

**Joint meeting of the Boards of Directors of Hawkeye Community College, North
Iowa Area Community College, Iowa Valley Community College District, & Area
Education Agency 267**

Monday, June 4, 2018 4:30 p.m. via Video Conference

IVCCD Chancellor Dr. Christopher Duree welcomed everyone to the meeting. He noted this is an opportunity to get together to reacquaint the three community colleges and Central Rivers AEA and to learn more about each other. Dr. Duree thanked Mr. Miller for the idea of experimenting with the use of videoconference technology to facilitate the meeting.

Iowa Valley Community College District

Attendees: Chancellor Dr. Christopher Duree, Board President Larry Johnson and Board Members Delbert Kellogg, Deb Jones, Chris Brodin, Joanna Hofer, and Deb Crosser. Barb Jennings, Assistant to the Chancellor/Board Secretary; Jim Wilson, Chief Information Officer; Cindy Schulte, Director of Governmental Affairs; and Jacque Goodman Vice Chancellor Continuing Education & Training.

Ms. Schulte provided an overview of the 2018 legislative session and its impact on the Iowa community college system. Dr. Duree noted IVCCD continues to work with the Iowa community colleges and AEAs on the statewide initiatives including the Regional Planning Partnerships and the Governor's Future Ready Iowa legislation, and Dr. Schulz, North Iowa Area Community College; Dr. Ash, Southeastern Community College; Dr. Starcevich, Kirkwood Community College; and Dr. Duree plan to work collaboratively with area superintendents next year to approach the Department of Education to improve the supplemental weighting formula used for dual credit/concurrent enrollment programming.

Dr. Duree also reported on the following IVCCD's activities:

- Deployment of a district-wide integrated institutional effectiveness and assessment initiative.
- Completion of a comprehensive facilities needs assessment, which is leading to a \$33 million bond referendum in December.
- Renovation of the Ellsworth Community College Math/Science building.
- Preparation for a 10-year comprehensive accreditation visit with the Iowa Department of Education, including an overall of the IVCCD Facilities Master Plan to meet the Iowa DOE's new accrediting guidelines.
- Preparation of the Assurance Argument and evidence files to submit to the Higher Learning Commission as IVCCD moves towards the HLC's accrediting model, Open Pathways.
- Implementation of a new Performance Management System, with assistance from Hawkeye Community College.
- Revamping IVCCD's job classification system and outsourcing the payroll system effective July 1.
- Overhauling IVCCD's program review process for all career and technical programs, and continued improvements to student success models, and comprehensively updating all course level and program level and institution level student learning outcomes.
- Conducted a culture/climate survey of all employees, and in September for the 6th time, IVCCD will be recognized as one of the Des Moines Register's Top Work Places in Iowa.

Central Rivers Area Education Agency

Attendees: Chief Administrator Mr. Sam Miller, Board Vice President Roberta Kraft-Abrahamson, and Board Members Maureen Hanson, David Giese, Dr. George North, and Dr. Darshini Jayawardena.

Sam Miller thanked the three community college presidents for their willingness to hold the annual joint meeting via Video Conferencing this year.

Mr. Miller gave an update on the following:

- The Regional Planning Partnerships (RPP) are in the second year and were designed to put students into career positions with the collaboration of the colleges, school districts, and the AEAs. Mr. Miller recognized Rod Ball, Director of Special Programs for his work with the RPPs.
- Central Rivers AEA holds a monthly meeting for all district superintendents. These meetings have proved to be very productive. December's meeting is held at the three community colleges and the superintendents have expressed appreciation for the opportunity to meet with college leadership.

Hawkeye Community College

*Julie Thomas,
Board Secretary
Roberta Kraft-Abrahamson,
Vice Pres.*

Attendees: President Dr. Linda Allen and Board Treasurer Julie Thomas.

Dr. Allen provided the following updates:

- Hawkeye Community College is planning for its new Strategic Plan, with development taking place in the fall of 2018 and launch in the spring of 2019. This will be a 3-year Strategic Plan running from 2019-2022.
- Construction of the new Adult Learning Center is nearing completion. Dr. Allen shared the architect's renditions and photos of current progress of the \$13 million building which was approved by the Board of Trustees in 2016. A groundbreaking ceremony took place that fall and construction began in 2017.
- This is the first of three major projects to be funded by a \$25 million bond issue that was approved by voters of Merged Area VII in February, 2015:
 - \$8 million for the Adult Learning Center (additional cost of \$5 million is being covered through grants and fundraising)
 - \$1 million for Career Pathways
 - \$15 million for a new Health Sciences building
 - \$1 million for repurposing of the former Health Sciences building for Arts and Sciences programming
- The Adult Learning Center is expected to open in January of 2019. The beginning design work for the new Health Sciences building is underway with construction anticipated to begin in 2019. The Health Sciences building will include 75,000 square feet of instructional space at a total expected cost of \$15 million.

North Iowa Area Community College

Attendees: President Dr. Steven Schulz, Board Members Karen Knudtson, Jean Torgeson, David Steffens, Catherine Rottinghaus, and President's Assistant Ronda Smith,

Dr. Schulz reported on the following NIACC activities:

- Regional Planning Partnership (RPP) – Area 2 took a unique approach by partnering with Snap-on Tools and the National Coalition of Certification Centers (NC3) to create national certifications for both our high school and college students around precision measurement, torque, and multi-meter reading. The certification process began in August 2017 and ended the year (May 2018) ranked eighth in the nation for most certifications.
- NIACC Promise Scholarship – NIACC received a generous donation from a North Iowa couple to begin a privately funded Last Dollar Scholarship. This is one of the initiatives through Future Ready Iowa for specific career tracks. NIACC has over 100 students who have applied and will receive free college next fall regardless of major, i.e., arts and science or any career technical track.
- Co-requisite Remediation Model – The College piloted a co-requisite remediation model partnering noncredit developmental classes with credit study. We had an 82 percent completion rate of math classes using that model and an 84 percent completion rate with Composition I.
- National Alliance on Mental Illness (NAMI) Chapter – NIACC recently added a NAMI Chapter. The College is one of 16 community colleges in the country to have such a chapter. There are 25-35 students who participate in it regularly.
- 100th Anniversary – NIACC is celebrating its 100th anniversary this year and is the oldest comprehensive community college west of the Mississippi River. As part of the 100th anniversary, NIACC will host the IACCT Conference in July.
- New Construction – The College’s STEM area is currently under construction but will be finalized by fall. The Student Learning Center has also been remodeled and expanded.
- Strategic Plan – A new five-year Strategic Plan was launched this year.
- Program Review – The College’s program review process is being updated this year.
- Aspen Finalist – NIACC is proud to be an Aspen finalist for the third time. The College made it into the top 50, but not the top 15. This recognition is based on student outcomes (retention, completion, graduation, and placement).

Dr. Schulz reminded those present of the upcoming IACCT Conference, July 18-20, at NIACC.

The meeting adjourned at 5:03 p.m.

Next year’s joint Board meeting will be hosted by Iowa Valley Community College District via video conference on April 1, 2019 at 4:30 p.m.

Respectfully submitted,
Barbara E. Jennings, Board Secretary

Larry W. Johnson, Board President

Date

Barbara E. Jennings, Board Secretary

CENTRAL RIVERS AEA BOARD OF DIRECTORS MEETING
1521 Technology Parkway, Cedar Falls, IA 50613
June 4, 2018 – 6:00 PM

CALL TO ORDER – WELCOME VISITORS

Board Vice President Roberta Kraft-Abrahamson called the Central Rivers AEA Board of Directors Meeting to order at 6:02 P.M. Board members present were: Dennis Craun, Jr., David Giese, Maureen Hanson, Dr. Darshini Jayawardena via Zoom, and Dr. George North. Dr. Debra Rich joined the meeting at 6:40 P.M. and took the chair at 6:53 P.M. beginning with agenda item #7. Absent were Bryan Burton and Richard Vande Kieft. Also present were Sam Miller, Karl Kurt, David Nicholson, Lori Thomas, Amy Knupp, Dr. Julie Davies, Beth Strike via Zoom, and Michael Kalvig (incoming CFO). Bryan Knecht provided technology support and visitors included Sarah Brown and Rod Ball.

APPROVAL OF AGENDA

A motion was made by David Giese and seconded by Maureen Hanson to approve the agenda as presented. Motion carried unanimously.

APPROVAL OF CONSENT AGENDA

A motion was made by Dr. George North and seconded by David Giese to approve the consent agenda as presented. Motion carried unanimously.

RATIFICATION OF COLLECTIVE BARGAINING CONTRACT FOR CWA & SALARY INCREASES

The ratification of the Collective Bargaining Contract for CWA and salary increases was approved on a motion by Maureen Hanson and seconded by David Giese. Motion carried unanimously.

DETERMINATION OF ADMINISTRATIVE STAFF SALARIES & SALARY INCREASES

A motion was made by David Giese and seconded by Dr. George North to approve the salaries for administrative staff and to approve the salary increases. Motion carried unanimously.

DETERMINATION OF NON-UNION SUPPORT STAFF SALARIES & SALARY INCREASES

A motion was made by Dr. George North and seconded by David Giese to approve the salaries for non-union support staff and to approve the salary increases. Motion carried unanimously.

ITINERANT TEACHER SERVICE AGREEMENT WITH IESBVI FOR 2018-19

A motion was made by Roberta Kraft-Abrahamson and seconded by David Giese to approve the Itinerant Teacher Service Agreement with IESBVI for 2018-19. Motion carried unanimously.

ORIENTATION & MOBILITY SERVICE AGREEMENT WITH IESBVI FOR 2018-19

A motion was made by David Giese and seconded by Maureen Hanson to approve the Orientation & Mobility Service Agreement with IESBVI for 2018-19. Motion carried unanimously.

CONTRACT WITH JESTER INSURANCE FOR AGENT OF RECORD FOR THE AGENCY'S WORKER'S COMPENSATION INSURANCE PLAN FOR FY 2018-19

A motion was made by Dr. George North and seconded by David Giese to approve Jester Insurance as the Agent of Record for the Agency's Worker's Compensation Insurance coverage and to approve the recommended payment for the retro deposit premium for coverage for 2018-19. Motion carried unanimously.

COMMITMENT OF AGENCY FUNDS FOR THE RETRO WORKER'S COMPENSATION PROGRAM

A motion was made by Maureen Hanson and seconded by David Giese to increase the commitment of funds for the potential additional retro insurance premium that the Agency could incur. Motion carried unanimously.

DE-COMMIT AGENCY FUNDS FOR THE COMPLETION OF RENOVATIONS TO THE AGENCY FACILITY LOCATED AT 1521 TECHNOLOGY PARKWAY, CEDAR FALLS, IA

A motion was made by Roberta Kraft-Abrahamson and seconded by David Giese to de-commit \$219,704.18 for the facility renovations to 1521 Technology Parkway, Cedar Falls, IA. Motion carried unanimously.

COMMITMENT OF AGENCY FUNDS FOR THE REPLACEMENT OF THE DATA CENTER IT EQUIPMENT

A motion was made by David Giese and seconded by Dr. George North to commit \$275,000 of fund balance for the replacement/upgrades to the IT equipment located at the Data Center. Motion carried unanimously.

COMMITMENT OF AGENCY FUNDS FROM THE SALE OF THE ADMINISTRATIVE BUILDING

A motion was made by Dr. George North and seconded by Roberta Kraft-Abrahamson to increase the commitment of funds from the sale and investment of funds received from the sale of the administration building. Motion carried unanimously.

COMMITMENT OF ADDITIONAL AGENCY FUNDS FOR THE FUTURE PAYMENT OF LEASE PURCHASE DEBT

A motion was made by Dr. George North and seconded by David Giese to commit \$150,000 of the fund balance for the early pay-off of the lease purchase debt. Motion carried unanimously.

SECOND READING & APPROVAL OF RECOMMENDED ADDITIONS/CHANGES TO BOARD POLICIES

Board President Dr. Debra Rich requested that each policy be acted upon individually.

BOARD POLICY 101.3R1

A motion was made by David Giese and seconded by Roberta Kraft-Abrahamson to approve the second reading and additions/changes to board policy 101.3R1. Motion carried unanimously.

BOARD POLICY 603.4

A motion was made by Roberta Kraft-Abrahamson and seconded by David Giese to approve the second reading and additions/changes to board policy 603.4. During discussion Roberta Kraft Abrahamson called for the question. A roll call vote was taken: Ayes – Dr. Darshini Jayawardena. Nays – Dr. George North, David Giese, Roberta Kraft-Abrahamson, Maureen Hanson, Dennis Craun, Jr., and Dr. Debra Rich. Motion failed.

BOARD POLICY 603.4R1

A motion was made by Roberta Kraft-Abrahamson and seconded by Maureen Hanson to approve the second reading and additions/changes to board policy 603.4R1. A roll call vote was taken: Ayes – None. Nays – Dr. George North, David Giese, Roberta Kraft-Abrahamson, Maureen Hanson, Dennis Craun, Jr., Dr. Darshini Jayawardena, and Dr. Debra Rich. Motion failed.

BOARD POLICY 603.7

A motion was made by Roberta Kraft-Abrahamson and seconded by Dr. George North to approve the second reading and additions/changes to board policy 603.7. Motion carried unanimously.

LESS THAN 1.0 EMPLOYMENT

This was an information only item to introduce the possibility of changing the employment status of employees with less than 1.0 employment. No changes will be brought before the board for the 2018-19 school year.

REPORTS TO/FROM BOARD

Beth Strike's Report

Beth shared that the Creative Services team attended a team-building meeting today in Marshalltown. She thanked the board for their support of staff team-building activities.

Dr. Debra Rich's Report

Deb shared that she attended the Iowa AEA Executive Board Meeting on May 10, 2018.

Dennis Craun's Report

Dennis praised Kay Schmalen and Mandie Sanderman for the great job they did with the opening activity at the all-regional meeting on May 23.

Sam Miller's Report

Sam shared that the agency received a very positive response in regards to holding the retirement celebration in one location rather than three. He also shared that the agency nominated Dr. George North for the "8 over 80" award. Beth Strike took the lead on the nomination submission and while Dr. North did not win the award, he is certainly deserving of recognition for his volunteer service to not only the agency but to the community.

ADJOURN

The meeting was declared adjourned at 9:11 P.M. by President Dr. Debra Rich on a motion by Roberta Kraft-Abrahamson and seconded by David Giese. Motion carried unanimously.

Respectfully Submitted,

Lori Thomas

Lori Thomas, Central Rivers AEA Board Secretary

Debra Rich 7-10-18

Dr. Debra Rich, Central Rivers AEA Board President

CENTRAL RIVERS AEA WORK SESSION
1521 Technology Parkway – Cedar Falls, Iowa
June 4, 2018
Immediately Following the Foundation Meeting

CALL TO ORDER

Board President Dr. Debra Rich called the Work Session to order at 9:24 P.M. Board members present were: Dennis Craun, Jr., David Giese, Maureen Hanson, Roberta Kraft-Abrahamson, Dr. George North, and Dr. Darshini Jayawardena who attended via Zoom. Absent were Bryan Burton and Richard Vande Kieft. Also present were Sam Miller, Chief Administrator and Lori Thomas, Board Secretary.

CLOSED SESSION PER CODE OF IOWA 21.5, 1i: ANNUAL PROFESSIONAL GROWTH CONFERENCE WITH CHIEF ADMINISTRATOR

Dr. George North made a motion, seconded by David Giese to enter into closed session per Iowa Code 21.5, 1i, for the purpose of discussing the Chief Administrator's annual evaluation. A roll call vote was taken. Ayes: Dennis Craun, Jr., David Giese, Maureen Hanson, Dr. Darshini Jayawardena, Roberta Kraft-Abrahamson, Dr. George North, Dr. Debra Rich. Nays: none. Motion carried unanimously and the board went into closed session at 9:26 P.M.

RETURN TO OPEN SESSION

Dr. Debra Rich called the work session back into open session at 10:44 P.M.

ADJOURNMENT

Dr. Debra Rich declared the meeting adjourned at 10:45 P.M. on a motion by David Giese and seconded by Roberta Kraft-Abrahamson. Motion carried unanimously

Respectfully Submitted,



Lori Thomas, Central Rivers AEA Board Secretary



Dr. Debra Rich Central Rivers AEA Board President