Call to Order
Chair Jay Nardini called the meeting to order on April 23, 2019 at 6:00 p.m. and led those present in the Pledge of Allegiance. Present: Mr. John Allan, Mr. Bruce Clark, Mr. Casey McLaughlin, Mr. Ron McGregor, Ms. Teresa Meyer, Mr. Jay Nardini, Mr. Todd Rohlfsen, Ms. Shari Sell-Bakker, and Ms. Joan Webster-Vore (by phone). Absent: None.

Others present: Dr. Linda Allen, President; Dr. Jane Bradley, Provost and Vice President of Academic Affairs; Mr. Daniel Gillen, Vice President, Administration and Finance; Ms. Kathy Flynn, Vice President, Enrollment Services; Mr. John Clopton, Executive Director of Human Resource Services, Ms. Holly Johnson, Executive Director of Institutional Advancement; and Mr. Aaron Sauerbrei, Executive Director of Business and Community Education.

Adoption of Amended Agenda
Moved by Mr. McLaughlin seconded by Mr. Rohlfsen to approve the amended 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
V. Consent Agenda
VI. Assess the monitoring report for policy EL-5 Financial Condition and Activity Items #1-5 to determine if it demonstrates compliance with a reasonable interpretation of the policy.
VII. Approve the resolution for $3,325,000 New Jobs Training Certificate Series 2019 with Target Corporation and authorize the Board Chair and Board Secretary to sign the Resolution and Agreement on behalf of the College.
VIII. Receive the Bids and Approve the Resolution Instituting Proceedings to Take Additional Action for the issuance of Not To Exceed $5,050,000 Industrial New Jobs Training Certificates, Series 2019-1 Multiple Project.
IX. Approve the Resolution Directing the Sale and Delivery of $5,030,000 Industrial New Jobs Training Certificates, Series 2019-1.
X. Approve the Resolution authorizing the issuance of $5,030,000 Industrial New Jobs Training Certificates, Series 2019-1, and providing for the securing of such certificates for the purpose of carrying out an Industrial New Jobs Training Program project designated as the 2019-1 Multiple Project; and Approval of Continuing Disclosure Certificate.
XI. Close hearing on the 2018 Orange Road Acceleration Lane public improvement project after written/oral comments are received.
XII. Approve the proposed plans, specifications, form of contract, and estimated total cost of the Orange Road Acceleration Lane public improvement project for Hawkeye Community College.

XIII. Approve the lowest responsive, responsible bid for the Orange Road Acceleration Lane public improvement project.

XIV. Approve publishing of the Certified Budget Amendment for Fiscal Year 2019 and the notification of a Public Hearing for May 28, 2019 at 6:00pm.

XV. Approve resolution directing the College President to develop and implement a policy relating to speech and expression at public institutions consistent with the requirements of SF 274.

XVI. Approve a 2.5% salary increase for eligible non-bargaining employees for fiscal year 2019-2020.

XVII. Approve the Master Agreement as negotiated with the Hawkeye Professional Educators’ Association (HPEA) including a salary increase for eligible faculty members of 2.5% for academic year 2019-2020.

XVIII. Approve changing the date of the July 23, 2019 Board of Trustees meeting to accommodate travel to the Iowa Association of Community College Trustees (IACCT) annual conference.

XIX. Approve the March 15-April 11, 2019 audited and verified payments made for reasonable and necessary expenses of Hawkeye Community College and make them a part of the official minutes.

XX. Approve going into closed session for the purpose of evaluating the professional competency of potential employees in order to prevent needless and irreparable injury to the persons’ reputation and the potential employees have requested the closed session as permitted by Section 21.5.1(i) of the Code of Iowa.

XXI. Possible board action on President’s contract.

XXII. 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.

Consent Agenda
Moved by Mr. Clark seconded by Mr. McGregor to approve the following consent agenda items:

- March 26, 2019 regular board meeting minutes
- April 1, 2019 Joint Meeting of the boards of Hawkeye Community College, Iowa Valley Community College District, North Iowa Area Community College, and Central Rivers Area Education Agency minutes
- April 10, 2019 board work session minutes
- April 15, 2019 board work session minutes

Motion carried unanimously.
President’s Report – Summary of 2015-2018 Strategic Plan: Connect

Dr. Linda Allen reported that Hawkeye Community College’s 2015-2018 Strategic Plan was developed in collaboration with College employees and key stakeholders. To make this multi-year plan a reality, all departments and divisions of the College created projects to align with one or more initiative. Each project was focused on innovation and the fulfilment of the College’s vision for the future – to connect educational opportunities to all stakeholders throughout our service area.

The 2015-2018 Strategic Plan was launched fall 2015 with a kick-off event focused on giving all employees the opportunity to explore project ideas and the development of interdepartmental collaborations. To ensure that all 3-year projects developed across departments and divisions by faculty and staff would keep innovation at the forefront, the “Innovation Council” oversight group was pressed into service for a second three-year term of service. The “Innovation Council,” was initially formed to assist with the implementation of the 2011-2014 Strategic Plan. The 2015-2018 Innovation Council used the same oversight format and met regularly with 3-year project team leaders to ensure projects were moving forward, and to assist with roadblocks that may have been encountered along the way. In addition, each Innovation Council member was assigned a Cabinet “Champion” who was available to step in to help as needed. The Innovation Council also met each semester with the President to make sure all 3-year projects were aligned with the full strategic plan and with other projects across the college.

The 2015-2018 Strategic Plan ended December 2018 with final project reporting concluded during March 2019. A total of 29 projects were developed to fulfill the goals listed for each of the three initiatives contained in the 2015-2018 Strategic Plan. Only five out of the 29 projects were not completed. These uncompleted projects are not considered failures, but important efforts that will contribute to the knowledge base that lays the groundwork for future innovations.

Dr. Allen provided outcomes of a select group of projects for each of the three strategic plan initiatives:

Initiative 1: Connect Students to Success

In a rapidly changing educational environment, Hawkeye Community College must align curricular and co-curricular programs with budgeting and fiscal planning to ensure successful fulfillment of the institution’s mission, vision and goals.

1) The “Comprehensive Online Strategy” project was developed to assess the overall quality of online offerings as well as elements of quality within the administration of the online Associate of Arts degree program. Nationally recognized quality indicators from The Online Learning Consortium (OLC) and Quality Matters (QM) were used to improve the quality of existing online courses and initiate planning efforts for the development of new or expanded online offerings. Measurable results were achieved including the implementation of a new course development process using QM standards and 68 of 121 new online/hybrid teaching assignments participated in the QM standards process. New online degree options in Business Administration
and Criminal Justice were also developed by QM trained Hawkeye faculty. The development of a comprehensive strategy for the administration and delivery of online learning at Hawkeye Community College is a continuous improvement process.

2) Increasing “Adult Student Recruitment and Support” plays an important role in addressing Iowa’s skilled worker shortage and this project was designed to expand and more effectively recruit adult applicants. For example, the Adult Admissions Representative expanded site visits to agencies serving adults, especially visits to Iowa Workforce Development, and increased visits to area employers. The impact of these actions as well as the implementation of additional adult student support processes has yielded positive results in the following areas:

   Fall 2017 – 969/1377 applicants accepted (70%)
   Fall 2018 – 1061/1343 applicants accepted (79%)
   Fall 2017 – 336/969 accepted applicants with final status of No Show (35%)
   Fall 2018 – 317/1061 accepted applicants with final status of No Show (30%)
   Fall 2017 – 1059/1377 applicants who completed the admissions process (77%)
   Fall 2018 – 1105/1377 applicants who completed the admissions process (82%)

This project will continue to build on current successes to more effectively recruit adult applicants.

3) The “Sports Implementation Plan” project was developed to ensure that students had clear pathways to achieve their academic and co-curricular goals. With the ambitious goal of implementing intercollegiate athletic programs that included: sports shooting, soccer, track and field, cross country, men’s golf, women’s volleyball and bowling by fall 2019, the Admissions and Athletics departments developed recruitment goals and implemented specific success processes to support student athletes. Actively recruiting direct from high school in-state, out-of-state and international students has increased the number of student athletes year over year from 110 student athletes fall 2016 to 241 student athletes enrolled fall 2018. Tuition revenue through enrollment and retention of these students has also increased year over year since 2016.

Implementing sports programming at Hawkeye Community College has provided benefits beyond the co-curricular opportunities offered to student athletes. For example, international student athletes have contributed to cultural diversity at the College. Athletics has also provided a new energy to college life for all students and for Hawkeye employees.

It is also important to note that a thorough review of the sports implementation plan is in process to determine areas of growth and expansion as well as process improvements.
4) Some academic programs demonstrate higher levels of student persistence, retention and completion rates. By identifying the “best practices” utilized by exemplar programs, the opportunity to replicate their success with other programs may be possible. The “Academic Program Exemplar Study” project was developed with this goal in mind. Starting with the premise that students who stay in college and complete their degrees will be more successful after graduation, the project team sought to learn how programs recruited, retained and supported ESL students, minorities, gender, disabilities or other underrepresented groups. In other words, what do these programs do to engage students inside and outside of the classroom?

The initial phase of the project began in fall 2017 with 32 faculty from 18 programs. These faculty met 3 times within Professional Learning Communities to identify at least one new retention “best practice” to implement in their program. Between fall 2017 and spring 2018, 16 out of 18 programs implemented 17 initiatives and planned to implement 19 more initiatives fall 2018. By the end of fall 2018, it was decided that enough initiatives had been implemented across the cohort programs and the process of assessing the impact on retention and/or persistence rates was initiated. The results of the implementation of process are listed below:

For the fall 2017 cohort, retention figures from fall 2017 to spring 2018 and from fall 2017 to fall 2018 were compared. The data showed that 43% of the programs increased fall to spring retention and 62% increased fall to fall retention. For fall 2018 cohort, fall 2018 to spring 2019 retention data were compared. The results indicated that 79% of the programs increased fall to spring retention. It was clear that retention and persistence were improved each semester and that exemplar practices were replicable from program to program.

Plans to continue the implementation of “best practices” retention strategies are in place for coming semesters and across all programs based on the data provided by the Academic Program Exemplar Study.

Initiative 2: Connect to Inclusion and Diversity

Promote an increased awareness of and a shared commitment to inclusiveness and diversity throughout the learning-centered environment of Hawkeye Community College.

1) Providing opportunities to explore cultural diversity is key to increasing awareness of the many ways we experience the human condition. The "Diversity Passports: Exploring Global Connections" project group focused on expanding current opportunities and events to increase awareness for students and staff. The International Film Series is in its third year, but has been a valuable opportunity to provide access to a variety of international films/topics twice each semester. Expanding the number of viewing opportunities as well as opening each showing to a broader audience was identified as an essential goal. The inclusion of an
International Education Panel was also developed and offered fall 2016 and 2017. The panelists fielded several questions that facilitated open dialogue and expanded cultural awareness. A number of culture-related exhibits (e.g., Chinese Calligraphy Exhibit and Talk) were also held throughout the year. An ancestry project was developed and is still in process to explore ancestral “origins” and cross-cultural traditions.

2) Global awareness and cultural competence can be achieved through a number of activities, but immersion in a cross-cultural experience provides an unforgettable opportunity to see the world through another cultural lens. The project entitled “What is the Global Ag Learning Center at Hawkeye Community College?” was developed to build awareness of agricultural practices worldwide through applied learning, analysis, sharing innovation, exploration of technology and cross-cultural exchanges of ideas and collaborations. The Global Ag Learning Center (GALC) was launched at Hawkeye Community College in 2013 to address the growing need to develop innovative practices that will increase agricultural production in the U.S. and to recognize the need to share knowledge across borders. To date, this project has developed study abroad opportunities for local high school students, Hawkeye students, and faculty in Brazil, Haiti and Kosovo. Partnerships with U.S. agri-businesses and international businesses have been developed as well. GALC has also been recognized by the Iowa Economic Development Authority as a potential candidate for funding to expand and increase international recognition of Iowa’s central position in agricultural production, technology and innovation.

Initiative 3: Connect to Innovation and Technology

_Hawkeye Community College will become a leader in exploring, adopting and implementing innovative technology solutions to serve the educational and training needs of students and support staff goals while positioning the College to remain competitive in an ever-advancing technological environment._

1) The “Achieving Personal and Professional Success with Technology” project focused on the need to improve employee productivity, efficiency and employment satisfaction by providing technology training on an annual basis. However, providing the right training opportunities to a large, diverse group of employees could be a daunting task without a clear understanding of staff training needs. The first step in this project’s implementation process was an all-staff survey to assess training needs and interest. Survey data clearly indicated the need for Excel and Ellucian Colleague (ERM) training or updates and these sessions were initially held on various days and times starting June 27, 2017. Additional surveys and training opportunities were developed throughout 2017 and 2018 with the goal of making the project a permanent “clearinghouse” or “one-stop-shop” platform for aggregating and disseminating training opportunities across the College. Since June 2017 2,038 hours of instruction have been provided to 1,067 registrants at a cost of $17,878. This project has not only achieved its goals, but the trainings have also proved valuable to meet employee technology training needs in a very cost effective way.
2) The “Helping to Reduce Delayed or Lost Forms Being Processed in the Business Office” project focuses on the need to use technology to save time and improve the efficiency of multi-user processes. The goal of this project was to implement Dynamic Forms (electronic forms and the related workflow processes). Converting to electronic forms required a paper document conversion process as well as training to ensure that all users were prepared for the change. From late 2016 to end of 2018, Business Office leadership and staff worked through each step in the process for the most frequently used forms. Shortly after the launch of the first electronic form in April 2017, it was clear that the value of the conversion was obvious. Within a short time after the April launch of the Travel Reimbursement form, the time for processing went from the typical 9 day processing time for the paper form to 3.5 days for the electronic version. By the end of 2018 all of the planned conversions were completed, but the Business Office will continue to work on converting or assisting other departments with the electronic conversion of key workflow documents.

Planning for the College’s next Strategic Plan is in the beginning stages. Dr. Allen explained that she has been working with a consultant who has held a series of focus groups with faculty and staff to identify common themes. She will be identifying members of the next Strategic Planning Committee and working with the consultant to prepare material to be handed off to the new president who will expand and modify the findings of this work into the College’s next Strategic Plan.

**Board Education**

*April 4, 2019 IACCT Report – Trustee John Allan*

Mr. Allan reported that he attended the April 4 IACCT meeting as the designee of Mr. Clark. Highlights of this meeting included a special presentation by Iowa Student Aid Commission Executive Research Director Mark Wiederspan on the 2018 Condition of Higher Education Report. Another special presentation was made by Northwest Iowa Community College Trustee Larry Hoekstra on the IACCT Book Club’s review of the 2018 Condition of Community Colleges report.

Mr. Jeremy Varner from the Iowa Department of Education reported on Completers and Leavers, Joint Enrollment, GAP Tuition Assistance, and Secondary Career Tech Reports. IACCT Vice Chair Denise Hollonbeck (Eastern Iowa Community Colleges) discussed the current lobbying structure and the importance of maintaining one voice. She also presented a report on the annual meeting of the Iowans for a Skilled Workforce.

Lobbyists Jeff Smith and Tom Cope presented the Advocacy Report including information on the HF758 House Education Appropriations bill which includes a $7 million increase in State General Aid for community colleges. They encouraged the Trustees to talk to their Representatives and Senators in support of this increase in State General Aid.
March 28, 2019 Foundation Report – Trustee Todd Rohlfsen
Mr. Rohlfsen reported that he attended the March 28 meeting of the Hawkeye Foundation Board. The Board reviewed progress toward annual goals and received an update from Dr. Allen about the $25 million bond referendum projects as a backdrop for future planning for fundraising needs. Planning for the coming year will happen during the May Foundation Board meeting.

Public Safety Update – Presentation by Mr. John Kramer, Director of Public Safety and Emergency Management
Mr. Clopton introduced Mr. John Kramer to the Board and he began his presentation by sharing a brief bio of his professional work history. He then reviewed the organizational structure of the Department of Public Safety at Hawkeye Community College. The College has an Emergency and Crisis Plan and Response Guide that is housed in various administrative offices, a condensed version of which is available to all employees through the College’s MyHawkeye portal.

This guide is based on an all-hazards response including violence, natural disasters, biological, chemical spills, and fires. It details the College’s communication plan which utilizes Alertus, phone, text, and email. Mr. Kramer explained that the College has held drills to prepare for emergencies such as fires or tornadoes, as well as how to respond to an active aggressor. In the future, drills are planned for chemical and biological emergencies. Automated weather alerts take over computer screens on campus when storm warnings are issued, and announcements are made through the phone intercom system.

Hawkeye Community College’s public safety department staffs Main Campus from 6:00am to 11:00pm (7 days a week) and the Van G. Miller Adult Learning Center is staffed by a public safety officer whenever students are on site. Select people have access to a swipe card that can lock down the campus with one swipe.

Ownership Linkage
Mr. Nardini reviewed that when the Board’s Governance Policies were amended, a calendar was established to gather input from owners. In 2016, Ownership Linkage meetings were held with area service groups, and in 2017 with small businesses. Keeping with the established schedule, in 2018 and 2019 the Board has invited members of the college’s advisory committees to provide input. These committees have been divided into four groups with one group meeting in the spring and fall of each year. The first two meetings took place in May and September of 2018, and the third meeting was held just prior to this board meeting. The final meeting with advisory committees will take place in September 2019.

Mr. Nardini asked all trustees to submit notes from their table discussion to Ms. McNulty to be included in the May 28, 2019 Board Meeting materials.

Ends Items for Decision
None.
Governance Process – Items for Decision

Governance Process Item 1 – Governing Style
The board reviewed its Governing Style (GP-1) March 26, 2019 board self-evaluation summary and found it to be satisfactory. Mr. Nardini asked all Trustees to send him an email with topics for training prior to the May 28 meeting.

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 Global Governance Commitment and found it to be satisfactory.
- The board evaluated itself on its annual fulfillment of Policy GP-2 Board Job Description and found it to be satisfactory.
- The board evaluated itself on its annual fulfillment of Policy BPD-1 Unity of Control and found it to be satisfactory.

GP-7 Board Committee Structure
The Board reviewed Governance Process Policy GP-7 Board Committee Structure and found it to be satisfactory.

GP-7.1 Finance Committee
The Board reviewed Governance Process Policy GP-7.1 Finance Committee and found it to be satisfactory.

Executive Limitations Items for Decision
EL-4 Planning
The Board reviewed Executive Limitations Policy EL-4 Planning and found it to be satisfactory.

Board-President Delegation Items for Decision
None.

Monitoring President Performance – Ends & Executive Limitations
Moved by Mr. Rohlfesen seconded by Mr. McLaughlin that the board has assessed the Executive Limitations EL-5 Financial Condition and Activity Items #1-5 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. McLaughlin to approve the Resolution for $3,325,000 New Jobs Training Certificates Series 2019 with Target Corporation, and authorize the Board Chair and Board Secretary to sign the Resolution and Agreement on behalf of the College. A roll call vote was taken. Ayes: Ms. Sell-Bakker, Mr. McGregor, Mr. Allan, Mr. Clark, Ms. Webster-Vore, Mr. Rohlfesen, Mr. McLaughlin, Ms. Meyer, and Mr. Nardini. Nays: None. Absent: None. Resolution adopted.
$5,030,000 Industrial New Jobs Training Certificates, Series 2019-1

Moved by Mr. Allan seconded by Mr. McLaughlin to receive the bids and to approve the Resolution Instituting Proceedings to Take Additional Action for the issuance of Not To Exceed $5,050,000 Industrial New Jobs Training Certificates, Series 2019-1 Multiple Project. A roll call vote was taken. Ayes: Mr. McGregor, Mr. Allan, Mr. Clark, Ms. Webster-Vore, Mr. Rohlfsen, Mr. McLaughlin, Ms. Meyer, Mr. Nardini, and Ms. Sell-Bakker. Nays: None. Absent: None. Resolution adopted.

Moved by Mr. McGregor seconded by Mr. Allan to approve the Resolution Directing the Sale and Delivery of Industrial New Jobs Training Certificates, Series 2019-1 to Piper Jaffray & Co, Minneapolis, Minnesota, at the true interest rate of 2.8441%. A roll call vote was taken. Ayes: Mr. Allan, Mr. Clark, Ms. Webster-Vore, Mr. Rohlfsen, Mr. McLaughlin, Ms. Meyer, Mr. Nardini, Ms. Sell-Bakker, and Mr. McGregor. Nays: None. Absent: None. Resolution adopted.

Moved by Ms. Meyer seconded by Mr. McLaughlin to approve the Resolution authorizing the issuance of $5,030,000 Industrial New Jobs Training Certificates, Series 2019-1, and providing for the securing of such certificates for the purpose of carrying out an Industrial New Jobs Training Program project designated as the 2019-1 Multiple Project; and Approval of Continuing Disclosure Certificate. A roll call vote was taken. Ayes: Mr. Clark, Ms. Webster-Vore, Mr. Rohlfsen, Mr. McLaughlin, Ms. Meyer, Mr. Nardini, Ms. Sell-Bakker, Mr. McGregor, and Mr. Allan. Nays: None. Absent: None. Resolution adopted.

Orange Road Acceleration Lane proposed public improvement project

At 6:35pm Chair Jay Nardini asked if there were any oral comments from the public on the Orange Road Acceleration Lane proposed public improvement project. The secretary had not received any written comments. Hearing none, it was moved by Mr. Nardini seconded by Mr. McLaughlin to close the hearing after all oral and/or written comments were received. Motion carried unanimously.

Moved by Mr. Allan seconded by Ms. Webster-Vore to approve the proposed plans, specifications, form of contract, and estimated total cost of the Orange Road Acceleration Lane for Hawkeye Community College. Motion carried unanimously.

Moved by Mr. Allan seconded by Mr. McLaughlin to approve the lowest responsive, responsible bid submitted by K Cunningham Construction of Cedar Falls, Iowa, in the amount of $204,653.60 for the Orange Road Acceleration Lane public improvement project. Motion carried unanimously.

Other Required Approvals

Moved by Mr. Nardini seconded by Ms. Sell-Bakker to approve publishing of the Certified Budget Amendment for Fiscal Year 2019 and the notification of a Public Hearing for May 28, 2019 at 6:00pm. Motion carried unanimously.

Moved by Mr. Rohlfsen seconded by Mr. McLaughlin to approve the adoption of a resolution directing the College President to develop and implement a policy relating to speech and expression at public institutions consistent with the requirements of SF 274. Motion carried unanimously.
Moved by Ms. Meyer seconded by Mr. Allan to approve a 2.5% salary increase for eligible non-bargaining employees for fiscal year 2019-2020. Motion carried unanimously.

Moved by Mr. Nardini seconded by Ms. Meyer to ratify the Master Agreement as negotiated with the Hawkeye Professional Educators’ Association including a salary increase for eligible faculty members of 2.5% for academic year 2019-2020. Motion carried unanimously.

Moved by Mr. Nardini seconded by Mr. Clark to approve changing the meeting date of the July 23, 2019 Hawkeye Community College Board of Trustees meeting to July 30, 2019 to accommodate travel to the Iowa Association of Community College Trustees (IACCT) annual conference. Motion carried unanimously.

Moved by Mr. McLaughlin seconded by Mr. Rohlfesen to approve the March 15-April 11, 2019 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. Motion carried unanimously.

**Closed Session**

Moved by Mr. Nardini seconded by Ms. Meyer to go into closed session for the purpose of evaluating the professional competency of potential employees in order to prevent needless and irreparable injury to the persons’ reputation and the potential employees have requested the closed session as permitted by Section 21.5.1(i) of the Code of Iowa at 7:25 p.m. A roll call vote was taken. Ayes: Ms. Webster-Vore, Mr. Rohlfesen, Mr. McLaughlin, Ms. Meyer, Mr. Nardini, Ms. Sell-Bakker, Mr. McGregor, Mr. Allan, and Mr. Clark. Nays: None. Absent: None. Motion carried.

The Board returned to open session at 9:37 p.m. No action was taken during the closed session.

**Additional Required Approval**

Moved by Mr. Nardini seconded by Mr. Clark to appoint Dr. Todd Holcomb as President of Hawkeye Community College and to approve a three-year rolling employment contract with a salary of $246,500, vehicle allowance of $8,400, expense allowance of $6,600, and other benefits effective July 1, 2019. A roll call vote was taken. Ayes: Ms. Meyer, Mr. Nardini, Ms. Sell-Bakker, Mr. McGregor, Mr. Allan, and Mr. Clark, Ms. Webster-Vore. Nays: Mr. Rohlfesen, Mr. McLaughlin. Absent: None. Motion carried.

**Adjournment**

The meeting adjourned at 9:40 p.m.

Respectfully submitted,

Donna S. McNulty
Assistant to the President
Secretary to the Board of Trustees