



Board of Trustees : Meeting Minutes

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

October 21, 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, October 22, 2019, on the Council Bluffs Campus.

The meeting was called to order by President Brent Siegrist.

ROLL CALL

Members present: Gregg Connell, Dr. John Marshall, Brent Siegrist, Kirk Madsen, Connie Hornbeck and Randy Pash. Absent: Larry Winum and Scott Robinson. 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

Motion was made by Mr. Connell, seconded by Mrs. Hornbeck, 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 September 16, 2019, as presented. All aye votes were recorded. Motion carried.

Motion was made by Dr. Marshall, seconded by Mr. Pash, to approve the minutes of the Special Board Meeting held on October 7, 2019, as presented. All aye votes were recorded. Motion carried.

COMMUNITY DIALOGUE AND ENVIRONMENTAL SCANNING

President Siegrist introduced and welcomed two of the candidates running for seats on the Iowa Western Board of Trustees. Scott Williams will be running to fill the District 6 vacancy and Stan Sibley will be running for the District 2 seat.

Employee Spotlight – Workforce and Economic Development Spotlight

Mark Stanley, Vice President of Workforce and Economic Development, introduced the Employee Spotlight. Libby Woods is the Director of Adult Education. She oversees the HiSET Program, English as a Second Language, the GAP and PACE programs and the Clarinda Correctional Facility. She shared with the Board details about each program she oversees and shared a video with

**MONITORING
INFORMATION
ABOUT COLLEGE
OPERATIONS**

testimonials of three students who had been through the HiSET program.

Iowa Western Employee Award Recognition

Dr. Kinney recognized this 2019 Iowa Western Employee Award recipients. Jean Stiehl, Director of the Early Childcare Center, received the President's Outstanding Service Award. Jason Testin, Assistant Professor of Physical Science, was selected by the students to receive the Distinguished Teaching Award. The Living Our Mission award recipients were nominated by their peers and include: Caring – Tim Dickmeyer, Director of the Arts Center; Commitment – Amy McGraw, Professor of Early Childhood Education; and Challenge – Matt Mancuso, Dean of Industrial Technology and Transportation.

President's Report

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

- The ACCT Leadership Congress was held last week in San Francisco. It was one of the best conferences.

IACCT Report

Connie Hornbeck, IACCT Representative, reported on the following:

- Connie was unable to attend the last IACCT Meeting, but reviewed the minutes. She shared that the board received a clean audit.
- Connie echoed Dr. Kinney's comments about the ACCT Conference and thanked those that attended. Connie has completed her service as the ACCT Board Chair and will now serve as the Past Chair.
 - Jay Nardini, Trustee at Hawkeye Community College, was elected to the Board and Bruce Clark, Trustee at Hawkeye Community College, was elected to the nominating committee.

Other Reports

WTED Progress Report

Mark Stanley, Vice President of Economics and Workforce Development, shared with the Trustees the FY19 WTED reports.

Highlights from the report include:

- WTED Fund in FY19 - \$1,436,134
- Planned FY19 Expenditures by Targeted Industry Cluster
 - Advanced Manufacturing 59%
 - Information Technology 6%
 - Nursing 13%

Fall Enrollment Report

Don Kohler, Vice President of Marketing and Public Relations, presented the Trustees with the Fall Enrollment Report.

Highlights from the report include:

- Total Credit Hours – 57,472 (-0.2%)
- Total Head Count – 5,977 (+0.3%)

Student Profile and Residence Life Update

Kim Henry, Vice President of Student Services, presented the Trustees with the Student Profile and the Residence Life update.

Highlights from the report include:

Student Profile

- In-state students – 4,351
- Gender – 56% Female and 44% Male
- 1,098 live on campus, while 4,879 commute

Residence Life Update

- Residence Life currently serves 1,098 students from various backgrounds
- 580 students are from out of state
- Gender – 37.9% Female, 61.7% Male and .4% Gender Fluid
- Housing is a 86% occupancy
 - Village – 78% (112)
 - Tower – 89% (263)
 - Suites I (Male) - 88% (368)
 - Suites II (Female and Pride Q*mmunity) – 85% (355)

CONSENT AGENDA

Motion was made by Mrs. Hornbeck, seconded by Mr. Madsen, 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: Melissa Thomas, Instructor of Biological Science; Kimberly Wollenhaupt; Coordinator of Academic Advising; Jordan Manning, Financial Aid Specialist; Shawn Kyndesen, Maintenance; Earl McGhee, Assistant Director of Safety and Security; Julie Molgado, Wellness Center Service and Operations Manager; Dillon Napoleon, Assistant Baseball Coach; Carlene Ring, Foundation Accounting Clerk

Employees leaving include: Crystal Saulsberry, Director of the SIM Center; Christine Bolas, Academic Advisor; Kaitlin Scholl, Coordinator of Disability Services; Maris Kingfisher, Career Specialist; Robin Abbott, Registration Specialist

Financial Report

Eddie Holtz, Vice President of Finance, presented the Board with the Financial Statements ending September 30, 2019.

Curriculum

Dr. Marjorie Welch, Vice President of Academic Affairs, presented the Board with the curriculum changes. Changes include:

Course/Program	Course/Program Name	MOD/DEL/NEW	
MMS 134	Media Writing	Modification	Update course objectives to differentiate from Copywriting
MMS 202	Social Media Marketing	Modification	Update course description and objectives to stay current in the field
MMS 216	Social Media Capstone	Modification	Update course objectives to stay current in the field of social media
DRA 132	Acting II	Modification	Remove Acting I prerequisite since it is not necessary
GRA 116	Digital Preflight Production	Deletion	Catalog clean up since they are no longer part of any program
GRA 154	Advanced Web Design	Deletion	Catalog clean up since they are no longer part of any program
LIT 101	Introduction to Literature	New	By adding this introductory course, we will be able to eliminate genre-specific literature courses from our curriculum
LIT 140	British Literature I	Deletion	Catalog clean up since they are no longer part of any program
LIT 141	British Literature II	Deletion	Catalog clean up since they are no longer part of any program
LIT 160	Shot Story/Novel	Deletion	Catalog clean up since they are no longer part of any program
LIT 169	Science Fiction and Fantasy Literature	Deletion	Catalog clean up since they are no longer part of any program
LIT 170	Poetry/Drama	Deletion	Catalog clean up since they are no longer part of any program
AA	Art	Modification	Reduce math/science to 8 credits and specified electives to be more
AA	Communication Studies	Modification	Specified electives to be more prescriptive for students
AA	Graphic Design	Modification	Specified electives to be more prescriptive for students
AA	Music	Modification	Reduce math/science to 8 credits and specified electives to be more
AA	Music Technology	Modification	Reduce math/science to 8 credits and specified electives to be more
AA	Spanish	Modification	Reduce math/science to 8 credits and specified electives to be more
AA	Literature	Modification	Reduce math/science to 8 credits and specified electives to be more
AA	Theatre	Modification	Specified electives to be more prescriptive for students
AAS	Media Studies: Radio	Modification	Specified electives to be more prescriptive for students
AAS	Media Studies: Sports Media	Modification	Specified electives to be more prescriptive for students
AAS	Media Studies: Television/Video	Modification	Remove GRA 140 and GRA 165 electives since they have been deleted
AAS	Physical Therapist Assistant	Deletion	Program on probation, low graduation rates and low licensure pass rates
AGS	General Studies	Modification	MAT 157 was previously recommended but has been

The Board further discussed the PTA Program under Action

Item 8.03. This Program Deletion is pending.

ACTION ITEMS

Approval of WTED Plan

Motion was made by Mr. Madsen, seconded by Mr. Pash, to approve the FY20 WTED Plan as presented. All aye votes were recorded. Motion carried.

First Reading of Board Policy 2.4 Planning Cycle

Updates were made to Board Policy 2.4 Planning Cycle to reflect the changes made in Student Services and the date change for the Organizational Meeting.

Connie Hornbeck asked that the HiSET Graduation be added to the Important Dates on the Planning Cycle.

Motion was made by Mr. Connell, seconded by Mr. Madsen, to approve the first reading of Board Policy 2.4 Planning Cycle with the addition recommended and to waive the second reading. All aye votes were recorded. Motion carried.

Discontinuance of Physical Therapy Assistant

Dr. Welch, Vice President of Academic Affairs, presented the Trustees with information on why we should discontinue the Physical Therapy Assistant Program.

Dr. Todd Nierman, Director of the Physical Therapy Assistant Program, asked to address the Board. He expressed his concerns about discontinuing the program.

The Board would like more information before making a decision.

Motion was made by Dr. Marshall, seconded by Mrs. Hornbeck, to table the discussion on the discontinuance of the Physical Therapy Assistant Program, and ask that more information be gathered and shared with the Board. The Board will take action at the November 25th meeting. All aye votes were recorded. Motion carried.

ADJOURNMENT

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

The meeting adjourned at 9:45pm.


Brent Siegrist, Board President

Erin McKee

Erin McKee, Board Secretary