

KIRKWOOD COMMUNITY COLLEGE
Meeting of the Board of Trustees
Thursday, March 10, 2022, 4:30 P.M.
The Hotel at Kirkwood Center / Zoom

MINUTES

Present: Alan Jensen, Kathleen Mac Taggart [Zoom], Tracy Pearson, Keith Stamp, Joel Thys, Lorraine Williams and Leslie Wright.

Absent: Trustees Steve Caves and Jim Mollenhauer

Also Present: Lori Sundberg, President, Jim Choate, Treasurer, Peg Sprengeler, Secretary, Shannon Feldermann, KSA Representative, John Dawson, KFA Representative.

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

Vice Chair Pearson declared the meeting open for public hearing on the FY2022-23 Budget. There being no questions or comments, Trustees Thys and Stamp moved and seconded the hearing be closed. Motion carried: 7-0.

Trustees Williams and Wright moved and seconded approval of the minutes from the meeting held on February 10, 2022 and directed them to be made a part of the permanent record. Motion carried: 7-0.

Trustees Wright and Jensen moved and seconded approval of the March 10, 2022 agenda. Motion carried: 7-0

INFORMATIONAL ITEMS

Kirkwood Report

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

- On February 18th, the college held the inaugural Kirkwood Athletics Hall of Fame induction ceremony—and the first class featured three highly decorated Eagles.
- On February 25th, the college held this year's Dance Marathon event. Students packed the Michael J Gould Recreation Center to raise money for the University of Iowa Stead Family Children's Hospital.
- March Student of the Month – Leah Kortenkamp. Leah grew up in Center Point and graduated from Center Point-Urbana High School. She is enrolled in the Apparel Merchandising Program. This program allows her to continue her love of fashion at Kirkwood and opens her mind to the endless possibilities of going into the fashion industry. Leah is also an editor of Bricolage, the program's digital fashion magazine. In five years, Leah sees herself opening her own boutique business, where she hopes to be selling her own clothing designs. She will graduate from Kirkwood in May.
- Kirkwood has received a donation of approximately 330 solar panels from NextEra Energy Resources. The panels, along with test equipment that was also donated, will be incorporated into the curriculum for Kirkwood's Energy Production and Distribution Technologies program. The company is also providing renewable energy trainers, which are computer-integrated lab systems that provide demonstrations of how wind and solar can work together with batteries to deliver clean, reliable energy.
- Kirkwood Grounds Maintenance Worker Paul Swafford was named the 2021 Iowa Sports Turf Manager of the Year. This award recognizes a sport turf manager for their professional ability and contribution to the Sport Turf Industry of Iowa. Paul is a 2010 graduate of Kirkwood's Golf Course and Athletic Turfgrass Management Program.
- The men's basketball lost to DMACC in the regional tournament. They finished the season with a record of 23-8 and now turn the page to next year. The women's basketball team defeated Iowa Western this past Sunday. The Eagles are the #1 team in the nation with a record of 32-1, and now move on to the national tournament taking place March 20-24 in Port Huron, Michigan. They will take on 16-seed North Platte in the first round.

- Kirkwood's nursing program – the 2021 passing percentages were recently released from NCLEX [National Council Licensure Examination] and the numbers were once again stellar. Kirkwood's first-time pass rate came in at 97%. To put that in perspective, the national ADN pass rate was almost 20 points below Kirkwood's score at 78.7%. Congrats to the Nursing department for all their hard work!

Kirkwood 2021 All-Iowa Academic Team

Ben Jensen, Associate Dean of Arts & Humanities, introduced the Phi Theta Kappa [PTK] 2021 All-Iowa Academic Team honorees. Each of the seven honorees received a \$500 scholarship certificate from the Kirkwood Board of Trustees. The Honorees included: Lista Duga Bahati, Mohamed Elaagip, Ester Funk, Jordan Hansen, Marissa McMichael, Ashley McPeek and Holly Schneider. The Board Vice Chair congratulated all of the students on this achievement.

Kirkwood Public Safety Update

Kirkwood Public Safety Department presented statistics, current projects, and area of future focus. Each coordinator provided the Board of Trustees with a snapshot of their areas of responsibilities and included:

- Troy McQuillen, Vice President for Facilities and Public Safety started the presentation with an introduction on how much support has been given to Public Safety and how the support has been utilized to make great strides in improving campus safety and security.
- Jenna Miller, Communications Coordinator, shared that Kirkwood's Public Safety Dispatch has been operating for exactly one year and in that time, has answered approximately 16,000 calls and detailed the types of calls received and dispatched.
- Dylan Torgerson, Field Operations Coordinator, spoke about the new proprietary public safety officers that started in November of 2021 and explained how the transition from contract security has been well received across campus. Dylan also shared the customer service oriented mission of the patrol staff.
- Zoe Harris, Environmental, Health, Safety Coordinator, spoke about initiatives to improve the College's respiratory protection program, hazardous waste management inventory and tracking, and new software she is currently onboarding to help manage these projects.
- Cale Loewen, Training and Outreach Coordinator, shared several of the training initiatives Public Safety has instituted campus-wide and within the Facilities and Public Safety division. He also spoke about several of the marketing efforts Public Safety has made in order to better prepare the campus for emergencies.
- Andrew MacPherson, Associate Vice President for Public Safety, wrapped up with the presentation speaking about Emergency Management and the focus on updating the College's Emergency Operations Plans with continued emphasis on drills and exercises across the campus. Andrew also spoke to the great work the Public Safety Team has done to increase Public Safety as a campus resources and improved the campuses overall safety and preparedness.

Financial Report

Treasurer Choate, provided an update on the FY22 projections showing an improvement of just over \$200,000 from the prior month. The amount of the anticipated loss for FY22 is expected to reduce further over the remaining months of the year. Discussions were had regarding the FY23-FY27 projections and will plan to report on them at the next board retreat. Inflation continues to increase putting further pressure on FY23 and future years. The trailing 12-month inflation rate of 7.9% is higher than the currently planned FY23 tuition increase of \$14 (7.5%). The FY23 not to exceed budget was presented for the second time and approved by the board. Discussion was had on the impact of the HEERF fund recording and the FY22 published budget. There is the potential that an amended FY22 budget will need to be approved due to HEERF funds.

The colleges cash position remains strong at 110 days, excluding CARES funds.

CONSENT AGENDA

Trustees Williams and Wright moved and seconded approval of the Consent Agenda. Motion carried: 7-0.

- A. Personnel (as attached to these minutes).
- B. Synopsis of Bills
 1. Kirkwood Community College pages 1 through 67 for a total of \$7,696,016.87
 2. The Hotel at Kirkwood Center pages 1 through 3 for a total of \$142,403.87
- C. Change Orders:
 1. Larson Construction, Kirkwood Student Center - \$60,299.24
- D. Audit Committee Minutes from January 13, 2022
- E. Final Reading of Board Policy Series 310 – Records Retention
- F. Final Industrial New Jobs Training Agreements [260E] with:
 1. BDC Group, Inc., Cedar Rapids
 2. CellSite Solutions, LLC, Cedar Rapids
 3. Engineered Building Design, L.C., Washington
 4. ImOn Communications, LLC, Cedar Rapids

NEW BUSINESS AGENDA

Administration

Trustees Stamp and Thys moved and seconded approval of the Budget and Certificate of Community College Taxes for Fiscal Year 2022-23. Motion carried: 7-0.

Trustees Jensen and Williams moved and seconded approval of a resolution directing the publication of a notice of intention to issue not to exceed \$7,000,000.00 aggregate principal amount of industrial New Jobs Training Certificates and calling a public hearing on the proposal to issue said certificates set for April 14, 2022 at 4:30 p.m. Motion carried: 7-0.

Board

No new business for Board.

DELEGATIONS, PETITIONS, AND COMMUNICATIONS

President's Report

- Phi Theta Kappa [PTK] Recognition banquet was held Wednesday, March 2, 2022 in Des Moines.
- Community College Day on the Hill and Student Legislative Session were held on Thursday, March 3, 2022.
- The Phi Theta Kappa Chapter of Alpha Eta Rho induction ceremony was held this week.
- CCID [Community Colleges for International Development] Annual Conference in New Orleans, LA was March 4-7, 2022. Kirkwood is a board member college and remains the model program for international programs.
- Kirkwood hosted the Inaugural Athletics Hall of Fame event on February 18, 2022. The event was attended by Trustee Williams. It was a tremendous event and very much appreciated by the honorees and attendees.
- Continued discussions with Mercy Medical Center on a potential partnership.
- Brief update on the aviation program, which is anticipated to launch in the fall of 2023.

Secretary's Report

- Discussed upcoming recognition events for students, faculty, adjunct in the month of April.
- Commencement is May 14, 2022 and will need confirmation of trustee attendance soon.
- ACCT Leadership Congress in New York, New York October 26-29, 2022. Early bird reservations for hotel accommodations is due on or before May 20, 2022. Registrations are due by August 19, 2022. Must register for the ACCT Congress before you can make your hotel reservations.

Report of Board Members

Trustee Jensen provided each Trustee with a list of IACCT Acronyms. He attended the Community College Day on the Hill and Student Legislative Session on Thursday, March 3, 2022. Roy Salcedo, Director of Equity and Inclusion, spoke with the students about defining diversity and inclusion. Trustee Jensen provided each Trustee with the DEI Definitions as a resource.

There being no further business coming before the Board, Trustees Williams and Wright moved and seconded the meeting be adjourned at 5:30 p.m. Motion carried: 7-0.

Respectfully submitted by:

Peg Sprengeler, Board Secretary

Approved by Board on April 14, 2022:

Tracy Pearson, Vice Chair

Board of Trustees' Agenda**March 10, 2022****PERSONNEL****Replacements/New Positions**

Name	Title	Department	Effective Date	Salary/Wage	Replaces/New
Katie Strand	CBE-Academic Success Coach	Business and IT	02/21/2022	\$44,800	Megan Arey
Kara Stineman	Associate Dean	Nursing	04/04/2022	\$76,400	New
Adam Kerkove	Student Support Specialist II	Student Services- Iowa City	03/07/2022	\$19.46/hr	Taylor Beyal
Eric Prevo	Program Advisor, TRIO	Academic Affairs	03/07/2022	\$44,800	New
Saria Gassouma	Institutional Effectiveness Coordinator	Institutional Effectiveness	06/13/2022	\$46,900	New
Ethan Wykert**	Data Governance Manager	Institutional Effectiveness	02/21/2022	\$68,702	New
Travis Nissen	Maintenance Technician	Facilities	03/07/2022	\$17.95	Joshua Greene

**Internal Promotion/

Separation of Employment

Name	Title	Department	Effective Date	Years
Kylie Timler	Program Developer	Continuing Education	03/04/2022	4
Angela Eckley	Specialist, Sim Lab	Continuing Education	02/18/2022	9
David Wandrey	Department Assistant	Facilities	02/25/2022	3
Leevi Henninger	Public Safety Officer II	Public Safety	02/21/2022	1
Mary Ann Bries	Department Assistant	Kirkwood Corporate Training	03/09/2022	3
Logan Barker	Public Safety Officer I	Public Safety	03/11/2022	1
Tanner Albright	Public Safety Officer I	Public Safety	02/25/2022	1