

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
AUGUST 17, 2021
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BOARD WORK SESSION

CONFERENCE ROOM

4:00 P.M.

The Iowa Lakes Community College Board of Trustees 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 17, 2021, prior to the regular monthly board meeting. This 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	
Jane Nolan Goeken	
Bob Jennings	
Todd Johnson	
Arden Kinnander	

MEMBERS ABSENT

None.

GUESTS

Valerie Newhouse	College President
Cindy Oviatt	Board Secretary

DISCUSSION

College President Newhouse reviewed the regular monthly board meeting agenda and briefly discussed those items. No decisions were made, and no action was taken.

ADJOURNMENT

The work session adjourned at 4:30 P.M.

**REGULAR BOARD MEETING
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The Board of Trustees of Iowa Lakes Community College met in regular session in the Board Room at the Administration Building, 19 South 7th Street, Estherville, IA, on Tuesday, August 17, 2021, beginning at 4:30 P.M.

MEMBERS PRESENT

Janice Lund	President
Pat Kibbie	Vice President
Christopher Fuhrman	
Jane Nolan Goeken	
Bob Jennings	
Todd Johnson	
Arden Kinnander	
Valerie Newhouse	College President
Cindy Oviatt	Board Secretary

MEMBERS ABSENT

None.

GUESTS

Tom Brotherton, Beth Elman, Delaine Hiney, Robert Leifeld, Dan Lutat, Kathy Muller, Jolene Rogers, Jeff Soper, Scott Stokes, Julie Williams, and Elisabeth Virkler.

MEDIA PRESENT

None.

CALL TO ORDER

Board President, Janice Lund, called the meeting to order at 4:35 P.M.

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REVIEW AND APPROVAL OF AGENDA

Todd Johnson motioned, with a second from Arden Kinnander, to accept and approve the agenda as written.

The vote was called, and the motion was approved unanimously.

REVIEW AND APPROVAL OF MINUTES

A motion was made by Bob Jennings, with a second from Jane Nolan Goeken, to accept and approve the minutes of the July 20, 2021, regular board meeting as written.

The vote was called, and the motion was approved unanimously.

DELEGATIONS, PUBLIC COMMENT AND COMMUNICATIONS

None.

PERSONNEL / CONSENT AGENDA

A) Resignations / New Hires / Contracts

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

Resignations:

Blake Viedenkamp, Head Women's Soccer Coach/Student Services, effective July 28, 2021

Nancy Ramos, Pathway Navigator/ELL Instructor, effective August 31, 2021

Position Changes:

Abbey Miller, from PT Assistant Women's Soccer Coach to PT Interim Head Women's Soccer Coach, \$15,000

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New Hires:

Sam Cain, Asst. Women's Soccer Coach/Student Senate/Housing, Spencer, FT, \$36,920
Giordan Harris, Head Swim Coach/Enrollment Coach, Emmetsburg, FT, \$44,450
Michael Sagona, System Administrator, Cedar Rapids, FT, \$52,000
Stephanie Lynam, Library Assistant, Emmetsburg, PT, \$13.25/hr.
Peggy Folan, Instructional Assistant, Spencer, PT, \$20.25/hr.

The vote was called, and the motion was approved unanimously.

COMMUNITY & BUSINESS RELATIONS

A) Community & Business Relations Update

Jolene Rogers, Executive Director of Community & Business Relations, provided an update. Continuing Education is focusing on Industry 4.0 and Career-Focused Programs. Industry 4.0 refers to the world's fourth industrial revolution. There are nine identified areas of focus and training as topics for current and future employee skills training. Career-Ready Programs are GAP and Certificate programs working to identify enrollment opportunities and connect students with enrollment coaches and college instructors.

IOWA LAKES REPORT

A) EMT

Jolene Rogers, Executive Director of Community & Business Relations, introduced Elisabeth Virkler, Continuing Education Program Coordinator. Elisabeth presented a PowerPoint,

explaining her program and the different aspects of EMS, EMR, and EMT and where the program is now.

INSTRUCTION & DEVELOPMENT

A) Candidates for Summer Graduation

Following the information provided by Robert Leifeld, Vice President of Administration, a motion was made by Bob Jennings, with a second from Jane Nolan Goeken, to approve the Summer 2021 slate of candidates for graduation.

The vote was called, and the motion was approved unanimously.

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MARKETING

A) Marketing Update

Beth Elman, Executive Director of Marketing, presented an update on the activities for the college. The college is very busy with students moving in, classes starting, Fall sports, music events, and the Farm Lab Open House in September.

FACILITIES

A) Facilities Update

Delaine Hiney, Executive Director of Facilities Management, presented an update. The sale of the Emmetsburg property will move forward soon, and the Farm Lab project is almost complete.

TREASURER'S REPORT / MONTHLY BILLS

A) Financial Reports

B) 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 Arden Kinnander, with a second by Todd

Johnson, to accept the financial reports and to approve the payment of the monthly bills as listed and presented.

The vote was called, and the motion was approved unanimously.

C) Course Fee Change

Following a presentation from Jeff Soper, Chief Financial Officer, a motion was made by Bob Jennings, with a second by Jane Nolan Goeken, to approve the course fee as listed and presented.

The vote was called, and the motion was approved unanimously.

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ORAL REPORTS

A) Iowa Association of Community College Presidents

The Presidents will meet this week.

B) Iowa Association of Community College Trustees

The Trustees will meet in September. Former College President, Jim Billings, toured the Farm Lab, Cosmetology, and the Performing Arts Center. A great group of students participated in the JROTC Air Force and Marine programs, and the Okoboji Entrepreneurial Institute was held last week.

C) Trustee Comments

None to report.

ADJOURNMENT

Following no further discussion, the meeting adjourned at 5:21 P.M.

Cindy L. Oviatt, Board Secretary