



HAWKEYE COMMUNITY COLLEGE BOARD OF TRUSTEES
July 23, 2024 6:00 PM Regular Meeting Minutes
Hawkeye Center Board Room
1501 E. Orange Road, Waterloo IA 50701

Call to Order

Chair Jay Nardini called the meeting to order on July 23, 2024 at 6:00 p.m. and led those present in the Pledge of Allegiance. Present: Mr. Louis Beck, Ms. JoDee Knox, Ms. Barbara McGregor, Mr. Dave Westley, Mr. Jay Nardini, Ms. Bridget Saffold and Mr. Casey McLaughlin. Absent: Dr. Christine Hutcheson.

Others present: Dr. Todd Holcomb, President; Ms. Lynn LaGrone, Provost and Vice President of Academic Affairs; Mr. Daniel Gillen, Vice President, Administration and Finance; Ms. Nina Grant, Vice President of Student Affairs; Ms. Susan Hauber, Executive Director of Human Resource Services; Ms. Mary Pat Moore, Executive Director of Public Relations and Marketing.

Adoption of Agenda

Moved by Mr. Beck seconded by Mr. McLaughlin to approve the agenda as reviewed:

- I. Call to Order and Pledge of Allegiance
- II. Adoption of Agenda
- III. Comments by the Public on Items on This Agenda
- IV. Declaration of Conflict of Interest and Annual Filing of Trustees' Organizational Involvement
- V. Consent Agenda
- VI. Assess the monitoring report for policy EL-5 Financial Condition and Activities Items #1-5 to determine if it demonstrates compliance with a reasonable interpretation of the policy.
- VII. Assess the Ends #1 (The College will embrace and reinforce a culture that values and promotes diversity, equity, and inclusion) monitoring report to determine if it demonstrates compliance with a reasonable interpretation of the policy.
- VIII. Assess the monitoring report for policy EL General Executive Constraint to determine if it demonstrates compliance with a reasonable interpretation of the policy.
- IX. Assess the monitoring report for EL-8 Communication and Support to the Board to determine if it demonstrates compliance with a reasonable interpretation of the policy.
- X. Approve the State of Iowa Chapter 279 Continuing Contracts for Hawkeye Community College employees.
- XI. Approve the June 16 - July 6, 2024 audited and verified payments made for reasonable and necessary expenses of Hawkeye Community College and make them a part of the official minutes.
- XII. Adjournment

Motion carried unanimously.

Comments by the Public on Items on This Agenda

There were no comments by the public on items on this agenda.

Declaration of Conflict of Interest

There were no conflicts of interest reported by board members on items on this agenda. Board members filed their individual annual statement of trustees' organizations and involvements.

Consent Agenda

Moved by Mr. Westley seconded by Ms. Saffold to approve the following consent agenda items: June 25, 2024 Regular Board Meeting Minutes and the Board Personnel Report: Non-Bargaining Employees Motion carried unanimously.

President's Comments – Dr. Todd Holcomb

ACCT Leadership Congress

Dr. Holcomb Reminded the board that registration is open for the 2024 ACCT Leadership Congress. The Congress will take place in Seattle, WA from October 23-26. The deadline for early bird registration is August 16th. So far, Trustees Nardini, Saffold, Beck, McLaughlin, Dee and myself are registered to attend.

Physical Therapist Assistant Pinning Ceremony

This year's Physical Therapist Assistant Graduation Pinning Ceremony will take place Wednesday, July 30 at 4:00pm in Tama Hall. Please let me or Dee know if you are planning to attend.

Vacation

Dr. Holcomb reported he will be on vacation July 24-28th to ride the last part of RAGBRAI.

Fall Semester

The first day of classes for the fall semester is on Wednesday, August 21.

Facilities Updates

- **Wrestling Practice Facility:**
Construction is on track to be completed by early August. All walls are complete and have base coat of paint. Locker rooms; bathroom fixtures and furnishings are being installed. The ceiling grid has been installed and lights reconfigured. The network system was installed July 19th. The wrestling mats and wall padding were delivered July 17th. The entryway flooring will begin installation the week of July 22nd. Logos and designs for walls and windows are in the design process. Extra weight equipment from HESC will be moved to wrestling facility the week of July 22nd and July 29th.
- **Health Education & Services Center (HESC):**
The HESC construction is on track to be completed by August 1st. All updated areas have been painted; door frames will be painted after flooring is installed. Logos and designs for walls and windows are in the design process. The Weight room flooring will begin installation on Monday, July 22nd. New squat racks and platforms will begin installation on Monday, July 29th. The Dance Studio/Fitness

Room flooring will be completed by August 1st. The Athletic Training room, Ice Bath room, and Laundry room are complete. The Eports Arena desks are to arrive mid-August, the TVs are ready to be installed. The electrical inspection has been completed.

- **Courtyard:**
The Courtyard is about 2 1/2 weeks behind schedule due to excessive rain delays. They are working to complete entryways between buildings from the parking lots. The next step is to work on concrete on the east side so that we have adequate fire exits from Black Hawk Hall and Hawkeye Center. We are hoping to get tunnel top concrete poured shortly after classes begin for fall semester so they can pull the fencing in and allow for courtyard pedestrian circulation.
- **Regional Transportation Training Center (RTTC):**
The RTTC is on schedule. The main structural members are up. They are adding exterior walls and roof to the north and south additions over the next couple of weeks. The next step will be to work on interior framing and finishing. We hope to begin working on entryway canopy by mid-August.

Board Education

Struggles of the Adult Education Student – Presentation by Korianne Gevaert, High School Completion Coordinator

Korianne presented information about HiSET (High School Equivalency Test). In 2014 the State of Iowa stopped using GED testing services and switched to HiSET. The GED became a for profit company, greatly increasing the difficulty level. HiSET matched updated the difficulty, but HiSET costs students \$50 instead of \$120 for GED. Graduates will receive a High School Equivalency Diploma from the State of Iowa.

HiSET topics include reading, writing, persuasive essay, math, science and social studies. Students must pass all five tests to graduate. Last year there were 582 students registered in which 77 (13%) of registered students graduated, the most HiSET graduates.

Ownership Linkage

None.

Ends Items for Decision

None.

Governance Process – Items for Decision

Governance Process Item 1 – Governing Style

The board reviewed its Governing Style (GP-1) June 25, 2024 board self-evaluation summary and found it to be satisfactory.

Board Planning Cycle and Agenda Control GP-3

Item #1.5 Self-Evaluation of the Board's own compliance with its Governance Process and Board-President Delegation policies:

- The Board evaluated itself on its annual fulfillment of Policy GP-4: Chair's Role and found it to be satisfactory.

Executive Limitations Items for Decision

None.

Board-President Delegation Items for Decision

None.

Monitoring President Performance – Ends & Executive Limitations

Moved by Mr. McLaughlin seconded by Ms. Knox that the board has assessed the Executive Limitations EL-5 Financial Condition and Activities Items #1-5 monitoring report and determined it demonstrates compliance with a reasonable interpretation of the policy. Motion carried unanimously.

Moved by Ms. Knox seconded by Ms. Saffold that the board has assessed the Ends #1 (The College will embrace and reinforce a culture that values and promoted diversity, equity, and inclusion) monitoring report and determined it demonstrates compliance with a reasonable interpretation of the policy. Motion carried unanimously.

Moved by Mr. McLaughlin seconded by Mr. Beck that the board has assessed the Executive Limitations General Executive Constraint monitoring report and determined it demonstrates compliance with a reasonable interpretation of the policy. Motion carried unanimously.

Moved by Mr. Orf seconded by Ms. McGregor that the board has assessed the EL-8 Communication and Support to the Board monitoring report and determined it demonstrates compliance with a reasonable interpretation of the policy. Motion carried unanimously.

Required Approvals

Moved by Mr. Nardini seconded by Mr. Westley to approve the State of Iowa Chapter 279 Continuing Contracts for Hawkeye Community College employees. Motion carried unanimously.

Moved by Mr. McLaughlin seconded by Ms. Knox to approve the June 16 - July 6, 2024 audited and verified payments made for reasonable and necessary expenses of Hawkeye Community College and to make them a part of the official minutes. Motion carried unanimously.

Adjournment

The meeting adjourned at 6:55 p.m.

Respectfully submitted,



Dee Paulsen

Assistant to the President

Secretary to the Board of Trustees