



# Board of Trustees Meeting | September 16, 2024 Minutes

Iowa Western Community College  
9/16/2024 2:00 PMCDT

@ 923 East Washington, Clarinda, IA 51632

## **Attendance**

### **Present:**

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

#### 1. Call to Order

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

#### 2. Roll Call

A roll call was taken and recorded by the Board Secretary.

#### 3. Approve Agenda

Board Chair Hornbeck asked if there were any additions or deletions to the meeting agenda. An Executive Session for personnel was added to the agenda. Chair Hornbeck asked for a motion to approve the agenda with the addition as presented.

### **Motion:**

A motion was made to approve the agenda.

All aye votes were recorded. Motion carried.

#### 4. Correct, Amend and Approve Minutes of the Regular Meeting Held on August 19, 2024

Board Chair Hornbeck asked if there were any corrections to the minutes of the Regular Meeting held August 19, 2024. Hearing none, she asked for a motion to approve the minutes as presented.

### **Motion:**

A motion was made to approve the minutes from the August 19 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 shared that he has been working on his goals. He shared some key data points from the Iowa Western Profile. We just found out that the VFA will be going away, it was a grant with AACC and the Gates Foundation that was not renewed. Hopefully the state will pick this up and continue to do something with this data.

Last year's enrollment - the 10 day report shows headcount up 4.1% and credit hours up 1.8%. This does not account for high schools.

State MIS Data - A spreadsheet with five year trends was shared.

Key Data Points - Dr. Kinney shared slides from the last three years of the Iowa Profile. There was a discussion on Success Rates and how they are calculated - they are grad and transfer combined. It was asked, how do we capture those completing a personal goal of only a few hours and not transferring or students leaving to good paying jobs with out completing.

Our HLC interim report is coming due. Camie has it ready to go. Dr. Kinney asked if any of the Board members would like to see it.

Bond Update - Dr. Kinney shared the place cards and the landing page on the IWCC website. After the election if the bond passes, the page will be updated with costs and how the money is being spent. Dr. Kinney is planning to meet with groups throughout our region to update them on the project. Molly working to identify foundations. Two open forums with the staff were held last week to update them on process. This will be the first time having a bond referendum on a November election with the change in code. The question, "What happens if this doesn't pass?" was asked - we won't be able to expand programs. We are tapped out on space for both credit and non-credit. There was a discussion on the need for HVAC, electrical, CDL and mechanics in our communities. Molly shared the marketing plan for the bond issue.

Construction - Curbing updates, new front to Atlantic, the Wiebe Complex is pretty much complete with the exception of the stands and scoreboard. Teams are playing on it. Attendance at soccer games has been better with the evening games.

ACCT - Travel arrangements are made for those attending.

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

Connie Hornbeck, Community Colleges for Iowa Representative, presented the Board with an overview from the last Community Colleges for Iowa Board meeting. Highlights include:

- General Update: Iowa did better on FAFSA completion compared to other states. It is still messy, but in the long run it should be a simplified process.
- The entire audit was reviewed by the CCforIowa Board - they receive an unmodified opinion.
- CCforIowa will be using the Quorum platform for grass roots. Dr. Kinney will share an overview of the platform with the Board next month.
- They reviewed building assessment planning. \$75,000 outside maintenance to do. Will look at the interior needs next.
- Emily Shields with CCforIowa was asked for her input on a new Community College Counsel.
- There was a Strategic Priority discussion.
- There was a discussion on a Trustee handbook. They will be looking at samples from other states. We may be interested in the self-evaluation piece.
- Convention update - the awards deadline is approaching and so is the early bird deadline.
- The joint meeting with the Presidents will be in November.

## 6.3. Institutional Information

### 6.3.1. Clarinda Center Update (Presenters: Kristin Smith)

Kristin Smith, Director of Clarinda Center, presented the Board with an update on happenings at the Clarinda Center. Highlights from the report include:

- The Center Advisory Board meet this spring and have another meeting scheduled for this week. Issues they have identified in the community include lack of child care and housing.
- CEAM - Kristin shared the numbers from cohort 23 and 24.
- The center received new carpet and LED lighting in library. Royal Hall (maintenance shed) was sold and needed to be cleaned out. Kristin is working with Molly's team to do some branding in the Library and Rowland Hall.
- Vision 35 - Andrew from the Clarinda Library joined the meeting. Vision 35 is an initiative of the community to see what improvements can be made by 2035. The early childcare education program was identified as a program that could be taught in the Center to help with the shortage of child care in the community. Gilbert asked Kristin what her goals for Iowa Western were with the Vision 35 - early childhood education was the big one. Iowa Western needs to be a partner and a positive and ongoing role in this. Andrew stressed that communication is key.
- Spirits for Scholarship - Pasta Bar in Shenandoah on Friday, October 18.

#### 6.3.2. Iowa Communication Association's Outstanding New Teacher Award | Keely Lovgren

Camie McBee introduced Keely Lovgren. Keely is the recipient of the Iowa Communication Outstanding New Teacher Award. Keely spoke and shared her story.

### 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: Ashlee Young, Alumni & Community Relations Coordinator; Myranda Velazquez, Assistant Women's Wrestling Coach; Collin Moffat, Grants Specialist; Jacob Wilson, General Maintenance; Karen Gilsdorf, High School Success Coordinator; Keelynd Clinton, Residence Life Coordinator.

Employees leaving include: Skyler Wendling, High School Student Success Coordinator; Josh Watts, Director of Wrestling; Jennifer Johnston, Nursing Instructor; Isaiah Crosby, Associate Head Coach of Men's Wrestling; Joseph Dreiling, Head Strength & Conditioning Coach; Zach Rasmussen, Continuing Education EMS Coordinator; Korie Tetzlaff, Head Volleyball Coach.

#### 7.2. Presentation of Bills for Payment

This month's auditors, Randy Pash and Gilbert Thomas, reported no concerns with the bills.

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

Eddie Holtz, Vice President of Finance, presented the Board with the financial statements.

He shared that food service and housing are down slightly from last year due to efforts making people pay their bills before the semester begins. These efforts to drive down bad debt will be beneficial in the long run.

Eddie's team is working to implement zero based budgeting. This will make sure we are being better stewards of our resources. Athletics was the first department to go through zero based budgeting. The negative numbers in athletics budget are due to timing of revenue versus expenses.

## 8. Action Items

### 8.1. Select Voting Delegate for the ACCT Leadership Congress

The Board discussed who they would like to select as the Voting Delegate at the upcoming ACCT Leadership Congress.

**Motion:**

A motion was made to select Tom Riley as the voting delegate for the upcoming ACCT Leadership Congress.

All aye votes were recorded. Motion carried.

## 9. Executive Session for Personnel

Board Chair Hornbeck asked for a motion to enter into a closed session to discuss personnel.

**Motion:**

A motion was made to enter into a closed session.

All aye votes were recorded. Motion carried. The Board entered into a closed session at 3:36 pm.

**Motion:**

A motion was made to enter into regular session.

All aye votes were recorded. Motion carried. The Board entered into regular session at 3:47 pm.

## 10. Action Items

Amendment to President's Contract - The Board would took action to delete Section 7 of the Contract requiring the President to undergo a comprehensive annual medical examination; Section 10 of the Contract providing compensation to the President for the purchase of an annuity is changed from \$15,000 to \$30,000; and Section 13 of the Contract providing that the President shall receive an expense account of \$21,000 was changed to \$26,000.

**Motion:**

A motion was made to approve the amendment to the President's Contract as presented.

All aye votes were recorded. Motion carried.

11. Future Agenda Items

The Board would like an update on advocacy and the new software Community Colleges for Iowa is using.

12. Adjournment

Board 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 3:52 pm.