



Board of Trustees : Meeting Minutes

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

June 13, 2022 | 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, June 13, 2022, at the Page Fremont County Center.

The meeting was called to order by President Connie Hornbeck.

ROLL CALL

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

APPROVE AGENDA

Item 6.03.3 Economic and Workforce Development Update and item 8.04 Approval of Salary Increase for Engineers were removed from the agenda.

Item 8.07 Approval of Revision to 2022/2023 Academic Calendar was added.

Motion was made by Mr. Williams, seconded by Mr. Pash, to approve the agenda with the changes as presented. All aye votes were recorded. Motion carried.

APPROVE MINUTES

Motion was made by Mr. Johnson, seconded by Mr. Williams, to approve the minutes of the Regular Board Meeting held on May 16, 2022, as presented. All aye votes were recorded. Motion carried.

COMMUNITY DIALOGUE

Page/Fremont County Center Update

Kristin Smith, Director of the Page Fremont County Center, updated the Trustees on the happenings at the Page/Fremont County Center.

Highlights from the report include:

- Pesticide testing number: 102 testers; Proctored 30 credit exams; Averaged 7 HiSET students per month
- "Over a Cup of Coffee" series also continues to be popular.
- The Spirits for Scholarships will be held at the Page Fremont County Center this year. More details to be announced soon.

**MONITORING
INFORMATION
ABOUT COLLEGE
OPERATIONS**

President's Report

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

- Dr. Kinney attended the NJCAA National meeting. At the meeting Iowa Western volleyball player, Yadhira Anchante, received the Betty Jo Graber Female Athlete of the Year.
- Construction at the Missouri Valley site continues to move forward and equipment for the Harlan site is slowly coming in.
- East Mills was not awarded a CAF grant.
- Dr. Kinney has been involved in meetings with key people in Glenwood regarding the closing of the Glenwood Resource Center.
- State funding came in at \$6.5 million for the community colleges.
- Enrollment is up 2.8% in headcounts and up 1% in credit hours for fall. Enrollment is up 2.1% in headcounts for the summer.

Community Colleges for Iowa Report

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

- The board is reviewing their alcohol policy.

Other Reports

Marketing Update

Don Kohler, Vice President of Marketing and Public Relations, presented the Board with the Marketing update. Highlights from the report include:

- The Marketing Department has been focusing on program specific marketing campaigns. The first program featured was Nursing. Through targeted adds on social media, applications for the Nursing Program have increased from 201 in the fall of 2021 to 387 in the fall of 2022.
- Three additional programs have been selected for more targeted marketing campaigns: Computer Information Technology, Laser Systems Technician and Diploma Program and Musical Theater Program.

Art Center Update

Tim Dickmeyer, Director of the Arts Center, presented the Trustees with an update on activities happening at the Arts Center this past year and shared plans for the upcoming National Performance Series.

Motion was made by Mr. Johnson, 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.

**CONSENT
AGENDA**

New employees include: Brad Carman, CDL Instructor; Angie Ebert, Secretary; Donald Lassek, Groundskeeper

Employees leaving include: None

Financial Report

Eddie Holtz, Vice President of Finance, presented the Board with the Financial Statements ending May 31, 2022. Eddie reported on the following:

- FY22 Audit: The end of our fiscal year is rapidly approaching; the accounting department has started the planning process with Denman & Associates for our annual audit. Part of this process is a pre-audit meeting with Denman & Associates and the Trustee audit committee. We hope to schedule this in conjunction with the August board meeting.
- FY23 Audit RFP: We are starting to working on the RFP (request for proposal) process for next year's auditing services. Denman & Associate is the leader in the State of Iowa for auditing services for Iowa Community College, Iowa Western has been with Denman & Associate for several years. Our policy requires us to rebid these services every so many years to ensure that the service and pricing remains competitive.

ACTION ITEMS

Approval of Resolution Naming Depositories

Motion was made by Dr. Marshall, seconded by Mr. Pash, to approve the resolution naming depositories as presented. All aye votes were recorded. Motion carried.

Approval of the Write-Off List

Motion was made by Mr. Mr. Williams, seconded by Dr. Marshall, to approve the write-off list as presented. All aye votes were recorded. Motion carried.

Approval of Salary Increase for Faculty

Dr. Kinney presented a salary increase of \$1,150 + 1% for faculty making less than \$60,000 and a flat 3% increase for faculty making more than \$60,000.

Motion was made by Mr. Johnson, seconded by Dr. Marshall, to approve the salary increase for faculty as presented. All aye votes were recorded. Motion carried.

Approval of Salary Increase for Staff

Dr. Kinney presented a salary increase of \$1,150 + 1% for staff making less than \$60,000 and a flat 3% increase for staff making more than \$60,000.

Motion was made by Mr. Johnson, seconded by Mr. Williams, to approve the salary increase for staff as presented. All aye votes were recorded. Motion carried.

Approval of Salary Increase for Administrators

Dr. Kinney presented a flat 3% salary increase for the Cabinet members.

Motion was made by Mr. Johnson, seconded by Mr. Pash, to approve the salary increase for administrators as presented. All aye votes were recorded. Motion carried.

Approval of Revision to 2022-2023 Academic Calendar

Motion was made by Mr. Williams, seconded by Dr. Marshall, to approve the deletion of a Faculty Work Day on December 12, 2022. All aye votes were recorded. Motion carried.

EXECUTIVE SESSION

Motion was made by Dr. Sibley, seconded by Mr. Johnson, to enter into a closed session to discuss a personnel matter. All aye votes were recorded. Motion carried.

The Board entered into a closed session at 4:10pm.

Motion was made by Mr. Johnson, seconded by Mr. William, to enter into a regular session. All aye votes were recorded. Motion carried.

The Board entered into a Regular Session at 4:52pm.

ACTION ITEMS

Approval of Salary Increase and Contract Renewal for President

Motion was made by Mr. Pash, seconded by Dr. Sibley, to approve a one-year extension to the President's rolling contract with a 3% increase to be split between salary and the president's annuity at his discretion. All aye votes were recorded. Motion carried.

ADJOURNMENT

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

The meeting adjourned at 4:55pm



Connie Hornbeck, Board President



Erin McKee, Board Secretary