

KIRKWOOD COMMUNITY COLLEGE
Meeting of the Board of Trustees
Tuesday, March 14, 2023, 4:30 P.M.
B.A. Jensen Board Room

MINUTES

Present: Steve Caves, Alan Jensen, Jim Mollenhauer, Tracy Pearson, Keith Stamp and Lorraine Williams.

Absent: Trustees Joel Thys and Leslie Wright.

Also Present: Lori Sundberg, President; Casey Drew, Treasurer; Peg Sprengeler, Secretary; Micah Wieditz, KSA Representative; John Dawson, KFA Representative and Peggy Doerge.

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

No public comments.

Trustees Caves and Jensen moved and seconded approval for acceptance of the resignation of District III Director, Mary Mac Taggart, effective on February 25, 2023. Motion carried: 6-0.

Trustees Pearson and Williams moved and seconded approval of the nomination to appoint Peggy Doerge to serve as District VIII Director, effective March 14, 2023, for the duration of the current term set to expire November 2025. Motion carried: 6-0.

Chair Mollenhauer gave the Oath of Office to newly appointed District III Trustee, Peggy Doerge.

Trustees Stamp and Jensen moved and seconded approval of the minutes from the meeting held on February 9, 2023, and directed them to be made a part of the permanent record. Motion carried: 7-0.

Trustees Caves and Williams moved and seconded approval of the March 14, 2023 agenda. Motion carried: 7-0

INFORMATIONAL ITEMS

Kirkwood Report

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

- Coach Kim Muhl's has an incredible career filled with major milestones and unparalleled success. He has been elected to the NJCAA Women's Basketball Hall of Fame as well as the Kirkwood Athletic Hall of Fame. On February 11, Coach Muhl received his 1,000th win during his celebrated career. As of March 7, Muhl's overall career record stands at 1,004 wins and just 168 losses.
- College Community Day on the Hill was held February 28 in Des Moines. This event is designed to educate legislators and others about the success that Community Colleges have had, continue to have and will have in the future for Iowa's students, workforce and economy.
- Student of the Month – Makayla Mau. Makayla is from South Wayne, Wisconsin. She graduated from Blackhawk High School located in South Wayne. Makayla is a second-year liberal arts student and a member of the women's basketball team. She is pursuing a major in elementary education and has an interest in teaching physical education – like her mother.
- A group of Kirkwood students recently attended the 2023 national Association of Home Builders International Builders Show in Las Vegas. This is the largest annual light construction show in the world. The student chapter from the college won a couple big awards while they were there.

- Kirkwood and IowaWORKS are partnering to make career consultants available to the people living in the rural parts of college's service area to help them with their career and training goals. The career consultants will have useful information about in-demand careers, job training services and the support programs that are available to help make a career transition possible.
- The Kirkwood women's basketball team is once again heading to the national tournament. The third-ranked Eagles held off No. 6 Iowa Western, 62-54, to win the regional title at Johnson Hall this past Sunday afternoon.
- The ninth-ranked men's basketball team lost an overtime heartbreaker in the championship game of the regional tournament to No. 6 Iowa Lakes by a final score of 96-87 on Saturday in Estherville.
- Kirkwood's Head Volleyball Coach Jill Williams has announced her intent to retire following 18 seasons of leading the program.

Kirkwood 2023 All-Iowa Academic Team Member Recognition

Ben Jensen, Associate Dean of Arts & Humanities, introduced the Phi Theta Kappa [PTK] 2023 All-Iowa Academic Team honorees. Each of the seven honorees received a \$300 scholarship certificate from the Kirkwood Board of Trustees. The Honorees included: Jinxx Havel-Sturdevant, Erica Coffin, Fatimaelzahraa Elsharif, JoEllen Ritchie, Sara Mohamed, Zane Jellison and Cally Moore. The Board Chair congratulated all of the students on this achievement.

Financial Report

Treasurer Drew provided a high-level review of changes to the FY23 projected revenues at the March 2023 board meeting for the period of July 2022 thru January 2023. Thru January 2023 credit tuition, fees, and sales & services are trending below budget.

Overall revenue is projected to decrease \$2M. Key items impacting FY23 revenues include lower credit revenue of \$1.8M and decrease in food & beverage sales of \$755K related to the hotel and campus café. This decline in revenue is being offset by increases in revenue related to increased enrollment for contracted training (\$838K) and increase in interest revenue (\$387K).

One of the focuses for the FY24 budget will be to create multiple budget scenarios for credit tuition and sales & services.

Senate File 181 was signed by the Governor which reduced residential rollback from 56.49% to 54.65%. This reduction has resulted in approximately \$900K less in property taxes being collected for FY24.

Cash balances remain very strong with the College having 112 days of cash on hand, excluding an additional 28 days of CARES cash on hand when compared to a KPI of 75 days.

CONSENT AGENDA

Trustees Williams and Caves moved and seconded approval of the Consent Agenda. Motion carried: 7-0.

- A. Personnel (as attached to these minutes)
- B. Synopsis of Bills
 1. Kirkwood Community College pages 1 through 70 for a total of \$11,044,763.59
 2. The Hotel at Kirkwood Center pages 1 through 4 for a total of \$264,892.33
- C. Change Orders
- D. Approval – Final Reading of Board Policy 704: Examination of Public Records
- E. Approval – Final Reading of Board Policy 212: Conduct of Meetings
- F. Approval – Final Industrial New Jobs Training Agreements [260E]:
 1. IMON Communications LLC, Cedar Rapids, IA

NEW BUSINESS AGENDA

Administration

Trustees Stamp and Pearson moved and seconded approval for publication of the Preliminary Budget for Fiscal Year 2023-24 and setting the date of April 13, 2023 for public hearing. The estimated total tax rate per \$1,000 valuation is 1.39550. Motion carried: 7-0.

Trustees Stamp and Jensen moved and seconded approval for the recommended for the Linn County Regional Center Re-Roofing Project. Motion carried: 7-0.

Trustees Jensen and Williams moved and seconded approval of a resolution directing the publication of a notice of intention to issue not to exceed \$8,000,000.00 aggregate principal amount of Industrial New Jobs Training Certificates and calling a public hearing on the proposal to issue said certificates set for April 13, 2023 at 4:30 p.m. Motion carried: 7-0.

Board

No new business for the board.

DELEGATIONS, PETITIONS, AND COMMUNICATIONS

President's Report

- Welcomed Trustee Doerge to the Kirkwood Board of Trustees.
- Phi Theta Kappa [PTK] Recognition banquet was held Monday, February 27, 2023 at the Curate Building, Des Moines.
- The Higher Learning Commission Multi-Location visit was held on Monday, March 6, 2023. We heard from our liaison the visit went very well. A special thanks to Dr. Connie Thurman [Vice President-Institutional Effectiveness/Research] and Megan Thole [Director, Institutional Effectiveness].
- Plans for the Community Colleges for Iowa Annual Trustee Conference are coming along nicely.
- We will be bringing the new re-districting map to the April Board meeting.
- The push is on as we near the end of the Academic year. Commencement plans are underway for Saturday, May 13, 2023.

Secretary's Report

- Discussed upcoming recognition events for students, faculty and adjunct in the month of April.
- Commencement is May 13, 2023 and will need confirmation of trustee attendance soon.
- ACCT Leadership Congress in Las Vegas, NV October 9-12, 2023. Event registration is due by August 4 and hotel registrations are due by September 14 [\$238/night].

Report of Board Members

No reports from Trustees.

There being no further business coming before the Board, Trustees Stamp and Williams moved and seconded the meeting be adjourned at 5:15 p.m. Motion carried: 7-0.

Respectfully submitted by:

Peg Sprengeler, Board Secretary

Approved by Board on April 13, 2023:

James Mollenhauer, Chair

**Board of Trustees' Agenda
March 14th, 2023
PERSONNEL**

Name	Title	Department	Effective Date	Replaces/New
John Hebrink	Program Director- TRIO	Admissions	02/20/2023	NEW
Jessica Siepman	Center Coordinator	Academic Affairs	02/20/2023	Tiffany Fowler
Sarah Dollmeyer	Student Retention and Recruitment Specialist, Aviation	Industrial Technologies	03/20/2023	NEW
Cheick AbouBakar Kansaye	Custodian	Facilities and Security	03/06/2023	Karen Hutchcroft
Angie Fritz	Workforce Career Consultant	Skills to Employment	03/20/2023	NEW

Replacements/New Positions

Lateral Transfer*
Internal Promotion**

Separation of Employment

Name	Title	Department	Effective Date
Hannah Rakofsky	Career Counselor II	Admissions	01/31/2023
Michael Sells	Professor, Surgical Tech	Allied Health	08/31/2023
Elizabeth Engebretson	Program Developer	Continuing Ed	02/14/2023
Judith Wightman	Professor	Social Science	08/31/2023
Ashley Grimm	Program Developer II	Continuing Education	04/03/2023
Leah Kniss	Assistant Professor	Allied Health	08/31/2024
Sandra Kotowske	Professor	Allied Health	08/31/2024
Timothy Arnold	Assistant Professor	Industrial Technologies	08/31/2023
James Jordan	Associate Professor	Agricultural Science	08/31/2023
Matthew Hagele	Associate Professor	Arts & Humanities	08/31/2023
Kristin Hanson	Professor	Arts & Humanities	08/31/2023
Laura Yost	Professor	Arts & Humanities	08/31/2023
David Strass	Temporary Librarian	Library Services	08/31/2023
Michael Cover	Coordinator, Iowa City Café	Iowa City Campus	05/19/2023
Beth Fowler	Department Assistant	Iowa City Campus	05/19/2023
Missy Molleston	Library Tech Specialist	Library Services	05/19/2023
Adam Meder	Hotel Chief Engineer	The Hotel Kirkwood	02/24/2023
Elizabeth Hager	Program Developer II	Continuing Education	03/02/2023
Zach Wollert	Assistant Professor	Arts & Humanities	03/10/2023
Jenna Miller	Coordinator	Facilities & Security	03/02/2023

Retirements Under Retirement Incentive Program

Name	Title	Department	Effective Date
Steve Price	Professor	Communication, English, Media	08/31/2023