

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 13th, 2021, on the Council Bluffs Campus.

The meeting was called to order by President Connie Hornbeck.

ROLL CALL

Members present: Dr. Stan Sibley, Dr. John Marshall, Chris Blake, Matt Johnson, Scott Williams, Kirk Madsen, Connie Hornbeck and Randy Pash. Absent: John McBride. Also present: Dr. Dan Kinney, President of the College; Eddie Holtz, Board Treasurer; Erin McKee, Board Secretary, Kim Henry, Don Kohler, Matt Mancuso, Molly Noon and Shane Larson.

**APPROVE
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. Johnson, seconded by Mr. Madsen, to approve the minutes of the Regular Board Meeting held on November 15, 2021, as presented. All aye votes were recorded. Motion carried.

**OATH OF OFFICE
TO NEWLY
ELECTED
MEMBERS**

Chris Blake, Matt Johnson, Scott Williams, Kirk Madsen and Randy Pash were administered the Oath of Office for Directors of the Iowa Western Board of Trustees. The oath was administered by Secretary of the Board, Erin McKee.

Connie Hornbeck presented each newly elected Board member with their certificate of election.

**ELECTION OF
OFFICERS**

Motion was made by Mr. Pash, seconded by Dr. Marshall, to appoint Erin McKee as the temporary Board President. All aye votes were recorded. Motion carried.

Election of President

Mrs. McKee asked if there were any nominations on the floor for the office of President of the Board. Mr. Madsen nominated Connie Hornbeck for the office of President. Nominations ceased. A motion was made by Mr. Johnson, seconded by Dr. Marshall, to elect Mrs.

Hornbeck as the Board President. All aye votes were recorded. Motion carried.

Election of Vice President

Mrs. Hornbeck asked if there were any nominations on the floor for the office of Vice President of the Board. Dr. Sibley nominated Dr. John Marshall for the office of Vice President, asked that nominations cease and made a motion to elect Dr. Marshall as the Vice President. The motion was seconded by Mr. Madsen. All aye votes were recorded. Motion carried.

The oath of office was administered to the President and Vice President by the Board Secretary Erin McKee.

APPOINTMENT OF BOARD SECRETARY AND TREASURER

Board President Connie Hornbeck appointed Erin McKee as the Board Secretary and Eddie Holtz as the Board Treasurer.

The oath of office was administered to the Board Secretary and the Board Treasurer by the Board President Connie Hornbeck.

IACCT REPRESENTATIVE

Motion was made by Dr. Marshall, seconded by Mr. Williams, to appoint Connie Hornbeck as the IACCT representative, with Matt Johnson to serve as the alternate. All aye votes were recorded. Motion carried.

MONITORING INFORMATION ABOUT COLLEGE OPERATIONS

FY21 Audit Report

Mandi Holcomb with Denman & Company presented the Board with the FY21 Audit Report.

President's Report

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

- Iowa Western has been awarded Career Academy Incentive Funds for the creation of a Career Academy in Missouri Valley.
- We have also received a grant from the FAA for the expansion of our Aviation Maintenance program.
- The college will be closed December 20th through January 3rd for the holiday break.
- On Giving Tuesday employees collected items for Rocky's Pantry. Dr. Kinney was impressed with the results and rewarded staff with jeans days all week.
- Coach Scott Strohmeier will be inducted into the NJCAA Hall of Fame this weekend at the National Championship game.
- Dr. Kinney participated in a webinar with AACC and ACCT to discuss the 2022 Community College Priorities in preparation for the National Legislative Seminar in February.

**CONSENT
AGENDA**

IACCT Report

Connie Hornbeck, IACCT Representative, reported on the following:

- Discussions continued about the re-branding of IACCT.
- A final budget will be presented in January.

Other Reports

Student Profile and Enrollment Report

Kim Henry, Vice President of Student Services, presented the Trustees with the Student Profile and Enrollment Report. Highlights from the report include:

- Total Credit Hours – 54,673.50 (-0.3%)
- Total Head Count – 5,684 (-1.8%)

The Board asked to see more detailed information for the centers, specifically the number of high school students at each center. High school numbers are included in the enrollment numbers for the Council Bluffs campus. The Board would also like to see a similar report for the non-credit side.

Motion was made by Mr. Pash, seconded by Mr. Williams, 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: Taylor Hughes, College Success Advisor; Lindsey Johnson, Grants Manager; Chad Ross, IT Support Tech; Albert Smith, Maintenance

Employees leaving include: Jamie Sherrill, Food Service Administrative Assistant; Brady Parkis, IT Technician

Financial Report

Eddie Holtz, Vice President of Finance, presented the Board with the Financial Statements for the period ending November 30, 2021.

Highlights from the report include:

- Denman & Company, LLP presented the Fiscal Year 2021 Audited Financial Statements for Iowa Western. It was a strong year for the College and another Unmodified Opinion with no material weakness. Eddie extended his appreciation to Randi Bissen, Director of Accounting, and Abby Kline, Assistant Director of Accounting and their staff on all the hard work that goes into insuring our financial records are accurately presented.

- At the September Board meeting, the Board was made 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, Series 2017 totaling roughly \$12 million and have potential estimated savings of around \$1.9 million net of fees over the life of the bonds. This will be a direct savings to our taxpayers allowing for lower property tax rates in future years. We will be asking the Board to approve using Piper Sandler as our Financial Advisor and Ahlers & Cooney as our Bond and Disclosure Counsel.
- Also discussed was that the Capital Loan Notes, Series 2017, Dorm Revenue Bonds 2013A, totaling roughly \$4.5 million that have the potential estimated savings of around \$675,000 net of fees over the life of the bonds. This will be a direct savings to the College as these notes are paid for from the College's Plant Fund \$0.2025 levy. These savings will spread somewhat equally over the remaining life of the notes. We will be asking the Board to approve using Piper Sandler as our Financial Advisor and Ahlers & Cooney as our Bond and Disclosure Counsel.

Curriculum

Dr. Jenny Kruger, Interim Vice President of Academic Affairs, presented a summary of curriculum updates:

Program Modifications

Agribusiness Management (AAS) - Added Introduction to Sociology course in the 4th semester to meet the required 15 credit hours of general education. The additional course increased the number of credit hours from 60 to 63.

Culinary Arts: Baking and Pastry Art (AAS) - Removed Menu Planning and Design (HCM 240) course from the second semester. Removed Baking Science (HCM 267) from the third semester. Dining Service (HCM 200) course moved to the fourth semester to pair with the Capstone course and the Friday luncheons. Cost Control (HCM 278) course moved to the second semester. Added Introduction to Philosophy (PHI 101) to the first semester to satisfy the humanities and the general education requirement per the state. Total credit hours for the program reduced from 64 to 63 hours.

Culinary Arts: Culinarian (AAS) - Removed Menu Planning and Design (HCM 240) course from the second semester. Removed Baking Science (HCM 267) from the third semester. Removed Regional Wine History (HCM 197) from the third semester. Dining Service course (HCM 200) moved to the fourth semester to pair with the Capstone course and the

Friday luncheons. Cost control course (HCM 278) moved to the second semester. Added Introduction to Philosophy (PHI 101) to the first semester to satisfy the humanities requirement per the state. Total credit hours for the program reduced from 65 to 64 credit hours.

Culinary Arts: Food Service Diploma - In order to be in alignment with the changes to the Culinary A.A.S. programs, the dining service course (HCM 200) has been removed from the first semester, the menu planning and design course (HCM 240) has been removed from the second semester, and has been replaced with the cost control course (HCM 278) for the second semester. Total credit hours for the program has been reduced from 31 credit hours to 29.

Education: Elementary Transfer Major (AA) - American Literature to Mid 1800's (LIT 110) has been deactivated. We have added Introduction to Literature (LIT 101) to the third semester to replace LIT 110. Eliminated the choices in HIS and MUS/ART electives. Selected U.S. History since 1877 (HIS 152) and Art Appreciation (ART 101).

Education: Secondary Transfer Major (AA) - American Literature to Mid 1800's (LIT 110) has been deactivated. We have added Introduction to Literature (LIT 101) to the third semester to replace LIT 110. Eliminated the choices in HIS and MUS/ART electives. Selected U.S. History since 1877 (HIS 152) and Art Appreciation (ART 101).

Engineering Transfer Major (AS) - Changed the name of the program to Engineering Transfer Major A.S. The State of Iowa Department of Education wanted 'pre' taken out of all program names.

Human Services: Generalist Transfer Major (AA) - Moved Marriage and Family (SOC 120) to the first semester. Moved Statistics (MAT 157) to the fourth semester. Moved Public Speaking (SPC 112) to the second semester. Moved Philosophy elective from the summer semester, selected Introduction to Philosophy (PHI 101) and moved the course to the fourth semester. Human Biology (BIO 157) moved the course to the third semester required per the state). The math/science elective removed from the fourth semester.

Human Services: Social Work Transfer Major (AA) - Removed College Algebra (MAT 121) and the Math/Science elective. Introduction to Human Services (HSV 109) to the first semester (per the state requirement). U.S. History to 1877 (HIS 151). Social Work and Social Welfare (HSV 140) to the second semester. Removed General Biology (BIO 112), replaced this course with Human Biology (BIO 157) to the

third semester. Moved Philosophy elective from the summer semester, selected Introduction to Philosophy (PHI 101) and moved the course to the first semester. Statistics (MAT 157) to the fourth semester. Ethics for Human Service Professionals (HSV 180) to the fourth semester. Removed Pre from the course title and course description. Added Transfer Major A.A. to the course title and course description. Program reduced from 64 to 62 credit hours.

Course Modification

HCM 257 Advanced Baking I - Prerequisites Principles of Baking I (HCM 111) and Principles of Baking II (HCM 112) have been removed, these courses are no longer offered in the program. Changed the course outcomes.

ACTION ITEMS

Acceptance of the FY21 Iowa Western Audit Report

Motion was made by Dr. Marshall, seconded by Dr. Sibley, to accept the FY21 Iowa Western Audit Report as presented. All aye votes were recorded. Motion carried.

Schedule a Public Hearing for the KIWR Operations and Audit Report

Motion was made by Mr. Williams, seconded by Mr. Johnson, to schedule January 10, 2022, as the date of the public hearing for the KIWR Operations and Audit Report. All aye votes were recorded. Motion carried.

Approval of Engagement Letters from Piper and Ahlers; GO Refunding Bonds, Series 2022 & Refunding Plant Notes

Motion was made by Mr. Pash, seconded by Dr. Sibley, to approve the engagement letters from Piper and Ahlers; GO Refunding Bonds, Series 2022 & Refunding Plant Notes. All aye votes were recorded. Motion carried.

Approval of the 2022 Board Meeting Calendar

The Board reviewed the meeting dates and times for 2022. The annual Board retreat in January will be added to the list. Motion was made by Mr. Johnson, seconded by Mr. Williams, to approve the 2022 Board Meeting Calendar. All aye votes were recorded. Motion carried.

Approval of the Rate Increase for Iowa Western Early Child Care Center

The Administration requested Board approval of a rate increase for the Early Child Care Center. The increase will be \$5/week. Motion was made by Dr. Marshall, seconded by Mr. Williams, to approve a \$5/week

rate increase for the Early Child Care Center. All aye votes were recorded with Mrs. Blake opposing. Motion carried.

The Board would like to hear any feedback received from parents at the Early Child Care Center regarding this rate increase.

Approval of Rate Increase for Meal Plans and Housing

The Administration shared that the rates for meal plans and housing will not increase this year. Motion was made by Mr. Johnson, seconded by Mr. Pash, to maintain the meal plan and housing rates as presented. All aye votes were recorded. Motion carried.

ADJOURNMENT

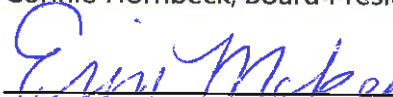
Motion was made by Mr. Pash, seconded by Mrs. Blake, to adjourn. All aye votes were recorded. Motion carried.

The meeting adjourned at 3:52pm.



Connie Hornbeck, Board President

Randy Pash, Acting Pres.



Erin McKee, Board Secretary