



REGULAR MEETING OF THE BOARD OF TRUSTEES

Monday, July 14, 2025 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 Lanny Hillyard called the meeting to order at 4:30 p.m. Roll call indicated Trustees Fife-LaFrenz, Hillyard, Howard, Heland and Nabulsi were present in the room. Also present were President Michael Ash, Treasurer Cory Gall, Secretary Darcy Burdette, and SCC staff members Amanda Estey, Michelle Allmendinger, Laurie Hempen, Chuck Chrisman, Jeff Ebbing, and Val Giannettino.

1.2 Adoption of Formal Agenda

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

1.3.1 Audience

None.

1.3.2 Administration

Executive Director Val Giannettino reported the 2025/2026 Fall Scholarships are being awarded with 329 awards in the amount of \$511,600.00 so far with additional spring scholarships to be awarded after September 1, 2025.

1.3.3 Board

Trustees Fife-LaFrenz, Hillyard, Heland, and Nabulsi all shared information from the recent Summer Trustee Conference they attended at Iowa Central. Several highlights were shared related to the conference content including presentations by ACCT, F3 Law, and discussions about Artificial Intelligence. Trustee Howard shared that the Mt. Pleasant Schools Superintendent will retire in June 2026.

1.4 World Changing – Changing Our Thinking

President Ash explained that this agenda item was added as a result of discussions during the June 17, 2025, Board Work Session, where Trustees expressed a desire to include time on future agendas to discuss emerging issues. He reminded the Board that while a similar agenda item had been included in the past, it often consisted of presentations by College personnel rather than discussion topics initiated by Trustees.

As an example of an emerging issue, President Ash highlighted the topic of artificial intelligence (AI). He shared that the College has established an AI committee and that training opportunities will soon be made available to all staff. He also asked Chuck Chrisman to provide an update on recent cybersecurity concerns, including issues within Microsoft Outlook and a cyberattack that compromised applicant information at McDonald's. Trustees engaged in discussion and shared additional insights from the recent Trustee Conference related to AI.

The Trustees explored how best to use this time and agreed that Trustees who wish to bring forward a topic should submit it in advance to the Board Chair, President Ash, and the Board Secretary for inclusion on the agenda, and be prepared to lead the discussion. If no topics are submitted prior to the agenda being finalized, this item will not be included on that meeting's agenda.

1.5 Community Colleges for Iowa Trustees Report

Trustee Nabulsi reported that the IACCT Building in Des Moines is being remodeled and that the staff have been relocated to DMACC during the remodel. The next IACCT Board meeting will be held August 28, 2025.

2.0 Action Items

2.1 Approval of Consent Agenda

1. Approval of Minutes

- **June 9, 2025, Regular Board Meeting Minutes**

2. Presentation of Bills of Account

3. Employment Contracts

4. Name	Title	Contract Period	Salary
Bethany Haage (Replacement)	Instructor – Nursing - Keokuk	August 13, 2025 – August 11, 2026	\$65,000.00 (\$ 65,000.00 annual)
Barry Johnson (Replacement)	Assistant Women's Basketball Coach/Resident Advisor	July 1, 2025 – June 30, 2026	\$18,000.00 (\$18,000.00 annual)
Shawn Perkins (New)	Instructor - Education	August 13, 2025 – August 11, 2026	\$65,000.00 (\$ 65,000.00 annual)
Shavonna Rhodes (New)	Assistant Volleyball Coach	July 14, 2025 – June 30, 2026	\$17,379.31. (\$18,000.00 annual)
Pedro Rodrigues de Melo (Replacement)	Assistant Men's and Women's Soccer Coach	July 1, 2025 – June 30, 2026	\$18,000.00 (\$18,000.00 annual)
Chelsie Yarbrough (Replacement)	Payroll and Human Resources Specialist	June 30, 2025 – June 30, 2025	\$172.41 (\$45,000.00 annual)
Chelsie Yarbrough (Replacement)	Payroll and Human Resources Specialist	July 1, 2025 – June 30, 2026	\$45,000.00 (\$45,000.00 annual)

Trustee Hillyard 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 First Reading of Revisions to Board Policy #107 -Non-Discrimination Policy

President Ash referred Trustees to Board Policy #107 noting that the policy was revised and adopted on June 13, 2022. This Board Policy originally was adopted in May 2020. The policy has been updated again to change an address for the Director of the Office of Civil Rights, U.S. Department of Education from Chicago to Denver. Additionally, per guidance from the Department of Education, we are recommending to remove “gender identity”. Lastly, we want to add Dean of Students in place of the Vice President of Student Affairs.

The Trustees engaged in a vigorous discussion regarding the potential removal of the phrase “gender identity” from the Non-Discrimination Statement. President Ash clarified that while the Department of Education has stated they cannot mandate this change, they did caution that retaining the phrase may limit the department’s support in the event of a related challenge. He further noted that the College is currently preparing for an Equity Review in October as part of the State Accreditation process, and is actively working to meet the requirements of the Desk Review. This Board Policy is among the documents requested, and it is important to submit the most up-to-date version. Following continued discussion, the Board reached a consensus and will consider further concerns prior to Second and Third Readings of this Policy.

Trustee Fife-LaFrenz made a motion to approve the First Reading of Revisions to Board Policy #107. Trustee Nabulsi seconded. The Board will consider further questions they have prior to the Second and Third Readings. Motion carried on a 5-0 roll call.

2.3 Resolution Approving Construction Contract and Bond for the Construction of the 300 Building Renovation Project

Vice President Gall reviewed that at the June 9, 2025, Regular Board Meeting the Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost of the 300 Building Renovation 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 SCC Saferoom. Trustee Fife-LaFrenz seconded. Motion carried on a 5-0 roll call vote.

2.4 Resolution Ordering Construction of the West Burlington Loren Walker Arena Re-Roofing Project

Vice President Gall shared that the College is moving forward with roof replacement projects funded through the Plant Fund. The roof above the bathrooms in the circle drive requires replacement before those facilities can be remodeled as part of the Annex project. Additionally, the gym roof, which was last replaced over 25 years ago and now leaks regularly, will also be addressed. By combining both projects, the College can achieve cost savings through an economy of scale. The timeline includes project approval at the July 14th Board meeting, a pre-bid meeting on July 24th, bids due August 7th, Board review on August 11th, and final approval and bond authorization on September 8th. Construction is set to begin on September 9th, with completion to be determined. The total estimated cost is \$414,000, which includes \$20,000 in architect fees, \$364,000 for the gym roof, and \$50,000 for the circle drive roof.

Trustee Howard moved to approve Resolution Ordering Construction of the West Burlington Loren Walker Arena Re-Roofing Project and set a public hearing date of August 11, 2025. Trustee Fife-LaFrenz seconded. Motion carried on a 5-0 roll call vote.

2.5 Approval of Proposed FY 2027 Calendar

Director of Human Resources Laurie Hempen reported that the calendar committee has met and is proposing the FY2027 calendar for Board approval. The process to develop the calendar remains the same and the calendar is similar for each year with only small adjustments.

Trustee Nabulsi moved approval of the FY 2027 calendar. Trustee Fife-LaFrenz seconded. Motion carried on a 5-0 roll call vote

2.6 President's Goals for FY 2026

President Ash provided an overview of his five goals for FY2026 which focus on enrollment growth, community collaboration, financial stability, infrastructure development, and leadership training. He outlined specific initiatives under each goal. Some of the highlights he shared included the following:

- To address the anticipated decline in high school graduates from 2024 to 2026, SCC continues a regional high school recruitment strategy, explores potential academic and athletic programs, and expands current offerings to meet the needs of the region.
- SCC will continue working with local industries for customized training and seek grant partnerships.
- Continue to track progress on the 2023–2028 Strategic Plan through annual reporting and a new dashboard of Key Performance Indicators.
- Financially, there are continued efforts to identify new funding sources and streamline budget processes to improve efficiency. Facility improvements are planned for both the main and Keokuk campuses.
- Continue to be committed to developing future leaders by enhancing its professional development and succession planning programs.

Trustees reviewed and discussed details of the goals.

Trustee Nabulsi moved approval of the President's Goals for FY 2026. Trustee Fife-LaFrenz seconded. Motion to approve the President's Goals for FY 2026 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 making note of a few of the items including the following:

- Summer enrollment remains strong with 944 students and 4,674.5 credits, only slightly down from last year but still above recent summer trends (excluding 2024).
- SCC Champbot, an AI-powered chat tool, is now live, enhancing visitor interaction on the college website. President Ash invited Vice President Chrisman and Marketing Director Jeff Ebbing to share a demonstration for the Board.
- TRIO - SSS Grant awarded at \$396,223 for the first year of the new grant cycle, supporting student success initiatives.
- Two new tractor-trailer cabs have arrived and are now being used for CDL training, enhancing hands-on workforce development.
- The Golf Outing raised over \$15,000, contributing to scholarships and college initiatives.
- The Higher Learning Commission approved SCC's Quality Initiative Proposal, a key step in accreditation progress.
- AI Foundations training will be offered to all staff, promoting awareness and engagement with college-led AI initiatives.
- Race 2 Real, a clean energy company, is considering moving into the GE/ABB Building and is exploring workforce training partnerships with SCC.

3.2 Facilities Update

No additional facilities projects other than the projects approved.

3.3 Data Review

President Ash shared that in follow-up to the discussion regarding KPIs at the June 17, 2025 Board Work Session, he has requested that Vice President Chuck Chrisman provide examples of information that could be reported on a dashboard. Chuck shared three reports related to enrollment. Trustees discussed and expressed appreciation for this information. President Ash noted that additional reports for the dashboard are being considered and developed.

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 6:46 p.m.

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

A handwritten signature in cursive script that reads "Darcy Burdette".

Darcy Burdette, Board Secretary