



## IVCCD Board of Directors Meeting

Iowa Valley Community College District

Apr 12, 2023 at 4:00 PM CDT to Apr 12, 2023 at 7:00 PM CDT

Ellsworth Community College, Reg Johnson Room 100, 1100 College Avenue,  
Iowa Falls, IA 50126

Meeting Details: <https://iavalley.zoom.us/j/95016157480>

Telephone: 312-626-6799

Meeting ID: Meeting ID: 950 1615 7480

**MISSION STATEMENT** - Iowa Valley Community College District is committed to providing quality learning experiences, ensuring student success, and partnering to address diverse community needs in an inclusive and respectful environment.

### TENTATIVE AGENDA

#### 1. Call to Order

##### 1.1. Additions/Deletions to the Agenda

##### 1.2. Approval of the Agenda

**BOARD ACTION:** \_\_\_\_\_

#### 2. Correspondence and/or Visitors

##### 2.1. Introduction of and Comments from Representatives to the Board

##### 2.2. Public Comment

##### 2.3. Recognitions

Presenter: Dr. Barb Klein

- *Dr. Jim Cheaney, ECC Anatomy/Physiology/Biology Faculty*
- *Dr. Danielle Kness, MCC Biology Faculty*
- *EmiLee Novak, ECC Conservation Tech Faculty*

##### 2.4. Introduction of New Employees

List of New Employees:

- *None*

### **3. Strategic Presentation**

*There are no strategic presentations.*

## **CONSENT AGENDA**

### **4. President's Comments Regarding the Consent Agenda**

### **5. Consent Agenda Action Items**

#### **5.1. Approval of Minutes**

*The minutes of the March 8, 2023 regular meeting and March 22, 2023 special meeting are Attachment 5.1.*

#### **5.2. Personnel Report**

Presenter: Gena Garber

*The Personnel Report, Adjunct Report and Overload Report for the month of April are Attachment 5.2.*

#### **5.3. Approval of Bills as Audited by the Finance Committee**

#### **5.4. Review of Board Policies**

*The Board Policy Review Committee has reviewed the following Board Policy and Guideline. The Board Policy is presented for approval and the Guideline is presented as information only.*

- Board Policy 433 - Personnel Benefits - Holidays*
- Guideline for Board Policy 433 - Personnel Benefits - Holidays*

*Board Policy 433 and Guideline to Board Policy 433 are Attachment 5.4.*

#### **5.5. Acceptance of Gifts**

Presenter: Dr. Lilienthal

- An anonymous donor has donated \$100 to the Marshalltown Community College's Honors program.*
- George Johnson has donated \$100 to the Marshalltown Community College's Honors program.*

#### **5.6. Approval of Ellsworth Community College and Marshalltown Community College 2022-2023 Spring and Summer Graduation Application Lists**

Presenters: Dr. Klein, Dr. Lilienthal

*We are requesting approval of the ECC and MCC 2022-2023 Spring and Summer Graduate Application Lists. Lists are Attachment 5.6.*

## 6. Consent Agenda Information Items

### 6.1. Meeting Reports

#### 6.1.1. Ellsworth College Board of Trustees

Presenter: Dr. Fisher and Dr. Klein

*No meeting in March.*

#### 6.1.2. IACCT & IACCP Meetings

Presenter: Board President Johnson and Dr. Fisher

*The Presidents will meet April 26, 2023 and the Trustees will meet April 27, 2023.*

#### 6.1.3. Upcoming Meetings and Events

- *April 17, 2023 - Special Board meeting at 4:00 p.m. in Marshalltown and via Zoom.*
- *April 17, 2023 - Joint Board Meeting with NIACC, HCC and Central Rivers Boards at 4:30 p.m. held via Zoom.*
- *May 10, 2023 - School Board Recognition Reception at 3:00 p.m., Regular Board Meeting and Retreat at 3:30 p.m. in Marshalltown (Note Time Change and Location will be BCS Rooms 612/614).*
- *May 12, 2023 - Graduation Ceremonies - ECC at 2:00 p.m. and MCC at 7:00 p.m.*
- *June 14, 2023 - Regular Board Meeting at 4:00 p.m. at Iowa Valley Grinnell, Room 145.*
- *July 12, 2023 - Regular Board Meeting at 4:00 p.m. in Marshalltown.*

*Revised FY23 and FY24 IVCCD Board of Directors Annual Calendars with the addition of the May School Board Recognition Reception are Attachment 6.1.3.*

## Approval of the Consent Agenda

BOARD ACTION: \_\_\_\_\_

## REGULAR AGENDA

### 7. Action Items

#### 7.1. Approval of Iowa Valley Community College District's Redistricting Plan

Presenter: Dr. Kristie Fisher

*We are requesting approval of Iowa Valley Community College District's Redistricting Plan in accordance with Iowa Code 260C.13. Redistricting Plan is Attachment 7.1.*

BOARD ACTION: \_\_\_\_\_

**7.2. Approval of Contract with OPN Architects for the Ellsworth Community College Welding Lab Project**

Presenter: Dr. Kristie Fisher

*We are requesting approval of the contract with OPN Architects, Inc. for the Ellsworth Community College Welding project. Project Description and contract are Attachment 7.2.*

**BOARD ACTION:** \_\_\_\_\_

**7.3. Approval of the Software as a Service Services Agreement with Simple Systems Group, LLC.**

Presenter: Mike Mosher

*We are requesting approval of the Software as a Service (SaaS) Services Agreement between Iowa Valley Community College District and Simple Systems Group, LLC. Simple Systems is providing the District with a subscription to Simple Syllabus. Simple Syllabus is a centralized, template-driven platform that enables instructors to personalize and publish interactive class syllabi directly within Canvas, the District's Learning Management System (LMS). The total cost for this service agreement is \$11,883.43. This includes a one-time implementation fee of \$5,000 and the first fourteen months of service (\$6,883.34). Contract is Attachment 7.3.*

**BOARD ACTION:** \_\_\_\_\_

**7.4. Approval of the Master Agreements for Concurrent Enrollment for 2023-2024**

Presenter: MaryAnne Nickle

*We are requesting approval of the Master Agreements between Iowa Valley Community College District and the following school districts to provide Concurrent Enrollment for 2023-2024:*

- *AGWSR Community School District*
- *BCLUW Community School District*
- *BGM Community School District*
- *East Marshall Community School District*
- *GMG Community School District*
- *Grinnell-Newburg Community School District*
- *Iowa Falls Community School District*
- *Marshalltown Community School District*
- *Montezuma Community School District*
- *South Hardin Community School District*
- *South Tama Community School District*
- *West Marshall Community School District*

*Agreements are Attachment 7.4.*

**BOARD ACTION:** \_\_\_\_\_

**7.5. Approval of the DeJardin Hall Audio/Video System Quote and Scope of Work Agreement**

Presenter: Mike Mosher

*We are requesting approval of the Audio/Video System Quote and Scope of Work Agreement with Mechdyne. This quote/agreement is to replace the Audio/Video system in DeJardin Hall, which has reached end-of-life. Mechdyne will provide all the audio/video equipment and software and design, programming, and installation services. Also included is one year of support. The total cost for this system replacement, including support, is \$77,077. Agreement is Attachment 7.5.*

BOARD ACTION: \_\_\_\_\_

**7.6. Approval of the Esports Arena Audio/Video System Quote and Scope of Work Agreement**

Presenter: Mike Mosher

*We are requesting approval of the Audio/Video System Quote and Scope of Work Agreement with Mechdyne. This quote/agreement is for installing a new Audio/Video system in the Esports Arena. This system will allow for the streaming and shoutcasting (commentating) of game play. Mechdyne will provide all the audio/video equipment and software and design, programming, and installation services. Also included is one year of support. The total cost for this system replacement, including support, is \$105,495. Agreement is Attachment 7.6.*

BOARD ACTION: \_\_\_\_\_

**7.7. Approval of 260F Iowa Jobs Training Agreement with Hawkins Electrical Service, \$9,740**

Presenter: Neysa Hartzler

*We are requesting approval of a 260F Iowa Jobs Training Agreement with Hawkins Electrical Service in Marshalltown, Iowa. Hawkins Electrical Service has 12 total employees. Hawkins Electrical Service started in 2005. It is an industrial, commercial, and ag electrical company. The company started with only one employee and since then has grown to 12. Hawkins installs, repairs, and fabricates electrical equipment to commercial and industrial customers. This is the 6th contract with Hawkins. They plan to have electrical training, safety training, and health saver training.*

*The 260F program helps Iowa businesses train and upskill current employees. The program fosters the growth and competitiveness of Iowa businesses by ensuring that Iowa's workforce has the skills and expertise needed to compete worldwide. Training programs are customized to meet the specific productivity needs of each business. \$4.75 million is available annually statewide and matched by participating businesses. Agreement is Attachment 7.7.*

BOARD ACTION: \_\_\_\_\_

**7.8. Approval of 260F Iowa Jobs Training Agreement with Fremont Farms of Iowa LLP, \$22,500**

Presenter: Neysa Hartzler

*We are requesting approval of a 260F Iowa Jobs Training Agreement with Fremont Farms of Iowa in Malcom, Iowa. They have 165 total employees. Fremont Farms of Iowa started in 1998 and currently 15 families are the owners of the farm. Fremont Farms of Iowa is one of the top liquid egg producers in the United States. The family-owned farms include state-of-the-art cage free and conventional pullet and layer barns, a dedicated on-site feed mill with grain storage, and an incline egg processing facility. They are an in-line egg producing facility which means that they break only the eggs that they produce. They produce both conventional and cage free liquid egg products. Regarding the products, they are a leading producer of high-quality liquid egg products for the global food industry. The farm produces liquid whole eggs, yolks, and whites. The farm ensures their customers have access to high-quality liquid egg products that are fresh, safe, and reliable. This is the 1st contract with Fremont Farms of Iowa. They plan on having several sessions of Electrical Safety and Arc Flash training as well as Health Saver training for their supervisors of all the different departments.*

*The 260F program helps Iowa businesses train and upskill current employees. The program fosters the growth and competitiveness of Iowa businesses by ensuring that Iowa's workforce has the skills and expertise needed to compete worldwide. Training programs are customized to meet the specific productivity needs of each business. \$4.75 million is available annually statewide and matched by participating businesses. Agreement is Attachment 7.8.*

**BOARD ACTION:** \_\_\_\_\_

**7.9. Approval of 2023-2024 Non-Faculty Holiday Calendar**

*We are requesting approval of the 2023-2024 Non-Faculty Holiday Calendar. Calendar is Attachment 7.9.*

**BOARD ACTION:** \_\_\_\_\_

**7.10. Closed Session under the Provisions of Chapter 20.17 of the Code of Iowa for Collective Bargaining Strategy Session**

Presenter: Dr. Fisher and Gena Garber

*This closed session is being held pursuant to Chapter 20.17 of the Code of the Iowa for the purpose of a Collective Bargaining Strategy Session. (ROLL CALL VOTE)*

**BOARD ACTION:** \_\_\_\_\_

**7.11. Closed Session under the Provisions of Chapter 21.5(1.)(i.) of the Code of Iowa for the Purpose of Conducting Dr. Kristie Fisher's Annual Performance Evaluation per Her Employment Agreement**

Presenter: Board Personnel Committee

*This closed session is being held pursuant to Chapter 21.5(1.)(i.) of the Code of Iowa for the purpose of conducting Dr. Kristie Fisher's performance evaluation per her employment agreement. (ROLL CALL VOTE)*

**BOARD ACTION:** \_\_\_\_\_

**8. Information Items**

**8.1. Monthly Financial Statements**

Presenter: Gena Garber

*The monthly financial statements are Attachment 8.1.*

**8.2. Board Vice President's Report**

- *Review of Draft May 10, 2023 Board Retreat Agenda*

**8.3. Board Director's Reports**

**8.4. President's Reports**

Presenter: Dr. Fisher

- *FY24 Tours of Programs/Facilities Prior to IVCCD Board of Directors Meetings*
- *IT Infrastructure Update (Network & Security Cameras) - Mike Mosher*

**8.5. Board Secretary's Report**

Presenter: Barb Jennings

- *Registration for the October 9-12, 2023 ACCT Leadership Congress, Las Vegas, NV.*
- *Board Self-Evaluation Process*

**9. Adjournment**

**PLEASE CONTACT BARB JENNINGS AT 641-844-5522 IF THERE ARE ACCOMMODATIONS NEEDED IN ORDER FOR THE MEETING TO BE ACCESSIBLE FOR YOUR PARTICIPATION.**