



MINUTES OF THE BOARD OF TRUSTEES

INDIAN HILLS COMMUNITY COLLEGE

September 11, 2023

The regular Board of Trustees meeting for Indian Hills Community College was held on September 11, 2023, in the Perkins Conference Room on the Main Campus, Indian Hills Community College, Ottumwa Iowa. Board President Mr. Richard J. Gaumer called the meeting to order at 4:00 p.m.

Roll Call

Members present: Ms. Nellie M. Coltrain, Ms. Beth Danowsky, Mr. Richard J. Gaumer, Ms. Katie Nichols, and Mr. Riley Sheetz.

Zoom/Phone: Mr. Jerry Kirkpatrick (4:01), Ms. Amy Webber, Mr. Alan Wilson (4:03), and Ms. Lori Yates.

Members absent:

Approval of Agenda

It was moved by Ms. Coltrain and seconded by Ms. Danowsky to approve the board agenda as presented. The motion carried unanimously.

Approval of Minutes

The minutes of the August 14, 2023, Regular Board meeting were reviewed.

Motion

It was moved by Ms. Coltrain and seconded by Mr. Sheetz to approve the minutes from August 14, 2023, Regular Board meeting, as amended. The motion carried unanimously.

Approval of Monthly Claims

Board member Mr. Sheetz reviewed the list of monthly claims on behalf of the board and reported that all questions were answered by appropriate staff members.

Motion

It was moved by Mr. Sheetz and seconded by Ms. Coltrain to approve the monthly claims for the month of August. The motion carried unanimously.

FY23 Investment Report

Ms. Taren Ferguson, Chief Financial Officer, presented the Investment Policy. She stated that the policy sets clear guidance and limitations on how College funds are to be invested and aligns with Iowa Code Chapters 12b and 12c. The policy has three objectives: #1 Safety and preservation of IHCC's principal (top priority), #2 Liquidity and ensuring the college has the necessary liquidity to meet expected liabilities, and #3 is Return. The objectives align with Section 12B of Iowa Code. All board members reviewed the investment report.

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Motion

It was moved by Ms. Nichols and seconded by Ms. Danowsky to approve the Investment Policy. The motion carried unanimously.

FY23 Unaudited Financial Report

Ms. Taren Ferguson, Chief Financial Officer, presented an unaudited Financial Report. **Revenue** was lower by \$370,360. **Tuition & Fees** were up \$94,926 from the previous year due to higher course fees. **State Support** was higher by \$367,625 due to SGA as anticipated and **Other Income** was down \$871,462 due to drawing down less CARE’s dollars (\$790,000) and having less OEPI reimbursements (\$219,000).

Expenses were lower by \$368,930. **Salaries & Fringe** were higher by \$273,744. **Services** were up \$439,421 from the prior year due to an increase in maintenance and repair costs. We had large costs with licensure renewals, firewall protection, and TouchNet, which had previously been covered by CARE’s funding. Utilities fell by 6% after seeing a 20% increase last year.

Material and Supplies were up due to an increase in-state and out-of-state travel (\$82,000) for staff to attend conferences, meetings, professional development, etc. In addition, software licensure had large increases this year (\$50,000) and academy and maintenance materials had increases (25,000 and \$36,000 respectively).

Fund 2 – Revenues were higher due to insurance levy and bond levy funding. Expenses – IHCC did not expend all of the capital equipment levy and have \$40,000 to go towards instructional equipment needs in Centerville in FY24. Property insurance was lower due to OEPI submissions from the previous year.

Resolution Naming Depositories

Ms. Taren Ferguson, Chief Financial Officer, reported that dollar amount limits are staying the same except for MidWestOne. MidWestOne will be lowered to \$20,000,000, because it was increased due to the GO Bond sale last year.

Motion

It was moved by Ms. Nichols and seconded by Ms. Danowsky to approve the Resolution Naming Depositories.

A roll call vote was taken:

- Mr. Richard J. Gaumer Yes
- Ms. Beth Danowsky Yes
- Ms. Katie Nichols Yes
- Ms. Nellie M. Coltrain Yes
- Mr. Riley Sheetz Yes
- Ms. Lori Yates Yes
- Mr. Jerry Kirkpatrick Yes
- Ms. Amy Webber Yes
- Mr. Alan Wilson Yes

Members absent:

The motion carried unanimously.

Industrial New Jobs Training Program (2023-1 Multiple Projects)

Not to exceed \$1,810,000 Industrial New Jobs Program (2023-1 Multiple Projects).

- **Resolution directing the publication of notice on the proposition of the issuance of not to exceed \$1,810,000 Industrial New Jobs Training Certificates**

- 1) (2023-1) – Achieva Enterprise LLC Project (\$240,000)
- 2) (2023-2) – Ajinomoto Health & Nutrition North America, Inc. Project (\$85,000)
- 3) (2023-3) – Cargill, Incorporated Project (\$740,000)
- 4) (2023-4) – Sedes Group LLC Project (\$745,000)

Dr. Jennifer Wilson, Vice President, Business Solutions, reported that there are 4 companies that will make up the 260E bond for approximately \$1.8 million dollars. Dr. Wilson introduced Ms. Sarah Lind, Business Liaison, Continuing Education and Workforce Solutions.

Ms. Lind discussed each company and their primary goals with the 260E money. Achieva Enterprise LLC will hire 21 new positions, Ajinomoto Health & Nutrition North America, Inc. will promote wellness, Cargill, Incorporated will hire 37 new employees, and Sedes Group LLC will hire people for 52 new positions.

Mr. Gaumer asked for a motion to approve directing the publication of notice on the proposition of the issuance of not to exceed \$1,810,000 Industrial New Jobs Training Program (2023-1 Multiple Projects).

Motion

It was moved by Ms. Coltrain and seconded by Mr. Sheetz to approve directing the publication of notice on the proposition of the issuance of not to exceed \$1,810,000 Industrial New Jobs Training Program (2023-1 Multiple Projects).

A roll call vote was taken:

Mr. Richard J. Gaumer	Yes
Ms. Beth Danowsky	Yes
Ms. Katie Nichols	Yes
Ms. Nellie M. Coltrain	Yes
Mr. Riley Sheetz	Yes
Ms. Lori Yates	Yes
Mr. Jerry Kirkpatrick	Yes
Ms. Amy Webber	Yes
Mr. Alan Wilson	Yes

Members absent:

The motion carried unanimously.

Community Colleges for Iowa Report

Colleges for Iowa met on the 30th of August and they had a presentation about apprenticeships in Iowa. The legislature has delegated this to Iowa Workforce Development for the creation of a state apprenticeship agency. They talked about registered apprenticeships and how they want to encourage apprenticeships among High school students. They are also encouraging Workforce Development to take the lead.

Dr. Wilson stated that legislatures would like all apprenticeships to be registered through the state and not the Department of Labor. She also stated that they are looking at Career Academies and what can be developed to provide individuals with opportunities to get some credentialing, but not lock students into one industry, so they have more opportunities through Career Academies. Dr. Wilson and her team would like to develop quality programming that may be shorter in nature and get students taking courses on the non-credit side.

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MS

Mr. Gaumer stated that the other topic was informal fundraisers and receptions that politicians host. When talking to politicians Mr. Gaumer asked Board members to tell them that Community Colleges for Iowa are asking for more money this year to help compensate for the loss of money due to the funding formula changes.

Mr. Gaumer stated that the Community Colleges for Iowa Convention and Tradeshow will be held at the Hilton Des Moines Downtown on November 28, 2023 – November 30, 2023.

Personnel Report

Mr. Zeke Flick, Director, Human Resources presented the Personnel Report.

Motion

It was moved by Mr. Sheetz and seconded by Ms. Danowsky to approve the Personnel Report. The motion carried unanimously. The Personnel Report is made a part of these minutes.

President of the College

A. Facilities Report

Dr. Brett Monaghan, Vice President, updated the board on bond projects. He reported that the Centerville building is changing daily. The roof is 100% complete and the building is fully covered. Area B was finished the week of September 4, 2023 and metal exterior will be finished. Window frames are being installed in Area A and after installation has been completed, drywalling will begin being installed on the inside of the building.

Plumbing, mechanical, electrical, and interior framing is being finished in Area C. Welding booths are on site and will be installed in a few weeks.

Performing and Visual Arts has had a lot of demolition and abatement. Once design documents have been received things will move quickly with this project.

B. Last Dollar Scholar Regional Selections

Dr. Jill Budde reported on the 2024-2025 Last Dollar Scholar Regional Selections. She stated that a number of programs have been approved statewide and those programs do not count against any college selections. Last Dollar Scholar pays for a student's tuition after his/her financial aid has been spent.

2023-2024 program that will be removed for 2024-2025 is Robotics/Automation Technology. These programs have been moved to the statewide list of approved programs. The two programs that will be added are Culinary Arts A.A.S. and Professional Pilot Training. Many programs have been added to the statewide list and IHCC is only left with a few choices, which is good. (PowerPoint attached)

2024-2025 Regional LDS program selections are:

Agriculture

- Animal Science AAS
- Precision Framing AAS

Culinary Arts AAS

Automotive Technology AAS

- Automotive Drive Train Certificate
- Automotive Maintenance
- Automotive Powertrain Certificate

Aviation Maintenance Technology AAS

RG


Aviation Professional Pilot AAS

Dr. Budde asked for board approval to accept Indian Hills Community College's Last Dollar Scholar selections for 2024-2025

Motion

It was moved by Ms. Nichols and seconded by Mr. Sheetz to approve Indian Hills Community College's Last Dollar Scholar selections for 2024-2025.

High School Programs Overview

Ms. Cammie Richards, Director, High School Programs, presented a PowerPoint and informed board members about Connect 2 College, High Schools Programs.

Academies – academies are in different towns, high schools, and our Service Centers. Ms. Richards talked about programs that are offered at each academy.

Discovery Academies – some programs offered at Discovery Academies are: Administrative Support Specialist, Aviation, Business Transfer, Computer Software Development, Construction, Cybersecurity and Administration Systems, Diesel Technology, Education, Geospatial Technology, Industrial Maintenance, Machine Technology, Social Sciences, and Welding Technology.

Degrees that can be received within Academies – Construction Diploma, Industrial Maintenance Diploma, Phlebotomy Certificate, Clinical Lab Assistant Diploma, and a Welding Diploma.

Concurrent Enrollment – In 2023 all 19 school districts participated in Dual Enrollment. 67 CEP Instructors are teaching an IHCC class in area high schools. We are accredited by NACEP through 2026-2027.

2023 Fall Enrollment – 327 registrations in Career Academies, 256 registrations in Discovery Academies, and 1,128 registrations in concurrent enrollment students.

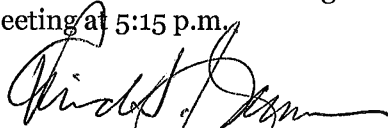
2022-2023 – 1,972 current students completed classes for a total of 30,520 college credits. 79 students graduated from high school with college degrees and families in the 10-county region saved \$5,951,401 dollars in tuition.

Events held are 8th Grade Day, Sophomore Day, Educators in the Workplace, and Gems Camp.

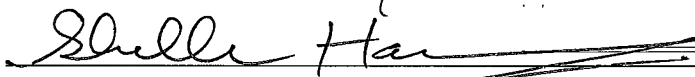
Ms. Beth Danowsky asked Dr. Thompson numbers for fall enrollment. Dr. Thompson reported that the capture date is tomorrow, September 12, 2023, but this morning we were down 2.7% in credit hours.

Adjournment

Board member Ms. Coltrain moved that the meeting be adjourned. Hearing no objections Mr. Gaumer adjourned the meeting at 5:15 p.m.



BOARD PRESIDENT



BOARD SECRETARY