



Board of Trustees Meeting | October 28, 2024

Minutes

Iowa Western Community College

10/28/2024 2:00 PMCDT

@ 2700 College Rd, Council Bluffs, IA 51503

Attendance

Present:

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

Absent:

Members: Matt Johnson, Kerry Newman

1. Call to Order

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

2. Roll Call

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

3. Approve Agenda

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 September 16, 2024

Chair Hornbeck asked if there were any corrections to the minutes from the Regular Meeting held on September 16. Hearing none, she asked for a motion to approve the minutes as presented.

 [Board of Trustees Meeting September 16, 2024 Minutes.pdf](#)

Motion:

A motion was made to approve the minutes from the September 16 Board of Trustees meeting as presented.

All aye votes were recorded. Motion carried.

5. Public Comment

There were no members of 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, reported on the following:

- Bond Issues update - Dr. Kinney continues to hear positive feedback in the community. He asked what the board members are hearing for feedback in their communities. This will be the first time having a bond referendum on the ballot for a presidential election. For this reason we need to get the word out and educate voters. There are two state deals on the ballot, and our resolution is the last item on the back page. We will be holding a satellite voting site on campus tomorrow from 9:00am - 3:00pm in the Kanesville Hall of Fame Room.
- Fundraisers - Black Tie went well in conjunction with the Weibe Grand Opening. Spirits for Scholarships in Shenandoah went well.
- AI continues to be a hot topic. We have put two taskforces together, but are also looking into a contract with Ruffalo Noel Levitz for AI Governance. We need some expertise to help us get started and create policies.
- Administrative Policy Manual Update - Cabinet is working on reviewing the Administrative Policy Manual and making necessary updates. Recommendations will go to ESC and other shared governance committees.
- Dr. Kinney is working on his goals, tactical plans for departments and KPI's. He is looking at the Aspen Institute goals and tracking tool.
- Dr. Kinney asked if the Board would be okay with him connecting to the November meeting via Zoom as he would like to travel to Wichita for the National Soccer Tournament.

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

The Community Colleges for Iowa Board will be meeting next week.

Several Trustees attended the ACCT Leadership Congress in Seattle last week. Chair Hornbeck asked those that attended to share their feedback.

- Connie shared that she attended sessions on Board Assessment, Presidential Evaluations, Data and Data Informed Governance (DIG), DEI and AI. There is a concern that colleges will pull out of ACCT if they continue to focus on DEI.
- Randy shared that he attended sessions on an Aviation program and internships at Rock Valley College (Rockford, IL), the NJCAA session, and several sessions on AI.
- Tom shared that he attended several sessions on AI and an AI lab, a legal presentation on free speech and athletics, and a presentation about a college's drone program.
- Dr. Marshall shared two take-aways from the conference: 1) One college started offering two free meals to students and saw an increase in the number of full-time applicants, Metro Community College partnered with ex-cons to open and operate a café, it has been very successful.

Dr. Kinney shared that Iowa Western is working on DIG, doing internships and what we are looking AI and how to incorporate it into the classroom and other areas of the college.

6.3. Institutional Information

There were no institutional reports to present.

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.

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 hires include: Megan Gibson, Coordinator of Accessibility Services; Justin Miller, Instructor of Computer Information Technology; Shannon Snipes, General Maintenance; Garrett Couse, Programmer/Analyst.

Employees leaving include: Shelli Inness, Dean of Communication & Fine Arts.

 [Personnel Report Oct 2024.pdf](#)

7.2. Presentation of Bills for Payment

7.2.1. Auditors: Kerry Newman and Dr. John Marshall

Tom Riley filled in as an auditor for Kerry Newman.

Dr. Marshall asked if we buy all supplies in bulk then distribute across campus. Eddie and Dr. Kinney shared that we do and we often utilize state contracts to get the best price.

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

Eddie Holtz presented the Board with the Financial Report. Highlights from the report include:

- Revenues - General fund revenues are higher than last year because of the tuition increase approved at the May Board meeting. Most other differences are because of timing. State Support is up due to the increase in state general aid with the revision to the funding formula.
- Expenses - Salaries are higher than last year due to annual pay increases. Salaries for the year will remain higher than last year but are in line with the budget as you can see from the forecast. We continue to explore College wide expenses to find efficiencies and control spending.
- Auxiliary operations - Food Service, College Store and Housing record all the revenues for the semester at the start of the semester and the expenses as they incur throughout the semester. We continue to operate in a surplus as we have continued to make positive changes that both reduce costs as well as expand services to our students.

The College recently renewed our insurance policy portfolio with most policies seeing increases. Also, insurance deductibles continue to see significant increases. The insurance industry has seen many changes this past year in property & casualty insurance and cybersecurity insurance. We are working with HUB on a comprehensive analysis so we will be able to evaluate our approach for better decision making for next year's renewals.

 [Financial Summary.pdf](#)

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

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

- Several courses are being deactivated and removed from the catalog as they are no longer in programs and all students have been taught out.
- Diesel Technology AAS - a second summer term was removed as it is not needed anymore.
- Nursing - cleaning up language.

 [Curriculum for October 21st Board Meeting.pdf](#)

8. Action Items

8.1. Set the Date for the Annual Board Retreat

Dr. Kinney asked the Trustees to look at their calendars and select a date for their annual retreat. Friday, January 10 was a date that worked for all Trustees.

Motion:

A motion was made to set Friday, January 10 as the date for the annual Board Retreat.

All aye votes were recorded. Motion carried.

8.2. Approval of Housing & Meal Plan Rates

The Administration is recommending a new rate structure for housing and an increased meal plan rate for fall of 2025. It is important to note that this will only be the third time we have increased rates since fall of 2016, as we have prevented increases through cost controlling measures. We continue to try to make room and board affordable for our students while covering rapid increasing costs and maintaining debt service requirements. The below table reflects current rates as well as proposed rates. The new rate structure for housing is intended to make the Tower an affordable option while increasing the Suites and Village which are continuing to need higher maintenance costs. It is intentional to increase both the Suites and Village rates while lowering the Tower rate. These rates are still significantly less than both 2-year and 4-year institutions in our region.

The proposed rate for the Suites will be \$3,125 (up from \$2,925). The proposed rate for the Village will be \$2,100 (up from \$2,000). The proposed rate for the Tower will be \$1,675 (down from \$1,875). The proposed Unlimited Meal Plan rate will be \$1,500 (up from \$1,450).

Other changes for housing include restructuring housing scholarships for athletics, giving a dollar amount that coach can break out rather than a set amount of waivers. An all female floor is being added to the Tower.

Updates are being made to all units of the Reiver Apartments. Construction technology students are helping with these.

Motion:

A motion was made to approve the rate increases for housing and meal plans.

All aye votes were recorded. Motion carried.

9. Executive Session

There was no need for a closed session.

10. Future Agenda Items

11. Adjournment

Chair Hornbeck asked for a motion to adjourn the meeting.

Motion:

A motion was made to adjourn.

All aye votes were recorded. Motion carried. The meeting adjourned at 3:24pm.