



IVCCD Board of Directors Organizational Meeting

Iowa Valley Community College District
Wednesday, December 11, 2024 at 4:00 PM
IVCCD District Services Building Board Room,
3702 South Center Street, Marshalltown, Iowa 50158

Meeting Details: <https://iavalley.zoom.us/j/92608131221>

Phone: 312-626-6799

Meeting ID: 926 0813 1221

3:00 - 4:45 PM MCC Jingle & Mingle hosted by IVCCEA in MCC Nursing and Health Occupations

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

OLD BUSINESS AGENDA

1. Call to Order

Presenter: Board President Larry Johnson

1.1. Additions/Deletions to the Old Business Agenda

1.2. Approval of the Old Business Agenda

BOARD ACTION: _____

OLD BUSINESS CONSENT AGENDA

2. Old Business Consent Agenda Action Items

2.1. Approval of Minutes

The minutes of the Nov. 13, 2024 Board meeting are Attachment 2.1.

2.2. Approval of Bills as Audited by the Finance Committee

3. Old Business Consent Agenda Information Items

Approval of Old Business Consent Agenda

Presenter: Board President Larry Johnson

BOARD ACTION: _____

OLD BUSINESS REGULAR AGENDA

4. Old Business Regular Agenda Action Items

5. Old Business Regular Agenda Information Items

6. Adjournment of Old Board Sine Die

Presenter: Board President Larry Johnson

NEW BUSINESS AGENDA

7. Call to Order - New Board

Presenter: Board Secretary Abigail Casey

7.1. Election of Board President

Presenter: Board Secretary Abigail Casey

8. Approval of the New Business Agenda

Presenter: Board President

8.1. Additions or Deletions to the New Business Agenda

8.2. Approval of the New Business Agenda

Presenter: Board President

BOARD ACTION: _____

9. Election of Other Board Officers, Appointments and Recognitions

Presenter: Board President

9.1. Election of Vice-President

9.2. Appointment of Board Secretary and Oath of Office

9.3. Appointment of Board Treasurer and Oath of Office

9.4. Appointment of Legal Counsel

The Board President will appoint Ahlers & Cooney and Moore, McKibben, Goodman & Lorenz, LLP.

9.5. Appointments of Board Members to Board Subcommittees

The Board President will appoint Board Members to the following subcommittees: Property, Finance & Development; Academic and Student Affairs; Personnel and Board Policy Review.

9.6. Appointment of IACCT Board Representative and Alternate

9.7. Recognition of Student and Faculty Representatives to the Board

	Faculty Reps	Student Reps
Ellsworth Community College	Joerg Rochlitzer	Harley Baumler and Emma Gordon
Marshalltown Community College	Danielle Kness	John "Max" Gasper
Iowa Valley Community College Grinnell	Lucas Shepherd	Sierra Veverka
Business & Community Solutions	Melissa Mulder	N/A

9.8. Recognitions for the Month of December

Presenters: Dr. Matt Schmit , Dr. Barb Klein

- *Danielle Kness, DVM is the recipient of a 2024 Outstanding Community College Award, hosted by Community Colleges for Iowa. She was nominated by Iowa Valley Community College District for the Outstanding Faculty Award. The following information was included with her nomination: Danielle Kness DVM became a full-time Professor of Biology in 2015. She became a leader for the Marshalltown Community College and IVCCD. Danielle has a vision for MCC to be the best it can be. She spearheaded the design for the remodeling for biology and physics labs recently completed and supported the development for the upcoming chem lab remodel. She has recently taken on a three-year project to reclaim a pond on the MCC campus to provide a safe, usable recreational space for our students and the community...that also provides for field work for Biology students. She is a leader with MCC students and developed/coordinates the Honors Program, developed Pair-a-docs Pre-Vet Student Club, works with STEM club, and helps with logistics for a local Math Competition. She has also made time to reach out to local high school students about careers.*
- *Amee Schmidt, Marshalltown Community College faculty member, has been appointed as chair of the Modern Language Association (MLA) Committee on Community Colleges. The committee's recent initiatives have been vital to the association's efforts to expand the national focus on community college humanities study.*

Founded in 1883, the MLA is a leading professional organization for scholars and teachers of language, literature, cultures, and writing studies. With over 20,000 members worldwide, the MLA offers a variety of programs and services to support its members, including an annual convention, professional development opportunities, and a comprehensive research database.

Schmidt's appointment as chair of this committee is a testament to her expertise and commitment to advancing the field. Schmidt has been a member of the MLA Committee on Community Colleges since 2022. She is also a member of the MCC English faculty.

- *The MCC Construction students, under the supervision of faculty member Jake Bennett just completed the MCC Housing storage garage. The unit is 24x40 and came in under the \$25,000 estimated amount. Outside bids were \$50,000 plus resulting in a \$25,000 saving for the MCC project. Marketing has created a video documenting the process and is available to view on the MCC Facebook page.*
- *Tracy Crippin-Haake is the recipient of a 2024 Outstanding Community College Award, hosted by Community Colleges for Iowa. She was nominated by Iowa Valley Community College District for the Outstanding Staff Award. The following information was included with her nomination: Tracy Crippin-Haake serves as our Director of Student Success/Registrar at Ellsworth Community College. Tracy is truly a leader as she works with her team and the students on our campus. She has partnered with our IT department and developed an early alert/cohort report that gives advisors a holistic view of student progress. The report includes grades, attendance, outstanding balances, housing information, and the last time student's logged into the learning management system each week. Tracy has also demonstrated her leadership on our campus with our current Comms+ initiative where she has been working with multiple departments and complex processes to provide better ways to use our technology to communicate with students. Tracy is a servant leader and always looking for ways to support her team and improve the student experience.*

9.9. Introduction of New Employees

None.

NEW BUSINESS CONSENT AGENDA

10. President's Comments Regarding the Consent Agenda

Presenter: Dr. Anne Howsare Boyens

11. New Business Consent Agenda Action Items

11.1. Personnel Report

The Personnel Report for the month of December is Attachment 11.1.

11.2. Review and Approval of Board Policies

None.

11.3. Acceptance of Gifts and Grants

None.

11.4. Approval of the Ellsworth Community College and Marshalltown Community College December 2024 Graduate Application Lists

Presenters: Dr. Matt Schmit , Dr. Barb Klein

We are requesting approval of the ECC and MCC December 2024 graduate applicants. The graduate application lists are Attachment 11.4.

11.5. Approval of Transfer Institution Agreement between Iowa Valley Community College District and WGU

The transfer institution agreement between Iowa Valley Community College District and Western Governors University (WGU) is Attachment 6.3.

12. New Business Consent Agenda Information Items

12.1. Meeting Reports

12.1.1. Ellsworth College Board of Trustees

Presenter: Dr. Barb Klein

The abstract of the minutes of the Ellsworth College Board of Trustees is Attachment 13.1.1.

12.1.2. IACCT & IACCP

Presenter: Dr. Anne Howsare Boyens

The Presidents will meet Jan. 22, 2025, and the Trustees will meet Feb. 19, 2025.

12.1.3. Upcoming Meetings and Events

- *Jan. 8, 2025 - Regular Board meeting at 4:00 p.m. in Marshalltown in the District Services Building Board Room*
- *Feb. 12, 2025 - Regular Board meeting at 4:00 p.m. in Marshalltown in the District Services Building Board Room.*
- *Feb, 18, 2025 - Community Colleges for Iowa Student Legislative Seminar and PTK Awards Dinner in Des Moines.*
- *Feb. 19, 2025 - Community College Day on the Hill in Des Moines.*
- *March 12, 2025 - Regular Board meeting at 4:00 p.m. in Marshalltown in the District Services Building Board Room*

Approval of the Consent Agenda

BOARD ACTION: _____

NEW BUSINESS REGULAR AGENDA

13. New Business Regular Agenda Action Items

13.1. Approval and Public Hearing on the Plans, Specifications, Form of Contract and Estimated Cost and Setting the Date for Bid Opening for the IVCCD-MCC Science Labs Construction Project

Presenter: Dr. Matt Schmit

After announcing the formal opening of the public hearing on the IVCCD-MCC Science Labs Construction Project and that notice has been appropriately published, the Board President will request any written or oral objections to be presented. Then the Board President will declare the time for receiving such written and oral objections to be closed.

We are requesting approval of the plans, specifications, form of contract, and estimated cost for the IVCCD- MCC Science Labs Construction Project, 3702 S. Center Street, Marshalltown, Iowa, 50158 and setting the date for bid opening for Jan. 28, 2025 at 1 p.m. at the Iowa Valley Community College District Administration Building Board Room, 3702 South Center Street, Marshalltown, IA 50158, and setting the date for bid approval for February 12, 2025 at 4 p.m., at the Iowa Valley Community College District Administration Building Board Room, 3702 South Center Street, Marshalltown, IA 50158. The Board Secretary is directed to post the required notice to bidders. The Affidavit of Publication for the Notice of Hearing, Plans and Specifications, Form of Contract, Estimated Cost and Notice to Bidders are Attachment 14.1.

(ROLL CALL VOTE)

BOARD ACTION: _____

13.2. Approval of contract with Shive Hattery for the MCC Utility Tech Building -\$25,000

Presenter: Dr. Matt Schmit

We are requesting approval for a contract with Shive Hattery, Architecture & Engineering in West Des Moines, IA. Marshalltown Community College is in need of a new storage building or buildings of approximately 8,000 square feet to store vehicles and equipment for the Power Technology

Program. The building will require multiple overhead doors and an interior minimum height of approximately 20 feet. The purpose of this project is to provide some initial design for the new building (s), investigate and provide initial concepts for development of the site and building; determine budget, delivery method, and schedule for the future project; and determine needs for remaining design, bidding, and construction phases based on the decisions made and documented. The total cost, paid out in a lump sum payment, includes

general pre-design and schematic design, landscaping, and site survey for \$25,000. The Proposal for Services is Attachment 13.2.

BOARD ACTION: _____

13.3. Approval of 260F Iowa Jobs Training Agreement with AgCulture Marketing - \$18,193

Presenter: Val Ruff

We are requesting approval of a 260F Iowa Jobs Training Agreement with AgCulture Marketing in Rhodes, IA. This marketing agency, originally established in 2016 as a part-time freelance endeavor by the founder, began on a modest scale. In 2021, the founder transitioned from her full-time role at another company to fully dedicate herself to expanding the agency, with a focus on delivering digital services to the underserved agriculture sector. Today, the company employs seven people—six full-time and one part-time—with plans to grow to twenty employees within the next five years. This is their very first 260F project. They plan to use their funding for training in marketing, graphic design, leadership, and strategic planning.

260F is the Iowa Jobs 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.

BOARD ACTION: _____

13.4. Approval of 260F Iowa Jobs Training Agreement with Alliant Energy - \$30,596

Presenter: Neysa Hartzler

We are requesting approval of a 260F Iowa Jobs Training Agreement with Alliant Energy in Marshalltown, IA. Alliant Energy has 2,000 total employees in Iowa and 126 employees in the Marshalltown area alone. Alliant Energy’s Iowa energy company provides electric and natural gas services to 83 of Iowa’s 99 Counties. The company traces its roots to the late 1800’s through small power companies across the state. The company is headquartered in Cedar Rapids and has around 2,000 Iowa-based employees. This is the 5th contract with Alliant Energy, and they plan to use the funding for CPR/First Aid training, Wind Training, as well as some other safety training.

BOARD ACTION: _____

14. New Business Regular Agenda Information Items

14.1. Monthly Financial Statements and Investment Report

Presenter: Gena Garber

The October monthly financial statements including revenue over expenses and the investment report and FY24 Audit Report are Attachment 14.1.

14.2. Board President's Report

14.3. Board Director's Report

14.4. President's Report

Presenter: Dr. Anne Howsare Boyens

14.5. Board Secretary's Report

Presenter: Board Secretary Abigail Casey

15. Adjournment

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