

KIRKWOOD COMMUNITY COLLEGE
Meeting of the Board of Trustees
Thursday, April 13, 2023, 4:30 P.M.
The Hotel at Kirkwood Center

MINUTES

Present: Steve Caves, Peggy Doerge, Alan Jensen, Jim Mollenhauer, Tracy Pearson, Keith Stamp, Joel Thys, Lorraine Williams, and Leslie Wright.

Also Present: Lori Sundberg, President; Casey Drew, Treasurer; Peg Sprengeler, Secretary; Myranda Hadley, KSA Representative.

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

No public comments.

Chair Mollenhauer declared the meeting open for public hearing on the FY2023-24 budget and the proposal to issue the Industrial New Jobs Training Certificates. There being no questions or comments, Trustees Thys and caves moved and seconded the hearing be closed. Motion carried: 9-0.

Trustees Williams and Stamp moved and seconded approval of the minutes from the meeting held on March 14, 2023, and directed them to be made a part of the permanent record. Motion carried: 9-0.

Trustees Wright and Doerge moved and seconded approval of the April 13, 2023 agenda. Motion carried: 9-0

INFORMATIONAL ITEMS

Kirkwood Report

Justin Hoehn, Director of Media and Legislative Relations, provided the Eagle Update and Kirkwood report, which included:

- Kirkwood's brand-new Veterinary Technology Center – a result of the voter-approved \$60 million bond issue passed in 2017 – is an 18,000 square foot facility that will have instructional clinical space, technical classrooms, administrative and lounge space, as well as animal housing. It is entering its final stages as technical equipment, furniture, and kennels will be installed during the month of April. Once complete, the new building will fulfill a great need for the Veterinary Technician program, and it's all thanks to the people of Kirkwood's seven-county service area.
- On March 21, Kirkwood's Business and IT department hosted the first-ever Project Management Day to expose current and future students to the opportunities in the project management field.
- Student of the month: Andrew Montelius. Andrew is a graduate of Cedar Rapids Prairie. He enlisted in the United States Marine Corps and served as an infantryman within the 2nd Battalion 5th Marines, from 2015 to 2019. Once he left the military in 2019, he made his way to Kirkwood because of our highly reputable Fire Science Technology Program. Andrew hopes to start a career as a firefighter in Iowa applying all the knowledge and training he's gained at Kirkwood to help people in and around the community.
- Kirkwood will host the Spring Student Awards Banquet on April 20. This yearly event is put on by Kirkwood's Student Leadership Council and it highlights the college's top students, clubs and organizations, and more.

- The Kirkwood women's basketball team lost in the semifinals of the NJCAA Division II national tournament to Community College of Baltimore County-Essex. The Eagles captured third place with a convincing victory over Harcum College of Pennsylvania. Longtime assistant coach Jen Francescon was named the 2023 WBCA Two-Year College Assistant Coach of the Year award. The award is given to an associate head coach or assistant coach that demonstrates a strong commitment to their program, the student-athletes, and their head coach.
- The Big Band Madness will happen in Ballantyne Auditorium on Saturday, April 15. The concert will feature the Kirkwood Jazz Ensemble, Kirkwood Jazz Orchestra, and Cedar Rapids Jazz Big Band all directed by Joe Perea. Attendees will hear the musical stylings of musicians Wayne Shorter, Thad Jones, Paul Baker, and Kris Berg.
- The Kirkwood Visual and Performing Arts and the Cedar Rapids Community Orchestra partnership officially started last fall. On Sunday, April 30, the Cedar Rapids Community Orchestra at Kirkwood will hold a concert in Ballantyne Hall. The performance will feature pianist Amanda Denny as well as the Kirkwood Concert Choir directed by Dr. Fred Kiser.

Kirkwood 2022 Community College Initiative (CCI) Program Students

Dawn Wood, Dean of Global Learning, provided an overview of the Global Learning Department and its mission that all students, faculty and staff engage in Global Learning. Elizabeth O'Brien, CCI Coordinator, highlighted the Community College Initiative (CCI) federally funded grant program as well as the federally funded Hubert Humphrey Fellow program. This year, Kirkwood has 15 CCI students from eight different countries enrolled seven different academic programs at Kirkwood. CCI students' study at Kirkwood for one full academic year. CCI students each introduced themselves, their country, their program of study, and their plans to impact both the Cedar Rapids community and their local community. Humphrey Fellow, Edith Mugehu, from Zimbabwe, also spoke about her experience in plant breeding research and her visit to Kirkwood this week sharing her culture and research interests.

Kirkwood TRIO Programs

Mialisa Wright, Director of Student Equity, Inclusion, and Support, Mallory Petsche, Director of TRIO Student Support Services – ESL, and Nick Kettmann, Director of Admissions, provided an overview of Kirkwood's five TRIO programs. Working under a federal grant, TRIO programs prepare students to go to college, assist with the transition into college, and support the progression through college to meet academic and career goals. TRIO programs provide holistic support for marginalized students who are first generation, low income, and/or have a disability. TRIO Talent Search serves 500 6th-12th graders. TRIO Upward Bound Math & Science serves 60 9th-12th graders. TRIO Educational Opportunity Center (EOC) serves 850 adults ages 19+. TRIO Student Support Services – English as a Second Language (ESL) serves 140 current Kirkwood students who are non-native English speakers, ELA students, or students who speak a language other than English at home. TRIO Student Support Services – Traditional serves 175 current Kirkwood students.

Financial Report

Treasurer Drew provided a high-level review of the published public hearing budget for FY24. General fund reflects the operating revenue and expenditures of Kirkwood. Staff will be working on finalizing the operating revenue and expenditures budget with a plan to bring the final version back to the board at its June 2023 board meeting. Any adjustments will not impact the property tax levy rate as those items are set in the published public hearing budget. Plant funds will pay for construction projects and principle and interest on capital loans. Bond & Interest fund is paying the principle and interest on general obligation bonds.

For FY24 taxable valuations have increased 1.3%, which is less than the five-year average of 3.8%. The drop in taxable valuations is tied to the change in residential rollback. Property tax levy rate is increasing .05075 cents in FY24. This increase will generate an additional \$2M in property tax revenue, which will be used to fund increased cost related to debt payments and insurance programs.

A residential homeowner with an assessed value of \$100K will pay an additional \$3.47 in property taxes due to the increase in property tax rate.

CONSENT AGENDA

Trustees Wright 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 82 for a total of \$8,219,287.50
 - 2. The Hotel at Kirkwood Center pages 1 through 4 for a total of \$295,985.70
- C. Change Orders:
 - 1. Knutson Construction, New Animal Health Center - \$31,594.00
- D. Final Industrial New Jobs Training Agreements [260E] with:
 - 1. Corridor Media Group, Inc., North Liberty
 - 2. Electro-Hydraulic Automation Inc., Cedar Rapids,
 - 3. JRS Pharma LP, Cedar Rapids
 - 4. Kinze Manufacturing, Inc. Williamsburg
 - 5. Lil' Drug Store Products, Inc., Cedar Rapids
 - 6. Highway Equipment Company d/b/a New Leader Manufacturing, Cedar Rapids
 - 7. Revology, Inc., Iowa City
 - 8. Open Gates Business Development Corporation, Kalona
 - 9. First MainStreet Insurance, Cedar Rapids
 - 10. United Life Insurance Company, Cedar Rapids
- E. Preliminary Industrial New Jobs Training Agreements [260E]
 - 1. BGB Production Brewery IC, LLC, Iowa City
 - 2. Sub-Zero Group, Inc, Cedar Rapids
- F. Amendments to Final Industrial New Jobs Training Agreements
 - 1. Automation Systems and Control, Inc. – issuance amount increasing from \$170,000 to \$180,000
 - 2. Wildhawk Investments, LLC – issuance amount increasing from \$400,000 to \$415,000

NEW BUSINESS AGENDA

Administration

Trustees Thys and Doerge moved and seconded approval of the Budget for Fiscal Year 2023-24 and setting total tax rate per \$1,000 at \$1.39550. Motion carried: 9-0.

Trustees Jensen and Pearson moved and seconded approval for publication of the Budget Amendment for Fiscal Year 2022-23 and setting the date of May 11, 2023 for public hearing. Motion carried: 9-0.

Trustees Stamp and Jensen moved and seconded approving the Advertisement of Bids on the Kirkwood Community College Aeronautics Hanger Renovation and setting the date of May 11, 2023 for a public hearing, and adopting the recommended proposed project bid at the June 8, 2023 Kirkwood board meeting. Motion carried: 9-0.

Board

Trustees Wright and Williams moved and seconded approval to reject the first redistricting map issued by the Secretary of State for Kirkwood Community College. Motion carried: 9-0

Trustees Pearson and Caves moved and seconded approval of the first reading of Board Policy 210: Meetings. Motion carried: 9-0.

DELEGATIONS, PETITIONS, AND COMMUNICATIONS

President's Report

- 2023 Community Colleges for Iowa Trustee Conference in July is coming along nicely.
- The Multi-Location Visit with the Higher Learning Commission [HLC] went well last month. Their report is anticipated shortly.
- The Aviation Maintenance Technology Program is one step closer to final approval [HLC approved; awaiting FAA approval].
- Commencement is May 13, 2023 at the Alliant Energy PowerHouse.
- The Iowa Community Colleges Presidents' Retreat will be held at Kirkwood May 23-25, 2023.

Secretary's Report

- The President Evaluation Survey will launch on Tues, April 25.
- Upcoming events:
 - April 13, 2023 – Alumni Celebration of Success
 - April 17, 2023 – Kirkwood Retiree Luncheon
 - April 20, 2023 – Spring Student Annual Awards Banquet
 - May 13, 2023 – Commencement at the Alliant Energy PowerHouse
 - The ACCT Leadership Congress registration is now open. The event is October 9-12, 2023 in Las Vegas. Event registration is due by August 4 and hotel registrations are due by September 14 [\$238/night].

Report of Board Members

Trustee Jensen reported House File 654 passed. This bill allows Iowans to keep guns in their locked cars in the parking lots of schools, city and county buildings, state universities and prisons. Iowa Community Colleges Trustees [IACCT] is registered in opposition of this bill believing this decision should be determined by the individual colleges. Jensen also reported the State General Aid has still not been set.

Trustee Pearson recognized Board Secretary, Peg Sprengeler, for her work on the Presidential Search. Her efforts and dedication to ensuring a smooth outcome have not gone unnoticed.

There being no further business coming before the Board, Trustees Stamp and Wright moved and seconded the meeting be adjourned at 5:45 p.m. Motion carried: 9-0.

Respectfully submitted by:

Peg Sprengeler, Board Secretary

Approved by Board on May 11, 2023:

James Mollenhauer, Chair

**Board of Trustees' Agenda
April 13th, 2023
PERSONNEL**

Name	Title	Department	Effective Date	Replaces/New
Hannah Konopinski	Program Developer I	Continuing Ed	03/20/2023	Jacklyn Gillen
Chris Bustos**	Hotel Chief Engineer	The Hotel	03/24/2023	Adam Meder
Jesse Kiracofe	Program Advisor- TRIO	Admissions	04/17/2023	NEW
Kristopher Rausch	Systems Administrator III	IT Services	05/01/2023	NEW
Adrienne Shavers	Equity in Student Success Coach	Student Services	05/30/2023	Margorie Gutierrez

Replacements/New Positions

Lateral Transfer*
Internal Promotion**

Separation of Employment

Name	Title	Department	Effective Date
John Saikaly	Custodian	Facilities	03/06/2023
Melissa Christianson	Senior Director	Finance	03/25/2023
Uzir Thapa	Application Developer II	IT	04/05/2023
Paige Browning	Custodian	Facilities	03/10/2023
Ashley Hunt	Academic Advisor	Academic Advising	03/20/2023
Mike Langan	Custodian	Facilities	03/31/2023
MarTavian Borseth	Public Safety Officer	Facilities & Security	03/24/2023
Edwin Nyamwala	Instructor	Business and IT	08/31/2023
Andrew Caffrey	Instructor	Linn County Regional Center	08/31/2023

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:

Name	Title	Department	Effective Date
Nicole Chambers	Instructor/Coordinator, Anamosa State Penitentiary	Secondary Programs	06/30/2023
Erika Derrick	Instructor, Anamosa State Penitentiary	Secondary Programs	06/30/2023
Kris Farrar	Instructor, Anamosa State Penitentiary	Secondary Programs	06/30/2023
Paul Reimann	Instructor, Anamosa State Penitentiary	Secondary Programs	06/30/2023
Scott Wittstruck	Instructor, Anamosa State Penitentiary	Secondary Programs	06/30/2023
Marwa Ibrahim	Instructor/Coordinator, Iowa City Learning Center	Secondary Programs	06/30/2023
Kristin Ho	Instructor/Coordinator, Iowa City Learning Center	Secondary Programs	06/30/2023
Alexandra Lubbers	Instructor/Coordinator, Iowa City Learning Center	Secondary Programs	06/30/2023
Joe Jordan	Instructor, Iowa Medical Classification Center	Secondary Programs	06/30/2023
Mary Shanney	Instructor, Iowa Medical Classification Center	Secondary Programs	06/30/2023
Michelle Barker	Instructor/Coordinator, Iowa Medical Classification Center	Secondary Programs	06/30/2023
Cyd Hanson	Instructor/Coordinator, KLIFE	Secondary Programs	06/30/2023
Sean McAtee	Instructor, KLIFE	Secondary Programs	08/31/2022
Brad Gardner	Instructor, KLIFE	Secondary Programs	06/30/2023
Amanda Albertsen	Instructor/Coordinator, KLIFE	Secondary Programs	06/30/2023
Jennifer Mooney	Instructor/Coordinator, Iowa City Learning Center	Secondary Programs	06/30/2023

Retirements Under Retirement Incentive Program

Name	Title	Department	Effective Date
Alan Lovell	Professor	Math/Science	12/31/2023
Jim Cochran	Professor	Math/Science	08/31/2023