

**BOARD OF TRUSTEES
EASTERN IOWA COMMUNITY COLLEGE DISTRICT
April 21, 2014**

The Board of Trustees of the Eastern Iowa Community College District (Merged Area IX) met in Regular Session on April 21, 2014, in the Auditorium at Clinton Community College, 1000 Lincoln Boulevard, Clinton, 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. Absent: Milton Shaw.

Minutes from the March 10, 2014, Regular Board meeting had been mailed to the Board members for their review. One correction was noted: the date of the Next Regular Board meeting should be April 21, 2014. Director Phelan moved, seconded by Director Engler, to approve the minutes as corrected. Ayes: all. Nays: none. Motion carried.

During Audience and Communications, President Gallagher thanked CCC President Karen Vickers and her staff for hosting the Board meeting and for the excellent dinner and hospitality.

Director Engler had attended the most recent IACCT Board meeting and shared a brief report. She noted that the IACCT conference in Des Moines was very good, with interesting sessions and good discussions with area legislators. President Gallagher agreed meeting in Des Moines periodically is a good idea.

In introducing the staff reports, Dr. Vickers thanked the Board for meeting in Clinton and commented how much the CCC family enjoys having them visit. She noted that April is Community College Month and that the college is celebrating with a full schedule of activities and a series of editorials and letters to the editor in area newspapers. She was pleased to share that CCC was named by the *Des Moines Register* to their "Top 100 Workplaces in Iowa" for the second year in a row, and that Ron Serpliss, CCC's dean of the college, was recognized by Phi Theta Kappa as Administrator of the Year. CCC faculty member Beth Wood was named ICCOC Faculty Member of the Year, and MCC advisor Dave Carson received the organization's Support Services Award; EICC's Tom Rathmann was also nominated for that award. CCC faculty member Gina Bielski introduced student Kambren Bigwood, whose video won first prize at the inaugural Family Resources "Opening Doors" Film Festival. Chancellor Doucette also noted that

Board of Trustees

April 21, 2014 – page 2

Director D'Souza and his dental practice were recognized last week with the Better Business Bureau Integrity Award.

Dr. Vickers and Jane Haugland, district financial aid officer, gave the Board an overview of EICC's financial aid processes. Dr. Vickers talked about the staff and their team approach to serve districtwide needs, and Ms. Haugland reviewed all of the federal and state financial aid programs, as well as some of the challenges the staff faces in dealing with ever-changing regulations, reporting and default management. Dr. Vickers shared answers to ACCT's "six financial aid questions every trustee should know the answers to," and Chancellor Doucette commented on the excellent leadership Dr. Vickers and Ms. Haugland provide.

Dr. Vickers then introduced Eric Allen, who is providing leadership in developing the new physical therapy assistant program. Mr. Allen shared an outline of the program and the timeline for accreditation.

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

Mark Kapfer, executive director of economic development, presented 11 Chapter 260E final agreements: Carleton Life Support Systems, Inc. dba Cobham Mission Systems Division in the amount of \$865,000; Clysar LLC in the amount of \$570,000; Collis Inc. wholly owned subsidiary of SSW Holdings in the amount of \$395,000; Data Dimensions Corporation in the amount of \$180,000; Genesis Systems Group, LLC in the amount of \$400,000; GSTC Logistics, Inc. in the amount of \$155,000; HJ Heinz I Company, LP and Heinz Management LLC in the amount of \$430,000; MidAmerican Glass, Inc. in the amount of \$80,000; Miracle Tools America LLC and MA Ford Mfg. Co. in the amount of \$350,000; Per Mar Security and Research Corp. in the amount of \$300,000; and Rail.One USA Corporation in the amount of \$570,000.

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

Board of Trustees

April 21, 2014 – page 3

The Board was asked to take two actions in preparation for the issuance of Industrial New Jobs Training Certificates in May.

Director Hollonbeck moved, seconded by Director Clausen, to provide for the publication of notice on the proposition of issuance of not to exceed \$4,725,000 Industrial New Jobs Training Certificates. Ayes: all. Nays: none. Motion carried.

Director D'Souza moved, seconded by Director Clausen, to approve the preliminary official statement and electronic bidding procedures. Ayes: all. Nays: none. Motion carried.

Mr. Kapfer presented a request to approve partial redemption of outstanding Industrial New Jobs Training bonds for Series 2005-1 and 2006-1 and direct notice be given to bond holders.

Director Phelan moved, seconded by Director Hollonbeck, to approve the partial redemption. Ayes: all. Nays: none. Motion carried.

Mr. Kapfer then presented four Chapter 260F/WTED retraining agreements: Eastern Iowa Small Business Development Center in the amount of \$12,308; Kunau Implement Co. in the amount of \$4,999; Rock-Tenn Converting Company in the amount of \$25,000; and PCT Engineered Systems, LLC in the amount of \$11,200.

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

The Board was asked to approve four contractual agreements: a memorandum of agreement with Clinton Schools for construction trades; a memorandum of agreement with Maquoketa Schools for welding and English/communications; renewal of the Kahl Building lease with Janice Roemer, Attorney; and a nursing clinical agreement with Senior Star Tenant, LLC.

Director D'Souza moved, seconded by Director Hollonbeck, to approve the contracts as presented. Ayes: all. Nays: none. Motion carried.

Board of Trustees

April 21, 2014 – page 4

The Board was asked to approve Change Order #3 in the amount of \$1,251.80 from Tricon Construction Group for the CCC physical therapy assistant lab project.

Director Hollonbeck moved, seconded by Director Beck, to approve the change order. Ayes: all. Nays: none. Motion carried.

Chancellor Doucette recommended the suspension of three academic programs: aviation, horticulture and interior design. The programs have each experienced declining enrollment over the past several years; remediation measures have not achieved needed change. Resources from these programs will be reallocated to new and higher demand programs.

Director Garvin moved, seconded by Director Phelan, to suspend the aviation, horticulture and interior design programs effective immediately, that the students currently enrolled in these programs be provided the opportunity to complete their studies through the 2015 academic year, that these programs no longer be listed as offered by EICC, and that no new students be accepted into these programs. Ayes: all. Nays: none. Motion carried.

The Board conducted a second reading of proposed changes to Board Policy 507 – Student Residency Status. In addition to the changes read in March 2014, Chancellor Doucette recommended removing the 50-mile radius requirement for active duty and military veterans.

Director Phelan moved, seconded by Director Clausen, to approve the changes as amended to Board Policy 507. Ayes: all. Nays: none. Motion carried.

The Board conducted a first reading of a proposed new policy, Board Policy 444 – Emeritus Status. The proposed policy would allow for a new program to honor retiring employees who have served EICC with distinction for 15 or more years. A second reading will be conducted in May.

***Director Clausen had to leave the meeting.**

Board of Trustees

April 21, 2014 – page 5

The Board considered an increase in tuition and fees. Chancellor Doucette recommended a \$3 per credit hour increase, bringing tuition and fees to \$137 per credit hour. Board discussion included expressing a desire to remain at or near the low end of tuition rates for community colleges, a concern about raising tuition at all, and a preference for a slow, steady increase if needed rather than a dramatic increase in a single year.

Director D'Souza moved, seconded by Director Garvin, to set the tuition rate for FY2014-2015 at \$137 per credit hour. Ayes: all. Nays: none. Motion carried.

The Board had approved the purchase of real estate next to the Clinton Community College campus in December, setting a closing date by resolution of January 21, 2014. Additional paperwork needed from the sellers delayed the closing, and the Board was asked to adopt a resolution authorizing a new closing date of April 1, 2014.

Director Beck moved, seconded by Director Hollonbeck, to adopt the resolution extending the closing date. Ayes: all. Nays: none. Motion carried.

The Board was asked to approve continuation of their membership in the Association of Community College Trustees by approving payment of the annual dues.

Director Phelan moved, seconded by Director Engler, to approve payment of the ACCT dues. Ayes: all. Nays: none. Motion carried.

Financial reports for the month ending March 30, 2014, were presented. It was recommended that receipt of the reports be acknowledged and the reports be placed on file.

Director Engler moved, seconded by Director Hollonbeck, to acknowledge receipt of the financial 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.

Board of Trustees

April 21, 2014 – page 6

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

During Trustees’ Comments, President Gallagher welcomed Director Phelan back. Director Phelan thanked Directors Hollonbeck and Engler for serving on the IACCT Board in his absence. Director Engler commented that she was happy to have the opportunity to represent EICC at the annual Mississippi Bend AEA Board/Administrator Banquet last week.

For the Chancellor’s Comments, Chancellor Doucette noted that with the lateness of the hour and the upcoming Executive Session, he would hold save further comments for another time.

The next Regular Board meeting is scheduled for 7:00 p.m. on May 12, 2014, which is a week earlier than usual due to a conflict with commencement ceremonies. The change in meeting date had been previously approved as part of the meeting schedule.

The Board was asked to enter into Executive Session to receive the Chancellor’s recommendation for contract terminations and to discuss a real estate matter. Director D’Souza moved, seconded by Director Hollonbeck, to enter into Executive Session for the purposes stated. On roll call vote: Ayes: Beck, D’Souza, Engler, Gallagher, Garvin, Hollonbeck, Phelan. Nays: none. Absent: Clausen, Shaw.

The Board entered into Executive Session at 8:30 p.m. and returned to Regular Session at 10:26 p.m.

President Gallagher adjourned the meeting at 10:26 p.m.

Honey H. Bedell, Board Secretary

Approved:

Board President