



HAWKEYE COMMUNITY COLLEGE BOARD OF TRUSTEES
September 26, 2023 6:00 PM Regular Meeting Minutes
Hawkeye Community College Board Room
1501 E. Orange Road, Waterloo IA 50701

Call to Order

Chair Jay Nardini called the meeting to order on September 26, 2023 at 6:00 p.m. and led those present in the Pledge of Allegiance. Present: Mr. Louis Beck, Ms. JoDee Knox, Ms. Barbara McGregor, Ms. Bridget Saffold, Mr. Jay Nardini, Ms. Teresa Meyer and Dr. Merritt Jones; joined via zoom: Dr. Christine Hutcheson. Absent: Mr. Casey McLaughlin.

Others present: Dr. Todd Holcomb, President; Mr. Daniel Gillen, Vice President, Administration and Finance; Ms. Nina Grant, Vice President of Student Affairs and Institutional Diversity; Mr. Aaron Sauerbrei, Vice President of Strategic Partnerships and Workforce Education; and Ms. Mary Pat Moore, Executive Director of Public Relations and Marketing.

Adoption of Agenda

Moved by Mr. Beck seconded by Ms. Jones 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 monitoring report and determined it demonstrates compliance with a reasonable interpretation of the policy.
- VII. Assess the monitoring report for policy EL-1 Treatment of Students monitoring report and determined it demonstrates compliance with a reasonable interpretation of the policy.
- VIII. Approve the August 11, 2023-September 14, 2023 audited and verified payments made for reasonable and necessary expenses of Hawkeye Community College and to make them a part of the official minutes.
- IX. Approve the date change of the October Board of Trustee Meeting from Tuesday, October 24, 2023 to Monday, October 23, 2023 due to conflict of meetings.
- X. 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. Nardini seconded by Ms. Knox to approve the following consent agenda item: August 22, 2023 regular board meeting minutes. Motion carried unanimously.

Moved by Mr. Lewis seconded by Ms. Jones to approve following consent agenda item: to change the date of the October Board of Trustee Meeting from Tuesday, October 24, 2023 to Monday, October 23, 2023 due to conflict of meetings.

President's Comments– Dr. Todd Holcomb

RCCA

I had the opportunity to attend the Rural Community College Alliance in The Dalles, Oregon September 20-22. I attended sessions on: How to Support Faculty Who Extend Beyond Our Own Limitations; Centering Student Voices to Transform Community Colleges And Create Equitable Systems; Mister Roger's Neighborhood: A Socioeconomic Analysis of Student Populations; Reforming the Funnel Using Predictive Modeling; USDA Rural Development; Are You Eligible For Covid Related Government Impact Funds; Public-Private Collaborative Investments in Career Education; Unlocking Philanthropic and Federal Funding for Rural Community Colleges; Equity is Student Success: Closing the Education Opportunity Gap; and Invest in the workflows that Streamline the Student Experience.

PEER GRANT

In June 2021, with my direction and support Hawkeye Community College established the Pathways to Education and Employment for Reentry (PEER). PEER was established to assist the Cedar Valley with addressing high recidivism rates in our state and community by providing direct education and career services to those involved with the 1st Judicial District. Studies have shown that individuals who participate in job training programs are 48% less likely to recidivate. This investment ensures Hawkeye is playing a role in addressing systemic issues within our community by fighting recidivism at the local level. With the support of the Iowa Department of Corrections 1st District and the Black Hawk County Sheriff PEER is connecting with individuals at the Black Hawk County Jail, two local residential facilities, and a handful of sober living homes in Black Hawk County. With that said, today I am happy to announce that the US Department of Justice has awarded Hawkeye Community College \$900,000 to support PEER for the next three years. We are excited about this news and look forward to providing updates in the future.

DEPARTMENT OF LABOR \$5M GRANT

Administered by the department's Employment and Training Administration, the Building Pathways to Infrastructure Jobs Grant Program will help grant recipients design, develop and grow training programs and work-based learning opportunities that prepare job seekers for high-demand, high-quality career pathways in advanced manufacturing, information technology and professional, scientific, and technical service occupations. The training will support jobs in the renewable energy, transportation and broadband infrastructure sectors created through the administration's infrastructure investments. Only college in Iowa to receive this grant, we will be able to use it at our Automation and Robotics Center.

OCTOBER BOARD OF TRUSTEE MEETING

Next month, the October Board of Trustee meeting will be held on Monday, October 23, 2023 instead of Tuesday, the 24th due to scheduling conflicts I have with Community College for Iowa Board and President's meetings in Des Moines on the 24th.

ARTIST SERIES – HAWKEYE CELEBRATES THE ARTS!

We are looking forward to the first artist series event: Not Fade Away: a tribute to Buddy Holly, Elvis Presley, Roy Orbison, The Beatles, Ritchie Valens, Jerry Lee Lewis and more at Tama Hall. If you are interested in attending, please let Dee know.

HOLIDAY CELEBRATION

This year's holiday celebration is scheduled for Sunday, December 3, 2023. The Hospitality Management program will be implementing the event again this year. Dee will be sending more details as we get closer to the date.

Board Education

Student Representative Update – Trustee McGregor

Ms. McGregor reported that 27 applications were received for the Student Representative positions. The ad hoc committee is comprised of Mr. Beck, Dr. Hutcheson and Ms. McGregor. The ad hoc committee has selected four Liberal Arts and four Career Technical Education students to interview. Interviews will take place October 3-4 via Zoom. Selections will be made the following week in October, and hopefully both student representatives will attend the October 23 Board meeting.

Fall Enrollment 2023 – Presentation by Mr. Aaron Sauerbrei, Vice President for Strategic Partnerships and Business Education and Ms. Nina Grant, Vice President of Student Affairs and Institutional Diversity

Mr. Sauerbrei presented business and community education enrollment data fiscal year 2022 compared to fiscal year 2023. Unique learners for 2023 to date total 8,378 compared to 2022 where there were 7,985. Mr. Sauerbrei reported overall there are lot of positive trends, there is growth in business and education areas where students want short term training to go straight into the workforce.

Mr. Sauerbrei also broke down Business and Community Education contact hours, in the following categories: Advanced Manufacturing, Business and Professional Development, Computers and Technology, Health and Public Services, Life and Leisure, Trade and Industry, and Transportation. The grand total for fiscal year 2023 was 664,311 compared to 255,050 in 2022.

Ms. Grant presented the fall 2023 credit enrollment demographics: Headcount for 2023 is 4,796 which is slightly up compared to the headcount in 2022 of 4,787 students. Arts and Sciences have 3,093 students while Career and Technical Education has 1,703 students. Total semester hours for 2023 is 42,320.

Male students account for 42% of enrollment while female students equal 58%. The average age of students is 20/23. Thirty-seven percent of students are enrolled full-time while 63% are part-time.

Underrepresented student enrollment includes 943 students representing 20% of total enrollment.

Students from Iowa represent 98% of enrollment. International student enrollment is flat with 52 students from 25 different countries.

High school enrollment saw an 1.5% increase equaling 2,188 students who are taking 4.8% less credit hours totaling 10,985.

Students taking online only classes total 934 students taking 5,557 credit hours equaling 19% of total enrollment. The average credit hours taken is 5.95. Fall enrollment highlights include a decrease in transfer, full time students, credit hours. However, increases include headcount, new, returning, part-time, online, concurrent and percent and number of FAFSA completers.

Several enrollment efforts are underway including in person recruitment initiatives, MORE (Mandatory Orientation and Registration Experience) sessions, “Advise” continues to improve data/timing of outreach, continued targeted FAFSA filing outreach and new student open house events.

Challenges facing higher education include greater competition from other colleges, Last Dollar Scholarship changes, higher wages over educational aspirations.

Ms. Grant noted that some of the opportunities moving forward include social belonging project, continued focus on student success/retention and instant enrollment days in expansion.

Ownership Linkage

Advisory Committee Meetings are complete. Discussion took place regarding the Ownership Linkage Program Advisory Committee Member Questionnaire Summary. Trustees reviewed the Summary and commented on those portions that pertained to the Ends Policy.

Ends Items for Decision

None.

Governance Process – Items for Decision

Governance Process Item 1 – Governing Style

The board reviewed its Governing Style (GP-1) August 22, 2023 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-9: Board Linkage with Owners and found it to be satisfactory.
- The Board evaluated itself on its annual fulfillment of Policy GP-10: Governance Succession Planning 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. Knox seconded by Mr. Beck 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 Mr. Nardini seconded by Ms. McGregor that the board has assessed the Executive Limitations EL-1 Treatment of Students monitoring report and determined it demonstrates compliance with a reasonable interpretation of the policy. Motion carried unanimously.

Required Approvals

Moved by Mr. Beck seconded by Ms. Saffold to approve the August 11, 2023-September 14, 2023 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.

Moved by Mr. Nardini seconded by Dr. Jones to approve rescheduling of the regular Board of Trustees meeting from October 24, 2023 to October 23, 2023 at 6:00 p.m. Motion carried unanimously.

Adjournment

The meeting adjourned at 7:39 p.m.

Respectfully submitted,



Dee Paulsen
Assistant to the President
Secretary to the Board of Trustees