



Iowa Valley Community College District
Board of Directors Meeting Minutes
Apr 12, 2023 at 4:00 PM CDT
@ Ellsworth Community College, Reg Johnson Room 100, 1100 College Avenue,
Iowa Falls, IA 50126

Attendance:

Present:

Members: Chris Brodin, Joanna Hofer, Deb Jones, Clark Lawler, Jackie Pippin, Paul Pohlson

Absent:

Members: Larry Johnson

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

Call to Order:

Board Vice President Pohlson called the regular session of the Iowa Valley Community College District to order at 4:00 p.m. on Wednesday, April 12, 2023 in the Ellsworth Community College, Reg Johnson Room 100, 1100 College Avenue, Iowa Falls, IA 50126.

Additions or Deletions to the Agenda:

Item 7.1. was deleted and will be added to the May 10, 2023 meeting agenda.

Approval of the Agenda:

Director Pippin moved approval of the agenda, as amended. Motion seconded by Director Jones. Motion carried unanimously.

Correspondence and/or Visitors:

The Board received correspondence. There were no visitors.

Introduction of and Comments from Representatives to the Board:

ECC Faculty Representative Joerg Rochlitzer, MCC Faculty Representative Dr. Danielle Kness, BCS Representative Morgan Frederick and MaryAnne Nickle, representing IVG Faculty Representative Barb Hall, shared information regarding activities in their respective areas.

Public Comment:

There were no comments from the public.

Recognitions:

Dr. Klein recognized Dr. Jim Cheaney, Dr. Danielle Kness, and Emilee Novak for picking up the sections vacated by the adjunct who resigned, and also recognized Honoria Balogh for her leadership in coordinating those changes.

Introduction of New Employees:

No new employees were introduced.

Strategic Presentation:

There were no strategic presentations due to the two closed sessions in this meeting.

CONSENT AGENDA:

President's Comments Regarding the Consent Agenda:

Dr. Fisher noted Board Policy 433 and Guideline for Board Policy 433 were revised to add Juneteenth, and she also noted the ECC and MCC graduation application lists.

Approval of the Consent Agenda:

Director Lawler moved approval of the Consent Agenda Action Items: Item 5.1. - Approval of the Minutes; Item 5.2. - Personnel Report, Adjunct Instructors Report and Overload 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 Item 5.6. - Approval of the Ellsworth Community College and Marshalltown Community College 2022-2023 Spring and Summer Graduation Application Lists. Motion seconded by Director Hofer. Motion carried unanimously.

REGULAR AGENDA:

Approval of Contract with OPN Architects for the Ellsworth Community College Welding Lab Project

Dr. Fisher reported the new welding lab in the ECC Trades and Industries building would be open fall 2023. The original architectural plans for that building cannot be located, therefore, OPN is recreating the plans and putting together the electrical plans for the building. The electrical and air exchange portion of the project will be funded under the Bond miscellaneous projects, and other funding will come from a levy request for the welding equipment. Dr. Klein has also been working with the superintendents who will provide RPP funds for the project. Dr. Klein noted of the 12 welding bays, 5 have already been filled by the school districts. There will be a full-time faculty who will provide credit classes and depending on enrollment in the program they will also teach courses for Business and Community Solutions.

Motion:

Director Hofer moved approval of the contract with OPN Architects for the Ellsworth Community College Welding Lab project. Motion seconded by Director Jones. Motion carried unanimously.

Approval of the Software as a Service Services Agreement with Simple Systems Group, LLC

Mr. Mosher explained this software takes IVCCD from its current manual process to a centralized digital system that ties into the Canvas LMS and student information system. It includes analytics on usage and reporting that will be useful for accreditation and allows syllabi to be available to the public.

Motion:

Director Pippin moved approval of the Software as a Service Services Agreement with Simple Systems Group, LLC. Motion seconded by Director Brodin. Motion carried unanimously.

Approval of the Master Agreements for Concurrent Enrollment for 2023-2024.

Ms. Nickle noted we are bringing the master agreement for next year's concurrent enrollment courses to the Board rather than present each school district's individual contracts for approval. All school districts' contracts are the same with the exception of Marshalltown Community School District who has requested to use their version of Canvas which allows us to post evaluations on Canvas. The other school districts currently are not using Canvas.

Motion:

Director Lawler moved approval of the Master Agreements with school districts for concurrent enrollment for 2023-2024. Motion seconded by Director Jones. Motion carried unanimously.

Approval of the Dejardin Hall Audio/Visual System Quote and Scope of Work Agreement with Mechdyne

Mr. Mosher reported that the current audio/visual equipment in Dejardin Hall had reached end of life and is need of a refresh. This project would replace the current analog equipment with a modern system where presenters and the audience can display their lap tops wireless and the system will add bridge functionality with Zoom, among other features. Statewide pricing through Iowa State University was available at a substantial discount and the projected with be funded by the Bond referendum. Project completion is expected first quarter 2024.

Motion:

Director Jones moved approval of the Dejardin Hall Audio/Visual System Quote and Scope of Work Agreement with Mechdyne. Motion seconded by Director Pippin. Motion carried unanimously.

Approval of the Esports Arena Audio/Visual System Quote and Scope of Work Agreement with Mechdyne

Mr. Mosher reported the esports coaches had worked with IT on this project to determine what is needed, and the proposed system is expandable to allow for growth of the program in the future.

Motion:

Director Lawler moved approval of the esports arena audio/visual system quote and scope of work agreement with Mechdyne. Motion seconded by Director Hofer. Motion carried unanimously.

Approval of 260F Iowa Jobs Training Agreement with Hawkins Electrical Service, \$9,740

Ms. Hartzler noted this is our 6th contract with Hawkins, and she shared information regarding the project.

Motion:

Director Brodin moved approval of the 260F Iowa Jobs Training Agreement with Hawkins Electrical Service in Marshalltown, Iowa in the amount of \$9,740. Motion seconded by Director Pippin. Motion carried unanimously.

Approval of 260F Iowa Jobs Training Agreement with Fremont Farms of Iowa LLP, \$22,500

Ms. Hartzler noted this was the first contract with Fremont Farms, and she shared information regarding the company and training that would be provided.

Motion:

Director Hofer moved approval of the 260F Iowa Jobs Training Agreement with Fremont Farms of Iowa LLP in Malcom, Iowa in the amount of \$22,500. Motion seconded by Director Pippin. Motion carried unanimously.

Approval of the 2023-2024 Non-Faculty Holiday Calendar

Dr. Fisher noted the non-faculty holiday calendar was revised to reflect the changes in Guideline to Board Policy 433.

Motion:

Director Brodin moved approval of the 2023-2024 Non-Faculty Holiday Calendar. Motion seconded by Director Pippin. Motion carried unanimously.

Information Items:

Monthly Financial Statements:

Ms. Garber reported on the February 2023 financials noting the variances from the prior year and noted the increases in interest rates on the investment report. Ms. Garber also shared that Dr. Fisher would be giving another bond update at the May Board Retreat.

Board Vice President's Report:

Dr. Fisher reviewed the draft of the May 10 Board Retreat agenda.

Board Directors' Reports:

There were no reports.

President's Report:

Dr. Fisher shared the list of optional FY24 tours of programs and facilities that will take place prior to some of the Board meetings next year. She noted Barb Jennings' position would be posted in May and Director Hofer, as a member of the Personnel Committee, had volunteered to serve on the search committee. Dr. Fisher reported on the legislative session, noting they had not yet determined the community colleges' state general aid for FY24. Mr. Mosher gave an update on the IT infrastructure network and security camera upgrades.

Board Secretary's Report:

Board Secretary Jennings reported that registration is now open for the October 9-12, 2023 ACCT Leadership Congress, and she requested that the Board complete their Board Self-Evaluation forms and return to her by April 24 for compilation and discussion at the May 10 Board Retreat.

Closed Session under the Provision of Chapter 20.17 of the Code of Iowa for a Collective Bargaining Strategy Session

Motion:

Director Brodin moved at 5:09 p.m. to enter into closed session under the provision of Chapter 20.17 of the Code of Iowa for a collective bargaining strategy session. Motion seconded by Director Pippin. On roll call vote: Ayes - Directors Brodin, Pippin, Jones, Lawler, Hofer, and Pohlson. Nays - None. Motion carried unanimously.

The Board recessed from 5:10 - 5:15 p.m.

The Board entered into closed session at 5:16 p.m. and entered back into open session at 5:41 p.m.

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:

Director Lawler moved at 5:42 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 performance evaluation per her employment agreement. Motion seconded by Director Pippin. On roll vote: Ayes - Directors Lawler, Pippin, Jones, Brodin, Hofer, and Pohlson. Motion carried unanimously. The Board entered into open session at 5:58 p.m. and no further action was taken by the Board.

Adjournment:

The Board meeting adjourned at 5:59 p.m.


Larry W. Johnson, Board President

Barbara E. Jennings
Barbara E. Jennings, Board Secretary

May 10, 2023
Date