



Board of Trustees : Meeting Minutes

Minutes for the Regular meeting of the Board of Directors of
Iowa Western Community College

January 14, 2019 | 2:00pm

CALL TO ORDER

The Regular Meeting of the Board of Trustees of Iowa Western Community College was held at 2:00 pm on Monday, January 14, 2019, on the Council Bluffs Campus, 2700 College Road, Council Bluffs, IA.

The meeting was called to order by President Brent Siegrist.

ROLL CALL

Members present: Gregg Connell, Larry Winum, Brent Siegrist, Kathy Rieger, Kirk Madsen, Connie Hornbeck, Randy Pash, and Scott Robinson. Absent: Dr. John Marshall. Also present: Dr. Dan Kinney, President of the College; Sheila Applegate, Acting Board Secretary; Eddie Holtz, Board Treasurer; Tori Christie, Molly Noon, Mark Stanley, Dr. Marjorie Welch and Don Kohler.

APPROVE AGENDA

Motion was made by Mr. Winum, seconded by Mr. Madsen, to approve the agenda. All aye votes were recorded. Motion carried.

APPROVE MINUTES

Motion was made by Mrs. Rieger, seconded by Mr. Pash, to approve the minutes of the Regular Board Meeting held on December 17, 2018, as presented. All aye votes were recorded. Motion carried.

MONITORING INFORMATION ABOUT COLLEGE OPERATIONS

President's Report

Dr. Dan Kinney, President of the College, reported on the following:

- Dr. Kinney, along with three other community college presidents and several high school superintendents, recently met with Senator Amy Sinclair to provide feedback on a bill she is drafting to address concurrent enrollment.

IACCT Report

Connie Hornbeck, IACCT Representative, reported on the following:

- The IACCT Board will be meeting later this month.
- The IACCT Student Legislative Seminar will be held on February 23-24, 2019 in Des Moines.
- The ACCT National Legislative Summit will be in held in Washington DC February 10-13, 2019.

CONSENT AGENDA

Motion was made by Mrs. Hornbeck, seconded by Mr. Madsen, to approve the Consent Agenda as presented. All aye votes were recorded. Motion carried.

Personnel Report

Eddie Holtz, Vice President of Finance, presented the Board with the Personnel Report.

New employees include: Steven Saunders, BCES Instructor; Ariana Hajdu, Art Instructor; Richard Kennedy, Culinary Arts Instructor; Tynita Taylor, Residence Life Coordinator; and Steven Jensen, HiSet Instructor.

Employees leaving include: Brandon Green, Accounting Manager; Terry Bailey, POSIT Intermediary Specialist; and Dustin Price, Art Instructor.

Financial Report

Eddie Holtz, Vice President of Finance, presented the Board with the Financial summary. Highlights from the report include:

- Property Tax Valuations – We have received the property tax valuation reports from all 13 county auditors, with the exception of Monona County, for the FY20 budget process. All counties reported increases ranging from a low of 1.8% to the high of 6.46%. Overall, Iowa Western's valuations increased 3.66% and the increase will generate approximately \$76,700 in tax revenue for the General Fund.

Curriculum

Dr. Marjorie Welch, Vice President of Academic Affairs, presented the Board with changes to the curriculum. Changes include:

Program Modifications

Pre-Engineering AS

Changed semesters that we offer Calculus III and Differential Equations in the Pre-Engineering program to match the sequencing of other higher MAT course offerings. We will offer Calculus III in fall and Differential Equations in spring. There is low enrollment in these sections.

Diesel Technology AAS

Diesel Mechanics Diploma

Advisory committee recommends requiring ENG 110 Writing for the Workplace over ENG 105 Composition I because it will better prepare students for the specific work of their industry. Students

who transfer into IWCC with ENG 105 will still be allowed to substitute the course with the registrar on the back end.

Associate of Arts

The AA degree requirement of 10 credits from science and mathematics is being reduced to 8 credits of science and mathematics to match Iowa State Code and enable more students to successfully complete the degree.

General Studies AS

General Studies AGS

Program requirements changed from 64 credits to 60-64 credits. Program sequence is being updated to remove 4 general elective credits, taking the total credits down to the minimum of 60.

Medical Assistant Diploma

Course description is being modified to include an additional option for student certification upon completion of the program.

Communication Studies AA

This recommendation is to delete Voice and Diction (SPC-160), with the awareness that the Communication Studies program will be affected. Voice and Diction does not fit in with the current program goals. A course that speaks to mediated communication is more appropriate to our goals. In place of Voice and Diction, the Communication department suggests that the Communication Studies majors be required to take Introduction to Mass Media (JOU-110). Since communication is moving towards mediated communication, the addition of a Mass Media component will give students a more holistic communication education. Additionally, most institutions offer a Mass Media component as part of the Communication degree.

Audio Engineering AAS

This program modification is to add three general education credits to the program to satisfy new Iowa Department of Education requirements. ART 125 Digital Media will qualify as a humanities course to bring the program up to 15 general education credits. Students in this program are also much more interested in practical writing, and we are recommending Writing for the Workplace (ENG 110) be the designated communications course for the program.

Program Deletions

Construction Technology AAS

Delete the Construction Technology AAS program and retain the Construction Technology Certificate and Diploma program.

Graphic Communications AAS

Graphic Communications Diploma

The AAS and Diploma are being deleted, and a Graphic Communication AA is being proposed to meet the needs of students wishing to obtain a transfer degree to continue on to a bachelor's degree in graphic design. This program will fall under the Art department, and work closely with the information technology department.

New Program

Graphic Design AA

Graphic Design AA is proposed to meet the needs of students wishing to obtain a transfer degree to continue on to a bachelor's degree in graphic design. This program will fall under the Art department, and work closely with the information technology department.

New Courses

ART 126 Digital Media II

This course will be a modified version of GRA 141 Digital Imaging II. In order to make sense in the sequence of the new Graphic Design AA program, this course will be named ART 126 Digital Media II to follow ART 125 Digital Media.

MUS 936 Audio Engineering Internship

Technical Music Internship is currently a three credit course taught with the requirement of 48 hrs./1 cr. As IWCC has changed its practices to requiring all internships be 65 hrs./1 cr., the credit hours of the course are being lowered to even out. Because credit hours are changing, we have to create a new course with a new course number. MUS 935 will be deleted.

Course Modifications

GRA 141 Digital Imaging II

Course description, objectives, and prerequisite are being updated to fit the new Graphic Design AA program of study.

GRA 104 Introduction to Graphic Communications

GRA 173 Typography

Course description and objectives are being updated to fit the new Graphic Design AA program of study.

MMS 113 Introduction to Media Production

MMS 114 Media Production II

MMS 190 Broadcast Promotions

MMS 260 Electronic Media Sales and Management

MMS 296 Video Practicum I

MMS 297 Video Practicum II

MMS 301 Video Practicum III

Course descriptions include "CBTV" and "CBTV 17". These acronyms should be replaced with "Iowa Western Media".

ENG 110 Writing for the Workplace

Prerequisite needs to be updated to reflect current practices and course offerings.

DRA 101 Introduction to Theatre

Course is being modified to qualify as a diversity course. Theatre and performance span across all eras and cultures. This outcome is expressed in course objective, "Compare how diverse cultures and cultural issues are expressed and explored through dramatic events and/or literature". This comparison naturally occurs when students encounter several pieces of dramatic literature from diverse authors about diverse cultures. This clear objective ensures that the instructor will highlight it, giving it the weight and class time it deserves. The student will then leave the course with a much broader understanding of diverse times and varied cultures beyond their own.

Course Deletions

MMS 932 Media Studies Internship

Media Studies Internship is currently a three credit course taught with the requirement of 48 hrs./1 cr. As IWCC has changes its practices to requiring all internships be 65 hrs./1 cr., the credit hours of the course are being lowered to even out. Because credit hours are changing, we have to create a new course with a new course number. MMS 993 will be added as a two credit course.

MUS 935 Technical Music Internship

Technical Music Internship is currently a three credit course taught with the requirement of 48 hrs./1 cr. As IWCC has changed its practices to requiring all internships be 65 hrs./1 cr., the credit hours of the course are being lowered to even out. Because credit hours are changing, we have to create a new course with a new course number. MUS 936 will be added as a two credit course.

CLS 183 Baseball and American Culture

CLS 184 Rock and Roll and American Culture

These courses are specialized courses and not required for any program. We recommend deletion of the courses to streamline our liberal arts course offerings.

MMS 108 Sports Production – Audio

MMS 109 Advanced Sports Production

MMS 150 Electronic News Writing

MMS 151 Fall Sports Announcing

MMS 153 Summer Sports Announcing

MMS 290 Radio Cooperative Education

MMS 291 Video Cooperative Education

MMS 930 Sports Media Internship

These courses are required or elective courses in media studies programs that will be deleted from the catalog Fall 2019. The program deletions were approved last year. We are now cleaning up the catalog, since all students have been “taught out.”

ACTION ITEMS

Public Hearing: KIWR FY18 Year End Operations and Audit Report

Motion was made by Mrs. Hornbeck, seconded by Mr. Madsen, to enter into a public hearing for the KIWR FY18 Year End Operations and Audit Report. All aye votes were recorded. Motion carried.

The Board entered into a Public Hearing at 2:45pm.

KIWR Operations Report

Don Kohler, Vice President of Marketing and Public Relations, presented the Board with the FY18 KIWR Operations Report.

Highlights from the report include:

- KIWR continues to rank high on the Nielson rankings. Don shared that KIWR is ranked first with men ages 18-34 during the Monday through Friday 6:00am to 10:00am time slot.
- KIWR continues to be active in the community, delivering 4,627 Public Service Announcements during FY18 for numerous non-profit organizations and their events. Examples include: Filmstreams Omaha, Pick A Pet (Humane Society), Dancing with the Omaha Stars, Special Olympics Polar Plunge, Wounded Warriors, Micah House, Out of the Darkness Suicide Walk, NDEM Career Fair, National Adoption Month, Pine Ridge Reservation, and Iowa State Patrol.

- The station also covers several college athletic events along with promoting academic programs, HiSet and Continuing Education programs.

KIWR FY18 Audited Financial Report

Eddie Holtz, Vice President of Finance, presented the Board with the KIWR FY18 Audited Financial Report prepared by Denman & Company, LLP.

Motion was made by Mr. Robinson, seconded by Mr. Winum, to enter into a Regular Session. All aye votes were recorded. Motion carried.

The Board entered into a Regular Session at 3:09pm.

Acceptance of the KIWR FY18 Audited Financial Report

Motion was made by Mr. Robinson, seconded by Mr. Winum, to accept the KIWR FY18 Audited Financial Report as presented. All aye votes were recorded. Motion carried.

Approval of Childcare Center Rate Increase

The Administration recommended a \$4 per week rate increase for all ages and categories. This will offset inflationary costs and allow the Childcare Center to continue to operate in a positive financial manner.

Motion was made by Mrs. Hornbeck, seconded by Mr. Robinson, to approve the \$4 per week increase to the Childcare Center rates as presented by the Administration. All aye votes were recorded. Motion carried.

Resolution Directing the Publication of Notice on the Proposition of the Issuance of not to exceed \$1,500,000 Industrial New Jobs Training Certificates

Motion by Mr. Robinson, seconded by Mr. Madsen to approve the resolution directing the publication of notice on the proposition of the issuance of not to exceed \$1,500,000 Industrial New Jobs Training Certificates. A roll call vote was taken. All aye votes were recorded. Motion carried.

Resolution Approving Preliminary Official Statement and Approving Electronic Bidding Procedures

Motion by Mr. Pash, seconded by Mrs. Rieger to approve the resolution approving preliminary official statement and approving

electronic bidding procedures. A roll call vote was taken. All aye votes were recorded. Motion carried.

Resolution Fixing the Date of Sale, Approving Electronic Bidding Procedures and Approving Official Statement

Motion by Mrs. Hornbeck, seconded by Mr. Winum to approve the resolution fixing the date of sale, approving electronic bidding procedures and approving official statement. A roll call vote was taken. All aye votes were recorded. Motion carried.

EXECUTIVE SESSION

Collective Bargaining

Motion was made by Mr. Pash, seconded by Mrs. Rieger, to enter into a closed session to conduct a strategy meeting of a public employer concerning employees covered by a collective bargaining agreement as provided in Section 20.17 of the Code of Iowa. All aye votes were recorded. Motion carried.

The Board entered into an Executive Session at 3:38pm.

Motion was made by Mr. Madsen, seconded by Mrs. Hornbeck, to enter into a Regular Session. All aye votes were recorded. Motion carried.

The Board entered into a Regular Session at 3:48pm.

ADJOURNMENT

Motion was made by Mr. Madsen, seconded by Mrs. Rieger, to adjourn. All aye votes were recorded. Motion carried.

The meeting adjourned at 3:49pm.

Brent Siegrist, Board President

Sheila Applegate, Acting Board Secretary