REGULAR MEETING OF THE BOARD OF TRUSTEES
Monday, July 13, 2026 at 4:30 p.m.
Southeastern Community College, Mt. Pleasant Center
200 North Main Street, Room 203, Mt. Pleasant, Iowa

<u>Meeting Minutes</u>

1.0 Routine Items

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

Board Chair Lanny Hillyard called the meeting to order at 4:30 p.m. Roll call indicated Trustees Hillyard, Howard, Heland, Nabulsi, and Fife-LaFrenz were present in the room. Also present were President Michael Ash, Secretary Darcy Burdette, and SCC staff members Laurie Hempen, Chuck Chrisman, Val Giannettino, and Jeff Ebbing.

1.2 Adoption of Formal Agenda

Trustee Heland 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

None

1.3.2 Administration

Executive Director of Institutional Advancement Val Giannettino reported her office is working on the fall scholarship selections. They received 430 applications.

1.3.3 Board

Trustees Hillyard, Heland, Nabulsi, and Fife-LaFrenz attended the IACCT Summer Trustee Conference and shared about sessions they attended.

1.4 Community Colleges for Iowa Trustee Board Report

Board Chair Hillyard made note of a few items from the IACCT Summer Trustee Conference. The next IACCT Board meeting will be held August 27, 2026.

1.5 World Changing – Changing our Thinking

- **IASB Lighthouse Study**

Trustee Howard presented an overview of the Iowa Lighthouse Study, Characteristics of Highly Effective School Boards. He highlighted the Board's five key governance roles: setting clear expectations, creating the conditions for success, holding the system accountable to expectations, building collective will, and learning together as a Board team. Trustees discussed the presentation and expressed appreciation to Trustee Howard for sharing the information.

2.0 Action Items

2.1 Approval of Consent Agenda

1. **Approval of Minutes**
   - **June 8, 2026, Regular Board Meeting Minutes**
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
Amanda Chase	Mailroom/Shipping Receiving Assistant – Level 6	07/11/2023	06/25/2026	Personal.
Kevin Kaalberg	Head Softball Coach	07/11/2022	07/15/2026	Personal.
Malik Kelly	Assistant Men's Basketball Coach/Resident Advisor	04/08/2024	07/31/2026	New Coach Staffing Change.
Lori Stewart	ABE-GED Records Specialist/Office Assistant – Level 7	10/22/2024	07/31/2026	Accepted open Mailroom/Shipping & Receiving Assistant position.
Lorenzo Watkins	Head Men's Basketball Coach	10/20/2009	06/11/2026	Termination for misconduct.
Micaela Whatley	Student Success Advocate – Guided Pathways	01/10/2022	07/10/2026	Personal.
Gary Woods	Head Men's & Women's Wrestling Coach	03/10/2025	07/09/2026	Personal.

4. Employment Contracts

Name	Title	Contract Period	Salary
Meranda Anderson (Replacement)	Medical Assistant Coordinator/Instructor	08/12/2026 – 08/10/2027	$81,035.20 ($81,035.20 annual)
Zak Forkner (Replacement)	Instructor - English	08/12/2026 – 08/10/2027	$58,500.00 ($58,500.00 annual)
Chris Harwood (Replacement)	AEL/HSED Records Specialist / Correctional Education Administrative Assistant – Level 7	06/16/2026 – 06/30/2027	$1,562.88 ($33,992.64 annual)
Chris Harwood (Replacement)	AEL/HSED Records Specialist / Correctional Education Administrative Assistant – Level 7	07/01/2026 – 06/30/2027	$35,471.78 ($35,471.78 annual)
Eli Hawley (Replacement)	Admissions & Testing Center Administrative Assistant / Proctor – Level 6	07/08/2026 – 06/30/2027	$32,768.00 ($33,408.00 annual)
Pearson Murdie-Henson (Replacement)	Assistant Men's Basketball Coach/Resident Advisor (0.8 FTE)	07/01/2026 – 06/30/2027	$18,000.00 ($18,000.00 annual)

Steven Henson (Replacement)	Head Men's Basketball Coach	07/01/2026 – 06/30/2027	$80,000.00 ($80,000.00 annual)
Nicholas Hunter (Replacement)	Maintenance & Custodial Technician – Student Housing – Level 12	07/06/2026 – 06/30/2026	$49,536.00 ($50,112.00 annual)
Nathan Robertson (Replacement)	Assistant Men's Baseball Coach	07/01/2026 – 06/30/2027	$33,616.00 ($33,616.00 annual)
Jennifer Sabourin (Replacement)	Vice President of Student Services	07/27/2026 – 06/30/2027	$121,034.48 ($130,000.00 annual)
Lori Stewart (Replacement)	Mailroom/Shipping Receiving Assistant – 0.625 FTE - Level 6	08/01/2026 – 06/30/2027	$19,658.80 ($21,558.60 annual)

2026-2027
Corrections Contracts
Presented to the Board on July 13, 2026
Cullen Hartley – ISP
Deanna Stuecker – ISP
Shawn Hopper – MPCF & ISP
Jolene Cox – MPCF
Monica King – MPCF
Sarah Raymond – MPCF

Trustee Nabulsi 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 Resolution Approving Construction Contract and Bond for the Construction of the West Burlington Track Surfacing Project

President Ash reviewed that at the June 8, 2026, Regular Board Meeting the Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost of the West Burlington Trac Surfacing Project along with Consideration of Construction Bids and Resolution to Award Construction were approved. As a final step to this process, the Board must approve the Construction Contract and Bond. Trustee Heland moved approval of the Resolution Approving Construction Contract and Bond for the West Burlington Track Surfacing Project. Trustee Howard seconded. Motion carried on a 5-0 roll call vote.

2.3 Final Acceptance of the SCC HVAC Project

President Ash reported that the work completed by SG Construction Company under the November 11, 2024, contract for the Server Room HVAC Upgrades Project has been reviewed and found to be complete in accordance with the project plans and specifications. He noted that the total final construction cost was $243,410. President Ash noted that the project began in December 2024 and added a redundant cooling system to the college's server room to reduce the load on the existing unit and provide redundancy. President Ash recommended Board approval of the Final Acceptance of the Server Room HVAC Upgrades.

Trustee Howard moved to approve the Final Acceptance of Server Room HVAC Upgrades Project as presented. Trustee Heland seconded. Motion carried on 5-0 roll call vote.

2.4 President's Goals for FY 2027

President Ash presented his proposed FY2027 goals for Board review. The goals focus on Enrollment Growth, Community and Industry Collaboration, Funding and Financial Stability, Building and Remodeling, and Board Policies, Board Orientation, and Administrative Guidelines. Key initiatives include expanding enrollment and outreach efforts, strengthening business and industry partnerships, growing career and technical education opportunities, pursuing additional funding sources and operational efficiencies, planning for future facility improvements, and continuing the review and update of Board policies and administrative guidelines. Trustees discussed the proposed goals and asked questions.

Trustee Nabulsi moved approval of the President's Goals for FY 2027. Trustee Fife-LaFrenz seconded. Motion to approve the President's Goals for FY 2027 carried on a 5-0 roll call vote.

2.5 Approval of Title IX Policy Update (Equal Opportunity, Harassment, and Non-Discrimination Policy for All Students, Employees, and Third-Parties – Policies and Procedures)

Board Chair Hillyard reported that the review and updates to the Equal Opportunity, Harassment, and Non-Discrimination Policy for All Students, Employees, and Third Parties – Policies and Procedures have been completed. He noted that no additional changes have been made since the Board's previous discussion and that no further questions or concerns have been raised. Board Chair Hillyard recommended approval of the updated policy. Trustee Heland moved to approve the Equal Opportunity, Harassment, and Non-Discrimination Policy for All Students, Employees, and Third Parties – Policies and Procedures, seconded by Trustee Fife-LaFrenz. The motion carried on a 5-0 roll call vote.

3.0 Accountability

3.1 President's Report

President Ash referred Trustees to his written report and highlighted several recent activities. He reported attending a Keokuk Hospital Stakeholders meeting with Insight regarding the progress of hospital services planned for Keokuk and a meeting with Lee County Economic Development to discuss a potential industrial opportunity. He also provided an update on meetings with the Special Enrollment and Retention Committee and the Strategic Enrollment Management Committee, where members discussed enrollment opportunities, identified potential gaps in student outreach, and developed strategies to better align enrollment efforts across all divisions of the College. In addition, President Ash announced upcoming meetings with Iowa State University President David Cook and the Deans of the College of Engineering to explore a potential engineering transfer partnership.

3.2 Facilities Update

President Ash provided a facilities update, reporting that construction is underway on the 600 Building renovation and the IT Office remodel. He also shared that a new maintenance technician has been hired to oversee residence hall maintenance. At the fairgrounds, a new transformer has been installed, with the full cost covered by CCFSA. President Ash noted that the College plans to hold a surplus auction after the fair to sell excess equipment, including several vehicles and an older bus that has required frequent repairs. Fraise Auctioneers, who has conducted previous College auctions, will manage the sale.

3.3 Institutional Review

Dr. Aaron Jensen, Dean of Career and Technical Education, presented an overview of Competency-Based Education (CBE), explaining how the model measures student learning through demonstrated mastery rather than time spent in the classroom. He highlighted the benefits of CBE for students, employers, and the College, including increased flexibility, stronger workforce alignment, recognition of prior learning, and a continued emphasis on academic rigor and faculty guidance. Dr. Jensen also discussed how CBE supports the College's mission by preparing students for high-demand careers and strengthening partnerships with business and industry. Trustees discussed the presentation and asked questions.

4.0 Future Meetings

Board Chair Hillyard reviewed the list of future meetings.

5.0 Adjournment

There was consensus that the meeting be adjourned at 6:34 p.m.

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

Darcy Burdette

Darcy Burdette, Board Secretary