

**BOARD OF TRUSTEES
EASTERN IOWA COMMUNITY COLLEGE DISTRICT
August 19, 2013**

The Board of Trustees of the Eastern Iowa Community College District (Merged Area IX) met in Regular Session on August 19, 2013, 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: Kendra Beck, Mary Lou Engler, Denise Hollonbeck, Bill Phelan, Milton Shaw. Absent: Kim Clausen, Dr. Joseph D'Souza, Michelle Garvin.

Minutes from the July 15, 2013, Regular Board meeting had been mailed to the Board members for their review. Director Phelan moved, seconded by Director Beck, to approve the minutes as submitted. Ayes: all. Nays: none. Motion carried.

Director Phelan commented that he, Director Engler and Chancellor Doucette attended a very worthwhile IACCT conference in Burlington at the end of July. The sessions were very informative. He commented that he enjoyed meeting and talking with trustees from other colleges and remains grateful for the strong leadership in EICC's organization.

Year-end financial and enrollment reports were presented for the staff report. Lana Dettbarn, executive director for administrative services, reviewed the FY2013 year-end financial report. She noted that the Board's goal of having six weeks of operating expenses in the fund balance was met last year and that EICC maintained that level in the fund balance at the end of FY13. Laurie Hanson, director of instructional support, reviewed the FY13 year-end enrollment numbers for credit programs, and Dr. Nancy Kothenbeutel, vice chancellor for workforce development, did the same for non-credit programs. Chancellor Doucette noted that the numbers tell the story of a year of highs and lows, in which EICC experienced anticipated enrollment declines but maintained a healthy fiscal status.

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

Mark Kapfer, executive director of economic development, presented two Chapter 260F/WTED retraining agreements: Tyson Fresh Meats, Inc. in the amount of \$25,000; and Monsanto Company in the amount of \$65,000.

Director Engler moved, seconded by Director Hollonbeck, to approve both Chapter 260F/WTED agreements. Ayes: all. Nays: none. Motion carried.

The Board was asked to approve several contractual agreements: facilities leases with Murray Storage, Clinton Schools, City of Clinton and Iowa Works; renewal of agreements with Family Resources and Vera French Community Mental Health Center

for student mental health services at MCC and SCC, respectively; and 13 clinical agreements for the nursing program.

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

The Board had received an action plan for expanding capacity with workforce development funding appropriated by the State of Iowa. Approval of the plan is required by the Iowa Department of Education, which has taken over administration of the programs from the Iowa Economic Development Authority.

Director Engler moved, seconded by Director Hollonbeck, to approve the Workforce Training and Economic Development (WTED) plan for FY2013-14. Ayes: all. Nays: none. Motion carried.

The Board was asked to increase the background check fee for students from \$20 to \$55. This is due to a requirement by several clinical sites for a national background check.

Director Beck moved, seconded by Director Phelan, to increase the background check fee from \$20 to \$55. Ayes: all. Nays: none. Motion carried.

Financial reports for the year ending June 30, 2013, and the month ending July 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 Engler, 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, President Gallagher thanked Directors Phelan and Engler for representing the Board at the IACCT conference.

During Chancellor's Comments, Chancellor Doucette noted that today was the deadline for payment of tuition and fees for the fall semester, which begins next Monday. Students who have not paid are dropped, with the opportunity to be re-registered for classes if payment is received by the end of the week. He noted that the number of

students dropped for non-payment this semester is down significantly from last year, when this policy was implemented. Enrollment at this point in time is trending slightly down from last year, but still within the budgeted range. He shared the first annual report from Barnes & Noble, which was awarded the contract to operate EICC's bookstores in order to provide more resources and reduce cost to students. He noted that this seems to have been a successful first year, and that the stores are now offering laptops and printers to students. In addition to the WTED plan, college leadership has also developed a plan for implementing expanded capacity in the areas of ABE/GED and Career Pathways, thanks to additional funding from the State. EICC will likely be hiring to meet this expanded capacity. Chancellor Doucette will roll out the draft strategic plan to faculty later this week when they return, and he looks forward to discussing the plan with the Board at their September 9 retreat.

The next Regular Board meeting is scheduled for 7:00 p.m. on September 19, 2013. The Board was asked to switch the locations of this meeting and the October 21, 2013, meeting.

Director Engler moved, seconded by Director Hollonbeck, to change the location of the September 19, 2013, Regular Board meeting to the Kahl Educational Center, 326 West Third Street, Davenport, Iowa, and the location of the October 21, 2013, Regular Board meeting to the Ellis Vetter Board Room, 306 West River Drive, Davenport, Iowa. Ayes: all. Nays: none. Motion carried.

President Gallagher adjourned the meeting at 8:04 p.m.

Honey H. Bedell, Board Secretary

Approved:

Board President