



**NOTICE OF PUBLIC MEETING
REGULAR MEETING OF THE BOARD OF TRUSTEES**

Monday, August 10, 2020

5:00 p.m.

Private Dining

1500 West Agency Road, West Burlington, Iowa

Meeting Minutes

1.0 Routine Items

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

Board Chair Hillyard called the meeting to order at 5:03 p.m. Roll call indicated Trustees Lanny Hillyard, Jeff Heland, and Janet Fife-LaFrenz were present in the room. Trustees Moudy Nabulsi and Joseph Johnson was present via Zoom Conference Meeting. Also present were President Michael Ash, Treasurer Kevin Carr, Secretary Darcy Adams, and SCC staff members Janet Shepherd, Chuck Chrisman, Joan Williams, and Jeff Ebbing.

1.2 Adoption of Formal Agenda

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

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

1.3.1 Audience

None.

1.3.2 Administration

None.

1.3.3 Board

Trustee Fife-LaFrenz noted that Graduation ceremonies went well and she felt that having them later was better than not ever. Board Chair Hillyard echoed this.

Trustee Fife-LaFrenz also reported that she, Trustee Hillyard, and President Ash were present along with others to receive the Keokuk Pride Award for the St. Vincent's Solar Project located at the Keokuk Campus. The solar project is going very well.

Trustee Nabulsi reported that he participated in an ACCT Diversity Committee meeting on July 17, 2020. Their group discussed the racial unrest. He also participated in the Community College Council meeting. He will distribute the tuition and fee report to all Trustees.

Board Chair Hillyard reported on behalf of CCFSA that the Des Moines County Fair was limited to livestock. There were more livestock than in the past. He also expressed appreciation for the work done to make graduations happen.

1.4 Iowa Association of Community College Trustees Report

Trustee Nabulsi reported that the IACCT Board met on July 22nd. Their discussion included defining the criteria for choosing a new Executive Director.

2.0 World Changing – Changing Our Thinking

No report on this agenda item.

3.0 Action Items

3.1 Approval of Consent Agenda

1. Approval of Minutes

- **July 13, 2020 Regular Board Meeting**

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
Christina Carter	Instructor – Respiratory Care	08/21/2017	08/13/2020	Personal.
Kevin Murphy	IMPACC Pool Administrator/Claims and Risk Manager	05/01/2013	10/15/2020	Personal.

4. Employment Contracts

Name	Title	Contract Period	Salary
Kyle Hayes (Replacement)	Custodian I - Housekeeper	August 3, 2020 – June 30, 2021	\$31,260.00 (\$ 32,635.44 annual)
Sarah Beth Tyler (Replacement)	Instructor - English	August 14, 2020 – August 12, 2021	\$33,867.36 (\$ 33,867.36 annual)
Juanita Williams (Replacement)	Custodian I - Housekeeper	August 3, 2020 – June 30, 2021	\$31,320.00 (\$31,320.00 annual)

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

4.0 Accountability

4.1 Board Work Session Topics

Board Chair Hillyard noted that a work session will be held on Thursday, September 17, 2020 at 5 p.m. at the CBIZ Conference Room located at 610 North Fourth Street River Park Place, Suite 103, Burlington, Iowa. Chair Hillyard noted that he and President Ash met to determine 3 topics for discussion including Climate Survey Results, Budget, and Future Program Development. He suggested discussing each of those questions be one hour. He asked for input on topics from the other Trustees. Trustee Heland mentioned that a discussion on State General Aid/Budget would be good. Board Chair Hillyard stated that he and President Ash can meet to determine direction for that conversation.

4.2 President's Report

President Ash referred Trustees to his report in their folders noting the following items:

- 1.) **Capitol Theater** – He met with the leadership of the Theater to talk through what might be helpful to the SCC Board in their continued deliberations about the possibilities.
- 2.) **TRiO Grant** – Received word that the TRiO Student Support Services program was refunded for the next five years....we serve about 225 students between the two campuses in this program with services for those who are either first generation, low income and/or with disabilities.
- 3.) **EDA Grant** – Grant application has made it through the first round. The next round results should be known in about two/three weeks.

- 4.) **SAVE Grant** – Materials are being finalized to be able to send the grant request to the State Department of Education – Community College division. We will need the Schools’ boards’ approval. We will send the materials we have and get on the “radar” and will follow up when we have the schools approval. We are on the Keokuk School Board Work Session in September (Janet you may want to attend this as well).
- 5.) **Des Moines Health** - Our team met with Christa Poggamiller about how we are handling the re-opening. She was pleased.
- 6.) **State Department of Health** – We have received the guidance for the state and it aligns with what we are and have been doing for the re-opening...nothing new for us to do at this time.
- 7.) **August In-Service** – We will be welcoming new faculty and staff at an Employee Orientation along with the whole college faculty and staff at our August opening on the 17th.
- 8.) **IW Partnership** – Discussions continue on how this would work and the organizational structure appears to be the next major area to develop. Academic teams are meeting together. Joan and Chuck will work together with their counter parts.
- 9.) **Budget** – Due mainly to enrollment, we will most likely do some serious re-alignment of budget. Unless the federal government does pass the next CARES Act – higher education would see some additional dollars coming for operations – community colleges have been requesting the dollars be allocated based upon head count and not on FTE.
- 10.) **The Courts at Fun City** – Planning continues for courts to be located at Fun City and is based upon an Opportunity Zone for that area and that a major donor has fronted all the dollars for the facility. Planning has the courts being completed by the fall of 2021. The Greater Burlington Area Sports Facilities Board would operate the facility – doing scheduling and programming.
- 11.) **Keokuk Pride Award** - SCC and St. Vincent Catholic School were selected for the Keokuk Pride Award for the partnership on the solar panel project. Dr. Ash was pleased to be a part of that.

4.3 Facilities Update

Vice President Carr reported that the landscaping has been completed for the Keokuk Campus on the north side of the building. He also reported that the shelter house roof has been painted.

The mobile unit that we purchased at FM Emergency training has been repainted. The Fort Madison Center will be ready when school opens.

On the West Burlington Campus, we have been patching concrete and asphalt.

5.0 Future Meetings

Chair Hillyard reviewed a list of future meetings.

6.0 Adjournment

There was consensus that the meeting be adjourned at 5:47 pm.

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



Darcy Adams
Board Secretary