



MINUTES OF THE BOARD OF TRUSTEES

INDIAN HILLS COMMUNITY COLLEGE

October 14, 2024

The regular Board of Trustees meeting and the Annual Board Retreat for Indian Hills Community College was held on October 14, 2024, at Honey Creek Resort, Moravia, Iowa. Board President Mr. Richard J. Gaumer called the meeting to order at 8:30 a.m.

Roll Call

Members present: Mr. Kevin Crall (8:34), Ms. Christine Estle, Mr. Richard J. Gaumer, Ms. Beth Danowsky, Ms. Katie Nichols, Mr. Alan Wilson, and Ms. Lori Yates.

Zoom/Phone:

Members absent: Mr. Jerry Kirkpatrick and Mr. Riley Sheetz.

Approval of Agenda

Mr. Gaumer asked that the agenda be amended to add Designate Delegate for the ACCT Congress as item 8B. 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 September 9, 2024 Regular Board meeting and the September 30, 2024 Special Board meeting were reviewed.

Motion

It was moved by Ms. Estle and seconded by Ms. Nichols to approve the minutes from the September 9, 2024, Regular Board meeting and the September 30, 2024 Special Board meeting. The motion carried unanimously.

Discuss IHCC Centerville Baseball Project

Dr. Thompson discussed a report that was received in 2023. IHCC is required to do a bleacher analysis each year and there is a company that goes to Centerville and completes the analysis. There is a major issue in Centerville with the baseball bleachers. IHCC has addressed and repaired the bleachers for a few years and now there is no repairs that can be done. The Centerville school district was approached and asked if they would help contribute to the overall cost of the bleacher project and they have not made a decision. There are a number of improvements that IHCC would like to make to the baseball facility. The lighting is from 1992 and obsolete, when a light burns out it cannot be replaced. After talking to Musco the lighting cost was estimated to be \$240,000, and the stadium seating (base bid) is estimated to be \$480,000. The current seating would not allow for a concession stand and restrooms below the bleachers. Dr. Thompson would like to have a separate restroom and concession stand facility. IHCC maintenance would do this work. Dr. Thompson said figuring all the improvements the cost will be approximately \$1,000,000. On Tuesday, October 15, 2024 the Foundation will have their regular meeting and

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Dr. Thompson will be asking board members to loan IHCC \$1,000,000 and IHCC will pay it back in smaller amounts. A group of 10 baseball alumni have been identified and are excited about the project and Dr. Bianca Myers will ask these alumni to help fund the project. Dr. Thompson asked to establish a public hearing for November 11, 2024 at 4:00 p.m.

Ms. Yates asked if there would be a savings to not have backs on the bleachers. She stated that most people have his/her own chair. Ms. Yates would like Centerville School district to partner with us. Dr. Thompson stated that it would be a difference of approximately \$30,000. This will be an add alternate option on the bid package.

Ms. Estle would like to have the bleachers repaired.

Ms. Danowsky reported that Musco has Field of the Future and Musco sells vision that provides many options. She stated that public entities can gain bigger advantages with partnering. Ms. Danowsky will give Dr. Thompson contact information for him to reach out and visit with two partners in Oskaloosa.

Establish Public Hearing

Establish a public hearing on November 11, 2024 at 4:00 p.m., Regular Board Meeting, in the Perkins Conference Room, Indian Hills Community College, 525 Grandview Avenue, Ottumwa, Iowa as the date, time and location for a public hearing on the proposed contract documents, (plans, specifications, form of contract, and estimated cost) for the Centerville Bleacher Project.

Motion

It was moved by Mr. Wilson and seconded by Ms. Nichols to establish a public hearing on November 11, 2024 at 4:00 p.m., Regular Board Meeting, in the Perkins Conference Room, Indian Hills Community College, 525 Grandview Avenue, Ottumwa, Iowa as the date, time and location for a public hearing on the proposed contract documents, (plans, specifications, form of contract, and estimated cost) for the Centerville Bleacher Project. The motion carried unanimously

Approval of Monthly Claims

Board member Ms. Katie Nichols reviewed bills for the month of September on behalf of the board and reported that all questions were answered by appropriate staff members.

Motion

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

Financial Report

Ms. Taren Ferguson, Vice President & Chief Financial Officer, presented the Financial Report. **Revenue** overall was higher by \$952,571. **Tuition & Fees** were up \$93,973 from the previous year due to higher course fees (\$52,000). **State Support** was higher by \$63,923 due to SGA. **Other Income** was up \$822,038 due to the \$825,000 transfer from the Endowment fund for the GAP pay for employees.

Expenses were higher by \$103,987. **Salaries & Fringe** were higher by \$316,149 due to the GAP pay. The GAP pay did not have IPERS and stipends included, so payroll was less. Fringe benefit costs were \$80,000 lower than this time last year and FT/PT costs were \$220,000 less than last year. Overall, services were down \$112,639 due to less maintenance and repairs.

Material and Supplies were down due to purchasing less materials/supplies and less software/licensure purchases.

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Fund 2 – Revenues were lower due to levy rates for this Fiscal Year being lower (decreased early retirement and worker’s compensation). IHCC is on top of repairing equipment and conducting preventative maintenance to ensure equipment is operating smoothly.

Motion

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

Community Colleges for Iowa

Mr. Richard J. Gaumer reported that the Community Colleges for Iowa Board has not met this month. He stated that he is the chair for the investment committee for Future Track, the alternative to IPERS. Funds in this account are \$600 - \$700 million dollars. This committee meets regularly to see how the funds are performing.

Artificial Intelligence is being studied and the effect it will have on community colleges.

A program is being created for board members for Grassroots lobbying. Board members will be receiving an email from Katrina Callahan and she will be asking board members to sign up. This program will allow board members to send emails directed to lobbyist in their district and it will be personalized. Community Colleges for Iowa would like regular communication with legislators.

Delegate for ACCT Congress

Mr. Gaumer asked for nominations for a voting delegate that will be attending the ACCT Congress on October 22, 2024.

Motion

It was moved by Ms. Nichols and seconded by Ms. Yates to nominate Mr. Richard J. Gaumer as the voting delegate at the ACCT Congress on October 22, 2024. The motion carried unanimously.

Personnel Report

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

Motion

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

Benefits Modernization Update

Mr. Flick gave board members a Benefits Modernization update. He reported that leave benefits and payroll practices were modernized. Time off requests and approvals have moved to electronic and non-exempt employees have moved to punching a timeclock.

The modernization was first discussed at the board retreat on November 7, 2022, the first Leadership Team meeting discussion was held on March 9, 2023, presented again at the November 13, 2023 board meeting to ask for approval for money from the endowment, January 8, 2024 actual amount needed for the transitional pay was presented, multiple Focus Group meetings were held to discuss the modernization in January, and on February 5, 2024 was the first of 16 meetings with faculty, non-exempt, and exempt staff to discuss the benefits modernization.

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Mr. Flick reported that emails, WIN posts, a WIN page was created for Benefits Modernization and tools and resources were all communicated to faculty and staff leading up to the day of implementation. All modernization changes went into effect on Monday, August 25, 2024.

The transition pay went smoothly, non-exempt employees are getting paid for actual hours they are working, and employees and managers now have access to see how much vacation time he/she has before submitting or approving time off requests.

Mr. Flick reported that as of Thursday, October 10, 2024 at 1:00 p.m. there have been 665 time off requests processed through the automated system since August 25, 2024. Process efficiency is much better!

President of the College

Facilities Report

Mr. Cory Lamb, Chief Operating Officer, reported that small items in Performing and Visual Arts have finishing touches that are being completed in that area.

Maintenance is preparing for snow/ice and working on trucks and blades in preparation and anticipation.

The design on the Wellness Center is being finalized and the contract was awarded last month. The first pre-construction meeting will be held in late October, 2024.

Centerville- small items are being completed in the new building. Grass is starting to grow and it looks very nice. The multipurpose roof is about finished and planning for the baseball field is underway.

Board of Trustees Retreat

Strategic Planning Work Session

Ms. Cassandra Halls, Consultant reported that her agenda is to review the Strategic Planning Process, share discovery findings, point out the early aligned themes, talk about the critical threads, faculty and staff discussion, and next steps in the process.

Ms. Halls stated that the strategic framework sets the vision for the next 3-4 years, identifies high-level initiatives/themes, shapes key impact areas to influence and enhance, provides a clear framework for decision-making, is a targeted approach and can effectively contribute to the success of IHCC!

The planning process encompasses discovery, strategizing, creating, electronic surveys, focus groups, and bringing the information all together.

Ms. Halls shared the research contributors including electronic surveys, interviews, and focus groups. Stakeholders' demographics and how stakeholders view IHCC and primary responses which were Education, Students, and Workforce. She also presented strengths that stakeholders feel IHCC has in their favor, areas IHCC needs to work on, and challenges that IHCC will see in the future.

Board, Faculty & Staff Insights – Faculty & Staff demographics and how they see IHCC. Primary responses were Students and then Education. Key strengths that Faculty & Staff see is Faculty & Staff, offering the right programs, support from the community, reputation/credibility, and demand from students.

Board of Trustees and what they see as IHCC strengths are Leadership and Administration expertise, faculty & staff, offer the right programs, support from the community, engaged and supportive board of trustees.

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Faculty & Staff- Areas to work on are enrollment & retention, financial stability, IHCC culture, technology, AI, and program development.

Ms. Halls stated that key descriptors between Faculty & Staff and Stakeholders were Students, Education, Community, Opportunities, Improve lives, and Help.

She also stated that early aligned themes are student recruitment and retention, community & industry partnerships, program development and adaptation, and IHCC team culture and collaborative spirit.

Ms. Halls asked questions to board members to get ideas what they are wanting to see in the next few years.

Ms. Halls stated that next steps include meeting with focus groups for additional discussion, meeting with Leadership to develop and share the strategic framework, finalize the new strategic plan, and take to the board for approval in January 2025.

Board Discussion

Board members would like a discussion with Dr. Thompson pertaining to:

1. Updated succession plan for administration and Dr. Thompson's succession plan (Closed Session).
2. Culture and Turnover – non-renewals, retirement.
3. Arts and Sciences
4. Middle Management

What attracts students to IHCC? 4-day work week and student support.

Why do employees stay? No room for individuals to move up at IHCC.

Do we ask why employees stay? Employees have it good at IHCC.

Report on:

Athletic Budgets, Expenses.

Marketing and enrollment

Matt's IHCC report about what's happening at IHCC – about every 2-3 weeks

Faculty Development and Mr. Craig Leager's role.

Numbers on retention (Employees)

Recruiting and provide students dual credit (Cost).

Closing Comments

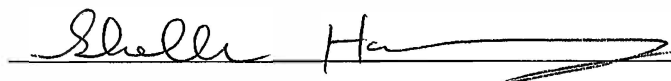
Dr. Thompson stated that we will be talking about Strategic Planning at the December 9th board meeting.

Adjournment

Board member Ms. Estle moved that the meeting be adjourned. Hearing no objections, Mr. Gaumer adjourned the meeting at 2:11 p.m.



 BOARD PRESIDENT



 BOARD SECRETARY

