



**NOTICE OF PUBLIC MEETING**

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

**Monday, December 14, 2015**

**4:30 p.m.**

**1500 West Agency Road  
West Burlington, Iowa  
The Little Theater (Room 433)**

**Tentative Agenda**

1.0 Introduction

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

2.0 Informational Items

- 2.1 Comments – President Dr. Michael Ash
- 2.2 Comments – Area Legislators

3.0 Adjournment

Sherry Zeller, Board Secretary



## NOTICE OF PUBLIC MEETING

### REGULAR MEETING OF THE BOARD OF TRUSTEES

**Monday, December 14, 2015**

**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

Annual report of activities and impact of the SBDC (Janine Clover)

#### 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 Presentation of the Audit
- 3.3 Resolution Ordering Construction of the New Industrial Maintenance Technology Building, Setting a Date for Public Hearing Thereon and Taking of Bids Therefor
- 3.4 Land Lease Agreement for Student Residence Halls Tower
- 3.5 Land Lease Agreement for Millennium Hall
- 3.6 Purchase Agreement for Millennium Hall
- 3.7 Side Agreement Related to Winegard, Witte, and Millennium Student Residence Halls
- 3.8 Resolution Accepting Public Improvements – SCC Interior Renovation Projects – West Burlington and Keokuk Campuses
- 3.9 Confirmation of 2016 Distinguished Alumni Awards

- 3.10 Lobbyist Services for 2016 Legislative Session
- 3.11 Resolution Adopting the Des Moines County Multi-Jurisdictional Pre-Disaster Mitigation Plan Update, 2015

#### 4.0 Accountability

- 4.1 Iowa Department of Education Accreditation Visit Report
- 4.2 Cohort Default Rate
- 4.3 President's Report
- 4.4 Monthly Financial Report
- 4.5 Facilities Update

#### 5.0 Future Meetings

Iowa Association of Community College Trustees (IACCT) meetings:

- January 27 at 9 a.m. at IACCT Office
- January 27 – 28 Student Legislative Summit at the Holiday Inn Mercy Campus
- February 22 – 23 at Embassy Suites
- March 3 at 9 a.m. at IACCT Office
- April 6 at 9 a.m. at IACCT Office
- May 6 at 9 a.m. at IACCT Office

SCC Board of Trustees meetings:

- Monday, January 11, 5 p.m. at West Burlington Campus (Regular Board Meeting)
- Monday, February 15, 5 p.m. at West Burlington Campus (Regular Board Meeting)
- Monday, March 21, 5 p.m. at West Burlington Campus (Regular Board Meeting)
- Monday, April 18, 5 p.m. at West Burlington Campus (Regular Board Meeting)
- Tuesday, May 10, 4:30 p.m. at West Burlington Campus (Regular Board Meeting)

#### 6.0 Adjournment

This notice is given pursuant to Chapter 21, Code of Iowa.



Sherry Zeller, Board Secretary

Negotiation Strategy Setting Session - Closed Meeting (exempt session)

Item 3.1  
**CONSENT AGENDA**

for  
December 14, 2015, Regular Board Meeting

1. Approval of Minutes for the November 9, 2015, Regular Board Meeting
2. Presentation of Bills of Account
3. Resignations, Terminations and Mutually Agreed to Contract Adjustments

a. Sibyl McIntire

Position: Student Success Advocate/Interim Student Support Center Director  
Date of Hire: 12/01/2015  
Last Day of Employment: 11/30/2015  
Reason: Accepted TRiO SSS Project Advisor position

b. Debra Palmer

Position: Scheduling & Curriculum Support Specialist  
Date of Hire: 03/04/2004  
Last Day of Employment: 01/31/2016  
Reason: Early Retirement

4. Employment Contracts

a. Sibyl McIntire

*Position:* TRiO SSS - Project Director  
*(Grant)*  
Contract Period: December 1, 2015 – June 30, 2016  
Salary: \$30,075.21 (\$51,500.00 annual)  
Education: Bachelor of Arts – University of Iowa, Iowa City, IA  
Master of Science – University of Phoenix, Phoenix, AZ  
Experience: Interim Student Support Center Director – SCC, West Burlington, IA  
Student Success Advocate - SCC, West Burlington, IA  
Regional Enrollment Manager – Buena Vista University, Storm Lake, IA

b. Tiffany Phillips

*Position:* TRiO SSS – Project Advisor – WB Campus  
*(Grant)*  
Contract Period: December 7, 2015 – June 30, 2016  
Salary: \$19,904.91 (\$35,000.00 annual)  
Education: Bachelor of Arts – Wartburg College, Waverly, IA  
Master/Higher Education Administration - Upper Iowa University, Fayette, IA  
Experience: Teacher Associate – Corse Elementary School, Burlington, IA  
Online Coord./Academic Advisor – Labette Community College, Parsons, KS  
Interim Director of Student Activities– Upper Iowa University, Fayette, IA

c. Sarah Schwartz

*Position:* *TRiO SSS – Project Advisor – Keokuk Campus*  
*(Grant)*

**Contract Period:** December 7, 2015 – June 30, 2016

**Salary:** \$19,335.73 (\$34,000.00 annual)

**Education:** Bachelor of Science – Western Illinois University,  
Macomb, IL  
Baccalaureate Certificate – Western Illinois University,  
Macomb, IL  
Master of Science – Western Illinois University,  
Macomb, IL

**Experience:** Prevention Specialist – ADDS, Burlington, IA  
Program Coordinator – Grade A Plus, Burlington, IA