KIRKWOOD COMMUNITY COLLEGE
Regular Meeting of the Board of Trustees
Thursday, August 13, 2015, 4:30 P.M.
6301 Kirkwood Blvd SW, B.A. Jensen Board Room
Cedar Rapids IA

MINUTES

Present: Trustees Lois Bartelme, Alan Jensen, Jim Mollenhauer, Tracy Pearson, Marcia Rogers, Keith Stamp, John Swanson, Joel Thys, Lorraine Williams.

Also Present: Mick Starcevich, President; Sheryl Cook, Secretary; Jim Choate, Treasurer.

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

Trustees Mollenhauer and Jensen moved and seconded approval of the minutes for the regular meeting held on July 9, 2015, and directed them to be made a part of the permanent record. Motion carried: 9-0.

Trustees Thys and Rogers moved and seconded approval of the agenda. Motion carried: 9-0.

Justin Hoehn gave the Kirkwood Report.

CONSENT AGENDA

Trustees Mollenhauer and Stamp moved and seconded approval of the Consent Agenda. Motion carried: 9-0.

A. Personnel (as attached to these minutes).
B. Change Orders:
   1. Unzeitig Construction Company – Iowa Hall 3rd Floor - $32,660.77
C. Synopsis of Bills - pages 1 through 109 for a total of $10,207,546.89.
D. Membership of Shawn Zierke to the Heritage Agency’s Task Force
E. Reimbursement of expenses for Board Members attending meetings and workshops
F. Payment of Bonds for Secretary and Treasurer
G. Authorizing Secretary to issue warrants
H. Designating depository banks

REGULAR AGENDA

Trustees Pearson and Rogers moved and seconded approval of the 2016 Board meeting schedule. Motion carried: 9-0.

Trustees Swanson and Williams moved and seconded approval of a resolution declaring an official intent under Iowa Code 260G, to designate the use of the FY16 ACE-PIAP award for instructional equipment and technology for the expansion and enhancement of the nursing programs. Motion carried: 9-0.
Trustees Mollenhauer and Stamp moved and seconded approval of the Kirkwood Faculty Association 2015-16 contract. Motion carried: 9-0.

Trustees Swanson and Thys moved and seconded approval of a resolution authorizing the issuance of certificates of participation, series 2015 in an aggregate principal amount not exceeding $42,000,000, the execution and delivery of an indenture of trust to provide for the issuance of said certificates, the execution and delivery of a continuing covenant agreement, the execution and delivery of a lease purchase agreement, the execution and delivery of a rate agreement, the execution and delivery of a line of credit, and the execution and delivery of related documents. Motion carried: 9-0.

INFORMATIONAL ITEMS

Kathy Kaiser and Justin Hoehn reporting on Kirkwood’s branding and how it is applied to the marketing campaign design.

Tom Kaldenberg shared information on projects for FY 16 that include the baseball/softball area, an outdoor recreation area, Johnson Hall update, Iowa City update and T-12 lighting update.

There being no further business coming before the Board, Trustees Swanson and Mollenhauer moved and seconded the meeting be adjourned at 6:25 p.m.

By:  
Lois Bartelme, Chair  
Sheryl Cook, Secretary
Board of Trustees’ Agenda
August 13, 2015
PERSONNEL

1. Notice of Continuing Contract
   a. The following individuals were recommended for termination effective June 30, 2015, due to the uncertainty of funds, which has now been secured. Recommend the continuation of the contracts for the following named individuals for the contract year, contingent upon future funding:
      Colleen Schmitt, Instructor/Coordinator, Secondary Programs
      Brenda Hack, Instructor/Coordinator, Secondary Programs
      Cyd Hanson, Instructor, Secondary Programs
      Robbin Rekemeyer, Instructor, Secondary Programs
   b. The following individual was recommended for termination effective August 31, 2015, due to the uncertainty of funding and student enrollment, which has now been secured. Recommend the continuation of the contract for the following named individual for the contract year, contingent upon future funding and enrollment:
      Frank Allen Witt, Instructor, Construction Management, Linn Regional Center
   c. The following individuals were recommended for termination effective August 31, 2015, due to the uncertainty of funds, which has now been secured. Recommend the continuation of the contracts for the following named individuals for the contract year, contingent upon future funding:
      Christine Thompson, Instructor/Coordinator, Secondary Programs
      Sean Mc Atee, Instructor, Secondary Programs

2. New Positions
   a. Consideration of negotiations for the employment of Jolene Bruno, Department Assistant, Skills-to-Employment, effective August 3, 2015, at an hourly rate of $14, contingent upon funding from WIA.
   b. Consideration of negotiations for the employment of Rochelle Sowers, Program Specialist, Workplace Learning Connection, effective July 1, 2015, at an annual salary of $38,175, contingent upon funding from the Workplace Learning grant.
   d. Consideration of Jeffrey Sadler, Temporary Instructor, Biology, Math/Science, effective August 10, 2015, for Fall 2015 and Spring 2016, at an annual salary of $49,640 for a 174-day contract.

3. Resignations/Terminations
   b. Jana Hanson, Research Analyst, Institutional Effectiveness, effective July 17, 2015.
   d. Linda Fisher, Department Assistant, Heritage Area Agency on Aging, effective August 7, 2015.
   e. Brenda Hack, Instructor/Coordinator, Secondary Programs, effective August 7, 2015.
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g. Laura Donovan, Operations Manager, Skills-to-Employment, effective August 14, 2015.


i. Carla Bowers, Accountant, CCID, effective August 28, 2015.

j. Eric Miller, Professor, Sociology, Iowa City Campus, effective August 31, 2015.

4. Replacements

a. Consideration of negotiations for the employment of Howard Buck, Senior Data Security Engineer, IT Services, effective July 6, 2015, at an annual salary of $67,425. He replaces Shannon Bowen.

b. Consideration of negotiations for the employment of Kenneth Clark, Custodian, Facilities & Security, effective July 6, 2015, at an hourly rate of $11.75. He replaces Ryan Reisdorph.

c. Consideration of negotiations for the employment of Tierney Hein, Marketing Coordinator, Communications & Marketing, effective July 29, 2015, at an annual salary of $38,175. She replaces Wendy Good.

d. Consideration of negotiations for the employment of Michael Kelley, Chef de Cuisine, The Hotel at Kirkwood Center, effective July 10, 2015, at an annual salary of $38,175. He replaces Daniel Dennis.

e. Consideration of negotiations for the employment of Andrew Schramm, Program Manager, Skills-to-Employment, effective August 3, 2015, at an annual salary of $47,125, contingent upon funding from Federal Grants. He replaces Michael Halverson.


h. Consideration of negotiations for the employment of Shane Greve, Workforce Career Consultant, Skills-to-Employment, effective August 3, 2015, at an annual salary of $38,175, contingent upon funding from the WIA grant. He replaces Richard Grugin.

i. Consideration of negotiations for the employment of Kim Woods, Instructor, Nursing Programs, effective August 3, 2015, at an annual salary of $60,346 for a 201-day contract. She replaces Susan VanWye.

j. Consideration of negotiations for the employment of Kenneth Funk, Temporary Instructor, Information Technology, Business & IT, effective August 3, 2015, for Fall 2015 and Spring 2016, at an annual salary of $49,440 for a 174-day contract. He replaces Don Frey.

k. Consideration of negotiations for the employment of Michael Barhshi, Instructor, Hospitality, Hospitality Arts, effective August 10, 2015, at an annual salary of $51,440 for a 174-day contract. He replaces Brian Kalata.

l. Consideration of negotiations for the employment of Randy Langel, Temporary Instructor, Communications/Media, Social Sciences, effective August 10, 2015, for Fall 2015 and
Spring 2016, at an annual salary of $48,240 for a 174-day contract. He replaces Rose Kodet.

m. Consideration of negotiations for the employment of Gabriel Jose Porrata Vallejo, Temporary Instructor, Meth, Math/Science, effective August 10, 2015, for Fall 2015 and Spring 2016, at an annual salary of $47,840. He replaces David Keller.

n. Consideration of negotiations for the employment of Holly Webster, Convention Sales Manager, The Hotel at Kirkwood Center, effective August 10, 2015, at an annual salary of $51,837. She replaces Amy Lyness.

o. Consideration of negotiations for the employment of Christopher Oetker, Pastry Chef, The Hotel at Kirkwood Center, effective August 17, 2015, at an annual salary of $38,175. He replaces Wendy Marsh.


5. Career Advancements/Promotions

a. Jennifer Bradley, Dean, Arts & Humanities, was promoted to Executive Dean, Arts & Humanities/English, effective July 1, 2015, at an annual salary of $119,027.

b. Nick Wymore, Restaurant & Beverage Manager, The Hotel at Kirkwood Center, advances to Director, Food & Beverage, effective August 10, 2015, at an annual salary of $67,425. He replaces Melanie Abu-Nameh.

c. Sheri Hlavacek, Human Resources Generalist, Human Resources, was promoted to Supervisor, Human Resources, effective August 10, 2015, at an annual salary of $47,125.

d. Nathan Wolter, Supervisor, EagleTech, advances to Service Center Manager, IT Services, effective August 17, 2015, at an annual salary of $56,925. He replaces Brian Blass.

6. Internal Transfer

a. Patrick Clemence, Executive Director, IT Services, transferred to Executive Director, Enrollment Management, effective August 10, 2015, at an annual salary of $102,763. He replaces Peg Julius.

b. Freddie Jones, Program Developer II, Continuing Education & Training Services, transferred to a non-board approved full-time position of Lead Learning Facilitator, Continuing Education & Training Services, effective August 1, 2015.

c. Mike Chapman, Department Assistant, Continuing Education & Training Services, transferred to Temporary Department Assistant, Heritage Area Agency on Aging, effective August 29, 2015. He replaces Linda Fisher.

7. Reclassification

a. The position for Sarah Baker, Coordinator, Communiqué, Social Sciences, has been reclassified to Temporary Instructor, Communiqué, Social Sciences, effective August 10, 2015, at an annual salary of $51,240 for a 174-day contract.