

**KIRKWOOD COMMUNITY COLLEGE**  
**Meeting of the Board of Trustees**  
**Thursday, April 8, 2021, 4:30 P.M.**  
**BA Jensen Board Room / Zoom Tele-Conference due to COVID-19 Pandemic**

**MINUTES**

Present: Trustees Jim Mollenhauer, Steve Caves, Peggy Doerge, Alan Jensen, Tracy Pearson, Keith Stamp, John Swanson, Joel Thys, Lorraine Williams.

Also Present: Lori Sundberg, President, Jim Choate, Treasurer, Carrie Anderson, Secretary, Deanna Schnebbe, KSA Representative, Clark Skaggs, KFA Representative.

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

Trustees Thys and Williams moved and seconded approval of the minutes from the meeting held on March 11, 2021, and directed them to be made a part of the permanent record. Motion carried: 9-0.

Trustees Jensen and Swanson moved and seconded approval of the April 8, 2021 agenda. Motion carried: 9-0.

**INFORMATIONAL ITEMS**

**Kirkwood 2021 Community College Initiative (CCI) Program Students**

Dawn Wood, Dean of Global Learning, introduced Elizabeth O'Brien the new CCI Coordinator at Kirkwood. Due to the pandemic our CCI students this year are only at Kirkwood for one semester rather than the entire academic year. The eleven CCI program students introduced themselves, the country they are from and their program of study. Board Chair Mollenhauer and President Sundberg thanked them for being at Kirkwood and congratulated them on being a participant in the CCI program.

**Kirkwood Report**

Justin Hoehn, Associate Director of Marketing, provided the Eagle Update and Kirkwood report, which included:

- U.S. Representative Ashley Hinson toured the Jones Hall Industrial Technologies programs on March 22, 2021. She pledged to continue to advocate for the college and its students on a national scale.
- On March 26, Iowa Governor Kim Reynolds visited the Horticulture building on main campus to take part in a tree planting ceremony. This event was the kick-off to the Re-Tree Iowa initiative. Reynolds was joined by Iowa Secretary of Agriculture Mike Naig and Kirkwood President Lori Sundberg. The event featured a live broadcast with speeches from the governor and secretary, students and staff.
- Student of the month: Kylie Sauter is originally from Cedar Rapids but during her high school years moved to Eastern Nebraska. Upon returning to Eastern Iowa and starting a family of her own, she also became a Kirkwood student. When her young son required a kidney transplant, Kylie's direction in life changed and she is now studying pre-medicine. She plans to transfer to Mount Mercy University after receiving her associate degree at Kirkwood.
- The Agriculture Sciences Department typically has an impressive booth at the state FFA conference in April each year. Because of COVID, this will now be a contactless booth with a large TV that will be running commercials promoting the Kirkwood Ag Department. This demonstrates the creative ways Kirkwood continues to drive enrollment and bring students to Kirkwood.

- Kirkwood Women's Basketball has had an overall record of 20-1 and is ranked #2 in the nation. The conference finals will occur this Saturday and that winner will move on to the National Tournament held April 20-24.
- Men's Basketball is ranked #3 in this year's regional tournament. They play again tonight and if The Eagles win they move on to host the championship game this Saturday.
- Kirkwood Volleyball team is heading to the national tournament which happens to be hosted right here in Cedar Rapids this year. The tournament runs April 13-15, 2021.
- Best of Luck to all of our Kirkwood Eagles!

### **Kirkwood Foundation Update**

Jody Pellerin, Vice President of Advancement, provided an update on the Foundation. Contributions this past year are up by 65%. Donors have recognized increased student need as a result of COVID and the Derecho and contributed to a special emergency fund to assist students. During FY2020 the Foundation awarded \$2,969,159 in scholarships. This past year the Foundation also added a student laptop assistance program to help students as we moved to more on-line classes. The Foundation continues to work on and expand Alumni initiatives as well as develop and support special projects as needed. Stewardship during COVID-19 continues with virtual meetings, student thank you letters and tokens of appreciation to our donors. A goal of The Foundation is to be one of the top 10 community college foundations by 2025 and we have moved from number 16 to 14 in just one year.

### **Financial Report**

Treasurer Choate provided an update on the College financials. The college is anticipating a loss of approximately \$2.2M for FY2021. He reviewed the FY22 debt plan and does not anticipate any additional new debt. In July administration will bring forward a request to the Board to extend the 20 ¼ tax levy for 2031 through 2041. More details will be provided to the board regarding how these funds will be used for deferred maintenance.

As of March 31, 2021 there is an unrestricted cash reserve of 130 days of operation.

### **CONSENT AGENDA**

Trustees Swanson and Doerge 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 60 for a total of \$10,100,996.49.
  2. The Hotel at Kirkwood Center pages 1 through 3 for a total of \$110,734.54.
- C. Change Orders:
  1. Madison Construction, Equestrian Center – increase \$1,707.41.
  2. Larson Construction, Iowa Hall, Kirkwood Student Center – decrease \$107,568.62.
- D. Final Industrial New Jobs Training Agreements (260E) with:
  1. Crystal Group, Inc., Hiawatha
  2. United Life Insurance Company, Cedar Rapids
  3. Worley Warehousing, Inc., Cedar Rapids
  4. Eco Lips, Inc., Marion

### **NEW BUSINESS AGENDA**

#### **Administration**

Trustees Stamp and Pearson moved and seconded approval of a resolution directing the publication of a notice of intention to issue not to exceed \$3,500,000 aggregate principal amount of Industrial New Jobs Training Certificates and calling a public hearing on the proposal to issue said certificates set for May 13, 2021 at 4:30 p.m. Motion carried: 9-0.

Trustees Thys and Jensen moved and seconded approval of a resolution declaring an official intent under Iowa Code 260G to designate the use of the FY22 ACE-PIAP Award for the construction and/or renovation of existing facility space in Linn Hall for the expansion and enhancement of the

Nursing Programs and in Jones Hall for the expansion and enhancement of the Robotics classroom and Construction Management classroom. Motion carried: 9-0.

Trustees Williams and Swanson moved and seconded approval of new Accelerated Career Education (ACE) Program agreements, pursuant to Chapter 260G, Code of Iowa for Welding and Nursing Programs. Motion carried: 9-0.

**Board:**

No new business for Board.

**DELEGATIONS, PETITIONS, AND COMMUNICATIONS**

**President's Report:**

- Extended a thank you to the Trustees for their engagement and participation in the April 1 Board Retreat.
- Recognized Scott Ermer and the Ag Department staff for their work in coordinating the successful event hosting Governor Reynolds for the Re-Tree Iowa initiative.
- We are planning to hold a socially distanced All Board Summer Social in August. We will also hold a face-to-face board meeting in August at The Hotel at Kirkwood.
- Commencement 2021 will be virtual again this year. Trustees are invited to submit a commencement 'shout-out' video to the students. The deadline to submit videos is April 30.
- Kirkwood is the host institution along with the City of Cedar Rapids for the NJCAA Division II National Volleyball Tournament. Tickets are available at the Alliant Energy PowerHouse Center. Kirkwood will be playing Tuesday, April 13.

**Secretary's Report:**

- President Sundberg's Annual Performance Evaluation will be emailed to the Board next week and will be due May 14, 2021.

**Report of Board Members:**

Alan Jensen attended the IACCT Board meeting earlier today and shared that the House released its education budget bill which includes a \$6M increase for Community College SGA. There is also a \$10M increase for Last Dollar Scholarship funds. The IAACT Board also approved a federal lobbying contract through December 2021 for the purpose of securing federal funding for a statewide College and Career Transition Counselor program expansion. The last Webinar hosted by IACCT on April 14 was recorded and Trustees can access this webinar on the website. There will be a virtual summer conference in July and more details will be available in the near future.

There being no further business coming before the Board, Trustees Swanson and Williams moved and seconded the meeting be adjourned at 5:35 p.m. Motion carried: 9-0.

Respectfully submitted by:

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Carrie Anderson, Board Secretary

Approved by Board on May 13, 2021:

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James Mollenhauer, Chair

**Board of Trustees' Agenda****April 8, 2021****PERSONNEL****Replacements/New Positions**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>	<b>Salary/Wage</b>	<b>Replaces/New</b>
Sarah Hyatt	Public Safety Dispatcher	Facilities & Security	03/22/2021	\$17.68/hr.	New
Aaron Nelson	Public Safety Dispatcher	Facilities & Security	03/22/2021	\$17.68/hr.	New
Cheick Traore*	Custodian	Facilities & Security	03/28/2021	\$15.71/hr.	Ernie Decious
Katerina Rowley	Public Safety Dispatcher	Facilities & Security	04/05/2021	\$17.68/hr.	New
Neal Davis	Coordinator, Academic Support	Linn Regional Center	04/19/2021	\$44,894	Sarah Matheny
Jonathon Pope*	Assc Prof/Auto Tech 201-day	Industrial Technologies	09/01/2021	AY2022 TBD	Gary Jorgenson

\*Internal Transfer

**Separation of Employment**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>	<b>Years</b>
Ashley Turner	Specialist	Heritage Area Agency on Aging	04/02/2021	2
Brad Franzwa	Manager/Fiscal Director	Heritage Area Agency on Aging	04/09/2021	2
Kenneth Clark	Custodian	Facilities & Security	04/09/2021	6
Bob Trapp	Assistant Professor, Info Technology	Business & IT	08/31/2021	11
Viktor Chupryna	Instructor, Physics	Iowa City Campus	08/31/2021	3

**Reclassification/Internal Transfer**

<b>Name</b>	<b>Reclassification</b>	<b>Department</b>	<b>Effective Date</b>	<b>Salary</b>
Danielle Pickering	Director to Senior Director	Finance	03/28/2021	\$97,500
Melissa Christianson	Director to Senior Director	Finance	03/28/2021	\$97,500

**Status Change**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Status Change</b>	<b>Effective Date</b>
David Jennerjohn	Instructor, Maintenance Tech	Industrial Technologies	Temporary to Regular Status	07/06/2021

**Termination of Continuing Contract**

Consideration of termination of continuing contracts, effective date as noted below, for those individuals not requesting private hearings and for those which notices of termination have been served, as required by Chapter 279.15 of Iowa code. The President recommends their termination as follows:

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>
Nicholas Blakesley	Instructor, Anamosa State Penitentiary	Secondary Programs	June 30, 2021
Nicole Chambers	Instructor/Coordinator, Anamosa State Penitentiary	Secondary Programs	June 30, 2021
Paul Reimann	Instructor, Anamosa State Penitentiary	Secondary Programs	June 30, 2021
Scott Wittstruck	Instructor, Anamosa State Penitentiary	Secondary Programs	June 30, 2021
Arianna Walden	Instructor/Coordinator, Iowa City Learning Center	Secondary Programs	June 30, 2021
Marwa Ibrahim	Instructor/Coordinator, Iowa City Learning Center	Secondary Programs	June 30, 2021
James Jordan	Instructor, Iowa Medical Classification Center	Secondary Programs	June 30, 2021
Mary Shanney	Instructor, Iowa Medical Classification Center	Secondary Programs	June 30, 2021
Michelle Barker	Instructor/Coordinator, Iowa Medical Classification Center	Secondary Programs	June 30, 2021
Angela Sagan	Instructor, KLIFE	Secondary Programs	June 30, 2021
Cyd Hanson	Instructor/Coordinator, KLIFE	Secondary Programs	June 30, 2021
Tara Brokovich	Instructor/Coordinator, KLIFE	Secondary Programs	June 30, 2021
Sean McAtee	Instructor, KLIFE	Secondary Programs	August 31, 2021
Christine Thompson	Instructor, Iowa City Learning Center	Secondary Programs	August 31, 2021