



## Board of Trustees Meeting | November 18, 2024 Minutes

Iowa Western Community College

11/18/2024 2:00 PM CST

@ 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

#### **Absent:**

Members: Matt Johnson

#### 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. Roll call was taken and recorded by the Board Secretary.

#### 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 October 28, 2024

Board Chair Hornbeck asked if there were any amendments to the minutes from the Regular Meeting held on October 28. Hearing none, she asked for a motion to approve the minutes as presented.

 [Board of Trustees Meeting October 28, 2024 Minutes \(1\).pdf](#)

#### **Motion:**

A motion was made to approve the minutes as presented.

All aye votes were recorded. Motion carried.

#### 5. Public Comment

There were no members from the public present for comment.

## 6. Monitoring Information About College Operations

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

Dr. Kinney, President of the College, updated the Board on the following:

1. The Bond Referendum did not pass - the college only received 59.5% votes in favor. Our message was lost in the Presidential election. Dr. Kinney continues to evaluate what could be done differently next time.
2. The fall semester is wrapping up, with Winter Commencement taking place on Saturday, December 14.
3. ACCT National Legislative Summit - Dr. Kinney asked who is planning to attend. It could be an interesting conference with the Presidential transition and what could happen with the Department of Education.

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

Connie shared that both the full board and the financial oversight committee met, with mostly reporting on the agenda.

Community Colleges for Iowa is putting together a Trustee handbook for all. They hope to have it complete by spring.

They continue to focus on repairs to the facility and have engaged Ballteam LLC for some interior work.

Financial Oversight Committee - Sponsorships are coming in well. They have been able to return more to employees on the plan.

250,000 unreserved cash was deposited into cd's.

They will be meeting again in January to start the budget process, and will have a recommend budget in March.

### 6.3. Institutional Information

#### 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. Changes made to the payment deadline, administrative withdrawal for non-payment and efforts to identify fraud.

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 details on a new software to help centralize and manage high school applications.

 [Fall 2024 Final Enrollment Report for Board 11-11-2024.pdf](#)

 [2024 Student Profile.pdf](#)

 [2024 Res Life Profile.pdf](#)

 [2024 High School Partnerships Report.pdf](#)

## 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.

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: Blake Draper, Advisor/Recruiter; Dawn Jones, Bus Driver. Employees leaving include: Andrew Rohr, College Success Advisor; Shannon Snipes, General Maintenance.

 [Board Report November 2024.pdf](#)

### 7.2. Presentation of Bills for Payment

#### 7.2.1. Auditors: Chris Blake & Matt Johnson

Tom Riley filled in as an auditor in Matt's absence. There were no questions or concerns with the financial statements.

### 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 October 31. Higher revenues in tuition and housing are due to the payment deadline being moved up.

 [Financials Nov 2024.pdf](#)

### 7.4. 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 for November BOT Meeting.pdf](#)

## 8. Action Items

### 8.1. Approval of Last Dollar Scholarship Local Selection (Presenters: Jenny Kruger)

Dr. Kruger, Vice President of Academic Affairs, presented the recommended changes for the Last Dollar Scholarship Local Selection to the Board. Construction Technology Carpentry is no longer offered. The Administration would recommend replacing it with Construction Managers. Aviation Maintenance Technology has moved to the statewide list. The Administration would recommend replacing it with Audio and Video Technicians. Automotive Service Technician and Mechanics, Culinary Arts and Veterinary Technologists and Technicians will remain on the list.

 [Last Dollar Scholarship Regional Recommendations for 2025-2026.pdf](#)

**Motion:**

A motion was made to approve the updates to the Last Dollar Scholarship Local Selection List as presented.

All aye votes were recorded. Motion carried.

9. Executive Session

There was no need for a closed session.

10. Future Agenda Items

Board Chair Hornbeck shared that she would like to look at appointing a committee to look at presidential evaluation instrument at the December meeting.

11. 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 3:49pm.