KIRKWOOD COMMUNITY COLLEGE  
Meeting of the Board of Trustees  
Thursday, March 14, 2019, 4:30 P.M.  
Kirkwood Center for Lifelong Learning – Room 302/304  

MINUTES

Present: Trustees Jim Mollenhauer, Alan Jensen, Tracy Pearson, Rose Rennekamp, Marcia Rogers, Keith Stamp, John Swanson, Joel Thys, Lorraine Williams (arrived 4:35 p.m.).

Also Present: Lori Sundberg, President; Jim Choate, Treasurer; Carrie Anderson, Secretary.

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

Chair Mollenhauer declared the meeting open for public hearing on the 2019-20 Budget. There being no questions or comments, Trustees Rennekamp and Swanson moved and seconded the hearing be closed. Motion carried: 8-0

Trustees Swanson and Thys moved and seconded approval of the minutes for the regular meeting held on February 14, 2019, and directed them to be made a part of the permanent record. Motion carried: 8-0.

Trustees Stamp and Jensen moved and seconded approval of the agenda. Motion carried: 9-0.

Justin Hoehn gave the Kirkwood Report.

INFORMATIONAL ITEMS

Dave Hunt, Director of Distance Learning, introduced the Phi Theta Kappa 2019 All-Iowa Academic Team honorees.

Jon Buse, Vice President of Student Services, introduced Lori Merlak, Assistant Professor of Business Administration and Management Program Coordinator, who shared information on Kirkwood’s participation in the Global Solutions Sustainability Challenge. Hotel Management student Cassandra Pantel also shared her personal experience participating in the program and in the concluding competitive summit held in Washington, DC.

Treasurer Choate provided an overview of the FY19 personnel cost budget. Faculty contract negotiations begin this week, which will be the first time with the state approved revisions under Iowa Chapter 20. FY20 tuition numbers will be presented at the April meeting for consideration.

CONSENT AGENDA

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

A. Personnel (as attached to these minutes).
B. Synopsis of Bills
   1. Kirkwood Community College pages 1 through 73 for a total of $7,025,098.79.
   2. The Hotel at Kirkwood Center pages 1 through 5 for a total of $206,252.94.
C. Change order from Tricon General Construction, Kirkwood Auto Tech – Increase $7,957.76.
E. Final Industrial New Jobs Training Agreements (260E) with:
NEW BUSINESS AGENDA

Administration:
Trustees Stamp and Pearson moved and seconded approval of the Budget for 2019-20. Motion carried: 9-0.

Trustees Jensen and Rennekamp moved and seconded adoption of a resolution directing the advertisement for sale of the general obligation school bonds, series 2019, in the amount of $28,195,000.00, and approving the electronic billing statement and a preliminary statement. Motion carried: 9-0.

Board:
Trustees Stamp and Rogers moved and seconded approval of Board Policy 400: Human Resources – Anti-Solicitation, with no changes. Motion carried: 9-0.

Trustees Pearson and Thys moved and seconded approval of Board Policy 401: Human Resources – Non-Discrimination in Employment, with no changes. Motion carried: 9-0.

Trustees Swanson and Williams moved and seconded approval of Board Policy 402: Human Resources – Employee Benefits and Compensation, with no changes. Former Administrative Function Board Policies 320-Recognition for Service and 321-Retirement Incentive Program have been eliminated as they are addressed as procedures under Board Policy 402. Motion carried: 9-0.

Trustees Thys and Jensen moved and seconded approval of Board Policy 403: Human Resources – Workplace Safety, with no changes. Motion carried: 9-0.

Trustees Williams and Pearson moved and seconded approval of Board Policy 404: Human Resources – Employment Relations, with no changes. Motion carried: 9-0.

On behalf of the college and the entire Board, Chair Mollenhauer thanked District VIII Director, Marcia Rogers, for her 10 years of service to the college.

Chair Mollenhauer gave the Oath of Office to newly appointed District VIII Director, Steve Ovel.

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

By: ____________________________  ____________________________
    James Mollenhauer, Chair           Carrie L. Anderson, Secretary
1. Retirements (Under the Retirement Incentive Program)
   a. Jean Rogers, Director of Sales, The Hotel at Kirkwood Center, who has been employed 10 years, effective June 30, 2019.

2. Separation of Employment
   b. Kristin Verhorevoort, Program Developer, Continuing Education & Training Services, effective March 1, 2019.

3. Replacements

4. Internal Transfer
   a. Emily Brown, Assistant Professor, English, will transfer from the English Department to the Iowa City Campus effective August 18, 2019, at no change her in annual salary for a 174-day contract. She replaces Tonja Robins.