

**NOTICE OF PUBLIC MEETING
 REGULAR MEETING OF THE BOARD OF TRUSTEES
 Monday, November 8, 2021 at 4:30 pm
 West Burlington Campus, 1500 West Agency Road, West Burlington, IA
 SCC Board Room**

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 Heland, Nabulsi, Fife-LaFrenz, Hillyard, and Johnson 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, Joan Williams, Val Giannettino, and Meg D’Souza.

1.2 Adoption of Formal Agenda

Trustee Hillyard 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

Director Val Giannettino reported that Great Tastes had a record year. The average before this year was \$35,000 with biggest year in 2018. She will give a full report next meeting. She expressed appreciation to all for participating.

1.3.3 Board

Trustees reported that they attended Great Tastes and enjoyed a wonderful evening.

1.4 Iowa Association of Community College Trustees Report

Board Chair Nabulsi reported that the IACCT Board will meet on December 2nd. This will be a joint meeting with Presidents. He reminded all that the ACCT National Legislative Session will be in February.

2.0 Action Items

2.1 Approval of Consent Agenda

1. Approval of Minutes

- **October 19, 2021 Regular Meeting Minutes**
- **October 25, 2021 Special 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
Glen Day	Professor – Math	08/16/2010	08/11/2022	Retirement.
Lori Fairlie	Administrative Assistant – VP for Administrative	06/02/2015	02/08/2022	Personal.

	Services and Director of Facilities			
Kerry Murray	Correctional Education Coordinator	10/10/2005	10/27/2021	Personal.
Alyssa Orth	Admissions Recruiter	11/02/2020	11/12/2021	Personal.

4. Employment Contracts

Name	Title	Contract Period	Salary
Nanette Mansell (Replacement)	Administrative Assistant – Dean of Arts and Sciences (Level 7)	November 1, 2021 – June 30, 2022	\$ 20,907.84 (\$ 31,361.76 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 Confirmation of 2020 Distinguished Alumni Awards

Executive Director for Institutional Advancement Val Giannettino reported that on October 28, 2021, the SCC Alumni Association Board of Directors reviewed and voted on nominees for the Keokuk and West Burlington 2022 Distinguished Alumni Awards. After reviewing the background information for both nominees, she recommended that the Board of Trustees confirm the following individuals for the 2022 Distinguished Alumni awards:

- Keokuk Campus Distinguished Alumni: Jim Dennis, Class of 1969
- West Burlington Campus Distinguished Alumni: Serena Stevens, class of 2009 & 2011

The SCC Foundation board will approve next week.

Trustee Fife-LaFrenz moved to confirm the 2022 Distinguished Alumni Award nominees. Trustee Johnson seconded. Motion carried on a 5-0 roll call vote.

2.3 Three-Year Farm Lease 2022-2025

Vice President Carr referred Trustees to the First Amendment to Iowa Cash Rent Farm Lease in their board packets. He noted that last year the Board approved a one-year lease of the farm land to Ben and Amanda Wagg. This has gone very well and the Ag faculty has been really pleased with the Wagg's participation in class. At this time, we are requesting that the farm lease be extended with approval of the First Amendment to Iowa Cash Rent Farm Lease. This would extend the lease until December 1, 2024. The cash rent will increase at the rate of 2% per year. The rent is paid in March and October. The lease can be terminated with notice by either party.

Trustee Hillyard moved to confirm the Three-Year Farm Lease 2022-2025. Trustee Johnson seconded. Motion carried on a 5-0 roll call vote.

2.4 Revision of Board Policy - First Reading of Board Policy #106, Freedom of Speech

President Ash noted that a draft of Board Policy #106, Freedom of Speech was emailed to Trustees for review and comments. This Board Policy originally was adopted in September 2019. The original Freedom of Speech policy was drafted by Ahlers and they have re-drafted the policy to meet requirements with the changes of the law. Overall it is the same as what the Board had approved before. IACCT distributed this re-draft to all of the community colleges. We are still waiting for the official training materials for faculty, staff and students. IACCT is working with a company called Red Marbles to put that together. We anticipate receiving that training in December. This will be offered on an annual basis. We do not have to track that the training has been completed. Trustees discussed items in the policy and they will review further.

Trustee Fife-LaFrenz made a motion for Board Policy 106 to be moved to a second reading at the December 13, 2021 Regular Board of Trustees meeting. Trustee Hillyard seconded. Motion carried on a 5-0 roll call vote.

3.0 Accountability

3.1 CCRC Pathways – Progress Report in Implementing Pathways (Janet)

Vice President Janet Shepherd provided Trustees with a summary of the HCM Strategists Review of Guided Pathways Essential Practices: Scale of Adoption Self-Assessment. She noted that this was originally the \$60,000 Ascendum grant we received to implement Guided Pathways. This was a 2-year grant that was extended for 1 additional year. We are nearing the end of it at the end of this calendar year. The self-study tool was done at the end of each year and is designed to help assess how far along we think we are towards adopting essential guided pathways practices according to the scale of adoption. The report received from HCM was 14 pages long. She has summarized it to show the progress for four Guided Pathways Essential Practices including Mapping Pathways to Student End Goals, Helping Students Choose and Enter a Program Pathway, Keeping Students on Path, and Ensuring that Students are Learning. Vice President Shepherd reviewed the Scale of Adoption according to our Self-Assessment and HCM Strategists Review. She noted highlights of SCC's work towards each of those Essential Practices. In all four categories, HCM assessed our progress at "scaling in progress or at scale."

3.2 Fall Enrollment Report

Vice President Chuck Chrisman provided a review of the Fall 2021 Enrollment report. He made note of the following:

- Overall Enrollment is up in head count and credit hours – up 2.7% in head count and 1.1% in credit hours
- Career Education – up in head count and credit hours
- High School Concurrent Enrollment has increased
- Up 11.8% for new incoming students (Regular and High School)
- SCC is 1 of 5 Iowa Community Colleges up in head count.

Vice President Chrisman shared a presentation to further review the details of the enrollment report showing several ways of looking at enrollment by student type, courses, location, and returning students.

He noted the following initiatives taking place to increase enrollment including:

- Continuing implementation of Guided Pathways to improve student retention and student planning;
- Hosting over 30 recruiting events at SCC campuses;
- Instructors and staff visiting high schools to recruit;

- Marketing;
- Improving CTE Programs and exploring additional programs;
- Researching additional sport programs; and
- Building collaborative partnerships with K-12, Iowa Wesleyan, and Business & Industry.

Trustees discussed and asked questions. They expressed appreciation for the report.

3.3 President's Report

President Ash referred Trustees to his report in their folders noting the following items:

1. We received notification that the Free Community College proposal in the Biden Build Back Better Plan has been removed and not considered any longer.
2. SCC to host Iowa Workforce Development Roundtable on November 9, 2021.
3. The details for The Courts are still being worked on.
4. The Strategic Planning Committee has been meeting and have developed the guiding questions. Several groups will be meeting to discuss the strategic planning process and explain how responding to the survey provides input for the plan.
5. Held a joint leadership meeting with Southeast Iowa Regional Health Care to discuss a plan for expanding our health professions programs. We have had good conversations with them.
6. We are working on a plan to replace the roof of the Mt Pleasant Center. The estimated cost is about \$40,000. We have received three bids. We are trying to work with the City of Mt Pleasant to share this cost.
7. We are working through the requirements and whatever legal challenges there may be with the vaccine mandate. We are developing a plan to implement if required to do so. Currently the mandate is being challenged in the courts.
8. All materials have been submitted for the Safe Room and we are now waiting to see when FEMA begins their review. Their review is when the 60 day "clock" begins.
9. Waiting for the materials to come to us to begin requiring/providing the training related to Freedom of Speech, All Community Colleges will utilize the same material
10. A grant for the Statewide Corrections Education Navigator for the Second Chance Pell and Training Program was award to SCC with an amount to be determined.
11. Continuing work with an outside consultant on student safety issues and needs. The consultant will be back here next week to complete her face to face meetings. The Survey was distributed and she has had at least 125 respondents. She was very pleased with that. She is very excited about information that is coming in as well as meetings with faculty, staff and students. She will then draft a report to us on what we need to do – highlight strengths and needs. No cost to the college. This is paid for by the Title III grant.
12. Continuing to work on the details of the Lee County Career Center with no significant progress. More meetings are scheduled to discuss the budget, locations, and program offerings.
13. The SCC Mens' soccer team won District and are on their way to Nationals.

3.4 Monthly Financial Report

Vice President Carr provided a review of the monthly financial report. He reported that the higher education emergency relief funds (HEERF) that were distributed in September to students has all been cashed with exception of about \$138,000. Students were given 60 days to cash the check, which expires November 10th. The uncashed checks will go back in the fund to be redistributed to Fall 2021 students. He also reported that tuition and fees are up slightly.

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 6:22 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