

**KIRKWOOD COMMUNITY COLLEGE**  
**Meeting of the Board of Trustees**  
**Thursday, May 11, 2023, 4:30 P.M.**  
**Washington County Regional Center**

**MINUTES**

Present: Steve Caves, Peggy Doerge, Alan Jensen, Jim Mollenhauer, Tracy Pearson, Keith Stamp, Joel Thys, Lorraine Williams, and Leslie Wright.

Also Present: Lori Sundberg, President; Casey Drew, Treasurer; Peg Sprengeler, Secretary; Julia Rabe, KFA Representative, Ethan Wykert, KSA Representative and Tim Oswald, Piper Sandler.

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

No public comments.

Chair Mollenhauer declared the meeting open for a public hearing at 4:31 p.m. regarding the amended budget for FY23 and the Kirkwood Community College Aeronautics Hangar Renovation. There being no questions or comments, Trustees Wright and Williams moved and seconded the hearing be closed at 4:32 p.m. Motion carried: 9-0.

Trustees Thys and Jensen moved and seconded approval of the minutes from the meetings held on April 13 and May 4, 2023, and directed them to be made a part of the permanent record. Motion carried: 9-0.

Trustees Wright and Stamp moved and seconded approval of the May 11, 2023 agenda. Motion carried: 9-0

**INFORMATIONAL ITEMS**

**Kirkwood Report**

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

- On May 4, 2023, Board of Trustees Chair Jim Mollenhauer introduced Dr. Kristie Fisher as the sixth president in Kirkwood's history. Currently the president of Iowa Valley Community College in Marshalltown, Fisher has served in that role since 2019. She returns to Kirkwood after having served two previous stints at the institution. Dr. Fisher will begin serving in her new role this fall.
- Kirkwood's commencement ceremony will be on May 13th at the Alliant Energy Powerhouse in Downtown Cedar Rapids.
- Student of the Month: Brendan Schnoebelen. Brendan currently attends Highland High School in Riverside. He started going to Kirkwood to earn college credit in high school to save on future college tuition. At Kirkwood, Brendan is in the Liberal Arts Academy and was drawn to it because of the benefits of taking many classes from different areas such as economics, history, composition and even religion. As part of the academy, Brendan has been able to earn 42 college credits before graduating high school. He plans to attend the University of Iowa studying Journalism and Mass Communications following high school.
- KCKC hosted the 2023 Taste of Jazz on April 28<sup>th</sup> at The Hotel at Kirkwood Center. The event was done in collaboration with Kirkwood's Culinary Arts and Hospitality Arts Departments, and it was an evening of food, wine, beer and music to benefit KCKC's Jazz Education Programs.
- David Brown has been tabbed as the new head coach for the Kirkwood Eagles volleyball team. He most recently served as the athletic director of the Fall River School District in Fall River, Wisconsin. Brown comes to Kirkwood with an extensive collegiate volleyball background, including multiple NCAA Division I-level coaching positions. Long-time head coach Jill Williams announced her intent to retire later this year.
- The 16th-ranked Kirkwood baseball team swept a three-game series from Marshalltown and claimed the No.3 seed for the regional tournament in Burlington this week. With the series victory, the Eagles have now won eight-in-a-row and are 36-16 as they head into the postseason.
- The Eagles softball team played in the Region 11-A tournament this past weekend and, despite being the number one seed, they ran into a little trouble. In the opening game of the tournament, the Eagles fell to Iowa Central by a score of 3-2, which meant if they lost one more time, their season was over. But the team clawed their way back to face Iowa Central for the title. Since they lost the first game, in order to claim the crown, they needed to defeat Iowa Central twice. The team prevailed twice, winning 8-6 and 2-0. With the second victory,

the Eagles are now the Region 11-A champions. Kirkwood will host Dawson Community College out of Glendive, Montana, in a best of three series beginning tomorrow. The winner will advance to the national tournament in Spartanburg, South Carolina later this month.

- The Kirkwood Washington County Regional Center will host their annual Kirkwood for Kids Summer camp June 19-22, 2023. This year, the camp has been revamped for the kids in Kirkwood's southern-most service area, and will feature different types of experiences depending on age group.

### **Kirkwood College Credit in High School**

Kristy Black, Executive Dean, K-12 Partnership Programs provided an overview of College Credit in High School programming. The presentation included important updates related to program participation and added supports aimed at student success through the department's KPI. The development of a data profile to assist with strategic planning is also helping the program with future enrollment growth. Enhancements to Career Academy programs were discussed, including registered apprenticeship options with a \$1.2 million dollar grant from the state.

### **Financial Report**

Treasurer Drew provided a high-level review of changes to the FY23 projected revenues at the May 2023 board meeting for the period of July 2022 thru March 2023. Thru March 2023 credit tuition, fees, and sales & services are trending below budget.

Overall revenue is projected to decrease \$430K. Key items impacting FY23 revenues include lower credit revenue of \$1.4M and decrease in food & beverage sales of \$403K related to the hotel and campus café. This decline in revenue is being offset by increases in revenue related to increased enrollment for contracted training and non-credit tuition (\$663K) and increase in interest revenue (\$800K).

Overall expenses are projected to decrease \$1.7M. Key items impacting FY23 expenses include wages and benefits decreasing \$2M due to open positions currently not filled. Operating expenses are projected to be \$587K below budget and non-operating expenses are projected to be \$894K above budget.

Cash balances remain very strong with the College having 129 days of cash on hand, excluding an additional 28 days of CARES cash on hand when compared to a KPI of 75 days.

### **CONSENT AGENDA**

Trustees Stamp and Thys moved and seconded approval of the Consent Agenda. Motion carried: 9-0.

- A. Personnel (as attached to these minutes).
- B. Synopsis of Bills
  1. Kirkwood Community College pages 1 through 65 for a total of \$6,778,742.94
  2. The Hotel at Kirkwood Center pages 1 through 3 for a total of \$ 184,647.11
- C. Change Orders:
  1. Knutson Construction, New Animal Health Center - \$6,778,742.94
- D. Approval – Final Reading of Board Policy 210: Meetings
- E. Approval – Preliminary Industrial New Jobs Training Agreements [260E] with:
  1. Viewpoint Molecular Targeting, Inc. DBA Perspective Therapeutics, Coralville

### **NEW BUSINESS AGENDA**

#### **Administration**

Trustees Wright and Caves moved and seconded approval of the tuition increase for AY2023-24 of \$10.00 per credit hour resulting in tuition of \$210.00/per credit hour for Iowa residents. The non-resident tuition will be \$281.00/per credit hour and International will be \$400.00/per credit hour. The technology fee of \$50/per semester will remain the same for FY2023-24. Motion carried 9-0.

Trustees Caves and Pearson moved and seconded approval of directing the sale and authorizing the issuance of \$4,905,000.00 Industrial New Jobs Training Certificates and providing for the securing of such certificates for the purpose of carrying out New Jobs Training Programs. Motion carried: 9-0.

Trustees Doerge and Jensen moved and seconded approval of a Resolution directing the sale of Industrial New Jobs Training Certificates in the aggregate principal amount of \$4,905,000.00. Motion carried: 9-0.

Trustees Pearson and Thys moved and seconded approval of the Amended Budget for Fiscal Year 2022-23. Motion carried: 9-0.

**Board**

Trustees Williams and Thys moved and seconded approval of the second redistricting map issued by the Secretary of State for Kirkwood Community College. Motion carried: 9-0

**DELEGATIONS, PETITIONS, AND COMMUNICATIONS**

**President’s Report**

- Kirkwood received the report from the Higher Learning Commission [HLC] regarding the Multi-Location visit in March and it was without any issues.
- HLC Accreditation visit is scheduled for October 2-3, 2023.
- Kirkwood is hosting the Iowa Community Colleges Presidents’ Retreat May 23-25, 2023. We are testing an app the Trustees will use at their conference in July. We are the first college to offer an app for the trustee conference. President Sundberg recognized Peg Sprengeler for her work on the app.
- Kirkwood’s commencement is Saturday, May 13, 2023.

**Secretary’s Report**

- Summer hours begin next week [May 15 through August 4, 2023]. The college is working 4, 9-hour days and on Friday, the college is closed.
- Kirkwood’s Commencement Ceremony is this Saturday, May 13, 2023.
- The HSED [High School Equivalent Diploma] Graduation Ceremony is scheduled for Thursday, June 8, 2023 at The Hotel at Kirkwood Center, Ballroom.
- ACCT Registrations for Hotel accommodations expires September 14, 2023 [Aria Resort & Casino]. The conference dates are October 9 – 12, 2023.

**Report of Board Members**

On behalf of the Board of Trustees, Chair Mollenhauer expressed his appreciation to Tera Pickens and Jamie Foster for their hospitality in preparation for the board meeting.

There being no further business coming before the Board, Trustees Stamp and Williams moved and seconded the meeting be adjourned at 5:25 p.m. Motion carried: 9-0.

Respectfully submitted by:

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Peg Sprengeler, Board Secretary

Approved by Board on June 8, 2023:

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James Mollenhauer, Chair

**Board of Trustees' Agenda  
May 11th, 2023  
PERSONNEL**

**Replacements/New Positions**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>	<b>Replaces/New</b>
Eliza Link	Lead Art Studio Technician	Arts & Humanities	05/15/2023	Spencer Cleland
Cooper Shelton**	Maintenance Technician	Facilities	04/17/2023	Chris Bustos
David Brown	Head Women's Volleyball Coach/Sports Information & Enrichment Coordinator	Athletics	06/01/2023	Jill Williams
Yasemin Onder	Instructional Designer	Academic Innovation, Strategy & Design	07/10/2023	NEW
Laura Yost*	Instructional Designer	Academic Innovation, Strategy & Design	06/19/2023	NEW
Marcos Frausto*	Custodian	Facilities	05/15/2023	Mike Langan
Ben Jensen*	Instructor, Ceramics	Arts & Humanities	07/31/2023	Zach Wollert
Stephanie Crandall	Instructor, Human Services	Social Science	07/31/2023	Jody Weigel
Jeffrey Hembera*	Instructor, Criminal Justice	Social Science	07/31/2023	Pete Ungaro
Lori Merlak*	Instructor, Business Management	Business & IT	07/31/2023	Mary Schneekloth

Internal Transfer\*

Internal Promotion\*\*

**Separation of Employment**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>
Brooke Strahn-Koller	Associate Vice President	Academic Affairs	06/30/2023
Andrew Scott	Café Manager	The Hotel	04/20/2023
Tom Campbell	Public Safety Coordinator	Facilities & Public Safety	06/15/2023
Heidi Vogel	Assistant Professor/Counselor	Dean of Students	07/03/2023

**Summer Contract Extensions**

Consideration of a one-time extension of the following named faculty member's 2022/2023 contract for the days indicated with salaries noted, change in extended contract and cancellation of extended contracts as follows:

<b>Name</b>	<b>Days</b>	<b>Amount</b>	<b>Name</b>	<b>Days</b>	<b>Amount</b>
David Keller	20	10,082	Dane Dermody	29	10,123
Tyler Krug	29	9,908	David Becicka	29	10,963
Lance Dvorak	14	4,508	Thomas Lueck	29	10,088
Scott Samuelson	29	13,851	Olga Petrova	29	14,782
Mark McCreary	29	11,938	Richard Heath	29	13,981
Julia Rabe	29	10,894	Keith Hench	29	15,803
Jillissa Moorman	29	11,358	Connie Marberry	29	15,748
Renee Schlueter	14	7,554	Jeff Sadler	29	10,679
Shawnacy Kiker Perez	29	10,413	Sophie Joly	29	11,549
Edward Skaggs	29	13,438	Jessica Westin	29	12,697
Rachelle Biderman	29	10,568	Kyle Lobermeier	29	9,821

<b>Name</b>	<b>Days</b>	<b>Amount</b>	<b>Name</b>	<b>Days</b>	<b>Amount</b>
Shelby Myers	14	6,638	Andrew Mills	29	11,016
David Horsfield	10	4,571	Philip Koopman	29	12,771
Greg Krawiec	29	12,899	Jed Peterson	29	13,365
Michael Barshis	14	5,317	David McMahon	14	6,913

### **Retirement Incentive Program Withdrawal**

Mary Van Houten's retirement application with effective date of 8/31/2023 has been rescinded.