

MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

March 13, 2017

The regular Board of Trustees meeting for Indian Hills Community College was held on March 13, 2017, 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: Judith A. Cox, Beth Danowsky, Richard J. Gaumer, Jerry Kirkpatrick, George E. Manning, John Pothoven and Alan Wilson.

Members absent: Nellie M. Coltrain, Tom Keck.

Minutes

The minutes of the February 13, 2017, regular board meeting were reviewed.

Motion

It was moved by Richard J. Gaumer and seconded by Beth Danowsky to approve minutes of the February, 2017, regular board meeting. The motion carried.

Public Hearing to Adopt FY2018 Budget Estimate and Certify College Taxes

President John Pothoven asked for a motion to open the public hearing to Adopt FY2018 Budget Estimate and Certify College Taxes

Motion

It was moved by Richard J. Gaumer and seconded by George E. Manning to open the public hearing. The motion carried.

President John Pothoven asked Shelle Harvey if she had received any written objections or protests on the FY2018 Certified Budget Estimate and College Taxes. She stated "no." President 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 Jerry Kirkpatrick and seconded by Beth Danowsky to close the public hearing. The motion carried.

Approval of the FY18 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. If approved, Bill will file a hard copy with the Wapello County Auditor and will upload the documents to the Department of Management. March 15, 2017 is the deadline

Motion

It was moved by Alan Wilson and seconded by Jerry Kirkpatrick to approve the FY18 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
Alan Wilson	Yes
Jerry Kirkpatrick	Yes

Members absent: Nellie M. Coltrain and Tom Keck.

The motion carried.



Old Business

None.

Written Communications

None.

Approval of Monthly Claims

Board member Beth Danowsky reviewed the list of bills on behalf of the board and reported that all questions were answered by appropriate staff members.

Motion

It was moved by Beth Danowsky and seconded by George E. Manning to approve the bills list for the month of February, 2017. The motion carried.

Financial Report

Bill Meck, Treasurer/CFO, reported that financials are similar to last month. Tuition and Fees: at the end of February we are \$1,852,937 behind one year ago. This number needs to be adjusted by \$1,000,046, this is the difference from last year to this year for Coast Flight activity. Tuition and Fees, without Coast Flight, are down \$806,000 from one year-ago. Local support is where it should be, State support indicates that it is up, but unfortunately, we have a \$346,000 cut that will work its way through the rest of this fiscal year. Federal support is a little behind, this is work study activity and a gain of \$95,795 in Other Income. Our total revenue is down \$596,000 from one year ago. Expenditures: Salary and Fringes are up \$475,629, Services show a decline of \$50,000, Materials and Supplies are down \$252,293 and Other Current Expenses are down \$36,823 compared to one year ago. This results in a net increase in expenditures of \$141,000. Net revenue over expenditures are \$6,002,830 compared to \$6,740,45 last year.

Motion

It was moved by Richard J. Gaumer and seconded by Jerry Kirkpatrick to approve the Financial Report. The motion carried.

IACCT Report

Richard J. Gaumer reported the Governor has expressed interest in changing IPERS from a defined benefit plan to a defined contribution plan. Also, the Governor's original budget proposal included an \$8.7 million reduction in the FY17 allocation for community colleges. Legislators got that reduced to \$3 million for the current year. There was a provision in the legislation that granted the Office of Management the authority to adjust an additional \$1.75 million in



reductions. Instead of a \$3 million reduction across community colleges, it is a \$4.75 million cut. Workforce Training will not lose any funds for the current year.

Community College Day on the Hill was February 28, 2017. Alan Wilson and Rich Gaumer were in attendance. Alan had a good conversation with Senator Amy Sinclair. IHCC had great displays and it was a successful event.

IACCT hired a new auditor for the next 3 years. Some very effective lobbying transpired regarding weapons on campus. The IHCC Board will continue to have the authority regarding the right for people to bear arms on our campus.

A presentation was given by the Small Business Development Center. The report was well presented. Iowa Economic Development has issued a report on 260E and 260F. UNI has a new President who would like to meet with community college President's. Wednesday, March 1, 2017 was the Phi Theta Kappa awards banquet. Four of our students were honored, 2 students from Centerville and 2 students from Ottumwa.

Industrial New Jobs Training Program Project 2017

Resolution Approving New Jobs Training Agreements

- 1) **(2017-2)** – Not To Exceed \$150,000 Industrial New Jobs Training Program Project. (Ajinomoto Heartland, Inc. Project)
- 2) **(2017-3)** – Not To Exceed \$215,000 Industrial New Jobs Training Program Project. (McWane, Inc. (d/b/a Clow Valve Company))
- 3) **(2017-4)** – Not To Exceed \$335,000 Industrial New Jobs Training Program Project. (C & C Manufacturing, LLC Project)

Ashley Moyer, Executive Director and David Humburg, Business Liaison Continuing Education & Workforce Solutions, were seeking approval of 3-260E New Jobs Training Agreements.

Ashley Moyer asked for approval of resolutions for New Jobs Training Agreements with Ajinomoto Heartland, Inc.; McWane, Inc.; and C & C Manufacturing LLC.

Motion

It was moved by Richard J. Gaumer and seconded by Beth Danowsky to approve the News Jobs Training Agreement with Ajinomoto Heartland, Inc., McWane, Inc.; and C & C Manufacturing LLC.

A roll call vote was taken:

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

Members absent: Nellie M. Coltrain and Tom Keck
The motion carried.

Personnel Report

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

Motion

It was moved by Judith A. Cox and seconded by George E. Manning to approve the Personnel Report. The motion carried. The Personnel Report is made a part of these minutes.

New Business

None

President of the College

A. Facilities Report

Rick Fosdyck, Director of Maintenance, reported that the Centerville dormitory project is on schedule. In the next 2-weeks windows, sheetrock and block work will be completed. The interior is 98% finished. The ATC Lab punch-out is scheduled for March 22nd. Painting is 80% completed, but sheetrock needs to be finished. The North Campus project is going well. Sheetrock is finished and the week of April 3rd flooring will be laid. This area is for JAGID Management.

B. College Operations Update

Dr. Marlene Sprouse, President, reported that we have completed program review, which is 1/3 of our programs being reviewed each year. This helps us make decisions about curriculum, facilities, staffing, and equipment needs.

We are beginning to make decisions about which openings created by early retirement will need to be filled and which ones will not or will be filled in different ways.

A decision has been made to discontinue offering courses at the Lucas Center, the Van Buren Center, and the Wayne Center. Each full-time staff person has been visited, and they will finish up spring term.

Some positions are being restructured as well as some processes in the Continuing Education Department. Specific staff will be assigned certain areas of the region to reach out to businesses and industry in all communities; putting an IHCC face in those businesses and communities. The college will continue to work closely with school districts and build on concurrent credit and career academies.

The college is working with the health insurance consultants to begin preparing for any adjustments that will be made in the next year. There will not be a major increase in premiums.

B. Special Report: Online Learning

Matt Thompson, Vice President, Academic Affairs introduced Nichole Stabile, Coordinator, Online Learning. Nichole gave an overview on her department and responsibilities of each person. Matt talked about online enrollment and the distribution. (PowerPoint Attached).

Closing Remarks

Our basketball team was ranked #11 today, so they will play on Tuesday, March 21st at noon in the national tournament. Marlene also had her Involvement/Visits in Communities in board packets.

Adjournment

Board member Richard J. Gaumer moved that the meeting be adjourned. Hearing no objections, Board President John Pothoven adjourned the meeting at 5:32 p.m.



BOARD PRESIDENT



BOARD SECRETARY