

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
AUGUST 20, 2019
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BOARD WORK SESSION

ADMINISTRATION BUILDING

4:00 P.M.

The Board of Trustees of Iowa Lakes Community College met in the Conference Room at the Iowa Lakes Community College Administration Building, 19 South 7th Street, Estherville, IA at 4:00 P.M. on Tuesday, August 20, 2019, prior to the regular monthly board meeting. The purpose of the public meeting and work session was to review the agenda for the regular monthly meeting and briefly discuss related topics.

MEMBERS PRESENT

Janice Lund	President
Pat Kibbie	Vice President
Christopher Fuhrman	
Bob Jennings	
Todd Johnson	

MEMBERS ABSENT

Jane Nolan Goeken
Arden Kinnander

GUESTS

Valerie Newhouse	College President
Cindy Oviatt	Board Secretary

DISCUSSION

College President Newhouse reviewed the agenda for the regular monthly board meeting and a brief discussion was conducted related to those items. No decisions were made and no action was taken.

ADJOURNMENT

The work session adjourned at 4:27 P.M.

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The Board of Trustees of Iowa Lakes Community College met in regular session in the Board Room at the Iowa Lakes Community College Administration Building, 19 South 7th Street, Estherville, IA, on Tuesday, August 20, 2019, beginning at 4:30 P.M.

MEMBERS PRESENT

Janice Lund	President
Pat Kibbie	Vice President
Christopher Fuhrman	
Bob Jennings	
Todd Johnson	
Valerie Newhouse	College President
Cindy Oviatt	Board Secretary

MEMBERS ABSENT

Jane Nolan Goeken
Arden Kinnander

GUESTS

Tom Brotherton, Beth Elman, Delaine Hiney, Robert Leifeld, Kathy Muller, Jolene Rogers, Jeff Soper, Scott Stokes, Julie Williams, M.J. Dolan, Denise Hollonbeck, Gary Schmidt, and William Dickey

MEDIA PRESENT

Mike Tidemann

CALL TO ORDER

Board President Janice Lund called the meeting to order at 4:32 P.M.

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REVIEW AND APPROVAL OF AGENDA

Todd Johnson made a motion, with a second from Pat Kibbie, to accept and approve the agenda as written.

Motion carried.

REVIEW AND APPROVAL OF MINUTES

A motion was made by Pat Kibbie, with a second from Bob Jennings, to accept and approve the minutes of the July 16, 2019, regular board meeting as written.

Motion carried with Fuhrman abstaining.

DELEGATIONS, PETITIONS AND COMMUNICATIONS

None.

IOWA ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (IACCT) REPORT

M.J. Dolan, IACCT Executive Director, gave a report on the new IACCT website and an update on the 403a Advisory Committee. Iowans for a Skilled Workforce (ISW) will meet next week. M.J. introduced Denise Hollenbeck, Eastern Iowa Community College Trustee, who serves as the chair of the IACCT Board. Denise provided information about the IACCT Strategic Plan and the Trustee Leadership Conference in November.

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PERSONNEL / CONSENT AGENDA

A) Resignations / New Hires / Contracts

Following information provided by Kathy Muller, Executive Director of Human Resources, a motion was made by Bob Jennings, with a second by Todd Johnson, to approve the consent agenda and supplemental contracts as presented.

Position Changes:

Jennie Knudson from Planning & Development Grant Writer to Institutional Researcher
Terry Luiken from Upward Bound Advisor to TRIO-SSS Advisor

Resignation:

Hunter Porter, Head Volleyball Coach/Success Center Instructional Assistant, effective July 31, 2019

New Hires:

Michael Turnbull	Head Volleyball Coach/ Success Center Instructional Asst.	Estherville	FT
Madison Reimer	Campus Store Coordinator	Estherville	FT
Carl Lund	Math Instructor	Estherville	FT
Brian Chou	Custodial Maintenance	Emmetsburg	PT
Lee Wojahn	Custodial Maintenance	Emmetsburg	PT
Zachary Hutchinson	Library Assistant	Emmetsburg	PT
Heather Sweet	Nursing Instructor	Emmetsburg	FT
Rachel Poncelet	Educational Counselor	Estherville	PT

Motion carried.

IOWA LAKES REPORT

A) Continuing Education

Jolene Rogers, Executive Director of Community & Business Relations, introduced Gary Schmidt and Bill Dickey. Gary Schmidt shared with the board information about certifications, leadership classes, and registration of apprenticeship programs. In the future, there may be low a voltage program certificate, maintenance certificate, safety professionals training, elevated leadership trainings, and high school and first year freshman safety training. Bill Dickey talked about contract training created specifically

for each business, evening welding, drone preparation classes, plumbing CEU's, and GWO training.

COMMUNITY & BUSINESS RELATIONS

A) 260E New Jobs Training Preliminary Agreements

Jolene Rogers, Executive Director of Community & Business Relations, presented two 260E New Jobs Training Preliminary Agreements for Board approval. Following the presentation, a motion was made by Pat Kibbie, with a second from Chris Fuhrman, to approve both 260E New Jobs Training Preliminary Agreements as presented.

Motion carried.

B) Community & Business Relations Update

Jolene Rogers, Executive Director of Community & Business Relations, presented information on various topics including the timeline for the upcoming bond sale on October 8, all employee professional development day at the Emmetsburg Campus on August 15, student move in day on August 18, first day activities for students, and the Back-to-School bash on August 21.

FACILITIES

A) Facilities Update

Delaine Hiney, Executive Director of Facilities Management, provided information on the Laker Links Disc golf course on the Emmetsburg Campus, keyless dorm lock system installed in Estherville, Emmetsburg, and Spencer housing locations, and continued progress on the Performing Arts construction project. Delaine offered tours of the project following the Board meeting.

INSTRUCTION & DEVELOPMENT

A) Candidates for Summer Graduation

Following the presentation of the list of candidates for graduation by Robert Leifeld, Vice President of Administration, a motion was made by Todd Johnson, with a second by Bob Jennings to approve the summer 2019 slate of candidates for graduation.

Motion carried.

B) Guided Pathways Grant

The \$30,000 per year grant (for two years) will support the implementation and technical assistance of guided pathways at Iowa Lakes Community College. This is part of a state-wide initiative in Iowa, has long term goals to improve student outcomes and reduce equity gaps. Following the presentation by Robert Leifeld, Vice President of Administration, a motion was made by Bob Jennings, with a second by Pat Kibbie to accept the Guided Pathways grant as presented.

Motion carried.

C) AACC MentorLinks: Advancing Technological Education Grant

Supported by the National Science Foundation, the MentorLinks: Advancing Technological Education program is designed to help colleges strengthen training programs in STEM fields through mentoring, professional development opportunities, and technical assistance. The focus of this grant will be the Environmental Studies and Sustainable Energy programs to enhance existing relationships with K-12 schools and STEM events and to expand industry engagement. The grant amount is \$20,000 for the period of October 1, 2019, through November 30, 2021. Following the presentation by Robert Leifeld, Vice President of Administration, a motion was made by Todd Johnson, with a second from Chris Fuhrman, to accept the AACC MentorLinks Grant as presented.

Motion carried.

TREASURER'S REPORT / MONTHLY BILLS

A) Course Fees

Following a presentation from Jeff Soper, Chief Financial Officer, a motion was made by Todd Johnson, with a second by Chris Fuhrman to approve the course fees as listed and presented.

Motion carried.

B) Financial Reports

C) Monthly Bills

Jeff Soper, Chief Financial Officer, presented the June and July financial reports and the monthly bills for approval. A motion was made by Todd Johnson, with a second by Pat Kibbie to approve the financial reports and payment of the monthly bills as listed and presented.

Motion carried.

ORAL REPORTS

A) Iowa Association of Community College Presidents

The Presidents have not met since May and will meet the first week in September.

B) Iowa Association of Community College Trustees

Bob Jennings reported on the IACCT Conference held at Iowa Western Community College in Council Bluffs. Some sessions at the conference included the free speech law, rebranding your image, and the legislative recap panel.

C) Trustee Comments

The board received thank you's from Lynn Kueck and Deb Weston.

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ADJOURNMENT

Following no further discussion, the meeting was adjourned at 5:38 P.M.

Cindy L. Oviatt, Board Secretary