

**KIRKWOOD COMMUNITY COLLEGE**  
**Meeting of the Board of Trustees**  
**Thursday, January 15, 2026, 4:30 P.M.**  
**B.A. Jensen Board Room**

**MINUTES**

Present: Doug Bannon, Steve Caves, Peggy Doerge, Alan Jensen, Tracy Pearson, Keith Stamp, Lorraine Williams [arrived at 4:42 p.m.], and Leslie Wright.

Absent: Joel Thys

Also Present: Kristie Fisher, President; Casey Dunning, Treasurer; Peg Sprengeler, Secretary; Chad Little, KFA Representative and Rachel Powell, KSA Representative.

Chair Pearson called the meeting to order at 4:30 p.m.

No public comments.

**Student Perspectives**

Barb Rawson, Program Manager-Continuing Ed & Training Services, introduced Joe Kilburg, former Kirkwood student in the Leadership in Manufacturing Program. Joe Kilburg, Plant Manager at IFF [formerly Dupont], began his career as a Maintenance Manager seeking leadership growth and enrolled in the Leadership in Manufacturing Program. The training provided valuable skills in areas such as conflict resolution, communication, strategy, and process improvement. After completing Session I, he was promoted to Operations Manager and later to Plant Manager following Session II. Joe strongly advocates for the program, citing its fresh industry perspective and networking opportunities with future leaders.

Carla Andorf, Executive Director-Workforce Services, introduced Carolina Cortes-Gomez, who first participated in the Kirkwood KPACE program nearly 10 years ago, earning her Customer Service Professional Certificate. This led to a position at Toyota Financial, which supported her and her family until the company closed its Cedar Rapids office. Carolina then reconnected with the KPACE team, engaged with Project Start, and entered the nursing program at Kirkwood. She graduated in December 2025 with her nursing degree and expressed deep appreciation for the support and services that helped her achieve this milestone.

Trustees Jensen and Stamp moved and seconded approval of the January 15, 2026, agenda.  
Motion carried: 8-0

**INFORMATIONAL ITEMS**

**Kirkwood Report**

Justin Hoehn, Director of Media Relations and Communications, provided the Kirkwood report, which included:

- Jessica Brown, dental assisting student, has been named January Student of the month.
- Kirkwood faculty and staff were recognized with several awards at the recent Community Colleges for Iowa Convention and Tradeshow.
- Second-year students in Kirkwood's Apparel Merchandising & Design program recently participated in a hands-on color analysis experience, gaining practical insight into the work of professional stylists.
- The college hosted its annual holiday reception in December, welcoming faculty, staff, and their family and friends for a festive celebration.
- President Kristie Fisher was named one of the Corridor Business Journal's *25 Most Influential Leaders of 2025*, recognizing her leadership and impact in the region.

### **Stronger Together: Collective Action for Student Support Excellence**

Matt Gilchrist, Executive Director of Academic Affairs; Carla Andorf, Executive Director-Workplace Services; and Bobbi Miller, Associate Vice President-and Dean of Students shared updates on collective efforts to advance student support excellence. Over the past two years, leaders of student support programs have worked across departments and divisions to exchange insights and improve coordination. Their efforts have resulted in two college-wide student support celebration events and initiated discussions on developing a shared data infrastructure to better track student engagement and assess program outcomes. Additionally, members of this group presented their work at the Community Colleges for Iowa Convention and Tradeshow in December.

### **Financial Report**

Treasurer Dunning provided a high-level review of changes to the FY26 projected revenues for operating Fund 1 at the January 2026 board meeting for the period of July 2025 through November 2025. Contracted training and non-credit tuition revenue is projected to fall short of budget by \$178k. Overall, actual revenue is projected to exceed budget revenue by \$1.4M.

Overall expenses for operating Fund 1 are projected to remain within budget for FY26. Key expense savings include Salaries and Benefits savings of \$2.61M due to savings from unfilled open positions. All operating expense categories are currently projected to end the year within budget.

Fund 3 is projected to end the year in line with budget. A more refined estimate for the enterprise operations will be presented in the Spring when a larger share of operating revenues has been received at the major enterprises.

Cash balances remain strong with the College having 167 days of unrestricted days reserve at the end of December 2025, when compared to a KPI of 90 days.

### **CONSENT AGENDA**

Trustees Wright and Doerge moved and seconded approval of the Consent Agenda. Motion carried: 8-0.

- A. Personnel (as attached to these minutes).
- B. Synopsis of Bills
  - 1. Kirkwood Community College pages 1 through 85 for a total of \$13,246,116.16
  - 2. The Hotel at Kirkwood Center pages 1 through 6 for a total of \$517,655.72
- C. Board minutes from December 9, 2025
- D. Approval – Board Policy Review
  - 1. Board Policy 303: Administration of 260E Program
  - 2. Board Policy 605: Commencement
  - 3. Board Policy 901: Community Relations\_Naming Policy
  - 4. Board Policy 902: Gifts

### **NEW BUSINESS AGENDA**

#### **Administration**

Trustees Bannon and Wright moved and seconded the approval of the Preliminary Industrial New Jobs Training Agreements [260E] with the following:

- 1. Softronics LTD, Marion, IA

Motion carried: 8-0.

#### **Board**

No new business for the Board.

## **DELEGATIONS, PETITIONS, AND COMMUNICATIONS**

### **President's Report**

- Jasmine Almoayyed, Vice President-Government & Community Relations, provided an update on legislative activity following the start of the session on January 12.
- Meetings with healthcare providers are scheduled in January to discuss workforce needs with the goal of identifying any additional areas where the college may be able to provide support.
- Todd Rima, Director-Athletics, reported strong academic performance among student-athletes: the cumulative GPA of all of our athletes is 3.42; of which, 83% made Academic All-Region or 97 out of 117 athletes. 24 student-athletes achieved a 4.0 GPA.
- Shared perspectives on Aspen data process.

### **Secretary's Report**

- Kirkwood will be closed on Monday, January 19 in honor of the civil rights activist – Dr. Martin Luther King, Jr.
- Upcoming events: Kirkwood Athletics Hall of Fame – January 24, 2026.

### **Report of Board Members**

#### **Community Colleges for Iowa -- Trustee Conference and Convention/Tradeshow**

The board discussed potential changes to the summer trustee conference and the Community Colleges for Iowa Convention and Tradeshow beginning in 2027.

There being no further business coming before the Board, Trustees Stamp and Williams moved and seconded the meeting be adjourned at 6:00 p.m. Motion carried: 8-0

Respectfully submitted by:

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Peg Sprengeler, Board Secretary

Approved by Board on February 19, 2026:

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Tracy Pearson, Chair

**Board of Trustees' Agenda  
January 15, 2026**

**Replacements/New Positions**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>	<b>Replaces/New</b>
Laura Seyfer	Business Liaison	Continuing Education	12/08/2025	Jourdan Jiruska
Michael Colleran*	Student Support & Academic Coordinator	College Credit in High School	12/15/2025	Kate Pruess
Sharon Grice	Director	K12 Partnerships	01/12/2026	Jon Weih
Kodie Ritchie	CRM Administrator	Marketing	01/05/2026	NEW
Megan Bussan**	IEC Coordinator	Iowa Equestrian Center	11/03/2025	Jeramiah Cross
Ben Heffer	Maintenance Technician I	Facilities	01/05/2026	Scott Kinch
Adeara London	Academic Advisor	Academic Advising	01/05/2026	Kayla Artel
Carrie Bohn	Application Developer I	Technology Services	01/05/2026	Steve Lovett
Autumn Diesburg	Academic Advisor	Academic Advising	01/05/2026	Amanda Ussery
Caitlyn Miller**	Director	Jones County Regional Center	01/12/2026	Craig Stadtmueller
Jodi Schafer	Director	Continuing Education	01/20/2026	Emily Logan
Matthew Gilchrist**	Executive Director	Academic Services	01/02/2026	NEW

\*Internal Transfer

\*\*Internal Promotion

**Retirements Under Retirement Incentive Program**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>
David Bullwinkle	Professor	Arts & Humanities	06/30/2026
Rhonda Clough	Professor	Agricultural Science	06/30/2026
Pam Ellis	Financial Aid Analyst	Financial Aid	06/30/2026
Anita Kramer	Department Assistant	Anamosa State Penitentiary	06/30/2026
Terri Long-Jedlicka	Professor	Communication, English & Media	08/31/2026
Shelby Myers	Professor	Communication, English & Media	06/30/2026
Barbara Rawson	Program Developer II	Continuing Education & Training Services	06/30/2026
Laurie Simmons	Professor	Health	06/30/2026
Dawn Stastny	Department Assistant	Academic Advising	06/30/2026
Eliot Blake	Professor	Communication, English & Media	08/31/2026
Chad Daugherty	Professor	Industrial Technologies	08/31/2026
Amy Eldred-Hernandez	Workforce Career Consultant	Skills to Employment	08/31/2026
Randy Knudson	Pathway Navigator	Skills to Employment	08/31/2026
Jane Lawrence	Center Coordinator	Jones County Regional Center	08/31/2026
Steven Long	Associate Professor	Industrial Technologies	08/31/2026
Jeff Sherman	Professor	Social Science	08/31/2026
Rochelle Sowers	Program Specialist	Workplace Learning Connection	08/31/2026
Greg Stokes	Academic Advisor	Academic Advising	08/31/2026
Lynne Zeman	Professor	Math/Science	08/31/2026