



**Iowa Valley Community College District
Board of Directors Meeting and Retreat**

Nov 8, 2023 at 4:00 PM CST to Nov 8, 2023 at 7:00 PM CST

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

Meeting Details: <https://iavalley.zoom.us/j/98177431090>

Telephone: 312-626-6799

Meeting ID: 981 7743 1090

3:00 - 4:00 p.m. - Tour of the ECC Welding Lab and Tea Hosted by the Iowa Valley Education Association in the ECC Trades & Industry Building.

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

Presenters: Dr. Robin Lilienthal, Dr. Vincent Boyd

- *Bobby Elam for co-publishing the attached article, "The Wright Stepp Way: From STEM Summer Program Participants to College Professor This was recently published in the Journal of Women and Minorities in Science and Engineering. Article is Attachment 2.3.*
- *At the Game2Work Conference on September 27th in Des Moines, four experts from various areas of the game related world participated in a wide-ranging panel discussion, moderated by Game2Work co-PI Michael Dorneich. One of which was Nathan Rodemeyer, co-head esports coach and esports program management faculty at Marshalltown Community College.*

2.4. Introduction of New Employees

There will be no introductions at this meeting.

3. Strategic Presentation - Strategic Agenda Outcome #1

Presenter: Dr. Vincent Boyd

Outcome #1 - Provide quality learning experiences to ensure all students achieve learning outcomes and experience a welcoming environment.

Designated Project 1.2. - "Foster a diverse, inclusive and safe learning environment that is student and stakeholder centered."

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 October 11, 2023 meeting are Attachment [5.1](#).

5.2. Personnel Report

Presenter: Gena Garber

The Personnel Report for the month of November is Attachment [5.2](#).

5.3. Approval of Bills as Audited by the Finance Committee

5.4. Review and Approval of Board Policies

There are no Board Policies/Guidelines to present at this meeting.

5.5. Acceptance of Gifts and Grants

Will Hildebrandt has donated to the MCC Welding program 10 - 10' 2 X 1 X .125 aluminum C channels and 10 - 10' 2 X 1 X .125 aluminum H channels - each set of channels has an estimated value of \$300 for a total donor declared value of \$600.00. These are for use by the students in the program.

5.6. Approval of Snow Removal Services at Ellsworth Community College and Iowa Valley Grinnell

Presenter: Gena Garber

We have received estimates for snow removal services on the Ellsworth Community College campuses and Iowa Valley Grinnell and are requesting approval to contract with the following companies, who were the low bidders, to provide snow removal services for FY24 (a two-year contract with Top Notch Tree Service for the Marshalltown Main Campus and the Education & Training Center at 206 East Church, Marshalltown was approved by the Board on October 12, 2022):

- Ellsworth Community College North and South Campuses - Winters Septic Service, Iowa Falls*
- Iowa Valley Grinnell - Hotchkin & Son, Inc., Grinnell*

Estimates are Attachment [5.6](#).

5.7. Extension of Teacher/Paraeducator Registered Apprenticeship (TPRA) Program.

Presenter: Dr. Robin Lilienthal

We are requesting approval of the extension of the Memorandum of Understanding between Marshalltown Community School District and Iowa Valley Community College District for the Teacher/Paraeducator Registered Apprenticeship (TPRA) Program. The MOU describes that MCSD will reimburse IVCCD for MCSD teacher or paraeducator apprentice’s tuition costs not to exceed \$17,000 and \$7,000 respectively. The original MOU ended on June 30, 2024, and it will now end on December 31, 2025. No other sections of the original MOU have been modified. Memorandum of Understanding is Attachment 5.7.

5.8. Renewal of Contract between Iowa Valley Community College District and Choice Charter School for the 2023-2024 Academic Year.

Presenter: Dr. Robin Lilienthal

We are requesting renewal of contract between Iowa Valley Community College District and Choice Charter School for the 2023-2024 Academic Year. Contract is Attachment 5.8.

6. Consent Agenda Information Items

6.1. Meeting Reports

6.1.1. Ellsworth College Board of Trustees

Presenters: Dr. Anne Howsare Boyens, Dr. Barb Klein

An abstract of the minutes is Attachment 6.1.1.

6.1.2. IACCP & IACCT Meetings

Presenters: Board President Johnson, Dr. Anne Howsare Boyens

The Presidents will meet December 12, 2023 and the Trustees will meet December 13, 2023.

6.1.3. Upcoming Meetings and Events

- *November 28-30, 2023 Community Colleges for Iowa Community College Convention and Tradeshow, Hilton, Des Moines.*
- *December 13, 2023 – 1:45 – 2:15 p.m. – Board of Directors Photo Session, Business and Community Solutions Room 608.*
- *December 13, 2023 - 2:30 - 3:30 p.m. - Board Finance Subcommittee meeting from 2:30 - 3:30 p.m. in the District Services Board Room.*
- *December 13, 2023 - Reception in the District Services Board Room from 3:30 - 4:00 p.m. honoring Director Jackie Pippen for her service to the District.*
- *December 13, 2023 - Organizational Board Meeting at 4:00 p.m. in Marshalltown.*
- *January 10, 2024 - Regular Board Meeting at 4:00 p.m.*

Approval of the Consent Agenda

BOARD ACTION: _____

REGULAR AGENDA

7. Action Items

7.1. Appointment of Board Secretary of Iowa Valley Community College District and Administering the Oath of Office

Presenter: Board Personnel Committee

The Board will appoint the Board Secretary of Iowa Valley Community College District, and Board President Johnson will administer the following oath of office:

"Do you solemnly swear or affirm that you will support the Constitution of the United States and the Constitution of the State of Iowa and that you will faithfully and impartially, to the best of your ability, discharge all the duties of the office of Board Secretary in the Iowa Valley Community College District as now or hereafter required by law?"

BOARD ACTION: _____

7.2. Approval of IVCCD Voluntary Early Retirement Plan Applications

We are requesting approval of additional IVCCD Voluntary Early Retirement Plan Applications received to date.

[Item 7.2. - Confidential Attachment - Voluntary Early Retirement Plan Applications](#)

BOARD ACTION: _____

7.3. Approval of 260F Iowa Jobs Training Agreement with Ritchie Industries, \$4,999

Presenter: Neysa Hartzler

We are requesting approval of a 260F Iowa Jobs Training Agreement with Ritchie Industries in Conrad, Iowa. Ritchie Industries has 69 employees. Thomas Ritchie, an Iowa farmer, invented an automatic animal watering system in 1921 for the purpose of keeping his own livestock supplied with fresh water. His invention became popular among the farmers in the area, so he patented the concept and sold it to farmers around the state out of a machine shed on his farm. Ritchie Industries incorporated in 1929 and then C.D. Wilson Sr. purchased the business in 1943 and moved it to Conrad, Iowa, where it has remained ever since. On January 15, 2004, Clifford D. Wilson Jr. sold the company to the Ritchie ESOP.

This is the 6th contract with Ritchie Industries. They plan to have one-on-one welding training for several of their employees with MCC Instructor John Sly. They also plan to have some basic hydraulics and pneumatics 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 businesses. Contract is Attachment 7.3.

BOARD ACTION: _____

7.4. Approval of Resolution for Hardin County Hazard Mitigation Plan

Presenter: Dr. Barb Klein

We are requesting approval of a resolution to adopt the Hardin County Hazard Mitigation Plan that has been developed with the Hardin County Emergency Management Homeland Security staff. Ellsworth has been participating in the development of the plan along with other cities and educational institutions in our county. The plan is required to receive FEMA or other federal funding in the case of a disaster. The entire Hardin County plan can be reviewed at [Hardin County Iowa Hazard Mitigation Plan | JEO - Architecture, Engineering, Surveying](#). Resolution is Attachment 7.4.

BOARD ACTION: _____

8. Information Items

8.1. Monthly Financial Statements

Presenter: Gena Garber

The monthly financial statements will be available at or before the Board meeting.

8.2. Board President's Report

Presenter: Board President Johnson

8.3. Board Director's Reports

8.4. President's Reports

Presenter: Dr. Anne Howsare Boyens

8.5. Board Secretary's Report

Presenter: Barb Jennings

9. Adjournment of Regular Meeting

10. BOARD RETREAT AGENDA

10.1. Recess for Dinner

10.2. Determine Date for ACCT's Complimentary Board Retreat/Workshop

Presenter: Board President Johnson

10.3. Getting Acquainted Session

Presenter: Board President Johnson

10.4. Adjournment of Board Retreat

PLEASE CONTACT BARB JENNINGS AT 641-844-5602 IF THERE ARE ACCOMMODATIONS NEEDED IN ORDER FOR THE MEETING TO BE ACCESSIBLE FOR YOUR PARTICIPATION.