



## Board of Trustees Meeting | December 16, 2024 Minutes

Iowa Western Community College

12/16/2024 2:00 PM CST

@ 2700 College Rd, Council Bluffs, IA 51503

### **Attendance**

#### **Present:**

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

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

#### 1. Call to Order

The meeting was called to order at 2:00pm by Board Chair Connie Hornbeck.

#### 2. Roll Call

A roll call vote was taken.

#### 3. Approve Agenda

Board Chair Hornbeck asked if there were any additions 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 of the Regular Meeting Held on November 18, 2024

Board Chair Hornbeck asked if there were any corrections to the minutes of the November 18th meeting. Hearing none she asked for a motion to approve the minutes as presented.

 [Board of Trustees Meeting November 18, 2024 Minutes.pdf](#)

#### **Motion:**

A motion was made to approve the minutes as presented.

All aye votes were recorded. Motion carried.

#### 5. Selection of Temporary Board President

**Motion:**

A motion was made to select Erin McKee as the Temporary Board President for the election of officers.

All aye votes were recorded. Motion carried.

6. 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. Madsen, to elect Mrs. Hornbeck as the Board President. All aye votes were recorded. Motion carried.

**Motion:**

A motion was made to nominate and elect Connie Hornbeck as the President of the Board.

All aye votes were recorded. Motion carried.

7. Election of Vice President

Mrs. McKee asked if there were any nominations on the floor for the office of Vice President of the Board. Mr. Riley made a motion to nominate Dr. John Marshall for the office of Vice President and that nominations cease. The motion was seconded by Mr. Johnson. All aye votes were recorded. Motion carried.

**Motion:**

A motion was made to nominate and elect Dr. John Marshall as the Vice President of the Board.

All aye votes were recorded. Motion carried.

8. Oath of Office Administered to the President and Vice President

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

9. Appoint Board Secretary and Treasurer

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

10. Oath of Office Administered to Board Secretary and Treasurer

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

11. Selection of Community Colleges for Iowa Representative

Connie Hornbeck is currently serving as the representative for Community College for Iowa. She asked if there was interest from any of the other members in learning more about the role and possibly serving. Tom expressed an interest. He will serve as the alternate for a year to learn more about the group with Connie continuing in the representative role.

## 12. Public Comment

There were no members of the public present for comment.

## 13. Monitoring Information About College Operations

### 13.1. FY24 Audit Report

Mandi Holcomb and Mason Sander with Denman attended the meeting and presented the Board with the FY24 Audit Report.

 [SIGNATURE2024auditIWCC.pdf](#)

 [IWCC Board Presentation - 6.30.2024.pptx](#)

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

Dr. Kinney reported on the following:

- Wrapped up the semester on Friday. Holding tight on enrollment
- The Employee Holiday Party was Friday night. Fall student performances and events were great - the Culinary Arts Dinner was great, Fine Arts Fall musical went well and concerts. The Men's Soccer team won the national championships and the men's cross country were the half marathon national champions. We will plan to have them attend the January meeting.
- The Community Colleges for Iowa Convention and Tradeshow went well. It was not well attended for Iowa Western because December is a tough time for staff.
- Spring Enrollment is slightly down. Numbers are up for Continuing Students, but down in New, High School, Visiting and Returning. The Administration continues to look into the numbers deeper and what impacts our efforts with fraud have had on enrollment.
- Dr. Kinney shared the he is feeling better about the FAFSA form for next year.
- Reiver Fever Fridays have been well attended.
- Dr. Kinney shared his plan for the upcoming Board Retreat. He plans to review the following: strategic plan, facilities plan, tactical plans (VPs), President's goals and KPI's (from Data Governance). Dr. Kinney asked if there were any additional items the Board would like on the agenda.
- The college received notification the we have been awarded the EPA Brownfield Grant.
- FAA Grant was submitted last week. Another round of \$500,000 to help re-build the aviation maintenance program.
- Dr. Kinney would like to finalize travel for the ACCT National Legislative Summit this week. The plan for those attending would be to fly out Sunday, February 9th and come back on Wednesday, February 12th.
- Kuddos to Dr. Marshall for helping fund the football team's flight to Texas for the National Championship Football game.

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

Connie shared that the Community Colleges for Iowa Board did not have a December meeting.

With this being the second year of the Convention and Tradeshow, Connie shared some data from this year event. There were 433 reservations, 257 conference attendees, 76 award recipients and \$118,000 raised.

#### 13.4. Institutional Information

##### 13.4.1. Athletic Report (Presenters: Shane Larson)

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. There was a discussion on the difference in the number of male athletes versus female athletes. Male sports often have developmental or JV teams. It was asked by Board members if there is any concern about the future of women's athletics with high schools cutting teams.
- The Athletic department hosted many special events in the 23/24 academic year to include the NJCAA Wrestling Tournament, MAGE, Pathway Omaha, Special Olympics Basketball, High School Cross Country Meets, SWIAC Volleyball Tournament, high school games and practices, Victory Volleyball practices, Westside Youth Wrestling Tournament, Elite Cheer Showcase, Corn Belt Summer Baseball League and other rentals.
- 23/24 Achievements include 69 All American Athletes, 11 Conference Champions, 5/6 National Champions and the 23/24 Daktronics Cup Leader in the Scholarship category. Numerous coaches and athletes received recognition as well.
- Board members asked for an estimate on the revenue brought in from athletic events to include field rentals, housing and food service. \$300,000/\$400,000 was estimated.

 [Comprehensive Athletics Report Fall 2021 to Fall 2024 .pdf](#)

 [2024 Athletic Board Report.pptx](#)

#### 14. Consent Agenda

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

##### **Motion:**

A motion was made to approve Consent Agenda as presented.

All aye votes were recorded. Motion carried.

##### 14.1. Personnel Report (Presenters: Eddie Holtz, Vice President of Finance)

Eddie Holtz, Vice President of Finance, presented the Board with the Personnel Report. There were no new employees as of 12/2/24.

Employees leaving: Zach Gasior, Assistant Professor of Communication Arts.

 [Board Report December 2024.pdf](#)

##### 14.2. Presentation of Bills for Payment

Kirk Madsen and Connie Hornbeck served as auditors. There were no questions or concerns with the financial statements.

14.3. Financial Report (Presenters: Eddie Holtz, Vice President of Finance)

Eddie Holtz, Vice President of Finance, presented the Board with the financial statements ending November 30. Higher revenues in tuition and housing are due to the payment deadline being moved up

 [Financial Report Dec 2024.pdf](#)

14.4. Curriculum (Presenters: Dr. Jenny Kruger, Vice President of Academic Affairs)

Dr. Kruger, Vice President of Academic Affairs, presented the Board with this month's curriculum changes.

 [Curriculum Changes for December BOT Meeting.pdf](#)

15. Action Items

15.1. Acceptance of the FY24 Iowa Western Audit Report

Board Chair Hornbeck asked for a motion to accept the FY24 Iowa Western Audit Report as presented by Denman & Company.

**Motion:**

A motion was made to accept the FY24 Iowa Western Audit Report as presented.

All aye votes were recorded

15.2. Approval of 2025 Board Meeting Calendar

The Board reviewed the calendar of 2025 Board Meeting dates. There was discussion on the October meeting with ACCT falling that same week and the March meeting as it no longer needs to be before March 15 for publishing the budget. The October meeting will be October 13 and the March meeting will be March 17. All other dates will remain as listed. Board Chair Hornbeck asked for a motion to approve the calendar.

 [Board Calendar of Events 2025-For Board Approval.pdf](#)

**Motion:**

A motion was made to approve the 2025 Board Meeting Calendar.

All aye votes were recorded. Motion carried.

15.3. Approval of 2027-2028 Academic Calendar

The 2027/2028 Iowa Western Academic Calendar was presented for approval. There were no concerns.

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

 [Academic Calendar 2027-2028 Draft for Board Approval.pdf](#)

**Motion:**

A motion was made to approve the 2027/2028 Academic Calendar as presented.

All aye votes were recorded. Motion carried.

15.4. Schedule Public Hearing for the KIWR Operations & Audit Report

Board Chair Hornbeck asked for a motion to schedule January 13, 2025, as the date for the Public Hearing on the KIWR Operations and Audit Report.

**Motion:**

A motion was made to schedule January 13, 2025, as the date of the Public Hearing for the KIWR Operations and Audit Report.

All aye votes were recorded. Motion carried.

16. Future Agenda Items

The Board Retreat is scheduled for Friday, January 10, 2025.

17. 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 3:25pm.