

MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

May 8, 2017

The regular Board of Trustees meeting for Indian Hills Community College was held on May 8, 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, Nellie M. Coltrain, Beth Danowsky, Richard J. Gaumer, Tom Keck, George E. Manning, and John Pothoven.

Members absent: Jerry Kirkpatrick, and Alan Wilson.

Minutes

The minutes of the April 10, 2017, regular board meeting were reviewed.

Motion

It was moved by Tom Keck and seconded by Nellie M. Coltrain to approve minutes of the April 10, 2017, regular board meeting. The motion carried.

Old Business

None.

Written Communications

Dr. Marlene Sprouse reported that IHCC helped sponsor an event for the Technology Association of Iowa called the Prometheus Awards and we received a thank-you note. A thank-you note was also received from a participant of LINC, which is a community college leadership group. IHCC received a thank-you and a complimentary letter from the Red Cross. Our basketball coaching staff and players canvassed the area to see who needed smoke detectors. Joe Starcevich sent an invitation to attend the Outstanding Student Recognition Reception and Centerville Graduation on May 17, 2017.

Approval of Monthly Claims

Board member Richard J. Gaumer 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 Richard J. Gaumer and seconded by George E. Manning to approve the bills list for the month of April, 2017. The motion carried.

Financial Report

Bill Meck, Treasurer/CFO, reported that financials are shown through the month of April. The first operating budget, effective July 1st showed a total revenue and expenditures of \$39,224,000. Our current operating budget is \$37,79,000. We have reduced our budget by \$2,145,000 over the course of this year. Tuition and Fees Revenues are down a little over \$800,000, Coast Flight is down a little over

a \$1,000,000, and our State General Aid was cut \$346,000. It has been a tremendous help the way expenditures have been reduced. Adjunct cost has also been reduced by \$300,000. Services, Supplies and other expenditures are all less than a year-ago.

Motion

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

Budget/Revenue Source Discussion

Bill Meck, Treasurer/CFO, presented a cover letter and stated that he would be sharing the FY18 budget estimate comparison for the current year budget and the prior year actual amount, the credit hour/enrollment projection summary, and the statewide tuition and fees per credit hour.

Bill had the board look at the FY18 Estimated Budget sheet. Bill stated that it is a flat budget for next fiscal year. It moves us from a current number of \$37,079,290 on the revenue side to \$37,238,034. Tuition and Fees are budgeted flat, Local Support is up, state support is up \$100,000. Federal Support is flat and work study funding has no budget yet. Other Income is budgeted flat. On the expenditure side, there are minor increases, but it is a relatively flat budget for next year.

Bill then talked about the Credit Hour/Enrollment Projection Information sheet. This sheet reflects what Bill stated earlier about registration being down. Students will continue to register, but we are down 11.12% from a year ago at this time. Fall applications show that we are down by 1.25% from a year ago at this time. We could be down 5,000 credits this year.

The last piece of information Bill shared was the Tuition and Fees per Credit Hour Summary. We have received survey information from our colleagues. The majority of colleges show an estimated credit increase and 3 colleges have already set tuition. Bill proposed a \$5.00 increase, per credit hour, making in-state tuition \$170.00 per credit and freezing out-of-state tuition at \$240.00 per credit hour.

Motion

It was moved by Nellie M. Coltrain and seconded by Judith A. Cox to approve a \$5.00 increase, per credit hour, to in-state tuition and freeze out-of-state tuition. The motion carried.

IACCT Report

Richard J. Gaumer reported that Kirkwood Community College gave a presentation at the IACCT meeting. The presentation was about Liberal Arts students and how they are trying to approach the evaluation and programing of classes to be integrated. Kirkwood has focused on the student that enrolls as undecided. If these students are given some extra attention, it was found, these students go to CTE classes and return for the extra support.

The lobbying group spoke to the IACCT group about the legislative session. We lost less than expected and that is a win. The result of the discussion was that we

really need to reinforce our local grassroots' discussion with legislative groups. Rich will be sending out a sheet on fundraisers and is asking trustees to attend one fundraiser this year. The Speaker of the House said she was sorry that she couldn't do more.

Rich reported that 260E money is safe, Nurse's Aide Training and Testing is still controlled by each college as is carrying weapons on campus grounds. After this year, board elections will occur in November instead of October. This will begin 2019.

Every opportunity we have to talk to Iowa Legislators, we should share with them that 80% of graduates stay in our region. Rich will be the chair of the IACCT Committee this next year. He has asked legislative liaisons put together talking points so everyone, state wide, is discussing the same thing.

Rich would like to see trustees attend the IACCT Conference in Davenport and the ACCT Congress in Las Vegas.

Series 2017-1 Industrial New Jobs Training Certificate

Not to Exceed \$1,150,000 Industrial New Jobs Training Certificates, Series 2017-1

- 1) Receipt of Bids
Larry Burger, Vice President, Speer Financial, Inc. spoke about bids that were received today for the \$1,150,000 Taxable Industrial New Jobs Training Certificates. Mr. Burger recommended that the Certificates be awarded to UMB Bank, n.a., Kansas City, Missouri, which was the best bid received. (Attached)
- 2) Resolution instituting proceedings to take additional action

Motion

It was moved by John Pothoven and seconded by Nellie M. Coltrain to approve the Resolution instituting proceedings to take additional action.

A roll call vote was taken:

Nellie M. Coltrain	Yes
Richard J. Gaumer	Yes
George E. Manning	Yes
Beth Danowsky	Yes
John Pothoven	Yes
Tom Keck	Yes
Judith A. Cox	Yes

Members absent: Alan Wilson and Jerry Kirkpatrick.
The motion carried.

\$1,150,000 Industrial New Jobs Training Certificates, Series 2017-1

- 1) Resolution Directing the Sale and Delivery of \$1,150,000 Industrial New Jobs Training Certificates.

Motion

It was moved by John Pothoven and seconded by Richard J. Gaumer to approve the Resolution Directing the Sale and Delivery of \$1,150,000 Industrial New Jobs Training Certificates.

A roll call vote was taken:



Nellie M. Coltrain	Yes
Richard J. Gaumer	Yes
George E. Manning	Yes
Beth Danowsky	Yes
John Pothoven	Yes
Tom Keck	Yes
Judith A. Cox	Yes

Members absent: Alan Wilson and Jerry Kirkpatrick.
The motion carried.

2) Approval of Continuing Disclosure Certificate.

Motion

It was moved by John Pothoven and seconded by Tom Keck for approval of Continuing Disclosure Certificate.

A roll call vote was taken:

Nellie M. Coltrain	Yes
Richard J. Gaumer	Yes
George E. Manning	Yes
Beth Danowsky	Yes
John Pothoven	Yes
Tom Keck	Yes
Judith A. Cox	Yes

Members absent: Alan Wilson and Jerry Kirkpatrick.
The motion carried.

3) Resolution Authorizing the Issuance of \$1,150,000 Industrial New Jobs Training Certificates, Series 2017-1, and Providing for the Securing of such Certificates for the Purpose of Carrying Out an Industrial New Jobs Training Program Project Designated as the 2017-1 Project.

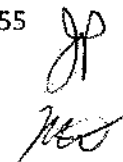
Motion

It was moved by John Pothoven and seconded by George E. Manning to approve the Resolution Authorizing the Issuance of \$1,150,000 Industrial New Jobs Training Certificates, Series 2017-1, and Providing for the Securing of such Certificates for the Purpose of Carrying Out an Industrial New Jobs Training Program Project Designated as the 2017-1 Project.

A roll call vote was taken:

Nellie M. Coltrain	Yes
Richard J. Gaumer	Yes
George E. Manning	Yes
Beth Danowsky	Yes
John Pothoven	Yes
Tom Keck	Yes
Judith A. Cox	Yes

Members absent: Alan Wilson and Jerry Kirkpatrick.
The motion carried.



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.

New Business

Nellie M. Coltrain reported that Tom Keck, Richard J. Gaumer and her looked at artwork before the meeting. A pencil drawing titled "Self Portrait" was picked for this year's art award. Sarah Sanders will attend the June meeting.

President of the College

A. Facilities Report

Rick Fosdyck, Director of Maintenance, reported that the first phase of the dorm project in Centerville is almost complete. Everything has been painted, except for around the windows. Weather permitting, they will be working on brick this week. The ATC project is complete, with a few minor items to finish up. The construction crew was very good to work with and Rick would like to work with them again. In Trustee Hall there is a small janitor closets that will be removed and sinks and microwaves will be added to the areas for students to use. Over break maintenance will be traveling to the three centers that are closing and all items will be removed. In Arts and Sciences, the music room and the Library will be redone. Also, due to some new regulations, the softball field has to have new dugouts and other work completed. Some buildings will be temporarily shut over break. A sewage ejection pit needs to be trenched out and replaced. Dr. Sprouse reported that an appraiser has looked at the building in Keosauqua and Chariton. The appraisals have not been received as of today.

B. BVU Graduate Classes

Dr. Matt Thompson, Vice President, introduced Kameo Cragoe, Kara Wilson, and Craig Payne. They presented general information about their experiences taking classes to receive credit hours, for credentialing, that was mandated by the Higher Learning Commission. Indian Hills Community College is partnering with BVU for the 7 faculty members who need more credentialing. They have each had very positive experiences while furthering their education. They thanked John Pothoven for the donation for faculty to become in compliance and not having to pay for the extra credits.

C. Governmental Affairs and Grants Update

Martha Wick, Associate Dean, Governmental Affairs and Grants, talked about positive things that went on in this session. Students were taken to the Capital and met legislators. There was also a Community College event held at the Capital. Martha feels that IHCC has a better relationship with legislators, this year, than we have ever had. At the beginning, \$8.7 million dollars was supposed to be cut from the budget for 2017. Legislators were talked to and the cuts ended up being \$3 million. Another budget short fall occurred and the cuts were \$4.75

million. IHCC's portion of the reduction is \$346,279. Workforce Training money stayed flat and other programs that were threatened to be cut, remain stable. (PowerPoint Attached)

D. Spring Graduation

Dr. Sprouse reminded board members that spring graduation is May 17, 2017 in Centerville and May 18, 2017 in Ottumwa.

Closing Remarks

Dr. Sprouse reported that several of our sports teams will be heading to the Nationals. Teams going to the nationals are: softball, golf, and track and field. We have also had many activities on campus. We have hosted concerts, plays, and advisory dinners. This time of year is fun! The June board meeting is June 12th and will be held on the Centerville Campus.

Adjournment

Board member Nellie M. Coltrain moved that the meeting be adjourned. Hearing no objections, Board President John Pothoven adjourned the meeting at 5:38 p.m.



BOARD PRESIDENT



BOARD SECRETARY