KIRKWOOD COMMUNITY COLLEGE  
Regular Meeting of the Board of Trustees Thursday, December 9, 2010, 4:30 PM  
Business Event Room, The Kirkwood Center  
Kirkwood Community College, Cedar Rapids, IA

MINUTES

Present: Trustees Lois Bartelme, Paul Glenn, Karen Gorham, John Hall, Elaine Harrington, Jim Mollenhauer, Marcia Rogers, Keith Stamp, John Swanson.

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

Chair Bartelme called the meeting to order at 4:33 p.m.

Trustees Mollenhauer and Glenn moved and seconded approval of the minutes of the regular board meeting held on November 10, 2010, and directed them to be made a part of the permanent record. Motion carried: 9-0.

Trustees Harrington and Swanson moved and seconded approval of the agenda. Motion carried: 9-0.

REPORTS OF PRESIDENT AND SECRETARY

Mick Starcevich introduced Mike Roberts, Kirkwood’s new Human Resources Director.

Steve Carpenter gave the Kirkwood report.

Arron Wings, Kate Hess, Steve Sickels and Xiaomei Gu gave a presentation on Emerging Technologies and Information Literacy 2.0.

Kathy Kaiser and Hayley Kneeland shared information on Kirkwood social media marketing efforts.

Lily French, Research Associate, from the Iowa Policy Project, gave a report on poverty in Iowa.

CONSENT AGENDA

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

A. Personnel (as attached to these minutes)
B. Change Orders:
   1. Miron Construction – Johnson Hall – add $4,452.00
   2. Miron Construction – The Hotel – add $9,979.00
C. Synopsis of Bills pages 1 through 114 for total approval of $3,087,831.00
D. Final Approval of the following Kirkwood Board Policies:
   1. 303 – Appointment of the President
   2. 304 – Duties of the President
   3. 313 – Non-Discrimination Policy
   4. 320 – Recognition for Service
   5. 321 – Early Retirement Incentive Program
   6. 330 – Community College Administration of Chapter 260E Training Programs
E. First Reading of the following Kirkwood Board Policies:
   1. 505 – Student Personnel, International Education
   2. 520 – Student Personnel, Student Conduct
   3. 530 – Student Personnel, Student Government
   4. 574 – Student Personnel, Commencement
F. 2011 Board Meeting/Report Schedule

REGULAR AGENDA

Trustees Gorham and Hall moved and seconded approval of final Industrial New Jobs Training agreement pursuant to Chapter 260E, Code of Iowa and supplemental program pursuant to Section 15A.7, Code of Iowa with CIVCO Medical Solutions of Washington County. Motion carried: 9-0.

Trustees Gorham and Hall moved and seconded approval of the preliminary Industrial New Jobs Training Agreement (260E) with BHFO of Linn County. Motion carried: 9-0.

There being no further business coming before the Board, Trustees Rogers and Mollenhauer moved and seconded the meeting be adjourned at 6:42 p.m. Motion carried: 9-0.

By:  Lois Bartelme, Chair  Sheryl Cook, Secretary
1. New Positions
   a. Consideration of negotiations for the employment of Lindsey Upah, Case Manager, Heritage Area Agency on Aging, effective November 30, 2010, at an annual salary of $36,000, contingent upon funding from Medicaid and the Older Americans Act.
   b. Consideration of negotiations for the employment of Carter Baldwin, IowaWORKS Regional Director, Continuing Education & Training Services, effective December 6, 2010, at an annual salary of $64,500.

2. Replacements
   a. Consideration of negotiations for the employment of Brenda Johnston, Administrative Assistant, Student Development, effective November 22, 2010, at an annual salary of $27,250. She replaces Linda Levy.
   b. Consideration of negotiations for the employment of Jody Rausch, Purchasing Coordinator, Accounting Services, effective November 22, 2010, at an annual salary of $36,000. She replaces Kevin Foht.
   c. Consideration of negotiations for the employment of Ami Clubb, Office Coordinator, Enrollment Management, effective November 29, 2010, at an annual salary of $25,000. She replaces Lacey Perkins.
   d. Consideration of negotiations for the employment of Kasey Tumilty, Department Coordinator, Math/Science, effective January 4, 2011, at an annual salary of $36,000. She replaces Jason Taylor.

3. Retirement
   a. Sherry Black, Academic Advisor, Iowa City Campus, who has been employed 17 years, effective December 31, 2010.

4. Resignation

5. Promotion
   a. Lacey Perkins, Records Specialist, Enrollment Management, was promoted to One Stop Specialist, Enrollment Management, effective November 29, 2010, at an annual salary of $29,750. She replaces Janette Bevins.

6. Internal Transfer
   a. Brian Blass, Windows System Administrator, Information Technology, has transferred to Desktop Support Manager, Information Technology, effective November 15, 2010, at no change in his annual salary. He replaces Dana Lighthall.
   b. Kate Black, Student Development Specialist, Student Development, has transferred to Records Evaluator, Student Development, effective November 18, 2010, at no change in her annual salary. She replaces Jenny Lensch.
   c. Tiffany Myres, Workforce Career Consultant, Skills-to-Employment, has transferred to Student Development Specialist, Student Development, effective November 18, 2010, at no change in her annual salary. She replaces Kate Black.

7. Change in Contract
   a. Jeanelle Boyer, Assistant Professor, Science, Iowa City Campus, has requested a one-time change in her contract from 201-day to 174-day effective the 2010/2011 contract year.
   b. Mick Starcevich, President, extend contract from January 1, 2011, through December 31, 2013 at an annual salary of $236,900 for calendar year 2011.