



Iowa Valley Community College District
Board of Directors Meeting and Retreat Minutes
May 10, 2023 at 3:30 PM CDT
@ Iowa Valley Business and Community Solutions, Rooms 612/614, Marshalltown, IA
50158

From 3:00 - 3:30 p.m. a reception was held in honor of IVCCD's Board of Directors for School Board Recognition Month.

Attendance:

Present:

Members: Directors Chris Brodin, Joanna Hofer, Clark Lawler, Jackie Pippin, Paul Pohlson, and Larry Johnson (via Zoom). Director Jones arrived at 4:45 p.m. during the President's Report, and Board President Johnson left at 5:23 p.m. during the Bond Project Update at the Board Retreat.

Absent:

None

Also in attendance were President Dr. Kristie Fisher, Board Secretary Barbara Jennings, Board Treasurer Gena Garber, and other college personnel.

Call to Order:

Board President called the regular session of the Iowa Valley Community College District to order at 3:30 p.m. on Wednesday, May 10, 2023 in the Iowa Valley Business and Community Solutions Rooms 612, 614, 3702 South Center Street, Marshalltown, Iowa 5058.

Additions or Deletions to the Agenda:

There were no additions or deletions to the agenda.

Approval of the Agenda:

Director Lawler moved approval of the agenda. Motion seconded by Director Pohlson. Motion carried unanimously.

Correspondence and/or Visitors:

The Board received correspondence. There were no visitors.

Introduction of and Comments from Representatives to the Board:

MCC Faculty Representative Dr. Danielle Kness and BCS Representative Val Ruff shared information regarding activities in their respective areas.

Public Comment:

There were no comments from the public.

Recognitions:

Dr. Fisher noted it was School Board Recognition Month, and she thanked the IVCCD Board of Directors on behalf of the District for their service to IVCCD. Board members were presented with Certificates of Appreciation from IVCCD and IASB.

Introduction of New Employees:

New employees introduced included:

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

Strategic Presentation:

Dr. Fisher and members of the Executive Leadership Team provided updates on the IVCCD Strategic Agenda Outcomes, and Dr. Fisher reviewed the Strategic Agenda Dashboard.

CONSENT AGENDA:

President's Comments Regarding the Consent Agenda:

Dr. Fisher noted the many Board Policies under Item 5.4., and reported that because we are required to review the Board Policies every five years, we will be finishing up that review prior to the Department of Education's State Accreditation Visit in October. She also noted the annual LSAMP Stem subaward, and the District's appreciation to the Ellsworth College Board of Trustees for only asking the District to cover the insurance cost increase in the 2023-2026 lease agreement.

Approval of the Consent Agenda:

Director Hofer moved approval of the Consent Agenda Action Items: Item 5.1. - Approval of the Minutes; Item 5.2. - Personnel Report; Item 5.3. - Approval of Bills as Audited by the Finance Committee; Item 5.4. - Review and Approval of Board Policies; Item 5.5. - Acceptance of Gifts and Grants; Item 5.6. - Approval of the Revised 2023-2024 Academic Calendar; 5.7. - Approval of the Lease Agreement with the Ellsworth College Board of Trustees; and Item 5.8. - Approval of the Contract with State Training School in Eldora to Provide High School Equivalency Instruction and Testing. Motion seconded by Director Pippin. Motion carried unanimously.

REGULAR AGENDA:

Approval of Iowa Valley Community College District's Redistricting Plan

Motion:

Director Pohlson moved approval of Iowa Valley Community College District's Redistricting Plan in accordance with Iowa Code 260C.13. Motion seconded by Director Brodin. Motion carried unanimously.

Approval of Course Fee Increases for Iowa Valley Community College District for the Academic Year 2023-2024

Dr. Klein and Dr. Lilienthal shared information regarding the revised course fees.

Motion:

Director Hofer moved approval of the course fee increases for Iowa Valley Community College District for the Academic Year 2023-2024. Motion seconded by Director Pippin. Motion carried unanimously.

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

Ms. Ruff provided information regarding Barnhart and the training that will be provided with the agreement

Motion:

Director Pippin moved approval of the 260F Iowa Jobs Training Agreement with Barnhart Electric in Iowa Falls, Iowa, in the amount of \$9,332. Motion seconded by Director Pohlson. Motion carried unanimously.

Approval of 260F Iowa Jobs Training Agreement with Alkegen, \$28,462

Ms. Ruff provided information regarding Alkegen (formerly known as Lydall and originally as Cooper Manufacturing), and the training that will be provided with the agreement.

Motion:

Director Brodin moved approval of the 260F Iowa Jobs Training Agreement with Alkegen in Marshalltown, Iowa in the amount of \$28,462. Motion seconded by Director Lawler. Motion carried unanimously.

Approval of 260F Iowa Jobs Training Agreement with Mechdyne, \$49,594

Ms. Ruff noted this is the same company the District is working with to upgrade our audio/video equipment in the esports arena, Dejardin Hall and the 600 Hallway classrooms, and she shared information regarding the company and the training that will be provided with the agreement.

Motion:

Director Lawler moved approval of the 260F Iowa Jobs Training Agreement with Mechdyne of Marshalltown, Iowa in the amount of \$49,594. Motion seconded by Director Pippin. Motion carried unanimously.

Approval of the 600 Hallway Classrooms Audio/Video System Quote and Scope of Work Agreement with Mechdyne

Mr. Mosher shared information regarding the agreement noting the project to upgrade the audio/video system in the 600 Hallway is similar to the two presented at last month's Board meeting. With this project, the District will have the ability to tie all the 600 rooms together, and it will improve both face-to-face and remote technology.

Motion:

Director Hofer moved approval of the 600 Hallway Classrooms Audio/Video System Quote and Scope of Work Agreement with Mechdyne of Marshalltown, Iowa. Motion seconded by Director Brodin. Motion carried unanimously.

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

Dr. Lilienthal reported that every 3+ years, Marshalltown Community College seeks bids for its athletic footwear, apparel and equipment, and BSN Sports had the best pricing and rebates.

Motion:

Director Pohlson moved approval of the Exclusive Supplier Agreement between Iowa Valley Community College District and BSN Sports. Motion seconded by Director Pippin. Motion carried unanimously.

Approval of President Search Service Proposal with Dr. Larry Ebbers

Board President Johnson reported that Director Hofer will take the lead on the president search with Director Jones as co-chair. A survey has been sent to employees, students and the Trustees/Foundations to seek input on the characteristics for the next president and to ask employees if they were interested in being considered to serve on the Search Committee.

Motion:

Director Pohlson moved approval of the President Search Service Proposal with Dr. Larry Ebbers. Motion seconded by Director Brodin. Motion carried unanimously.

Information Items:

Monthly Financial Statements:

Ms. Garber reported on the March 2023 financials noting the variances from the prior year. She noted tuition and fee revenue was down slightly, which is consistent across the state, but interest rates were higher this year. Ms. Garber also noted the change in IVCCD's collection process that resulted in a \$600K one time adjustment this year.

Board President's Report:

Board President Johnson noted his report above relative to the president search.

Board Director's Report:

Director Hofer reported on the IACCT meeting noted Katrina Callahan was hired to take Laurie Wolfe's position; the Board discussed the transition of programs to Iowa Workforce Development, and they did an equity leadership exercise with Roy Salcedo.

Director Brodin noted Dr. Breja's information regarding transfers and requested additional information at a future Board meeting.

President's Report:

Dr. Fisher thanked the Board for their support during the transition to her new position as president of Kirkwood Community College and noted there is still a lot of work to do prior to her leaving. She reviewed the student transfer data from Dr. Breja and shared information regarding the transfer of some programs to Iowa Workforce Development. Dr. Fisher reported the faculty tentatively agreed, pending ratification of the contract, of a 3.3% increase that will also be given to all staff. Dr. Fisher shared that the faculty were great partners during the negotiation process.

Ms. Goodman gave a legislative update from this session, and shared information regarding the Iowa Health Careers Registered Apprenticeship Program Healthcare 2.0 grant IVCCD received in the amount of \$451,878 that will involve IVCCD, McFarland Clinic, Unity Point, and Hansen Family Medical. This project targets high school students, non-traditional students and existing employees within healthcare organizations for paid opportunities to learn on-the-job while attaining credentials. This partnership establishes three apprenticeship opportunities for 50 apprentices advancing them along a healthcare career pathway toward a sustainable future.

Board Secretary's Report:

Board Secretary Jennings noted an additional change this session was the process for certifying the annual budget, and that she and Gena Garber would be mapping out that process prior to her departure. She also noted registration is still open for the summer CCI Conference.

Recess for Board Retreat Dinner

The Board recessed from 4:47 - 5:00 p.m. for dinner prior to the start of the Board Retreat.

BOARD RETREAT AGENDA:

Update on Bond Projects and Miscellaneous Facilities Projects:

Dr. Fisher reviewed the progress to date on the bond construction projects and shared the list of miscellaneous projects currently in progress or planned for the future. She noted we are on track and stated that Chris Bland and Dave Henry have done amazing work on these projects.

Update on Compensation Study and Benefits Study:

Ms. Garber provided updates on the Compensation Study and Benefits Study. The purpose of the benefits study is to evaluate and recommend updates and enhancements to the benefit offerings at IVCCD as well as provide feedback from a cross section of our employee participation. She noted the committee has been educated on the District's insurance plans and reviewed multiple renewal options. The next step is to survey all employees, review reports from our insurance broker regarding options for saving overall insurance spending and to make recommendations to leadership for future benefit offerings. The goal of the compensation study is to review and update the compensation structure for IVCCD employees. Employees' job descriptions have been submitted to Gallagher for review, jobs are being benchmarked to industry-like roles, and salary data is being collected from various sources.

Board of Directors FY23 Self-Evaluation:

Dr. Fisher noted the Board is required to conduct an annual self-evaluation for HLC accreditation, and several of the questions are related to the criteria in the assurance argument. The Board reviewed the evaluation results.

Adjournment of the Board Retreat and Return to the Regular Agenda:

Director Lawler moved adjournment of the Board Retreat at 6:17 p.m. and return to the regular meeting action items. Motion seconded by Director Jones. Motion carried unanimously.

Action Items Continued from the Regular Meeting:

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

Motion:

Director Hofer moved at 6:18 p.m. to enter into closed session under the provision 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. Motion seconded by Director Jones. On roll call vote: Ayes: Directors Hofer, Jones, Pippin, Pohlsen, Lawler and Brodin. Nays – None. Motion carried unanimously.

Director Lawler moved at 6:55 p.m. to reconvene into open session. Motion seconded by Director Brodin. Motion carried unanimously.

Adjournment:

The Board meeting adjourned at 6:56 p.m.



Larry W. Johnson, Board President



Barbara E. Jennings, Board Secretary

6/14/23

Date