

**BOARD OF TRUSTEES
EASTERN IOWA COMMUNITY COLLEGE DISTRICT
November 17, 2014**

The Board of Trustees of the Eastern Iowa Community College District (Merged Area IX) met in Regular Session on November 17, 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, Michelle Garvin*, Denise Hollonbeck*, Bill Phelan. Absent: Milton Shaw. *Attended by conference call.

Minutes from the October 20, 2014, Regular 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.

During Audience and Communications, Chancellor Doucette introduced Kenneth Wayne Thompson, Executive Director of the Davenport Public Library, to talk about the Davenport Reads partnership. Mr. Thompson was joined by Rachael Steiner from the Davenport Public Schools and Peg Garrison, dean of SCC's West Davenport Center. They shared some of the tremendous outcomes achieved during the program's first year and talked about the current focus on adult literacy, with cooperative programming between the Davenport schools, the library and EICC.

Director Phelan noted that the next IACCT meeting is scheduled for early December and he will provide an update following that meeting.

Chancellor Doucette introduced Dr. Ellen Kabat Lensch, executive director for resource development and innovation, for the staff report. Dr. Kabat Lensch reported on the grants and federal contracts received by EICC in the previous fiscal year. Brian Ritter, educational coordinator for Nahant Marsh, reported on activities from one of those grants, the LSAMP IINSPIRE program that provides stipends to college students at 16 colleges and universities in Illinois, Iowa and Nebraska for summer research projects. Nine students in the last two years have conducted research projects at Nahant Marsh. Dr. Jeremy Pickard, international education director, reported on EICC's international activities, including a recent trip he and MCC President Bob Allbee took to China during which memoranda of understanding were signed with five Chinese institutions for short-term faculty and student exchanges. He thanked the Board for their support of international education.

A list of personnel items was presented for Board approval, with revisions from the list sent with the Board packet. Director Beck moved, seconded by Director Engler, to approve the personnel list as revised. Ayes: all. Nays: none. Motion carried.

Mark Kapfer, executive director of economic development, presented three Chapter 260E preliminary agreements: Bowe Machine Co. in the amount of \$150,000; Expander Americas, Inc. in the amount of \$195,000; and Gerdau in the amount of \$170,000.

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

Mr. Kapfer presented a Chapter 260F/WTED retraining agreement with Rock-Tenn Converting Company in the amount of \$29,720.

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

The Board was asked to approve the renewal of the lease agreement at MCC with Community Action of Eastern Iowa for the Head Start program, and an educational services agreement with 13 Iowa and Illinois community colleges for the sonography program.

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

The Board was asked to provide formal approval to a new A.A.S. program in sonography, allowing it to be filed for approval with the Iowa Department of Education.

Director Engler moved, seconded by Director Clausen, to approve the sonography program. Ayes: all. Nays: none. Motion carried.

The academic calendar for 2015-2016 was presented for Board approval. There are no significant changes from previous calendar.

Director D’Souza moved, seconded by Director Clausen, to approve the new academic calendar. Ayes: all. Nays: none. Motion carried.

The Board conducted a second reading of the proposed change to Board Policy 734 – Approval and Payment for Goods and Services. The change includes unemployment benefits charges in the list of payments over \$5,000 that can be made without Board approval.

Director Phelan moved, seconded by Director Clausen, to adopt the revision to Board Policy 734. Ayes: all. Nays: none. Motion carried.

The Board was asked to write off \$1,403.00 in nonsufficient funds checks. Collection had been attempted on all.

Director D'Souza moved, seconded by Director Beck, to write off the NSF checks. Ayes: all. Nays: none. Motion carried.

Financial reports for the month ending October 31, 2014, were presented. It was recommended that receipt of the reports be acknowledged and the reports be placed on file.

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

During Trustee Comments, Directors D'Souza and Gallagher commented on the ACCT Annual Congress they attended with Chancellor Doucette and Director Shaw last month. Both found the conference to be beneficial.

During Chancellor's Comments, Chancellor Doucette noted that fall enrollment was down 10 percent and spring enrollment at this time is also down. EICC's focus continues to be on ensuring the success of every student this semester, which includes helping students re-enroll for spring. State policy is making the higher education environment more competitive than ever. One area of focus will be to convert more concurrently enrolled high school students to EICC students upon their high school graduation. EICC continues to look for ways to reduce costs, including energy efficiency and reduced travel, as well as the implementation of a suggestion box for employees and the reopening of the early retirement window. He provided a brief update on the downtown Davenport campus project, noting that many aspects of feasibility look very positive and that progress is being made on the financial model. In response to both the capital campaign and the upcoming Department of Education visit, EICC will begin updating and expanding its facilities plan in the coming weeks. EICC has also established an Emergency Employee Assistance Fund to help employees with emergency financial situations. The program will be administered by the Human Resources Department with funds held in the EICCD Foundation.

The next Regular Board meeting is scheduled for 7:00 p.m. on December 15, 2014, at Muscatine Community College, 152 Colorado Street, Muscatine, Iowa.

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President Gallagher adjourned the meeting at 8:25 p.m.

Approved:

Honey H. Bedell, Board Secretary

Board President