

MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

November 11, 2019

The regular Board of Trustees meeting for Indian Hills Community College was held on November 11, 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 4:00 p.m.

Roll Call

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

Members absent: Nellie M. Coltrain and Jerry Kirkpatrick.

Approval of Agenda

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

Minutes

The minutes of the October 14, 2019 Regular Board Meeting were reviewed.

Motion

It was moved by Ms. Danowsky and seconded by Ms. Webber to approve minutes of the October 14, 2019 Regular Board Meeting. The motion carried.

Unfinished Business

Dr. Sprouse stated that the technology acceptable use policies for staff and students were approved at the October meeting subject to review by legal counsel. A few revisions were made to each policy. (Attached)

Approval of Monthly Claims

Board member Mr. Wilson 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 Mr. Wilson and seconded by Ms. Danowsky to approve the bills list for the month of October 2019. The motion carried.

Financial Report

Mr. Michael Lee, Treasurer/CFO, reported Tuition and Fees Revenues are behind \$26,563, but not as much as anticipated. Local and State Support are trending where they should be. Other Income line is down due to lower reimbursement compared to last year for software maintenance insurance. Expenditures: Salaries and Fringes are up \$28,355 compared to one year ago. Services are down \$168,213. Materials and Supplies and Other Current Expenses are up \$108,631 mostly due to software licenses. Restricted Funds 2, are on track and levies are at a higher rate than last year. Expenditures are where we expect them to be and we will continue monitoring head count and credit hours.

Motion

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

IACCT Report

Mr. Gaumer reported the ACCT Congress was excellent. He distributed presentations from sessions he attended. One session in particular was about how Glen Oaks Community College manages 56% high school concurrent enrollment. He also reported how other colleges believe building a strong team is through retreats and self-evaluations. Mr. Gaumer passed out Save the Date cards announcing that on July 22-24, 2020, Western Iowa Tech Community College, Sioux City, will host the 2020 IACCT Conference. Mr. Gaumer also informed the board that the IACCT trustees had a recent discussion about hiring another lobbyist. This was a discussion only, no decision or action. (Attachments)

Industrial New Jobs Training Program Project 2019

Resolution Approving New Jobs Training Agreements

- 1) Not To Exceed \$295,000 Industrial New Jobs Training Program Project. (AWOL Outdoors, Inc. Project)
- 2) Not To Exceed \$95,000 Industrial New Jobs Training Program Project. (RELCO Locomotives, Inc. Project)
- 3) Not To Exceed \$965,000 Industrial New Jobs Training Program Project. (East Penn Manufacturing Co. Project)
- 4) Not To Exceed \$820,000 Industrial New Jobs Training Program Project. (Hy-Vee, Inc. Project)

David Humburg, Continuing Education & Workforce Solutions, was seeking approval of 4 260E New Jobs Training Agreements.

Mr. Humburg asked for approval of resolutions for New Jobs Training Agreements with AWOL Outdoors, Inc., RELCO Locomotives, Inc., East Penn Manufacturing Co., and Hy-Vee, Inc.

Motion

It was moved by Mr. Wilson and seconded by Mr. Gaumer to approve resolutions for New Jobs Training Agreements with AWOL Outdoors, Inc., RELCO Locomotives, Inc., East Penn Manufacturing Co., and Hy-Vee, Inc.

A roll call vote was taken:

Richard J. Gaumer	Yes
Tom Keck	Yes
Katie Nichols	Yes
John Pothoven	Yes
Alan Wilson	Yes
Beth Danowsky	Yes
Amy Webber	Yes

Members absent: Ms. Nellie Coltrain and Jerry Kirkpatrick.

The motion carried.

Mr. Lee asked for approval of resolutions directing the publication of notice on the proposition of the issuance of not to exceed \$2,175,000 Industrial New Jobs Training Certificates (2019-1 Multiple Projects).

Motion

It was moved by Mr. Gaumer and seconded by Ms. Nichols to approve resolutions directing the publication of notice on the proposition of the issuance of not to exceed \$2,175,000 Industrial New Jobs Training Certificates (2019-1 Multiple Projects).

A roll call vote was taken:

Richard J. Gaumer	Yes
Tom Keck	Yes
Katie Nichols	Yes
John Pothoven	Yes
Alan Wilson	Yes
Beth Danowsky	Yes
Amy Webber	Yes

Members absent: Ms. Nellie Coltrain and Jerry Kirkpatrick.

The motion carried.

Mr. Lee asked for approval for the resolution approving the preliminary official statement and electronic bidding procedures.

Motion

It was moved by Mr. Gaumer and seconded by Ms. Danowsky to approve the preliminary official statement and the electronic bidding procedures.

A roll call vote was taken:

Richard J. Gaumer	Yes
Tom Keck	Yes
Katie Nichols	Yes
John Pothoven	Yes
Alan Wilson	Yes
Beth Danowsky	Yes
Amy Webber	Yes

Members absent: Ms. Nellie Coltrain and Jerry Kirkpatrick.

The motion carried.

Mr. Humburg reported that the bond sale will be held on December 9, 2019.

Personnel Report

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

Motion

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

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New Business:

None

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

Mr. Lee, Treasurer/Chief Financial Officer, reported that restrooms in the Hellyer Student Life Center will be completed on Tuesday, November 12, 2019. Concrete has been finished for the winter.

B. Special Report: Higher Learning Commission Accreditation Update

Dr. Matt Thompson, Vice President, Academic Affairs and Institutional Effectiveness, reported that the Higher Learning Commission will be on campus December 2 & 3, 2019. Dr. Thompson went over the agenda, went into the portal and talked about the Assurance Argument, and went over possible questions that could be asked to groups. (Attachments)

C. Introduction of Student Ambassadors

Ms. Joni Kelley, Executive Dean, Enrollment Services & Registrar, introduced Ranae Molkenthin, Director Admissions and Ashley Stagner, Admissions Representative. These two ladies have been in charge of going through applications and selecting students for IHCC Student Ambassadors. At this time IHCC has 11 Student Ambassadors. Some Ambassadors attended our meeting and Ms. Kelley had them introduce themselves and their hometown.

Closing Remarks

Dr. Sprouse's list of Involvement/Visits in Communities is on the Board of Trustees Resources page. Invitations were distributed to attend the holiday gathering at Dr. Spouses' house following the December 9, 2019 board meeting. IHCC Volleyball girls have qualified for the National Tournaments in Hutchinson, KS.

Adjournment

Board member Mr. Gaumer moved that the meeting be adjourned. Hearing no objections, Board President Mr. Pothoven adjourned the meeting at 5:27 p.m.



 BOARD PRESIDENT



 BOARD SECRETARY