



## IVCCD Board of Directors Meeting

Iowa Valley Community College District

Wednesday, July 16, 2025 at 4:00 PM

Zoom: <https://iavalley.zoom.us/j/94744803522>

**Meeting Details:** <https://iavalley.zoom.us/j/94744803522>

**Phone:** 312-626-6799

**Meeting ID:** 947 4480 3522

**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. Matt Schmit

- *The Marshalltown Chamber of Commerce recognized MCC Esports at its annual banquet, awarding them the 2025 Tourism Champion award. This award acknowledges MCC Esports' role in transforming Marshalltown into the "Esports hub of Iowa." The program has achieved this through various initiatives, including hosting state-level esports events, offering an Esports Program Management degree, and attracting student-athletes from across the state.*

##### 2.4. Introduction of New Employees

*None.*

### 3. Strategic Presentation

*None.*

## CONSENT AGENDA

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

Presenter: Dr. Anne Howsare Boyens

### 5. Consent Agenda Action Items

#### 5.1. Approval of Minutes

*The minutes of the June 11, 2025 meeting are Attachment 5.1.*

#### 5.2. Personnel Report

Presenter: Gena Garber

*The Personnel Report for the month of July is Attachment 5.2.*

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

#### 5.4. Review and Approval of Board Policies

*The Board Policy Review Committee has reviewed the following Board Policies and Guidelines. The Board Policies are presented for approval and the Guidelines are presented as information only.*

*· BP407, BP 407.1, BP423, BP424, BP426, BP427, BP431, BP441, BP442, GDBP407.1, GDBP411, GDBP427, GDBP441*

*The Board Policies and Guidelines are Attachment 5.4.*

#### 5.5. Acceptance of Gifts and Grants

Presenter: Dr. Matt Schmit

- OneOk has donated various equipment and supplies with an estimated value of \$3,100.00 to the Marshalltown Community College Gas Utility Tech Program.*
- Lynn County REC has donated training hours, labor, and equipment with an estimated value of \$1,156.56 to the Marshalltown Community College Powerline Program.*

#### 5.6. Approval of IACCT Membership Dues

Presenter: Abigail Casey

*We are requesting approval of the Iowa Association of Community College Trustees (IACCT) Membership Dues in the amount of \$50,503. The invoice does not include lobbying fees as an RFP is underway. Lobby fees are expected to be distributed in August.*

### **5.7. Approval of the Publication of Annual Payroll Report for Employees of Iowa Valley Community College District for FY25**

*We are requesting approval for the publication of the annual payroll report for employees of Iowa Valley Community College District for FY25. The report is Attachment 5.7.*

### **5.8. Approval of 28E Agreement with Iowa Department of Transportation**

*We are requesting approval of a 28E lease agreement with the Department of Transportation for their usage of space for a temporary location on the Marshalltown Campus. This lease agreement covers internal and exterior usage of two rooms near IT and testing space in one designated parking lot. The terms of this agreement will be retroactively applied to March 1, 2025 and will extend for no longer than June 30, 2026. The Agreement is Attachment 5.8.*

## **6. Consent Agenda Information Items**

### **6.1. Meeting Reports**

#### **6.1.1. Ellsworth College Board of Trustees**

Presenter: Dr. Anne Howsare Boyens and Dr. Barb Klein

*An abstract of the minutes is Attachment 6.1.1.*

#### **6.1.2. IACCT & IACCP Meetings**

Presenter: Board President Hofer and Dr. Anne Howsare Boyens

*The Trustees will meet Aug. 28, 2025 and the Presidents will meet Aug. 27, 2025.*

#### **6.1.3. Upcoming Meetings and Events**

- *Aug. 13, 2025 - Regular Board meeting in Marshalltown. Personnel Subcommittee Meeting at 3 p.m.*
- *Sept. 10, 2025 - Regular Board meeting in Iowa Falls immediately followed by dinner with Ellsworth College Trustees*
- *Oct. 8, 2025 - Regular Board meeting in Marshalltown*
- *Oct. 22-25 - ACCT Leadership Congress*

## **Approval of the Consent Agenda**

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

## REGULAR AGENDA

### 7. Action Items

#### **7.1. Approval of the ICN Agreement for Services and Statement of Work to Purchase Zoom One (Zoom Phone) - \$165,831.57**

Presenter: Mike Mosher

*We are requesting approval of the Agreement for Services and Statement of Work between Iowa Valley Community College District and Iowa Communications Network (ICN) for the purchase of Zoom One for Education Enterprise Premier. Zoom One is a comprehensive communications platform that will replace the District's on-prem Avaya IP Office phone system. The Agreement for Services and Statement of Work includes a three-year subscription for 225 users (\$50,054.40 per year) and professional services for installation (one-time cost of \$15,668.37). The total cost is \$165,831.57 and will be funded through OEPI and the IT Fund 1 communications budget. The Agreement for Services and Statement of Work are included as Attachments 7.1.*

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

#### **7.2. Approval of 12-month Emergency Services Training Agreement for BCS- \$42,000**

Presenter: Becky Hassett

*We are requesting approval for a 12-month Emergency Services training agreement for FY26. Jami Stupp and Corey Larson have been providing this service for over 5 years and have maintained an exemplary program. The contractual amount is an increase of \$3,000 each. This is the first increase since the contract began. The agreement is Attachment 7.2.*

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

#### **7.3. Public Hearing and Approval of the Plans, Specifications, Form of Contract, and Estimated Cost for the IVCCD ECC Math & Science Roof Project**

Presenter: Dr. Barb Klein

*After announcing the formal opening of the public hearing on the IVCCD Ellsworth Math & Science Roof 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 Ellsworth Math & Science Roof Project, 1100 College Avenue, Iowa Falls, Iowa, 50126 and setting the date for bid opening for August 5, 2025 at 2 p.m. at Ellsworth Community College, Gentle Student Center, Caroline Hall Board Room, 1100 College Avenue, Iowa Falls, 50126, and setting the date for bid approval for August 13 at 4 p.m., IVCCD District Services Building, 3702 South Center Street, Marshalltown, IA 50158. The Board Secretary is directed to post the required notice to bidders. This project will be funded through Fund 7 (Plant Fund) dollars.*

*The Affidavit of Publication for the Notice of Hearing, Plans and Specifications, Form of Contract, Estimated Cost and Notice to Bidders are Attachment 7.3. (ROLL CALL VOTE)*

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

**7.4. Approval of 260F Iowa Jobs Training Agreement with MARSHALLTOWN - \$27,853.00**

Presenter: Val Ruff

*We are requesting approval of a 260F Iowa Jobs Training Agreement with MARSHALLTOWN, in Marshalltown, Iowa. MARSHALLTOWN has 188 employees.*

*Founded in 1890 as a small machine shop, MARSHALLTOWN has evolved into a leading American manufacturer of high-quality construction tools and equipment. Formerly known as Marshalltown Trowel, the company rebranded in 2003 to reflect its broad product range and industry recognition. Today, MARSHALLTOWN offers nearly 10,000 products across multiple trades—including masonry, concrete, drywall, flooring, roofing, landscaping, and more—operating from five Midwest facilities. Known for innovation and American-made quality, MARSHALLTOWN remains the trusted name in tools across generations.*

*This is the second contract with MARSHALLTOWN, they plan to provide customized Train the Trainer Power Industrial Truck and Mobile Elevated Work Aerial Lift training. In addition to, First Aid/CPR/AED, Safety, Customer Service, and Leadership training.*

*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 in businesses.*

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

**7.5. Approval of Assumption Agreement with Advanced Drainage Systems, Inc.**

Presenter: Jacque Goodman

*We are requesting approval of an Assignment and Assumption Agreement with Advanced Drainage Systems, Inc, based in Hilliard, Ohio. An Assignment and Assumption Agreement transfers the obligations of the 260E Industrial New Jobs Training Program from River Valley Pipe LLC to Advanced Drainage Systems due to a business acquisition. The agreement is Attachment 7.5.*

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

**7.6 Approval of Shared College and Career Readiness Counselor with MCSD**

Presenter: Dr. Anne Howsare Boyens

*We are requesting approval of a shared agreement for a College and Career Readiness Counselor between Marshalltown Community College and Marshalltown Community School District. This agreement splits the counselor's time between MCSD at 80% and MCC at 20%*

*as well as the same split for salary and benefits. The terms of this agreement will take place for one year from the date of signing. The Agreement is Attachment 7.6.*

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

## **8. Information Items**

### **8.1. Monthly Financial Statements**

Presenter: Gena Garber

*The May 2025 monthly financial report including revenue over expenses and the investment report are Attachment 8.1*

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

Presenter: Board President Joanna Hofer

### **8.3. Board Director's Reports**

### **8.4. President's Reports**

Presenter: Dr. Anne Howsare Boyens

### **8.5. Board Secretary's Report**

Presenter: Board Secretary Abigail Casey

## **9. 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.**