



Kirkwood Board of Trustees Meeting

Kirkwood Community College

Nov 10, 2022 at 4:30 PM CST to Nov 10, 2022 at 6:00 PM CST

B.A. Jensen Board Room • 6301 Kirkwood Blvd SW • Cedar Rapids, IA • Kirkwood Hall - Suite 309 • Zoom: <https://kirkwood.zoom.us/j/3193985500>

Meeting Details: <https://kirkwood.zoom.us/j/3193985500>, 301 715 8592 or +1 309 205 3325 (US Toll)

Meeting ID: 319 398 5500

Agenda

I. Call to order and roll call

Presenter: Jim Mollenhauer

II. Approval of minutes of the Board Meeting held on October 13, 2022

Presenter: Jim Mollenhauer

III. Approve or amend agenda

Presenter: Jim Mollenhauer

IV. Kirkwood Report

Presenter: Justin Hoehn, Marketing

V. Informational Items

A. Continuing Education & Training Services

Presenter: Jasmine Almoayyed, Vice President-Continuing Ed & Training Services

B. Update on RFQ-CMaR [Construction Manager at Risk] on Kirkwood Hanger Renovations

Presenter: Troy McQuillen, Vice President-Facilities & Public Safety

VI. Financial Report

Presenter: Jim Choate

VII. Consent Items

A. Personnel

Presenter: Wes Fowler

B. Bills

Presenter: Jim Choate

C. Certificates, Invoices, Change Orders

Presenter: Monica Davis

VIII. New Business

A. Administration

1. Resolution – Belle Plaine Ownership Transfer

Presenter: Troy McQuillen

Consideration of a resolution approving the transfer to the City of Belle Plaine of Property located at 1214 9th Avenue, Belle Plaine, IA. 52208. Legally described as Lots 9, 10, and 11, Block Seven in Belle Plaine, Iowa for the agreed-upon price of \$1.00 is approved and Jim Choate, CFO and COO, is authorized to sign the quit claim deed for such purpose.

2. Resolution – Shared Personnel Agreement

Presenter: Dr. Jennifer Bradley

Consideration of a resolution approving the Shared Personnel Agreement between Kirkwood Community College, Benton Community School District, Vinton-Shellsburg Community School District and Williamsburg Community School District.

B. Board

1. Resolution – Approval of the Written Retirement Notice from Dr. Lori Sundberg, the President of the College

Presenter: James [Jim] Mollenhauer

Consideration of a Resolution approving the written retirement notice from Dr. Lori Sundberg, the President of the College, with her retirement to be effective as of October 29, 2023.

2. Resolution – Approval to adjust the 2023 Board Meeting Schedule

Presenter: Dr. Lori Sundberg

Consideration of approval to adjust the 2023 Board Meeting Schedule to reflect the following:

- Move the Thursday, March 9, 2023 board meeting to Thursday, March 16, 2023
- Move the November 14, 2023 board retreat to Tuesday, September 26, 2023

IX. Delegations, Petitions, and Communications

X. Reports of Board Members

XI. Adjourn

A dinner for the Board of Trustees will be held immediately following the meeting at The Hotel at Kirkwood Center, The Class Act - Walnut Room.

Next Meeting: Thursday, December 8, 2022, 4:30 p.m., Tippie Business Event Room – The Hotel at Kirkwood.

**Board of Trustees' Agenda
November 10th, 2022
PERSONNEL**

Replacements/New Positions

Name	Title	Department	Effective Date	Replaces/New
Isabella Baldassano**	Student Support Specialist II	Enrollment Management	10/17/2022	Kayla Artel
Casey Drew	Vice President	Finance	12/05/2022	Jim Choate
Linley Heath**	Senior Student Support Specialist	Dean of Students	10/17/2022	Nic Jones
Cindy Brunssen **	Payroll and Benefits Coordinator	Human Resources	10/24/2022	Chessa Loushin
David Royer**	Maintenance Operations Coordinator	Facilities & Security	10/31/2022	New
Melissa Gaul	Catering Sales Manager	The Hotel at Kirkwood Center	10/21/2022	New
Jason Pershing	Career Coach	Career Services	11/14/2022	Megan Arey
Andrew Whelchel	Academic Advisor	Advising	11/14/2022	Loren Jackson
Sinclair Mitchell	KPACE Credit Pathway Navigator	Skills to Employment	10/31/2022	Kim Wagemester
Taleah Smith	Equity in Success Coach	Dean of Students	11/14/2022	Dominique Campbell
Stephanie Herrig	Public Safety Dispatcher	Facilities & Security	12/12/2022	Sarah Hyatt
Vanessa Frieden	Public Safety Dispatcher	Facilities & Security	10/31/2022	NEW
Colby Dye	Senior Director, Maintenance	Facilities & Security	11/28/2022	Kevin Onstott
Shawn Feyerabend	Maintenance Tech	Facilities & Security	11/14/2022	Luke Hennessey
Tressa Burnett	Department Assistant	Allied Health	10/31/2022	Cindy Erenberger

**Internal Promotion

*Lateral Transfer

Separation of Employment

Name	Title	Department	Effective Date
Loren Jackson	Academic Advisor	Academic Affairs	10/27/2022
Chessa Loushin	Payroll & Benefits Coordinator	Human Resources	12/01/2022
Mikalea Lighty	Banquet Manager	The Hotel at Kirkwood	10/27/2022
Elisa Thurman	Financial Aid Specialist	Enrollment	11/11/2022
Pamela Waddell	Senior Accountant	Finance	11/04/2022

Continuation of Contract

A recommendation was made to terminate the following individuals effective June 30, 2022, due to uncertainty of funds, funds which have now been secured. Recommend the continuation of the contracts for the following named individuals for the 2022/2023 contract year, contingent upon future funding:

Name	Title	Department
Amanda Albertsen	Instructor/Coordinator	Secondary Programs
Brad Gardner	Instructor	Secondary Programs
Cyd Hanson	Instructor/Coordinator	Secondary Programs
Kristin Ho	Instructor/Coordinator	Secondary Programs
Marwa Ibrahim	Instructor/Coordinator	Secondary Programs
Alexandra Lubbers	Instructor/Coordinator	Secondary Programs
Jennifer Mooney	Instructor/Coordinator	Secondary Programs
Michelle Barker	Instructor/Coordinator	Secondary Programs, Iowa Medical Classification Center
James Jordan	Instructor	Secondary Programs, Iowa Medical Classification Center
Mary Shanney	Instructor	Secondary Programs, Iowa Medical Classification Center
Nicole Chambers	Instructor/Coordinator	Secondary Programs, Anamosa State Penitentiary
Erica Derrick	Instructor	Secondary Programs, Anamosa State Penitentiary
Kris Farrar	Instructor	Secondary Programs, Anamosa State Penitentiary
Paul Reimann	Instructor	Secondary Programs, Anamosa State Penitentiary
Scott Wittstruck	Instructor	Secondary Programs, Anamosa State Penitentiary

A recommendation was made to terminate the following individuals effective August 31, 2022, due to uncertainty of funds, funds which have now been secured. Recommend the continuation of the contracts for the following named individuals for the 2022/2023 contract year, contingent upon future funding:

Name	Title	Department
Sean McAtee	Instructor	Secondary Programs