



Board of Trustees Meeting | July 15, 2024

Minutes

Iowa Western Community College
7/15/2024 2:00 PMCDT

@ Cass County Center, 705 Walnut Street, Atlantic, IA 50022

Attendance

Present:

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

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

Absent:

Members: Matt Johnson, Kerry Newman

1. Call to Order

The meeting was called to order by Board Chair Connie Hornbeck.

2. Roll Call

Roll call was taken by the Board Secretary.

3. Approve Agenda

Chair Hornbeck asked for any additions or deletions to the agenda. Hearing none, she asked for a motion to approve the agenda.

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 June 18, 2024

The Board reviewed the minutes from the Regular meeting held on June 18, 2024. Chair Hornbeck asked if there were any corrections to the minutes. Hearing none, she asked for a motion to approve the minutes.

Motion:

A motion was made to approve the minutes from the June 18 meeting as presented.

All aye votes were recorded. Motion carried.

5. Community Dialogue

5.1. Cass County Center Update (Presenters: Cindy Wetterlind)

Cindy Wetterlind, Director at the Cass County Center, shared an update on programs and events happening at the Cass County Center.

Highlights from the report include:

- Services offered at the center include: individualized student services, testing, computer access, HiSET classes and continuing education classes
- During the 2023/2024 school year the center held a community advisory committee meeting, held 20 Career Discovery Days, added two part-time secretaries and started an apprenticeship program with Cass Health.
- Programs offers include: CNA certificate, prep nursing courses, and many arts and sciences courses.
- The Cass County Center holds a Coffee & Conversation series that is well attended.
- Rocky the Reiver was able to attend the Atlantic Homecoming.
- The Jazz & Wine scholarship fundraiser was held on March 9 and was well attended.

6. Monitoring Information About College Operations

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

Dr. Kinney presented the Board with a college update. Highlights from the report include:

- The re-organization of Cabinet is complete. Vicki Hoskovec, Executive Director of Information Technology, has joined Cabinet and Matt Mancuso's title has changed to Vice President.
- Summer enrollment is looking good and housing occupancy for fall is up.
- The construction of the football/soccer complex continues on schedule.
- Dr. Kinney will be traveling this month to conference for NC3 and AFIT.

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

Connie was unable to attend the last Community College for Iowa Board meeting, therefore she did not have a report.

She did share that ISG is doing a building assessment, looking at both short term and long term.

6.3. Other Reports

6.3.1. Community Colleges for Iowa Summer Trustees Conference Recap (Presenters: John Marshall MD, Matt Johnson, Tom Riley)

Community Colleges for Iowa Trustees Conference attendees, Dr. Marshall, Matt Johnson and Tom Riley, shared their feedback from the conference. They attended a session on legal requirements that they found informational. They shared that it is always nice to see other campuses.

7. Consent Agenda

The Board of Trustees reviewed 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, presented the Board with the Personnel Report.

New employees include: Allison Young, Administrative Coordinator; David Daniels, Admissions Advisor/Recruiter; Alexis Akin-Otiko, Assistant Women's Basketball Coach; Zack Sigler, Assistant Softball Coach; Anna Greene, Education 2 Employment Coordinator; Jeff Bolen, Assistant Baseball Coach; Jakea Jones, Grant Accounting Assistant; Zach Loll, Head Women's Basketball Coach; Elizabeth Christensen, Small Business Development Center Director; John Finical, Arts Center Technical Director.

Employees leaving Iowa Western include: Gabriella Cortez, Assistant Women's Basketball Coach; Keith Harrison, Residence Life Coordinator; Mitchell Rolls, Head Women's Basketball Coach; Jessica Woldruff, Clarinda Correctional Facility Instructor

7.2. Presentation of Bills for Payment

The bills were reviewed by the auditors with no concern.

8. Action Items

8.1. Approval of Quality Faculty Plan (Presenters: Jenny Kruger, Vice President of Academic Affairs)

Dr. Kruger shared the updated Quality Faculty Plan. Changes to the plan include the revision of the feedback from to make it a true evaluation tool and the addition of Ambe White as an Administrator on the Quality Faculty Plan Committee.

Motion:

A motion was made to approve the updated version of the Quality Faculty Plan as presented.

All aye votes were recorded. Motion carried.

8.2. Appointment of Audit Committee

Board Chair, Connie Hornbeck, asked if there were any Trustees interested in serving on the Audit Committee. Tom Riley and Gilbert Thomas will serve on the committee with Connie.

8.3. Approval of New Board Policy - Citizen Dialogue to Board of Trustees

Dr. Kinney shared a draft of a new policy called Citizen Dialogue to the Board of Trustees. This policy came from discussion at the New Trustee Orientation with Gilbert Thomas and Kerry Newman. We don't have a formal process for when members of the public want to address the Board. It was recommended that the title be changed to Public Comment. The Board feels that anyone that shows up should be able to address them and they would like to limit the time allowed to three minutes. Dr. Kinney will look at a few minor revisions and bring the policy back for the August meeting.

8.4. Approval of Revisions to Chapter One of Board Policy - Mission, Vision & Core Values

The Board reviewed the revisions to Chapter One of the Board Policy Manual. Chapter One will now consist of the revised mission, vision and core values previously approved by the Board. It is being recommended that the rest of Chapter One be deleted.

Motion:

A motion was made to approve the revisions to Chapter One of the Board Policy Manual as presented.

All aye vote were recorded. Motion carried.

8.5. Approval to Enter into a CMaR Contract with Recommended Contractor

The Administration presented the Board with the scoring sheet from the CMaR interviews. They feel that any of the five contractors interviewed would be good to work with on this project, but would recommend Boyd Jones.

Motion:

A motion was made to approve the selection of Boyd Jones as the contractor firm in the CMaR process for construction of the Transportation & Logistics Building.

All aye votes were recorded. Motion carried.

9. Executive Session

There was no Executive Session.

10. Adjournment

Board Chair asked for a motion to adjourn. The meeting adjourned at 3:11pm

Motion:

A motion was made to adjourn the meeting.

All aye votes were recorded. Motion carried.