

**BOARD OF TRUSTEES
EASTERN IOWA COMMUNITY COLLEGE DISTRICT
August 18, 2014**

The Board of Trustees of the Eastern Iowa Community College District (Merged Area IX) met in Regular Session on August 18, 2014, 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, Kim Clausen, Dr. Joseph D'Souza, Mary Lou Engler, Denise Hollonbeck, Bill Phelan, Milton Shaw. Absent: Michelle Garvin.

Minutes from the July 21, 2014, Regular Board meeting and the August 12, 2014, Special Board meeting had been mailed to the Board members for their review. Director Phelan moved, seconded by Director D'Souza, to approve the minutes as submitted. Ayes: all. Nays: none. Motion carried.

President Gallagher recognized several guests in the audience, including Tara Barney of the Quad Cities Chamber of Commerce, and M.J. Dolan and David Palmer from the Iowa Association of Community College Trustees.

During Completion of the Agenda, Director Hollonbeck asked to add an agenda item following the Executive Session at the end of the meeting: Action on Board Human Resources Committee recommendation for Chancellor's Performance Increase.

Chancellor Doucette introduced Tara Barney, president and CEO of the Quad Cities Chamber of Commerce. He explained that he had invited Ms. Barney to talk with the Board about the QC Chamber's Regional Vision, noting that this vision aligns perfectly with the community colleges' mission and that the Quad Cities College and University Presidents' Council was the first to endorse the vision. Ms. Barney explained the Chamber's year-long, widespread conversation about the region's strengths and opportunities for transformation. Rather than developing a plan as a final product, the intent is to help organizations align with common goals and outcomes to create a movement for a cultural shift in the region. Growing, attracting and retaining talent is at the core of the vision. She also commented on her personal and the Chamber's excitement about the planned downtown Davenport urban campus and pledged to do whatever the Chamber can to help with this project.

Chancellor Doucette said that it is rewarding to see the business community recognize the importance of lifelong learning, one of the key areas of the community college mission. He asked the Board to adopt a resolution endorsing the Chamber's regional vision statement: The Quad Cities region is recognized globally for growing and attracting talent and businesses; is energized by a culturally rich community; inspires innovation; and embraces lifelong learning.

Director Phelan moved, seconded by Director D’Souza, to adopt the resolution as written. Ayes: all. Nays: none. Motion carried.

Director Phelan introduced M.J. Dolan, IACCT executive director, and David Palmer, IACCT legislative affairs staff. Ms. Dolan shared information with the Board about IACCT’s professional development program, the Wednesday Leadership Club, and reported on the outcomes of the recent IACCT Annual Meeting on August 1. State general aid and maintaining workforce development funding will be the top legislative priorities for the group this year, and she thanked EICC Board members and staff for the strong relationships and good work with area legislators. Mr. Palmer commented that the legislature has shown an interest in restricting local control in the last few sessions and that he hopes not to see this again. He thanked Chancellor Doucette and Gary Mohr, executive director for external affairs, as well as Jeff and Bobby Kaufman, for their effectiveness in advocating for community colleges. Chancellor Doucette thanked Ms. Dolan and Mr. Palmer for the wonderful job they do and noted IACCT is the best state organization of its type he has been involved with. Director Phelan commented that in his meetings with the IACCT group it has become clear that Chancellor Doucette is well-respected by that group and the presidents’ group, and that EICC is fortunate to have him representing us in Des Moines.

The staff report focused on year-end reporting. Lana Dettbarn, executive director for administrative services, reviewed the year-end fiscal report. She shared income and expenses, and noted that an additional \$12,000 was added to the fund balance, maintaining the Board’s goal of keeping six weeks of operating expenses in reserve. Erin Snyder, director of enrollment management and strategic communications, shared the new EICC Fact Book and reviewed enrollment data for FY14. She commented on credit, non-credit and full-time equivalent enrollment in several areas. Debora Sullivan, director of human resources, shared data related to the colleges’ faculty and staff and noted areas for future focus, including increasing diversity, advancing employees’ education, and succession planning to address our aging workforce. Chancellor Doucette noted we now have better data than we have ever had in the past and that we are using it, not hiding it. Director Phelan asked if this better warehouse of data would allow the Board to see this data ahead of the meeting in the future in order to have time to reflect; Chancellor Doucette responded that it will.

A list of personnel items was presented for Board approval. Director Clausen 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: Grace Engineered Products, Inc. in the amount of \$95,000; and Lee Enterprises in the amount of \$90,000.

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

Mr. Kapfer presented a Chapter 260F/WTED agreement with Redstone Content Solutions in the amount of \$25,000.

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

The Board was asked to approve several contractual agreements: nursing clinical agreements for the 2014-15 academic year; an EMS clinical agreement with Mercy Medical Center in Clinton; leases with Murray Warehousing for downtown Davenport storage space, RPJ Enterprises for shop space for high school concurrent enrollment classes, and the City of Clinton for the Ericksen Community Center gym; Family Resources, Inc. for student mental health services at SCC; and memoranda of agreement with Bettendorf and North Scott Schools for the Quad Cities Career Connections program.

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

Chancellor Doucette asked Dr. Karen Vickers, president of Clinton Community College, to provide background information on the Letter of Intent with Bickelhaupt Arboretum. Dr. Vickers explained that the owners of the arboretum have decided they no longer wish to operate it but want it to continue. Because of their strong connection with Clinton Community College, they would like to give the 14 acre center to EICC. Assets of the arboretum would go to the CCC Sharar Foundation, which will be asked to restrict them for arboretum operating expenses. Chancellor Doucette noted this is the second major Letter of Intent for Board consideration this month and represents a game-changing project for the Clinton area. The arboretum is an incredible community asset, he noted, and is coming to us because of the high regard the Bickelhaupt family holds for CCC and Dr. Vickers' leadership. He said the college expects the arboretum to be self-supporting and eventually generate additional revenue for the college.

Director Clausen moved, seconded by Director Engler, to approve the Letter of Intent with Bickelhaupt Arboretum. Ayes: all. Nays: none. Motion carried.

The Board was asked to approve Change Order #4 from Tricon Construction Group, a deduct in the amount of \$190.00, for the CCC Physical Therapy Assistant lab renovation project.

Director Shaw moved, seconded by Director D’Souza, to approve the change order. Ayes: all. Nays: none. Motion carried.

The Board was presented with a resolution authorizing minimum and maximum deposits in area banks. The list of banks is unchanged from the previous resolution, with the exception of the name change of The National Bank to Triumph Community Bank.

Director Phelan moved, seconded by Director D’Souza, to adopt the depository resolution. Ayes: all. Abstention: Beck. Nays: none. Motion carried.

The Board conducted a first reading on proposed new Board Policy 784 – Naming of College Facilities. Chancellor Doucette explained that in preparation for a capital campaign, the colleges should have a common policy for naming facilities and spaces. The proposed policy is based on research of similar policies at other colleges and incorporates language from the existing Sharar Foundation policy; the other three EICC-related foundations do not have naming policies at this time. Director Engler asked to see the Sharar Foundation policy. Director Phelan noted that no giving levels are included in the policy and that those would need to be determined by the Board. Chancellor Doucette noted this is a first reading and asked that any comments or questions be directed to himself or to Secretary Bedell.

Financial reports for the months ending June 30, 2014, and July 31, 2014, were presented. It was recommended that receipt of the reports be acknowledged and the reports placed on file.

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

During Trustee Comments, President Gallagher said he was pleased with the strong turnout for last week’s news conference about the new downtown campus project and commented that now the real work begins.

During Chancellor’s Comments, Chancellor Doucette said that preliminary fall enrollment numbers do not look good, and the colleges are adjusting their expenses accordingly. EICC is in a multi-year process of right-sizing the organization to fit the

current enrollment state, and the Chancellor noted that all hands are on deck to address the situation responsibly and to continue to move forward. This trend is similar to what is being seen around the country. Chancellor Doucette also called the Board's attention to a document at their places from the American Association of Community Colleges, "Empowering Community Colleges to Build the Nation's Future." He asked Board members to read this in advance of the September 17 Board retreat for perspective on how EICC compares to other colleges in the United States.

The next Regular Board meeting is scheduled for 7:00 p.m. on September 15, 2014, at Scott Community College, 500 Belmont Road, Bettendorf, Iowa.

The Board was asked to enter into Executive Session to discuss a personnel matter. Director Shaw moved, seconded by Director D'Souza, to enter into Executive Session. On roll call vote: Ayes: Beck, Clausen, D'Souza, Engler, Gallagher, Hollonbeck, Phelan, Shaw. Nays: none. Motion carried.

The Board entered into Executive Session at 8:27 p.m. and returned to Regular Session at 9:48 p.m.

On behalf of the Board Human Resources Committee, Director Hollonbeck moved to award Chancellor Doucette a bonus of \$6,000 based on the performance measured in Part II of his annual evaluation, at a time and in a method to be determined. Ayes: all. Nays: none. Motion carried.

Chancellor Doucette thanked the Board for this vote of confidence and said that he will defer action on this award pending budgetary decisions.

President Gallagher adjourned the meeting at 9:55 p.m.

Honey H. Bedell, Board Secretary

Approved:

Board President