

**KIRKWOOD COMMUNITY COLLEGE**  
**Meeting of the Board of Trustees**  
**Tuesday, December 9, 2025, 4:30 P.M.**  
**Tippie Business Event Room**

**MINUTES**

Present: Doug Bannon, Steve Caves, Peggy Doerge, Alan Jensen, Keith Stamp, Joel Thys, Lorraine Williams, and Leslie Wright.

Absent: Tracy Pearson

Also Present: Kristie Fisher, President; Casey Dunning, Treasurer; Peg Sprengeler, Secretary; Chad Little, KFA Representative and Kristi Hanson, KSA Representative.

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

No public comments.

**Student Perspectives**

Allison Holmes-Bendixen, Assistant Professor of Music, introduced Jeffrey Harrington. Jeffrey graduated from Cedar Rapids Washington in 2023 and, after a gap year and a brief time at the University of Iowa, realized his path needed to change. He found a better fit at Kirkwood, where the flexible environment and supportive community have helped him refocus on his goals. Through the music program and the fall musical *Urinetown*, he has built meaningful connections and learned valuable performance and production skills. Jeffrey now looks forward to completing his degree and continuing his performance journey.

Trustees Wright and Doerge moved and seconded approval of the December 9, 2025, agenda. Motion carried: 8-0

Trustees Caves and Wright moved and seconded the current Board adjourn. Motion carried: 8-0.

The meeting was turned over to Board Secretary Sprengeler for the purpose of organizing the Board of Trustees for 2025-26.

Board Secretary Sprengeler called the organizational meeting to order at 4:38 p.m.

Trustees Stamp, Doerge, Thys, Bannon and Wright were elected to serve as Trustee for their respective districts from 2025-2029. Vice Board Chair Jensen administered the Oath of Office to elected Trustees Stamp, Doerge, Thys, Bannon and Wright.

Trustee Thys nominated Tracy Pearson for the position of Board Chair. Trustee Williams seconded the motion. No other nominations were brought forward.

Trustees Jensen and Bannon moved and seconded that nominations cease. Motion carried: 8-0.

Trustee Tracy Pearson was elected to the position of Board Chair.

Trustee Williams nominated Alan Jensen for the office of Vice Board Chair. Trustee Wright seconded the motion. No other nominations were brought forward.

Trustees Caves and Doerge moved and seconded that nominations cease. Motion carried: 8-0.

Trustee Alan Jensen was elected to the position of Vice Board Chair. Motion carried: 8-0.

The meeting was turned over to newly elected Vice Board Chair, Alan Jensen.

Trustee Stamp motioned for the appointment of Peg Sprengeler for the position of Secretary, Board of Trustees and Casey Dunning for the position of Treasurer, Board of Trustees. Trustee Bannon seconded the motion.

Peg Sprengeler was elected to the position of Board Secretary and Casey Dunning to the position of Treasurer, Board of Trustees. Motion carried: 8-0.

Trustee Thys administered the Oath of Office to Vice Chair Jensen, Board Secretary Sprengeler and Treasurer Dunning.

Trustees Doerge and Wright moved and seconded the Board return to regular session at 4:44 pm. Motion carried: 8-0.

## INFORMATIONAL ITEMS

### Kirkwood Report

Justin Hoehn, Director of Media Relations and Communications, provided the Kirkwood report, which included:

- Chloebell Fausey, Hospitality Management student, has been named the December Student of the month.
- On November 18, Kirkwood hosted the 2025 President's Legislative Reception in the Katz Family Healthcare Simulation Center.
- Earlier in the month, students from Kirkwood's Nursing, Paramedic, and Respiratory Therapy programs participated in a comprehensive, multi-day healthcare simulation.
- The Kirkwood Eagles Volleyball team wrapped up an exceptional season, earning a fifth-place national finish and an impressive 37–3 overall record.
- November also showcased the vibrancy of Kirkwood's Visual and Performing Arts programs, featuring the musical *Urinetown*, dynamic performances by the Jazz Ensembles, and concerts by both the Concert and Jazz Choirs.

### Workforce Pell

Cheri Kampman, Vice President-Continuing Ed & Training Services, provided a brief update on Workforce Pell–eligible programs that align with federal guidelines and our existing career pathways. The Workforce Pell Grant will expand Pell eligibility to short-term, career-focused training programs between 8 and 14 weeks, increasing access to high-demand, high-wage career pathways. Kirkwood is preparing early to take advantage of this opportunity by identifying qualifying programs and strengthening short-term credential offerings in areas such as healthcare, information technology, and the trades. Success will depend on meeting federal requirements, including program accreditation, strong completion and job placement rates, and effective data tracking. By acting early, Kirkwood will gain a competitive advantage and enhance its impact on the regional workforce.

### Fiscal Year 2025 Audit Review

Mandi Holcomb, Denman CPA LLP, presented the Fiscal Year 2025 audit for Kirkwood Community College. She discussed key points to look at as the annual audit report is reviewed. Mandi stated the report contains a clean opinion and no findings.

Trustees Caves and Doerge motioned and seconded to accept the FY25 audit. Motion carried: 8-0.

### Financial Report

Treasurer Dunning provided a high-level review of changes to the FY26 projected revenues for operating Fund 1 at the December 2025 board meeting for the period of July 2025 through October 2025. Contracted

training and non-credit tuition revenue is projected to exceed budget by \$98K. Changes to the projection through October for non-credit tuition compared to projection through September were discussed in further detail, including a review of the underlying causes and assumptions used in the forecast. Other & non-operating revenues are currently projected to fall short of budget by \$23K. This item will continue to be assessed, and additional updates will be provided at future Board meetings. Overall, actual revenue is projected to exceed budget revenue by \$1.6M.

Overall expenses for operating Fund 1 are projected to remain within budget for FY26. Key expense savings include Salaries and Benefits savings of \$2.42M due to savings from unfilled open positions. All operating expense categories are currently projected to end the year within budget.

Fund 3 is projected to end the year in line with budget. A more refined estimate for the enterprise operations will be presented in the Spring when a larger share of operating revenues has been received at the major enterprises.

Cash balances remain strong with the College having 168 days of unrestricted days reserve at the end of November 2025, when compared to a KPI of 90 days.

### **CONSENT AGENDA**

Trustees Wright and Thys 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 55 for a total of \$9,101,314.64
  2. The Hotel at Kirkwood Center pages 1 through 4 for a total of \$280,844.57
- C. Change Orders:
  1. Garling Construction, Kirkwood Hall Renovation – \$18,722.24
- D. Board minutes from November 13, 2025
- E. Approval – Finance Committee Minutes from November 13, 2025
- F. Appointment of Board Member as Community Colleges for Iowa Representative and an Alternate:
  - Alan Jensen Representative
  - Doug Bannon, Alternate
- G. Appointment of Trustee Keith Stamp as the Kirkwood Board Member Liaison to Heritage Area Agency on Aging Board of Directors.
- H. Appointment of Trustee Leslie Wright as the Kirkwood Board Member Liaison to the Kirkwood Foundation.
- I. Appointment of Trustee Leslie Wright as the Kirkwood Board Member Liaison to the Kirkwood Facilities Foundation.
- J. Approval – Board Policy Review
  1. Board Policy 305: Sustainability
  2. Board Policy 701: IT Security
  3. Board Policy 702: Data Assurance

### **NEW BUSINESS AGENDA**

#### **Administration**

Trustees Williams and Caves moved and seconded approval of the revisions to the Finance Committee Charter. Motion carried: 8-0

#### **Board**

Trustees Wright and Bannon moved and seconded the approval of the first reading of Board Policy 303: Administration of 260E Program. Motion carried: 8-0.

Trustees Williams and Doerge moved and seconded the approval of the first reading of Board Policy 605: Commencement. Motion carried: 8-0.

Trustees Thys and Stamp moved and seconded the approval of the first reading of Board Policy 901: Community Relations-Naming Policy. Motion carried: 8-0.

Trustees Doerge and Bannon moved and seconded the approval of the first reading of Board Policy 902: Gifts. Motion carried: 8-0.

## **DELEGATIONS, PETITIONS, AND COMMUNICATIONS**

### **President's Report**

- Board policy reviews continued this year, with a few remaining for early 2026. Power DMS will help transition all policies to a three-year review cycle.
- Kirkwood's Collaborative Learning Day and Employee Recognition event went well last month.
- The Community Colleges for Iowa Convention & Tradeshow took place in Des Moines last week.
- Outreach to Health Care CEOs will begin early next year.
- Eight of Iowa's 15 community colleges were selected for the Aspen 200. While Kirkwood was not among those chosen, we remain committed to continuous improvement and student success.
- Kirkwood's Employee Holiday reception was held last Friday.

### **Secretary's Report**

- The Board Disclosure / Conflict of Interest is due by Friday, December 19, 2025.
- Winter break is scheduled for December 24, 2025, through January 1, 2026.

### **Report of Board Members**

No reports from the Board.

There being no further business coming before the Board, Trustees Stamp and Wright moved and seconded the meeting be adjourned at 5:41 p.m. Motion carried: 8-0

Respectfully submitted by:

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Peg Sprengeler, Board Secretary

Approved by Board on January 15, 2026:

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Tracy Pearson, Chair

Trustee Tracy Pearson was unable to attend the organization meeting, therefore, in accordance with Chapter 277.28 of the Code Of Iowa, the Oath of Office was administered, via Zoom, to her on December 12, 2025 at 8:30 a.m. by Treasurer Casey Dunning and Board Secretary Peg Sprengeler, Cedar Hall Room 2063.

**Board of Trustees' Agenda  
December 9, 2025**

**Replacements/New Positions**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>	<b>Replaces/New</b>
Jacob Zirkelbach*	Student Resource & Engagement Supervisor	Engagement & Student Support	11/24/2025	Adrienne Shavers
Macee Tracy*	Associate Director of Operations	Health	11/17/2025	NEW

\*Internal Promotion

**Separation of Employment**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>
Lauren Wullner	Senior Accountant	Finance	12/01/2025
Krystyna Kaminski	Senior Student Support Specialist	Dean of Students Office	12/19/2025
Mircea Tomus	Professor	Communication, English & Media	12/12/2025
Craig Stadtmueller	Director	Jones County Regional Center	01/02/2026