



MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

November 11, 2024

The regular Board of Trustees meeting for Indian Hills Community College was held on Monday, November 11, 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 4:02 p.m.

Roll Call

Members present: Mr. Kevin Crall, Mr. Richard J. Gaumer, Ms. Beth Danowsky, and Ms. Lori Yates.

Zoom/Phone: Ms. Katie Nichols and Mr. Alan Wilson.

Members absent: Ms. Christine Estle, Mr. Jerry Kirkpatrick, and Mr. Riley Sheetz.

Approval of Agenda

Mr. Gaumer asked that the agenda be amended to remove 11c, Closed Session, until the December 9, 2024 meeting. It was moved by Ms. Yates and seconded by Ms. Danowsky to approve the board agenda as amended. The motion carried unanimously.

Approval of Minutes

The minutes of the October 14, 2024 Regular Board meeting and the Annual Board Retreat were reviewed.

Motion

It was moved by Ms. Nichols and seconded by Ms. Yates to approve the minutes from the October 14, 2024, Regular Board meeting and the Annual Board Retreat. The motion carried unanimously.

Public Hearing on the Proposed Contract, Documents (plans, specifications, form of contract, and estimated cost) for the Centerville Bleacher Project

Mr. Gaumer asked for a motion to open the 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 Ms. Danowsky and seconded by Ms. Nichols to open the public hearing. The motion carried unanimously.

Mr. Gaumer asked Ms. Shelle Harvey if she had received any written objections or protests on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the Centerville Bleacher Project. She stated "no." Mr. Gaumer asked if there were any oral

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objections or comments. There were no comments or discussion, so he asked for a motion and second to close the public hearing.

Motion

It was moved by Ms. Nichols and seconded by Ms. Yates to close the public hearing. The motion carried unanimously.

Dr. Matt Thompson, President, reported that there was one bid received by TownsEnd Company for the Centerville Bleacher Project. Per specifications and plans the base bid was \$496,720.00 and with the Alternates cost (backs on all bleachers) \$522,384. Both prices include concrete. Dr. Thompson's recommendation was to reject the Alternate bid and accept TownsEnd Company with the low bid of \$496,720. Dr. Matt Thompson recommended approval of the bid package on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the Centerville Bleacher Project.

Mr. Gaumer asked for a motion to accept the bid from TownsEnd Company and reject the Alternate bid.

Motion

It was moved by Mr. Crall and seconded by Mr. Wilson to accept the bid from TownsEnd Company and reject the Alternate bid.

A roll call vote was taken:

Mr. Richard J. Gaumer	Yes
Ms. Beth Danowsky	Yes
Ms. Lori Yates	Yes
Mr. Alan Wilson	Yes
Ms. Katie Nichols	Yes
Mr. Kevin Crall	Yes

Members absent: Mr. Jerry Kirkpatrick, Ms. Christine Estle, and Mr. Riley Sheetz.

The motion carried unanimously.

Approval of Monthly Claims

Board member Ms. Katie Nichols reviewed bills for the month of October 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. Danowsky to approve the monthly claims for the month of October. The motion carried unanimously.

Financial Report

Ms. Taren Ferguson, Vice President & Chief Financial Officer, presented the Financial Report. **Revenue** was higher by \$1,574,847. **Tuition & Fees** were up \$630,138 due to higher course fees (\$116,000) and increased tuition of (\$465,000) due to per credit hour charges. **State Support** was higher by \$68,720 due to SGA. **Other Income** was up \$802,693 due to the \$825,000 transfer from the Endowment fund for the GAP pay for employees.

Expenses were higher by \$820,568. **Salaries & Fringe** were higher by \$503,966 due to adding additional contract days to staff calendars and paying increased salaries due to the change. These changes reflected an increase in salaries of 6.28% and 5.6% respectively for staff and faculty. Overall, services were up \$311,449 due to timing on international student insurance payments (\$62,000) and increased software service renewals (Ellucian, Blackboard, Heartland,

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and Zoom). **Material and Supplies** were down due to purchasing less materials/supplies and using other funding sources (EDA, Career Incentive Grants, Capital Equipment) for new and existing programs.

Fund 2 – Revenues were higher due to bond levies. IHCC's property insurance levy is lower than last year due to timing of paying the second quarter OEPI, this year's invoice will be paid in November, compared to being paid in October last year. IHCC is procuring two semi-truck cabs with the Capital Equipment levy.

Motion

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

Community Colleges for Iowa

Mr. Richard J. Gaumer reported that the Community Colleges for Iowa board met on November 6th and 7th with community college presidents and discussed visioning. The Community Colleges for Iowa board is concerned with the impact Artificial Intelligence will have on community colleges.

The Department of Education shared a report and have formed a committee to study AI and the effects it will have on community colleges. They have also submitted a grant that would help with training and the expansion of current programs in Advanced Manufacturing using AI. The DoE are supportive with what community colleges are doing.

Mr. Gaumer reported that Ms. Yates, Ms. Nichols, and he went to Seattle for the annual conference and the sessions were very interesting and mainly focused on Artificial Intelligence. Next year the conference will be in New Orleans, Louisiana and Mr. Gaumer encouraged board members to attend if possible.

Workforce Development presented to the group and emphasized how important apprenticeships are to the workforce.

The Convention and Tradeshow is December 3-5 and Ms. Heather Davison, Professor, History, and Mr. Clay Winn, Director, Physical Facilities will be receiving awards.

The Summer Trustee Conference will be held at Iowa Central Community College on July 9-10, 2024. Please attend if you are available. The Phi Theta Kappa Awards Banquet will be held on Tuesday, February 18, 2025 at Curate in Des Moines and Community College Day on the Hill is on Wednesday, February 19, 2025.

Personnel Report

Mr. Zeke Flick, Director, Human Resources presented the Personnel Report. Mr. Flick reported that IHCC's turnover rate is 16.8% which includes 62 people leaving IHCC and 52 people being hired as backfill/new positions. Mr. Flick reported that prior to COVID IHCC's turnover rate was between 12%-14% so the numbers are consistent.

Motion

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

2024-2025 Employee Handbook

Mr. Zeke Flick, Director, Human Resources, presented the 2024-2025 Employee Handbook. He reported that the Quality Faculty Plan manual, the Staff Handbook, and the Faculty Handbook have been combined into what is now called the Employee Handbook. He shared some of the

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changes with board members. Some of the changes were renaming the handbook to Employee Handbook, position titles were updated, Procurement Policy was updated, the Cash Handling Policy was updated, and the Trip Authorization Policy was updated. The Employee Handbook was sent to the attorney to be reviewed and all changes have been completed.

Motion

It was moved by Ms. Yates and seconded by Ms. Danowsky to approve changes to the 2024-2025 Employee Handbook. The motion carried unanimously.

Last Dollar Scholarship Regional Selections

Dr. Jill Budde reported on the 2025-2026 Last Dollar Scholar Regional selections. She stated that a number of programs have been approved statewide and those programs do not count against any college selections. Last Dollar Scholar pays for a student's tuition after his/her financial aid has been spent.

There will be no programs removed from the 2024-2025 programs list for 2025-2026. Geospatial is IHCC's only program that is not on Last Dollar Scholarship selection.

Dr. Budde asked for board approval to accept Indian Hills Community College's Last Dollar Scholar selections for 2025-2026.

Motion

It was moved by Mr. Crall and seconded by Ms. Danowsky to approve Indian Hills Community College's Last Dollar Scholar selections for 2025-2026. The motion carried unanimously.

President of the College

Facilities Report

Mr. Cory Lamb, Chief Operating Officer, presented a PowerPoint showing the outside of the Wellness Center and floor plans of the inside of the facility. He stated that plans are being finalized and construction will begin March 3, 2025 and the target completion date is February 2026.

Centerville- there are a few sound transfer issues in Centerville that OPN Architect is working on.

Community Colleges for Iowa Quorum Software

Dr. Bianca Myers, Executive Dean, Advancement presented a PowerPoint showing board members how to use the Quorum software for campaigns with prepared communications. She also showed them how to navigate the track bills tab, address Iowa's workforce needs tab, and the fiscal funding tab within the system.

Closed Session

The Agenda was amended to hold the Closed Session at the December 9, 2024 board meeting.

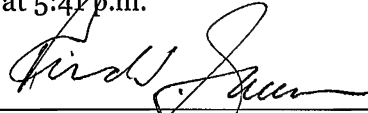
Closing Comments

Ms. Kelsi Weeks, Athletic Director shared postseason sports. She reported that volleyball qualified for the National tournament and men's soccer could get an at-large bid for the National tournament.

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Adjournment

Board member Ms. Yates moved that the meeting be adjourned. Hearing no objections, Mr. Gaumer adjourned the meeting at 5:41 p.m.



BOARD PRESIDENT



BOARD SECRETARY