



## NOTICE OF PUBLIC MEETING

### REGULAR MEETING OF THE BOARD OF TRUSTEES

**Monday, December 10, 2018**

**6:00 p.m.**

**1500 West Agency Road**

**West Burlington, Iowa**

**Board Room**

#### **Tentative Agenda**

#### 1.0 Routine Items

1.1 Call to Order, Roll Call, and Pledge of Allegiance

1.2 Adoption of Formal Agenda

1.3 Communications (Limited to Five (5) Minutes per Individual)

1.3.1 Audience

1.3.2 Administration

1.3.3 Board

1.4 Iowa Association of Community College Trustees Report

#### 2.0 World Changing – Changing Our Thinking

2.1 Fall 2018 Enrollment Update (Dr. Janet Shepherd)

2.2 IACCT Update – MJ Dolan, Executive Director

#### 3.0 Action Items

3.1 Approval of Consent Agenda

(NOTE: All matters listed on the attached Consent Agenda are considered to be Routine by the Board of Trustees and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.)

3.2 Resolution Approving Construction Contract and Bond for the Keokuk Buildings 400 and 500 – Interior Renovations

3.3 Presentation of the Audit

3.4 Review Board Policy Section 100

#### 4.0 Accountability

4.1 Review Board Policy Section 100

4.2 President's Report

4.3 Monthly Financial Report

4.4 Facilities Update

#### 5.0 Future Meetings

Iowa Association of Community College Trustees (IACCT) meetings:

- January 23, 9 a.m., IACCT Office
- January 23, 3 p.m., IACCT Student Legislative Seminar, Holiday Inn, Mercy Campus
- January 24, 7 a.m., IACCT Student Legislative Seminar Breakfast, State Capitol
- February 10 – 13, ACCT National Legislative Congress in Washington, D.C.
- March 4, 2019, 5 p.m., PTK Recognition Event, Des Moines-Embassy Suites
- March 5, 10 a.m., Community College Day on the Hill, State Capitol

SCC Board of Trustees meetings:

- Monday, January 7, 2019, 5 p.m. Special Board Meeting at West Burlington Campus
- Wednesday, January 16, 5 p.m. at West Burlington Campus
- Monday, February 18, 5 p.m. at West Burlington Campus
- Monday, March 18, 5 p.m. at West Burlington Campus
- Monday, April 8, 5 p.m. at AEA Office, Burlington, Iowa
- Tuesday, May 14, 4:30 p.m. at West Burlington Campus

6.0 Adjournment

A handwritten signature in cursive script that reads "Darcy Adams".

Darcy Adams, Board Secretary

Item 3.1  
**CONSENT AGENDA**  
for

December 10, 2018, Regular Board Meeting

1. Approval of Minutes for the November 12, 2018, Regular Board Meeting
2. Presentation of Bills of Account
3. Resignations, Terminations and Mutually Agreed to Contract Adjustments

<b>Name</b>	<b>Title</b>	<b>Date of Hire</b>	<b>Last day of Employment</b>	<b>Reason</b>
Barbara Altheide	Computer Technician	08/21/1989	06/30/2019	Early Retirement.
Barbara Carroll	Enrollment Specialist	07/14/2008	06/30/2019	Early Retirement.
Dr. Teresa Garcia	Executive Dean of Academic Affairs	07/14/2008	01/11/2019	Early Retirement.
Ellen Orth	Workforce Center Office Assistant/Receptionist	11/27/2000	06/30/2019	Early Retirement.
Rebecca Rump	Executive Director, Institutional Advancement	03/02/1987	06/30/2019	Early Retirement.
Robert Ryan	WIOA Title I Director	08/13/2001	01/04/2019	Early Retirement.
Leanne Humiston	Professor - Nursing	08/21/1997	08/19/2019	Early Retirement.
Elizabeth Oldfield	Professor - English	08/19/1999	08/19/2019	Early Retirement.
Carla Pilkington	Assistant Professor – Administrative Assistant/Medical Coding & Billing	01/10/2008	08/19/2019	Early Retirement.
R. Leigh Pirtle	Professor - Music	08/17/2000	08/19/2019	Early Retirement.

4. Employment Contracts

<b>Name</b>	<b>Title</b>	<b>Contract Period</b>	<b>Salary</b>
Shawn Hopper (Replacement)	Enrollment Specialist	December 11, 2018 – June 30, 2019	\$19,938.24 (\$36,000 annual)
Tiffany West (New)	Nursing Clinical Coordinator	December 3, 2018 – June 30, 2019	\$34,615.50 (\$60,000 annual)