

Board of Directors
Des Moines Area Community College

Public Hearing
April 8, 2024 – 4:00 p.m.

DMACC West Campus, Room 118-119E
5959 Grand Avenue
West Des Moines, Iowa

Agenda

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|---|----------------------|
| 1. Call to order. | |
| 2. Roll call. | |
| 3. Consideration of tentative agenda. | |
| 4. Acknowledgment of public hearing. | |
| 5. Public comments. | |
| 6. <u>Board Report 24-025</u> . Public hearing, consideration and adoption of FY 2025 General and Plant Fund Budgets (Funds 1, 2, and 7). | 1-2 |
| 7. Adjourn. | |

Board of Directors
Des Moines Area Community College

Regular Meeting

April 8, 2024 – Immediately following Public Hearing

DMACC West Campus, Room 118-119E
5959 Grand Avenue
West Des Moines, Iowa

Agenda

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1. Call to order.	
2. Roll call.	
3. Consideration of tentative agenda.	
4. Public comments.	
5. <u>Presentations:</u> Anthony Paustian; West Campus Eddie Diaz and Aaron Chittenden; Perry Plant Closing Update Abby Zegers and Michelle Schott; Integrated Education and Training (IET) and Business Partners Update	
6. <u>Consent Items.</u>	
a. Consideration of minutes from March 11, 2024 Regular Board Meeting.	3-4
b. Human Resources report.	5
c. Consideration of payables.	PDF File
7. <u>Board Report 24-026.</u> Approval of Revised Strategic Plan including Mission, Vision and Values.	6-9
8. <u>Board Report 24-027.</u> Approval of Membership for the DMACC Foundation Board of Directors.	10
9. <u>Board Report 24-028.</u> Receive and file President’s recommendations for termination of continuing contracts under Iowa Code Chapter 279.	11

10. Action Item for #9, dependent upon hearing requests.
11. Board Report 24-029. Consideration of termination of Probationary Teacher Contracts under Iowa Code Chapter 279. 12
12. Action Item for #11: Board accepts notice/or acts on termination of contract.
13. Presentation of financial report.
14. President's report.
15. Boone, Carroll, Newton, Urban, West – Campus Updates
& Academic Pathways Update
16. Committee reports.
17. Board members' reports.
18. Information items:
 - May 1 – Metro Commencement; 7:00 p.m.
 - May 3 – Boone Commencement; 10:00 a.m.
 - May 6 – Board Meeting; Carroll; 4:00 p.m.
 - May 6 – Carroll Commencement; 6:30 p.m.
 - May 9 – Workforce Training Academy Graduation; Southridge; 6:00 p.m.
 - May 27 – Memorial Day Holiday – All campuses closed.
 - July 10-11 – CC for Iowa Trustee Conference hosted by Hawkeye Community College.
19. Adjourn.

AGENDA ITEM

**PUBLIC HEARING, CONSIDERATION, AND ADOPTION OF
FY2025 GENERAL AND PLAND FUND BUDGETS (FUNDS 1, 2,
AND 7).**

BACKGROUND

At the February 12, 2024 meeting, the Board received the proposed FY2025 Budget and discussed the underlying principles and initiatives used in its development. At that time a motion was passed authorizing the filing and publication of the budget and setting a public hearing for April 8th.

The Notice of Public Hearing and Budget Estimate have been published in the Des Moines Register on a timely basis.

The Public Hearing will give the Board the opportunity to receive input from the public and to discuss their views of the proposed budget. Should the Board wish to amend the proposed budget, it would be appropriate to do so at this time. The budget must be adopted and certified by April 30th.

RECOMMENDATION

After consideration of the public comments and appropriate Board discussion, it is recommended that the Board pass a resolution [1] adopting a proposed FY2025 Budget (Funds 1, 2 and 7).

Robert J. Denson, President

Attachments:

- A. Resolution Adopting Proposed Budgets for FY2025

RESOLUTION ADOPTING PROPOSED BUDGETS FY2025

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DES MOINES AREA COMMUNITY COLLEGE, that the proposed FY2025 General and Plant Fund budget estimates (Funds 1, 2 and 7) are hereby adopted, and that the Board Secretary is hereby directed to forward copies of the budgets to county auditors as required by law.

PASSED AND APPROVED this 8th day of April, 2024.

President, Board of Directors

ATTEST:

Secretary, Board of Directors

ROLL CALL VOTE

Board of Directors
Des Moines Area Community College

REGULAR MEETING March 11, 2024	The regular meeting of the Des Moines Area Community College Board of Directors was held at our Newton campus on March 11, 2024. Board Vice Chair Kevin Halterman called the meeting to order at 4:00 p.m.
ROLL CALL	Members present: Felix Gallagher, Jim Gossett, Fred Greiner, Kevin Halterman, Angela Jackson, Cheryl Langston, Denny Presnall, Madelyn Tursi. Members connected electronically: Joe Pugel.
CONSIDERATION OF AGENDA	Gallagher moved; seconded by Tursi to approve the agenda as presented. Motion passed unanimously. Aye- Gallagher, Gossett, Greiner, Halterman, Jackson, Langston, Presnall, Pugel, Tursi. Nay-none.
PUBLIC COMMENTS	None.
PRESENTATION	Brian Endrizal, Director of Safety and Security, provided an overview of safety and security at the College, including mitigation strategies, access control, camera analytics and training offered. Endrizal stated that safety and security is a shared responsibility that requires active participation and collaboration from each member of our college community.
CONSENT ITEMS	Gossett moved; seconded by Greiner to approve the consent items: a) Minutes from the February 12, 2024 Budget Work Session and Regular Board Meeting; b) Human Resources report and Addendum (Attachment #1); and c) Payables (Attachment #2). Motion passed unanimously. Aye- Gallagher, Gossett, Greiner, Jackson, Halterman, Langston, Presnall, Pugel, Tursi. Nay-none.
RENEWAL OF 260G ACE PROGRAM: AGRI SCIENCE	<u>Board Report 24-020.</u> Attachment #3. Tursi moved; seconded by Jackson recommending that the Board adopt a motion renewing the Auto Collision and Auto Mechanical programs as an ACE program. Motion passed on a roll call vote. Aye- Gallagher, Gossett, Greiner, Jackson, Halterman, Langston, Presnall, Pugel, Tursi. Nay-none.
PRISON EDUCATION PROGRAM	<u>Board Report 24-021.</u> Tursi moved; seconded by Gossett recommending that the Board move forward with applications for accreditation for its two Prison Education Programs. Motion passed on a roll call vote. Aye- Gallagher, Gossett, Greiner, Jackson, Halterman, Langston, Presnall, Pugel, Tursi. Nay-none.

APPROVE RETRAINING OR TRAINING AGREEMENTS	Gallagher moved; seconded by Tursi to approve Items #9-10 as one consent item. Motion passed on a roll call vote. Aye- Gallagher, Gossett, Greiner, Jackson, Halterman, Langston, Presnall, Pugel, Tursi. Nay-none.
<i>Kreg Enterprises, Inc., Project #4</i>	<u>Board Report 24-022.</u> Attachment #4. A resolution approving the form and content and execution and delivery of a Retraining or Training Agreement under Chapter 260F , Code of Iowa, for Kreg Enterprises, Inc., Project #4.
<i>Neumann Brothers, Project #1</i>	<u>Board Report 24-023.</u> Attachment #5. A resolution approving the form and content and execution and delivery of a Retraining or Training Agreement under Chapter 260F , Code of Iowa, for Neumann Brothers, Project #1.
APPROVAL OF FY2025 TUITION AND FEES	<u>Board Report 24-024.</u> Greiner moved; seconded by Langston recommending that the Board approve the proposed FY2025 tuition and fee schedule. Motion passed on a roll call vote. Aye- Gallagher, Gossett, Greiner, Jackson, Halterman, Langston, Presnall, Pugel, Tursi. Nay-none.
FINANCIAL REPORT	There was no financial report this month.
CAMPUS/PATHWAY UPDATES	Updates on activities and events at their campus/pathway were provided by: Kristin Brookover, Drew Nelson, Scott Schultz, and Abby Zegers.
COMMITTEE REPORTS	None.
ADJOURN	Tursi moved; seconded by Gossett to adjourn. Motion passed unanimously and at 5:18 p.m., Board Vice Chair Kevin Halterman adjourned the meeting. Aye- Gallagher, Gossett, Greiner, Jackson, Halterman, Langston, Presnall, Pugel, Tursi. Nay-none.
STRATEGY SESSION	The Board held a strategy meeting pursuant to the 20.17(3) provisions of Chapter 21.

JOE PUGEL, Board Chair

CAROLYN FARLOW, Board Secretary

AGENDA ITEM

Human Resources Report

BACKGROUND

There are no personnel actions to report at this time.

AGENDA ITEM

Approval of Revised Strategic Plan including Mission, Vision and Values

BACKGROUND

In an effort to remain consistent with our accreditor's requirements that we show a commitment to serving the public good, DMACC felt it necessary to revise the College's Strategic Plan. In the process, DMACC also made some revisions to the Mission, Vision and Values to better reflect our current practices.

REVISED STRATEGIC PLAN, and MISSION, VISION AND VALUES

Changing lives. Empowering communities.
Strategic Plan 2024-2028

Overview of Strategic Planning Process

Des Moines Area Community College (DMACC) had great success with its previous Strategic Plan. Much effort was put into creating it during and shortly after the pandemic. The process encompassed so many of the College's stakeholders for so long that by the time the plan was finalized and approved by the Board, much of the work had been done to meet the goals set forth in the plan.

With one of the two high level initiatives well underway by early 2024 it became clear that DMACC needed to adjust some of the goals. This current Strategic Plan was drafted in early 2024. As part of the College's commitment to shared governance, a task force convened to draft the updates to Goal 2 in this current plan.

Des Moines Area Community College Strategic Plan 2024-2028

This Strategic Plan is reflective of DMACC's mission, vision, and values.

Mission:

DMACC provides quality, affordable, student-centered education and training to empower our diverse communities and to serve as a catalyst for economic development.

Vision:

DMACC's vision is to improve the quality of life for our students, support our communities, and cultivate a prosperous Iowa.

Values:

Accessible Learning: DMACC provides accessible and affordable life-long learning opportunities.

Diversity & Inclusion: DMACC embraces the differences of individuals, champions mutual respect, and provides enriching environments for growth and understanding.

Quality & Excellence: DMACC delivers high-quality instruction and services utilizing standards of excellence, ethics, and professionalism.

Service: DMACC educates, supports, and provides resources to develop skills and talent for a competitive workforce.

Engagement: DMACC fosters partnerships in and with the businesses and communities we serve.

DMACC's Strategic Goals

The *Changing Lives. Empowering Communities: 2024-2028 Strategic Plan* sets DMACC's institutional direction for the next five years, enabling the institution to progress through a series of changes necessary to its mission. The strategic goals and associated indicators are numbered to assist with tracking and references, not to imply hierarchy.

Strategic Goal 1: DMACC will change lives by improving student success with Guided Pathways

Within the Guided Pathways model, students who are still deciding on a degree program can explore their options within a pathway without losing time, credits, or money. DMACC will support career exploration and help students gain clarity on their futures, including career planning and/or successful transfer. In Guided Pathways, students become part of a community, with resources and a success team to support them, ensuring an effective way to learn, explore, and succeed.

Key Strategies for Student Success

1.1: Through Guided Pathways, advance student success.

1.1.a: Increase degree-seeking student progression by increasing the percentage of students who earn 15+ credit hours in the first semester and increasing the percentage of students who earn 30+ credit hours in the first year.

1.1.b: Increase part time degree-seeking student progress by increasing the credit hours earned for those enrolled in less than 12 credit hours during their first semester.

1.1.c: Increase Fall-to-Fall retention of degree-seeking students across all racial groups.

1.1.d: Increase student proficiency on Essential Learning Outcomes by pathway.

Strategic Goal 2: DMACC will leverage resources to create a diverse and inclusive community in which all people are valued and supported and will celebrate the similarities and differences among us. In doing so, we will prepare the DMACC community to live, to learn, and to work together in a global society.

Key Strategies for Diversity and Inclusion

- 2.1: DMACC will strive to ensure that the overall composition of its faculty and staff reflects human diversity as appropriate within its mission, vision, and values for the constituencies it serves.
- 2.2: DMACC will strive to improve student retention, persistence and completion using goals that are ambitious, attainable, and appropriate to our mission, vision, and values, our student populations, and our educational offerings.
- 2.3: DMACC will build and implement educational programs that recognize human and cultural diversity and provide students with growth opportunities and lifelong skills to live and work in a multicultural world.
- 2.4: DMACC will foster a climate of respect among all students, faculty, staff and administrators from a range of diverse backgrounds, ideas, and perspectives.

Strategic Goal 3: DMACC will provide quality and excellence in all areas across the district.

DMACC continues to improve the quality and excellence of its educational and student services offerings. Providing a quality student experience also requires efficient and effective institutional operations. Operational excellence is achieved when institutional resources are aligned with the core mission, and high performance is matched with fiscal stewardship on the behalf of stakeholders. The college also recognizes that investing in the quality and excellence of its staff and faculty through professional development is vital to its mission.

Key Strategies for Quality and Excellence:

- 3.1: Continue to be a preferred employer in the region where employees are fully equipped to perform their job responsibilities at high levels.
- 3.2: Bolster student enrollment, success, and completion to help students move in and move on.
- 3.4: Increase funding for student scholarships, and facility and program enhancements through the Foundation.
- 3.5: Build and maintain a culture of analysis-informed decision-making across the institution.
- 3.6: Provide sound fiscal management to ensure the financial integrity of the College and its supportive services to meet the needs of our stakeholders.
- 3.7: Strengthen internal communication, district operations, and facilities planning.

Strategic Goal 4: DMACC will educate, support, and provide resources to develop skills and talent for a competitive workforce. To meet this challenge, DMACC will improve its financial stewardship and economic development efforts.

DMACC exists in a vibrant sector of Iowa and receives significant financial support from students and families, state and federal funding, and property taxpayers. The college's financial strength and stewardship allows it to provide education and training opportunities for all communities and to partner in initiatives that further the mission. DMACC will continue to serve as a catalyst for economic development by maintaining a responsible allocation of resources.

Key Strategies for Financial Stewardship

- 4.1: Maintain sound financial performance.
- 4.2: Align financial resources to its strategic goals.
- 4.3: Achieve greater agility and efficiency by streamlining processes and establishing clear organizational roles, responsibilities, and accountabilities.

Key Strategies for Economic Development

- 4.4: Develop and use a transparent and data-informed process to identify high-demand, labor market needs appropriate to the mission of the College, whether credit or non-credit, and will develop or revise programs to meet those needs.
- 4.5: Actively partner with external stakeholders, including businesses, organizations, donors, alumni, and governing bodies.

Strategic Goal 5: DMACC will foster partnerships in and with the communities we serve.

DMACC is a full partner in community growth and development across the district. The college provides opportunities for community education and engagement consistent with its mission to empower diverse communities. In order to strengthen its partnerships, DMACC will improve communication and collaboration with community organizations.

Key Strategies for Community Outreach and Engagement

- 5.1: Create goals aligned with DMACC's mission to guide community outreach.
- 5.2: Identify and partner with community organizations that share DMACC's mission to create mutually beneficial outcomes.
- 5.3: Establish a centralized resource for community outreach and partnership information to improve tracking and collaboration with the public.
- 5.4: Strengthen relationships with local school districts to create seamless pathways for more students to enter DMACC.
- 5.5: Partner with social service organizations to identify and meet the needs of underserved communities and populations.

RECOMMENDATION

It is recommended that the Board approves the revised Strategic Plan along with the updates to the Mission, Vision and Values.

Robert J. Denson, President

AGENDA ITEM

Approval of membership for the DMACC Foundation Board of Directors

BACKGROUND

The DMACC Foundation By-laws, adopted October 24, 2006, require approval of members for the DMACC Foundation Board of Directors.

The DMACC Foundation Board of Directors presents the resignation of Jessica Cole as DMACC Faculty Representative.

The DMACC Foundation Board of Directors presents Travis Lautner as new DMACC Faculty Representative. Travis is a DMACC Agribusiness Professor.

RECOMMENDATION

It is recommended that the Board approve the resignation of Jessica Cole from the DMACC Foundation Board of Directors.

It is recommended that the Board approve the appointment of Travis Lautner as member of the DMACC Foundation Board of Directors.

Robert J. Denson, President

AGENDA ITEM

Receive and file the President's recommendations for termination of continuing contracts under Iowa Code Chapter 279.

BACKGROUND

- I. Funds used to pay salaries of five specially funded faculty positions with continuing contracts are insufficient to retain the positions. In the event sufficient funding is restored, it would be our intention to rescind all or a portion of these termination notices and seek to reemploy these individuals.

RECOMMENDATION

It is recommended that the Board receive and file the President's recommendations for termination of the continuing contracts under Iowa Code Chapter 279.

Robert J. Denson, President

AGENDA ITEM

Consideration of termination of Probationary Teacher Contracts under Iowa Code Chapter 279.

BACKGROUND

- I. Termination of four probationary teacher contracts. Three of these probationary contracts are for specially funded faculty positions. In the event sufficient funding is restored, it would be our intention to rescind the termination notices for all or a portion of these three specially funded positions and seek to reemploy these individuals.

RECOMMENDATION

It is recommended that the Board terminate four probationary teacher contracts, effective at the end of the current employment contract.

Robert J. Denson, President