



HAWKEYE COMMUNITY COLLEGE BOARD OF TRUSTEES
May 21, 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 May 21, 2024 at 6:00 p.m. and led those present in the Pledge of Allegiance. Present: Mr. Louis Beck, Dr. Christine Hutcheson (via zoom), Mr. Ron Orf, Ms. Barbara McGregor (via zoom), Mr. Jay Nardini, Ms. Bridget Saffold, Mr. Dave Westley and Student Representative Ms. Isabella Hesse. Absent: Mr. Casey McLaughlin, Ms. JoDee Knox and Student Representative Ms. Alina Bruhlmeier.

Others present: Dr. Todd Holcomb, President; Ms. Lynn LaGrone, Provost and Vice President of Academic Affairs; Ms. Nina Grant, Vice President of Student Affairs and Institutional Diversity; Ms. Susan Hauber, Executive Director of Human Resource Services; and Ms. Mary Pat Moore, Executive Director of Public Relations and Marketing; Mr. Aaron Sauerbrei, Vice President of Strategic Partnerships and Workforce Education; and Mr. Daniel Gillen (via zoom), Vice President, Administration and Finance.

Adoption of Agenda

Moved by Mr. Beck seconded by Mr. Westley 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
- 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. Approve the Certified Budget Amendment for Fiscal Year 2024 to reflect the potential increase in expenditures for the current year which will not change the property tax rate or levy.
- VIII. Approve the Iowa Code 279 Employee Contracts.
- IX. Approve to publish the Notice to Bidders setting the bid date on June 19, 2024 at 2:00 p.m. and to publish the Notice of Proposed Public Improvements setting the Public Hearing on the plans, specifications, form of contract, and estimated cost for June 25, 2024 at 6:00 p.m. for the East Campus Electrical Service Replacement.
- X. Approve the April 12-May 9, 2024 audited and verified payments made for reasonable and necessary expenses of Hawkeye Community College and make them a part of the official minutes.
- XI. Approve going into closed session for the purpose of evaluating the professional competency of an employee in order to prevent needless and irreparable injury to the employee's reputation and the employee has requested the closed session as permitted by Section 21.5.1(i) of the Code of Iowa.
- 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.

Consent Agenda

Moved by Mr. Orf seconded by Mr. Beck to approve the following consent agenda items:

- April 23, 2024 Regular Board Meeting Minutes
- April 8, 2024 Joint Boards Meeting Minutes
- Board Personnel Report: Non-Bargaining Employees

Motion carried unanimously.

President's Comments

President's Retreat

Dr. Holcomb reminded the board that the college is hosting the Presidents Retreat this week. The presidents will arrive Wednesday for dinner followed by sessions at the Automation and Robotics Center on Thursday morning, sessions at the Adult Learning Center Thursday afternoon and Hawkeye Center on Friday morning.

\$1.5M Youthbuild Grant

He also shared that Hawkeye Community College WeBuild Program has received \$1.5M! These YouthBuild Program grants range from \$700,000 to \$1.5M each and will support pre-apprenticeships to educate and train young people, ages 16-24, who are neither enrolled in school or now in the labor market, for jobs in construction and other high-demand industries. YouthBuild grants will help deliver education and training to enable participants to build or rehabilitate affordable housing in their communities for people in need.

15th Annual Foster Care Graduation Celebration

Dr. Holcomb said an open house for foster care graduates will be held Thursday, June 6 from 4:00-5:30pm at the Van G. Miller Adult Learning Center. Ten seniors will be honored.

High School Completion Ceremony

This year's High School Completion Ceremony will take place Thursday, June 27 at 7:00pm at the Van G. Miller Adult Learning Center.

Community College for Iowa Trustee Conference

Dr. Holcomb reminded the board that the college is hosting this year's trustee conference July 10-11. We have four trustees attending the conference. The conference is Wednesday, July 10 starting at 10:30 with the awards dinner that night at the Adult

Learning Center. The conference has morning sessions on Thursday July 11th dismissing at noon.

Dr. Holcomb reported next week construction will be starting on the courtyard renovation. This will require turning off the natural gas main to campus for three days.

Also, Dr. Holcomb thanked Trustee Westley for attending Austin Sternhagen's funeral with him. Austin was a Hawkeye student that passed away the Wednesday before commencement. They hand delivered his diploma to his parents at the funeral.

Board Education

Mr. Jason Chapman, Director of Student Success, Institutional Advancement

Mr. Chapman presented information regarding student success, retention and completion. He stated retention and completion rates are great and the college is doing well. Here are a few statistics he shared:

- Hawkeye Community College (HCC) has a 65% retention rate compared to a 62.5% peer median.
- 3-Year Average Retention Rate shows HCC has 64.33% retention rate compared to 61.33% peer median.
- Student Completion Rates show 3-year average for HCC is 26.3% compared to 38.5% peer median.
- Completion by gender HCC shows 37% male vs. 28% female.
- Completion by race/ethnicity gaps show HCC Black/African-Americans at 5% vs. 20% peer median. HCC Hispanic/Latinx completion are at 24% vs. 37% peer median. HCC White completion show 36% vs. 46% peer median.

The social belonging project, a pilot program, aims to help students view challenges they encounter during the transition to college as normal. The project works to improve social and academic engagement, as well as GPA and retention among socially disadvantaged groups.

The Redtails Lead AmeriCorps continues to identify barriers to student enrollment, persistence, and completion. It works to improve resource literacy for all Hawkeye students. Services such as tutoring, assisting student athletes, and food pantry continue to be successful.

Mr. Chapman reported on social connection and loneliness, stating the U.S. Surgeon General Dr. Vivek H. Murthy advised that Americans are facing an epidemic of loneliness and social isolation. He recognized this was a significant challenge for college-aged Americans, especially on their mental health.

The college will be launching the Hawkeye Completion Assistance Project. The completion assistance project is piloting next academic year of 2024-2025. This is an effort to encourage our students to complete college.

Student Representative Reports –Ms. Isabelle Hesse

Ms. Hesse reported that the Health Education and Services Center construction continues. They are in the process of rearranging rooms.

The athletic teams have wrapped up their spring seasons which include softball, soccer, golf, and track and field. The track team took on Nationals this weekend. There were many outstanding performances. Also, Hawkeye Golfer Kaden Anderson qualified for the golf national tournament. She reported overall it has been a great year for athletics.

Finally, Ms. Hesse thanked the Board for the opportunity to serve as a student representative.

Recognition of Ms. Isabella Hesse and Ms. Alina Bruhlmeier

Chari Nardini recognized Ms. Hesse and Ms. Bruhlmeier for their service to the Board of Trustees by presenting each of them with a certificate of appreciation. Ms. Bruhlmeier was presented with her certificate earlier this month at the commencement ceremony as she has already returned to Switzerland for the summer.

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) April 23, 2024 board self-evaluation summary and found it to be satisfactory.

Governance Process Item 2 – Investment in Governance

The board reviewed policy GP-8 – Investment in Governance for its Multi-Year Cycle Review 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 Ms. Saffold seconded by Mr. Westley 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.

Required Approvals

Board Chair Nardini opened a public hearing for the Certified Budget Amendment for Fiscal Year 2024 at 6:02 p.m. Moved by Mr. Westley seconded by Ms. Saffold to close

the hearing after no public oral or written comments were received. Motion carried unanimously.

Moved by Mr. Nardini seconded by Mr. Beck to approve the Certified Budget Amendment for Fiscal Year 2024 to reflect the potential increase in expenditures for the current year which will not change the property tax rate or levy. A roll call vote was taken. Ayes: Mr. Beck, Ms. Hutcheson, Ms. McGregor, Mr. Orf, Ms. Saffold, Mr. Westley and Mr. Nardini. Nays: None. Motion carried unanimously.

Moved by Mr. Westley seconded by Mr. Orf to approve Employee Contracts under Iowa Code 279. Motion carried unanimously.

Moved by Mr. Nardini seconded by Ms. Saffold to direct the Board Secretary to publish the Notice to Bidders setting the bid date on June 19, 2024 at 2:00 p.m. and to publish the Notice of Proposed Public Improvements setting the Public Hearing on the plans, specifications, form of contract, and estimated cost for June 25, 2024 at 6:00 p.m. for the East Campus Electrical Service Replacement.

Moved by Mr. Beck seconded by Mr. Orf to approve the April 12-May 9, 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.

Closed Session

Moved by Mr. Nardini seconded by Ms. Saffold to meet in closed session at 6:52 p.m. for the purpose of evaluating the professional competency of an employee in order to prevent needless and irreparable injury to the employee's reputation and the employee has requested the closed session as permitted by Section 21.5.1(i) of the Code of Iowa. A roll call vote was taken. Ayes: Mr. Beck, Ms. Hutcheson, Ms. McGregor, Mr. Orf, Ms. Saffold, Mr. Westley and Mr. Nardini. Nays: None. Resolution adopted. The closed session was not recorded due to technical issues; Dr. Holcomb waived a recorded session.

The closed session adjourned to open session at 7:40 p.m.

Adjournment

The meeting adjourned at 7:41 p.m.

Respectfully submitted,



Dee Paulsen

Assistant to the President

Secretary to the Board of Trustees