

KIRKWOOD COMMUNITY COLLEGE
Meeting of the Board of Trustees
Thursday, March 7, 2024, 4:30 P.M.
B.A. Jensen Board Room

MINUTES

Present: Steve Caves, Peggy Doerge [Zoom], Alan Jensen, Tracy Pearson, Keith Stamp [Zoom], Joel Thys [Zoom], Lorraine Williams and Leslie Wright

Absent: Trustee Jim Mollenhauer

Also Present: Kristie Fisher, President; Casey Drew, Treasurer; Peg Sprengeler, Secretary; Ethan Wykert, KSA Representative.

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

No public comments.

Trustees Caves and Williams moved and seconded approval of the minutes from the meeting held on February 15, 2024, and directed them to be made a part of the permanent record. Motion carried: 8-0.

Trustees Wright and Jensen moved and seconded approval of the March 7, 2024 agenda. Motion carried: 8-0.

INFORMATIONAL ITEMS

Kirkwood Report

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

- Kirkwood held an inauguration ceremony for new president Dr. Kristie Fisher at The Hotel at Kirkwood Center. The event formally installed Fisher as the sixth president in Kirkwood's history.
- Kirkwood, along with the other 14 Iowa community colleges, took part in Community College Day on the Hill at the Iowa State Capitol in Des Moines on February 27th. The event is designed to educate legislators and others about the immense impact Community Colleges have on Iowa students, workforce, and economy.
- Student of the month: Faith Deza. Faith is an international student from Mutare, Zimbabwe in Africa. After learning about Kirkwood from a friend, Faith knew she wanted to further her studies abroad. She will graduate with her AAS in Industrial Maintenance Technologies this semester with a near perfect GPA. Faith hopes to share the knowledge she has learned at Kirkwood with others back home. She would love to continue her education and possibly become an electrical engineer.
- A group of Kirkwood students took home first place in the student competition at the National Association of Home Builders Student Competition at the International Builders Show in Las Vegas last month. Six students from Architectural Tech, Construction Management, and Interior Design programs presented their proposal of a multi-million-dollar residential project near Park City, Utah. The annual NAHB Student Competition is one of the highlights of the International Builders' Show. The competition gives students the opportunity to apply skills learned in the

classroom to a real construction company by completing a management project/proposal. Proposals are submitted to a group of construction company executives who act as judges.

- The Eagles Basketball teams have entered the postseason. The men's team fell in the Region 11 Tournament semifinal to the Iowa Lakes Lakers. The 10th ranked Eagles wait to learn if they will receive an at-large bid to the NJCAA Division II National Tournament. The decision will come on Tuesday during the NJCAA Division II Men's basketball selection show. www.ncaa.org. The women's team claimed their 22nd Regional Championship with a win over Iowa Central on Monday. The second-ranked Eagles are 30-2 overall and will host North Platte for the District Championship on Saturday. The winner will advance to the NJCAA National Tournament in Joplin, Missouri March 18-23. The NJCAA Division II Women's Basketball Selection Show will be streamed on Tuesday during the NJCAA's website.
- Kirkwood hosted the production of Black Women Walking in Ballantyne Auditorium on March 2-3. The show is a production with spoken word, singing, and dancing that showcases the lives of twelve influential Black women in American history.
- Kirkwood and the University of Northern Iowa (UNI) School of Music have signed an articulation agreement for a unique partnership allowing students to complete a Bachelor of Arts in Music. The 2+2 agreement opens doors for students to seamlessly transition from an Associate of Applied Arts in Music at Kirkwood to a comprehensive Bachelor of Arts in Music at UNI, fostering a well-rounded and enriched musical education. The 2+2 music degree program reflects a commitment to student success, providing a path for aspiring musicians to cultivate their talents and achieve their academic and professional goals.

Kirkwood 2024 All-Iowa Academic Team Recognition

Bryant Manning, Associate Dean of Arts & Humanities, introduced the Phi Theta Kappa [PTK] 2024 All-Iowa Academic Team honorees. Each of the five honorees received a \$500 scholarship certificate from the Kirkwood Board of Trustees. The Honorees included: Emily Brennom, Lauren Kremer, Dorcas Eva Mensah, Grace Miller, and Keegan Paisley. The Board Vice Chair extended their congratulations to the students on this achievement.

Financial Report

Treasurer Drew provided a high-level review of changes to the FY24 projected revenues for operating fund 1 at the March 2024 board meeting for the period of July 2023 thru January 2024. Thru January 2024, credit tuition is exceeding budget by \$2.1M and contract training & non-credit tuition (less refunds) is exceeding budget by \$422K.

Overall, actual revenue is projected to exceed budget revenue by \$3.2M, however, we still have five months remaining in fiscal year 2024 so projections can change based on actual activity in future months.

Overall expenses for operating fund 1 are projected to remain within budget for FY24. Revenue received from previous fiscal years to pay for CCTC / equity coaches / AMT program will be allocated to those programs if net income from fiscal year 2024 cannot cover those cost. Fund 3 projections for FY24 continue to show a positive net income.

Cash balances remain strong with the College having 111 days of unrestricted days reserve at the end of January 2024, when compared to a KPI of 75 days.

CONSENT AGENDA

Trustees Wright and Caves 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 50 for a total of \$8,718,016.11
 - 2. The Hotel at Kirkwood Center pages 1 through 2 for a total of \$ 183,151.50
- C. Change Orders:
 - 1. Larson Construction, Aeronautics Hanger Renovations – \$6,684.60

NEW BUSINESS AGENDA

Administration

Trustees Jensen and Williams moved and seconded the approval of the of the Publication of Advertisement for the Kirkwood Community College Oakdale Campus Parking Lot Addition [Johnson County Regional Center] and setting the date of April 11, 2024 for a Public Hearing at Kirkwood Community College - Linn County Regional Center and adopting the recommended proposal project bid at the May 9, 2024 Kirkwood Board of Trustees meeting. Motion carried: 8-0.

Trustees Wright and Caves moved and seconded the approval of the Publication of Advertisement for the FY25 Proposed Budget and setting the date of April 11, 2024 for the Public Hearing at the Kirkwood Community College – Linn County Regional Center. Motion carried: 8-0.

Trustees Caves and Williams moved and seconded authorizing the Extension of the Equipment Replacement and Program Sharing Tax Pursuant to Iowa Code Section 260C.28. Motion carried: 8-0.

Trustees Jensen and Wright moved and seconded the approval of the Final Industrial New Jobs Training Agreements [260E] with the following:

- 1. Automation Systems and Controls, Inc. d/b/a ESCO Group, Marion
- 2. BGB Production Brewery IC, LLC, Iowa City
- 3. U.S. Venture, Inc., West Branch

Motion carried: 8-0.

Trustees Williams and Wright moved and seconded approval of a resolution directing the publication of a notice of intention to issue not to exceed \$6,000,000.00 aggregate principal amount of Industrial New Jobs Training Certificates and calling a public hearing on the proposal to issue said certificates set for April 11, 2024 at 4:30 p.m. at the Kirkwood Community College – Linn County Regional Center. Motion carried: 8-0.

Board

Trustees Caves and Jensen moved and seconded the approving the First Reading of the revised Board Policy 212: Conduct of Meetings. Motion carried: 8-0.

DELEGATIONS, PETITIONS, AND COMMUNICATIONS

President's Report

- President Fisher provided an update on legislative initiatives.
- The funding formula bill was approved in the Senate Appropriations Committee and the College and Career Transition bill was approved in the Senate Education Committee.
- Community Colleges Day on the Hill was held on February 27; a well-attended event. The students/faculty and staff who attended were great representatives of the college.
- The Department of Corrections issued an RFP regarding the work community colleges provide to them.
- President Fisher and Jasmine Almoayyed [Vice President, CE & TS] attended the Greater Iowa City Lunch Connection on Wednesday in Iowa City. Tara Allen [Instructor-Marketing] along with several of her students also attended to learn more about networking.

Secretary's Report

- The April 11th Board meeting will be held at the Linn County Regional Center.
- The spring board retreat is April 18, 2024.
- College commencement ceremonies:
 - College: May 11, 2024 at the Alliant Energy Powerhouse
 - HSED: June 13, 2024 at The Hotel at Kirkwood
- Discussed upcoming recognition events for students, faculty and adjunct in the month of April.
- The 2024 ACCT Leadership Congress will be held in Seattle, Washington October 23rd-26th. Event Registration information will be coming up in a few months.

Report of Board Members

No reports from Trustees.

There being no further business coming before the Board, Trustees Williams and Wright moved and seconded the meeting be adjourned at 5:21 p.m. Motion carried: 8-0.

Respectfully submitted by:

Peg Sprengeler, Board Secretary

Approved by Board on April 11, 2024:

James Mollenhauer, Chair

**Board of Trustees' Agenda
March 07, 2024**

Replacements/New Positions

Name	Title	Department	Effective Date	Replaces/New
Timothy McMullin	Senior Director of Operations	Continuing Education	02/19/2024	Amy Lasack
Rocio Lopez Riveros	Department Assistant	Student Equity, Inclusion & Support	02/19/2024	Sarah Mickam
Nathan Wiebold	Custodian	Facilities	02/19/2024	Tyler Patterson
Ronald Parmenter	Mail Services Clerk	Facilities	02/19/2024	Ann Sunde-Wilson
Jordan Barnes	Custodian	Facilities	02/19/2024	Jack Christy
Megan Averill	Program Advisor- TRIO	Admissions	03/04/2024	Jesse Kiracofe
Hunter Price	Custodian	Facilities	03/04/2024	Marco Fausto

*Internal Transfer

** Internal Promotion

Separation of Employment

Name	Title	Department	Effective Date
Mary Payne	Telecommunications Tech	Information Technologies	02/08/2024
Steven Schmuecker	Public Safety Officer	Facilities	03/02/2024
Kristin Benesh	Asset Specialist	Facilities	03/01/2024
Mike Andresen	Director	Facilities	04/05/2024

Corrections

Name	Title	Department	Effective Date	Replaces/New
Sreeja Sreelatha	Talent Acquisition Supervisor	Human Resources	02/11/2024	Sarah Brown

Retirements Under Retirement Incentive Program

Name	Title	Department	Effective Date
Michael Robinson	Coordinator	Continuing Education, Health Occupations	06/30/2024