

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

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

The Oath of Office was taken by Director Shaw, and Director Gallagher was sworn in as President.

Minutes from the October 21, 2013, Regular Board meeting had been mailed to the Board members for their review. Director Clausen moved, seconded by Director Shaw, to approve the minutes as submitted. Ayes: all. Nays: none. Motion carried.

Director Phelan shared a schedule of upcoming IACCT events with the Board, including the annual holiday celebration in Des Moines on December 5, the next IACCT Board meeting on December 6, the Student Legislative Seminar on January 30, and the ACCT National Legislative Summit in Washington, DC, February 10-13, 2014. He also reminded the Board members to watch for the IACCT professional development webinars each month.

Dr. Ellen Kabat Lensch, executive director for resource development, introduced the staff report, an annual update on grants and international activities. Dr. Kabat Lensch gave an overview of the grants and contracts received in FY2013, including almost \$8.9 million in grant funding, a four percent increase from the previous year. Dr. Wayne Merrell, director of the engineering technology program and Department of Labor grants, gave an overview of the statewide Iowa Advanced Manufacturing grant activities and a closer look at the new DOL-funded engineering technology program at EICC. Dr. Jeremy Pickard, international education coordinator, shared a brief overview of international activities in the district and introduced SCC faculty members Lori Walljasper and Anna Schony. Ms. Walljasper and Ms. Schony, along with Dr. John Baker, were the leaders of a Great Teachers Workshop at Al Quds College in Jordan last summer as part of a USAID-funded partnership. They talked about their experiences with the Al Quds faculty and commented on the relationships built and resources discovered during the program.

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

Mark Kapfer, executive director of economic development, presented three Chapter 260F/WTED retraining agreements: H.J. Heinz Company in the amount of \$25,000; Shakespeare's Chocolates in the amount of \$12,000; and Simply Soothing in the amount of \$4,999.

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

The Board was asked to approve several contractual agreements: an agreement with St. Ambrose University for a new ESL Pathway program; a nursing clinical agreement with Medical Associates/Gateway Surgical Center; and an agreement with the area high schools for college credit programming.

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

The Board was asked to write off \$4,026.48 in insufficient funds checks for FY13. Lana Dettbarn, executive director for administrative services, assured the Board every effort had been made to collect these outstanding debts.

Director Beck moved, seconded by Director Hollonbeck, to write off the insufficient funds checks. Ayes: all. Nays: none. Motion carried.

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

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

During Trustee Comments, Director Hollonbeck reported on the first meeting of the Board's Human Resources Committee. She shared goals and metrics that have been recommended for use in the performance evaluation of the Chancellor. President Gallagher and Vice President Engler thanked the committee for their work. Chancellor Doucette noted this same evaluation method will be implemented for the Chancellor's Cabinet, and that this is a strong step toward implementing the Board's interest in

performance-based evaluation. Director Phelan complimented MCC on the launch of the new entrepreneurial center today. Director Engler complimented the CCC graphic arts students' work on the new 2014 calendar that was shared with the Board.

During Chancellor's Comments, Chancellor Doucette noted he will be interviewing three finalists for the new Director of Human Resources position tomorrow; they were chosen from an excellent applicant pool. He commented that the strategic plan refers to "signature programs" and noted that the engineering technology program described earlier is certainly one of these, as are nursing and allied health; work is underway to make information technology a signature program, as well. EICC had a very positive Higher Learning Commission check-up visit last week, and Chancellor Doucette shared some of the evaluators' comments. They were particularly impressed with the inclusive process used to create the new strategic plan and with EICC's focus on student success. He looks forward to their positive formal comments. President Gallagher noted that several Board members had a very good conversation with the visitors, and Vice President Engler commented on what a privilege it was to meet with them and share the joy of being a member of this Board; she expressed her appreciation to all EICC staff for the excellent work they do.

The next Regular Board meeting is scheduled for 7:00 p.m. on December 16, 2013, at Muscatine Community College, 152 Colorado Street, Muscatine, Iowa.

President Gallagher adjourned the meeting at 7:58 p.m.

Honey H. Bedell, Board Secretary

Approved:

Board President