



**NOTICE OF PUBLIC MEETING**

**PRE-BOARD MEETING OF THE BOARD OF TRUSTEES  
AND  
AREA LEGISLATORS**

**Monday, December 11, 2023 at 4:00 p.m.  
1500 West Agency Road, West Burlington, Iowa  
(Private Dining Room)**

**Tentative Agenda**

1.0 Introduction

- 1.1 Call to Order and Roll Call
- 1.2 Adoption of Formal Agenda

2.0 Dinner

3.0 Informational Items

- 3.1 Comments – President Dr. Michael Ash
- 3.2 Comments – Area Legislators

4.0 Adjournment

*Darcy Burdette*

Darcy Burdette, Board Secretary

**NOTICE OF PUBLIC MEETING  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
Monday, December 11, 2023 at 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
  - 1.3.3 Administration
  - 1.3.3 Board
- 1.4 Community Colleges for Iowa Trustees Report

2.0 Action Items

- 2.1 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.)
- 2.2 Resolution Accepting the Blackhawk Student Center

3.0 Accountability

- 3.1 President's Report
- 3.2 Monthly Financial Report
- 3.3 Facilities Update

4.0 Secretary's Report on Election in Director Districts #1, #4, and #5

5.0 Reorganization of the Board

- 5.1 Adjourn Sine Die
- 5.2 Call to Order and Roll Call by Secretary of the Board
- 5.3 Organization of the Board
  - 5.3.1 Election of Board Chairperson
  - 5.3.2 Election of Board Vice Chairperson
  - 5.3.3 Appointment of Secretary
  - 5.3.4 Appointment of Representatives for the College County Fair Service Agency Board of Directors
  - 5.3.5 Appointment of Representatives for the Greater Burlington Area Sports Facilities Board of Directors
  - 5.3.6 Appointment of Iowa Association of Community College Trustees Representative and Alternate
  - 5.3.7 Resolution on Signatures for Depositories

6.0 Future Meetings

IACCT Board Meetings-

- Wednesday, December 13, 2023, Board Meeting at 10 a.m.
- Wednesday, January 24, 2024, Board meeting via ZOOM Only at 10 am
- Sunday, February 4, 2024 – Wednesday, February 7, 2024 –  
ACCT National Leadership Congress in Washington, DC

SCC Board of Trustees meetings:

- Monday, January 8, 2024, at 4:30 pm at West Burlington Campus
- Monday, February 12, 2024, at 4:30 pm at West Burlington Campus
- Monday, March 4, 2024, at 4:30 pm at West Burlington Campus

## 6.0 Adjournment

*Darcy Burdette*

Darcy Burdette, Board Secretary

# CONSENT AGENDA

for

December 11, 2023 Regular Board Meeting

1. Approval of Minutes

- November 13, 2023 Regular Board Meeting Minutes

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>
Charles Burm	Professor - English	08/18/2004	08/13/2024	Accepted early retirement.
Deanna Kline	Professor - Nursing	08/18/2004	08/13/2024	Accepted early retirement.
Shirley Martin	Library Assistant – Keokuk - Level 6	11/18/1985	06/30/2024	Accepted early retirement.
Julie White	Secretary – Athletics Department – Level 6	10/01/2007	03/31/2024	Accepted early retirement.

4. Employment Contracts

<b>Name</b>	<b>Title</b>	<b>Contract Period</b>	<b>Salary</b>
Rebecca Chase (Replacement)	Administrative Assistant – Institutional Advancement – Level 7	December 1, 2023 – June 30, 2024	\$18,482.40 (\$31,824.00 annual)
Michael Conrad (Replacement)	Student Success Advocate – Concurrent Enrollment	December 1, 2023- June 30, 2024	\$23,230.77 (\$40,000.00 annual)