



IVCCD Board of Directors Meeting Minutes

Iowa Valley Community College District
Wednesday, September 10, 2025, at 4:00 PM
Ellsworth Community College, Reg Johnson Room 100
1100 College Avenue, Iowa Falls, IA 50126

Attendance:

Members Present: Chris Brodin (remote), Amber Danielson (remote), Joanna Hofer, Larry Johnson, Deb Jones, Clark Lawler

Members Absent: Paul Pohlson

Also in attendance were President Dr. Anne Howsare Boyens, Board Secretary Abigail Casey, and other college personnel.

Call to Order:

Board President Hofer called the regular session of the Iowa Valley Community College District Board of Directors to order at 4:00 p.m. on Wednesday, September 10, 2025, at Ellsworth Community College, Reg Johnson Room 100, 1100 College Avenue, Iowa Falls, IA 50126.

Additions/Deletions to the Agenda:

None.

Approval of the Agenda:

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

Introduction of and Comments from Representatives to the Board:

ECC Representative Joerg Rochlitzer, MCC Representative Cecil Holland, and BCS Representative Mary Jane Bethel all shared activities about their units.

Recognitions:

Dr. Barb Klein recognized ECC's Plant Services staff for a phenomenal job of getting the campus ready for students to return for the start of the fall semester. They took the lead on updating classrooms and offices with new lighting, ceiling tiles, and paint. She noted they were also proud of the work they do with our grounds to keep the flowers blooming and our buildings inviting for our students and our community. Dr. Klein gave thanks to all of the Plant Services staff for the great work they have put in this summer and throughout the year.

Introduction of New Employees:

Dr. Barb Klein introduced new employees: Diorian Coleman, Head Wrestling Coach; Michelle Lauchner, Student Finance Office Associate; Justin Peters, Business & Marketing Faculty and

Shonda Tranel, TRIO Coordinator. Dr. Anne Howsare Boyens introduced Interim CFO Blanca Pauliukevicius.

Strategic Presentation - International Students

Megan Richtsmeier, Enrollment Recruiting/International Student Specialist, presented about the International Student Experience with an overview of the international student community at Ellsworth Community College. She highlighted the diversity of the student body, with 36 international students from 14 different countries participating in various sports and academic programs. The presentation also covered key aspects of the International Student 101 program, including visa requirements, admission documents, and the I-20 form. Richtsmeier also discussed the SDV 208 course designed to help international students adjust to U.S. college life, emphasizing academic honesty, participation in clubs, and understanding college policies. Further, she described collaborative events such as International Halloween and Ellsworth Without Borders, which foster cultural exchange and community engagement.

CONSENT AGENDA:

President's Comments Regarding the Consent Agenda:

Dr. Anne Howsare Boyens noted the ACCT Leadership Conference in October and the presentation she'll give along with Director Amber Danielson and Kirkwood representatives. She also explained Board Policy Guideline 411C update which clarifies how faculty titles and pay work at Iowa Valley. In the past, the layout of the guideline may have caused confusion by suggesting that job titles were tied to automatic pay increases. Faculty titles, such as Assistant Professor after five years of service, are still in place. However, these titles do not affect pay. Pay increases occur only when they are approved by the Board. Years ago, Iowa Valley had a "step system" in which faculty advanced on the pay scale with seniority, but that practice ended in 2017. The revision makes clear that the guideline is a hiring guide only and not a salary placement guide.

Approval of the Consent Agenda:

Motion:

Director Jones moved approval of the Consent Agenda Items: Item 5.1 - Approval of Minutes; Item 5.2 Personnel Report; Item 5.3 - Approval of Bills as Audited by the Finance Committee; and Item 5.4 - Review and Approval of Board Policies. Motion seconded by Director Johnson. Motion carried unanimously.

REGULAR AGENDA

Action Items

Approval of Board Policy 449 - Voluntary Retirement Incentive Plan

Dr. Anne Howsare Boyens requested approval of the revisions to the Voluntary Retirement Board Policy 449 for the fiscal year 2026.

Motion:

Director Lawler moved approval of the Voluntary Retirement Board Policy 449 for the fiscal year 2026. . Motion seconded by Director Jones. Motion carried unanimously.

Approval of 260F Iowa Jobs Training Agreement with Ritchie Industries

Neysa Hartzler requested approval of a 260F Iowa Jobs Training Agreement with Ritchie Industries in Conrad, Iowa. This is the eighth contract with Ritchie, and they plan to use their funding for welding training, safety training, leadership training, and safety training.

Motion:

Director Johnson moved approval of the 260F Iowa Jobs Training Agreement with Ritchie Industries in the amount of \$27,214. Motion seconded by Director Jones. Motion carried unanimously.

Approval of 260F Iowa Jobs Training Agreement with D & B Agro Systems

Neysa Hartzler requested approval of a 260F Iowa Jobs Training Agreement with D & B Agro Systems in Hubbard, Iowa. D & B Agro Systems is a construction company that erects steel structures such as grain bins, dryers, grain handling systems, as well as steel buildings. This is the 11th contract with D & B, and they plan to use their funding for safety and technical training.

Motion:

Director Lawler moved approval of the 260F Iowa Jobs Training Agreement with D&B Agro Systems in the amount of \$20,125. Motion seconded by Director Jones. Motion carried unanimously.

Approval of 260F Iowa Jobs Training Agreement with Hawkins Electrical Service

Neysa Hartzler requested approval of a 260F Iowa Jobs Training Agreement with Hawkins Electrical Service in Marshalltown. Hawkins installs, repairs, and fabricates electrical equipment to commercial and industrial customers. This is the seventh contract with Hawkins, and they plan to use their funding for heart saver training, electrical, and safety training.

Motion:

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

Approval of 260F Iowa Jobs Training Agreement with CO2 Refrigeration Systems

Neysa Hartzler requested approval of a 260F Iowa Jobs Training Agreement with CO2 Refrigeration Systems in Marshalltown, Iowa. CO2 Refrigeration Systems (Iowa) LLC first started in 2022. The core business model is manufacturing CO2 refrigeration systems targeting

industrial application for the North America market. They manufacture engineer-to-order industrial CO2 refrigeration systems. The business started in North America based on the industry growth observed with sister companies in Australia (MB Group) and South Africa (Future Green Now). This is the very first contract with us as they are a new company just getting settled in Marshalltown. They plan to use their funding for welding training and certification, professional development and leadership training, robotic welding training, and CAD/CAM training.

Motion:

Director Jones moved approval of the 260F Iowa Jobs Training Agreement with CO2 Refrigeration Systems in the amount of \$27,250. Motion seconded by Director Lawler. Motion carried unanimously.

Monthly Financial Statements

Dr. Anne Howsare Boyens noted that the financial statements and narrative were developed by Director of Finance Amanda Bloomquist, who did an exceptional job in providing the report in a way in which everyone can understand it. Director Lawler said he appreciated the added detail in the report and thanked Ms. Bloomquist.

Board President's Report

Board President Hofer discussed a recent meeting of the Community Colleges for Iowa which included an auditor's review, a new lobbying contract, the DOE looking at variances in concurrent enrollment, and the idea of combining the Summer Trustees Conference with the Annual Convention & Tradeshow. President Hofer also asked for feedback on moving the Board Retreat to 2 p.m. ahead of the November 12 board meeting and gained approval. She also suggested a faculty and/or student panel to discuss various aspects of the institution.

Board Director's Report

None.

President's Reports

Dr. Howsare Boyens commended Ms. Bloomquist and Associate Human Resources Director Sara Aguilera for stepping up in their roles during the current transition. She noted the Director of Human Resources and Payroll job is posted. She shared that the unofficial enrollment for the District is up 9%.

Board Secretary's Report

Abigail Casey said an on-campus meeting with staff from Community Colleges of Iowa at Dejardin Hall was held this week. She said the organization has done a great job of sharing responsibilities for each party.

Adjournment

The Board meeting adjourned at 5:07 p.m.



Joanna Hofer, Board President



Abigail Casey, Board Secretary

____10-8-2025____
Date