



Board of Trustees Meeting

Thursday, February 13, 2025, at 4:30 PM CST to 6:00 PM CST

Kirkwood Community College • 6301 Kirkwood Blvd SW • Cedar Rapids, IA 52404 •

B.A. Jensen Board Room • Kirkwood Hall, Suite 309 •

<https://kirkwood.zoom.us/j/3193985500?omn=98711843350>

Meeting Details: <https://kirkwood.zoom.us/j/3193985500?omn=98711843350>, 1 309 205 3325

Meeting ID: 319 398 5500

Agenda

I. Call to order and roll call

Presenters: Tracy Pearson

II. Public Comment

III. Student Perspectives

Presenters: Dr. Jennifer Bradley

IV. Approve or amend agenda

Presenters: Tracy Pearson

V. Kirkwood Report

Presenters: Justin Hoehn

VI. Informational Items

A. Academic Support and Spring Enrollment

Presenters: Becky Weininger, Matt Gilchrist, Wendy Jamison

VII. Financial Report

Presenters: Casey Dunning

VIII. Consent Items

A. President's comments regarding the Consent Agenda

Presenters: Kristie Fisher

B. Personnel

Presenters: Wes Fowler

C. Bills

Presenters: Casey Dunning

D. Certificates, Invoices, Change Orders

Presenters: Troy McQuillen

E. Approval - Minutes of the Board meeting held on January 9, 2025

Presenters: Tracy Pearson

F. Approval - Audit Committee Minutes from January 9, 2025

Presenters: Tracy Pearson

G. Approval - Board Policy Review

Presenters: Kristie Fisher

- Board Policy 206: Reimbursement of Expenses
- Board Policy 215: Wall of Honor
- Board Policy 301: Appointment of the President

*For consistency purposes, changes to dates on policies will be as follows:

-Adoption Date: is the original date the policy was established

-Revision Date: the date when changes to the policy were approved

-Review Date: the date the Board reviews and approves the policy either as is or with a revision

H. Review of Current Board Policies

Presenters: Kristie Fisher

- Board Policy 201: Names and Legal Status of Unit
- Board Policy 203: Audit Committee
- Board Policy 207: Chair and Vice Chair
- Board Policy 214 College Board Member Liability
- Board Policy 302: Duties of the President
- Board Policy 501: Academics and Enrollment

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.

IX. New Business

A. Administration

1. Resolution - Approval of Preliminary Industrial New Jobs Training Agreements

Presenters: Tyler McCarville

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

1. ASD Displays, LLC, Marion-IA
2. GreenState Credit Union, North Liberty-IA

2. Resolution - Shared Personnel Agreement

Presenters: Kristy Black

Consideration of a resolution approving the Shared Personnel Agreement between Kirkwood Community College and Clear Creek Amana Community School District.

3. Resolution - Approve and Authorize the Execution of Surgical Tech Joint Activity [28E] Agreements

Presenters: Dr. Jennifer Bradley

Consideration of a resolution to approve and authorize the execution of Surgical Tech Joint Activity [28E] Agreements with the following institutions:

1. NICC

4. Resolution - Kirkwood Community College, Kirkwood Hall Renovations Project Bid

Presenters: Monica Davis

Consideration of a resolution to approve the recommended proposed project bid for the Kirkwood Hall Renovations Project.

5. Resolution - Approval to Purchase Parcels locally known as 1025 Kirkwood Pkwy SW, Cedar Rapids, IA (Lot 1 & 2 of Prairie Crossings 2nd Addition)

Presenters: Troy McQuillen, Casey Dunning

Consideration of a resolution to purchase the real estate commonly known as 1025 Kirkwood Parkway SW, Cedar Rapids, IA [Lots 1 & 2 of Prairie Crossings 2nd Addition]

B. Board

1. Resolution - First Reading of Board Policy 101: Policy on Policies and Procedures

Presenters: Kristie Fisher

Consideration of a resolution approving the review and first reading of Board Policy 101: Policy on Policies and Procedures.

2. Resolution - First Reading of Board Policy 208: Secretary - Duties

Presenters: Kristie Fisher

Consideration of a resolution approving the review of Board Policy 208: Secretary - Duties.

3. Resolution - First Reading of Board Policy 209: Treasurer

Presenters: Kristie Fisher

Consideration of a resolution approving the review of Board Policy 209: Treasurer.

4. Resolution - First reading of Board Policy 210: Meetings

Presenters: Kristie Fisher

Consideration of resolution approving the review and first reading of Board Policy 210: Meetings.

5. Resolution - First reading of Board Policy 211: Organizational Meeting

Presenters: Kristie Fisher

Consideration of resolution approving the review and first reading of Board Policy 211: Organizational Meeting.

6. Resolution - First Reading of Board Policy 213: Payment of Bills

Presenters: Kristie Fisher

Consideration of a resolution approving the review and first reading of Board Policy 213: Payment of Bills.

X. Delegations, Petitions, and Communications

XI. Reports of Board Members

XII. Adjourn

A dinner for the Board of Trustees will be held immediately following the meeting at the campus home.

Next Meeting: Thursday, March 6, 2025, 4:30 p.m., B.A. 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
February 13, 2025**

Replacements/New Positions

Name	Title	Department	Effective Date	Replaces/New
Jordon Hill	Instructor – Temp	Business and IT	01/01/2025	Mark Bromwich LOA
Adam Rairden	Instructor – Temp	Industrial Technology	01/06/2025	NEW
Jessica Cortez	HR Assistant	Human Resources	01/13/2025	Mariann Ryan
Cymone Green	Equity in Student Success Coach	Student Equity, Inclusion & Support	01/21/2025	Lawrence Parrott
Mark Matthiessen	Instructor- ASP	Secondary Programs	01/24/2025	Scott Wittstruck
Audrey Skoog	Instructor- ASP	Secondary Programs	01/24/2025	Erika Derrick
Adrienne Shavers*	College & Career Transition Counselor	Admissions	02/03/2025	Sheryl Bass
Zachary Culpepper	Public Safety Officer	Facilities	02/03/2025	Cody Hayes
Megan Mahoney	Student & Academic Support Coordinator	Jones County Regional	02/03/2025	Craig Stadtmueller
Emily Shryock*	Executive Assistant	Academic Affairs	02/10/2025	Deb Jones

*Internal Promotion

Retirement (Non-Incentive)

Name	Title	Department	Effective Date
Mary Kay Van Oort	Academic Advisor	Academic Advising	03/03/2025
Paul Sabotta	Controls Engineer	Facilities	02/28/2025

Separation of Employment

Name	Title	Department	Effective Date
Chris Deline	Test Center Support Specialist	Academic Innovation, Strategy & Design	02/21/2025
Katie Lyman	Dean	Continuing Education	03/03/2025
Claire Garner-Hubert	Operations Specialist III	Continuing Education	02/14/2025
Madison Day	EMS Instructor/Clinical Coordinator	Continuing Education	03/03/2025