

MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

April 9, 2018

The regular Board of Trustees meeting for Indian Hills Community College was held on April 9, 2018, in the Board Room on the Main Campus, Indian Hills Community College, Ottumwa, Iowa. Board President John Pothoven called the meeting to order at 4:00 p.m.

Roll Call

Members present: Beth Danowsky, Richard J. Gaumer, Tom Keck, John Pothoven, and Lori Schaefer-Weaton.

Members absent: Nellie M. Coltrain, George E. Manning, Jerry Kirkpatrick, and Alan Wilson.

Minutes

The minutes of the March 12, 2018 Regular Board Meeting were reviewed.

Motion

It was moved by Richard J. Gaumer and seconded by Beth Danowsky to approve minutes of the March 12, 2018 Regular Board Meeting. The motion carried.

Public Hearing on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the 2018 North Campus Addition Project.

President John Pothoven asked for a motion to open the public hearing on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the 2018 North Campus Addition Project.

Motion

It was moved by Tom Keck and seconded by Beth Danowsky to open the public hearing. The motion carried.

President John Pothoven asked 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 2018 North Campus Addition Project. She stated "no." President John Pothoven asked if there were any oral 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 Beth Danowsky and seconded by Tom Keck to close the public hearing. The motion carried.

Old Business

None.

Written Communications

Dr. Sprouse received a card from MJ Dolan, Executive Director, IACCT expressing the great job our faculty and students did, in Des Moines, at the Community College Day On The Hill.

Approval of Monthly Claims

Board member John Pothoven reviewed the list of bills on behalf of the board and reported that all questions were answered by appropriate staff members.

Motion

It was moved by John Pothoven and seconded by Lori Schaefer-Weaton to approve the bills list for the month of March, 2018. The motion carried.

Financial Report

Bill Meck, Treasurer/CFO, reported that financials are shown through the month of March. Revenues are similar to February. Tuition and Fees Revenues are down \$1.1 million dollars. Local, State, and Federal Support and Other Income are all up. After adjusting for Coast Flight, our Revenues are down \$883,000. Expenditures: Salaries and Fringes remain the same as last month. We did see some increase in the Services line. With the Coast Flight difference, we are actually up \$347,000. This is due to increased Nursing Fee costs collected on the Revenue side. Fees paid to Ottumwa Regional Health Center, and Maintenance costs are up. This increase is also reflected on the Other Income line. As we collected a good portion of that back. Materials and Supplies and Other Current Expenses, one is up \$100,000 and the other is down \$100,000, so they net each other out. Total expenses through March are down \$467,000. Restricted Funds 2: Revenues and Levy Expenditures are comparable to a year ago. Our net position is less than a year-ago.

Motion

It was moved by Richard J. Gaumer and seconded by Beth Danowsky to approve the Financial Report. The motion carried.

IACCT Report

Richard J. Gaumer reported that the IACCT meeting was Thursday, April 5, 2018. Three out of eight students are concurrent students, this is head count. Joint enrollment is the best bargain parents get if they are sending their children to post high school education. Reports show that concurrent education students stay in Iowa.

March 6, 2018 was the Day on the Hill. All community colleges had representatives present. Dr. Sprouse spoke to all of our Legislators.

Future Ready Iowa passed, but no funding has been allocated yet. People really worked hard getting this passed. Alexander Acosta, Secretary of Labor visited Ottumwa Job Corps. The same day, he spoke at the Future Ready Iowa Summit and talked about the Indian Hills Community College/Job Corps collaboration. Senator Ernst was at the Entrepreneurship Center Thursday, April 5, 2018.

Rich stated that the Outcomes Report is an excellent resources. Workforce Development tracks community college graduates for 5-years. If a student becomes self-employed, Workforce Development is unable to track them. They also track where students go; 80% of students stay in Iowa. Half of students tracked go to 4-year schools.

April is Community College month. The 2018 IACCT Conference will be held in Mason City July 18-20, 2018 and the 2018 ACCT Leadership Congress is taking place at the New York Marriott Marquis, Wednesday, October 24-27, 2018.

Motion

It was moved by Richard J. Gaumer and seconded by Lori Schaefer-Weaton to approve the Personnel Report. The motion carried. The Personnel Report is made a part of these minutes.

New Business

None.

President of the College

A. Facilities Report

Bill Meck, Treasurer/CFO, stated that we have no big projects right now; a few smaller projects are being completed. Information is being gathered to determine projects that need to be done during the summer months. Opportunities have been identified and will be prioritized and some dollars put towards these projects. More projects than funding. Chariton building sale will close April 17, 2018.

B. Key Performance Indicators

Dr. Sprouse, President, gave a handout to board members and explained that the highlighted items have been reported to the board.

C. Special Report: Cohort Default Rate

Dr. Chris Bowser, Executive Dean, Student Services reported on the Cohort Default Rate. A Cohort is a group of Federal Student Loan borrowers who entered repayment within a given fiscal year. A "CDR" is the percentage of those students in a school's cohort who defaulted within a specific period of time. 2008 changes in HEA transitioned the definition of CDR from 2-years to 3-years. (PowerPoint Attached)

D. School Board Appreciation Dinner

Dr. Sprouse reminded board members that the School Board Appreciation Dinner is April 19, 2018.

E. Spring Graduation

Dr. Sprouse stated that spring graduation is May 16, 2018 in Centerville and May 17, 2018 in Ottumwa.

F. Sexual Assault Awareness Month

April is Sexual Assault Awareness Month and today Dr. Sprouse and Mayor, Tom Lazio, signed a Proclamation.

Closing Remarks

Dr. Sprouse's list of Involvement/Visits in Communities is in the packet.

There is an election bill that would allow only November to be the month to vote on ballot issues. If this passes, it will be 60% or a super majority.

Resolution Approving an Accelerated Career Education (ACE) Agreement

Ashley Moyer, Executive Director, Continuing Education & Workforce Solutions asked for approval for an ACE Agreement (Accelerated Career Education) Program. Indian Hills Community Colleges receives \$400,000, from the state, for ACE projects. Typically, this money is saved for several years, because it can only be used for expanding or building programming. This has to be for an in demand career in the area. This money has been saved for 5 years and now we would like to use it for the 2018 North Campus Addition Project. We also plan to use FY19 and FY20 allocations for the project. Welding and Diesel are in demand in our area. Dr. Thompson has talked to several businesses and received letters of support for using the money for the in demand programs.

Motion

It was moved by Richard J. Gaumer and seconded by Beth Danowsky to approve the Resolution for an Accelerated Career Education (ACE) Agreement.

A roll call vote was taken:

- Richard J. Gaumer Yes
- John Pothoven Yes
- Tom Keck Yes
- Beth Danowsky Yes
- Lori Schaefer-Weaton Yes

Members absent: Alan Wilson, Nellie M. Coltrain, George E. Manning and Jerry Kirkpatrick.

The motion carried.

To Receive and Take Action upon the Recommendation of OPN Architects for the 2018 North Campus Addition Project

Bill Meck, Treasurer/CFO, reported that on March 28, 2018, bids were received for the 2018 North Campus Addition Project. Bi-State Contracting had the low bid of \$5,027,415.00, Myers Construction's bid was \$5,065,000.00, and Christner Contracting's bid was \$5,275,000.00. OPN recommends the college to proceed with the execution of a contract for general construction services with Bi-State Contracting, Inc. Bill asked for board approval to accept this bid from Bi-State Contracting.

Motion

It was moved by Beth Danowsky and seconded by Richard J. Gaumer to approve the recommendation and award Bi-State Contracting a contract to start construction on the 2018 North Campus Addition Project.

Personnel Report

Mr. Zeke Flick, Coordinator, human Resources Benefits & Wellness, presented the Personnel Report.

Adjournment

Board member Richard J. Gaumer moved that the meeting be adjourned.
Hearing no objections, Board President John Pothoven adjourned the meeting at
5:14 p.m.

A handwritten signature in blue ink that reads "John Pothoven".

BOARD PRESIDENT

A handwritten signature in black ink that reads "Shelle Ham".

BOARD SECRETARY