



## **REGULAR MEETING OF THE BOARD OF TRUSTEES**

**Monday, August 13, 2018**

**5:00 p.m.**

**1500 West Agency Road**

**West Burlington, Iowa**

**Board Room (#AD-1)**

### **Meeting Minutes**

#### **1.0 Routine Items**

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

Board Chair Chris Prellwitz called the meeting to order at 5:00 p.m. Roll call indicated Trustees Lanny Hillyard, Jeff Heland, Moudy Nabulsi, and Chris Prellwitz were present. Trustee Janet Fife-LaFrenz was absent. Also present were President Dr. Michael Ash, Secretary Darcy Adams, Treasurer Kevin Carr, and SCC staff members Joan Williams, Dr. Carole Richardson, Chuck Chrisman, Becky Rump, Jeff Ebbing, Tina Young, Teresa Garcia, and Dr. Janet Shepherd.

##### **1.2 Adoption of Formal Agenda**

Trustee Heland moved to approve the formal agenda. Trustee Nabulsi seconded. Motion carried.

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

###### **1.3.1 Audience**

No report.

###### **1.3.2 Administration**

No report.

###### **1.3.3 Board**

On behalf of Trustee Fife-LaFrenz, Secretary Darcy Adams reported that she participated in the following activities during the past month:

- Participated with other board members at the Hall of Science dedication
- Attended the state IACCT meeting with other board members at Mason City
- Met with Dr. Ash and Trustee Hillyard to share presentations from the IACCT meeting

Chair Chris Prellwitz suggested that the Board have a September work session. A date will be further discussed and approved with Trustee Fife-LaFrenz.

Trustee Nabulsi shared an article regarding new Entrepreneurship program. He was complimentary and thankful that the program has returned.

### 1.4 Iowa Association of Community College Trustees Report

- Trustee Nabulsi reported regarding the recent IACCT Conference. The Conference went well and was very informative. Thank you to all Trustees for attending.
- Of particular interest to him was a program presentation about free tuition. As a follow-up to that presentation, he made an inquiry regarding what is involved in that process.
- He also discussed a meeting that was held regarding revising and updating Ch 21. IACCT has asked gubernatorial nominees Kim Reynolds and Fred Hubble to discuss in a roundtable. Candidate Hubble is scheduled for October 11 to talk with IACCT. President Ash and Trustee Nabulsi will attend. Trustee Nabulsi will notify Trustee Hillyard of that date and time. Incumbent Candidate Governor Reynolds has not committed to date yet.
- Next year's IACCT Conference is July 24-26 at Iowa Western Community College, Council Bluffs.
- Trustee Hillyard expressed that overall the college did a very good job with the conference.
- Trustee Heland noted that the Trustee that presented challenged all that if we are seriously asking for flexibility to utilize funding to meet community needs, we need to get on a soapbox in community. Start discussion with other elected officials. We are well supported. Should not make a partisan issue, but issue of good government and sharing of certain amount of capital that we do have. Possible work session item for future and put together a strategy.
- Congratulations to Trustee Nabulsi for being honored with the Quarter Century Award.

### 2.0 World Changing – Changing Our Thinking

#### 2.1 Emerging Issues/Future Agenda Items

There were no emerging issues or future agenda items.

### 3.0 Action Items

#### 3.1 Approval of Consent Agenda

1. Approval of Minutes for the July 9, 2018, Regular Board Meeting and the June 19, 2018, Board Work Session 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
Carrie McDonald	Assistant Women's Basketball Coach – Student Activities Coordinator & Residence Life Advisor	08/19/2016	07/13/2018	Personal.

## 4. Employment Contracts

Name	Title	Contract Period	Salary
Josh Agnew (Replacement)	Custodian I - Housekeeper	July 16, 2018 – June 30, 2019	\$28,940.00 (\$30,097 annual)
Dustin Hellberg (Replacement)	Learning Resources Coordinator (.50 FTE)	August 2, 2018 – June 30, 2019	\$18,230.04 (\$20,000 annual)
Walter Osier (Replacement)	Building Maintenance Mechanic	August 1, 2018 – June 30, 2019	\$41,888.00 (\$45,760 annual)
Darrell Swope (Replacement)	AEL Instructor - MPCF	August 6, 2018 – June 30, 2019	\$37,057.15 (\$41,000 annual)
Deborah Yuskis- Mulch (Replacement)	Director of Adult Education & Literacy/Centers Supervisor	August 8, 2018 – June 30,2019	\$49,288.82 (\$55,000 annual)

Trustee Hillyard moved approval of the Consent Agenda items. Trustee Heland seconded. Motion carried on a 4-0 roll call vote.

#### 4.0 Accountability

##### 4.1 President's Report

President Ash referred the Trustees to his written report and asked if there were any areas on which the Trustees would like more information. The following items were discussed:

- 1) **Concurrent Enrollment Supplemental Funding** – Attended a meeting in Des Moines with a few other Presidents, Superintendents, CFOs and DOE staff to discuss the funding formula and seek a different approach.
- 2) **US Federal Department of Commerce – Economic Development** – the college received a little over \$1MM grant from the EDA and a representative was here to review what we had accomplished. She took many pictures and was very impressed with the facility, the Advisory Council, the curriculum and how it is available to students and, of course, our faculty – Jeron and Jason.
- 3) **Iowa Fertilizer Company** – Had four individuals from IFCO to tour the ITTC and discuss curriculum and programming. Trustee Fife-LaFrenz, Don and Beth from CBIZ, Kari, Jeron, Jason and Dave Rector were all present for the tour and various discussions. This will prove significant for a training relationship between IFCO and SCC.
- 4) **Emergency Training Center** – Working with an architect on plans for the establishment of two classrooms located on site and will be part of the ACE dollars of \$333,333 from Iowa Economic Development Authority.

- 5) **Hall of Science Donor event** – A wonderful event with 75-80 people attending. Those in attendance were very impressed with the facility, the quality of workmanship and the programming that is contained in it. The 3-D program was a very big hit....Training on this program for faculty/staff will be in September.
- 6) **Transfer and Student Satisfaction Data** - Exploring ways in which we can use the data from these sources to share with our public the quality of the education at SCC.
- 7) **New Faculty and Staff** – SCC has added some very quality individuals to fill positions that have been vacated over the past year.
- 8) **Exterior Wayfinding Signs** – exterior signage is in the process of being installed on both campuses.
- 9) **Regional Leadership Team** – developing a group of area business/industry leaders to be part of this team – to help guide the college in our overall efforts.
- 10) **Donors** – working with a couple of donors on some potentially significant support gifts to the college.

## 4.2 Facilities Update

Vice President Kevin Carr reported on the following items:

1. Hall of Sciences is still in status of Substantial Completion A few minor things need completed such as re-sodding, re-seeding, exterior door adjustments for two handicap entrances that are not lined up, and a little bit of touch-up paint. Once complete, there will be a Board Resolution to accept the Hall of Sciences.
2. Residence Halls Update. The volleyball team moved into Winegard Hall on Friday. The inside has been renovated. Some exterior painting still to be done. Witte Hall is a week and half or two behind that. Millennium Hall is filled with baseball players. Baseball players will also grow into Blackhawk Tower. The Murray Foundation donated \$250,000 for an Art Gallery on campus. There have been two meetings with local architects, Klinger & Associates, to design and plan for this. The new Art Gallery will be located in the current Art room. The Art room will be re-located into the old Chemistry Lab. We are preserving our general classroom space. President Ash hopes to have drawings to show at the next Board meeting.

Trustee Nabulsi inquired about the status of the Capital Theater fundraising project. President Ash reported that SCC joined this fundraising effort to raise about \$2 million. Of these funds, \$600,000 would be used to pay off debt and use the balance to renovate the kitchen on the first floor to possibly have dinner theaters. The Capitol Theater is not financially breaking even. SCC is interested in the 2<sup>nd</sup> floor of the Annex building so that we can have more specialized space and access to the theater. It could have a black box theater with choral practice room with other practice rooms that are sound proof immediately adjacent to the theater. There could be classes there with relation to lighting, etc. Details are still being worked out. SCC Master Plan has a Performing Arts Center. One donor is interested in helping with that. It would cost about \$15 to \$18 million.

### 4.3 Transfer Data

Dr. Janet Shepherd presented 2017 Community College Transfer Report created by Board of Regents. This is Transfer Data collected showing how SCC compares to other Iowa Community Colleges. All Community Colleges would receive this information.

A summary of her presentation is as follows:

SCC students performed higher compared to average of Community Colleges:

- GPA upon entrance: **3.17** compared to 3.03
- GPA after 1<sup>st</sup> semester: **2.70** compared to 2.56
- GPA after first year: **2.71** compared to 2.62
- Retention rate after first year: **85%** compared to 82%

Trustee Nabulsi noted that this would be good information to present to IACCT and asked if Dr. Shepherd could possibly do so in the future.

### 5.0 Future Meetings

Chair Prellwitz reviewed the list of future meetings.

### 6.0 Adjournment

Trustee Heland moved that the meeting be adjourned. Trustee Hillyard seconded. Motion carried.

The meeting adjourned at 5:53 p.m.

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



Darcy Adams  
Board Secretary