



## Board of Trustees Meeting

Thursday, April 10, 2025, at 4:30 PM CDT to 6:00 PM CDT

Kirkwood Community College • Kirkwood Regional Center at the University of Iowa •  
Room 118 • 2301 Oakdale Blvd • Coralville, IA 52241

**Meeting Details:** <https://kirkwood.zoom.us/j/98418275065>, +1 646 931 3860 or +1 301 715 8592

**Meeting ID:** 984 1827 5065

### Agenda

#### I. Call to order and roll call

Presenter: Tracy Pearson

#### II. Public Comment

#### III. Public Hearing

Presenter: Tracy Pearson

- FY26 Proposed Budget

#### IV. Student Perspectives

Presenter: Lori Brown

#### V. Approve or amend agenda

Presenter: Tracy Pearson

#### VI. Kirkwood Report

Presenter: Justin Hoehn

#### VII. Informational Items

##### A. KRCUI Update

Presenters: Jasmine Almoayyed, Dr. Jennifer Bradley, Melissa Payne

#### VIII. Financial Report

Presenter: Casey Dunning

#### IX. Consent Items

##### A. President's comments regarding the Consent Agenda

Presenter: Kristie Fisher

##### B. Personnel

Presenter: Wes Fowler

##### C. Bills

Presenter: Casey Dunning

##### D. Approval of minutes of the Board meeting on March 6, 2025

Presenter: Tracy Pearson

##### E. Approval - Board Policy Review

Presenter: Kristie Fisher

- Board Policy 601: Curriculum

## **F. Review of Current Board Policies**

Presenter: Kristie Fisher

- Board Policy 502: Student Rights and Assurances
- Board Policy 607: Advisory Committee Organizational and Membership
- Board Policy 608: Instructional Oral Communication Competence of Instructional Staff

*The administration conducted a review of the current Board policy. As no changes were proposed, the first reading of the policy has been waived. The policies remain unchanged and continue to reflect the Board's commitment to effective governance and institutional integrity.*

## **X. New Business**

### **A. Administration**

#### **1. Resolution - Kirkwood Community College, 2025 Institutional Roadway Improvement Project Proposed Project Bid**

Presenter: Troy McQuillen

Consideration of a resolution to approve the recommended proposed project bid for the 2025 Institutional Roadway Improvement Project.

#### **2. Resolution - Approval of the FY26 Budget**

Presenter: Casey Dunning

Consideration of a resolution approving the FY26 budget.

#### **3. Resolution - Declare the official intent under Iowa Code 260G to designate the use of the FY26 ACE-PIAP award**

Presenter: Tyler McCarville

Consideration to approve a resolution declaring an official intent under Iowa code chapter 260G to designate the use of the FY26 ACE-PIAP award for the enhancement, construction and/or renovation of existing and/or new space at the college to be determined at a later date.

#### **4. Resolution - Approval of New Accelerated Career Education [ACE] Program Agreements**

Presenter: Tyler McCarville

Consideration of a resolution approving Accelerated Career Education Program Agreement with JetAir, Inc., Cedar Rapids pursuant to Chapter 260G, Code of Iowa.

#### **5. Resolution - Preliminary Industrial New Jobs Training Agreements [260E]**

Presenter: Tyler McCarville

Consideration of a Resolution Approving the Preliminary Industrial New Jobs Training Agreements [260E] with the following:

1. Ingredient Incorporated, Cedar Rapids

## **6. Resolution - Approval of the Final Industrial New Jobs Training Agreements [260E]**

Presenter: Tyler McCarville

Consideration of a resolution approving the Final Industrial New Jobs Training Agreements [260E] with the following:

1. ASD Displays, LLCC, Marion
2. Frontier Co-op, Norway
3. Li' Drug Store Products, Inc., Cedar Rapids

## **7. Resolution - Directing the Publication Notice of Intention to Issue Industrial New Jobs Training Certificates**

Presenter: Tyler McCarville

Consideration of a Resolution Directing the Publication of a Notice Of Intention to Issue Not to Exceed \$6,000,000.00 Aggregate Principal Amount of Industrial New Jobs Training Certificates and calling a Public Hearing on the Proposal to Issue Said Certificates on May 8, 2025 at the Kirkwood Community College - BA Jensen Board Room, Kirkwood Hall.

## **8. Resolution - Approve and Authorize the Execution of Surgical Tech Joint Activity Agreements**

Presenter: Jennifer Bradley

- Northeast Iowa Community College

## **B. Board**

### **1. Resolution - First Reading of Board Policy 606: International Students**

Presenter: Kristie Fisher

Consideration of a resolution approving the review and first reading of Board Policy 606: International Students.

### **2. Resolution - First Reading of Board Policy 500: Student Conduct and Expectations**

Presenter: Kristie Fisher

Consideration of a resolution approving the review and first reading of Board Policy 500: Student Conduct and Expectations.

## **XI. Delegations, Petitions, and Communications**

## **XII. Reports of Board Members**

## **XIII. Adjourn**

A dinner for the Board of Trustees will be held immediately following the meeting at the Tin Roost, 840 W Penn Str, North Liberty, IA 52317.

**Next Meeting:** Thursday, May 8, 2025, 4:30 p.m., in the BA Jensen Board Room.

**Our Mission:** Kirkwood Community College ensures access to quality education, training, and lifelong learning with clear educational pathways that provide opportunities and support for all students to succeed.

**Board of Trustees' Agenda  
April 10, 2025**

**Replacements/New Positions**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>	<b>Replaces/New</b>
Faith Curtis	Instructor, ASP	Secondary Programs	03/14/2025	Paul Reimann
Mary Stevens	Test Center Support Specialist	Test Center	03/17/2025	Chris DeLine
Sabrina Tapps Fee	Academic Advisor	Academic Advising	03/31/2025	Mary Kay Van Oort
Kate Pruess	Student & Academic Support Coordinator	K-12 Partnerships	05/12/2025	Ellie Healy
Charles Berggren	Grounds Maintenance Worker	Grounds	03/31/2025	Corinne Newport
Ben Hoy	Banquet Manager	The Hotel	03/21/2025	Michael Seebeck
Nichelle Cline*	OTA Program Director	Allied Health	05/26/2025	Laura Green
John Arnold	Instructor	Math/Science	08/04/2025	James Gronewold
April Bohnenkamp	Instructor	Math/Science	08/04/2025	DJ Hennager
Maia Augustine	Admissions Advisor	Admissions	03/31/2025	Rebecca Vanderheiden

\*Internal Transfer

**Separation of Employment**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>
Rebecca Vanderheiden	Admissions Advisor	Admissions	03/21/2025
Mark Matthiessen	Instructor, ASP	Secondary Programs	03/25/2025
Jacklyn Gillen	Senior Manager	Continuing Ed	04/11/2025
Paul Ruffalo	Instructor	Business & IT	05/09/2025
Andrea Wilson	Instructor	Social Sciences	08/31/2025

**Status Change**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective</b>	<b>Status</b>
David Brandstetter	Professor	Arts and Humanities	09/01/2025	201-day to 174-day

**Retirement (Non-Incentive)**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective</b>
Brenda Steinke	Operations Coordinator	Business and IT	07/02/2025

**Termination of Continuing Contract**

Consideration of termination of continuing contracts, effective date as noted below, for those individuals not requesting private hearings and for those which notices of termination have been served, as required by Chapter 279.15 of Iowa code. The President recommends their termination as follows:

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>
Amanda Albertsen	Instructor/Coordinator, Kirkwood Center for Lifelong Learning	Secondary Programs	06/30/2025
Nikki Chambers	Instructor/Coordinator, Anamosa State Penitentiary	Secondary Programs	06/30/2025
Kris Farrar	Instructor, Anamosa State Penitentiary	Secondary Programs	06/30/2025
Brad Gardner	Instructor, Kirkwood Center for Lifelong Learning	Secondary Programs	06/30/2025
Anita Gerdes Kramer	Instructor, Anamosa State Penitentiary	Secondary Programs	06/30/2025
Kristin Ho	Instructor/Coordinator, Kirkwood Regional Center at U of I	Secondary Programs	06/30/2025
Mahjabeen Hussain	Instructor, Kirkwood Regional Center at U of I	Secondary Programs	06/30/2025
Alex Kuntz	Instructor, Iowa Medical Classification Center	Secondary Program	06/30/2025
Alexandra Lubbers	Instructor/Coordinator, Kirkwood Regional Center at U of I	Secondary Programs	06/30/2025
Joshua Luckey	Instructor/Coordinator, Iowa Medical Classification Center	Secondary Programs	06/30/2025
Sean McAtee	Instructor, Kirkwood Center for Lifelong Learning	Secondary Programs	08/31/2025

Jennifer Mooney  
Mary Shanney  
Audrey Skoog

Instructor/Coordinator, Kirkwood Regional Center at U of I  
Instructor, Iowa Medical Classification Center  
Instructor, Anamosa State Penitentiary

Secondary Programs  
Secondary Programs  
Secondary Programs

06/30/2025  
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