

**KIRKWOOD COMMUNITY COLLEGE**  
**Meeting of the Board of Trustees**  
**Thursday, September 18, 2025, 4:30 P.M.**  
**Tippie Business Event Room**

**MINUTES**

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

Absent: Trustee Steve Caves.

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

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

No public comments.

**Student Perspectives**

Jennifer Bradley provided a brief update on the League for Innovation student competitions, sharing that Kirkwood had two national winners for 2024–2025. She then turned the introduction over to Dr. Lisa Angella, Professor of English and Faculty Editor of *The Cedar Valley Divide*, who recognized the two honorees. **Abdhi Hamisi**, a Visual Communication and Design student, received second place in the art competition for his photo “*Freshman Year*,” which will appear in the catalog published by Santa Fe College this fall. **Noelle Diedrichs**, a Business Administration – Management student and Training and Development Specialist at GreenState Credit Union, earned first prize in the literary competition for her essay “*The Day the World Should Have Stopped*,” which was published in *The Cedar Valley Divide* and will be included in the League’s 2025 anthology.

Trustees Wright and Stamp moved and seconded approval of the September 18, 2025, agenda. Motion carried: 8-0

**INFORMATIONAL ITEMS**

**Kirkwood Report**

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

- Jasmin Headley, a World Languages student taking American Sign Language classes at Kirkwood, has been named the September Student of the Month.
- Kirkwood has joined the Aspen Institute’s Unlocking Opportunity Network, a national initiative focused on strengthening community college programs and advising to better support student success.
- Two impactful flag displays were held on main campus. The Kirkwood Active Minds chapter placed 1,100 white flags to represent the number of college students lost to suicide each year, while another display honored the 24th anniversary of the September 11 attacks.
- On September 4, our Nursing Department, Veterans Services, and TRIO staff took part in the Five Seasons Stand Down at Veterans Memorial Stadium, offering support and resources to veterans in need.
- Colette Atkins, Associate Vice President of Academic Affairs, has been selected for the 2025–26 Leadership Iowa program, sponsored by the Iowa Association of Business and Industry Foundation.

## **Financial Report**

Treasurer Dunning provided a high-level review of the cash balance report. Typically, the months of July and August have seen decreases in cash balances due to less revenue being collected during these months, annual payments paid at the beginning of the new fiscal year, and reimbursements from fiscal year end not being received until September. As of August 2025, the College has 136 days of unrestricted cash reserves which exceeds the target of 90 days of unrestricted cash reserves.

Treasurer Dunning also provided a high-level overview of the College's ACE Infrastructure (260G) funds. The review included an overview of the program and an update on how the funds have been allocated over the previous three fiscal years.

## **CONSENT AGENDA**

Trustees Wright and Doerge 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 64 for a total of \$9,246,637.12
  2. The Hotel at Kirkwood Center pages 1 through 5 for a total of \$286,061.33
- C. Board minutes from August 14, 2025
- D. Kirkwood and Grant Wood AEA Joint Board Meeting Minutes from August 14, 2025
- E. 2025-26 Delivery Services Agreement with Grant Wood AEA
- F. Audit Committee Minutes from August 14, 2025
- G. Review of Current Board Policies
  1. Board Policy 306: Anti-Solicitation Policy
  2. Board Policy 310: Records Retention Policy
  3. Board Policy 603: Institutional Research Policy
  4. Board Policy 703: Institutional Effectiveness

*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 Doerge and Jensen moved and seconded the approval of the Equal Employment Opportunity / Affirmative Action Plan. Motion carried: 8-0.

Trustees Bannon and Thys moved and seconded the approval of the Last Dollar Scholarship [LDS] for high demand programs as identified by Iowa Workforce Development. Five programs have been designated from our region:

- Business Administration: Accounting (current & continuing)
- Business Administration: Management/Finance (new)
- Business Administration: Marketing/Admin Management (current & continuing)
- Construction Management (current & continuing)
- Criminal Justice (moved off statewide list to regional list)

Motion carried: 8-0.

### **Board**

Trustees Jensen and Thys moved and seconded the approval to remove the Guiding Principles policy. Motion carried: 8-0.

Trustees Bannon and Stamp moved and seconded the approval of the first reading of Board Policy 104: Mission, Vision and Values. Motion carried: 8-0.

Trustees Jensen and Wright moved and seconded the approval of the first reading of Board Policy 203: Finance Committee. Motion carried: 8-0.

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

### **President's Report**

- An update on fall enrollment will be provided at the October 16, 2025, board meeting.
- The Board also briefly discussed recent social media activity involving the Iowa Regents.

### **Secretary's Report**

- The fall Board Retreat is scheduled for Thursday, September 25, 2025.
- The fall town hall meeting will be held on Thursday, October 2, 2025.
- The Samuel J. Kirkwood Society event will take place on October 14, 2025, at The Hotel at Kirkwood.
- The ACCT Leadership Congress is scheduled for October 22-25, 2025, with attendees including Fisher, Bannon, Caves, Doerge, Jensen, Pearson, Stamp, Williams and Wright.

### **Report of Board Members**

Trustee Alan Jensen shared there is ongoing discussion regarding the possibility of combining the Summer Trustee Conference with the Convention & Tradeshow held in November or December each year. While there are both advantages and disadvantages to this approach, the IACCT Board will continue its deliberations and plans to hold a vote later this year. Trustees are encouraged to share any feedback with Trustee Jensen over the coming months. Please note, the 2026 Summer Trustee Conference will remain scheduled at Iowa Valley Community College.

There being no further business coming before the Board, Trustees Stamp and Wright moved and seconded the meeting be adjourned at 5:42 p.m. Motion carried: 8-0

Respectfully submitted by:

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Peg Sprengeler, Board Secretary

Approved by Board on October 16, 2025:

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Tracy Pearson, Chair

**Board of Trustees' Agenda  
September 18, 2025**

**Replacements/New Positions**

| <b>Name</b>           | <b>Title</b>               | <b>Department</b>            | <b>Effective Date</b> | <b>Replaces/New</b> |
|-----------------------|----------------------------|------------------------------|-----------------------|---------------------|
| Patrick Clemence      | Executive Director         | Information Technologies     | 09/02/2025            | Sara Swanson        |
| McKayla Artel**       | Program Advisor, TRIO      | Engagement & Student Success | 08/18/2025            | Morgan Bear         |
| Travis Allen**        | Instructor                 | Ag Science                   | 08/18/2025            | Tyler Krug          |
| Katy Thomas           | HR Advisor                 | Human Resources              | 09/15/2025            | Sheri Hlavacek      |
| Jack Kelley           | Environmental Specialist   | Facilities                   | 09/15/2025            | Shelton Strickler   |
| Michael Gayle         | Associate Dean             | Business & IT                | 09/15/2025            | Sarah Matheny       |
| Matthew Neenan        | Maintenance Tech           | Facilities                   | 09/15/2025            | Cooper Shelton      |
| John Harris           | Maintenance Tech           | Facilities                   | 09/15/2025            | Ryan Paulson        |
| CJ Lane               | Controls Engineer          | Facilities                   | 09/15/2025            | Paul Sabotta        |
| Michael Colleran      | Instructor- Temp           | Social Sciences              | 08/25/2025            | Julia Rabe          |
| Tony Roe              | Director                   | Facilities                   | 09/15/2025            | Cale Loewen         |
| LeeAnn Olson          | Department Assistant       | Health Programs              | 09/08/2025            | Tressa Burnett      |
| Jeff Nance            | Instructor, ASP            | Secondary Programs           | 09/05/2025            | Kirk Kronaizl       |
| Tia Slippy            | Study Abroad Advisor- Temp | Global Learning              | 09/02/2025            | NEW                 |
| Christopher Oldfather | Coordinator- Temp          | Continuing Ed                | 09/15/2025            | NEW                 |
| Sara Swanson**        | Senior Director            | Information Technologies     | 09/02/2025            | NEW                 |
| Paige Dullea          | Operations Coordinator     | Facilities                   | 09/29/2025            | Annie Palas         |

\*Internal Promotion

\*\*Internal Transfer

**Separation of Employment**

| <b>Name</b>          | <b>Title</b>        | <b>Department</b> | <b>Effective Date</b> |
|----------------------|---------------------|-------------------|-----------------------|
| Cody Copeland-Damrow | Custodian           | Facilities        | 08/21/2025            |
| Scott Kinch          | Maintenance Tech II | Facilities        | 08/25/2025            |
| Jourdan Jiruska      | Program Developer I | Continuing Ed     | 10/02/2025            |

**Change in Status**

| <b>Name</b>     | <b>Title</b>         | <b>Department</b> | <b>Effective Date</b> | <b>Status Change</b> |
|-----------------|----------------------|-------------------|-----------------------|----------------------|
| Michael Posivio | Department Assistant | Health Programs   | 09/08/2025            | Temp to Full-time    |