

MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

August 9, 2021

The regular Board of Trustees meeting for Indian Hills Community College was held on August 9, 2021, 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 4:00 p.m.

Roll Call

Members present: Ms. Nellie Coltrain, Mr. Richard J. Gaumer, Mr. Tom Keck, Mr. Jerry Kirkpatrick, Ms. Katie Nichols, and Mr. John Pothoven.

Via Zoom/Telephone: Ms. Beth Danowsky, Ms. Amy Webber, and Mr. Alan Wilson

Members absent:

Approval of Agenda

It was moved by Mr. Keck and seconded by Mr. Kirkpatrick to approve the board agenda. The motion carried unanimously.

Approval of Minutes

The minutes of the July 12, 2021 Regular Board Meeting were reviewed.

Motion

It was moved by Ms. Coltrain and seconded by Ms. Nichols to approve the July 12, 2021 minutes as read. The motion carried unanimously.

Unfinished Business

None

Approval of Monthly Claims

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

Motion

It was moved by Mr. Pothoven and seconded by Mr. Kirkpatrick to approve the monthly claims for the month of July 2021. The motion carried unanimously.

FY21 Receipts and Disbursements Summary

Mr. Michael Lee, Treasurer/CFO presented the FY21 Receipts and Disbursements Summary. This summary is by fund with total receipts and disbursements at the bottom. This summary and a detailed expenditure list will be published in a local newspaper, along with the publication of salaries, and payroll information. Ms. Shelle Harvey certified this document to be correct.

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FY21 Investment Report

Mr. Michael Lee, Treasurer/CFO presented the FY21 Investment Report. This report reflects the investments as of June 30, 2021 and is broken down by fund and banking institution. Total invested funds as of June 30 was \$21,980,238. The Investment Report shows a comparison for the last 4-years.

Motion

It was moved by Ms. Coltrain and seconded by Mr. Kirkpatrick to approve the FY21 Investment Report. The motion carried unanimously.

IACCT Report

Mr. Gaumer reported that IACCT does not meet in August. The presentations given at the IACCT Conference were very good and our staff did a great job presenting. Anyone is able to login to the IACCT Website and view conference presentations at any time.

Mr. Gaumer reported that an employee has been hired by IACCT and will be a Diversity and Inclusion Coordinator. This employee will help colleges improve their practices for equity and inclusion of minority students and staff. IACCT pays half of this person's wages and the Department of Education pays half.

Revised: Board Policy 315 Speech and Expression at Public Institutions

Dr. Matt Thompson, President, IHCC reported that that the Speech and Expression at Public Institutions has been revised. The most significant change is that all faculty, staff, and students have mandatory training and this must occur annually. The universities are working on sessions for training and community colleges will purchase it for \$1,900. This product will be put into the colleges Learning Management System and pushed out to all faculty, staff, and students.

Motion

It was moved by Ms. Nichols and seconded by Mr. Pothoven to approve the revised Board Policy 315 Speech and Expression at Public Institutions. The motion carried unanimously.

Personnel Report

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

Motion

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

New Business

A. Resolution Ordering an Election on the Issuance of \$28,000,000 General Obligation School Bonds

Dr. Thompson reported that the college has been successful in raising dollars for projects in the Master Facilities Plan. Today, 7 million dollars has been raised and Dr. Thompson is expecting to raise 7.5 million dollars. Dr. Thompson reported that prices have increased, but not significantly. A \$28 million dollars Bond Referendum is recommended to the board for consideration. From a tax perspective this is 21 cents on

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the levy. This money averages out to about 2.8 million dollars per county and people have responded very well.

Motion

It was moved by Mr. Keck and seconded by Ms. Nichols to approve the Resolution Ordering an Election on the Issuance of \$28,000,000 General Obligation School Bonds on November 2, 2021.

A roll call vote was taken:

Richard J. Gaumer	Yes
Tom Keck	Yes
Nellie M. Coltrain	Yes
Katie Nichols	Yes
John Pothoven	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Beth Danowsky	Yes
Amy Webber	Yes

Members absent: None

B. Quality Faculty Plan Manual

Dr. Jill Budde reported that the Quality Faculty Plan went through a major overhaul. IHCC has a Quality Faculty Plan Professional Development system, which tracks faculty and their cycles. IHCC has been on a 3-year cycle and the system does not track it as well. Faculty were surveyed and the consensus was that all faculty start and finish the cycle at the same time.

Indian Hills Community College received a Title III grant and this allowed the college to create a Teaching and Learning Center and hire Mr. Craig Leager and Ms. Libby Serkies. More sessions are being developed and faculty have more selections and varieties of ways to attend these sessions: face-to-face, online, recording sessions, or virtually.

The transition will begin this fall and a chart has been created to help faculty determine what cycle they are in.

Motion

It was moved by Mr. Pothoven and seconded by Ms. Coltrain to approve all revisions made to the Quality Faculty Plan Manual. The motion carried unanimously.

President of the College

A. Facilities Report

Dr. Brett Monaghan, Vice President, Student Development & Operations reported that there is only one punch list item remaining on the wrestling building. Drywall is going up in the Residence Hall and Library windows have been completed except on the East end of the building. The Library will also get a new roof and landscaping. There has been issues with the retaining wall at the Hellyer Student Life Center, so the wall will be replaced and landscaping added to this area.

All painting has been completed and IHCC is ready for students to come back in the fall.

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Ms. Joni Kelley was asked about enrollment. IHCC will know more in the next 3-weeks, but we are in a good place at this moment. The new Step On To Campus has been very positive.

B. Industry 4.0

Ms. Ashley Moyer, Executive Director, Continuing Education & Workforce Solutions presented a PowerPoint on Industry 4.0. Iowa Manufacturing 4.0 is a statewide partnership. The consortium helps support the manufacturing sector and helps with training and awareness.

There are 8 statewide partners who will develop curriculum to meet training needs, customize training for the existing workforce, develop/enhance certificate, diploma and degree programs, and educate/inform Iowa's leaders.

Industry or Manufacturing 4.0 is: 9 technologies or applications working together, Smart Manufacturing is connected to supply chains, and Cyber Physical Systems, integration or interaction of physical equipment and software.

Adoption Support: Iowa Economic Development Authority (IEDA) Grants, Manufacturing Innovation Equipment Grants, Notes, and Community College having 260 plus programs in hopes of reclaiming existing workforce, and having an increase in this year's 260F funding.

Timeline: late July or early August – Pilot intro workshop for companies, July-September – awareness sessions, September – IEDA application opens, January 2022 – training, CIRAS is booking assessments now, and IHCC is taking 260F applications. (PowerPoint attached)

C. John P. Kibbie Trustee Leadership Award

Dr. Matt Thompson, President, announced that Mr. John Pothoven received the John P. Kibbie award at the IACCT Conference, which was held virtually. Dr. Thompson read some of the information that was submitted on the application. Dr. Thompson also presented Mr. Pothoven with the award. Mr. Pothoven has contributed his time, financial resources, and his experience to Indian Hills Community College for the last 20-years and 10-years as the Board President.

Mr. John Pothoven announced that as of August 31, 2021 he will be resigning from the Board of Trustees. A new member will be appointed on September 13, 2021.

Adjournment

Board member Ms. Coltrain moved that the meeting be adjourned. Hearing no objections Mr. Gaumer adjourned the meeting at 5:02 p.m.



 BOARD PRESIDENT



 BOARD SECRETARY