

MINUTES OF THE BOARD OF TRUSTEES  
INDIAN HILLS COMMUNITY COLLEGE



June 10, 2019

The regular Board of Trustees meeting for Indian Hills Community College was held on June 10, 2019, in the Library on the Centerville Campus, Indian Hills Community College, Centerville, Iowa. Board President John Pothoven called the meeting to order at 4:01 p.m.

**Roll Call**

Members present: Nellie M. Coltrain, Beth Danowsky, Richard J. Gaumer, Tom Keck, Jerry Kirkpatrick, Katie Nichols, John Pothoven, Amy Webber, and Alan Wilson.

Members absent: None

**Approval of Agenda**

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

**Minutes**

The minutes of the May 13, 2019 Regular Board Meeting were reviewed.

**Motion**

It was moved by Ms. Coltrain and seconded by Ms. Danowsky to approve minutes of the May 13, 2019 Regular Board Meeting. The motion carried.

**Unfinished Business**

None.

**Approval of Monthly Claims**

Board member Mr. Keck 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 Mr. Keck and seconded by Mr. Kirkpatrick to approve the bills list for the month of May 2019. The motion carried.

**Establish July 8, 2019 at 4:00 p.m. in the board Room at Indian Hills Community College, 525 Grandview Avenue, Ottumwa, Iowa as the proposed date, time, and location for a public hearing on the proposed sale of real property, owned by the College, located at 501 E. Locust, Bloomfield, Iowa 52537.**

Dr. Sprouse and Mr. Meck reported that a resolution is attached related to this agenda item. IHCC has been talking to Davis County school administrators and they are interested in buying this facility. IHCC will still use VCL classrooms and offer concurrent credit courses at Davis County high school. Dr. Sprouse and Bill Meck asked for the board to set a public hearing for July 8, 2019 and it will be published in the Davis County newspaper. A draft of the Sale/Purchase agreement is attached.

**Motion**

It was moved by Mr. Gaumer and seconded by Ms. Nichols to Establish July 8, 2019 at 4:00 p.m. in the Board Room at Indian Hills Community College, 525 Grandview Avenue, Ottumwa, Iowa as the proposed date, time, and location for a public hearing on the proposed sale of real property, owned by the College. The motion carried.

**Financial Report**

Mr. Meck, Treasurer/CFO, reported that Tuition and Fees revenue is similar to last month's report. We are lagging from one year-ago due to lower enrollment and non-resident tuition. Local and State support is as expected. Other Income is up \$196,363. Salary and Fringes are down \$100,480. Service line is down \$28,095 and Material and Supplies are up \$223,916. Other Expenditures are down \$121,201. We are in a good position going into fiscal year end.

**Motion**

It was moved by Mr. Gaumer and seconded by Mr. Keck to approve the Financial Report. The motion carried.

**Bad Debt Write Off**

Mr. Meck, Treasurer/CFO, presented an Accounts Receivable Write-Off Summary. Total write offs have been reduced from \$503,210.81 to \$423,413.64. We have recovered \$223,005.48 and Bad Debt Collection costs were \$31,039.54. Final numbers are not in this report, for June, but Mr. Meck said the numbers would not go up.

**Motion**

It was moved by Mr. Wilson and seconded by Ms. Danowsky to approve the Bad Debt Write-Off for FY19, subject to minor changes. The motion carried.

**IHCC Board Annual Art Award**

Mr. Mark McWhorter introduced Ms. Sheridan C. Klinginsmith of Centerville, Iowa. Her painting was chosen for the Annual Art Award. Ms. Klinginsmith was presented with a \$200.00 monetary gift from the members of the IHCC Board of Trustees and Dr. Sprouse. The committee, consisting of Ms. Nichols Ms. Coltrain and Mr. Keck selected this winner from the IHCC Student Art Exhibit.

**IACCT Report**

Mr. Gaumer reported that Wednesday, June 12, 2019, Mr. Flick and he will attend a 403A Plan meeting and the IACCT Board meeting is Thursday, June 13, 2019. The IACCT Conference, in Council Bluffs, will begin Wednesday, July 24, 2019 through Friday, July 26, 2019.

Dr. Sprouse announced that Ms. Darlas Shockley is going to receive the Outstanding Administrator award at the conference.

**Personnel Report**

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

### **Motion**

It was moved by Ms. Nichols and seconded by Ms. Coltrain to approve the Personnel Report. The motion carried. The Personnel Report is made a part of these minutes.

### **2019-2020 Academic Year Salary/Fringe Benefits Proposal**

Mr. Flick, Director, Human Resources, reported on salaries and fringe benefits for 2019-2020. Dr. Sprouse, Mr. Meck, and Mr. Flick met with the Budget Committee and proposed a 2.5% salary increase. The state high is 3.25% and state low is 2.00%. There will be no employee increase for health insurance. Mr. Flick presented a handout, which showed state averages for the 10-years. (Attached).

Mr. Flick asked the board to approve a 2.5% salary increase.

### **Motion**

It was moved by Mr. Gaumer and seconded by Ms. Webber to approve the 2019-2020 Academic Year Salary/Fringe Benefits. The motion carried.

### **New Business**

#### **President of the College**

##### **A. Facilities Report**

Mr. Meck reported that the North Campus construction is moving forward and Welding has moved into the new space. The Welding remodel portion is now underway and contractors are working on other spaces.

The Trustee project is moving along well. There are a couple of pricing issues being worked out (stairwell flooring and the painting bid submitted).

The Swirl Bakery area has been completed except for the hand-washing sink.

Work at the Mahaska County Service Center is almost complete. Dr. Sprouse reported that we own and operate the Mahaska County Service Center. IHCC is moving the Career Academy into our building that sits on the William Penn campus.

##### **B. Key Performance Indicators Quarterly Report**

Dr. Sprouse, President, reported that only one indicator has changed that can be reported at this time. MIS state reporting has not been finalized. There are also some financial performance indicators that will not have numbers until the books are closed at the end of the fiscal year. Dr. Sprouse will have current information to present in September.

Dr. Sprouse reported that the Cohort Loan Default rate was 18.8% last year and this year it is 19.3% and this final number has not yet been received.

##### **C. Last Dollar Scholarship Program Approval**

Dr. Sprouse reported that Last Dollar Scholarships are those that are in the Future Ready Iowa Legislation and this scholarship helps students when all other options and resources have been exhausted. The state of Iowa covers this

scholarship and only covers high need career programs in the state of Iowa. A wage threshold was put in place for these programs.

Dr. Thompson asked the board to approve the Automotive Technician program to be added as a program for the Last Dollar Scholarship. Four approved programs are Health Information Technology, Diesel Technology, Aviation Maintenance, and Airline Pilot.

### **Motion**

It was moved by Mr. Keck and seconded by Mr. Kirkpatrick to approve Automotive Technician as the fifth program for the Last Dollar Scholarship. The motion carried.

Dr. Sprouse reported that five board members are up for election this year. She explained paperwork and dates that need to be followed. Board members should contact Shelle Harvey with any questions.

Dr. Sprouse also reported that the Non Projectile Stun Gun bill passed and these can be carried on campus. Our Weapons Policy was approved a few months ago, but will be brought back to the board for approval on the additional piece.

### **D. Special Report: Centerville Update**

Ms. Noel Gorden, Dean, Centerville Campus and Learning Services updated board members on changes that have been made since her report in December. She presented a PowerPoint with multiple pictures of the Centerville Campus, students, and faculty members. Neric Smith, Program Director, Construction & Agricultural Sciences presented on Animal Science, Precision Ag, and Landscaping and Turfgrass(Attached).

### **Closing Remarks**

Dr. Sprouse's list of Involvement/Visits in Communities is in the packet.

### **Adjournment**

Board member Mr. Coltrain moved that the meeting be adjourned. Hearing no objections, Board President Mr. Pothoven adjourned the meeting at 5:19 p.m.

  
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 BOARD PRESIDENT

  
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 BOARD SECRETARY