



Board of Trustees Meeting | July 20, 2026

Minutes

Iowa Western Community College
7/20/2026 2:00 PMCDT

@ Council Bluffs Campus, 2700 College Rd, Council Bluffs, IA 51503

Attendance

Present:

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

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

Absent:

Guests: Shane Larson

1. Call to Order

The meeting was called to order at 2:00pm by 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 to the agenda. Dr. Kinney shared the addition of action item 8.5 Medical Assistant Program.

Motion:

A motion was made to approve the agenda with the addition as presented.

Motion moved by Gilbert Thomas and motion seconded by Kirk Madsen. All aye votes were recorded. Motion carried.

4. Correct, Amend and Approve Minutes from the Regular Meeting held June 15, 2026

Board Chair Hornbeck if there were any corrections or amendments to the meeting minutes from the June 15th meeting. Hearing none, she asked for a motion to approve the minutes as presented.

 [Board of Trustees Meeting June 15, 2026 Minutes.pdf](#)

Motion:

A motion was made to approve the meeting minutes as presented.

Motion moved by Gilbert Thomas and motion seconded by Matt Johnson. All aye votes were recorded. Motion carried.

5. Public Comment

There were no members of the public present for comment and nothing was submitted in writing.

6. Monitoring Information About College Operations

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

Dr. Dan Kinney, President of the College, updated the Trustees on the following items:

Enrollment Update - Dr. Kinney shared the final enrollment numbers for the year and reviewed the enrollment breakdown. Excluding high school summer enrollment, enrollment is up approximately **3%**. Overall enrollment is up approximately **6%** for the year.

NC3 Dashboard - The NC3 dashboard has been updated through **June** of this year. Dr. Kinney will be attending an NC3 conference beginning tomorrow.

ACCT Conference - Dr. Kinney asked which Trustees would be interested in attending the upcoming ACCT Leadership Congress October 21 through October 24 in Chicago. The following Trustees were interested in attending: Kerry, Tom, Matt, Dr. Connie, Chris, and possibly Kirk. Gilbert will not be attending.

President's Goals - Dr. Kinney shared that he is currently working on his annual goals.

CB STEM School Update

- Dr. Kinney has been in communication with the school district regarding the proposed CB STEM School.
- An alternative property was presented to the district, and district representatives responded favorably.
- The proposed site is approximately 3.5 acres, reflecting an increase in the estimated space needed.
- A conceptual video was shown illustrating what the building could look like on campus.
- Dr. Kinney has a meeting scheduled with the interim superintendent, Dr. Chace Ramey, next week.
- The school district is proposing a 50-year lease at \$1 per year.
- The property's estimated fair market value is between \$100,000 and \$200,000.
- Kerry expressed concerns about:
 - The potential impact on neighboring school districts and ensuring the project does not negatively affect them.
 - The level of support from the teachers' union, which she indicated is currently lacking.
 - Conflicting concepts and renderings of the proposed building, making it unclear which plans are current.
 - The proposed lease amount.
- Additional discussion points included:
 - Dr. Kinney will discuss these concerns with Dr. Ramey.
 - Determine whether the charter application is public and, if so, request a copy.
 - The anticipated opening date has been moved to August 2029.
 - Board members discussed both positive and negative feedback they are hearing from the community.
 - Request information on how the project will be presented to the public and how community concerns will be addressed.

Eddie Holtz, Vice President of Finance & Operations presented the Trustees with an update on summer projects:

- Renovated an additional housing apartment.
- Replaced roofs on Suite 1.
- Renovated bathrooms in the towers.
- Installed new carpet in the towers and Suite 1.
- Sewer project has resumed; progress is slowed due to difficulty obtaining manholes.
- Sealed and restriped the Arts Center parking lot.
- Renovations at the centers are progressing well.
- Installed new carpet in the cafeteria.
- Continuing to work through the deferred maintenance plan and prioritize projects.
- The Transportation & Logistics (T&L) Building remains on schedule.

Finance and AI Initiatives

- Carter Cozihar is serving as an intern with Eddie in the Finance Department.
- Eddie has been exploring opportunities to incorporate artificial intelligence into financial operations.
- The team reviewed how OEPI has been used utilizing AI.
- Current initiatives include:
 - Revamping the format and presentation of financial reports.
 - Leveraging AI to improve the budgeting process.
 - Evaluating the use of AI to audit purchasing card (P-card) transactions for compliance with the College's P-card policy.

 [Summer Enrollment as of July 12.pdf](#)

 [Fall Enrollment as of July 12.pdf](#)

 [NC3 Monthly Executive Dashboard - July 2026.pdf](#)

6.2. Community Colleges for Iowa Report (Presenters: Tom Riley, Community Colleges for Iowa Representative)

Tom Riley, Community Colleges for Iowa Representative, shared that the next meeting will be August 27. At that meeting they will be voting on or reviewing the proposal for the summer visits.

Several Trustees recently attended the Summer Trustees Conference and shared their feedback.

6.3. Institutional Information

6.3.1. Review of Board Self-Assessment Tool & Process

The Board reviewed the proposed updated self-evaluation form and process. There were no concerns with either. The new self-evaluation will be sent out in November and compiled for discussion at the Trustee's annual retreat in January.

 [IWCC board self-assessment process.pdf](#)

7. Consent Agenda

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

Motion:

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

Motion moved by Gilbert Thomas and motion seconded by Kirk Madsen. All aye votes were recorded. Motion carried.

7.1. Personnel Report (Presenters: Eddie Holtz, Vice President of Finance & Operations)

Eddie Holtz, Vice President of Finance & Operations, presented the Trustees with the Personnel Report for July.

New hires include: Wyatt Aumiller, Assistant Swimming Coach; Harry Davis, Maintenance; Nathan Grimm, Mental Health Practitioner; Samuel Jackson, Assistant Football Coach; Paul Rosenberg, Workforce Solutions Consultant; Jason Vandersnick, Instructor of Aviation Maintenance Technology.

Employees leaving include: Dayana Houston, TRiO Student Support Specialist; Allison Petry, College Success Advisor; Anthony Borders, Assistant Shotgun Sports Coach; Kathryn Gleaves, Aviation Technology Coordinator; Darius Moore, Assistant Football Coach.

 [July Personnel Report 2026.docx](#)

7.2. Presentation of Bills for Payment

There was a question on a fraudulent charge to Walmart and how similar charges are handled. A question was asked on housing and tuition refunds. Housing refunds would be security deposits being refunded after all rooms have been inspected and tuition refunds would be for summer classes.

 [Approval of the Board 7.10.26.pdf](#)

 [Board Report 7.10.26.pdf](#)

 [FNB June 2026 Board Report.pdf](#)

 [Virtual Cards 7.10.26.pdf](#)

 [Voided Check Report 7.10.26.pdf](#)

8. Action Items

8.1. Appointment of Audit Committee Members

Board Chair Hornbeck asked if any of the Trustees would like to serve on the Audit Committee this year. Matt Johnson and Dr. John Marshall volunteered. Board Chair Hornbeck will serve as well.

8.2. Approval of Quality Faculty Plan (Presenters: Dr. Jenny Kruger, Vice President of Academic Affairs)

Dr. Kruger shared a summary if this year's changes to the Quality Faculty Plan.

Changes include:

- Updating the dates on the title page
- Updating formatting throughout the document
- "Individual Quality Plan" language was updated to "Faculty Development Plan" throughout the document

- "Orientation document" was removed from Procedures for Documentation and Plan Monitoring (p. 10); "Faculty Canvas Orientation" was added in its place
- "All meeting minutes will be posted on the ROC Portal" was updated to "...posted in OnBoard" under Duties of the Quality Faculty Plan Committee (p. 11)
- Charter updates will go to Executive Steering Committee instead of Instructional Council (p. 11)
- Adjunct and Concurrent Enrollment Faculty Professional Development Form was updated to reflect new Softdocs form (p. 25)

There were no questions or concerns with the updates as presented. Board Chair Hornbeck asked for a motion to approve the annual updates to the Quality Faculty Plan as presented.

 [QFP Updates for 2026-2027 - BOT Summary.pdf](#)

 [Tracking IWCC Quality Faculty Plan Policy 2026-2027 6.15.26.pdf](#)

Motion:

A motion was made to approve the updates to the Quality Faculty Plan as presented.

Motion moved by Matt Johnson and motion seconded by Randy Pash. All aye votes were recorded. Motion carried.

8.3. Approval of High School Concurrent Enrollment Contracts

The following High School Concurrent Enrollment Contracts were presented to the Trustees for approval:

- Bedford Community School District
- Iowa Connections Academy
- Logan Magnolia School District
- St. Albert School District
- Griswold Community School District
- Sidney School District
- AHSTW Community School District
- Fremont Mills Community School District
- Essex Community School District
- East Mills Community School District

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

Motion:

A motion was made to approve the High School Concurrent Enrollment Contracts as presented.

Motion moved by Gilbert Thomas and motion seconded by Matt Johnson. All aye votes were recorded. Motion carried.

8.4. Approval of Board Policy Chapter 4 Updates

The Trustees were presented with the proposed updates to Chapter 4 of the Board Policy Manual. Again the only change was adding "of the College" and "of the Board" when referring to the President.

There were no concerns with the updates as presented. Board Chair Hornbeck asked for a motion to approve Chapter 4 of the Board Policy Manual.

 [Board Policy - 2026 Review - Chapter 4.pdf](#)

Motion:

A motion was made to approve the updates to Chapter 4 of the Board Policy Manual as presented.

Motion moved by Randy Pash and motion seconded by Tom Riley. All aye votes were recorded. Motion carried.

8.5. Medical Assistant Program

Dr. Kruger shared that from the recent program review, Medical Assistant was a program that came up as a concern and the full-time instructor for the program had resigned. This is a program that would require a full-time instructor for accreditation, therefore the Administration would that the Trustees sunset the program and move it over to the non-credit side.

Dr. Kinney shared that the pay is typically low in industry for Medical Assistants and we have learned that many people calling inquiring about the program where asking about the non-credit shorter term program. The long-term goal would be to put Medical Assistant forward as a Workforce Pell Program. The program was a one year program therefore there are no student to teach out, but there are some registered for fall that will need to be contacted about switching to the non-credit side.

Board Chair Hornbeck asked for a motion to sunset the Medical Assistant Program.

Motion:

A motion was made to to sunset the Medical Assistant Program as recommended by the Administration.

Motion moved by Gilbert Thomas and motion seconded by John Marshall MD. All aye votes were recorded. Motion carried.

9. Future Agenda Items

There were no future agenda items for discussion.

10. Adjournment

Board Chair Hornbeck asked for a motion to adjourn the meeting. Following the meeting Trustees will be taking a tour of the Transportation & Logistics Building site.

Motion:

A motion was made to adjourn the meeting.

Motion moved by Matt Johnson and motion seconded by Kirk Madsen. All aye votes were recorded. Motion carried. The meeting was adjourned at 3:29pm.