



WESTERN IOWA TECH COMMUNITY COLLEGE BOARD MEETING

Date: February 13, 2023

Time: 2:00 PM

Location: WITCC Campus –Sioux City, Iowa

Retreat 3:00 – 5:00 PM

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 | Carmen Wilson, Associate Dean – Corporate College

Item	Presenter
I. Call Meeting to Order	Russ Wray
II. Roll Call of Directors	Brenda Wright
III. Oral Communications	
IV. Written Communications	
V. Consent Items	
A. The minutes of the regular Board of Directors meeting held January 9, 2023	
B. The Financial Report for January 2023 in addendum FEB-23-1, pages 1-7	
C. A list of General Fund bills in addendum FEB-23-2, pages 8-28. Additional bills may be presented at the Board Meeting.	

Item	Presenter
D. The Personnel Report Regular Appointments in addendum FEB-23-3a, pages 29-30. The Community and Continuing Education instructor list in addendum FEB-23-3b, pages 31. Additional Personnel Report may be presented at the meeting.	
E. Application and Certificate for Payment #6 in the amount of \$2,000.00 to HCI Construction for Water Curtain Project in addendum FEB-23-4, pages 32-33	
F. Application and Certificate for Payment #1 in the amount of \$55,901.80 for the Bookstore Relocation Project in addendum FEB-23-5 pages 34-36	
<i>Motion needed for Consent Items</i>	
VI. Administrative Reports	
A. 23 Spring Semester Credit Enrollment Report in addendum FEB-23-6, pages 37-42	Tawnya Beermann Christina Brandon
B. Microsoft O365 A5 License Cyber Security Purchase Request in addendum FEB-23-7, page 43 <i>Motion Needed</i>	Christina Brandon Mike Logan
C. Arts and Sciences Transfer Outcomes Report in addendum FEB-23-8, pages 44	Juline Albert Sima Dabir Lisa Bryan
D. Student Outcomes Comparison (IPEDS) Report in addendum FEB-23-9, pages 45-46	Juline Albert Erin Volk
E. University of Northern Iowa – Memorandum of Understanding in addendum FEB-23-10, pages 47-51 <i>Motion Needed</i>	Juline Albert
F. Future Ready Iowa Programs in addendum FEB-23-11, pages 52-53 <i>Motion Needed</i>	Juline Albert
G. Published Budget in addendum FEB-23-12, pages 54-59 <i>Motion Needed</i>	Troy Jasman
H. Statewide Comparison of Percentage of Revenue and Expenditures in addendum FEB-23-13, pages 60-61	Troy Jasman
I. Vehicle Purchase Request in addendum FEB-23-14 page 62 <i>Motion Needed</i>	Troy Jasman
J. College Bleacher Purchase Request in addendum FEB-23-15, page 63 <i>Motion Needed</i>	Troy Jasman
K. 260E Preliminary Agreement for Perdue Specialty Meats Co. in addendum FEB 23 16, pages 64-70 <i>Motion Needed</i>	Troy Jasman Carmen Wilson
L. 260E Preliminary Agreement for Wells Enterprises, Inc. in addendum FEB 23 17, pages 71-77 <i>Motion Needed</i>	Troy Jasman Carmen Wilson
M. Annual Diversity and Inclusion Report in addendum FEB-23-18, pages 78-80	Terry Murrell Revathi Vongsiprasom LaShawna Moyle

Item	Presenter
N. Community Colleges for Iowa Report in addendum FEB-23-19, pages 81-83	Derrick Franck
O. President Report 1. Legislative Update 2. WITCC In the News in addendum FEB-23-20, pages 84-87 3. Other	Terry Murrell
VII. Unfinished Business	
A. Individual Board Member comments	
B. Healthy Relationships Event – February 14, 10:30 – 12:00 - Cargill	
C. March 13, 2023, Board of Directors meeting will be held on the WITCC Sioux City Campus.	
D. April 10, 2023, Board of Directors meeting will be held on the WITCC Denison Campus a. Community Event – 3:00 pm b. Board Meeting – 4:00 pm	
For more information about Student Activities on Campus, check out the Campus Calendar here	
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

WESTERN IOWA TECH COMMUNITY COLLEGE

BOARD RETREAT

Date: Monday, February 13, 2023

Time: 3:00 pm

Location: WITCC Campus – 4647 Stone Avenue, Sioux City, IA, Wells Fargo Conference Room

Board Members

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

Terry Murrell, College President | Brenda Wright, Board Secretary

Item	Presenter
I. Call Meeting to Order	Russell Wray
II. Roll Call of Directors	Brenda Wright
III. Administrative Reports	
A. Board Comments	Board Members
B. College President Comments	Terry Murrell
C. 2023 Election	
a. Blanca Martinez (District III)	
b. Linnea Fletcher (District IV)	
c. Jeremy Ogle (District VI)	
d. Derrick Franck (District IX)	
D. Executive Session, Personnel Matter, Chapter 21.5 (I.i.), Code of Iowa 2019	
IV. Adjournment	
<i>Motion Needed</i>	

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WESTERN IOWA **TECH** VALUES



WESTERN IOWA TECH COMMUNITY COLLEGE

BOARD MEETING

Date: January 9, 2023

Time: 4:00 pm

Location: WITCC Campus –Sioux City, Iowa

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 | Linnea Fletcher | Jeremy Ogle | Derrick Franck

Brenda Wright, Board Secretary

Absent: Blanca Martinez and Al Aymar

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:

Kyle Hueser, Director of Physical Plant and College Safety | Laura Tabbert, College Now Administrative Program Coordinator | Carmen Wilson, Associate Dean, Corporate College

Item

Meeting was called to order by Russell Wray at 4:00 pm.

Roll Call of Directors was taken by Brenda Wright

Russell Wray opened the Public Hearing for comments. Parking Lots 5 & 6 Paving Improvements – was published in Sioux City Journal on December 8, 2022. No comments.

Written Communications received from the Hall family and the Community Action Agency.

Consent Items were reviewed. Neal Adler made a motion and it was seconded by Jeremy Ogle. Derrick Franck abstained from the travel expense payment.

Troy Jasman and Kyle Hueser presented the report on Projects/Facilities Year-in-Review. Lots of changes over the past year. We are looking forward to the upcoming year's changes.

Troy Jasman and Laura Tabbert presented two College Now Contracts for two high schools not in our area. We have received approval from each of those community colleges to proceed with these high schools. Derrick Franck made a motion to approve and it was seconded by Neal Adler. All were in favor and the motion was carried.

Troy Jasman and Carmel Wilson presented a 260E Preliminary Agreement with Nor-Am Cold Storage. They plan to expand in Cherokee. Tricia Sutherland made a motion to approve and it was seconded by Linnea Fletcher. All in favor and motion was carried.

Item

Derrick Franck reported that the Community Colleges for Iowa Board has not met and will have an updated next month.


Juline Albert reported for Terry Murrell's President Report. Our next board meeting will be at 2:00 pm instead of 4:00. We will have the retreat immediately after the board meeting.

Tricia Sutherland made a motion to adjourn and it was seconded by Linnea Fletcher. All were in favor. Meeting adjourned by 4:10 pm.

Russell Wray, Board President

Brenda Wright, Board Secretary

TO: Dr. Terry A. Murrell, President

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

DATE: February 7, 2023

RE: **JANUARY 2023 FINANCIAL HIGHLIGHTS**

Executive Summary

General Fund revenues totaled \$8.3 million for the month of January and reflect the spring semester enrollment. Year to date revenues at \$26.5 million were \$26K or 0.1% lower than the prior year after seven months. Year to date revenues at 73% of the annual budget are lower than the previous year as a percentage of budget and in actual dollars after seven months (58% of the year). The decrease in revenue is mainly attributable to the growth in tuition and fee revenue as well as the increase in State General Aid less the previous year federal backfill monies recorded in the transfer revenue line. General Fund expenditures totaled \$3.3 million for the month and \$19.5 million year to date, which is 54% of the annual budget. As a result, the College's financial position lags that of the previous year with a decrease in the fund balance change from the prior year of \$479K.

Restricted Fund activity for the month of January was routine. The increase in revenue of \$580K is due to additional Local Support, State Support, Federal Support and New Jobs Training Program revenue. Expenditures for the month reflect the expenditures related to the various grant programs.

Plant Fund activity for the month of January included inter-fund transfers (revenue). The technology transfer provides for the technology needs of the College as well as the laptop computer initiative with funding coming from the student technology fee. Expenditures as a whole increased \$143K mainly related to equipment and facility improvement projects.

Auxiliary Enterprise operations in January include spring semester sales and services specific to the bookstore and dormitory operations. Total revenues for the month increased \$1.2 million while expenditures increased \$632K. Overall, the Auxiliary operations in January show a slight increase in the fund balance change from the prior year of \$11K.

Cash receipts included tuition and fees, Pell, student loans, bookstore and dormitory payments all related to the start of the spring semester. Cash and investments on a consolidated basis totaled \$48.9 million at January 31, 2023. The College's investment portfolio's overall yield at 1.87% was virtually unchanged from the 1.88% of the previous month.

Western Iowa Tech Community College
 Unrestricted Fund Income Statement
 For the Seven Month Period Ending January 31, 2023

	<u>Current Year</u>			<u>Prior Year</u>		
	FY2023 Budget	YTD Actual	% of Budget	FY2022 Budget	YTD Actual	% of Budget
REVENUES						
Student Fees	\$2,945,000	\$2,733,296	93%	\$2,971,000	\$2,536,557	85%
Tuition	14,025,000	12,850,948	92%	13,571,500	12,302,206	91%
Local Support	2,125,000	1,254,709	59%	2,050,000	1,198,436	58%
State Support	12,361,796	7,209,533	58%	11,993,091	6,994,961	58%
Federal Support	268,502	166,261	62%	263,684	251,941	96%
Sales & Services	215,000	138,511	64%	204,500	131,886	64%
Other Income	4,196,399	2,162,236	52%	4,384,625	3,125,363	71%
Total Income	\$36,136,697	\$26,515,494	73%	\$35,438,400	\$26,541,350	75%
EXPENDITURES						
Salaries & Related Costs	\$26,064,952	\$13,437,812	52%	\$25,150,943	\$12,822,038	51%
Services	5,584,375	3,378,244	60%	5,736,110	3,301,927	58%
Materials, Supplies & Travel	2,431,151	1,094,953	45%	2,363,710	1,332,365	56%
Other Current Expenditures	2,049,719	1,599,707	78%	2,181,137	1,604,129	74%
Capital Outlay	6,500	3,761	58%	6,500	1,265	19%
Total Direct Expense	\$36,136,697	\$19,514,477	54%	\$35,438,400	\$19,061,724	54%
Fund Balance Change	\$0	\$7,001,017		\$0	\$7,479,626	

58% of Year

Western Iowa Tech Community College
 Restricted Fund Income Statement
 For the Seven Month Period Ending January 31, 2023

	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	3,178,380	58%	5,195,869	3,034,441	58%
State Support	2,357,776	1,613,489	68%	2,304,532	1,555,835	68%
Federal Support	3,255,646	2,680,524	82%	11,822,375	9,569,017	81%
Other Income	728,959	331,106	45%	578,545	88,583	15%
New Jobs Training Program	3,340,000	1,651,089	49%	3,340,000	1,540,211	46%
Total Income	\$15,120,332	\$9,454,588	63%	\$23,241,321	\$15,788,087	68%
EXPENDITURES						
Salaries & Related Costs	\$3,649,482	\$1,981,066	54%	\$3,440,348	\$1,957,187	57%
Services	4,212,258	2,023,974	48%	4,203,978	1,490,725	35%
Materials, Supplies & Travel	2,074,202	441,593	21%	10,421,045	1,406,939	14%
Other Current Expenditures	0	1,859,391	-	0	7,112,211	-
New Jobs Training Program	4,188,313	365,173	9%	4,167,804	414,067	10%
Capital Outlay	1,366,036	355,720	26%	1,561,900	853,900	55%
Total Direct Expense	\$15,490,291	\$7,026,917	45%	\$23,795,075	\$13,235,029	56%
Fund Balance Change	(\$369,959)	\$2,427,671		(\$553,754)	\$2,553,058	

58% of Year

Western Iowa Tech Community College
Plant Fund Income Statement
For the Seven Month Period Ending January 31, 2023

	Current Year			Prior Year		
	FY2023 Budget	YTD Actual	% of Budget	FY2022 Budget	YTD Actual	% of Budget
REVENUES						
Property Taxes	\$2,125,000	\$1,254,709	59%	\$2,050,000	\$1,198,436	58%
Interest Income	30,250	80,416	266%	26,000	19,584	75%
Other Income	2,311,169	1,848,743	80%	2,561,332	1,903,207	74%
Total Income	\$4,466,419	\$3,183,868	71%	\$4,637,332	\$3,121,227	67%
EXPENDITURES						
Equipment	\$1,471,219	\$583,947	40%	\$1,594,137	\$876,854	55%
Buildings	1,830,250	269,785	15%	3,125,000	105,859	3%
Maintenance, Repairs & Supplies	35,000	16,251	46%	0	42,756	
Structural Improvements	120,000	474,324	395%	100,000	1,181,495	1,181%
Professional Services	583,000	188,112	32%	475,000	248,045	52%
Other Expenses	0	0		0	0	
Interest/Debt Service	676,950	106,750	16%	678,777	126,656	19%
Total Direct Expense	\$4,716,419	\$1,639,169	35%	\$5,972,914	\$2,581,665	43%
Fund Balance Change	(\$250,000)	\$1,544,699		(\$1,335,582)	\$539,562	

58% 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 Seven Months Ending January 31, 2023

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	\$1,490,548	\$1,523,056	\$187,984	\$0	\$33,557	\$3,235,145	\$3,181,321
Miscellaneous	17,823	6,282	0	331,475	342,346	\$697,926	490,392
Total Revenues	<u>\$1,508,371</u>	<u>\$1,529,338</u>	<u>\$187,984</u>	<u>\$331,475</u>	<u>\$375,903</u>	<u>\$3,933,071</u>	<u>\$3,671,713</u>
EXPENDITURES							
Salaries & Related Costs	\$157,306	\$139,515	\$684	\$0	\$10,501	\$308,006	\$216,998
Service Expenditures	401,844	29,278	0	106,074	27,104	\$564,300	543,436
Materials & Supplies	8,074	1,253	14,995	131,807	32,482	\$188,611	104,078
Cost of Goods Sold	0	1,185,037	174,715	0	0	\$1,359,752	1,342,011
Utilities	0	0	0	0	0	\$0	0
Other Current Expenditures	393,305	0	0	20,044	23,629	\$436,978	400,639
Total Expenditures	<u>\$960,529</u>	<u>\$1,355,083</u>	<u>\$190,394</u>	<u>\$257,925</u>	<u>\$93,716</u>	<u>\$2,857,647</u>	<u>\$2,607,162</u>
Fund Balance Change	<u>\$547,842</u>	<u>\$174,255</u>	<u>(\$2,410)</u>	<u>\$73,550</u>	<u>\$282,187</u>	<u>\$1,075,424</u>	<u>\$1,064,551</u>
Prior Year	\$552,461	\$189,692	(\$4,879)	\$72,882	\$254,395	\$1,064,551	

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

**WESTERN IOWA TECH COMMUNITY COLLEGE
STATEMENT OF RECEIPTS AND DISBURSEMENTS
JANUARY 2023**

	<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 (01/01/2023)	\$19,021,233	\$8,718	\$366,814	\$11,832,704	\$16,328,384	\$47,557,853
Receipts	3,476,198	\$553,132	4,013	182,185	1,248,285	5,463,812
TOTAL FUNDS AVAILABLE	\$22,497,431	\$561,850	\$370,827	\$12,014,889	\$17,576,668	53,021,665
DISBURSEMENTS						
Board Report	\$3,426,345	\$555,367	\$0	\$61,179	\$40,617	\$4,083,507
Dorm Revenue Bond Payment				0		0
Transfers to Operating Fund						0
Approved Previous Meeting				63,093		63,093
TOTAL DISBURSEMENTS	\$3,426,345	\$555,367	\$0	\$124,272	\$40,617	\$4,146,600
ENDING BALANCE (01/31/2023)	\$19,071,086	\$6,483	\$370,827	\$11,890,617	\$17,536,052	\$48,875,065

WESTERN IOWA TECH COMMUNITY COLLEGE
INVESTMENT STATUS
JANUARY 31, 2023

Investment	Bank	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Totals	Current Rate
Checking	Security National	\$487,638					\$487,638	0.00%
Interest Checking	Security National		6,483				6,483	0.08%
Repurchase Agreement	Security National	5,904,261					5,904,261	1.49%
Certificate of Deposit	Central Bank	1,086,101					1,086,101	4.00%
Money Market	Northwest Bank	404,494					404,494	0.20%
Money Market	Liberty National Bank	10,371,310					10,371,310	2.20%
Money Market	Pioneer Bank	104,126					104,126	0.60%
Money Market	Liberty National Bank				11,518,586		11,518,586	2.20%
Checking	Cherokee State Bank	\$5,322					5,322	0.00%
Checking	Wells Fargo	\$20,469					20,469	1.65%
Checking	Wells Fargo			370,827	18,656	1,788,908	2,178,390	1.65%
Checking	Wells Fargo					1,078,300	1,078,300	0.70%
Repurchase Agreement	Security National				237,930	14,668,844	14,906,774	1.49%
Dorm Revenue Bond Funds	UMB Bank	687,365			115,446		802,811	4.22%
Total Cash & Investments		\$19,071,086	\$6,483	\$370,827	\$11,890,617	\$17,536,052	\$48,875,065	1.87%
Interest Earnings YTD		\$102,519	\$12	\$0	\$80,416	\$53,749	\$236,696	

WESTERN IOWA TECH COMMUNITY COLLEGE

Bills to be approved at the board meeting February 13, 2023

JANUARY 2023

	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Total
Warrants	\$ 3,430,655.11	\$ 555,366.64		\$ 61,179.00	\$ 40,616.50	\$ 4,087,817.25
Cancelled warrants	(4,310.00)					\$ (4,310.00)
Subtotal	3,426,345.11	555,366.64	-	61,179.00	40,616.50	\$ 4,083,507.25
Estimated amount	\$ 688,875.00					\$ 688,875.00
Total	\$ 4,115,220.11	\$ 555,366.64	\$ -	\$ 61,179.00	\$ 40,616.50	\$ 4,772,382.25

Western Iowa Tech Community College
Board Approval
General & Auxiliary
2/1/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/28/2023	Wells Fargo Bank	\$1,426,262.52	CASH IN BANK-PAYROLL
1/5/2023	Frontier Communications	\$356.78	COMMUNICATION
1/19/2023	Frontier Communications	\$163.63	COMMUNICATION
1/26/2023	Frontier Communications	\$391.53	COMMUNICATION
1/12/2023	Iowa Communications Network	\$5,699.93	COMMUNICATION
1/5/2023	Qwest Corporation	\$476.16	COMMUNICATION
1/12/2023	Qwest Corporation	\$340.62	COMMUNICATION
1/26/2023	Qwest Corporation	\$479.04	COMMUNICATION
1/5/2023	Burke Engineering Sales	\$220.80	CONSTRUCTION SUPPLIES
1/26/2023	Burke Engineering Sales	\$1,037.15	CONSTRUCTION SUPPLIES
1/5/2023	Consolidated Electrical	\$3,748.00	CONSTRUCTION SUPPLIES
1/5/2023	Dakwa Incorporated	\$141.78	CONSTRUCTION SUPPLIES
1/12/2023	Electrical Automation LLC	\$1,947.50	CONSTRUCTION SUPPLIES
1/12/2023	Electrical Automation LLC	\$8,681.81	CONSTRUCTION SUPPLIES
1/5/2023	Menards Inc	\$160.82	CONSTRUCTION SUPPLIES
1/5/2023	Menards Inc	\$9.98	CONSTRUCTION SUPPLIES
1/5/2023	Menards Inc	\$139.76	CONSTRUCTION SUPPLIES
1/12/2023	Menards Inc	\$150.99	CONSTRUCTION SUPPLIES
1/19/2023	Menards Inc	\$184.53	CONSTRUCTION SUPPLIES
1/12/2023	Sherwin Williams	\$402.99	CONSTRUCTION SUPPLIES
1/5/2023	Sioux City Winnelson	\$573.60	CONSTRUCTION SUPPLIES

Western Iowa Tech Community College
Board Approval
General & Auxiliary
2/1/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/12/2023	Sioux City Winnelson	\$104.12	CONSTRUCTION SUPPLIES
1/19/2023	Sioux City Winnelson	\$242.40	CONSTRUCTION SUPPLIES
1/5/2023	Van Meter Industrial Inc	\$390.45	CONSTRUCTION SUPPLIES
1/5/2023	ACI Payments Inc	\$3,550.32	CONTRACTED SERVICES
1/12/2023	ACI Payments Inc	\$2,197.23	CONTRACTED SERVICES
1/26/2023	BankMobile Technologies Inc	\$97.15	CONTRACTED SERVICES
1/5/2023	Brown Underground Inc	\$284.00	CONTRACTED SERVICES
1/12/2023	Brown Underground Inc	\$405.00	CONTRACTED SERVICES
1/12/2023	John T. Burow	\$2,560.00	CONTRACTED SERVICES
1/12/2023	CHN Garbage Service Inc	\$67.50	CONTRACTED SERVICES
1/5/2023	Ecwise Recycling LLC	\$100.00	CONTRACTED SERVICES
1/19/2023	Jeremy A. Farley	\$181.50	CONTRACTED SERVICES
1/19/2023	Gill Hauling Inc	\$3,235.44	CONTRACTED SERVICES
1/28/2023	HealthEquity Inc	\$80.00	CONTRACTED SERVICES
1/12/2023	IMKO Enterprises Inc	\$3,608.75	CONTRACTED SERVICES
1/12/2023	IMKO Enterprises Inc	\$28,703.53	CONTRACTED SERVICES
1/12/2023	IMKO Enterprises Inc	\$1,918.20	CONTRACTED SERVICES
1/12/2023	IMKO Enterprises Inc	\$2,517.64	CONTRACTED SERVICES
1/19/2023	Iowa Association of Community	\$5,000.00	CONTRACTED SERVICES
1/5/2023	Johnshoy Landscaping LLC	\$220.00	CONTRACTED SERVICES
1/19/2023	Johnshoy Landscaping LLC	\$440.00	CONTRACTED SERVICES

Western Iowa Tech Community College
Board Approval
General & Auxiliary
2/1/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/5/2023	Kilowatt Inc	\$2,304.72	CONTRACTED SERVICES
1/5/2023	Lindblom Services Inc	\$120.00	CONTRACTED SERVICES
1/12/2023	Lindblom Services Inc	\$426.00	CONTRACTED SERVICES
1/5/2023	Panefully Clear Window Service	\$3,343.00	CONTRACTED SERVICES
1/12/2023	Pathful Inc	\$4,300.00	CONTRACTED SERVICES
1/5/2023	Plunketts Pest Control Inc	\$117.00	CONTRACTED SERVICES
1/19/2023	Rentokil North America	\$45.00	CONTRACTED SERVICES
1/19/2023	Rentokil North America	\$323.80	CONTRACTED SERVICES
1/26/2023	Rentokil North America	\$3,674.80	CONTRACTED SERVICES
1/5/2023	Thomas M. Rice	\$1,200.00	CONTRACTED SERVICES
1/19/2023	Safety Kleen Systems Inc	\$273.50	CONTRACTED SERVICES
1/19/2023	Sanitary Services Inc	\$278.40	CONTRACTED SERVICES
1/5/2023	James Schaap	\$120.00	CONTRACTED SERVICES
1/5/2023	Siouxland Mental Health	\$2,530.00	CONTRACTED SERVICES
1/26/2023	Siouxland Mental Health	\$2,420.00	CONTRACTED SERVICES
1/12/2023	Tri State Nursing Enterprises Inc	\$9,095.00	CONTRACTED SERVICES
1/26/2023	Tri State Nursing Enterprises Inc	\$6,420.00	CONTRACTED SERVICES
1/5/2023	Underground Location Company	\$49.60	CONTRACTED SERVICES
1/19/2023	Vans Sanitation Inc	\$76.73	CONTRACTED SERVICES
1/28/2023	Weat Dae Hak	\$4,500.00	CONTRACTED SERVICES
1/19/2023	Western Iowa Tech Comm Ed	\$1,598.00	CONTRACTED SERVICES

Western Iowa Tech Community College
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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/26/2023	Western Iowa Tech General Fund	\$70.00	CONTRACTED SERVICES
1/26/2023	Des Moines Area Community	\$325.00	COURSE FEE EXPENSE
1/5/2023	Matheson Tri Gas Inc	\$526.97	COURSE FEE EXPENSE
1/19/2023	Matheson Tri Gas Inc	\$130.63	COURSE FEE EXPENSE
1/19/2023	Motor Parts Sales Co	\$372.10	COURSE FEE EXPENSE
1/26/2023	University of Iowa	\$2,184.00	COURSE FEE EXPENSE
1/19/2023	Superior Industrial Mechanical	\$5,500.00	DEFERRED INCOME
1/5/2023	AFP Corp	\$1,133.48	DUE FROM OTHERS-ASSET ACCOUNT
1/12/2023	AFP Corp	\$375.00	DUE FROM OTHERS-ASSET ACCOUNT
1/12/2023	Tina M. Benton	\$1,360.49	DUE FROM OTHERS-ASSET ACCOUNT
1/12/2023	Breathe Clean Dry Ice Blasting	\$1,500.00	DUE FROM OTHERS-ASSET ACCOUNT
1/19/2023	Breathe Clean Dry Ice Blasting	\$1,500.00	DUE FROM OTHERS-ASSET ACCOUNT
1/26/2023	Holly J. Candor	\$438.00	DUE FROM OTHERS-ASSET ACCOUNT
1/19/2023	ConvergeOne Inc	\$1,283.89	DUE FROM OTHERS-ASSET ACCOUNT
1/19/2023	Sheila Disterhaupt	\$4,999.92	DUE FROM OTHERS-ASSET ACCOUNT
1/19/2023	Dunwell LLC	\$42,863.46	DUE FROM OTHERS-ASSET ACCOUNT
1/19/2023	Dunwell LLC	\$3,300.00	DUE FROM OTHERS-ASSET ACCOUNT
1/5/2023	Electric Innovations	\$1,518.16	DUE FROM OTHERS-ASSET ACCOUNT
1/5/2023	Electric Innovations	\$2,211.30	DUE FROM OTHERS-ASSET ACCOUNT
1/19/2023	Electric Innovations	\$314.26	DUE FROM OTHERS-ASSET ACCOUNT
1/12/2023	Electrical Automation LLC	\$237.50	DUE FROM OTHERS-ASSET ACCOUNT

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/26/2023	Ellucian Company LP	\$8,333.00	DUE FROM OTHERS-ASSET ACCOUNT
1/5/2023	FRSecure LLC	\$15,311.00	DUE FROM OTHERS-ASSET ACCOUNT
1/12/2023	FRSecure LLC	\$4,950.00	DUE FROM OTHERS-ASSET ACCOUNT
1/12/2023	High Point Networks LLC	\$5,544.00	DUE FROM OTHERS-ASSET ACCOUNT
1/19/2023	High Point Networks LLC	\$6,192.20	DUE FROM OTHERS-ASSET ACCOUNT
1/12/2023	Amy L. Hueser	\$726.63	DUE FROM OTHERS-ASSET ACCOUNT
1/5/2023	Kyle R. Hueser	\$23.59	DUE FROM OTHERS-ASSET ACCOUNT
1/19/2023	Kyle R. Hueser	\$42.25	DUE FROM OTHERS-ASSET ACCOUNT
1/19/2023	Pamela A Ives	\$67.76	DUE FROM OTHERS-ASSET ACCOUNT
1/12/2023	Jeff A. Jansen	\$270.58	DUE FROM OTHERS-ASSET ACCOUNT
1/26/2023	Lisa L. Knecht	\$178.00	DUE FROM OTHERS-ASSET ACCOUNT
1/26/2023	Morgan R. Konz	\$4.00	DUE FROM OTHERS-ASSET ACCOUNT
1/19/2023	Lenore A. Lodge	\$30.00	DUE FROM OTHERS-ASSET ACCOUNT
1/5/2023	Mid Iowa Refrigeration Inc	\$433.17	DUE FROM OTHERS-ASSET ACCOUNT
1/5/2023	Greg P. Romig	\$157.41	DUE FROM OTHERS-ASSET ACCOUNT
1/12/2023	Greg P. Romig	\$159.99	DUE FROM OTHERS-ASSET ACCOUNT
1/5/2023	ScriptPro USA Inc	\$1,179.75	DUE FROM OTHERS-ASSET ACCOUNT
1/19/2023	ScriptPro USA Inc	\$1,179.75	DUE FROM OTHERS-ASSET ACCOUNT
1/12/2023	Visual Edge IT Inc	\$24,791.28	DUE FROM OTHERS-ASSET ACCOUNT
1/19/2023	Visual Edge IT Inc	\$53.08	DUE FROM OTHERS-ASSET ACCOUNT
1/19/2023	Cathy M. Fredericksen	\$1,128.00	DUE FROM STUDENTS

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/19/2023	Antonio Guerra Espinoza	\$1,000.00	DUE FROM STUDENTS
1/12/2023	Wenette A. King	\$293.40	DUE FROM STUDENTS
1/12/2023	Kimberly Ortiz Salgado	\$1,248.00	DUE FROM STUDENTS
1/5/2023	Allison L. Salmon	\$54.50	DUE FROM STUDENTS
1/19/2023	Western Iowa Tech Agency Fund	\$374.81	DUE TO AGENCY FUND
1/26/2023	Western Iowa Tech 125 Plan	\$5,770.18	DUE TO AUXILIARY FUND
1/12/2023	Western Iowa Tech Classroom	\$53,387.01	DUE TO PLANT FUND
1/28/2023	Western Iowa Tech Plant Fund	\$50,000.00	DUE TO PLANT FUND
1/5/2023	Great Western Dining Service Inc	\$1,694.20	GROUP MEETINGS AND WORKSHOPS
1/28/2023	HealthEquity Inc	\$11,165.99	HSA Payable
1/19/2023	Amperage LLC	\$6,516.80	INFO SERVICES/CLASSIFY ADS
1/19/2023	Renae Claussen	\$80.00	INFO SERVICES/CLASSIFY ADS
1/5/2023	Denison Community School	\$50.00	INFO SERVICES/CLASSIFY ADS
1/5/2023	Nexstar Media Inc	\$9,000.00	INFO SERVICES/CLASSIFY ADS
1/19/2023	Nexstar Media Inc	\$9,000.00	INFO SERVICES/CLASSIFY ADS
1/12/2023	GatesAir Inc	\$1,421.37	INSURANCE
1/19/2023	Insurance Management Program	\$250,000.00	INSURANCE
1/28/2023	BusinessSolverComInc	\$432,203.72	INSURANCE PREMIUMS PAYABLE
1/28/2023	Iowa Public Employees	\$124,418.70	IPERS TAX PAYABLE
1/5/2023	Cole Papers Inc	\$871.64	JANITOR MATERIALS AND SUPPLIES
1/5/2023	Eakes Inc	\$14,798.29	JANITOR MATERIALS AND SUPPLIES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/5/2023	Eakes Inc	\$1,207.59	JANITOR MATERIALS AND SUPPLIES
1/12/2023	Ricks Computers Inc	\$70.00	MAINT & REPAIR-SU EQUIP
1/12/2023	Ricks Computers Inc	\$1,115.84	MAINT & REPAIR-SU EQUIP
1/12/2023	Burnight Glass & Porcelain Inc	\$215.00	MAINT AND REPAIR BUILDINGS
1/12/2023	John T. Burow	\$16,320.00	MAINT AND REPAIR BUILDINGS
1/19/2023	Mid Continental Restoration Co	\$8,162.00	MAINT AND REPAIR BUILDINGS
1/12/2023	Mikes Sioux City Carpet	\$905.24	MAINT AND REPAIR BUILDINGS
1/12/2023	Mikes Sioux City Carpet	\$12,765.12	MAINT AND REPAIR BUILDINGS
1/12/2023	Mikes Sioux City Carpet	\$15,866.65	MAINT AND REPAIR BUILDINGS
1/19/2023	Van Osdel Plastering & Drywall	\$36,976.00	MAINT AND REPAIR BUILDINGS
1/5/2023	Ward Electric Company Inc	\$2,142.20	MAINT AND REPAIR BUILDINGS
1/5/2023	City of Sioux City	\$1,180.00	MAINT AND REPAIR EQUIPMENT
1/12/2023	City of Sioux City	\$1,180.00	MAINT AND REPAIR EQUIPMENT
1/5/2023	Eakes Inc	\$966.49	MAINT AND REPAIR EQUIPMENT
1/19/2023	Eakes Inc	\$773.23	MAINT AND REPAIR EQUIPMENT
1/19/2023	Fouk Brothers Plumbing &	\$9,150.99	MAINT AND REPAIR EQUIPMENT
1/19/2023	Fouk Brothers Plumbing &	\$2,052.55	MAINT AND REPAIR EQUIPMENT
1/19/2023	Fouk Brothers Plumbing &	\$14,500.97	MAINT AND REPAIR EQUIPMENT
1/12/2023	Benson Construction	\$1,120.00	MAINTENANCE GROUNDS
1/19/2023	Benson Construction	\$2,850.00	MAINTENANCE GROUNDS
1/12/2023	Sioux City Fence LLC	\$7,470.00	MAINTENANCE GROUNDS

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/5/2023	Bomgaars Supply Inc	\$355.31	MATERIALS AND SUPPLIES
1/12/2023	Jessica G. Garcia	\$300.00	MATERIALS AND SUPPLIES
1/5/2023	Mara K. Hall	\$10.00	MATERIALS AND SUPPLIES
1/26/2023	Lynn R. Konz	\$10.00	MATERIALS AND SUPPLIES
1/5/2023	Sarah E. McSweeny	\$10.00	MATERIALS AND SUPPLIES
1/5/2023	Linda A Mercer	\$80.00	MATERIALS AND SUPPLIES
1/26/2023	Midbell Music Inc	\$4,993.20	MATERIALS AND SUPPLIES
1/5/2023	Tina M Miller	\$10.00	MATERIALS AND SUPPLIES
1/19/2023	NSG Logistics LLC	\$2,282.44	MATERIALS AND SUPPLIES
1/5/2023	OReilly Auto Parts	\$55.96	MATERIALS AND SUPPLIES
1/5/2023	Verizon Wireless	\$1,600.40	MATERIALS AND SUPPLIES
1/12/2023	Verizon Wireless	\$1,601.50	MATERIALS AND SUPPLIES
1/5/2023	Paula Voss	\$10.00	MATERIALS AND SUPPLIES
1/12/2023	Chamber Development Council	\$523.69	MEMBERSHIP
1/12/2023	City of Sioux City	\$25.00	MEMBERSHIP
1/5/2023	Rotary Intl	\$100.00	MEMBERSHIP
1/5/2023	General Business Interiors Inc	\$1,465.31	NON-CAPITAL EXP & EQUIP <5000
1/19/2023	General Business Interiors Inc	\$529.00	NON-CAPITAL EXP & EQUIP <5000
1/19/2023	General Business Interiors Inc	\$39,974.47	NON-CAPITAL EXP & EQUIP <5000
1/5/2023	High Point Networks LLC	\$11,148.20	NON-CAPITAL EXP & EQUIP <5000
1/28/2023	Collection Services Center	\$419.64	OTHER EMPLOYEE PR DEDUCTIONS

Western Iowa Tech Community College
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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/26/2023	Friends Of FM 90	\$84.50	OTHER EMPLOYEE PR DEDUCTIONS
1/26/2023	Nebraska Child Support	\$500.00	OTHER EMPLOYEE PR DEDUCTIONS
1/26/2023	United Way of Siouxland Inc	\$1,005.50	OTHER EMPLOYEE PR DEDUCTIONS
1/26/2023	Western Iowa Tech Agency Fund	\$30.00	OTHER EMPLOYEE PR DEDUCTIONS
1/26/2023	Western Iowa Tech Foundation	\$2,354.43	OTHER EMPLOYEE PR DEDUCTIONS
1/26/2023	Western Iowa Tech GF	\$150.00	OTHER EMPLOYEE PR DEDUCTIONS
1/26/2023	Winnebago Tribe of Nebraska	\$744.37	OTHER EMPLOYEE PR DEDUCTIONS
1/5/2023	APH Stores	\$998.29	OTHER MATERIALS AND SUPPLIES
1/12/2023	APH Stores	\$58.75	OTHER MATERIALS AND SUPPLIES
1/5/2023	Arnold Motor Supply LLP	\$561.85	OTHER MATERIALS AND SUPPLIES
1/5/2023	Chronicle of Higher Education	\$1,945.00	PERIODICALS
1/19/2023	Ebsco Industries Inc	\$11,350.37	PERIODICALS
1/12/2023	Mail House Inc	\$193.79	POSTAGE
1/19/2023	Iowa Office Supply Inc	\$465.92	PRINTING & REPRODUCTION SVC
1/19/2023	Omaha Paper Company	\$402.65	PRINTING & REPRODUCTION SVC
1/5/2023	Record Printing & Copy Center	\$414.00	PRINTING & REPRODUCTION SVC
1/19/2023	Record Printing & Copy Center	\$163.00	PRINTING & REPRODUCTION SVC
1/12/2023	Ahlers & Cooney PC	\$6,551.15	PROFESSIONAL SERVICES
1/12/2023	Dentons Davis Brown PC	\$30,711.50	PROFESSIONAL SERVICES
1/28/2023	Wells Fargo Bank	\$195,880.10	PURCHASE CARD CHECKING
1/12/2023	Quadient Leasing Usa Inc	\$4,176.00	RENTED EQUIPMENT

Western Iowa Tech Community College
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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/5/2023	Chase Services LLC	\$321.51	RESALE PURCHASES
1/12/2023	Chesterman Company	\$1,024.19	RESALE PURCHASES
1/12/2023	Core Mark Midcontinent Inc	\$1,785.68	RESALE PURCHASES
1/26/2023	Western Iowa Tech Comm Ed	\$1,446.00	SCHOLARSHIPS
1/26/2023	Western Iowa Tech Comm Ed	\$1,711.00	SCHOLARSHIPS
1/26/2023	Western Iowa Tech Comm Ed	\$247.20	SCHOLARSHIPS
1/19/2023	Cherokee Chamber Of Commerce	\$57.75	STUDENT WORK STUDY FEDERAL
1/26/2023	Cherokee Chamber Of Commerce	\$49.50	STUDENT WORK STUDY FEDERAL
1/19/2023	Eventide	\$825.00	STUDENT WORK STUDY FEDERAL
1/19/2023	Eventide	\$990.00	STUDENT WORK STUDY FEDERAL
1/28/2023	Teachers Insurance & Annuity	\$100,125.55	TIAA-CREF PAYABLE
1/19/2023	Rex K. Hawkins	\$139.36	TRAVEL IN STATE
1/5/2023	Kari Meyer	\$386.36	TRAVEL IN STATE
1/19/2023	Kari Meyer	\$385.34	TRAVEL IN STATE
1/5/2023	Terry A. Murrell	\$36.40	TRAVEL IN STATE
1/26/2023	Kevin L. Stover	\$176.80	TRAVEL IN STATE
1/26/2023	Brandon P. Treft	\$250.42	TRAVEL IN STATE
1/19/2023	Terry A. Murrell	\$99.84	TRAVEL OUT OF STATE
1/28/2023	Voya Financial	\$15,406.41	TSA PAYABLE
1/12/2023	Joshua J. Elgert	\$2,184.00	TUITION
1/5/2023	Angela S. Farley	\$624.00	TUITION

Western Iowa Tech Community College
Board Approval
General & Auxiliary
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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/12/2023	Stephanie M. Hill	\$1,525.00	TUITION
1/19/2023	Jennifer R. Hough	\$3,000.00	TUITION
1/12/2023	Amy L. Hueser	\$2,544.00	TUITION
1/19/2023	Tanner R. Hueser	\$2,016.00	TUITION
1/12/2023	Benjamin L. Mohning	\$1,632.00	TUITION
1/12/2023	LaShawna L. Moyle	\$1,504.00	TUITION
1/5/2023	Terry A. Murrell	\$999.00	TUITION
1/5/2023	Kerry J. Patchin	\$681.00	TUITION
1/19/2023	Alexandra J. Polk	\$205.00	TUITION
1/12/2023	Debbie Rodriguez	\$3,000.00	TUITION
1/19/2023	Tania L. Rodriguez	\$2,704.00	TUITION
1/19/2023	Mike A. Schnee	\$2,028.00	TUITION
1/5/2023	Jessica M. Thompson	\$624.00	TUITION
1/12/2023	Berkshire Hathaway Energy	\$6,418.22	UTILITIES
1/12/2023	Berkshire Hathaway Energy	\$597.97	UTILITIES
1/12/2023	Berkshire Hathaway Energy	\$70.94	UTILITIES
1/12/2023	Berkshire Hathaway Energy	\$1,424.60	UTILITIES
1/12/2023	Berkshire Hathaway Energy	\$6,146.63	UTILITIES
1/12/2023	Berkshire Hathaway Energy	\$3,062.84	UTILITIES
1/12/2023	Berkshire Hathaway Energy	\$1,338.83	UTILITIES
1/12/2023	Berkshire Hathaway Energy	\$1,438.67	UTILITIES

Western Iowa Tech Community College
Board Approval
General & Auxiliary
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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/12/2023	Berkshire Hathaway Energy	\$934.94	UTILITIES
1/12/2023	Berkshire Hathaway Energy	\$1,444.88	UTILITIES
1/12/2023	Berkshire Hathaway Energy	\$914.41	UTILITIES
1/12/2023	Berkshire Hathaway Energy	\$2,249.27	UTILITIES
1/12/2023	Berkshire Hathaway Energy	\$43,840.98	UTILITIES
1/19/2023	Berkshire Hathaway Energy	\$407.65	UTILITIES
1/19/2023	Berkshire Hathaway Energy	\$1,186.27	UTILITIES
1/19/2023	Berkshire Hathaway Energy	\$1,900.90	UTILITIES
1/19/2023	Black Hills Utility Holding	\$1,976.08	UTILITIES
1/5/2023	City Of Cherokee	\$53.88	UTILITIES
1/26/2023	City Of Cherokee	\$46.17	UTILITIES
1/19/2023	City of Le Mars	\$36.31	UTILITIES
1/19/2023	City Of Mapleton	\$827.08	UTILITIES
1/12/2023	City of Sioux City	\$2,324.97	UTILITIES
1/12/2023	City of Sioux City	\$317.45	UTILITIES
1/12/2023	City of Sioux City	\$523.19	UTILITIES
1/12/2023	City of Sioux City	\$621.58	UTILITIES
1/12/2023	City of Sioux City	\$168.85	UTILITIES
1/12/2023	City of Sioux City	\$142.02	UTILITIES
1/12/2023	City of Sioux City	\$222.52	UTILITIES
1/12/2023	City of Sioux City	\$46.44	UTILITIES

Western Iowa Tech Community College
Board Approval
General & Auxiliary
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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/12/2023	City of Sioux City	\$221.47	UTILITIES
1/12/2023	City of Sioux City	\$142.02	UTILITIES
1/12/2023	City of Sioux City	\$150.96	UTILITIES
1/12/2023	City of Sioux City	\$109.44	UTILITIES
1/12/2023	City of Sioux City	\$943.60	UTILITIES
1/12/2023	City of Sioux City	\$2,366.63	UTILITIES
1/12/2023	City of Sioux City	\$26.35	UTILITIES
1/19/2023	City of Sioux City	\$4,398.97	UTILITIES
1/19/2023	Denison Municipal Utilities	\$2,160.63	UTILITIES
1/12/2023	Interstate Power & Light Co	\$996.96	UTILITIES
1/19/2023	Interstate Power & Light Co	\$3,570.55	UTILITIES
1/26/2023	Interstate Power & Light Co	\$913.21	UTILITIES
1/19/2023	Woodbury County Rural Electric	\$3,057.83	UTILITIES
1/5/2023	Advance Auto Parts	\$45.45	VEHICLES-MATERIALS & SUPPLIES
1/12/2023	Advance Auto Parts	\$40.74	VEHICLES-MATERIALS & SUPPLIES
1/19/2023	City of Sioux City	\$6,487.40	VEHICLES-MATERIALS & SUPPLIES
1/19/2023	City of Sioux City	\$92.80	VEHICLES-MATERIALS & SUPPLIES
1/19/2023	City of Sioux City	\$87.73	VEHICLES-MATERIALS & SUPPLIES
1/19/2023	City of Sioux City	\$1,137.53	VEHICLES-MATERIALS & SUPPLIES
1/19/2023	City of Sioux City	\$49.74	VEHICLES-MATERIALS & SUPPLIES
1/19/2023	D&L Equipment	\$147.54	VEHICLES-MATERIALS & SUPPLIES

Western Iowa Tech Community College
Board Approval
General & Auxiliary
2/1/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/5/2023	Graham Tire Sioux City	\$110.70	VEHICLES-MATERIALS & SUPPLIES
1/12/2023	Growmark Inc	\$114.44	VEHICLES-MATERIALS & SUPPLIES
1/5/2023	Knoepfler Chevrolet Co	\$267.75	VEHICLES-MATERIALS & SUPPLIES
1/5/2023	Marx Truck Trailer Sales Inc	\$2,564.50	VEHICLES-MATERIALS & SUPPLIES
1/28/2023	Customers Bank	\$6,336.50	WITCC ONECARD PAYABLE
1/28/2023	Customers Bank	\$7,822.50	WITCC ONECARD PAYABLE
1/28/2023	Customers Bank	\$11,901.75	WITCC ONECARD PAYABLE
1/28/2023	Customers Bank	\$14,798.50	WITCC ONECARD PAYABLE
TOTAL		<u>\$3,430,655.11</u>	

Western Iowa Tech Community College
Canceled Warrants
General & Auxiliary
2/1/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/21/2022	Western Iowa Tech Comm Ed	-\$3,060.00	SCHOLARSHIPS
12/21/2022	Western Iowa Tech Comm Ed	-\$1,250.00	SCHOLARSHIPS
TOTAL		<u>-\$4,310.00</u>	

WESTERN IOWA TECH COMMUNITY COLLEGE

Bills to be approved at the board meeting February 13, 2023

GENERAL FUND

Estimated for the month of February

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
2/2/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/28/2023	Western Iowa Tech General Fund	\$2,024.60	DUE TO GENERAL FUND
1/28/2023	Western Iowa Tech General Fund	\$4,214.50	OTHER FEDERAL
1/28/2023	Western Iowa Tech General Fund	\$84,288.07	OTHER FEDERAL
1/28/2023	Western Iowa Tech General Fund	\$21,346.69	OTHER FEDERAL
1/28/2023	Western Iowa Tech General Fund	\$442.00	OTHER FEDERAL
1/28/2023	Western Iowa Tech General Fund	\$293.40	OTHER FEDERAL
1/28/2023	Western Iowa Tech General Fund	\$32,257.86	OTHER FEDERAL
1/28/2023	Western Iowa Tech General Fund	\$385,563.48	OTHER FEDERAL
1/28/2023	Western Iowa Tech General Fund	\$3,917.00	OTHER FEDERAL
1/28/2023	Western Iowa Tech General Fund	\$17,108.10	OTHER FEDERAL
1/28/2023	Western Iowa Tech General Fund	\$1,474.42	OTHER FEDERAL
1/28/2023	Western Iowa Tech General Fund	\$2,436.52	SCHOLARSHIPS
TOTAL		\$555,366.64	

Western Iowa Tech Community College
Board Approval
Plant Fund
2/1/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/17/2023	Jensen Motors	<u>\$61,179.00</u>	VEHICLES
TOTAL		\$61,179.00	

Western Iowa Tech Community College
Board Approval
House File
2/2/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/24/2023	Plains Mechanical Services Inc	\$1,000.00	TRAINING EXPENSE
1/17/2023	Superior Industrial Mechanical	\$7,366.50	TRAINING EXPENSE
1/31/2023	Superior Industrial Mechanical	\$4,800.00	TRAINING EXPENSE
1/10/2023	Western Iowa Tech Comm Ed	\$1,050.00	TRAINING EXPENSE
1/10/2023	Western Iowa Tech Comm Ed	\$26,400.00	TRAINING EXPENSE
TOTAL		<u>\$40,616.50</u>	

WESTERN IOWA TECH COMMUNITY COLLEGE

Bills to be paid at the Board Meeting February 13, 2022

February 2022

	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Total
Supplemental Warrants				\$ 204,420.03		\$ 204,420.03
Additional Warrants	\$ 41,745.43				\$ 1,750.00	\$ 43,495.43
Total	\$ 41,745.43	\$ -	\$ -	\$ 204,420.03	\$ 1,750.00	\$ 247,915.46

Western Iowa Tech Community College
Board Approval
Plant Fund
2/10/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/14/2023	HCI Construction	\$2,000.00	BUILDINGS & FIXED EQUIPMENT
2/14/2023	L&L Builders Inc	\$55,901.80	BUILDINGS & FIXED EQUIPMENT
2/14/2023	Mikes Sioux City Carpet	\$5,626.93	BUILDINGS & FIXED EQUIPMENT
2/14/2023	Thompson Solutions Group	\$13,829.09	BUILDINGS & FIXED EQUIPMENT
2/14/2023	Shamrock Solutions LLC	\$7,750.00	CONTRACTED SERVICES
2/14/2023	Western Iowa Tech General Fund	\$21,298.99	DUE TO GENERAL FUND
2/14/2023	Riverside Technologies Inc	\$7,512.00	MATERIALS AND SUPPLIES
2/14/2023	High Point Networks LLC	\$51,272.00	NON-CAPITAL EXP & EQUIP <5000
2/14/2023	Dirt Movers LLC	\$4,417.50	OTHER STRUCTURES & IMPROVEMENT
2/14/2023	Dirt Movers LLC	\$1,646.25	OTHER STRUCTURES & IMPROVEMENT
2/14/2023	Steve Harris Construction Inc	\$1,312.33	OTHER STRUCTURES & IMPROVEMENT
2/14/2023	Dewild Grant Reckert &	\$10,255.64	PROFESSIONAL SERVICES
2/14/2023	JEO Consulting Group Inc	\$9,133.75	PROFESSIONAL SERVICES
2/14/2023	JEO Consulting Group Inc	\$2,165.00	PROFESSIONAL SERVICES
2/14/2023	JEO Consulting Group Inc	\$51.25	PROFESSIONAL SERVICES
2/14/2023	JEO Consulting Group Inc	\$2,617.50	PROFESSIONAL SERVICES
2/14/2023	JEO Consulting Group Inc	\$7,630.00	PROFESSIONAL SERVICES
TOTAL		<u>\$204,420.03</u>	

WESTERN IOWA TECH COMMUNITY COLLEGE

BILLS TO BE APPROVED AT BOARD MEETING FEBRUARY 13, 2022

GENERAL FUND

February 2022

IMKO Enterprises	\$ 41,245.43
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TOTAL	\$ 41,245.43
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WESTERN IOWA TECH COMMUNITY COLLEGE

BILLS TO BE APPROVED AT BOARD MEETING FEBRUARY 13, 2022

HOUSE FILE

February 2022

Western Iowa Tech Comm Ed	\$	1,750.00
---------------------------	----	----------

<u>TOTAL</u>	<u>\$</u>	<u>1,750.00</u>
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PERSONNEL REPORT
Regular Appointments
February 13, 2023

I. **INSTRUCTIONAL STAFF**

No personnel change.

II. **ADMINISTRATIVE STAFF**

- A. It is recommended that the following positions be authorized as grade 6, exempt, administrative positions:

Head Coach-Women's Volleyball
Head Coach- Men's and Women's Soccer
Head Coach- E-Sports
Head Coach Cheer
Head Coach- Men's Basketball

- B. **Dante G. Frattini** has been selected for the position as Head Coach- Women's Volleyball effective January 30, 2023, at an annual salary of \$50,000, grade 6, administrative position. Position is eligible for full time benefits.
- C. **Alex C. Scheuler** has been selected for the position as Head Coach- Men's and Women's Soccer effective February 6, 2023, at an annual salary of \$50,000, grade 6, administrative position. Position is eligible for full time benefits.
- D. It is recommended that the position of Title III Instructional Designer be authorized as a grade 8, exempt, administrative position. It is further recommended that **Ralph A. Swain** be selected for the position effective February 14, 2023, at an annual salary of \$31,640, eligible for part time benefits.
- E. **Maribel Palomino Gomez** has been selected for the position as Adult Basic Education Specialist effective February 14, 2023, at an annualized salary of \$17,756, grade 6, administrative position. This is a previously authorized position vacant due to retirement, eligible for part time benefits.
- F. **Jason P. Erickson** has submitted his voluntary resignation as Corporate Training Developer effective February 10, 2023. He is to be paid for all time worked through that date and all earned and unused vacation.
- G. **Shaheen M. Tellis**, Help Desk Technician has been selected for the position as Network Specialist effective February 14, 2023, at an annual salary of \$46,166,

grade 6, administrative position. This is a previously authorized position, vacant due to resignation, full time benefits to be changed accordingly.

- H. It is recommended that the position of **Michael A. Craig**, Recruitment Specialist be changed to Recruitment Specialist/Head Coach-E-Sports effective February 14, 2023. No change in salary or full-time benefits.
- I. **Clifford A. Martin** has been selected for the position as EMS Specialist effective February 14, 2023, at an annual salary of \$46,166, grade 6, administrative position. This is a previously authorized position, vacant due to reassignment, eligible for full time benefits.

III. SUPPORT STAFF

- A. **Bruce Shannon** has been selected for the position as Accounting Clerk effective January 23, 2023, at an annual salary of \$34,703, grade 3, support position. This is a previously authorized position, vacant due to reassignment, eligible for full time benefits.

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)

February 13, 2023

NAME	DEPARTMENT OR COURSE # - SEC	APPOINTMENT	FROM	THROUGH	APPT \$/HR	SALARY
Ayenga, Dieu	IT	Workstudy	01/09/23	05/11/23	\$ 10.00	Time Entry
Bates, Erika	COM723	Adjunct	01/17/23	05/11/23		\$ 2,490.00
Bell, Jamie	College Now	NACEP Visit ART186/GRA140	12/12/22	12/22/22		\$ 200.00
Chaudhari, Priya	Student Activites	Student Worker	02/02/23	05/15/23	\$ 9.00	Time Entry
Clausen, Jane	College Now	NACEP Visit BCA147 Denison	12/1/22	12/1/22		\$ 100.00
Clausen, Jane	College Now	NACEP Visit ADM131 MVAO	12/5/22	12/5/22		\$ 100.00
Clausen, Jane	College Now	NACEP Visit BCA130 Ridgeview	12/5/22	12/5/22		\$ 100.00
Clausen, Jane	College Now	NACEP Visit BCA147 OABCIG	12/16/22	12/16/22		\$ 100.00
Conley, Jennifer	Title III	Title III Transfer Pathways Specialist	1/16/23	1/15/24		\$ 10,000.00
Corado, Antonia	C.N.A	Aide	01/07/23	05/11/23	\$ 15.84	Time Entry
Danner, Michael	ABE	Sub	01/24/23	08/03/23	\$ 22.20	Time Entry
Darwin, William	College Now	NACEP Visit MUS100 Lemars	12/16/22	12/16/22		\$ 100.00
Darwin, William	College Now	NACEP Visit MUS100 OABCIG	12/21/22	12/21/22		\$ 100.00
Darwin, William	College Now	NACEP Visit MUS115 Cherokee	12/20/22	12/20/22		\$ 100.00
Denman-Weathers, Amber	EMS	Instructor	01/23/23	01/23/25	\$ 35.00	Time Entry
Duncan, Suzanne	SPC-112	Adjunct	01/17/23	05/11/23		\$ 2,490.00
Ferguson, Glenford	Student Activites	Student Worker	01/16/23	05/15/23	\$ 9.00	Time Entry
Flanigan, Mellisa	WBL-110	Cherokee orientation	12/8/22	12/8/22		\$ 100.00
Flanigan, Mellisa	ADM-932-01	Internship	01/12/23	05/11/23		\$ 800.00
Flanigan, Mellisa	PRL-932-01	Interhship	01/12/23	05/11/23		\$ 240.00
Garvey, James	College Now	NACEP Visit CAD267 Lemars	11/18/22	11/18/22		\$ 100.00
Herzog, Emily	CLC	Tutor	02/06/23	5/11/23	\$ 10.00	Time Entry
McCune, Jennifer	MGT-938-02	OJT Training	01/12/23	05/11/23		\$ 320.00
McCune, Jennifer	MGT-975-02	Service Learning	01/12/23	05/11/23		\$ 160.00
McCune, Jennifer	Student Senate	Student Leadership Coordinator	2/1/23	1/31/24		\$ 6,000.00
Miller, Rachel	College Now	NACEP Visit SPC112 Woodbury Central	12/18/22	12/18/22		\$ 100.00
Miller, Rachel	Athletics	Head Coach-Cheer Team	1/10/23	8/15/23	\$ 22.00	Time Entry
Nelson, Nancy	PTA	Adjunct	01/12/23	05/11/23		\$ 2,490.00
Oetken, Brett	College Now	NACEP Visit AGA114 OABCIG	12/20/22	12/20/22		\$ 100.00
Oetken, Brett	College Now	NACEP Visit AGA114 Lemars	11/18/22	11/18/22		\$ 100.00
Oetken, Brett	College Now	NACEP Visit AGA114 Cherokee	11/11/22	11/11/22		\$ 100.00
Ohl, Wendy	Title III	Title III Digital Transfer Catalog Specialist	01/16/23	01/15/24		\$ 10,000.00
Ozuna, Carlos	Perkins Tutor	Student Worker	01/16/23	05/11/23	\$ 10.00	Time Entry
Palsma, Jason	Admissions	Transfer Pathways Specialist	01/16/23	01/15/24		\$ 5,000.00
Peterson, Tyler	BIO	Adjunct	01/12/23	05/11/23		\$ 2,490.00
Polk, Charles	College Now	NACEP Visit ENG105-Sioux City	12/21/22	12/21/22		\$ 100.00
Ricklefs, Ben	College Now	NACEP Visit CRR-202 Sioux City	11/07/22	11/07/22		\$ 100.00
Romig, Greg	College Now	NACEP Visit BIO105 Lemars	12/19/22	12/19/22		\$ 100.00
Sampson, Shane	College Now	NACEP Visit AUT104 Cherokee	12/16/22	12/16/22		\$ 100.00
Sampson, Shane	College Now	NACEP Visit AUT104 Lemars	12/12/22	12/12/22		\$ 100.00
Sampson, Shane	College Now	NACEP Visit AUT633 Lemars	12/12/22	12/12/22		\$ 100.00
Sanders, Kate	College Now	NACEP Visit COM723 Lemars	12/13/22	12/13/22		\$ 100.00
Sencenbaugh, Ray	ADN-622-01	Course Overload	01/23/23	05/11/23		\$ 1,680.00
Sesterhenn, Amanda	ABE	ABE Specialist	01/09/23	03/08/23	\$ 22.20	Time Entry
Sitzmann, Brandon	EMS	Instructor	01/25/23	01/25/25	\$ 35.00	Time Entry
Spencer, Brennan	SUR-214	Adjunct	01/16/23	03/31/23	\$ 41.50	Time Entry
Thomas, Maryssa	A/V	Workstudy	01/09/23	05/11/23	\$ 9.00	Time Entry
Williams, Olivia	Library	Workstudy	01/23/23	05/11/23	\$ 9.00	Time Entry
Wulf, Beth	College Now	NACEP Visit ENG105/106 Lemars	12/21/22	12/21/22		\$ 200.00
Zamago, Leslie	Culinary	Workstudy	01/17/23	05/11/23	\$ 9.00	Time Entry

AIA Document G702™ - 1992

Inv # 11070 C

Application and Certificate for Payment

TO OWNER: Western Iowa Tech Community College 4647 Stove Ave Sioux City, IA 51106	PROJECT: WITCC Water Curtain	APPLICATION NO: 22.586400003 <i>6</i>	Distribution to: OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> FIELD <input type="checkbox"/> OTHER <input type="checkbox"/>
FROM CONTRACTOR: HCI Construction 1505 Stable Drive S. Sioux City, NE 68776	VIA ARCHITECT:	PERIOD TO: 6/30/2022	
		CONTRACT FOR: <i>1-23-23</i>	
		CONTRACT DATE:	
		PROJECT NOS: 225864 / /	

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$ 64,700.00
2. NET CHANGE BY CHANGE ORDERS	\$ 11,020.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$ 75,720.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 75,720.00
5. RETAINAGE:	
a. _____ % of Completed Work (Columns D + E on G703)	\$ _____
b. _____ % of Stored Material (Column F on G703)	\$ _____
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$ 0.00
6. TOTAL EARNED LESS RETAINAGE	\$ 75,720.00
(Line 4 minus Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 46,256.40 <i>73,720.00</i>
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$ 29,444.60 <i>2,000</i>
<i>Balance of Retainage</i>	
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$ 0.00
(Line 3 minus Line 6)	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: HCI Construction

By: *[Signature]* Date: *6/30/2022*

State of: Iowa
County of: Woodbury

Subscribed and sworn to before me this *30* day of *June 2022*

Notary Public: *[Signature]*
My commission expires: *7-16-23*



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

\$ 2000.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: *[Signature]* Date: *1-24-2023*

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 11,020.00	\$
Total approved this month	\$ 11,020.00	\$
TOTAL	\$ 11,020.00	\$
NET CHANGES by Change Order	\$	\$

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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Continuation Sheet

AIA Document G702™-1992, Application and Certificate for Payment, or G732™-2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
 In tabulations below, amounts are in US dollars.
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 22.586400003
 APPLICATION DATE: 6/30/2022
 PERIOD TO: 6/30/2022
 ARCHITECT'S PROJECT NO: 225864

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED <i>(Not in D or E)</i>	G TOTAL COMPLETED AND STORED TO DATE <i>(D+E+F)</i>		H BALANCE TO FINISH <i>(C - G)</i>	I RETAINAGE <i>(If variable rate)</i>
			FROM PREVIOUS APPLICATION <i>(D + E)</i>	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE <i>(D+E+F)</i>	% <i>(G ÷ C)</i>		
1	General Conditions	4,940.00	3,260.40	1,679.60		4,940.00	100.00		
2	Demolition	1,840.00	1,840.00			1,840.00	100.00		
3	Metals	29,680.00	22,260.00	7,420.00		29,680.00	100.00		
4	Wood & Plastics	19,180.00	14,385.00	4,795.00		19,180.00	100.00		
5	Thermal & Moisture Protection	250.00	125.00	125.00		250.00	100.00		
6	Doors & Windows	270.00	135.00	135.00		270.00	100.00		
7	Finishes	8,540.00	4,270.00	4,270.00		8,540.00	100.00		
8	CO #1 Corian Color	77.00		77.00		77.00	100.00		
9	CO #2 Laser cut water screen	5,885.00		5,885.00		5,885.00	100.00		
10	CO #3 12ft anti splash pad	5,058.00		5,058.00		5,058.00	100.00		
Totals		75,720.00	46,275.40	29,444.60		75,720.00	100.00		
GRAND TOTAL									

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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1812104C044

APPLICATION FOR PAYMENT

CAP702
Page: 1 of 2

To:
WITCC
4647 STONE AVE
SIOUX CITY, IA 51106

PROJECT:
471-22F-B
WITCC BOOKSTORE RELOCATION
4647 STONE AVENUE
SIOUX CITY, IA 51106

From Contractor:
L & L BUILDERS CO.
2205 4th ST
SIOUX CITY, IA 51101

VIA ARCHITECT:
JEO CONSULTING GROUP
2000 Q STREET, STE 500
LINCOLN, NE 68503

Application No.:	Application Date:	Period To:	Contract Date:
1	JAN 13, 2023	JAN 13, 2023	NOV 17, 2022
Project Nos:			
Distribution List:	<input type="checkbox"/> Owner	<input type="checkbox"/> Construction Mgr	
	<input type="checkbox"/> Architect	<input type="checkbox"/> Field	
	<input type="checkbox"/> Contractor	<input type="checkbox"/> Other	

CONTRACT FOR:

Contractor's Application for Payment

Application is made for payment as shown below, with attached Continuation Sheet.

1. Original Contract Amount: \$ 494,000.00
2. Net of Change Orders: \$ 0.00
3. Net Amount of Contract: \$ 494,000.00
4. Total Completed & Stored to Date: \$ 58,844.00
5. Retainage Summary:
 - a. 5.00 % of Completed Work \$ 2,942.20
 - b. 5.00 % of Stored Material \$ 0.00
- Total Retainage: \$ 2,942.20
6. Total Completed Less Retainage: \$ 55,901.80
7. Less Previous Applications: \$ 0.00

8. Current Payment Due, This Application: \$ 55,901.80

9. Contract Balance (Including Retainage): \$ 438,098.20

CHANGE ORDER Activity	Additions	Subtractions
Total previously approved:	0.00	0.00
Total approved this Month:	0.00	0.00
Sub Totals:	0.00	0.00
NET of Change Orders:	0.00	

CONTRACTOR'S CERTIFICATION:

The Contractor's signature here certifies that, to the best of their knowledge, this document accurately reflects the work completed in this Application for Payment. The Contractor also certifies that all payments have been made for work on previous Applications for Payment and also that the Current Payment is Due.

(Authorizing Signature) [Signature] AS WITNESS

L & L BUILDERS CO.

Date: JAN 13, 2023

State Authorized: Iowa

County of: WOODBURY

Subscribed and sworn to before me this 13th day of Jan, 2023

Notary Public [Signature]
My Commission expires: 6/13/2024



ARCHITECT'S CERTIFICATION:

The Architect's signature here certifies that, based on their own observations, the Contract Documents and the information contained herein, this document accurately reflects the work completed in this Application for Payment. The Architect also certifies the Contractor is entitled to the amount certified for payment.

AMOUNT CERTIFIED: \$55,901.80

[Signature]
(Architect's Signature)

Date: 1.19.2023

OK with 1/23/23

APPLICATION FOR PAYMENT - CONTINUATION SHEET

CAP703

Page 2 of 2 Pages

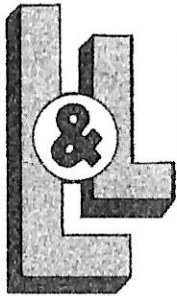
From:
L & L BUILDERS CO.
2205 4th ST
SIOUX CITY, IA 51101

To:
WITCC
4647 STONE AVE
SIOUX CITY, IA 51106

Project:
471-22F-B
WITCC BOOKSTORE RELOCATION
4647 STONE AVENUE
SIOUX CITY, IA 51106

Application No: 1
Application Date: 1/13/2023
Period To: 1/13/2023
Contract Date: 11/17/2022
Architects Project#:

A Item No	B Description of Work	C Contract Value	D Work Completed		F Materials Presently Stored (Not In D or E)	G Total Completed and Stored To Date (D+E+F)	% (G / C)	H Balance To Finish (C - G)	I Retainage (If Variable Rate)
			From Previous Application (D + E)	This Period					
1	BOND / PERMIT	5,905.00	0.00	5,905.00	0.00	5,905.00	100	0.00	295.25
2	GENERAL CONDITIONS	34,459.00	0.00	8,315.00	0.00	8,315.00	24	26,144.00	415.75
3	DEMO	13,600.00	0.00	13,600.00	0.00	13,600.00	100	0.00	680.00
4	CONCRETE	624.00	0.00	624.00	0.00	624.00	100	0.00	31.20
5	MASONRY	1,404.00	0.00	0.00	0.00	0.00	0	1,404.00	0.00
6	CARPENTRY	47,524.00	0.00	4,000.00	0.00	4,000.00	8	43,524.00	200.00
7	SEALANTS	944.00	0.00	0.00	0.00	0.00	0	944.00	0.00
8	OPENINGS	44,635.00	0.00	0.00	0.00	0.00	0	44,635.00	0.00
9	FINISHES - TECTUM WALL PANELS	1,292.00	0.00	0.00	0.00	0.00	0	1,292.00	0.00
10	GYP SUM / FRAMING	44,010.00	0.00	0.00	0.00	0.00	0	44,010.00	0.00
11	CEILING TILES	93,541.00	0.00	0.00	0.00	0.00	0	93,541.00	0.00
12	FLOORING	25,077.00	0.00	0.00	0.00	0.00	0	25,077.00	0.00
13	PAINTING	4,566.00	0.00	0.00	0.00	0.00	0	4,566.00	0.00
14	SPECIALTIES	4,890.00	0.00	0.00	0.00	0.00	0	4,890.00	0.00
15	HVAC	66,261.00	0.00	11,400.00	0.00	11,400.00	17	54,861.00	570.00
16	ELECTRICAL	105,268.00	0.00	15,000.00	0.00	15,000.00	14	90,268.00	750.00
		494,000.00	0.00	58,844.00	0.00	58,844.00	12	435,156.00	2,942.20



BUILDERS CO.

"Building For Your Future"

GENERAL CONTRACTORS

2205 EAST FOURTH STREET
P.O. BOX 1497
SIOUX CITY, IOWA 51102
PHONE 712-255-0657
FAX 712-255-8205
www.llbuilders.com

WITCC	CUSTOMER#	2234	INVOICE	19823
4847 STONE AVE	JOB#	471-1	DATE	1/13/2023
SIOUX CITY, IA 51106				

Past due accounts subject to interest at maximum legal rate.

TERMS: NET 30 DAYS

RE: WITCC BOOKSTORE RELOCATION

CONTRACT AMOUNT:	\$	494,000.00
APPROVED CHANGE ORDERS:		
REVISED CONTRACT AMOUNT:	\$	494,000.00

	WORK COMPLETED	PREVIOUSLY BILLED	THIS BILLING
COMPLETED	\$ 58,844.00		\$ 58,844.00
RETAINAGE	\$ 2,942.20		\$ 2,942.20
NET	\$ 55,901.80	\$ -	\$ 55,901.80

THANK YOU



TO: Dr. Terry Murrell, President

FROM: Tawnya Beermann, Dean of Students
Christina Brandon, Interim Dean of Outreach & Information Technology

DATE: January 31, 2023

SUBJECT: 2023 Spring Enrollment Report

2023 Spring Enrollment Highlights

Enrollment

Total enrollment was down 162 students, or 3.3%, compared to last spring. Credit hours declined 2.2%.

- College student enrollment was down 97 students, or 4/1%. Credit hours declined 3.7%
- Concurrent enrollment was down 65 students, or 2.5%. Credit hours declined 0.6%.

	Headcount	Credit Hours
Spring 2022	4,956	39,734
Spring 2023	4,794	38,870
	-3.3%	-2.2%

Online Opportunities- The college experienced a significant shift in enrollment modality among all students; face-to-face credit hours declined by 9.8% while online credits increased by 9%. Concurrent online enrollment was up 185 students (14.4%). Online opportunities support student access to courses in schools where an instructor may not be available. Lifting of concurrent enrollment caps may also contribute to this increase.

Retention- Fall to spring retention increased 3% in comparison to spring 2022.

Diversity- College enrollments among Black/African American students have shown notable growth this spring. This population currently represents 9.2% of college student enrollments (211 students) and has increased from 4.6% in spring 2019.

Concurrent Students- Among concurrent enrollments, both Crawford and Plymouth counties increased by 49 and 45 students, respectively. Arts & Science sector saw an increase of 4.5%.

2023 Spring Credit Enrollment

Census Date: January 25, 2023 11:59 PM

ALL STUDENTS

Total Enrollment

	Head count		% Change	Credit hours		% Change
	Spring 2023	Spring 2022		Spring 2023	Spring 2022	
College Students	2,285	2,382	-4.1%	24,314.5	25,258	-3.7%
Concurrent Students	2,509	2,574	-2.5%	14,556	14,476	0.6%
TOTAL	4,794	4,956	-3.3%	38,870.5	39,734	-2.2%

All Students by Enrollment Format

	Student count (duplicated)		% Change	Credit hours		% Change
	Spring 2023	Spring 2022		Spring 2023	Spring 2022	
On-campus/HS location	2,912	3,329	-12.5%	21,311.5	23,626	-9.8%
Online	2,911	2,733	6.5%	17,559	16,108	9.0%
TOTAL	5,823	6,062	-3.9%	38,870.5	39,734	-2.2%

All Students Enrollment by Residency

	Spring 2023	Spring 2022	% Change
Iowa Total	4,313	4,459	-3.3%
Cherokee	146	162	-9.9%
Crawford	354	337	5.0%
Ida	103	103	0.0%
Monona	145	153	-5.2%
Plymouth	630	599	5.2%
Woodbury	2,630	2,817	-6.6%
Other Iowa	305	288	5.9%

Out of State Total	481	497	-3.2%
Nebraska	193	196	-1.5%
South Dakota	185	200	-7.5%
Other States	69	72	-4.2%
International	34	29	17.2%

Retention of Prior Fall Students					
	Head count	Grads*	Possible Spring Students	Count with Spring Credits	Percent Retained
22 Fall	5,152	167	4,985	3,567	71.6%
21 Fall	5,541	196	5,345	3,650	68.3%

* Students who graduated in December and did not continue their education.

2023 Spring Credit Enrollment

Census Date: January 25, 2023 11:59 PM

COLLEGE STUDENTS

College Student Enrollment

	Head count			Credit hours		
	Spring 2023	Spring 2022	% Change	Spring 2023	Spring 2022	% Change
College Student Totals	2,285	2,382	-4.1%	24,314.5	25,258	-3.7%

College Students by Student Active Program

	Head count			Credit hours		
	Spring 2023	Spring 2022	% Change	Spring 2023	Spring 2022	% Change
Arts & Sciences	802	848	-5.4%	7,678	8,153	-5.8%
Career & Technical Education	1,481	1,534	-3.5%	16,636.5	17,105	-2.7%
TOTAL	2,283	2,382	-4.2%	24,314.5	25,258	-3.7%

College Students by Enrollment Format

	Student count (duplicated)			Credit hours		
	Spring 2023	Spring 2022	% Change	Spring 2023	Spring 2022	% Change
On-campus	1,387	1,548	-10.4%	13,967.5	15,249	-8.4%
Online	1,442	1,448	-0.4%	10,347	10,009	3.4%
TOTAL	2,829	2,996	-5.6%	24,314.5	25,258	-3.7%

College Students Enrollment by Residency

	Spring 2023	Spring 2022	% Change
Iowa Total	1,860	1,942	-4.2%
Cherokee	57	56	1.8%
Crawford	114	146	-21.9%
Ida	24	29	-17.2%
Monona	56	62	-9.7%
Plymouth	181	194	-6.7%
Woodbury	1,171	1,226	-4.5%
Other Iowa	257	229	12.2%

Out of State Total	425	440	-3.4%
Nebraska	188	192	-2.1%
South Dakota	134	147	-8.8%
Other States	69	72	-4.2%
International	34	29	17.2%

2023 Spring Credit Enrollment

Census Date: January 25, 2023 11:59 PM

CONCURRENT STUDENTS

Concurrent Student Enrollment

	Head count		% Change	Credit hours		% Change
	Spring 2023	Spring 2022		Spring 2023	Spring 2022	
Concurrent Student Total	2,509	2,574	-2.5%	14,556	14,476	0.6%

Concurrent Student Enrollment by Sector

	Student count (duplicated)		% Change	Credit hours		% Change
	Spring 2023	Spring 2022		Spring 2023	Spring 2022	
Career & Technical Education	952	1,074	-11.4%	3,813	4,163	-8.4%
Arts & Sciences	1,933	1,849	4.5%	10,743	10,313	4.2%
TOTAL	2,885	2,923	-1.3%	14,556	14,476	0.6%

Concurrent Students by Enrollment Format

	Student count (duplicated)		% Change	Credit hours		% Change
	Spring 2023	Spring 2022		Spring 2023	Spring 2022	
On-campus/HS location	1,525	1,781	-14.4%	7,344	8,377	-12.3%
Online	1,469	1,284	14.4%	7,212	6,099	18.2%
TOTAL	2,994	3,065	-2.3%	14,556	14,476	0.6%

Concurrent Student Enrollment by Residency

	Spring 2023	Spring 2022	% Change
Iowa Total	2,453	2,517	-2.5%
Cherokee	89	106	-16.0%
Crawford	240	191	25.7%
Ida	79	74	6.8%
Monona	89	91	-2.2%
Plymouth	449	405	10.9%
Woodbury	1,459	1,591	-8.3%
Other Iowa	48	59	-18.6%
Out of State Total	56	57	-1.8%
Nebraska	5	4	25.0%
South Dakota	51	53	-3.8%
Other States	0	0	NA

2023 Spring Credit Enrollment

Census Date: January 25, 2023 11:59 PM

COLLEGE AND CONCURRENT STUDENT COUNTS

COLLEGE STUDENT COUNTS

	Spring 2023	Percent	Spring 2022	Percent
Full-Time	1,107	48.4%	1,173	49.2%
Part-Time	1,178	51.6%	1,209	50.8%
Total	2,285	100.0%	2,382	100.0%

New Students	331
Returning Students	1,954
Total	2,285

COLLEGE STUDENT CREDIT HOURS

	Spring 2023	Percent	Spring 2022	Percent
Arts & Sciences	7,678	31.6%	8,153	32.3%
Career & Technical Education	16,636.5	68.4%	17,105	67.7%
Total	24,314.5	100.0%	25,258	100.0%

Average Age	26.7
Average Credit Hours	10.6

CONCURRENT STUDENT CREDIT HOURS

	Spring 2023	Percent	Spring 2022	Percent
Arts & Sciences	10,743	73.8%	10,313	71.2%
Career & Technical Education	3,813	26.2%	4,163	28.8%
Total	14,556	100.0%	14,476	100.0%

Concurrent Students Average Credit Hours	5.8
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2023 Spring Credit Enrollment

Census Date: January 25, 2023 11:59 PM

DEMOGRAPHICS

RACE/ETHNICITY	COLLEGE STUDENTS				
	23 Spring	Percent	22 Spring	Percent	% Change
American Indian	41	1.8%	34	1.4%	20.6%
Asian	66	2.9%	75	3.1%	-12.0%
Black or African American	211	9.2%	186	7.8%	13.4%
Hawaiian/Pacific Islander	4	0.2%	5	0.2%	-20.0%
Hispanic	542	23.7%	566	23.8%	-4.2%
Two or More Races	105	4.6%	100	4.2%	5.0%
Unknown	39	1.7%	48	2.0%	-18.8%
White	1,277	55.9%	1,368	57.4%	-6.7%
TOTAL	2,285	100%	2,382	100%	-4.1%

RACE/ETHNICITY	CONCURRENT STUDENTS				
	23 Spring	Percent	22 Spring	Percent	% Change
American Indian	21	0.8%	22	0.9%	-4.5%
Asian	56	2.2%	62	2.4%	-9.7%
Black or African American	69	2.8%	86	3.3%	-19.8%
Hawaiian/Pacific Islander	6	0.2%	3	0.1%	100.0%
Hispanic	472	18.8%	445	17.3%	6.1%
Two or More Races	25	1.0%	16	0.6%	56.3%
Unknown	102	4.1%	100	3.9%	2.0%
White	1,758	70.1%	1,840	71.5%	-4%
TOTAL	2,509	100%	2,574	100%	-2.5%



To: Dr. Terry Murrell, President
From: Mike Logan, Dean of Information Technology
Christina Brandon, Interim Dean of Outreach and Information Technology
Date: 01/23/2023
Re: **Microsoft O365 – A5 License Cyber Security**

There has been an increasing amount of ransomware attacks in the area that all seem to involve employees and others who have access to networks clicking on links or attachments in email that result in a successful cyber-attack. The most recent being the Des Moines Independent Community School District which resulted in an interruption of two full days where students were sent home. This impact disrupted more than 5,000 employees and more than 31,000 students.

Ransomware hit 89 organizations in the US education sector in 2022 including 44 universities and colleges and 45 school districts, with the attackers having stolen data from the victim's networks in at least 58 of these attacks, according to cybersecurity company Emissoft.

Because email links are our greatest vulnerability, cyber security insurance recommends and are considering requiring the use of attachment and hyperlink examination before delivery for all external messages.

The way this works is when the person with access to our network clicks on a link or tries to open an attachment, they will see a message indicating that the scanning is underway. If the link is determined to be safe, the destination will open. If the attachment is safe, it will open. If either is determined to be at risk, they will see a message indicating such with advice to contact the administrator for further details. All attachments will be available to the administrator.

Because of the urgency of the recent cyber-attacks, we have already moved to purchase this protection.

It is the recommendation of the College to approve the purchase of O365 – A5 licensing from Microsoft for the amount not to exceed \$85,000 for license and implementation costs. This will be paid for by IMPACC.



DATE: February 3, 2023

TO: Dr. Terry A. Murrell, President

FROM: Dr. Lisa Bryan, Research/Data Specialist, Sima Dabir, Associate Dean of Arts and Sciences, Dr. Juline Albert, Vice President of Learning

RE: Arts & Sciences Student Outcomes

The Arts and Sciences curriculum is a vital service WITCC offers to students wishing to complete their bachelor's degree at a four-year institution. While some Arts and Sciences students successfully transfer on, many do not achieve this milestone. This presents a significant opportunity for improvement.

Arts & Sciences Students	AY 2021-2022	AY 2020-21
Transfers	15.8%	17.2%
Still Enrolled at WITCC	44.7%	20.8%
Not Enrolled Anywhere	39.5%	62.0%
Total	100.0%	100.0%

Source: MIS and the National Student Clearinghouse

Just 16% of Arts and Sciences students transferred to other institutions within the last year. However, more Arts and Sciences students remain enrolled at WITCC compared to the prior year, perhaps a sign of recovery from the COVID-19 pandemic. The College is specifically addressing these issues through the creation of Title III positions and initiatives.

Top 5 Transfer Institutions- 2021-22
Iowa State University
University of South Dakota
University of Iowa
Morningside University
Wayne State College

Top 5 Transfer Institutions- 2020-21
University of South Dakota
Iowa State University
Buena Vista University
Bellevue University
University of Iowa

Source: National Student Clearinghouse

Each of the schools in the tables above has an articulation agreement with the College, resulting in the establishment of over 40 transfer programs at WITCC. The articulation agreements and transfer programs facilitate the transfer of Arts and Sciences students to four-year institutions.



TO: Dr. Terry Murrell, President

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

DATE: February 3, 2023

SUBJECT: WITCC Student Outcomes with National Comparisons

Western Iowa Tech Community College typically views student outcomes through three lenses: (1) year-to-year growth and progress within the College, (2) comparison and ranking among community colleges in Iowa, and (3) benchmarking against national peers. To gain national perspective, the College uses data reported to the Integrated Postsecondary Education Data System (IPEDS) by all institutions receiving federal financial aid. The figures below highlight several WITCC student outcomes compared to national peer group comprised of 25 community colleges.

Figure 1: Retention rates of first-time degree seeking students (Fall 2020 cohort)

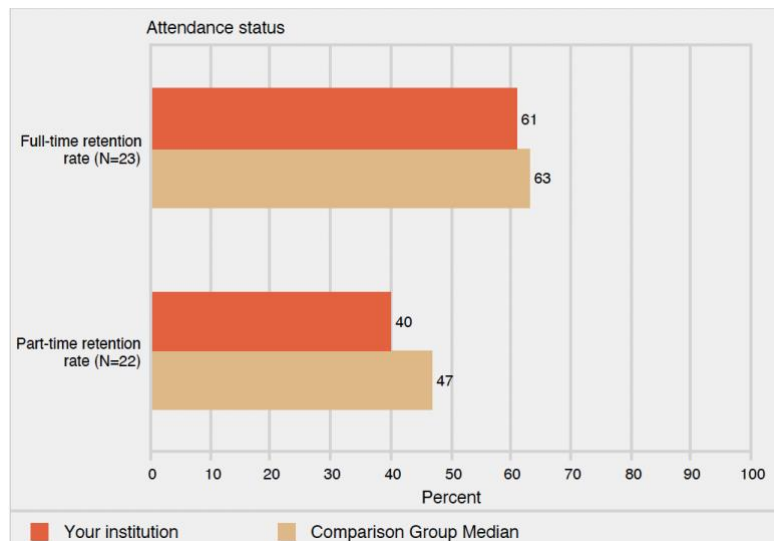


Figure 2: Number of degrees and certificates awarded (2020-2021)

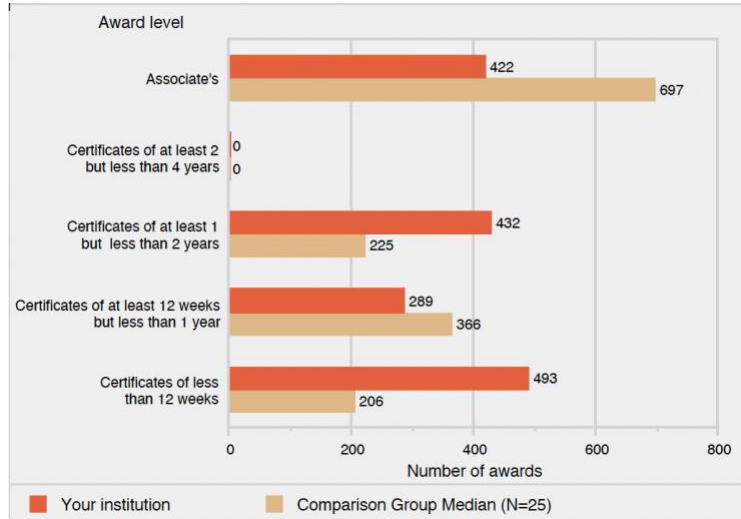


Figure 3: Graduation and transfer rates of full-time, first-time degree seeking students (2018 cohort)

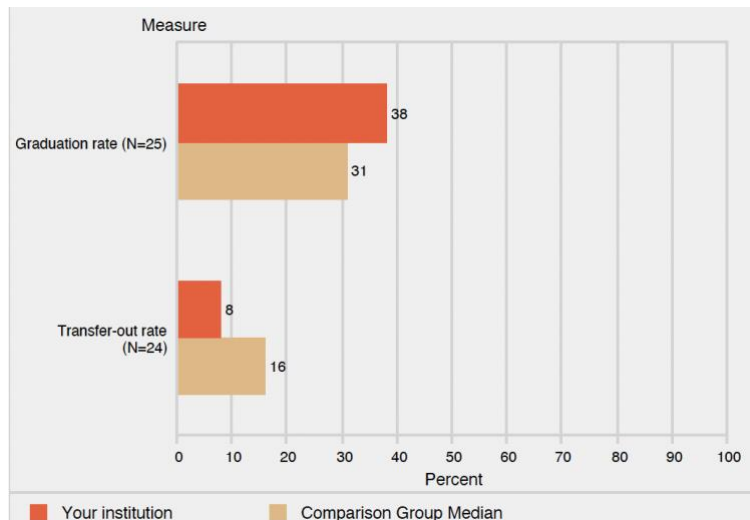
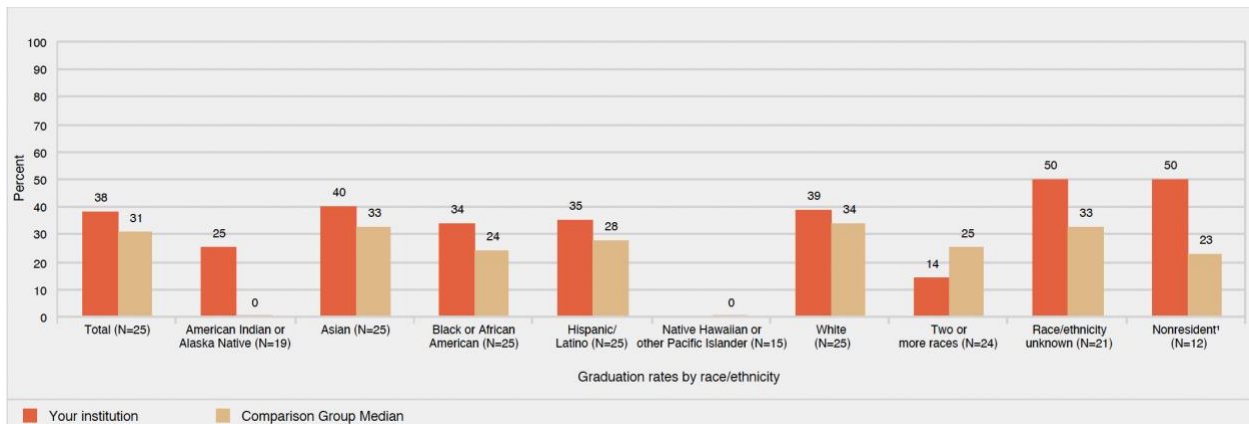


Figure 4: Graduation rates by race/ethnicity (2018 cohort)





February 13, 2023

To: Dr. Terry Murrell, President
From: Dr. Juline Albert, VP of Learning

RE: MOU with University of Northern Iowa

Access to a four-year degree in Iowa is more attainable than ever with UNI@IACC (Iowa Community Colleges). The initiative provides scholarships to WIT graduates who want to complete a bachelor's degree through the University of Northern Iowa. The scholarships assist in covering the difference between WIT tuition and UNI tuition for students who enter into qualifying online UNI programs. Ideally, students will pay no more than the cost of WIT tuition for a four-year degree.

In addition, WIT and UNI will share a coordinator whose expertise is in the area of elementary education. This will enable students to take their first two years of their teaching degree through Western Iowa Tech and their last two years of their teaching degree through UNI all at low WIT tuition rates. Students will not need to leave the area for their teaching degree, and when they graduate, they will potentially help fill the teaching shortage in the Siouxland and surrounding areas.

Attached you will find the Memorandum of Understanding. It is the administrative recommendation that the Board approve the MOU between Western Iowa Tech and the University of Northern Iowa.



Memorandum of Understanding (WITCC and UNI)

This Memorandum of Understanding dated the 1st day of March, 2023, is by and between Western Iowa Tech Community College (WITCC) and the University of Northern Iowa (UNI), for the purpose of establishing a transfer program in Sioux City, IA.

Whereas, WITCC is an Iowa community college offering a variety of career and technical degrees, diplomas, and certificate programs including two-year associate's degrees; and

Whereas, UNI is a public university offering a variety of higher education programs including four-year bachelor's degrees; and

Whereas, WITCC offers a transfer program whereby WITCC students can attend the community college for two years, and then transfer to an Iowa public university to continue their education and pursue a four-year degree; and

Whereas, WITCC and UNI (each a "Party" and together, the "Parties") desire to enter into this Memorandum to formalize an agreement between the Parties to provide pathways to higher education programs to students of WITCC and UNI at WITCC located in Sioux City, Iowa, and other possible WITCC locations.

Now, Therefore, be it resolved, the Parties understand and agree to the following:

1. Termination and Other Provisions

- a. The term of this Memorandum shall be for four term years (herein defined) unless earlier terminated in accordance with section 1.b or 1.c. hereof. The initial term of this memorandum shall begin on March 1, 2023.
- b. This Memorandum may be terminated by either Party (the non-breaching party) if the other Party breaches a provision of this Memorandum and does not remedy the breach within thirty days of receiving written notice of the breach from the non-breaching party.
- c. *Force Majeure*. In the event something occurs beyond the control of the Parties (unforeseen events) which substantially affects the ability of one Party or both Parties to comply with a material obligation of this Memorandum (e.g., a situation that causes the inability to fund a relevant position and associated expenses), the Memorandum may be terminated by either Party upon written notice to the other Party.
- d. Unless terminated, amended, or renewed as provided herein, this Memorandum shall terminate on February 28, 2027.
- e. This Memorandum may be renewed for additional terms of one or more years upon mutual written agreement of the Parties.

2. UNI Designated Space, Permitted Use

- a. UNI shall be permitted to occupy a designated space at WITCC in Sioux City, Iowa (the "UNI Designated Space"), the space to be mutually agreed by the Parties as provided herein and/or as set forth in a written addendum to this Memorandum. During the second year of the term of this Memorandum or thereafter, WITCC may also provide space to UNI at other campuses/locations as agreed in writing between the Parties.
- b. UNI shall use the space(s) for a Student Services Specialist (SSS) to assist WITCC/UNI students and complete working tasks and duties pertaining to their role.
- c. UNI shall be allowed to add reasonable signage to the UNI space(s) used by the SSS.

3. Budget, Staffing, Equipment, and Facilities

- a. It is agreed by both Parties that WITCC will contribute with \$20,000 annually toward a program coordinator position housed at WITCC. WITCC will pay \$20,000 to UNI each year of this Memorandum, 30 days after the position begins and annually on that date. UNI will pay the salary of Student Services Specialist at WITCC. The annual contribution will be prorated for any period that a program coordinator position is not occupied. The program coordinator will teach two classes each semester for WITCC in exchange for the \$20,000 annual fee.
- b. It is anticipated that all staff using the UNI designated space(s) will be provided by UNI and shall be employees of UNI. UNI and its employees shall comply with all applicable state and federal laws including laws prohibiting discrimination.
- c. WITCC and UNI may partner to have joint faculty and staff where the Parties determine it serves the interests of both Parties.
- d. WITCC shall provide equipment, computers, and printers, at the designated space(s) for use by UNI positions housed by Western Iowa Tech Community College.
- e. Office furniture shall be provided as determined by the Parties.
- f. Parking shall be provided to UNI employees and students on the same basis as parking is provided to WITCC employees and students.
- g. Internet access (wi-fi/wireless) shall be provided by WITCC sufficient to allow for video conferencing capabilities.
- h. WITCC students who transfer to UNI online degrees shall be given access to resources at WITCC such as the campus library, a recreational center, and other centers and common areas while they are actively completing their degree. Activities on campus would be open to UNI students. Ticketed events and the Health clinic access and counseling services are not part of this agreement. Testing Center would be on availability basis. The UNI positions located on the WITCC campus shall have access to recreational facilities at WITCC for a fee during the duration of the employment for the position.
- i. Western Iowa Tech Community College will work with UNI staff to obtain desired information as allowed by law. To the extent UNI receives, generates, and/or maintains educational records related to WITCC students, UNI agrees to comply with the Family Educational Rights and Privacy Act (FERPA) to the same extent as such laws and regulations apply to WITCC, and shall limit access to only those employees or agents with a need to know, and only for the purpose(s) directly relating to this Memorandum unless and until such time as students become UNI students. For purposes of this Memorandum and

pursuant to FERPA, WITCC hereby designates UNI as a school official with a legitimate educational interest in the educational records of the students to the extent that access to the WITCC's educational records are required by UNI to perform its obligations and responsibilities relating to this Memorandum. These requirements relating to FERPA apply during the term of this Memorandum and in perpetuity thereafter, regardless of the reason for the termination of this Memorandum.

- j. WITCC will allow UNI to communicate opportunities and program information to prospective students using existing digital signage displays and other physical spaces (e.g., bulletin boards) located at WITCC on a reasonable basis.
- k. The occurrence of a disclosable cybersecurity event (e.g., a breach of security or unauthorized access to electronic information, etc.) will be shared with the partner institution as early as permissible. Additional details impacting the partner institution will be shared as they become available.

4. Programming

- a. UNI shall provide an academic curriculum online sufficient to complete the last two years of a four-year degree, or as otherwise determined by UNI, that has been started at WITCC.
- b. UNI shall choose the areas of study and course offerings to be available for the selected four-year degree(s) noted in section 4.a. directly above.
- c. WITCC students who transfer to UNI will bring their own personal computers. WITCC/UNI students can continue to use WITCC's "Guest" Wi Fi network. WITCC shall also provide printing services to students who start at WITCC and then continue with attendance at UNI under this Memorandum.
- d. WITCC shall provide UNI with relevant information regarding WITCC courses and areas of study upon request.
- e. The Parties will meet at mutually agreeable times for appropriate discussions relating to this Memorandum. Meetings may be in-person or electronic (e.g., zoom, phone, etc.).

5. Maintenance/Utilities

- a. WITCC shall be responsible for upkeep and security at the designated area(s) for UNI and all common areas, but UNI will be responsible for upkeep and maintenance of UNI personal property and equipment placed at the designated place(s).
- b. Compliance with laws. UNI and WITCC shall keep the designated space(s) in good sanitary conditions and in full compliance with all the health, safety, police, and all other governmental laws and regulations in force.
- c. Compliance with WITCC's policies. UNI shall comply with the rules and regulations imposed by WITCC and shall not knowingly permit the use, possession, transfer, consumption of firearms or any illegal drug or non-prescribed controlled substance in the designated spaces for UNI. Additionally, UNI shall not knowingly permit the use, consumption, possession, transfer or sale of alcoholic beverages in the designated areas for UNI use without the prior written consent of WITCC and in accordance with WITCC's rules and regulations.

6. Termination of Agreement

- a. At the termination of this Memorandum for any reason, UNI shall vacate the designated space(s) and shall restore the same to WITCC. UNI shall be entitled to remove all personal

In addition to the state-defined programs, each community college may identify up to five high-demand regional occupations in their service area to be included in the Last Dollar Scholarship Program. These programs listed below were adopted by the Board last year and no changes are recommended.

<u>CIP Code</u>	<u>Programs Included</u>
01.0105	Ag Technology (AAS), Agriculture Management (AAS), Agriculture (DIP)
12.0503	Culinary Arts (AAS), Food Service (DIP)
47.0603	Auto Collision Repair Technology (AAS), Auto Body Repair (DIP)
47.0604	Automotive Technology (AAS) & Auto Mechanic (DIP)
51.0801/51.0713/51.0716	Medical Assistant (DIP), Medical Scribe (DIP), Medical Coding Specialist (DIP), Medical Transcription (DIP), Medical Secretary (DIP)

Recommendation:

It is the administrative recommendation that the programs identified in the following CIP Codes 01.0105, 12.0503, 47.0603 47.0604 and 51.0801/51.0713/51.0716, be included in the Future Ready Iowa Last Dollar Scholarship Program for 2023-2024, in addition to the current programs and any future programs approved by the state.

NOTICE OF PUBLIC HEARING BUDGET ESTIMATE
Fiscal Year July 1, 2023 - June 30, 2024 WESTERN IOWA TECH CC

The Board of Directors of WESTERN IOWA TECH CC in the counties of BUENA VISTA , CARROLL , CHEROKEE , CRAWFORD , HARRISON , IDA , MONONA , PLYMOUTH , SAC , SHELBY , SIOUX , WOODBURY in Iowa will conduct a PUBLIC HEARING on the proposed budget as follows:

Meeting Date: 3/13/2023 Meeting Time: 04:00 PM Meeting Location: Western Iowa Tech Community College, Board Room, Sioux City, IA

At the public hearing, any resident or taxpayer may present their objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of budget receipts and expenditures on file with the Board Secretary. Copies of the Supplemental Detail will be furnished to any taxpayer upon their request.

Resources:		General Funds FY 2023/2024 Budget	Plant Funds FY 2023/2024 Budget	Bonds & Interest Funds FY 2023/2024 Budget	Total of All Funds FY 2023/2024 Budget	FY 2022/2023 Re-Estimated Budget	FY 2021/2022 Audited Actual
Taxes Levied on Property	1	7,784,171	2,149,678	0	9,933,849	9,350,561	9,319,899
Utility Replacement Tax	2	313,529	86,578	0	400,107	380,898	0
Student Fees	3	3,100,000	0	0	3,100,000	2,945,000	2,956,743
Tuition	4	14,900,000	0	0	14,900,000	14,025,000	13,933,366
State Aid	5	12,625,000	0	0	12,625,000	12,311,796	11,943,091
Other State Aid	6	3,555,000	50,000	0	3,605,000	2,985,000	2,778,584
Federal Aid	7	5,775,000	1,000,000	0	6,775,000	3,768,502	11,891,287
Sales-Service	8	225,000	750,000	0	975,000	215,000	185,017
Other	9	7,075,000	10,000,000	0	17,075,000	8,780,164	9,475,805
Proceeds from Certificates	10	12,000,000	0	0	12,000,000	12,000,000	4,003,914
Total Resources	11	67,352,700	14,036,256	0	81,388,956	66,761,921	66,487,706
Expenditures:							
Liberal Arts and Sciences	12	3,491,206	0	0	3,491,206	4,355,181	3,127,788
Vocational and Technical	13	12,718,822	0	0	12,718,822	13,448,059	13,080,507
Adult Education	14	1,822,090	0	0	1,822,090	1,911,974	3,230,492
Cooperative Programs/Services	15	12,487,989	0	0	12,487,989	12,455,456	4,970,898
Administration	16	2,903,812	0	0	2,903,812	2,710,221	6,308,344
Student Services	17	9,030,715	0	0	9,030,715	6,795,332	8,120,763
Learning Resources	18	242,431	0	0	242,431	226,269	228,066
Physical Plant	19	10,847,994	14,036,256	0	24,884,250	15,504,047	17,355,655
General Institution	20	12,726,757	0	0	12,726,757	11,134,733	9,228,759
Total Expenditures	21	66,271,816	14,036,256	0	80,308,072	68,541,272	65,651,272
Net Resources minus Expenditures	22	1,080,884	0	0	1,080,884	-1,779,351	836,434
Beginning Fund Balance	23	6,827,592	10,921,822	0	17,749,414	19,528,765	18,692,331
Ending Fund Balance	24	7,908,476	10,921,822	0	18,830,298	17,749,414	19,528,765

Estimated Total Tax Rate per \$1000 Valuation 0.93577

**Western Iowa Tech Community College
Fiscal Year July 1, 2023 - June 30, 2024**

Entry Record of Consideration and Filing of Estimate

On Monday, February 13, 2023 the Board of Directors of Western Iowa Tech Community College, of Merged Area XII, met to consider and approve for filing and publication the proposed budget for the ensuing year. A quorum was present. The Board of Directors fixed the time and place for the public hearing on Monday, March 13, 2023 at 4:00 o'clock p.m., in Room A507, Kiser Building, Western Iowa Tech Community College, Sioux City, Woodbury County, Iowa. The secretary was directed to publish the required notices and estimate summary as required by law. In case of inclement weather, the Hearing will be held on Tuesday, March 14, 2023 at 7:30 a.m. at the same location.

Board Vice President Signature _____
Russell C. Wray, Board President

Board Secretary Signature _____
Brenda K. Wright, Board Secretary

Adopted Budget and Certification of Community College Taxes
Fiscal Year July 1, 2023 - June 30, 2024
WESTERN IOWA TECH CC
Control County: WOODBURY COUNTY

TO: County Auditors and Board of Supervisors in the counties of BUENA VISTA , CARROLL , CHEROKEE , CRAWFORD , HARRISON , IDA , MONONA , PLYMOUTH , SAC , SHELBY , SIOUX , WOODBURY

ESTIMATED TAX LEVIES COMPLETED BY THE COMMUNITY COLLEGE		Estimated Dollars Necessary to be Raised By Property Tax AND Utility Replacement Tax	Approved Tax Rate	Property Taxes Levied	Estimated Utility Replacement Dollars
Tax Levies Adopted					
Unrestricted General	1	2,236,256	0.20250	2,149,678	86,578
Restricted General	2				
Unemployment Compensation	3	0	0.00000	0	0
Tort Liability	4	278,272	0.02520	267,516	10,756
Insurance	5	4,081,925	0.36963	3,923,879	158,046
Early Retirement	6	507,355	0.04594	487,685	19,670
Equipment Replacement	7	993,892	0.09000	955,413	38,479
Cash Reserve	8				
Standby	9	0	0.00000	0	0
Total General Funds	10	8,097,700	0.73327	7,784,171	313,529
Plant Funds	11	2,236,256	0.20250	2,149,678	86,578
Bonds & Interest Funds	12	0	0.00000	0	0
Grand Total - All Funds	13	10,333,956	0.93577	9,933,849	400,107

Valuations

Taxable Valuation	WITH Gas & Elec Util	11,043,239,217	WITHOUT Gas & Elec	10,615,695,412
Tax Increment Valuation	WITH Gas & Elec Util	874,658,758	WITHOUT Gas & Elec	874,658,758
Debt Service Valuation	WITH Gas & Elec Util	11,917,897,975	WITHOUT Gas & Elec	11,490,354,170

Adopted Date: (entered upon adoption)

(Board Secretary)

(County Auditor)

Supplemental Detail - Current Year Budget
Fiscal Year July 1, 2023 - June 30, 2024

Name: Western Iowa Tech Community College

		(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
		General Funds											Total
Resources:		Unrestricted	Restricted	Unemployment	Tort Liability	Insurance	Early Retirement	Equipment Replacement	Cash Reserve	Standby	Plant Funds	Bond & Interest	
Taxes Levied on Property	1	2,149,678		0	267,516	3,923,879	487,685	955,413		0	2,149,678	0	9,933,849
Utility Replacement Tax	2	86,578		0	10,756	158,046	19,670	38,479		0	86,578	0	400,107
Student Fees	3	3,100,000	0	0	0	0	0	0	0	0	0	0	3,100,000
Tuition	4	14,900,000	0	0	0	0	0	0	0	0	0	0	14,900,000
State Aid	5	12,625,000	0	0	0	0	0	0	0	0	0	0	12,625,000
Other State Aid	6	55,000	3,500,000	0	0	0	0	0	0	0	50,000	0	3,605,000
Federal Aid	7	275,000	5,500,000	0	0	0	0	0	0	0	1,000,000	0	6,775,000
Sales-Services	8	225,000	0	0	0	0	0	0	0	0	750,000	0	975,000
Other	9	5,325,000	1,750,000	0	0	0	0	0	0	0	10,000,000	0	17,075,000
Proceeds from Certificates	10	0	12,000,000	0	0	0	0	0	0	0	-	0	12,000,000
Total Resources	11	38,741,256	22,750,000	0	278,272	4,081,925	507,355	993,892	0	0	14,036,256	0	81,388,956
Expenditures													
Liberal Arts	12	3,113,414	0	0	0	0	0	377,792	0	0	0	0	3,491,206
Vocational	13	12,175,528	0	0	0	0	0	543,294	0	0	0	0	12,718,822
Adult Education	14	1,749,284	0	0	0	0	0	72,806	0	0	0	0	1,822,090
Cooperative Servies	15	487,989	12,000,000	0	0	0	0	0	0	0	0	0	12,487,989
Administration	16	2,903,812	0	0	0	0	0	0	0	0	0	0	2,903,812
Student Services	17	3,530,715	5,500,000	0	0	0	0	0	0	0	0	0	9,030,715
Learning Resources	18	242,431	0	0	0	0	0	0	0	0	0	0	242,431
Physical Plant	19	7,237,149	0	0	338,507	3,272,338	0	0	0	0	14,036,256	0	24,884,250
General Institution	20	7,300,934	5,250,000	115,565	0	60,258	0	0	0	0	0	0	12,726,757
Total Expenditures	21	38,741,256	22,750,000	115,565	338,507	3,332,596	0	993,892	0	0	14,036,256	0	80,308,072
Net Resources	22	0	0	(115,565)	(60,235)	749,329	507,355	-	0	0	0	0	1,080,884
Beginning Fund Balance	23	6,011,487	1,218,138	115,565	60,235	(749,329)	(507,355)	-	678,851	-	10,921,822	-	17,749,414
Ending Fund Balance	24	6,011,487	1,218,138	0	0	0	0	-	678,851	0	10,921,822	0	18,830,298

Supplemental Detail - Current Budget Year
Fiscal Year July 1, 2023 - June 30, 2024
WESTERN IOWA TECH CC

Resources		Unrestricted	Restricted	Unemployment	Tort Liability	Insurance	Early Retirement	Equipment Replacement	Cash Reserve	Standby	Plant Funds	Bond & Interest Funds	Total
Taxes Levied on Property	1	2,149,678		0	267,516	3,923,879	487,685	955,413		0	2,149,678	0	9,933,849
Utility Replacement Tax	2	86,578		0	10,756	158,046	19,670	38,479		0	86,578	0	400,107
400-409 Student Fees	3	3,100,000	0	0	0	0	0	0	0	0	0	0	3,100,000
410-414 Tuition	4	14,900,000	0	0	0	0	0	0	0	0	0	0	14,900,000
421-424 State Aid	5	12,625,000	0	0	0	0	0	0	0	0	0	0	12,625,000
429 Other State Aid	6	55,000	3,500,000	0	0	0	0	0	0	0	50,000	0	3,605,000
430-449 Federal Aid	7	275,000	5,500,000	0	0	0	0	0	0	0	1,000,000	0	6,775,000
450-469 Sales-Service	8	225,000	0	0	0	0	0	0	0	0	750,000	0	975,000
470-499 Other	9	5,325,000	1,750,000	0	0	0	0	0	0	0	10,000,000	0	17,075,000
480 Proceeds from Certificates	10	0	12,000,000	0	0	0	0	0	0	0	0	0	12,000,000
Total Resources	11	38,741,256	22,750,000	0	278,272	4,081,925	507,355	993,892	0	0	14,036,256	0	81,388,956
Beginning Fund Balance	12	6,011,487	1,218,138	115,565	60,235	-749,329	-507,355	0	678,851	0	10,921,822	0	17,749,414

Supplemental Detail - Current Budget Year
Fiscal Year July 1, 2023 - June 30, 2024
WESTERN IOWA TECH CC

Expenditures		Unrestricted	Restricted	Unemployment	Tort Liability	Insurance	Early Retirement	Equipment Replacement	Cash Reserve	Standby	Plant Funds	Bond & Interest Funds	Total
1000 Liberal Arts and Sciences	1	3,113,414	0	0	0	0	0	377,792	0	0	0	0	3,491,206
2000 Vocational and Technical	2	12,175,528	0	0	0	0	0	543,294	0	0	0	0	12,718,822
3000 Adult Education	3	1,749,284	0	0	0	0	0	72,806	0	0	0	0	1,822,090
4000 Cooperative Programs/Services	4	487,989	12,000,000	0	0	0	0	0	0	0	0	0	12,487,989
5000 Administration	5	2,903,812	0	0	0	0	0	0	0	0	0	0	2,903,812
6000 Student Services	6	3,530,715	5,500,000	0	0	0	0	0	0	0	0	0	9,030,715
7000 Learning Resources	7	242,431	0	0	0	0	0	0	0	0	0	0	242,431
8000 Physical Plant	8	7,237,149	0	0	338,507	3,272,338	0	0	0	0	14,036,256	0	24,884,250
9000 General Institution	9	7,300,934	5,250,000	115,565	0	60,258	0	0	0	0	0	0	12,726,757
Total Expenditures	10	38,741,256	22,750,000	115,565	338,507	3,332,596	0	993,892	0	0	14,036,256	0	80,308,072
Ending Fund Balance	11	6,011,487	1,218,138	0	0	0	0	0	678,851	0	10,921,822	0	18,830,298



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

DATE: January 18, 2023
TO: Dr. Terry A. Murrell, President
FROM: Troy A. Jasman, Vice President of Finance
and Administrative Services

RE: **STATEWIDE COMPARISON OF PERCENTAGE OF
REVENUES AND EXPENDITURES**

A report showing the comparison of percentage of revenues and expenditures for Western Iowa Tech Community College to all the community colleges within the state of Iowa is attached. This information was obtained from a Department of Education report. Five years of General Fund information is included to show where the college has been and where we have seen changes. Included in the last column is fiscal year 1996, our initial tracking year, to show a longer view.

Due to the COVID-19 funding the College received during FY22, the revenue percentages are impacted by the large increase in the Other Income category. Depending on when the other community colleges recorded the COVID-19 funds, the comparison data could be skewed. Tuition and fees revenue now account for nearly 46.12% of the revenue for the General Fund. WITCC's percentage of revenue from tuition and fees increased this past year due to enrollment and reduced COVID-19 funding. Revenue from tuition and fees continues to reflect the College's strong dependency on this source of revenue. The College continues to receive less local support (property tax) than the statewide average. The State Support flat funding is also somewhat skewed by the COVID-19 funding. The Federal Support line reflects the additional funding that the College receives for KWIT-KOJI as not all community colleges have radio stations. The Other Income percentage increase reflects some of the College grants, College Now program and the influx of COVID-19 funding.

The expenditures were also somewhat impacted and skewed by the COVID-19 funding. The categories are being to resume pre-pandemic percentages. The expenditures continue to reflect the college's strong heritage in vocational technical education.

Expenditures by category are also resuming pre-pandemic percentages. The expenditures by category show how management at the college has continued to contain salary cost. The Services expenditure line represents contracted services utilized at the College. Current expenditures are reflective of the cost of the technology and facility needs of the College. The Current Expenses also includes the transfer to the Plant Fund for the laptop computer initiative that is unique to Western Iowa Tech Community College.

**STATEWIDE COMPARISON
PERCENTAGE OF
REVENUE AND EXPENDITURES**

REVENUE:	FISCAL YEAR 2022			FISCAL YEAR 2021			FISCAL YEAR 2020			FISCAL YEAR 2019			Initial Tracking Year FISCAL YEAR 1996		
	STATE AVERAGE	WITCC ACTUAL	VARIANCE	STATE AVERAGE	WITCC ACTUAL	VARIANCE	STATE AVERAGE	WITCC ACTUAL	VARIANCE	STATE AVERAGE	WITCC ACTUAL	VARIANCE	STATE AVERAGE	WITCC ACTUAL	VARIANCE
Tuition & Fees	46.35%	46.12%	-0.23%	46.63%	45.48%	-1.15%	49.87%	49.51%	-0.36%	51.33%	51.00%	-0.33%	37.32%	33.91%	-3.41%
Local Support	6.17%	5.61%	-0.56%	6.22%	5.37%	-0.85%	5.99%	5.30%	-0.69%	5.81%	5.24%	-0.57%	6.44%	6.20%	-0.24%
State Support	34.74%	32.75%	-1.99%	34.61%	31.00%	-3.61%	35.94%	33.22%	-2.72%	34.93%	32.98%	-1.95%	49.20%	46.87%	-2.33%
Federal Support	1.46%	0.95%	-0.51%	0.94%	1.13%	0.19%	0.55%	1.02%	0.47%	0.28%	0.75%	0.47%	3.71%	5.02%	1.31%
Other Income	11.28%	14.57%	3.29%	11.60%	17.02%	5.42%	7.65%	10.95%	3.30%	7.65%	10.03%	2.38%	3.33%	7.99%	4.66%
Total Revenue	100.00%	100.00%		100.00%	100.00%		100.00%	100.00%		100.00%	100.00%		100.00%	100.00%	
EXPENDITURES:															
Liberal Arts & Sciences	20.20%	8.04%	-12.16%	20.98%	8.31%	-12.67%	22.32%	9.75%	-12.57%	22.71%	10.28%	-12.43%	20.21%	10.59%	-9.62%
Vocational Technical	23.08%	31.43%	8.35%	23.22%	31.97%	8.75%	23.88%	32.21%	8.33%	23.44%	32.12%	8.68%	26.93%	36.72%	9.79%
Adult Education	6.37%	4.51%	-1.86%	6.03%	3.72%	-2.31%	6.11%	5.33%	-0.78%	6.89%	5.89%	-1.00%	12.39%	8.42%	-3.97%
Cooperative Services	1.16%	1.26%	0.10%	1.13%	1.10%	-0.03%	1.14%	1.19%	0.05%	1.13%	1.24%	0.11%	2.98%	0.11%	-2.87%
Administration	7.12%	7.50%	0.38%	7.03%	6.11%	-0.92%	6.50%	6.46%	-0.04%	6.13%	6.46%	0.33%	5.72%	7.36%	1.64%
Student Services	11.72%	9.11%	-2.61%	11.07%	7.65%	-3.42%	11.05%	8.36%	-2.69%	10.79%	7.69%	-3.10%	7.84%	8.33%	0.49%
Learning Resources	1.57%	0.63%	-0.94%	1.66%	0.62%	-1.04%	1.77%	0.69%	-1.08%	1.69%	0.72%	-0.97%	3.55%	2.02%	-1.53%
Physical Plant	11.78%	18.68%	6.90%	11.96%	22.28%	10.32%	11.45%	17.49%	6.04%	11.68%	17.70%	6.02%	10.22%	11.49%	1.27%
General Institution	17.00%	18.84%	1.84%	16.92%	18.24%	1.32%	15.78%	18.52%	2.74%	15.54%	17.90%	2.36%	10.15%	14.96%	4.81%
Total Expenditures	100.00%	100.00%		100.00%	100.00%		100.00%	100.00%		100.00%	100.00%		100.00%	100.00%	
EXPENDITURES BY CATEGORY															
Salaries	71.85%	63.92%	-7.93%	72.94%	60.15%	-12.79%	75.24%	66.30%	-8.94%	73.97%	65.43%	-8.54%	75.37%	73.03%	-2.34%
Services	12.52%	17.58%	5.06%	12.12%	15.44%	3.32%	12.50%	15.30%	2.80%	12.81%	16.67%	3.86%	13.44%	13.15%	-0.29%
Materials, Supplies & Travel	5.02%	8.26%	3.24%	4.40%	7.41%	3.01%	4.79%	7.31%	2.52%	5.18%	7.74%	2.56%	5.98%	6.46%	0.48%
Current Expenses	9.97%	10.09%	0.12%	9.93%	16.93%	7.00%	6.91%	10.93%	4.02%	7.25%	10.06%	2.81%	2.56%	6.52%	3.96%
Capital Outlay	0.64%	0.15%	-0.49%	0.61%	0.07%	-0.54%	0.56%	0.16%	-0.40%	0.79%	0.10%	-0.69%	2.65%	0.84%	-1.81%
	100.00%	100.00%		100.00%	100.00%		100.00%	100.00%		100.00%	100.00%		100.00%	100.00%	



DATE: January 13, 2023

TO: Dr. Terry A. Murrell, President

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

RE: COLLEGE VEHICLE

The College is needing to update one of our fleet vehicles. Purchasing large capacity vehicles has become quite a feat due to production limitations. Our purchasing agent has searched within a 200-mile radius of the campus as well as going to all of the websites of the dealerships. The College discovered that we could be put on waiting list for 2024 models and have no guarantee of securing a vehicle. Due to the persistence of our purchasing agent, a vehicle was located that meets the needs of the College. The College will trade in a 2012 vehicle with this purchase.

Recommendation

It is the administrative recommendation that the College purchase a 2022 Ford Expedition Limited from Jensen Motors, Inc. of Le Mars, Iowa for a total of \$61,179.00. This purchase will be funded from the Plant Fund.



DATE: February 6, 2023

TO: Dr. Terry A. Murrell, President

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

RE: COLLEGE BLEACHERS

As the College prepares for the introduction of athletics for student engagement, the addition of seating for the student center is needed. The College reached out to known vendors to obtain pricing to add bleacher. The College received two quotes from the vendors. The quotes ranged from \$72,269.12 to \$58,355.00. After careful review, it was determined that the College could value engineer the lowest quote to \$53,289.00 to meet the capacity needs of the space. Funding for this equipment will come from existing resources.

Recommendation

It is the administrative recommendation that the College purchase bleachers for the student center from TownsEnd Company of Urbandale, Iowa for a total of \$53,289.00. This purchase will be funded from the existing resources.

**MEMO**

DATE: January 15, 2023

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 Perdue Specialty Meats 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.

Perdue Specialty Meats Co. will be expanding its workforce in its Sioux City, Iowa location. Below is a synopsis of the company. Attached is the preliminary Iowa New Jobs Training Agreement.

As noted in Article III, section 3.4 in the Preliminary Agreement, all commitments of Perdue Specialty Meats 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 January 9, 2025. It is understood and agreed that if such a final agreement is not reached; neither Perdue Specialty Meats Co. nor Western Iowa Tech Community College shall be obligated to proceed with a training program.

Company Description:

Perdue Specialty Meats Co. bought Tur-Pak Foods, Inc. The latter closed their facility at 6201 MacArthur Street, Sioux City on May 9, 2022. Perdue Specialty Meats Co. is a specialty meats provider and the company plans to expand its operations in their Sioux City, Iowa location by hiring approximately 120-130 additional employees.

Recommendation:

It is the administrative recommendation that the Board approves the Preliminary Iowa New Jobs Training Agreement with Perdue Specialty Meats Co.

WESTERN IOWA TECH COMMUNITY COLLEGE

Industrial New Jobs Training Program.
(Perdue Specialty Meats 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.

_____, 2023

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 Perdue Specialty Meats 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 Perdue Specialty Meats 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 _____, 2023.

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**

&

Perdue Specialty Meats Co.

The "College"

The "Employer"

Project # 1

6201 MacArthur Street Sioux City, IA 51111

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**

Perdue Specialty Meats Co.

Name of Community College

Name of Employer

Signature of President of the Board


Signature of Employer Official

Signature of Secretary of the Board

01/10/2023

Date

Date

Notes: Base Employment Number: 170

**MEMO**

DATE: February 6, 2023

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 Wells Enterprises, 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.

Wells Enterprises, Inc. will be expanding its workforce in its Le Mars, Iowa location. Below is a synopsis of the company. Attached is the preliminary Iowa New Jobs Training Agreement.

As noted in Article III, section 3.4 in the Preliminary Agreement, all commitments of Wells Enterprises, 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 February 5, 2025. It is understood and agreed that if such a final agreement is not reached; neither Wells Enterprises, Inc. nor Western Iowa Tech Community College shall be obligated to proceed with a training program.

Company Description:

Founded in 1913, Wells Enterprises, Inc. is the second largest ice cream maker in the United States behind Unilever. They plan to expand their Le Mars, Iowa location by hiring approximately 180 additional new employees.

Recommendation:

It is the administrative recommendation that the Board approves the Preliminary Iowa New Jobs Training Agreement with Wells Enterprises, Inc.

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

**Western Iowa Tech
Community College**

&

Wells Enterprises, Inc

The "College"

The "Employer"

Project # 9

1 Blue Bunny Drive, Le Mars, IA 51031

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**

Wells Enterprises Inc

Name of Community College

Name of Employer

Signature of President of the Board


Signature of Employer Official

Signature of Secretary of the Board

Feb 6, 2023

Date

Date

Notes: Base Employment Number: 2700

WESTERN IOWA TECH COMMUNITY COLLEGE

Industrial New Jobs Training Program.
(Wells Enterprises, 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.

_____, 2023

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 Wells Enterprises, 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 Wells Enterprises, 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 _____, 2023.

President of the Board of Directors

ATTEST:

Secretary of the Board of Directors



WESTERN IOWA TECH
OFFICE OF INCLUSION 2022 BOARD REPORT
PREPARED BY: Revathi R. Vongsiprasom, J.D.

Western Iowa Tech has seen incredible, organic growth in its student population. As the community's college, the diversity, both visible and invisible, of our student body, is reflective of the beautiful community of Siouxland and beyond. Western Iowa Tech's actions to supporting this diversifying student body are our testament to being this community's college.

First and foremost, Revathi R. Vongsiprasom, J.D., leading the Office of Inclusion, has authored a college wide inclusion statement that captures the culture we are building at Western Iowa Tech. This statement is currently under review by our legal department and will hopefully be ready for Board review and approval this Spring 2023.

Revathi and President Terry Murrell have also worked closely to curate board policies in regard to Diversity, Equity, Inclusion, and Belonging. These board policies are under current review between Revathi and the College's legal counsel to finalize for board review this Spring 2023.

In 2021, the Office of Inclusion announced three (3) overarching areas in which all efforts pertaining to the College's equity and accessibility measures would align: inclusive and equitable campus climate; recruit, retain and develop the diversity of our campus community; and support innovative and inclusive education.

These overarching areas continue to be the categories in which more than sixty (60) identified initiatives have been placed. Moreover, each initiative is assigned at least one of the four TECH values. Most initiatives meet more than one TECH value. Over the course of 2023, a report will be created to visualize the progress being made on these initiatives.



These initiatives are also assessed to meet and/or exceed accreditation requirements regarding civic engagement opportunity and encourage curricular/co-curricular that prepares students for informed citizenship and workplace success.

The Office of Inclusion has also had a robust year in areas of administration, student engagement, and staff/faculty learning exchanges. Below is a snapshot of highlights:

- Partnership with Institutional Research, led by Dr. Erin Volk: survey assessing accommodations and processes for employees with disabilities and/or needing accommodations; FIPSE Grant application; Title III grant review, reapplication, and ultimate awarding in September 2022.
- Meetings with Dean of Human Resources, Jackie Plendl and Chief Financial Officer Troy Jasman on Human Resources current processes and plans moving forward with implementation newly written search, interview, hiring, and retention practices created by Revathi in January 2021.
- Discussions regarding Nursing programs newly created admissions criteria and learning exchanges with Nursing and Health Sciences on classroom challenges they're experiencing in the lens of student equity.
- Collaboration sub-committee including a diversity aspect to foster cross departmental collaboration.
- Launching the President's Council for Inclusive Excellence
- Partnership with KWIT to create the AMPLIFY Podcast series
- Beginning exploration of non-credit vs credit course work and equity gaps with Carmen Wilson.
- Classroom engagement with more than 15 classes including college experience, sociology, and workplace communications.
- Hiring of LaShawna Moyle, LMSW and Certified Diversity Practitioner, as the Diversity, Equity, and Inclusion Coordinator.
- Staff development focused on classroom equity and understanding our collective impact on innovating education and the student experience through our unique lenses and lived experiences.



- Title III partnership led by Karina Pedroza, MA which is entirely equity based. This has consisted of building a barrier survey, a staff equity assessment, and finalizing plans for the future center for equitable learning and enrichment for all students.
- Individual meetings with the entire advising team to identify areas where the Office of Inclusion can support their work with students.
- Partnership with Mental Health Department and outside partners: Suicide Prevention and Awareness Event and creating cultural responsive suicide response procedures.
- Implemented the sacred blanketing ceremony for Native American students
- Partnership with Andrea Rohlena of marketing to present at their regional marketing conference. Presentation titled *The Intersections of Marketing and Visual Diversity*. Co-presented with Semehar Ghebrekidan, MS
- Programming: Inaugural events, including:
 - Brown, Black and Blue: Local officers discuss policing, communities of color, and the importance of cultural competency
 - Pride Party
 - Evening Reception for Diverse Graduates
 - Disabilities Awareness Paneling Event
 - Constitution Day Event: The Supreme Court, Constitutional Rights and Neutrality presented by Assistant Professor of Constitutional Law, Tyler S. Moore.
 - Immigration Simulation for Staff
- Continued partnership with the City of Sioux City both in staff development, on-campus programming, and national marketing conference a with City Inclusion Liaison, Semehar Ghebrekidan.

Through the efforts of the Office of Inclusion and cross-departmental collaboration, Western Iowa Tech continues to make impact in improving and strengthening the student experience, for every student.



January Board Meeting (Zoom) Minutes

Community Colleges for Iowa
Jan 26, 2023 at 9:00 AM CST

Attendance

Present:

Members: Rick Franck - WITCC (remote), Rich Gaumer - IHCC (remote), Larry Hoekstra - NCC (remote), Joanna Hofer - IVCCD (remote), Connie Hornbeck - IWCC (remote), Bob Jennings - ILCC (remote), Alan Jensen - KCC (remote), JoDee Knox - HCC (remote), Cheryl Langston - DMACC (remote), Moudy Nabulsi - SCC (remote), Bennett O'Connor - ICC (remote), Cathy Rottinghaus - NIACC (remote), Bob Shafer - NICC (remote), Jerry Smith - SWCC (remote), Deborah Tappendorf - EICC (remote)

Guests: Donna Knox - Operations Manager, Board Secretary (remote), Roy Salcedo - CC for Iowa Director of Equity and Inclusion (remote), Emily Shields - Executive Director (remote)

I. Call to Order

IACCT Board Chair Joanna Hofer called the meeting to order at 9:01 AM. The group welcomed new member Bennett O'Connor from ICC and introduced themselves. Shields gave a quick tutorial on switching back and forth to Zoom and OnBoard.

- A. Roll Call
- B. Pledge of Allegiance
- C. Adoption of Formal Agenda

Motion:

Motion to Approve the Formal Agenda

Motion moved by Moudy Nabulsi and motion seconded by Alan Jensen. Motion carried.

D. Opening Question

What is one of your New Year's Resolutions? The group all shared thoughts as we start the new year.

II. Consent Agenda

Motion:

Motion to Approve the Consent Agenda

Motion moved by Rick Franck and motion seconded by Larry Hoekstra. Motion carried.

A. Reports

 [2023-01-26 Executive Directors Report.pdf](#)

 [2023-01-26 Presidents Report.docx](#)

 [CCsmart November 2022 Report.pdf](#)

 [December Community College Bulletin.pdf](#)

B. Approval of Minutes

 [2022-12-08 IACCT Board Minutes.docx](#)

 [2022-12-07 Presidents Minutes.docx](#)

C. Financials

 [December 2022 Financial Statements.pdf](#)

III. Presentation

Presentation from Pam Wright (HCC) and Patti Hanson (NIACC) on the 260 E and F workforce training programs. The group noted structure and governance of the programs, administration of the programs, types of college programs that fall under 260 E & F, and how businesses partner with Community College to provide the training. The presenters answered questions regarding the minimum wage requirement, moving the program supervising state agency from IEDA to IWD, reporting requirements, contract requirements. Smith asked about possible legislation regarding 260 programs and Shield shared that there will be a bill coming from the Governor's office for a reorganization of state government agencies. Shield shared the justification for the moving the programs from IEDA to IWD. Franck shared administration decision making concerns and how that could effect how Community Colleges.

[Click here to view presentation slides](#)

IV. Executive Director Discussion Items

Redistricting Process Shields gave an update on the the process that is being done with a consultant through the Department of Education. Shields shared a power point that was given during yesterday's Presidents Meeting. The plan map drafts will be submitted in March and would need approval from each local boards. The number of trustees is not affected by the process but the local board can adjust the number if they feels a change is needed. Shields shared the requirements for the redistricting and concerns if the first map is rejected. Shields stated that if districts change and a trustee finds themselves in different district or two trustees are in the same - decisions will need to made on if they will run against, move, run to cover a new district.

[Click here to view presentation slides](#)

Upcoming Events Shields shared topics for the two upcoming webinars. Shields reviewed the February 27th and 28th schedule for Student Legislative Seminar, PTK Recognition Banquet, and Community College Day on the Hill. This group will meet March 1st for their board meeting.

2023 Trustee Conference, Convention and Tradeshow, and Awards Shields shared plans made so far for the summer Trustee Conference that will be held at Kirkwood Community College in Cedar Rapids. Shields also gave information on the development of a CC Convention & Tradeshow and plans to move the faculty and staff awards presentation to that event, which is tentatively planned for November 28-30 in Des Moines.

 [CC4I 2023 Schedule Nov2022.docx](#)

V. Strategic Priority Discussion

Emily reviewed the draft strategic plan developed from summer retreat. Hoekstra suggested making this plan part of the meeting packets and will be part of an active discussion in the meeting. Hofer agreed that this was the intention and that CC for Iowa staff can use this to set the agenda and schedule speakers.

 [Community Colleges for Iowa Strategic Plan 2022.docx](#)

Motion to Approve the Strategic Plan:

Approve strategic plan as presented.

Motion moved by Larry Hoekstra and motion seconded by Cheryl Langston. Motion carried.

VI. Governance Discussion

Cynde Cronin from Connectify gave a presentation and discussed how Connectify on the potential partnership with Community Colleges for Iowa to provide PEO: Professional Employee Organization services. Services would include: payroll and employee onboarding; benefits tracking; employment risk management; federal and state compliance; human resources. Connectify can also provide data and analysis related all the list of services they provide. Cronin shared cost related to the services. Cronin also shared how Connectify takes on liability for the association. Hoekstra asked about employee engagement. Hofer asked about integration with the exiting accounting vendor. Cronin shared a sample dashboard for onboarding employees and employee portal. The groups discussed advantages of entering into an agreement with Connectify and asked Shields to add it for a vote on the March agenda. [Click here for presentation slides](#)

VII. Adjourn

Hofer adjourned the meeting at 11:42 AM. The next meeting will be March 1, 2023 at the CC for Iowa building starting at 9:00 AM

Minutes Submitted,
Donna Knox - Board Secretary

WITCC in the News

FEB 23 20

SPM/Culinary, Spring Rolls

https://siouxcityjournal.com/news/local/witcc-will-host-spring-roll-making-demonstration/video_d73877f7-0cc8-5c55-a946-e8b5383db821.html

https://siouxcityjournal.com/weekender/food/international-cuisine-will-be-on-the-menu-during-interactive-sioux-city-foodie-program/article_df6f1236-8292-5769-8d5c-3e4284c5df4f.html

Grant

https://siouxcityjournal.com/news/local/sioux-citys-western-iowa-tech-community-college-receives-2-2-million-grant-from-u-s/article_910b7848-3c80-5b5d-bd82-3ae7490f9e26.html

<https://www.ktiv.com/2023/01/11/witcc-awarded-22m-grant-improve-student-retention-transfer-rates/>

<https://siouxlandnews.com/news/local/western-iowa-tech-received-2-million-grant-from-dept-of-education>

<https://www.siouxlandproud.com/news/local-news/witcc-announces-2-2-million-grant-from-the-department-of-education/>

<https://www.ccdaily.com/2023/01/funding-roundup-298/>

SC Career Academy

https://siouxcityjournal.com/news/local/education/construction-on-sioux-city-career-academy-trades-building-is-halfway-finished/article_610461ba-99b0-524e-8085-ce873577960d.html

Comets Logo

<https://www.ktiv.com/2023/01/26/witcc-unveils-new-athletics-logo/>

<https://www.siouxlandproud.com/news/local-news/western-iowa-tech-reveals-logo-for-their-athletics-teams/>

<https://siouxlandnews.com/news/local/witcc-unveils-new-athletics-logo#>

<https://kscj.com/2023/01/26/western-iowa-tech-community-college-unveils-new-athletics-logo/>

Brief References–

WITCC in the News

FEB 23 20

Community College Costs: <https://www.thegazette.com/higher-education/more-high-schoolers-taking-iowa-community-college-courses/>

BVU Partnership: <https://stormlakeradio.com/news/2023/01/30/bvu-and-family-access-center-join-in-strategic-partnership>

Alumni Reference– <https://www.ktiv.com/2023/01/30/abu-bekr-shrine-temple-installs-illustrious-sir-rich-porter-potentate/>

Advertising Guide
Cherokee Chronicle Times, page number 7
Date Jan - 24 - 2023

Western Iowa Tech Community College
is accepting applications for the following position at the Cherokee campus:

Secretary - part time - Provide clerical and secretarial support to the Cherokee Campus 13 hours per week (Mon 11am-1pm, Tues 11am-2pm, Friday 8am-4:30pm) with a wage of \$16.68 per hour. **NO NIGHTS/NO WEEKENDS.** Education and experience in related field.

Minority and bi-lingual applicants are encouraged to apply. To apply please visit the College web site at www.witcc.edu/jobs.

Human Resources Office
Western Iowa Tech Community College
P.O. Box 5199, Sioux City, IA 51102-5199
(712) 274-6400; FAX (712) 274-6412
800-352-4649, e-mail: hr@witcc.edu
WITCC is an AA/EEO Employer



The logo for Western Iowa Tech Community College, featuring the letters 'WIT' in a stylized, bold font with a white swoosh above the 'I', and the words 'Community College' underneath.

16 | WEDNESDAY, FEBRUARY 1, 2023

BULLETIN-REVIEW

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February

2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>To have your event included on the Bulletin-Review monthly calendar please</p>			1	2	3	4