



MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

January 8, 2024

The regular Board of Trustees meeting for Indian Hills Community College was held on January 8, 2024, in the Perkins Conference Room on the Main Campus, Indian Hills Community College, Ottumwa, Iowa. Board President Mr. Richard J. Gaumer called the meeting to order at 4:00 p.m.

Roll Call

Members present: Mr. Richard J. Gaumer and Mr. Kevin Crall.

Zoom/Phone: Ms. Beth Danowsky, Ms. Christine Estle, Mr. Jerry Kirkpatrick, Ms. Lori Yates, and Mr. Alan Wilson.

Members absent: Ms. Katie Nichols, and Mr. Riley Sheetz.

Approval of Agenda

It was moved by Ms. Danowsky and seconded by Ms. Yates to approve the board agenda as amended. The motion carried unanimously.

Approval of Minutes

The minutes of the December 11, 2023, Regular Board meeting were reviewed.

Motion

It was moved by Mr. Kirkpatrick and seconded by Mr. Crall to approve the minutes from the December 11, 2023, Regular Board meeting. The motion carried unanimously.

Approval of Monthly Claims

Board member Mr. Kirkpatrick reviewed bills for the month of December on behalf of the board and reported that all questions were answered by appropriate staff members.

Motion

It was moved by Mr. Kirkpatrick and seconded by Mr. Wilson to approve the monthly claims for the month of December. The motion carried unanimously.

Financial Report

Ms. Taren Ferguson, Chief Financial Officer, presented the Financial Report. **Revenues** were higher by \$732,738. Tuition & Fees are up \$179,094 from the previous year due to an increase in course fees (\$52,000) and increased non-resident tuition (\$71,000). State Support was higher by \$240,571 due to SGA. Other income was up \$279,701 due to earning higher interest compared to last year at this time (\$94,000), a catch-up in revenues owed to us for Centerville

RG
RO

Construction Technology houses (\$24,000) and receiving higher Administrator fees on grants. In addition, first quarter OEPI reimbursement was \$109,000 higher than 1st quarter last year.

Expenses have increased by \$222,463. Salaries & fringe were up. IHCC accounts for the previous year's pay raise, so it's trending lower than anticipated. Services were up \$153,108 due to larger ground maintenance of \$27,000 (line painting and setting flag poles on reconstructed back roadway), election costs (\$15,000) timing of obtaining nursing tests, marketing billing and construction technology services. Material and supplies were down \$24,399 due to less costs in software/licensure purchases and decreased mileage/travel expenses.

Fund 2 – All levees are performing well. We got off to a quick start with Capital Equipment procurement and are seeing less supply chain issues and are receiving equipment faster. First bond payment of the year will be in December 2024.

Bond Proceeds & Levy Series 2022 and Series 2023 bond information were combined and are on the first page. The second page is to show IHCC's ongoing bond expenses and revenues in relation to Bond projects.

Motion

It was moved by Mr. Kirkpatrick and seconded by Ms. Yates to approve the Financial Report. The motion carried unanimously.

BE IT RESOLVED, the Board of Directors of Indian Hills Community College hereby accepts the following gifts from the Beck Memorial Trust

Ms. Taren Ferguson, Chief Financial Officer, reported that the Beck Memorial Trust had been given to Iowa Wesleyan University but the university has closed. US Bank reached out to Indian Hills and asked if we could receive this memorial because it is to be used for education and charitable purposes. Iowa Code 8.7.

- Annual distribution for the college to aid in its educational and charitable purposes in the amount of \$45,156.00 from the Beck Memorial Trust.

Mr. Gaumer asked for a motion and a second to approve the annual distribution from the Beck Memorial Trust to aid in educational and charitable purposes in the amount of \$45,156.00.

Motion

It was moved by Mr. Crall and seconded by Ms. Danowsky to approve the annual distribution from the Beck Memorial Trust to aid in educational and charitable purposes in the amount of \$45,156.0.

A roll call vote was taken:

Richard J. Gaumer	Yes
Beth Danowsky	Yes
Lori Yates	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Christine Estle	Yes
Kevin Crall	Yes

Members absent: Ms. Nichols and Mr. Sheetz

The motion carried unanimously.

RG
MD

Community Colleges for Iowa Report

Mr. Richard J. Gaumer reported that an Ag. Business Day will be held at the Des Moines fairgrounds on February 6, 2024. February 26, 2024 is the Student Legislative Seminar and it will be held in Des Moines from 12:00 p.m. – 4:00 p.m. On the evening of February 26, 2024; the Phi Theta Kappa Banquet will be held. On February 27, 2026 from 8:00 a.m. – 12:00 p.m. is Community College Day on the Hill.

Community Colleges for Iowa will have their board meeting on the afternoon of February 27, 2024. July 10-11, 2024 is the Community Colleges Trustees Conference and will be held in Waterloo, Iowa.

Personnel Report

Mr. Zeke Flick, Director, Human Resources presented the Personnel Report.

Motion

It was moved by Ms. Yates and seconded by Ms. Danowsky to approve the Personnel Report. The motion carried unanimously.

Human Resources Retreat Discussion Follow-up

Dr. Matt Thompson, Ms. Taren Ferguson, and Mr. Zeke Flick presented a PowerPoint presentation to the board. The PowerPoint had three slides. Each slide had three columns showing what IHCC's current practices are, what the changes will be in the future, and areas with no changes. One slide was for Exempt Staff, one for Non-Exempt Staff, and one for Faculty. (PowerPoint attached). Dr. Thompson stated that a timeline for communications will be created and presented to employees. He stated that it will cost IHCC \$825,000 to carry out these implementations and move employee pay to arrears. These changes will take effect August 25, 2024, which is the beginning of the 2024-2025 school year.

Dr. Thompson asked the board to approve \$825,000 from the endowment fund to make the modification changes that were presented and to move forward with employee meetings.

Mr. Gaumer asked for a motion and a second to approve the Employment Modification Plan as described by Administration and authorize the utilization of the college endowment Not to Exceed \$825,000.

Motion

It was moved by Ms. Estle and seconded by Mr. Crall to approve the Employment Modification Plan as described by Administration and authorize the utilization of the college endowment Not to Exceed \$825,000.

A roll call vote was taken:

Richard J. Gaumer	Yes
Beth Danowsky	Yes
Lori Yates	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Christine Estle	Yes
Kevin Crall	Yes

Members absent: Ms. Nichols and Mr. Sheetz

The motion carried unanimously.

President of the College

A. Facilities Report

Dr. Brett Monaghan, Vice President, Student Development & Operations reported that the renovation on Performing and Visual Arts is going well. All water lines have been moved and with only a weeks' worth of work left on the roof, contractors had to pause due to weather.

Centerville Building – Area A, which is the CTE portion of the building, substantial completion date is January 26, 2024 and substantial completion date for Area C is February 9, 2024, but Dr. Monaghan thinks it will probably be a couple of weeks later. All exterior metal has been completed on Area B, but contractors are waiting on trim pieces.

Wellness Facility – The second meeting with INVISION Architecture and McGough Construction was this morning and a follow-up meeting will be on held Friday, January 12, 2024. Bids will go out in late April or early May.

Dr. Monaghan's team did some work on the Child Development Center and it has now been turned over to Seida.

HLC 4-Year Assurance Argument

Dr. Jill Budde presented a PowerPoint on Preparing for the HLC Year 4 Assurance Review.

- What is the Higher Learning Commission
- What are Criteria for Accreditation
- Why is HLC accreditation important
- Accreditation Process
- IHCC's HLC Timeline
- Year 4 verses Year 10
- Comparison of Requirements
- Year 4 Assurance Review Preparation
- Comparison of new versus old Criteria for Accreditation
- Update Criterion 1-5 language
- Gathering evidence
- New Project Director Training Checklist
- Grant Closeout Form
- Coversheets
- Year 4 Assurance Completion as of January 8, 2024
- Next Steps
- Next steps after Peer Review

Closing Comments

Dr. Thompson informed the board that on January 2, 2024 the Office of Civil Rights filed a complaint against Indian Hills Community College regarding the scholarship awarding process. There are three scholarships that involve gender: Jefferson County Women Supporting Women, a general Women Supporting Women, and the Kohler Family Scholarship. IHCC is working through the response to the Office of Civil Rights.

Mr. Gaumer stated that he appointed a committee consisting of Ms. Nichols, Ms. Danowsky, and Mr. Kirkpatrick to create board goals. This committee will report in February and action will be taken in March.


RG

Adjournment

Board member Mr. Richard J. Gaumer moved that the meeting be adjourned. Hearing no objections, Mr. Gaumer adjourned the meeting at 5:34 p.m.



BOARD PRESIDENT



BOARD SECRETARY