



## Board of Trustees : Meeting Minutes

Minutes for the Regular meeting of the Board of Directors of  
Iowa Western Community College

March 11, 2024 | 2:00pm

### CALL TO ORDER

The Regular Meeting of the Board of Trustees of Iowa Western Community College was held at 2:00 pm on Monday, March 11, 2024, at the Shelby County Center.

The meeting was called to order by President Connie Hornbeck.

### ROLL CALL

Members present: Gilbert Thomas, Kerry Newman, Dr. John Marshall, Chris Blake, Matt Johnson, Tom Riley, Kirk Madsen, Connie Hornbeck and Randy Pash. Absent: None. Also present: Dr. Dan Kinney, President of the College; Erin McKee, Board Secretary, Dr. Jenny Kruger, Kim Henry, Don Kohler and Matt Mancuso.

### APPROVE AGENDA

Motion was made by Mr. Pash, seconded by Mr. Thomas, to approve the agenda as presented. All aye votes were recorded. Motion carried.

### APPROVE MINUTES

Motion was made by Mr. Riley, seconded by Mr. Thomas, to approve the minutes of the Regular Board Meeting held on February 19, 2024, with the change discussed. All aye votes were recorded. Motion carried.

### COMMUNITY DIALOGUE

#### Shelby County Center Update

Lori Stitz, Director of the Shelby County Center, updated the Board on programs and services offered at the Shelby County Center.

- Services offered at the center include: individualized student services, testing center, computer access, HiSET classes and continuing education classes.
- A new program starting in the 2024/2025 academic year is Media Studies: Sports Media Technology Certificate
  - This creates a new opportunity for students that won't compete with the Auto/Diesel program.
- CDL classes are starting at the Shelby County Center March 18.
- The Shelby County Golf Outing will be held June 11, 2024

### MONITORING INFORMATION ABOUT COLLEGE OPERATIONS

#### President's Report

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

- Dr. Kinney updated the Board on what is happening in the legislative session.
- Jazz & Wine was last Saturday in Atlantic and was well attended.

- The culinary arts department had students place 2<sup>nd</sup> in the Iowa Pork Producers Association taste competition.
- The women's track team are the NJCAA Women's Indoor National Champions.
- Housing is currently at 70% capacity, up from 62% at this time last year.
- Fall enrollment is currently up, however it is still very early.
- Iowa Western received the FAA Grant.
- Strategic Planning – The Executive Steering Committee is working to finalize the mission, vision, core values, and goals for the Strategic Plan. Dr. Kinney will have something to present to the Board in April.
- A community dialogue policy is being drafted for Board review and approval at a future meeting.

### **Community Colleges for Iowa Report**

Connie Hornbeck, Community Colleges for Iowa Representative, reported on the following:

- The FY25 budget was approved with a 4% increase for each college.

### **Other Reports**

#### *Presentation of Cabinet Re-Organization*

Dr. Kinney shared the plan for re-organizing the Cabinet with the retirement of Don Kohler. He will not be replacing the position, departments will be re-organized as follows:

- Information Technology will shift and report to Dr. Kinney.
- 89.7 the River will shift and report to Dr. Kinney.
- Marketing will shift and report to Molly Noon.
- The Arts Center will shift and report to Molly Noon.

#### *AI Taskforce*

Dr. Kruger, Vice President of Academic Affairs, shared details on the creation of a new AI Taskforce.

In order to remain on the forefront of innovation, the college is looking to assemble a group of faculty and staff to examine AI and make recommendations on how faculty can: 1) Utilize AI as a tool for effective teaching, and 2) Prepare students to use AI in their discipline or in the workforce. This AI Task Force will consist of 10 faculty (2 from each of the 5 academic divisions), as well as the following staff:

- Shelli Inness, Dean of Communication and Fine Arts (Chair)
- Sara Bauer, Library Resource Specialist
- Steve McGahan, Director of Instructional Design and Innovation
- Sean Toppi, Institutional Researcher

- Jason Shannon, Supervisor of Desktop and A/V Support

#### *Skills for Success*

Matt Mancuso, Executive Director of Business & Community Education, shared the details of a partnership with Council Bluffs Chamber of Commerce, the Iowa West Foundation and Advance Southwest Iowa called the Skills for Success Southwest Iowa Earn & Learn Program. Iowa Western is providing local businesses in any industry with reimbursement for fully customizable employee trainings through Iowa Western.

#### *Clarinda Correctional Facility*

Matt Mancuso updated the board on non-credit and credit programming offered at the Clarinda Correctional Facility.

Non-credit offerings:

- Adult Basic Education HiSET and Life Skills
- Workforce Training – CPR, Forklift Training, Excel Training, Horticultural Programming, Welding, CEAM
- Coming Soon – Truck Driving Training

Credit training:

- Current - Industrial Technology Certificate
- Future – General Studies AAS

## **CONSENT AGENDA**

Motion was made by Mr. Thomas, seconded by Mr. Madsen, to approve the Consent Agenda as presented. All aye votes were recorded. Motion carried.

#### **Personnel Report**

Eddie Holtz, presented the Board with the Personnel Report.

New employees include: Susan Thomas, Accounting/AR Specialist

Employees leaving include: Larissa Horn, Concurrent Enrollment Coordinator; Lori Murphy, Training & Development Coordinator; Cam Phillips, Groundskeeper; Jenna Jelinek, Dean of High School Partnerships; McKinsey Christopherson, Coordinator of International Student Enrollment

#### **Financial Report**

Eddie Holtz, Vice President of Finance, presented the Board with the Financial Statements for the period ending February 29, 2024.

#### **Curriculum**

Dr. Jenny Kruger, Vice President of Academic Affairs, shared that a Media Studies: Sports Media Technology Certificate will be offered at the Shelby County Center in the next academic year.

**ACTION ITEMS**

**Set Public Hearing for the Approval of the FY25 Published Budget**  
Motion was made by Mr. Pash, seconded by Mr. Johnson, to set April 22<sup>nd</sup> as the date of a public hearing for the approval of the FY25 published budget. All aye votes were recorded. Motion carried.

**ADJOURNMENT**

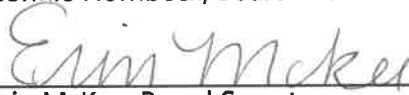
Motion was made by Mr. Pash, seconded by Mr. Johnson, to adjourn. All aye votes were recorded. Motion carried.

*The meeting adjourned at 4:01pm.*



---

Connie Hornbeck, Board President



---

Erin McKee, Board Secretary