports***

#### ***Athletic Update***

Jeremy Capo, Athletic Director, presented the Board with the Athletic Update. Highlights from the report include:

- Three NJCAA Academic All-Americans were introduced: Jayden Rolfs a baseball player from Pella, IA; Kelsey Havel a volleyball player from Osage, IA; and Moriah Lucas a soccer player from Pleasant Grove, UT.
- 2018/2019 NJCAA Academic All-Americans – 84
- 2018/2019 NJCAA All-Americans – 41
- Honors and Awards – Learfield Cup 9<sup>th</sup> Place; NATYCAA Cup 3<sup>rd</sup> Place; NATYCAA Scholar Athlete of the Year Paige Moser
- Final Standings – Volleyball 3<sup>rd</sup>; Football 3<sup>rd</sup>; Women's Soccer 3<sup>rd</sup>; Wrestling 7<sup>th</sup> and Baseball National Runner-up
- New Sports – Bowling: Women's 6<sup>th</sup> and Men's 10<sup>th</sup>; Shotgun Sports: ACUI Division IV Wobble Trap National Champions; Lucas Schmitz-National Champion
- Community Service – 2,800+ hours
- Earned Community Service Award for most hours volunteered at the Dream Playground

#### ***Service Learning Update***

Matt Mancuso, Dean of Industrial Technology and Transportation, presented the Board with the Service Learning Update. Highlights from the report include:

- 2018/2019 Service Learning Hours – 11790.5
- A few of the in class and out of class events include: On With Life Sensory Garden, Raise Me To Read, Giving Tuesday, Pre-School Health and Safety Fair and Red Cross Blood Drives.
- For 2019/2020 Iowa Western received an award to expand Service Learning on camps; they will now have two full-time AmeriCorps Members and 15 part-time AmeriCorps Members
- Iowa Western Engaged Faculty In Service Learning – ten faculty were identified for a professional development opportunity

## CONSENT AGENDA

### Information Technology Update

Bill Shelton, Director of the Information Technology Center, presented the Board with the Information Technology Update.

Highlights from the report include:

- Recent Projects/Developments: New LMS (Canvas), Security Bond Issue, the IT department lost Jim and Andrea Mahlberg – they both retired after a combined 68 years at Iowa Western
- New Projects: Information Security FRSecure, Information Technology Policies, Finishing Phone System Upgrade at the Centers, New HelpDesk software and 'Cloud' Projects.

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

### ***Personnel Report***

Dr. Kinney, presented the Board with the Personnel Report.

New employees include: Traci Mefferd, Instructor of Nursing; Brian Feenan, Evening Lead Cook; Kristine Kohlmeier, Instructor of Criminal Justice; Brian Stevenson, Instructor of Automotive; Elizabeth Vincent, Instructor of Nursing; Halvor McGee, Instructor of Biology; Ayse Kizilkaya, Instructor of Mathematics; Katie Krause, Pottawattamie Promise Success Advisor; Loa Trively, Mental Health Practitioner; Gabriel Barney, Admissions Advisor; Raelyn Weston, Academic Advisor; Lindy Larson, Director of Student Assistance; Chad Ellsworth, Director of Wellness Center; William Riccetti, Instructor of Radio Broadcasting; Matt Ashman, Instructor of Philosophy; Christine Bolas, Academic Advisor; Caleb Ludwick, Instructor of Computer Information Technology; Heather Wobbema, Academic Advisor; Kyle King, Assistant Coach of Women's Soccer; Jordan Leehy, Associate Dean of Advising; Chasity Srader, Director of Recruitment; Sarah Black, Morning Cook; David Gosa, HiSET Instructor; Amy Niles, Instructor of Nursing; Leah Logan, Instructor of Nursing; Todd LeMense, Admissions Advisor; Chris Grala, Director of TRiO; John Heining, Instructor of Construction Technology; Jordan Charland, Academic Advisor; Dola Mehsling, Academic Advisor; Zane Barefield, Assistant Cheer Coach.

Employees leaving include: Imad Qumsieh, Instructor of Mathematics; Dawn Zuber, Math Success Coach; Viktora Christie, Vice President of Student Services; Eugene Jedlicka, Instructor of Aviation; Elizabeth Anderson, Instructor of Computer Information Technology; Maren Milner, Registration Specialist; Tynita Taylor, Residence Life Coordinator; Rachelle Rider, Instructor of Biology.

### **Financial Report**

Eddie Holtz, Vice President of Finance, presented the Board with the Financial summary.

- For FY19 the General Operating Fund for the College realized revenues of \$38,711,732 that is an increase from FY18 of \$470,280, due to increased tuition per credit hour to offset lower enrollments and increased costs. Expenses increased in FY19 compared to FY18 mainly due to higher operating costs and salary and benefit increases. The net increase to the General Operating Fund for FY19 is \$77,069, which is \$265,599 lower than the FY18 increase. Remember that these are preliminary, unaudited numbers and may be adjusted through the year-end process.
- The end of our fiscal year is complete, but a lot of work is still ahead for the Business Office. They have started the planning process with Denman & Associates for our annual audit. Denman & Associates and the Trustee audit committee (Hornbeck, Siegrist, Connell, and Dr. Marshall) met before the meeting. The on-site audit will again take place in Council Bluffs the end of September thru the first half of October.

### **ACTION ITEMS**

There were no action items on the agenda for August.

### **EXECUTIVE SESSION**

Motion was made by Mr. Robinson, seconded by Dr. Marshall, to enter into a closed session to evaluate the professional competency of an individual whose appointment, hire and performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation. All aye votes were recorded. Motion carried.

*The Board entered into an Executive Session at 3:30pm.*

Motion was made by Mr. Pash, seconded by Mr. Winum to enter into a Regular Session. All aye votes were recorded. Motion carried.

*The Board entered into Regular Session at 4:25pm.*

### **President's Evaluation**

Motion was made by Mrs. Hornbeck, seconded by Mrs. Rieger, to extend the president's contract one year, to approve a 2.5 percent increase to the president's salary and to increase the membership expense account by \$1,000. All aye votes were recorded. Motion carried.

### **OTHER ITEMS**

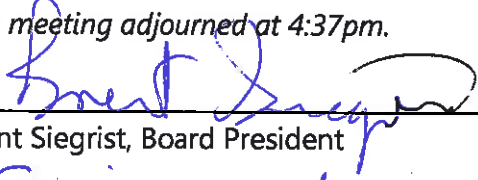
Kathy Rieger shared with the Trustees that she has purchased a


home in another district and will be resigning from the Board.  
Board Chair Siegrist thanked Kathy for her service to the Board and  
to Iowa Western Community College.

**ADJOURNMENT**

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

*The meeting adjourned at 4:37pm.*

  
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Brent Siegrist, Board President

  
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Erin McKee, Board Secretary