



## MINUTES OF THE BOARD OF TRUSTEES

### INDIAN HILLS COMMUNITY COLLEGE

May 8, 2023

The regular Board of Trustees meeting for Indian Hills Community College was held on April 10, 2023, 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:** Ms. Nellie Coltrain, Ms. Beth Danowsky, Mr. Richard J. Gaumer, Ms. Katie Nichols, Mr. Riley Sheetz, and Ms. Lori Yates.

**Zoom/Phone:** Mr. Alan Wilson.

**Members absent:** Mr. Jerry Kirkpatrick and Ms. Amy Webber.

#### **Approval of Agenda**

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

#### **Approval of Minutes**

The minutes of the April 10, 2023, Regular Board meeting were reviewed.

#### **Motion**

It was moved by Ms. Yates and seconded by Mr. Sheetz to approve the minutes from April 10, 2023, Regular Board meeting. The motion carried unanimously.

#### **Community College Redistricting**

Dr. Thompson presented the final redistricting map for our area. Dr. Thompson's recommendation is for the board to approve the final redistricting map for 2023.

Mr. Gaumer asked for a motion and a second to approve the 2023 Community College redistricting map.

#### **Motion**

It was moved by Ms. Danowsky and seconded by Ms. Nichols to approve the 2023 Community College redistricting map. The motion carried unanimously.

A roll call vote was taken:

Mr. Richard J. Gaumer	Yes
Ms. Beth Danowsky	Yes
Mr. Alan Wilson	Yes
Ms. Katie Nichols	Yes

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Ms. Nellie Coltrain	Yes
Mr. Riley Sheetz	Yes
Ms. Lori Yates	Yes

Members absent: Mr. Jerry Kirkpatrick and Ms. Amy Webber.

The motion carried unanimously.

Mr. Gaumer asked Ms. Shelle Harvey to certify the redistricting map with the Controlling Auditor of Wapello County.

### **Approval of Monthly Claims**

Mr. Richard J. Gaumer asked for a motion and a second to **table** the review of April claims until June due to Mr. Sheetz attending a Due Diligence meeting. Mr. Sheetz will audit the April claims in June and Mr. Gaumer will audit the claims for May.

### **Motion**

It was moved by Mr. Sheetz and seconded by Ms. Coltrain to **table** the April claims until June. The motion carried unanimously.

### **Financial Report**

Ms. Taren Ferguson, Chief Financial Officer, reported **Revenues** have increased \$572,497 from this point last year. This is due to increased State General Aid and property tax revenues as expected. Tuition and Fees are up \$383,489. This is due to an increase in per credit hour charges. As part of this, course fees from CTE and Health Sciences programs are up \$75,000 compared to last year.

**Expenses** are up by \$549,365. Salaries and fringes have remained flat. Services are \$447,562 higher than last year due to increased testing costs, licensure renewal and firewall protection, marketing/advertising services (\$50,000 due to timing), and increased costs due to maintenance and equipment repair services (\$120,000). Network services were due for renewal and had previously been covered by CARE's funding. (\$80,000 international student insurance) timing compared to last year.

Materials and supplies are up \$136,395 from this time last year, which is attributed to increased vehicle material costs, overall materials, and supply costs (\$50,000), software licensure (\$45,000), and increased out-of-state travel.

Fund 2 – Levy revenues and expenses are relatively similar to expenses in previous years and Equipment Replacement is looking good.

Second page – recent Bond proceeds have been spent on precast walls, Woodman controls and Architect fees for the Performing Arts facility. Large plant expenditures include north campus roof, K&M windows, storage building, and non-bond expenditures.

### **Motion**

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

### **Budget/Revenue Source Discussion; Tuition Recommendation for FY24**

Ms. Taren Ferguson, Chief Financial Officer, reported the FY24 Estimated Budget are estimates based on actuals through April 2023. The SGA is not finalized and the tuition estimate is based on an \$8 per credit hour increase for in-state tuition, with the assumption IHCC will have no change in overall enrollment.

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Local Support, the levy amount that has been certified on the Certified Budget, State Support, 16.46 million is State General Aid, and an increase of 7.2 million increase from the legislature and Other income is on track. The estimated budget salary figure is based on current figures plus a 3.5% increase and this accounts for all retirement savings and additional positions IHCC plans to add. Ms. Ferguson does not expect Services to be decreasing.

Tuition: board members received a handout with all 15 community colleges and what tuition will be for the 2023-2024 school year. Ms. Ferguson stated that the \$8.00 per credit hour increase for in-state-tuition would equate to \$472,000 of additional funding. Compared to other community colleges, IHCC will move from the third lowest tuition rate to the fourth.

Mr. Gaumer asked for a motion and a second to approve an \$8.00 increase, per credit hour, in tuition. IHCC's tuition will be \$203.00 per credit hour for in-state tuition and out-of-state tuition will remain at \$255.00 per credit hour.

### **Motion**

It was moved by Mr. Wilson and seconded by Ms. Danowsky to increase in-state tuition by \$8.00 per credit hour for a total of \$203.00 per credit hour.

A roll call vote was taken:

Mr. Richard J. Gaumer	Yes
Ms. Katie Nichols	Yes
Mr. Alan Wilson	Yes
Ms. Beth Danowsky	Yes
Ms. Lori Yates	Yes
Mr. Riley Sheetz	Yes
Ms. Nellie M. Coltrain	Yes

Members absent: Mr. Jerry Kirkpatrick and Ms. Amy Webber

The motion carried unanimously.

### **IACCT Report**

Mr. Rich Gaumer reported that the IACCT board met on April 27, 2023.

- IACCT dues will be increased by 4%.
- Katrina Callahan has been hired by Community Colleges for Iowa as Government Relations & Public Policy Intern.
- Legislature agreed on a \$7.2 million increase of additional funding for community colleges, which is a 3.25% increase.
- Legislature vetoed guns being allowed on college campuses in locked vehicles.
- Utilization of equipment levy has been loosened. The money can be used on other equipment and not just instructional equipment.
- Last Dollar Scholarships will only be awarded to students if the family contribution is less than \$20,000. If the contribution is more than \$20,000 a student is not eligible, this is assets, not income.
- There is a movement in community colleges to align credit and non-credit students.

### **Personnel Report**

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

**Motion**

It was moved by Ms. Danowsky and seconded by Mr. Sheetz to approve the Personnel Report. The motion carried unanimously. The Personnel Report is made a part of these minutes.

**President of the College****A. Facilities Report**

Dr. Brett Monaghan, Vice President, Student Development & Operations, reported on facilities.

**Main Campus:**

- Culinary Lab will be painted, new lighting, and flooring this summer.
- Alta Vista entrance will be closed beginning May 22, 2023, for the back roadway project. The entrance will reopen August 1, 2023.
- Iowa Sports will be on campus during the back roadway project working on the soccer field.
- Parking lot repairs are ongoing.
- Outdoor work, grounds, flowers, sprucing up campuses

**Centerville project:**

- Pictures have been added to WIN showing the Centerville Campus progress.
- There have been delays on steel, so that is slowing down the progress in areas B & C.
- Area A (CTE) is now completely enclosed and roofing will be installed beginning the week of May 15, 2023. Slab and underground work will begin in Area A and Area B & C will follow.

**Criminal Justice:**

- June 1, 2023, is the completion date for the Criminal Justice project. June 13, 2023, is the walk through to do a punch list. Furniture will arrive June 26, 2023. Dr. Thompson stated that the Criminal Justice ribbon cutting and Open House will correlate with the July board meeting and the Foundation Board is in attendance.

Mr. Gaumer reminded board members that graduation is May 17, 2023, in Centerville and Ottumwa Graduation is May 18, 2023.

Dr. Thompson stated that Centerville Graduation will be held at the Simon Estes Theatre. The Outstanding Student Awards Ceremony will begin at 3:00 p.m. and graduation will begin at 7:00 p.m. Byron Embry will be the graduation speaker for Centerville graduation and for Ottumwa graduation.

**Performing and Visual Arts Project Discussion and Timeline**

Dr. Matt Thompson, President, introduced Mr. Bill Futrell, Senior Architect, INVISION and Mr. Mike Schupbach, Senior Estimator, McGough Construction. Mr. Schupbach is the Construction Manager for the Performing and Visual Arts addition and renovation project. Dr. Thompson also introduced Dr. Jennifer Boyenga, Department Chair, Arts & Sciences.

Dr. Thompson reported that he would like bid documents to go out for the project in early June and returned by late June before the 4<sup>th</sup> of July holiday. IHCC's regular board meeting is July 10, 2023, and Dr. Thompson would like to bring bids to the board for approval.


Mr. Futrell reported that the bulk of the project is to repurpose Performing and Visual Arts and make the student "entrance" identifiable. A two-story glass addition will be built on the north side as the feature wall for a high visual element and another addition will be added to the southside of the building.

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Mr. Futrell updated board members on the progress went over all areas that will be renovated. Mr. Schupbach went over the project timeline and cost estimates of each project. He also reported that construction materials are going down in price or holding steady. (PowerPoint Attached).

**Adjournment**

Board member Ms. Nellie M. Coltrain moved that the meeting be adjourned. Hearing no objections Mr. Gaumer adjourned the meeting at 5:23 p.m.



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BOARD PRESIDENT



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BOARD SECRETARY