



**NOTICE OF PUBLIC MEETING
REGULAR MEETING OF THE BOARD OF TRUSTEES
Monday, August 9, 2021 at 4:30 p.m.
Board Room
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 Moudy Nabulsi called the meeting to order at 4:32 p.m. Roll call indicated Trustees Johnson, Heland, Nabulsi, and Hillyard were present in the room. Trustee Fife-LaFrenz was present via Zoom conferencing. Also present were President Michael Ash, Treasurer Kevin Carr, Secretary Darcy Burdette, and SCC staff members Janet Shepherd, Chuck Chrisman, Jeff Ebbing, Joan Williams, Ashlee Spannagel and Val Giannettino. David Haden, Director for the Guided Pathways Student Success Grant was also present.

1.2 Adoption of Formal Agenda

Trustee Hillyard 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 Hillyard reported from CCFSA that the Des Moines County Fair was well attended and very successful.

Trustee Johnson reported that he serves on another board with Bob Miller and he has heard good reports about the new Alliance formed with Iowa Wesleyan and Southeastern Community College.

Board Chair Nabulsi reported that President Ash was this year's recipient of the IACCT Chief Administrator Award. He presented the plaque to President Ash.

1.4 Iowa Association of Community College Trustees Report

Board Chair Nabulsi reported that the IACCT Board met on July 22, 2021. Their meeting was a summary of the IACCT Conference. He reported that ACCT Leadership Conference will be held October 13-16, 2021 in San Diego.

2.0 Action Items

2.1 Approval of Consent Agenda

1. Approval of Minutes

- June 14, 2021 Regular Board Meeting Minutes
- June 14, 2021 Minutes of Joint Meeting with Great Prairie Area Education Agency (AEA)

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
Cynthia Brinkman-Roysdon	Project Assistant – TRIO Student Support Services	03/31/2017	06/30/2021	Personal.
Tyler Gaston	Director of Intercollegiate Athletics	10/02/2017	07/20/2021	Personal.
Deborah Spears	PACE Career Navigator	07/15/2013	06/30/2021	Did not accept new contract.

4. Employment Contracts

Name	Title	Contract Period	Salary
Brittony Cummings (Replacement)	Accountant	July 1, 2021 – June 30, 2022	\$60,000.00 (\$ 60,000.00 annual)
Kelsey Howard (Replacement)	Work-Based Learning Specialist – Vocational Rehabilitation	July 16, 2021 – June 30, 2022	\$40,229.89 (\$42,000.00 annual)
Christy Jameson (New)	Pathway Navigator – T2W/FAE&T Specialist	August 2, 2021 – June 30, 2022	\$34,796.01 (\$ 38,000.00 annual)
Reta Krieger (New)	Administrative Assistant – Institutional Advancement – Level 6	June 28, 2021 – June 30, 2021	\$353.28 (\$ 30,735.36 annual)
Reta Krieger (New)	Administrative Assistant – Institutional Advancement – Level 6	July 1, 2021 – June 30, 2022	\$30,735.36 (\$ 30,735.36 annual)
Taylor Reusch (Replacement)	PACE Pathway Navigator	July 26, 2021 – June 30, 2022	\$35,524.90 (\$ 38,000.00 annual)
Caleb Skinner (Replacement)	Assistant Maintenance Mechanic	July 16, 2021 – June 30, 2022	\$36,000.00 (\$37,584.00 annual)
Michael Smith (Replacement)	Custodian I – Housekeeper (Level 6) - WB	June 21, 2021 – June 30, 2021	\$948.48 (\$ 30,944.16 annual)
Michael Smith (Replacement)	Custodian I – Housekeeper (Level 6) - WB	July 1, 2021– June 30, 2022	\$30,944.16 (\$ 30,944.16 annual)
Alisa Winsauer (Replacement)	Instructor - Chemistry	August 13, 2020 – August 11, 2022	\$63,000.00 (\$ 63,000.00 annual)

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

2.2 Resolution Ordering Construction of the SCCF Student Center, setting a Date for Public Hearing Thereon and Taking of Bids Therefor

President Ash presented an update on the plans for the proposed Student Center to the Board. He reported that there have been meetings held with faculty and staff and the student board for their input and student surveys were sent for their input. We have done due diligence through analysis of available funds. The Student Center would be for students first and athletics second. Faculty and staff will have access to it. President Ash reviewed the renderings for both internal and external design.

Vice President Carr reviewed the estimated cost and the details of available dollars to complete the project. We are requesting the Board approve the plan tonight with a Resolution Ordering Construction of the SCC Foundation Student Center. Following this Board's approval, we will request approval from the SCC Foundation Board. With both Board's approval, we will proceed with sending out Notice to Bidders with a bid due date of September 16, 2021. A special board meeting would take place on Monday, September 20th to approve the low bid.

Trustee Hillyard moved to approve the Resolution Ordering Construction of the SCCF Student Center, setting a Date for Public Hearing Thereon and Taking Bids Therefor Trustee Johnson seconded. Motion carried on a 5-0 roll call vote.

2.3 Authorize the President to enter into a building use agreement with SCC Foundation for use of the proposed new SCC Foundation Student Center

Vice President Carr reported that similar to what was done when the Hall of Sciences was built, we are requesting that the Board authorize the President to enter into a building use agreement with the SCC Foundation for the use of the proposed new SCC Foundation Student Center. The SCC Foundation will own the building until the pledges from Building the Dream pay the balance of the loan. At such time, SCC will receive the Student Center from the Foundation.

Trustee Heland moved to authorize the President to enter into a building use agreement with the SCC Foundation for use of the proposed new SCC Foundation Student Center. Trustee Johnson seconded. Motion carried on a 5-0 roll call vote.

2.4 Authorize the President to enter into a ground lease with SCC Foundation for use of SCC Land for the proposed new SCC Foundation Student Center

Vice President Carr noted that we are also requesting the Board authorize the President to enter into a ground lease with the SCC Foundation for use of SCC land for the proposed new SCC Foundation Student Center.

Trustee Johnson moved to authorize the President to enter into a ground lease with the SCC Foundation for use of SCC Land for the proposed new SCC Foundation Student Center. Trustee Heland seconded. Motion carried on a 5-0 roll call vote.

3.0 Accountability

3.1 President's Report

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

1. Residence Halls are nearing full capacity. Students move in this Friday. Residence hall students will need to have had a vaccine or will need to get one through the Department of Health (we will provide the service).
2. The High Demand Occupations list (Last Dollar Scholarship programs) is being finalized by the Presidents. That list will go to the IWD State Board.

3. Application for SNAP E&T – The application was successful allowing us to offer this program to our students.

4. Our Nursing Program achieved high NCLEX Scores as follows:

PN (LPN)		ADN (RN)	
SCC 2 nd Quarter	100%	SCC 2nd Quarter	93.75%
SCC YTD	98.55%	SCC YTD	91.53%
IA 2nd Quarter	94.44%	IA 2 nd Quarter	84.13%
IA YTD	91.73%	IA YTD	84.30%
National YTD	80.51%	National YTD	84.47%
SCC Goal 95%		SCC Goal 90%	

5. LINC and CLIC Training Program – Working with ISU, community colleges are able to send selected individuals to one of these programs for exposure to other Community Colleges and how they function on various aspects of community college leadership. These programs are generally once per month during the college calendar year.
6. Tuition Remission – Iowa Wesleyan will be providing our faculty and staff 100% tuition remission for both their graduate and undergraduate programs. They are still looking at what might be available for SCC faculty/staff family members.
7. Work From Home (Telework) – Due to the lingering effects of COVID, we are developing a program that will permit those who qualify to be able to work from home for the foreseeable future.
8. Open Houses/Ribbon Cutting – Plans are being made to have Business After Hours and Alive After Five events in West Burlington and Keokuk with another meeting being set for the Fort Madison Center ribbon cutting.
9. Dr. Deb Wright – As part of our In-Service, our faculty and staff will gather at the Honor Garden at the WB Campus and hold a remembrance ceremony for her. A brick has been given in her honor for both campuses.

3.2 Guided Pathways Update (Joan/Janet)

Vice President Joan Williams introduced David Haden, Director for the Guided Pathways Student Success Grant. He is leading us with implementing the Title III grant and Guided Pathways. Director Haden is in charge of meeting all of the requirements of the grant and one of those requirements is to provide an update to the Board of Trustees.

SCC received a 5-year grant to implement Guided Pathways. He reviewed the Key Components of Guided Pathways. The grant allowed for hiring 6 student advocates in 2020-2021 to provide intensive and intrusive career planning, institutional navigation, academic advising, and general support services to students to improve graduation and retention rates. In the first year of the grant they have accomplished hiring the advocates, creating academic pathways, and providing several training sessions to faculty and staff. They have developed a Steering Team and Design Team. There are 10 student success advocates. They will meet with the students assigned to them at least 3 times each term to develop a relationship and support them.

In the Fall of 2021 the faculty will be introduced to the Student Success Team model. The Student Success Team will begin planning and launch their work in Spring 2022. The Student Success Advocates and CARE Team will be better trained to address non-academic concerns that can have a negative impact on student success and retention. A student planning tool will become available to students through their Hawknet Self-Service. This will help students and advocates plan and build academic pathways and a degree evaluation. Also, a communication plan is being developed to better keep students and faculty aware of Guided Pathways updates via Hawknet and course Canvas shells.

3.3 Facilities Update

Vice President Carr reported that a member of the community and graduate of SCC held a flea market to raise funds for scholarships. CCFSA had approved for him to hold one flea market rent free. He is requesting to do a second flea market in September. He reported that the Precision Machining and Auto Collision lab spaces are nearing completion.

3.4 Board Retreat Discussion

Board Chair Moudy Nabulsi noted that one of the Board Goals is to hold a board retreat. Discussion was held among Trustees regarding their thoughts about having or not having a Board Retreat. He is recommending no retreat since there is no specific subject matter for discussion. All Trustees agreed not to have a Board Retreat at this time.

4.0 Future Meetings

Board Chair Nabulsi reviewed the list of future meetings.

5.0 Adjournment

There was consensus that the meeting be adjourned at 6:21 p.m.

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



Darcy Burdette
Board Secretary