



WESTERN IOWA TECH COMMUNITY COLLEGE BOARD MEETING

Date: Monday, August 8, 2022

Time: 4:00 pm

Location: WITCC Campus – Sioux City, Board Room A507

WITCC Mission

As a comprehensive community college, our mission is to provide quality education and to economically enhance the communities we serve.

Board Members

Russell Wray, President | Tricia Sutherland, Vice President | Neal Adler | Bill Anderson | Blanca Martinez | Linnea Fletcher | Jeremy Ogle | Al Aymar | Derrick Franck

Brenda Wright, Board Secretary

Administration:

Terry Murrell, College President | Juline Albert, VP of Learning | Troy Jasman, VP of Finance and Administrative Services | Darin Moeller, Executive Dean of Instruction | Mike Logan, Dean of Information Technology | Jackie Plendl, Dean of Human Resources | Tawnya Beermann, Dean of Students | Christina Brandon, Interim Dean of Outreach and Information Technology

Presenters:

Dr. Erin Volk, Director of Institutional Research and Resource Development | Dr. Teri Peterson, Associate Dean – Health Sciences | Carmen Wilson, Associate Dean – Corporate College | Laura Grell, Career Navigator-Project Director |

Item	Presenter
I. Call Meeting to Order	Russell Wray
II. Roll Call of Directors	Brenda Wright
III. Oral Communications	
IV. Written Communications	
A. Thank You – Siouxland Chamber of Commerce in addendum AUG-22-1, page 1	
B. Thank You – Rob & Pat Denson – DMACC in addendum AUG-22-2, page 2	
V. Consent Items	
A. The minutes of the regular Board of Directors meeting held July 11, 2022	
B. The Financial Report for June 2022 in addendum AUG-22-3, pages 3-9	

Item	Presenter
C. The Financial Report for July 2022 in addendum AUG-22-4, pages 10-16	
D. A list of General Fund bills in addendum AUG-22-5, pages 17-36. Additional bills may be presented at the Board Meeting	
E. The Personnel Report Regular Appointments in addendum AUG-22-6a, pages 37-38. The Community and Continuing Education instructor list in addendum AUG-22-6b, pages 39-40. Additional Personnel Report may be presented at the meeting.	
F. Application and Certificate for Payment #1 in the amount of \$113,211.50 to Steve Harris Construction, Inc., for the GSM and Bldg H Storm Sewer Improvements in addendum AUG-22-7, pages 41-43	
G. Application and Certificate for Payment #2 in the amount of \$105,611.50 to Steve Harris Construction, Inc., for the GSM and Bldg H Storm Sewer Improvements in addendum AUG-22-8, pages 44-46	
H. Terry Murrell traveling to Cengage September 19-21 in Nashville, TN.	
I. Terry Murrell, Bill Anderson, Bianca Martinez, Tricia Sutherland, Al Aymar, Russell Wray, Derrick Franck, and Linnea Fletcher traveling to New York City, NY for ACCT conference October 26-29, 2022	
<i>Motion needed for Consent Items</i>	
VI. Administrative Reports	
A. Employee Climate Survey Results (PACE) in addendum AUG-22-9, pages 47	Juline Albert Erin Volk
B. Adult Education and Literacy Digital Initiative – Additional Funds in addendum AUG-22-10, pages 48 <i>Motion Needed</i>	Terry Murrell Laura Grell
C. Clinical Partners Report in addendum AUG-22-11, pages 49-56	Darin Moeller Teri Peterson
D. College Now Contract in addendum AUG-22-12, pages 57-61 <i>Motion Needed</i>	Darin Moeller
E. 260E Preliminary Agreement for Superior Industrial Mechanical, Inc. in addendum AUG-22-13, pages 62-68 <i>Motion Needed</i>	Darin Moeller Carmen Wilson
F. 260E Preliminary Agreement for L&L Builders Co. in addendum AUG-22-14, pages 69-76 <i>Motion Needed</i>	Darin Moeller Carmen Wilson
G. ICCOC 28E Agreement in addendum AUG-22-15, pages 77-96 <i>Motion Needed</i>	Darin Moeller
H. FY23 Budget in addendum AUG-22-16, pages 97-107 <i>Motion Needed</i>	Troy Jasman
I. Bank Depositories in addendum AUG-22-17, pages 108-109 <i>Motion Needed</i>	Troy Jasman
J. FY22 Annual Report Balance Sheet in addendum AUG-22-18, page 110 <i>Motion Needed</i>	Troy Jasman
K. Contingency Change Order #3 for Cherokee Nursing Simulation Lab Project in addendum AUG-22-19, pages 111-112 <i>Motion Needed</i>	Troy Jasman

Item	Presenter
L. 2023 Board Meeting and Conference Schedule in addendum AUG-22-20, page 113 <i>Motion Needed</i>	Terry Murrell
M. Report on Community College for Iowa Conference	Conference Attendees
N. Audit and Finance Committee Report	Derrick Franck, Chair Linnea Fletcher Jeremy Ogle
O. Community Colleges for Iowa Report	Derrick Franck
P. President Report 1. 2022 Fall Semester Enrollment 2. CARES Act Funding 3. WITCC In the News in addendum AUG-22-21, pages 114-120 4. Other	Terry Murrell
VII. Unfinished Business	
A. Individual Board Member comments	
B. 2022 Fall Semester classes begin August 23, 2022	
C. September 12, 2022, Board of Directors meeting will be held on the Mapleton Campus at 4:00 pm with a Community Reception at 3:00.	
D. October 10, 2022, Board of Directors meeting will be held on the Cherokee Campus at 4:00 pm with a Community Reception at 3:00.	
E. The Association of Community College Trustees Leadership Congress will be held October 26-29, 2022, in New York City, NY.	
For more information about Student Activities on Campus, check out the Campus Calendar at https://www2.witcc.edu/calendar/	
VIII. Adjournment	
<i>Motion Needed</i>	

Strategic Initiatives 2021-2024

Advancing Our College by Instilling a Culture of Connection via~

Communication: Knowing Who We Are & What We Do

Collaboration: Cultivating Inclusion, Belonging, & Connection

Contribution: Empowering People Through Equitable Access & Involvement



Transformation



Engagement



Community



Harmony

WESTERN IOWA **TECH** VALUES



101 PIERCE STREET
SIOUX CITY, IOWA 51101-1485
T 712.255.7903
F 712.258.7578
W siouxlandchamber.com
E chamber@siouxlandchamber.com

July 26, 2022

Terry Murrell
Western Iowa Tech
4647 Stone Ave
Sioux City, IA 51102

Dear Terry:

On behalf of the Siouxland Chamber I would like to express our sincere gratitude for your prize donation to the 2022 Chamber Golf Classic. Following the tournament, we had our Networking Awards Dinner at Country Celebrations, catered by Sneaky's and gave away pin, flight, and door prizes including your donation of a Macbook.

Thank you for your generosity and I look forward to working with you in the future!

A handwritten signature in black ink that reads "Laura Brighton". The signature is written in a cursive, flowing style.

Laura Brighton
Director of Events



events: Reception & Awards Dinner.
 loved the "flower arranging" - and taking
 home: Beautiful cut flowers. What a gift!



Wishing you all a Blessed Summer!

Rob + Pat Denson
 "DMACC"

Printed on Recycled Paper. Made in USA

Greetings,
 Thank You for making this years IACCT
 Conference so very special! Well Done!
 You created such special memories
 for everyone! Please extend our
 appreciation to your staff, faculty +
 Board of Directors!
 As a guest, I enjoyed The Loss Hills
 Bus Tour... lunch in The Country
 Vineyard/wine tasting... all the evening



WESTERN IOWA TECH COMMUNITY COLLEGE

BOARD MEETING MINUTES

Date: Monday, July 11, 2022

Time: 4:00 pm

Location: WITCC Campus – Sioux City, Board Room A507

WITCC Mission

As a comprehensive community college, our mission is to provide quality education and to economically enhance the communities we serve.

Board Members

Russell Wray, President | Tricia Sutherland, Vice President | Neal Adler | Blanca Martinez | Linnea Fletcher | Jeremy Ogle | Al Aymar | Derrick Franck

Brenda Wright, Board Secretary

Absent: Bill Anderson

Administration:

Terry Murrell, College President | Juline Albert, VP of Learning | Troy Jasman, VP of Finance and Administrative Services | Darin Moeller, Executive Dean of Instruction | Mike Logan, Dean of Information Technology | Jackie Plendl, Dean of Human Resources | Tawnya Beermann, Dean of Students | Christina Brandon, Interim Dean of Outreach and Information Technology

Presenters:

Dr. Erin Volk, Director of Institutional Research and Resource Development | Tito Parker, Associate Dean of Students | Kevin Criddle, Lead Safety Officer | Jennifer McCune, Accounting Instructor | Kevin Woodman, Director of Building Trades and Apprenticeships | Alejandra Flores Gutierrez, Director of TRIO SSS and Veterans & Military Services | Lily Castro, Director of Special Programs | Lynda Grasso, Instructor | Ayden Monroe, Student | Peyton Salberg | Carmen Wilson, Associate Dean - Corporate College

Meeting was called to order at 4:00 pm.

Roll Call of Directors was taken by Brenda Wright.

Colby Drey – student in Physical Therapist Assistant program, spoke to the board during Oral Communications. Oral Communications ended at 4:04 pm.

There were no Written Communications.

Motion to approve consent items by Derrick Franck and seconded by Neal Adler. All in favor. Motion granted.

Christina brought forward the Summer Camps Report. She introduced Lynda Grasso (instructor for the camp) and two students that participated in the summer camp. This is the first time we've had summer camps since 2019. We had camps on the Sioux City, Denison, and Cherokee campuses. Verizon camp in Sioux City had 75 students, and Denison started today with 75 students also.

Jackie Plendl conveyed many thanks from Tito Parker for his participation in ICCLI. Jackie also nominated Teresa McElroy to participate in 2022-2023. Jeremy Ogle made a motion and it was seconded by Tricia Sutherland. All were in favor. Motion carried.

Jackie introduced Kevin Criddle to the Board. Kevin reported on his participation in LINC. Jennifer McCune also submitted per thanks. Jackie nominated Steven Garcia and Matt Smith to participate in 2022-2023. Linnea made a motion to approve the nominations and it was seconded by Jeremy Ogle. All were in favor. Motion carried.

Jackie Plendl introduced Kevin Woockman and Alejandra Gutierrez to speak about their experiences in Leadership Siouxland Program They both thanked the board for allowing them to attend. It was a great experience. Jackie then nominated Josh Von Zweeden and LaShawna Moyle for the 2022-2023 year. Derrick Frank motioned to approve and Al Aymar seconded the nomination. All were in favor and motion was carried.

Erin Volk reported on Educational Outcomes. She explained the charts and showed which careers our graduates are going into.

Troy Jasman and Carmen Wilson presented the Project Home Agreement for approval. No changes from last year's contract. Jeremy Ogle made a motion to approve and it was seconded by Neal Adler. All were in favor and motion was carried.

Troy Jasman and Carmen also requested funds to purchase a new Truck Driving Simulator. The old simulator lasted 12 years and has stopped working. The simulator is used daily by our students. Derrick Franck made a motion to approve the purchase and it was seconded by Tricia Sutherland. All were in favor and motion was carried.

Troy Jasman also requested funding to purchase some Instructional Equipment for tables and chairs in Cherokee, Denison, and Sioux City. Tricia made a motion to approve the purchase and Jeremy Ogle seconded. All were in favor and motion was carried.

Troy Jasman requested the approval to Publication of Annual Report. Each year we have to print a listing of all payments the college has made. We requested bids from local newspapers. The Sergeant Bluff Advocate came in with the low bid again this year. We will publish on August 11. Jeremy Ogle made a motion to approve and it was seconded by Neal Adler. All in favor and motion was carried.

Tawnya Beermann and Lily Castro requested approval of the Project Success Contract for the 2022-2023 academic year. Jeremy Ogle made a motion to approve and it was seconded by Tricia Sutherland. All in favor and motion was carried.

Terry Murrell presented the request for a new board policy, New Shared Governance Board Policy – for a first reading. Terry explained that in our strategic initiative talk about contribution to the community. With this policy, a committee will be formed to review suggestion on different opportunities to contribute to the community. Suggestions go to committee then to a council – then final approval by executive council and board if necessary. This will tie in the whole process.

A motion was made by Derrick Frank to appoint Brenda Wright as Board Secretary and Troy Jasman as Board Treasurer. Motion was seconded by Jeremy Ogle. All were in favor and motion was carried. Appointment of Secretary and Treasurer, Chapter 279.3, Oath of Office, Chapter 277.28, Code of Iowa, 2022 and required bond Chapter 291.2. Salary determined when Meet and Confer salaries are considered. Board President, Russell Wray gave the Oath of Office to both Brenda and Troy.

Derrick Franck gave a report from the Audit and Finance Committee. Today they met with Mike Tramp and learned about the procedures used in the audit. They also received some cheat sheets that were posted in the DropBox folder. These are very helpful and recommends all board members to look it over.

Derrick also explained that there was not a meeting this month for Community Colleges for Iowa Report. They will meet next week at the conference.

Terry Murrell gave his President's Report

1. 2022 Fall Semester Enrollment

Fall enrollment numbers are coming in. Still don't have a good feeling as to how we are going to turn out. Still too early to get a feel.

2. Amperage Update

This is the group that did brand research on the college. We will invite them to come to a future board meeting.

3. Community Colleges for Iowa Conference Update

Conference is next week.

The schedule has been printed. Please check pages 15-21 for all of the breakout sessions. There's an assignment sheet for which sessions each board member would introduce.

4. WITCC In the News in addendum JUL-22-14, pages 71-76

Derrick Franck made a motion to adjourn the meeting. It was seconded by Blanca Martinez. All were in favor. Meeting was adjourned at 4:59 pm.

Russell Wray, Board President

Brenda Wright, Board Secretary

Strategic Initiatives 2021-2024

Advancing Our College by Instilling a Culture of Connection via~

Communication: Knowing Who We Are & What We Do

Collaboration: Cultivating Inclusion, Belonging, & Connection

Contribution: Empowering People Through Equitable Access & Involvement



Transformation



Engagement



Community



Harmony

WESTERN IOWA **TECH** VALUES

TO: Dr. Terry A. Murrell, President

FROM: Troy A. Jasman, Vice President of Finance
and Administrative Services/CFO

DATE: August 3, 2022

RE: **FISCAL YEAR 2022 FINANCIAL HIGHLIGHTS**

Executive Summary

Attached you will find summary financial statements for the year ended June 30, 2022. These statements are unaudited and therefore are subject to review and possible adjustments by our auditors Henjes, Conner & Williams, P.C. Please be advised that the auditors will be starting their fieldwork the week of August 15, 2022 and the Board will receive their report as soon as it is available.

General Fund revenues totaled \$36.6 million, \$1.2 million more than budget and \$924K or 2.5% lower than the prior year actual. Actual revenues for Tuition and Student Fees were down by \$176K from the previous year actual but exceeded the amount budgeted for the year by \$348K due to enrollments not being down as much as budgeted with the challenges of the on-going pandemic. Local Support reflects actual tax collections. State Support closely reflects the budgeted amounts. Federal Support increase from budget reflects the recognition of the Payroll Protection Program funding to KWIT. Sales & Services reflect higher textbook income for College Now. The revenue line labeled Other Income consists of non-tuition amounts related to high school activities such as College Now, Gateway to College, KWIT/KOJI funding, continuing and community education, IMPACC self-insurance, interest income, transfers as well as federal funding to replace loss of revenue and student tuition relief due to the pandemic. General Fund expenditures totaled \$36.4 million resulting in an increase of the fund balance of \$181K. With this addition to the fund balance, the ISCAP solvency ratio would compute to 16.43% as compared to the 15.54% from the prior year. The Salary and Related Costs expenditure line reflects personnel management as well as vacant budgeted positions. The expenditure line labeled Services reflects higher contracted services cost than budgeted. Materials, Supplies and Travel reflect increased purchases of course fee materials as well as materials and supplies in general than the prior year. Other Current Expenditures include transfer expenditures for the Student Technology fee, student orientation, physical plant and computer needs as well as other expenditures such as collections, bad debt and graduation.

Restricted Fund revenue totaled \$24.0 million for the year while expenditures totaled \$23.1 million. The fund balance change is attributable to the timing differences for the various management levies. The increase in Federal Support reflects federal funding related to the pandemic. The line labeled Other Current Expenditures includes scholarships, federal pandemic funds for lost revenue and payments to students and transfers for various grants.

The year-end Plant Fund revenue reflect property tax receipts as well as transfer income for the Student Technology fee, dormitory refinance, physical plant and equipment needs. The expenditure lines labeled Building and Structural Improvements pertains to the various building/campus improvement projects. The expenditure labeled Equipment is mainly the student computer purchase which is begin repaid via the Other Income revenue.

Auxiliary Enterprise operations closed the year with a fund balance increase of \$768K. The previous year deficit was mainly the result of the transfer expenditure of \$2.5 million from the Bookstore to pay down the dormitory revenue bond when the College refinanced the bond to save on interest expense.

Cash and investments on a consolidated basis totaled \$47.9 million at June 30, 2022. This compares to the \$44.6 million at the beginning of the year. This is due to increases in the Operating and Plant Fund accounts. The College's investment portfolio's overall yield at 0.24% was up from the 0.22% of the previous month.

Western Iowa Tech Community College
 Unrestricted Fund Income Statement
 For the Twelve Month Period Ending June 30, 2022 - Unaudited

	Current Year - Unaudited			Prior Year		
	FY2022 Budget	YTD Actual	% of Budget	FY2021 Budget	YTD Actual	% of Budget
REVENUES						
Student Fees	\$2,971,000	\$2,956,743	100%	\$3,363,250	\$3,100,581	92%
Tuition	13,571,500	13,933,366	103%	14,537,000	13,965,862	96%
Local Support	2,050,000	2,055,904	100%	1,900,000	2,014,176	106%
State Support	11,993,091	11,996,145	100%	11,633,773	11,633,075	100%
Federal Support	263,684	348,189	132%	412,429	422,279	102%
Sales & Services	204,500	262,737	128%	199,500	202,237	101%
Other Income	4,384,625	5,045,147	115%	3,016,058	6,184,467	205%
Total Income	\$35,438,400	\$36,598,231	103%	\$35,062,010	\$37,522,677	107%
EXPENDITURES						
Salaries & Related Costs	\$25,150,943	\$23,295,770	93%	\$24,802,181	\$22,465,586	91%
Services	5,736,110	6,407,310	112%	5,425,879	5,766,015	106%
Materials, Supplies & Travel	2,363,710	3,022,840	128%	2,303,718	2,768,913	120%
Other Current Expenditures	2,181,137	3,647,312	167%	2,375,232	6,322,082	266%
Capital Outlay	6,500	44,030	677%	155,000	24,754	16%
Total Direct Expense	\$35,438,400	\$36,417,262	103%	\$35,062,010	\$37,347,350	107%
Fund Balance Change	\$0	\$180,969		\$0	\$175,327	

100% of Year

Western Iowa Tech Community College
 Restricted Fund Income Statement
 For the Twelve Month Period Ending June 30, 2022 - Unaudited

	Current Year - Unaudited			Prior Year		
	FY2022 Budget	YTD Actual	% of Budget	FY2021 Budget	YTD Actual	% of Budget
REVENUES						
Tuition	\$0	\$0	-	\$0	\$0	-
Local Support	5,195,869	5,208,091	100%	4,727,407	4,774,797	101%
State Support	2,304,532	2,679,709	116%	2,289,197	2,108,100	92%
Federal Support	11,822,375	11,543,223	98%	3,061,910	9,021,616	295%
Other Income	578,545	503,672	87%	758,958	512,742	68%
New Jobs Training Program	3,340,000	4,042,594	121%	3,340,000	3,229,313	97%
Total Income	\$23,241,321	\$23,977,289	103%	\$14,177,472	\$19,646,568	139%
EXPENDITURES						
Salaries & Related Costs	\$3,440,348	\$3,503,153	102%	\$3,453,821	\$3,222,359	93%
Services	4,203,978	4,684,351	111%	3,668,124	3,889,032	106%
Materials, Supplies & Travel	10,421,045	1,860,253	18%	2,038,295	2,824,682	139%
Other Current Expenditures	0	7,858,204	-	0	5,148,477	-
New Jobs Training Program	4,167,804	3,992,548	96%	4,205,027	3,213,439	76%
Capital Outlay	1,561,900	1,240,484	79%	1,324,415	507,535	38%
Total Direct Expense	\$23,795,075	\$23,138,993	97%	\$14,689,682	\$18,805,524	128%
Fund Balance Change	(\$553,754)	\$838,296		(\$512,210)	\$841,044	

100% of Year

Western Iowa Tech Community College
 Plant Fund Income Statement
 For the Twelve Month Period Ending June 30, 2022 - Unaudited

	Current Year - Unaudited			Prior Year		
	FY2022 Budget	YTD Actual	% of Budget	FY2021 Budget	YTD Actual	% of Budget
REVENUES						
Property Taxes	\$2,050,000	\$2,055,904	100%	\$1,900,000	\$2,014,176	106%
Interest Income	26,000	33,776	130%	30,000	46,292	154%
Other Income	2,561,332	3,808,013	149%	3,203,008	9,057,165	283%
Total Income	\$4,637,332	\$5,897,693	127%	\$5,133,008	\$11,117,633	217%
EXPENDITURES						
Equipment	\$1,594,137	\$1,537,126	96%	\$1,828,984	\$1,520,739	83%
Buildings	2,775,000	597,283	22%	1,862,000	1,844,001	99%
Maintenance, Repairs & Supplies	100,000	57,689	58%	0	26,768	
Structural Improvements	100,000	1,464,620	1,465%	115,000	528,361	459%
Professional Services	725,000	456,895	63%	425,000	255,136	60%
Other Expenses	0	0		0	0	
Interest/Debt Service	678,777	205,122	30%	1,032,869	406,428	39%
Total Direct Expense	\$5,972,914	\$4,318,735	72%	\$5,263,853	\$4,581,433	87%
Fund Balance Change	(\$1,335,582)	\$1,578,958		(\$130,845)	\$6,536,200	

100% of Year

Note: Interest budget amounts include principal payments of \$470,000 and \$610,000 for FY2022 and FY2021, respectively. Fund balance change for FY2022 reflects use of existing funds of \$1,335,582, while fund balance change for FY2021 reflects use of existing funds of \$130,845.

Western Iowa Tech Community College
Auxiliary Enterprises
For the Twelve Months Ending June 30, 2022 - Unaudited

Current Year Actual

	<u>Dorms</u>	<u>Bookstore</u>	<u>Auto Parts</u>	<u>Student Orgs & Clubs</u>	<u>Other *</u>	<u>Total</u>	<u>Prior YTD Total</u>
REVENUES							
Sales and Service	\$ 1,636,313	\$ 2,336,444	\$ 169,920	\$ -	\$ 22,354	\$ 4,165,031	\$ 4,288,260
Miscellaneous	\$ 330,157	\$ 16,161	\$ -	\$ 212,741	\$ 441,500	\$ 1,000,559	\$ 3,553,082
Total Revenues	<u>\$ 1,966,470</u>	<u>\$ 2,352,605</u>	<u>\$ 169,920</u>	<u>\$ 212,741</u>	<u>\$ 463,854</u>	<u>\$ 5,165,590</u>	<u>\$ 7,841,342</u>
EXPENDITURES							
Salaries & Related Costs	\$ 179,239	\$ 207,741	\$ 1,180	\$ -	\$ 7,954	\$ 396,114	\$ 388,455
Service Expenditures	\$ 853,035	\$ 49,668	\$ -	\$ 78,231	\$ 30,187	\$ 1,011,121	\$ 727,241
Materials & Supplies	\$ 17,925	\$ 14,635	\$ 25,651	\$ 95,720	\$ 57,662	\$ 211,593	\$ 184,738
Cost of Goods Sold	\$ -	\$ 1,870,851	\$ 141,151	\$ -	\$ -	\$ 2,012,002	\$ 1,960,933
Utilities	\$ 11,825	\$ -	\$ -	\$ -	\$ -	\$ 11,825	\$ -
Other Current Expenditures	\$ 691,923	\$ -	\$ -	\$ 54,200	\$ 9,090	\$ 755,213	\$ 5,956,831
Total Expenditures	<u>\$ 1,753,947</u>	<u>\$ 2,142,895</u>	<u>\$ 167,982</u>	<u>\$ 228,151</u>	<u>\$ 104,893</u>	<u>\$ 4,397,868</u>	<u>\$ 9,218,198</u>
Fund Balance Change	<u>\$ 212,523</u>	<u>\$ 209,710</u>	<u>\$ 1,938</u>	<u>\$ (15,410)</u>	<u>\$ 358,961</u>	<u>\$ 767,722</u>	<u>\$ (1,376,856)</u>
Prior Year	\$ 218,137	\$ (2,087,416)	\$ 9,306	\$ 17,819	\$ 465,298	\$ (1,376,856)	

* Includes Vending, Vocational Servicing, Required Technology, Cafeteria, etc.

**WESTERN IOWA TECH COMMUNITY COLLEGE
STATEMENT OF RECEIPTS AND DISBURSEMENTS
JUNE 2022 - UNAUDITED**

	<u>OPERATING</u>	<u>SPECIAL FEDERAL FUNDS</u>	<u>FUNDS HELD FOR OTHERS</u>	<u>PLANT FUND</u>	<u>HOUSE FILE</u>	<u>TOTAL</u>
BEGINNING BALANCE (06/01/2022)	\$23,242,649	\$4,196	\$510,681	\$10,776,486	\$14,506,113	\$49,040,125
Receipts	1,656,478	\$534,475	(1,832)	100,088	2,529,434	4,818,643
TOTAL FUNDS AVAILABLE	\$24,899,126	\$538,671	\$508,849	\$10,876,574	\$17,035,547	53,858,768
DISBURSEMENTS						
Board Report	\$4,277,389	\$534,472	\$32,941	\$0	\$801,230	\$5,646,032
Dorm Revenue Bond Payment				0		0
Transfers to Operating Fund						0
Approved Previous Meeting				306,979		306,979
TOTAL DISBURSEMENTS	\$4,277,389	\$534,472	\$32,941	\$306,979	\$801,230	\$5,953,012
ENDING BALANCE (06/30/2022)	\$20,621,737	\$4,199	\$475,908	\$10,569,595	\$16,234,317	\$47,905,756

WESTERN IOWA TECH COMMUNITY COLLEGE
INVESTMENT STATUS
JUNE 30, 2022 - UNAUDITED

Investment	Bank	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Totals	Current Rate
Checking	Security National	\$408,779					\$408,779	0.00%
Interest Checking	Security National		4,199				4,199	0.08%
Repurchase Agreement	Security National	7,625,472					7,625,472	0.05%
Certificate of Deposit	Central Bank	1,077,590					1,077,590	1.10%
Money Market	Northwest Bank	404,089					404,089	0.20%
Money Market	Liberty National Bank	10,309,777					10,309,777	0.40%
Money Market	Pioneer Bank	103,868					103,868	0.30%
Money Market	Liberty National Bank				10,193,490		10,193,490	0.35%
Checking	Cherokee State Bank	\$6,475					6,475	0.00%
Checking	Wells Fargo	\$6,162					6,162	0.25%
Checking	Wells Fargo			475,908	82,141	769,755	1,327,804	0.25%
Checking	Wells Fargo					719,993	719,993	0.23%
Repurchase Agreement	Security National				237,117	14,744,570	14,981,687	0.05%
Dorm Revenue Bond Funds	UMB Bank	679,526			56,846		736,372	1.37%
Total Cash & Investments		\$20,621,737	\$4,199	\$475,908	\$10,569,595	\$16,234,317	\$47,905,756	0.24%
Interest Earnings YTD		\$48,220	\$68	\$0	\$33,776	\$12,167	\$94,231	

TO: Dr. Terry A. Murrell, President

FROM: Troy A. Jasman, Vice President of Finance
and Administrative Services/CFO

DATE: August 3, 2022

RE: **JULY 2022 FINANCIAL HIGHLIGHTS**

Executive Summary

General Fund revenues for the month of July totaled \$1.4 million consistent with prior year activity. Student fees and tuition represent the Summer 2 semester session and does not include revenue for the upcoming fall semester starting August 23rd. The expenditures for the year have yet to reflect the activity for the start of the fall semester as most of those invoices and the subsequent recording of expenses will occur in August and September. The deficit in the General Fund continues to indicate the need for maintaining not only a fund balance, but also a cash reserve. The current year information contains the proposed budget for fiscal year 2023 pending Board approval.

Restricted Fund activity for the month of July reflects revenue and expenditures from the federally funded grant programs as well as the New Jobs Training Program (NJTP). The revenue line labeled "Other Income" reflects the Verizon Camp and 260G programs.

The Plant Fund has yet to see a lot of activity since the invoices that will be presented at the August 8th Board of Directors meeting have yet to post to the financial records. This continues to be consistent with prior years. Other Income includes the \$400K of ACE Infrastructure funding from the State of Iowa.

Auxiliary Enterprise operations also had little activity in July. The Dormitory and Bookstore operations do not reflect the sales generated from the start of the fall semester. The Dormitory enterprise fund balance deficit reflects the interest and principal monthly accrual for the dormitory revenue bond.

Cash and investments on a consolidated basis totaled \$44.1 million at July 31, 2022, a decrease of \$3.8 million from June. The College's investment portfolio's overall yield at 0.43% was up from 0.24% of the previous month.

Western Iowa Tech Community College
 Unrestricted Fund Income Statement
 For the One Month Period Ending July 31, 2022

	Current Year			Prior Year		
	FY2023 Budget	YTD Actual	% of Budget	FY2022 Budget	YTD Actual	% of Budget
REVENUES						
Student Fees	\$2,945,000	\$126,038	4%	\$2,971,000	\$29,280	1%
Tuition	14,025,000	128,197	1%	13,571,500	206,850	2%
Local Support	2,125,000	17,870	1%	2,050,000	21,453	1%
State Support	12,361,796	1,033,577	8%	11,993,091	995,258	8%
Federal Support	268,502	0	0%	263,684	0	0%
Sales & Services	215,000	24,378	11%	204,500	5,758	3%
Other Income	4,196,399	32,425	1%	4,384,625	190,438	4%
Total Income	\$36,136,697	\$1,362,485	4%	\$35,438,400	\$1,449,037	4%
EXPENDITURES						
Salaries & Related Costs	\$26,064,952	\$1,739,625	7%	\$25,150,943	\$1,657,968	7%
Services	5,584,375	88,181	2%	5,736,110	139,828	2%
Materials, Supplies & Travel	2,431,151	20,574	1%	2,363,710	139,249	6%
Other Current Expenditures	2,049,719	3,243	0%	2,181,137	5,409	0%
Capital Outlay	6,500	0	0%	6,500	6,317	97%
Total Direct Expense	\$36,136,697	\$1,851,623	5%	\$35,438,400	\$1,948,771	5%
Fund Balance Change	\$0	(\$489,138)		\$0	(\$499,734)	

8% of Year

Western Iowa Tech Community College
 Restricted Fund Income Statement
 For the One Month Period Ending July 31, 2022

	Current Year			Prior Year		
	FY2023 Budget	YTD Actual	% of Budget	FY2022 Budget	YTD Actual	% of Budget
REVENUES						
Tuition	\$0	\$0		\$0	\$0	
Local Support	5,437,951	45,301	1%	5,195,869	50,834	1%
State Support	2,357,776	458,298	19%	2,304,532	448,334	19%
Federal Support	3,255,646	127,635	4%	11,822,375	539,548	5%
Other Income	728,959	236,883	32%	578,545	73,404	13%
New Jobs Training Program	3,340,000	159,155	5%	3,340,000	210,915	6%
Total Income	\$15,120,332	\$1,027,272	7%	\$23,241,321	\$1,323,035	6%
EXPENDITURES						
Salaries & Related Costs	\$3,649,482	\$263,099	7%	\$3,440,348	\$258,879	8%
Services	4,212,258	98,260	2%	4,203,978	125,231	3%
Materials, Supplies & Travel	2,074,202	0	0%	10,421,045	0	0%
Other Current Expenditures	0	408,543		0	404,593	
New Jobs Training Program	4,188,313	0	0%	4,167,804	0	0%
Capital Outlay	1,366,036	32,419	2%	1,561,900	378,837	24%
Total Direct Expense	\$15,490,291	\$802,321	5%	\$23,795,075	\$1,167,540	5%
Fund Balance Change	(\$369,959)	\$224,951		(\$553,754)	\$155,495	

8% of Year

Western Iowa Tech Community College
 Plant Fund Income Statement
 For the One Month Period Ending July 31, 2022

	Current Year			Prior Year		
	FY2023 Budget	YTD Actual	% of Budget	FY2022 Budget	YTD Actual	% of Budget
REVENUES						
Property Taxes	\$2,125,000	\$17,870	1%	\$2,050,000	\$21,453	1%
Interest Income	30,250	3,030	10%	26,000	2,736	11%
Other Income	2,311,169	456,200	20%	2,561,332	456,521	18%
Total Income	\$4,466,419	\$477,100	11%	\$4,637,332	\$480,710	10%
EXPENDITURES						
Equipment	\$1,471,219	\$106,345	7%	\$1,594,137	\$23,344	1%
Buildings	1,830,250	0	0%	2,775,000	0	0%
Maintenance, Repairs & Supplies	35,000	0	0%	100,000	0	0%
Structural Improvements	120,000	0	0%	100,000	0	0%
Professional Services	583,000	0	0%	725,000	0	0%
Other Expenses	0	0		0	0	
Interest/Debt Service	676,950	15,367	2%	678,777	19,021	3%
Total Direct Expense	\$4,716,419	\$121,712	3%	\$5,972,914	\$42,365	1%
Fund Balance Change	(\$250,000)	\$355,388		(\$1,335,582)	\$438,345	

8% of Year

Note: Interest budget amounts include principal payments of \$495,000 and \$470,000 for FY2023 and FY2022, respectively. Fund balance change for FY2023 reflects use of existing funds of \$250,000, while fund balance change for FY2022 reflects use of existing funds of \$1,335,582.

Western Iowa Tech Community College
Auxiliary Enterprises
For the One Month Ending July 31, 2022

Current Year Actual

	<u>Dorms</u>	<u>Bookstore</u>	<u>Auto Parts</u>	<u>Student Orgs & Clubs</u>	<u>Other *</u>	<u>Total</u>	<u>Prior YTD Total</u>
REVENUES							
Sales and Service	\$ 114	\$ 13,533	\$ 23,790	\$ -	\$ 610	\$ 38,047	\$ 13,777
Miscellaneous	\$ 1,710	\$ 50	\$ -	\$ 372	\$ 27,841	\$ 29,973	\$ 24,778
Total Revenues	<u>\$ 1,824</u>	<u>\$ 13,583</u>	<u>\$ 23,790</u>	<u>\$ 372</u>	<u>\$ 28,451</u>	<u>\$ 68,020</u>	<u>\$ 38,555</u>
EXPENDITURES							
Salaries & Related Costs	\$ 17,856	\$ 14,688	\$ -	\$ -	\$ 2,524	\$ 35,068	\$ 22,970
Service Expenditures	\$ 803	\$ (44)	\$ -	\$ -	\$ -	\$ 759	\$ -
Materials & Supplies	\$ -	\$ -	\$ (228)	\$ (36)	\$ 109	\$ (155)	\$ 1,985
Cost of Goods Sold	\$ -	\$ 10,826	\$ 21,650	\$ -	\$ -	\$ 32,476	\$ 5,151
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Current Expenditures	\$ 56,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	<u>\$ 74,859</u>	<u>\$ 25,470</u>	<u>\$ 21,422</u>	<u>\$ (36)</u>	<u>\$ 2,806</u>	<u>\$ 124,521</u>	<u>\$ 86,627</u>
Fund Balance Change	<u>\$ (73,035)</u>	<u>\$ (11,887)</u>	<u>\$ 2,368</u>	<u>\$ 408</u>	<u>\$ 25,645</u>	<u>\$ (56,501)</u>	<u>\$ (48,072)</u>
Prior Year	\$ (65,858)	\$ (5,688)	\$ -	\$ 6,797	\$ 16,677	\$ (48,072)	

* Includes Vending, Vocational Servicing, Required Technology, Cafeteria, etc.

**WESTERN IOWA TECH COMMUNITY COLLEGE
STATEMENT OF RECEIPTS AND DISBURSEMENTS
JULY 2022**

	<u>OPERATING</u>	<u>SPECIAL FEDERAL FUNDS</u>	<u>FUNDS HELD FOR OTHERS</u>	<u>PLANT FUND</u>	<u>HOUSE FILE</u>	<u>TOTAL</u>
BEGINNING BALANCE (07/01/2022)	\$20,621,737	\$4,199	\$475,908	\$10,569,595	\$16,234,317	\$47,905,756
Receipts	2,810,039	\$432,170	7,962	456,200	157,094	3,863,465
TOTAL FUNDS AVAILABLE	<u>\$23,431,776</u>	<u>\$436,370</u>	<u>\$483,870</u>	<u>\$11,025,795</u>	<u>\$16,391,411</u>	<u>51,769,222</u>
DISBURSEMENTS						
Board Report	\$6,664,671	\$431,948	\$24,434	\$0	\$63,200	\$7,184,252
Dorm Revenue Bond Payment				0		0
Transfers to Operating Fund						0
Approved Previous Meeting				434,989		434,989
TOTAL DISBURSEMENTS	<u>\$6,664,671</u>	<u>\$431,948</u>	<u>\$24,434</u>	<u>\$434,989</u>	<u>\$63,200</u>	<u>\$7,619,242</u>
ENDING BALANCE (07/31/2022)	<u>\$16,767,105</u>	<u>\$4,422</u>	<u>\$459,436</u>	<u>\$10,590,805</u>	<u>\$16,328,211</u>	<u>\$44,149,980</u>

WESTERN IOWA TECH COMMUNITY COLLEGE
INVESTMENT STATUS
JULY 31, 2022

Investment	Bank	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Totals	Current Rate
Checking	Security National	\$282,161					\$282,161	0.00%
Interest Checking	Security National		4,422				4,422	0.08%
Repurchase Agreement	Security National	3,888,472					3,888,472	0.40%
Certificate of Deposit	Central Bank	1,077,590					1,077,590	1.10%
Money Market	Northwest Bank	404,089					404,089	0.20%
Money Market	Liberty National Bank	10,312,941					10,312,941	0.40%
Money Market	Pioneer Bank	103,868					103,868	0.30%
Money Market	Liberty National Bank				10,193,490		10,193,490	0.35%
Checking	Cherokee State Bank	\$6,550					6,550	0.00%
Checking	Wells Fargo	\$11,909					11,909	0.32%
Checking	Wells Fargo			459,436	47,152	908,397	1,414,986	0.32%
Checking	Wells Fargo					718,570	718,570	0.40%
Repurchase Agreement	Security National				237,117	14,701,244	14,938,361	0.40%
Dorm Revenue Bond Funds	UMB Bank	679,526			113,046		792,572	2.06%
Total Cash & Investments		\$16,767,105	\$4,422	\$459,436	\$10,590,805	\$16,328,211	\$44,149,980	0.43%
Interest Earnings YTD		\$3,164	\$0	\$0	\$0	\$0	\$3,164	

WESTERN IOWA TECH COMMUNITY COLLEGE

Bills to be approved at the board meeting August 8, 2022

July 2022

	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Total
Warrants	\$ 6,672,320.57	\$ 431,947.70	\$ 24,434.16		\$ 63,200.00	\$ 7,191,902.43
Cancelled warrants	(7,650.00)					\$ (7,650.00)
Subtotal	6,664,670.57	431,947.70	24,434.16	-	63,200.00	\$ 7,184,252.43
Estimated amount	\$ 688,875.00					\$ 688,875.00
Total	\$ 7,353,545.57	\$ 431,947.70	\$ 24,434.16	\$ -	\$ 63,200.00	\$ 7,873,127.43

Western Iowa Tech Community College
Board Approval
General & Auxiliary
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/30/2022	Wells Fargo Bank	\$1,545,323.06	CASH IN BANK-PAYROLL
7/28/2022	Frontier Communications	\$495.02	COMMUNICATION
7/14/2022	Iowa Communications Network	\$5,504.40	COMMUNICATION
7/14/2022	Qwest Corporation	\$339.30	COMMUNICATION
7/28/2022	Qwest Corporation	\$482.08	COMMUNICATION
7/21/2022	Burke Engineering Sales	\$427.20	CONSTRUCTION SUPPLIES
7/14/2022	Consolidated Electrical	\$26,970.22	CONSTRUCTION SUPPLIES
7/12/2022	Echo Group Inc	\$1,009.64	CONSTRUCTION SUPPLIES
7/14/2022	Menards Inc	\$2,214.32	CONSTRUCTION SUPPLIES
7/14/2022	Menards Inc	\$376.29	CONSTRUCTION SUPPLIES
7/21/2022	Menards Inc	\$78.66	CONSTRUCTION SUPPLIES
7/28/2022	Menards Inc	\$351.15	CONSTRUCTION SUPPLIES
7/14/2022	Sherwin Williams	\$336.01	CONSTRUCTION SUPPLIES
7/21/2022	Robert Baker	\$255.00	CONTRACTED SERVICES
7/21/2022	BankMobile Technologies Inc	\$13.10	CONTRACTED SERVICES
7/21/2022	Brown Underground Inc	\$431.00	CONTRACTED SERVICES
7/12/2022	John T. Burow	\$20,160.00	CONTRACTED SERVICES
7/12/2022	John T. Burow	\$10,560.00	CONTRACTED SERVICES
7/21/2022	John T. Burow	\$640.00	CONTRACTED SERVICES
7/7/2022	Champion Propane	\$127.00	CONTRACTED SERVICES
7/14/2022	Delta Papa Aviation LLC	\$2,500.00	CONTRACTED SERVICES

Western Iowa Tech Community College
Board Approval
General & Auxiliary
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/21/2022	Ecowise Recycling LLC	\$100.00	CONTRACTED SERVICES
7/14/2022	Electric Innovations	\$6,491.48	CONTRACTED SERVICES
7/7/2022	Essential Education	\$3,400.00	CONTRACTED SERVICES
7/12/2022	Gill Hauling Inc	\$2,323.32	CONTRACTED SERVICES
7/23/2022	HealthEquity Inc	\$70.00	CONTRACTED SERVICES
7/21/2022	High Point Networks LLC	\$190.00	CONTRACTED SERVICES
7/14/2022	IMKO Enterprises Inc	\$6,029.31	CONTRACTED SERVICES
7/14/2022	IMKO Enterprises Inc	\$53,358.17	CONTRACTED SERVICES
7/14/2022	IMKO Enterprises Inc	\$2,126.70	CONTRACTED SERVICES
7/14/2022	IMKO Enterprises Inc	\$271.05	CONTRACTED SERVICES
7/14/2022	IMKO Enterprises Inc	\$1,402.17	CONTRACTED SERVICES
7/14/2022	International Academy of Science	\$147.50	CONTRACTED SERVICES
7/21/2022	Iowa College Aid	\$4,000.00	CONTRACTED SERVICES
7/14/2022	Iowa Lakes Community College	\$3,000.00	CONTRACTED SERVICES
7/14/2022	Justice Fire & Safety Inc	\$1,829.25	CONTRACTED SERVICES
7/21/2022	K&S Janitorial Services LLC	\$7,072.00	CONTRACTED SERVICES
7/14/2022	KP Construction Inc	\$32,099.00	CONTRACTED SERVICES
7/21/2022	Lindblom Services Inc	\$263.00	CONTRACTED SERVICES
7/7/2022	Grace Linden	\$50.00	CONTRACTED SERVICES
7/28/2022	Todd D. Lindsey	\$445.00	CONTRACTED SERVICES
7/21/2022	Susan Pinney	\$260.00	CONTRACTED SERVICES

Western Iowa Tech Community College
Board Approval
General & Auxiliary
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/21/2022	Plains Area Mental Health Inc	\$180.00	CONTRACTED SERVICES
7/14/2022	Plunketts Pest Control Inc	\$60.00	CONTRACTED SERVICES
7/21/2022	Plunketts Pest Control Inc	\$55.00	CONTRACTED SERVICES
7/21/2022	R&S Waste Disposal LLC	\$146.10	CONTRACTED SERVICES
7/21/2022	Silverstone Group LLC	\$4,600.00	CONTRACTED SERVICES
7/12/2022	Siouxland Certified Testing	\$1,026.00	CONTRACTED SERVICES
7/7/2022	Siouxland Mental Health	\$3,400.00	CONTRACTED SERVICES
7/14/2022	Southeastern Community College	\$3,000.00	CONTRACTED SERVICES
7/12/2022	Special Troopers Adaptive	\$990.00	CONTRACTED SERVICES
7/7/2022	Springshare LLC	\$3,399.00	CONTRACTED SERVICES
7/21/2022	Tri State Nursing Enterprises Inc	\$2,625.00	CONTRACTED SERVICES
7/14/2022	Underground Location Company	\$45.90	CONTRACTED SERVICES
7/14/2022	Western Iowa Windbreaks &	\$2,198.22	CONTRACTED SERVICES
7/14/2022	Woodbury County Firemans	\$1,972.78	CONTRACTED SERVICES
7/21/2022	Iowa Department of Education	\$885.00	COURSE FEE EXPENSE
7/21/2022	Metropolitan Community College	\$240.00	COURSE FEE EXPENSE
7/7/2022	State Steel Supply Company Inc	\$4,161.58	COURSE FEE EXPENSE
7/28/2022	Western Iowa Tech AR	\$630.00	COURSE FEE EXPENSE
7/21/2022	Western Iowa Tech Community	\$6,063.00	COURSE FEE EXPENSE
7/14/2022	Western Iowa Tech Petty Cash	\$12.84	COURSE FEE EXPENSE
7/21/2022	Western Iowa Tech Comm Ed	\$2,047.50	DEFERRED INCOME

Western Iowa Tech Community College
Board Approval
General & Auxiliary
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/14/2022	AFP Corp	\$1,532.40	DUE FROM OTHERS-ASSET ACCOUNT
7/14/2022	AFP Corp	\$1,098.60	DUE FROM OTHERS-ASSET ACCOUNT
7/21/2022	Dunwell LLC	\$47,323.60	DUE FROM OTHERS-ASSET ACCOUNT
7/14/2022	Electric Innovations	\$171.65	DUE FROM OTHERS-ASSET ACCOUNT
7/7/2022	Ellucian Company LP	\$27,701.00	DUE FROM OTHERS-ASSET ACCOUNT
7/7/2022	Ellucian Company LP	\$382,890.00	DUE FROM OTHERS-ASSET ACCOUNT
7/21/2022	Ellucian Company LP	\$27,701.00	DUE FROM OTHERS-ASSET ACCOUNT
7/28/2022	Russell Gondek	\$63.08	DUE FROM OTHERS-ASSET ACCOUNT
7/28/2022	Yulissa Guerrero	\$20.00	DUE FROM OTHERS-ASSET ACCOUNT
7/21/2022	High Point Networks LLC	\$4,060.00	DUE FROM OTHERS-ASSET ACCOUNT
7/21/2022	Kyle R. Hueser	\$381.84	DUE FROM OTHERS-ASSET ACCOUNT
7/7/2022	Jessica M. Huggenberger	\$560.00	DUE FROM OTHERS-ASSET ACCOUNT
7/7/2022	Lisa L. Knecht	\$195.00	DUE FROM OTHERS-ASSET ACCOUNT
7/12/2022	Mid Iowa Refrigeration Inc	\$217.00	DUE FROM OTHERS-ASSET ACCOUNT
7/28/2022	Mid Iowa Refrigeration Inc	\$216.17	DUE FROM OTHERS-ASSET ACCOUNT
7/28/2022	Mid Iowa Refrigeration Inc	\$216.17	DUE FROM OTHERS-ASSET ACCOUNT
7/21/2022	Karina L. Pedroza	\$240.00	DUE FROM OTHERS-ASSET ACCOUNT
7/21/2022	Plains Mechanical Services Inc	\$10,599.99	DUE FROM OTHERS-ASSET ACCOUNT
7/28/2022	ScriptPro USA Inc	\$1,099.50	DUE FROM OTHERS-ASSET ACCOUNT
7/7/2022	Denna E. Smutzler	\$1,200.00	DUE FROM OTHERS-ASSET ACCOUNT
7/21/2022	TeamDynamix Solutions LLC	\$3,993.00	DUE FROM OTHERS-ASSET ACCOUNT

Western Iowa Tech Community College
Board Approval
General & Auxiliary
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/12/2022	Visual Edge Inc	\$872.94	DUE FROM OTHERS-ASSET ACCOUNT
7/12/2022	Visual Edge Inc	\$31.82	DUE FROM OTHERS-ASSET ACCOUNT
7/12/2022	Visual Edge Inc	\$40.61	DUE FROM OTHERS-ASSET ACCOUNT
7/12/2022	Visual Edge Inc	\$278.95	DUE FROM OTHERS-ASSET ACCOUNT
7/21/2022	Visual Edge Inc	\$102.45	DUE FROM OTHERS-ASSET ACCOUNT
7/14/2022	Kandice Van Vorst	\$40.00	DUE FROM OTHERS-ASSET ACCOUNT
7/28/2022	Kandice Van Vorst	\$40.00	DUE FROM OTHERS-ASSET ACCOUNT
7/21/2022	Elias Cortez	\$925.00	DUE FROM STUDENTS
7/28/2022	Andrea L. Elmassry	\$50.00	DUE FROM STUDENTS
7/28/2002	Kimberly G Hayes	\$20.00	DUE FROM STUDENTS
7/28/2022	Amy Little	\$1,477.25	DUE FROM STUDENTS
7/7/2022	Doug Masuen	\$141.00	DUE FROM STUDENTS
7/7/2022	Nasp, Inc.	\$850.75	DUE FROM STUDENTS
7/7/2022	P. Pithan	\$300.00	DUE FROM STUDENTS
7/14/2022	Arlena L. Stabler	\$165.50	DUE FROM STUDENTS
7/28/2022	Jackie Stellish	\$250.00	DUE FROM STUDENTS
7/21/2022	Martha Valerio	\$1,272.00	DUE FROM STUDENTS
7/7/2022	Marisela A. Vasquez	\$152.05	DUE FROM STUDENTS
7/28/2022	Courtney L. Wallace	\$1,100.00	DUE FROM STUDENTS
7/28/2022	Courtney L. Wallace	\$100.00	DUE FROM STUDENTS
7/7/2022	Western Iowa Tech Agency Fund	\$2,175.00	DUE TO AGENCY FUND

Western Iowa Tech Community College
Board Approval
General & Auxiliary
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/28/2022	Western Iowa Tech 125 Plan	\$6,017.85	DUE TO AUXILIARY FUND
7/23/2022	Western Iowa Tech Plant Fund	\$400,000.00	DUE TO PLANT FUND
7/14/2022	Fisher Scientific Co LLC	\$115,680.00	EQUIPMENT - \$5000 AND OVER
7/12/2022	Snap on Incorporated	\$27,090.55	EQUIPMENT - \$5000 AND OVER
7/12/2022	Great Western Dining Service Inc	\$65,438.30	GROUP MEETINGS AND WORKSHOPS
7/21/2022	Great Western Dining Service Inc	\$1,762.75	GROUP MEETINGS AND WORKSHOPS
7/14/2022	Western Iowa Tech AR	\$360.00	GROUP MEETINGS AND WORKSHOPS
7/14/2022	Western Iowa Tech Community	\$790.68	GROUP MEETINGS AND WORKSHOPS
7/30/2022	HealthEquity Inc	\$9,898.66	HSA Payable
7/7/2022	Amperage LLC	\$31,340.00	INFO SERVICES/CLASSIFY ADS
7/12/2022	Amperage LLC	\$2,500.00	INFO SERVICES/CLASSIFY ADS
7/28/2022	Canto Inc	\$11,440.00	INFO SERVICES/CLASSIFY ADS
7/12/2022	Knowles Publishing Corp	\$195.00	INFO SERVICES/CLASSIFY ADS
7/7/2022	Monahan Professional Services	\$2,450.00	INFO SERVICES/CLASSIFY ADS
7/7/2022	Nexstar Media Inc	\$9,999.72	INFO SERVICES/CLASSIFY ADS
7/28/2022	Nexstar Media Inc	\$10,000.00	INFO SERVICES/CLASSIFY ADS
7/7/2022	Wm Bass Advertising &	\$7,110.50	INFO SERVICES/CLASSIFY ADS
7/7/2022	Wm Bass Advertising &	\$1,852.00	INFO SERVICES/CLASSIFY ADS
7/12/2022	Wm Bass Advertising &	\$29,759.02	INFO SERVICES/CLASSIFY ADS
7/12/2022	Wm Bass Advertising &	\$310.00	INFO SERVICES/CLASSIFY ADS
7/30/2022	BusinessSolverComInc	\$437,040.19	INSURANCE PREMIUMS PAYABLE

Western Iowa Tech Community College
Board Approval
General & Auxiliary
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/30/2022	Iowa Public Employees	\$116,325.62	IPERS TAX PAYABLE
7/21/2022	Eakes Inc	\$5,464.08	JANITOR MATERIALS AND SUPPLIES
7/28/2022	Eakes Inc	\$1,350.80	JANITOR MATERIALS AND SUPPLIES
7/30/2022	Ahlers & Cooney PC	\$178,170.64	LAND
7/21/2022	Lawn Pros Inc	\$53,092.90	LANDSCAPING SERVICES AND SUPPLIES
7/21/2022	Ricks Computers Inc	\$544.55	MAINT & REPAIR-SU EQUIP
7/14/2022	Global Glass & Glazing LLC	\$7,765.00	MAINT AND REPAIR BUILDINGS
7/14/2022	Interstate Metal Specialists LLC	\$3,180.00	MAINT AND REPAIR BUILDINGS
7/7/2022	Mikes Sioux City Carpet	\$5,216.08	MAINT AND REPAIR BUILDINGS
7/14/2022	Van Osdel Plastering & Drywall	\$44,498.00	MAINT AND REPAIR BUILDINGS
7/14/2022	Van Osdel Plastering & Drywall	\$854.00	MAINT AND REPAIR BUILDINGS
7/7/2022	Dennys Heating Ltd	\$103.50	MAINT AND REPAIR EQUIPMENT
7/21/2022	Eakes Inc	\$213.02	MAINT AND REPAIR EQUIPMENT
7/28/2022	Eakes Inc	\$192.10	MAINT AND REPAIR EQUIPMENT
7/14/2022	Foulk Brothers Plumbing &	\$15,490.42	MAINT AND REPAIR EQUIPMENT
7/14/2022	Foulk Brothers Plumbing &	\$90.00	MAINT AND REPAIR EQUIPMENT
7/14/2022	Foulk Brothers Plumbing &	\$1,623.88	MAINT AND REPAIR EQUIPMENT
7/14/2022	Foulk Brothers Plumbing &	\$270.00	MAINT AND REPAIR EQUIPMENT
7/21/2022	Iowa Division of Labor	\$600.00	MAINT AND REPAIR EQUIPMENT
7/21/2022	Ward Electric Company Inc	\$6,329.20	MAINT AND REPAIR EQUIPMENT
7/14/2022	Bock Lawn & Landscaping LLC	\$1,490.00	MAINTENANCE GROUNDS

Western Iowa Tech Community College
Board Approval
General & Auxiliary
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/14/2022	Bomgaars Supply Inc	\$145.99	MATERIALS AND SUPPLIES
7/28/2022	Food Bank of Siouxland Inc	\$97.15	MATERIALS AND SUPPLIES
7/21/2022	Helen M Lewis	\$219.32	MATERIALS AND SUPPLIES
7/7/2022	Teresa P. McElroy	\$356.83	MATERIALS AND SUPPLIES
7/7/2022	Verizon Wireless	\$1,720.43	MATERIALS AND SUPPLIES
7/7/2022	Alliance for Innovation &	\$2,500.00	MEMBERSHIP
7/7/2022	Association Community College	\$4,710.00	MEMBERSHIP
7/7/2022	Committee on Accreditation of	\$1,700.00	MEMBERSHIP
	For the Emerg Med Serv Prof Inc		
7/7/2022	Higher Learning Commission	\$6,057.45	MEMBERSHIP
7/7/2022	Iowa Association of Community	\$56,223.00	MEMBERSHIP
	College Trustees		
7/7/2022	Project Lead the Way	\$3,200.00	MEMBERSHIP
7/14/2022	Siouxland Interstate	\$3,850.00	MEMBERSHIP
7/7/2022	University of Texas At Austin	\$1,200.00	MEMBERSHIP
7/7/2022	United Way of Siouxland Inc	\$1,710.00	MISC INCOME
7/14/2022	Stan Houston Equipment	\$16,800.00	NON-CAPITAL EXP & EQUIP <5000
7/12/2022	Great Western Dining Service Inc	\$16,078.75	OTHER CURRENT EXPENSE
7/7/2022	Western Iowa Tech AR	\$17,387.25	OTHER CURRENT EXPENSE
7/14/2022	Western Iowa Tech Housing	\$250.00	OTHER CURRENT EXPENSE
7/30/2022	Collection Services Center	\$419.64	OTHER EMPLOYEE PR DEDUCTIONS

Western Iowa Tech Community College
Board Approval
General & Auxiliary
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/28/2022	Friends Of FM 90	\$94.50	OTHER EMPLOYEE PR DEDUCTIONS
7/28/2022	Nebraska Child Support	\$500.00	OTHER EMPLOYEE PR DEDUCTIONS
7/28/2022	United Way of Siouxland Inc	\$1,131.45	OTHER EMPLOYEE PR DEDUCTIONS
7/28/2022	Western Iowa Tech Agency Fund	\$25.00	OTHER EMPLOYEE PR DEDUCTIONS
7/28/2022	Western Iowa Tech Foundation	\$2,117.00	OTHER EMPLOYEE PR DEDUCTIONS
7/28/2022	Winnebago Tribe of Nebraska	\$744.37	OTHER EMPLOYEE PR DEDUCTIONS
7/7/2022	Emily M. Prewitt	\$20.00	OTHER STUDENT FEES
7/14/2022	Cengage Learning Inc	\$4,351.20	PERIODICALS
7/7/2022	Western Iowa Tech Cherokee	\$58.00	POSTAGE
7/7/2022	Insurance Management Program	\$1,147,166.00	PREPAID EXPENSES
7/12/2022	Freeland Corporation	\$238.62	PRINTING & REPRODUCTION SVC
7/21/2022	Freeland Corporation	\$1,129.00	PRINTING & REPRODUCTION SVC
7/12/2022	Holt Woodworking Inc	\$134.58	PRINTING & REPRODUCTION SVC
7/7/2022	Mail House Inc	\$264.95	PRINTING & REPRODUCTION SVC
7/12/2022	Omaha Paper Company	\$276.25	PRINTING & REPRODUCTION SVC
7/12/2022	Omaha Paper Company	\$192.35	PRINTING & REPRODUCTION SVC
7/28/2022	Record Printing & Copy Center	\$6,493.00	PRINTING & REPRODUCTION SVC
7/7/2022	Ahlers & Cooney PC	\$26.00	PROFESSIONAL SERVICES
7/7/2022	Ahlers & Cooney PC	\$3,688.01	PROFESSIONAL SERVICES
7/7/2022	Ahlers & Cooney PC	\$162.00	PROFESSIONAL SERVICES
7/7/2022	Dentons Davis Brown PC	\$32,880.50	PROFESSIONAL SERVICES

Western Iowa Tech Community College
Board Approval
General & Auxiliary
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/16/2022	Wells Fargo Bank	\$784,019.65	PURCHASE CARD CHECKING
7/21/2022	Quadient Leasing Usa Inc	\$4,176.00	RENTED EQUIPMENT
7/28/2022	Quadient Leasing Usa Inc	\$370.00	RENTED EQUIPMENT
7/7/2022	Southeastern Community College	\$17,726.98	RESALE PURCHASES
7/21/2022	Southeastern Community College	\$7,308.36	RESALE PURCHASES
7/21/2022	Western Iowa Tech Comm Ed	\$1,798.00	SCHOLARSHIPS
7/28/2022	Western Iowa Tech Comm Ed	\$3,415.00	SCHOLARSHIPS
7/28/2022	Marina E Baarur	\$250.00	STUDENT DEPOSITS
7/28/2022	Christina Balder	\$250.00	STUDENT DEPOSITS
7/28/2022	Andrew M. Collins	\$250.00	STUDENT DEPOSITS
7/28/2022	Vernon J. Diaz	\$250.00	STUDENT DEPOSITS
7/28/2022	Madison A. Dorale	\$250.00	STUDENT DEPOSITS
7/28/2022	Jerrybarcus	\$250.00	STUDENT DEPOSITS
7/28/2022	Alisha Karki	\$250.00	STUDENT DEPOSITS
7/28/2022	Silverio Lara-Jimenez	\$250.00	STUDENT DEPOSITS
7/28/2022	Melia Nemitz	\$250.00	STUDENT DEPOSITS
7/28/2022	Steven Pearson	\$250.00	STUDENT DEPOSITS
7/28/2022	Lisa M. Peters	\$250.00	STUDENT DEPOSITS
7/28/2022	Melissa Reiling	\$250.00	STUDENT DEPOSITS
7/14/2022	Joe Ryan	\$250.00	STUDENT DEPOSITS
7/28/2022	Bret Sherkenbach	\$250.00	STUDENT DEPOSITS

Western Iowa Tech Community College
Board Approval
General & Auxiliary
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/28/2022	William Thompson	\$250.00	STUDENT DEPOSITS
7/28/2022	Kirk D Trobaugh	\$250.00	STUDENT DEPOSITS
7/30/2022	Teachers Insurance & Annuity	\$102,922.01	TIAA-CREF PAYABLE
7/21/2022	Sheila Disterhaupt	\$681.74	TRAVEL IN STATE
7/28/2022	Rex K. Hawkins	\$209.04	TRAVEL IN STATE
7/12/2022	Sara B. Klatt	\$181.20	TRAVEL IN STATE
7/21/2022	James C. Varvais	\$42.64	TRAVEL IN STATE
7/12/2022	Tawnya L. Beermann	\$173.92	TRAVEL OUT OF STATE
7/12/2022	Sheila Disterhaupt	\$964.04	TRAVEL OUT OF STATE
7/28/2022	Teri L. Peterson	\$191.98	TRAVEL OUT OF STATE
7/30/2022	Voya Financial	\$13,948.34	TSA PAYABLE
7/7/2022	Nick Denke	\$3,000.00	TUITION
7/7/2022	Hodeis Hadadi	\$3,000.00	TUITION
7/21/2022	Jessica M. Huggenberger	\$681.00	TUITION
7/7/2022	Berkshire Hathaway Energy	\$5,190.79	UTILITIES
7/7/2022	Berkshire Hathaway Energy	\$163.45	UTILITIES
7/7/2022	Berkshire Hathaway Energy	\$76.21	UTILITIES
7/7/2022	Berkshire Hathaway Energy	\$899.82	UTILITIES
7/7/2022	Berkshire Hathaway Energy	\$5,423.27	UTILITIES
7/7/2022	Berkshire Hathaway Energy	\$2,585.28	UTILITIES
7/7/2022	Berkshire Hathaway Energy	\$1,269.62	UTILITIES

Western Iowa Tech Community College
Board Approval
General & Auxiliary
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/7/2022	Berkshire Hathaway Energy	\$1,045.61	UTILITIES
7/7/2022	Berkshire Hathaway Energy	\$863.79	UTILITIES
7/12/2022	Berkshire Hathaway Energy	\$1,227.04	UTILITIES
7/12/2022	Berkshire Hathaway Energy	\$4,991.83	UTILITIES
7/12/2022	Berkshire Hathaway Energy	\$85,238.92	UTILITIES
7/21/2022	Berkshire Hathaway Energy	\$185.36	UTILITIES
7/21/2022	Berkshire Hathaway Energy	\$667.11	UTILITIES
7/21/2022	Berkshire Hathaway Energy	\$5,556.64	UTILITIES
7/28/2022	Black Hills Utility Holding	\$320.66	UTILITIES
7/28/2022	City Of Cherokee	\$243.74	UTILITIES
7/21/2022	City of Le Mars	\$51.77	UTILITIES
7/21/2022	City Of Mapleton	\$246.34	UTILITIES
7/7/2022	City of Sioux City	\$292.80	UTILITIES
7/7/2022	City of Sioux City	\$476.28	UTILITIES
7/7/2022	City of Sioux City	\$415.12	UTILITIES
7/7/2022	City of Sioux City	\$156.39	UTILITIES
7/7/2022	City of Sioux City	\$173.86	UTILITIES
7/7/2022	City of Sioux City	\$165.13	UTILITIES
7/7/2022	City of Sioux City	\$63.03	UTILITIES
7/7/2022	City of Sioux City	\$184.39	UTILITIES
7/7/2022	City of Sioux City	\$200.07	UTILITIES

Western Iowa Tech Community College
Board Approval
General & Auxiliary
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/7/2022	City of Sioux City	\$130.18	UTILITIES
7/7/2022	City of Sioux City	\$117.21	UTILITIES
7/7/2022	City of Sioux City	\$25.80	UTILITIES
7/7/2022	City of Sioux City	\$441.33	UTILITIES
7/7/2022	City of Sioux City	\$1,595.54	UTILITIES
7/14/2022	City of Sioux City	\$927.09	UTILITIES
7/21/2022	City of Sioux City	\$4,398.97	UTILITIES
7/21/2022	Denison Municipal Utilities	\$2,053.07	UTILITIES
7/7/2022	Interstate Power & Light Co	\$1,546.14	UTILITIES
7/21/2022	Interstate Power & Light Co	\$970.62	UTILITIES
7/21/2022	Sapp Brothers Petroleum Inc	\$100.00	UTILITIES
7/21/2022	Woodbury County Rural Electric	\$3,737.01	UTILITIES
7/26/2022	Jensen Motors	\$32,419.00	VEHICLES
7/7/2022	Advance Auto Parts	\$199.99	VEHICLES-MATERIALS & SUPPLIES
7/7/2022	AgriVision Equipment Group	\$538.27	VEHICLES-MATERIALS & SUPPLIES
7/14/2022	AgriVision Equipment Group	\$440.78	VEHICLES-MATERIALS & SUPPLIES
7/28/2022	Kirsten R. Brodersen	\$41.60	VEHICLES-MATERIALS & SUPPLIES
7/21/2022	City of Sioux City	\$3,901.11	VEHICLES-MATERIALS & SUPPLIES
7/21/2022	City of Sioux City	\$1,002.88	VEHICLES-MATERIALS & SUPPLIES
7/14/2022	Sandy Velasquez	\$20.02	VEHICLES-MATERIALS & SUPPLIES
7/16/2022	Customers Bank	\$143,778.80	WITCC ONECARD PAYABLE

Western Iowa Tech Community College
 Board Approval
 General & Auxiliary
 8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/23/2022	Customers Bank	\$139,246.45	WITCC ONECARD PAYABLE
7/30/2022	Customers Bank	\$5,428.50	WITCC ONECARD PAYABLE
7/30/2022	Customers Bank	\$7,587.75	WITCC ONECARD PAYABLE
7/7/2022	Arthur J Gallagher Risk	\$1,146.00	WORKMANS COMPENSATION
TOTAL		<u>\$6,672,320.57</u>	

Western Iowa Tech Community College
Canceled Warrants
General & Auxiliary
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
6/30/2022	Southeastern Community	-\$7,600.00	CONTRACTED SERVICES
3/3/2022	Andrea Elmassry	-\$50.00	DUE FROM OTHERS
TOTAL		<u>-\$7,650.00</u>	

WESTERN IOWA TECH COMMUNITY COLLEGE

Bills to be approved at the board meeting August 8, 2022

GENERAL FUND

Estimated for the month of August

Federal tax	\$	137,000.00
FICA		86,000.00
Insurance		310,000.00
IPERS		65,000.00
TIAA-CREF		90,000.00
United Farmers Telephone		875.00
Total	\$	688,875.00

Western Iowa Tech Community College
 Board Approval
 Special Federal
 8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/16/2022	Western Iowa Tech General Fund	\$442.00	OTHER FEDERAL
7/23/2022	Western Iowa Tech General Fund	\$1,103.70	OTHER FEDERAL
7/23/2022	Western Iowa Tech General Fund	\$402.00	OTHER FEDERAL
7/30/2022	Western Iowa Tech General Fund	\$240,000.00	OTHER FEDERAL
7/30/2022	Western Iowa Tech General Fund	\$190,000.00	OTHER FEDERAL
TOTAL		<u>\$431,947.70</u>	

Western Iowa Tech Community College
Board Approval
Agency, Scholarship & Loan
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/19/2022	Western Iowa Tech General Fund	\$1,350.00	auto due to/from fund 3
7/19/2022	Eddie Dunn	\$400.00	CONTRACTED SERVICES
7/12/2022	Western Iowa Tech General Fund	\$14,836.36	DUE TO GENERAL FUND
7/19/2022	Great Western Dining Service Inc	\$915.24	GROUP MEETINGS AND WORKSHOPS
7/19/2022	Wm Bass Advertising &	\$5,802.06	INFO SERVICES/CLASSIFY ADS
7/19/2022	Jolly Time Koated Kernels	\$710.50	MATERIALS AND SUPPLIES
7/27/2022	Karina L. Pedroza	\$10.00	MATERIALS AND SUPPLIES
7/19/2022	Fred Scoville	\$10.00	MATERIALS AND SUPPLIES
7/12/2022	Misty M. Wankum	\$400.00	MATERIALS AND SUPPLIES
TOTAL		<u>\$24,434.16</u>	

Western Iowa Tech Community College
Board Approval
House File
8/2/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
7/12/2022	Western Iowa Tech General Fund	\$2,000.00	INCOME CLEARING ACCOUNT
7/12/2022	Western Iowa Tech General Fund	\$5,000.00	INCOME CLEARING ACCOUNT
7/27/2022	TEC Corp	\$4,750.00	TRAINING EXPENSE
7/12/2022	Western Iowa Tech Comm Ed	\$16,000.00	TRAINING EXPENSE
7/12/2022	Western Iowa Tech Comm Ed	\$2,400.00	TRAINING EXPENSE
7/12/2022	Western Iowa Tech Comm Ed	\$18,750.00	TRAINING EXPENSE
7/12/2022	Western Iowa Tech Comm Ed	\$1,850.00	TRAINING EXPENSE
7/12/2022	Western Iowa Tech Comm Ed	\$10,600.00	TRAINING EXPENSE
7/12/2022	Western Iowa Tech Comm Ed	\$1,850.00	TRAINING EXPENSE
TOTAL		\$63,200.00	

PERSONNEL REPORT
Regular Appointments
August 8, 2022

I. INSTRUCTIONAL STAFF

- A. **Amber R. Ridgway** has been selected for the position as English Instructor effective August 19, 2022, at an annualized salary of \$55,301 (MA+30, Step 10). This is a previously authorized position, vacant due to retirement, eligible for full time benefits.
- B. **Peter B. Albright** has submitted his voluntary resignation as Computer Networking Instructor effective August 15, 2022. He is to be paid for all time worked through that date.
- C. The following instructor has requested that her annual salary be increased and has presented evidence of satisfactorily completing coursework. Her contract is to be modified to change her educational lane and to increase her annualized salary effective September 1, 2022:
Michelle A. Simpson, Nursing Instructor, from BA+12 to MA, +\$1300

II. ADMINISTRATIVE STAFF

- A. **Robert L. Bates** has been selected for the position as Transportation Specialist effective August 9, 2022, at an annual salary of \$46,166, grade 6, administrative position. This is a previously authorized position, vacant due to resignation, eligible for full time benefits.
- B. **Angela S. Farley**, Accounting Clerk, has been selected for the position as Assistant Director of Financial Aid effective August 16, 2022, at an annual salary of \$46,166, grade 6, exempt administrative position. This is a previously authorized position, vacant due to reassignment, full time benefits to be changed accordingly.
- C. **William R. Bellows**, Educational Coordinator-Adult Education and Literacy has been selected for the position as Educational Coordinator- TRiO effective August 22, 2023. This is a previously authorized position, vacant due to reassignment, no change in salary or full-time benefits.
- D. **Lilia R. Saucedo**, Administrative Assistant has been selected for the position as Educational Coordinator- Talent Search effective August 18, 2022, at an annualized salary of \$37,000, grade 7, administrative position. This is a previously authorized position, vacant due to resignation, full time benefits to be changed accordingly.

- E. **Sabrina E. Valentine** has submitted her voluntary resignation as Adult Basic Education Specialist effective August 17, 2022. She is to be paid for all time worked through that date and for all earned and unused vacation.

III. SUPPORT STAFF

- A. **Samantha M. Shermer** has submitted her voluntary resignation as Instructional Assistant effective July 11, 2022. She is to be paid for all time worked through that date and for all earned and unused vacation.
- B. **Janell K. Turner** has submitted her voluntary resignation as Instructional Assistant effective August 12, 2022. She is to be paid for all time worked through that date and for all earned and unused vacation.
- C. **Isaac Jolin** has been selected for the position as Safety Officer effective August 9, 2022, at an annualized salary of \$24,550, grade 3, support position. This is a previously authorized position, eligible for part time benefits.
- D. **John L. Sandman** has been selected for the position as Instructional Assistant effective August 9, 2022, at an annualized salary of \$26,962, grade 3 support position. This is a previously authorized position, vacant due to resignation, eligible for full time benefits.
- E. **Katie L. Zellmer** has been selected for the position as Instructional Assistant effective August 9, 2022, at an annualized salary of \$26,962, grade 3 support position. This is a previously authorized position, vacant due to resignation, eligible for full time benefits.
- F. It is recommended that the employment of **Rosalva Linares** be modified to 32 hours per week effective August 16, 2022. No change in hourly wage; full time benefits to be changed accordingly.

IV. TEMPORARY STAFF

- A. The attached list of temporary appointments includes temporary employees, adjunct, substitute, work study, and community and continuing education instructors selected since the last report and not previously presented to the Board for approval in the position stated; not eligible for benefits.

Personnel Report
 Temporary Employees
 (not eligible for benefits)

August 8, 2022

<u>NAME</u>	<u>DEPARTMENT OR COURSE # - SECT</u>	<u>APPOINTMENT</u>	<u>FROM</u>	<u>THROUGH</u>	<u>APPT \$/HR</u>	<u>SALARY</u>
Fredericks, Brittany	Verizon Camp	Instructor	07/11/22	07/28/22		\$ 3,984.00
Fryer, Tess	CLC	Peer Mentor	07/12/22	05/31/23	\$ 9.00	Time Entry
Gibbons, Bailey	Verizon Camp	Mentor	07/11/22	07/28/22	\$ 22.00	Time Sheet
Guardado, Vanessa	Verizon Camp	Mentor	07/11/22	07/28/22	\$ 22.00	Time Sheet
Gutierrez, Jodi	C.N.A	Nurse Aid	07/13/22	06/30/23	\$ 15.84	Time Sheet
Hagemann, Nicole	Verizon Camp	Instructor	07/11/22	07/28/22		\$ 3,984.00
Hough, Jennifer	SPC-120	Master Course Maintenance	07/19/22	07/19/22		\$ 210.00
Mathis, Victoria	CLC	Peer Mentor	07/12/22	05/31/23	\$ 9.00	Time Entry
Meyer, Anna	Verizon Camp	Mentor	07/11/22	07/28/22	\$ 22.00	Time Sheet
Meyer, Scott	Verizon Camp	Instructor	07/11/22	07/28/22		\$ 3,984.00
Moravek, Jill	English	Non-Instructional	06/22/22	06/22/22		\$ 44.00
Pacheco, Mariana	Psychology	Non-Instructional	06/13/22	06/30/23	\$ 22.00	Time Sheet
Polk, Charles	English	Non-Instructional	06/22/22	06/22/22		\$ 44.00
Samaniego, Cruz	CLC	Peer Mentor	07/12/22	05/31/23	\$ 9.00	Time Entry
Sandberg, Martha	HiSet	HiSet Examiner	07/01/22	08/03/23	\$ 20.36	Time Sheet
Sandberg, Martha	ABE/HiSet/ELL	Substitute	07/01/22	08/03/23	\$ 22.37	Time Sheet
Torrey, John	Verizon Camp	Instructor	07/11/22	07/28/22		\$ 3,984.00

Western Iowa Tech Community College
 Community & Continuing Education
 Course Approval List
 from 7/1/2022 to 7/31/2022

SEC TERM	SEC NAME	SEC SHORT TITLE	SEC LOCATION	SEC START DATE	SEC END DATE	Faculty Name	Comments
23/FY	CTRA-1050-01	Teen Drivers Education	SC	7/5/2022	7/28/2022	Kimberly Mendenhall	Shane Steele #162593 36 hrs @ \$18.00 per student
						Richard Admire	Shane Steele #162593 36 hrs @ \$39.25 classroom
						Shane Steele	Kim Mendenhall #18390 36 hrs @ \$30.00 behind the wheel
							Rick Admire #75492 36 hrs @ 30.00 behind the wheel
							Shane Steele #162593 36 hrs @ \$30.00 behind the wheel

CERTIFICATE FOR PAYMENT

Contractor: Steve Harris Construction, Inc.
 P.O. Box 343
 Homer, NE 68030

Payment No.: 1
 DGR Engineering

Project: WITCC GSM and Building H Storm Sewer Improvements

DGR Project No.: 271177

Owner: Western Iowa Tech Community College

Contract Date: May 9, 2022

For Period From: June 6, 2022 through June 30, 2022

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
Division I - GSM Storm Sewer Outlet						
1	129 S.Y.	Subgrade Preparation, 18"	\$ 10.00	\$ 1,290.00	129	\$ 1,290.00
2	99 L.F.	Storm Sewer, Trenched, SS, 15"	\$ 70.00	\$ 6,930.00	100	\$ 7,000.00
3	298 L.F.	Storm Sewer, Trenched, SS, 18"	\$ 86.00	\$ 25,628.00	293	\$ 25,198.00
4	1 L.S.	Storm Sewer Abandonment, Fill and Plug	\$ 2,000.00	\$ 2,000.00	1	\$ 2,000.00
5	2 Ea.	Storm Manhole, SW-401, 48"	\$ 6,200.00	\$ 12,400.00	2	\$ 12,400.00
6	1 Ea.	Intake, SW-502, 60"	\$ 8,700.00	\$ 8,700.00	1	\$ 8,700.00
7	1 Ea.	Connect to Existing Intake	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00
8	1 Ea.	Remove Storm Structure	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00
9	114 S.Y.	Pavement, PCC, 7"	\$ 75.00	\$ 8,550.00		\$ -
10	108 S.Y.	Pavement Removal	\$ 20.00	\$ 2,160.00	97	\$ 1,940.00
11	226 L.F.	Silt Fence, Furnish, Install, Maintain and Remove	\$ 5.00	\$ 1,130.00		\$ -
12	1 L.S.	Erosion Control	\$ 700.00	\$ 700.00	0.5	\$ 350.00
13	1 L.S.	Mobilization	\$ 10,000.00	\$ 10,000.00	0.5	\$ 5,000.00
14		Subtotal - Division I		\$ 81,488.00		\$ 65,878.00
Division II - Building H Storm Sewer Improvements						
14	1 L.S.	Clearing and Grubbing	\$ 5,000.00	\$ 5,000.00	0.9	\$ 4,500.00
15	550 C.Y.	Topsoil, Off-Site, 4"	\$ 20.00	\$ 11,000.00		\$ -
16	31 S.Y.	Subgrade Preparation, 18"	\$ 20.00	\$ 620.00		\$ -
17	350 C.Y.	Excavation, Class 10	\$ 15.00	\$ 5,250.00	175	\$ 2,625.00
18	143 L.F.	Storm Sewer, Trenched, SS, 15"	\$ 80.00	\$ 11,440.00		\$ -
19	338 L.F.	Storm Sewer, Trenched, SS, 18"	\$ 91.00	\$ 30,758.00	162	\$ 14,742.00
20	117 L.F.	Storm Sewer, Trenched, SS, 24"	\$ 105.00	\$ 12,285.00	117	\$ 12,285.00
21	24 L.F.	Removal of Storm Sewer, ≤ 24"	\$ 25.00	\$ 600.00		\$ -
22	1 Ea.	Pipe Apron w/ Footing, Class III RCP, 24"	\$ 3,500.00	\$ 3,500.00		\$ -
23	4 Ea.	Storm Manhole, SW-401, 48"	\$ 7,000.00	\$ 28,000.00	2	\$ 14,000.00
24	2 Ea.	Intake, SW-507	\$ 7,500.00	\$ 15,000.00		\$ -
25	23 S.Y.	Pavement, PCC, 6"	\$ 78.00	\$ 1,794.00		\$ -
26	56 S.Y.	Pavement Removal	\$ 30.00	\$ 1,680.00		\$ -
27	1 L.S.	Hydraulic Seeding, Fertilizing and Mulching w/ Bonded Fiber Matrix, Type 1	\$ 5,000.00	\$ 5,000.00		\$ -
28	1178 L.F.	Silt Fence, Furnish, Install, Maintain and Remove	\$ 5.00	\$ 5,890.00		\$ -
29	1 L.S.	Remove, Salvage and Re-Install Existing Rip Rap	\$ 1,500.00	\$ 1,500.00		\$ -
30	1 L.S.	Erosion Control	\$ 700.00	\$ 700.00	0.2	\$ 140.00
31	53 S.Y.	Base Stone, w/ Engineering Fabric	\$ 35.00	\$ 1,855.00		\$ -
32	1 L.S.	Mobilization	\$ 10,000.00	\$ 10,000.00	0.5	\$ 5,000.00
		Subtotal - Division II		\$ 151,872.00		\$ 53,292.00
Total Original Contract				\$ 233,360.00		\$ 119,170.00

Payment No.: 1

Value of Work Completed \$ 119,170.00

STORED MATERIALS				
Item No.	Description	No. Units	Unit Cost (Matl. Only)	Total

Total Stored Materials \$ -

Value of Work Completed and Stored Materials \$ 119,170.00

Less Retainage 5% \$ 5,958.50

Amount Due This Certificate for Payment \$ 113,211.50

Less Previous Estimates \$ -

AMOUNT DUE THIS ESTIMATE \$ 113,211.50

Payment Requested by: Steve Harris Construction, Inc.
(Contractor)

Nickolas J. Stoos AIA 7/6, 2022
(signature) (Date)

Payment Recommended by: DGR Engineering

Bryan Wells 7/6, 2022
(signature) (Date)

Payment Approved by: Western Iowa Tech Community College
(Owner)

[Signature] 7/7, 2022
(signature) (Date)

CONTRACTOR'S DECLARATION
For submittal each month with partial payment requests
Must list change order items
Items list and/or proposed prices required

I hereby declare that I have not, during the period June 6, 2022 through June 30, 2022, performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from Western Iowa Tech Community College, the Owner, or his agents, in addition to the regular items set forth in the contract dated May 9, 2022 for WITCC GSM and Building H Storm Sewer Improvements executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

Date: 7/6/2022

Steve Harris Construction, Inc.
(Contractor)

By: Nickolas J Stoos A.A.
Title: Project Manager

CERTIFICATE FOR PAYMENT

Contractor: Steve Harris Construction, Inc.
 P.O. Box 343
 Homer, NE 68030

Payment No.: 2

DGR Engineering

Project: WITCC GSM and Building H Storm Sewer Improvements

DGR Project No.: 271177

Owner: Western Iowa Tech Community College

Contract Date: May 9, 2022

For Period From: July 1, 2022 through July 28, 2022

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
Division I - GSM Storm Sewer Outlet						
1	129 S.Y.	Subgrade Preparation, 18"	\$ 10.00	\$ 1,290.00	237	\$ 2,370.00
2	99 L.F.	Storm Sewer, Trenched, SS, 15"	\$ 70.00	\$ 6,930.00	100	\$ 7,000.00
3	298 L.F.	Storm Sewer, Trenched, SS, 18"	\$ 86.00	\$ 25,628.00	293	\$ 25,198.00
4	1 L.S.	Storm Sewer Abandonment, Fill and Plug	\$ 2,000.00	\$ 2,000.00	1	\$ 2,000.00
5	2 Ea.	Storm Manhole, SW-401, 48"	\$ 6,200.00	\$ 12,400.00	2	\$ 12,400.00
6	1 Ea.	Intake, SW-502, 60"	\$ 8,700.00	\$ 8,700.00	1	\$ 8,700.00
7	1 Ea.	Connect to Existing Intake	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00
8	1 Ea.	Remove Storm Structure	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00
9	114 S.Y.	Pavement, PCC, 7"	\$ 75.00	\$ 8,550.00	146	\$ 10,950.00
10	108 S.Y.	Pavement Removal	\$ 20.00	\$ 2,160.00	142	\$ 2,840.00
11	226 L.F.	Silt Fence, Furnish, Install, Maintain and Remove	\$ 5.00	\$ 1,130.00		\$ -
12	1 L.S.	Erosion Control	\$ 700.00	\$ 700.00	0.9	\$ 630.00
13	1 L.S.	Mobilization	\$ 10,000.00	\$ 10,000.00	1	\$ 10,000.00
14		Subtotal - Division I		\$ 81,488.00		\$ 84,088.00
Division II - Building H Storm Sewer Improvements						
14	1 L.S.	Clearing and Grubbing	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00
15	550 C.Y.	Topsoil, Off-Site, 4"	\$ 20.00	\$ 11,000.00	550	\$ 11,000.00
16	31 S.Y.	Subgrade Preparation, 18"	\$ 20.00	\$ 620.00	31	\$ 620.00
17	350 C.Y.	Excavation, Class 10	\$ 15.00	\$ 5,250.00	361	\$ 5,415.00
18	143 L.F.	Storm Sewer, Trenched, SS, 15"	\$ 80.00	\$ 11,440.00	143	\$ 11,440.00
19	338 L.F.	Storm Sewer, Trenched, SS, 18"	\$ 91.00	\$ 30,758.00	338	\$ 30,758.00
20	117 L.F.	Storm Sewer, Trenched, SS, 24"	\$ 105.00	\$ 12,285.00	117	\$ 12,285.00
21	24 L.F.	Removal of Storm Sewer, ≤ 24"	\$ 25.00	\$ 600.00	24	\$ 600.00
22	1 Ea.	Pipe Apron w/ Footing, Class III RCP, 24"	\$ 3,500.00	\$ 3,500.00	1	\$ 3,500.00
23	4 Ea.	Storm Manhole, SW-401, 48"	\$ 7,000.00	\$ 28,000.00	4	\$ 28,000.00
24	2 Ea.	Intake, SW-507	\$ 7,500.00	\$ 15,000.00	2	\$ 15,000.00
25	23 S.Y.	Pavement, PCC, 6"	\$ 78.00	\$ 1,794.00	23	\$ 1,794.00
26	56 S.Y.	Pavement Removal	\$ 30.00	\$ 1,680.00	56	\$ 1,680.00
27	1 L.S.	Hydraulic Seeding, Fertilizing and Mulching w/ Bonded Fiber Matrix, Type I	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00
28	1178 L.F.	Silt Fence, Furnish, Install, Maintain and Remove	\$ 5.00	\$ 5,890.00		\$ -
29	1 L.S.	Remove, Salvage and Re-Install Existing Rip Rap	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
30	1 L.S.	Erosion Control	\$ 700.00	\$ 700.00	0.9	\$ 630.00
31	53 S.Y.	Base Stone, w/ Engineering Fabric	\$ 35.00	\$ 1,855.00	58	\$ 2,030.00
32	1 L.S.	Mobilization	\$ 10,000.00	\$ 10,000.00	1	\$ 10,000.00
		Subtotal - Division II		\$ 151,872.00		\$ 146,252.00
Total Original Contract				\$ 233,360.00		\$ 230,340.00

Payment No.: 2

Value of Work Completed \$ 230,340.00

STORED MATERIALS				
Item No.	Description	No. Units	Unit Cost (Matl. Only)	Total

Total Stored Materials \$ -

Value of Work Completed and Stored Materials \$ 230,340.00

Less Retainage 5% \$ 11,517.00

Amount Due This Certificate for Payment \$ 218,823.00

Less Previous Estimates \$ 113,211.50

AMOUNT DUE THIS ESTIMATE \$ 105,611.50

Payment Requested by: Steve Harris Construction, Inc.
(Contractor)

Nickolas J Stoos III 8/1/2022 .2022
(signature) (Date)

Payment Recommended by: DGR Engineering

Byron Wells 8/1 .2022
(signature) (Date)

Payment Approved by: Western Iowa Tech Community College
(Owner)

[Signature] 8/2 .2022
(signature) (Date)

CONTRACTOR'S DECLARATION
For submittal each month with partial payment requests
Must list change order items
Items list and/or proposed prices required

I hereby declare that I have not, during the period July 1, 2022 through July 28, 2022, performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from Western Iowa Tech Community College, the Owner, or his agents, in addition to the regular items set forth in the contract dated May 9, 2022 for WITCC GSM and Building H Storm Sewer Improvements executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

Date: 8/1/2022

Steve Harris Construction, Inc.

(Contractor)

By: Nickolas J Stoos AIA

Title: Project Manager



TO: Dr. Terry Murrell, President

FROM: Erin Volk, Director of Institutional Research & Resource Development
Dr. Juline Albert, Vice President of Learning

DATE: July 28, 2022

SUBJECT: Employee Climate Survey

In March of 2022, the PACE Employee Climate Survey was administered to Western Iowa Tech Community College employees. Over 280 employees completed the survey on Institutional Structure, Student Focus, Supervisory Relationships, Teamwork, and Racial Diversity. This was the second administration of the survey at the college; the first was in March of 2020.

STRENGTHS:

- ⇒ Students First
- ⇒ Teamwork
- ⇒ Diversity, Equity, and Inclusion initiatives add value

OPPORTUNITIES:

- ⇒ Communication
Action: Strategic Initiative-Communication, knowing who we are and what we do; Internal Communications Coordinator position
- ⇒ Shared Governance
Action: Strategic Initiative- Contribution, empowering people through equitable access and involvement
- ⇒ Diverse Representation
Action: Growth of the Inclusion Department; President's Council on Inclusive Excellence

PRIDE:

- ⇒ 88% of respondents feel their work is relevant to College's mission and the vast majority are proud to be WITCC employees.

Memo

To: Dr. Terry Murrell, President

From: Laura Grell, Career Navigator/Project Director
Dr. Juline Albert, Vice President of Learning

Date: August 15, 2022

Re: Adult Education and Literacy Digital Initiative

Adult Education and Literacy (AEL) programs across the state of Iowa strive to work together to provide better services for AEL students.

The purpose of the AEL Digital Initiative (GEER grant: Component 2, Round 2) is to develop an improved online learning environment for Adult Education and Literacy programs across the state of Iowa. Per Alex Harris (of IDOE), this grant was originally set to end on June 30, 2022, but was extended to the end of August.

Two of the major activities of this grant are to develop online master course shells in Canvas and provide professional development for AEL instructors. In March 2022, the Board approved a proposal from Atomic Jolt for Canvas course shells and professional development. Western Iowa Tech and the Iowa Department of Education wish to continue this relationship through this grant for the development of additional Canvas master course shells and professional development for AEL.

The deliverables that Atomic Jolt will provide are:

- Canvas course shells (two Integrated Education and Training courses) and
- Professional development and ongoing customer support for instructor usage of the Canvas courses across the 15 Iowa community colleges

It is the administrative recommendation of Iowa Department of Education that the Board approve, with as Western Iowa Tech, the fiscal agent, the purchase of the expansion of the Atomic Jolt proposal between \$60,000 - \$80,000.



MEMORANDUM

TO: Dr. Terry Murrell

FROM: Darin Moeller, Executive Dean of Instruction
Teri Peterson, Associate Dean of Health Sciences

DATE: July 27, 2022

SUBJECT: Clinical Sites 2021-2022

The following pages list the clinical sites that have partnered with Western Iowa Tech Community College over the past year to enable us to provide a quality educational experience in the following programs:

- Dental Assisting
- Emergency Medical Services – Paramedic
- Medical Assisting
- Nursing – Practical
- Nursing – Associate Degree
- Pharmacy Technician
- Physical Therapist Assistant
- Surgical Technology
- Certified Nursing Assistant

Many of these partners serve as clinical sites for multiple academic programs and also have employees who serve on Advisory Boards for our programs. We sincerely appreciate their ongoing support and fully recognize the value of these partnerships.

Dental Assistant

SITE

LOCATION

Aspen Dental	Sioux City, IA
Dr. Greg Beernink & Dr. Mark Scallon	Orange City, IA
Dr. Braun	Wayne, NE
Broadway Dental	Denison, IA
Dr. Chad Brown	Sheldon, IA
Dr. Ryan Bygness	Denison, IA
Dr. Ryan Canada	Sioux City, IA
Children's Dental Center, PC	Sioux Falls, SD
Dr. Don Cork & Dr. Ryan McKenna	North Sioux City, SD
Dr. Sheila Duarte	Onawa, IA
Dunes Dental 4 Kids	Dakota Dunes, SD
Dunes Perio	Dakota Dunes, SD
Family Dental Care of Sioux City	Sioux City, IA
Family First Dental	Hawarden, IA
Family First Dental	Primghar
Family First Dental	Sioux City, IA
Family First Dental	South Sioux City, NE
Dr. Laura Giese	Sergeant Bluff, IA
Dr. Jenny Gotch	Sioux City, IA
Dr. Rerry Boelter & Gross	Sanborn, IA
Drs. Hansen & Hansen	Storm Lake, IA
Dr. Daniel Hiserote Jr	Sioux Center, IA
Dr. Justin Hurst	Hull, IA
Dr. Renee Husen & Dr. Scott Wilmes	Sergeant Bluff, IA
Drs. Jeneary & Erdmann	LeMars, IA
Dr. Jeff Joiner & Dr. Zwart	Orange City, IA
Drs. Kaler & Dick	Sioux City, IA
Kingsley Dental Clinic	Kingsley, IA
Drs. Jane & Kevin Lilly	Sioux City, IA
Dr. Mathew McGuire	Sioux City, IA
Knutson Family Dentistry	Vermillion, SD
Midwest Periodontics	Sioux Falls, SD
Missouri Valley Dental Group	Missouri Valley, IA
Dr. Montif-Winnebago Dental Clinic	Winnebago, NE
Oral Surgery Associates	Dakota Dunes, SD
Parkway Orthodontics	Sioux Falls, SD
Dr. Abbie Otto	Holstein, IA
Drs. Tammy Rhea & Steven Ready	LeMars, IA
Dr. Cassidy Rider	Cherokee, IA
River Ridge Oral & Maxillofacial Surg	Sioux Falls, SD
Dr. Anderson	Sioux City, IA
Siouxland Oral & Maxillofacial Surg Assoc	Sioux Falls, SD

Dr. Mindy Stevens	Sioux City, IA
Summit Dental Health	Sioux City, IA
Summit Dental Health	SSC, NE
Sioux City Endodontics-Dr. Anderson	Sioux City, IA
Tristate Dental	Dakota Dunes, SD
VanHofwegen & Munter Family Dentistry	Spencer, IA
Drs. Wagner, Kuntz & Grabouski	Sioux City, IA
Dr. Michael Wheatley	Sioux City, IA
Drs. Wheelock, Bursick & Post	Sioux City, IA

EMS

Anthon Ambulance	Anthon, IA
Akron Care Center, Inc.	Akron, IA
Avera Sacred Heart Hospital	Yankton, SD
Battle Creek Ambulance	Battle Creek, IA
Buena Vista Regional Medical Center	Storm Lake, IA
Burgess Health Center	Onawa, IA
Calhoun County Dept. of Health	Rockwell City, IA
Careage Hills	Cherokee, IA
Carroll County Ambulance Service	Carroll, IA
Cherokee Regional Medical Center	Cherokee, IA
City of Sioux City	Sioux City, IA
City of South Sioux City	South Sioux City, NE
City of Vermillion South Dakota	Vermillion, SD
Countryside Estates	Cherokee, IA
Crawford County Memorial Hospital	Denison, IA
Danbury Ambulance	Danbury, IA
Embassy Rehab Care Center	Sergeant Bluff, IA
Floyd Valley Healthcare	LeMars, IA
Hegg Memorial Hospital	Rock Valley, IA
Hinton Fire Rescue	Hinton, IA
Holstein Fire & Ambulance	Holstein, IA
Horn Memorial Hospital	Ida Grove, IA
Ida Grove Ambulance	Ida Grove, IA
Lakes Regional Healthcare	Spirit Lake, IA
Lawton Ambulance	Lawton, IA
LeMars Ambulance Service	LeMars, IA
Loring Hospital	Sac City, IA
Manilla Ambulance	Manilla, IA
Maple Heights	Mapleton, IA
Mapleton Ambulance	Mapleton, IA
Mason City Fire Department	Mason City, IA
MercyOne Siouxland Medical Center	Sioux City, IA
Midwest Medical Transport	Omaha, NE
Moville Ambulance Service	Moville, IA

	North Sioux City Fire/Rescue/EMS	North Sioux City, SD
	Orange City Area Health System	Orange City, IA
	Osceola Community Hospital	Sibley, IA
	Prairie Pediatrics	Sioux City, IA
	Providence Medical Center	Wayne, NE
	Sac County Ambulance Service	Sac City, IA
	Salix Ambulance	Salix, IA
	Sanford Sheldon Medical Center	Sheldon, IA
	Sergeant Bluff Fire/Rescue	Sergeant Bluff, IA
	Sheldon Community Ambulance	Sheldon, IA
	Sioux Center Ambulance	Sioux Center, IA
	Sioux Center Health	Sioux Center, IA
	Sloan Emergency Services	Sloan, IA
	St. Anthony Regional Hospital	Carroll, IA
	Stewart Memorial Community Hospital	Lake City, IA
	Sunrise Retirement Community	Sioux City, IA
	UnityPoint Health-St. Luke's	Sioux City, IA
	Ute Ambulance	Ute, IA
	Woodbury County Emergency Services	Climbing Hill, IA
Medical Assistant	Avera Clinic	Hawarden, IA
	CCMH Medical Clinic-City Center	Denison, IA
	CNOS	South Sioux City, NE
	CNOS	Dakota Dunes, SD
	Family Healthcare of Siouxland	Multiple Clinical Sites
	Hegg Medical Clinic/Avera	Rock Valley, IA
	Horn Clinics	Ida Grove, IA
	Mercy Business /Urgent Care	Sioux City, IA
	MercyOne Siouxland Medical Center	Sioux City, IA
	MercyOne	South Sioux City, NE
	Midland Clinic	Dakota Dunes, SD
	Siouxland Community Health Center	Sioux City, IA
	Siouxland Medical Education Foundation	Sioux City, IA
	Siouxland Urology	Dakota Dunes, SD
	Tristate Specialists, LLP	Sioux City, IA
	UnityPoint Clinic	Sioux City, IA
Nursing – PN	Accura Healthcare of Cherokee	Le Mars, IA
	Accura Healthcare of Manning	Manning, IA
	Akron Care Center	Akron, IA
	Avera Health	Sioux Falls, SD
	Burgess Health Center	Onawa, IA
	Cherokee Home Health	Cherokee, IA
	Crawford County Memorial Hospital	Denison, IA
	Dunes Surgical Hospital	Dakota Dunes, SD

Denison Care Center	Denison, IA
Elmwood Care Center	Onawa, IA
Eventide Lutheran Home for the Aged & Rehab	Denison, IA
Floyd Valley Healthcare	Le Mars, IA
Good Samaritan Society-Holstein	Holstein, IA
Good Samaritan Society-Le Mars	Le Mars, IA
Mytrue Medical Center	Harlan, IA
Maple Heights	Mapleton, IA
Manning Regional Healthcare Center	Manning, IA
Mercy Home Care	Sioux City, IA
MercyOne Siouxland Medical Center	Sioux City, IA
MercyOne South Sioux	South Sioux City, NE
Midstep Services	Sioux City, IA
Odebolt Specialty Care	Odebolt, IA
Pioneer Valley Living & Rehab	Sergeant Bluff, IA
Pleasant View	Whiting, IA
Regency Park Nursing & Rehab	Carroll, IA
Siouxland Medical Education Foundation	Sioux City, IA
St. Anthony Regional Hospital	Carroll, IA
Sunrise Retirement Community	Sioux City, IA
Unity Point-CVA-Health	Sioux City, IA
UnityPoint Health-St. Luke's	Sioux City, IA
Willow Dale Wellness Village	Battle Creek, IA

Nursing – ADN

Avera Floyd Valley Healthcare	Le Mars, IA
Avera Sacred Heart Hospital	Yankton, SD
Burgess Health Center	Onawa, IA
Cherokee Mental Health Institute	Cherokee, IA
Cherokee Regional Medical Center	Cherokee, IA
Crawford County Memorial Hospital	Denison, IA
Dunes Surgical Hospital	Dakota Dunes, SD
Manning Regional Healthcare Center	Manning, IA
MercyOne	Sioux City, IA
Myrtue Memorial Hospital	Harlan, IA
St. Anthony Regional Hospital	Carroll, IA
Stewart Memorial Community Hospital	Lake City, IA
UnityPoint Health-St. Luke's	Sioux City, IA

CNA-Long Term Care

State approved simulation was utilized rather clinical sites in 2021-2022.

Pharmacy Technician

Drilling Pharmacy	Sioux City, IA
Dunes Family Pharmacy	Dakota Dunes, SD
Hy-Vee Pharmacy-Hamilton Blvd.	Sioux City, IA
Hy-Vee Pharmacy – Mainstreet	Sioux City, IA
Hy-Vee Pharmacy – Sergeant Rd.	Sioux City, IA
Hy-Vee Pharmacy – Gordon Dr.	Sioux City, IA
L&M Pharmacy	Sioux City, IA
MercyOne Pharmacy	Sioux City, IA
Redler’s Long Term Pharmacy	Dakota Dunes, SD
Valu Med Pharmacy	Sioux City, IA
Walgreen’s – Morningside	Sioux City, IA

Physical Therapist Assistant

Aegis Therapies, Casa de Paz	Sioux City, IA
Aegis Therapies-Friendship Haven	
Aegis Therapies-Good Samaritan	Holstein, IA
Aegis Therapies-Holy Spirit	Sioux City, IA
Aegis Therapies-Maple Heights	Mapleton, IA
Aegis Therapies-Prairie Estates	
Aegis Therapies-Sunrise Retirement	Sioux City, IA
Aquatic Therapy and Wellness PC	
Athletico	Oak Brook, IL
Avera Health	Sioux Falls, SD
Big Stone Therapies	Big Stone City, SD
Black Hawk Life Care Center	Lake View, IA
Big Stone Therapies	Big Stone City, SD
Briar Cliff University	Sioux City, IA
Buena Vista Regional Medical Center	Storm Lake, IA
Burges Health Center/Burgess PT	Mapleton, IA
Care Initiatives Reliant Pro Rehab d/b/a Reliant Rehabilitation	
Cass County Health System	Atlantic, IA
Cherokee Regional Medical Center	Cherokee, IA
CHI Health Community Memorial Hosp.	Missouri Valley, IA
Choice Rehabilitation	Creve Coeur, MO
CNOS	Dakota Dunes, SD
Columbus Community Hospital	Columbus, NE
Columbus Physical Therapy, PC	Columbus, NE
Crawford County Memorial Hospital	Denison, IA
Dunlap Nursing & Rehab	Dunlap, IA
Family & Specialty Medical Center	Carroll, IA
Flex Physical Therapy	Council Bluffs, IA
Floyd Valley Healthcare	LeMars, IA
Fyzical Dizziness & Balance Centers	Dakota Dunes, SD

Fyzical Nebraska	Vermillion, SD
Great Plains Therapy Inc.	Hawarden, IA
Hawarden Regional Healthcare	Rock Valley, IA
Hegg Memorial Health Center	Ida Grove, IA
Horn Memorial Hospital	Hull, IA
Hull Physical Therapy	Sioux City, IA
Impact Physical Therapy & Wellness	South Sioux City, NE
Integration Physical Therapy	Murfreesboro, TN
Key Rehab	Kingsley, IA
Kingsley Nursing & Rehab Center	Spirit Lake, IA
Lakes Regional Healthcare	LeMars, IA
LeMars Physical Therapy PLLC	Manning, IA
Manning Regional Healthcare Center	Des Moines, IA
Mercy Medical	Sioux City, IA
Multicare Health Clinic	Harlan, IA
Myrtue Memorial Hospital	Orange City, IA
Orange City Area Health System	Sioux Falls, SD
Orthopedic Institute	Sibley, IA
Osceola Community Hospital	Emmetsburg, IA
Palo-Alto County	Pender, NE
Pender Community Hospital	Sioux City, IA
Physical Therapy Specialists	Whiting, IA
Pleasant View Care Center	Sioux Falls, SD
Prairie Rehab Services	Worthington, MN
Prairie Rehab Services	Sioux Center, IA
Pro Active Physical Therapy&Sports Rehab	Sheldon, IA
Pro Active Physical Therapy&Sports Rehab	
Randolph Healthcare Inc. d/b/a Colonial	
Manor of Randolph	Randolph, NE
Regency Square Care Center	South Sioux City, NE
Rehab Visions	Omaha, NE
Sanford Health	Sioux Falls, SD
Select Physical Therapy	Mechanicsburg, PA
Select Rehabilitation LLC	Glenview, IL
Sioux Center Health	Sioux Center, IA
Sioux City Physical Therapy	Sioux City, IA
Siouxland Pace	Sioux City, IA
Spencer Hospital	Spencer, IA
Spencer Physical Therapy	Spencer, IA
Sports Rehab & Professional Therapy	Storm Lake, IA
St. Anthony Regional Hospital	Carroll, IA
Summit Care	Overland Park, KS
Taylor Creek Physical Therapy	Norfolk, NE
Tristate Physicians & Physical Therapy	South Sioux City, NE
Tri-State Specialists LLP	Sioux City, IA
UnityPoint-St. Luke's	Sioux City, IA

VA-Central Iowa Health Care System	Des Moines, IA
VA Midwest Healthcare Network	Sioux Falls, SD
Westwood Nursing & Rehab Center	Sioux City, IA
Winnebago Comprehensive Healthcare	Winnebago, NE

Surgical Technology

Dunes Surgical Hospital	Dakota Dunes, SD
MercyOne Siouxland Medical Center	Sioux City, IA
UnityPoint Health-St. Luke's	Sioux City, IA



Western Iowa Tech Community College

Date: August 1, 2022
To: Dr. Terry Murrell, President
From: Darin Moeller, Executive Dean of Instruction
RE: Concurrent Enrollment Contract – Woodbine Community School District

The purpose of the Concurrent Enrollment program is to assist secondary students in earning college credit and to utilize the expertise of Western Iowa Tech Community College in offering college level instruction.

The Woodbine Community School District seeks to partner with Western Iowa Tech Community to expand college credit opportunities to their students in programming not available to them through their local community college.

Recommendation:

It is the administrative recommendation that the Board approve the Concurrent Enrollment Contract with the Woodbine Community School District for the 2022-23 academic year.

**CONTRACT BETWEEN
Woodbine Community School District
AND
WESTERN IOWA TECH COMMUNITY COLLEGE**

This Contract establishes the terms and extent of a relationship between Woodbine Community School District and Western Iowa Tech Community College for the purpose of providing concurrent enrollment for college level courses to high school students. This instrument describes the scope of this contractual relationship.

SECTION I

TITLE OF CONTRACT: Concurrent Enrollment Contract for College Level Courses

SECTION II

CONTRACT AGENCIES: Provider: Western Iowa Tech Community College (WITCC)
Participant: Woodbine Community School District

SECTION III

UNDERSTANDING AND PURPOSE OF THE CONTRACT:

Western Iowa Tech Community College and Woodbine Community School District agrees to enter into a Contract. The purpose of this contract is to assist specified secondary students in receiving college credit career education training/courses and to utilize the expertise of WITCC in providing such college level instruction. Whereas, pursuant to Chapter 261E, "Senior Year Plus" and 260C.18A of the Code of Iowa, WITCC and the Woodbine Community School District for mutual consideration and benefits agree to provide joint services and facilities on the terms and conditions hereinafter set forth.

SECTION IV

TERM OF COMMITMENT:

The Western Iowa Tech Community College's calendar shall be the calendar for college credit instruction taught at the WITCC campus, online or other methods of distance education. The participant and provider will jointly determine the annual calendar for courses offered at the participant's location.

Beginning Date: August 1, 2022

End Date: July 31, 2023

SECTION V

FACILITIES, STUDENTS, PERSONNEL AND SERVICES:

A. Facilities:

(1) By the Provider: The Provider agrees to provide facilities located at a WITCC campus.

(2) By the Participant: The Participant agrees to provide facilities located at the high school.

B. Students and Personnel:

(1) By the Provider: The Provider shall provide administrative, supervisory, instructional, coordinating and other necessary staff to carry out the purposes of the project. The College's Instructional Leaders will visit classes to assess the delivery of instruction. WITCC will employ a High School Relations representative to provide coordination, planning and direction for all jointly administered programs. The Provider shall make available to the Participant staff members for consultative purposes as needed for activities related to this project. Policies and procedures in the WITCC Student Handbook and course syllabus will be administered. The student rules and regulations of the Participant will supplement the Provider's rules and regulations. The Provider will contribute support services, including career exploration, career guidance, and transition information and support.

(2) By the Participant: The Participant will provide properly screened and counseled students for enrollment in courses offered in this project. The rules, regulations and personnel policies of the Provider shall apply to project personnel and students. The Participant shall make staff members available for consultative purposes as needed for activities related to this project. The Participant agrees to facilitate the completion of the student application for admission and the student enrollment form and return both forms to the Provider on or before the agreed upon start of the semester. The Participant will ensure that instructors employed by the Participant complete an orientation with the Provider and attend at least one development session administered by the Provider each academic year.

**SECTION VI
INSTRUCTIONAL AND RELATED SERVICES:**

- A. By the Provider: The Provider shall make available career/college transfer courses, activities and programs to the Participant's students. College credit instructional offerings shall have been approved by governing board(s) of the Provider and by the Iowa Department of Education. The Provider will provide counseling services as well as admission, registration and record-keeping services to supplement those same services provided by the Participant. The Provider will develop and maintain the curricula.
- B. By the Participant: Instructional programs/courses taught at the participant's location will be jointly determined by the Participant and Provider based on need, interest and demand as determined by the Participant and subsequently approved by the Provider. The participant will ensure only instructors approved by the provider are delivering classroom instruction and will work with Provider to ensure courses are delivered with the appropriate rigor and environment consistent with the expectations of the Provider. The Participant is responsible for all consumable expenses and equipment associated with the course. If mutually agreed, the Provider may assist in initial equipment costs.

**SECTION VII
SPECIFIC TERMS OF THE CONTRACT:**

A. Courses taught on a WITCC campus, online or distance delivery format within the Fall 2022 and Spring 2023 terms.

By the Participant: The Participant agrees to the following:

- (1) Pay costs as follows: \$141/credit hour enrolled
- (2) Pay the Provider within 30 days for any costs billed to the Participant.

By the Provider: The Provider agrees to the following:

- (1) Provide instructional materials required for the course.
- (2) Provide a qualified instructor at the expenses of the Provider.
- (3) Serve as the fiscal agent to establish and maintain the budget.
- (4) Administer the jointly shared programs of instruction.
- (5) Develop and maintain college approved curricula.
- (6) Facilitate enrollment of students.

B. Courses taught at the Participant's location or at a WITCC campus restricted to concurrently enrolled students within the Fall 2022 and Spring 2023 terms.

By the Participant: The Participant agrees to the following:

- (1) Pay for college course offerings (per section) as follows:
 - (a) Instructional costs (includes salary, fringe benefits, and mileage if applicable)
 - (b) Credit services (includes registration, tuition/fees, etc.)
Cost: \$800 Section Fee, plus \$84 per student enrolled
The Section Fee is waived for the 3rd and any subsequent sections taught in a specific course by a specific instructor within the Participant's academic semester.
 - (c) Textbook(s) costs, if applicable
 - (d) Consumable expenses incurred by the Provider, if applicable.
 - (e) Equipment expenses incurred by the Provider, if applicable.
- (2) Pay the Provider within 30 days for any costs billed to the Participant, as outlined above.

By the Provider: The Provider agrees to the following:

- (1) Serve as the fiscal agent to establish and maintain the budget.
- (2) Administer the jointly shared programs of instruction.
- (3) Review and approve prospective instructors.
- (4) Develop and maintain college approved curricula.
- (5) Provide site/class visits by College instructional leader(s) to assess the delivery of instruction.
- (6) Facilitate enrollment of students.
- (7) Work with each Participant to maximize the positive impact of this partnership in each community.
- (8) Provide orientation to new instructors and deliver at least two development sessions for instructors in the program each academic year.
- (9) Maintain academic records for each participating student.

ATTACHMENT A

Courses listed are based off of course offerings from previous year. Any additions must be mutually agreed upon between high school and Western Iowa Tech Community College.

NOTE:

⋮ No courses taught at the participant's location for this school at this time.

**MEMO**

DATE: July 28, 2022

TO: Dr. Terry Murrell, President

FROM: Darin Moeller, Executive Dean of Instruction
Carmen Wilson, Associate Dean – Corporate College
Sam Pribil, Economic Development Coordinator

RE: 260E Preliminary Agreement for Superior Industrial Mechanical Inc.

The first formal step in initiating a 260E Iowa New Jobs Training (INJT) Project is the execution of a Preliminary Industrial New Jobs Training Agreement. The preliminary agreement establishes a State recognized INJT project start date.

Superior Industrial Mechanical Inc. will be expanding its workforce in its Sioux City, Iowa location. Attached is the preliminary Iowa New Jobs Training Agreement.

As noted in Article III, section 3.4 in the Preliminary Agreement, all commitments of the Superior Industrial Mechanical Inc. and Western Iowa Tech Community College under this Preliminary Agreement are subject to the condition that mutually agreeable terms of a permanent training agreement shall be reached on or before July 20, 2024. It is understood and agreed that if such a final agreement is not reached; neither Superior Industrial Mechanical Inc. nor Western Iowa Tech Community College shall be obligated to proceed with a training program.

Company Description:

Superior Industrial Mechanical Inc. is a mechanical and process piping, welding and fabrication company based in Sioux City. Currently, Superior Industrial Mechanical Inc. offers services ranging from mechanical and process piping, welding, fabrication, and equipment installation to consultation and complete project management. The company plans to expand its workforce by at least 10% in the coming years.

Recommendation:

It is the administrative recommendation that the board approves the Preliminary Iowa New Jobs Training Agreement with Superior Industrial Mechanical Inc.

**IOWA NEW JOBS TRAINING PROGRAM (260E)
PRELIMINARY AGREEMENT**

**Western Iowa Tech
Community College**
The "College"

& *Superior Industrial Mech inc.*
The "Employer"

Project # 1

623 W. 7th Street, Sioux City IA 51103
Employer Address

Agree to pursue the development of an Iowa New Jobs Training Program (260E) training project, effective as of the date both College and Employer shall have executed this Preliminary Agreement (the "Effective Date"). The Employer agrees to provide the College with the information necessary to develop a training project. If the parties are able to agree on a training project, they will enter into a New Jobs Training Agreement (the "Agreement"), which is subject to the approval of the College's Board of Directors. If the Agreement is approved by the College, any new positions that are created by the Employer on or after the Effective Date may be included in the Agreement. The parties acknowledge that this Preliminary Agreement is not a guarantee of project approval or project funding. This Preliminary Agreement is intended to remain in effect for a maximum of two calendar years from the Effective Date.

It is acknowledged by the parties that if the Employer commences training prior to approval of the Agreement by the College's Board of Directors and project funding, the Employer does so at its own risk and without any guarantee that costs incurred will be reimbursed by the College. Nothing herein shall under any circumstances be interpreted as a commitment by the College to approve the project or provide funding prior to approval of the Agreement by the College's Board of Directors. The Employer acknowledges that any costs of the training project in excess of amounts available from New Jobs Training Certificates, and any debt service on the New Jobs Training Certificates in excess of amounts available from the new jobs credit from withholding, will be the responsibility of the Employer, and that the payments required to be made by the Employer under the Agreement will be subject to the provisions of Section 260E.3(5) of the Iowa Code.

**Western Iowa Tech
Community College**
Name of Community College

Superior Industrial Mechanical inc.
Name of Employer

Signature of President of the Board

[Signature]
Signature of Employer Official

Signature of Secretary of the Board

7-21-22
Date

Date

Notes: Base Employment Number: *22*

WESTERN IOWA TECH COMMUNITY COLLEGE

Industrial New Jobs Training Program.
(Superior Industrial Mechanical Inc.)

- Resolution Approving Preliminary Industrial New Jobs Training Agreement.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE
CHAPTER 21 AND THE LOCAL RULES OF THE COLLEGE.

_____, 2022

The Board of Directors of Western Iowa Tech Community College met in _____ session, at _____, _____, Iowa, at _____ o'clock __.M., on the above date. There were present President Russell Wray, in the chair, and the following named Board Members:

Absent: _____

* * * * *

Board Member _____ introduced the following Resolution entitled "RESOLUTION APPROVING THE PRELIMINARY INDUSTRIAL NEW JOBS TRAINING AGREEMENT", and moved that the same be adopted. Board Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the President declared the Resolution duly adopted.

RESOLUTION APPROVING THE PRELIMINARY INDUSTRIAL NEW JOBS TRAINING AGREEMENT

WHEREAS, the Western Iowa Tech Community College (the "Community College") is in need of funds to carry out a new jobs training project as hereinafter described; and, it is deemed necessary that it should provide funds to pay the costs thereof in an amount to be determined upon completion of the budget for the project as authorized by Chapter 260E and 260F, Code of Iowa, as amended (the "Act"); and

WHEREAS, a Preliminary Industrial New Jobs Training Agreement (the "Preliminary Agreement") has been negotiated with the Superior Industrial Mechanical Inc. (the "Employer"), which Preliminary Agreement established a new jobs training program to educate and train certain persons employed by Employer in new jobs and such Preliminary Agreement is deemed to be beneficial to the Community College and Employer; and

WHEREAS, the form of Preliminary Agreement has been presented to this Board and is deemed to be appropriate for the purpose; and

WHEREAS, before Industrial New Jobs Training Certificates or a fund advance may be issued to fund the project contemplated by the Preliminary Agreement, it is necessary to comply with the provisions of the Act and to approve the execution of the Preliminary Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF WESTERN IOWA TECH COMMUNITY COLLEGE:

That the Preliminary Agreement with Superior Industrial Mechanical Inc. and the form thereof are hereby approved and the President of the Board and Secretary of the Board are authorized to sign the Preliminary Agreement on behalf of the Community College.

PASSED AND APPROVED this ____ day of _____, 2022.

President of the Board of Directors

ATTEST:

Secretary of the Board of Directors

**MEMO**

DATE: August 1, 2022

TO: Dr. Terry Murrell, President

FROM: Darin Moeller, Executive Dean of Instruction
Carmen Wilson, Associate Dean – Corporate College
Sam Pribil, Economic Development Coordinator

RE: 260E Preliminary Agreement for L & L Builders Co.

The first formal step in initiating a 260E Iowa New Jobs Training (INJT) Project is the execution of a Preliminary Industrial New Jobs Training Agreement. The preliminary agreement establishes a State recognized INJT project start date.

L & L Builders Co. will be expanding its workforce in its Sioux City, Iowa location. Attached is the preliminary Iowa New Jobs Training Agreement.

As noted in Article III, section 3.4 in the Preliminary Agreement, all commitments of L & L Builders Co. and Western Iowa Tech Community College under this Preliminary Agreement are subject to the condition that mutually agreeable terms of a permanent training agreement shall be reached on or before July 27, 2024. It is understood and agreed that if such a final agreement is not reached; neither L & L Builders Co. nor Western Iowa Tech Community College shall be obligated to proceed with a training program.

Company Description:

L & L Builders Co. is a medium sized contractor who has been in business for over 60 years manufacturing various types of buildings. They manufacture buildings for retail, restaurants, schools and medical facilities. The company plans to expand its workforce by at least 10% in the coming years.

Recommendation:

It is the administrative recommendation that the board approves the Preliminary Iowa New Jobs Training Agreement with L & L Builders Co.

WESTERN IOWA TECH COMMUNITY COLLEGE

Industrial New Jobs Training Program.
(L & L Builders Co.)

- Resolution Approving Preliminary Industrial New Jobs Training Agreement.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE
CHAPTER 21 AND THE LOCAL RULES OF THE COLLEGE.

_____, 2022

The Board of Directors of Western Iowa Tech Community College met in _____ session, at _____, _____, Iowa, at _____ o'clock __.M., on the above date. There were present President Russell Wray, in the chair, and the following named Board Members:

Absent: _____

* * * * *

Board Member _____ introduced the following Resolution entitled "RESOLUTION APPROVING THE PRELIMINARY INDUSTRIAL NEW JOBS TRAINING AGREEMENT", and moved that the same be adopted. Board Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the President declared the Resolution duly adopted.

RESOLUTION APPROVING THE PRELIMINARY INDUSTRIAL NEW JOBS TRAINING AGREEMENT

WHEREAS, the Western Iowa Tech Community College (the "Community College") is in need of funds to carry out a new jobs training project as hereinafter described; and, it is deemed necessary that it should provide funds to pay the costs thereof in an amount to be determined upon completion of the budget for the project as authorized by Chapter 260E and 260F, Code of Iowa, as amended (the "Act"); and

WHEREAS, a Preliminary Industrial New Jobs Training Agreement (the "Preliminary Agreement") has been negotiated with the L & L Builders Co. (the "Employer"), which Preliminary Agreement established a new jobs training program to educate and train certain persons employed by Employer in new jobs and such Preliminary Agreement is deemed to be beneficial to the Community College and Employer; and

WHEREAS, the form of Preliminary Agreement has been presented to this Board and is deemed to be appropriate for the purpose; and

WHEREAS, before Industrial New Jobs Training Certificates or a fund advance may be issued to fund the project contemplated by the Preliminary Agreement, it is necessary to comply with the provisions of the Act and to approve the execution of the Preliminary Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF WESTERN IOWA TECH COMMUNITY COLLEGE:

That the Preliminary Agreement with L & L Builders Co. and the form thereof are hereby approved and the President of the Board and Secretary of the Board are authorized to sign the Preliminary Agreement on behalf of the Community College.

PASSED AND APPROVED this _____ day of _____, 2022.

President of the Board of Directors

ATTEST:

Secretary of the Board of Directors

**IOWA NEW JOBS TRAINING PROGRAM (260E)
PRELIMINARY AGREEMENT**

**Western Iowa Tech
Community College**
The "College"

&

L & L Builders Co.
The "Employer"

Project # 1

Employer Address

Agree to pursue the development of an Iowa New Jobs Training Program (260E) training project, effective as of the date both College and Employer shall have executed this Preliminary Agreement (the "Effective Date"). The Employer agrees to provide the College with the information necessary to develop a training project. If the parties are able to agree on a training project, they will enter into a New Jobs Training Agreement (the "Agreement"), which is subject to the approval of the College's Board of Directors. If the Agreement is approved by the College, any new positions that are created by the Employer on or after the Effective Date may be included in the Agreement. The parties acknowledge that this Preliminary Agreement is not a guarantee of project approval or project funding. This Preliminary Agreement is intended to remain in effect for a maximum of two calendar years from the Effective Date.

It is acknowledged by the parties that if the Employer commences training prior to approval of the Agreement by the College's Board of Directors and project funding, the Employer does so at its own risk and without any guarantee that costs incurred will be reimbursed by the College. Nothing herein shall under any circumstances be interpreted as a commitment by the College to approve the project or provide funding prior to approval of the Agreement by the College's Board of Directors. The Employer acknowledges that any costs of the training project in excess of amounts available from New Jobs Training Certificates, and any debt service on the New Jobs Training Certificates in excess of amounts available from the new jobs credit from withholding, will be the responsibility of the Employer, and that the payments required to be made by the Employer under the Agreement will be subject to the provisions of Section 260E.3(5) of the Iowa Code.

**Western Iowa Tech
Community College**

Name of Community College

Signature of President of the Board

Signature of Secretary of the Board

Date

L & L Builders Co.

Name of Employer

Signature of Employer Official

07/28/2022

Date

Notes: Base Employment Number: 37

**IOWA NEW JOBS TRAINING PROGRAM (260E)
PRELIMINARY AGREEMENT**

**Western Iowa Tech
Community College**
The "College"

&

L & L Builders Co.
The "Employer"

Project # 1

Employer Address

Agree to pursue the development of an Iowa New Jobs Training Program (260E) training project, effective as of the date both College and Employer shall have executed this Preliminary Agreement (the "Effective Date"). The Employer agrees to provide the College with the information necessary to develop a training project. If the parties are able to agree on a training project, they will enter into a New Jobs Training Agreement (the "Agreement"), which is subject to the approval of the College's Board of Directors. If the Agreement is approved by the College, any new positions that are created by the Employer on or after the Effective Date may be included in the Agreement. The parties acknowledge that this Preliminary Agreement is not a guarantee of project approval or project funding. This Preliminary Agreement is intended to remain in effect for a maximum of two calendar years from the Effective Date.

It is acknowledged by the parties that if the Employer commences training prior to approval of the Agreement by the College's Board of Directors and project funding, the Employer does so at its own risk and without any guarantee that costs incurred will be reimbursed by the College. Nothing herein shall under any circumstances be interpreted as a commitment by the College to approve the project or provide funding prior to approval of the Agreement by the College's Board of Directors. The Employer acknowledges that any costs of the training project in excess of amounts available from New Jobs Training Certificates, and any debt service on the New Jobs Training Certificates in excess of amounts available from the new jobs credit from withholding, will be the responsibility of the Employer, and that the payments required to be made by the Employer under the Agreement will be subject to the provisions of Section 260E.3(5) of the Iowa Code.

**Western Iowa Tech
Community College**

Name of Community College

Signature of President of the Board

Signature of Secretary of the Board

Date

L & L Builders Co.

Name of Employer

Signature of Employer Official

07/28/2022

Date

Notes: Base Employment Number: 37



Western Iowa Tech Community College

Date: August 2, 2022
To: Dr. Terry Murrell, President
From: Darin Moeller, Executive Dean of Instruction
RE: ICCOC 28E Agreement

Western Iowa Tech Community College is a founding member of the Iowa Community College Online Consortium (ICCOC). In addition to Western Iowa Tech, current Tier 1 partners in the ICCOC include Eastern Iowa Community College, Iowa Lakes Community College, Northwest Iowa Community College and Southwestern Community College. North Iowa Area Community College (Tier 3) and Iowa Wesleyan University (Tier 4) are also partner colleges in the consortium. The partnership, formed in December of 1999, strengthens the partner colleges' delivery of quality educational opportunities to students, supported by a comprehensive set of faculty, staff and student services.

In the fall of 2020, conversations were initiated around the legal status of the ICCOC in regard to contracting with 3rd party vendors. Legal guidance at that time recommended the ICCOC consider establishing a separate legal entity through a 28E agreement. In the fall of 2021, Ahlers & Cooney attorneys evaluated the advantages and disadvantages of creating a 28E agreement resulting in a separate legal entity compared to a 28E agreement without the formation of a legal entity. The final recommendation stated that a 28E agreement with the ICCOC as a separate legal entity was the most efficient solution. Ahlers & Cooney developed the proposed agreement.

This 28E agreement, between Tier 1 partner colleges, would establish a Board of Directors, consisting of the college Presidents, that would delegate authority to the ICCOC Executive Director. Member institutions would benefit from limited liability with the agreement. It would also streamline processes as it would allow for the ICCOC Executive Director to sign agreements on behalf of the consortium, rather than requiring all consortium colleges to join in 3rd party contracts with vendors.

Recommendation: It is the administrative recommendation that the Board approve the ICCOC 28E Agreement.

THIS AGREEMENT is dated _____, 2022, and is between the undersigned community colleges: Eastern Iowa Community College, Iowa Lakes Community College, Northwest Iowa Community College, Southeastern Community College, Southwestern Community College and Western Iowa Tech Community College (the “Tier 1 Partners”).

WHEREAS, the Tier 1 Partners are community colleges organized and existing under the laws of the State of Iowa and are public agencies as defined in Iowa Code Chapter 28E (2021), as amended; and

WHEREAS, public agencies may enter into an agreement for joint and cooperative action pursuant to Iowa Code Chapter 28E (2021), as amended; and

WHEREAS, Iowa Code Section 260C.14, subsection 1, provides, in part, that the boards of directors of community colleges shall determine the curriculum to be offered in such colleges; and

WHEREAS, Iowa Code Section 260C.14, subsection 13, provides, in part, that the boards of directors of community colleges shall adopt policies and procedures for the use of telecommunications, including online learning environments, as an instructional tool at such colleges; and

WHEREAS, the Tier 1 Partners jointly participate in and operate the Iowa Community College Online Consortium (the “Consortium”); and

WHEREAS, the Consortium makes course curriculum of the participating community colleges available online, enabling students of participating community colleges to have access to a larger variety of online courses and programs; and

WHEREAS, the Tier 1 Partners find it in the best interests of their institutions, and students to cooperate under the terms of this Agreement to facilitate and formalize the Tier 1 Partners’ participation in and operation of the Consortium.

NOW, THEREFORE, in consideration of the mutual undertakings hereby provided and for good and valuable consideration, the receipt and sufficiency of which is expressly acknowledged by the parties, the Tier 1 Partners hereby agree as follows:

ARTICLE 1

THE CONSORTIUM

1.1 **Purpose.** The purpose of the Agreement is to facilitate and formalize the joint exercise of the Tier 1 Partners’ respective powers to operate the Consortium.

1.2 **Separate legal entity.** The organization herein created is a separate legal entity, a body corporate and politic which shall be known as the Iowa Community College Online Consortium,

with all the rights, powers, trusts, duties, and obligations conferred upon community colleges under Chapter 260C of the Code of Iowa.

1.3 Consortium mission. The mission of the Consortium is to strengthen its members' online delivery of quality educational opportunities to students, supported by a comprehensive set of faculty, staff, and student services.

1.4 Consortium membership. Membership in the Consortium is divided into four tiers with differing attendant rights and responsibilities as may be set forth in resolutions of the Board of Directors or in policies and procedures as the Directors, officers, and committees, as provided herein, may promulgate.

1.5 Location. The Consortium shall maintain an office of record in the State of Iowa and may maintain such other offices or places of business as the Board of Directors may from time to time determine. The initial office of record of the Consortium shall be:

Southeastern Community College
c/o Kevin Carr, Vice President of Administrative Services
1500 West Agency Road
West Burlington, IA 52655

The office of record may be changed at the direction of the Board, and notice of such change of the office of record shall be given to the Members.

1.5 Effective Date. The Agreement shall be effective October 1, 2022, contingent upon the Tier 1 Partners executing the Agreement and filing it with the Iowa Secretary of State pursuant to Iowa Code Section 28E.8 and Section 6.1 of this Agreement.

1.6 Definitions. As used in this Agreement, the following terms shall have the following meanings unless the context hereof otherwise requires:

“Agreement” shall mean this Chapter 28E Agreement dated as of _____, 2022, as amended, restated or modified from time to time. References in this Agreement to “Agreement”, “hereof”, “herein”, “hereby” and “hereunder” shall be deemed to refer to the Chapter 28E Agreement and shall not be limited to the particular text, article or section in which such words appear.

“Board of Directors” or “Directors” shall mean the Persons who become the fiduciaries of the Consortium pursuant to Article 2 hereof.

“Chapter 28E” shall mean Chapter 28E of the Code of Iowa (2021), as amended.

“Community College” shall mean community colleges organized under the laws of the State of Iowa.

“Consortium” shall mean the quasi-governmental entity created by this Chapter 28E Agreement.

“Consortium Property” shall mean, as of any particular time, any and all property, real, personal or otherwise, tangible or intangible, which is transferred, conveyed or paid to the Consortium or the Directors and all income, profits and gains therefrom and which, at such time, is owned or held by, or for the account of, the Consortium or the Directors.

“Governing Body” shall mean the Governing Body of a Member.

“Member” shall mean any educational institution, regardless of tier, who participates in or otherwise receives online educational services through the Consortium.

“Person” shall mean and include individuals, corporations, limited partnerships, general partnerships, joint stock companies or associations, joint ventures, associations, companies, trusts, banks, trust companies, land trusts, business trusts or other entities (whether or not legal entities) and governments and agencies and political subdivisions thereof.

“President” shall mean the chief executive officer of an educational institution and shall include, but not be limited to, individuals with the title president or chancellor.

“Tier 1 Partner” is a community college that is a full Member of the Consortium with all rights and responsibilities as may be set forth in policies and procedures promulgated by the Directors, officers, and committees.

ARTICLE 2

DIRECTORS AND OFFICERS

2.1 Governance. The Consortium shall be governed by a Board of Directors, the membership of which shall be determined as hereinafter provided.

2.2 Number, qualification and selection of Directors; Non-Voting Directors.

A. The number of Directors shall be equal to the number of Tier 1 Partners of the Consortium. Each Tier 1 Partner shall appoint the President of its institution to the Board of Directors.

B. At the first annual meeting, as provided herein, the Directors appointed shall be divided into three (3) classes, as equal in number as practicable, so arranged that the term of the Directors in the first class will expire at the second annual meeting, the term of the Directors in the second class will expire at the third annual meeting, and the term of the Directors in the third class will expire at the fourth annual meeting; and at annual meetings the Directors whose terms are expiring shall be re-appointed to serve for a term of three (3) years and until their successors shall be appointed.

C. If and as additional Members participate in the Consortium as Tier 1 Partners, these Members shall appoint the Presidents of their institutions to the Board of Directors and these Directors will be assigned a class at the next annual meeting following their appointment. Such assignment will be consistent with the principle that the number of Directors per class should be as equal as practicable.

D. In the event that the secretary and treasurer of the Consortium, as provided herein, are not Directors, they shall be ex officio non-voting members of the Board of Directors who shall not be counted in the determination of quorum, and the term "Directors" as used herein shall not refer to ex officio non-voting Directors unless otherwise indicated.

2.3 Resignation and removal.

A. A Director may resign without need for prior or subsequent accounting by an instrument in writing signed by the Director and delivered to the Board's chair or vice chair, as provided herein, and such resignation shall be effective upon such delivery, or at a later date according to the terms of the notice.

B. Any of the Directors may be removed, with cause, by the action of two-thirds of the remaining Directors. A Director may be removed, with or without cause, by the Governing Body of the Tier 1 Partner appointing the Director upon written notice to the Directors.

2.4 Vacancy.

A. The term of office of a Director shall terminate and a vacancy shall occur in the event of the death, resignation, bankruptcy, adjudicated incompetence or other incapacity to exercise the duties of the office.

B. If a Director shall no longer be President of a Tier 1 Partner or if the Tier 1 Partner with which such Director is affiliated shall no longer be a Tier 1 Partner, such Director shall no longer be a Director. In the event of the former, a vacancy will be deemed to have occurred.

C. In the event of a vacancy, the Tier 1 Partner who appointed the Director whose seat is now vacant shall appoint its interim President or any other official as it may designate to serve as Director. Such individual shall hold office until the next annual meeting at which time this Tier 1 Partner shall appoint its President to serve as Director for the term of office remaining for this vacant seat.

D. Whenever a vacancy in the number of Directors shall occur, until such vacancy is filled as provided herein, the Directors continuing in office shall have all the power granted to the Directors and shall discharge all the duties imposed upon the Directors by this Agreement. No vacancy shall operate to annul this Agreement.

2.5 Meetings.

A. The Directors shall meet bi-annually, one of which shall be an annual meeting, at a time and place fixed by the Bylaws or by resolution of the Directors.

B. Meetings of the Directors may be held from time to time upon the call of the chair, the vice chair, or any three Directors. Notice of any meeting shall be mailed or otherwise given not less than fourteen (14) days before the meeting but may be waived in writing by any Directors either before or after such meeting. Any notice required by any "open meeting" law, whether now or hereafter in effect, shall also be given. The attendance of a Director at a meeting shall constitute a waiver of notice of such meeting except where a Director attends a meeting for the express purpose of objecting to the transaction of any business on the ground that the meeting has not been lawfully called or convened.

C. A quorum for all meetings of the Directors shall be a majority of the Directors. Any action of the Directors may be taken at a meeting by vote of a majority of the Directors present (a quorum being present). Any agreement or other instrument or writing executed by one or more of the Directors or by any authorized Person shall be valid and binding upon the Directors and upon the Consortium when authorized or ratified by action of the Directors as provided in this Agreement.

D. All or any one or more Directors may participate in a meeting of the Directors or any committee thereof, as provided herein, by utilizing conference telephone or similar communications equipment by means of which all persons participating in the meeting, including members of the public, can hear each other and participation in a meeting pursuant to such communications shall constitute presence in person at such meeting. The minutes of any meeting of Directors held by utilizing such communications equipment shall be prepared in the same manner as those of a meeting of Directors held in person.

E. Pursuant to Iowa Code Section 28E.6(3)(a), within twenty (20) days of a meeting of the Directors, the secretary shall cause a summary of the meeting's proceedings, including the schedule of bills allowed, if any, to be published in a legal newspaper designated by the Directors.

2.6 Officers. The Directors shall annually elect, from among their numbers, a chair who shall be the chief officer of the Consortium and a vice chair who shall have such duties as the Directors shall deem advisable and appropriate. The Directors shall elect or appoint, from among their numbers or otherwise, a secretary and a treasurer who shall have such duties as the Directors shall deem advisable and appropriate. The Directors may elect or appoint, from among their number or otherwise, such other officers and agents, who shall have such powers, duties, and responsibilities as the Directors may deem to be advisable and appropriate. Two or more offices, except those of chair, vice chair, secretary and treasurer, may be held by the same person.

2.7 Bylaws. The Directors may adopt and, from time to time, amend or repeal Bylaws for the conduct of the business of the Consortium, and in such Bylaws, among other things, may define the duties of the respective officers, agents, employees and representatives of the Consortium.

2.8 Committees. The Directors may elect or appoint from time to time, from their numbers or otherwise, committees consisting of one or more persons, the number composing such committees and the powers conferred upon the same to be determined by vote of the Directors.

A. Any committee of the Directors may act with or without a meeting. A quorum for all meetings of any such committee shall be a majority of the members thereof. Notice of such meeting, including such notice as may be required by any “open meeting” law, shall be given as provided in Section 2.5(B).

B. Unless otherwise specifically provided in this Agreement, any action of any such committee may be taken at a meeting by vote of a majority of the members present (a quorum being present) or, without a meeting, by written consent of a majority of the members.

ARTICLE 3

POWERS OF THE DIRECTORS

3.1 General. The Directors shall have, without other or further authorization, control and authority over the Consortium and over the Consortium’s affairs. The Directors may do and perform such acts and things as in their sole judgment and discretion are necessary and proper for conducting the affairs of the Consortium or promoting the interests of the Consortium and the Members. The enumeration of any specific power or authority herein shall not be construed as limiting the aforesaid general power or authority or any specific power or authority. The Directors may exercise any power authorized and granted to them by this Agreement. Such powers of the Directors may be exercised without the necessity of any order of, or resort to, any court.

3.2 Enumerated Powers. Among other powers, the Board of Directors shall have full and complete power: (i) to rent, lease or purchase any tangible personal property, real estate or services reasonably necessary to fulfill the purposes of this Agreement; (ii) to sue and be sued; (iii) to do and perform any acts authorized by the Code of Iowa, under, through or by means of its officers, agents and employees, or by contracts with any person or entity; (iv) to consult with representatives of Federal, State and local agencies and department and their officers and employees, and to contract with such agencies and departments; (v) to receive funds from the Members; (vi) to accept grants or contributions from Federal, State or local agencies; (vii) to receive gifts, contributions and donations of property, funds, services and other forms of assistance from persons, firms, corporations, and any governmental entity; (viii) to establish the times and places for meeting and conferences, and set agendas for those meetings and conferences; and (ix) to exercise any other power or do any other legal act necessary to discharge its obligations and fulfill the purposes of this Agreement.

3.3 Budget. The Directors shall have full and complete power to approve and amend the Consortium’s budget. If the revenues or cash flow are insufficient to meet the costs of the Consortium, the Directors shall discuss adjustments to the revenues, expenditures or budget. The budget, and any amendments to the budget, shall be approved by a majority of the Directors.

3.4 Collection. The Directors shall have full and complete power: (i) to collect, sue for, receive and receipt for all sums of money or other property due to the Consortium; (ii) to consent to extensions of the time for payment; (iii) to engage or intervene in, prosecute, defend, compromise, abandon or adjust by arbitration or otherwise any actions, suit proceedings, disputes, claims, demands or things relating to Consortium Property; (iv) to extend the time (with or without security) for the payment or delivery of any debts or property and to execute and enter into releases, agreements and other instruments; and (v) to pay or satisfy any debts or claims upon any evidence that the Directors shall deem sufficient.

3.5 Payment of Expenses. The Directors shall have full and complete power: (i) to incur and pay any charges or expenses which in the opinion of the Directors are necessary or incidental to or proper for carrying out any of the purposes of this Agreement; (ii) to reimburse others for the payment therefor; and (iii) to pay appropriate compensation or fees from the funds of the Consortium to Persons with whom the Consortium has contracted or transacted business. The Directors shall fix the compensation, if any, of all officers and employees, if any, of the Consortium. The Directors shall not be paid compensation for their general services as Directors hereunder. The Directors may pay themselves or any one or more of themselves reimbursement for expenses reasonably incurred by themselves or any one or more of themselves on behalf of the Consortium.

3.6 Borrowing and Indebtedness. The Directors shall not have the power to borrow money or incur indebtedness on behalf of the Consortium, or authorize the Consortium to borrow money or incur indebtedness.

3.7 Fiscal Year; Accounts; Deposit and Investment of Funds. The Directors shall have full and complete power to determine the fiscal year of the Consortium and the method or form in which its accounts shall be kept. The fiscal year or method or form of accounts may be changed at the direction of the Directors and consistent with the accounting practices of Community Colleges. Unless otherwise determined by the Directors pursuant to this Section 3.7, the fiscal year of the Consortium shall terminate on June 30 and commence on July 1 of each calendar year. The Consortium shall comply with Chapters 12B and 12C of the Iowa Code for deposit and investment of Consortium funds.

3.8 Power to Contract, Appoint, Retain and Employ; Successors. The Directors shall have full and complete power to appoint, employ, retain, or contract with any Person of suitable qualifications and high repute as the Directors may deem necessary, or desirable for the transaction of the affairs of the Consortium, including any Person or Persons who, under the supervision of the Directors, may, among other things: (i) serve as the Consortium's executive director; (ii) serve as the Consortium's fiscal agent; (iii) furnish reports to the Directors and provide research and statistical data in connection with the Consortium's operations; (iv) act as consultants, accountants, technical advisers, attorneys, insurers or insurance agents, or in any other capacity deemed by the Directors to be necessary or desirable; (v) investigate, select, and, on behalf of the Consortium, conduct relations with Persons acting in such capacities and pay appropriate fees to, and enter into appropriate contracts with, or employ, or retain services performed or to be performed by, any of them in connection with the investments acquired, sold, or otherwise disposed of, or committed, negotiated, or contemplated to be acquired, sold or otherwise disposed of; (vi) substitute any other

Person for any such Person; and (vii) assist in the performance of such ministerial functions necessary in the management of the Consortium as may be agreed upon with the Directors. In the event a position becomes vacant, the Directors may appoint a successor.

3.9 Insurance. The Directors shall have full and complete power to purchase and pay for, entirely out of Consortium Property, insurance policies insuring the Consortium and the Directors, officers, employees and agents of the Consortium individually against all claims and liabilities of every nature arising by reason of holding or having held any such office or position, or by reason of any action alleged to have been taken or omitted by the Consortium or any such Person as Director, officer, employee, and agent, including any action taken or omitted that may be determined to constitute negligence, whether or not the Consortium would have the power to indemnify such Person against such liability.

3.10 Indemnification. In addition to the mandatory indemnification provided in Article 5 herein, the Directors shall have full and complete power to, to the extent permitted by then applicable laws, to indemnify or enter into agreements with respect to indemnification, to the extent authorized by law.

3.11 Remedies. Notwithstanding any provision in this Agreement, when the Directors deem that there is a significant risk that an obligor to the Consortium may default or is in default under the terms of any obligation to the Consortium, the Directors shall have full and complete power to pursue any remedies permitted by law which, in their sole discretion, are in the interests of the Consortium.

3.12 Delegation. The Directors are responsible for the general supervision and administration of the business and affairs of the Consortium conducted by the officers, agents, employees, or independent contractors of the Consortium. However, the Directors are not required personally to conduct all of the routine business of the Consortium. The Directors shall have full and complete power (consistent with their continuing exclusive authority over the management of the Consortium, the conduct of its affairs, and their duties and obligations as Directors), to delegate from time to time to such one or more of their number (who may be designated as constituting a committee as provided in Section 2.8 hereof) or to officers, employees or agents (who may be designated as constituting a committee as provided in Section 2.8 hereof) of the Consortium the doing of such acts and things and the execution of such instruments either in releases, agreements and other instruments.

3.13 Compliance with Laws. The Directors shall at all times exercise all powers granted hereunder in compliance with, and the operations of the Consortium shall at all times be conducted in accordance with, the applicable laws of the State of Iowa.

ARTICLE 4

MEMBERSHIP

4.1 Additional community colleges, institutions governed by the Iowa Board of Regents as set forth in Iowa Code Section 262.7(1)-(3), and other four-year institutions of higher learning organized under the laws of Iowa may, to the extent permitted by applicable law and pursuant to this Agreement, the Bylaws, or any policies or procedures that may be promulgated thereto, become a Member of the Consortium:

A. A prospective member shall take appropriate official action pursuant to this Agreement, the Bylaws, or any policies or procedures as may be promulgated, furnish the Directors with satisfactory evidence that such official action has been taken, and provide the Directors with such other documents, certificates, information, or opinions as may be required by the Directors.

B. The Directors shall review the evidence of official action and any other documents, certificates, information, or opinions the Directors required of the prospective member. The Directors shall approve the joinder of a prospective member by a two-thirds vote of the Directors.

C. Within thirty (30) days of joinder, the new Member shall pay all fees, contributions, and costs of the Consortium as determined by the Directors.

ARTICLE 5

LIMITATIONS OF LIABILITY

5.1 Liability to Third Persons. No Member shall be subject to any liability whatsoever, in tort, contract or otherwise to any other Person or Persons in connection with Consortium Property or the affairs of the Consortium; and no Director, officer, or employee of the Consortium shall be subject to any personal liability whatsoever in tort, contract or otherwise, to any other Person or Persons in connection with Consortium Property or the affairs of the Consortium; and all such other Persons shall look solely to the Consortium Property for satisfaction of claims of any nature arising in connection with the affairs of the Consortium. Any Member, Director, officer, or employee, as such, of the Consortium made a party to any suit or proceedings to assert or enforce any such liability shall not on account thereof be held to any personal liability. Provided, further, that a Director is not personally liable for a claim based upon an act or omission of the Director performed in the discharge of the Director's duties, except for acts or omissions which involve intentional misconduct or knowing violation of the law, or for a transaction from which the Director derives an improper personal benefit or which involves willful misfeasance, bad faith, gross negligence, or reckless disregard of duties. For purposes of this Section, "compensation" does not include payments to reimburse a Director for expenses.

5.2 Liability to the Consortium or to the Members. No Director, officer, or employee of the Consortium shall be liable to the Consortium or to any Member, Director, officer, or employee of the Consortium for any action or failure to act (including, without limitation, the failure to compel in any way any former or acting Director to redress any breach of this Agreement) except for a claim based upon acts or omissions which involve intentional misconduct or knowing violation of the law, or for a transaction for which the Person derives an improper personal benefit and except that Consortium policies shall provide for the liability of the executive director, treasurer, and

fiscal agent, as the case may be; provided, however, that the provisions of this Section 5.2 shall not limit the liability of any agent (including, without limitation, the executive director, treasurer, and fiscal agent) of the Consortium with respect to breaches by it of a contract between it and the Consortium.

5.3 Indemnification. The Consortium shall defend, indemnify, and hold harmless any Member, Director, officer and employee of the Consortium from any and all claims, demands, causes of action, suits, settlements and any other claimed damages, to include reasonable attorney fees, investigative costs, suit fees and other costs associated therewith, arising out of participation in this Consortium, implementation of this Agreement, and any other services rendered to the Consortium or Directors, except those that constitute intentional misconduct or knowing violation of the law or in a transaction for which the Member, Director, officer or employee derives an improper personal benefit or which involves willful misfeasance, bad faith, gross negligence, or reckless disregard of duties.

5.4 Surety Bonds. No Director shall, as such, be obligated to give any bond or surety or other security for the performance of any duties.

5.5 Apparent Authority. No purchaser, seller, transfer agent or other Person dealing with the Directors or any officer, employee or agent of the Consortium shall be bound to make any inquiry concerning the validity of any transaction purporting to be made by the Directors or by such officer, employee or agent or make inquiry concerning or be liable for the application of money or property paid, transferred or delivered to or on the order of the Directors or of such officer, employee or agent.

5.6 Recitals. Any written instrument creating an obligation of the Consortium shall be conclusively taken to have been executed by a Director or an officer, employee or agent of the Consortium only in his or her capacity as a Director, officer, employee or agent of the Consortium. Any written instrument creating an obligation of the Consortium shall refer to this Agreement and contain a recital to the effect that the obligations thereunder are not personally binding upon, nor shall resort be had to the property of any of the Directors, Members, officers, employees or agents of the Consortium, and that only the Consortium property or a specific portion thereof shall be bound, and such written instrument may contain any further similar recital which may be deemed appropriate; provided, however, that the omission of any recital pursuant to this Section 5.6 shall not operate to impose personal liability on any of the Directors, Members, officers, employees or agents of the Consortium.

5.7 Reliance on Experts, Etc. Each Director and each officer of the Consortium shall, in the performance of duties, be fully and completely justified and protected with regard to any act or any failure to act resulting from reliance in good faith upon the books of account or other records of the Consortium, upon an opinion of counsel or upon reports made to the Consortium by any of its officers or employees or by the executive director, treasurer, accountants, or other experts or consultants selected with reasonable care by the Directors or officers of the Consortium.

5.8 Nonliability. This Agreement shall not create any right, title, privilege or entitlement in any person, corporation or other legal entity except a Tier 1 Partner and a Person that has a direct

and written contract with the Consortium. The terms and conditions of this Agreement are not intended to and shall not be construed to create any cause of action, legal or equitable, in any Person against the Members, Directors, officers, employees or agents of this Consortium except as is provided by specific language in this Agreement or by specific language in written agreements or contracts entered into by the Directors in implementing this Consortium. It is not intended and the terms of this Agreement shall not be construed so that any breach thereof by Members, Directors, officers, employees or agents of the Consortium creates an action at common law, tort, contract or otherwise.

5.9 No Waiver. Nothing in this Agreement shall be construed as constituting the waiver of any immunity from liability available to the Consortium or the Directors, Members, officers, employees or agents of the Consortium pursuant to any applicable provision of law.

ARTICLE 6

FILINGS

6.1 Filing. The Agreement shall be filed with the Iowa Secretary of State pursuant to Iowa Code Section 28E.8. Amendments of the Agreement pursuant to Section 7.1 of this Agreement shall be similarly filed and shall be effective upon their filing. An amended Agreement, containing or restating the original Agreement and all amendments theretofore made, may be executed any time or from time to time by a majority of the Directors and shall, upon filing in the manner contemplated hereby, be conclusive evidence of all amendments containing therein and may thereafter be referred to in lieu of the original Agreement and the various amendments thereto.

ARTICLE 7

AMENDMENT, WITHDRAWAL, TERMINATION, AND DISSOLUTION; DURATION OF CONSORTIUM

7.1 Amendment. No amendment of the Agreement will be effective unless it is in writing and has been approved by the Board of Directors by a two-thirds vote at a regularly scheduled meeting or at a special meeting called for that purpose.

7.2 Withdrawal.

A. A Member may withdraw from the Consortium upon three (3) years' written notice which shall be provided no later than July 1 to be effective. For avoidance of doubt, notice provided by July 1, 2022, will effect a June 30, 2025, withdrawal. The notice shall describe any and all Consortium curricula and other resources this Member sponsors or which otherwise depend on this Member's participation in the Consortium. Withdrawal shall proceed pursuant to policies and procedures that the Directors, officers, and committees may promulgate.

B. No Member will be permitted to withdraw unless said Member has fulfilled, or made provision to fulfill, any obligations (including financial obligations) the Member may have undertaken hereunder. A withdrawing Member shall be responsible for its share of any costs incurred by the Consortium in the period of its membership and for which the Consortium will remain responsible upon the Member's withdrawal.

7.3 Termination. A Member's membership in the Consortium may be terminated for cause by a two-thirds vote of the Directors. Termination shall be effective upon the vote. Termination shall not relieve the Member of its obligation to pay its share of costs incurred by the Consortium prior to termination and for which the Consortium will remain responsible upon the Member's termination.

7.4 Dissolution.

A. The Consortium may be dissolved by a two-thirds vote of the Directors.

B. Upon such vote:

i. The Directors shall proceed to wind up the affairs of the Consortium pursuant to policies and procedures that the Directors, officers, and committees may promulgate.

ii. All of the powers of the Directors under this Agreement shall continue until the affairs of the Consortium shall have been wound up, including, without limitation, the power to fulfill or discharge the contracts of the Consortium, collect its assets, sell, convey, assign, exchange, transfer or otherwise dispose of all or any part of the remaining Consortium Property to one or more persons at public or private sale for consideration which may consist in whole or in part of cash, securities or other property of any kind, discharge or pay its liabilities, and do all other acts appropriate to liquidate its affairs.

iii. After paying or adequately providing for the payment of all liabilities, and upon receipt of such release, indemnities and refunding agreements, as they deemed necessary for their protection, the Directors may distribute the remaining Consortium Property, in cash or in kind or partly in each, proportionately among the Members. If assets are insufficient to pay all liabilities, Members shall be assessed in such proportion.

C. Upon the Consortium's dissolution and distribution of Consortium Property to the Members as herein provided, a majority of the Directors shall execute and lodge among the records of the Consortium an instrument in writing setting forth the fact of such dissolution, and the Directors shall thereupon be discharged from all further liabilities and duties hereunder and the right, title and interest of all Tier 1 Partners shall cease and be cancelled and discharged.

7.5. Duration. The Consortium shall continue in existence in perpetuity, subject in all respects to the provisions of this Article 7.

ARTICLE 8

MISCELLANEOUS

8.1 Governing law. All claims relating to the Agreement shall be governed by the laws of the State of Iowa without regard to principles of conflicts of law.

8.2 Forum. The Tier 1 Partners consent to the jurisdiction of the Iowa District Court for Polk County for all claims arising out of the Agreement.

8.3 Execution in counterparts. The Agreement may be simultaneously executed in one or more counterparts, each of which shall be deemed to be an original and all of which together shall constitute one and the same instrument.

8.4 Binding effect. The Agreement shall be binding upon, and inure to the benefit of, the Tier 1 Partners hereto and their successors and assigns.

8.5 No assignment. The Tier 1 Partners shall not transfer to any other person (i) any discretion granted under this Agreement, (ii) any right under this Agreement, (iii) any remedy under this Agreement, or (iv) any obligation imposed under this Agreement.

8.6 Waiver. No waiver under the Agreement will be effective unless it is in writing and signed by the Tier 1 Partner or Partners granting the waiver.

8.7 Severability. The Tier 1 Partners agree that if a dispute between the Tier 1 Partners arises out of the Agreement, they would want the court to interpret the Agreement as follows:

A. With respect to any provision that it holds to be unenforceable, by modifying that provision to the minimum extent necessary to make it enforceable or, if that modification is not permitted by law, by disregarding that provision;

B. If an unenforceable provision is modified or disregarded in accordance with this section, by holding that the rest of this agreement will remain in effect;

C. By holding that any unenforceable provision will remain as written in any circumstances other than those in which the provision is held to be unenforceable; and

D. If modifying or disregarding the unenforceable provision would result in failure of an essential purpose of this agreement, by holding the entire agreement unenforceable.

8.8 Entire Agreement. This Agreement constitutes the entire understanding between the parties with respect to the subject matter of the Agreement and supersedes all other agreements, whether written or oral, between the parties.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed by their respective officers, pursuant to full authority granted and given as of the date stated in the introductory clause.

EASTERN IOWA COMMUNITY COLLEGE

By _____
President, Board of Directors

Attest:

Secretary, Board of Directors

STATE OF IOWA)
) SS:
COUNTY OF SCOTT)

On this _____ day of _____, 2022, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared _____ and _____, to me personally known, and, who, being by me duly sworn, did say that they are respectively the President and Secretary of the Board of Directors of EASTERN IOWA COMMUNITY COLLEGE; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its Board of Directors, as contained in the Resolution adopted by the Board of Directors on the _____ day of _____, 2022, and that _____ and _____ acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation by it voluntarily executed.

Notary Public in and for the State of Iowa

IOWA LAKES COMMUNITY COLLEGE

By _____
President, Board of Directors

Attest:

Secretary, Board of Directors

STATE OF IOWA)
) SS:
COUNTY OF EMMET)

On this _____ day of _____, 2022, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared _____ and _____, to me personally known, and, who, being by me duly sworn, did say that they are respectively the President and Secretary of the Board of Directors of IOWA LAKES COMMUNITY COLLEGE; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its Board of Directors, as contained in the Resolution adopted by the Board of Directors on the _____ day of _____, 2022, and that _____ and _____ acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation by it voluntarily executed.

Notary Public in and for the State of Iowa

NORTHWEST IOWA COMMUNITY COLLEGE

By _____
President, Board of Directors

Attest:

Secretary, Board of Directors

STATE OF IOWA)
) SS:
COUNTY OF SIOUX)

On this _____ day of _____, 2022, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared _____ and _____, to me personally known, and, who, being by me duly sworn, did say that they are respectively the President and Secretary of the Board of Directors of NORTHWEST IOWA COMMUNITY COLLEGE; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its Board of Directors, as contained in the Resolution adopted by the Board of Directors on the _____ day of _____, 2022, and that _____ and _____ acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation by it voluntarily executed.

—

Notary Public in and for the State of Iowa

SOUTHEASTERN COMMUNITY COLLEGE

By _____
President, Board of Directors

Attest:

Secretary, Board of Directors

STATE OF IOWA)
) SS:
COUNTY OF DES MOINES)

On this _____ day of _____, 2022, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared _____ and _____, to me personally known, and, who, being by me duly sworn, did say that they are respectively the President and Secretary of the Board of Directors of SOUTHEASTERN COMMUNITY COLLEGE; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its Board of Directors, as contained in the Resolution adopted by the Board of Directors on the _____ day of _____, 2022, and that _____ and _____ acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation by it voluntarily executed.

—

Notary Public in and for the State of Iowa

SOUTHWESTERN COMMUNITY COLLEGE

By _____
President, Board of Directors

Attest:

Secretary, Board of Directors

STATE OF IOWA)
) SS:
COUNTY OF UNION)

On this _____ day of _____, 2022, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared _____ and _____, to me personally known, and, who, being by me duly sworn, did say that they are respectively the President and Secretary of the Board of Directors of SOUTHWESTERN COMMUNITY COLLEGE; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its Board of Directors, as contained in the Resolution adopted by the Board of Directors on the _____ day of _____, 2022, and that _____ and _____ acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation by it voluntarily executed.

Notary Public in and for the State of Iowa

WESTERN IOWA TECH
COMMUNITY COLLEGE

By _____
President, Board of Directors

Attest:


Secretary, Board of Directors

STATE OF IOWA)
) SS:
COUNTY OF WOODBURY)

On this _____ day of _____, 2022, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared _____ and _____, to me personally known, and, who, being by me duly sworn, did say that they are respectively the President and Secretary of the Board of Directors of WESTERN IOWA TECH COMMUNITY COLLEGE; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its Board of Directors, as contained in the Resolution adopted by the Board of Directors on the _____ day of _____, 2022, and that _____ and _____ acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation by it voluntarily executed.

Notary Public in and for the State of Iowa

TO: Dr. Terry A. Murrell, President

FROM: Troy A. Jasman, Vice President of Administrative Services and Chief Financial Officer 

DATE: July 26, 2022

RE: **FY 2023 DETAIL BUDGET**

Attached you will find an Executive Summary of the Fiscal Year 2023 Detail Budget for the College's **General Fund, Restricted Fund, Auxiliary Fund and Plant Fund**. These budgets have been prepared with guidance from the College's budget officers and the Executive Council. All sources of anticipated revenues and projected expenditures have been incorporated into these budgets as well as abiding by Board Policy to present a balanced budget for the General Fund.

The FY'23 General Fund budget is based on the projection for the past fiscal year as well as taking into consideration known and estimated changes for fiscal year 2023. Tuition and fee revenue are based upon the new tuition rate as set by the Board of Directors. Tuition and student fees account for 46.96% of the revenue for the General Fund. State General Aid saw an increase of \$368,705 from the prior year. The revenue budget for FY '23 is 0.06% lower than the projected year end for FY '22. This decrease is due to lower estimated enrollment as well as lower federal COVID-19 funding.

The General Fund expenditures for FY'23 consist of 72.13% for salaries and benefits, the largest expenditure category. The College continues to carefully manage staffing at the optimal mix to best serve the needs of our students. The increase in salaries and benefits takes into consideration the negotiated salary and benefit increases as well as positions budgeted to be filled. Other expenditure line items take into consideration the projected needs of the College. The College continues with our strong heritage with vocational education comprising of over 34% of the General Fund expenditure budget, the largest expenditure by function.

It should be noted that the FY '23 Detail Budget is less than the Published Budget approved by the Board at its March 14, 2022 meeting.

I would like to extend my appreciation and thanks to the Executive Council and all the budget officers for their commitment, time and effort in this year's budget process. Many hard decisions were made in order to contain expenditures and to limit the tuition increase to our students. I would like to acknowledge the budget officer's insights and guidance in this budget document.

I would especially like to thank Mary Beth Schorg, Accounting Specialist Extraordinaire for her countless hours assisting me with the budget creation as well as additional programming of the budget module. Although this final product consists of only a few pages, Mary Beth keyed thousands of numbers from hundreds of pages with accuracy and a smile every time modifications were required. I would also be remiss if I did not recognize Brian D. Smith, Controller for assistance with the budgeting process as well as preparing the Restricted Fund, and Jeff Jansen, Assistant Controller for preparing the Auxiliary Fund budget.

WESTERN IOWA TECH COMMUNITY COLLEGE

FISCAL YEAR 2023

DETAIL BUDGET

Prepared 7-26-22

WESTERN IOWA TECH COMMUNITY COLLEGE

FISCAL YEAR 2023 BUDGET

TABLE OF CONTENTS

<u>General Fund</u>	Page
Comparative Income Statement	1
General Fund Revenues	2
General Fund Expenditures	3 – 4
Summary of Expenditures by Function	5
<u>Restricted Fund</u>	
Comparative Income Statement	6
<u>Auxiliary Fund</u>	
Comparative Income Statement	7
<u>Plant Fund</u>	
Receipts and Disbursements	8

WESTERN IOWA TECH COMMUNITY COLLEGE

FISCAL YEAR 2023 GENERAL FUND BUDGET

COMPARATIVE INCOME STATEMENT

	FY '21 ACTUAL	FY '22 PROJECTED	FY '23 BUDGET	% OF BUDGET	BUDGET VARIANCE FROM '22 PROJECTED AMOUNT PERCENT	
<u>REVENUES</u>						
Tuition	\$13,965,862	\$13,931,737	\$14,025,000	38.81%	\$93,263	0.67%
Fees	3,100,582	2,956,743	2,945,000	8.15%	(11,743)	-0.40%
Property Taxes	2,014,176	2,055,904	2,125,000	5.88%	69,096	3.36%
State Funds	11,633,075	11,996,145	12,361,796	34.21%	365,651	3.05%
Federal Funds	422,279	348,182	268,502	0.74%	(79,680)	-22.88%
Other Income	6,386,703	4,870,366	4,411,399	12.21%	(458,967)	-9.42%
TOTAL REVENUES	37,522,677	36,159,077	36,136,697	100.00%	(22,380)	-0.06%
<u>EXPENDITURES</u>						
Salaries	16,743,871	17,071,188	19,041,306	52.69%	1,970,118	11.54%
Benefits	5,721,716	6,150,189	7,023,646	19.44%	873,457	14.20%
Contract Services	5,766,014	6,374,344	5,584,375	15.45%	(789,969)	-12.39%
Materials, Supply & Travel	9,090,995	6,338,630	4,480,870	12.40%	(1,857,760)	-29.31%
SUB-TOTAL	37,322,596	35,934,351	36,130,197	99.98%	195,846	0.55%
Equipment	24,754	44,030	6,500	0.02%	(37,530)	-85.24%
TOTAL EXPENDITURES	37,347,350	35,978,381	36,136,697	100.00%	158,316	0.44%
FUND BALANCE CHANGE	\$175,327	\$180,696	\$0			

WESTERN IOWA TECH COMMUNITY COLLEGE

GENERAL FUND REVENUES

		FY '21 ACTUAL	FY '22 PROJECTED	FY '23 BUDGET	% OF BUDGET	BUDGET VARIANCE FROM '22 PROJECTED	
						Amount	Percent
Lab Fee	401	\$1,134,800	\$1,170,094	\$1,149,000	3.18%	(\$21,094)	-1.80%
Matriculation	402	0	0	0	0.00%	0	0.00%
Transcript	404	11,650	11,303	11,000	0.03%	(303)	0.00%
Other	406	1,954,132	1,775,346	1,785,000	4.94%	9,654	0.54%
Fee Refund	407	0	0	0	0.00%	0	0.00%
TOTAL FEES		3,100,582	2,956,743	2,945,000	8.15%	(11,743)	-0.40%
Tuition	411	12,853,979	12,668,916	12,680,000	35.09%	11,084	0.09%
Out of State Tuition	412	1,111,883	1,262,821	1,345,000	3.72%	82,179	6.51%
Tuition Refund	414	0	0	0	0.00%	0	0.00%
TOTAL TUITION		13,965,862	13,931,737	14,025,000	38.81%	93,263	0.67%
PROPERTY TAXES		2,014,176	2,055,904	2,125,000	5.88%	69,096	3.36%
General State Aid	421	11,580,773	11,943,091	12,311,796	34.07%	368,705	3.09%
College Work Study	428	0	0	0	0.00%	0	0.00%
Other	429	52,302	53,054	50,000	0.14%	(3,054)	-5.76%
TOTAL STATE		11,633,075	11,996,145	12,361,796	34.21%	365,651	3.05%
SEOG-Admin	433	6,660	0	5,000	0.01%	5,000	0.00%
College Work Study	434	50,679	89,273	93,034	0.26%	3,761	4.21%
PELL-Admin	436	9,005	8,865	9,000	0.02%	135	1.52%
Federal Voc	439	0	0	0	0.00%	0	0.00%
Adult Basic Educ.	446	0	0	0	0.00%	0	0.00%
Other Federal	449	355,935	250,044	161,468	0.45%	(88,576)	-35.42%
TOTAL FEDERAL		422,279	348,182	268,502	0.74%	(79,680)	-22.88%
Food Services	452	19,751	28,896	28,000	0.08%	(896)	-3.10%
Facilities Rent	453	140,051	139,492	142,000	0.39%	2,508	1.80%
Other Sales	455	42,435	94,348	45,000	0.12%	(49,348)	-52.30%
Interest	471	70,319	48,220	45,000	0.12%	(3,220)	-6.68%
Gifts & Grants	473	0	0	0	0.00%	0	0.00%
Fines	477	250	1,635	1,000	0.00%	(635)	-38.84%
Misc'l Income	485	3,055,489	2,733,177	2,649,390	7.33%	(83,787)	-3.07%
Transfers	490	3,058,408	1,824,598	1,501,009	4.15%	(323,589)	-17.73%
TOTAL OTHER INCOME		6,386,703	4,870,366	4,411,399	12.21%	(458,967)	-9.42%
TOTAL INCOME		\$37,522,677	\$36,159,077	\$36,136,697	100.00%	(\$22,380)	-0.06%
Increase (Decrease) from Prior Year			(\$1,363,600)	(\$22,380)			
% Increase			-3.63%	-0.06%			

WESTERN IOWA TECH COMMUNITY COLLEGE

GENERAL FUND EXPENDITURES

		FY '21 ACTUAL	FY '22 PROJECTED	FY '23 BUDGET	% OF BUDGET	BUDGET VARIANCE FROM '22 PROJECTED	
						Amount	Percent
Supervisory	510	\$936,040	\$1,013,272	\$1,118,502	3.10%	\$105,230	10.39%
Instructors	520	3,962,635	3,767,145	4,141,184	11.46%	374,039	9.93%
Adjuncts	521	3,662,713	3,438,894	3,882,650	10.74%	443,756	12.90%
Professional Staff	530	5,776,856	6,350,331	7,034,996	19.47%	684,665	10.78%
Full Time Clerical	540	1,425,641	1,454,256	1,658,639	4.59%	204,383	14.05%
Part Time Clerical	541	288,901	318,975	350,543	0.97%	31,568	9.90%
Service Staff	550	621,913	599,096	721,758	2.00%	122,662	20.47%
Federal Work Study	570	50,679	89,273	93,034	0.26%	3,761	4.21%
Other Students	572	18,493	39,946	40,000	0.11%	54	0.14%
SALARIES		16,743,871	17,071,188	19,041,306	52.69%	1,970,118	11.54%
Benefits	590	3,243,886	3,433,668	4,022,485	11.13%	588,817	17.15%
Work Comp	591	0	0	0	0.00%	0	0.00%
FICA	592	1,211,385	1,232,571	1,469,820	4.07%	237,249	19.25%
Retirement Plans	593	1,262,109	1,301,916	1,426,341	3.95%	124,425	9.56%
Tuition	594	76,929	113,709	75,000	0.21%	(38,709)	-34.04%
Early Retirement	596	0	0	0	0.00%	0	0.00%
Unemployment Comp.	597	0	0	0	0.00%	0	0.00%
Vacation Accrual	598	(72,593)	68,325	30,000	0.08%	(38,325)	-56.09%
BENEFITS		5,721,716	6,150,189	7,023,646	19.44%	873,457	14.20%
TOTAL SALARY & BENEFITS		22,465,587	23,221,377	26,064,952	72.13%	2,843,575	12.25%
Professional Service	601	254,152	367,410	316,825	0.88%	(50,585)	-13.77%
Election Expense	602	0	28,246	0	0.00%	(28,246)	0.00%
Memberships	604	307,938	302,949	265,135	0.73%	(37,814)	-12.48%
Publications	605	8,192	828	1,000	0.00%	172	20.77%
Equipment Repair	606	350,039	300,918	452,400	1.25%	151,482	50.34%
Building Repair	609	445,392	456,049	353,500	0.98%	(102,549)	-22.49%
Grounds	610	36,005	210,370	33,530	0.09%	(176,840)	-84.06%
Information	611	348,228	515,972	334,700	0.93%	(181,272)	-35.13%
Printing	612	10,467	31,251	73,100	0.20%	41,849	133.91%
Communications	615	257,062	276,712	265,650	0.74%	(11,062)	-4.00%
Insurance	618	11	0	0	0.00%	0	0.00%
Utilities	619	1,301,941	1,195,011	1,241,500	3.44%	46,489	3.89%
Rent - Material	620	0	0	0	0.00%	0	0.00%
Rent - Buildings	621	10,500	10,500	10,500	0.03%	0	0.00%
Rent - Equipment	622	19,446	22,589	20,500	0.06%	(2,089)	-9.25%
Postage	623	81,408	35,461	89,520	0.25%	54,059	152.45%
Meeting Expense	624	51,005	59,381	110,835	0.31%	51,454	86.65%
Purchased Services	626	2,284,228	2,560,697	2,015,680	5.58%	(545,017)	-21.28%
CONTRACT SERVICES		5,766,014	6,374,344	5,584,375	15.45%	(789,969)	-12.39%

WESTERN IOWA TECH COMMUNITY COLLEGE

GENERAL FUND EXPENDITURES

		FY '21 ACTUAL	FY '22 PROJECTED	FY '23 BUDGET	% OF BUDGET	BUDGET VARIANCE FROM '22 PROJECTED	
						Amount	Percent
Lab Expense	630	851,603	915,672	740,130	2.05%	(175,542)	-19.17%
Educational Materials	632	545,521	570,721	350,075	0.97%	(220,646)	-38.66%
Minor Equipment	633	601,721	589,892	327,550	0.91%	(262,342)	-44.47%
Periodicals	634	34,614	29,315	41,050	0.11%	11,735	40.03%
Construction Supplies	637	283,342	382,963	239,940	0.66%	(143,023)	-37.35%
Janitor Materials	641	117,816	95,548	110,000	0.30%	14,452	15.13%
Vehicle Supplies	642	155,665	165,830	203,850	0.56%	38,020	22.93%
Grounds Maint.	644	172,819	73,133	40,000	0.11%	(33,133)	-45.31%
Other Materials	646	0	0	5,000	0.01%	5,000	0.00%
Out of State Travel	647	7,577	139,056	180,520	0.50%	41,464	29.82%
In State Travel	648	31,447	55,012	94,345	0.26%	39,333	71.50%
Student Travel	649	(33,211)	1,858	98,691	0.27%	96,833	5211.68%
Scholarships	675	140	4,533	0	0.00%	(4,533)	-100.00%
Collection Expense	678	45,698	16,399	58,000	0.16%	41,601	253.68%
Transfers	680	5,024,716	2,573,144	1,384,219	3.83%	(1,188,925)	-46.21%
Graduation	687	35,782	49,451	49,500	0.14%	49	0.10%
Bad Debt	694	1,163,377	640,827	550,000	1.52%	(90,827)	-14.17%
Other Current Expense	695	52,368	35,276	8,000	0.02%	(27,276)	-77.32%
MATERIAL,SUPPLY, & TRAVEL		9,090,995	6,338,630	4,480,870	12.40%	(1,857,760)	-29.31%
EQUIPMENT	710	24,754	44,030	6,500	0.02%	(37,530)	-85.24%
TOTAL EXPENDITURES		\$37,347,350	\$35,978,381	\$36,136,697	100.00%	\$158,316	0.44%
Increase (Decrease) from Prior Year			(\$1,368,969)	\$158,316			
% Increase			-3.67%	0.44%			

WESTERN IOWA TECH COMMUNITY COLLEGE

SUMMARY OF EXPENDITURES BY FUNCTION

FISCAL YEAR 2023 BUDGET

	ARTS & SCIENCES	CAREER EDUCATION	COMMUNITY EDUCATION	COOPERATIVE SERVICES	ADMINISTRATIVE SERVICES	STUDENT AFFAIRS	LEARNING RESOURCES	PHYSICAL PLANT	GENERAL INSTITUTION	TOTAL
Salary & Benefits	\$3,236,105	\$9,509,802	\$1,532,473	\$416,379	\$2,172,921	\$3,335,012	\$192,455	\$880,084	\$4,789,721	\$26,064,952
Contracted Services	9,520	172,590	133,250	1,000	474,880	91,390	9,500	2,725,430	1,966,815	5,584,375
Material, Supply & Travel	197,300	2,609,549	269,836	9,200	98,050	162,635	47,800	772,040	314,460	4,480,870
SUBTOTAL	3,442,925	12,291,941	1,935,559	426,579	2,745,851	3,589,037	249,755	4,377,554	7,070,996	36,130,197
Equipment	0	0	0	0	0	500	6,000	0	0	6,500
GRAND TOTAL	\$3,442,925	\$12,291,941	\$1,935,559	\$426,579	\$2,745,851	\$3,589,537	\$255,755	\$4,377,554	\$7,070,996	\$36,136,697
% OF TOTAL	9.53%	34.02%	5.36%	1.18%	7.60%	9.93%	0.71%	12.11%	19.57%	100.00%
FY '22 BUDGET	\$3,388,705	\$12,271,466	\$1,863,636	\$418,610	\$2,549,975	\$3,305,531	\$245,909	\$4,558,909	\$6,835,659	\$35,438,400
% OF TOTAL	9.56%	34.63%	5.26%	1.18%	7.20%	9.33%	0.69%	12.86%	19.29%	100.00%

WESTERN IOWA TECH COMMUNITY COLLEGE

RESTRICTED FUND*

COMPARATIVE INCOME STATEMENT

	FY ' 21 ACTUAL	FY ' 22 BUDGET	FY '23 BUDGET	% OF BUDGET	BUDGET VARIANCE FROM FY '22 BUDGET	
					Amount	Percent
REVENUES						
Property Taxes	4,774,797	5,195,869	5,437,951	35.96%	242,082	4.66%
State Support	2,108,100	2,304,532	2,357,776	15.59%	53,244	2.31%
Federal Support	9,021,616	11,822,375	3,255,646	21.53%	-8,566,729	-72.46%
Other Income	512,742	578,545	728,959	4.82%	150,414	26.00%
NJTP Financing	3,229,313	3,340,000	3,340,000	22.09%	0	0.00%
TOTAL REVENUES	19,646,568	23,241,321	15,120,332	100.00%	-8,120,989	-34.94%
EXPENDITURES						
Salaries & Benefits	3,222,359	3,440,348	3,649,482	23.56%	209,134	6.08%
Contracted Services	3,889,032	4,203,978	4,212,258	27.19%	8,280	0.20%
Materials, Supplies & Travel	7,973,159	10,421,045	2,074,202	13.39%	-8,346,843	-80.10%
New Jobs Training	3,213,439	4,167,804	4,188,313	27.04%	20,509	0.49%
Capital Outlay	507,535	1,561,900	1,366,036	8.82%	-195,864	-12.54%
TOTAL EXPENDITURES	18,805,524	23,795,075	15,490,291	100.00%	-8,304,784	-34.90%
FUND BALANCE CHANGE	\$841,044	(\$553,754)	(\$369,959)		183,795	

* Includes New Jobs Training Program, Economic Development, ACE Infrastructure, ACE Projects, Trio Grants, Insurance programs, Title III, early retirement, and miscellaneous grants.

WESTERN IOWA TECH COMMUNITY COLLEGE

AUXILIARY ENTERPRISE FUND

COMPARATIVE INCOME STATEMENT

FISCAL YEAR 2023 BUDGET

	DORMS	BOOKSTORE	PARTS	STUDENT ORGS & CLUBS	OTHER*	TOTAL	% OF BUDGET	FY '22 BUDGET	BUDGET VARIANCE AMOUNT	%
REVENUES										
Sales & Service	\$1,604,000	\$2,105,100	\$180,000	\$0	\$25,000	\$3,914,100	88.84%	\$3,958,600	-\$44,500	-1.12%
Misc'l Income	5,200	15,000	0	129,500	342,100	491,800	11.16%	357,976	\$133,824	37.38%
TOTAL REVENUE	1,609,200	2,120,100	180,000	129,500	367,100	4,405,900	100%	4,316,576	89,324	2.07%
EXPENDITURES										
Salaries & Benefits	261,823	276,286	1,290	0	11,000	550,399	11.95%	505,669	\$44,730	8.85%
Contract Services	662,500	63,625	0	55,500	79,600	861,225	18.70%	618,311	\$242,914	39.29%
Materials/Supplies	7,927	1,687,838	178,710	74,000	176,500	2,124,975	46.14%	2,324,819	-\$199,844	-8.60%
Other Current Exp.	676,950	92,351	0	0	300,000	1,069,301	23.22%	867,777	\$201,524	23.22%
TOTAL EXPENSES	1,609,200	2,120,100	180,000	129,500	567,100	4,605,900	100%	4,316,576	289,324	6.70%
SURPLUS (DEFICIT)	\$0	\$0	\$0	\$0	-\$200,000	-\$200,000		\$0	-\$200,000	

* Includes Voc. Servicing, 125 Plan, Exclusive Agreement, etc.

WESTERN IOWA TECH COMMUNITY COLLEGE

PLANT FUND

FISCAL YEAR 2023 BUDGET

RECEIPTS

Property Taxes	\$2,125,000
Existing Funds	250,000
Technology Fees	1,164,219
Dormitory Transfer	676,950
State Aid for Infrastructure	400,000
Miscellaneous Income	35,000
Other State Support	35,000
Investment Income	<u>30,250</u>

TOTAL REVENUES 4,716,419

DISBURSEMENTS

Technology Fee Expenses	1,164,219
Chiller Replacement Expense	1,000,000
Dormitory Debt Service	676,950
Roofing Replacement Expenditures	630,250
Equipment and Maintenance	600,000
Transfer Expense	250,000
Cherokee Renovation Expense	200,000
Entrance/Parking Lot Expenditures	120,000
Technology Maintenance	<u>75,000</u>

TOTAL DISBURSEMENTS 4,716,419

NET RECEIPTS (DISBURSEMENTS) \$0



Community College



Western Iowa Tech
Community College
4647 Stone Avenue
P.O. Box 5199
Sioux City, IA 51102-5199
712-274-6400
800-352-4649
Fax: 712-274-6412
www.witcc.edu



Cherokee Campus
& Conference Center
Denison Campus
Le Mars Center
Mapleton Center
Sioux City Campus

TO: Dr. Terry A. Murrell, President
FROM: Troy A. Jasman, Vice President of Finance and Administrative Services/Chief Financial Officer/Treasurer
DATE: July 27, 2022
RE: **BANK DEPOSITORIES**

Consistent with Board policy 703.8, Depository of Funds, the attached resolution needs to be updated annually or whenever the College can reasonably foresee that the maximum balance in effect needs to be increased. The Board designates the official College depositories and the maximum amounts which may be kept on deposit at each institution. This resolution is unchanged.

Recommendation:

It is the administrative recommendation that the Board approves the Resolution Naming Depositories listing the maximum balance that may be kept at each financial institution.

RESOLUTION NAMING DEPOSITORIES

RESOLVED, that the Board of Directors of Western Iowa Tech Community College in Woodbury County, Iowa, approves the following list of financial institutions to be depositories of the Western Iowa Tech Community College funds in conformance with all applicable provisions of Iowa Code Chapters 12B and 12C, as amended. The Western Iowa Tech Community College Treasurer is hereby authorized to deposit the Western Iowa Tech Community College funds in amounts not to exceed the maximum approved for each respective financial institution as set out below.

Depository Name	Location of Home Office	Maximum Balance in effect under prior resolution	Maximum Balance in effect under this resolution
Security National Bank	Sioux City, IA	\$25,000,000	\$25,000,000
Wells Fargo Bank, Iowa, N.A.	Des Moines, IA	\$25,000,000	\$25,000,000
Liberty National Bank	Sioux City, IA	\$25,000,000	\$25,000,000
Bankers Trust Company	Des Moines, IA	\$10,000,000	\$10,000,000
Northwest Bank	Spencer, IA	\$10,000,000	\$10,000,000
UMB Bank, N.A.	Kansas City, MO	\$10,000,000	\$10,000,000
American Bank	Le Mars, IA	\$5,000,000	\$5,000,000
Central Bank	Storm Lake, IA	\$5,000,000	\$5,000,000
Cherokee State Bank	Cherokee, IA	\$5,000,000	\$5,000,000
First American Bank	Fort Dodge, IA	\$5,000,000	\$5,000,000
US Bank	Minneapolis, MN	\$5,000,000	\$5,000,000
Prime Bank	Le Mars, IA	\$5,000,000	\$5,000,000
Pioneer Bank	Sergeant Bluff, IA	\$5,000,000	\$5,000,000

CERTIFICATION. I hereby certify that the foregoing is a true and correct copy of a resolution of the Western Iowa Tech Community College (Merged Area XII) adopted at a meeting of said public body, duly called and held on the 8th day of August, 2022, a quorum being present, as said resolution remains of record in the minutes of said meeting, and it is now in full force and effect.

Dated this _____ day of _____, 2022.

 Brenda K. Wright
 Board Secretary

Annual Report Fiscal Year 2022
Balance Sheet AS-15 D - Unaudited

DEPARTMENT OF EDUCATION
Bureau of Community Colleges
Grimes State Office Building
Des Moines, Iowa 50319

Area School Name:
Western Iowa Tech Community College

	Unrestricted General Fund 1	Restricted General Fund 2	Plant Fund 7
<u>Current Assets</u>			
100 Cash (100-129)	1,129,416	104,824	217,946
130 Investments (130-139)	19,520,795	15,464,563	10,351,649
140 Accounts Receivable (140-149)	4,951,628	2,447,943	-
150 Notes Receivable (150-154)	-	-	-
155 Deposits & Prepaid Expenses (155-159)	24,520	2,977,900	-
160 Inventories (160-169)	-	-	-
170 Due from Other Funds (170-179)	786,310	6,205,485	775,000
180 Loans Outstanding (180-189)	-	-	-
Total Current Assets	26,412,669	27,200,715	11,344,595
<u>Fixed Assets</u>			
191 Land			874,885
192 Buildings & Fixed Equipment			86,630,561
193 Other Structures & Improvements			7,562,315
194 Furniture, Machinery & Equipment			18,638,803
196 Capitalized Software Purchased/Developed			-
197 Construction in Progress			-
198 Leased Property under Capital Leases			-
199 Accumulated Depreciation			(57,391,928)
Total Fixed Assets	-	-	56,314,636
TOTAL ASSETS	\$ 26,412,669	\$ 27,200,715	\$ 67,659,231
<u>Liabilities</u>			
201-259 Current Liabilities	20,263,865	4,774,638	1,195,993
260-262 Long Term Liabilities	-	12,540,000	8,752,443
271 Deferred Income	136,850	6,661,875	-
280 Funds Held for Others	-	-	-
Total Liabilities	20,400,715	23,976,513	9,948,436
<u>Fund Balance</u>			
311 Unrestricted	6,011,954	-	2,912,635
312 Net Investment in Plant	-	-	46,604,636
313 Restricted for Specific Purposes	-	3,224,202	8,193,524
Total Fund Balance	6,011,954	3,224,202	57,710,795
TOTAL LIABILITIES & FUND BALANCE	\$ 26,412,669	\$ 27,200,715	\$ 67,659,231



Western Iowa Tech
Community College
4647 Stone Avenue
P.O. Box 5199
Sioux City, IA 51102-5199
712-274-6400
800-352-4649
Fax: 712-274-6412
www.witcc.edu

Cherokee Campus
& Conference Center
Denison Campus
Le Mars Center
Mapleton Center
Sioux City Campus

DATE: July 29, 2022

TO: Dr. Terry Murrell, President

FROM: Troy A. Jasman, Vice President of Finance
and Administrative Services

RE: **CONTINGENCY CHANGE ORDER 003 FOR CHEROKEE
NURSING SIMULATION LAB PROJECT**

Background Information

Attached to this memo is the contingency change order 003 for the Cherokee Nursing Simulation Lab Project with Haselhoff Construction of Cherokee, IA. During the renovation project, the College decided to relocate the fire extinguisher within the renovated area. This will require additional work to skim coat and move the fire extinguisher. This change of \$2,393.86 will decrease the \$50,000.00 contingency amount as set up as part of the original contract.

Administrative Recommendation

It is the Administrative Recommendation that the College approves the contingency change order 003 for \$2,393.86 to Haselhoff Construction of Cherokee, IA to decrease the Cherokee Nursing Simulation Lab Project contingency amount.



AIA Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> SC20161 - WITCC Nursing Renovation Cherokee, Iowa	CONTRACT INFORMATION: Contract For: General Construction Date: 09/16/2021	CHANGE ORDER INFORMATION: Change Order Number: 003 Date: 07/25/2022
OWNER: <i>(Name and address)</i> Western Iowa Tech Community College 4647 Stone Ave. Sioux City, IA 51106	ARCHITECT: <i>(Name and address)</i> CMBA Architects 302 Jones Street, Suite 200 Sioux City, IA 51101	CONTRACTOR: <i>(Name and address)</i> Haselhoff Construction, Inc. 1525 South Second Cherokee, IA 51012

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

ITEM #1 - Add Skim Coat and move fire extinguisher \$2,393.86

Contingency	\$50,000.00
Adjustment	\$2,726.52 CO#1
Adjustment	\$8,161.43 CO#2
Adjustment	\$2,393.86 CO#3

Remaining Contingency Total: \$36,718.19

The original Contract Sum was	\$	560,250.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	560,250.00
The Contract Sum will be unchanged by this Change Order in the amount of	\$	0.00
The new Contract Sum including this Change Order will be	\$	560,250.00

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be unchanged.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>CMBA Architects</u> ARCHITECT <i>(Firm name)</i>	<u>Haselhoff Construction, Inc.</u> CONTRACTOR <i>(Firm name)</i>	<u>Western Iowa Tech Community College</u> OWNER <i>(Firm name)</i>
_____ SIGNATURE	_____ SIGNATURE	_____ SIGNATURE
<u>Brent Koch, Principal</u> PRINTED NAME AND TITLE	<u>Jim Haselhoff, President</u> PRINTED NAME AND TITLE	<u>Dr. Robert Rasmus, Board President</u> PRINTED NAME AND TITLE
<u>03/23/2022</u> DATE	<u>03/23/2022</u> DATE	<u>03/23/2022</u> DATE

Western Iowa Tech Community College
Board of Directors
2023 Board Meeting and Conference Schedule

January 9, 2023 2 nd Monday	4:00 pm - Virtual WITCC Board Meeting
February 5-8	Association of Community College Trustees National Legislative Summit in Washington, D.C.
February 13 2 nd Monday	1:00 pm – WITCC Board Retreat 4:00 pm – Regular WITCC Board Meeting
February 27 February 28	5:00 pm – Phi Theta Kappa Recognition Event 7:30 am – Community College Day on the Hill
March 13 2 nd Monday	4:00 pm – Regular WITCC Board Meeting
April 10 2 nd Monday	3:00 pm – Community Activity at WITCC in Cherokee 4:00 pm – Regular WITCC Board Meeting in Cherokee
May 8 2 nd Monday	4:00 pm – Regular WITCC Board Meeting 5:30 pm – Dinner at WITCC honoring retirees
June 12 2 nd Monday	4:00 pm – Regular WITCC Board Meeting 5:00 pm – NWAEA/WITCC/NCC Joint Meeting (NCC Host)
July 10 2 nd Monday	4:00 pm – Regular WITCC Board Meeting
July 20-22	Iowa Association of Community College Trustees Annual Conference in Sioux City, IA (to make up for COVID)
August 14 2 nd Monday	4:00 pm – Regular WITCC Board Meeting
September 11	3:00 pm – Community Activity at WITCC in Mapleton 4:00 pm – Regular WITCC Board Meeting
October 9-12	Association of Community College Trustees Leadership Congress in Las Vegas, NV
October 16 3 rd Monday (due to ACCT)	2:00 pm – WITCC Board Retreat 4:00 pm – Regular WITCC Board Meeting
November 13 2 nd Monday	2:00 pm – WITCC Board Retreat 4:00 pm – Regular WITCC Board Meeting 5:30 pm – Business/Legislative Forum
December 11 2 nd Monday	4:00 pm – Regular WITCC Board Meeting

WITCC in the News

AUG-22-21

Tool Box Program:

<https://www.kwit.org/podcast/spm-news-english/2022-08-02/toolbox-program-builds-strong-foundation-and-breaks-gender-barriers>

<https://www.kwit.org/podcast/the-exchange/2022-07-22/two-historical-digs-tells-us-about-our-past-in-siouxland-gearing-up-for-ragbrai-in-sgt-bluff-interim-sccs-sup-rod-earlyine-talks-about-training-for-the-trades-chief-standing-bear-honored-in-lincoln>

Spring Graduates

<https://www.stormlake.com/articles/area-students-graduate-32/>

Honor Roll

<https://www.chronicletimes.com/articles/community-news/student-news/>

Cherokee Minecraft Camp

<https://www.chronicletimes.com/articles/local-news/book-it-library-witcc-partner-in-minecraft-camp/>

UNI Partnership

<https://www.kwit.org/spm-news-english/2022-07-28/western-iowa-tech-and-other-iowa-community-colleges-partner-with-the-university-of-northern-iowa-to-help-local-students-earn-four-year-degrees>

https://www.communitynewspapergroup.com/oelwein_daily_register/lifestyle/uni-launches-statewide-initiative-uni-iacc/article_436194ef-575e-576a-b206-96a3421bda89.html

<https://www.siouxlandproud.com/news/local-news/university-of-northern-iowa-announces-program-to-help-iowans-find-high-demand-jobs/>

Brief Reference–

<http://today.ku.edu/2022/08/02/ku-center-secures-2-point-37m-college-assistance-migrant-program>

<https://www.thefencepost.com/people/fike-named-advisor-of-the-year/>

<https://uihumanitiesforthepublicgood.com/2022/07/25/lets-paint-murals-in-iowa-city-childcare-centers%ef%bf%bc/>

J1:

<https://www.thecollegefix.com/international-students-forced-to-work-in-dog-food-factory-federal-lawsuit/>

<https://dailycaller.com/2022/07/20/lawsuit-community-college-foreign-students-work-dog-food-factory/>

<https://www.bizpacreview.com/2022/07/21/lawsuit-claims-us-community-college-forced-foreign-students-to-work-in-dog-food-factory-1264135/>

<https://dailyheadlineslive.com/economy/court-case-foreign-students-hired-by-a-college-to-work-at-a-dog-food-factory/>

<https://www.breitbart.com/economy/2022/07/22/lawsuit-says-students-with-j-1-visas-forced-to-work-with-dog-food/>

www.DBRnews.com | Volume 154 Issue 30 | Friday, July 29, 2022 | \$2⁰⁰ each

Three-week Verizon Innovative Learners Camp concludes at WITCC

STEM concepts taught to 75 Denison students

by Dan Mundt

Seventy-five Denison students going into 6th, 7th and 8th grades spent the last three weeks attending a free technology camp on the Denison campus of Western Iowa Tech Community College (WITCC).

"Verizon and the National Association for Community College Entrepreneurship have partnered to create a project-based STEM (science, technology, engineering and mathematics) learning program, which is what we call Verizon Innovative Learners Camp," said Jessica Garcia, director of the WITCC Denison Campus and Southern Service Area.

The camp ran Monday through Thursday from 8:30 a.m. to 3:30 p.m. for three weeks, and ended on Thursday of this week.

The students spent time in four different classrooms. "One of them is 'Artificial Intelligence and Robotics,' - taught by John Torrey, who teaches at Denison Middle School," Garcia said.

Students in that class programmed robots to recognize colors, master obstacle courses, fire catapults and retrieve objects.

"The second classroom is called 'Digital Product Innovations' - it's a very fancy title for 3D printing," Garcia said. "They use a program called CoSpaces to design models that they can send to the 3D printer."

That class was taught by Nicole Hagemann, who is a fifth grade teacher at Broadway Elementary.

Scott Meyer, a Denison Middle School teacher, taught "Immersive Media."

"That is focused around coding virtual reality for games and movies," Garcia said.

One of the projects had students decide how to save the world as a student superhero.

They coded the characters and storyline and created a virtual reality video.

"Smart Solutions" was the fourth class, taught by Denison native Britney Fredericks.

"In that one, they work on programming micro:bits (a small computer that helps students learn how to make software and hardware work together); it's more coding-based," Garcia said.

Another section of the camp offered mentoring in ethical concerns and goal-setting.

The camp has taken place at the WITCC Sioux City campus since 2017; this is the first year it was offered in Denison.

"When they first started it, the camp was only for female students," Garcia said. "They were trying to encourage more females to go into STEM-related fields surrounding technology and mathematics."

Some of the projects that have been completed during the camp...



Future architects and contractors

Ava Hoffmann and Joanna Campbell took up the library's invitation to "Bee" at the children's library at Norelius Community College. The children and adults who came to the library at Norelius Community College learned how animals build their homes. Then they built their Lego structures. At the end of the camp, they took a free coloring and activity book, "Bee an Architect," provided by the Iowa Architects. Ava and Joanna live in Manning. They were staying several days in Manning with Ava's grandmother and Joanna's great aunt. Photo by Gordon Wolf.



This bridge has been used by the Iowa DOT for 40 to 50 years during construction by Crawford County and will be transported here to be used to replace several bridges in Crawford County.

VERIZON CAMP AT WITCC, from Page 1

The guidance counselors and teachers at both schools were asked to nominate students for the camp.

"We ended up with about 115 nominations," she said.

Out of those, 85 students registered for the camp.

"I got permission from Verizon in Sioux City to run it with 85 but when things started shaking out and people started looking at their schedules, we ended up with exactly 75 students," Garcia said.

Cory Schmadeke, director of transportation for the Denison Community Schools District, organized transportation in the mornings and afternoons for the students.

"That was important for a lot of families that weren't able to get their kiddos to camp," Garcia said.

Denison restaurants Pizza Ranch, El Jilador, McDonald's, and Subway provided meals at reduced prices for the camp.

"They discounted their normal prices, a lot, because they want to give back to a program that's helping kids," she said.

About a half-dozen people offered their services to the camp as mentors and organizers.

Garcia said the past three weeks have been a whirlwind, but the students had a lot of fun.

"They did their post-camp surveys today (Wednesday) and a lot of them

were sad that they had to do their survey because they knew there was only one day left of camp," she said.

The camp taught the students about STEM – and also sparked their interest in WITCC.

"They saw adult students coming in and asking questions and looking for things," Garcia said. "It's good for them to see what we do out here with the college."

She intends to offer the camp again

next year if the grant funds remain available.

"Now that we've offered it once, we're on the list to be able to do it again next summer," she said. "We'll build on what we did this time."



Students in the Verizon Innovative Learners Camp sit still for a minute or two in front of the entrance to the Denison campus of Western Iowa Tech Community College on Wednesday. The students in the camp worked on projects related to STEM (science, technology, engineering and mathematics). Photo by Dan Mundy

They coded the characters, and storyline and created a virtual reality video.

"Smart Solutions" was the fourth class, taught by Denison native Brittney Fredericks.

"In that one, they work on programming micro:bits (a small computer that helps students learn how to make software and hardware work together); it's more coding-based," Garcia said.

Another section of the camp offered mentoring in ethical concerns and goal-setting.

The camp has taken place at the WITCC Sioux City campus since 2017; this is the first year it was offered in Denison.

"When they first started it, the camp was only for female students," Garcia said. "They were trying to encourage more females to go into STEM-related fields surrounding technology and mathematics."

This is the first year that boys could take the camp.

"Each college that decides to participate gets a grant so they can offer the program to 150 students," she said.

Christina Brandon, Associate Dean of Recruitment at WITCC in Sioux City, has been running the camp there.

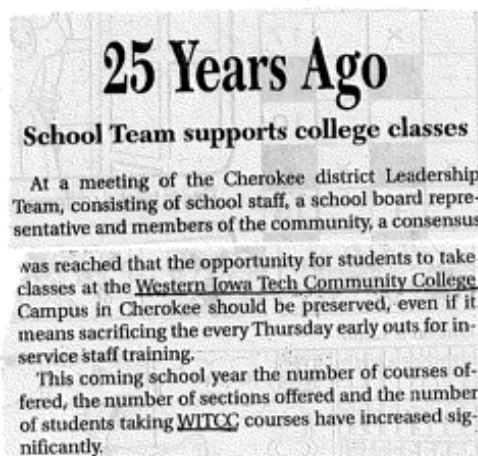
"She reached out to me to see if we would like to split the grant this year and each do a camp of 75 students," Garcia said. "I jumped on the opportunity to be able to bring this STEM camp to the Denison area for the summer."

Garcia worked with Principal Trevor Urich at Broadway Elementary and Principal Patti Ryan at Denison Middle School to identify students to invite to the camp.

"They let me come in and talk to the kids about the opportunity to come to this camp," Garcia said. "We showed them some of the things they'd get to play with."

Cherokee Chronicle Times, page number 5

Date Wednesday, July 27, 2022



Cherokee Chronicle Times, page number 5
Date July 20, 2022

25 Years Ago

Cherokee Schools amend early out schedule

In a special meeting on Thursday, the District Leadership Team met at Western Iowa Tech Community College to discuss recommendations and the schedule of students attending classes at the college caused a solution to be attained for the upcoming school year.

"We will have 110 students taking classes at the college next year and the new WIT schedule has classes running throughout the day, when they just ran the morning last year," said Cherokee superintendent Marlin Lode. "Combining the new schedule with our early outs, we would have had the possibility of some kids missing entire classes, since we shorten the periods on Thursday. Having kids miss an entire class was unacceptable, so we are taking the recommendation to the board to let out early one half day each month, instead of every Thursday for an hour. We will meet less often, but will be there for a longer period of time."

Cherokee Chronicle Times, page number 2

Date July 13, 2022

WITCC Spring 2022 Honor Roll

Western Iowa Tech Community College (WITCC) is pleased to announce the President's List, full-time students who earned 12 or more credit hours and achieved a 4.0 grade point average during the 2022 spring semester.

- Shelle Brooks, Cherokee
- Eli Kolpin, Aurelia
- Cally Lindquist, Cherokee
- Nicholas Seaton, Correctionville

Western Iowa Tech Community College (WITCC) is pleased to announce the Dean's List, full-time students who earned 12 or more credit hours and achieved a 3.5-3.99 grade point average during the 2022 spring semester.

- Reagan Bahrke, Correctionville
- Beau Beaubien, Correctionville
- Beldina Djiodjo, Cherokee
- Nathan Grote, Cherokee
- Ariana Meza, Correctionville
- Samuel Sherkenbach, Aurelia

Cherokee Chronicle Times, page number Front & Page 3

Date July 6th, 2022

Book it ... Library, WITCC partner in Minecraft Camp

BY ERIN RYDGREN

During the week of June 13, the Cherokee Public Library and Western Iowa Tech Community College partnered for a four-day Minecraft camp for kids in sixth, seventh and eighth grades.

Students registered for Camp R.E.A.D. (Redstone, Engineering and Design) and were provided with this opportunity to not only play a popular video game, but to incorporate real-life applications in technology, design,

problem solving and presentation skills.

Attendees spent their week at WITCC under the tutelage of Library Director Tyler Hahn, along with WITCC staff and guest presenters such as Sanford Museum's Educator Kerisa Pingel who provided the students with a session on rocks and minerals. Exploring over two dozen samples with the group, Pingel explained their origins and various geological tests that experts draw from in order to determine

CAMP: Students learn about careers

Continued from page one

in-game reflected the lessons of the day and served as a vehicle for exploring almost two dozen different careers. Many of those careers are tied to several WITCC programs including nursing, CNA, welding, paramedic/EMT, graphic design, and coaching.

WITCC's nursing instructor Connie Nelson was on hand to explore CNA professional skills. The students were taught to record vitals such as height, weight, blood pressure, temperature and oxygen saturation. The students also toured an ambulance and spoke via Zoom with a professional graphic designer, which was incredibly exciting for them. "I finally know what I want to do is called!" raved one enthusiastic student.

Hahn is a highly respected educator in the world of E-sports. A former NASEF (North America Scholastic Esports Federation) fellow and one of Iowa's STEM Gems, he is a vocal advocate for connected learning and college career

awareness services using video games as an avenue to reach middle school students.

Dr. Darla Struck, the director for the Cherokee Campus and Northern Service Area, couldn't speak highly enough of both Hahn and the Minecraft camp.

"We are lucky to have Tyler. He's so knowledgeable and the kids really enjoy learning from him." Struck also confirmed that they would be offering this type of camp again. "It's really important and the kids are learning so much," added Struck. "We are fortunate to have such capable staff like CNA Instructor Connie Nelson, and Talent Search Education Coordinator Dori Claycamp volunteering to assist in this valuable educational event. Our facility is perfect for such a camp."