

**KIRKWOOD COMMUNITY COLLEGE**  
**Meeting of the Board of Trustees**  
**Thursday, June 10, 2021, 4:30 P.M.**  
**The Hotel at Kirkwood Center**

**MINUTES**

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

Absent: Trustees Peggy Doerge, Lorraine Williams.

Also Present: Lori Sundberg, President, Jim Choate, Treasurer, Peg Sprengeler, Secretary, Mary Beth Freeman, KSA Representative, Carrie Anderson, past Secretary.

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

Trustees Stamp and Pearson moved and seconded the approval of the appointment of Peg Sprengeler as Board Secretary. Motion carried: 7-0. Trustee Mollenhauer gave the Oath of Office to appoint Board Secretary.

Trustees Thys and Caves moved and seconded approval of the minutes from the meeting held on May 13, 2021, and directed them to be made a part of the permanent record. Motion carried: 7-0.

Trustees Swanson and Caves moved and seconded the June 10, 2021 agenda be amended to add Business Agenda Item IX. B. Resolution of Appreciation for Board Secretary, Carrie Anderson. Motion carried: 7-0.

Trustees Swanson and Thys moved and seconded approval of the June 10, 2021 amended agenda. Motion carried: 7-0.

**INFORMATIONAL ITEMS**

**Kirkwood Report**

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

- The country recently received some good news from the CDC when the organization updated protocols for vaccinated individuals... and Kirkwood has followed suit. While anyone is welcome to wear a mask if they are more comfortable doing so, vaccinated individuals no longer are required to mask or social distance. Unvaccinated individuals are highly recommended to continue to follow CDC guidelines including wearing masks in public and maintaining six feet of social distancing.
- The Kirkwood Arts and Humanities Department hosted the Visual and Performing Arts Celebration at NewBo City Market in Cedar Rapids. The event was a chance for Kirkwood Visual and Performing Arts students and faculty to showcase their talents for the community.
- Student of the month: Nyla Dinsdale is from Le Claire, Iowa which is near the Quad Cities area. She attended Pleasant Valley School District until the eighth grade. Growing up she was also a VERY talented tennis player and because of this, she finished her high school education online as she travelled around the U.S. and surrounding countries playing professionally. When an injury derailed her tennis career, she moved to Iowa City and spent a couple years working as a jewelry store manager before finally deciding that she really wanted to be a nurse. She heard good things about the Nursing program at Kirkwood, so she enrolled and started to pursue her passion.
- Nursing NCLEX [National Council Licensure Examination Score] - According to Registerednursing.org, the Kirkwood nursing program is the #1 program in the entire state.

Nursing Dean Kathy Dolter's department beat out all the 2-year and 4-year institutions in the state of Iowa to earn that honor... that amounts to 33 programs at other schools.

- Habitat for Humanity Project - Students from the Kirkwood's Industrial Technologies department picked up incredible hands-on experience by rehabbing a local home for a Cedar Valley Habitat for Humanity. Instructor Steve Hanisch's guided his carpentry students on the project for an area family in need.
- The Kirkwood baseball and softball teams had great seasons this year despite the added challenges of playing during a pandemic. Both teams made it to the national tournament in their respective sports.
- On May 13th, several Student Services staff were able to participate in "The Day of Caring," for United Way of East Central Iowa.

### **Continuing Education and Training Services Update**

Kim Becicka, Vice President of Continuing Education and Training Services, provided an update on where we are and projections for next year. Over the next one to five years, we could see changes in economic and workforce demographics, next generation employer partnerships, federal, state and local funding.

### **Financial Report**

Treasurer Choate provided a preview to the July finance board report indicating that a detailed presentation on the FY22 operating budget and stimulus funds would be presented. A review of the 20 ¼ plant fund levy extension was provided to inform of the levy history and the July board resolution that will be presented for extension of the levy from 2031 to 2041.

As of May 31, 2021 there is an unrestricted cash reserve of 129 days of operation.

### **CONSENT AGENDA**

Trustees Pearson and Thys 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 57 for a total of \$8,160,134.96.
  2. The Hotel at Kirkwood Center pages 1 through 3 for a total of \$168,222.04
- C. Change Orders:
  1. Terracon Consultant, Re-Roofing Projects – increase \$800.00.
  2. Larson Construction, Kirkwood Student Center – \$46,279.12.
- D. Audit Committee Meeting Minutes from May 13, 2021.
- E. Final Reading of New Board Policy Series 703: Non-Instructional Operations & Business Services – Institutional Effectiveness (IE) Operations.
- F. 2021-22 Delivery Services Agreement with Grant Wood AEA.
- G. 2021-22 VITAL Program Agreement with Grant Wood AEA.
- H. MIIP Board Representatives for 2021-22 as Wes Fowler, Vice President-Human Resources, Human Resources (Linda Arens, Alternate) and Mary Schneekloth, Assistant Professor, Management, Business and IT (Alternate from KFA to be determined).

### **NEW BUSINESS AGENDA**

#### **Administration**

Trustees Stamp and Swanson moved and seconded approval of the new Accelerated Career Education (ACE) Program Agreement between Kirkwood and Unity Point Health related to the Associate Degree Nursing Program providing \$98,800 annually for five years. Motion carried: 7-0.

Trustees Swanson and Jensen moved and seconded approval of the new Accelerated Career Education (ACE) Program Agreement between Kirkwood and Welding Technologies with New Leader Manufacturing providing \$3,600 annually for five years and Marion Process Solutions providing \$3,600 annually for five years. Motion carried: 7-0.

Trustees Jensen and Swanson moved and seconded approval of designating eight named financial institutions and maximum exposures (as attached to these minutes). Motion carried: 6-0, Trustee Mollenhauer abstained from voting due to conflict of interest.

Trustees Stamp and Thys moved and seconded approval of a Resolution for the Animal Health Building and authorization of the publication of notice to bidders setting the date of August 12, 2021 for public hearing. Motion carried: 7-0.

### **Board**

Trustees Jensen and Swanson moved and seconded the recommendation for the Board to endorse the Resolution of Appreciation honoring Board Secretary, Carrie Anderson, for her distinguished leadership and service to Kirkwood Community College. President Sundberg read the Resolution of Appreciation to Carrie Anderson and the Board of Trustees. Motion carried: 7-0.

### **Closed Session**

In order to discuss the annual performance and employment contract of President Sundberg, Trustee Pearson made a motion at 5:29 p.m. to move into Closed Session according to Iowa Code 21.5.i. to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requested a closed session. Trustee Thys seconded the motion. Roll Call: Ayes – Thys, Caves, Mollenhauer, Swanson, Stamp, Jensen, Pearson. Nays – None. Motion carried: 7-0.

Trustee Pearson made a motion at 5:59 p.m. to end the Closed Session. Trustee Stamp seconded the motion. Roll Call: Ayes – Thys, Caves, Mollenhauer, Swanson, Stamp, Jensen, Pearson. Nays – None. Motion carried: 7-0.

Upon return to open session, Trustees Pearson and Thys moved and seconded approval of the following action by the Board of Trustees:

Renew the Employment Contract between Kirkwood Community College and President Lori Sundberg effective July 1, 2021 through June 30, 2024 at an annual salary of \$324,074 for fiscal year 2022 subject to legal review. Roll Call: Ayes – Jensen, Mollenhauer, Caves, Pearson, Stamp, Swanson, Thys. Nays – None. Motion carried: 7-0.

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

### **President's Report**

- President Sundberg authored a chapter for the book, "Enhancing Performance: Best Practices Guide For Innovations in Community Colleges." Each Trustee was provided with a copy of the book.
- Participated in the podcast "River to River" hosted by Iowa Public Radio regarding impacts to higher education this past year as well as the podcast with Iowa Workforce Development.
- Due to construction at Kirkwood Hall, President Sundberg will be working from the campus home for the month of June.
- Extended a welcome to Peg Sprengeler, new board secretary and thanked Carrie Anderson for her service to Kirkwood.

### **Secretary's Report**

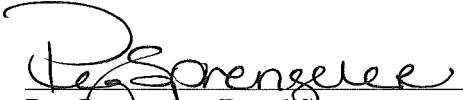
- ACCT Early Bird Registration expires around the 1st of August.
- IACCT Virtual Summer Conference is scheduled for July 21-22, 2021.
- Candidate election packets will be available the week of June 17, 2021.
- Carrie Anderson provided an update on the Board of Trustee Wall of Recognition.

**Report of Board Members**

Alan Jensen announced the legislative session has ended. The state has proposed \$6.5 million in new funding for community colleges, which will help fuel new programs.

There being no further business coming before the Board, Trustees Swanson and Caves moved and seconded the meeting be adjourned at 6:16 p.m. Motion carried: 7-0.

Respectfully submitted by:

  
Peg Sprengeler, Board Secretary

Approved by Board on July 8, 2021:

  
James Mollenhauer, Chair

**Board of Trustees' Agenda  
June 10, 2021  
PERSONNEL**

**Replacements/New Positions**

Name	Title	Department	Effective Date	Salary/Wage	Replaces/New
Melanie Chervek	Senior Financial Analyst	Finance	06/01/2021	\$67,500	New
Edwin Nyamwala	Instructor, Marketing (174)	Business & IT	08/02/2021	\$61,720	M.J. Klemme
Shawnacy Kiker-Perez	Instructor, English (174)	Comm/English/Media	08/02/2021	\$58,520	Lisa Williams
Lindsay Miles	Counselor, Multicultural (201)	Dean of Students	06/14/2021	\$69,449	Anita Van Dyke
Rich Monbrod	Instructor, Accounting (174)	IC Campus	08/02/2021	\$59,420	Jim Crowther
Tyler Mitchell	Instructor, Math (174)	Math/Science	08/02/2021	\$60,520	Joe Sedlacek
Terri Cronbaugh	Instructor, Nursing (201)	Nursing	08/02/2021	\$68,063	Deb Forbes
Stephanie Klappholz	Instructor, Nursing (201)	Nursing	08/02/2021	\$67,139	Nicole Alsaker

**Internal Reclassifications/Promotions/Transfers**

Name	Title	Department	Effective Date	Salary/Wage	Change
Pamela Waddell	Financial Analyst	Finance	05/17/2021	\$60,399	Promotion
Jessica Baseler	Financial Analyst	Finance	05/17/2021	\$54,710	Promotion
Chessa Loushin	Coordinator	Human Resources	05/09/2021	\$46,200	Promotion/Replaces Linda Arens
Linda Arens	Manager	Human Resources	07/01/2021	\$76,258	Promotion/Replaces Sue Bennett
Malinda Higgins	Instructor, Software (174)	Business & IT	08/02/2021	\$58,120	Replaces Bob Trapp
Erin Dahlstrom	Registered Vet Tech	Ag Science	08/16/2021	\$58,422	Replaces Donna McAllister

**Change in Status**

Name	Title	Department	Effective Date	Change
Lance Webber	Instructor	Industrial Technologies	07/01/2021	Temporary to regular status
David Jennerjohn	Instructor	Industrial Technologies	07/01/2021	Temporary to regular status

**Separation of Employment**

Name	Title	Department	Effective Date	Service Years
Elizabeth Royer	Custodian	Facilities & Security	05/07/2021	0
Whitney Cook	Alumni Coordinator	Resources Development	05/19/2021	3
Steve Dahlstrom	Custodian	Facilities & Security	05/27/2021	2
Mark Butland	Dean	Iowa City Campus	06/03/2021	2
Leah Taylor	Records Specialist II	Enrollment	06/30/2021	4

**Retirement (Non-Incentive)**

Name	Title	Department	Effective Date	Service Years
Doug Page	Compliance Reporting Analyst	Institutional Effectiveness/Research	07/09/2021	6

BE IT RESOLVED, the Board of Trustees of Kirkwood Community College, in accordance with the Kirkwood Community College Board Policy 722 – Depository of Funds and the State Code of Iowa, do hereby designate the following named financial institutions as official depositories for funds in an amount not to exceed the maximum exposure listed:

Depository	Maximum Exposure
US Bank, N.A.	\$80,000,000
Wells Fargo Bank, N.A.	\$20,000,000
Bankers Trust Company, Des Moines	\$20,000,000
Bank of the West	\$20,000,000
Regions Bank	\$20,000,000
Cedar Rapids Bank & Trust, Cedar Rapids	\$20,000,000
Hiawatha Bank & Trust, Hiawatha	\$4,000,000
Farmers State Bank, Marion	\$4,000,000

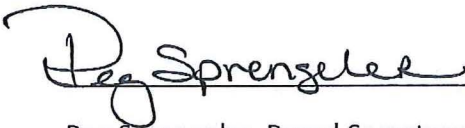
FURTHER RESOLVED, deposits with full FDIC protection in any Iowa depository approved for investment of public funds are approved. A list of approved Iowa depositories can be found at [http://www.iowatreasurer.gov/for businesses/public funds rates/eligible-financial-institutions](http://www.iowatreasurer.gov/for_businesses/public_funds_rates/eligible-financial-institutions)

Dated this 10 day of JUNE, 2021.



James Mollenhauer, Board Chair

ATTEST:



Peg Sprengeler, Board Secretary