

KIRKWOOD COMMUNITY COLLEGE
Meeting of the Board of Trustees
Thursday, June 12, 2025, 4:30 P.M.
Tippie Business Event Room

MINUTES

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

Also Present: Kristie Fisher, President; Casey Dunning, Treasurer; Peg Sprengeler, Secretary; Andy Mills, KFA Representative and Sarah Hyatt, KSA Representative.

Chair Pearson called the meeting to order at 4:31 p.m.

Jody Donaldson, Director-Foundation, introduced representatives from Hy-Vee who presented Kirkwood with a charitable donation of \$5,000 in support of student scholarships.

No public comments.

Student Perspectives

Seth VanderTuig, Sr. Director-Student Engagement & Campus Life, introduced Zabibu Zalaria, student speaker. Zabibu recently completed her academic journey at Kirkwood but remains on campus this summer, serving as an Orientation Peer Leader. Throughout her time at Kirkwood, “Z” has been an active and engaged student leader—participating in the Student Leadership Council, the Kirkwood Black Student Union, and the Civic Academy. She was also honored as the 2025 Outstanding Student Ambassador. She has taken full advantage of the college’s support services, most notably, support from one of our TRIO programs. This fall, she will transfer to the University of Northern Iowa with plans to eventually obtain a master’s degree in social work.

Trustees Thys and Doerge moved and seconded approval of the June 12, 2025, agenda. Motion carried: 9-0

INFORMATIONAL ITEMS

Kirkwood Report

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

- Erin Murphy, a Cyber Security and Compliance student, has been named June student of the month.
- On May 20, Kirkwood welcomed some of its most dedicated supporters for the “Student for a Day” event, offering them a firsthand look at campus life and student experiences.
- On May 8, many Kirkwood employees proudly participated in the United Way’s 2025 Day of Caring, demonstrating our commitment to community engagement.
- Kirkwood has been selected to receive the IIE American Passport Project grant—an honor that will directly benefit 25 Pell-eligible students by helping them obtain their first U.S. passport.
- On May 13, Kirkwood was honored to host former U.S. Secretary of Transportation Pete Buttigieg, who visited campus to engage in conversation with veterans from across the region.

Iowa Equestrian Center Update

Renee Price, Manager of the Iowa Equestrian Center, delivered an overview of Equestrian Center Operations. She highlighted the facility’s key amenities, shared the annual calendar of events, and discussed partnerships with external rental clients. Renee also showcased the Center’s involvement in community events, the presence of special guests, and the dedicated team that makes it all possible.

Financial Report

Treasurer Dunning provided a high-level review of changes to the FY25 projected revenues for Operating Fund 1 during the June 2025 board meeting, covering the period of July 2024 through April 2025. As of March 2025, credit tuition is projected to exceed budget by \$863K. Investment income is projected to exceed budget by \$1.25M, driven by higher-than-anticipated interest rates and interest from a Certificate of Deposit investment. The College does not plan to request revenue from the Kirkwood Community College Foundation to cover their operating expenses, although \$700K had originally been budgeted from the Foundation for FY2025. Overall, actual revenue is projected to exceed budgeted revenue by \$1.59M.

Operating Fund 1 expenses for FY25 are projected to remain within budget. Key areas of savings include \$3.08M in Salaries and Benefits due to unfilled open positions and \$2.17M in Operating Expenses across all expense categories. Fund 3 is projected to end the year with a net loss of \$117K.

Cash balances as of May month-end were reviewed. Cash Balances for April remain strong with the College having 158 days of unrestricted days, when compared to a KPI of 75 days.

Treasurer Dunning also provided a review of the Fiscal Year 2026 Operating Budget, which includes both Fund 1 and Fund 3 for the College's auxiliary funds.

Fund 1:

FY26 operating revenue budget is \$102M, reflecting an overall increase in revenue of \$2.4M when compared to the FY25 Budget. Credit tuition is increasing \$782K, with an assumed 2% decrease in regular enrollment credit hours year-over-year. State funding is increasing \$577K, and revenues from rental of college facilities is increasing by \$667K.

FY26 expense budget is \$102M, which is an overall increase in expense of \$2.4M when compared to the FY25 Budget. Salaries and benefits are increasing \$2.42M, operating expenses are increasing \$210K, and non-operating expenses are decreasing \$878K.

Overall, Fund 1 budget is balanced with revenues equal to expenditures for FY26.

Fund 3:

FY26 operating revenue budget is \$15.4M, which is an overall decrease of \$132K when compared to the FY25 Budget.

FY26 expense budget is \$15.4M, which is an overall decrease of \$132K when compared to the FY25 Budget. Salaries and benefits are decreasing \$33K, operating expenses are decreasing \$17K, and non-operating expenses are decreasing \$81K.

Overall Fund 3 budget is balanced with revenues equal to expenditures for FY26.

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 76 for a total of \$9,145,617.51
 - 2. The Hotel at Kirkwood Center pages 1 through 5 for a total of \$356,306.35
- C. Approval – Board minutes from May 8, 2025
- D. Approval – Audit Committee minutes from May 8, 2025
- E. 2025-26 Delivery Services Agreement with Grant Wood AEA
- F. Vocational Individualized Training and Learning [VITAL] Program Agreement with Grant Wood AEA for 2025-26
- G. Recommend appointment of MIIP Board Representatives for 2025-26 plan year as follows:
 - 1. Wes Fowler, Vice President, Human Resources
 - 2. Linda Arens, Payroll and Benefits Manager – Alternate
 - 3. John Dawson, Ph.D., Professor, KFA Rep
 - 4. Jacki Brucher Moore, KFA Alternate

- I. Approval – Review of Current Board Policies
 1. Board Policy 103: Freedom of Expression
 2. Board Policy 505: Student Government

The administration conducted a review of the current Board policy. As no changes were proposed, the first reading of the policy has been waived. The policies remain unchanged and continue to reflect the Board's commitment to effective governance and institutional integrity.

NEW BUSINESS AGENDA

Administration

Trustees Williams and Wright moved and seconded the approval of the 11 named financial institutions as official depositories for funds in an amount not to exceed the maximum exposure listed for each institution for Fiscal Year 2026-27. Motion carried: 9-0

Trustees Doerge and Bannon moved and seconded the approval of the budget for Fiscal Year 2026. Motion carried: 9-0.

Trustees Caves and Thys moved and seconded the approval of Piper Sandler to serve as dissemination agent for secondary market disclosure for the Industrial New Jobs Training Program Certificates Series 2025. Motion carried: 9-0.

Trustees Wright and Doerge moved and seconded approval of the preliminary offering statement for issuance industrial job training certificates series 2025-1 and approving bid procedure. Motion carried: 9-0.

Trustees Caves and Bannon moved and seconded approval of the Concurrent Enrollment-Annual Enrollment Form, Vital 4+1 Transitional Annual Contract, WLC Annual MOU Agreement, WLC-Work-Based Learning Coord-Shared Personnel Agreement, Operational Sharing and CCTC Shared Personnel Agreement and Ed Service Agreement and Participation Form with K12s within the following counties:

- Benton County
- Iowa County
- Johnson County
- Jones County
- Linn County
- Washington County
- [Out of District: Western Dubuque, Waterloo and North Mahaska]

Motion carried: 9-0.

Trustees Stamp and Williams moved and seconded the approval of the Master 28E Agreement [K12 Partnership Program] between Kirkwood Community College, Workplace Learning Connection, and the school districts within the following counties:

- Iowa County
- Johnson County
- Jones County
- Linn County
- Washington County

Motion carried: 9-0.

Board

No new business for the Board.

DELEGATIONS, PETITIONS, AND COMMUNICATIONS

President's Report

- Kirkwood has been invited by the Community College Research Center (CCRC) to participate in a national study on the costs and strategies involved in expanding dual credit programs. The study highlights how colleges are budgeting to increase access to post-secondary pathways for high school students. President Fisher recognized Kristy Black for her leadership in concurrent enrollment.
- President Fisher recently met with Matt Degner, Superintendent-Iowa City Community School District, to explore future partnership opportunities at the district's new facility located on the ACT campus.
- President Fisher introduced Cheri Kampman as the incoming Vice President-Continuing Education & Training Services, effective July 1, 2025. This transition will allow Jasmine Almoayyed to focus on Government and Community Relations; the role formerly held by Steve Ovel.
- Positive news continues to emerge from community colleges across the country regarding the Pell Grant eligibility legislation. Senator Chuck Grassley, a strong advocate for community colleges, is leading efforts to reverse recent FASFA changes that make it harder for farmers and small business owners' children to receive federal financial aid.
- Melissa, Jennifer and President Fisher met with the Aspen Institute regarding participating in their *"Unlocking Opportunities Program."* This initiative supports building pathways to bachelor's degrees, particularly for students who may face barriers to accessing them. If selected, Kirkwood would join a national cohort of colleges working to strengthen these pathways. We expect to receive notification by the end of the month.
- Procedures have been reviewed and clarified to ensure consistent application of guidelines for political event rentals across all Kirkwood facilities.

Secretary's Report

- The HiSet graduation ceremony is scheduled for Monday, June 16, 2025, at The Hotel at Kirkwood, Ballroom.
- The Summer Trustee Conference is July 9-10, 2025, at Iowa Central Community College.
- The 2025 ACCT Leadership Congress will be held in New Orleans, Louisiana October 22nd-25th.

Report of Board Members

No reports of the board.

There being no further business coming before the Board, Trustees Williams and Bannon moved and seconded the meeting be adjourned at 5:48 p.m. Motion carried: 9-0

Respectfully submitted by:

Peg Sprengeler, Board Secretary

Approved by Board on July 17, 2025:

Tracy Pearson, Chair

**Board of Trustees' Agenda
June 12, 2025**

Replacements/New Positions

Name	Title	Department	Effective Date	Replaces/New
Meredith Hines-Dochterman*	Senior Marketing Strategist	Marketing	05/19/2025	Taylor Henrichs
Quinn Pettifer	Director	Corporate Training	05/27/2025	Katie Lyman
Kirk Kronaizl	Instructor, ASP	Secondary Programs	05/23/2025	Mark Matthiessen
Kendra Lindloff	Dean	Health Programs	06/16/2025	Nicky Cline
Elizabeth Fitch	Department Assistant	AISD	06/23/2025	Emily Shryock
Mindy Thornton*	Executive Director	Student Services	06/23/2025	NEW
Maddison Elvidge	Instructor	Nursing	08/04/2025	Kim Woods
Jessica Batcheller	Instructor	Nursing	08/04/2025	Ollie Trejo
Thomas Javorski	Instructor- Temp	Arts & Humanities	08/04/2025	David Bullwinkle
Taylor Koestner	Instructor	Allied Health	08/04/2025	Kathy Dolter
Matthew Cossolotto	Custodian	Facilities	06/09/2025	NEW
Elizabeth Birdsley	Academic Advisor	Academic Advising	06/23/2025	Jamie Heiberger
Brandy Poston	Academic Advisor	Academic Advising	06/23/2025	Bridget Ahlrichs
Kai Plew	Instructor- Temp	Arts & Humanities	08/04/2025	Christine Flavin
Aicha Rochdi	Associate Director- Faculty Development	AISD	06/23/2025	Emily McWorthy

*Internal Promotion

Separation of Employment

Name	Title	Department	Effective Date
Mary Stevens	Test Center Support Specialist	Test Center	05/02/2025
Tyler Krug	Assistant Professor	Ag Science	08/31/2025
Cale Loewen	Operations & Compliance Manager	Facilities	05/23/2025
Cooper Shelton	Maintenance Technician	Facilities	05/28/2025
Ryan Helton	Custodian	Facilities	05/07/2025
Kristin Ho	Instructor Coordinator	Secondary Programs	06/13/2025
Deleigha Hodges	Student Engagement & Success Coach	Engagement & Student Support	05/29/2025
Ryan Paulson	Maintenance Tech	Facilities	05/30/2025
Jamie Heiberger	Academic Advisor	Academic Advising	06/10/2025
Jennifer Elwood	Instructor	Allied Health	08/31/2025
Paulina Solis	Equity Student Success Coach	Office of Engagement & Student Support	08/07/2025

Leave of Absence

Recommend approval of request for a leave of absence under Article V, Section 3.F. “Good Cause” of the Kirkwood Faculty Association Agreement for David Bullwinkle, Professor, Philosophy, Arts and Humanities for the 2025-2026 Academic Year.

Correction to Summer Contract Extensions

The number of days for the contract extensions below have been updated.

Name	Days	Name	Days
Tara Allen	14	Shelby Myers	14
Michael Barshis	7	Todd Saville	14
Anthony Green	7	Renee Schlueter	14
David McMahon	14	Greta Songe	14