

**BOARD OF TRUSTEES
EASTERN IOWA COMMUNITY COLLEGE DISTRICT
August 20, 2012**

The Board of Trustees of the Eastern Iowa Community College District (Merged Area IX) met in Regular Session on August 20, 2012, in the Ellis Vetter Room at 306 West River Drive, Davenport, Iowa. President Robert Gallagher called the meeting to order at 7:00 p.m. with the following directors present: Brian Angwin, Kendra Beck, Dr. Joseph D'Souza, Mary Lou Engler, Michelle Garvin, Denise Hollonbeck, Bill Phelan, Milton Shaw. Absent: Dr. Joseph D'Souza, Michelle Garvin.

Minutes from the July 16, 2012, Regular Board meeting had been mailed to the Board members for their review. Director Shaw moved, seconded by Director Engler, to approve the minutes as submitted. Ayes: all. Nays: none. Motion carried.

Director Phelan reported for IACCT that the annual conference was an excellent experience. He congratulated MCC faculty member Dr. Jeff Kaufman on being named Outstanding Faculty Member for 2012.

Staff reports focused on the 2011-2012 year-end fiscal and enrollment reports. Lana Dettbarn, executive director for administrative services, presented the year-end financial report. She noted that the District has a fund balance of \$4,962,135, which meets the goal set years ago by the Board to have a reserve of 11 percent. Laurie Hanson, director of institutional effectiveness, presented the year-end credit enrollment numbers. Headcount was up .56% and credit hours were down 2.32%. Dr. Nancy Kothenbeutel, vice chancellor for continuing education and workforce development, presented the year-end non-credit enrollment numbers. Headcount was up 2.92% and contact hours were down 10.25%. Ms. Hanson then reported that full-time equivalency for the year was 9,421.27, a decrease of 3.75%. Chancellor Doucette noted that financial and enrollment numbers are fundamental measures of the institution, but not the only ones. He shared an outline of metrics and benchmarks that are under consideration, each of which are associated with the District's strategic plan focused on completion, efficiency and economic development.

A list of personnel items was presented for Board approval. Director Angwin moved, seconded by Director Beck, to approve the personnel list as submitted. Ayes: all. Nays: none. Motion carried.

Mark Kapfer, executive director of economic development, presented two Chapter 260E preliminary agreements: Black Cat Blades in the amount of \$375,000; and Midland Information Resources Company in the amount of \$115,000.

Director Phelan moved, seconded by Director Engler, to approve the Chapter 260E preliminary agreements. Ayes: all. Nays: none. Motion carried.

Board of Trustees

Mr. Kapfer presented six Chapter 260F retraining agreements: Refractory & Insulation Supply, Inc. in the amount of \$19,280; Solar Plastics, Inc. in the amount of \$11,360; Lewis Industrial Services in the amount of \$25,000; Genesis Health System in the amount of \$29,900; Plasti Paint, Inc. in the amount of \$4,999; and Muscatine Learning Consortium #12 in the amount of \$97,500.

Director Beck moved, seconded by Director Shaw, to approve the Chapter 260F retraining agreements. Ayes: all. Nays: none. Motion carried.

The Board was asked to approve several contractual agreements: renewal of the agreement with Bridgeview Community Mental Health Center to provide mental health services to CCC students; renewal of agreements with the City of Clinton and Clinton Schools for use of their facilities; renewal of the agreement with Bettendorf Schools to provide career exploration and training in the foodservice industry; renewal of the agreement with IACCT and the Community Colleges of Iowa for OneSource Training; a new agreement with the Rock Island Arsenal for engaging with their employees about postsecondary opportunities; a contract with Subway to provide foodservice at SCC; a nurse aide clinical agreement with Good Samaritan; an amendment to the educational affiliation agreement with Genesis Health System; and a master contract with all school districts in our service area to provide college credit courses to high school students.

Director Shaw moved, seconded by Director Engler, to approve the contractual agreements. Ayes: all. Nays: none. Motion carried.

Dr. Jeff Armstrong presented three change orders for Board approval: Precision Builders Change Order #1, in the amount of \$1,987.00, on the CCC Lecture Hall Renovation project; River Service Company Change Order #1, in the amount of \$6,661.00, on the CCC Maquoketa Advanced Manufacturing Center; and First Construction Group Change Order #7, in the amount of \$6,213.00, on the MCC Student Center and Strahan Hall projects.

Director Angwin moved, seconded by Director Phelan, to approve the three change orders. Ayes: all. Nays: none. Motion carried.

The Board conducted a first reading on proposed new Board Policy #444 – Child Abuse Reporting. A second reading will be conducted at the September 17, 2012, meeting.

Financial reports for the year ending June 30, 2012, and the month ending July 31, 2012, were presented. It was recommended that receipt of the reports be acknowledged and the reports placed on file.

Director Engler moved, seconded by Director Hollonbeck, to acknowledge receipt of the reports and to place them on file. Ayes: all. Nays: none. Motion carried.

Copies of the bills had been mailed to the Board members for their review. Board members were asked to approve payment of the bills as submitted.

Director Shaw moved, seconded by Director Hollonbeck, to approve payment of the bills as submitted. Ayes: all. Nays: none. Motion carried.

During Trustee Comments, Director Phelan thanked the Board members who attended the IACCT conference last month. Director Engler commented that she enjoyed the IACCT conference and that is well orchestrated. She also noted that the new ACCT president, who will take office at the ACCT conference in Boston in October, is from Iowa. Chancellor Doucette thanked Director Hollonbeck for attending the West Davenport Center ribbon cutting.

During Chancellor's Comments, Chancellor Doucette invited the Board members to attend any of the semester startup activities they might like. He commented that the new Barnes & Noble bookstores on campus are starting the semester fairly smoothly. Director Phelan asked if the book stores would be advertised and open to the public. Dr. Armstrong replied that they intend to do so after the first few weeks of classes.

The next Regular Board meeting is scheduled for 7:00 p.m. on September 17, 2102. The Board was asked to move the location of the meeting to the Wilton Community Center and Library, 1215 Cypress Street, Wilton, Iowa.

Director Hollonbeck moved, seconded by Director Engler, to hold the September 17, 2012, Regular Board meeting at the Wilton Community Center and Library. Ayes: all. Nays: none. Motion carried.

President Gallagher adjourned the meeting at 8:10 p.m.

Honey H. Bedell

Honey H. Bedell, Board Secretary

Approved:

Robert H. Hollonbeck

Board President