



Board of Trustees : Meeting Minutes

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

April 22, 2024 | 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, April 22, 2024, at the Council Bluffs Campus.

The meeting was called to order by President Connie Hornbeck.

ROLL CALL

Members present: Gilbert Thomas, Kerry Newman, Dr. John Marshall, Chris Blake, Matt Johnson, Tom Riley, Connie Hornbeck and Randy Pash. Absent: Kirk Madsen. Also present: Dr. Dan Kinney, President of the College; Erin McKee, Board Secretary, Eddie Holtz, Board Treasurer, Kim Henry, Dr. Jenny Kruger, Shane Larson, Matt Mancuso and Molly Noon.

APPROVE AGENDA

Two Executive Sessions were added to the agenda, one negotiations and one for real estate.

Motion was made by Mr. Thomas, seconded by Mrs. Blake, to approve the agenda with the additions as presented. All aye votes were recorded. Motion carried.

APPROVE MINUTES

Motion was made by Mr. Thomas, seconded by Mr. Riley, to approve the minutes of the Regular Board Meeting held on March 11, 2024, with the change discussed. All aye votes were recorded. Motion carried.

COMMUNITY DIALOGUE

Phi Theta Kappa Recognition

Dr. Kinney shared that five Iowa Western students were recognized at the All-Iowa Academic Banquet. Unfortunately, they were unable to join the meeting today for recognition.

Recognition of National Championship Athletic Teams

Several athletic teams were recognized for receiving national titles, including women's indoor track & field, dance and sports shooting.

The Trustees congratulated the student athletes on their achievement.

MONITORING INFORMATION

President's Report

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

ABOUT COLLEGE OPERATIONS

- Moving forward we will be using the OnBoard platform for meetings. The IT staff helped set-up laptops for the Trustees. Dr. Kinney asked the Board to keep us informed of any issues with the platform.
- Don Kohler's retirement started on April 8. Molly has taken over the Arts Center and the Marketing department, Dr. Kinney has taken over 89.7 the River and IT.
- Shane Larson has been named the Athletic Director of the Year. He will be recognized at the NACDA Conference this summer.
- May 10th is spring commencement with ceremonies at 1:00pm and 5:00pm.
- Dr. Kinney updated the Trustees on his recent travel to HERDI, SEP and the NJCAA National Meeting
- Progress continues to be made on the renovations to the Football/Soccer Complex.
- The legislative session has come to end. The President's group is meeting tomorrow to re-cap. Dr. Kinney shared an overview:
 - Community Colleges will receive \$7million in state-general aid.
 - DEI – community colleges were removed from the bill, with the condition they will evaluate what we are currently doing and submit a report.
- Summer Enrollment is looking good.
- A list of upcoming events for May was shared with the group.
- Dr. Kinney is working on a draft of a board policy for citizens wishing to address the board at meetings.
- Dr. Kinney asked to move the date of the June Board meeting to June 18th.

Community Colleges for Iowa Report

Connie Hornbeck, Community Colleges for Iowa Representative, reported on the following:

- The Political Action Committee met and voted to continue contributions at the same level.
- The Financial Oversight Committee met to review the investment report.
- The board is also looking at facilities planning for the Community Colleges for Iowa office building.

Connie also shared that she attended the Missouri Valley Buss Regional Center Advisory Committee meeting. She thought it went well and was eye-opening for some members of the community.

Other Reports

Institutional Advancement Update

Molly Noon, Vice President of Institutional Advancement, gave the Institutional Advancement update. Highlights from the report include:

- Scholarships – 1,171 complete applications submitted.
 - Molly shared some demographics of the scholarship applicants.
- Fundraising - The Employee Giving Campaign was held in February. This year the campaign increased participation to 77%. The Black Tie event will be held October 12, the theme will be "Saddle Up for Scholarships".
- Alumni and Other Events – Homecoming will be September 28.
Grants – A breakout of grant activity for FY22 was shared.

Program Review & Assessment

Camie McBee, Dean of Institutional Effectiveness, shared the Program Review & Assessment with the Board. Highlights from the report include:

- The IDOE requires 20% of CTE programs reviewed annually
- Iowa Western revised PR in 2022
 - IDOE was: "impressed with the improvements made to the program review process. Most notably, we were impressed with the increased role of faculty in the process, the inclusion of goals for all programs, improvements in closing the loop by asking programs to reflect on previous goals, the addition of external review teams..."
- Topics covered in the review include:
 - Basic Program, Cost & Faculty Information
 - Program Facilities & Equipment
 - Curriculum & Alignment
 - Student Success & Outcomes
 - SWOT & Areas for Improvement
- Programs Reviewed & Findings
 - 2022-2023
Electrical Technology – Career path is in high demand and pays well. There is a great need for a full-time faculty member who has deep understanding of the subject and can update curriculum. The INDT Dean will continue to search for a qualified full-time instructor to ensure success for the program.

Laser Systems – Jobs in this field are high demand in Iowa and it remains on the Last Dollar Scholar List. Barrier courses and low interest continues to cause low enrollment and completions. The program is being

sunset; important aspects absorbed into the new electromechanical program.

Robotics/Automated Systems – The facilities are up to date and well equipped; there is a dedicated faculty member running the program. The common first semester with other INDT programs affected enrollment because students weren't exposed to robotics in the first semester. The curriculum was revised to grow interest in the program.

Construction Management – Has highly involved full-time faculty who work hard to keep program up to date through curriculum changes. Needs to incorporate newer technology to continue to adapt to industry standards. Needs to grow enrollment in underrepresented groups, especially women. Will monitor impact of curriculum changes. Adoption of CTSOs should increase interest in the program.

Design Technology – It's a highly adaptable degree that can be used in a variety of workplaces. The location and changes to faculty made is challenging to grow enrollment. The program in Atlantic has been put on hiatus while IWCC considers the viability of other locations.

Electronics Engineering – Better connections with area high schools has increased enrollments. The curriculum negativity affected enrollments. The program's curriculum has changed to focus on modern technologies.

- 2023-2024

Aviation – Aviation has benefitted from Grant funding in recent years and has grown enrollments as a result. The building has many HVAC problems that negatively affect the building and program. HVAC was identified as an area of need on the Deferred Maintenance Plan and will be addressed.

Diesel – The program has dedicated instructors who help students succeed. Enrollments have continued to grow. Great engagement with industry partners. The program has outgrown the current space due to high enrollment.

A new transportation building will ensure space for the growing enrollment in the program.

Automotive – Dedicated instructors who care about student success. Outdated vehicles. Space for growth in enrollment. A new transportation building will ensure there is enough space for the program.

Computers: Programming – This is an in-demand field with committed faculty. Students struggle to complete internships because industry favors four-year students. The department will continue to develop relationships with advisory and industry members to increase student opportunities.

Computers: Cyber Security – This is a highly in-demand program with growing enrollment. There is no full-time faculty member who specializes in Cyber Security. Students need a sense of community. The STEM dean is working to hire a full-time faculty member who can build the program and adjunct base.

Computers: Web Design – This is a highly in-demand program and is offered completely online. The needs for this program evolve quickly and some curriculum is already out of date. The department will review Web e-Business to ensure the course is more up to date.

Computers: Networking – A dedicated full-time faculty member. Recent changes to curriculum to increase relevancy. Fast-changing field can quickly outdate curriculum and technology. The curriculum has been updated in include more cloud-based technology.

Programs to be reviewed next year include: Agribusiness, Associates Degree Nursing, Dental Assistant, Dental Hygiene, Early Childhood, Marketing, Musical Theater, Practical Nursing and Welding.

**CONSENT
AGENDA**

Motion was made by Mr. Thomas, 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.

ACTION ITEMS

New employees include: Isaiah Crosby, Associate Coach of Men's Wrestling; Vaughn Dame, Assistant Football Coach; Tom Hopp, Instructor of HVAC; Mykenzie Liston, Head Coach of Swimming; Mark Christopherson, Software Support Analyst.

Employees leaving include: Carlene Ring, Grants Accounting Assistant; Jody Shough, General Merchandise & Operations Specialist; Kaylee Harris, Director of Academic Support; Jamison Parkhill, Assistant Coach of Women's Soccer.

Financial Report

Eddie Holtz, Vice President of Finance, presented the Board with the Financial Statements for the period ending March 31, 2024.

Public Hearing for the Approval of the FY25 Published Budget

Motion was made by Mr. Thomas, seconded by Mr. Johnson, to enter into a public hearing for the approval of the FY25 published budget. All aye votes were recorded. Motion carried.

The Board entered into a Public Hearing at 3:55pm.

There were members of the public present and no comments have been submitted to the Board Secretary.

Motion was made by Mr. Thomas, seconded by Mrs. Blake, to enter into Regular Session. All aye votes were recorded. Motion carried.

The Board entered into a Regular Session at 3:56pm.

Approval of the FY25 Published Budget

Eddie Holtz, Vice President of Finance, presented the Board with a breakout of the FY25 Published Budget.

Motion was made by Mr. Thomas, seconded by Mr. Riley, to approve the FY25 Published Budget as presented. All aye votes were recorded. Motion carried.

Resolution Authorizing the Redemption of GO School Bonds, Series 2020C. Dated June 4, 2020, Approving a Seconded Amendment to Escrow Agent Agreement, and Levying a Tax for FY2025 for the Redemption of GO School Bonds, Series 2020C, Dated June 4, 2020

Motion was made by Mr. Thomas, seconded by Mrs. Blake, to approve the resolution as presented. All aye votes were recorded. Motion carried.

**EXECUTIVE
SESSION**

Approval of Mission, Vision, Values & Strategic Plan

A question was asked about the numbering of the goals, if they were in order of significance. The Board suggested using letters instead of numbers, as numbers signify importance.

Motion was made by Mrs. Newman, seconded by Mr. Thomas, to approve the Mission, Vision, Values & Strategic Plan with the change noted above. All aye votes were recorded. Motion carried.

Approval of Audit Service Contract

Eddie Holtz, Vice President of Finance, shared the details of two bids the college received for the audit service contract.

Motion was made by Dr. Marshall, seconded by Mrs. Blake, to approve the renewal with Denman & Company for five years. All aye votes were recorded. Motion carried.

Closed Session on Negotiations

Motion was by Mr. Johnson, seconded by Mr. Pash, to enter into a closed session on negotiations. All aye votes were recorded. Motion carried.

The Board entered into a closed session at 4:24pm.

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

The Board entered into a regular session at 5:03pm.

Closed Session on Real Estate

Motion was made by Mr. Thomas, seconded by Mr. Johnson, to enter into a closed session on Real Estate. All aye votes were recorded. Motion carried.

The Board entered into a closed session at 5:04pm.

Motion was made by Dr. Marshall, seconded by Mrs. Blake, to enter into a regular session. All aye votes were recorded. Motion carried.

The Board entered into regular session at 5:09pm.

ADJOURNMENT

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

The meeting adjourned at 5:10pm.



Connie Hornbeck, Board President



Erin McKee, Board Secretary