

KIRKWOOD COMMUNITY COLLEGE
Meeting of the Board of Trustees
Thursday, April 14, 2022, 4:30 P.M.
The Hotel at Kirkwood Center

MINUTES

Present: Alan Jensen, Kathleen Mac Taggart [Zoom], Jim Mollenhauer, Tracy Pearson, Keith Stamp, Joel Thys, Lorraine Williams [arrived at 4:37 pm] and Leslie Wright [Zoom].

Absent: Trustee Steve Caves.

Also Present: Lori Sundberg, President, Jim Choate, Treasurer, Peg Sprengeler, Secretary, Jeremiah Fields, KSA Representative, John Dawson, KFA Representative.

Chair Mollenhauer called the meeting to order at 4:30 p.m.

Chair Mollenhauer declared the meeting open for public hearing on a proposal to issue the Industrial New Jobs Training Certificates. There being no questions or comments, Trustees Stamp and Thys moved and seconded the hearing be closed. Motion carried: 7-0.

Jon Buse, Vice President-Student Services, introduced Coach Kim Muhl and the 2022 NJCAA Division II Women's Basketball National Champions, team members.

Trustees Williams and Pearson moved and seconded approval of the minutes from the meeting held on March 10, 2022 and directed them to be made a part of the permanent record. Motion carried: 8-0.

Trustees Thys and Williams moved and seconded approval of the April 14, 2022 agenda. Motion carried: 8-0.

INFORMATIONAL ITEMS

Kirkwood Report

Justin Hoehn, Director of Media and Legislative Relations, provided the Eagle Update and Kirkwood report, which included:

- The Kirkwood Eagles NJCAA Division II Women's Basketball team are the National Champions for 2021-22. The Eagles ended their season with a 36-1 season. This is the eighth national championship for Head Coach Kim Muhl. Muhl was named NJCAA Division II Coach of the Year and Coach of the Tournament. Ashley Tull was named Division II Player of the Year and also picked up First Team All-American Honors and with fellow Eagle Kourtney Drake.
- Congresswoman Ashley Hinson was recently on campus to learn more about Kirkwood's CNA program and what the college is doing to educate students looking to get into the in-demand field.
- Kirkwood's Nursing Program learned in Mid-March it had earned accreditation status from the National League for Nursing Commission on Nursing Education Accreditation. Out of 15 two-year Nursing programs in Iowa, Kirkwood's program is now one of five to be accredited. The accrediting body granted a full six-year accreditation status to the college's Nursing program.
- April Student of the Month – Kortney Drake. Kortney is from Wilton, Iowa. She came to Kirkwood to play basketball for Coach Kim Muhl. Kortney says the program's strong tradition, and great facilities were crucial reasons contributing to her decision to play for the Eagles. Outside of basketball, she wants to get into elementary education.
- Rikkell Nothem is a top-10 national finalist for the Durkan's Student Design Competition. Durkan touts itself as the leading US manufacturer of custom designed carpet to the hospitality industry. Rikkell entered her design for the competition that was originally part of a required project in the Interior Design Program studio course. As a top-10 finalist, she is going against students from some of the top interior design programs in the country including out-of-state program rivals the Savannah College of Art and Design and Utah State.
- The Kirkwood Nursing department and UnityPoint St. Luke's hospital have worked together to develop the Senior Student Promise Program, which will be extremely beneficial to Nursing students in their last two semesters and beyond.

- Kirkwood has been designated as a StormReady Supporter by the National Weather Service located in the Quad Cities. A StormReady Supporter school promotes the principles and guidelines of the National Weather Service StormReady program in its severe weather safety and awareness plans. The designation lasts for 5 years.
- Kirkwood Executive Director of Continuing Education and Training Services, Amy Lasack has been named to the LERN Board of Directors. Learning Resources Network (LERN) is the world's largest association in continuing education and lifelong learning.
- Corporate Training Program Manager, Barb Rawson has won the LERN 1st place Contract Training Staff Award, which is an International Award in continuing education. It was one of only six awards given for the efforts of employees from various organizations in 5 different countries.
- With the women's basketball team winning the national championship this year, it was a special moment for all the players... but for center Corey Whitlock it was even more special. 25 years earlier her mother Sara, played for the Eagles and did the same thing. In 1997, Sara was a part of Coach Muhl's first national title run. Now in 2022, her daughter Corey was a part of Muhl's 8th national championship.

Kirkwood 2022 Community College Initiative (CCI) Program Students

Dawn Wood, Dean of Global Learning, provided an overview of the CCI Program. This year, Kirkwood has 16 students from nine different countries. The students introduced themselves, their country, their program of study, and their plans to impact their local community.

Kirkwood ELA, ESL and TRIO

Carla Andorf, Dean, Skills to Employment, Dawn Wood, Dean, Global Learning and Mallory Petsche, TRIO Director, provided an overview of the English Language Learning (ELL) support services at Kirkwood and the collaboration currently happening at Kirkwood among their areas. The areas include ELA (English Language Acquisition credit course sequence in Global Learning), ESL (English as a Second Language community program in Continuing Education) and TRIO-ESL (Student Support Services for credit ELL students). There is a growing community need for ELL support services in our 7-county region and Kirkwood has a variety of departments working together to provide access and equitable services for this growing population.

Kirkwood Staff Development Program

Wes Fowler, Vice President-Human Resources and Chris King, Manager-Employee Learning & Development, provided an overview of Kirkwood's new staff performance development program.

Financial Report

Treasurer Choate displayed the FY22-FY27 financial information presented at the Board retreat last week. There were no further questions or comments. Choate provided a summary of outstanding debt at the College noting approximately 92% is fully supported by various local property tax levies. The College is at 8% of its legal borrowing level. The 20 ¼ levy which funds the plant fund was reviewed for the next 30 years identifying the main source of capital repairs and maintenance funding for the College.

The College's cash position stands at 156 days compared to the KPI of 75 days.

CONSENT AGENDA

Trustees Jensen and Williams moved and seconded approval of the Consent Agenda. Motion carried: 8-0.

- A. Personnel (as attached to these minutes).
- B. Synopsis of Bills
 1. Kirkwood Community College pages 1 through 80 for a total of \$8,764,796.15
 2. The Hotel at Kirkwood Center pages 1 through 3 for a total of \$154,099.83
- C. Change Orders:
 1. Larson Construction, Kirkwood Student Center - \$51,851.59
- D. Final Industrial New Jobs Training Agreements [260E] with:
 1. BAE Systems, Cedar Rapids
 2. Brava Roof Tile, Washington
 3. CEI Equipment Company, Cedar Rapids
 4. Concise Earth Construction, Iowa City
 5. CRST Expedited, Cedar Rapids
 6. ELPLAST America, Inc., Marion
 7. Automation Systems and Controls d/b/a ESCO Group, Marion

8. Fluid Quip Technologies, LLC, Cedar Rapids
 9. Leepfrog Technologies, Inc. Coralville
 10. Millennium Concrete, LLC, Coralville
- E. Approval of the Declaration of an Official Intent Under Iowa Code 260G, to Designate the Use of the FY23 ACE-PIAP Award for the Construction and/or Renovation of Existing Facility Space in Linn Hall and Jones Hall for the Expansion and Enhancement of the Nursing, Robotics, and Construction Management Programs Classrooms.

NEW BUSINESS AGENDA

Administration

Trustees Thys and Pearson moved and seconded approval of a Resolution Approving the publication of notice to bidders on the Kirkwood Community College 2022 Roadway Improvements and setting the date of May 12, 2022 for the public hearing and adopting the recommended proposed project bid. Motion carried: 8-0.

Trustees Jensen and Stamp moved and seconded approval of the Request for Proposal to Solicit Bids for Linn Hall Safety and Security Update and publishing notice to bidders. Motion carried: 8-0.

Board

Trustees Thys and Williams moved and seconded approval of the execution of a Surgical Tech Joint Activity Agreement with Hawkeye Community College. Motion carried: 8-0.

DELEGATIONS, PETITIONS, AND COMMUNICATIONS

President's Report

- We are nearing the end of the semester and approaching commencement next month. Dr. Sundberg expressed gratitude to faculty, staff and administration for all of their work toward the successful end of the academic year.
- Congratulated the new collaboration between ELA, ESL and TRIO. An example of a great collaboration between different departments to better serve our students.
- Despite the challenges with Covid this year, there has also been a lot of success throughout the College.

Secretary's Report

- The annual President performance evaluation form will be emailed to each trustee next week for their review and input.

Report of Board Members

- Trustee Jensen stated registration information for the upcoming IACCT Annual Conference in July is not yet available.
- Trustee Pearson provided a timeline for the upcoming president evaluation period.

There being no further business coming before the Board, Trustees Thys and Stamp moved and seconded the meeting be adjourned at 6:15 p.m. Motion carried: 8-0.

Respectfully submitted by:

Peg Sprengeler, Board Secretary

Approved by Board on May 12, 2022:

James Mollenhauer, Chair

Board of Trustees' Agenda**April 14th, 2022****PERSONNEL****Replacements/New Positions**

Name	Title	Department	Effective Date	Salary/Wage	Replaces/New
Paul Landoukpo*	Program Advisor-TRIO	TRIO Educational Opportunity Center	03/14/2022	\$45,864	New
Allison Ster	Program Advisor-TRIO	Academic Affairs	03/14/2022	\$44,800	New
Melissa Kumle-Hammes**	Research Analyst	Institutional Research	03/14/2022	\$65,100	New
Rebecca Weininger**	Research Analyst	Institutional Research	03/28/2022	\$65,100	New
Kaitlin Beatty	Program Developer	Continuing Education Corporate Training	04/04/2022	\$56,000	Kylie Timler
Rebecca Vargas	Program Advisor-TRIO	TRIO Educational Opportunity Center	04/04/2022	\$45,864	New
Alex Brown**	Public Safety Officer II	Public Safety	03/13/2022	\$19.46/hr	Leevi Henninger
Karen Hutchcroft	Custodian	Facilities	04/04/2022	\$14.32/hr	Jamie Shelton
Steven Schmuecker	Public Safety Officer II	Facilities	04/04/2022	\$19.46/hr	Logan Barker
Jessica Isolini	Department Assistant	Facilities	04/04/2022	\$17.19/hr	David Wandrey
Noah Hughes	Public Safety Officer II	Public Safety	04/18/2022	\$19.46/hr	Tanner Albright
Angela Sagan*	Program Advisor, TRIO	TRIO	04/04/2022	\$45,864	New
Luke Hennessey**	Maintenance Technician	Facilities	04/04/2022	\$19.50/hr	Jeff Peterson

**Internal Promotion

*Lateral Transfer

Separation of Employment

Name	Title	Department	Effective Date	Years
Kim Wagemester	Pathway Navigator	Dean of Students	03/31/2022	13
Mitchell Murphy	Electro-Mechanical Tech	Facilities	03/11/2022	6
Jeff Kirchoff	Dean	CEM	05/13/2022	3
Brian Rechkemmer	Program Developer	Continuing Education	03/25/2022	23
Claire Ashford	Department Assistant	IMCC	03/22/2022	6
Jesse Bevins	Paramedic Instructor	Continuing Education	04/01/2022	1
Daniela Volkovinsky	Department Assistant	Arts & Humanities	03/25/2022	0
Pete Ungaro	Probationary Instructor, Criminal Justice	Social Sciences	08/31/2022	2

Termination of Continuing Contract

Consideration of termination of continuing contracts, effective date as noted below, for those individuals not requesting private hearings and for those which notices of termination have been served, as required by Chapter 279.15 of Iowa code. The President recommends their termination as follows:

Name	Title	Department	Effective Date
Nicole Chambers	Instructor/Coordinator, Anamosa State Penitentiary	Secondary Programs	June 30, 2022
Erika Derrick	Instructor, Anamosa State Penitentiary	Secondary Programs	June 30, 2022
Kris Farrer	Instructor, Anamosa State Penitentiary	Secondary Programs	June 30, 2022
Paul Reimann	Instructor, Anamosa State Penitentiary	Secondary Programs	June 30, 2022
Scott Wittstruck	Instructor, Anamosa State Penitentiary	Secondary Programs	June 30, 2022
Arianna Walden	Instructor/Coordinator, Iowa City Learning Center	Secondary Programs	June 30, 2022
Marwa Ibrahim	Instructor/Coordinator, Iowa City Learning Center	Secondary Programs	June 30, 2022
James Jordan	Instructor, Iowa Medical Classification Center	Secondary Programs	June 30, 2022
Mary Shanney	Instructor, Iowa Medical Classification Center	Secondary Programs	June 30, 2022
Michelle Barker	Instructor/Coordinator, Iowa Medical Classification Center	Secondary Programs	June 30, 2022
Cyd Hanson	Instructor/Coordinator, KLIFE	Secondary Programs	June 30, 2022
Tara Tedrow	Instructor/Coordinator, KLIFE	Secondary Programs	June 30, 2022
Sean McAtee	Instructor, KLIFE	Secondary Programs	August 31, 2022
Christine Thompson	Instructor, Iowa City Learning Center	Secondary Programs	August 31, 2022