



**NOTICE OF PUBLIC MEETING
REGULAR MEETING OF THE BOARD OF TRUSTEES
Monday, July 12, 2021 at 4:30 p.m.
Southeastern Community College, Mt. Pleasant Center
200 North Main Street, Room 203, Mt. Pleasant, 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 4:30 p.m. Roll call indicated Trustees Hillyard, Johnson, Heland, Nabulsi and Fife-Lafrenz were present in the room. Also present were President Michael Ash, Treasurer Kevin Carr, Secretary Darcy Burdette, and SCC staff members Janet Shepherd, Chuck Chrisman, Jeff Ebbing and Joan Williams.

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

President Ash reminded Trustees that the SCC Alumni Golf Outing is July 16, 2021.

1.3.3 Board

None.

1.4 Iowa Association of Community College Trustees Report

Board Chair Nabulsi reported the IACCT Board will meet on July 22nd. He noted that the legislative session ended favorably. The IACCT Board will review and approve the legislative priorities for the coming legislative session during the July 22nd board meeting. He reminded the Board of the IACCT virtual conference July 21-22, 2021 and encouraged them to participate.

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 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.

2.2 President's Goals for FY 2021

President Ash provided a list of five President's Goals for FY 2022 as follows:

1. Enrollment
2. Community And Industry Collaboration
3. Funding/Financial Stability
4. Building/Remodeling
5. Implementation of New Projects

President Ash reviewed the 5 goals and initiatives for each goal. One of the major things we will do this year is Strategic Planning. The actual goals remain the same from last year with changes to the strategies. Trustees reviewed and discussed details of the goals.

Trustee Hillyard moved approval of the President's Goals for FY 2022. Trustee Fife-LaFrenz seconded. Motion to approve the President's Goals for FY 2022 carried on a 5-0 roll call vote.

2.3 Resolution on Signatures for Depositories

Board Treasurer Carr recommended approval of a Resolution on Signatures for Depositories containing revisions to remove Carol Parrish, Accountant and add Brittony Cummings, Accountant. No other revisions made.

Trustee Fife-LaFrenz moved approval of the proposed revisions to the Resolution on Signatures for Depositories. Trustee Johnson seconded. Motion to approve the Resolution on Signatures 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. **Student Center update** – President Ash provided a PowerPoint Presentation and handouts in support of proposal for a student center.

The Building the Dream Campaign identified 4 building project needs including:

- Hall of Sciences
- Health Professions Building
- Industrial Technology and Training Center
- Additional Gym/Student Center

Three of those projects have been completed.

The student center is needed to provide play space for our students and residence life on the West Burlington Campus and will help retain students. We have held employee meetings, met with the student board and completed a student survey for input on the need and what to include. The building would be used primarily as a student center and for athletics secondary. We would need an Activities Director to coordinate the activities of the student center.

Shive Hattery was one of three architectural firms to submit a proposal and was selected as the architectural firm. They have presented us with a building design including what it would contain and how it would tie into the existing buildings. We have completed an

analysis of the available funds and had a preliminary discussion with the bank. We still have outstanding pledges from Building the Dream being held by Southeastern Community College Foundation. Shive Hattery created this design based on the budget we presented to them.

President Ash reviewed the proposed design and what would be included. The plan is that the gym would include one intercollegiate-sized basketball court with two high school cross courts. The floor would also be lined for pickleball and volleyball. There would be a training room for athletic trainers to use. The second floor would have a walking track and space for cardio equipment.

We are also working on obtaining a grant for a Safe room that would be connected to the Student Center. We are working with Klingner to help us with size, etc. We will bring more information on this in the future if we receive this grant.

Vice President Carr reviewed estimated cost at \$5,227,101. He also reviewed the sources of funds for this based on analysis of available dollars. There are some alternates depending on how the bids come in. Trustees held discussion. The timeline for proceedings for this project was presented. The Board will be presented with a resolution ordering construction and fixing a date for public hearing on plans and specs, form of contract and estimated total cost of construction at the next regular board meeting on Monday, August 9, 2021.

2. **Freedom of Speech policy update** – President Ash referred Trustees to materials in their side packet to review for language to update our current policy and the new policies regarding Racism Trainings and Diversity and Inclusion Efforts. A policy template will be created for consideration at a future board meeting.

3. **Practice Track and Soccer Field** – Reviewing the feasibility of developing a track on the West Burlington campus.

4. **Small claims update** – President Ash reported that the college has filed a small claim against a bus company that did not provide the bus we paid to rent. They are refusing to provide a refund.

5. **Lee County Education Training Center** – A variety of meetings have been held. Progress is being made on the items we outlined in previous Board meetings. EDA grant guidance has not been released yet but discussions are being held on what would be the “best” approach. The Port Authority is scheduled to close on the Megla building this week. (Christine Barnes – Superintendent at Keokuk has resigned and thus this will have some impact on the progress.)

6. **Athletic Director** – Resignation by Tyler Gaston so he can move closer to his parents. We will be posting the job opening and in the meanwhile President Ash will serve as Interim Athletic Director.

7. **Iowa Student Aid Commission** – The Governor is apparently moving towards limiting the number of terms a person can serve on Boards for which the Governor makes appointments. President Ash will no longer be serving on the Iowa Student Aid Commission.

3.2 Facilities Update

Vice President Carr provided the facilities update. He reported that the Fort Madison Center was cleaned to remove the mayflies on and around the facility. The Residence Life Loop Road in West Burlington is currently stalled due to compaction issues. The classroom painting has been completed. The remodeling project in Keokuk is underway to relocate TRIO Services and remodel the library to include the bookstore. The Advanced Manufacturing and Auto Collision Lab renovations are moving along and will be complete by August 15th. Food service will be returning in August in Keokuk.

3.3 Report on Upcoming Election

Board Secretary Burdette reported that nomination papers have been filed with the County Auditor for the November 2, 2021, school board election for the following individuals:

Director District #2 Landen Hillyard
Director District #3 Jeff Heland

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 6:19 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