



# Board of Trustees Meeting | June 18, 2024

## Minutes

Iowa Western Community College  
6/18/2024 2:00 PMCDT

@ Page/Fremont County Center, 1001 West Sheridan Ave, Shenandoah, IA 51601

### Attendance

#### Present:

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

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

#### 1. Call to Order

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

#### 2. Roll Call

Roll call was taken.

#### 3. Approve Agenda

The Board reviewed the agenda for the meeting. Mrs. Hornbeck asked if there were any additions.

#### Motion:

Motion was made to approve the agenda as presented.

All aye votes were recorded. Motion carried.

#### 4. Correct, Amend and Approve Minutes

The Board reviewed the minutes from the May 20 Regular meeting and the June 6 Special Board meetings.

##### 4.1. Correct, amend and approve minutes of the Regular Meeting held May 20, 2024

#### Motion:

Motion was made to approve the minutes from the May 20th meeting as presented.

All aye votes were recorded. Motion carried.

##### 4.2. Correct, amend and approve minutes of the Special Meeting held June 6, 2024

#### Motion:

Motion was made to approve the minutes from the June 6th meeting as presented.

All aye votes were recorded. Motion carried.

## 5. Community Dialogue

### 5.1. Page/Fremont County Center Update (Presenters: Matt Mancuso, Executive Director of Business & Community Education)

Matt Mancuso, presented the Board with an update on the Page/Fremont County Center. Highlights from the update include:

- Six students completed HiSET courses this year. This is a decline from previous years, due to the strong economy.
- The Page/Fremont County Advisory Board met on March 21. The meeting was well attended. There is a strong interest from the community in the dog grooming certificate, as well as working to connect the SBDC more in Shenandoah.
- The EMT program had 11 students in the 4-month class. They are looking at a longer paramedic program.
- The Over a Cup of Coffee series continues to be successful. A recent series about an Alaskan Cruise was very popular.
- Spirits for Scholarships will be held Friday, October 18 at the Sanctuary Restaurant.

## 6. Monitoring Information About College Operations

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

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

- Underwood School held their graduation ceremony in the Reiver Arena. Dr. Kinney has received many compliments and they are very appreciative.
- Shane Larson was recognized as the Athletic Director of the Year and Brenda Hampton, former Iowa Western Athletic Director, was inducted into the Hall of Fame at NACDA. Iowa Western was awarded the Daktronics Cup.
- Construction of the football/soccer complex continues on schedule. The rain has not impacted the timeline.
- Iowa Western was awarded a \$1 million CAIF Grant for the Glenwood Innovation Center. The college also received a \$25,000 scholarship from the Aksarben Foundation for STEM scholarships.
- We have received approval from the HLC to offer credit courses at the prison.
- Minimum faculty standards have changed for arts and science instructors. The required number of graduate hours dropped from 18 to 12.
- On July 10 and 11 the administration will interview contractors for CMaR. The recommended contractor will be presented for approval at the July Board meeting on July 15.

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

There was no report from the Community Colleges for Iowa as they have not met since the June Board Meeting.

Dr. Marshall, Matt Johnson and Tom Riley will be attending the upcoming Summer Trustees Conference on July 10 and 11 in Waterloo, IA.

### 6.3. Other Reports

## 7. Consent Agenda

The Board was presented with the Consent Agenda for approval.

**Motion:**

Motion was made Mr. Riley, seconded by, Dr. Marshall, to approve the Consent Agenda as presented.

All aye votes were recorded. Motion carried.

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

Eddie Holtz, Vice President of Finance, presented the Board with the Personnel Report. New employees include: Micah Hamik, Assistant Athletic Trainer; Mackenzie Schaben, Assistant Director of Campus Life; Megan Blakely, Continuing Education Coordinator; Jennifer Devault, Office Manager; Andrew Rohr, College Success Advisor; Diane Bach, Secretary Employees leaving Iowa Western: Jillian Berry, Administrative Assistant; Don Lassek, Maintenance Groundskeeper; Jennifer Rodasky, Food Service Supervisor; James Evans, Residence Life Coordinator; Sherman Petite, Admissions Advisor/Recruiter

### 7.2. Presentation of Bills for Payment

Dr. Marshall and Chris Blake reviewed the bills with no concerns.

#### 7.2.1. Auditors: Dr. Marshall and Chris Blake

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

Eddie Holtz, Vice President of Finance, presented the Board with the financial statements ending May 31, 2024.

## 8. Action Items

### 8.1. Approval of Write-Off List

The Board was presented with the 2023-2024 write-off list for review and approval.

**Motion:**

Motion was made by Dr. Marshall, seconded by Mr. Riley, to approve the write-off list as presented.

All aye votes were recorded. Motion carried.

## 9. Executive Session

### 9.1. Closed Session for Presidential Evaluation

Motion was made by Mr. Johnson, seconded by Mr. Gilbert, to enter into a closed session for the Presidential Evaluation.

The Board entered into a closed session at 2:57pm.

Motion was made by Mrs. Newman, seconded by Dr. Marshall, to enter into regular session.

The Board entered into Regular Session at 4:06pm.

10. Action Items

10.1. Approval of Salary Increase and Contract Renewal for President

**Motion:**

Motion was made by Dr. Marshall, seconded by Mr. Riley, to approve a 4.5% increase to the President's salary and a one-year extension to his rolling contract.

All aye votes were recorded. Motion carried.

11. Future Agenda Items

A new policy to address citizen's dialogue and the revisions to chapter one will be presented for approval at the July meeting.

12. Adjournment

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

The meeting adjourned at 4:08pm.