

**BOARD OF TRUSTEES  
EASTERN IOWA COMMUNITY COLLEGE DISTRICT  
February 18, 2013**

The Board of Trustees of the Eastern Iowa Community College District (Merged Area IX) met in Regular Session on February 18, 2013, in the Davenport Room of the Hotel Blackhawk, 200 East Third Street, Davenport, Iowa. Acting President Mary Lou Engler called the meeting to order at 7:00 p.m. with the following directors present: Kendra Beck, Kim Clausen, Dr. Joseph D'Souza, Mary Lou Engler, Michelle Garvin, Denise Hollonbeck, Bill Phelan, Milton Shaw. Absent: Robert Gallagher.

The Board conducted a public hearing on the transfer of property to Pleasant Valley Schools. No one appeared to speak for or against the transfer, and Acting President Engler closed the public hearing at 7:02 p.m.

Minutes from the January 28, 2013, Regular Board meeting had been mailed to the Board members for their review. Director Phelan moved, seconded by Director Shaw, to approve the minutes as submitted. Ayes: all. Nays: none. Motion carried.

Director Phelan had no IACCT report. Director Hollonbeck shared a report on the recent ACCT National Legislative Summit in Washington, D.C. She and Gary Mohr, executive director of external affairs, attended presentations and met with congressional representatives and staff members and staff at the U.S. Department of Labor. Acting President Engler thanked Director Hollonbeck and Mr. Mohr for representing EICC.

Laurie Hanson, director of institutional effectiveness, presented the staff report. Ms. Hanson gave an overview of the district's accreditation process, noting that EICC is one of 200 institutions that have elected AQIP accreditation from the Higher Learning Commission rather than the more traditional Pathways accreditation chosen by 800 institutions. She reviewed the criteria for accreditation and explained the importance of such recognition for transfer of credits, financial aid eligibility and assurance of quality. Ms. Hanson explained the AQIP Strategy Forum process, reviewed the resulting projects and shared the action plans for the two projects that are tied into the district's completion initiative. Chancellor Doucette recognized Ms. Hanson for her outstanding efforts to ensure EICC's compliance with AQIP and all other accrediting agencies.

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

Mark Kapfer, executive director of economic development, presented one Chapter 260E preliminary agreement, with Eagle Engineering in the amount of \$110,000.

Director Garvin moved, seconded by Director Shaw, to approve the Chapter 260E preliminary agreement. Ayes: all. Nays: none. Motion carried.

**Mr. Kapfer presented one Chapter 260F retraining agreement, with Clausen Companies in the amount of \$20,000.**

**Director D'Souza moved, seconded by Director Garvin, to approve the Chapter 260F retraining agreement. Abstention: Clausen. Ayes: all. Nays: none. Motion carried.**

**The Board was asked to approve a Chapter 28E agreement with Columbus Schools for a shared facility in Columbus Junction. Bob Allbee, MCC president, reviewed the project, noting that the facility will include three classrooms for MCC and administrative offices and a board room for Columbus Schools. EICC's portion of the project will come from remaining bond referendum funds and a forgivable loan from the MCC Foundation.**

**Director Phelan moved, seconded by Director Beck, to approve the contractual agreements. Ayes: all. Nays: none. Motion carried.**

**The Board was asked to approve plans and specifications for the Gaekle Hall HVAC Renovation project, to authorize publication of notice to bidders and to schedule a public hearing for 7:00 p.m. on March 11, 2013, at 306 West River Drive, Davenport, Iowa.**

**Director Garvin moved, seconded by Director Phelan, to approve the plans and specifications, authorize publication of notice to bidders and set the public hearing as recommended. Ayes: all. Nays: none. Motion carried.**

**Lana Dettbarn, executive director for administrative services, presented the FY2013-2014 budget estimate. She noted this estimate sets the property tax assessment for next year and the ceiling for expenses. The Board was asked to authorize publication of the budget estimate and to schedule a public hearing for 7:00 p.m. on March 11, 2013, at 306 West River Drive, Davenport, Iowa.**

**Director Shaw moved, seconded by Director D'Souza, to authorize publication of the budget estimate and to schedule a public hearing as recommended. Ayes: all. Nays: none. Motion carried.**

**A resolution authorizing transfer of three small parcels of land to the Pleasant Valley Schools was presented for adoption by the Board.**

**Director D'Souza moved, seconded by Director Beck, to adopt the resolution authorizing transfer. Ayes: all. Nays: none. Motion carried.**

**The Board conducted a first reading of proposed Board Policy No. 637 – Definition of Credit Hour. This policy is required for accreditation. A second reading will be conducted at the March 11 meeting.**

**The Board was asked to adopt a resolution designating Physical Therapy Assistant as an ACE-eligible program.**

**Director Clausen moved, seconded by Director Shaw, to adopt the ACE resolution. Ayes: all. Nays: none. Motion carried.**

**Financial reports for the month ending January 31, 2013, were presented. It was recommended that receipt of the reports be acknowledged and the reports placed on file.**

**Director Phelan moved, seconded by Director D’Souza, 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 Garvin, to approve payment of the bills as submitted. Ayes: all. Nays: none. Motion carried.**

**During Trustee Comments, Acting President Engler thanked the district for the enjoyable and interesting experience earlier in the day of participating in strategic planning with the four foundation boards.**

**During Chancellor’s Comments, Chancellor Doucette thanked Secretary Honey Bedell for her efforts in planning the afternoon’s activities, as well as the recent Staff Development Day. He noted that although enrollment is down, significant progress has been made in retention efforts, and faculty are engaged in several completion projects this semester. Development of new programs and revision of existing programs is underway, with many of the teams making progress at last week’s Staff Development Day. Several technology projects are in the works, including customer service software, an early alert system, new portal and website, and a new data reporting tool. Many positive efforts are taking place, including the development of a new strategic plan, and the district continues to move forward and realign resources.**

**The next Regular Board meeting is scheduled for 7:00 p.m. on March 11, 2013, in the Ellis Vetter Room at 306 West River Drive, Davenport, Iowa.**

**Acting President Engler adjourned the meeting at 7:49 p.m.**

**Board of Trustees**  
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**Approved:**

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**Honey H. Bedell, Board Secretary**

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**Board President**