



## **IVCCD Board of Directors Meeting and Retreat**

Iowa Valley Community College District

May 10, 2023 at 3:30 PM CDT to May 10, 2023 at 7:00 PM CDT

Iowa Valley Business and Community Solutions, Rooms 612/614

Marshalltown, IA 50158

Meeting Details: <https://iavalley.zoom.us/j/92493864922>

Telephone: 312-626-6799

Meeting ID: 924 9386 4922

**3:00 - 3:30 p.m. - There will be a reception honoring IVCCD's Board members for School Board Recognition Month in Business and Community Solutions Rooms 612/614.**

**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.**

### **REVISED** **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**

- *Recognition of the Iowa Valley Community College District Board of Directors for School Board Recognition month.*

## **2.4. Introduction of New Employees**

*List of New Employees:*

- *Marnie Brown, IT Special Projects Coordinator*
- *Al Driscoll, MCC Academic Advising & Recruiting Specialist/Head Women's Soccer Coach*

## **3. Strategic Presentation - Annual Report on Strategic Agenda Outcomes and Scorecard**

*Members of the Executive Leadership Team will provide updates on IVCCD's Strategic Agenda Outcomes, and Dr. Fisher will review the Strategic Agenda Scorecard.*

## **CONSENT AGENDA**

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

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

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

*The minutes of the April 12, 2023 regular meeting, April 17, 2023 special meeting, and April 17, 2023 joint Board meeting with Central Rivers AEA, Hawkeye Community College and North Iowa Area Community College, are Attachment 5.1.*

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

*Presenter: Gena Garber*

*The Personnel Report for the month of May 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:*

- *Series 400 Table of Contents*
- *Board Policy 400 - Personnel - Statement of Guiding Principles*
- *Board Policy 402 - Personnel - Recruitment and Hiring Policy*
- *Board Policy 403 - Personnel - Background Checks*
- *Board Policy 404 - Personnel - Initial Employment Period*
- *Board Policy 407 - Personnel - Responsible Use of Computing Resources*
- *Guideline for Board Policy 407.1 - Personnel - Responsible Use of Computing Resources*
- *Board Policy 410 - Personnel - Conflict of Interest*
- *Board Policy 414 - Personnel - Public, Private or Political Endorsements*
- *Series 500 Table of Contents*

- *Board Policy 517 - Student Personnel - Harassment and Discrimination*
- *Board Policy 521 - Behavior and Discipline - Suspension and Expulsion*
- *Board Policy 524 - Behavior and Discipline - Responsible Use of Computing Resources*
- *Guideline for Board Policy - 524 - Behavior and Discipline - Responsible Use of Computing Resources Guidelines*
- *Board Policy 533 - Student Activities - Intercollegiate Co-Curricular and Athletic Programs*
- *Board Policy 611 - Curriculum - Academic Expression*
- *Board Policy 615 - Curriculum - Libraries - Materials Selection Policy*
- *Guideline for Board Policy 615 - Curriculum - Libraries - Implementing Materials Selection Policy*
- *Board Policy 642 - Class Organization - Catalogs and Publications*
- *Board Policy 670 - Student Progress - Grading System*
- *Board Policy 680 - Related Considerations - College Affiliated Trips*
- *Series 700 Table of Contents*
- *Board Policy 710 - Income - Tuition, Fees, Auditing, and Refunds*
- *Board Policy 711.1 - Income - Tuition and Fee Payment - Ellsworth Community College and Marshalltown Community College*
- *Board Policy 711.2 - Income - Tuition and Fee Payment - Iowa Valley Business and Community Solutions*
- *Board Policy 712 - Income - Bookstore Policy*
- *Board Policy 714 - Income - Local, State, and Federal Income*
- *Board Policy 716 - Income - Gifts and Grants*
- *Board Policy 717 - Income - Depository of Funds*

*The Board Policies and Guidelines are Attachment 5.4.*

### **5.5. Acceptance of Gifts and Grants**

Presenter: Dr. Lilienthal

- *An anonymous donation of \$50.00 to the Marshalltown Community College's Volleyball team for the Flamingo Fundraising Spring Campaign.*
- *An anonymous donation of \$50.00 to the Marshalltown Community College's Volleyball team for the Flamingo Fundraising Spring Campaign.*
- *Subaward with Iowa State University for the Louis Stokes Renewal for STEM Pathways in the amount of \$7,500 for 1/1/2023 - 12/31/2023.*

### **5.6. Approval of the Revised 2023-2024 Academic Calendar**

Presenter: Dr. Lilienthal

*We are requesting approval of the revised 2023-2024 Academic Calendar. Changes reflect the office closures related to the addition of the Juneteenth holiday. Calendar is Attachment 5.6.*

### **5.7. Approval of Lease Agreement with the Ellsworth College Board of Trustees**

Presenter: Dr. Klein

*We are requesting approval of the 2023-2026 lease agreement with the Ellsworth College Board of Trustees. Lease is Attachment 5.7.*

### **5.8. Approval of the Contract with State Training School in Eldora to Provide High School Equivalency Instruction and Testing**

Presenter: Patty Mendoza

*Iowa Valley Business & Community Solutions will continue their contract with the State Training School in Eldora to provide high school equivalency instruction and testing on site. Iowa Valley will provide the administration of the services and the State Training School will provide the instruction and the proctoring of the test. The contract will be valid during the PY 2023-2025. Contract is Attachment 5.8.*

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

### **6.1. Meeting Reports**

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

Presenters: Dr. Fisher and Dr. Klein, Dr. Barb Klein

*An abstract of the minutes is Attachment 6.1.1.*

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

Presenter: Board President Johnson and Dr. Fisher

*The Presidents will have a retreat June 7-9, 2023, and the Trustees will meet June 22, 2023.*

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

- *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.*
- *July 19-20, 2023 - 2023 Community Colleges for Iowa Trustee Conference, hosted by Kirkwood Community College in Cedar Rapids.*
- *August 9, 2023 - Regular Board Meeting at 4:00 p.m. in Marshalltown.*

## **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 Course Fee Increases for Iowa Valley Community College District for the Academic Year 2023-2024**

Presenters: Dr. Klein, Dr. Lilienthal

*We are requesting approval of the 2023-2024 Course Fee Schedule per revised Guideline for Board Policy 710. Guideline will be distributed at Board meeting.*

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

#### **7.3. Approval of 260F Iowa Jobs Training Agreement with Barnhart Electric, \$9,332**

Presenter: Val Ruff

*We are requesting approval of a 260F Iowa Jobs Training Agreement with Barnhart Electric in Iowa Falls, Iowa. Dan and Tracy Barnhart began Barnhart Electric in July 2003 with one employee. It has now grown to 14 employees. The company provided residential and electrical installation and then grew to include HVAC, plumbing, and commercial electrical installations. This will be the 7th contract with Barnhart. They plan to provide HVAC, electrical, mechanical, and plumbing training for their employees.*

*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. Agreement is Attachment 7.3.*

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

#### **7.4. Approval of 260F Iowa Jobs Training Agreement with Alkegen, \$28,462**

Presenter: Val Ruff

*We are requesting approval of a 260F Iowa Jobs Training Agreement with Alkegen in Marshalltown, Iowa. This business was founded in 1913 as Cooper Manufacturing. Then was acquired by IPM in 2005, Lydall in 2018, and now Alkegen as of January 1, 2022. They have 63 total employees. Core competencies include soft gaskets, hard gaskets, and composite material manufacturing. Products manufactured and services provided by Alkegen include*

*flat fiber, braided fiber, mechanically-bonded graphite, rubber coated metal, and diaphragms. This is the 1st contract with Alkegen. They plan to provide tool and die training, OSHA10, industrial maintenance and general industrial tech 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. Agreement is Attachment 7.4.*

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

### **7.5. Approval of 260F Iowa Jobs Training Agreement with Mechdyne, \$49,594**

Presenter: Val Ruff

*We are requesting approval of a 260F Iowa Jobs Training Agreement with Mechdyne in Marshalltown, Iowa. Mechdyne has 78 total employees in Iowa and a total of 329 employees companywide. Mechdyne was founded in 1996 by Iowa State University graduates, Dr. Chris Clover, Jim Gruening, and Kurt Hoffmeister, after honing their skills at ISU's Virtual Reality Applications Center. Since then, Mechdyne has evolved into a collection of technology companies that enable discovery by removing obstacles to insight and understanding. Although Mechdyne has worked with us in the past, it has been a very long time. They plan to do leadership training for their middle management as they are continually investing in the leadership growth and development. Because of their detailed strategic plan, this training will be designed to help teammates expand their leadership abilities including communication, teamwork, creativity/innovation, and problem-solving competencies.*

*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. Agreement is Attachment 7.5.*

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

### **7.6. Approval of the 600 Hallway Classroom Audio/Video System Quote and Scope of Work Agreement with Mechdyne**

Presenter: Mike Mosher

*District administration is 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 600 Hallway Classrooms (608, 610, 612, 614). 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 \$169,801. Agreement is Attachment 7.6.*

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

**7.7. Approval of the Exclusive Supplier Agreement between Iowa Valley Community College District and BSN Sports**

Presenter: Dr. Lilienthal

*We are requesting approval of the Exclusive Supplier Agreement between Iowa Valley Community College District and BSN Sports, LLC for the Marshalltown Community College Athletic Department to purchase Nike uniforms, apparel, and footwear along with any and all other branded footwear, apparel and equipment offered for sale by BSN Sports. MCC Athletics will receive "Premier Pricing," product rebates, promotional products, and rewards dollars. The agreement begins July 1, 2023, and continues through June 30, 2028. Agreement is Attachment 7.7.*

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

**7.8. Approval of President Search Service Proposal with Dr. Larry Ebbers**

Presenter: Board Personnel Committee

*We are requesting approval of the President Search Service Proposal between Iowa Valley Community College District and Dr. Larry Ebbers. Proposal is Attachment 7.8.*

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

**8. Information Items**

**8.1. Monthly Financial Statements**

Presenter: Gena Garber

*The monthly financial statements are Attachment 8.1.*

**8.2. Board President's Report**

Presenter: Board President Johnson

**8.3. Board Director's Reports**

**8.4. President's Reports**

Presenter: Dr. Fisher

**8.5. Board Secretary's Report**

Presenter: Barb Jennings

**9. Recess for Board Retreat/Dinner**

## 10. BOARD RETREAT AGENDA

### 10.1. Update on Bond Projects and Miscellaneous Facilities Projects

Presenter: Dr. Kristie Fisher

### 10.2. Update on Compensation Study and Benefits Study

Presenter: Gena Garber

### 10.3. Board of Directors FY23 Self-Evaluation

Presenter: Board President Johnson

*FY23 Board of Directors Self-Evaluation Compilation will be distributed at the Board Retreat.*

### 10.4. Adjournment of Board Retreat

## 11. Action Items Continued from Regular Meeting

### 11.1. 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 annual performance evaluation per her employment agreement. (ROLL CALL VOTE)*

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

## 12. 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.**