REGULAR MEETING OF THE BOARD OF TRUSTEES
Monday, August 12, 2024 at 4:30 p.m.
SCC Fort Madison Center

Meeting Minutes

1.0 Routine Items
1.1 Call to Order, Roll Call, and Pledge of Allegiance
Board Chair Janet Fife-LaFrenz called the meeting to order at 4:30 p.m. Roll call indicated Trustees Nabulsi, Fife-LaFrenz, Hillyard, Howard, and Heland were present in the room. Also present were President Michael Ash, Treasurer Cory Gall, Secretary Darcy Burdette, and SCC staff members Amanda Estey, Chuck Chrisman, Val Giannettino, Laurie Hempen, and Jeff Ebbing.

1.2 Adoption of Formal Agenda
Trustee Hillyard moved to approve the formal agenda. Trustee Howard seconded. Motion carried.

1.3 Communications (Limited to Five (5) Minutes per Individual)
1.3.1 Audience
None.

1.3.2 Administration
Executive Director of Institutional Advancement, Val Giannettino reported that the Foundation office is preparing for Great Tastes to be held on November 1, 2024. They have awarded 450 possible scholarship awards for the Fall Semester.

1.3.3 Board
All five Trustees and President Ash attended the Community Colleges for Iowa Summer Trustee Conference hosted by Hawkeye Community College. They shared some information from the conference. Trustee Hillyard reported that he attended the Des Moines County Fair and noted that the recent improvements to the arena for handicap seating and announcer stand were a great addition. Trustee Howard provided updates from his involvement with the Iowa Association of School Boards. Trustee Fife-LaFrenz plans to participate in an ACCT webinar about Funding Models for Community Colleges on Tuesday, August 13th.

1.4 Iowa Association of Community College Trustees Report
Trustee Nabulsi reported that the IACCT Trustees Board had a short meeting during the Community Colleges for Iowa Conference to review the budget. The next Trustee Board meeting will be held on August 28, 2024.

2.0 Action Items
2.1 Approval of Consent Agenda
1. **Approval of Minutes**
   - **July 8, 2024 Regular Board Meeting Minutes**
2. **Presentation of Bills of Account**
3. **Resignations, Terminations and Mutually Agreed to Contract Adjustments**

Name	Title	Date of Hire	Last day of Employment	Reason
Kimberly Hinson	Associate Professor - Nursing	01/12/2015	09/06/2024	Personal.

| Michelle Huppenbauer | CBIZ Accounts Specialist | 07/10/2023 | 07/31/2024 | Personal. |
| Sierra Redd | Student Success Advocate | 02/20/2023 | 08/15/2024 | Personal. |

4. Employment Contracts

Name	Title	Contract Period	Salary
Brian Hoekstra (New)	E-Sports Gaming Coordinator	July 15, 2024 – June 30, 2025	$15.00/hour ($ 22,590.00 annual)
Thad Maxwell (New)	E-Sports Gaming Coordinator	August 5, 2024 – June 30, 2025	$15.00/hour ($21,240.00 annual)
Jolene Rogers (New)	Project Manager – Strengthening Community Colleges Grant	July22, 2024 – June 30, 2025	$51,839.08 ($ 55,000.00 annual)
Kyle Shores (Replacement)	Computer Technician – Help Desk Assistant	August 12, 2024 – June 30, 2025	$ 38,843.40 ($ 43,888.00 annual)

Trustee Nabulsi moved approval of the Consent Agenda items. Trustee Heland seconded. Motion to approve the Consent Agenda carried on a 5-0 roll call vote.

2.2 Approval of Early Retirement Plan
Vice President Gall presented the Early Retirement Plan to Trustees for approval. The parameters of the plan have not changed from what was previously offered. Employees that are eligible must be at least age 55 by June 30, 2025, have worked the most recent 10 years consecutively at Southeastern Community College, and inform the Board of Trustees in writing of his/her intention to retire on or before December 1, 2024. There are 45 employees, including faculty and non-faculty that are eligible. He reviewed the early retirement benefits and noted the financial benefits to the college.

Trustee Heland moved to approve the Early Retirement Plan. Trustee Hillyard seconded. Motion carried on a 5-0 roll call vote.

3.0 Accountability
3.1 President's Report
President Ash referred Trustees to his report in their folders making note of a few of the items including the following:
- Attended a meeting with the Lee County Career Academic Center Board on July 22nd. Continue to work on the future of the center including how to cover costs.
- Visited Burlington Superintendent Robert Scott and toured the remodeling they have done.
- The all staff In-Service will be Wednesday, August 14th and include college updates. The consultant working with us on the Culture Improvement project will present the framework and next steps for this project as a result of his work with the faculty and

staff who are part of that committee. There will be additional professional development meetings with him through the year.
- Met with the Department of Corrections to discuss AEL program in the prisons.

3.2 Facilities Update
Vice President Gall provided a brief facilities update noting that the saferoom construction continues. They continue work on the interior. We think the Safe Room will be totally done around Thanksgiving.   Vice President Gall also reported that the Keokuk apartments have been put back on the market for sale. The potential buyer was unable to obtain financing. We have already received an additional offer, but we will wait to see if some of the original offers are re-made. The Main Circle Drive project is complete.

4.0 Future Meetings
Board Chair Fife-LaFrenz reviewed the list of future meetings.

5.0 Adjournment
There was consensus that the meeting be adjourned at 5:40 p.m.

These minutes have been approved by the Board of Trustees and this is certified to be a true copy.

Darcy Burdette

Darcy Burdette, Board Secretary