

CALL TO ORDER

The Regular Meeting of the Board of Trustees of Iowa Western Community College was held at 2:00 pm on Monday, December 14, 2020, on the Council Bluffs Campus.

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, 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, Don Kohler, Molly Noon, Mark Stanley and Dr. Marjorie Welch.

**APPROVE
AGENDA**

Item 8.08 Approval of High School Concurrent Enrollment Contracts was removed from the agenda.

Item 8.12 Appointment of Board President was removed from the agenda.

Item 9 Oath of Office was removed from the agenda.

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

**APPROVE
MINUTES**

Motion was made by Dr. Sibley, seconded by Mrs. Hornbeck, to approve the minutes of the Regular Meeting held on November 16, 2020, as presented. All aye votes were required. Motion carried.

**MONITORING
INFORMATION
ABOUT COLLEGE
OPERATIONS****FY20 Audit Report**

Mandi Holcomb with Denman & Company presented the Board with the FY20 Audit Report.

President's Report

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

- Dr. Kinney shared with the Trustees the new name and logo for the IACCT TIAA 403(a) Retirement Plan. The new name is FutureTrac.

- Dr. Kinney thanked Brent Siegrist for his service and dedication to the Board and presented him with a gift.

IACCT Report

Connie Hornbeck, IACCT Representative, reported on the following:

- The new IACCT Director will be Emily Shields. Emily comes from Iowa Campus Compact.
- The December meeting was MJ Dolan's last meeting.
- A virtual Student Legislative Seminar will be held in January.
- The FY22 budget was approved with no dues increase.
- The ACCT National Legislative Summit will be held virtually this year on February 8-10.

Other Reports

Economic and Workforce Development Update

Mark Stanley, Vice President and Economic and Workforce Development, introduced Sue Pits, Director of the Small Business Development Center. Sue presented the Trustees with an update on how COVID-19 impacted the Small Business Development Center.

Highlights include:

- SBDC Mission Statement: The Iowa SBDC supports the collaborative economic development of Iowa by providing entrepreneurs and businesses with individual consultation and educational resources necessary to assist their businesses to succeed.
- COVID Response and Misc. Projects for 2020
 - 14,741 contacts with businesses during the COVID-19 shut-down through email, phone, video and webinars. These contacts were in addition to our recorded client visits.
 - Created nine webinars for businesses addressing immediate needs due to COVID-19.
 - Created on demand webinars for business start-ups and existing businesses to ease learning during COVID-19.
 - Visited four communities in mobile effort to help brick and mortar businesses with online sales, etc.

CONSENT AGENDA

Motion was made by Mr. Pash, 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: Harold Sargus, Director of Continuing Education; Victoria Hoskovec, Director of Information Technology

Employees leaving include: Humberto Estrada, Assistant Soccer Coach; Kory Hall, Head Chef; John Srader, Residence Life Coordinator

Financial Report

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

- Denman & Company, LLP presented the Fiscal Year 2020 Audited Financial Statements for Iowa Western. It was a strong year for the College and another Unmodified Opinion with no material weakness
- The Board approved offering an Early Retirement Incentive Program at the July 20, 2020 board meeting. We had 41 employees that met the minimum requirements of 10 years of service and the age of 55 by June 30, 2021. Of those 41 employees, 25 choose to participate in the program. The Board approved 12 retirements at the October Board meeting and we will request approval for the remaining 13 employees at the Board meeting today. We will discuss the cost of the program as well as the savings to the College for the current year as well as future years.
- At the September Board meeting, we made the Board aware that the College was working with Tim Oswald with Piper Sandler to analyze our current outstanding bonds for potential savings with the lower rate environment. We have identified that the GO Bonds 2015 and GO Bonds 2016 totaling roughly \$6m have potential savings of almost \$500k net of fees over the life of the bonds. We will be asking the Board to approve the first steps of the refinancing process today.
- We also discussed that the Dorm Revenue Bonds 2012A, Dorm Revenue Bonds 2013A, and Dorm Revenue Bonds 2015 totaling almost \$15m that have the potential savings of almost \$1.1m net of fees over the life of the bonds. We will be asking the Board to approve the first steps of the refinancing process today.

Curriculum Report

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

Course Modification

ELT 201 Circuit Analysis II – The course learning objectives have been updated.

CIS 158 Web e-Business – The prerequisite of CIS 215 Server-Side Web Programming was added.

CIS 187 ASP.NET MVC with C# - The prerequisite of CIS 139 Programming I was added.

CIS 213 Advanced Client-Side Scripting – The prerequisite of CIS 207 Fundamentals of Web Programming was added.

WDV 133 Mobile Web Apps – The prerequisite of CIS 215 Server-Side Web Programming was added.

Program Modification

Medical Assistant Diploma – The Medical Assisting Education Review Board (MAERB) requires students to complete trigger courses prior to being accepted into the program. Prerequisites of an English course (ENG 105 Composition I or ENG 110 Writing for the Workplace), Anatomy and Physiology for Allied Health Programs, and Medical Terminology have been added so students must complete them prior to the first semester. This will reduce the current course load of 20 credits for the first semester to 15 credits and the second semester if being reduced from 19 to 16 credits. Resequencing the courses with prerequisites provides a manageable schedule for students, while allowing a trigger course to be identified prior to the start of the program.

Course Deletion

ADN 330 Professional Topics and ADN 633 Nursing Care thru Lifespan V – These courses had been left to teach out the old nursing program. We are not teaching only the new curriculum and these two courses are no longer part of the nursing program.

ACTION ITEMS

Approval of Board's Selection of Iowa Western President

Motion was made by Mrs. Hornbeck, seconded by Mr. Williams, to approve the selection of Dr. Daniel P. Kinney as the next President of Iowa Western Community College. All aye votes were recorded. Motion carried.

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

FUTURE AGENDA ITEMS

Acceptance of the FY20 Iowa Western Audit Report

Motion was made by Mr. Williams, seconded by Mr. Pash, to accept the FY20 Iowa Western Audit Report as presented. All aye votes were recorded. Motion carried.

Approval of Capital Lease with Foundation

The Iowa Western Foundation recently reached agreement with Triple Crown Sports for them to hold youth baseball camps on our campus in late June. Triple Crown will rent our baseball and student housing facilities and purchase meals at the cafeteria. Their contract with us is a ten-year agreement. Some of the profits from this agreement will be used to upgrade our baseball and softball facilities.

Motion was made by Dr. Marshall, seconded by Mr. Williams to approve the capital lease with the Iowa Western Community College Foundation. All aye votes were recorded. Motion carried.

Approval of Resolution of Notice of Intent to Issue Bonds, Dorm Bonds, Series 2021A

Motion was made by Mrs. Hornbeck, seconded by Dr. Sibley, to approve the resolution of notice of intent to issue bonds, dorm bonds, series 2021A. A roll call vote was taken with all aye votes recorded. Motion carried.

Schedule a Public Hearing to Issue Bonds, Dorm Bonds, Series 2021A

Motion was made by Mr. McBride, seconded by Mr. Robinson, to set January 11, 2021, as the date of public hearing to issue bonds, dorm bonds, series 2021A. A roll call vote was taken with all aye votes recorded. Motion carried.

Approval of Resolution of Notice of Intent to Issue Bonds, Dorm Bonds, Series 2021B

Motion was made by Mr. Pash, seconded by Dr. Marshall, to approve the resolution of notice of intent to issue bonds, dorm bonds, series 2021B. A roll call vote was taken with all aye votes recorded. Motion carried.

Schedule a Public Hearing to Issue Bonds, Dorm Bonds, Series 2021B

Motion was made by Mr. Williams, seconded by Mr. McBride, to set January 11, 2021, as the date of public hearing to issue bonds, dorm bonds, series 2021B. A roll call vote was taken with all aye votes recorded. Motion carried.

Schedule a Public Hearing for the KIWR Operations and Audit Report

Motion was made by Mrs. Hornbeck, seconded by Dr. Marshall, to set January 11, 2021, as the date of public hearing for the KIWR Operations and Audit Report. All aye votes were recorded. Motion carried.

Approval of Applications for Early Retirement

Motion was made by Mr. Williams, seconded by Mr. Pash, to approve the applications for early retirement as presented by the administration. All aye votes were recorded. Motion carried.

Approval of Rate Increase for Child Care Center

Motion was made by Mr. Pash, seconded by Mrs. Hornbeck, to approve a \$3/per week increase for the rates of the Iowa Western Early Child Care Center. All aye votes were recorded with Dr. Marshall abstaining. Motion carried.

Acceptance of Committee Recommendation to Fill District V Vacancy

Motion was made by Mrs. Hornbeck, seconded by Mr. Williams, to accept the committee's recommendation of Matt Johnson to fill the District V vacancy. All aye votes were recorded. Motion carried.

FUTURE AGENDA ITEMS

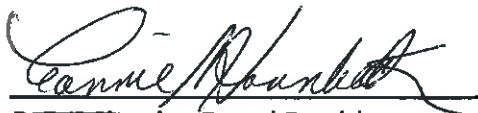
Board Chair, Brent Siegrist appointed a committee to select a new Board Chair. Randy Pash will chair the committee, and Scott Williams and Dr. Stan Sibley will serve as members.

The committee will bring a recommendation to the January meeting.

ADJOURNMENT

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

The meeting adjourned at 3:39pm.



~~Brent Siegrist~~, Board President

Connie Hornbeck



Erin McKee, Board Secretary