



## MINUTES OF THE BOARD OF TRUSTEES

### INDIAN HILLS COMMUNITY COLLEGE

February 12, 2024

The regular Board of Trustees meeting for Indian Hills Community College was held on February 12, 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, Ms. Beth Danowsky, Ms. Christine Estle, Mr. Jerry Kirkpatrick, Ms. Katie Nichols, and Mr. Riley Sheetz

**Zoom/Phone:** Ms. Lori Yates, and Mr. Alan Wilson (4:09 p.m.).

**Members absent:** Mr. Kevin Crall.

#### **Approval of Agenda**

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

#### **Approval of Minutes**

The minutes of the January 8, 2024, Regular Board meeting were reviewed.

#### **Motion**

It was moved by Mr. Kirkpatrick and seconded by Mr. Sheetz to approve the minutes from the January 8, 2024, Regular Board meeting. The motion carried unanimously.

#### **Approval of Monthly Claims**

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

#### **Motion**

It was moved by Mr. Gaumer and seconded by Ms. Nichols to approve the monthly claims for the month of January. The motion carried unanimously.

#### **Financial Report**

Ms. Taren Ferguson, Chief Financial Officer, presented the Financial Report. **Revenues** were higher by \$955,633. Tuition & Fees are up \$424,747 from the previous year due to the timing of applying high school discounts (\$200,000), an increase in course fees (\$36,000) and increased non-resident tuition (\$225,000). State Support was higher by \$279,149 due to State General Aid. Other income was up \$220,741 due to earning higher interest compared to last year at this time (\$68,000), a catch-up in revenues owed to IHCC for Centerville Construction Technology houses (\$24,000) and receiving higher administrative fees on grants. In addition, first quarter OEPI reimbursement was \$109,000 higher than 1<sup>st</sup> quarter last year.

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**Expenses** are higher by \$229,077. Salaries & fringe were up. Services were up \$166,236 due to larger ground maintenance of \$25,000 (line painting and setting flag poles on reconstructed back roadway), election costs (\$22,000), maintenance and repair of aviation pilot training (25,000) and Information Technology (\$25,000). Material and supplies were down \$42,552 due to less costs in software/licensure purchases and decreased mileage/travel expenses.

**Fund 2** – 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. Sheetz and seconded by Ms. Danowsky to approve the Financial Report. The motion carried unanimously.

### Community Colleges for Iowa Report

Mr. Richard J. Gaumer reported that the board met on January 24, 2024 by Zoom. Beginning in May, the Community Colleges for Iowa board will only meet quarterly to cut down on travel expenses. Mr. Gaumer stated that Community Colleges for Iowa has robust trainings that anyone can access. If there are training topics that board members would be interested in, please contact Mr. Gaumer.

The Community Colleges for Iowa lobbyist reported that the legislature is so far favorable to eliminating the funding formula from Iowa Code. A one-time appropriation of \$10 million is being requested for community colleges. This money will help colleges who have been adversely affected by the existing funding formula. Another area of discussion was the efforts to reorganize Iowa's Area Education Agencies. Policy decisions and control is trying to be centralized to state government and reducing local control. Board members need to emphasize with legislators that all the power should not be in Des Moines. The ability for community colleges to respond quickly to the needs of people will be affected by this decision.

Mr. Gaumer reminded board members that Monday, February 26, 2024 at 5:00 pm the Phi Theta Kappa Honors banquet will be held in Des Moines. Tuesday, February 27, 2024 from 7:30 a.m. until 12:00 p.m. is Community College Day on the Hill. Community Colleges will have interactive displays and attendees will have a chance to talk to legislators. If you plan to attend the Phi Theta Kappa dinner email Ms. Harvey. The Diversity Conference is Friday, March 22, 2024.

Dr. Matt Thompson reported that Future Ready Iowa Last Dollar Scholarship is intended to help students with remaining balances after all federal and state grants/scholarships have been applied. This program based on possible legislation could possibly be limited to 10 programs, with each college picking 5 program majors.

The Intermediary Grant was moved to Iowa Workforce Development and no longer funded.

### Personnel Report

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

### Motion

It was moved by Mr. Sheetz and seconded by Mr. Kirkpatrick to approve the Personnel Report. The motion carried unanimously.

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## **President of the College**

### **A. Facilities Report**

Dr. Brett Monaghan, Vice President, Student Development & Operations reported that the Industrial Maintenance Lab is being renovated on the Ottumwa Main Campus.

Centerville Building – Bids have went out for the demolition of the remaining buildings on the Centerville Campus. Area A, IHCC will receive the punch list at the end of March, Area C, the punch list will be received in April and Area B is 6-weeks behind. Dr. Monaghan said everything is going well, but it's just going to take more time.

The design for the Wellness Facility is nearing completion and will go out for bids in May.

Performing and Visual Arts –brick and windows have been installed. The vestibule on the north side of the PVA building will begin the week of February 19<sup>th</sup>.

### **Strategic Enrollment Management Plan**

Ms. Joni Kelley, Enrollment Services & Registrar and Ms. Ranae Molkenthin, Associate Dean, Enrollment Services presented a PowerPoint on Enrollment Updates. (PowerPoint Attached)

- Credit Hours were up by 3%
- Total students enrolled were up 4.1%
  - New Students up 13 students
  - International up 20 students
  - Returners down 33 students

#### **2023-2024 Recruitment Plan**

- Increase Adult Enrollment
- Reduce Summer Melt
- Increase Retention
- Faculty/Staff Training and Engagement

#### **Adult Student Recruitment Efforts**

- Adult Learner Informational Sessions
- Hi-Set Student Recruitment
- Veteran Affairs Representative
- County Service Center Opportunities

#### **High School Recruitment Efforts**

- Personal Graduation Plan visits
- \$1000 Scholarships
- College Career Transition Coaches
- Marketing pieces in additional languages
- Targeted Large Events: Build My Future, State FFA, and Ag Visit Days

#### **Summer Melt Efforts**

- Increase Step on to Campus Options
- Increased meetings with students
- Student Ambassadors
- Registration Day events

#### **Retention Efforts**

- Early Alert communication and outreach
- Registration events and text campaigns

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- Outreach following mid-term grades
- Academic Advisors visiting all locations

#### Recruitment Committee

- Recruitment Committee – Marketing, Faculty, Admissions, and Communication
- Strategic Enrollment Management Plan
- Faculty/Staff Engagement – Training program for new and existing faculty and staff

### **Board Goals Report**

Ms. Katie Nichols, Board Vice President, reported board members need to have goals and expectations so a document was created. Ms. Nichols stated that this is a working document (attached). Board members decided on 10 goals to start and a few of the goals are:

- Come to meetings prepared (read minutes, agenda, other documents provided)
- Attend 80% of meetings annually
- Attend 1 graduation ceremony per year
- 100% attendance at annual board retreat

The document will do to the March board meeting as an action item.

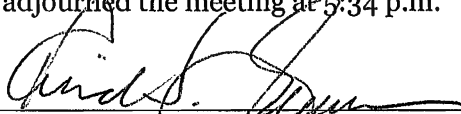
### **Closing Comments**

Dr. Thompson informed the board that an additional Iowa Career Academy Incentive fund of \$250,000 has been received for the new building in Centerville.

Human Resources and Leadership has started having Pay Modernization meetings with faculty and staff.

### **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.

  
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 BOARD PRESIDENT

  
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 BOARD SECRETARY