



Board of Trustees Meeting | April 21, 2025

Minutes

Iowa Western Community College

4/21/2025 2:00 PMCDT

@ Iowa Western Community College, 2700 College Rd, Council Bluffs, IA 51503

Attendance

Present:

Members: Chris Blake, Connie Hornbeck, Matt Johnson, Kirk Madsen, Randy Pash, Tom Riley, Gilbert Thomas, John Marshall MD, Kerry Newman

Guests: Eddie Holtz, Vicki Hoskovec, Dan Kinney, Jenny Kruger, Shane Larson, Matt Mancuso, Erin McKee, Molly Noon, Kimberly Vrba

1. Call to Order

The meeting was called to order by the Board Chair Connie Hornbeck.

2. Roll Call

Board Chair Hornbeck asked for the roll. The roll call was taken by the Board Secretary.

3. Approve Agenda

Board Chair Hornbeck asked if there were any additions or deletions to the agenda. Hearing none, she asked for a motion to approve the agenda as presented.

Motion:

A motion was made to approve the agenda as presented.

All aye votes were recorded. Motion carried.

4. Correct, Amend and Approve Minutes from the Regular Meeting held March 17, 2025

Board Chair Hornbeck asked if there were any corrections or amendments to the minutes of the regular meeting held March 17th. Hearing none, she asked for a motion to approve the minutes as presented.

 [Board of Trustees Meeting March 17, 2025 Minutes.pdf](#)

Motion:

A motion was made to approve the minutes from the March 17th regular meeting as presented.

All aye votes were recorded. Motion carried.

5. Recognition of National Championship Athletic Teams & Athletes | Cheer, Women's Indoor Track, Bowling, Shotgun Sports, Women's Wrestling & Dance

The Board of Trustees welcomed and recognized the Iowa Western athlete teams student athletes that have received national championships since January. Teams and athletes represented included: women's wrestling, cheer, bowling, women's indoor track, shotgun sports and dance.

6. Public Comment

Board Chair Hornbeck asked if there were any members from the public present for comments. There was no one in attendance and nothing submitted in writing.

7. Monitoring Information About College Operations

7.1. President's Report (Presenters: Dr. Dan Kinney, President)

Dr. Kinney, President of the college, reported on the following:

Dr. Kinney shared the results of this year's Unbelievable Workplaces survey. This survey has been a useful tool and the college continues to improve each year. Dr. Kinney is looking for another tool that we can utilize to take it to the next level. Gallup is one that Dr. Kinney is looking at. The Board would like to see the percent of participation added to the report. Dr. Kinney shared that this year 73% of full-time and 25% of part-time completed the survey. Dr. Kinney will look at the participation from past years. Dr. Kinney is planning to share the results with all staff after this meeting.

Dr. Kinney shared that we are looking at a new enrollment report to share with the Board. We have always shared the 10 day report and are looking at doing some better reports that will give a better picture of where we are. Right now summer enrollment is down in visiting students. Staff has been looking into this and have identified a group of university students historically taking summer physics that are not registered yet. Molly's team is working on a marketing campaign for the class and geo fencing these university campuses. Dr. Kinney share that fall enrollment is currently up 17% in credit hours. He is hoping that this number holds, but shared that we are looking deeper into it to make sure it is accurate.

State Legislative Update - The President's did not meet on Friday, but have a meeting scheduled for Wednesday. We still don't know our funding for next year and the session might not end until June. The DEI bill has moved forward. It impacts things that we knew were coming and staff have already been looking into. The Master Builders Retainage bill has been solidified, and will be dropping from 5% to 3%.. At the Federal level, the college did not have any international students on visas show up on the red list to have their visas revoked.

Summer Conference - Dr. Kinney asked the group who would like to attend the upcoming Community Colleges for Iowa Summer Trustees Conference and who would like to carpool. The plan will be to travel July 8 with the conference taking place on July 9 and 10 in Fort Dodge.

ACCT - Dr. Kinney shared that we also need to make arrangements for the ACCT Conference happening in October.

Dr. Kinney shared that the The Iowa West Foundation and the Council Bluffs Chamber of Commerce are seeking community support for the Dodge Riverside Project. Dr. Kinney asked the Board for their thoughts. Some members expressed their concerns with the scope of the project. Kirk clarified that Iowa West is asking the city for a feasibility study on what the land could be used for and what developers have the interest. Molly also shared that she attended a public information session on the project and was then asked to send a letter of support to the City Council. Since Iowa Western represents more of Iowa then just the city of Council Bluffs and the Board has not been involved with similar projects in other counties, the Board agreed that the College should not take a stance on this either way.

 [2025 UnBelievable Workplaces Survey Question Analysis - Full.pdf](#)

7.2. Community Colleges for Iowa Report (Presenters: Connie Hornbeck, Community Colleges for Iowa Representative)

Connie shared that the Executive Committee met Friday, they are recommending a 4% increase in the budget to include a 4% increase for personnel. ISG is the company they are using for internal improvements at the building. Community Colleges for Iowa is doing a faculty compensation survey, they are using \$20,000 of the reserve to pay for this survey. She shared that they could propose a freeze to dues, but this will be a decision of the board. Outdoor projects are just about done. They complete Emily's evaluation and the Strategic Plan is up in 2025. They are looking to launch a larger strategic planning process or do a shorter two year plan.

ACUE - Dr. Kruger shared what Iowa Western is currently doing with this organization for faculty professional development. This is also being done at the state level. Iowa Western has some faculty participating in both cohorts.

Connie shared that Walter Bumphis with AACC is retiring. She also shared that Noah Brown, former Executive Director of ACCT is going to be the special counsel for the NJCAA with the Same Game Same Rules campaign.

Connie shared that she is planning to step back from the Community Colleges for Iowa as the Iowa Western representative. Connie has served on the Board since 1997, feels that it is time to lift some others up to be involved at the state and national level. Connie would appoint Tom Riley and she will serve at the alternate. She will ask that Tom serve on the same committees that we was on include the PAC. We will draft a letter to be sent to the state. The Board thanked Connie for all she has done for Iowa Western at the state and national level.

7.3. Institutional Information

7.3.1. Strategic Enrollment Plan Update (Presenters: Jordan Norris & SEP Sub-Committee Chairs)

Jordan Norris, Chair of the Strategic Enrollment Planning Committee, presented the Board with an overview of the Strategic Enrollment Plan.

- Purpose - The SEP is the framework that shapes the institutions' approach to recruitment, retention, and overall student success. It is data-drive, collaborative, flexible and actionable.
- Working groups include: Credit Programs, Non-credit Programs, Concurrent Enrollment, Recruitment, Academic Support, Student Success and Billing, Scholarships & Financial Aid.
- Process - The SEP follows a five-year cycle.
- The timeline and strategic alignment was shared.
- Strategic Enrollment Strategies
 - Launch Fast-Track Online Program Cohorts
 - Rebrand and Promote the College Early Start Program
 - Improve Student Success with Targeted Academic Support
 - Strengthen Student Success through Early Alert Systems
 - Enhance Financial Readiness and Payment Success
- The assessment and evaluation process was shared.

 [SEP - Board Update April 2025 V2.pptx](#)

7.3.2. AI Taskforce Update (Presenters: Vicki Hoskovec, Steven McGahan)

Steve McGahan, Chair of the Academic AI Taskforce, and Vicki Hoskovec, Chair of the Operational AI Taskforce, joined the meeting to update the Board on the development of AI policies and progress the committees have made.

- The Iowa Western Statement of Responsible Use of AI was shared.
- The syllabus statements were shared.
- Steve shared the AI professional development opportunities.

Steve addressed questions from the Board to include concerns with AI stifling creativity and how to detect the use of AI in a course. A discussion was had on offering non-credit course in the use of AI. The Board was interested in taking the AI 101 course that staff member will be taking.

 [AI Policy and Progress Update.pptx](#)

8. Consent Agenda

Board Chair Hornbeck asked for a motion to approve the consent agenda.

Motion:

A motion was made to approve the Consent Agenda as presented.

All aye votes were recorded. Motion carried.

8.1. Personnel Report (Presenters: Eddie Holtz)

Eddie Holtz, Vice President of Finance & Operations, presented the Board with the Personnel Report.

New employees include: Sara Minor, Baker.

Employees leaving include: Marcela Bueno, Assistant Women's Soccer Coach; Ambe White, Dean of Social Science & Business.

 [Board Report April 2025.pdf](#)

8.2. Presentation of Bills for Payment

Matt Johnson and Tom Riley served as auditors for the April bills. Questions were asked and addressed related to the jet for FAA Grant and a payment to Holmes Murphy for insurances purposes.

8.3. Financial Report (Presenters: Eddie Holtz)

Eddie Holtz, Vice President of Finance & Operations, presented the Board with the financial statements ending March 31, 2025.

 [April 2025 Financials.pdf](#)

9. Action Items

9.1. Public Hearing for the Approval of the FY26 Published Budget

Board Chair Hornbeck asked for a motion to enter into a Public Hearing for the approval of the FY26 Published Budget.

Motion:

A motion was made to enter into a Public Hearing for the approval of the FY26 Published Budget.

All aye votes were recorded. Motion carried. The Board entered a Public Hearing at 4:17.

9.2. Approval of the FY26 Published Budget

Eddie Holtz, Vice President of Finance & Operations, presented the Board with the FY26 Published Budget. There were no comments received from the public.

Motion:

A motion was made to approve the FY26 Published Budget as presented.

All aye votes were recorded. Motion carried.

Motion:


A motion was made to enter into Regular Session.


All aye votes were recorded. Motion carried. The Board entered into a Regular Session at 4:18pm.


9.3. Approval of Updates to 2025/2026, 2026/2027 & 2027/2028 Academic Calendars

The Board was presented with the 2025/2026, 2026/2027 & 2027/2028 academic calendars. These calendars have been updated to reflect the date change for the winter commencement ceremony from Saturday to Friday.

Board Chair Hornbeck asked for a motion to approve the calendars as presented.

 [Academic Calendar 2025-2026 Board Approved Nov 2021; Revised April 2025.pdf](#)

 [Academic Calendar 2026-2027 Board Approved Nov 2021; Revised April 2025.pdf](#)

 [Academic Calendar 2027-2028 Board Approved Dec 2024; Revised April 2025.pdf](#)

Motion:

A motion was made to approve the 2025/2026, 2026/2027 & 2027/2028 Academic Calendars with the change to the winter commencement ceremony.

All aye votes were recorded. Motion carried.

9.4. Receipt and Filing of Termination Recommendation

The Board was presented with a faculty contract non-renewal for Ronald Schmidt. Board Chair Hornbeck asked for a motion to approve the contract non-renewal as presented.

Motion:

A motion was made to approve the contract non-renewal for Ronald Schmidt as presented.

All aye votes were recorded. Motion carried.

9.5. Receipt and Filing of Termination Recommendation

The Board was presented with a faculty contract non-renewal for Lori Lynn Ahrends.
Board Chair Hornbeck asked for a motion to approve the contract non-renewal as presented.

Motion:

A motion was made to approve the contract non-renewal for Lori Lynn Ahrends as presented.

All aye votes were recorded. Motion carried.

10. Executive Session

There was no need for a closed session.

11. Future Agenda Items

Board Chair Hornbeck shared with the Board that the link to the President's Appraisal Form will be sent tomorrow. She asked that the Board complete the form within seven days. The results will be compiled and reviewed by the committee before sharing with the full Board.

12. Adjournment

Board Chair Hornbeck asked for a motion to adjourn the meeting.

Motion:

A motion was made to adjourn the meeting.

All aye votes were recorded. Motion carried. The meeting adjourned at 4:32.