

MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

November 12, 2018

The regular Board of Trustees meeting for Indian Hills Community College was held on November 12, 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 4:01 p.m.

Roll Call

Members present: Nellie M. Coltrain, Richard J. Gaumer, Tom Keck, Jerry Kirkpatrick, Katie Nichols, John Pothoven, Amy Webber, and Alan Wilson.
Members absent: Beth Danowsky.

Minutes

The minutes of the October 8, 2018 Regular Board Meeting and November 5, 2018 Board Retreat were reviewed.

Motion

It was moved by Tom Keck and seconded by Nellie M. Coltrain to approve minutes of the October 8, 2018 Regular Board Meeting and November 5, 2018 Board Retreat. The motion carried.

Old Business

None.

Written Communications

None.

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 Amy Webber to approve the bills list for the month of October 2018. The motion carried.

Financial Report

Bill Meck, Treasurer/CFO, reported that as of the end of October, our net position is better than the previous year. Tuition and Fee line indicates we are up \$9,493. The primary drivers are instate tuition and out of state tuition. Local and State Support are up where they should be. Federal Support, work-study, is comparable to last year. The Other Income line is comparable to last year. Expenditures: Salaries and Fringes are up \$38,654 from a year-ago. Service costs are down \$96,204 and Materials and Supplies are up \$138,764 from last year. Other Current Expenses are down \$58,397. Overall, revenues are up and expenditures are down from last year. Restricted Funds 2, levy dollars collected and Expenditures are trending where expected. Continuing Education, noncredit activity, has had \$100,000 swing for the better from a year ago.

Motion

It was moved by Jerry Kirkpatrick and seconded by Katie Nichols to approve the Financial Report. The motion carried.

IACCT Report

Richard J. Gaumer reported that the IACCT board would meet Thursday, December 6, 2018. There is a Webinar presentation at 4:00 p.m. on Wednesday, November 14, 2018 on Community College Outcome Reports. Rich handed out cards with username and passwords for trustees to watch the presentation. This morning Rich received the IACCT budget for the coming year and the recommendation is to have no due increases. There has been no increases since 2012. March 5, 2019 is Community College Day on the Hill.

Personnel Report

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

Motion

It was moved by Richard J. Gaumer and seconded by Alan Wilson 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

Dr. Marlene Sprouse and Bill Meck went over facilities. Bill reported on the North Campus Project. He stated that some precast panels are out of tolerance on the North side of the building. Conversations are continuing with Architects, the contractor, and Indian Hills Community College. Bill said when a resolution is reached he will update the board. It was discovered that a waterline was under one of our buildings on the Main Campus. The waterline is in the process of being moved.

B. Approval of Board Policy Changes

Dr. Marlene Sprouse presented Board Policy changes and asked for approval. (Attachment).

Motion

It was moved by Nellie M. Coltrain and seconded by Richard J. Gaumer to approve changes made to the Board Policy Booklet.

Motion

Richard J. Gaumer moved to amend the original motion and take out Series #248. He stated that the agenda needs approved at each board meeting. It was moved by Richard J. Gaumer and seconded by Amy Webber to approve the amendment as presented. This motion carried.

Motion

It was moved by Jerry Kirkpatrick and seconded by Katie Nichols to approve the policy as amended. The motion carried.

Board Committee Assignment

John Pothoven and Dr. Marlene Sprouse talked about the half sheet page in each board members packet. It is a list of three board committees. Marlene and John asked board members to mark the board committees in the order he/she would choose to serve. President Pothoven and President Sprouse will assign people to each committee. (Attachment)

Discussion/Approval of Strategic Plan

Dr. Marlene Sprouse asked for discussion and/or approval for changes made to the Strategic Plan presented at the Board Retreat.

Motion

It was moved by Nellie M. Coltrain and seconded by Jerry Kirkpatrick to approve the changes made to the Strategic Plan. The motion carried.

Discussion of Sports Medicine

Darlas Shockley, Executive Dean, Arts and Sciences, Dr. Jill Budde, Executive Dean, Career and Workforce Education, and Dr. Matt Thompson, VP Academic Affairs talked about the focus area in Athletic Training and how they would like Sports Medicine to become a major. This would be a 2 + 1 program or a 2 + 3 program with the Physical Therapy Program. This is another pathway for students and a way to retain students. An Athletic Trainer must now have a Master's degree. This major would begin with a minimum of 12 students. (Attached)

Motion

It was moved by Alan Wilson and seconded by Richard J. Gaumer to approve Sports Medicine as a new focus area. The motion carried.

Program Review Process

Dr. Matt Thompson gave an overview on what we provide to the Department of Education when we submit for reaccreditation. Most colleges review CTE programs on a 5-year cycle, but IHCC reviews CTE programs on a three-year cycle. Matt gave board members the three-year cycle of programs, the Program Review Process, our Data Collection, Advanced Technologies Program Improvement Plan, and the Program Review Evaluation and Planning Tool. (Attached)

Closing Remarks

Marlene's list of Involvement/Visits in Communities is in the packet as well as the 2018 Community Roundtable discussions focus on workforce training and continuing education. Dr. Sprouse also gave invitations to her Christmas party after the board meeting in December.

Nellie M. Coltrain and Richard J. Gaumer talked briefly about sessions they attended at the ACCT Congress. They both enjoyed the meetings and realized that many of the session discussions we are already doing on our campus.

Adjournment

Board member Nellie M. Coltrain moved that the meeting be adjourned. Hearing no objections, Board President John Pothoven adjourned the meeting at 5:32 p.m.



BOARD PRESIDENT



BOARD SECRETARY