



WESTERN IOWA TECH COMMUNITY COLLEGE

BOARD MEETING

Date: January 8, 2024

Time: 4:00 pm

Location: WITCC Sioux City Campus

WITCC Mission

We elevate our diverse learners and strengthen our communities through inclusive and innovative education.

Board Members

Russell Wray, President | Tricia Sutherland, Vice President | Micah Lang | Brad Griffin | Blanca Martinez | Linnea Fletcher | Mary Parker | Jeremy Ogle | Erin Muck

Brenda Wright, Board Secretary

Administration:

Terry Murrell, College President | Troy Jasman, VP of Finance and Administrative Services | Darin Moeller, Executive Dean of Instruction | Jackie Plendl, Dean of Human Resources | Tawnya Beermann, Dean of Students | Christina Brandon, Dean of Outreach and Information Technology | Revathi Vongsiprasom, Dean of Opportunity and Engagement | Erin Volk, Dean of Quality

Presenters:







Carmen Wilson, Associate Dean – Corporate College | La Shawna Moyle, Coordinator of Inclusive Excellence Center | Karina Pedroza, Title III Project Manager | Sima Dabir, Associate Dean of Arts and Sciences |

Item	Presenter
I. Call Meeting to Order	Russ Wray
II. Roll Call of Directors	Brenda Wright
III. Oral Communications	
IV. Written Communications	
A. Thank You – Mayor of Yamanashi City, Japan in addendum JAN-24-1, page 1	

Item	Presenter
V. Consent Items	
A. The minutes of the regular Board of Directors meeting held December 11, 2023	
B. The Financial Report for December 2023 in addendum JAN-24-2, pages 2-8	
C. A list of General Fund bills in addendum JAN -24-3, pages 9-31. Additional bills may be presented at the Board Meeting.	
D. The Personnel Report Regular Appointments in addendum JAN-24-4a, pages 32-33. The Community and Continuing Education instructor list in addendum JAN-24-4b, pages 34. Additional Personnel Report may be presented at the meeting.	
E. Application and Certificate for Payment #3 in the amount of \$82,441.00 to Steve Harris Construction, Inc. for Soccer Field Improvements Project in addendum JAN-24-5, pages 35-38	
F. Application and Certificate for Payment #5 in the amount of \$151,687.83 to H&R Construction Co., for the Center for Inclusive Excellence Project in addendum JAN-24-6, pages 39-40	
G. Application and Certificate for Payment #2 in the amount of \$3,625.77 to Barkley Asphalt for Sun Ridge Court Parking Lot Improvements Project in addendum JAN-24-7, pages 41-43	
H. Terry Murrell traveling to Phoenix, AZ, for the Vistage Retreat on February 22-25, 2024	
I. Terry Murrell traveling to Chicago, IL, for the HLC Conference on April 13-16, 2024	
J. Terry Murrell traveling to Washington, D.C. for the Siouxland Chamber Washington Dinner on April 17-18, 2024	
<i>Motion needed for Consent Items</i>	
VI. Administrative Reports	
A. Annual Opportunity and Engagement Report in addendum JAN-24-8, pages 44-46	Revathi Vongsiprasom LaShawna Moyle
B. Transfer Outcomes Report in addendum JAN-24-9, pages 47-48	Erin Volk Karina Pedroza Sima Dabir
C. Corporate College Report in addendum JAN-24-10, pages 49-50	Darin Moeller Carmen Wilson
D. College Facilities Report in addendum JAN-24-11, pages 51-54	Troy Jasman Darin Moeller
E. Statewide Comparison of Percentage of Revenues and Expenditures in addendum JAN-24-12, pages 55-56	Troy Jasman

Item	Presenter
F. WITCC Sun Ridge Court Parking Lot Improvements Project Closeout in addendum JAN-24-13, page 57-61	Troy Jasman
G. First Reading of Board Policy 206.1, Non-Discrimination Statement in addendum JAN-24-14, pages 62-64	Jackie Plendl
H. Community Colleges for Iowa Report	Tricia Sutherland
I. President Report 1. February Board Meeting – Board Retreat - Board Retreat 2:00-4:00 pm - Board Meeting 4:00 pm 2. WITCC In the News in addendum JAN -24-15, page 65 3. Other	Terry Murrell

VII. Unfinished Business

A. Individual Board Member comments
B. January 15 – Spring Semester Begins
C.  January 17 – Basketball – Iowa Central CC – @ WIT - 7:30 pm
D.  January 24 – Basketball – Des Moines Area CC – @ WIT - 6:00 pm
E.  January 31 – Basketball – Southwestern CC – @ WIT - 7:30 pm
F.  February 26, PTK Awards Dinner
G. February 12, 2024, Board of Directors Meeting will be on the Sioux City Campus at 4:00 pm with a Board Retreat starting at 2;00 pm
H. February 15, 2024, 2 nd Annual Power of Hair Expo; 11:00 – 1:00 pm, W108
I.  February 26-27, Student Legislative Summit will be held in Des Moines, IA
J.  February 27, Community College Day on the Hill, Des Moines, IA
K. February 28, 2024, Poetry Slam/Open Mic Event, 1:00 – 3:00 pm
L. March 11, 2024, Board of Directors Meeting will be on the Sioux City Campus at 4:00 pm.
M. April 8, 2024, Board of Directors Meeting will be on the Mapleton Campus at 4:00 pm with a Community Event starting at 3:00 pm.

For complete Sports schedule, click [here](#)

For more information about Student Activities on Campus, check out the Campus Calendar [here](#)

VIII. Adjournment

Motion Needed

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

JAN 24 1



YAMANASHI
CITY

November 24, 2023

Dr. Terry Murrell, President
Western Iowa Tech Community College
4647 Stone Avenue
Sioux City, IA 51106
USA

Dear President Murrell:

What a wonderful Thanksgiving dinner that WIT prepared. What was even more surprising was to know that students from the culinary program did everything from table setting to cooking and serving. Everything was just beautiful, and I am sure that we will remember the Thanksgiving dinner at WIT for a long time. What a performance!

Although we were not able to tour WIT because we did not have enough time, I got to know WIT's staff and board members who were presented at dinner party, I learned that INCLUSIVE is being put into practice at WIT.

It was my honor to visit Sioux City to celebrate the 20th anniversary of the sister city agreement. On behalf of Yamanashi delegation, I was very impressed by the warm welcome from everyone in Sioux City and I thank you very much for that.

I look forward to continuing the friendship between our two cities for another 20 years.

Sincerely yours,

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WESTERN IOWA TECH COMMUNITY COLLEGE

BOARD MEETING

Date: December 11, 2023

Time: 4:00 pm

Location: WITCC Sioux City Campus

WITCC Mission

We elevate our diverse learners and strengthen our communities through inclusive and innovative education.

Board Members

Russell Wray, President | Tricia Sutherland, Vice President | Micah Lang | Brad Griffin | Linnea Fletcher | Mary Parker | Jeremy Ogle | Erin Muck

Brenda Wright, Board Secretary

Absent: Blanca Martinez

Administration:

Terry Murrell, College President | Juline Albert, VP of Learning | Troy Jasman, VP of Finance and Administrative Services | Darin Moeller, Executive Dean of Instruction | Jackie Plendl, Dean of Human Resources | Tawnya Beermann, Dean of Students | Christina Brandon, Dean of Outreach and Information Technology | Revathi Vongsiprasom, Dean of Opportunity and Engagement | Erin Volk, Dean of Quality

Presenters:

Carmen Wilson, Associate Dean – Corporate College | Tito Parker, Associate Dean of Students | Mike Brown, Athletic Director | Andrea Rohlena, Director of Marketing and Publications | Eddie Vongsiprasom, Women’s Soccer Coach | Alex Schueler, Men’s Soccer Coach | Dante Frattini, Volleyball Coach | Harvis “CoCo” Cofield, Basketball Coach | Rachel Miller, Competitive Cheer Coach | Mike Craig, eSports Coach | Cale Conner, eSports Coach | Chris Rice, eSports | Bailee Miller, Women’s Soccer | Aran Hernandez Vivar, Men’s Soccer | Rashard White, Men’s Basketball | Maya Augustine, Women’s Volleyball | Taylor Place, Cheer

Item

Brenda Wright called the meeting to order.

Brenda Wright introduced Terry Murrell to discuss the appointment of Brad Griffin to the District II Board position. Jeremy Ogle made a motion to approve the nomination and it was seconded by Russ Wray. All were in favor and motion carried.

The abstract of votes was reviewed.

Brenda Wright swore in the directors from the November 7, 2023 election with the oath of office. Directors sworn in include:

- District I – Micah Lang
- District III – Blanca Martinez
- District IV – Linnea Fletcher
- District XI – Mary Parker
- District XII – Jeremy Ogle
- District IX – Erin Muck

Brenda Wright also swore in the new Board member for District II.

Brenda Wright opened the floor for nominations for the Board President and Vice President. Jeremy Ogle made a motion to nominate Russ Wray as the Board President. Erin Muck seconded the motion. All members were in favor and motion carried. Linnea Fletcher made a motion to nominate Tricia Sutherland for the Vice President. Brad Griffin seconded the nomination. Mary Parker made a motion to nominate Jeremy Ogle to the Vice President position. There was no second. All in favor of Tricia Sutherland as Vice President. Motion was carried.

Russ Wray assumed the Board President chair.

Tricia Sutherland was nominated by Jeremy Ogle to be the Community Colleges for Iowa Representative. Linnea Fletcher seconded the nomination. All were in favor and the motion carried. Linnea nominated Jeremy Ogle as the Alternate. Brad Griffin seconded the nomination. All were in for and the motion carried.

The following were selected for the Audit and Finance Committee members. Brad Griffin made a motion to approve and it was seconded by Erin Muck. All were in favor and motion was carried.

- Jeremy as chair
- Linnea – vice chair
- Micah – member of audit comm

Brenda Wright took a Roll Call of Directors.

There were no Oral Communications brought to the board.

No Written Communications were brought to the board.

Russ Wray asked the board to review the Consent items. Jeremy Ogle made a motion to approve the consent items and it was seconded by Linnea Fletcher. All were in favor and the motion carried.

Mike Brown thanked Terry Murrell and the Bard for allowing sports at WITCC. Mike introduced student athletes. Each student spoke about their experiences and why they chose WITCC. Each coach then introduced themselves and why they chose WITCC.

Christina Brandon introduced Andrea Rohlena and the Marketing team. Andrea Rohlena, Jessica Huggenberger, Wendy Ohl, Russell Roach, and Sue Owens. Andrea talked about the activities and re-branding plan this year. Each team member talked about what their contributions.

Terry Murrell presented the Title IX and other Designations changes to the board. Erin Muck made a motion to approve and it was seconded by Linnea Fletcher. All were in favor and motion was carried.

Item

Troy Jasman and Christina Brandon presented the Identity Theft and Prevention Report. Christina explained all of the things that we do to stay on top of identity theft.

Troy Jasman presented the Rocklin Stage Bids. Troy explained that this was our second round of going out for bids. We received only one bid and it came in higher than the estimate. It is recommended that we reject the bid. After doing some research we have chosen to go a different route and go with something premade to make the stage ADA accessible.

Linnea Fletcher made a motion to reject the bids for the stage and it was seconded by Jeremy Ogle. All were in favor and motion was carried.

Troy also brought forward the Gaylord Smith Building Roof Replacement Project Closeout. This project is now complete and we will release the retainage in 30 days upon board approval. Jeremy Ogle made a motion to approve the closeout and it was seconded by Brad Griffin.

Troy also presented the request for a Transcript Fee Change. We moved to Parchment for transcript service so students can get transcripts faster. Due to this, the fee will need to change from \$5 to \$8. Erin Muck made a motion to approve and it was seconded by Linnea Fletcher. All were in favor and the motion carried.

Troy Jasman also presented the NJTP Financings. Troy talked about the New Jobs Training program and we don't have any issues or concerns.

Terry reported on the Community Colleges for Iowa Report. The board will meet later in the week. Will have an update next month.

Terry Murrell gave a President Report. Terry invited the board to attend the holiday reception on December 21 at 11:00 in the Overlook Café.

Enrollment is currently up 13% right now. It will probably level out a little before enrollment.

PTA program was on probation because of test passing rates dropped below a level. We are now above the rate and are on full accreditation unto 2030.

Erin Muck made a motion to adjourn and it was seconded by Jeremy Ogle. All were in favor and the motion carried.

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: January 4, 2024

RE: **DECEMBER 2023 FINANCIAL HIGHLIGHTS**

Executive Summary

General Fund revenues totaled \$1.4 million for the month of December. Year to date revenues totaled \$18.0 million after six months. Overall, General Fund revenues are approximately \$284K or -1.6% lower than last year. Due to the timing of the start of the spring semester and the community education courses, the tuition and fees attributable to the spring semester are not included in the December financials. Year to date revenue at 47% of the annual budget is lower than the previous year as a percentage of budget and in actual dollars after six months (50% of the year). General Fund expenditures totaled \$3.2 million for the month and \$18.3 million year to date. Year to date expenditures at 48% of the annual budget are consistent with budget expectations while higher than that of the prior fiscal year in terms of actual dollars and percentage of budget after six months (50% of the year). As a result, the College financial position lags that of the previous year with a decrease in the fund balance change from the prior year of \$2.4 million.

Restricted Fund activity for the month of December was routine. The only notable activity is the decrease in state and federal support of \$72K for the various state and federal programs and the increase in salaries and related costs, services, material, supplies and travel, and other current expenditures related to these various grant programs.

Plant Fund activity for the month of December included revenue of \$178K and expenditures of \$538K. The increase in expenditures was mainly attributable to equipment and building projects as well as interest on dormitory revenue bonds.

Overall, Auxiliary Enterprise operations in December show an increase in the fund balance change of \$514K from the prior year. Auxiliary revenues increased \$207K for the month while expenditures increased \$368K for the month.

The College's cash flow included receipts of \$5.0 million and disbursements of \$7.1 million for the month. Cash and investments on a consolidated basis totaled \$47.7 million at December 31, 2023, a decrease of \$2.1 million from November. The College's investment portfolio's overall yield at 4.36% was slightly up from the 4.35% of the previous month.

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

	Current Year			Prior Year		
	FY2024 Budget	YTD Actual	% of Budget	FY2023 Budget	YTD Actual	% of Budget
REVENUES						
Student Fees	\$3,298,500	\$1,724,314	52%	\$2,945,000	\$1,605,296	55%
Tuition	15,215,500	7,050,665	46%	14,025,000	7,018,365	50%
Local Support	2,195,000	1,272,826	58%	2,125,000	1,227,932	58%
State Support	12,776,317	6,377,632	50%	12,361,796	6,183,548	50%
Federal Support	284,071	155,823	55%	268,502	158,089	59%
Sales & Services	203,000	121,925	60%	215,000	119,594	56%
Other Income	4,476,416	1,274,555	28%	4,196,399	1,948,846	46%
Total Income	\$38,448,804	\$17,977,740	47%	\$36,136,697	\$18,261,670	51%
EXPENDITURES						
Salaries & Related Costs	\$26,911,171	\$11,671,261	43%	\$26,064,952	\$11,537,136	44%
Services	6,355,205	3,795,448	60%	5,584,375	2,903,323	52%
Materials, Supplies & Travel	2,457,999	1,834,826	75%	2,431,151	921,314	38%
Other Current Expenditures	2,719,429	995,092	37%	2,049,719	813,534	40%
Capital Outlay	5,000	30,751	615%	6,500	1,574	24%
Total Direct Expense	\$38,448,804	\$18,327,378	48%	\$36,136,697	\$16,176,881	45%
Fund Balance Change	\$0	(\$349,638)		\$0	\$2,084,789	

50% of Year

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

	Current Year			Prior Year		
	FY2024 Budget	YTD Actual	% of Budget	FY2023 Budget	YTD Actual	% of Budget
REVENUES						
Tuition	\$0	\$0	-	\$0	\$0	-
Local Support	5,843,636	3,384,335	58%	5,437,951	3,110,551	57%
State Support	2,438,086	1,265,420	52%	2,357,776	1,490,465	63%
Federal Support	2,931,837	1,470,120	50%	3,255,646	2,520,588	77%
Other Income	771,303	291,334	38%	728,959	331,086	45%
New Jobs Training Program	3,445,000	2,047,221	59%	3,340,000	1,537,695	46%
Total Income	\$15,429,862	\$8,458,430	55%	\$15,120,332	\$8,990,385	60%
EXPENDITURES						
Salaries & Related Costs	\$4,022,119	\$1,930,744	48%	\$3,649,482	\$1,743,265	48%
Services	5,295,855	1,373,806	26%	4,212,258	1,320,671	31%
Materials, Supplies & Travel	1,270,032	184,967	15%	2,074,202	411,497	20%
Other Current Expenditures	0	626,958	-	0	1,854,601	-
New Jobs Training Program	4,240,107	1,009,919	24%	4,188,313	337,723	8%
Capital Outlay	1,460,219	140,427	10%	1,366,036	374,949	27%
Total Direct Expense	\$16,288,332	\$5,266,821	32%	\$15,490,291	\$6,042,706	39%
Fund Balance Change	(\$858,470)	\$3,191,609		(\$369,959)	\$2,947,679	

50% of Year

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

	Current Year			Prior Year		
	FY2024 Budget	YTD Actual	% of Budget	FY2023 Budget	YTD Actual	% of Budget
REVENUES						
Property Taxes	\$2,195,000	\$1,272,826	58%	\$2,125,000	\$1,227,932	58%
Interest Income	260,000	329,988	127%	30,250	58,972	195%
Other Income	2,322,237	1,119,777	48%	2,311,169	1,111,161	48%
Total Income	\$4,777,237	\$2,722,591	57%	\$4,466,419	\$2,398,065	54%
EXPENDITURES						
Equipment	\$1,658,237	\$970,871	59%	\$1,471,219	\$516,772	35%
Buildings	436,000	316,597	73%	1,830,250	224,333	12%
Maintenance, Repairs & Supplies	35,000	88,152	252%	35,000	16,251	46%
Structural Improvements	988,000	1,115,242	113%	120,000	474,324	395%
Professional Services	983,000	377,997	38%	333,000	158,625	48%
Other Expenses	0	0		250,000	0	0%
Interest/Debt Service	677,000	86,833	13%	676,950	91,792	14%
Total Direct Expense	\$4,777,237	\$2,955,692	62%	\$4,716,419	\$1,482,097	31%
Fund Balance Change	\$0	(\$233,101)		(\$250,000)	\$915,968	

50% of Year

Note: Interest budget amounts include principal payments of \$505,000 and \$495,000 for FY2024 and FY2023, respectively. Fund balance change for FY2023 reflects use of existing funds of \$250,000.

Western Iowa Tech Community College
Auxiliary Enterprises
For the Six Months Ending December 31, 2023

Current Year Actual

	<u>Dorms</u>	<u>Bookstore</u>	<u>Auto Parts</u>	<u>Student Orgs & Clubs</u>	<u>Athletics</u>	<u>Other *</u>	<u>Total</u>	<u>Prior YTD Total</u>
REVENUES								
Sales and Service	\$1,166,374	\$1,355,223	\$171,911	\$230	\$0	\$28,878	\$2,722,616	\$2,023,126
Miscellaneous	28,783	6,636	0	274,234	583,850	343,070	\$1,236,573	674,176
Total Revenues	<u>\$1,195,157</u>	<u>\$1,361,859</u>	<u>\$171,911</u>	<u>\$274,464</u>	<u>\$583,850</u>	<u>\$371,948</u>	<u>\$3,959,189</u>	<u>\$2,697,302</u>
EXPENDITURES								
Salaries & Related Costs	\$121,864	\$123,309	\$576	\$0	\$267,769	\$83,861	\$597,379	\$257,441
Service Expenditures	267,938	19,984	0	55,495	75,810	16,857	\$436,084	546,391
Materials & Supplies	8,242	13,709	17,280	79,721	233,896	59,127	\$411,975	193,694
Cost of Goods Sold	0	1,037,327	158,182	0	0	0	\$1,195,509	876,302
Utilities	0	0	0	0	0	0	\$0	0
Other Current Expenditures	334,326	0	0	13,373	6,375	6,581	\$360,655	379,693
Total Expenditures	<u>\$732,370</u>	<u>\$1,194,329</u>	<u>\$176,038</u>	<u>\$148,589</u>	<u>\$583,850</u>	<u>\$166,426</u>	<u>\$3,001,602</u>	<u>\$2,253,521</u>
Fund Balance Change	<u>\$462,787</u>	<u>\$167,530</u>	<u>(\$4,127)</u>	<u>\$125,875</u>	<u>\$0</u>	<u>\$205,522</u>	<u>\$957,587</u>	<u>\$443,781</u>
Prior Year	\$29,083	\$65,325	\$17,232	\$75,850	\$0	\$256,291	\$443,781	

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

WESTERN IOWA TECH COMMUNITY COLLEGE
STATEMENT OF RECEIPTS AND DISBURSEMENTS
DECEMBER 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 (12/01/2023)	\$15,480,686	\$4,588	\$368,002	\$14,520,709	\$19,438,100	\$49,812,086
Receipts	3,045,816	\$1,097,978	0	303,496	513,117	4,960,407
TOTAL FUNDS AVAILABLE	\$18,526,502	\$1,102,566	\$368,002	\$14,824,205	\$19,951,218	54,772,493
DISBURSEMENTS						
Board Report	\$5,147,515	\$1,097,955	\$0	\$0	\$529,402	\$6,774,872
Dorm Revenue Bond Payment						0
Transfers to Operating Fund						0
Approved Previous Meeting				302,416		302,416
TOTAL DISBURSEMENTS	\$5,147,515	\$1,097,955	\$0	\$302,416	\$529,402	\$7,077,287
ENDING BALANCE (12/31/2023)	\$13,378,987	\$4,611	\$368,002	\$14,521,789	\$19,421,816	\$47,695,206

WESTERN IOWA TECH COMMUNITY COLLEGE
INVESTMENT STATUS
DECEMBER 31, 2023

Investment	Bank	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Totals	Current Rate
Checking	Security National	\$127,178					\$127,178	0.00%
Interest Checking	Security National		4,611				4,611	4.00%
Repurchase Agreement	Security National	2,177,004					2,177,004	4.00%
Certificate of Deposit	Central Bank	1,125,720					1,125,720	4.00%
Money Market	Northwest Bank	405,237					405,237	0.20%
Money Market	Liberty National Bank	8,708,279					8,708,279	5.08%
Money Market	Pioneer Bank	104,699					104,699	0.60%
Money Market	Liberty National Bank				14,165,054		14,165,054	5.07%
Checking	Cherokee State Bank	\$6,596					6,596	0.00%
Checking	Wells Fargo	\$6,146					6,146	1.65%
Checking	Wells Fargo			368,002	53,022	1,083,765	1,504,789	1.65%
Checking	Wells Fargo					839,153	839,153	1.09%
Repurchase Agreement	Security National				244,197	17,498,898	17,743,095	4.00%
Dorm Revenue Bond Funds	UMB Bank	718,128			59,516		777,643	5.25%
Total Cash & Investments		<u>\$13,378,987</u>	<u>\$4,611</u>	<u>\$368,002</u>	<u>\$14,521,789</u>	<u>\$19,421,816</u>	<u>\$47,695,206</u>	<u>4.36%</u>
Interest Earnings YTD		<u>\$324,176</u>	<u>\$397</u>	<u>\$0</u>	<u>\$329,988</u>	<u>\$290,154</u>	<u>\$944,716</u>	

WESTERN IOWA TECH COMMUNITY COLLEGE

Bills to be approved at the board meeting January 8, 2024

December 2023

	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Total
Warrants	\$ 5,156,096.28	\$ 1,097,954.90			\$ 529,401.55	\$ 6,783,452.73
Cancelled warrants	(8,581.03)					\$ (8,581.03)
Subtotal	5,147,515.25	1,097,954.90	-	-	529,401.55	\$ 6,774,871.70
Estimated amount	\$ 688,875.00					\$ 688,875.00
Total	<u>\$ 5,836,390.25</u>	<u>\$ 1,097,954.90</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 529,401.55</u>	<u>\$ 7,463,746.70</u>

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/16/2023	Wells Fargo Bank	\$1,780,840.99	CASH IN BANK-PAYROLL
12/21/2023	Frontier Communications	\$544.68	COMMUNICATION
12/14/2023	Iowa Communications Network	\$5,700.07	COMMUNICATION
12/14/2023	Qwest Corporation	\$367.95	COMMUNICATION
12/14/2023	Burke Engineering Sales	\$569.93	CONSTRUCTION SUPPLIES
12/14/2023	Burke Engineering Sales	\$431.84	CONSTRUCTION SUPPLIES
12/7/2023	Consolidated Electrical	\$825.97	CONSTRUCTION SUPPLIES
12/21/2023	Dakwa Incorporated	\$116.74	CONSTRUCTION SUPPLIES
12/14/2023	Echo Group Inc	\$15,193.30	CONSTRUCTION SUPPLIES
12/21/2023	Echo Group Inc	\$82.62	CONSTRUCTION SUPPLIES
12/21/2023	Echo Group Inc	\$5,807.82	CONSTRUCTION SUPPLIES
12/7/2023	Menards Inc	\$270.29	CONSTRUCTION SUPPLIES
12/7/2023	Menards Inc	\$307.84	CONSTRUCTION SUPPLIES
12/14/2023	Menards Inc	\$2,868.23	CONSTRUCTION SUPPLIES
12/14/2023	Menards Inc	\$141.02	CONSTRUCTION SUPPLIES
12/21/2023	Menards Inc	\$71.98	CONSTRUCTION SUPPLIES
12/21/2023	Menards Inc	\$726.35	CONSTRUCTION SUPPLIES
12/14/2023	NCH Corporation	\$3,668.29	CONSTRUCTION SUPPLIES
12/14/2023	Sherwin Williams	\$234.66	CONSTRUCTION SUPPLIES
12/7/2023	Sioux City Winnelson	\$1,844.22	CONSTRUCTION SUPPLIES
12/7/2023	Synchrony Bank	\$102.50	CONSTRUCTION SUPPLIES

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/7/2023	WW Grainger Inc	\$3,213.84	CONSTRUCTION SUPPLIES
12/21/2023	ACI Payments Inc	\$4,414.05	CONTRACTED SERVICES
12/21/2023	Juan D. Amaro	\$75.00	CONTRACTED SERVICES
12/5/2023	AspirEDU Inc	\$10,145.00	CONTRACTED SERVICES
12/21/2023	Tracey Badar	\$50.00	CONTRACTED SERVICES
12/7/2023	Bekins Fire & Safety Services Co	\$211.96	CONTRACTED SERVICES
12/21/2023	Angela Bernard	\$75.00	CONTRACTED SERVICES
12/14/2023	Bluespace Creative Inc	\$1,802.50	CONTRACTED SERVICES
12/14/2023	Brown Underground Inc	\$300.00	CONTRACTED SERVICES
12/7/2023	CHN Garbage Service Inc	\$135.00	CONTRACTED SERVICES
12/21/2023	Vikky Christensen	\$101.25	CONTRACTED SERVICES
12/14/2023	CNOS	\$3,015.42	CONTRACTED SERVICES
12/14/2023	Dakota Graphics Sign Co	\$810.00	CONTRACTED SERVICES
12/5/2023	Amber Dammann	\$3,295.00	CONTRACTED SERVICES
12/14/2023	Amber Dammann	\$2,620.00	CONTRACTED SERVICES
12/21/2023	Amber Dammann	\$3,550.00	CONTRACTED SERVICES
12/5/2023	Delta Papa Aviation LLC	\$3,750.00	CONTRACTED SERVICES
12/5/2023	Document Depot & Destruction	\$49.00	CONTRACTED SERVICES
12/5/2023	Document Depot & Destruction	\$98.00	CONTRACTED SERVICES
12/21/2023	Document Depot & Destruction	\$392.00	CONTRACTED SERVICES
12/7/2023	Oscar Earth	\$500.00	CONTRACTED SERVICES

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/21/2023	Magdalena Galloway	\$500.00	CONTRACTED SERVICES
12/7/2023	Russell Gifford	\$540.00	CONTRACTED SERVICES
12/14/2023	Gill Hauling Inc	\$3,772.50	CONTRACTED SERVICES
12/5/2023	Great Western Dining Service Inc	\$56,325.37	CONTRACTED SERVICES
12/9/2023	HealthEquity Inc	\$77.50	CONTRACTED SERVICES
12/21/2023	David Hernandez Saca	\$500.00	CONTRACTED SERVICES
12/14/2023	IMKO Enterprises Inc	\$7,481.81	CONTRACTED SERVICES
12/14/2023	IMKO Enterprises Inc	\$51,454.53	CONTRACTED SERVICES
12/14/2023	IMKO Enterprises Inc	\$2,030.79	CONTRACTED SERVICES
12/14/2023	IMKO Enterprises Inc	\$1,475.14	CONTRACTED SERVICES
12/14/2023	Iowa Community College Online	\$15,392.00	CONTRACTED SERVICES
12/21/2023	Johnshoy Landscaping LLC	\$110.00	CONTRACTED SERVICES
12/21/2023	K&S Janitorial Services LLC	\$4,211.00	CONTRACTED SERVICES
12/5/2023	Richard Keane	\$597.21	CONTRACTED SERVICES
12/5/2023	Lindblom Services Inc	\$10.66	CONTRACTED SERVICES
12/14/2023	Lindblom Services Inc	\$90.00	CONTRACTED SERVICES
12/5/2023	Mike Logan	\$2,100.00	CONTRACTED SERVICES
12/21/2023	Jayson R. Moeller	\$25.00	CONTRACTED SERVICES
12/21/2023	Jason A. Palsma	\$25.00	CONTRACTED SERVICES
12/14/2023	Panefully Clear Window Service	\$3,523.00	CONTRACTED SERVICES
12/14/2023	Plains Area Mental Health Inc	\$210.00	CONTRACTED SERVICES

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/14/2023	Rentokil North America	\$930.10	CONTRACTED SERVICES
12/14/2023	Rentokil North America	\$45.00	CONTRACTED SERVICES
12/14/2023	Rentokil North America	\$45.00	CONTRACTED SERVICES
12/5/2023	Thomas M. Rice	\$1,200.00	CONTRACTED SERVICES
12/21/2023	Hanah C. Runyon	\$50.00	CONTRACTED SERVICES
12/16/2023	Leke Sahatqija	\$871.50	CONTRACTED SERVICES
12/21/2023	Sanitary Services Inc	\$720.00	CONTRACTED SERVICES
12/14/2023	Schoon Construction Excavation	\$568.50	CONTRACTED SERVICES
12/14/2023	Sebesta Eduction Consulting LLC	\$3,000.00	CONTRACTED SERVICES
12/14/2023	Siouxland Certified Testing	\$1,804.00	CONTRACTED SERVICES
12/14/2023	Siouxland Initiative	\$5,579.18	CONTRACTED SERVICES
12/7/2023	Thompson Solutions Group	\$3,744.14	CONTRACTED SERVICES
12/5/2023	Tri State Nursing Enterprises Inc	\$9,601.14	CONTRACTED SERVICES
12/7/2023	Underground Location Company	\$78.30	CONTRACTED SERVICES
12/21/2023	James Schumacher	\$6,658.97	CONTRACTED SERVICES
12/5/2023	Vans Sanitation Inc	\$76.73	CONTRACTED SERVICES
12/16/2023	Weat Dae Hak	\$4,500.00	CONTRACTED SERVICES
12/7/2023	Woodbury County Firemans	\$469.36	CONTRACTED SERVICES
12/7/2023	Arnold Motor Supply LLP	\$313.67	COURSE FEE EXPENSE
12/14/2023	Iowa Department of Education	\$510.00	COURSE FEE EXPENSE
12/21/2023	Iowa Department of Education	\$825.00	COURSE FEE EXPENSE

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/14/2023	Metropolitan Community College	\$770.00	COURSE FEE EXPENSE
12/14/2023	Motor Parts Sales Co	\$32.90	COURSE FEE EXPENSE
12/7/2023	Streichers Inc	\$443.90	COURSE FEE EXPENSE
12/14/2023	Sysco Lincoln	\$3,983.27	COURSE FEE EXPENSE
12/14/2023	University of Iowa	\$2,834.00	COURSE FEE EXPENSE
12/21/2023	Community Action Agency	\$500.00	DONATIONS
12/21/2023	Girls Inc	\$500.00	DONATIONS
12/21/2023	Sanford Community Center	\$500.00	DONATIONS
12/21/2023	Western Iowa Tech General Fund	\$500.00	DONATIONS
12/21/2023	Corey M. Adair	\$370.00	DUE FROM OTHERS-ASSET ACCOUNT
12/5/2023	AFP Corp	\$598.60	DUE FROM OTHERS-ASSET ACCOUNT
12/14/2023	AFP Corp	\$375.00	DUE FROM OTHERS-ASSET ACCOUNT
12/21/2023	Sarah J. Anderson	\$2,599.92	DUE FROM OTHERS-ASSET ACCOUNT
12/21/2023	Tawnya L. Beermann	\$2,400.00	DUE FROM OTHERS-ASSET ACCOUNT
12/14/2023	Breathe Clean Dry Ice Blasting	\$3,500.00	DUE FROM OTHERS-ASSET ACCOUNT
12/14/2023	Dunwell LLC	\$29,468.72	DUE FROM OTHERS-ASSET ACCOUNT
12/14/2023	Dunwell LLC	\$3,300.00	DUE FROM OTHERS-ASSET ACCOUNT
12/14/2023	Electrical Automation LLC	\$32,601.64	DUE FROM OTHERS-ASSET ACCOUNT
12/5/2023	Ellucian Company LP	\$41,430.75	DUE FROM OTHERS-ASSET ACCOUNT
12/7/2023	Fouk Brothers Plumbing	\$362.50	DUE FROM OTHERS-ASSET ACCOUNT
12/7/2023	Fouk Brothers Plumbing	\$12,899.73	DUE FROM OTHERS-ASSET ACCOUNT

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/14/2023	Foulk Brothers Plumbing	\$1,409.94	DUE FROM OTHERS-ASSET ACCOUNT
12/21/2023	FRSecure LLC	\$15,311.00	DUE FROM OTHERS-ASSET ACCOUNT
12/5/2023	Kelly Hannah	\$780.00	DUE FROM OTHERS-ASSET ACCOUNT
12/21/2023	High Point Networks LLC	\$7,077.20	DUE FROM OTHERS-ASSET ACCOUNT
12/7/2023	Colin J. Hill	\$20.00	DUE FROM OTHERS-ASSET ACCOUNT
12/21/2023	Tiffany Holbrook	\$500.00	DUE FROM OTHERS-ASSET ACCOUNT
12/14/2023	Amy L. Hueser	\$95.00	DUE FROM OTHERS-ASSET ACCOUNT
12/21/2023	Pamela A Ives	\$339.20	DUE FROM OTHERS-ASSET ACCOUNT
12/5/2023	Merlyn L Kathol	\$145.10	DUE FROM OTHERS-ASSET ACCOUNT
12/21/2023	Lynn R. Konz	\$480.00	DUE FROM OTHERS-ASSET ACCOUNT
12/21/2023	Mid Iowa Refrigeration Inc	\$1,850.59	DUE FROM OTHERS-ASSET ACCOUNT
12/14/2023	Novelty Machine & Supply Co	\$1,670.13	DUE FROM OTHERS-ASSET ACCOUNT
12/21/2023	Otis Elevator Company	\$7,257.00	DUE FROM OTHERS-ASSET ACCOUNT
12/21/2023	Otis Elevator Company	\$1,800.00	DUE FROM OTHERS-ASSET ACCOUNT
12/21/2023	Mariana Pacheco	\$416.66	DUE FROM OTHERS-ASSET ACCOUNT
12/21/2023	Power Protection Products Inc	\$7,625.00	DUE FROM OTHERS-ASSET ACCOUNT
12/14/2023	ScriptPro USA Inc	\$1,255.00	DUE FROM OTHERS-ASSET ACCOUNT
12/14/2023	Donna M. Shaver	\$50.00	DUE FROM OTHERS-ASSET ACCOUNT
12/14/2023	Christian Supiot Perez	\$416.66	DUE FROM OTHERS-ASSET ACCOUNT
12/21/2023	Christian Supiot Perez	\$416.66	DUE FROM OTHERS-ASSET ACCOUNT
12/5/2023	Visual Edge IT Inc	\$563.65	DUE FROM OTHERS-ASSET ACCOUNT

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/14/2023	Visual Edge IT Inc	(\$1,434.67)	DUE FROM OTHERS-ASSET ACCOUNT
12/14/2023	Visual Edge IT Inc	\$1,728.81	DUE FROM OTHERS-ASSET ACCOUNT
12/14/2023	Ward Electric Company Inc	\$1,478.89	DUE FROM OTHERS-ASSET ACCOUNT
12/14/2023	Jennifer M. Weber	\$552.92	DUE FROM OTHERS-ASSET ACCOUNT
12/13/2023	Jatzumy V. Castillo Gonzalez	\$1,500.00	DUE FROM STUDENTS
12/7/2023	Tanikia L. Harper	\$324.00	DUE FROM STUDENTS
12/14/2023	Steven Munoz	\$659.62	DUE FROM STUDENTS
12/19/2023	Western Iowa Tech 125 Plan	\$5,541.86	DUE TO AUXILIARY FUND
12/7/2023	Western Iowa Tech Classroom	\$199,688.32	DUE TO PLANT FUND
12/9/2023	Western Iowa Tech Plant Fund	\$300,000.00	DUE TO PLANT FUND
12/7/2023	Ida County Auditor	\$211.16	ELECTION COSTS
12/14/2023	Shelby County Auditor	\$35.13	ELECTION COSTS
12/14/2023	Thompson Solutions Group	\$255,658.00	EQUIPMENT - \$5000 AND OVER
12/16/2023	Wells Fargo Bank	\$373.50	FEDERAL INCOME TAX PAYABLE
12/14/2023	Parchment LLC	\$17,136.00	GRADUATION EXPENSE
12/5/2023	Great Western Dining Service Inc	\$1,999.90	GROUP MEETINGS AND WORKSHOPS
12/5/2023	Great Western Dining Service Inc	\$2,555.95	GROUP MEETINGS AND WORKSHOPS
12/14/2023	Great Western Dining Service Inc	\$3,651.75	GROUP MEETINGS AND WORKSHOPS
12/14/2023	Great Western Dining Service Inc	\$3,514.50	GROUP MEETINGS AND WORKSHOPS
12/16/2023	HealthEquity Inc	\$9,850.16	HSA Payable
12/21/2023	BH Media Group Inc	\$17.50	INFO SERVICES/CLASSIFY ADS

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/14/2023	Pamela L. Jacobsen	\$700.00	INFO SERVICES/CLASSIFY ADS
12/14/2023	Knowles Publishing Corp	\$120.00	INFO SERVICES/CLASSIFY ADS
12/5/2023	Wm Bass Advertising Associates	\$9,469.00	INFO SERVICES/CLASSIFY ADS
12/7/2023	Woodbury Central Community	\$100.00	INFO SERVICES/CLASSIFY ADS
12/14/2023	Insurance Management Program	\$155,380.30	INSURANCE
12/16/2023	BusinessSolverComInc	\$471,844.19	INSURANCE PREMIUMS PAYABLE
12/16/2023	Iowa Public Employees	\$133,647.08	IPERS TAX PAYABLE
12/14/2023	Cole Papers Inc	\$2,557.34	JANITOR MATERIALS AND SUPPLIES
12/14/2023	Eakes Inc	\$13,761.23	JANITOR MATERIALS AND SUPPLIES
12/5/2023	Lawn Pros Inc	\$1,600.00	LANDSCAPING SERVICES AND SUPPLIES
12/5/2023	Ricks Computers Inc	\$1,493.65	MAINT & REPAIR-SU EQUIP
12/5/2023	Ricks Computers Inc	\$1,423.65	MAINT & REPAIR-SU EQUIP
12/21/2023	Ricks Computers Inc	\$140.00	MAINT & REPAIR-SU EQUIP
12/14/2023	Mikes Sioux City Carpet	\$1,623.80	MAINT AND REPAIR BUILDINGS
12/14/2023	Van Osdel Plastering	\$8,285.00	MAINT AND REPAIR BUILDINGS
12/14/2023	Van Osdel Plastering	\$860.00	MAINT AND REPAIR BUILDINGS
12/14/2023	Ward Electric Company Inc	\$15,573.00	MAINT AND REPAIR BUILDINGS
12/21/2023	D&N Kent Pools LLC	\$465.89	MAINT AND REPAIR EQUIPMENT
12/5/2023	Eakes Inc	\$237.50	MAINT AND REPAIR EQUIPMENT
12/7/2023	Foulk Brothers Plumbing	\$45,176.84	MAINT AND REPAIR EQUIPMENT
12/7/2023	Foulk Brothers Plumbing	\$1,109.63	MAINT AND REPAIR EQUIPMENT

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/7/2023	Foulk Brothers Plumbing	\$1,447.71	MAINT AND REPAIR EQUIPMENT
12/21/2023	Barkley Asphalt Inc	\$5,625.00	MAINTENANCE GROUNDS
12/14/2023	Kelley Painting	\$855.29	MAINTENANCE GROUNDS
12/14/2023	Paulsen Midwest Landscaping	\$32,950.00	MAINTENANCE GROUNDS
12/5/2023	BSN Sports LLC	\$2,890.08	MATERIALS AND SUPPLIES
12/14/2023	BSN Sports LLC	\$1,109.48	MATERIALS AND SUPPLIES
12/14/2023	BSN Sports LLC	\$494.34	MATERIALS AND SUPPLIES
12/14/2023	BSN Sports LLC	(\$50.00)	MATERIALS AND SUPPLIES
12/14/2023	Community Action Agency	\$507.91	MATERIALS AND SUPPLIES
12/21/2023	Community Action Agency	\$489.48	MATERIALS AND SUPPLIES
12/21/2023	Community Action Agency	\$260.42	MATERIALS AND SUPPLIES
12/14/2023	Great Western Dining Service Inc	\$342.40	MATERIALS AND SUPPLIES
12/21/2023	Beatrice B. Houston	\$62.97	MATERIALS AND SUPPLIES
12/21/2023	Iowa Department Transportation	\$3,375.00	MATERIALS AND SUPPLIES
12/21/2023	Jenny S. Jolin	\$25.00	MATERIALS AND SUPPLIES
12/14/2023	Sandra E. Mueller	\$145.47	MATERIALS AND SUPPLIES
12/5/2023	NSG Logistics LLC	\$2,450.53	MATERIALS AND SUPPLIES
12/14/2023	NSG Logistics LLC	\$2,506.04	MATERIALS AND SUPPLIES
12/5/2023	Tri State Nursing Enterprises Inc	\$486.75	MATERIALS AND SUPPLIES
12/21/2023	Tri State Nursing Enterprises Inc	\$619.50	MATERIALS AND SUPPLIES
12/21/2023	Associated Press	\$3,068.98	MEMBERSHIP

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/21/2023	Radio Research Consortium Inc	\$670.00	MEMBERSHIP
12/14/2023	Siouxland Chamber of Commerce	\$197.50	MEMBERSHIP
12/21/2023	Ashley Sutherland	\$1,000.00	MISC INCOME
12/21/2023	PowerSchool Holdings	\$14,624.12	NON-CAPITAL EXP & EQUIP <5000
12/21/2023	Sandry Fire Supply LLC	\$5,898.00	NON-CAPITAL EXP & EQUIP <5000
12/16/2023	Collection Services Center	\$419.64	OTHER EMPLOYEE PR DEDUCTIONS
12/19/2023	Friends Of FM 90	\$84.50	OTHER EMPLOYEE PR DEDUCTIONS
12/19/2023	Polk County Sheriff	\$1,313.54	OTHER EMPLOYEE PR DEDUCTIONS
12/19/2023	United Way of Siouxland Inc	\$961.00	OTHER EMPLOYEE PR DEDUCTIONS
12/19/2023	Western Iowa Tech Agency Fund	\$35.00	OTHER EMPLOYEE PR DEDUCTIONS
12/19/2023	Western Iowa Tech Foundation	\$2,232.43	OTHER EMPLOYEE PR DEDUCTIONS
12/19/2023	Western Iowa Tech GF	\$100.00	OTHER EMPLOYEE PR DEDUCTIONS
12/19/2023	Western Iowa Tech GF	\$41.82	OTHER EMPLOYEE PR DEDUCTIONS
12/19/2023	Winnebago Tribe of Nebraska	\$626.78	OTHER EMPLOYEE PR DEDUCTIONS
12/14/2023	APH Stores Inc	\$997.51	OTHER MATERIALS AND SUPPLIES
12/14/2023	APH Stores Inc	\$169.90	OTHER MATERIALS AND SUPPLIES
12/7/2023	Arnold Motor Supply LLP	\$838.44	OTHER MATERIALS AND SUPPLIES
12/21/2023	Dakotaland Holdings LLC	\$224.10	OTHER MATERIALS AND SUPPLIES
12/14/2023	MBS Textbook Exchange	\$5,249.00	PERIODICALS
12/5/2023	Artisan Press Inc	\$4,000.00	PRINTING & REPRODUCTION SVC
12/14/2023	Artisan Press Inc	\$675.00	PRINTING & REPRODUCTION SVC

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/7/2023	Mail House Inc	\$856.03	PRINTING & REPRODUCTION SVC
12/21/2023	Omaha Paper Company	\$893.41	PRINTING & REPRODUCTION SVC
12/14/2023	Visual Edge IT Inc	\$77.43	PRINTING & REPRODUCTION SVC
12/14/2023	Ahlers & Cooney PC	\$12,380.00	PROFESSIONAL SERVICES
12/14/2023	Ahlers & Cooney PC	\$142.50	PROFESSIONAL SERVICES
12/14/2023	Dentons Davis Brown PC	\$122,015.60	PROFESSIONAL SERVICES
12/14/2023	Foster Garvey PC	\$130.60	PROFESSIONAL SERVICES
12/14/2023	Henjes Conner & Williams PC	\$75,000.00	PROFESSIONAL SERVICES
12/7/2023	John N. Sampson	\$4,964.00	PROFESSIONAL SERVICES
12/21/2023	Klass Law Firm LLP	\$5,196.31	PROFESSIONAL SERVICES
12/21/2023	Wm Bass Advertising Associates	\$4,784.00	PROFESSIONAL SERVICES
12/2/2023	Wells Fargo Bank	\$533,737.41	PURCHASE CARD CHECKING
12/21/2023	Quadient Leasing Usa Inc	\$1,907.97	RENTED EQUIPMENT
12/14/2023	Branded Custom Sportswear Inc	\$2,525.10	RESALE PURCHASES
12/5/2023	Chesterman Company	\$1,620.39	RESALE PURCHASES
12/21/2023	Chesterman Company	\$1,425.83	RESALE PURCHASES
12/14/2023	Core Mark Midcontinent Inc	\$1,436.36	RESALE PURCHASES
12/14/2023	Graffix Inc	\$525.00	RESALE PURCHASES
12/5/2023	Iowa Community College Online	\$6,246.42	RESALE PURCHASES
12/5/2023	MBS Textbook Exchange	\$168.72	RESALE PURCHASES
12/14/2023	Roaring Spring Blank Book Co	\$4,108.35	RESALE PURCHASES

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/5/2023	Snap on Incorporated	\$17,918.55	RESALE PURCHASES
12/5/2023	Snap on Incorporated	\$14,525.64	RESALE PURCHASES
12/5/2023	Snap on Incorporated	\$10,895.13	RESALE PURCHASES
12/5/2023	Snap on Incorporated	\$14,526.84	RESALE PURCHASES
12/14/2023	Tri Five LLC	\$1,596.86	RESALE PURCHASES
12/14/2023	Triform Custom Apparel LLC	\$3,902.14	RESALE PURCHASES
12/7/2023	Susan Wolcott	\$99.00	RESALE PURCHASES
12/7/2023	Western Iowa Tech Comm Ed	\$61.80	SCHOLARSHIPS
12/21/2023	Western Iowa Tech Comm Ed	\$12,240.00	SCHOLARSHIPS
12/14/2023	Unitypoint Health-St Lukes	\$750.00	SPONSORED BILLING RECEIVABLE
12/7/2023	Boys & Girls Clubs of Siouxland	\$78.43	STUDENT WORK STUDY FEDERAL
12/21/2023	Boys & Girls Clubs of Siouxland	\$87.23	STUDENT WORK STUDY FEDERAL
12/16/2023	Teachers Insurance & Annuity	\$105,034.45	TIAA-CREF PAYABLE
12/7/2023	Ismael Alfaro	\$120.00	TRAINING EXPENSE
12/7/2023	Mario Alfaro	\$160.00	TRAINING EXPENSE
12/7/2023	Miriam Alvarez	\$100.00	TRAINING EXPENSE
12/7/2023	Helen S. Belisle	\$160.00	TRAINING EXPENSE
12/7/2023	Lilia Bolles	\$140.00	TRAINING EXPENSE
12/7/2023	Okihinyanpiwin Bolles	\$150.00	TRAINING EXPENSE
12/7/2023	Tenanjilawin Bolles	\$160.00	TRAINING EXPENSE
12/7/2023	Keaghan Bracy	\$160.00	TRAINING EXPENSE

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/7/2023	Jasmyne Brenner	\$100.00	TRAINING EXPENSE
12/7/2023	Jesenia Carranza	\$110.00	TRAINING EXPENSE
12/7/2023	Angela J. Cruz	\$160.00	TRAINING EXPENSE
12/7/2023	Juan Diaz	\$100.00	TRAINING EXPENSE
12/7/2023	Maritza Y. Escobar	\$160.00	TRAINING EXPENSE
12/7/2023	Joselyn Factor	\$100.00	TRAINING EXPENSE
12/7/2023	Andrea E. Flores	\$140.00	TRAINING EXPENSE
12/7/2023	Zahyra G. Flores	\$140.00	TRAINING EXPENSE
12/7/2023	Mia N. Garcia	\$140.00	TRAINING EXPENSE
12/7/2023	Angelina Gutierrez	\$160.00	TRAINING EXPENSE
12/7/2023	Isadora Gutierrez	\$100.00	TRAINING EXPENSE
12/7/2023	Leila Jaime	\$120.00	TRAINING EXPENSE
12/7/2023	Dakota Kropf	\$150.00	TRAINING EXPENSE
12/7/2023	Vanessa Lara	\$140.00	TRAINING EXPENSE
12/7/2023	Carly Ledesma	\$160.00	TRAINING EXPENSE
12/7/2023	Ivan Ledesma	\$160.00	TRAINING EXPENSE
12/7/2023	Emmaleigh L. List	\$160.00	TRAINING EXPENSE
12/7/2023	Genesis P. Lopez	\$140.00	TRAINING EXPENSE
12/7/2023	Johnny J. Lopez	\$130.00	TRAINING EXPENSE
12/7/2023	Estela J. Lupian	\$160.00	TRAINING EXPENSE
12/7/2023	Jimena Lupian	\$60.00	TRAINING EXPENSE

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/7/2023	Shaylee Malloy	\$160.00	TRAINING EXPENSE
12/7/2023	Melanie Martinez	\$160.00	TRAINING EXPENSE
12/7/2023	Ruvy Pena	\$160.00	TRAINING EXPENSE
12/7/2023	Abimeris C. Perez	\$80.00	TRAINING EXPENSE
12/7/2023	Tiffany Ramirez	\$140.00	TRAINING EXPENSE
12/7/2023	Joshua Ramos	\$160.00	TRAINING EXPENSE
12/7/2023	Remigia Raymundo Lopez	\$140.00	TRAINING EXPENSE
12/7/2023	Wilson Riphin II	\$160.00	TRAINING EXPENSE
12/7/2023	Wilmide Riphin	\$160.00	TRAINING EXPENSE
12/7/2023	Janelly Rivas	\$160.00	TRAINING EXPENSE
12/7/2023	Jelissa K. Rivas	\$100.00	TRAINING EXPENSE
12/7/2023	Karla S. Rodriguez	\$140.00	TRAINING EXPENSE
12/7/2023	Christell G. Salazar	\$160.00	TRAINING EXPENSE
12/7/2023	Ashley Saravia Gomez	\$160.00	TRAINING EXPENSE
12/7/2023	Carina J. Sartun Vasquez	\$160.00	TRAINING EXPENSE
12/7/2023	Alexa Z. Tremblay	\$140.00	TRAINING EXPENSE
12/7/2023	Emma Urwiller	\$160.00	TRAINING EXPENSE
12/7/2023	Kiara J. Vallecillo	\$160.00	TRAINING EXPENSE
12/7/2023	Emily M. Wanberg	\$140.00	TRAINING EXPENSE
12/7/2023	Jorge L. Zuniga	\$100.00	TRAINING EXPENSE
12/21/2023	Dori L. Claycamp	\$401.44	TRAVEL IN STATE

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/14/2023	Rex K. Hawkins	\$139.36	TRAVEL IN STATE
12/14/2023	Darin Moeller	\$29.46	TRAVEL IN STATE
12/5/2023	Terry A. Murrell	\$208.00	TRAVEL IN STATE
12/21/2023	Terry A. Murrell	\$270.40	TRAVEL IN STATE
12/14/2023	Todd A. Rausch	\$670.80	TRAVEL IN STATE
12/21/2023	Kevin L. Stover	\$707.20	TRAVEL IN STATE
12/21/2023	Kevin L. Stover	\$353.60	TRAVEL IN STATE
12/14/2023	Brandon P. Treft	\$205.92	TRAVEL IN STATE
12/21/2023	Brandon P. Treft	\$211.12	TRAVEL IN STATE
12/21/2023	Jennifer M. Weber	\$269.96	TRAVEL IN STATE
12/5/2023	Steven Garcia	\$123.13	TRAVEL OUT OF STATE
12/5/2023	Tracy L. Henrich	\$48.88	TRAVEL OUT OF STATE
12/21/2023	Kerry J. Patchin	\$128.96	TRAVEL OUT OF STATE
12/16/2023	Voya Financial	\$12,539.19	TSA PAYABLE
12/21/2023	Debbie Rodriguez	\$75.00	TUITION
12/5/2023	Berkshire Hathaway Energy	\$2,297.62	UTILITIES
12/14/2023	Berkshire Hathaway Energy	\$50,790.76	UTILITIES
12/14/2023	Berkshire Hathaway Energy	\$863.46	UTILITIES
12/14/2023	Berkshire Hathaway Energy	\$182.58	UTILITIES
12/21/2023	Berkshire Hathaway Energy	\$2,233.65	UTILITIES
12/21/2023	Black Hills Utility Holding	\$733.04	UTILITIES

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/14/2023	City of Le Mars	\$37.72	UTILITIES
12/21/2023	City Of Mapleton	\$591.43	UTILITIES
12/7/2023	City of Sioux City	\$588.60	UTILITIES
12/7/2023	City of Sioux City	\$836.35	UTILITIES
12/7/2023	City of Sioux City	\$638.15	UTILITIES
12/7/2023	City of Sioux City	\$245.59	UTILITIES
12/7/2023	City of Sioux City	\$196.04	UTILITIES
12/7/2023	City of Sioux City	\$295.14	UTILITIES
12/7/2023	City of Sioux City	\$60.41	UTILITIES
12/7/2023	City of Sioux City	\$409.70	UTILITIES
12/7/2023	City of Sioux City	\$235.68	UTILITIES
12/7/2023	City of Sioux City	\$196.04	UTILITIES
12/7/2023	City of Sioux City	\$123.86	UTILITIES
12/7/2023	City of Sioux City	\$3,156.13	UTILITIES
12/7/2023	City of Sioux City	\$1,570.41	UTILITIES
12/7/2023	City of Sioux City	\$28.93	UTILITIES
12/7/2023	City of Sioux City	\$796.71	UTILITIES
12/7/2023	City of Sioux City	\$513.16	UTILITIES
12/7/2023	City of Sioux City	\$305.05	UTILITIES
12/7/2023	City of Sioux City	\$113.95	UTILITIES
12/7/2023	City of Sioux City	\$285.23	UTILITIES

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/7/2023	City of Sioux City	\$156.40	UTILITIES
12/7/2023	City of Sioux City	\$60.41	UTILITIES
12/7/2023	City of Sioux City	\$290.78	UTILITIES
12/7/2023	City of Sioux City	\$479.59	UTILITIES
12/7/2023	City of Sioux City	\$225.77	UTILITIES
12/7/2023	City of Sioux City	\$3,131.26	UTILITIES
12/7/2023	City of Sioux City	\$1,779.99	UTILITIES
12/7/2023	City of Sioux City	\$28.93	UTILITIES
12/7/2023	City of Sioux City	\$2,504.45	UTILITIES
12/14/2023	City of Sioux City	\$648.06	UTILITIES
12/5/2023	Constellation Energy Corporation	\$12,344.64	UTILITIES
12/21/2023	Denison Municipal Utilities	\$2,126.34	UTILITIES
12/7/2023	Interstate Power & Light Co	\$1,056.09	UTILITIES
12/21/2023	Interstate Power & Light Co	\$1,561.00	UTILITIES
12/14/2023	Sapp Brothers Petroleum Inc	\$832.70	UTILITIES
12/14/2023	Woodbury County Rural Electric	\$2,809.04	UTILITIES
12/14/2023	Advance Auto Parts	\$326.52	VEHICLES-MATERIALS & SUPPLIES
12/7/2023	AVE PLP LLC	\$116.40	VEHICLES-MATERIALS & SUPPLIES
12/21/2023	City of Sioux City	\$10,455.55	VEHICLES-MATERIALS & SUPPLIES
12/21/2023	City of Sioux City	\$105.68	VEHICLES-MATERIALS & SUPPLIES
12/21/2023	City of Sioux City	\$149.59	VEHICLES-MATERIALS & SUPPLIES

Western Iowa Tech Community College
Board Approval Voucher Detail Report
General & Auxiliary
1/3/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/21/2023	City of Sioux City	\$636.47	VEHICLES-MATERIALS & SUPPLIES
12/21/2023	Graham Tire Sioux City	\$690.15	VEHICLES-MATERIALS & SUPPLIES
12/21/2023	Holzhauser Motors	\$47.08	VEHICLES-MATERIALS & SUPPLIES
12/9/2023	Customers Bank	\$4,602.77	WITCC ONECARD PAYABLE
12/16/2023	Customers Bank	\$23,394.00	WITCC ONECARD PAYABLE
12/17/2023	Customers Bank	\$20,187.15	WITCC ONECARD PAYABLE
12/22/2023	Customers Bank	\$500.00	WITCC ONECARD PAYABLE
TOTAL		\$5,156,096.28	

Western Iowa Tech Community College
Canceled Warrants
General & Auxiliary
1/2/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
11/9/2023	City of Sioux City	-\$8,581.03	UTILITIES
TOTAL		<u>-\$8,581.03</u>	

WESTERN IOWA TECH COMMUNITY COLLEGE

Bills to be approved at the board meeting January 8, 2024

GENERAL FUND

Estimated for the month of January

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
 1/2/2024

CHECK DATE	VENDOR NAME	AMOUNT	OB DESCRIPTION
12/2/2023	Western Iowa Tech General Fund	\$33,516.92	OTHER FEDERAL
12/2/2023	Western Iowa Tech General Fund	\$125,000.00	OTHER FEDERAL
12/9/2023	Western Iowa Tech General Fund	\$61,605.64	OTHER FEDERAL
12/9/2023	Western Iowa Tech General Fund	\$88,968.25	OTHER FEDERAL
12/9/2023	Western Iowa Tech General Fund	\$772,471.60	OTHER FEDERAL
12/16/2023	Western Iowa Tech General Fund	\$1,347.00	OTHER FEDERAL
12/16/2023	Western Iowa Tech General Fund	\$1,327.14	OTHER FEDERAL
12/17/2023	Western Iowa Tech General Fund	\$1,189.95	OTHER FEDERAL
12/9/2023	Western Iowa Tech General Fund	\$12,528.40	SCHOLARSHIPS
TOTAL		\$1,097,954.90	

Western Iowa Tech Community College
Board Approval
House File
12/21/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
12/16/2023	Security National Bank	\$3,013.24	SNB INVEST
12/16/2023	Security National Bank	\$59,427.90	SNB INVEST
12/16/2023	Security National Bank	\$52,548.00	SNB INVEST
12/16/2023	Security National Bank	\$64,886.57	SNB INVEST
12/5/2023	Central Service Association	\$1,508.18	TRAINING EXPENSE
12/5/2023	Coil US Buyer Inc	\$2,150.00	TRAINING EXPENSE
12/12/2023	Monogram Food Solutions LLC	\$290,878.70	TRAINING EXPENSE
12/12/2023	Seaboard Triumph Foods LLC	\$26,032.58	TRAINING EXPENSE
12/12/2023	Western Iowa Tech Comm Ed	\$9,000.00	TRAINING EXPENSE
12/12/2023	Western Iowa Tech Comm Ed	\$4,100.00	TRAINING EXPENSE
12/12/2023	Western Iowa Tech Comm Ed	\$8,200.00	TRAINING EXPENSE
12/12/2023	Western Iowa Tech Comm Ed	\$7,656.38	TRAINING EXPENSE
TOTAL		\$529,401.55	

PERSONNEL REPORT
Regular Appointments
January 8, 2024

I. INSTRUCTIONAL STAFF

- A. **Jason A. Thiele** has been selected for the position as Computer Networking Instructor effective January 11, 2024, at an annualized salary of \$51,360 (VC, Step 10). This is a previously authorized position vacant due to resignation. Eligible for full time benefits.
- B. **Darren M. Bruck** has been selected for the position as Auto Collision Repair Technology Instructor in Denison effective January 11, 2024, at an annualized salary of \$51,360 (VC, Step 10). This is a previously authorized position. Eligible for full time benefits.

II. ADMINISTRATIVE STAFF

- A. It is recommended that the position of **Cale M. Conner**, Head Coach- E-Sports be changed to full time effective January 9, 2024, at an annual salary of \$48,050, eligible for full time benefits.
- B. It is recommended that the position of **Adams D. Davidson** International Data Specialist be changed to International Education Coordinator effective January 9, 2024, at an annual salary of \$64,544, grade 8 administrative position. This is a previously authorized position. Full time benefits to be changed accordingly.
- C. It is recommended that the position of **Michael A. Craig**, Recruitment Specialist/Head Coach-E-Sports be changed to Recruitment Specialist effective January 2, 2024. No change in salary or full-time benefits.
- D. **Courtney K. Schweigert** has submitted her voluntary resignation as Career Navigator-Gateway to College effective January 15, 2024. She is to be paid for all time worked through that date and for all earned and unused vacation.

III. SUPPORT STAFF

- A. **Andrew S. Taylor**, Safety Officer has been selected for the position as Secretary effective January 10, 2024, at an annualized salary of \$35,397, grade 3 support position. This is a previously authorized position, vacant due to reassignment, eligible for full time benefits.
- B. **Emmet Dirksen** has submitted his voluntary resignation as Safety Officer effective January 3, 2024. He is to be paid for all time worked through that date and for all earned and unused vacation.

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)

January 8, 2024

NAME	DEPARTMENT OR COURSE # - SECT	APPOINTMENT	FROM	THROUGH	APPT \$/HR	SALARY
Cruz, Joshua	Enrollment Service	Work Study	01/08/24	05/10/24	\$ 9.00	Time Entry
Hinds, Dylan	Paramedic/EMT	Adjunct Instructor	12/12/23	06/30/24	\$ 41.50	Time Entry
McDonald, Brett	Athletics	Work Study	12/14/23	05/10/24	\$ 9.00	Time Entry
White, Rashard	Athletics	Work Study	12/11/23	05/10/24	\$ 9.00	Time Entry

CERTIFICATE FOR PAYMENT

Contractor: Steve Harris Construction, Inc.
 PO Box 343
 Homer, NE 68030-0343

Payment No.: 3
 DGR Engineering

Project: WITCC Soccer Field Improvements Project

DGR Project No.: 273067

Owner: Western Iowa Tech Community College

Contract Date: October 16, 2023

For Period From: November 29, 2023 through December 15, 2023

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
1	2.8 AC	Clearing & Grubbing	\$ 20,000.00	\$ 56,000.00	2.8	\$ 56,000.00
2	48600 C.Y.	Excavation, Class 10	\$ 3.50	\$ 170,100.00	36450	\$ 127,575.00
3	750 C.Y.	Excavation, Class 10, Unsuitable or Unstable Materials	\$ 17.50	\$ 13,125.00		\$ -
4	1125 S.Y.	Subgrade Treatment, Non-Woven Geotextile	\$ 5.00	\$ 5,625.00		\$ -
5	1125 S.Y.	Subgrade Treatment, Polymer Grid	\$ 5.00	\$ 5,625.00		\$ -
6	750 C.Y.	Furnish and Install 2"-5" Crushed Rock	\$ 92.28	\$ 69,210.00		\$ -
7	25 L.F.	Storm Sewer, Trenched, HDPE, 18"	\$ 101.65	\$ 2,541.25		\$ -
8	58 L.F.	Storm Sewer, Trenched, SS, 30"	\$ 141.61	\$ 8,213.38		\$ -
9	138 L.F.	Storm Sewer, Trenched, SS, 36"	\$ 180.58	\$ 24,920.04		\$ -
10	140 L.F.	Storm Sewer, Trenched, CMP, 36"	\$ 184.10	\$ 25,774.00		\$ -
11	26 L.F.	Storm Sewer, Trenched, CMP, 42"	\$ 340.55	\$ 8,854.30		\$ -
12	489 L.F.	Removal of Storm Sewer, ≤36"	\$ 30.00	\$ 14,670.00		\$ -
13	1 L.S.	Remove or Abandon/Fill Existing 36" Storm Sewer	\$ 1,600.00	\$ 1,600.00	0.75	\$ 1,200.00
14	1 Ea.	Connect to Existing Storm Sewer, 18"	\$ 1,707.93	\$ 1,707.93		\$ -
15	1 L.S.	Maintain Temporary Storm Water Drainage	\$ 10,000.00	\$ 10,000.00	0.3	\$ 3,000.00
16	1 Ea.	Pipe Apron, RCP, 42" w/ Footing & Guard	\$ 10,357.09	\$ 10,357.09		\$ -
17	323 L.F.	Subdrain, 6"	\$ 17.79	\$ 5,746.17		\$ -
18	627 L.F.	Subdrain, 8"	\$ 21.18	\$ 13,279.86		\$ -
19	2 Ea.	Subdrain Outlet	\$ 374.98	\$ 749.96		\$ -
20	1 Ea.	Manhole, SW-404, 6'x6' w/ Grated Casting	\$ 23,245.07	\$ 23,245.07		\$ -
21	1 Ea.	Intake, SW-502, 60"	\$ 11,868.63	\$ 11,868.63		\$ -
22	2 Ea.	Manhole Adjustment, Minor	\$ 1,580.30	\$ 3,160.60		\$ -
23	3 Ea.	Remove Intake	\$ 1,000.00	\$ 3,000.00		\$ -
24	1 Ea.	Storm Manhole, SW-401, 60", Base, Ring and Cover and External Seal	\$ 4,847.68	\$ 4,847.68		\$ -
25	15.6 V.F.	Storm Manhole, SW-401, 60"	\$ 771.99	\$ 12,043.04		\$ -
26	3 Ea.	Intake, 15" Nyloplast w/ 15"x15" Standard Grate	\$ 2,431.39	\$ 7,294.17		\$ -
27	1 Ea.	Intake, 18" Nyloplast w/ 18" Standard Grate	\$ 4,409.01	\$ 4,409.01		\$ -
28	138 S.F.	Removal of Sidewalk	\$ 5.00	\$ 690.00		\$ -
29	3209 S.Y.	Pavement Removal	\$ 15.00	\$ 48,135.00		\$ -
30	1 L.S.	Temporary Traffic Control	\$ 7,640.00	\$ 7,640.00	0.5	\$ 3,820.00
31	3.36 AC	Hydraulic Seeding, Seeding, Fertilizing, and Mulching, Type 2 Slope Mix	\$ 6,600.00	\$ 22,176.00		\$ -
32	1 L.S.	SWPPP Management	\$ 1,500.00	\$ 1,500.00	0.35	\$ 525.00
33	564 L.F.	Wattle, 9", Furnish, Install, Maintain and Remove	\$ 6.00	\$ 3,384.00		\$ -

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
34	120 TN	Rip Rap, Class D w/ Fabric	\$ 83.32	\$ 9,998.40		\$ -
35	4180 L.F.	Silt Fence, Furnish, Install, Maintain and Remove	\$ 4.62	\$ 19,311.60		\$ -
36	1 L.S.	Erosion Control	\$ 5,800.00	\$ 5,800.00	0.35	\$ 2,030.00
37	300 L.F.	Remove and Salvage Existing Fence to Owner	\$ 15.00	\$ 4,500.00	300	\$ 4,500.00
38	1 L.S.	Mobilization	\$ 17,800.00	\$ 17,800.00	0.5	\$ 8,900.00
39	1 L.S.	Removal of Existing Light Poles, Bases, Wire and Conduit	\$ 12,000.00	\$ 12,000.00		\$ -
40	1 L.S.	Construct Shed Foundation and Floor Slab	\$ 27,000.00	\$ 27,000.00		\$ -
Total Original Contract				\$ 697,902.18		\$ 207,550.00

Payment No.: 3

Value of Work Completed \$ 207,550.00

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

Total Stored Materials \$ -

Value of Work Completed and Stored Materials \$ 207,550.00

Less Retainage 5% \$ 10,377.50

Amount Due This Certificate for Payment \$ 197,172.50

Less Previous Estimates \$ 114,731.50

AMOUNT DUE THIS ESTIMATE \$ 82,441.00

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

Nickolas J. Stoos AIA 12/18, 2023
(signature) (Date)

Payment Recommended by: DGR Engineering

Bryan Wells 12/18, 2023
(signature) (Date)

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

[Signature] 12/18, 2023
(signature) (Date)

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

I hereby declare that I have not, during the period November 29, 2023 through December 15, 2023, performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from Western Iowa Tech Community College, the Owner, or his agents, in addition to the regular items set forth in the contract dated October 16, 2023 for WITCC Soccer Field Improvements Project executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

Date: 12/18/2023

Steve Harris Construction, Inc.
(Contractor)

By: Nickolas J Stoos III

Title: Project Manager

Application for Payment

JAN 24 6

Bill To: Western Iowa Tech Community Col 4647 Stone Ave Sioux City, IA 51106	Owner: Western Iowa Tech Community College 4647 Stone Ave Sioux City, IA 51106	Project: WIT Center for Inclusive Excellence Sioux City, IA 51106	Job No: 23-3200
Contractor: H&R Construction Co. 307 E. 39th Street S. Sioux City, NE 68776	Architect: Arch Proj:	Application No: 5 Billing Thru: 11/30/2023 Contract for: General Construction Contract Date: 07/07/2023	Invoice No: 99502 Invoice Date: 12/4/2023 Payment Terms Net 15 Days

Application for Payment

This application is made for payment in connection with the attached Billing Detail (BD).

1. Original Contract:	436,000.00
2. Total Approved Change Orders:	1,710.00
3. Total Revised Contract:	437,710.00
4. Total Complete & Stored to Date:	400,929.50
5. Retainage:	
a. 5 % of completed work (Column D + E on BD)	20,046.47
b. 0 % of Stored Materials (Column F on BD)	0.00
Total Retainage (Column I)	20,046.47
6. Total Billed Less Retainage	380,883.03
7. Less Previous Amount Billed:	229,195.20
8. Current Amount Due:	151,687.83
9. Balance to Finish, Including Retainage Line 3 less Line 6	56,826.97

CHANGE ORDER SUMMARY	Additions	Deductions
Total change orders approved in previous periods:	1,710.00	0.00
Total change orders approved in this period:	0.00	0.00
Totals:	1,710.00	0.00
Net Change on Contract:		1,710.00

Contractor certifies that to the best of the Contractor's information, knowledge, and belief that the work covered by this application for payment has been completed in accordance with the contract documents, that all payments have been paid by the Contractor for work for which previous applications for payment have been made and payments received from the Owner, and the current payment shown herein is now due.

H&R Construction Co.

By: [Signature] Date: 12/4/23
H&R Construction Co

State of Nebraska County of Dakota
Subscribed and sworn to me before
this 4 day of December

Notary Public Rachel DeCarlo
My Commission Expires: 3/17/25

State of Nebraska - General Notary
RACHEL DECARLO
My Commission Expires
March 17, 2025

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations, and that data comprising this application, the Architect certifies to the Owner that to the best of the Architect's information, knowledge 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 the amount certified.

Amount Certified: \$151,687.83

Attach explanation if the amount certified differs from the application amount. Initial all figures on this application and on the billing breakdown that are changed to conform with the amount

By: [Signature] Date: 12/27/2023
[Signature]

Billing Detail (BD)

Invoice No: 99502 Invoice Date:12/04/2023

Job 23-3200 Progress Bill No. 5

A	B	C	D	E	F	G	H	I	
Item	Description of Work	Scheduled Value	Completed In Prev Apps	Completed This Period	Materials Stored	Total Compl And Stored	%	Balance To Finish	Retainage
1	Mobilization	10,000.00	10,000.00	0.00	0.00	10,000.00	100	0.00	500.00
2	Bond & Insurance	8,277.00	8,277.00	0.00	0.00	8,277.00	100	0.00	413.85
3	Permits	1,628.00	1,628.00	0.00	0.00	1,628.00	100	0.00	81.40
4	General Conditions	30,295.00	16,900.00	10,000.00	0.00	26,900.00	89	3,395.00	1,345.00
5	Demolition	16,922.00	16,922.00	0.00	0.00	16,922.00	100	0.00	846.10
6	Architectural Wood Casement/Tops	21,798.00	2,967.00	18,831.00	0.00	21,798.00	100	0.00	1,089.90
7	Joint Sealants	397.00	0.00	397.00	0.00	397.00	100	0.00	19.85
8	Hollow Metal Doors/Frames/Hardware	27,791.00	22,787.00	0.00	0.00	22,787.00	82	5,004.00	1,139.35
9	Glazing	15,985.00	1,200.00	6,000.00	0.00	7,200.00	45	8,785.00	360.00
10	Gyp Board Assemblies	39,996.00	39,996.00	0.00	0.00	39,996.00	100	0.00	1,999.80
11	Acoustical Ceilings	33,294.00	0.00	33,294.00	0.00	33,294.00	100	0.00	1,664.70
12	Resilient Flooring, Carpet, & Tile	17,916.00	0.00	17,916.00	0.00	17,916.00	100	0.00	895.80
13	Painting	13,535.00	1,353.50	11,000.00	0.00	12,353.50	91	1,181.50	617.67
14	Signage	11,495.00	1,000.00	0.00	0.00	1,000.00	9	10,495.00	50.00
15	Specialties	5,127.00	0.00	0.00	0.00	0.00	0	5,127.00	0.00
16	HVAC	71,644.00	60,788.60	10,855.40	0.00	71,644.00	100	0.00	3,582.20
17	Electrical	71,900.00	35,950.00	34,512.00	0.00	70,462.00	98	1,438.00	3,523.10
18	Data Systems	5,000.00	1,200.00	3,800.00	0.00	5,000.00	100	0.00	250.00
19	Fire Alarm Systems	8,000.00	1,000.00	7,000.00	0.00	8,000.00	100	0.00	400.00
20	Contractors Fee	25,000.00	12,500.00	12,000.00	0.00	24,500.00	98	500.00	1,225.00
	Original Contract Totals:	436,000.00	234,469.10	165,605.40	0.00	400,074.50		35,925.50	20,003.72
21	Div. #21 Change Order #1	1,710.00	855.00	0.00	0.00	855.00	50	855.00	42.75
	Change Order Totals:	1,710.00	855.00	0.00	0.00	855.00		855.00	42.75
	Progress Billing Totals:	437,710.00	235,324.10	165,605.40	0.00	400,929.50	92	36,780.50	20,046.47

CERTIFICATE FOR PAYMENT

Contractor: **Barkley Asphalt**
 3320 Rustin St
 Sioux City, IA 51105

Payment No.: 2 - Final

Project: **WITCC Sun Ridge Court Parking Lot Improvements**

DGR Engineering

DGR Project No.: 270080

Owner: **Western Iowa Tech Community College**

Contract Date: May 13, 2022

For Period From: August 2, 2022 through June 19, 2023

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
Division I - Drive Lanes & Parking - 2" HMA Overlay						
1	199 SY	Subgrade Preparation, 18"				
2	1 Ea.	Connect to Existing Storm Sewer, Inserta-Tee	\$ 20.00	\$ 3,980.00	199	\$ 3,980.00
3	187 SY	Pavement, PCC, 7"	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
4	653 Ton	HMA Overlay	\$ 75.00	\$ 14,025.00	191	\$ 14,325.00
5	31 SF	Removal of Sidewalk	\$ 97.00	\$ 63,341.00	615	\$ 59,655.00
6	35 SF	Sidewalk, PCC, 6"	\$ 3.00	\$ 93.00	31	\$ 93.00
7	323 SF	Furnish and Install 1.5" Thick Extruded Polystyrene Type IV Insulation Board	\$ 8.00	\$ 280.00	35	\$ 280.00
8	80 SY	Full Depth Patch, PCC, 7"	\$ 2.80	\$ 904.40	323	\$ 904.40
9	370 SY	Milling, 0"-2"	\$ 82.00	\$ 6,560.00	212	\$ 17,384.00
10	187 SY	Pavement Removal	\$ 20.00	\$ 7,400.00	131	\$ 2,620.00
11	1 Ea.	Painted Symbols, Waterborne	\$ 50.00	\$ 9,350.00	191	\$ 9,550.00
12	2636 LF	Painted Pavement Markings, Waterborne	\$ 75.00	\$ 75.00	1	\$ 75.00
13	1 Ea.	Furnish and Install Handicap Sign	\$ 1.20	\$ 3,163.20	2618	\$ 3,141.60
14	1 LS	Temporary Traffic Control	\$ 300.00	\$ 300.00	1	\$ 300.00
15	1 LS	Mobilization	\$ 1,200.00	\$ 1,200.00	1	\$ 1,200.00
Total Original Contract				\$ 120,171.60		\$ 123,008.00

Payment No.: 2 - Final

Value of Work Completed \$ 123,008.00

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

Total Stored Materials \$ -

Value of Work Completed and Stored Materials \$ 123,008.00

Less Retainage 5% \$ 6,150.40

Amount Due This Certificate for Payment \$ 116,857.60

Less Previous Estimates \$ 113,231.83

AMOUNT DUE THIS ESTIMATE \$ 3,625.77

Payment Requestd by: Barkley Asphalt
(Contractor)

Mattias W. Barkley 12.5., 2023
(signature) (Date)

Payment Recommended by: DGR Engineering

Bryann Wells 12-6, 2023
(signature) (Date)

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

[Signature] 12/7
(signature) (Date)

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

I hereby declare that I have not, during the period August 2, 2022 through June 19, 2023, performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from Western Iowa Tech Community College, the Owner, or his agents, in addition to the regular items set forth in the contract dated April 12, 2021 for WITCC Sun Ridge Court Parking Lot Improvements executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

Date: 12.5.23

Barkley Asphalt

(Contractor)

By: Matthew W. Barkley

Title: V.P.



Date: January 2, 2024

To: Terry Murrell, College President

From: Revathi Vongsiprasom, J.D., Dean of Opportunity and Engagement
LaShawna Moyle, LMSW, Coordinator for Inclusive Excellence

RE: Opportunity and Engagement Annual Report

The Office of Opportunity and Engagement (OOE) was established in the summer of 2023. During this establishment, a multitude of departments shifted under the purview of Revathi Vongsiprasom, who became Dean of Opportunity and Engagement in July 2023.

At the center of the Office of Opportunity and Engagement's work is the College's mission:

"We elevate our diverse learners and strengthen our communities through inclusive and innovative education."

Revathi and the team of departments that report to her continue to facilitate this mission through various avenues: administrative improvements, student and staff engagement, events, and services.

Administratively, we have or are currently revising the following policies, procedures, and/or processes:

1. TRIO Student Support Services application process and procedures
2. Limited English Proficiency (LEP) plan in collaboration with multiple department
3. Athletics Handbook in collaboration with Athletics
4. Hiring, Interviewing and Selection Process and Procedure in conjunction with Executive Council
5. Title IX policies and procedures

The Office of Opportunity and Engagement, specifically the Office of Inclusion which is under the umbrella of the OOE, has embarked on an exciting collaboration with our internal communications coordinator, Mara Hall. Mara's literary magic and uncanny ability to connect with



people has brought life to the Office of Inclusion's monthly newsletter; a project in wait since 2020.

Each newsletter focuses on a theme of month to continue highlighting the diverse learners our college serves. Themes included Veterans and Military Appreciation; Poverty; Community College Month; Women's History; Pride Month, and more.

Each newsletter also contained a spotlight on students and sometimes staff who had a relation to the theme of the newsletter. This provided a beautiful connection for our students and staff to feel more seen and valued in what they bring to the college while also sharing parts of them that are not always known by others.

Student and staff engagement has also been created through ambitious, introspective, and sometimes lofty events. Last year, we instituted a series called "Representation and Resilience." The objective of this series is to provide students and staff the ability to engage with others who represent in a particular area of work or within a particular identity marker and have shown resiliency and success despite adversity.

The reach of engagement was not limited to students and staff of Western Iowa Tech was only the beginning. Engagement reached students and staff at area middle and high schools as well as college and community agencies. As the community's college, we firmly believe it is our duty to continue in partnership with organizations that continue to support our diverse learners and strengthen our communities.

We also provided a multitude of learning exchanges for staff. These learning exchanges included staff development sessions, department workshops in collaboration with Title III, and Athletics.

In July 2023, Revathi and LaShawna Moyle curated a four-week learning series for our Athletics department titled "*Inclusive Excellence in Collegiate Coaching.*" The purpose of this learning series was to meld together the principles of inclusive excellence with the world of athletics. The conversations and breakthroughs were unparalleled and the response from the athletics department was phenomenal. Throughout the year, various coaches would inform me that they had utilized principles or activities they learned through this four-week learning series with their students to create strong team bonds and senses of belonging.



Learning exchanges weren't just limited to our Western Iowa Tech Community. This year, Revathi Vongsiprasom was asked to present at both the Way Up Conference and the Community Colleges for Iowa (CCFI) Convention and Tradeshow on various aspects of building campus belonging. President Terry Murrell co-presented at the CCFI Convention along with Ambé White from Iowa Western.

Most notably, in November 2023, at the CCFI Convention, LaShawna Moyle and Revathi Vongsiprasom won the competitive "Outstanding Equity and Inclusion Award" for the state of Iowa. This award highlights persons who are committed to the principles our very mission embodies. President Murrell gave the warmest and most heartfelt of introductions. We left the stage with the evening's only standing ovation. It was a reaffirming and reinforcing night as we continue to build a college for every student. Every staff. Every time.

Throughout this last academic year, both Revathi and LaShawna saw a significant increase in faculty and student experiences and needs revolving around equity. Though Revathi primarily leads concerns for staff and faculty and LaShawna for students, both Revathi and LaShawna collaborated and facilitated concerns and suggestions from both populations. The increase in seeking out Revathi and LaShawna in relation to equity matters shows that Western Iowa Tech Community College's staff and faculty are committed to ensuring their part in creating a fruitful experience for every person.

We are grateful to the Board of Western Iowa Tech and the leadership from Dr. Terry Murrell in continuing the important work of creating a campus environment where every comet can realize their potential and create community impact.



DATE: January 8, 2024

TO: Dr. Terry A. Murrell, President

FROM: Karina Pedroza, Title III Project Manager, Dr. Lisa Bryan, Research/Data Specialist, Sima Dabir, Associate Dean of Arts and Sciences

RE: Arts & Sciences Student Outcomes

The Arts and Sciences curriculum is a vital program 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 2022-2023	AY 2021-22
Transfers	14.9%	15.8%
Still Enrolled at WITCC	42.6%	44.7%
Not Enrolled Anywhere	42.5%	39.5%
Total	100.0%	100.0%

Source: MIS and the National Student Clearinghouse

Just 15% of Arts and Sciences students transferred to other institutions within the last year. There was a slight increase in the number of Arts and Sciences students that did not enroll either at WITCC or another transfer institution. The College is specifically addressing these issues through the creation of Title III positions and implementation of initiatives.

Among students that did transfer, the following institutions received most WITCC transfer students.

Top 5 Transfer Institutions- 2022-2023
University of Northern Iowa
University of South Dakota
Iowa State University
Morningside University
Briar Cliff University

Source: National Student Clearinghouse

For the past year, Title III initiatives have focused on revising the transfer student experience to infuse proven and successful approaches to guide Arts and Sciences students along a pathway through completion and transfer. The transfer navigator has offered personalized transfer and retention support to his caseload of 50 first-time, on-campus transfer major students, beginning Fall 2023. His students were selected based on reported need on the Student Needs Survey, a survey completed by all students after applying for admissions.

A digital Transfer Hub, launched in September 2023 and accessible through the public WITCC website, was developed to provide seamless transfer pathways by providing clear transfer objectives and guidance. The Hub will feature Transfer pathways with at least 13 schools, one of which has been completed (Briar Cliff University), FAQs for transfer students, career assessments in English and Spanish, and contact information for 4-year transfer reps, among other pertinent information for transfer students.


These efforts to further support transfer students will continue to expand over the next four years through additional Title III positions and initiatives. The Comet Exchange Coordinator was hired in October 2023, and has developed The Learning Exchange Seminar, an experiential based learning course that will bring together Arts and Sciences students in a learning cohort to explore careers and gain real world experience, while creating a sense of community. In Year Three, Title III is set to develop a Transfer Scholars program by hiring a Transfer Scholars Coordinator and program mentors.



**Western Iowa Tech
Community College**

MEMO

TO: Dr. Terry Murrell, President

FROM: Darin Moeller, Executive Dean of Instruction 
Carmen Wilson, Associate Dean - Corporate College

DATE: December 11, 2023

RE: Corporate College Report

Corporate College has the opportunity to touch businesses and provide training that is efficient, effective, flexible, customizable and provided by business/field related experts. Corporate College offers training in the following areas: Business Solutions, Industrial Solutions, Safety Solutions, Trades & Apprenticeships, Transportation, as well assistance to Small Businesses (SBDC) and business funding options including 260E, 260F and 260G.

Corporate College had a very busy and successful FY/23 year, which closed with the highest net revenue since we started tracking in FY/11.

	FY23	FY22	FY21	FY20	FY19
Credit					
# Students	1,161	1,190	1,310*	2,884	2,811
% Completers	88%	89%	81%	83%	86%
Non-Credit					
# Non-Credit Classes	1,819	1,742	1,669	1,676	2,689
# Students	21,747	18,800	15,703	16,638	19,952
% Completers	98%	96%	98%	94%	95%
Contact Hours	147,530	150,057	104,771	130,526	156,577
Economic Development					
260G – Gain skilled applicants	\$ 213,000	\$ 213,000	\$ 212,684	\$ 323,280	\$ 323,280
260F – further training \$	\$ 265,181	\$ 265,180	\$ 166,477	\$ 166,401	\$ 166,401
260E – expansion of jobs	\$ 2,700,000	\$ 2,130,000	\$ 4,175,000	\$ 4,175,000	\$ 535,000
Net Revenue	\$ 762,836	\$ 675,592	\$ 586,234	\$ 242,495	\$ 593,640

*Internal realignment of credit programs accounts for the decrease from FY20-FY21 in credit students.

Corporate College was able to provide training to 45 new businesses and had 751 business partnerships opportunities with 264 unique businesses.



Western Iowa Tech Community College

The Welding area within Corporate College consists of both credit and non-credit offerings. The non-credit offerings have been growing over the past few years with the growing need for business partners to certify welding skills of their employees to national and international welding codes.

In January of 2015, WITCC applied to become an Accredited Testing Facility (ATF). This allows WITCC to perform tests in accordance with American Welding Society (AWS) standards at our facility, as well as allowing AWS certified Inspectors to perform tests at client sites. We currently have 3 certified AWS Inspectors, who test our credit welding students as well as community welders. In Fiscal Year 2023, WITCC performed 141 AWS (American Welding Society) tests for area welders, generating over \$ 37,000 in revenue.



Additionally, the welding area has offered Summer camps the past two years. The first Summer camp was offered to 70 girls from the ages of 9 to 14 and was funded by local organizations. This past summer, a welding camp was offered to three different age groups ranging from 10 to 16. This class was offered three times each day for 4 days to accommodate the different ages. We had a total of 26 weld campers and the camp was funded by a donation from a local charity.

By listening to business needs the welding area has worked with businesses to develop customized training opportunities. Our training staff has developed highly effective training programs which range from a few hours of training, to several weeks of training and can be highly customized to meet the needs of the customer.

We want to recognize all the staff in our Corporate College who focus on the needs of our business partners and look forward to another successful year.



TO: Dr. Terry A. Murrell, President

FROM: Troy A. Jasman, Vice President of Finance and
Administrative Services/CFO 
Darin D. Moeller, Executive Dean of Instruction 

DATE: December 13, 2023

RE: **COLLEGE FACILITIES PROJECTS**

Over the past year, the College has been able to complete a number of projects. This report is to update the Board on what has been completed this past year as well as pending projects. Dr. Murrell charged the facilities team to look at areas of the College that we would not be proud of to show off to students, staff or community members. With that charge, the committee which is made up of Physical Plant, Information Technology, Education, Outlying Campus/Grants, Campus Safety and Administrative members meet to make sure that the needs of the College are met. In addition to these projects, the Equipment Team meets to secure instructional equipment needs of the programs. The College utilized grant funding when available to help offset the cost.

Completed Projects

Bookstore Relocation – This project relocated the current bookstore to near the front entrance. Was able to provide storage area for books so that all of the floor space is utilized for sales floor.

Cherokee Campus Landscape – Refreshed the landscape at the main entrance to the campus as well as correcting some concrete issues. Created a much more welcoming entrance.

Cherokee Campus Lobby – This project refreshed the lobby with sheetrock to cover the existing block, remove the outdated display cases and installed television monitors.

Center for Inclusive Excellence – Planned and constructed the new center on the Sioux City campus to provide space for students. Center will open in January 2024.



Cargill Auditorium Refresh – Replaced the wall covering, painted the ceiling and replaced worn carpet. Working on grant opportunities to replace seating.

Dr. Robert H. Kiser Chiller Replacement – This project replaced the outdated chiller for a large portion of the main campus building.

Gaylord Smith Building Roof Replacement – Replaced existing roof as it was at the end of useful life. This project completed the updating of all campus building roof replacements.

Quiet Study Space – Created a quiet study space for students within the Comet Learning Center. Has been a big hit with students.

Display Case Removal – Removed outdated display cases to make facility more accessible.

Sun Ridge Court Dormitory Siding – Replaced the siding, windows, soffits and doors at two buildings. This completes half of the buildings.

Parking Lots 5 & 6 Replacement – This project replaced all of the parking surfaces with concrete as well as the underground utilities. Also installed new lighting and able to provide proper ADA parking spaces.

Esports – Created an Esports arena on the main campus with dimmable lighting.

Dr. Robert E. Dunker Student Center – Designed and resurfaced gym floor, replaced basketball hoops with retractable hoops, installed bleachers, installed video display board and sound system, constructed team locker room as well as constructing new offices for coaching staff. Constructed an athletic trainer's room for student athletes. Created storage area. Installed outside lights.

Industrial Technology Center – Improved the exterior landscape at the facility.

Trees – Continued to add trees to campus to counteract the remove of the Ash trees.

College Branding – With the new brand and logos, there was much work to transition from the old logo which included items such as flags, fleet vehicle signage, building signage, rugs, painting and installation of logo on Recruitment wall.



Projects Currently Underway

Updating of Campus Safety Cameras and Software – Improve function of College camera system.

Rocklin Conference Center Stage – This project will create a stage in the Rocklin Conference Center that is compliant with the American with Disabilities Act. College will purchase a pre-fabricated stage and ramp.

Soccer Field – This first phase of this project will expand the space needed to install a soccer field on the main campus between the Gaylord Smith Building and the Physical Plant Building.

Denison Career Academy – The College is nearing the final stages of the design of a career academy on the Denison campus. The College is partnering with the Denison Community School District on this project.

Dr. Juline Albert Conference Room – Creating a much-needed conference room on the Sioux City campus.

EMS Lab – Will refresh the room in preparation for the new ambulance simulator. Will update the flooring, ceiling, lights and painting the walls.

Planned Projects

Nursing Simulation Lab – Design of the lab has been created to create a nursing simulation lab on the main campus to better meet the instructional and clinical needs of the program.

Large Tiered Classrooms – Will cover the concrete block walls, replace ceiling tiles and lighting, replace flooring and laminate on tables. Will install technology to meet instructional needs.

ESL Area – Will update the space to better serve the needs of our students. Will include new flooring, ceilings, lights as well as adding offices and furniture.

Testing Center Refresh – Will update the space with flooring, ceilings, lights and potentially new furniture.



Aviation Mechanics Program Space – Create program space for the new aviation mechanics program.

Parking Lot 4 – Will need to replace worn asphalt surface in connection to the soccer field expansion project.

Denison Campus Landscape – Will refresh the landscape at the main entrance to the campus as well as correcting some drainage issues. This project is planned to occur with the construction of the Career Academy project.

Sun Ridge Court Dormitory Siding – Will replace the siding, windows, soffits and doors at two buildings. Want to complete all of the ten buildings.

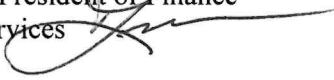
Cherokee Truck Driving Range – Will construct a truck driving range on the Cherokee campus. College received state funding for a major portion of this project.

Drainage Issues – Will need to address some of the drainage issues particularly near The Security Institute.



DATE: December 14, 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.

While colleges did receive limited funding due to the COVID-19 pandemic in FY23, the revenue percentages are being to become more consistent with pre-pandemic numbers. 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 48.21% 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, while somewhat skewed by the COVID-19 funding, is beginning to come back in line with pre-pandemic percentages. 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 2023			FISCAL YEAR 2022			FISCAL YEAR 2021			FISCAL YEAR 2020			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	46.54%	48.21%	1.67%	46.35%	46.12%	-0.23%	46.63%	45.48%	-1.15%	49.87%	49.51%	-0.36%	37.32%	33.91%	-3.41%
Local Support	6.15%	5.85%	-0.30%	6.17%	5.61%	-0.56%	6.22%	5.37%	-0.85%	5.99%	5.30%	-0.69%	6.44%	6.20%	-0.24%
State Support	34.43%	33.70%	-0.73%	34.74%	32.75%	-1.99%	34.61%	31.00%	-3.61%	35.94%	33.22%	-2.72%	49.20%	46.87%	-2.33%
Federal Support	0.38%	0.68%	0.30%	1.46%	0.95%	-0.51%	0.94%	1.13%	0.19%	0.55%	1.02%	0.47%	3.71%	5.02%	1.31%
Other Income	12.50%	11.56%	-0.94%	11.28%	14.57%	3.29%	11.60%	17.02%	5.42%	7.65%	10.95%	3.30%	3.33%	7.99%	4.66%
Total Revenue	<u>100.00%</u>	<u>100.00%</u>		<u>100.00%</u>	<u>100.00%</u>		<u>100.00%</u>	<u>100.00%</u>		<u>100.00%</u>	<u>100.00%</u>		<u>100.00%</u>	<u>100.00%</u>	
EXPENDITURES:															
Liberal Arts & Sciences	19.22%	8.65%	-10.57%	20.20%	8.04%	-12.16%	20.98%	8.31%	-12.67%	22.32%	9.75%	-12.57%	20.21%	10.59%	-9.62%
Vocational Technical	22.40%	30.90%	8.50%	23.08%	31.43%	8.35%	23.22%	31.97%	8.75%	23.88%	32.21%	8.33%	26.93%	36.72%	9.79%
Adult Education	6.32%	4.79%	-1.53%	6.37%	4.51%	-1.86%	6.03%	3.72%	-2.31%	6.11%	5.33%	-0.78%	12.39%	8.42%	-3.97%
Cooperative Services	1.15%	1.24%	0.09%	1.16%	1.26%	0.10%	1.13%	1.10%	-0.03%	1.14%	1.19%	0.05%	2.98%	0.11%	-2.87%
Administration	11.96%	8.78%	-3.18%	7.12%	7.50%	0.38%	7.03%	6.11%	-0.92%	6.50%	6.46%	-0.04%	5.72%	7.36%	1.64%
Student Services	11.38%	10.82%	-0.56%	11.72%	9.11%	-2.61%	11.07%	7.65%	-3.42%	11.05%	8.36%	-2.69%	7.84%	8.33%	0.49%
Learning Resources	1.47%	0.59%	-0.88%	1.57%	0.63%	-0.94%	1.66%	0.62%	-1.04%	1.77%	0.69%	-1.08%	3.55%	2.02%	-1.53%
Physical Plant	10.50%	16.18%	5.68%	11.78%	18.68%	6.90%	11.96%	22.28%	10.32%	11.45%	17.49%	6.04%	10.22%	11.49%	1.27%
General Institution	15.60%	18.05%	2.45%	17.00%	18.84%	1.84%	16.92%	18.24%	1.32%	15.78%	18.52%	2.74%	10.15%	14.96%	4.81%
Total Expenditures	<u>100.00%</u>	<u>100.00%</u>		<u>100.00%</u>	<u>100.00%</u>		<u>100.00%</u>	<u>100.00%</u>		<u>100.00%</u>	<u>100.00%</u>		<u>100.00%</u>	<u>100.00%</u>	
EXPENDITURES BY CATEGORY															
Salaries	69.01%	65.57%	-3.44%	71.85%	63.92%	-7.93%	72.94%	60.15%	-12.79%	75.24%	66.30%	-8.94%	75.37%	73.03%	-2.34%
Services	12.54%	17.97%	5.43%	12.52%	17.58%	5.06%	12.12%	15.44%	3.32%	12.50%	15.30%	2.80%	13.44%	13.15%	-0.29%
Materials, Supplies & Travel	5.05%	7.52%	2.47%	5.02%	8.26%	3.24%	4.40%	7.41%	3.01%	4.79%	7.31%	2.52%	5.98%	6.46%	0.48%
Current Expenses	12.42%	8.89%	-3.53%	9.97%	10.09%	0.12%	9.93%	16.93%	7.00%	6.91%	10.93%	4.02%	2.56%	6.52%	3.96%
Capital Outlay	0.98%	0.05%	-0.93%	0.64%	0.15%	-0.49%	0.61%	0.07%	-0.54%	0.56%	0.16%	-0.40%	2.65%	0.84%	-1.81%
	<u>100.00%</u>	<u>100.00%</u>		<u>100.00%</u>	<u>100.00%</u>		<u>100.00%</u>	<u>100.00%</u>		<u>100.00%</u>	<u>100.00%</u>		<u>100.00%</u>	<u>100.00%</u>	



DATE: December 12, 2023

TO: Dr. Terry A. Murrell, President

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

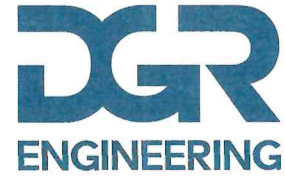
RE: **WITCC SUN RIDGE COURT PARKING LOT IMPROVEMENTS
PROJECT CLOSEOUT- BARKLEY ASPHALT**

Background Information

This project has come to a close for Barkley Asphalt for the WITCC Sun Ridge Court Parking Lot Improvements Project on the Sioux City, Iowa campus of Western Iowa Tech Community College. Barkley Asphalt has met all the criteria as required by DGR Engineering, the College engineers for this project. The project comes in \$2,836.40 over the original contract amount based on units.

The administrative Recommendation

It is the Administrative Recommendation that the College accepts the WITCC Sun Ridge Court Parking Lot Improvements Project and approves the release of the retainage amount of \$6,150.40 payable in 30 days.



December 7, 2023

Mr. Kyle Hueser
Western Iowa Tech Community College
P. O. Box 5199
Sioux City, IA 51102

**Re: Sioux City, WITCC Sun Ridge Court Parking Lot Improvements
DGR File 270080**

Dear Kyle:

The following items for the project referenced above are enclosed:

1. Three Copies of Certificate for Payment No. 2 - Final. Please sign all three copies. Retain one copy for your files, return one copy to DGR for our files, and forward one copy with payment in the amount of \$3,625.77 to the contractor.
2. Three Copies of Certificate for Payment No. 3 - Final Retainage. Please sign all three copies. Retain one copy for your files, return one copy to DGR for our files, and forward one copy with payment for retainage in the amount of \$6,150.40 to the contractor.
3. One copy of Certificate of Contractor and Indemnity Agreement for Barkley Asphalt with lien waivers for your files.
4. Three copies of Engineer's Statement of Completion and Owner's Acceptance of Contract Construction. Please sign all three copies, retain one for your files, forward one copy to DGR for our files, and forward one copy to the contractor.

The project was constructed in substantial compliance with the provisions of the construction contract and, therefore, DGR recommends the Owner accept the project. The final construction cost of the project was \$123,008.00 which is \$2,836.40 or 2.31% higher than the original contract amount of \$120,171.60.

Sincerely,

DGR Engineering

A handwritten signature in blue ink that reads 'Bryan Wells'.

Bryan Wells, P.E.
BNW:tmh

Enclosures

CERTIFICATE FOR PAYMENT

Contractor: **Barkley Asphalt**
 3320 Rustin St
 Sioux City, IA 51105

Payment No.: 3 - Final Retainage
 DGR Engineering

Project: **WITCC Sun Ridge Court Parking Lot Improvements**

DGR Project No.: 270080

Owner: **Western Iowa Tech Community College**

Contract Date: May 13, 2022

For Period From: June 20, 2023 through June 21, 2023

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
Division I - Drive Lanes & Parking - 2" HMA Overlay						
1	199 SY	Subgrade Preparation, 18"	\$ 20.00	\$ 3,980.00	199	\$ 3,980.00
2	1 Ea.	Connect to Existing Storm Sewer, Inserta-Tee	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
3	187 SY	Pavement, PCC, 7"	\$ 75.00	\$ 14,025.00	191	\$ 14,325.00
4	653 Ton	HMA Overlay	\$ 97.00	\$ 63,341.00	615	\$ 59,655.00
5	31 SF	Removal of Sidewalk	\$ 3.00	\$ 93.00	31	\$ 93.00
6	35 SF	Sidewalk, PCC, 6"	\$ 8.00	\$ 280.00	35	\$ 280.00
7	323 SF	Furnish and Install 1.5" Thick Extruded Polystyrene Type IV Insulation Board	\$ 2.80	\$ 904.40	323	\$ 904.40
8	80 SY	Full Depth Patch, PCC, 7"	\$ 82.00	\$ 6,560.00	212	\$ 17,384.00
9	370 SY	Milling, 0"-2"	\$ 20.00	\$ 7,400.00	131	\$ 2,620.00
10	187 SY	Pavement Removal	\$ 50.00	\$ 9,350.00	191	\$ 9,550.00
11	1 Ea.	Painted Symbols, Waterborne	\$ 75.00	\$ 75.00	1	\$ 75.00
12	2636 LF	Painted Pavement Markings, Waterborne	\$ 1.20	\$ 3,163.20	2618	\$ 3,141.60
13	1 Ea.	Furnish and Install Handicap Sign	\$ 300.00	\$ 300.00	1	\$ 300.00
14	1 LS	Temporary Traffic Control	\$ 1,200.00	\$ 1,200.00	1	\$ 1,200.00
15	1 LS	Mobilization	\$ 8,000.00	\$ 8,000.00	1	\$ 8,000.00
Total Original Contract				\$ 120,171.60		\$ 123,008.00

Value of Work Completed \$ 123,008.00

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

Total Stored Materials \$ -

Value of Work Completed and Stored Materials \$ 123,008.00

Less Retainage 5% \$ 6,150.40

Amount Due This Certificate for Payment \$ 116,857.60

Less Previous Estimates \$ 116,857.60

AMOUNT DUE THIS ESTIMATE \$ -

AMOUNT RETAINAGE DUE IN 30 DAYS \$ 6,150.40

Payment Requestd by: Barkley Asphalt
(Contractor)

Mustin W. Bmlg 12.5., 2023
(signature) (Date)

Payment Recommended by: DGR Engineering

Bryan Wells 12-6, 2023
(signature) (Date)

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

[Signature] 12/6/, 2023
(signature) (Date)

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

I hereby declare that I have not, during the period June 20, 2023 through June 21, 2023, performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from Western Iowa Tech Community College, the Owner, or his agents, in addition to the regular items set forth in the contract dated April 12, 2021 for WITCC Sun Ridge Court Parking Lot Improvements executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

Date: 12.5.23

Barkley Asphalt
(Contractor)

By: M. Curtis W. Bullock

Title: V.P.



DATE: January 3, 2024

TO: Dr. Terry A. Murrell, President

FROM: Jackie Plendl, Dean of Human Resources

RE: Board Policy Revision

The following revised Board Policy is being presented to the Western Iowa Tech Board of Directors for a first reading as follows:

206.1 Nondiscrimination Policy

The proposed change is a result of the change in Equity Coordinator designations as approved by the Board at its meeting on December 11, 2023. And as required by the Iowa Department of Education Office for Civil Rights to meet the legal requirements of Title IX, Section 504, and Title II.

Administrative Recommendation

The revised Board Policy will be presented to the WITCC Board of Directors for a second reading and approval at a future board meeting.

B O A R D P O L I C Y

WESTERN IOWA TECH COMMUNITY COLLEGE

	Series Number: 206.1
Title	All Personnel
	Nondiscrimination Policy

Western Iowa Tech Community College's official Non-Discrimination Policy will be as follows;

Nondiscrimination Statement

It is the policy of Western Iowa Tech Community College not to discriminate on the basis of race, creed, color, sex, national origin, religion, age, disability, sexual orientation, gender identity, socioeconomic status, actual or potential parent, family or marital status, or other characteristic protected by law in its programs, activities, or employment practices as required by state and federal civil rights regulation.

If you have questions or complaints, please ~~reference Board Policies at www.witcc.edu/board or call (712) 274-6400 ext. 1406 and/or email Jackie.plendl@witcc.edu (employees) or call (712) 274-6400 ext. 1491 and/or email Tawyna.Beerermann@witcc.edu (students)~~ contact **Dean of Human Resources (employees)** 4647 Stone Avenue, Sioux City, IA 51106; 712-274-6400 ext. 1406; equity@witcc.edu or **Dean of Opportunity and Engagement (students)** 4647 Stone Avenue, Sioux City, IA 51106; 712-274-6400 ext. 2887; equity@witcc.edu or the Director of the Office for Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604-7204, phone number (312) 730-1560, fax (312) 730-1576, TDD 800-877-8339; email: OCR.Chicago@ed.gov.

Abbreviated Equity Statement:

~~It is the policy of Western Iowa Tech Community College not to discriminate on the basis of race, creed, color, sex, national origin, religion, age, disability, sexual orientation, gender identity, socioeconomic status, actual or potential parent, family or marital status, or other characteristic protected by law, in its programs, activities, or employment practices as required by state and federal civil rights regulation. Individuals who feel they have been discriminated against can reference the Western Iowa Tech website, www.witcc.edu, for more information and contacts.~~

It is the policy of Western Iowa Tech Community College not to discriminate on the basis of race, creed, color, sex, national origin, religion, age, disability, sexual orientation, gender identity, socioeconomic status, actual or potential parent, family or marital status, or other characteristic protected by law in its programs, activities, or employment practices as required by state and federal civil rights regulation.

Date of Adoption	11/12/2019	Legal Reference: (Code of Iowa)
Date of Last Revision	1/11/2022	
Date of Current Revision	6/13/22	
Related Administrative Procedures and Cross References		302.1, 303.3, 400.17, 400.19, 400.2, 400.5(h), 502.4, 805.3, 806.1

BOARD POLICY

WESTERN IOWA TECH COMMUNITY COLLEGE

If you have questions or complaints, please contact Dean of Human Resources (employees) 4647 Stone Avenue, Sioux City, IA 51106; 712-274-6400 ext. 1406; equity@witcc.edu or Dean of Opportunity and Engagement (students) 4647 Stone Avenue, Sioux City, IA 51106; 712-274-6400 ext. 2887; equity@witcc.edu

WITCC in the News

JAN 24 14

Cengage

<https://cengage.widen.net/view/pdf/00wggmwsq/western-iowa-tech-customer-story-2732005.pdf?t.download=true>

PTK Convocation, AI Presentation

<https://www.siouxlandproud.com/news/local-news/western-iowa-tech-hosts-presentation-on-ai-in-education/>

BRIEF MENTIONS–

Folding Cranes, Display

https://www.kimt.com/news/covid-crane-memorial-is-on-display-at-niacc/article_d070fd30-931c-11ee-925e-ab543dbb2019.html

ATHLETICS–

Bball Recap

<https://www.ktiv.com/2023/12/14/comets-battle-fall-short-against-raiders/>

BBall Recap, Bomgaars Invitational, Dec 17

<https://www.siouxlandproud.com/video/bomgaars-invitational-western-iowa-tech-v-iowa-lakes/9261761/>

J1

<https://www.newsfromthestates.com/article/school-wants-depose-alleged-human-trafficking-victims-iowa>

<https://iowacapitaldispatch.com/2023/12/12/school-wants-to-depose-alleged-human-trafficking-victims-in-iowa/>

<https://www.desmoinesregister.com/story/news/education/2023/12/13/school-seek-to-depose-alleged-victims-in-iowa-in-human-trafficking-suit/71899468007/>

https://www.southernminn.com/around_the_web/news/school-wants-to-depose-alleged-human-trafficking-victims-in-iowa/article_eae9e275-03c6-53ae-b22d-0e3b58775b5a.html

https://siouxcityjournal.com/news/local/crime-courts/witcc-depose-human-trafficking/article_ffbb0de6-99ee-11ee-9b04-ef9b5b9541dd.html

<https://www.kwit.org/podcast/spm-news-english/2023-12-14/newscast-12-14-23-the-defense-in-the-western-iowa-tech-human-trafficking-case-asks-south-american-former-students-return-to-iowa-for-depositions-tyson-and-the-orpheum-adopting-clear-bag-entrance-policies>