

MINUTES OF THE BOARD OF TRUSTEES

INDIAN HILLS COMMUNITY COLLEGE

January 14, 2019

The regular Board of Trustees meeting for Indian Hills Community College was held on January 14, 2019, in the Board Room on the Main Campus, Indian Hills Community College, Ottumwa, Iowa. Board President John Pothoven called the meeting to order at 4:01 p.m.

Roll Call

Members present: Beth Danowsky, Richard J. Gaumer, Jerry Kirkpatrick, Katie Nichols, John Pothoven, Amy Webber, and Alan Wilson.

Members absent: Nellie M. Coltrain and Tom Keck.

Approval of Agenda

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

Minutes

The minutes of the December 10, 2018 Regular Board Meeting were reviewed.

Motion

It was moved by Ms. Danowsky and seconded by Mr. Gaumer to approve minutes of the December 10, 2018 Regular Board Meeting as amended. The motion carried.

Old Business

None.

Written Communications

None.

Approval of Monthly Claims

Board member Ms. Danowsky 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 Ms. Danowsky and seconded by Mr. Wilson to approve the bills list for the month of December 2018. The motion carried.

Financial Report

Mr. Bill Meck, Treasurer/CFO, reported that Tuition and Fees have a decrease of \$151,323 compared to a year ago. Local and State Support are up an appropriate amount. Federal Support, work-study, may be impacted by the timing of when dollars are spent or collected. The Other Income line is down \$86,493. This is due to less indirect money for Administrative Fees. Expenditures: Salaries and Fringes are \$94,424 lower from one year-ago. Service costs are down \$249,928, Materials and Supplies are up \$183,904 and Other Current Expenses are down



\$101,676. Restricted Funds 2, Expenditures and Revenues are trending where expected.

Motion

It was moved by Mr. Gaumer and seconded by Ms. Danowsky to approve the Financial Report. The motion carried.

IACCT Report

Mr. Gaumer passed out agendas for the Student Legislative Seminar that is scheduled for Wednesday, January 23, 2019. Other dates of interest are Tuesday, March 5th, Community College Day on the Hill and February 11, 2019 is Indian Hills Community Colleges Day with legislators.

Personnel Report

Ms. Kristen Parks, Director, Human Resources, presented the Personnel Report.

Motion

It was moved by Mr. Kirkpatrick and seconded by Ms. Nichols 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

Mr. Meck, Treasurer/CFO, reported that the precast panels are now in compliance and the North Campus addition is enclosed. The enclosed part has heat so masonry workers can continue working. The Oskaloosa Satellite Center has new doors and windows. The Arts and Sciences building has had new exterior windows installed and showers in Oak Hall have been renovated. Estimates for the Sim Lab remodel are being collected.

B. Review/Approval of Board Policy 248: Order of Business-Regular Meetings

Dr. Marlene Sprouse reported that she compared the IHCC agenda format to other community colleges, Roberts Rules of Order, parliamentary procedures and Iowa Code. Dr. Sprouse suggested adding #2 - Approval of Agenda, #4 has been updated – Unfinished Business for the title, #7 has updated wording – Human Resources Report, and Written Communications has been removed. Dr. Sprouse recommended the adoption of the draft policy to govern the order of business for regular meetings. (Attachment).

Motion

It was moved by Mr. Gaumer and seconded by Mr. Kirkpatrick to approve the changes to Board Policy Series Number 248. The motion carried.

C. Conflict of Interest Form

Dr. Sprouse presented an Indian Hills Community College Board of Trustees Conflict of Interest Disclosure form. The italicized information came directly



from Board Policies. Each board member will sign this disclosure form.
(Attachment)

D. Revision of Future Ready Iowa High Demand Programs List

Dr. Sprouse reported that this was approved last month, but Dr. Matt Thompson has been in meetings and has one change to the list. Dr. Thompson reported that one of the programs IHCC chose has a CIP Code that falls into a SOC Code, so this allows us to add another program. After talking to Dr. Jill Budde, Dr. Thompson would like Diesel Mechanics to be our fifth program for the Last Dollar Scholarship list. There is a chance that Diesel will be offered statewide so Dr. Thompson's alternate program is Child Care Worker.

Motion

It was moved by Mr. Kirkpatrick and seconded by Ms. Danowsky to approve Diesel as IHCC's fifth program and Child Care Worker as an alternate for Future Ready Iowa Last Dollar Scholarships. The motion carried.

E. Special Report: Employee Benefits

Ms. Parks, Director, Human Resources, introduced Mark J. Becker, President, Employee Benefit Consultants. Mr. Becker talked about Indian Hills Community College's history going from non self-funded to self-fund and what IHCC health insurance funding looks like today. (PowerPoint attached)

Closing Remarks

Dr. Sprouse's list of Involvement/Visits in Communities is in the packet. She also reported that winter graduation is February 19, 2019. Please let Shelle know if you will be attending and the Art Exhibit opens tonight with the artist present.

F. Exempt Private Hearing Pursuant to Iowa Code Section 279.16

Dr. Sprouse stated that we move to an Exempt Private Hearing Pursuant to Iowa Code Section 279.16. All people in attendance were asked to leave the boardroom unless requested to stay for the private hearing.

Board Meeting Recessed for Exempt Private Hearing

Regular board meeting recessed at 4:43 p.m. for the Exempt Private Hearing.
Board meeting reconvened at 6:49: 9.m.

G. Board Decision on Recommendation Regarding Termination of Employment Contract

Motion

Mr. Gaumer moved to amend the Presidents recommendation to terminate the employee, in order to suspend the employee for 90 days without pay at a per diem rate. Ms. Nichols seconded the motion. The motion carried.

A roll call vote was taken:

Amy Webber	Yes
Katie Nichols	Yes
Beth Danowsky	Yes

John Pothoven	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Richard J. Gaumer	Yes

Members absent: Nellie M. Coltrain and Tom Keck.

Motion

It was moved by Mr. Gaumer and seconded by Ms. Danowsky to approve the motion to suspend employee without pay for 90 days. Legal council is directed to draft a written decision. The motion carried.

A roll call vote was taken:

Amy Webber	Yes
Katie Nichols	Yes
Beth Danowsky	Yes
John Pothoven	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Richard J. Gaumer	Yes

Members absent: Nellie M. Coltrain and Tom Keck.

Adjournment

Board member Mr. Gaumer moved that the meeting be adjourned. Hearing no objections, Board President Mr. John Pothoven adjourned the meeting at 6:57 p.m.



BOARD PRESIDENT



BOARD SECRETARY