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MINUTES OF THE BOARD OF TRUSTEES

INDIAN HILLS COMMUNITY COLLEGE

July 14, 2014

The regular Board of Trustees meeting for Indian Hills Community College was held on July 14, 2014, in the Board Room on the Main Campus, Indian Hills Community College, Ottumwa, Iowa. Board President John Pothoven called the meeting to order at 4:00 p.m.

Roll Call

Members present: Richard J. Gaumer, Tom Keck, Jerry L. Kirkpatrick, Kevin M. Kness, George Manning, John Pothoven, and Alan M. Wilson.

Members absent: Judith A. Cox and Beth Danowsky.

Administer Oath of Office to Appointed Board Members to fill Vacancies in Director District #7 & #8

Board Secretary Shelle Harvey administered the oath of office to newly appointed board members Alan M. Wilson and Jerry L. Kirkpatrick to fill vacancies in Director District #7 and Director District #8.

Alan M. Wilson, Attorney, is from Corydon, Iowa and has been with Miles Law Firm since 1983. Alan is also the acting Appanoose County Attorney and serves on the Indian Hills Foundation Board.

Jerry L. Kirkpatrick, CPA, is from Centerville, Iowa. Jerry works at TD&T CPA's and Advisors, P.C. Jerry also serves on the Indian Hills Foundation Board.

Minutes

The minutes of the June 9, 2014, regular board meeting, were reviewed.

Motion

It was moved by Richard J. Gaumer and seconded by Tom Keck to approve minutes of the June 9, 2014, regular board meeting. The motion carried.

Old Business

None.

Written Communications

Dr. Sprouse reported that a thank you card was received from Judith A. Cox who had hip surgery. IHCC sent a plant to Judy and she wanted to say thank you.

Financial Report

Bill Meck, Treasurer/CFO, reported that fiscal year-end is progressing well and revenues look stronger than anticipated. On the Expenditure side

we are seeing favorable results by moving some expenditures to appropriate grants. Bill is still cautiously optimistic and the Business Office will continue to work to balance the budget.

Approval of Monthly Claims

Board member Kevin Kness reviewed the list of bills on behalf of the Board and reported that all questions were answered satisfactorily by appropriate staff members.

Motion

It was moved by Kevin Kness and seconded by George E. Manning to approve the bills list for the month of July, 2014. The motion carried.

IACCT Report

Richard J. Gaumer asked board members if they receive an email copy of Iowa Community College Lead Bulletin. He stated that as the political climate for education continues, accountability, completion, and access are going to be buzz words. Congress is passing some legislation and regulations regarding statistics so consumers can compare colleges. Iowa has decided to participate in the national Voluntary Framework of Accountability project. The statistics will be on enrollment, completion, and drop-out rates.

The University of Iowa has a very aggressive marketing campaign to attract students. The Regents are redoing their funding formulas and if universities do not have a large number of Iowa students, they will not receive the amount of money they are used to receiving. Richard stated that if the University of Iowa does not increase their in-state enrollment in relationship to other schools they will lose 47 million dollars in the coming year. That means the University of Iowa, along with other universities, will be trying to recruit our Arts and Science students. 1 out of 6 people in the state of Iowa are served by community colleges.

Richard reported that in the past our Board of Trustees have not contributed or participated in Iowa's for a Skilled Workforce but he asked them to consider personally contributing this year.

Personnel Report

Ms. Bonnie Campbell, Human Resources Director, presented the Personnel Report.

Motion

It was moved by Tom Keck and seconded by Richard J. Gaumer to approve the Personnel Report. The motion carried. The Personnel Report is made a part of these minutes.

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New Business

None.

President of the College

A. Facilities Report

Bill Meck reported that there are 3 projects on-going. The Incubator is nearing completion and the estimated completion date is the end of July or the first part of August. The Hellyer Student Life Center entry way project will provide improved ticketing mechanisms for people as they enter the building and remedy a drainage issue. This project will be completed by the beginning of fall term. The Sustainable Agriculture project, in Centerville, has had a couple of delays, rain and some foundation issues. The structure is now going up, but Bill said this project is about 2-weeks behind schedule and should be completed in the middle of September. Maintenance projects are on-going in Centerville. The multi-purpose building is being updated by adding lighting, paint, and flooring.

Dr. Sprouse reported that she met with Bill Burch who is the co-executor of the Morgan Cline estate. Bill stated that it will be approximately 1-year before everything is completed within the estate. Dr. Sprouse stated that it will be a while before IHCC knows if the verbal statement from Morgan Cline will happen.

B. Residency Policy

Dr. Sprouse presented a revised Residency Policy. This policy was revised because of the Governor's initiatives for Veterans and Home Base Iowa. Dr. Sprouse has added the necessary changes to the Board Policy book to include the Federal Personnel and Dependents section and the Veterans Exemption section, so IHCC will be in alignment with the state-wide policy.

Motion

It was moved by Richard J. Gaumer and seconded by Kevin M. Kness to adopt the Student Personnel Residency policy number 568. The motion carried.

C. Tuition/Salary Settlements

Dr. Sprouse reported that each board member has documents in their packet showing Tuition and Fees per Credit Hour Survey and Iowa Community Colleges Wage Settlements for Fiscal Year 2015. This shows the board where we stand compared to all other colleges in the state.

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D. IACCT Sponsorship

Dr. Sprouse reported that IHCC has begun to solicit sponsorship for the 2015 IACCT Conference that we will host. IHCC is soliciting sponsorships in a variety of ways. A company can sponsor at a particular level and receive a benefit. Many of the board members will be receiving a letter and a sponsorship list. Board members have companies and/or organizations who may want to be a part of the sponsorship but it is not an obligation. Simon Estes has been secured to perform one of the evenings during the conference.

E. Planning Process/Retreat Dates

Dr. Sprouse stated that each board member has a sheet showing the planning process and the timeline that will be followed for finishing the newest strategic plan. Dr. Sprouse briefly went over the sheet and informed board members that she would include their input for strategic goals and plans during the fall board retreat. Dr. Sprouse would like to present the final plan to the board in December for approval.

Dr. Sprouse stated that an email will go to board members with possible Board Retreat dates.

F. IHCC Foundation Board

Rhonda Conrad, Director of the Indian Hills Foundation, thanked Dr. Sprouse and board member for inviting the Foundation to the meeting. There are 19 members on the foundation board and Rhonda introduced all members who were at the meeting. She stated that the foundation board meets twice a year, October and March or April.

Dr. Sprouse thanked members of the foundation for attending the board meeting and all the hard work they do for the foundation and students.

John Pothoven also thanked the foundation members and said that he is glad to be a part of the Foundation and the work that they do. He thanked them for serving.

G. Pathway Navigators

Dr. Thompson reported that the state of Iowa allocated PACE (Pathways for Academic and Career Education) dollars a year ago. Dr. Sprouse and Dr. Thompson discussed how the funds could be used to interject our success measures and support the completion initiative that we have on campus.

Dr. Thompson introduced Brett Monaghan, Pathways Coordinator. Brett introduced Megan Framke who worked in Economic Development. He said she brings a unique aspect to the team and she looks at things

differently. Brett also introduced Debbie Boyer who has an advising and social work background and has a unique way of talking to students. She knows how to get the ball rolling and what questions to ask. Debbie's office will be in the Bennett Building. Brett introduced the third Pathway Navigator, Melissa Neher who will work on the Centerville Campus in a 50% role.

Pathway Navigators have never existed at IHCC so Brett, Debbie, Megan, and Melissa have been visiting and calling other colleges for ideas. All colleges are doing something a little different and the Department of Education does not tell colleges how to use the money. Brett said they have also been walking around campus introducing themselves and informing other employees what they have to offer. Faculty and staff can refer students to the Pathway Navigators, and the Navigators will help students overcome barriers that may be keeping them from completing a degree or attending college. The most important thing to the Navigators is: Why are students having a difficult time completing school and being successful.

Brett stated that they will start marketing in the community and establishing relationships with people who have resources. Brett will meet with the Deans to formalize new pathways to get students to come to Indian Hills Community College.

Dr. Thompson reported that we are already serving a group of students who are facing barriers and are ready to drop-out with 5 or 6 weeks left. Brett and his group are serving this group to help them finish college.

Coast Flight

Dr. Thompson reported that IHCC was approached by a private flight school out of San Diego, California. Coast Flight has aligned with SkyWest Airlines and Envoy because there is going to be a shortage of pilots. The airlines would like to have credentialed pilots, people with an Associate Degree or higher. IHCC has an online program that offers 57 of the 72 credits needed and the rest is airtime. Coast Flight has suggested that they will find students and put them through a screening process, and those students who successfully complete the screening process will be offered conditional employment by the airlines upon completion of a degree program. They would like IHCC to deliver the online education piece and Coast Flight will administer the flight time.

The Higher Learning Commission has given us written communication stating that we are able to offer our online program to students in California because we are not offering more than 25% of the program.

California has given permission for us to offer our online courses to California students.

Dr. Thompson stated that nothing is finalized but he wanted to share this with the board. He also stated that students and faculty will be assessed like our on-campus faculty and students.

Adjournment

Board member Tom Keck moved that the meeting be adjourned. Hearing no objections, Board President John Pothoven adjourned the meeting at 5:10 p.m.



BOARD PRESIDENT



BOARD SECRETARY