KIRKWOOD COMMUNITY COLLEGE
Meeting of the Board of Trustees
Thursday, July 14, 2016, 4:30 P.M.
6301 Kirkwood Blvd. SW, Cedar Rapids, IA

MINUTES

Present: Trustees Lois Bartelme, Alan Jensen (arrived 4:35 p.m.), Jim Mollenhauer, Tracy Pearson, Marcia Rogers (via telephone conference), Keith Stamp, John Swanson, Joel Thys.

Also Present: Mick Starcevich, President; Carrie Anderson, Secretary.

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

Chair Bartelme declared the meeting open for public hearing on:
1. Recreation area improvements
   There being no questions or comments, Trustees Swanson and Pearson moved and seconded the hearing be closed. Motion carried 8-0.

Trustees Thys and Stamp moved and seconded approval of the minutes for the regular meeting held on June 9, 2016, and directed them to be made a part of the permanent record. Motion carried: 8-0.

Trustees Pearson and Swanson moved and seconded approval of the agenda. Motion carried: 8-0.

Justin Hoehn gave the Kirkwood Report.

CONSENT AGENDA

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

A. Personnel (as attached to these minutes)
B. Change Orders:
   1. MBA Inc. – Baseball & Softball Field Improvements – add $5,542.43
   2. MBA Inc. – Baseball & Softball Field Improvements – add $140,402.24
C. Synopsis of Bills - pages 1 through 101 for a total of $15,752,437.43
D. Audit Committee Minutes from June 9, 2016
E. Annual Consent of the Audit Committee Charter
F. Denman & Company, LLP performs 2016 Audit
G. IACCT Defined Contribution Plan Participation Agreement

REGULAR AGENDA

Trustees Mollenhauer and Swanson moved and seconded approval of preliminary Industrial New Jobs Training Agreement (260E) with Eco Lips, Inc. of Linn County. Motion carried: 8-0.

Trustees Stamp and Swanson moved and seconded approval of the Recreation Area Improvements Project at the recommended base bid of $686,000 and alternate bids one and three, for a total of $925,000 to Tricon General Construction of Cedar Rapids. Motion carried: 8-0.
INFORMATIONAL ITEMS

Al Rowe, Dr. Theresa Moore, and Chris King provided an overview of staff learning and development and competency-based faculty professional development at Kirkwood.

There being no further business coming before the Board, Trustees Swanson and Mollenhauer moved and seconded the meeting be adjourned at 5:55 p.m.

By: ____________________________________________  _________________________________
    Lois Bartelme, Chair                  Carrie L. Anderson, Secretary
1. **Replacements**

   a. Consideration of negotiations for the employment of Bernard Parrish, Department Assistant, Industrial Technologies, effective June 14, 2016, at an hourly rate of $14.00. He replaces Nancy Ormiston.

   b. Consideration of negotiations for the employment of Sarah Kelly, Student Support Specialist I, Enrollment Management, effective June 20, 2016, at an hourly wage of $14.00. She replaces Dave Bright.

   c. Consideration of negotiations for the employment of Kevin Hansen, Executive Director, Communications & Marketing, effective June 20, 2016, at an annual salary of $103,175. He replaces Kathy Kaiser.

   d. Consideration of negotiations for the employment of Katheryn Pritchard, Department Assistant, Industrial Technologies, effective June 29, 2016, at an hourly rate of $14.00. She replaces Bernard Parrish.

   e. Consideration of negotiations for the employment of Marci Mohr, Center Coordinator, Williamsburg Center, effective June 30, 2016, at an hour rate of $15.12. She replaces Judy Stahl.


   g. Consideration of negotiations for the employment of Daniel Tuuri, Director, Business & IT, effective July 5, 2016, at an annual salary of $70,545. He replaces Carol Thompson.

   h. Consideration of negotiations for the employment of Saria Gassouma, Student Support Specialist I, Enrollment Management, effective July 5, 2016, at an hourly rate of $15.50. She replaces Lacey Perkins.

   i. Consideration of negotiations for the employment of Victoria Dabler, Student Support Specialist I, Enrollment Management, effective July 18, 2016, at an hourly rate of $15.50. She replaces Kendra Fuller.

   j. Consideration of negotiations for the employment of Anna Martel, Instructor, Medical Assisting, Allied Health, effective July 18, 2016, at an annual salary of $35,333 for a 201-day contract. She replaces Dawn Eitel.

   k. Consideration of negotiations for the employment of Austin Fischer, Instructor, Golf Course/Turf Management, Agricultural Science, effective July 25, 2016, at an annual salary of $49,700 for a 174-day contract. He replaces Troy McQuillen.

   l. Consideration of negotiations for the employment of Charles Kwiatkowski, Instructor, Information Technology, Business & IT, effective August 1, 2016, at an annual salary of $56,400 for a 174-day contract. He replaces Mark Bromwich.

   m. Consideration of negotiations for the employment of Yu Zhao, Research Analyst, Institutional Effectiveness/Research, effective August 29, 2016, at an annual salary of $60,045. She replaces Jana Hanson.
2. New Positions
   b. Consideration of negotiations for the employment of Heath Geiman, Director, Agricultural Enterprises, Academic Affairs, effective July 18, 2016, at an annual salary of $70,545.
   c. Consideration of negotiations for the employment of Joseph Michael Dillon, Instructional Designer, Academic Affairs, effective August 1, 2016, at an annual salary of $50,245.

3. Change of Contract
   a. Jim Off, Professor, Construction Technology, Industrial Technologies, has requested a permanent change in his contract from 201-day to 174-day under Article IV, Section 1.C of the Kirkwood Faculty Association Agreement, effective September 1, 2016.
   b. Joe Greathouse, Associate Professor, Construction Technology, Industrial Technologies, will transfer from a 174-day contract to 201-day contract effective September 1, 2016. He replaces Jim Off.
   c. Janine Martin, Instructor, Anatomy/Physiology, Iowa City Campus, start date is adjusted from August 1, 2016, to August 8, 2016.

4. Terminations/Resignations
   a. Bernard Parrish, Department Assistant, Industrial Technologies, effective June 24, 2016.

5. Retirement (Retirement Incentive Program)
   a. Cherylann Stewart, Professor, Agricultural Business, Agricultural Science, who has been employed 18 years, effective December 31, 2016.
   b. Michael Birmingham, Professor, Criminal Justice, Social Sciences, who has been employed 14 years, effective December 31, 2016.
   c. Joan Hanna, Executive Assistant, Finance, who has been employed 10 years, effective December 31, 2016.

6. Promotion
   a. Jaime Abernathy, Coordinator, Finance, has been promoted to Supervisor, Accounts Receivable, Finance, effective May 30, 2016, at an annual salary of $47,125. She replaces Amanda Robert.
   b. Anthony Jensen, Coordinator, Linn Regional Center, has been promoted to Program Manager, Linn Regional Center, effective July 1, 2016, at an annual salary of $50,245. He replaces Kay Bone.
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7. Reclassifications

a. Carrie Anderson, Executive Secretary to the President, President's Office, has been reclassified to Assistant to the President, President's Office, effective July 1, 2016, at an annual salary of $73,977.

b. Linda Arens, Coordinator, Human Resources, has been reclassified to Supervisor, Human Resources, effective July 1, 2016, at an annual salary of $56,907.

c. Angie Gillis, Coordinator, Social Sciences, has been reclassified to Director, Social Sciences, effective July 1, 2016, at an annual salary of $70,545.

d. Malinda Higgins, Systems Reporting Analyst, IT Services, has been reclassified to Senior Systems Reporting Analyst, IT Services, effective July 1, 2016, at an annual salary of $50,245.

e. Melissa Jensen, Director, Facilities & Security, has been reclassified to Senior Director, Facilities & Security, effective July 1, 2016, at an annual salary of $81,795.

f. Chris King, Coordinator, Human Resources/Institutional Effectiveness, has been reclassified to Program Manager, Human Resources/Institutional Effectiveness, effective July 1, 2016, at an annual salary of $50,245.

g. Heidi Morrison, One Stop Specialist/Iowa City Campus, Enrollment Management, has been reclassified to Supervisor/Iowa City Campus, Enrollment Management, effective July 1, 2016, at an annual salary of $50,245.

8. Termination of Continuing Contract

a. Consideration of termination of the continuing contract, if there is no request for a private hearing and for which a notice of termination was served, as required by Chapter 279.15 of Iowa Code. The President recommends termination for Patrick Montgomery, Instructor, Accounting, Iowa City Campus, effective July 14, 2016.