



NOTICE OF PUBLIC MEETING

REGULAR MEETING OF THE BOARD OF TRUSTEES

Monday, February 17, 2020

5:00 p.m.

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 Hillyard called the meeting to order at 5:07 p.m. Roll call indicated Trustees Jeff Heland, Janet Fife-LaFrenz, Lanny Hillyard, and Joseph Johnson were present in the Board Room. Trustee Nabulsi was present via teleconference. Also present were Treasurer Kevin Carr, Secretary Darcy Adams, and SCC staff members Dr. Janet Shepherd, Chuck Chrisman, Jeff Ebbing, Joan Williams, and Val Giannettino. President Ash was not in attendance.

1.2 Adoption of Formal Agenda

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

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

1.3.1 Audience

No report.

1.3.2 Administration

Val Giannettino, Executive Director for Institutional Advancement, reminded Trustees and audience that the Annual Great Tastes Event will be held on Friday, March 27th at 6 pm at the Pzazz Event Center. Tickets are on sale now. They are working on donations for auction items. She reported that they have already exceeded number of tables sold last year.

Director of Marketing Jeff Ebbing distributed 100th Anniversary items to the Trustees and noted planned events for celebrating.

1.3.3 Board

Trustee Heland reported he attended the ACCT National Legislative Seminar in Washington, D.C. along with Trustee Fife-LaFrenz and Trustee Nabulsi. Trustee Heland noted that he attended a session regarding reauthorization of the Higher Education Act. He also participated in meetings with Legislators and Legislative office personnel. He noted that the Legislators reported they are working on college affordability, child care, financial aid and assistance.

Trustee Fife-LaFrenz reported that she learned at ACCT that Legislators are working on simplifying the FAFSA. She also noted that Legislators discussed short-term Pell Grants for students enrolled in programs less than 150 hours and an increase in the amount of Pell Grant students can get.

Trustee Fife-LaFrenz also participated in a New Trustee webinar. She attended a legislative lunch with Senator Taylor where she advocated for support for high demand jobs and funding for child care.

Trustee Nabulsi reported that he attended ACCT National Legislative Seminar in Washington DC. He attended the Diversity and Equity Committee Meeting and met with Legislators.

Board Chair Hillyard attended Eggs and Issues where he meet with people from Grow Greater Burlington in January. He also attended the Student Legislative Day and the IACCT Board Meeting. He reported that the quarterly CCFSA meeting was held and that the Des Moines County Fair Board is making plans for facility improvements.

1.4 Iowa Association of Community College Trustees Report

Trustee Hillyard reported that he attended the IACCT Regular Board Meeting on behalf of Trustee Nabulsi. He distributed a copy of the Executive Summary to each Board Member for their review. He noted several items from that reporting including enrollment statistics, student demographics, student success, and college costs and affordability.

2.0 World Changing – Changing Our Thinking

2.1 Student Legislative Seminar Student Participants

Vice President of Student Services Joan Williams reported that 10 students attended the Student Legislative Seminar Day on the Hill. This year the event was modified to be a one-day event. Vice President Williams felt there was value in adding an additional day for more student exposure to the legislators. Vice President Williams brought 9 of those students with her to share what was most impactful to them from the Student Legislative Seminar. Each student introduced themselves to the Board and shared something from the event. Students and Vice President Williams expressed appreciation for the opportunity to attend.

3.0 Action Items

3.1 Approval of Consent Agenda

1. Approval of Minutes

- **January 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
Mariah Wolfe	Enrollment Specialist	03/19/2018	03/01/2020	Accepted ICCOC Coordinator position.

4. Employment Contracts

Name	Title	Contract Period	Salary
Diane Aliprandi (New)	Instructor - Nursing	January 27, 2020 – August 18, 2020	\$30,578.43 (\$ 67,504.00 annual)
Derreck Calkins (New)	Director of Student Retention & Support Programs	February 3, 2020 – June 30, 2020	\$22,461.83 (\$55,000.00 annual)
Lucas Keifer (New)	Head Men’s & Women’s Track Coach	February 3, 2020 – June 30, 2020	\$16,335.88 (\$ 40,000.00 annual)
Monica King (Replacement)	AEL / Vocational Computer Instructor - MPCF	January 20, 2020 – June 30, 2020	\$19,202.29 (\$ 43,000.00 annual)
Jaime Schrader (Replacement)	Controller	February 25, 2020 – June 30, 2020	\$31,259.24 (\$ 90,000.00 annual)
Mariah Wolfe (Replacement)	ICCOC Coordinator	March 2, 2020 – June 30, 2020	\$13,282.29 (\$40,000 annual)

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

3.2 Consider and Approve for Filing and Publication the Proposed Certified Budget for Fiscal Year 2021 and Fix Time and Place for the Public Hearing

Vice President of Administrative Services Carr reported that the Certified Budget documents set the college’s maximum spending authority for Funds I and II and the Plant Fund and the property tax rate per \$1,000 of taxable property valuation known for FY 2021. He reviewed pertinent points of the FY 2021 Certified Budget as follows:

- The certified budget is developed based on actual FY 19 data, re-estimates for FY 20, and other information currently known for FY 21.
- The tax levy proposed \$.03 rate increase is to address the following items:
 - Increase in the number of early retirees (in 2017 and 2018 we had 4 and 7 early retirees, respectively. In 2019 -2021 we increased to 10-11 early retirees per year. The estimated fund balance as of 6/30/20 is estimated to be a negative (\$933K). Estimated insurance and bonus payments beyond FY 21 is \$770K. All future expense are recorded when the individual elects early retirement per Generally Accepted Accounting Principles (GAAP); however, future property tax revenues are only recorded in the year received, per GAAP.

- o Operating Equipment Purchase Insurance (OEPI) has increased significantly, creating a deficit in our insurance account estimated at 6/30/20 of (\$366K). Total OEPI is budgeted at \$1,053,000 (\$567,000 related to payroll hours for preventative maintenance performed by Maintenance and IT Staff).
- o Estimated increase in property & casualty insurance of 28% based upon the Insurance Management Program for Area Community Colleges (IMPACC) Board meeting on 1/15/2020 (final renewal not received until May, 2020 for FY 2021). (Estimated increase of \$129K - which represents \$.0264 levy rate impact).
- Regular property tax valuations are up \$224,970,172 (5.16%) , debt service tax valuations increased \$214,421,978 (4.69%) and TIF valuations decreased \$10,548,494 (-5.04%).

Vice President Carr noted the Trustees will need to approve for filing and publication of the Budget Estimate for fiscal year July 1, 2020, and June 30, 2021, and set March 9, 2020 at 5:00 p.m. at the Board Room, 1500 West Agency Road, West Burlington, Iowa as the time and location for a public hearing.

Trustee Fife-LaFrenz moved to approve the proposed Certified Budget for filing and publication and to fix the time and place for a public hearing for 5:00 p.m. on March 9, 2020, in the West Burlington Campus Board Room. Trustee Johnson seconded. Motion carried on a 5-0 roll call vote.

3.3 Acceptance of Transfer of the Hall of Sciences Building from Southeastern Community College Foundation to Southeastern Community College – contingent upon SCC Foundation Board Approval by March 1, 2020.

Vice President Carr reviewed documents in the board packet with regard to the transfer of the Hall of Sciences Building from Southeastern Community College Foundation to Southeastern Community College. He noted that the final payment from pledges was received. The loan and pledges were managed through the Southeastern Community College Foundation. Upon completion of that loan, the ownership of the Hall of Sciences should now belong to Southeastern Community College.

Vice President Carr noted that both this Board and the Board of Southeastern Community College Foundation must approve the ownership transfer. The Foundation Board will meet on Tuesday, February 18, 2020.

Trustee Fife-LaFrenz moved to approve the Acceptance of Transfer of the Hall of Sciences Building from Southeastern Community College Foundation to Southeastern Community College. Trustee Heland seconded. Motion carried on a 5-0 roll call vote.

4.0 Accountability

4.1 President's Report

- 1.) **SCC Re-Accreditation** – We received official word that SCC was re-accredited for another 10 years. The State Campus Visit for state accreditation will be next spring – 2021.
- 2.) **University of Northern Iowa will be at SCC** on Monday, February 17th providing a mini campus fair for SCC Students to learn more about UNI; transfer credits, scholarships, majors & more. UNI representatives available to meet faculty.

- 3.) **ACCT – NLS – Washington DC** – Many meetings in preparation to meet, speak with and hear from Senators and Representatives
 - a. Higher Education Authorization
 - i. Simplify the FAFSA
 - b. Short Term Pell
 - c. Increase the Pell Grant Maximum
 - d. Second Chance Pell
 - e. Support State Investments in Lowering the Cost of Community College
 - f. Enhance Transparency
 - g. Support Student Access and Success
 - h. Strengthen Under-Resourced Institutions
 - i. Bolster Job Training and Career and Technical Education
 - j. Assist Students Impacted by the DACA Rescission
- 4.) **DOJ Grant** – The DOJ grant has been submitted and will take approximately 6-8 months to hear back.
- 5.) **AMP** - Conference for students who are aging out of the Foster System. This event will take place on Saturday, Feb 29th in the Little Theater.

4.2 Monthly Financial Report

Vice President Carr reported on the financial statements for period ending January 31, 2019. He noted enrollment in spring has declined a little over 7% for spring semester. For the year it is down a little over 4%. The budget was level and with \$3/credit hour tuition decrease. Vice President Carr reviewed the potential financial impact. He further reported that State General Aid and property taxes are on track. Net operations are near equal to last fiscal year at this time.

4.3 Facilities Update

Vice President Carr reported that improvements are being made to the greenhouse on the West Burlington Campus. The improvements include converting from LP to natural gas, which makes it more affordable to heat. It is also being cleaned up. With the facility being more energy efficient, they are looking at the potential of the Ag department utilizing it for classes. Matt Mohrfeld has been providing guidance for this project.

5.0 Future Meetings

Chair Hillyard reviewed the list of future meetings.

6.0 Adjournment

There was consensus that the meeting be adjourned at 6:25 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