

## MINUTES OF THE BOARD OF TRUSTEES

## INDIAN HILLS COMMUNITY COLLEGE

May 13 2019

The regular Board of Trustees meeting for Indian Hills Community College was held on May 13, 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 4:02 p.m.

**Roll Call**

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

Members absent: None

**Approval of Agenda**

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

**Minutes**

The minutes of the April 8, 2019 Regular Board Meeting were reviewed.

**Motion**

It was moved by Mr. Keck and seconded by Ms. Coltrain to approve minutes of the April 8, 2019 Regular Board Meeting. The motion carried.

**Unfinished Business**

None.

**Approval of Monthly Claims**

Board member Ms. Coltrain 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. Coltrain and seconded by Mr. Keck to approve the bills list for the month of April 2019. The motion carried.

**Financial Report**

Mr. Bill Meck, Treasurer/CFO, reported that Tuition and Fees are down \$29,691 compared to a year-ago. Other Income is up \$143,208 due to increased reimbursement of maintenance costs and higher interest income, caused by more funds invested in money market accounts and higher rates. Indirect/Admin revenue is down from the prior year. Salary and Benefit costs continue to be consistent with the prior year. Service line is down \$43,810 and Material and Supplies are up \$197,609. Other Expenditures are down \$75,173. We are in a good position.

**Motion**

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

**Budget/Revenue Source Discussion**

Mr. Meck, Treasurer/CFO, presented a cover letter and stated that he would be sharing the FY20 budget estimate comparison for the current year budget and the prior year actual amount, credit hour/enrollment summary, and the statewide tuition and fees per credit hour summary.

Mr. Meck had the board look at the FY20 Estimated Budget sheet. Dr. Sprouse and Mr. Meck are recommending a \$4.00 increase per credit hour for in state tuition and out-of-state tuition to remain at \$240.00 per credit hour. Tuition and Fees are identified with a small reduction, but with the increase being proposed, if enrollment remains level it would generate \$212,000 of new revenue. Local Support is showing the increase in valuations and State Support reflects the additional 2019-2020 General Aid allocation. Federal Support is flat and Other Income is down. Total revenue budget \$36,402,554.

On the expenditure side, we are budgeting a \$200,000 increase in salary and benefit costs. Next month, a recommendation will come to the Board for salary increases; we have met with the budget review committee and will be proposing an increase. We will, however, see some significant savings resulting from early retirement.

Mr. Meck then talked about the Credit Hour/Enrollment Projection Information sheet. Students will continue to register, but as of this morning, we are down 6.4% from a year ago at this time.

The last piece of information Mr. Meck shared was the Tuition and Fees per Credit Hour Summary. We have received survey information from other colleagues and the majority of colleges show an estimated credit increase. Mr. Meck proposed a \$4.00 increase, per credit hour, making in-state tuition \$180.00 per credit and out-of-state tuition will remain at \$240.00 per credit hour.

**Motion**

It was moved by Mr. Wilson and seconded by Mr. Kirkpatrick to approve a \$4.00 increase, per credit hour, to in-state tuition and keep out-of-state tuition at \$240.00, per credit hour, for the 2019-2020 academic year. The motion carried.

**IACCT Report**

Mr. Gaumer talked about Career and Technical Education. In 2016, the Iowa State Board of Education adopted a new definition of college and career readiness to reflect what students should achieve to be prepared for postsecondary success. Iowa students who are college and career ready have successfully: achieved proficiency in essential content knowledge; acquired practical transition skills; developed key learning skills and cognitive strategies; and build a strong foundation of self-understanding engagement strategies.

Iowa's community colleges facilitate college and career readiness through programs such as: joint enrollment, work-based learning opportunities, high

school equivalency diploma programs, high- quality credit and noncredit programs.

Mr. Gaumer also spoke about the quality of CTE, CTE redesign, and Work Based Learning/Intermediary Networks. (PowerPoints attached.)

### **Personnel Report**

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

### **Motion**

It was moved by Mr. Gaumer and seconded by Mr. Keck to approve the Personnel Report. The motion carried. The Personnel Report is made a part of these minutes.

### **New Business**

#### **President of the College**

##### **A. Facilities Report**

Mr. Fosdyck, Director, Physical Facilities, reported that the North Campus addition for Welding and Diesel is coming together. The week of the May 20 Welding will be moved into the new area. June 1<sup>st</sup> asbestos will be removed from the old welding lab. Turner Concrete will be pouring concrete for the next two days and the diesel approach will be complete.

Swirl Bakery hood, for the dishwasher, and ceiling should be completed by the end of the week and Swirl Bakery can move into their space.

Floor covering is being installed at the Hellyer Student Life Center. A new rubber floor is being installed and will be completed by graduation.

Trustee Hall project was slightly delayed by IHCC not receiving a debris shoot for demolition materials. Rick and his crew created their own debris shoot and saved IHCC a substantial amount of money.

##### **B. Special Report: Governmental Affairs Update**

Ms. Martha Wick, Associate Dean, Governmental Affairs and Grants reported on the Legislative Update 2019. Ms. Wick reported that they are awaiting bill action by Gov. Kim Reynolds that includes \$6 million increase in State General Aid for Iowa's 15 community Colleges. She reported that IHCC will receive an additional \$399,611.

Ms. Wick reported on Stun Guns on Campus (Taser Bill), Free Speech Bill, HF546, SF603, and HF692. (PowerPoint attached)

##### **C. Special Report: Regional Entrepreneurship Center**

Mr. AJ Gevock, Director, Economic Advancement, Incubation, and Entrepreneurship reported on the Regional Entrepreneurship Center. He reported on Business Incubation, Business Advising, Entrepreneurship Courses, Community Outreach, and SBDC. He spoke about current businesses at the center and about Swirl Baker, a new business moving in, in the next couple of weeks. (PowerPoint attached)

**D. AGS Degree**

Dr. Matt Thompson reported that the Associate of Art Degree and the Associate of Science Degree were brought to the board to have credits changed from 60-64. The Associate of General Studies was 61 credits so Dr. Thompson would like the degree to be changed to 64 credits for consistency. Dr. Thompson asked for approval to change this degree from 61-64 credits.

**Motion**

It was moved by Mr. Gaumer and seconded by Ms. Coltrain to approve the recommendation to change the Associate of General Studies degree from 61-64 credits. The motion passed.

**E. Spring Graduation**

Spring Graduation, is May 15 in Centerville and May 16 in Ottumwa.

**F. June Board Meeting**

Dr. Sprouse reminded board members that the June meeting will be in Centerville. Ms. Harvey will be in touch with additional information.

**G. Request for closed session pursuant to Iowa Code 21.5(1)(c)**

Dr. Sprouse requested a closed session pursuant to Iowa Code 21.5(1)(c).

**Motion**

It was moved by Ms. Nichols and seconded by Ms. Coltrain to enter into a closed session pursuant to Iowa Code 21.5(1)(c).

A roll call vote was taken:

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

Members absent: None

**Closing Remarks**

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

**Adjournment**

Board member Mr. Coltrain moved that the meeting be adjourned. Hearing no objections, Board President Mr. Pothoven adjourned the meeting at 6:15 p.m.

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BOARD PRESIDENT

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BOARD SECRETARY