



# Board of Trustees Meeting | November 17, 2025 Minutes

Iowa Western Community College

11/17/2025 2:00 PMCST

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

## **Attendance**

### **Present:**

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

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

### **Absent:**

Members: Matt Johnson

### 1. Call to Order

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

### 2. Roll Call

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

### 3. Approve Agenda

Board Chair Hornbeck asked if there were any additions or deletions to the meeting 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.

Motion moved by Gilbert Thomas and motion seconded by Randy Pash. All aye votes were recorded. Motion carried.

### 4. Correct, Amend and Approve Minutes

The Board reviewed minutes from the Regular meeting held on October 13th and the Special meeting held on November 7th.

#### 4.1. Regular Meeting held October 13, 2025

Board Chair Hornbeck asked if there were any corrections to the minutes from the October 13th meeting. Hearing none, she asked for a motion to approve the minutes as presented.

[Board of Trustees Meeting October 13, 2025 Minutes.pdf](#)

### **Motion:**

A motion was made to approve the minutes as presented.

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

#### 4.2. Special Meeting held on November 7, 2025

Board Chair Hornbeck asked if there were any corrections to the minutes from the November 7th meeting. Hearing none, she asked for a motion to approve the minutes as presented.

 [Special Board Meeting November 7, 2025 Minutes.pdf](#)

##### **Motion:**

A motion was made to approve the minutes as presented.

Motion moved by Randy Pash and motion seconded by Gilbert Thomas. 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. Kinney, President of the College, updated the Trustees on the following:

- The daily enrollment update for winterim and spring are included in the packet.
- Also included is the 2025 Fall Enrollment Report from the state, with comparisons in enrollment with the other Iowa Community Colleges.
- Spring enrollment is looking good right now, it is still early but Dr. Kinney is hoping the numbers continue to stay up.
- The Board will need to set the date for their January retreat. Dr. Kinney asked the Board members to look at their calendars. He also shared Board assessment, review of policy, quarterly goal updates.
- Dr. Kinney provided an update on the Transportation and Logistics building. Dirt is being pushed and trees are being removed. The project is moving. Diane Osbahr went to the centers last week to look at space. The \$1 million dollar CAIF grant was submitted last week. Dr. Kinney feels our application is strong, but we won't hear back until February. The grant is looking at 7 tracks creating more seats for high school students.
- The ACCT National Legislative Summit is coming up in February. Dr. Kinney asked the Trustees to let him know if they would like to attend. We will start making travel plans soon.
- Data for the Aspen 200 was submitted last week.
- Dr. Kinney provided an update on the graffiti on campus that happened at 5:00am Saturday morning. We have the license plate number and can see that there were three individuals involved. There will be a company on campus today to start clean-up.
- Men's soccer lost their first game in the national tournament, they will play again tomorrow. Women's soccer won in double overtime and will play again tomorrow.

 [Daily Enrollment - Winterim.pdf](#)

 [Daily Enrollment - Spring.pdf](#)

 [2025 Fall Enrollment Report.pdf](#)

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

Tom Riley, the Iowa Western Representative on the Community Colleges for Iowa Board, reported on the following:

- The joint meeting with the Community Colleges for Iowa Board and the Presidents was held on November 6.
- The topic of the location for the Annual Summer Trustees Conference had a lengthy discussion.
  - Tom shared that they are planning to continue the discussion on the future of this event, but Trustees at other community colleges are interested in holding it in a central location like Des Moines. The biggest complaint is always travel time for some schools. It was also suggested that some development opportunities would increase and vendor participation would increase.
  - Connie shared that this has come up in the past, they tried it in Des Moines one year, but then went back to rotating with the cc's. She expressed her concerns about moving it to Des Moines, and how she and others Trustees enjoy seeing the other community colleges in Iowa and what makes them unique.
  - Chris stressed the importance of educational piece of the conference, but she enjoys seeing the other campuses. Randy echoed her comments.
- The Community Colleges for Iowa would like to increase participation for the Day on the Hill - they feel that it would improve our conditions and relationships with legislators.
- The Iowa Community College system will celebrate its 60th anniversary next year - they are planning how we can highlight community colleges and outstanding alum.
- Lobbyist provided an update.
- ACUE - an update was shared on this training opportunity for faculty.

## 6.3. Other Reports

### 6.3.1. Fall Credit Enrollment Report, Residence Life Report & High School Partnerships Update (Presenters: Jordan Norris, Reanna Heim, Kimberly Wollenhaupt)

The Fall Enrollment Report, Residence Life Report, Student Profile and High School Partnership Update were presented to the Board.

Jordan Norris, Dean of Advising & Enrollment Services, shared enrollment by student type and location was shared. Data was shared to show progress made due to changes in payment deadlines, administrative withdrawal for non-payment and efforts to identify fraud. The Fall Funnel Report for 2025 and 2026 was shared. The Strategic Enrollment Strategies for 2025-2030 were outlined, as well as several enrollment and success strategies for the Advising and Enrollment Services Team.

Reanna Heim, Dean of Student Life, shared the profile for students living on campus, occupancy rates, reviews from students living on campus and some initiatives happening in residence life.

Kimberly Wollenhaupt, Dean of High School Partnerships & Student Advancement, shared members of the high school partnerships team, high school enrollment data

and demographic information and an update on the launch of the DualEnroll software to help centralize and manage high school applications.

-  [Fall 2025 Enrollment Report - from Camie.pdf](#)
-  [Fall 2025 Student Profile.pdf](#)
-  [2025 Residence Life Student Profile.pdf](#)
-  [High School Enrollments for Fall 2025 - from Camie.pdf](#)
-  [Fall 2025 Enrollment Report to Board 11-2025 FINAL.pptx](#)

## 7. 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.

Motion moved by Gilbert Thomas and motion seconded by Chris Blake. All aye votes were recorded. Motion carried.

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

New employees include: Jeffery Ball, General Maintenance.

Employees leaving include: Jordan Campbell, TRiO Student Support Specialist; Jason Cribbs, Advisor/Recruiter; Mikhail Shepperd, General Merchandise & Operations Specialist; Collin Moffatt, Grants Specialist; Danielle Stone, Assistant Director of the Wellness Center.

-  [Board Report November 2025.pdf](#)

### 7.2. Presentation of Bills for Payment

Kerry Newman and Dr. John Marshall served as the auditors and reviewed the financial statements. Dr. Marshall questioned several payments that appear to be double. Eddie will look into this. There was also a discussion on several payments for trash collection. Eddie will look into the current process and see if consolidating payments is an option.

The Board had discussion on the process for reviewing bills. Eddie's team is looking to make the switch early next year. There will be more discussion at the retreat in January.

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

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

-  [Financial Statements November 2025.pdf](#)

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

Dr. Jenny Kruger, Vice President of Academic Affairs, presented the Trustees with a summary of changes to curriculum.

-  [Curriculum Changes for Board Meeting on 11.17.25.pdf](#)

## 8. Action Items

8.1. Approve Resolution declaring an official intent under Treasury Reg 1.150-2 to issue debt; GO School Bonds, Series 2026, Not to Exceed \$55,000,000; to reimburse the College for certain original expenditures paid in connection with specified Projects

Board Chair Hornbeck asked for a motion to approve the resolution declaring an official intent under Treasury Reg 1.150-2 to issue debt; GO School Bonds, Series 2026, not to exceed \$55,000,000; to reimburse the College for certain original expenditures paid in connection with specified projects.

 [Reimbursement Resolution IWCC GO School Bonds 2026.pdf](#)

**Motion:**

A motion was made to approve the resolution as presented.

Motion moved by Gilbert Thomas and motion seconded by John Marshall MD. A roll call vote was taken with all aye votes recorded. Motion carried.

## 9. Future Agenda Items

The Trustees are looking at January 9 for their annual Board Retreat, but will officially set the date at the December meeting along with the calendar of meetings.

## 10. Adjournment

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

**Motion:**

A motion was made to adjourn the meeting.

Motion moved by Gilbert Thomas and motion seconded by Tom Riley. All aye votes were recorded. The meeting was adjourn at 3:43