

**BOARD OF TRUSTEES
EASTERN IOWA COMMUNITY COLLEGE DISTRICT
December 16, 2013**

The Board of Trustees of the Eastern Iowa Community College District (Merged Area IX) met in Regular Session on December 16, 2013, at Muscatine Community College, 152 Colorado Street, Muscatine, Iowa. President Robert Gallagher called the meeting to order at 7:00 p.m. with the following directors present: Kim Clausen, Mary Lou Engler, Michelle Garvin, Denise Hollonbeck, Bill Phelan. Absent: Kendra Beck, Dr. Joseph D'Souza, Milton Shaw.

Minutes from the November 18, 2013, Regular Board meeting had been mailed to the Board members for their review. Director Hollonbeck moved, seconded by Director Phelan, to approve the minutes as submitted. Ayes: all. Nays: none. Motion carried.

Director Phelan presented an IACCT update. He thanked Director Hollonbeck for attending the December meeting with him and for serving as EICC's IACCT representative during his winter absence. He reported that Iowa Department of Education community college bureau chief shared that department director Brad Buck would like to visit the community colleges; Chancellor Doucette suggested we invite him in the spring after the legislative session. Director Phelan encouraged the Board members to participate in the IACCT Leadership Club and the upcoming ACCT National Legislative Summit. Iowa legislators will be operating this session in the "trust but verify" mode when it comes to community colleges; they are pleased with their additional investment in community college workforce programs from last year but want to be sure they have invested wisely.

Bob Allbee, president of Muscatine Community College, gave a brief overview of how MCC came to be involved with an exchange program to China last summer. Kay Roof-Steffen, MCC humanities instructor, shared photographs and stories of her experiences with eight MCC students studying for one month at a partner college in Hubei. Ms. Roof-Steffen commented that it was a once-in-a-lifetime, life-changing experience for the students. Mr. Allbee also introduced Jane Yin, a faculty member from Zhending, China, who is teaching at MCC this year.

A list of personnel items was presented for Board approval, including performance adjustments for administrative and professional staff. Director Clausen moved, seconded by Director Phelan, to approve the personnel list and performance adjustments as submitted. Ayes: all. Nays: none. Motion carried.

Mark Kapfer, executive director of economic development, presented three Chapter 260E preliminary agreements: Gordon Sevig Trucking Co. and GSTC Logistics Inc. in the amount of \$175,000; H.J. Heinz Company in the amount of \$480,000; and Miracle Tool America in the amount of \$165,000.

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

Mr. Kapfer presented two Chapter 260F/WTED retraining agreements: Nichols Aluminum LLC in the amount of \$50,000; and SSAB Iowa Inc. in the amount of \$50,000. Chancellor Doucette commented that a recent visit with legislators was hosted by SSAB and plant manager Bill Zinkewich was very complimentary about the college's assistance with their workforce training needs.

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

The Board was asked to approve several contractual agreements: renewal of the agreement with McGladrey LLP for supplemental CIO advisory services; memoranda of agreement with Muscatine, North Scott and Pleasant Valley Schools for the QC Career Connections program; and a transition agreement with Black Hawk College for cooperative programs.

Director Hollonbeck moved, seconded by Director Engler, to approve the contractual agreements. Ayes: all. Nays: none. Motion carried.

The Board reviewed an Offer to Purchase Real Estate for a house and two adjoining parcels of land adjacent to the Clinton Community College campus for the assessed value of \$54,854. The Board was asked to approve the Offer to Purchase, to authorize Chancellor Doucette to execute appropriate sale documents, and to authorize payment of the purchase price and appropriate related fees, with a closing date no later than January 21, 2014.

Director Clausen moved, seconded by Director Hollonbeck, to approve the Offer to Purchase, authorize Chancellor Doucette to execute documents, and authorize payment of the purchase price and appropriate fees. Ayes: all. Nays: none. Motion carried.

Financial reports for the month ending November 30, 2013, were presented. It was recommended that receipt of the reports be acknowledged and the reports placed on file.

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

Director Engler moved, seconded by Director Clausen, to approve payment of the bills as submitted. Ayes: all. Nays: none. Motion carried.

The Board was also asked to approve payment of an additional health insurance fee of \$14.25 per month per insured from January 2014 through June 30, 2014.

Director Hollonbeck moved, seconded by Director Clausen, to approve the payment of the additional health insurance fee. Ayes: all. Nays: none. Motion carried.

During Trustee Comments, President Gallagher thanked Mr. Allbee and the MCC staff for the traditional holiday dinner and entertainment. He asked Dr. Nancy Kothenbeutel to join him at the front of the room to receive a Resolution of Commendation from the Board. President Gallagher read the resolution to be entered into the minutes:

**RESOLUTION OF COMMENDATION
Dr. Nancy Kothenbeutel
December 16, 2013**

WHEREAS Dr. Nancy Kothenbeutel, Eastern Iowa Community Colleges' Vice Chancellor for Workforce Development and Continuing Education, has served the colleges with distinction for 36 years; and

WHEREAS Dr. Kothenbeutel has provided leadership of the highest caliber for the Continuing Education and District Nursing Departments; and

WHEREAS Dr. Kothenbeutel's creativity and entrepreneurial spirit have led to such highly successful and model initiatives as the Blong Technology Center, the new West Davenport Center and the Midwest Center for Public Safety Training; and

WHEREAS Nancy has built a legacy of serving the needs not only of business and industry but also of those in our community who are most in need of basic education and has done so with the greatest respect for all people;

NOW THEREFORE BE IT RESOLVED THAT, on the occasion of her retirement, the Eastern Iowa Community College District Board of Trustees expresses its highest

admiration and respect for Dr. Kothenbeutel and her work, its deepest gratitude for her dedication to the community colleges, their mission and their students, and its best wishes for a happy, healthy and adventurous retirement.

President Gallagher thanked Dr. Kothenbeutel for her faithful and hard-working commitment to the colleges, noted that EICC will miss her and wished her well in retirement.

Director Phelan commented that his experience at IACCT meetings has shown that Chancellor Doucette is highly respected by the IACCT and IACCP members around the state. He applauded Dr. Doucette for his efforts and noted EICC is lucky to have him as its leader.

During Chancellor's Comments, Chancellor Doucette reported that EICC hosted four legislative sessions this month at area industries. He thanked Gary Mohr and Mark Kapfer for coordinating these meetings, as well as Nancy Kothenbeutel and Karen Vickers for their presentations. The meetings were well-received by the legislators, and the industry representatives made a strong case for the community colleges' workforce development efforts. He noted that the Quad Cities has received a Lumina Foundation grant for \$200,000 to increase the number of postsecondary certificates and degrees earned by area residents. He thanked Dr. Teresa Paper, Scott Community College president, and Honey Bedell for co-chairing the Vice Chancellor for Education and Training selection committee. He hopes to make a decision by the end of the week on this key position. ACCT has produced a primer on financial aid; each Board member will get a copy and Dr. Vickers will make a presentation on financial aid at an upcoming Board meeting. Financial aid is critical to achieving our mission and he praised Dr. Vickers and district financial aid officer Jane Haugland for the excellent job they do. He closed by telling the Board members how much the EICC family appreciates their service to the colleges.

The next Regular Board meeting is scheduled for 7:00 p.m. on January 27, 2014, in the Ellis Vetter Board Room at 306 West River Drive, Davenport, Iowa.

President Gallagher adjourned the meeting at 8:02 p.m.

Honey H. Bedell, Board Secretary

Board of Trustees
December 16, 2013 – page 5

Approved:

Board President