



Board of Trustees : Meeting Minutes

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

December 18, 2023 | 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, December 18, 2023, 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, Tom Riley, 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, Dr. Jenny Kruger, Kim Henry, Don Kohler, Matt Mancuso, Molly Noon and Shane Larson.

APPROVE AGENDA

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

APPROVE MINUTES

A correction was made to the minutes of the November. For the approval of the October minutes, Matt Johnson did not make the motion and the second. The second was changed to Mrs. Blake.

Motion was made by Dr. Marshall, seconded by Mr. Madsen, to approve the minutes of the Regular Board Meeting held on November 20, 2022 with the correction. All aye votes were recorded. Motion carried.

OATH OF OFFICE TO NEWLY ELECTED BOARD MEMBERS

Gilbert Thomas, Kerry Newman, Dr. John Marshall, Tom Riley and Connie Hornbeck 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.

ELECTION OF OFFICERS

Selection of Temporary Board President

Motion was made by Dr. Marshall, seconded by Mr. Johnson, to selected Erin McKee as the Temporary Board President. All aye votes 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. Dr. Marshall Made a motion to nominate Connie Hornbeck for the office of President and that nominations cease. The motion was seconded by Mr. Riley, to elect Mrs. Hornbeck as the Board President. All aye votes were recorded. Motion carried.

Election of Vice President

Mrs. McKee asked if there were any nominations on the floor for the office of Vice President of the Board. Mrs. Hornbeck made a motion to nominate Dr. John Marshall for the office of Vice President and that nominations cease. 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.

CC4IOWA REPRESENTATIVE

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

COMMUNITY DIALOGUE AND ENVIROMENTAL SCANNING

The Reiver Football team won the National Championship on December13th. The team will be invited to attend the January meeting as many have left for campus visits and the coach staff is recruiting for next year.

MONITORING INFORMATION ABOUT COLLEGE OPERATIONS

FY23 Audit Report

Mandi Holcomb with Denman & Company presented the Board with the FY23 Audit Report.

President's Report

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

- Dr. Kinney extended a thank you to the trustees entering another term and welcomed the newly elected trustees.
- The fall semester wrapped up with commencement last Saturday.
- It was another great year for fine arts, culinary and band events.
- Dr. Kinney shared an update on the Weibe property.

- Dr. Kinney proposed having one of the Board members that also sits on the Foundation Board provide updates to the Trustees throughout the year.
- Dr. Kinney shared his plans for the upcoming January Board retreat. He plans to discuss the following:
 - Strategic planning goals
 - Feedback from campus on Iowa Western's Mission, Vision and Values
 - Master campus plans and deferred maintenance plans
 - Shared governance and HLC updates
 - Presidential goals
 - Board self-evaluation and KPI's for the board
- Enrollment continues to look good. Winterim is even and spring is slightly up. We are starting to hit continuing students through new initiatives. Housing numbers are looking good.
- We are working to finalize plans for the upcoming trip to the ACCT National Legislative Summit. Dr. Kinney asked who was planning to attend.

Community Colleges for Iowa Report

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

- The board met last week and discussed changes to the benefits for the Community Colleges for Iowa staff (retirement and leave banks).
- The first Community College for Iowa Convention & Tradeshow was held in November and was very successful. Discussions continued on the need for two conferences, the summer Trustees conference and the new convention & tradeshow.
- Donna Know retired in December.
- Discussions continue around a possible dues increase proposal.

Other Reports

Athletic Report

Shane Larson, Director of Athletics, presented the Trustees with an annual report on Athletics and data from the student athlete profile.

Highlights from the report include:

- Data comparisons between athletes and non-athletes were shared with the Board. Areas of comparison include GPA and fall to spring retention.
- The Athletic department hosted many special events in the 22/23 academic year to include the NJCAA Wrestling Tournament, the Rising Stars Men's Basketball Showcase, MAGE and Pathway Omaha.

**CONSENT
AGENDA**

- 22/23 Achievements include 45 All American Athletes, 9 Conference Champions, 5 National Champions and the 22/23 Daktronics Cup Leader. Numerous coaches and athletes received recognition as well.

Motion was made by Mr. Johnson, seconded by Mrs. Blake, 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: Lori Murphy, HR Training and Development Coordinator; Hannah Randell, Dental Hygiene Instructor; Nathan Leyland, Admission Advisor/Recruiter.

Employees leaving include: Travis Martin, Director of Facilities; Anna Patterson, College & Career Transition Counselor; Walker Raabe, Assistant Director of Campus Life.

Financial Report

Eddie Holtz, Vice President of Finance, presented the Board with the Financial Statements for the period ending November 30, 2023.

Highlights from the report include:

- Denman & Company, LLP presented the Fiscal Year 2023 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.

Curriculum

Dr. Kinney presented a summary of curriculum updates.

ACTION ITEMS

Acceptance of the FY23 Iowa Western Audit Report

Motion was made by Mr. Johnson, seconded by Dr. Marshall, to accept the FY23 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. Riley, seconded by Mr. Madsen, to schedule January 22, 2024, as the date of the public hearing for the KIWR

Operations and Audit Report. All aye votes were recorded. Motion carried.

Approval of the 2024 Board Meeting Calendar

The Board reviewed the meeting dates and times for 2024. Motion was made by Mr. Pash, seconded by Mr. Madsen, to approve the 2024 Board Meeting Calendar as presented. All aye votes were recorded. Motion carried.

Second Reading of Board Policy Revisions

Motion was made by Dr. Marshall, seconded by Mr. Johnson, to approve the second reading of the Board Policy Manual revisions as presented. All aye votes were recorded. Motion carried.

Resolution Instituting Proceedings to Take Additional Action, Not to Exceed \$2,300,000 Industrial New Jobs Training Certificates (2024-1 Project)

Motion was made by Mr. Pash, seconded by Mr. Madsen, to approve the resolution as presented. A roll call vote was taken with all aye votes recorded. Motion carried.

Resolution Directing Sale and Delivery of the Certificates, Not to Exceed \$2,300,000 Industrial New Jobs Training Certificates (2024-1 Project)

Motion was made by Mr. Madsen, seconded by Mr. Thomas, to approve the resolution as presented. A roll call vote was taken with all aye votes recorded. Motion carried.

Resolution Authorizing Issuance of the Certificates, Not to Exceed \$2,300,000 Industrial New Jobs Training Certificates (2024-1 Project)

Motion was made by Mr. Johnson, seconded by Mr. Thomas, to approve the resolution as presented. A roll call vote was taken with all aye votes recorded. Motion carried.

FUTURE AGENDA ITEMS

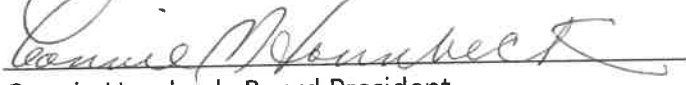
Winter Commencement

The Board would like to have a discussion on the future of the winter commencement ceremony. The number of walkers continues to decline each year. A discussion needs to be had on moving the ceremony to a smaller venue like the Arts Center or going to one commencement in the spring. Many institutions only have one ceremony.

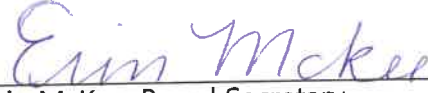
ADJOURNMENT

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

The meeting adjourned at 3:56pm.

A handwritten signature in blue ink that reads "Connie Hornbeck". The signature is written in a cursive style and is positioned above a horizontal line.

Connie Hornbeck, Board President

A handwritten signature in blue ink that reads "Erin McKee". The signature is written in a cursive style and is positioned above a horizontal line.

Erin McKee, Board Secretary