

KIRKWOOD COMMUNITY COLLEGE
Meeting of the Board of Trustees
Thursday, January 12, 2023, 4:30 P.M.
B.A. Jensen Board Room

MINUTES

Present: Steve Caves, Alan Jensen, Mary Mac Taggart [Zoom], Jim Mollenhauer, Tracy Pearson, Keith Stamp, Lorraine Williams [Zoom; joined at 4:38 pm] and Leslie Wright [Zoom; joined at 4:36 pm].

Absent: Trustee Joel Thys.

Also Present: Lori Sundberg, President, Casey Drew, Treasurer, Peg Sprengeler, Secretary, Micah Wieditz [Shonka], KSA Representative, John Dawson, KFA Representative.

Chair Mollenhauer called the meeting to order at 4:30 p.m.

Chair Mollenhauer declared the meeting open regarding the Kirkwood Community College 2023 Sidewalk Extension Project. There being no questions or comments, Trustee Stamp and Caves moved and seconded the hearing be closed. Motion carried: 6-0.

Trustees Jensen and Pearson moved and seconded approval of the minutes from the meeting held on December 8, 2022, and directed them to be made a part of the permanent record. Motion carried: 6-0.

Trustees Caves and Stamp moved and seconded approval of the January 12, 2023 agenda. Motion carried: 6-0

INFORMATIONAL ITEMS

Kirkwood Report

Justin Hoehn, Director of Media and Legislative Relations, provided the Eagle Update and Kirkwood report, which included:

- The spring semester begins on Tuesday, January 17... culminating with Commencement on the 13th of May.
- Student of the month is Carson Brincks. Carson is from Ossian, Iowa and graduated from South Winneshiek High School. Because of dual enrollment, he also graduated from Northeast Iowa Community College with an Associate of Arts degree. Carson chose Kirkwood for several reasons: Kirkwood's Automotive program and its state-of-the-art facility and instructors with years of hands-on experience, and to pursue a degree in Agricultural Sciences focusing on agronomy and beef production. In five years, he will apply what he has learned to his work on the farm and hopes to open a small automotive shop to serve his community with quality, affordable car care.
- Kirkwood has received the association's Distinguished Budget Presentation Award for the college's budget. The award represents a significant achievement by the college.
- The Eagles women's basketball team is once again at the top of its game. The Eagles are ranked in the top three in the nation, including a stint at number 1 earlier in the season. Currently, they are 15-1 following a win over Ellsworth last night. The Eagles are the only undefeated team in conference play so far.
- The Eagles men's basketball team are also doing well. They are currently ranked 11th with a record of 14-3; the Eagles defeated Ellsworth last night.

- Kirkwood’s Respiratory Therapist Program was established in 1972 through the joint efforts of Dr. John Kasik, the faculty and the administration of Kirkwood. Dr. Kasik was the Medical Director of the program for many years and had a huge impact on its success. He passed away in 2014. The program, in conjunction with the Kirkwood Foundation, is hoping to raise \$20,000 by August 2023 to create the Dr. John Kasik Memorial Endowed Scholarship to support Kirkwood Respiratory Therapy students in perpetuity.
- The Corridor Business Journal’s Corridor Leaders 250 issue is now available. President Sundberg, Vice President Jasmine Almoayyed, and Amy Lasack, our executive director of Corporate Training, were all recognized.

Kirkwood’s Therapy Dog

Alissa R. King, Professor-Sociology/Owner & Handler of Therapy Dogs, introduced current therapy dog, Wick. Wick, along with Dex and Shade have visited classrooms, department meetings and offices over the last five years to provide education and stress relief to faculty, staff and students.

Clery and Reporting

Jon Buse, Vice President of Student Services and Andrew MacPherson, Associate Vice President for Emergency Management and Campus Security provided an overview of the Clery Act, Title IX, and the Violence Against Women Act (VAWA) and compliance expectations and impacts on campus safety and security. The presenters reviewed the legal requirements and provided examples of how those laws impact documentation, reporting, and response at the student level. Additionally, the presenters reviewed the systems the college has in place for ensuring compliance with each statute and concluded by providing the board with information on how to report violations of the law and college policy to institutional officials.

Financial Report

Treasurer Drew provided a high-level review of planned changes to the FY23 projections that will be reviewed in detail at the February 2023 board meeting. Key item impacting FY23 revenues are lower credit revenues. Key item impacting FY23 expenditures is increased utility expenses which may be able to be offset with savings in other expenditure categories.

Initial FY24 budget items were identified which included anticipated tuition rates, taxable property valuations, and increased operating cost.

The various components of the annual property tax levy were discussed and defined. The initial FY24 property tax levy is expected to increase approximately 2.7% or \$0.036 with the majority of the increase being used to fund the continuing focus on public safety and security. The actual cost to a homeowner is expected to increase approximately 4.4% due to state changes in the property tax valuation rollbacks.

Cash balances remain very strong with the College having 112 days of cash on hand, excluding an additional 30 days of CARES cash on hand when compared to a KPI of 75 days.

CONSENT AGENDA

Trustees Pearson and Caves moved and seconded approval of the Consent Agenda. Motion carried: 8-0.

- A. Personnel (as attached to these minutes).
- B. Synopsis of Bills
 1. Kirkwood Community College pages 1 through 83 for a total of \$16,903,376.70
 2. The Hotel at Kirkwood Center pages 1 through 4 for a total of \$344,887.71
- C. Change Orders:
 1. Larson Construction, Kirkwood Student Center - \$8,650.64
- D. Approval of Second Reading of Board Policy 204 – Codes of the Board
- E. Approval of the Preliminary Industrial New Jobs Training Agreements [260E] with:
 1. Kinze Manufacturing, Inc., Williamsburg, IA
 2. Field Day Brewing Company, North Liberty, IA

NEW BUSINESS AGENDA

Administration

Trustees Jensen and Pearson moved and seconded the approval of the Notice to Bidders on the Kirkwood Community College 2023 Linn Regional Center Re-roofing project and setting a date of February 9, 2023 for a Public Hearing and adopting the recommended proposed project bid. Motion carried: 8-0

Board

Trustees Jensen and Stamp moved and seconded the approval for acceptance of the Agreement of Dr. Larry Ebbers to conduct the presidential search for Kirkwood Community College, effective January 12, 2023. Motion carried: 8-0.

Trustees Pearson and Williams moved and seconded approval of the change to the 2023 Board Meeting calendar to reflect the following:

- Move the location of the April 13, 2023 board meeting to main campus
- Move the location of the May 11, 2023 board meeting to the Washington County Regional Center, Washington, IA

Motion carried: 8-0.

DELEGATIONS, PETITIONS, AND COMMUNICATIONS

President's Report

- Earlier this week, Mohamed Tawfik, Kirkwood student, was shot outside at a nearby apartment complex and died as a result of his injuries. Please keep Mohamed and his family in your thoughts and prayers. A vigil will be held on Sunday, January 15, 2023 beginning at 4 pm outside of Iowa Hall.
- Spring classes begin on Tuesday, January 17, 2023. Monday, January 16, 2023 is MLK Day and an observed college holiday moving forward in honor of the civil rights activist.
- A message went out this afternoon to the campus community and media regarding the Iowa City campus along with a potential expanded partnership with Iowa City Public Schools.
- The March 16, 2023 board meeting will need to be changed to Tuesday, March 14, 2023 in order to meet the filing requirements for the Fiscal Year 2023-2024 budget. This date change will go before the board in February for approval.

Secretary's Report

- Change in rate for the mileage reimbursement as of 1/1/23.
- Upcoming Events:
 - The Kirkwood Athletics Hall of Fame: Fri, February 3, 2024 [The Hotel at Kirkwood]
 - Town Hall meeting: February 14, 2023 from 11:15 am – 12:10 pm in Iowa Hall A/B
 - Student Legislative Seminar: February 27, 2024
 - Community College Day on the Hill: February 28, 2023

Report of Board Members

No reports from Trustees.

There being no further business coming before the Board, Trustees Stamp and Caves moved and seconded the meeting be adjourned at 5:47 p.m. Motion carried: 8-0.

Respectfully submitted by:

Peg Sprengeler, Board Secretary

Approved by Board on February 9, 2023:

James Mollenhauer, Chair

**Board of Trustees' Agenda
January 12th, 2023
PERSONNEL**

Replacements/New Positions

Name	Title	Department	Effective Date	Replaces/New
Brad Kinsinger	Dean	Agriculture/Hospitality Arts	01/23/2023	Scott Ermer
Faidon Ampatzoglou	Operations Specialist I	Secondary Programs	12/12/2022	Mahmoud Lutfi
John Saikaly	Custodian	Facilities	12/12/2022	Scott Thompson
Stephanie Herrig	Public Safety Dispatcher	Public Safety	12/12/2022	Sarah Hyatt
Colby Dye	Sr. Director, Maintenance & Automation	Facilities & Public Safety	12/12/2022	Kevin Onstott
Robin Johnson**	Custodial Lead	Facilities & Public Safety	01/03/2023	Dan Feld
Corinee Newport	Grounds Maintenance Worker	Facilities & Public Safety	01/17/2023	Tim Gilbertson
Rachel Powell	Career Coach	Career Services	01/09/2022	Jason Pershing
Becky Briggs**	Student Support Specialist II	Enrollment	01/04/2023	Bella Baldassano
Brenda Steinke**	Operations Coordinator	Business and IT	01/23/2023	Sam Taylor/Amalia Riordan
Coleen Rivera	Department Assistant	Iowa Medical Classification Center	01/05/2023	Yolanda Sanchez

Lateral Transfer*
Internal Promotion**

Separation of Employment

Name	Title	Department	Effective Date
Tiffany Fowler	Center Coordinator	Kirkwood Regional Center at U of I	01/03/2023
Alicia Hein	Equity in Success Coach	Student Equity, Inclusion, and Support	01/03/2023
Karen Hutchcroft	Custodian	Facilities & Public Safety	01/10/2023

Retirements Under Retirement Incentive Program

Name	Title	Department	Effective Date
Kristee Malmberg	Professor/Program Director, Dental Assisting	Allied Health	08/31/2023
Melba Cerveny	Associate Professor, Respiratory Therapy	Allied Health	08/31/2022