



NOTICE OF PUBLIC MEETING REGULAR MEETING OF THE BOARD OF TRUSTEES

Monday, November 11, 2024 at 6:00 pm

SCC Board Room -West Burlington Campus, 1500 West Agency Road, West Burlington, IA

Meeting Minutes

1.0 Routine Items

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

Board Chair Janet Fife-LaFrenz called the meeting to order at 6:03 p.m. Roll call indicated Trustees Nabulsi, Fife-LaFrenz, Hillyard, Howard, and Heland were present in the room. Also present were President Michael Ash, Treasurer Cory Gall, Secretary Darcy Burdette, and SCC staff members Val Giannettino, Amanda Estey, and Michelle Allmendinger.

1.2 Adoption of Formal Agenda

Trustee Heland moved to approve the formal agenda. Trustee Hillyard 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 that the Foundation office has distributed \$440,000 in fall scholarships and \$6,000 in mini grants. They continue to see more applicants for scholarships. She reported that Great Tastes netted about \$62,000 this year. She thanked everyone for their support.

President Ash reported that we recently received the Hope Haven Employer of the year. We have one individual from Hope Haven who assists maintenance with cleaning in the cafeteria during lunch.

1.3.3 Board

Trustee Heland and Trustee Fife-LaFrenz both attended the ACCT Leadership Congress in Seattle, Washington. Each participated in their respective committee meetings as well as attended other sessions throughout the conference. Trustees Hillyard, Heland, and Fife-LaFrenz noted that they attended Great Tastes and felt it was a great night.

1.4.4 Community Colleges for Iowa Trustee Board Report

Trustee Nabulsi reported that the IACCT Board met on November 7th with the Presidents in joint session. He shared a report from that meeting for the Trustees to review. He reminded Trustees of the ACCT National Legislative Summit in Washington, DC February 9-12, 2025.

2.0 Action Items

2.1 Approval of Consent Agenda

1. Approval of Minutes

- October 14, 2024 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
Kaye Gilbert	Accountant	05/01/2024	10/24/2024	Personal.
Brandi Haight	PACE – Ticket to	09/01/2022	11/19/2024	Personal.

	Work & Food Assistance Education Specialist			
Sarah Schwartz	TRIO SSS Program Advisor – WB	12/07/2015	10/31/2024	Accepted open TRIO SSS Project Director position.

4. Employment Contracts

Name	Title	Contract Period	Salary
Cristien Balmer (Replacement)	Instructor – Industrial Controls, Automation and Robotics Technology - Keokuk	November 4, 2024 – August 12, 2025	\$39,894.71 (\$61,100.00 annual)
Tre Flowers (Replacement)	Head Women's Basketball Coach	December 15, 2024 – June 30, 2025	\$21,609.19 (\$40,000.00 annual)
Sarah Schwartz (Replacement)	TRIO SSS Project Director	November 1, 2024 – June 30, 2025	\$38,222.22 (\$58,000.00 annual)

Trustee Hillyard moved approval of the Consent Agenda items. Trustee Nabulsi 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 Keokuk Campus Building 200 Roof Replacement

Vice President Cory Gall noted that at the October 14, 2024 Board meeting, the Board approved the recommended low bid of \$159,300 from R3 Commercial Roofing, LLC for the construction of the Keokuk Campus 200 Roof Replacement. As a final step in the construction project process, the Board needs to vote approval for the construction contract and bond for this project. Vice President Gall reported that the contract is the standard AIA language and the bond is standard government requirements. This has been reviewed and approved by the attorneys. It is anticipated this work will take place in the spring.

Trustee Nabulsi motioned to approve the Resolution as presented. Trustee Heland seconded. Motion carried on a 5-0 roll call vote.

2.3 Resolution Approving Construction Contract and Bond for the Construction of the West Burlington Campus Server Room HVAC Upgrades

Vice President Cory Gall noted that the Board also approved the recommended low bid of \$240,060 from S.G. Construction Company for the construction of the West Burlington Campus Server Room HVAC Upgrades. As a final step in the construction project process, the Board needs to approve the construction contract and bond for this project. S.G. Construction will utilize Arnold Refrigeration as a sub for this project. This project will be funded by OEPI.

Trustee Heland motioned to approve the Resolution as presented. Trustee Hillyard 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 making note of a few of the items including the following:

1. SCC hosted the Des Moines County K-12 teachers for their Professional Development Day on Friday, November 1st. There were over 500 teachers on the campus. I provided their opening welcome.
2. Financial Aid was notified that the State of Iowa extended the FAFSA completion date for Last Dollar Scholarship Eligibility to December 31, 2024. A new roster of eligible students will be provided from the state of Iowa for review to determine additional eligibility.
3. Met with Dr. McCoy from Southeast Iowa Regional Medical Center. He requested meeting to discuss changes to the current Nursing Program agreement and begin extending the agreement.
4. PN and ADN Nursing programs have received their accreditation status with the NLN CNEA board of commissioners and review of program, onsite and the program review committee. We have gotten through the first approval process. This initial accreditation is for 6 years. We are officially nationally accredited for 6 years and then have to repeat again.
5. A Health Expo was held and very well attended by vendors and area high school students.
6. The Rad Tech program will undergo initial JCERT Accreditation site visit on December 2, 2024.
7. LPN Pinning Ceremonies will be held for the Keokuk and West Burlington students from the first January tract program who are completing their LPN year.

3.2 Fall Enrollment Summary

Vice President Chuck Chrisman reviewed Enrollment data for the fall 2024 semester. He reported that overall there is enrollment growth in heads and credit hours for the 11th semester consecutively. Both college and high school enrollments are up. SCC is #1 in the state for percentage growth. An enrollment report was presented to the Board and he reviewed the details. The Board asked questions and made comments throughout the presentation. The Board was very pleased with this report and offered congratulations to the SCC staff.

3.3 Hospital/SCC Partnership Update

President Ash provided an update on the Hospital/SCC partnership. He shared a power point that was presented to the Great River Health Board. This partnership began in 2022 with an agreement that provided funds from the hospital to pay for additional nursing faculty to increase the number of students in the nursing program. We have also added other resources including recruitment, tutoring, and marketing. President Ash shared graphs to show the increase in nursing students over time. In addition to the number of students already participating in the program, there are a number of students in the “pipeline”. Students in the program receive a grant from the Hospital Foundation each semester of their PN and ADN years. The hospital plans to make some adjustments to the Agreement and extend it for additional time.

3.4 Monthly Financial Report

Vice President Gall referred Trustees to the financial reports in their board packets. On the cash and investments report he noted that cash balances continue to increase. The interest rates points were very recently reduced and this could reduce the amount of interest from which we have recently benefitted. The revenue in the general fund has increased over prior year, however, he continues to keep watch on the salary expenses. Overall very happy with cash position.

3.5 Facilities Update

Vice President Cory Gall provided a brief facilities update. He reported that SG Construction is working on the track storage building. The FEMA Saferoom is expected to be substantially complete by mid-December.

4.0 Future Meetings

Board Chair Fife-LaFrenz reviewed the list of future meetings.

5.0 Adjournment

There was consensus that the meeting be adjourned at 7:52 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