

KIRKWOOD COMMUNITY COLLEGE
Meeting of the Board of Trustees
Thursday, March 11, 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, Keith Stamp, John Swanson, Joel Thys, Lorraine Williams.

Absent: Trustee Tracy Pearson

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

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

Chair Mollenhauer gave the Oath of Office to newly appointed District VIII Trustee, Steve Caves.

Chair Mollenhauer declared the meeting open for public hearing on:

- 1) FY2021-22 Budget
- 2) Re-Roofing Project (Cedar Hall, KLife Building and Kirkwood Hall)

There being no questions or comments, Trustees Williams and Swanson moved and seconded the hearing be closed. Motion carried: 8-0.

Trustees Thys and Stamp moved and seconded approval of the minutes from the meeting held on February 11, 2021, and directed them to be made a part of the permanent record. Motion carried: 8-0.

Trustees Doerge and Williams moved and seconded approval of the March 11, 2021 agenda. Motion carried: 8-0.

INFORMATIONAL ITEMS

Kirkwood Report:

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

- Kirkwood Nursing students volunteered their time to assist with a COVID-19 vaccination clinic organized by Linn County Public Health on March 5 at College Community School District. The clinic gave Nursing students a great real-world learning experience that cannot be replicated in a simulated lab.
- Kirkwood Visual and Performing Arts students and faculty put on a socially distanced live performance of the tragedy Antigone by Sophocles from February 25 through the 28. All performances were live streamed from Ballantyne Auditorium for a virtual audience.
- Student of the month: Esther Okie is an international student from the West-African country of Cote d'Ivoire. Esther came to Kirkwood as part of the Community College Initiative Program and is studying Project Management. In addition to her studies she is a volunteer in the campus greenhouse and at the Catherine McCauley Center where she assists with the food pantry and donation room. In five years Esther says her goal is to be working in project management at an organization dedicated to the development of her beautiful country.
- March 23rd is the 20th anniversary celebration of the Global Education Network (GEN). Kirkwood is a partner institution with Box Hill Institute in Melbourne, Australia, Southern Alberta Institute of Technology in Canada and the Institute of Technical Education in Singapore. This partnership was formed in 2001 with the mission to enhance innovative

global learning and collaborative opportunities for member institutions and their students. All of the Board is invited to attend this virtual event.

- The Allied Health Department recently hosted a virtual Dental Day on February 12. This annual event is an opportunity for high school students interested in the dental industry to explore dental career pathways.
- With repairs completed from damage caused by the Derecho storm, the Iowa Equestrian Center was finally able to host the first event (with COVID protocols) since March 13, 2020. Both the Gazette and KGAN were there to cover this successful event.
- Nursing students continue to be involved in vaccination clinics to support the community. This past weekend a total of 30 students and 9 faculty assisted Linn County Public Health in administering shots to 477 area child care workers. Kirkwood Nursing students and faculty will continue to be “on-call” for any other opportunities as more vaccine becomes available.

Kirkwood 2021 All-Iowa Academic Team

Ben Jensen, Associate Dean of Arts & Humanities, introduced the Phi Theta Kappa 2021 All-Iowa Academic Team honorees. Each of the eight honorees received a \$500 scholarship certificate from the Kirkwood Board of Trustees. The Honorees included: Emily Armstrong, Melissa Barnard, Jade Gamm, Alondra Hernandez, Shawn Johnson, Luke Ockerlander, Melissa Ortman, and Avery Tauke. The Board Chair congratulated all of the students on this achievement.

Financial Report:

Treasurer Choate provided an update on the College financials with an overview of the FY21 projected loss of approximately \$2.2 million compared to a budgeted loss of approximately \$3.1 million. Financial risks and opportunities were discussed. The FY22 final published budget and property tax levy were reviewed in detail with very minor changes from the amounts presented in February. Finance Department changes were discussed with the resignation of Kris Riley, Executive Director of Finance. The Board expressed their appreciation for the outstanding dedication and work of Kris Riley over the past 8 years.

As of February 28, 2021 there is an unrestricted cash reserve of 128 days of operation.

CONSENT AGENDA

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

- A. Personnel (as attached to these minutes).
- B. Synopsis of Bills
 1. Kirkwood Community College pages 1 through 54 for a total of \$16,475,742.41.
 2. The Hotel at Kirkwood Center pages 1 through 4 for a total of \$137,883.58.
- C. Change Orders:
 1. Larson Construction, Iowa Hall, Kirkwood Student Center – increase \$7,227.58.
 2. Madison Construction, Equestrian Center – increase \$50,317.53.
- D. Appoint Trustee Keith Stamp as Board Member Liaison to Heritage Area Agency on Aging Board of Directors.
- E. Final Industrial New Jobs Training Agreements (260E) with:
 1. Automation Systems and Control, Inc., Marion
 2. First MainStreet Insurance, Cedar Rapids
 3. MediRevv, Coralville

NEW BUSINESS AGENDA

Administration:

Trustees Thys and Williams moved and seconded approval of the Budget and Certificate of Community College Taxes for Fiscal Year 2021-22. Motion carried: 8-0.

Trustees Swanson and Doerge moved and seconded approval of the Kirkwood Re-roofing Projects for the low base bid proposal for Cedar Hall and KLife Buildings of \$429,000 along with the

alternate low base bid for Kirkwood Hall of \$190,000, for a total of \$619,000 to Service Roofing Company of Cedar Falls, Iowa. Motion carried: 8-0.

Board:

No new business for Board.

DELEGATIONS, PETITIONS, AND COMMUNICATIONS

President's Report:

- Extended a welcome to Trustee Steve Caves.
- There is no update on availability of vaccinations for Kirkwood faculty and staff. We are still ready to be a vaccination site should we get a call that they are available. Our plan is to move chairs back into classrooms this summer in preparation for the fall semester. This remains fluid based on availability of vaccines. Our nursing students are getting good experience helping the community during this pandemic.
- The virtual Town Hall last week went well with over 365 faculty/staff in attendance.
- The FAA grant for an aviation mechanics program is progressing. President Sundberg recognized the work of Jody Pellerin and Colette Atkins. The grant is due the week of March 22, 2021.
- The Iowa House of Representatives voted and passed a resolution today honoring the achievements of our former Trustee and Kirkwood employee, Steve Ovel, for his contributions to the betterment of Iowa Community Colleges. Board Chair Mollenhauer thanked President Sundberg for her work in organizing this recognition of Steve Ovel.

Report of Board Members:

No reports from Trustees

There being no further business coming before the Board, Trustees Swanson and Williams moved and seconded the meeting be adjourned at 5:22 p.m. Motion carried: 8-0.

Respectfully submitted by:

Carrie Anderson, Board Secretary

Approved by Board on April 8, 2021:

James Mollenhauer, Chair

**Board of Trustees' Agenda
March 11, 2021
PERSONNEL**

Replacements/New Positions/Reclassifications

Name	Title	Department	Effective Date	Salary/Wage	Replaces/New
Shawnacy Kiker Perez	Temporary Instructor, ELA (174-day)	Global Learning	02/08/2021	\$58,520	Betsy Baertlein LOA
Casey Dunning	Manager	Finance	02/28/2021	\$71,513	Reclassification
Kevin Onstott	Director, Maintenance	Facilities & Security	03/16/2021	\$75,200	Don Hommer

Separation of Employment

Name	Title	Department	Effective Date	Years
Kris Riley	Executive Director	Finance	03/12/2021	8