



**NOTICE OF PUBLIC MEETING**

**WORK SESSION MEETING  
OF THE  
BOARD OF TRUSTEES**

**Monday, December 11, 2017**

**3:30 p.m.**

**1500 West Agency Road  
West Burlington, Iowa  
(Board Room)**

**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 Discussion about 2018 Legislative Session

3.0 Adjournment

A handwritten signature in cursive script that reads 'Sherry Zeller'.

Sherry Zeller, Board Secretary



**NOTICE OF PUBLIC MEETING**

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

**Monday, December 11, 2017  
4:30 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 Informational Items

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

3.0 Adjournment

A handwritten signature in cursive script that reads 'Sherry Zeller'.

Sherry Zeller, Board Secretary



## NOTICE OF PUBLIC MEETING

### REGULAR MEETING OF THE BOARD OF TRUSTEES

**Monday, December 11, 2017**

**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 Board - Emerging Topics
- 2.2 Presentation by IACCT Executive Director M. J. Dolan

#### 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 Proposed Revisions to Resolution Naming Depositories
- 3.4 Quarterly Review of Board Policies in Section 100  
Review Board Policy #102, Mission, Vision, and Values – Second Reading
- 3.5 Strategic Plan for 2017 – 2022
- 3.6 Facilities Master Plan Update
- 3.7 Lobbyist Services for 2018 Legislative Session

#### 4.0 Accountability

- 4.1 Residence Halls Update
- 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 24, 9 a.m., IACCT Office
- January 24, 3 p.m., IACCT Student Legislative Seminar, Holiday Inn, Mercy Campus
- January 25, 7 a.m., IACCT Student Legislative Seminar Breakfast, State Capitol
- February 11 – 14, ACCT National Legislative Congress in Washington, D.C.
- March 6, 10 a.m., Community College Day on the Hill, State Capitol
- February 28, 5 p.m., PTK Recognition Event, Des Moines location to be determined
- March 1, 9 a.m., IACCT Office

SCC Board of Trustees meetings:

- Monday, January 8, 5 p.m. at West Burlington Campus
- Monday, February 19, 5 p.m. at West Burlington Campus
- Monday, March 19, 5 p.m. at West Burlington Campus
- Monday, April 9, 5 p.m. at West Burlington Campus
- Tuesday, May 8, 5 p.m. at West Burlington Campus

## 6.0 Adjournment

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



Sherry Zeller, Board Secretary

Item 3.1  
**CONSENT AGENDA**

for  
December 11, 2017, Regular Board Meeting

1. Approval of Minutes for the November 13, 2017, 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>
David Acord	Printroom/Mailroom Supervisor	05/18/1987	01/31/2018	Early Retirement.
Michael Bennett	Web Services Manager	01/08/1990	12/22/2018	Early Retirement.
Barbara Blow	Administrative Assistant - CBIZ	10/01/2002	12/31/2017	Early Retirement.
Susan Dunek	Dean of Career and Technical Education	06/01/1996	06/30/2018	Early Retirement.
James Evans	Professor – History, Geography & Political Science	08/19/1993	08/19/2018	Early Retirement.
Tony Malone	Maintenance Mechanic	07/09/1990	06/30/2018	Early Retirement.
Sally Maus	WIOA Employment Training Specialist	01/02/2008	06/30/2018	Early Retirement.
Suzanne Messer	Professor - Art	07/01/1987	08/19/2018	Early Retirement.
Dianna Monical	Bookstore Sales Assistant	06/11/2007	05/31/2018	Early Retirement.
Deana Newby	Receptionist/Office Assistant	06/05/1989	12/31/2017	Reduction in force.
Sherry Zeller	Executive Assistant to the President/Board Secretary	09/07/2000	07/31/2018	Early Retirement.

4. Employment Contracts

<b>Name</b>	<b>Title</b>	<b>Contract Period</b>	<b>Salary</b>
Lisa Licastro (Replacement)	Custodian I - Housekeeper	November 15, 2017 – June 30, 2018	\$19,129.68 (\$30,630.96 annual)