



REGULAR MEETING OF THE BOARD OF TRUSTEES
Monday, April 13, 2026 at 4:30 p.m.
Southeastern Community College
1500 West Agency Road, West Burlington, Iowa - Board Room

Meeting Minutes

1.0 Routine Items

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

Board Chair Lanny Hillyard called the meeting to order at 4:30 p.m. Roll call indicated Trustees Fife-LaFrenz, Hillyard, Howard, Heland, and Nabulsi were present in the room. Also present were President Michael Ash, Treasurer Cory Gall, Secretary Darcy Burdette, and SCC staff members Amanda Estey, Michelle Allmendinger, Chuck Chrisman, Laurie Hempen, Jeff Ebbing, Val Giannettino, and Shannon Weaver.

1.2 Adoption of Formal Agenda

Trustee Fife-LaFrenz moved to approve the formal agenda. Trustee Howard seconded. Motion carried.

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

1.3.1 Audience

None

1.3.2 Administration

Executive Director of Institutional Advancement Val Giannettino reported that annual Alumni Golf Outing will be held on Friday, June 12th at the Burlington Golf Club. The foundation office is working on awarding scholarships and will need help to distribute them at the area high school senior awards ceremonies.

1.3.3 Board

Trustee Hillyard shared that CCFSA met and approved electrical improvements to the fair ground. Trustee Fife-LaFrenz shared that she has participated in various community meetings and activities representing the college. Trustee Heland noted that SCC students and graduates are providing excellent health care in our community.

1.4 Community Colleges for Iowa Trustee Board Report

Trustee Hillyard reported that the next IACCT Board meeting will be May 18-19 for their retreat. He noted that he has reported back to Community Colleges for Iowa that the majority of our board prefers to keep the Trustee Summer Conference at different locations.

1.5 World Changing – Changing our Thinking (20 minutes)

“Trusteeship in Community Colleges – A Guide For Effective Governance” – focus on Chapter 8

Trustees continued their review of “Trusteeship in Community Colleges: A Guide for Effective Governance.” Trustee Hillyard led the discussion, highlighting key points for Board consideration. This was the final chapter of the book.

2.0 Action Items

2.1 Approval of Consent Agenda

1. Approval of Minutes

- **March 9, 2026, Regular Board Meeting Minutes**

2. Presentation of Bills of Account

3. Resignations, Terminations and Mutually Agreed to Contract Adjustments

Name	Title	Date of Hire	Last day of Employment	Reason
Madison Kaalberg	Assistant Women's Softball Coach/Student Life & Recreation Assistant	07/01/2024	06/30/2026	Personal.
Kelli Larson	Office of Violence Against Women Grant Director	03/08/2021	04/24/2026	Personal.
Kara Schreiner	Medical Assistant Coordinator/Instructor	08/11/2022	08/11/2026	Resignation in lieu of termination.

2. Recission of Resignation

Name	Title	Date of Hire	Notes
James Mueller	Instructor - Nursing	08/14/2024	Issue new FY27 contract.

3. Employment Contracts

Name	Title	Contract Period	Salary
Tristin Johnson (Replacement)	Pre-Employment Transition Coordinator – Vocational Rehabilitation	03/31/2026 – 06/30/2026	\$11,098.11 (\$43,888.00 annual)
Lindsay Wilhelm (Replacement)	Assistant Women's Softball Coach/Student Life & Recreation Assistant	07/01/2026 – 06/30/2027	\$36,000.00 (\$36,000.00 annual)

- Administrative
- Athletics
- Faculty
- HEA Professional Services
- PESA
- Professional Services
- Support Staff

Trustee Fife-LaFrenz moved approval of the Consent Agenda items. Trustee Nabulsi seconded. Motion to approve the Consent Agenda carried on a 5-0 roll call vote.

2.2 Public Hearing on the Adoption of Plans, Specifications, Form of Contract and Estimate of Costs for the - 600 Building Renovation Project, Executive Suite and IT Offices

Trustee Heland moved that the public hearing on the Adoption of Plans, Specifications, Form of Contract and Estimate of Cost for the Construction of the 600 Building Renovation Project, Executive Suite and IT Offices be opened. Trustee Howard seconded. The motion passed with all Trustees recorded as voting aye. Board Chair Hillyard asked if there were any comments from the public. There were none. Board Chair Hillyard asked if any written comments had been received. Board Secretary Burdette indicated none had been received. Trustee Nabulsi moved that the public hearing on the Adoption of Plans, Specifications, Form of Contract and Estimate of Cost for the Construction of the 600 Building Renovation Project, Executive Suite and IT Offices be closed. Trustee Fife-LaFrenz seconded the motion. The motion carried with all trustees recorded as voting aye.

2.3 Approval of the Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Costs for the - 600 Building Renovation Project, Executive Suite and IT Offices

2.4 Consideration of Construction Bids and Resolution Making Award of Construction Contract for the - 600 Building Renovation Project, Executive Suite and IT Offices

Vice President Cory Gall provided a brief overview of the 600 Building Renovation Project, Executive Suite and IT Offices plans and funding. Two bids were received on April 7, 2026, for the 600 Building Renovation Project, Executive Suite and IT Offices. The low bid for the project was submitted by SG Construction Company in the amount of \$1,0482,087.00 which was less than the estimated cost of the project. Vice President Gall reported that Russell Brissey of Klinger & Associates recommends that the Board accept the proposal and the contract be issued to SG Construction Company. The Board will be asked to approve the construction contract and payment bond for the project at the regular board meeting on Monday, May 11, 2026.

Trustee Howard motioned to approve the Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Costs for the 600 Building Renovation Project, Executive Suite and IT Offices and to approve the Construction Bid and Resolution Making Award of Construction Contract as presented. Trustee Nabulsi seconded. Motion carried on a 5-0 roll call vote.

2.5 Collective Bargaining Ratification - Higher Education Association (HEA) and Employee Support Association (ESA)

Vice President Cory Gall and Director of Human Resources Laurie Hempen reported that an agreement has been reached in the negotiations of the Higher Education Association (HEA) and Employee Support Association (ESA) contracts pending final vote. The tentative agreement is for a 5-year contract with a 3 percent increase per year for 3 years. After 3 years, they will negotiate salaries only. Other details of the agreement were discussed. Vice President Gall was very complimentary of the HEA and ESA negotiating teams and to HR Director Hempen for her leadership.

Vice President Gall and HR Director Hempen recommend the tentative agreement be approved by the Board subject to ratification by their respective organizations. Trustee Heland moved to approve the tentative collective bargaining agreements for Higher Education Association and Employee Support Association subject to ratification by each association. Trustee Fife-LaFrenz seconded. Motion carried on a 5-0 roll call vote.

2.6 Approval of Proposed Fiscal Year 2027 Tuition Rate

Vice President Cory reviewed the proposed FY2027 tuition increase, citing ongoing budget pressures including salary and health insurance increases, rising software costs, uncertain enrollment, and limited growth in State General Aid. He presented the General Fund tentative budget, noting a 5.66% increase and the largest dollar increase to date. The proposed tuition increase of \$12 per credit hour would generate approximately \$540,000 in additional revenue and result in a \$144 per semester increase for a full-time student. Trustees discussed the proposal, noting efforts to keep tuition rates low and that online fees would remain unchanged. While some Trustees expressed a preference for a smaller increase aligned with inflation, it was recognized that additional resources are needed to support operations and enrollment growth. Trustees acknowledged the need to move forward with the proposal.

Trustee Heland motioned to approve the FY 2027 Tuition rate. Trustee Fife-LaFrenz seconded. Motion carried on a 5-0 roll call vote.

2.7 Approval of Proposed FY 2027 Service Charges and Fee Schedule

Vice President Cory Gall referred Trustees to the proposed FY27 Service Charge and Fee Schedule in their board packet. He noted that most of the changes are to recoup instructional fees. The changes are marked in red. These do not generate revenue for the college.

Trustee Heland motioned to approve the proposed FY 2027 Service Charges and Fee Schedule as presented. Trustee Fife-LaFrenz seconded. Motion carried on a 5-0 roll call vote.

2.8 Approval of Proposed Part-Time Hourly Rate Schedule 2026-2027

Director of Human Resources Laurie Hempen referred Trustees to the 2026-2027 Part-Time Rate Schedule in their board packet. The only change is the addition of a substitute health instructor rate. The Board held discussion.

Trustee Nabulsi motioned to approve the Part-Time Hourly Rate Schedule for 2026-2027 as presented. Trustee Fife-LaFrenz seconded. Motion carried on a 5-0 roll call vote.

3.0 Accountability

3.1 Financial Aid Changes

President Ash introduced Financial Aid Director, Shannon Weaver to provide current financial aid information. Director Shannon Weaver presented an overview of upcoming federal financial aid changes for the 2026–2027 academic year resulting from the One Big Beautiful Bill (OB3). Key updates included the introduction of Workforce Pell Grants beginning July 2026, allowing eligible students to use Pell funding for short-term workforce programs that meet specific requirements related to length, outcomes, and cost. Trustees were informed of pending state and federal approval processes and next steps for institutional participation. Additional changes to Pell Grants include stricter Student Aid Index eligibility thresholds and limitations for students whose full cost of attendance is already covered by other aid. The presentation also outlined new federal student loan regulations requiring prorated loan limits for less-than-full-time students, which may reduce borrowing capacity and impact student enrollment behaviors. Potential

implications discussed included increased reliance on private loans, reduced access to higher education, and enrollment fluctuations. Trustees reviewed and discussed the information.

3.2 President's Report

President Ash presented his report, highlighting recent student events, including the Southeast Iowa Super Conference Art Festival and upcoming recognition activities, as well as preparations for graduation. He provided updates on athletics, including the search for an Athletic Director and strong team performance, with baseball nationally ranked. Academic updates included a recent AEL program review and ongoing work on the Strategic Plan update. Legislative activity continues, with focus on advocacy efforts related to the 260E program, property tax reform, and uncertainty in State General Aid funding. Personnel updates included the completion of new three-year negotiated agreements and plans for employee appreciation and campus improvements. Additional highlights included continued accreditation approval for five years, completion of the IGNITE Lab in Keokuk, and program outcomes meeting or exceeding established benchmarks. Trustees reviewed the report.

3.3 Review President's Goals for 2025-2026

President Ash provided an update on his 2025–2026 goals, highlighting ongoing efforts to support enrollment growth through expanded recruitment strategies, development of new academic and workforce programs, and exploration of additional athletic offerings. He reported continued progress in strengthening community and industry partnerships, including expansion of Career and Technical Education opportunities, concurrent enrollment academies, and customized training through business and industry collaboration. Updates also included growth in programs at the Keokuk campus, advancement of the CDL program, and continued work on grant opportunities despite changing federal conditions. He noted ongoing tracking of Strategic Plan outcomes and development of key performance indicators to enhance reporting to the Board. Trustees reviewed the update.

3.4 Monthly Financial Report

Vice President Cory Gall referred Trustees to the financial reports included in their board packets. He noted that this is the last full month to use for next year's budget. There is less net margin than last year, however, within budget. He reported that revenues and expenses in the Financial Comparative Data Summary are closely aligned with both the budget and the prior year, with salaries very close to budget. He also noted that the Restricted Fund continues to reflect other income from ERTC funds received in November. Plant Fund expenditures are currently lower than the prior year but are expected to increase as additional projects move forward.

3.5 Facilities Update

Vice President Gall provided a brief facilities update, reporting that a new exterior sign has been installed at the Mt. Pleasant Center and that the softball infield has been replaced to meet proper specifications.

3.6 Data Review

Vice President Chuck Chrisman presented an overview of the proposed Communication Hub (SCC Connect), a centralized platform designed to improve internal communication and provide a consistent, accessible location for news, events, and key resources. The initiative was developed in response to employee feedback identifying challenges such as email overload, difficulty locating information, and fragmented communication tools. The Hub will complement Hawknet by serving as a primary source for timely updates and priority information, with employee input playing a key role in its development. The site is currently in the design phase,

with a demo provided and feedback requested from employees through the end of April. Plans include review of feedback by Cabinet, contributor training, and implementation of a functional site by early fall semester. Trustees reviewed and discussed the presentation.

4.0 Future Meetings

Board Chair Hillyard reviewed the list of future meetings.

5.0 Adjournment

There was consensus that the meeting be adjourned at 7:00 p.m.

These minutes have been approved by the Board of Trustees and this is certified to be a true copy.

Darcy Burdette

Darcy Burdette, Board Secretary