

MINUTES OF THE BOARD OF TRUSTEES  
INDIAN HILLS COMMUNITY COLLEGE

November 14, 2022

The regular Board of Trustees meeting for Indian Hills Community College was held on November 14, 2022, 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, Mr. Richard J. Gaumer, Mr. Jerry Kirkpatrick, and Ms. Lori Yates.

Zoom/Phone: Ms. Beth Danowsky and Mr. Alan Wilson.

**Members absent:** Ms. Katie Nichols, Mr. Riley Sheetz, and Ms. Amy Webber.

**Approval of Agenda**

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

**Approval of Minutes**

The minutes of the October 10, 2022, Regular Board meeting were reviewed.

**Motion**

It was moved by Ms. Coltrain and seconded by Ms. Yates to approve the October 10, 2022, Regular Board meeting minutes as read. The motion carried unanimously.

**Public Hearing on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the North Campus Criminal Justice Renovation Project**

Mr. Gaumer asked for a motion to open the public hearing on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the North Campus Criminal Justice Renovation Project.

**Motion**

It was moved by Mr. Kirkpatrick and seconded by Ms. Yates to open the public hearing. The motion carried unanimously.

Mr. Gaumer asked Ms. Shelle Harvey if she had received any written objections or protests on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the North Campus Criminal Justice Renovation Project. She stated "no." Mr. Gaumer 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 Ms. Coltrain and seconded by Ms. Yates to close the public hearing. The motion carried unanimously.

Dr. Matt Thompson, President, reported that on Tuesday, November 8, 2022 bids were received for the North Campus Criminal Justice Renovation Project. He sent bid tabulations to each board member and put the renovation plans on the screen.

Dr. Thompson and Mr. Bill Futrell, AIA, Project Manager went through the plans with board members and answered any questions.

Dr. Thompson reported that the Architectural estimate was between 1.6-1.7 million on the base bid. Both base bids received came in below the estimated cost of the project. Bi-State is the apparent low bidder with a base bid of \$1,265,916.00, but this is not the full construction cost. IHCC bid directly to Woodman Controls for the Control System. The additional cost for the Control System is \$123,083.00 for a total construction cost of \$1,388,999.00.

Dr. Thompson recommended that Bi-State be awarded the North Campus Criminal Justice Renovation Project with the low base bid of \$1,265,916.00 and reject the two alternates.

Mr. Gaumer asked for a motion to approve Bi-State as the low base bidder for the North Campus Criminal Justice Renovation Project.

### **Motion**

It was moved by Ms. Yates and seconded by Ms. Coltrain to approve Bi-State as the low base bidder for the North Campus Criminal Justice Renovation Project.

A roll call vote was taken:

Richard J. Gaumer	Yes
Beth Danowsky	Yes
Lori Yates	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Nellie M. Coltrain	Yes

Members absent: Ms. Katie Nichols, Mr. Riley Sheetz, and Ms. Amy Webber.

The motion carried unanimously. 6-0

Mr. Gaumer asked for a motion to reject the two alternates.

### **Motion**

It was moved by Ms. Yates and seconded by Mr. Kirkpatrick to reject the two alternates.

A roll call vote was taken:

Richard J. Gaumer	Yes
Beth Danowsky	Yes
Lori Yates	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Nellie M. Coltrain	Yes

Members absent: Ms. Katie Nichols, Mr. Riley Sheetz, and Ms. Amy Webber.

The motion carried unanimously. 6-0

### **Unfinished Business**

None.

### **Approval of Monthly Claims**

Board member Ms. Lori Yates 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 Ms. Yates and seconded by Mr. Kirkpatrick to approve the monthly claims for the month of October 2022. The motion carried unanimously.

### **Financial Report**

Ms. Taren Ferguson, Chief Financial Officer, reported **Revenues** have increased \$306,929 from this point last year. This is due to increased State General Aid and property tax revenues as expected. Tuition and Fees are up \$171,803 which is attributed to flat enrollment and a slight increase in per credit hour charges. Other income is down slightly due to not drawing down CARE's dollars like we did last year, but having increased OEPI reimbursements.

**Expenses** – Expenses are up by \$195,334. Salaries and fringes have remained relatively flat through October. Services are \$213,564 higher than last year due to licensure renewal, annual maintenance fees for our computer software, increased costs of utilities (\$30,000) and increased costs due to maintenance and equipment repair services (\$53,000). Materials and supplies are up \$33,209 from this time last year, which is attributed to increased vehicle material costs and computer software costs.

**Fund 2** – Levy accounts are relatively similar to expenses in previous years with the exception of Equipment Replacement. We have \$68,000 worth of equipment ordered and awaiting to be delivered, in which, some items are not expected until January 2023. In addition, IT equipment is purchased throughout the year and we haven't expended much so far, this fiscal year.

**Second page** – Bond proceeds have been spent on earthwork in Centerville, HS Virtual classroom furniture, electrical relocation, and Architect fees for the Criminal Justice program.

**Plant Fund** – the college had large expenses at the beginning of the year for planned projects that consist of the Roseman Roof being replaced, KEO/MAH window replacement, and the North campus roof also replaced.

### **Motion**

It was moved by Mr. Kirkpatrick and seconded by Ms. Coltrain to approve the Financial Report. The motion carried unanimously.

### **IACCT Report**

Mr. Rich Gaumer reported the Community Colleges for Iowa committee met today, Monday, November 14, 2022 to refine and approve the final proposal on legislative priorities. When board members talk to legislators, priorities can be identified. Two major concerns are 260E's, 260F's and Adult Basic Education being moved to Iowa Workforce instead of the Department of Education. The question came up about the voucher program for K-12's and will that be an omnibus bill in which they will try to slide these other amendments into potentially.

Under Pace/GAP one of the proposals is to not require financial need for getting Pace/GAP. The other area is to increase supplemental waiting that K-12 schools get for career and technical education programs from the current amount to 0.95. And the reason for that is it costs colleges more for Career and Technical education than general education. The concern is not every community college charges the same rate of tuition for concurrent education. CTE costs look different at most community colleges.

Dr. Thompson stated a luncheon is being organized to have legislators on campus. This will be hosted on Tuesday, December 13, 2022. Board members will be invited to attend.

### **Personnel Report**

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

### **Motion**

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

### **New Business**

### **President of the College**

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

Dr. Brett Monaghan reported that the North Campus Roof Project is about 75% complete. Weather has slowed contractors down, but they are still hoping to be finished mid-December. Great progress has been made in the Library and furniture installation started last week in the Teaching and Learning Center and should be completed Tuesday, November 15, 2022. Some pieces of carpeting will be installed after renovation has been completed. Contractors and IHCC didn't want carpet to be ruined by workers coming in and out of the weather. There will still be some pieces of furniture in the Library that will not be delivered by the time the Library opens, but it will be installed as it arrives. Everyone has received an invitation to attend the ribbon cutting for the Library and Teaching and Learning Center, which will be held on Monday, November 28<sup>th</sup>. Mr. Mark McWhorter's art show open that day as well.

Window installation in KEO/MAH has been put on hold. They will finish over winter break, when students are off campus.

Mr. Luke Trewin, Story Construction, reported on the Centerville Campus. There is about three days of mass excavation left and then rock will be put in the hole on the Centerville Campus. Around the beginning of December, Joiner will have completed their phase and work will begin on concrete and foundations.

The bridge that was built for students, faculty, and staff to safely get to buildings on the Centerville Campus was hit by a dump truck and had to be torn down. No one was on the bridge when the incident happened. This caused contractors to rethink how employees and students were going to get around campus safely. A path has since been created for students. The path will exist until earth work has been completed. Some Indian Hill staff would like to see a parking lot where the dirt is sitting, so some storm piping, that was out of scope, is being replaced so it can become a parking lot, if that is what is needed.

#### **Dental Assisting Program Update**

Ms. Justine Munger, Program Director, Dental Assistant Program reported on the 12-month dental program.

Ms. Munger reported that students start work immediately after they graduate, students are qualified to take radiographs, and students are prepared to work in specialty clinics.

Ms. Munger went on to talk about enrollment and how 165 people applied for the program in 2022, 74 people met the criteria, 45 people were contacted to be admitted into the program, and

the total enrolled is 24 students and she talked about advancement opportunities students have after completing the program.

She briefly talked about dental equipment that was bought through capital equipment and how accreditation went great and the team was impressed with support from the institution.

Students are in clinical two days a week in the spring and summer and must complete 336 hours of clinical. There is a total of 4 rotations and over 100 clinical sites for students.

### **Meet the Warriors**

Dr. Thompson introduced Coach Lyndsey Michel, Region 11 Coach of the Year, Ms. Sarah Reid, Assistant Volleyball Coach, and the 2022 Volleyball National qualifiers. Ms. Larissa Barreiros Scatamburlo, Brazil, Ms. Sasha Vidal, Paraguay, Ms. Hennesys Lalane, Dominican Republic, and Ms. Jenna Vallee, France.

Ms. Michel stated that the volleyball team is 40-2 and the team is ready for the National tournament. The team is ranked as the #2 seed. On Tuesday, November 15, 2022 there will be a send-off at 8:15 a.m. for the team. This is the second time the team has made it to the Nationals with Ms. Michel as coach. Our first game will be Thursday, November 17, 2022 beginning at 11:00 a.m. The game will be on the radio or the NJCAA website.

### **IHCC Facility Naming Discussion**

Dr. Thompson stated that he wanted to talk to board members about naming the Library and the Teaching and Learning Center. The Library will now contain the Library, Bookstore, the Teaching and Learning Center, and the Art Gallery.

Dr. Thompson stated that two names that have been suggested are: Warrior Commons and Learning Common.

Mr. Richard J. Gaumer stated that he liked Warrior Commons and Ms. Yates agreed. Ms. Nellie Coltrain said she also liked Warrior Commons and Jerry thought Warrior Commons was appropriate. Ms. Beth Danowsky and Mr. Alan Wilson both liked Warrior Commons, because as Dr. Thompson stated, the Library has many different resources within it.

Mr. Gaumer asked for a motion and a second to name the Library Warrior Commons.

### **Motion**

It was moved by Ms. Coltrain and seconded by Ms. Yates to approve the Library name as Warrior Commons. The motion carried unanimously.

### **Closing Comments**

Dr. Thompson stated that Wednesday evening at the Hellyer Student Life Center, the #1 Florida State basketball team will be facing off with the #2 ranked Indian Hills Warriors. The game begins at 7:00 p.m. The Indian Hills Volleyball team will play in the National Tournament on Thursday, November 17, 2022 at 11:00 a.m. The ribbon cutting for the Library and the Teaching and Learning Center will be on November 28, 2022 at 3:00 p.m. and December 12, 2022 following the regular board meeting we will have the holiday gathering. Board members and the Leadership Team are welcome to bring spouses/significant others to the holiday festivities.

**Adjournment**

Board member Ms. Nellie Coltrain moved that the meeting be adjourned. Hearing no objections Mr. Gaumer adjourned the meeting at 5:24 p.m.

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BOARD PRESIDENT

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BOARD SECRETARY