

MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

June 13, 2022

The regular Board of Trustees meeting for Indian Hills Community College was held on June 13, 2022, in The Barn, Centerville Campus, Indian Hills Community College, Centerville, Iowa. Board President Mr. Richard J. Gaumer called the meeting to order at 4:00 p.m.

Roll Call

Members present: Ms. Nellie M. Coltrain, Ms. Katie Nichols, Mr. Riley Sheetz, Mr. Richard J. Gaumer, Mr. Jerry Kirkpatrick, Ms. Amy Webber, Mr. Alan Wilson, and Ms. Lori Yates.

Zoom/Phone

Ms. Beth Danowsky.

Members absent:

Approval of Agenda

It was moved by Ms. Nichols and seconded by Ms. Coltrain to approve the board agenda as presented. The motion carried unanimously.

Approval of Minutes

The minutes of the May 9, 2022, Regular Board Meeting were reviewed.

Motion

It was moved by Ms. Coltrain and seconded by Mr. Kirkpatrick to approve the May 9, 2022 minutes. The motion carried unanimously.

Unfinished Business

None.

Centerville Academic Building Report

Dr. Matt Thompson, President, reported that it has taken a year of planning for the new Academic Building in Centerville. Dr. Thompson is ready for the project to go out for bids and a Special board meeting will be held on July 25, 2022 and the Public Notice will be set for July 25, 2022 (Special Meeting).

Mr. Nate Stieler, Project Architect, OPN Architects and Mr. Luke Trewin and Mr. Clint Jenson, Story Construction presented a “Fly through” of the Centerville Academic Building. The fly through consisted of the Administration Suite, Conference Room, Science classrooms, Library, Student Success Center, Bookstore, Student spaces, and Art room on the third level. On the second level board members saw Dining and Kitchen, Health Sciences classrooms, CTE classrooms, Computer Lab, Simulation Lab, Nursing classrooms, the Common Shop (sound control walls), and a Huddle room. On the first level is the CTE Lab, informal seating, Construction Tech. Lab (sound control), Welding shop, with 20 booths, Service corridor, the control room, and the outside delivery area.

Mr. Clint Jenson went through costs and how the project will be packaged for bid. As of Monday, June 13, 2022 the total cost for the Centerville Academic Building is \$24,038,000. Labor costs have been prorated for the next 2.5 years.

Board members asked questions and all questions were answered.

Public Hearing for the Indian Hills Main Campus Library HVAC Bid Package

Mr. Gaumer asked for a motion to open the public hearing on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the Indian Hills Main Campus Library HVAC Bid Package.

Motion

It was moved by Ms. Webber and seconded by Mr. Kirkpatrick to open the public hearing. The motion carried.

Mr. Gaumer asked Ms. Shelle Harvey if she had received any written objections or protests on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the Indian Hills Main Campus Library HVAC Bid Package. She stated “no.” Mr. Gaumer asked if there were any oral objections or comments. There were no comments or discussion, so he asked for a motion and second to close the public hearing.

Motion

It was moved by Ms. Coltrain and seconded by Mr. Sheetz to close the public hearing. The motion carried.

Mr. Gaumer asked for approval for the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the Indian Hills Main Campus Library HVAC Bid Package.

Motion

It was moved by Ms. Nichols and seconded by Mr. Sheetz to approve the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the Indian Hills Main Campus Library HVAC Bid Package.

A roll call vote was taken:

Richard J. Gaumer	Yes
Beth Danowsky	Yes
Lori Yates	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Katie Nichols	Yes
Amy Webber	Yes
Riley Sheetz	Yes
Nellie M. Coltrain	Yes

Members absent:

The motion carried unanimously.

Dr. Thompson reported that Hindman/Person received the bid for \$297,650.00. They will begin July 1, 2022. Installation will begin in the Library, so it will be open sooner for students. The approximate opening date is October 1, 2022. Once the Library has been completed Hindman/Person will do the second floor, which has administration offices.

Dr. Thompson stated that at the July 11, 2022 regular board meeting a Public Hearing will be set for July 25, 2022 as Time and Date for the Centerville Academic Building and the Rosenman Roof Project.

Approval of Monthly Claims

Board member Mr. Sheetz reviewed the list of monthly claims on behalf of the board and reported that all questions were answered by appropriate staff members.

Motion

It was moved by Mr. Sheetz and seconded by Mr. Wilson to approve the monthly claims for the month of May 2022. The motion carried unanimously.

Financial Report

Ms. Taren Ferguson, Chief Financial Officer, presented the FY2022 Financial Report through May 31, 2022.

Revenues are up from last year \$784,490. Tuition and fee revenues have increased due to increased tuition rate and how we process High School discounts. State support is up \$323,489 due to receiving more State General Aid and we have had increased revenues due to concurrent high school enrollment in the summer college credit program. Other income is up due to additional reimbursement for wages and benefits for our high school academies.

Expenses have increased by \$447,085 compared to last year. Our salary and fringes are in line with what was budgeted. Services are higher due to increased maintenance/equipment repair, increased utility costs, and election costs for the GO Bonds.

Motion

It was moved by Ms. Coltrain and seconded by Ms. Yates to approve the Financial Report. The motion carried unanimously.

Bad Debt Write Off

Ms. Taren Ferguson, Chief Financial Officer, reported that the figures are through May 2022. Total write-offs have been reduced from \$290,893.14 to \$254,895.38. IHCC has recovered \$132,967.65 in prior bad debts and bad debt collection costs are down to \$17,936.33. The net write-offs as of this report is \$121,927.73. These numbers are not final, but will not increase.

Motion

It was moved by Ms. Nichols and seconded by Mr. Sheetz to approve the Bad Debt Write Off. The motion carried unanimously.

IACCT Report

Mr. Rich Gaumer reported that the IACCT Board met and Lobbyist presented. Community Colleges asked for 14 million dollars and 6.5 million was approved. A \$120,000.00 contract was approved to hire one lobbyist to do the work on behalf of IACCT and community colleges.

The Department of Education has a report on Student Outcomes and this report is available to the public. The report is favorable to Iowa Community Colleges. 96% of students are completers and 81% of completers stay in Iowa. Another, more thorough, report will be released in July by the Department of Education.

The IACCT Conference is Wednesday, July 20 – Friday July 22, 2022 in Sioux City, Iowa and Ms. Susan Wilson will receive the Outstanding Faculty Member award and Dr. Bianca Myers will receive the Outstanding Staff Member award for Indian Hills Community College.

Personnel Report

Mr. Zeke Flick, Director, Human Resources, presented the Personnel Report.

Motion

It was moved by Ms. Yates and seconded by Ms. Webber to approve the Personnel Report. The motion carried unanimously. The Personnel Report is made a part of these minutes.

2022-2023 Academic Year Salary/Fringe Benefits Proposal

Mr. Flick, Director, Human Resources, reported on salaries and fringe benefits for 2022-2023. Ms. Taren Ferguson, Dr. Matt Thompson, and Mr. Zeke Flick met with the Budget Committee and proposed a 3.5% salary increase. The state high is 5.05% and state low is 2.70%. There was an increase of \$187,000 to health insurance premiums, but IHCC did not pass the increase off to employees, IHCC will absorb the cost. Mr. Flick presented a handout, which showed state averages for 10-years. (Attached).

Mr. Flick presented the PowerPoint that faculty and staff had available. He showed the cost analysis for increases, three options, and examples of what the different options would be for increases at different pay levels.

Mr. Flick asked the board to approve a 3.5% salary increase as recommended for the 2022-2023 Academic year.

Motion

It was moved by Mr. Sheetz and seconded by Ms. Webber to approve the 2022-2023 Academic Year Salary/Fringe Benefits as recommended with a 3.5% salary increase. The motion carried unanimously.

President of the College

A. Facilities Report

Mr. Chris Myers, Supervisor, Physical Facilities, gave a Centerville Update. Mr. Myers presented a PowerPoint talking about the process of saving money and how it helped create a better building.

Money was saved by moving structures “inside” campus, keeping dirt that will be used to widen the road instead of paying a company to move the dirt off campus, lowering ceilings by 1-foot, and having our Turf and Greenhouse do landscaping.

Mr. Myers showed a slide and pointed out buildings that will be removed. The Administration building will be the last building to be removed. The facilities that will remain are The Barn, the greenhouse and maintenance building.

All classes will be on campus with a few exceptions of Science Labs, Monday at Centerville high school, high science Health Science Academy will be all day at the mall, nursing will be all day at the mall, and the only trailers on campus will be for contractors.

Dr. Thompson reported that IHCC will be leasing Science Lab spaces from the Centerville High School and another space will be leased by Subway. The date for the Centerville new Academic Building to open is August 2024.

North Campus Academic Building Name

Dr. Thompson asked board members for approval to name the “North Campus” Workforce Training Center. He stated that this makes sense with Commercial Truck Driver Training,

Welding, Aviation Pilot, Aviation Maintenance, and in the future, Criminal Justice being housed together in this facility.

Motion

It was moved by Ms. Webber and seconded by Ms. Nichols to approve the naming of the North Campus to Workforce Training Center. The motion carried unanimously.

Closing Comments

Dr. Thompson stated that 260 E &Fs were managed by the Iowa Economic Development Authority, but Governor Reynolds has moved them under Iowa Workforce Development. This change is effective July 8, 2022.

Adjournment

Board member Ms. Nellie Coltrain moved that the meeting be adjourned. Hearing no objections Mr. Gaumer adjourned the meeting at 6:03 p.m.

BOARD PRESIDENT

BOARD SECRETARY