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MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

March 9, 2015

The regular Board of Trustees meeting for Indian Hills Community College was held on March 9, 2015, in the Board Room on the Main Campus, Indian Hills Community College, Ottumwa, Iowa. Board President John Pothoven called the meeting to order at 4:02 p.m.

Roll Call

Members present: Judith A. Cox, Richard J. Gaumer, Nellie M. Coltrain, Beth Danowsky, Jerry L. Kirkpatrick, George E. Manning, John Pothoven, and Alan M. Wilson.

Members absent: Tom Keck.

Minutes

The minutes of the February 9, 2015, regular board meeting were reviewed.

Motion

It was moved by Richard J. Gaumer and seconded by Judith A. Cox to approve minutes of the February 9, 2015 regular board meeting. The motion carried.

Public Hearing

John Pothoven asked for a motion to open the public hearing to adopt the FY2016 Budget Estimate and Certify College Taxes.

Motion

It was moved by Nellie M. Coltrain and seconded by Richard J. Gaumer to open the public hearing. The motion carried.

John Pothoven asked Shelle Harvey if she had received any written objections or protest on the FY16 Certified Budget Estimate and College Taxes. She stated "no." John Pothoven 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 Judith A. Cox and seconded by George E. Manning to close the public hearing. The motion carried.

Approval of the FY16 Certified Budget Estimate and College Taxes

Bill Meck, Treasurer/CFO, reported that since the February board meeting the certified budget notice was sent to 10 area newspapers to be published. All were published in the correct timeframe. If approved, Bill will file a hard copy with the Wapello County Auditor and will upload the documents to the Department of Education and the Department of Management. All requirements must be met, in hard copy, by March 15, 2015, and online by March 31, 2015.

Motion

It was moved by Jerry Kirkpatrick and seconded by George E. Manning to approve the FY16 Certified Budget Estimate and College Taxes.

A roll call vote was taken:

Judith A. Cox	Yes
Richard J. Gaumer	Yes
George E. Manning	Yes
Beth Danowsky	Yes
John Pothoven	Yes
Nellie M. Coltrain	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes

Members absent:
Tom Keck

The motion carried with 8 ayes, 0 nays.

Old Business

None.

Written Communications

None.

Approval of Monthly Claims

Board member Jerry Kirkpatrick 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 Jerry Kirkpatrick and seconded by Alan Wilson to approve the bills list for the month of February, 2015. The motion carried.

Financial Report

Bill Meck, Treasurer/CFO, reported that we are in a similar position net overall compared to where we were last month. There has been a little shifting within line items. On the Revenue side there was a slight increase



in the Tuition Revenue line, it is up \$1,556,012. \$1,250,000 is Coast Flight fees and the rest represents the actual increase in Tuition and Fees from a year-ago at this time; most of the bump is in the non-resident tuition line item. Line #3 is running on track from the general aid increase from last year and line #5 shows a slight decline and this may be due to timing. In Expenditures, under Salaries and Fringes, we are running between \$40 and \$50 thousand dollars a month less than last year. We are doing some hiring so the savings will start to ease off. The Services line increase includes the \$1,250,000 Coast Flight fees. Professional fees and Material and Supplies are up a little and there has been a nice decline in Other Current Expenses. Over-all we are in a very good position through the end of February.

Fund 2- all equipment money has been expended from the current year and we are getting ready for the Capital Equipment process to allocate next year's money. We are in a good position.

Motion

Nellie M. Coltrain moved and Jerry Kirkpatrick seconded to approve the Financial Report. The motion carried.

IACCT Report

Richard J. Gaumer, John Pothoven, and Dr. Sprouse attended the Phi Theta Kappa Banquet and it was a very nice event. Richard received a joint enrollment report from the Department of Education, Iowa has the highest percentage of joint enrolled students in the U.S. 25-30% of Indian Hills enrollees are joint enrollment students, 12% of hours are joint enrollment, and we are toward the top of the Iowa community colleges in joint enrollment. The report is available on the Department of Education's website.

Richard reminded board members to save the dates of July 22-24, 2015. Indian Hills will host the State Conference and it will be extraordinary. There will be some great speakers for keynotes and wrap up and good breakout sessions. This will be an opportunity to showcase our campus. The entertainment will be the Ottumwa Symphony and Simon Estes.

Dates for the 2016 state conference are set. The dates are February 22-23 in Des Moines at the Embassy Suites. There will be a function at the IACCT headquarters so people can see the new building.

SARA is a reasonably controversial topic. It is necessary if we offer college credit courses to a student in another state (even online courses), we have to get authority to teach the class in that state. It could be a cost prohibitive amount of money to offer classes in some states. As a result, there is a movement that has been approved in several states to make reciprocal agreements available. Iowa's Attorney General objected because

there is not enough consumer protection. Iowa submitted an application and it was turned down because the consumer protection provisions were too strict. We have appealed and have asked for another review. There is some Congressional action moving through Senator Grassley, Senator Alexander and a Senator from North Carolina.

The lobbyists' report indicated that significant allowable growth will be difficult. 1.75% is likely as much as there will be, the gas tax caused ripples in the House republican caucus so talk is 1.25% for K-12 and 1.75% for community college's but this will be hard and will take time. The legislature has a very tight budget and any new spending will be watched carefully. Workforce funds and ACE infrastructure funds will not likely change or be lowered. There is a Human Capital bill in the works, but not likely to pass. It would mean some reorganization of some state agencies and the boards that control them. There is still a lingering effort to get 260E and 260F away from the control of community colleges but it does not appear that there will be much change.

The focus of our discussions with legislators should be to get community college state support per pupil to be equal to the Private Colleges. Currently the difference is about \$891. The cost of this request is very high but it is our best talking point, we need to make the point with the legislators that increasing state aid by the same percentage puts community colleges farther behind.

Richard showed a PowerPoint pertaining to the Regional Center Plan, "Fields of Opportunity." There is a state Department of Education task force on Career Technical Education (CTE). This proposal is to recognize that small K-12 schools cannot offer the same level of CTE that larger schools can offer. The proposal is to locate academies within 30 miles of every K-12 attendance center in the state and to try to keep the joint venture to 4 school districts. This is a very preliminary proposal but it does follow the philosophy surrounding the creation of the AEAs in Iowa. One part of the proposal that may be a problem is that none of the academies are proposed to be located on a community college campus. Richard thinks this has political ramifications and the other part of the proposal is to ignore community college district boundaries. The effect of this may be for us to allocate resources to the academies rather than to local campuses.

Personnel Report

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

Motion

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

New Business

Dr. Sprouse reported on Early Retirement. She stated that she has approved 4 requests for early retirement and she has turned them into Bonnie Campbell. Marlene will bring the requests to the board in April for approval. People have until March 12th to turn in early retirement paperwork.

President of the College

A. Facilities Report

Bill Meck, Treasurer/CFO and Brad Uitermarkt, P.E. reported on the Indian Hills 2015 North Campus Roadway Project funded by the DOT. Brad previously worked on the soccer field and the Tom Arnold Net Center road. Bill reported that when this project was being planned financially Indian Hills had \$530,000 in roadway money. Anne Leathers and Bill applied for roadway money and received an additional \$200,000. The college now has approximately \$730,000 available for this project.

Indian Hills has developed a consolidated Transportation Center on its North Campus to serve Area 15 by providing access to Pilot Training, Aviation Maintenance Technology and the Truck Driver Ground Transportation program. The Automotive Collision and Welding Occupations programs have also been relocated to the IHCC North Campus resulting in additional road usage. This project involves construction of approximately 2,100 feet of new 24' wide Portland cement concrete pavement connecting College Avenue to Truman Street and construction of approximately 530' of new cement concrete pavement connecting the Commercial Truck Center to the new roadway. Work will include grading, storm sewer, paving and other miscellaneous construction. Also, included will be an alternate project. This alternate project involves construction of approximately 520' of cement concrete pavement connecting Truman Road to county road V3H. Work will include grading, storm sewer, paving and other miscellaneous construction. This project is in two parts so Indian Hills will be taking two separate bids, one will be the base bid and the second will be the alternate bid. The project cost estimate is \$1.1 million; this amount includes an \$85,000 contingency, construction costs, testing, and miscellaneous costs. This project will be out for bid soon, and hopefully bids will be back to present at the April board meeting. The target completion date is late summer or early fall.

B. 2019-2020 School Calendar

Dr. Matt Thompson presented the 2019-2020 School Calendar. Faculty have 191 day contracts which include 7 Holidays.

Motion

It was moved by Beth Danowsky and seconded by Nellie M. Coltrain to approve the 2019-2020 School Calendar. The motion carried.

C. Student Loan Default Rates

Chris Bowser, Executive Dean, Student Services reported on the student default rates. He reported that the Department of Education looks at each institution based on the 3 Year Cohort Default Rate. This is based on dividing the numerator (# borrowers who entered into repayment in 2012 and defaulted in 2012, 2013, or 2014), divided by the denominator (number of borrowers who entered repayment in 2012). In 2009 our default rate was 18.2%, in 2010 25.3%, in 2011 29.7%, and in 2012 it was 24.7%. It is going down and Marlene and Chris believe this may be due to the economy and/or people working and making enough money to repay loans.

Chris briefly talked about Textaim. Textaim was purchased about 4 months ago and is being used with current students. A text goes out to students when registration is open and this reminds them to register. Keyword searches have been created. Student are able to type in a word, example: Nursing, and all the information for this program appears and also a link to the website. Textaim is also used to let students know they have a bill and it needs to be paid.

D. Legislative Update

Martha Wick, Associate Dean, Governmental Affairs reported on funnel week. The week of March 3, 2015 is called funnel week. During this week bills are being moved through subcommittees and committees. The focus of both chambers during this week is floor debates. For lobbyists, that translates into a lot of waiting while legislator's caucus determine support or opposition to the bills on the debate list. A number of bills of interest passed both chambers this week. The next legislative funnel deadline is April 3, 2015. By this time, a bill must have been passed by one chamber and a committee in the other chamber to remain alive. Martha reported that the gas tax was very controversial. There are a couple of bills that don't apply in the funnel and the appropriation bill is one of these. K-12 funding is being dealt with and there is some struggles back and forth about this issue. Community college funding will not be talked about until later because of all the other items being sorted out. March 19th is when Martha is expecting to hear about the Iowa Revenue Estimating Conference Report, this pertains to spring estimates for budgets. Martha reported that the GAP Tuition Assistant Program will be funded and Workforce dollars will stay the same. Martha is keeping a close eye on House file 390, the Sexual Assaults Policy bill. This might have some ramifications for Indian Hills, there were concerns that some language in the bill talked about mandatory reporting to local law enforcement, that



language is not in the bill right now. The Governor recommended that two mental health facilities be closed, one of those is in Mt Pleasant, Iowa. The ramifications for our students is Indian Hills uses this site for clinical and students need clinical hours in mental health. Now, another facility will need to be located so our students will get the hours needed.

E. Iowa Workforce Update

Tom Rubel, Executive Dean, Regional Economic Advancement reported that it is a challenge to meet the workforce demands. Tom gave each trustee a handout about Information Technology Workforce facts. Tom reported that there is a 90% chance that if a student goes through a program and completes requirements he/she can get a decent job. Stories in the community are consistent, companies are ready to grow but are concerned about finding people to fill new positions. Tom stated that there is a challenge with high school students having a full appreciation for how important it is to get a skill set after graduating from high school. He also stated that there is a real demand for Indian Hills to have a greater role in our local communities to create leaders. In an effort to address this issue, IHCC offers or sponsors programs such as the Razor's Edge Leadership Series, the L.E.A.P. Academy, Leadership Now, Customized Community Programs, and Customized Business programs. These were created to help people become young professionals. Tom stated that one issue that comes up time and time again is Life Skills. Companies state that they really need employees to show up to work on-time and on a daily basis. These skills are being integrated into student studies. Tom next talked about an article called *U.S. Regional-Pilot Shortage Called Severe*. The regional airlines face deeper and more widespread pilot shortages than many industry leaders have acknowledged, according to congressional investigators. Tom stated that is true with all industry. Welding is a prime example, at one time we could not graduate enough welders and then it slacked off. Welding is now in high demand again.

Reminders

Dr. Sprouse gave board members the bracket to the National Basketball Tournament, the first game is Tuesday, March 17th. She also reported that this is a very busy time of year for Indian Hills. The golf team, baseball team, and softball team will be playing in Iowa very soon, right now they are playing out-of-state where the weather is better. Also, the spring play and spring concert will be coming up and Marlene will get the board an activities list so they can attend events if they wish. She also asked members to let Shelle know if they plan to attend the summer conference July 22-24th and the same is true for the October conference in San Diego. April 2, 2015 is the spring staff development day and begins at 1:00 p.m., board members are welcome to attend.

Adjournment

Board member Nellie M. Coltrain moved that the meeting be adjourned. Hearing no objections, Board President John Pothoven adjourned the meeting at 5:44 p.m.

A handwritten signature in blue ink that reads "John Pothoven". The signature is written in a cursive style with a large initial "J".

BOARD PRESIDENT

A handwritten signature in blue ink that reads "Myshelle R. Harvey". The signature is written in a cursive style with a large initial "M".

BOARD SECRETARY