

MINUTES OF THE BOARD OF TRUSTEES

INDIAN HILLS COMMUNITY COLLEGE

May 12, 2014

The regular Board of Trustees meeting for Indian Hills Community College was held on May 12, 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 4:01 p.m.

Roll Call

Members present: Judith A. Cox, Beth Danowsky, Tom Keck, Kevin M. Kness, George E. Manning, John Pothoven, and Richard C. Sharp.

Members absent: Richard J. Gaumer and Sharon Kline.

Minutes

The minutes of the April 14, 2014, regular board meeting were reviewed.

Motion

It was moved by Tom Keck and seconded by Beth Danowsky to approve minutes of the April 14, 2014, regular board meeting. The motion carried.

Written Communication

Dr. Sprouse reported that she received a note from the Morgan Cline family. Morgan Cline passed away and he was our benefactor in Centerville. The note was a "Thanks" for the plant sent to Morgan Cline's funeral. The Morgan Cline memorial service, in Iowa, will be June 1, 2014 at the Majestic in Centerville. Dr. Sprouse stated that she will be attending.

Financial Report

Bill Meck, Treasurer/CFO, reported that the financial statements through the end of April are being presented. He stated that unfortunately the college lost a little ground last month. Tuition is currently \$578,000 below last year, which is a slight improvement from the prior month. Where we lost ground was in the "other income" line due to prior year entries occurring during the month of April. So, currently we are approximately ½ million dollars below what we were at the same point in time last year. Last year's numbers do still include money from the endowment fund. Bill will continue working to get the numbers as close to balanced as he can by June 30th. Bill has asked employees to hold off on purchasing items not necessary in the regular course of business, until next fiscal year. He hopes after he has been through a complete cycle at Indian Hills he will be able to better predict what numbers will be.

Judith Cox asked if the college was doing strong recruitment to try and get our numbers up for fall. Dr. Sprouse said the college is recruiting in different areas and in many different ways. A couple of issues that will hit us is: 1) the decline in enrollment due to the economy being better, and 2) the low population in our area. Dr. Sprouse stated that registrations and applications are being watched closely, but we are still predicting a 5% decline for next year.

Bill reported on Fund II and the property tax levies. Through the end of April, for the current year, we expended almost \$2.5 million out of our levy funds. Bill also pointed out where the areas of emphasis are different this year than in the past.

Motion

It was moved by Richard C. Sharp and seconded by George E. Manning to accept the Financial Report. The motion carried.

Approval of Monthly Claims

Board member John Pothoven 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 George E. Manning and seconded by Beth Danowsky to approve the bills list for the month of May, 2014. The motion carried.

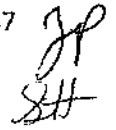
IACCT Report

Board member Richard J/ Gaumer was absent but the IACCT Report and the IACCT Executive Director's Report were sent to each board member.

Beth Danowsky asked for clarification on 260E and 260F and whether those projects were switching to the Department of Education. Dr. Sprouse said the community colleges were happy with the change. There were a few struggles about funds that were in the 260F so the funds were split.

Personnel Report

Ms. Bonnie Campbell, Human Resources Director, presented the Personnel Report. **Contracted Employees:** New Assignment(s) – None, Change in Assignment(s) – 4 Employees went from a 4-term contract to a 3.5-term contract, Resignation(s) – 2 people resigned effective May 15 and August 24, 2014, Termination(s) – 4 terminations effective August 25, 2014. Reduced contracts and terminations were due to low enrollment. **At Will Employees:** New Assignment(s) 6 employees, 4 of the 6 people are temporary for summer, Change in Assignment(s) 3 employees have had a change in assignment, Additional Assignment(s): 1 employee has had an addition in assignment, and Resignation(s): 5 people have resigned their positions.



Motion

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

New Business

John Pothoven reported that on Thursday, May 8, 2014, Dr. Sprouse received an email from Sharon Kline saying that she was resigning from the board effective immediately. She has been battling illnesses and felt she could not serve any longer. She was very complimentary of the college, the board, and the staff. She will send an official letter of resignation, but John asked the board to treat the email as the official resignation. John stated that this leaves an opening on the board, and he would like input from board members with recommendations on who they feel might be qualified. Sharon served Lucas and Wayne Counties. The position needs to be filled by the June.


John turned the floor over to Bill Meck so he could talk about the special request for a board meeting that will be held on Friday, May 16, 2014.

Bill stated that he was requesting a telephonic board meeting this Friday to handle two new Jobs Training Issuances. One is for a brand new issuance with Cambridge, out of Fairfield, for \$1,370,000. There is a new legislative provision that brings into jeopardy the current enterprise zones. Rather than risk having the enterprise zones go away, having this telephonic board meeting allows us to close the issuance by June 30th which captures additional training dollars (57,000 for Cambridge). The meeting on Friday, May 16th is scheduled for 3:00 p.m. It is a phone in meeting and representation will be Bill Meck, Shelle Harvey, and Dr. Marlene Sprouse. The meeting will also be opened to the public. John reported that Richard J. Gaumer is out-of-town and Sharon Kline is no longer on the board. We need 5 members to attend this telephonic conference to have a quorum. Bill stated that the meeting will be very short, there are 5 agenda items: 3 to the new issuance and 2 to the refunding. Directions for people to call in will be sent Wednesday, May 14, 2014.

President of the College

A. Facilities Report

Bill Meck reported that progress is being made on the incubator building on the North Campus. The majority of the framing is finished and rough ends will be completed this week. Ground work is still being completed on the Centerville Campus. Ground shale has been found in the soil, so this is slowing down the progress. A series of pre-construction meetings will be held tomorrow, May 13, 2014. In the morning the meeting is in Centerville, then to the North Campus to talk about the incubator project,

then back on the Main Campus to talk about the Hellyer Student Life Center project. Weather permitting, construction will begin on this project directly following graduation. 

B. Insurance Update

Dr. Sprouse stated that at the June meeting both a salary proposal and tuition proposal will be presented to the board. Staff and faculty have been involved in meetings to discuss health insurance. IHCC was notified a few months ago that if things were left as they have been for the past few years, insurance would go up 8%. Bonnie Campbell and Bill Meck did research to find different and better options for the college. It was found that by moving to new plans with different deductibles, the cost will remain the same. The plans are comparable, if not better in some areas, than we now have.

C. Athletics Update

Dr. Sprouse reported that she wanted to talk about athletics again this month because there are a lot of things going on around the college. She thought baseball would still be playing but they were beat over the weekend. The golf team is in the national tournament that will be played this week in Burlington, Iowa. Tonight Mike Hagen, the golf team, and Chris Bowser are attending a banquet and Mike will be inducted into the Hall of Fame. At each members place there is a media guide showcasing the Indian Hills Warrior Softball team and the Indian Hills Falcons Baseball team.

Dr. Sprouse reported that Jim Overturf, the head softball coach, retired and she is proud to announce our new softball coach. The assistant softball coach, Laura North, was asked to move into the role of head softball coach. She was welcomed and asked to talk about herself.

Laura introduced herself and then her husband Dr. Dave North. She said they have lived in Oskaloosa for twelve years, and Dave for sixteen years. Laura started her coaching career at a college in Kansas and then met Dave and got married and started a family. They have 4 boys that Laura stayed home with for 10-years and 4 years ago she eased back into coaching. She was at Central College as a volunteer softball coach for 3 years and then when the opportunity at IHCC opened she jumped at the chance. When the opportunity was presented to become the head coach she accepted. She also reported that her boys will come to the college later to eat dinner with the board.

Laura reported that there will be eleven softball girls returning and as of today there are 21 players on the team for fall. She said this year's record was 23-26 and the team played very well at the end of the season. Laura said she has a pitcher coming from Fairbanks, Alaska. She said the team

was playing and Casey, the new pitcher, was streaming the game and she texted Laura later and asked why everyone had on winter coats when it was 60 degrees outside. Laura thanked everyone for the welcome and stated that she is very excited to start her new role.

D. Special Report – Noel Gorden, Director of Learning Services

Darlas Shockley reported that Noel Gorden would be reporting on Adult Basic Education. Noel stated that on April 23rd she was more excited than usual to get to work. Darlas, Dr. Sprouse, and Dr. Thompson would be spending their day with her on the North campus, along with 4 state auditors from the Department of Education. The exit interview from the Department of Education was very positive.

Noel showed numbers of people served through March 2014: 482 High School Equivalency Diploma students and 163 English Language Learners. Right now her department is working on a grant for federal funding and she will talk about the need for the monies in this area. The average dropout rate for the state of Iowa is 2.8. All ten counties in the IHCC service area have experienced significant Latino population growth in recent years. Wapello County grew from 2.2% in 2000 to 9.1% in 2010. That is a 313.6% growth in 10 years. There is also a large growth of people from Africa and Asia coming to our region.

Noel reported that there is no more GED, a brand name of test, and we are using now the HiSET test which is online. The state of Iowa chose the HiSET because it is aligned with the Iowa Core. Noel reported that one-year-ago, the Legislature of Iowa made a historic investment in the portfolio of education, workforce development job training and adult education programs. This is the first time ever that Adult Education has money and is well-funded.

Noel quoted JFK: “To those whom much is given, much is expected” which is her favorite quote. Noel reported that the state of Iowa is not doing business as usual nor can we. Historically, for Adult Education, business as usual is a comfortable model. A student can attend when they want, do what they want, and get one-on-one tutoring for any subject they want. Adult Education is probably the only place that you can see a student go from a sixth grade reading ability to an eleventh grade reading ability in a matter of months. The model will change so students get explicit instructions. Lecturing instructors will have to level their classes so students are in classes to suit their learning levels. Availability of classes will also change. Instead of having classes in every county they will be moved to the most populous areas and offer more working hours. The goal is to shift from service availability to student retention, persistence and success. Noel showed a list of counties that will service students: Centerville, Chariton, Fairfield, Keosauqua, Oskaloosa, Christian

Opportunity Center, Country Life Health Care, Ottumwa North (CEC), and Highland Place. She also reported that ESL classes will be offered in Centerville, Fairfield, Ottumwa Main Campus, Ottumwa North (CEC), Cargill, and Job Corps.

Dr. Sprouse reported that there is a new Federal Regulation that is called Timely Warning: which alerts students if there is violence or a sexual assault on campus. There are guidelines stating what should be revealed as issues on campus. An email goes out to all students telling them there has been a possible issue on campus, we just want you to be aware, here are some things to do to keep you safe, and if you have been a victim before here are some things you need to do. We are expected to follow the guidelines and provide adequate care for our students.

Judith A. Cox wanted to know if this warning goes out to parents. Dr. Sprouse stated this goes to faculty, staff, and students. This is not an alert, this is a warning.

Closing Remarks

Dr. Sprouse reported that spring graduation is this week. Wednesday, May 14, 2014 is graduation on the Centerville Campus beginning at 7:00 p.m. and Iowa Senator Amy Sinclair is the speaker. On Thursday, May 15th at 7:00 p.m. is Ottumwa's graduation and Congressman Dave Loebsack will be the speaker.

Dr. Sprouse reported that May is School Board appreciation month and the Iowa Association of School Boards always wants us to recognize the board and Dr. Sprouse has appreciation certificates for each board member. Dr. Sprouse thanked the board for serving IHCC and giving their time and energy to the college.

ADJOURNMENT

Board member Tom Keck moved that the meeting be adjourned. Hearing no objections, Board President John Pothoven adjourned the meeting at 5:04 p.m.


BOARD PRESIDENT


BOARD SECRETARY