



# WESTERN IOWA TECH COMMUNITY COLLEGE BOARD MEETING

**Date:** Monday, March 14, 2022

**Time:** 4:00 pm

**Location:** WITCC Campus – Sioux City, Board Room A507

## Board Members

Dr. Robert Rasmus, President | Russell Wray, Vice President | Neal Adler | Bill Anderson | Linnea Fletcher | Tricia Sutherland | Jeremy Ogle | Al Aymar | Derrick Franck

Brenda Wright, Board Secretary

### Administration:

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

### Presenters:

Dr. Erin Volk, Director of Institutional Research and Resource Development | Carmen Wilson, Associate Dean of Corporate College | Laura Grell, Career Navigator/Project Director

Item	Presenter
I. Call Meeting to Order	Russ Wray
II. Roll Call of Directors	Brenda Wright
III. Public Hearing	
a. Public Hearing on Published Budget published in Sioux City Journal on February 26, 2022	
b. Public Hearing on Gaylord Smith Building and Industrial Trade Center Building Storm Sewer Improvements Project published in Sioux City Journal on February 16, 2022	
IV. Oral Communications	
V. Written Communications	
VI. Consent Items	
A. The minutes of the regular Board of Directors meeting held February 14, 2022	
B. The Financial Report for February 2022 in addendum MAR-22-1, pages 1-7	
C. A list of General Fund bills in addendum MAR-22-2, pages 8-30. Additional bills may be presented at the Board Meeting	
D. The Personnel Report Regular Appointments in addendum MAR-22-3a, page 31. The Community and Continuing Education instructor list in	

Item	Presenter
addendum MAR-22-3b, pages 32-33. Additional Personnel Report may be presented at the meeting.	
E. Application and Certificate for Payment #4 in the amount of \$93,331.54 to Hasselhoff Construction, Inc. for the Cherokee Nursing Lab Project in addendum MAR-22-4, pages 34	
<i>Motion needed for Consent Items</i>	
<b>VII. Administrative Reports</b>	
A. 2022 Credit Instruction Programs Report in addendum MAR-22-5, pages 35-36 <i>Needs Motion</i>	Juline Albert Darin Moeller
B. 260G ACE Nursing Program Agreement in addendum MAR-22-6, pages 37-46 <i>Needs Motion</i>	Darin Moeller Carmen Wilson
C. 28E Agreement Concerning Job Training Programs with Iowa Central Community College in addendum MAR-22-7, page 47-55 <i>Needs Motion</i>	Darin Moeller Carmen Wilson
D. FY23 Tuition, Fees, and Other Charges in addendum MAR-22-8, pages 56-60 <i>Needs Motion</i>	Troy Jasman Darin Moeller
E. College Now 2021-22 Annual Report and Contract in addendum MAR-22-9, pages 61-65 <i>Needs Motion</i>	Darin Moeller Laura Tabbert
F. Dr. Robert H. Kiser Building Chiller and Pump Replacement Project in addendum MAR-22-10, pages 66-68 <i>Needs Motion</i>	Troy Jasman
G. Water Curtain Wall Project in addendum MAR-22-11, pages 69-71 <i>Needs Motion</i>	Troy Jasman
H. Published Budget in addendum MAR-22-12, pages 72-75 <i>Needs Motion</i>	Troy Jasman
I. Cohort Default Rate Summary and Action Plan Update in addendum MAR-22-13, page 76	Troy Jasman Merlyn Kathol
J. FY2021 Federal Funding Profile in addendum MAR-22-14, page 77	Juline Albert Erin Volk
K. Adult Education and Literacy Digital Initiative in addendum MAR-22-15, page 78 <i>Needs Motion</i>	Juline Albert Laura Grell
L. Board Policy 206.1 Revision – 2 <sup>nd</sup> Reading in addendum MAR-22-16, pages 79-80 <i>Needs Motion</i>	Brenda Wright
M. Iowa Association of Community College Trustees (IACCT) Report in addendum MAR-22-17, pages 81	Derrick Franck
N. President Report 1. Legislative Update 2. COVID Update 3. WITCC In the News in addendum MAR-22-18, pages 82-88 4. Other	Terry Murrell

Item	Presenter
<b>VIII. Unfinished Business</b>	
A. Individual Board Member comments	
B. March 15, 2022 – Women’s History Month Celebration – Jane Addams Reenactment, 12:00-1:00 pm in W108	
C. March 31, 2022 – Disabilities Awareness Month – Panel Discussion – Rocklin Center – 10:45am – 12:00 pm	
D. April 5, 2022 – WIT TED Talks, Cargill Auditorium – 11:00 am – 1:00 pm	
E. April 11, 2022 – Community Event, 3:00 pm, Denison Campus with Board meeting following at 4:00 pm, Room B3, on Denison campus	
F. May 9, 2022 - May Board Meeting at 4:00 pm, on Sioux City campus with a dinner honoring retirees at 5:30 pm	
G. May 12, 2022, Spring semester ends; Graduation ceremony at Tyson Events Center <ul style="list-style-type: none"> <li>• 2:00 – Nursing Pinning Ceremony</li> <li>• 4:00 – Health Sciences/Arts &amp; Sciences</li> <li>• 6:00 – All other Career &amp; Tech/HISED/Gateway Programs</li> </ul>	
<b>IX. Adjournment</b>	
<i>Motion Needed</i>	

Strategic Initiatives 2021-2024

**Advancing Our College by Instilling a Culture of Connection via~**

**Communication:** Knowing Who We Are & What We Do

**Collaboration:** Cultivating Inclusion, Belonging, & Connection

**Contribution:** Empowering People Through Equitable Access & Involvement



**T**ransformation



**E**ngagement



**C**ommunity



**H**armony

WESTERN IOWA **TECH** VALUES



WESTERN IOWA TECH COMMUNITY COLLEGE

# BOARD MEETING MINUTES

**Date:** Monday, February 14, 2022

**Time:** 3:00 pm

**Location:** WITCC Campus – Sioux City, Board Room A507

## Board Members

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

**Absent:** Dr. Robert Rasmus, President

Brenda Wright, Board Secretary

### Administration:

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

### Presenters:

Erin Volk, Director of Institutional Research and Resource Development | Christina Brandon, Associate Dean of Recruitment | Revathi Truong, Associate Dean of Inclusion | Carmen Wilson, Division Chair, Corporate Training & Consulting

## Item

Meeting was called to order by Russell Wray at 3:01 pm

Roll Call of Directors by Brenda Wright

Consent Items were reviewed and motion to approve by Jeremy Ogle and seconded by Linnea Fletcher. All in favor. Motion carried.

- A. The minutes of the regular Board of Directors meeting held January 10, 2022
- B. The Financial Report for January 2022 in addendum FEB-22-1, pages 1-7
- C. A list of General Fund bills in addendum FEB-22-2, pages 8-28. Additional bills may be presented at the Board Meeting
- D. The Personnel Report Regular Appointments in addendum FEB-22-3a, pages 29-30. The Community and Continuing Education instructor list in addendum FEB-22-3b, pages 31-32. Additional Personnel Report may be presented at the meeting.
- E. Application and Certificate for Payment #3 in the amount of \$50,380.62 to Haselhoff Construction, Inc. in addendum FEB-22-4, pages 33-36

No Oral Communications were presented to the Board.

No Written Communications were presented to the Board.

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**Item**

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**Administrative Reports**

2022 Spring Semester Credit Enrollment Report was presented by Juline Albert, Tawnya Beermann, and Christina Brandon. Tawnya reviewed the enrollment numbers with the board. She reported that the 22/SP headcount was 4,956. 51% of that being concurrent enrollment students. Christina reported that we have more part-time students than full-time students. We have increased our Hispanic/Latino enrollment. There are lots of recruitment events coming up this semester.

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Juline introduced Erin Volk to report on the IPEDS. Erin explained what the IPEDS reporting was and how we compare nationally.

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Terry Murrell introduced Revathi Truong to present the Diversity and Inclusion Report. Revathi explained the goals she had for the department and how she was planning to obtain them.

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Troy and Carmen presented the 260E Preliminary Agreement for Cold Link Logistics Sioux City LLC. Cold Link is planning for 60 new jobs in Sioux city. Based in Miami. Motion to approve by Neal Adler and seconded by Bill Anderson. All in favor. Motion carried.

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Troy and Carmen also presented the 260E Preliminary Agreement for WestRock Services LLC. WestRock plans on 50 new jobs in Sioux City to bring productions to 24/7. Motion to approve the agreement by Jeremy Ogle and seconded Tricia Sutherland. All in favor. Motion carried.

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Troy brought the Proposed Published Budget for FY23 and recommended to publish the FY23 Budget in the Sioux City Journal on February 26, 2022, and to hold the public hearing at the Board meeting on March 14, 2022, at 4:00 pm, WITCC, 4647 Stone Avenue, Sioux City, Iowa, with the certification to be completed prior to March 15, 2022. In case of inclement weather, a telephonic Board meeting will be held on Tuesday, March 15, 2022 at 7:30 am. Motion to approve by Derrick Franck and seconded by Bill Anderson. All were in favor and motion was carried.

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Troy presented a request for Chemistry Fume Hoods and Casework for the Chemistry Lab. Only received one bid, which came in under the prediction. Motion to approve purchase was made by Linnea Fletcher and seconded by Jeremy Ogle. All were in favor and the motion was carried.

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Troy presented the WITCC Training Tower Project Certificate of Substantial Completion for approval. Motion to approve by Tricia and seconded by Neal Adler. All were in favor and the motion was carried.

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Troy also presented the WITCC Training Tower Paving Project Closeout for approval. Tricia Sutherland made a motion to approve and it was seconded by Derrick Franck. All were in favor and motion was carried.

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A Contingency Change Order for Cherokee Nursing Simulation Lab was brought to the board by Troy Jasman. This change is needed to reconstruct a wall in the lab. Jeremy Ogle made a motion to approve this change order and it was seconded by Bill Anderson. All were in favor and the motion was carried.

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Troy also requested approval for the 2022 Gaylord Smith Building Roof Replacement Project. This is the last roof to be replaced. Derrick Franck made a motion to approve and seconded by Neal Adler. All were in favor and motion was carried.

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A request to increase the Mileage Rate was presented by Troy Jasman. The increase would go from 45¢ to 52¢ effective March 1, 2022. Motion to approve by Bill Anderson and was seconded by Jeremy Ogle. All were in favor. Motion carried.

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Brenda Wright presented the first reading for a revision to Board Policy 206.1. The only change proposed was the address for the Office of Civil Rights in Chicago, Illinois. There will be a seconded reading next month.

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A summary for the ACCT – National Legislative Summit was given during the Board Retreat prior to the meeting, but Derrick Franck added that there were several great speakers at the conference and he highly recommends other board members to attend future events if they can.

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Derrick Franck gave a summary of the Iowa Association of Community College Trustees (IACCT) Report. The Community College Day on the Hill is March 3. All board members are encouraged to attend. You can also review the Condition of the Community Colleges online. Very good tool.

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**Item**

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Terry Murrell gave his President's Report

- Legislative Update – we have asked for 15 million – we will see if we will get that much. We have not asked for that before.
- FY22 and FY23 Budgets – this year is looking good. Starting detail process for FY23 – it will be tough but we are going to try to make sure we get that by July.
- Reminder that the IACCT Trustees Conference will be in July 20, 21, 22, in 2022 on our campus. Encourage everyone to attend.
- COVID Update – we had a spike with Omicron. We wore masks for a 2-week period. We did not have a spread and our numbers did drop.
- April Board meeting is scheduled for Denison campus at 4:00 pm. With a Community Event at 3:00 pm

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**Tricia Sutherland made a motion for adjournment and it was seconded by Linnea Fletcher. All in favor.**

**Meeting adjourned at 4:48 pm.**

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Russell Wray, Board Vice President

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Brenda Wright, Board Secretary

**TO:** Dr. Terry A. Murrell, President

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

**DATE:** March 7, 2022

**RE:** **FEBRUARY 2022 FINANCIAL HIGHLIGHTS**

### **Executive Summary**

General Fund revenues totaled \$1.7 million for the month of February and \$28.1 million year to date. At 79% of budget, revenues were \$1.9 million or 7.2% higher than the prior year after eight months. Overall, year to date revenues as a percentage of budget after eight months are higher than budget expectations and higher than that of the previous year in terms of percentage of budget and actual dollars. The increase in revenue continues to be attributable to the federal backfill monies to offset the reduction in tuition and fees due to the ongoing impact of the pandemic. General Fund expenditures totaled \$2.8 million for the month and \$21.9 million year to date, which is 62% of the annual budget. As a result, the College's financial position exceeds that of the previous year with an increase in the fund balance change from the prior year of \$976K.

Restricted Fund activity for the month of February was routine. The increase in revenue of \$893K is due to additional Local Support, State Support, Federal Support and New Jobs Training Program revenue. Expenditures for the month increased \$1.4 million mainly attributable to the grant funded programs.

Plant Fund activity for the month of February was also routine. Revenue increased \$72K while expenditures as a whole increased \$204K mainly related to facility improvement projects.

Auxiliary Enterprise operations continue to reflect spring semester enrollment. Total revenues for the month increased \$375K while expenditures increased \$418K. Overall, the Auxiliary Enterprise operations in February show an increase in the fund balance change from the prior year of \$144K.

The College's February cash flow included receipts of \$11.9 million and disbursements of \$11.0 million. The receipts in the Operating and Special Federal Funds are related to the spring semester tuition and fees. Cash and investments on a consolidated basis increased \$874K for a total of \$48.5 million at February 28, 2022. The College's investment portfolio's overall yield at 0.19% was unchanged from the previous month.

Western Iowa Tech Community College  
 Unrestricted Fund Income Statement  
 For the Eight Month Period Ending February 28, 2022

	Current Year			Prior Year		
	FY2022 Budget	YTD Actual	% of Budget	FY2021 Budget	YTD Actual	% of Budget
<b>REVENUES</b>						
Student Fees	\$2,971,000	\$2,555,525	86%	\$3,363,250	\$2,757,500	82%
Tuition	13,571,500	12,647,234	93%	14,537,000	12,472,826	86%
Local Support	2,050,000	1,211,989	59%	1,900,000	1,170,595	62%
State Support	11,993,091	7,990,219	67%	11,633,773	7,750,621	67%
Federal Support	263,684	267,025	101%	412,429	143,851	35%
Sales & Services	204,500	180,440	88%	199,500	134,073	67%
Other Income	4,384,625	3,258,092	74%	3,016,058	1,800,670	60%
<b>Total Income</b>	<b>\$35,438,400</b>	<b>\$28,110,524</b>	<b>79%</b>	<b>\$35,062,010</b>	<b>\$26,230,136</b>	<b>75%</b>
<b>EXPENDITURES</b>						
Salaries & Related Costs	\$25,150,943	\$14,755,607	59%	\$24,802,181	\$14,514,325	59%
Services	5,736,110	3,720,904	65%	5,425,879	3,077,298	57%
Materials, Supplies & Travel	2,363,710	1,791,515	76%	2,303,718	1,583,508	69%
Other Current Expenditures	2,181,137	1,609,784	74%	2,375,232	1,775,903	75%
Capital Outlay	6,500	1,644	25%	155,000	23,789	15%
<b>Total Direct Expense</b>	<b>\$35,438,400</b>	<b>\$21,879,454</b>	<b>62%</b>	<b>\$35,062,010</b>	<b>\$20,974,823</b>	<b>60%</b>
<b>Fund Balance Change</b>	<b>\$0</b>	<b>\$6,231,070</b>		<b>\$0</b>	<b>\$5,255,313</b>	

67% of Year

Western Iowa Tech Community College  
 Restricted Fund Income Statement  
 For the Eight Month Period Ending February 28, 2022

	Current Year			Prior Year		
	FY2022 Budget	YTD Actual	% of Budget	FY2021 Budget	YTD Actual	% of Budget
<b>REVENUES</b>						
Tuition	\$0	\$0	-	\$0	\$0	-
Local Support	5,195,869	3,068,799	59%	4,727,407	2,775,903	59%
State Support	2,304,532	1,619,231	70%	2,289,197	1,217,824	53%
Federal Support	11,822,375	9,744,811	82%	3,061,910	2,149,540	70%
Other Income	578,545	94,541	16%	758,958	266,840	35%
New Jobs Training Program	3,340,000	2,018,697	60%	3,340,000	2,605,363	78%
<b>Total Income</b>	<b>\$23,241,321</b>	<b>\$16,546,079</b>	<b>71%</b>	<b>\$14,177,472</b>	<b>\$9,015,470</b>	<b>64%</b>
<b>EXPENDITURES</b>						
Salaries & Related Costs	\$3,440,348	\$2,211,261	64%	\$3,453,821	\$2,079,921	60%
Services	4,203,978	2,451,569	58%	3,668,124	1,856,748	51%
Materials, Supplies & Travel	10,421,045	1,410,565	14%	2,038,295	968,706	48%
Other Current Expenditures	0	7,160,868	-	0	660,647	-
New Jobs Training Program	4,167,804	420,427	10%	4,205,027	760,345	18%
Capital Outlay	1,561,900	872,595	56%	1,324,415	80,071	6%
<b>Total Direct Expense</b>	<b>\$23,795,075</b>	<b>\$14,527,285</b>	<b>61%</b>	<b>\$14,689,682</b>	<b>\$6,406,438</b>	<b>44%</b>
<b>Fund Balance Change</b>	<b>(\$553,754)</b>	<b>\$2,018,794</b>		<b>(\$512,210)</b>	<b>\$2,609,032</b>	

67% of Year

Western Iowa Tech Community College  
Plant Fund Income Statement  
For the Eight Month Period Ending February 28, 2022

	Current Year			Prior Year		
	FY2022 Budget	YTD Actual	% of Budget	FY2021 Budget	YTD Actual	% of Budget
<b>REVENUES</b>						
Property Taxes	\$2,050,000	\$1,211,989	59%	\$1,900,000	\$1,170,595	61%
Interest Income	26,000	22,080	85%	30,000	32,532	108%
Other Income	2,561,332	1,959,552	77%	3,203,008	2,320,408	72%
<b>Total Income</b>	<b>\$4,637,332</b>	<b>\$3,193,621</b>	<b>69%</b>	<b>\$5,133,008</b>	<b>\$3,523,535</b>	<b>68%</b>
<b>EXPENDITURES</b>						
Equipment	\$1,594,137	\$709,700	45%	\$1,828,984	\$681,910	37%
Buildings	2,775,000	214,997	8%	1,862,000	1,023,404	55%
Maintenance, Repairs & Supplies	100,000	46,512	47%	0	24,584	
Structural Improvements	100,000	1,184,096	1,184%	115,000	212,437	185%
Professional Services	725,000	270,621	37%	425,000	82,231	19%
Other Expenses	0	0		0	0	
Interest/Debt Service	678,777	142,431	21%	1,032,869	282,357	27%
<b>Total Direct Expense</b>	<b>\$5,972,914</b>	<b>\$2,568,357</b>	<b>43%</b>	<b>\$5,263,853</b>	<b>\$2,306,923</b>	<b>44%</b>
<b>Fund Balance Change</b>	<b>(\$1,335,582)</b>	<b>\$625,264</b>		<b>(\$130,845)</b>	<b>\$1,216,612</b>	

67% of Year

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

Western Iowa Tech Community College  
 Auxiliary Enterprises  
 For the Eight Months Ending February 28, 2022

Current Year Actual

	<u>Dorms</u>	<u>Bookstore</u>	<u>Auto Parts</u>	<u>Student Orgs &amp; Clubs</u>	<u>Other *</u>	<u>Total</u>	<u>Prior YTD Total</u>
<b>REVENUES</b>							
Sales and Service	\$1,498,405	\$1,823,477	\$156,967	\$0	\$15,085	\$3,493,934	\$3,490,502
Miscellaneous	6,496	18,537	0	201,942	327,032	554,007	437,209
Total Revenues	<u>\$1,504,901</u>	<u>\$1,842,014</u>	<u>\$156,967</u>	<u>\$201,942</u>	<u>\$342,117</u>	<u>\$4,047,941</u>	<u>\$3,927,711</u>
<b>EXPENDITURES</b>							
Salaries & Related Costs	\$110,888	\$127,989	\$741	\$0	\$9,947	\$249,565	\$267,450
Service Expenditures	488,950	33,630	0	55,719	13,680	591,979	388,214
Materials & Supplies	12,279	6,043	18,804	48,955	52,574	138,655	158,593
Cost of Goods Sold	0	1,427,185	141,408	0	0	1,568,593	1,520,616
Utilities	0	0	0	0	0	0	0
Other Current Expenditures	465,846	0	0	0	6,300	472,146	709,349
Total Expenditures	<u>\$1,077,963</u>	<u>\$1,594,847</u>	<u>\$160,953</u>	<u>\$104,674</u>	<u>\$82,501</u>	<u>\$3,020,938</u>	<u>\$3,044,222</u>
<b>Fund Balance Change</b>	<u>\$426,938</u>	<u>\$247,167</u>	<u>(\$3,986)</u>	<u>\$97,268</u>	<u>\$259,616</u>	<u>\$1,027,003</u>	<u>\$883,489</u>
Prior Year	\$406,024	\$231,133	(\$5,738)	\$24,683	\$227,387	\$883,489	

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

WESTERN IOWA TECH COMMUNITY COLLEGE  
STATEMENT OF RECEIPTS AND DISBURSEMENTS  
FEBRUARY 2022

	<u>OPERATING</u>	<u>SPECIAL FEDERAL FUNDS</u>	<u>FUNDS HELD FOR OTHERS</u>	<u>PLANT FUND</u>	<u>HOUSE FILE</u>	<u>TOTAL</u>
BEGINNING BALANCE (02/01/2022)	\$19,703,931	\$5,064	\$478,858	\$9,676,184	\$17,753,928	\$47,617,964
Receipts	6,912,116	\$3,085,118	5,339	235,756	1,657,904	11,896,233
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$26,616,046</b>	<b>\$3,090,182</b>	<b>\$484,197</b>	<b>\$9,911,940</b>	<b>\$19,411,832</b>	<b>59,514,196</b>
<b>DISBURSEMENTS</b>						
Board Report	\$6,238,291	\$3,085,076	\$5,551	\$0	\$1,521,803	\$10,850,722
Dorm Revenue Bond Payment				0		0
Transfers to Operating Fund						0
Approved Previous Meeting				171,027		171,027
<b>TOTAL DISBURSEMENTS</b>	<b>\$6,238,291</b>	<b>\$3,085,076</b>	<b>\$5,551</b>	<b>\$171,027</b>	<b>\$1,521,803</b>	<b>\$11,021,749</b>
<b>ENDING BALANCE (02/28/2022)</b>	<b>\$20,377,755</b>	<b>\$5,106</b>	<b>\$478,645</b>	<b>\$9,740,912</b>	<b>\$17,890,029</b>	<b>\$48,492,447</b>

WESTERN IOWA TECH COMMUNITY COLLEGE  
INVESTMENT STATUS  
FEBRUARY 28, 2022

Investment	Bank	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Totals	Current Rate
Checking	Security National	\$1,471,200					\$1,471,200	0.00%
Interest Checking	Security National		5,106				5,106	0.08%
Repurchase Agreement	Security National	6,299,224					6,299,224	0.05%
Certificate of Deposit	Central Bank	1,075,088					1,075,088	0.40%
Money Market	Northwest Bank	403,757					403,757	0.20%
Money Market	Liberty Bank	10,296,907					10,296,907	0.35%
Money Market	Pioneer Bank	103,782					103,782	0.20%
Money Market	Liberty Bank				9,299,746		9,299,746	0.35%
Checking	Cherokee State Bank	\$9,140					9,140	0.00%
Checking	Wells Fargo	\$39,758					39,758	0.25%
Checking	Wells Fargo			478,645	33,947	2,807,372	3,319,965	0.25%
Checking	Wells Fargo					905,027	905,027	0.16%
Repurchase Agreement	Security National				237,068	14,177,630	14,414,698	0.05%
Dorm Revenue Bond Funds	UMB Bank	678,898			170,151		849,049	0.03%
<b>Total Cash &amp; Investments</b>		<b>\$20,377,755</b>	<b>\$5,106</b>	<b>\$478,645</b>	<b>\$9,740,912</b>	<b>\$17,890,029</b>	<b>\$48,492,447</b>	<b>0.19%</b>
<b>Interest Earnings YTD</b>		<b>\$31,182</b>	<b>\$52</b>	<b>\$0</b>	<b>\$22,080</b>	<b>\$7,026</b>	<b>\$60,340</b>	

## WESTERN IOWA TECH COMMUNITY COLLEGE

Bills to be approved at the board meeting March 14, 2022

February 2022

	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Total
Warrants	\$ 6,238,923.56	\$ 3,085,076.00	\$ 5,551.41		\$ 1,521,802.92	\$ 10,851,353.89
Cancelled warrants	(632.16)					\$ (632.16)
<b>Subtotal</b>	<b>6,238,291.40</b>	<b>3,085,076.00</b>	<b>5,551.41</b>	<b>-</b>	<b>1,521,802.92</b>	<b>\$ 10,850,721.73</b>
Estimated amount	\$ 688,875.00					\$ 688,875.00
<b>Total</b>	<b>\$ 6,927,166.40</b>	<b>\$ 3,085,076.00</b>	<b>\$ 5,551.41</b>	<b>\$ -</b>	<b>\$ 1,521,802.92</b>	<b>\$ 11,539,596.73</b>

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/19/2022	Wells Fargo Bank	\$1,399.45	CASH IN BANK-PAYROLL
2/28/2022	Wells Fargo Bank	\$1,666,005.11	CASH IN BANK-PAYROLL
2/3/2022	Frontier Communications	\$157.42	COMMUNICATION
2/24/2022	Frontier Communications	\$481.92	COMMUNICATION
2/24/2022	Frontier Communications	\$160.78	COMMUNICATION
2/10/2022	Iowa Communications Network	\$5,505.02	COMMUNICATION
2/10/2022	Qwest Corporation	\$328.14	COMMUNICATION
2/24/2022	Qwest Corporation	\$459.52	COMMUNICATION
2/17/2022	Burke Engineering Sales	\$274.39	CONSTRUCTION SUPPLIES
2/10/2022	Consolidated Electrical	\$25,857.59	CONSTRUCTION SUPPLIES
2/24/2022	Consolidated Electrical	\$918.95	CONSTRUCTION SUPPLIES
2/10/2022	Echo Group Inc	\$19.44	CONSTRUCTION SUPPLIES
2/3/2022	Menards Inc	\$1,740.17	CONSTRUCTION SUPPLIES
2/24/2022	Menards Inc	\$614.88	CONSTRUCTION SUPPLIES
2/24/2022	Menards Inc	\$193.10	CONSTRUCTION SUPPLIES
2/17/2022	Sherwin Williams	\$393.47	CONSTRUCTION SUPPLIES
2/17/2022	Kristie Amick	\$45.00	CONTRACTED SERVICES
2/24/2022	BankMobile Technologies Inc	\$13.70	CONTRACTED SERVICES
2/10/2022	Barnhart Crane & Rigging Co	\$2,412.86	CONTRACTED SERVICES
2/10/2022	Benson Construction	\$550.00	CONTRACTED SERVICES
2/24/2022	Benson Construction	\$550.00	CONTRACTED SERVICES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/24/2022	Bunkers Feed and Supply Inc	\$690.64	CONTRACTED SERVICES
2/17/2022	John T. Burow	\$6,550.00	CONTRACTED SERVICES
2/16/2022	John T. Burow	\$14,320.00	CONTRACTED SERVICES
2/17/2022	Champion Propane	\$140.00	CONTRACTED SERVICES
2/17/2022	Coastal Training Technologies	\$24,622.50	CONTRACTED SERVICES
2/10/2022	Delta Papa Aviation LLC	\$5,000.00	CONTRACTED SERVICES
2/24/2022	Document Depot & Destruction	\$225.00	CONTRACTED SERVICES
2/10/2022	Ecowise Recycling LLC	\$180.00	CONTRACTED SERVICES
2/10/2022	Electric Innovations	\$1,200.00	CONTRACTED SERVICES
2/10/2022	Flewelling Farms LLC	\$850.00	CONTRACTED SERVICES
2/17/2022	Gill Hauling Inc	\$2,653.03	CONTRACTED SERVICES
2/24/2022	Growmark Inc	\$25.03	CONTRACTED SERVICES
2/19/2022	HealthEquity Inc	\$67.50	CONTRACTED SERVICES
2/17/2022	IMKO Enterprises Inc	\$4,769.47	CONTRACTED SERVICES
2/17/2022	IMKO Enterprises Inc	\$45,025.48	CONTRACTED SERVICES
2/17/2022	IMKO Enterprises Inc	\$2,476.98	CONTRACTED SERVICES
2/17/2022	IMKO Enterprises Inc	\$865.28	CONTRACTED SERVICES
2/24/2022	Iowa Valley Community College	\$3,000.00	CONTRACTED SERVICES
2/17/2022	Jackson Pumping Service Corp	\$630.00	CONTRACTED SERVICES
2/24/2022	Johnshoy Landscaping LLC	\$220.00	CONTRACTED SERVICES
2/24/2022	Justin C. Johnston	\$100.00	CONTRACTED SERVICES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/24/2022	Justice Fire & Safety Inc	\$5,354.25	CONTRACTED SERVICES
2/24/2022	Lindblom Services Inc	\$1,091.40	CONTRACTED SERVICES
2/24/2022	Todd D. Lindsey	\$335.00	CONTRACTED SERVICES
2/24/2022	Literacy Minnesota	\$2,000.00	CONTRACTED SERVICES
2/17/2022	Medical Waste Transport Inc	\$125.68	CONTRACTED SERVICES
2/24/2022	Norm Waitt Sr YMCA	\$120.00	CONTRACTED SERVICES
2/17/2022	Plunketts Pest Control Inc	\$115.00	CONTRACTED SERVICES
2/17/2022	R&S Waste Disposal LLC	\$132.83	CONTRACTED SERVICES
2/17/2022	Rentokil North America	\$8,750.00	CONTRACTED SERVICES
2/24/2022	Rentokil North America	\$45.00	CONTRACTED SERVICES
2/17/2022	Thomas M. Rice	\$1,200.00	CONTRACTED SERVICES
2/24/2022	James Schaap	\$150.00	CONTRACTED SERVICES
2/17/2022	Charles L Schuett	\$420.00	CONTRACTED SERVICES
2/17/2022	Dennis R Semple	\$5,280.00	CONTRACTED SERVICES
2/17/2022	Siouxland Certified Testing	\$612.00	CONTRACTED SERVICES
2/24/2022	Siouxland Mental Health	\$3,825.00	CONTRACTED SERVICES
2/24/2022	Smith Agency Inc	\$2,000.00	CONTRACTED SERVICES
2/17/2022	Southeastern Community College	\$6,000.00	CONTRACTED SERVICES
2/24/2022	Southwestern Community	\$3,000.00	CONTRACTED SERVICES
2/24/2022	Taters Lawn Service	\$380.00	CONTRACTED SERVICES
2/10/2022	Tri State Nursing Enterprises Inc	\$6,825.00	CONTRACTED SERVICES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/24/2022	Tri State Nursing Enterprises Inc	\$8,570.00	CONTRACTED SERVICES
2/17/2022	Underground Location Company	\$60.30	CONTRACTED SERVICES
2/17/2022	Vans Sanitation Inc	\$69.75	CONTRACTED SERVICES
2/3/2022	Western Iowa Tech Agency Fund	\$70.00	CONTRACTED SERVICES
2/17/2022	Western Iowa Tech Agency Fund	\$70.00	CONTRACTED SERVICES
2/24/2022	Western Iowa Tech Agency Fund	\$500.00	CONTRACTED SERVICES
2/24/2022	Western Iowa Tech Agency Fund	\$400.00	CONTRACTED SERVICES
2/24/2022	Western Iowa Tech Agency Fund	\$425.00	CONTRACTED SERVICES
2/24/2022	Western Iowa Tech Agency Fund	\$375.00	CONTRACTED SERVICES
2/24/2022	Western Iowa Tech Agency Fund	\$500.00	CONTRACTED SERVICES
2/24/2022	Western Iowa Tech Agency Fund	\$250.00	CONTRACTED SERVICES
2/17/2022	Melissa Wurth	\$33.00	CONTRACTED SERVICES
2/17/2022	Aramark	\$56.06	COURSE FEE EXPENSE
2/10/2022	Matheson Tri Gas Inc	\$44.54	COURSE FEE EXPENSE
2/3/2022	State Steel Supply Company Inc	\$1,896.75	COURSE FEE EXPENSE
2/17/2022	Sysco Food Service Of Iowa	\$2,893.86	COURSE FEE EXPENSE
2/17/2022	University of Iowa	\$1,690.00	COURSE FEE EXPENSE
2/3/2022	Western Iowa Tech Petty Cash	\$15.95	COURSE FEE EXPENSE
2/3/2022	Knife River Midwest LLC	\$3,846.00	DEFERRED INCOME
2/3/2022	Western Iowa Tech Comm Ed	\$1,238.00	DEFERRED INCOME
2/24/2022	AFP Corp	\$600.00	DUE FROM OTHERS-ASSET ACCOUNT

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/10/2022	Holly J. Candor	\$199.50	DUE FROM OTHERS-ASSET ACCOUNT
2/24/2022	Holly J. Candor	\$400.00	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Dunwell LLC	\$55,805.63	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Dunwell LLC	\$3,300.00	DUE FROM OTHERS-ASSET ACCOUNT
2/10/2022	Electric Innovations	\$20,800.00	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Electric Innovations	\$100.00	DUE FROM OTHERS-ASSET ACCOUNT
2/3/2022	Russell Gondek	\$46.97	DUE FROM OTHERS-ASSET ACCOUNT
2/3/2022	Russell Gondek	\$110.81	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Cindie S. Gregg	\$25.00	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Kimberly G. Hayes	\$10.00	DUE FROM OTHERS-ASSET ACCOUNT
2/3/2022	Amy L. Hueser	\$75.00	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Kyle R. Hueser	\$14.08	DUE FROM OTHERS-ASSET ACCOUNT
2/24/2022	Kyle R. Hueser	\$64.02	DUE FROM OTHERS-ASSET ACCOUNT
2/10/2022	Lisa L. Knecht	\$39.37	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Morgan R. Konz	\$341.00	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Karrie Kozora	\$115.00	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Mary Kozora	\$60.00	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Harriett S. Marsh	\$10.00	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Carole D Massey	\$10.00	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Mid Iowa Refrigeration Inc	\$1,018.68	DUE FROM OTHERS-ASSET ACCOUNT
2/24/2022	Jana Niehus	\$10.00	DUE FROM OTHERS-ASSET ACCOUNT

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/17/2022	Plains Mechanical Services Inc	\$302.67	DUE FROM OTHERS-ASSET ACCOUNT
2/10/2022	Nancy A. Ramos	\$59.99	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Carlos Salazar	\$70.00	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	ScriptPro USA Inc	\$1,099.50	DUE FROM OTHERS-ASSET ACCOUNT
2/10/2022	Janell K. Turner	\$250.00	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Visual Edge Inc	\$1,636.08	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Visual Edge Inc	\$638.29	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Ward Electric Company Inc	\$15,553.81	DUE FROM OTHERS-ASSET ACCOUNT
2/10/2022	Steven H. Warnstadt	\$1,210.14	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Ziegler Inc	\$579.76	DUE FROM OTHERS-ASSET ACCOUNT
2/17/2022	Brittini Benscoter	\$750.00	DUE FROM STUDENTS
2/3/2022	Brett R. Rosenbaum	\$250.00	DUE FROM STUDENTS
2/17/2022	Cynthia Earth	\$723.00	DUE FROM STUDENTS
2/17/2022	Eleanor Hanna-Dyb	\$1,460.12	DUE FROM STUDENTS
2/17/2022	Wade Hofland	\$1,108.00	DUE FROM STUDENTS
2/24/2022	Aubree J. Holt	\$400.00	DUE FROM STUDENTS
2/24/2022	John Or Karen R Lesline	\$1,757.00	DUE FROM STUDENTS
2/3/2022	Natalie I. Lewison-Brooks	\$187.00	DUE FROM STUDENTS
2/17/2022	Jada A. McDonald	\$523.82	DUE FROM STUDENTS
2/3/2022	Monica M. Torres-Quintero	\$500.00	DUE FROM STUDENTS
2/24/2022	Susan Newton	\$576.00	DUE FROM STUDENTS

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/17/2022	John a Olsen	\$1,690.00	DUE FROM STUDENTS
2/17/2022	Biva Rai	\$232.00	DUE FROM STUDENTS
2/17/2022	Jeff Or Molly Reinking	\$150.00	DUE FROM STUDENTS
2/17/2022	Katherine Sansone	\$3,370.00	DUE FROM STUDENTS
2/17/2022	Dennis Sateren	\$3,675.00	DUE FROM STUDENTS
2/24/2022	Dennis Sateren	\$812.00	DUE FROM STUDENTS
2/3/2022	Katherine C. Schallau	\$85.00	DUE FROM STUDENTS
2/3/2022	Matthew W. Sims	\$828.00	DUE FROM STUDENTS
2/3/2022	Autumn M. Vavra	\$823.00	DUE FROM STUDENTS
2/17/2022	Lisa Weitzel	\$3,613.00	DUE FROM STUDENTS
2/3/2022	Western Iowa Tech Agency Fund	\$395.05	DUE TO AGENCY FUND
2/24/2022	Western Iowa Tech Agency Fund	\$878.24	DUE TO AGENCY FUND
2/28/2022	Western Iowa Tech 125 Plan	\$5,851.19	DUE TO AUXILIARY FUND
2/3/2022	Western Iowa Tech Classroom	\$26,623.91	DUE TO PLANT FUND
2/19/2022	Western Iowa Tech Plant Fund	\$150,000.00	DUE TO PLANT FUND
2/24/2022	Western Iowa Tech Housefile	\$960.77	DUE TO RESTRICTED FUND
2/24/2022	Woodbury County Auditor	\$8,234.56	ELECTION COSTS
2/3/2022	Ace Refrigeration Co of Sioux	\$13,467.64	EQUIPMENT - \$5000 AND OVER
2/17/2022	Komatsu America Industries LLC	\$10,201.53	EQUIPMENT - \$5000 AND OVER
2/28/2022	Leke Sahatqija	\$1,089.39	FEDERAL INCOME TAX PAYABLE
2/28/2022	Wells Fargo Bank	\$466.86	FEDERAL INCOME TAX PAYABLE

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/19/2022	Wells Fargo Bank	\$116.56	FICA TAX PAYABLE
2/17/2022	American Income Life Insurance	\$4.00	GROUP MEETINGS AND WORKSHOPS
2/17/2022	Great Western Dining Service Inc	\$273.00	GROUP MEETINGS AND WORKSHOPS
2/17/2022	Great Western Dining Service Inc	\$3,800.17	GROUP MEETINGS AND WORKSHOPS
2/28/2022	HealthEquity Inc	\$9,648.66	HSA Payable
2/24/2022	Knowles Publishing Corp	\$45.00	INFO SERVICES/CLASSIFY ADS
2/24/2022	Wm Bass Advertising Associates	\$7,631.86	INFO SERVICES/CLASSIFY ADS
2/24/2022	Wm Bass Advertising Associates	\$6,975.00	INFO SERVICES/CLASSIFY ADS
2/24/2022	Woodbury County Fair Assn	\$325.00	INFO SERVICES/CLASSIFY ADS
2/10/2022	Insurance Management Program	\$786,750.00	INSURANCE
2/28/2022	BusinessSolverComInc	\$415,057.15	INSURANCE PREMIUMS PAYABLE
2/28/2022	Iowa Public Employees	\$113,369.20	IPERS TAX PAYABLE
2/17/2022	Cole Papers Inc	\$2,385.26	JANITOR MATERIALS AND SUPPLIES
2/24/2022	Eakes Inc	\$6,463.42	JANITOR MATERIALS AND SUPPLIES
2/17/2022	Ricks Computers Inc	\$949.00	MAINT & REPAIR-SU EQUIP
2/17/2022	Ricks Computers Inc	\$929.50	MAINT & REPAIR-SU EQUIP
2/24/2022	Ricks Computers Inc	\$1,052.58	MAINT & REPAIR-SU EQUIP
2/24/2022	Ricks Computers Inc	\$1,347.88	MAINT & REPAIR-SU EQUIP
2/24/2022	ARR Roofing of Iowa LLC	\$253.55	MAINT AND REPAIR BUILDINGS
2/17/2022	Interstate Metal Specialists LLC	\$1,000.00	MAINT AND REPAIR BUILDINGS
2/24/2022	Pella Gateway LLC	\$117.70	MAINT AND REPAIR BUILDINGS

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/24/2022	Van Osdel Plastering Drywall Inc	\$35,213.00	MAINT AND REPAIR BUILDINGS
2/24/2022	Eakes Inc	\$424.40	MAINT AND REPAIR EQUIPMENT
2/10/2022	Electric Innovations	\$4,966.32	MAINT AND REPAIR EQUIPMENT
2/10/2022	Foulk Brothers Plumbing &	\$12,312.61	MAINT AND REPAIR EQUIPMENT
2/10/2022	Foulk Brothers Plumbing &	\$9,786.04	MAINT AND REPAIR EQUIPMENT
2/10/2022	Foulk Brothers Plumbing &	\$11,782.63	MAINT AND REPAIR EQUIPMENT
2/24/2022	Foulk Brothers Plumbing &	\$17,674.69	MAINT AND REPAIR EQUIPMENT
2/24/2022	Foulk Brothers Plumbing &	\$994.14	MAINT AND REPAIR EQUIPMENT
2/17/2022	Kneifl Electric Inc	\$975.00	MAINT AND REPAIR EQUIPMENT
2/24/2022	Luesebrink Clifford Construction	\$202.00	MAINT AND REPAIR EQUIPMENT
2/24/2022	Midwest Alarm Services	\$1,485.60	MAINT AND REPAIR EQUIPMENT
2/17/2022	Ward Electric Company Inc	\$2,189.40	MAINT AND REPAIR EQUIPMENT
2/28/2022	Wells Fargo Financial Leasing Inc	\$5,811.15	MAINT AND REPAIR EQUIPMENT
2/10/2022	Bomgaars Supply Inc	\$264.89	MATERIALS AND SUPPLIES
2/17/2022	Nicholas J. Christiansen	\$25.00	MATERIALS AND SUPPLIES
2/10/2022	Food Bank of Siouxland Inc	\$74.37	MATERIALS AND SUPPLIES
2/17/2022	General Business Interiors Inc	\$269.00	MATERIALS AND SUPPLIES
2/3/2022	Iowa Department of Inspections	\$150.00	MATERIALS AND SUPPLIES
2/17/2022	Drew D. Schramm	\$5.50	MATERIALS AND SUPPLIES
2/3/2022	Verizon Wireless	\$1,720.43	MATERIALS AND SUPPLIES
2/17/2022	Western Iowa Tech Comm Ed	\$1,400.00	MATERIALS AND SUPPLIES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/17/2022	Cherokee Chamber Of Commerce	\$350.00	MEMBERSHIP
2/17/2022	Le Mars Area Chamber of	\$265.00	MEMBERSHIP
2/3/2022	Rotary International Cherokee	\$284.35	MEMBERSHIP
2/17/2022	Secretary of State	\$30.00	MEMBERSHIP
2/3/2022	Siouxland Chapter of Society of	\$90.00	MEMBERSHIP
2/24/2022	Ellucian Company LP	\$27,701.00	NON-CAPITAL EXP & EQUIP <5000
2/10/2022	Matheson Tri Gas Inc	\$341.87	NON-CAPITAL EXP & EQUIP <5000
2/3/2022	Western Iowa Tech Student	\$1,000.00	OTHER CURRENT EXPENSE
2/28/2022	Collection Services Center	\$419.64	OTHER EMPLOYEE PR DEDUCTIONS
2/28/2022	Friends Of FM 90	\$99.50	OTHER EMPLOYEE PR DEDUCTIONS
2/28/2022	Nebraska Child Support	\$738.00	OTHER EMPLOYEE PR DEDUCTIONS
2/28/2022	United Way of Siouxland Inc	\$1,141.45	OTHER EMPLOYEE PR DEDUCTIONS
2/28/2022	Western Iowa Tech Agency Fund	\$25.00	OTHER EMPLOYEE PR DEDUCTIONS
2/28/2022	Western Iowa Tech Foundation	\$2,083.00	OTHER EMPLOYEE PR DEDUCTIONS
2/28/2022	Winnebago Tribe of Nebraska	\$744.37	OTHER EMPLOYEE PR DEDUCTIONS
2/24/2022	APH Stores	\$286.76	OTHER MATERIALS AND SUPPLIES
2/24/2022	Arnold Motor Supply LLP	\$982.27	OTHER MATERIALS AND SUPPLIES
2/3/2022	OReilly Auto Parts	\$130.35	OTHER MATERIALS AND SUPPLIES
2/17/2022	OReilly Auto Parts	\$455.53	OTHER MATERIALS AND SUPPLIES
2/24/2022	Snap on Incorporated	\$2,710.40	OTHER MATERIALS AND SUPPLIES
2/17/2022	Emily G. Roberts	\$60.00	OTHER STUDENT FEES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/24/2022	Ebsco Industries Inc	\$3,351.00	PERIODICALS
2/17/2022	Mail House Inc	\$83.62	POSTAGE
2/3/2022	Western Iowa Tech Cherokee	\$58.00	POSTAGE
2/24/2022	Anderson Brothers Printing	\$2,869.00	PRINTING & REPRODUCTION SVC
2/17/2022	Holt Woodworking Inc	\$174.53	PRINTING & REPRODUCTION SVC
2/24/2022	Iowa Office Supply Inc	\$377.36	PRINTING & REPRODUCTION SVC
2/17/2022	Omaha Paper Company	\$674.13	PRINTING & REPRODUCTION SVC
2/17/2022	Record Printing & Copy Center	\$554.00	PRINTING & REPRODUCTION SVC
2/17/2022	Record Printing & Copy Center	\$64.80	PRINTING & REPRODUCTION SVC
2/17/2022	Record Printing & Copy Center	\$267.05	PRINTING & REPRODUCTION SVC
2/17/2022	Ahlers & Cooney PC	\$944.00	PROFESSIONAL SERVICES
2/24/2022	Rick Colwell	\$600.00	PROFESSIONAL SERVICES
2/17/2022	Dentons Davis Brown PC	\$14,897.50	PROFESSIONAL SERVICES
2/19/2022	Wells Fargo Bank	\$453,182.65	PURCHASE CARD CHECKING
2/10/2022	Quadient Leasing Usa Inc	\$4,176.00	RENTED EQUIPMENT
2/17/2022	Quadient Leasing Usa Inc	\$330.00	RENTED EQUIPMENT
2/17/2022	Chesterman Company	\$603.80	RESALE PURCHASES
2/3/2022	Core Mark Midcontinent Inc	\$679.19	RESALE PURCHASES
2/17/2022	Core Mark Midcontinent Inc	\$600.66	RESALE PURCHASES
2/24/2022	Core Mark Midcontinent Inc	\$698.49	RESALE PURCHASES
2/24/2022	McGraw Hill LLC	\$9,612.08	RESALE PURCHASES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/24/2022	Pearson Education	\$949.08	RESALE PURCHASES
2/17/2022	Roaring Spring Blank Book Co	\$92.88	RESALE PURCHASES
2/24/2022	Southeastern Community College	\$3,055.19	RESALE PURCHASES
2/17/2022	Western Iowa Tech Comm Ed	\$9,180.00	SCHOLARSHIPS
2/17/2022	Western Iowa Tech Comm Ed	\$3,060.00	SCHOLARSHIPS
2/17/2022	Western Iowa Tech Comm Ed	\$16,524.00	SCHOLARSHIPS
2/17/2022	Western Iowa Tech Comm Ed	\$6,120.00	SCHOLARSHIPS
2/17/2022	Western Iowa Tech Comm Ed	\$300.00	SCHOLARSHIPS
2/17/2022	Western Iowa Tech Comm Ed	\$2,000.00	SCHOLARSHIPS
2/17/2022	Western Iowa Tech Comm Ed	\$1,906.00	SCHOLARSHIPS
2/17/2022	Western Iowa Tech Comm Ed	\$3,412.00	SCHOLARSHIPS
2/3/2022	Chapter 33 Students Internal	\$687.00	SPONSORED BILLING RECEIVABLE
2/3/2022	Chapter 33 Students Internal	\$2,087.00	SPONSORED BILLING RECEIVABLE
2/3/2022	Chapter 33 Students Internal	\$22.90	SPONSORED BILLING RECEIVABLE
2/3/2022	Chapter Vrrap Students-Internal	\$1,808.58	SPONSORED BILLING RECEIVABLE
2/3/2022	Chapter 33 Students Internal	\$1,088.14	SPONSORED BILLING RECEIVABLE
2/3/2022	Chapter 33 Students Internal	\$449.67	SPONSORED BILLING RECEIVABLE
2/10/2022	Crittenton Center	\$1,911.25	STUDENT WORK STUDY FEDERAL
2/17/2022	Crossroads of Crawford County	\$330.00	STUDENT WORK STUDY FEDERAL
2/24/2022	Crossroads of Crawford County	\$330.00	STUDENT WORK STUDY FEDERAL
2/28/2022	Teachers Insurance & Annuity	\$103,914.01	TIAA-CREF PAYABLE

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/17/2022	Liliana Y. Alfaro	\$60.00	TRAINING EXPENSE
2/24/2022	Ellucian Company LP	\$1,920.00	TRAINING EXPENSE
2/17/2022	Ramon Garcia, Jr.	\$60.00	TRAINING EXPENSE
2/17/2022	Vanessa B. Guardado	\$75.00	TRAINING EXPENSE
2/17/2022	Ashley M. Martinez	\$60.00	TRAINING EXPENSE
2/17/2022	Shayla A. Monk	\$60.00	TRAINING EXPENSE
2/17/2022	Kirsten R. Myers	\$60.00	TRAINING EXPENSE
2/17/2022	Victoria L. Willenborg	\$30.00	TRAINING EXPENSE
2/17/2022	Kaylee Wood	\$90.00	TRAINING EXPENSE
2/17/2022	Jennifer Zamora	\$140.00	TRAINING EXPENSE
2/17/2022	Cynthia L. Donovan	\$113.19	TRAVEL IN STATE
2/3/2022	Rex K. Hawkins	\$120.60	TRAVEL IN STATE
2/24/2022	Rex K. Hawkins	\$120.60	TRAVEL IN STATE
2/3/2022	Kyle R. Hueser	\$180.00	TRAVEL IN STATE
2/17/2022	Wendy M. Ivarson	\$54.00	TRAVEL IN STATE
2/24/2022	Terry A. Murrell	\$73.80	TRAVEL IN STATE
2/17/2022	Shea J. Scollard	\$68.40	TRAVEL IN STATE
2/24/2022	Kevin L. Stover	\$306.00	TRAVEL IN STATE
2/24/2022	John P. Torno	\$385.34	TRAVEL IN STATE
2/17/2022	Brandon P. Treft	\$187.20	TRAVEL IN STATE
2/24/2022	Brandon P. Treft	\$354.07	TRAVEL IN STATE

Western Iowa Tech Community College  
Board Approval  
General & Auxiliary  
3/3/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/24/2022	D R Franck	\$2,119.69	TRAVEL OUT OF STATE
2/24/2022	Joni E Miller	\$85.95	TRAVEL OUT OF STATE
2/28/2022	Voya Financial	\$12,874.12	TSA PAYABLE
2/3/2022	Bekka M. Bates	\$600.00	TUITION
2/3/2022	Bekka M. Bates	\$600.00	TUITION
2/17/2022	Noah J. Fredericksen	\$1,170.00	TUITION
2/3/2022	Shane A. Sampson	\$1,200.00	TUITION
2/24/2022	Lilia R. Saucedo	\$1,250.00	TUITION
2/17/2022	Christifor D. Sewalson	\$3,000.00	TUITION
2/10/2022	Berkshire Hathaway Energy	\$3,615.68	UTILITIES
2/10/2022	Berkshire Hathaway Energy	\$2,712.53	UTILITIES
2/10/2022	Berkshire Hathaway Energy	\$6,148.49	UTILITIES
2/10/2022	Berkshire Hathaway Energy	\$1,644.07	UTILITIES
2/10/2022	Berkshire Hathaway Energy	\$126.70	UTILITIES
2/10/2022	Berkshire Hathaway Energy	\$7,003.15	UTILITIES
2/10/2022	Berkshire Hathaway Energy	\$3,351.72	UTILITIES
2/10/2022	Berkshire Hathaway Energy	\$1,979.43	UTILITIES
2/10/2022	Berkshire Hathaway Energy	\$2,471.15	UTILITIES
2/10/2022	Berkshire Hathaway Energy	\$7,503.47	UTILITIES
2/10/2022	Berkshire Hathaway Energy	\$1,778.88	UTILITIES
2/10/2022	Berkshire Hathaway Energy	\$1,116.36	UTILITIES

Western Iowa Tech Community College  
Board Approval  
General & Auxiliary  
3/3/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/17/2022	Berkshire Hathaway Energy	\$38,106.45	UTILITIES
2/17/2022	Berkshire Hathaway Energy	\$345.43	UTILITIES
2/17/2022	Berkshire Hathaway Energy	\$922.92	UTILITIES
2/24/2022	Berkshire Hathaway Energy	\$1,561.97	UTILITIES
2/17/2022	Black Hills Utility Holding	\$1,663.30	UTILITIES
2/24/2022	City Of Cherokee	\$114.29	UTILITIES
2/17/2022	City of Le Mars	\$36.31	UTILITIES
2/17/2022	City Of Mapleton	\$934.01	UTILITIES
2/10/2022	City of Sioux City	\$1,330.64	UTILITIES
2/10/2022	City of Sioux City	\$301.54	UTILITIES
2/10/2022	City of Sioux City	\$519.96	UTILITIES
2/10/2022	City of Sioux City	\$677.23	UTILITIES
2/10/2022	City of Sioux City	\$165.13	UTILITIES
2/10/2022	City of Sioux City	\$112.70	UTILITIES
2/10/2022	City of Sioux City	\$182.60	UTILITIES
2/10/2022	City of Sioux City	\$45.56	UTILITIES
2/10/2022	City of Sioux City	\$184.39	UTILITIES
2/10/2022	City of Sioux City	\$147.65	UTILITIES
2/10/2022	City of Sioux City	\$304.92	UTILITIES
2/10/2022	City of Sioux City	\$108.47	UTILITIES
2/10/2022	City of Sioux City	\$25.80	UTILITIES

Western Iowa Tech Community College  
Board Approval  
General & Auxiliary  
3/3/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/10/2022	City of Sioux City	\$712.18	UTILITIES
2/10/2022	City of Sioux City	\$1,087.87	UTILITIES
2/17/2022	Denison Municipal Utilities	\$1,970.01	UTILITIES
2/3/2022	Interstate Power & Light Co	\$1,138.65	UTILITIES
2/17/2022	Interstate Power & Light Co	\$612.89	UTILITIES
2/17/2022	Woodbury County Rural Electric	\$3,293.25	UTILITIES
2/17/2022	Advance Auto Parts	\$189.99	VEHICLES-MATERIALS & SUPPLIES
2/24/2022	AgriVision Equipment Group	\$1,333.96	VEHICLES-MATERIALS & SUPPLIES
2/17/2022	City of Sioux City	\$7,753.92	VEHICLES-MATERIALS & SUPPLIES
2/17/2022	City of Sioux City	\$56.43	VEHICLES-MATERIALS & SUPPLIES
2/17/2022	City of Sioux City	\$175.05	VEHICLES-MATERIALS & SUPPLIES
2/17/2022	City of Sioux City	\$266.92	VEHICLES-MATERIALS & SUPPLIES
2/24/2022	Graham Tire Sioux City	\$615.83	VEHICLES-MATERIALS & SUPPLIES
2/17/2022	Marx Truck Trailer Sales Inc	\$2,419.51	VEHICLES-MATERIALS & SUPPLIES
2/17/2022	Marx Truck Trailer Sales Inc	\$364.60	VEHICLES-MATERIALS & SUPPLIES
2/19/2022	Customers Bank	\$14,770.75	WTCC ONECARD PAYABLE
2/19/2022	Customers Bank	\$5,618.00	WTCC ONECARD PAYABLE
2/26/2022	Customers Bank	\$1,604,683.46	WTCC ONECARD PAYABLE
2/28/2022	Customers Bank	\$78,320.15	WTCC ONECARD PAYABLE
TOTAL		<u>\$6,238,923.56</u>	

Western Iowa Tech Community College  
Canceled Warrants  
General & Auxiliary  
3/3/2022

CHK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
1/20/2022	Arnold Motor Supply LLP	-\$73.03	COURSE FEE EXPENSE
9/2/2021	Luis A. Barberi Diaz	-\$534.13	DUE FROM STUDENTS
1/6/2022	Iowa Department of	-\$25.00	COURSE FEE EXPENSE
TOTAL		<u>-\$632.16</u>	

# WESTERN IOWA TECH COMMUNITY COLLEGE

## Bills to be approved at the board meeting March 14, 2022

### GENERAL FUND

Estimated for the month of March

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
<b>Total</b>	<b>\$</b>	<b>688,875.00</b>

Western Iowa Tech Community College  
Board Approval  
Special Federal  
3/3/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/19/2022	Western Iowa Tech General Fund	\$156.80	OTHER FEDERAL
2/19/2022	Western Iowa Tech General Fund	\$883.00	OTHER FEDERAL
2/19/2022	Western Iowa Tech General Fund	\$90,481.88	OTHER FEDERAL
2/19/2022	Western Iowa Tech General Fund	\$50,000.00	OTHER FEDERAL
2/19/2022	Western Iowa Tech General Fund	\$92,053.31	OTHER FEDERAL
2/19/2022	Western Iowa Tech General Fund	\$46,279.51	OTHER FEDERAL
2/19/2022	Western Iowa Tech General Fund	\$28,816.47	OTHER FEDERAL
2/19/2022	Western Iowa Tech General Fund	\$442.00	OTHER FEDERAL
2/19/2022	Western Iowa Tech General Fund	\$21,536.20	OTHER FEDERAL
2/26/2022	Western Iowa Tech General Fund	\$119,119.00	OTHER FEDERAL
2/26/2022	Western Iowa Tech General Fund	\$2,000,000.00	OTHER FEDERAL
2/26/2022	Western Iowa Tech General Fund	\$2,529.45	OTHER FEDERAL
2/26/2022	Western Iowa Tech General Fund	\$1,289.80	OTHER FEDERAL
2/26/2022	Western Iowa Tech General Fund	\$13,009.60	OTHER FEDERAL
2/26/2022	Western Iowa Tech General Fund	\$9,271.60	OTHER FEDERAL
2/26/2022	Western Iowa Tech General Fund	\$39,510.63	OTHER FEDERAL
2/28/2022	Western Iowa Tech General Fund	\$22,696.75	OTHER FEDERAL
2/28/2022	Western Iowa Tech General Fund	\$542,771.11	OTHER FEDERAL
2/28/2022	Western Iowa Tech General Fund	\$4,228.89	SCHOLARSHIPS
TOTAL		<u>\$3,085,076.00</u>	

Western Iowa Tech Community College  
 Board Approval  
 Agency, Scholarship & Loan  
 3/3/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/15/2022	Western Iowa Tech General Fund	\$5,218.91	DUE TO GENERAL FUND
2/1/2022	Great Western Dining Service Inc	\$292.50	GROUP MEETINGS AND WORKSHOPS
2/15/2022	Brent M. Jarvis	\$10.00	MATERIALS AND SUPPLIES
2/22/2022	William Koontz	\$20.00	MATERIALS AND SUPPLIES
2/1/2022	Kari Meyer	\$10.00	MATERIALS AND SUPPLIES
TOTAL		\$5,551.41	

Western Iowa Tech Community College  
Board Approval  
House File  
3/3/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/15/2022	Iowa Department of Revenue	\$80,161.74	ACCOUNTS PAYABLE
2/15/2022	Iowa Department of Revenue	\$258,951.13	ACCOUNTS PAYABLE
2/15/2022	Western Iowa Tech Housefile	\$29,880.14	ACCOUNTS PAYABLE
2/15/2022	Western Iowa Tech Housefile	\$298,454.31	ACCOUNTS PAYABLE
2/15/2022	Western Iowa Tech Housefile	\$412,846.80	ACCOUNTS PAYABLE
2/15/2022	Western Iowa Tech Housefile	\$230,245.82	ACCOUNTS PAYABLE
2/15/2022	Western Iowa Tech Housefile	\$9,582.29	ACCOUNTS PAYABLE
2/15/2022	Western Iowa Tech Housefile	\$14.98	ACCOUNTS PAYABLE
2/15/2022	Western Iowa Tech Housefile	\$39,254.23	ACCOUNTS PAYABLE
2/15/2022	Western Iowa Tech Housefile	\$1,076.25	ACCOUNTS PAYABLE
2/15/2022	Western Iowa Tech Housefile	\$87,720.72	ACCOUNTS PAYABLE
2/15/2022	Western Iowa Tech Housefile	\$34,398.70	ACCOUNTS PAYABLE
2/15/2022	Western Iowa Tech Housefile	\$3,041.52	ACCOUNTS PAYABLE
2/15/2022	Western Iowa Tech General Fund	\$500.00	INCOME CLEARING ACCOUNT
2/1/2022	CW Suter Services Inc	\$9,100.00	TRAINING EXPENSE
2/22/2022	Hirschbach Motor Lines	\$8,400.84	TRAINING EXPENSE
2/1/2022	Knife River Midwest LLC	\$5,346.45	TRAINING EXPENSE
2/1/2022	Western Iowa Tech Comm Ed	\$2,000.00	TRAINING EXPENSE
2/1/2022	Western Iowa Tech Comm Ed	\$1,967.00	TRAINING EXPENSE
2/1/2022	Western Iowa Tech Comm Ed	\$1,800.00	TRAINING EXPENSE
2/15/2022	Western Iowa Tech Comm Ed	\$1,800.00	TRAINING EXPENSE

Western Iowa Tech Community College  
Board Approval  
House File  
3/3/2022

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
2/15/2022	Western Iowa Tech Comm Ed	\$3,560.00	TRAINING EXPENSE
2/15/2022	Western Iowa Tech Comm Ed	\$1,000.00	TRAINING EXPENSE
2/22/2022	Western Iowa Tech Comm Ed	\$700.00	TRAINING EXPENSE
TOTAL		<u>\$1,521,802.92</u>	

PERSONNEL REPORT  
Regular Appointments  
March 14, 2022

**I. INSTRUCTIONAL STAFF**

No Personnel Changes.

**II. ADMINISTRATIVE STAFF**

- A. **Martha Sandberg** has submitted her voluntary resignation as Adult Basic Education Specialist effective June 30, 2022 for purposes of retirement. She is to be paid for all time worked through that date and for all earned but unused vacation.

**III. SUPPORT STAFF**

- A. **Caitlin R. Schooley** has been selected for the position as Clerical Assistant- KWIT effect February 23, 2022 at an annualized salary of \$21,265, grade 3, support position. This is a previously authorized position; vacant due to resignation; eligible for part time benefits.
- B. **Darin T. Wright** has been selected for the position as Safety Officer effect March 21, 2022 at an annualized salary of \$37,770, grade 4, support position. This is a previously authorized position; vacant due to reassignment; eligible for full time benefits.

**IV. TEMPORARY STAFF**

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

Personnel Report  
 Temporary Employees  
 (Not eligible for benefits)

March 14, 2022

<b>NAME</b>	<b>DEPARTMENT OR COURSE # - SECT</b>	<b>APPOINTMENT</b>	<b>FROM</b>	<b>THROUGH</b>	<b>APPT \$/HR</b>	<b>SALARY</b>
Demey, Jessica	PN & A.D.N	Adjunct Instructor	02/18/22	06/30/23	\$41.50	Time Entry
Fryer, Melissa	Student Center	Workstudy	02/28/22	05/15/22	\$ 9.00	Time Entry
Renkel, Casche	Library	Workstudy	02/15/22	05/15/22	\$ 9.00	Time Entry
Sesterhenn, Amanda	HSED/ABE	Mentor/Trainer	02/01/22	01/31/23		\$ 3,000.00

Western Iowa Tech Community College  
 Community & Continuing Education  
 Course Approval List  
 from 2/1/2022 to 2/28/2022

SEC TERM	SEC NAME	SEC SHORT TITLE	SEC LOCATION	SEC START DATE	SEC END DATE	Faculty Name	Comments
22/FY	CTRA-1050-04	Teen Drivers Education	SC	2/7/2022	3/30/2022	Kimberly Mendenhall Shane Steele Richard Admire	Shane Steele #162593 36 hrs @ \$18.00 per student Shane Steele #162593 36 hrs @ \$39.25 classroom Kim Mendenhall #18390 36 hrs @ \$30.00 behind the wheel Rick Admire #75492 36 hrs @ 30.00 behind the wheel Shane Steele #162593 36 hrs @ \$30.00 behind the wheel
22/FY	CTRA-1050-05	Teen Drivers Education	SC	6/2/2022	6/26/2022	Kimberly Mendenhall Shane Steele Richard Admire	Rick Admire #75492 36 hrs @ 30.00 behind the wheel Shane Steele #162593 36 hrs @ \$18.00 per student Shane Steele #162593 36 hrs @ \$30.00 behind the wheel Shane Steele #162593 36 hrs @ \$39.25 classroom Kim Mendenhall #18390 36 hrs @ \$30.00 behind the wheel
22/FY	CSAF-1016-F02	The Art of Reading Smoke	SC	3/13/2022	3/13/2022	Staff STAFF	NO STAFF ASSIGNED AT THIS TIME. FUTURE STAFF WILL BE @ NO
22/FY	CPDV-2244-06	Stretch and Flex F	SC	2/1/2022	2/24/2022	Desiree David	0250852 Desiree David @ \$25.91 per hour

**PAYMENT APPLICATION**

TO: Western Iowa Tech 4647 Stone Ave Sioux City, Iowa 51102 Attn:	PROJECT NAME AND LOCATION: WIT Nursing Renovation 2021 WIT Nursing Renovation Cherokee Iowa 4647 Stone Ave Sioux City, Iowa 51102	APPLICATION # 4 PERIOD THRU: 02/28/2022 PROJECT #s: SC20161 DATE OF CONTRACT: 10/18/2021	Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> <input type="checkbox"/>
FROM: Haselhoff Construction, Inc. P.O. Box 953 1525 South Second Cherokee, IA 51012	ARCHITECT: CMBA Architects 302 Jones Street Suite 200 Sioux City, Iowa 51101		
FOR:			

**CONTRACTOR'S SUMMARY OF WORK**

Application is made for payment as shown below.  
Continuation Page is attached.

1. CONTRACT AMOUNT	\$560,250.00
2. SUM OF ALL CHANGE ORDERS	\$2,726.52
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$562,976.52
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$217,759.45
5. RETAINAGE:	
a. 10.00% of Completed Work (Columns D + E on Continuation Page)	\$20,315.03
b. 10.00% of Material Stored (Column F on Continuation Page)	\$1,460.91
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$21,775.94
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$195,983.51
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$102,651.97
8. PAYMENT DUE	\$93,331.54
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$366,993.01

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$2,726.52	\$0.00
Total approved this month	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$2,726.52</b>	<b>\$0.00</b>
<b>NET CHANGES</b>	<b>\$2,726.52</b>	

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: Haselhoff Construction, Inc.

By: [Signature] Date: 2/28/2022

State of: Iowa

County of: Cherokee

Subscribed and sworn to before

me this 28<sup>th</sup> day of Feb. 2022



Notary Public: [Signature]

My Commission Expires: 12/17/2022

**ARCHITECT'S CERTIFICATION**

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

CERTIFIED AMOUNT..... \$93,331.54

(If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)

ARCHITECT: CMBA Architects Brent Koch [Signature]

By: \_\_\_\_\_ Date: 03/02/2022

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.



## Western Iowa Tech Community College

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February 24, 2022

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

From: Darin Moeller, Executive Dean of Instruction

RE: 2022 Credit Instructional Programs Report

Curriculum is central to any instructional program and current curriculum is necessary for programs to remain relevant and meet the needs of students and our workforce.

Credit based programs at Western Iowa Tech fall into three categories:

Degree: Programs with a minimum of 64 credit hours taking approximately 2 years to complete.

Associate of Applied Science (AAS)      Associate of Arts (AA)      Associate of Science (AS)

Diploma: Programs with a minimum of 30 credits that may be completed within one year.

Certificate: Programs with fewer than 30 credits that may be completed in less than a year.

This report summarizes the modifications and proposals for credit instructional programs at Western Iowa Tech Community College that will be included in the 2022-2023 College Catalog. Advisory boards for each of our Career and Technical programs meet on at least an annual basis to review curriculum to ensure we are meeting the changing workforce needs.

The Dean of Instruction and the supervisory team conduct regular reviews of all academic programs in addition to comprehensive Program Reviews required for each program every five years. Area workforce needs are closely considered in monitoring the performance of our programs to ensure the resources allocated toward academic programs are consistent with the needs of the communities we serve. Programs are reviewed based on workforce need, job wages, and trends for student enrollment, retention and completion.

Comprehensive Program Reviews completed over the past year include: Agriculture, Mechanical Engineering, Graphic Design, Digital Marketing, Veterinary Assistant, Band Instrument Repair, Audio Engineering, Accounting Specialist, Nursing, Pharmacy Technician, Medical Assistant/Scribe, EMS-Paramedic, Air Conditioning, Heating & Refrigeration, Entrepreneurship and Human Resource Management.

**Career and Technical Program Curriculum Revisions for Fall 2022**

Entrepreneurship (Diploma)	Culinary Arts (AAS)
Food Service (Diploma)	Food Preparation (Certificate)
Agribusiness Technology (AAS)	Agriculture Management (AAS)
Agriculture (Diploma)	Auto Collision Repair Technology (AAS)
Hospitality Management (AAS)	Hospitality Operations (Diploma)
Hospitality Operation Concepts (Certificate)	Mobile App Development (Diploma)
Accounting Specialist (AAS)	Bookkeeping and Office Support (Diploma)
Administrative Assistant – Medical (AAS)	Police Science Technology (AAS)
Technical Business Management (AAS)	Early Childhood Education (AAS)
Physical Therapist Assistant (AAS)	

**New Program Offerings**

- Interpreter/Translation – Diploma Program (To begin offering courses in Fall of 2022)
- Aviation Mechanic – AAS Program (Planning for implementation in Fall 2023)

**Program Deactivations**

Predictive Maintenance Advanced - Certificate

**Programs of Concern**

Areas of concern have been identified for the following programs. Action plans are being developed and resources allocated as necessary to promote growth and viability in each program. Outcomes will be monitored throughout the 2022-23 academic year.

Surgical Technology	Auto Collision Repair Technology
Entrepreneurship	Music Programming

**Future Program Considerations**

Ammonia/Refrigeration Technician      Drone Applications

**Memo**

**DATE:** February 15, 2022

**TO:** Dr. Terry Murrell, President

**FROM:** Darin Moeller, Executive Dean of Instruction  
Carmen Wilson, Division Chair – Corporate  
Training and Consulting  
Sam Pribil, Economic Development Coordinator

**RE:** 260G ACE Nursing Program - Accelerated Career Education (ACE) Agreement

Background

The Iowa Legislature established the Accelerated Career Education (ACE) program to help community colleges establish or expand programs that train individuals in occupations needed by Iowa businesses. The program provides operation dollars as well as physical infrastructure dollars. The program requires that an eligible business enters into an agreement with the community college to sponsor all or a portion of the seats created by the program.

Western Iowa Tech Community College has ACE agreements in place with local businesses to provide an enhanced skilled workforce in the areas of truck driving.

Development

Western Iowa Tech Community College in partnership with UnityPoint Health - St. Luke's, will be starting the new 260G ACE Nursing Program.

Recommendation

It is the administrative recommendation that the 260G ACE Nursing Program agreement with UnityPoint Health - St. Luke's be approved.

**ACCELERATED CAREER EDUCATION  
INDIVIDUAL PROGRAM AGREEMENT**

between

**Western Iowa Tech Community College ("College")  
Sioux City, Iowa**

and

**UnityPoint Health - St. Luke's ("Employer")  
James L. Gobell  
James.Gobell@unitypoint.org  
2720 Stone Park Blvd  
Sioux City, IA 51104  
Federal ID#41-1019872**

**Dated as of  
February 11, 2022  
(Program to begin August 31, 2021)**

\*\*\*\*\*

Relating to

**ACE Nursing**

**Western Iowa Tech Community College**

**Sioux City, Iowa**

## **ACCELERATED CAREER EDUCATION PROGRAM AGREEMENT**

This Accelerated Career Education ("ACE") Program Agreement (the "Agreement") made and entered into as of the date set forth below between Western Iowa Tech Community College, (Merged Area X11), Sioux City, Iowa ("College"), and the entity set forth below ("Employer"), under the following circumstances:

A. Pursuant to the Accelerated Career Education Program Act, Iowa Code Chapter 260G, Western Iowa Tech Community College, and Employer enter into this Agreement for the purpose of educating and training certain persons to provide highly skilled and well educated workers within the Merged Area.

B. Western Iowa Tech Community College and Employer each has full right and lawful authority to enter into this Agreement and to perform and observe the provisions hereof on their respective parts to be performed and observed.

NOW, THEREFORE, in consideration of the premises and the mutual representations and agreements hereinafter contained, the parties hereto agree as follows:

### **ARTICLE I DEFINITIONS**

Section 1.1. "ACE Program" shall consist of this arrangement to provide Program Services as more specifically set forth on **Exhibit "A"** for a career program pursuant to this Agreement with respect to Program Job Positions.

Section 1.2. "Act" means the Accelerated Career Education Program Act, Iowa Code Chapter 260G, as it may be amended from time to time, and the regulations promulgated thereunder by the Iowa Economic Development Authority, as the regulations may be amended from time to time.

Section 1.3. "Program Costs" means all necessary and incidental costs of providing Program Services. Attached hereto as **Exhibit "A"** and incorporated herein by this reference is a tentative budget relating to the ACE Program.

Other terms used in this Agreement shall have the meanings set out in the Act. Definitions set out in Iowa Code Chapter 260G are attached hereto.

### **ARTICLE II ACE PROGRAM**

Section 2.1. Western Iowa Tech Community College agrees to provide the Program Services to the extent of funds available for that purpose. It is understood and agreed that

Employer and any employee of Employer who represents a Program Job will assist in developing the Program. If Employer has a bargaining agreement in place, a representative of the employee bargaining unit shall also take part in the development of the Program. Western Iowa Tech Community College will be responsible for the final design of the Program.

Section 2.2. Western Iowa Tech Community College and Employer agree that Program Costs may be paid from one or a combination of the following sources: (a) cash or in-kind contributions by the Employer toward the program cost, provided that the Employer contribution shall be no less than twenty percent of the program costs, (b) tuition, student fees, or special charges fixed by the board of trustees to defray program costs, and (c) guarantee by the Employer of payments to be received under paragraph "a".

Section 2.3. The term of this Agreement shall not exceed five (5) years from the date of this Agreement. This Agreement may be renewed for a period not to exceed two (2) years.

Section 2.4. This Agreement may be amended with the written consent of both parties, provided that the parties shall not amend the term of this Agreement.

Section 2.5. Western Iowa Tech Community College may revise or expand the Program from time to time. However, no revision shall be made which would change the purpose of the Program to a purpose that is not permitted by the Act. Western Iowa Tech Community College may revise the Program Costs to reflect changes in tuition, other fees, changes in salaries and expenses and other increases allowed by law. Program Costs shall be calculated or recalculated on an annual basis based on the required Program Services and for a specific number of Participant Positions.

### **ARTICLE III PAYMENTS**

Section 3.1. **Exhibit "A"** sets forth the minimum annual amount of Employer contribution and tuition and fee payments to be paid for Program Costs. Employer contributions shall be made according to the schedule set forth on **Exhibit "A."**

### **ARTICLE IV COVENANTS, REPRESENTATIONS AND WARRANTIES**

Section 4.1. Representations, Warranties and Covenants of Western Iowa Tech Community College. Western Iowa Tech Community College represents that:

- (a) it is duly organized and validly existing under the laws of the State of Iowa;
- (b) it is not in violation of or in conflict with any provisions of the laws of the State of Iowa which would impair its ability to carry out its obligations hereunder;
- (c) it is empowered to enter into the transactions contemplated by this Agreement; and

(d) it will do all things required of it in order to maintain its existence or assure the assumption of its obligations hereunder by any successor public body.

Section 4.2. Representations, Warranties and Covenants of Employer. Employer represents, warrants and covenants that:

(a) It is authorized to do business in the State of Iowa;

(b) It has full power and authority to execute, deliver and perform this Agreement and all other instruments to secure its performance and to enter into and carry out the transactions contemplated herein. Such execution, delivery and performance are not in contravention of law or Employer's articles of incorporation, bylaws or any indenture, agreement, mortgage, lease, undertaking or any other restriction, obligation or instrument to which Employer is a party or by which it is bound. This Agreement has by proper action been duly authorized, executed and delivered by Employer and all steps necessary have been taken to constitute this Agreement a valid and binding obligation of Employer;

(c) There is no litigation or proceeding pending, or to the knowledge of Employer threatened, against Employer or any other person affecting in any manner whatsoever the right of Employer to execute the Agreement or to otherwise comply with its obligations contained in the Agreement;

(d) Employer is a business or consortium of businesses, as that term is defined in the Act, and is engaged in interstate or intrastate commerce for the purpose of manufacturing, processing or assembling products, construction, conducting research and development, or providing services (other than retail) in interstate or intrastate commerce;

(e) Employer will interview graduating participants for full-time positions with Employer and will provide future hiring preferences to graduates of the ACE Program provided for in this Agreement;

(f) If Employer has more than four sponsored participants in the program, Employer will offer a Program Job position of full-time employment to at least twenty-five percent of those sponsored participants who successfully complete the ACE Program;

(g) Employer will provide for a wage level for Program Jobs of no less than two hundred percent of the Federal Poverty Guidelines for a family of two as defined by the most recently revised poverty income guidelines as published by the United States Department of Health and Human Services at the time the Agreement is entered into. The wage level shall be recertified each year on the anniversary of the effective date of the Agreement; and

(h) Employer's projection of the annual gross wages to be paid by Employer to employees in the Program Jobs is truly and accurately depicted on **Exhibit "A"**.

## **ARTICLE V EVENTS OF DEFAULT**

**Section 5.1. Events of Default.** Each of the following shall be an "event of default":

(a) Employer fails to pay any amount required of it on or prior to the date on which such payment is due and payable and continuing for more than five (5) business days thereafter.

(b) Employer fails to observe and perform any other agreement, representation, term or condition contained in this Agreement, if such failure is not cured within twenty (20) days after Colleges provides notice of such failure to Employer, or for such longer period to which Western Iowa Tech Community College may agree in writing; provided, that if the failure is other than the payment of money and is of such nature that it cannot be corrected within the applicable period, such failure shall not constitute an event of default so long as Employer institutes curative action within the applicable period and diligently pursues such action to completion.

(c) Any representation or warranty made by Employer herein or any statement in any report, certificate, financial statement or other instrument furnished in connection with this Agreement is, at any time, proven to have been false or misleading in any material respect when made or given.

(d) Employer acts in a manner contrary to any provision of this Agreement or fails to act in a manner required by any provision of this Agreement.

**Section 5.2.** Whenever an event of default shall have happened and is not cured as provided above, Western Iowa Tech Community College may, without notice to Employer, terminate this Agreement. In addition, Western Iowa Tech Community College may take whatever other action at law or in equity may appear necessary or desirable to collect the payments due and other amounts then due and thereafter to become due under this Agreement and to enforce performance and observance of any other obligation or agreement of Employer under this Agreement.

**Section 5.3.** No remedy conferred upon or reserved to Western Iowa Tech Community College by this Agreement is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law, in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle Western Iowa Tech

Community College to exercise any remedy reserved to it in this Article, it shall not be necessary to give any notice, other than such notice as may be expressly required herein, nor shall it be necessary to make any declaration of an event of default other than such declaration as may be expressly required herein.

Section 5.4. In the event any provision contained in this Agreement should be breached by either party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to be a waiver of any other breach hereunder.

Section 5.5. Employer may decline to satisfy any provisions in this Agreement relating to Subsection 4.2(e) and Subsection 4.2(f) of this Agreement if Employer experiences an economic downturn. For purposes of this Section, "economic downturn" includes a layoff of existing employees, reduced employment levels, increased inventories, or reduced sales.

## **ARTICLE VI MISCELLANEOUS**

Section 6.1. This Agreement may be executed in any number of counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same instrument.

Section 6.2. If any provision of this Agreement, or any covenant, stipulation, obligation, agreement, act or action, or part thereof made, assumed, entered into or taken thereunder or any application thereof, is for any reason held to be illegal or invalid, such illegality or invalidity shall not affect any other provision or any other covenant, stipulation, obligation, agreement, act or action or part thereof, made, assumed, entered into, or taken, each of which shall be construed and enforced as if such illegal or invalid portion were not contained herein, nor shall such illegality or invalidity of any application thereof affect any legal and valid application thereof, and each such provision, covenant, stipulation, obligation, agreement, act or action, or part shall be deemed to be effective, operative, made, entered into or taken in the manner and to the full extent permitted by law.

Section 6.3. This Agreement shall be governed exclusively by and construed in accordance with the laws of the State of Iowa. The applicable provisions of Iowa law, including the Act, are incorporated into this Agreement as if set forth herein.

Section 6.4. All notices, requests or other communications hereunder shall be in writing and shall be deemed to be sufficiently given when mailed by registered or certified mail, postage prepaid, addressed to the appropriate Notice Address set forth on the signature page of this Agreement.

Employer and Western Iowa Tech Community College may, by notice given hereunder, designate any further or different addresses or persons to which subsequent notices, requests or other communications shall be sent.

Section 6.5. All covenants, stipulations, obligations and agreements of Western Iowa Tech Community College and Employer contained in this Agreement shall be effective to the extent authorized and permitted by applicable law. No such covenant, stipulation, obligation or agreement shall be deemed to be a covenant, stipulation, obligation or agreement of any present or future member, officer, agent or employee of Western Iowa Tech Community College or the Board of Trustees of Western Iowa Tech Community College other than in his or her official capacity, and neither the members of the Board of Trustees of Western Iowa Tech Community College nor any official, agent or employee of Western Iowa Tech Community College shall be liable personally on the covenants, stipulations, obligations or agreements of Western Iowa Tech Community College contained in this Agreement.

Section 6.6. This Agreement shall inure to the benefit of and shall be binding in accordance with its terms upon Western Iowa Tech Community College, Employer and their respective permitted successors and assigns, provided that this Agreement may not be assigned by Employer without the written consent of Western Iowa Tech Community College.

Section 6.7. Employer agrees that it shall provide all information requested by Western Iowa Tech Community College, the Iowa Economic Development Authority ("IEDA"), Iowa Workforce Development ("IWD") or the Iowa Department of Education ("IDOE") for the purpose of establishing a consistent and meaningful database to track aggregate wages of employees over time and evaluate the effectiveness of job training programs. Such information shall include the Social Security numbers of all Participants hired by Employer for Program Jobs. Such information shall be provided directly to Western Iowa Tech Community College, IEDA, IWD, or IDOE upon forms provided by Western Iowa Tech Community College or IEDA, IWD, or IDOE.

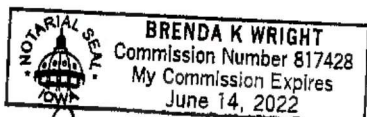
Section 6.8. Employer acknowledges that pursuant to the Act, Western Iowa Tech Community College may enter into similar agreements with other employers.

Section 6.9. This Agreement, including Exhibits, constitutes the entire agreement between Western Iowa Tech Community College and Employer with respect to the subject matter hereof and as such supersedes all previous negotiations, commitments and understandings. Captions and the alignment of the Agreement are for convenience only and shall not be construed to modify the rights or obligations of the parties.

IN WITNESS WHEREOF, Western Iowa Tech Community College and Employer have caused this Agreement to be duly executed all as of the date set forth below.

Date: 2-15-22 By: Carmen Wilson

**Western Iowa Tech Community College**



*Brenda K Wright*

ATTEST:

ADDRESS FOR NOTICES  
**Carmen Wilson**  
PO Box 5199, 4647 Stone Avenue  
Sioux City, IA 51102

Date: 2-11-2022 By: James L. Gobell

**UnityPoint Health – St. Luke’s**

ADDRESS FOR NOTICES  
**James L. Gobell**  
2720 Stone Park Blvd  
Sioux City, IA 51104

Notarized/ electronic signatures

**EXHIBIT "A"**

**Employer Commitments**

I. Overview

	Year 1	Year 2	Year 3	Year 4	Year 5
Total Program Participants (includes those that are sponsored)	33	33	33	33	33
Employer Sponsored Participants	13	13	13	13	13
Remaining "Unsponsored" Participants	0	0	0	0	0

A. Beginning Date of Program Agreement: 7/1/2021

B. Ending Date of Program Agreement: 6/30/2026

II. Employer Cash or In Kind Contributions:

Year 1 Cash \$		In Kind \$	\$ 26,431.00
Year 2 Cash \$		In Kind \$	\$ 26,431.00
Year 3 Cash \$		In Kind \$	\$ 26,431.00
Year 4 Cash \$		In Kind \$	\$ 26,431.00
Year 5 Cash \$		In Kind \$	\$ 26,431.00

If Employer will meet its match requirement through in-kind contributions, detail the nature of each such contribution. **In-kind contributions will be made through Marketing, Educational Supplies, Equipment, Classroom Recruitment, Adjunct Instructors, Curriculum Development and/or Advisory Board Members.**

III. Program Job Wages

Employer's certification of average gross wages to be paid to employees in highly skilled jobs covered by this Agreement is a minimum of no less than 200 percent of the Federal Poverty Guideline for a family of two as of the date on which this Agreement is signed. Average wage: \$ 48,500.00 per year.

IV. Employer Program Job Withholding Credits

Job Withholding Credits are calculated by multiplying the number of positions sponsored by the employer by 10% of the average wage per year for the position.

The minimum Annual Amount of Program Job Withholding Credits:

Year 1 \$	\$ 60,595.68
Year 2 \$	\$ 60,595.68
Year 3 \$	\$ 60,595.68
Year 4 \$	\$ 60,595.68
Year 5 \$	\$ 60,595.68

**MEMO**

**DATE:** March 9, 2022

**TO:** Dr. Terry Murrell, President

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

**RE:** 28E Agreement Concerning Job Training Programs with Iowa Central Community College

The purpose of the Iowa Code Chapter 28E Agreement is to set forth the terms of the agreement pursuant to which Iowa Central Community College (Iowa Central) and Western Iowa Tech Community College (WITCC) will assist with the funding of certain new jobs training programs pursuant to Chapter 260E for certain employers within both colleges merged areas.

Both Iowa Central and WITCC believe this 28E agreement will be to their mutual advantage in meeting the needs of their respective constituencies and to set forth their rights and obligations relating to the issuance of certain new jobs training certificates in order to provide funding for certain new jobs training programs at Iowa Central and WITCC.

Both Iowa Central and WITCC are community colleges organized and existing under Chapter 260C of the Code of Iowa which provides various educational programs; and both colleges provide job training programs under Chapter 260E of the Code of Iowa to fund the costs of job training programs. This is completed by issuing new jobs training certificates payable from a diversion of withholding taxes of the employees who are the subject of the new jobs training program and supported by a standby levy on all of the taxable property in the merged area comprising the community college.

Iowa Central and WITCC are willing to issue new jobs training certificates to fund from time to time new jobs training programs at both community colleges in accordance with this agreement with each college getting a specified percentage of the administrative rate.

**Recommendation:**

It is the administrative recommendation that the Board approve the 28E Agreement Concerning Job Training Programs with Iowa Central Community College.

## **28E AGREEMENT CONCERNING JOB TRAINING PROGRAMS**

This 28E Agreement (the “Agreement”) is made and entered into on the 16 day of February, 2022 (the “Effective Date”), by and between Iowa Central Community College, an Iowa community college, of One Triton Circle, Fort Dodge, Iowa 50501 (“IOWA CENTRAL”) and Western Iowa Tech Community College, an Iowa community college, of 4647 Stone Ave., Sioux City, IA 51106 (“WITCC”).

### **WITNESSETH:**

WHEREAS, IOWA CENTRAL is a community college organized and existing under Chapter 260C of the Code of Iowa which provides various educational programs; and

WHEREAS, WITCC is a community college organized and existing under Chapter 260C of the Code of IOWA which provides various educational programs; and

WHEREAS, IOWA CENTRAL and WITCC both provide job training programs under Chapter 260E of the Code of IOWA (“Chapter 260E”); and

WHEREAS, under Chapter 260E, a community college may fund the costs of job training programs by issuing new jobs training certificates payable from a diversion of withholding taxes of the employees who are the subject of the new jobs training program and supported by a standby levy on all of the taxable property in the merged area comprising the community college; and

WHEREAS, in order to promote efficiency in the funding of new jobs training programs, WITCC and IOWA CENTRAL wishes to arrange for the funding of some of its new jobs training programs to be undertaken by WITCC and IOWA CENTRAL through the issuance by WITCC and IOWA CENTRAL of new jobs training certificates to fund new jobs training programs at both IOWA CENTRAL and WITCC; and

WHEREAS, IOWA CENTRAL and WITCC is willing to issue new jobs training certificates to fund from time to time new jobs training programs at both community colleges in accordance with this Agreement; and

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

WHEREAS, IOWA CENTRAL and WITCC believe this Agreement should be entered into pursuant to Chapter 28E, which Agreement will be to their mutual advantage in meeting the needs of their respective constituencies and to set forth their rights and obligations relating to the issuance of certain new jobs training certificates in order to provide funding for certain new jobs training programs at IOWA CENTRAL and WITCC:

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, each for the other, IOWA CENTRAL and WITCC agree, pursuant to the provisions of Chapter 28E, as follows:

1. Purpose. This Agreement is entered into pursuant to the provisions of Iowa Code Chapter 28E. The purpose of this Agreement is to set forth the terms of the agreement pursuant to which IOWA CENTRAL and WITCC will assist with the funding of certain new jobs training programs pursuant to Chapter 260E at IOWA CENTRAL and WITCC for certain employers within IOWA CENTRAL and WITCC's merged areas by issuing new jobs training certificates for the funding of certain new jobs training programs at both IOWA CENTRAL and WITCC.

2. Administration. IOWA CENTRAL and WITCC shall each designate an agent to deal with any issues arising under this Agreement. Final resolution of any issues brought on which the agents cannot agree shall be decided by the then serving Presidents of IOWA CENTRAL and WITCC. In the event the Presidents are unable to come to an agreement the issue should be submitted to binding arbitration pursuant to the rules of the American Arbitration Association, with such arbitration being held in Webster County, Iowa. The costs of any such arbitration shall be borne equally by the parties. When used throughout this Agreement, decisions or approvals to be made by IOWA CENTRAL, WITCC, or both, shall be made by IOWA CENTRAL or WITCC's designated agents under this Paragraph 2. Decisions or recommendations made by the agents shall be binding upon IOWA CENTRAL or WITCC unless written notice is received by the other party in advance of the agent's decision indicating the agent no longer has the authority to bind IOWA CENTRAL or WITCC. If IOWA CENTRAL or WITCC shall revoke the authority of their agent under this Paragraph 2, they shall immediately designate a successor agent.

3. Funding of New Jobs Training Programs. WITCC shall identify in writing to IOWA CENTRAL those employers for which WITCC desires IOWA CENTRAL to issue new jobs training certificates on its behalf. As well, IOWA CENTRAL shall identify in writing to WITCC those employers for which IOWA CENTRAL desires WITCC to issue new jobs training certificates on its behalf.

IOWA CENTRAL and WITCC hereby agree to provide funding for said employers through the issuance of new jobs training certificates for those new jobs training programs under Chapter 260E at IOWA CENTRAL and WITCC as mutually agreed to by the agents of the parties designated under Paragraph 2 and subject to the approval of the issuance of the new jobs training certificates by the IOWA CENTRAL Board of Directors and the WITCC Board of Directors. Each employer will follow the respective procedures and paperwork for the issuing Community College in preparing for the issuance of new jobs training certificates. IOWA CENTRAL and WITCC staff will work directly with the employers to complete preparation of the necessary paperwork for the issuance. When new jobs training certificates are issued by IOWA CENTRAL and WITCC to fund new jobs training programs under this Agreement, IOWA CENTRAL and WITCC will deduct the costs of issuance, the state administrative fee and the administrative fee referred to in paragraph 6 below from the proceeds of the issue allocable to each employer and fund a training fund for that employer with the balance of the proceeds. Training funds will be disbursed as provided in paragraph 4 below.

Employers within each respective Community College merged area whose new jobs training programs are the subject of this Agreement will submit their withholding payments directly to the issuing Community College.

4. Disbursements for Costs. IOWA CENTRAL and WITCC will provide administrative oversight of the new jobs training programs which become the subject of this Agreement. Requests for reimbursements for the costs of the new jobs training programs will be submitted by employers to the issuing Community College.

5. Business Relations. IOWA CENTRAL and WITCC staff will maintain the daily business relationship with each employer which has a new jobs training program funded under this Agreement. Any training to be provided by through the community college system will be handled through IOWA CENTRAL and WITCC in their respective merged areas.

6. Administrative Fees. IOWA CENTRAL and WITCC will receive the allowable administrative fee (currently 19.5%) for the portion of each issue of new jobs training certificates allocable to employers subject to this Agreement.

For the 2022 bond including AgState, IOWA CENTRAL will submit 25% of the Administration Fee to WITCC within ten (10) days following the closing of the issuance of the new jobs training certificates.

7. Term. The term of this Agreement shall commence on the Effective Date and shall end on the day when all new jobs training certificates issued by the respective Community Colleges in order to fund new jobs training programs under the terms of this Agreement have been paid and there are no further obligations under this Agreement.

8. Representations

a. Representations of IOWA CENTRAL. IOWA CENTRAL represents, warrants and covenants to WITCC as follows:

(i) That there are no pending or, to the knowledge of IOWA CENTRAL, threatened actions or legal proceedings affecting this Agreement or the ability of IOWA CENTRAL to perform its obligations hereunder;

(ii) That this Agreement and the consummation of the transactions contemplated hereby shall be valid and binding upon IOWA CENTRAL and shall not constitute a default (or an event which with notice or passage of time or both will constitute default) under any contract to which IOWA CENTRAL is a party or by which it is bound; and,

(iii) That IOWA CENTRAL has not received written notice nor has IOWA CENTRAL any actual knowledge of any violation of any law, regulation, ordinance, order or other requirement of any governmental authority pertaining to this Agreement or its obligations hereunder.

b. Representations of WITCC. WITCC represents, warrants and covenants to IOWA CENTRAL as follows:

(i) That there are no pending or, to the knowledge of WITCC, threatened actions or legal proceedings affecting this Agreement or the ability of WITCC to perform its obligations hereunder;

(ii) That this Agreement and the consummation of the transactions contemplated hereby shall be valid and binding upon WITCC and shall not constitute a default (or an event which with notice or passage of time or both will constitute default) under any contract to which WITCC is a party or by which it is bound; and,

(iii) That WITCC has not received written notice nor has WITCC any actual knowledge of any violation of any law, regulation, ordinance, order or other requirement of any governmental authority pertaining to this Agreement or its obligations hereunder.

9. Indemnity.

a. Indemnity, WITCC. To the extent permitted by Iowa law, WITCC will protect, indemnify and save harmless IOWA CENTRAL from and against all liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses (including without limitation, reasonable attorneys' fees and expenses) imposed upon or incurred by or asserted against IOWA CENTRAL by reason of any failure on the part of WITCC to perform or comply with any of the terms of this Agreement. In case any action, suit or proceeding is brought against IOWA CENTRAL by reason of any such occurrence, WITCC will, at WITCC's expense, by counsel approved by IOWA CENTRAL, resist and defend such action, suit or proceeding, or cause the same to be resisted and defended.

b. Indemnity, IOWA CENTRAL. To the extent permitted by Iowa law, IOWA CENTRAL will protect, indemnify and save harmless WITCC from and against all liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses (including without limitation, reasonable attorney's fees and expenses) imposed upon or incurred by or asserted against WITCC by reason of any failure on the part of IOWA CENTRAL to perform or comply with any of the terms of this Agreement. In case of any such occurrence, IOWA CENTRAL will, at IOWA CENTRAL's expense, by counsel approved by WITCC, resist and defend such action, suite or proceeding, or cause the same to be resisted and defended.

10. Assignment. Neither IOWA CENTRAL nor WITCC shall, without the other party's prior written consent, assign this Agreement or any interest under it. Either party may withhold its consent to any assignment for any reason deemed reasonable.

11. Advancement. Any payment or charge by either Community College to the other shall bear interest from the time that such Advancement has been made until reimbursed at the

default rate of six percent (6%) per annum. Either Community College shall immediately reimburse the other Community College for Advancements plus interest on demand.

12. Interest on Late Payments. Each and every payment or other charges to be paid by WITCC to IOWA CENTRAL or IOWA CENTRAL to WITCC, which shall not be paid when due shall bear interest thereafter until paid at the rate of six percent (6%) per annum.

13. Default; Remedies; No Waiver of Rights.

a. Default by WITCC. If (1) default be made in the payment of any amounts payable hereunder by WITCC and such default shall continue for ten (10) days after written notice thereof shall have been given to WITCC, or (2) default be made in the performance or observance of any of the other covenants or conditions herein contained on the part of WITCC and such default shall continue for thirty (30) days after written notice thereof shall have been given to WITCC (or, if such default is not of a type that can reasonably be corrected within thirty (30) days, then if WITCC falls to commence promptly and in good faith to proceed with due diligence to correct such default), then, and in either of the above-described events, IOWA CENTRAL may either (a) terminate this Agreement and declare the Term ended, and in such event shall have no further obligations hereunder, or (b) obtain such remedy or relief as may be available at law or in equity. WITCC shall pay all of IOWA CENTRAL's reasonable expenses, including but not limited to legal fees and expenses, incurred in connection with any notice of default of WITCC.

b. Default by IOWA CENTRAL. If default be made in the performance or observance of any of the covenants or conditions herein contained on the part of IOWA CENTRAL and such default shall continue for thirty (30) days after written notice thereof shall have been given to IOWA CENTRAL (or, if such default is not of a type that can reasonably be corrected within thirty (30) days, then if IOWA CENTRAL fails to commence promptly and in good faith to proceed with due diligence to correct such default), then WITCC may, at its election, either: (a) terminate this Agreement, and declare the Term ended, and in such event shall have no further obligations hereunder, or (b) obtain such remedy or relief as may be available at law or in equity. IOWA CENTRAL shall pay all of WITCC's reasonable expenses, including legal fees and expenses, incurred in connection with any notice of default of IOWA CENTRAL.

c. No Waiver of Rights. One or more waivers of any breach of any covenant, term or condition of this Agreement by either party shall not be construed by the other party as a waiver of a subsequent breach of the same covenant, term or condition. The consent or approval of either party to or of any act by the other party of a nature requiring consent or approval shall not be deemed to waive or render unnecessary consent to or approval of any subsequent similar act.

14. Miscellaneous.

a. Amendments to Agreement. Except as provided herein, none of the covenants, terms or conditions of this Agreement, to be kept and performed by either party shall in any manner be altered, waived, modified, changed or abandoned except by a written instrument, duly signed by both parties.

b. Interpretation of Agreement.

i. Effect of Captions. The section titles and captions preceding the numbered paragraphs hereof shall be deemed and construed to be informative only and shall have no legal effect upon the interpretations of the terms and conditions of this Agreement.

ii. Applicable Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Iowa.

iii. Covenants Binding on Successors. This Agreement and all of the covenants and conditions herein contained shall be binding upon the parties hereto and their respective successors and assigns, but nothing herein contained shall be deemed to authorize an assignment by either party of its interest under this Agreement except to the extent expressly permitted by this Agreement.

iv. Provisions Severable. If any provisions of this Agreement shall be held or declared to be invalid, illegal or unenforceable under any law applicable thereto, such provision shall be deemed deleted from this Agreement without impairing or prejudicing the validity, legality and enforceability of the remaining provisions hereof.

v. Time is of the Essence. Time is of the essence of this Agreement and all provisions herein relating thereto shall be strictly construed.

vi. Agreement Interpretation. The parties agree that the provisions of this Agreement have been fairly negotiated between IOWA CENTRAL and WITCC and have been drafted accordingly. The Agreement shall not be construed in favor of or against either IOWA CENTRAL or WITCC.

vii. Not a Joint Venture. Nothing in this Agreement shall be construed as creating or constituting the relationship of a partnership, joint venture, or other association of any kind or agent/principal relationship between the parties. No party, unless otherwise specifically provided for in this Agreement, has the authority to enter into any contract or create any obligation or liability on behalf of, in the name of, or binding upon another party to this Agreement.

viii. Cumulative Rights. The various rights, powers, options, elections, and remedies of either party, provided in this Agreement, shall be construed as cumulative and no one of them is exclusive of any rights, remedies, or priorities allowed either party by law, and shall in no way affect or impair the right of either party to pursue any other equitable or legal remedy to which either party may be entitled as long as any default remains in any way unremedied, unsatisfied, or undischarged.

ix. Reserved Rights. For the avoidance of doubt, the parties hereto recognize that either Community College hereby reserves the right from time to time to issue new jobs training certificates under Chapter 260E for employers within its merged area on its own accord without the assistance of the other Community College pursuant to this Agreement.

c. Notices. Whenever in this Agreement it shall be required or permitted that notice be given by any party hereto to the other, such notice shall be given by certified or registered mail, and any notice so sent shall be deemed to have been given two (2) days following the date that the same is deposited in the United States mail, postage prepaid. Notices shall be addressed to the parties at the following addresses, or at such other address as a party may hereafter designate by written notice to the other party:

IOWA CENTRAL:

Iowa Central Community College  
Attn: President  
One Triton Circle  
Fort Dodge, Iowa 50501

WITCC:

WITCC Community College  
Attn: President  
4647 Stone Ave.  
Sioux City, IA 51106

d. Governance. No separate or legal administrative entity shall be created for the governance or administration of the terms or subject matter of this Agreement.

e. Filing. IOWA CENTRAL shall be responsible for ensuring a recordable form of this Agreement is recorded with the Webster County Recorder and filed with the Iowa Secretary of State. WITCC shall be responsible for ensuring a recordable form of this Agreement is recorded with the Cherokee County Recorder.

f. IOWA CENTRAL AND WITCC HEREBY KNOWINGLY, VOLUNTARILY AND INTENTIONALLY WAIVE THE RIGHT EITHER MAY HAVE TO A TRIAL BY JURY WITH RESPECT TO ANY LITIGATION BASED HEREON, OR ARISING OUT OF, UNDER OR IN CONNECTION WITH THIS AGREEMENT OR THE OBLIGATIONS EVIDENCED HEREBY, OR ANY OTHER DOCUMENT OR INSTRUMENT CONTEMPLATED TO BE EXECUTED IN CONJUNCTION HEREWITH, OR ANY COURSE OF CONDUCT, COURSE OF DEALING, STATEMENTS (WHETHER VERBAL OR WRITTEN) OR ACTIONS OF ANY PARTY. THIS PROVISION IS A MATERIAL INDUCEMENT TO EACH OF IOWA CENTRAL AND WITCC IN ENTERING INTO THIS AGREEMENT.

Agreed to and accepted as of the date first above written.

IOWA CENTRAL:

WITCC:

IOWA CENTRAL COMMUNITY  
COLLEGE

WITCC COMMUNITY COLLEGE

By:

By:

---

Jesse Ulrich, President

---

Terry Murrell, President



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

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

DATE: March 7, 2022
TO: Dr. Terry A. Murrell, President
FROM: Troy A. Jasman, Vice President of Finance and Administrative Services

RE: FY 2023 TUITION, FEES, AND OTHER CHARGES

Consistent with last year, the College is bringing the recommended tuition, fees and other charges for Fiscal Year 2023 to the Board much earlier than in past years so that students will know the cost of attendance when they register for classes beginning in April.

Outlined below are the recommendations for changes in tuition, student fees and other college charges to take effect for the 2022 Fall Semester. It is the administrative recommendation that the identified charges be approved by the Board of Directors. Unless specifically listed below, all other credit student fees and college charges are to remain at the amount currently being assessed. The College will follow Iowa Uniform Policy on Student Residency Status guideline which includes military members.

Tuition and Fees

It is recommended that the College's in-state tuition rate be increased \$5.00 per credit hour to \$168.00. We are only aware of a few community colleges that have finalized their new tuition rate for next year. Based on the very limited data collected, the increases range from a low of \$2.00 per credit hour to a high of \$14.00 per credit hour with an average increase of \$5.40 per credit hour. The recommended increase of \$5.00 per credit hour would have the College remain below the average tuition charge (was \$184.45 per credit hour for FY '22). Western Iowa Tech Community College would also remain as having the lowest tuition charge per credit hour in FY '23. It is recommended that out-of-state tuition be increased the same \$5.00 per credit hour to \$169.00.

The tuition for the on-line consortium is the same for all seven participating Iowa community colleges and is a blend of the various tuition rates charged by each college. While the tuition for the on-line consortium has not been set as of this time, it is the recommendation that the College follow the tuition rate as approved by the consortium. The current tuition as set by the consortium is \$200.00 per credit hour.

It is recommended that the company-based instruction (CBI) increase \$5.00 per credit hour to \$188.00. Company based instruction allows all employees of a company to take classes at a blended in-state and out-of-state tuition rate with no additional fees.

The College is not recommending any per credit hour fee increases. The recommendation is that the matriculation fee remains unchanged at \$8.00 per credit hour. It is also recommended that the technology student fee remain unchanged at \$21.00 per credit hour to continue with the mobile technology initiative. These fees will be charged to all students that incur the standard tuition charge.

## **Non-credit Tuition**

Each year the college offers numerous non-credit course offerings. Because of the many variations in courses (estimated enrollment, length, location, material/supplies expenses, instructor cost, mileage, etc.) we determine the tuition and fee to be charged on a course-by-course basis. However, we do have a minimum tuition fee, which is established by the Board for courses offered to the general public. For Fiscal Year 2022, the current minimum fee is \$5.50 per contact hour. It is the administrative recommendation that the rate remain unchanged for Fiscal Year 2023.

## **Other Fees**

It is recommended that the College fee for educational resources to provide access to learning resources such as textbooks, career planning, etc. charged to all regular college credit students remain unchanged at a rate of \$97.00 per semester.

It is also recommended that the College offer a 5 meal per week commuter student meal plan for \$520.00 per semester. This will allow students and/or their parents to purchase a meal plan for students not living in the dormitories. This is a \$31.00 increase from the prior year rate. This 6% increase is based on contractual language in the agreement.

## **Student Housing Fees**

It is recommended that the charges for the Bur Oak Suites, Prairie Place Dormitory and Sun Ridge Court Dormitory be increased as noted below. The primary reason for the increase is due to the contractual language about increases in the meal plan tied to the change in the Consumer Price Index. The charge for the student housing fee for the partially furnished unit includes all paid utilities (heat, water, air conditioning and electricity), garbage, laundry machines and wireless Internet access. Additionally, all housing students required to have the meal plan will receive 14 all you choose to eat meals per week as part of their room and board housing fee. The College has phased out the family housing option.

### **Bur Oak Suites and Prairie Place**

#### **Current Rates:**

Two Bedroom:	Rate per student	\$2,975.00 per semester
Four Bedroom:	Rate per student	\$2,975.00 per semester

#### **Proposed Rates:**

Two Bedroom:	Rate per student	\$3,075.00 per semester
Four Bedroom:	Rate per student	\$3,075.00 per semester

## **Sun Ridge Court**

### **Current Rates:**

One Bedroom:(2 students per unit)                      \$2,675.00 per semester

Two Bedroom:(4 students per unit)                      \$2,675.00 per semester

Two Bedroom:(2 students per unit)                      \$3,375.00 per semester

### **Proposed Rates:**

One Bedroom:(2 students per unit)                      \$2,775.00 per semester

Two Bedroom:(4 students per unit)                      \$2,775.00 per semester

Two Bedroom:(2 students per unit)                      \$3,475.00 per semester

## **Course Fees**

The College charges various course fees depending on the program cost. The cost is based on the amount of consumable supplies that the student uses during the semester. Other costs may be based on testing, insurance or certification fees that the College must pay on behalf of the student. Listed below are the course fee changes broken into four main categories. Only the fees recommended for change are listed. The College may also have charges for embedded books or materials and varies by course/program.

**The following pages list the proposed course fee changes.**

## Proposed Course Fee Changes for 2022-2023

<b>New Courses</b>		<b>Current Fee</b>	<b>Proposed Fee</b>
CRJ 343	Field Training	0	71
FIR 320	Essentials of Firefighter I	0	110
NET 426	Offensive Network Security	0	80
NET 617	Implementing Sec Policies and Procedures	0	80
PTA 454	Seminar for PTA	0	80
PTA 455	PTA Licensure Exam Review	0	233

<b>New Fee to Existing Courses</b>		<b>Current Fee</b>	<b>Proposed Fee</b>
AGA 154	Fundamentals of Soil Science	0	25
AGM 155	Farm Equipment Management	0	40
BIO 163	Essentials of Anatomy and Physiology	0	25
BIO 295	General Ecology and Lab	0	25
CAD 269	CAD Two-Dimensional (2-D) II	0	40
GRA 140	Digital Imaging	0	220
PTA 260	PTA Career Essentials	0	103

<b>Increase in Fees</b>		<b>Current Fee</b>	<b>Proposed Fee</b>
ADN 621	Nursing III	680	895
ADN 622	Nursing IV	638	853
BIO 147	Genetics	25	40
DEA 405	Dental Materials	155	300
DEA 508	Fundamentals of Dental Assisting	395	410
DEA 613	Dental Assisting Specialties	330	350
DEA 710	RDA Expanded Functions	150	200
ELE 101	Industrial Safety	8	46
EMS 114	Emergency Medical Responder	200	240
EMS 312	Advanced Emergency Medical Technician	77	260
EMS 810	Advanced Cardiac Life Support	175	200
EMS 815	Advanced Pediatric Life Support	175	200
GRA 202	Portfolio I	25	35
HCM 270	Garde Manger	145	545
HCM 277	Protein Fabrication	155	175
HSC 148	Medication Aide	50	65
HSC 173	Nurse Aide Theory	50	75
HSC 174	Nurse Aide Clinical	210	225
MAP 215	Medical Laboratory Techniques	275	300
MFG 148	Manufacturing Design	20	40
MFG 206	Manufacturing Processes I	30	75
PHR 941	Pharmacy Technician Practicum	30	45
PHR 947	Pharmacy Technician Practicum	60	75
PNN 625	Nursing I	10	730
PNN 625	Nursing II	638	688
PNN 853	IV Therapy: Concepts & Techniques	55	85
SUR 111	Surgical Procedures I	212	300

## Proposed Course Fee Changes for 2022-2023

SUR 112	Surgical Procedures II	100	200
SUR 133	Surgical Asepsis and Instrumentation	30	50
SUR 138	Surgical Technology Practice	300	400
SUR 213	Surgical Procedures III	42	100

<b>Decreased Fees</b>		<b>Current Fee</b>	<b>Proposed Fee</b>
ART 186	Digital Photography	54	50
EMS 217	Emergency Medical Technician	350	235
EMS 540	NSC Paramedic I	275	265
EMS 545	NSC Paramedic II	275	65
GRA 201	Design Principles I	250	30
HCM 314	Beverage Service	135	100
TDT 140	Truck Driver Training	1043	993

<b>Eliminated Fees</b>		<b>Current Fee</b>	<b>Proposed Fee</b>
ART 184	Photography	100	0
ART 185	Photography II	100	0
CRJ 120	Introduction to Corrections	3	0
CRJ 133	Constitutional Criminal Procedures	2	0
CRJ 139	Mental Health First Aid	17	0
CRJ 140	Criminal Investigation	2	0
CRJ 144	Police Photography	25	0
CRJ 168	Weapons Familiarization	30	0
CRJ 243	Traffic Collision Investigation	3	0
CRJ 262	Fingerprint Technology	26	0
CRJ 280	Police Science Practicum I	13	0
CRJ 281	Police Science Practicum II	25	0
MUS 420	Audio Seminar I	20	0
MUS 421	Audio Seminar II	20	0
MUS 932	Internship	15	0
SUR 130	Introduction to Surgical Technology	45	0

<b>Deleted Courses</b>		<b>Current Fee</b>	<b>Proposed Fee</b>
ELT 230	PLC Applications	15	0
NET 217	CCNA Explorations Network Fundamentals	20	0
NET 218	CCNA Exploring Routing Concepts	25	0
NET 319	CCNA Exploration Switching and Wireless	20	0



## Western Iowa Tech Community College

**Date:** March 9, 2022

**To:** Dr. Terry Murrell, President  
Dr. Juline Albert, Vice President of Learning

**From:** Darin Moeller, Executive Dean of Instruction  
Laura Tabbert, College Now Coordinator

**RE:** College Now 2021-22 Report / 2022-2023 Contracts

The College Now program continues to provide exceptional concurrent enrollment opportunities for current high school students. As national and state policy continues to focus on gaps in the mid-skilled to high-skilled workforce, our focus has been and continues to be on working with high schools to develop pathways toward career and technical education and careers that our needed with our region and state. In addition to our focus on career and technical education, concurrent enrollment in online courses continues to be a great option for many students.

College Now recovered this year, with headcount returning to pre-pandemic levels and credit hours reaching record-setting highs. Concurrently enrolled students increased by 7.2% in Fall 2021 and 10.8% in Spring 2021 compared to the previous year. Credit hours enrolled during these terms increased by 24% in Fall and 16.8% in spring. Our gain in credit hours is likely due to a change in state legislation that removed the credit cap on course enrollment for high school students.

Collaborating with our partnered school districts, we added a number of career pathways on our Sioux City WITCC campus. These included pathways in the following program areas:

- Administrative Office Support & Business
- Mass Communication
- Mobile Game & App Development
- Administrative Office Support – Medical
- Nursing
- Pharmacy Technician
- Cyber Security/Networking
- Electromechanical/Industrial Drafting/Manufacturing
- Auto Tech
- HVAC
- Plumbing
- Welding

We enrolled 100-plus students in our career pathways and hope to see increased enrollment next year, with more direct advising plans and as other career pathway expansions open for enrollment.

Additionally, our school districts continue to expand their offerings. Some of their new offerings included:

- Agriculture – Cherokee Washington High School
- Administrative Office Assistant/Business – Cherokee Washington High School
- Auto Tech – Cherokee Washington High School
- Criminal Justice – Cherokee Washington High School
- HVAC – Denison High School (WITCC Campus)
- Agriculture – MVAOCO High School
- Early Childhood Education – MVAOCO High School
- Mathematics Expansion (College Algebra) – Sioux City Schools

Lastly, in partnership with Sioux City Community School District, College Now received grant funding for a College and Career Transition Counselor. The CCTC position works directly with the college and the school district to provide support to students in their transition to postsecondary enrollment or career exploration after graduation.

As we look toward 2022-23, Please find contracts for high school students earning college credits through Western Iowa Tech Community College in the Fall 2022, Spring 2023 and Summer 2023 terms. The purpose of this contract is to assist secondary students in receiving college credit through courses offered at Western Iowa Tech. These contracts pertain to courses accessed by students at our partner high schools, on a WITCC campus, online or through an alternative delivery format. This proposed contract reflects an approximate 5% increase in the per pupil and/or per credit rate for the respective course offerings. This would be the first increase in the contract since the 2018-19 academic year.

**Iowa Partner High Schools:**

Akron Westfield, Alta-Aurelia, Ar-We-Va, Bishop Heelan, Boyer Valley, Cherokee Washington, Denison, Hinton, IKM-Manning, Kingsley Pierson, Lawton Bronson, LeMars, LeMars Gehlen, MMCRU, MVAOCO, OABCIG, Panorama, Red Oak, Remsen St. Mary’s, Ridgeview, River Valley, Sergeant Bluff-Luton, Sioux City Community Schools, Siouxland Christian, West Harrison, West Monona, Westwood, Whiting, Woodbury Central

**South Dakota Partner High Schools**

Alcester-Hudson, Beresford, Dakota Valley, Elk Point-Jefferson, Irene-Wakonda, McCook Central

**Nebraska Partner High Schools**

Homer, Laurel-Concord, South Sioux City, Winnebago, Wynot

**Recommendation:** It is the administrative recommendation to approve the contracts for the included school districts for the 2022/2023 academic year.

**CONTRACT BETWEEN**  
**Boyer-Valley Community School District**  
**AND**  
**WESTERN IOWA TECH COMMUNITY COLLEGE**

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

**SECTION I**

**TITLE OF CONTRACT:** **Concurrent Enrollment Contract for College Level Courses**

**SECTION II**

**CONTRACT AGENCIES:** Provider: Western Iowa Tech Community College (WITCC)  
Participant: **Boyer-Valley Community School District**

**SECTION III**

**UNDERSTANDING AND PURPOSE OF THE CONTRACT:**

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

**SECTION IV**

**TERM OF COMMITMENT:**

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

Beginning Date: August 1, 2022

End Date: July 31, 2023

**SECTION V**

**FACILITIES, STUDENTS, PERSONNEL AND SERVICES:**

A. Facilities:

- (1) By the Provider: The Provider agrees to provide facilities located at a WITCC campus.
- (2) By the Participant: The Participant agrees to provide facilities located at the high school.

B. Students and Personnel:

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

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

**SECTION VI  
INSTRUCTIONAL AND RELATED SERVICES:**

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

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

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

By the Participant: The Participant agrees to the following:

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

By the Provider: The Provider agrees to the following:

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

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

By the Participant: The Participant agrees to the following:

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

By the Provider: The Provider agrees to the following:


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





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

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

**TO:** Dr. Terry A. Murrell, President  
**FROM:** Troy A. Jasman, Vice President of Finance and  
 Administrative Services/CEO   
**DATE:** February 22, 2022  
**RE:** **DR. ROBERT H. KISER BUILDING CHILLER AND PUMP  
 REPLACEMENT PROJECT**

On February 10, 2022, the College opened bids for the Dr. Robert H. Kiser Building Chiller and Pump Replacement Project. The Chiller and Pump Replacement Project updates the existing equipment that dates back to 1992. The equipment is at the end of useful life. The new equipment will also provide greater energy efficiency. This project does not require any structural changes or modifications to the building.

The College received four bids for the project. The bid tabulation sheet is attached to this memo. The College bid the project with an alternate for air cooled chiller as well. After review by the engineer, E.D.A., Inc., it was determined that the base bid is the better value for the cost in terms of operation as well as keeping the equipment consistent on campus. The engineer's estimate for the Chiller and Pump Replacement Project is \$950,000.00. The estimate also includes a \$50,000.00 contingency line item for any unanticipated changes or modifications needed on the project. The bids ranged from a low of \$828,900.00 to a high of \$1,033,000.00.

### **Recommendation**

It is the administrative recommendation that the College accepts the lowest qualified bid of \$828,900.00 from C.W. Suter of Sioux City, Iowa for the Dr. Robert H. Kiser Building Chiller and Pump Replacement Project. Funding will come from existing resources.



Engineering Design Associates, Inc.

385 12th Street, NE  
Sioux Center, Iowa 51250

Phone: 712-722-0228

Fax: 712-722-0238

[www.edaengineers.com](http://www.edaengineers.com)

February 22, 2022

Mr. Troy Jasman, Chief Financial Officer  
Western Iowa Tech Community College  
4647 Stone Avenue  
PO Box 5199  
Sioux City, IA 51106-5199

RE: WESTERN IOWA TECH COMMUNITY COLLEGE – SIOUX CITY, IOWA  
DR. ROBERT KISER BUILDING CHILLER AND PUMP REPLACEMENT

Dear Troy:

Bids were received on the Western Iowa Tech Community College – Dr. Robert Kiser Building Ventilation and Chiller and Pump Replacement project located in Sioux City, Iowa on February 10, 2022.

Three bids were received ranging from \$828,900 to \$1,033,000. We recommend accepting the lowest responsible bid from CW Suter & Son Inc. for \$828,900. The cost opinion for the project was \$950,000.

We do not recommend accepting Alternate 1 – Alternate Air Cooled Chiller Manufacturer because the base bid manufacturer provides better value for the cost.

Please contact me if you have any questions on the above information.

Sincerely,

Dale E. Woudstra, PE

Cc File(2022-02-22dwtj.L)  
WITCC – Kyle Hueser

**Tabulation of Bids**

Bid Date: February 10, 2022 at 2:00 p.m.



Engineering Design Associates, Inc.

385 12th Street, NE  
Sioux Center, Iowa 51250

Phone: 712-722-0228

Fax: 712-722-0238

[www.edaengineers.com](http://www.edaengineers.com)

**Project:**

Western Iowa Tech Community College (WITCC)  
Dr. Robert Kiser Building - Chiller and Pump Replacement  
Sioux City, Iowa

BIDDERS	BASE BID	ALT. 1 – Alt. Air Cooled Chiller Manufacturer	BIDDER ACKNOWLEDGES RECEIPT OF ADDENDA	CONTRACTOR CAN MEET SCHEDULE	BIDDER STATUS FORM	BID BOND
Midwestern Mechanical	\$860,000	Deduct \$212,690	1, 2	Yes	Yes	5%
CW Suter	\$828,900	Deduct \$190,300	1, 2	Yes	Yes	5%
Hander Inc.	\$1,033,000	Deduct \$255,000	1, 2	Yes	Yes	5%
MTC Mechanical	\$830,000	No Bid	1, 2	Yes	Yes	5%



■  
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■  
**Cherokee Campus**

**Denison Campus**

**Le Mars Center**

**Mapleton Center**

**Sioux City Campus**

**DATE:** March 8, 2022

**TO:** Dr. Terry A. Murrell, President

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

**RE:** **WITCC 2022 WATER CURTAIN PROJECT**

The College went out for bids for the installation of the water curtain that the College had previously purchased. The water curtain will be located in the main entrance on the Sioux City, Iowa campus of Western Iowa Tech Community College. The College worked with JEO, Inc. for the engineering and architectural design of the parts that will need to be fabricated to complete the project. The College received and opened the two bids for the project on March 8, 2022. Funding for this project will come from the Plant Fund.

Attached to this memo is a letter from JEO, Inc. regarding the bid opening. Two bids were received. Marvin Larson, architect with JEO, Inc. has reviewed the bids and completed a bid tab sheet. The engineer's estimate for this project is \$50,000.00.

**Recommendation**

It is the administrative recommendation, as well as the engineer's recommendation, that the College awards the project to the lowest qualified bidder, HCI Construction, South Sioux City, NE for the bid of \$64,700.00.



March 08, 2022

Troy Jasman, Vice President of Finance and Administrative Services  
Western Iowa Technical Community College  
4647 Stone Avenue  
Sioux City, Iowa 51106

RE: WITCC Water Curtain Project – Contractor Selection, Summary and Recommendation

Dear Mr. Jasman,  
JEO has conducted a review of the bids that were received for the Water Curtain Project at Western Iowa Tech Community College. Based on that review, we offer the following summary and recommendation.

The bid opening held March 08, 2022 had two (2) contractors participate and submit bids. The base bids are as follows:

1. HCI Construction - \$64,700.00
2. L&L Builders Co - \$70,900.00

Based on these numbers, we feel the bids were in the range of what can be expected on a project of this size and scope. Both bidders, indicated their bids, provided bid bonds, and indicated acceptance of the addendum. Based on our review of the bids, HCI Construction from South Sioux City, Nebraska is the apparent low bidder.

Based on the information summarized above and the fact that HCI Construction has worked on and completed projects for WITCC in the past, we recommend that you proceed with establishing a contract for construction with the low bidder, HCI Construction.

As the project moves into the Construction and Construction Administration Phases, the Contractor, HCI Construction, will become highly involved in the construction of the Water Curtain and the Architect/Engineer, JEO Consulting Group, Inc, will take on an administrative role in observing the construction. We suggest that some construction contingency be established for any potential unforeseen conditions and/or change orders that may arise during construction.

If you have any questions or concerns, based on the information and recommendation provided herein, please do not hesitate to give me a call. We look forward to our continued involvement in the successful completion of the Water Curtain Project.

Sincerely,

Corey Brodersen, AIA, NCARB JEO Architecture, Inc.

Enclosures: Bid Tab,  
OPC February 03, 2022



## Bid Tab

**PROJECT** | 2022 WITCC Water Curtain

**JEO PROJECT NO.** | 220089.00

**LOCATION** | Sioux City, Iowa

**LETTING** | March 8, 2022 at 2:00pm

**OPINION OF PROBABLE COST** | \$50,000

Bidder	Addenda	Bid Bond	Total	Start Date
L&L Builders Co Sioux City, IA	X	X	<b>\$70,900</b>	
Maguire Iron, Inc. Sioux Falls, SD	---	---	no bid	---
Nelson Commercial Construction Sioux City, IA	---	---	no bid	---
HCI Construction South Sioux City, NE	X	X	<b>\$64,700</b>	<b>TBD</b>

Supplemental Detail - Current Year Budget  
Fiscal Year July 1, 2022 - June 30, 2023

Name: Western Iowa Tech Community College

		(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
		General Funds											
Resources:		Unrestricted	Restricted	Unemployment	Tort Liability	Insurance	Early Retirement	Equipment Replacement	Cash Reserve	Standby	Plant Funds	Bond & Interest	Total
Taxes Levied on Property	1	2,062,714		0	269,222	3,621,106	418,043	916,762		0	2,062,714	0	9,350,561
Utility Replacement Tax	2	84,040		0	10,939	147,489	17,039	37,351		0	84,040	0	380,898
Student Fees	3	3,100,000	0	0	0	0	0	0	0	0	0	0	3,100,000
Tuition	4	14,200,000	0	0	0	0	0	0	0	0	0	0	14,200,000
State Aid	5	12,250,000	0	0	0	0	0	0	0	0	0	0	12,250,000
Other State Aid	6	55,000	2,500,000	0	0	0	0	0	0	0	50,000	0	2,605,000
Federal Aid	7	2,000,000	4,500,000	0	0	0	0	0	0	0	1,000,000	0	7,500,000
Sales-Services	8	200,000	0	0	0	0	0	0	0	0	750,000	0	950,000
Other	9	4,300,000	1,750,000	0	0	0	0	0	0	0	10,000,000	0	16,050,000
Proceeds from Certificates	10	0	12,000,000	0	0	0	0	0	0	0	-	0	12,000,000
<b>Total Resources</b>	<b>11</b>	<b>38,251,754</b>	<b>20,750,000</b>	<b>0</b>	<b>280,161</b>	<b>3,768,595</b>	<b>435,082</b>	<b>954,113</b>	<b>0</b>	<b>0</b>	<b>13,946,754</b>	<b>0</b>	<b>78,386,459</b>
<b>Expenditures</b>													
Liberal Arts	12	3,657,725	0	0	0	0	0	333,641	0	0	0	0	3,991,366
Vocational	13	13,245,660	0	0	0	0	0	541,423	0	0	0	0	13,787,083
Adult Education	14	2,011,583	0	0	0	0	0	79,049	0	0	0	0	2,090,632
Cooperative Servies	15	451,841	12,000,000	0	0	0	0	0	0	0	0	0	12,451,841
Administration	16	2,752,409	0	0	0	0	0	0	0	0	0	0	2,752,409
Student Services	17	3,567,948	4,500,000	0	0	0	0	0	0	0	0	0	8,067,948
Learning Resources	18	265,429	0	0	0	0	0	0	0	0	0	0	265,429
Physical Plant	19	4,920,824	0	0	382,084	2,947,886	0	0	0	0	13,946,754	0	22,197,548
General Institution	20	7,378,335	4,250,000	110,065	0	62,089	0	0	0	0	0	0	11,800,489
<b>Total Expenditures</b>	<b>21</b>	<b>38,251,754</b>	<b>20,750,000</b>	<b>110,065</b>	<b>382,084</b>	<b>3,009,975</b>	<b>0</b>	<b>954,113</b>	<b>0</b>	<b>0</b>	<b>13,946,754</b>	<b>0</b>	<b>77,404,745</b>
<b>Net Resources</b>	<b>22</b>	<b>0</b>	<b>0</b>	<b>(110,065)</b>	<b>(101,923)</b>	<b>758,620</b>	<b>435,082</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>981,714</b>
<b>Beginning Fund Balance</b>	<b>23</b>	<b>5,830,986</b>	<b>1,074,452</b>	<b>110,065</b>	<b>101,923</b>	<b>(758,620)</b>	<b>(870,163)</b>	<b>-</b>	<b>678,851</b>	<b>-</b>	<b>10,475,439</b>	<b>-</b>	<b>16,642,933</b>
<b>Ending Fund Balance</b>	<b>24</b>	<b>5,830,986</b>	<b>1,074,452</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(435,081)</b>	<b>-</b>	<b>678,851</b>	<b>0</b>	<b>10,475,439</b>	<b>0</b>	<b>17,624,647</b>

**Supplemental Detail - Current Budget Year  
Fiscal Year July 1, 2022 - June 30, 2023  
WESTERN IOWA TECH CC**

Resources		Unrestricted	Restricted	Unemployment	Tort Liability	Insurance	Early Retirement	Equipment Replacement	Cash Reserve	Standby	Plant Funds	Bond & Interest Funds	Total
Taxes Levied on Property	1	2,062,714		0	269,222	3,621,106	418,043	916,762		0	2,062,714	0	9,350,561
Utility Replacement Tax	2	84,040		0	10,939	147,489	17,039	37,351		0	84,040	0	380,898
400-409 Student Fees	3	3,100,000	0	0	0	0	0	0	0	0	0	0	3,100,000
410-414 Tuition	4	14,200,000	0	0	0	0	0	0	0	0	0	0	14,200,000
421-424 State Aid	5	12,250,000	0	0	0	0	0	0	0	0	0	0	12,250,000
429 Other State Aid	6	55,000	2,500,000	0	0	0	0	0	0	0	50,000	0	2,605,000
430-449 Federal Aid	7	2,000,000	4,500,000	0	0	0	0	0	0	0	1,000,000	0	7,500,000
450-469 Sales-Service	8	200,000	0	0	0	0	0	0	0	0	750,000	0	950,000
470-499 Other	9	4,300,000	1,750,000	0	0	0	0	0	0	0	10,000,000	0	16,050,000
480 Proceeds from Certificates	10	0	12,000,000	0	0	0	0	0	0	0	0	0	12,000,000
<b>Total Resources</b>	11	<b>38,251,754</b>	<b>20,750,000</b>	<b>0</b>	<b>280,161</b>	<b>3,768,595</b>	<b>435,082</b>	<b>954,113</b>	<b>0</b>	<b>0</b>	<b>13,946,754</b>	<b>0</b>	<b>78,386,459</b>
<b>Beginning Fund Balance</b>	12	<b>5,830,986</b>	<b>1,074,452</b>	<b>110,065</b>	<b>101,923</b>	<b>-758,620</b>	<b>-870,163</b>	<b>0</b>	<b>678,851</b>	<b>0</b>	<b>10,475,439</b>	<b>0</b>	<b>16,642,933</b>

**Supplemental Detail - Current Budget Year  
Fiscal Year July 1, 2022 - June 30, 2023  
WESTERN IOWA TECH CC**

Expenditures		Unrestricted	Restricted	Unemployment	Tort Liability	Insurance	Early Retirement	Equipment Replacement	Cash Reserve	Standby	Plant Funds	Bond & Interest Funds	Total
1000 Liberal Arts and Sciences	1	3,657,725	0	0	0	0	0	333,641	0	0	0	0	3,991,366
2000 Vocational and Technical	2	13,245,660	0	0	0	0	0	541,423	0	0	0	0	13,787,083
3000 Adult Education	3	2,011,583	0	0	0	0	0	79,049	0	0	0	0	2,090,632
4000 Cooperative Programs/Services	4	451,841	12,000,000	0	0	0	0	0	0	0	0	0	12,451,841
5000 Administration	5	2,752,409	0	0	0	0	0	0	0	0	0	0	2,752,409
6000 Student Services	6	3,567,948	4,500,000	0	0	0	0	0	0	0	0	0	8,067,948
7000 Learning Resources	7	265,429	0	0	0	0	0	0	0	0	0	0	265,429
8000 Physical Plant	8	4,920,824	0	0	382,084	2,947,886	0	0	0	0	13,946,754	0	22,197,548
9000 General Institution	9	7,378,335	4,250,000	110,065	0	62,089	0	0	0	0	0	0	11,800,489
<b>Total Expenditures</b>	10	38,251,754	20,750,000	110,065	382,084	3,009,975	0	954,113	0	0	13,946,754	0	77,404,745
<b>Ending Fund Balance</b>	11	5,830,986	1,074,452	0	0	0	-435,081	0	678,851	0	10,475,439	0	17,624,647

**Adopted Budget and Certification of Community College Taxes**  
**Fiscal Year July 1, 2022 - June 30, 2023**  
**WESTERN IOWA TECH CC**  
**Control County: WOODBURY COUNTY**

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

<b>ESTIMATED TAX LEVIES COMPLETED BY THE COMMUNITY COLLEGE</b>		<b>Estimated Dollars Necessary to be Raised By Property Tax AND Utility Replacement Tax</b>	<b>Approved Tax Rate</b>	<b>Property Taxes Levied</b>	<b>Estimated Utility Replacement Dollars</b>
<b>Tax Levies Adopted</b>					
Unrestricted General	1	2,146,754	0.20250	2,062,714	84,040
Restricted General	2				
Unemployment Compensation	3				
Tort Liability	4	280,161	0.02643	269,222	10,939
Insurance	5	3,768,595	0.35549	3,621,106	147,489
Early Retirement	6	435,082	0.04104	418,043	17,039
Equipment Replacement	7	954,113	0.09000	916,762	37,351
Cash Reserve	8				
Standby	9	0	0.00000	0	0
<b>Total General Funds</b>	<b>10</b>	<b>7,584,705</b>	<b>0.71546</b>	<b>7,287,847</b>	<b>296,858</b>
<b>Plant Funds</b>	<b>11</b>	<b>2,146,754</b>	<b>0.20250</b>	<b>2,062,714</b>	<b>84,040</b>
Bonds & Interest Funds	12	0	0.00000	0	0
<b>Grand Total - All Funds</b>	<b>13</b>	<b>9,731,459</b>	<b>0.91796</b>	<b>9,350,561</b>	<b>380,898</b>

**Valuations**

Taxable Valuation	WITH Gas & Elec Util	10,601,254,463	WITHOUT Gas & Elec	10,186,240,057
Tax Increment Valuation	WITH Gas & Elec Util	881,779,413	WITHOUT Gas & Elec	881,779,413
Debt Service Valuation	WITH Gas & Elec Util	11,483,033,876	WITHOUT Gas & Elec	11,068,019,470

**Adopted Date:** (entered upon adoption)

\_\_\_\_\_  
 (Board Secretary)

\_\_\_\_\_  
 (County Auditor)



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 800-352-4649  
 Fax: 712-274-6435  
 www.witcc.edu

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

**TO:** Dr. Terry Murrell, President  
 Troy Jasman, V.P. of Finance & Administrative Services  
**FROM:** Merlyn Kathol, Director of Financial Aid  
 Brian D. Smith, Controller  
**DATE:** March 1, 2022  
**SUBJECT:** Cohort Default Rate Summary and Action Plan Update

**Summary:**

The U.S Department of Education releases official cohort default rates once per year. The school's cohort default rate is the percentage of a school's borrowers who enter repayment on the William D. Ford Federal Direct Loans (Direct Loans) during a fiscal year (October 1 to September 30) and default prior to the end of the second following fiscal year.

Western Iowa Tech Community College 3-Year Cohort Default Rates			
Fiscal Year	3 Year Cohort Default Rate	# of Students in Default	# of Students in Repayment
FY2012	20.50%	338	1,635
FY2013	18.66%	306	1,640
FY2014	19.67%	311	1,581
FY2015	18.50%	261	1,409
FY2016	18.90%	263	1,385
FY2017	15.00%	186	1,236
FY2018	7.60%	86	1,114
FY2019**	1.70%	19	1,060

\*\*On February 28, 2022, the U.S. Department of Education released the FY2019 "Draft" 3 Year Cohort Default Rates. The final FY2019 3-Year Cohort Default Rates will be published in September 2022.

Western Iowa Tech contracted with Inceptia seven years ago to help connect our delinquent borrowers with their servicers. Since contracting with them, they have assisted in reducing our cohort default rate by over 18.8%. The CARES Act administrative forbearance contributed to this large reduction.

Overall, Iowa community colleges experienced a decrease of 4.7% in cohort default rates from FY2017 to FY2018. The decreases at each community college ranged from 1.3% to 11.8% from FY2017 to FY2018.

Iowa Community College Average 3-Year Cohort Default Rates-Final	
Fiscal Year	3 Year Cohort Default Rate
FY2013	18.10%
FY2014	18.50%
FY2015	17.87%
FY2016	16.93%
FY2017	16.12%
FY2018	11.40%

**Action Plan:**

The cohort default rate decreased from a high of 20.50% in FY2012 to 1.70% in FY2019. The CARES Act administrative forbearance is in effect until May 1, 2022 and has played a role in the large rate decrease for this year. WITCC must continue to provide financial literacy and communicate every option available to students before they borrow and when entering repayment. The College will continue to partner with Inceptia to better serve our students and to realize the full impact of this partnership.

**Western Iowa Tech Community College... "The Best Place to Start!"**

**Western Iowa Tech Community College**  
**FY 2021 FEDERAL FUNDING PROFILE**

*Fiscal year 2021: July 1, 2020 through June 30, 2021*

(per annual audit)

<b>Ten Year Federal Pell Grant Summary Table</b>			
<b>Award Year</b>	<b>Number of Recipients</b>	<b>Average Grant per Student</b>	<b>Total Grant Dollars Dispersed</b>
<b>FY21</b>	<b>1,718</b>	<b>\$3,661</b>	<b>\$6,290,118</b>
FY20	1,848	\$3,617	\$6,684,602
FY19	1,886	\$3,652	\$6,886,759
FY18	1,913	\$3,603	\$6,892,534
FY17	2,005	\$3,466	\$6,948,833
FY16	2,435	\$3,353	\$8,163,763
FY15	2,624	\$3,425	\$8,987,651
FY14	2,814	\$3,359	\$9,453,077
FY13	3,021	\$3,348	\$10,114,381
FY12	3,337	\$3,324	\$11,092,014

<b>Student Financial Aid Cluster</b>	
Total Pell Grant Dollars Dispersed	\$6,290,118
1. Number of Federal SEOG Recipients	225
Federal SEOG Funds Expended	\$165,967
2. Number of Federal College Work-Study Program Participants	67
Federal College Work-Study Funds Expended	\$59,987
3. Number of Federal Direct Loan Recipients	1,270
Federal Direct Loan Funds Expended	\$6,626,093
<b>Subtotal- Student Assistance via Pell, SEOG, Work-Study and Direct Loans</b>	<b>\$13,142,165</b>
<i>FY 2020 Funding Level</i>	<i>\$13,919,544</i>

<b>Formula Allocations, Grants and Special Appropriation Funding</b>	
4. All TRIO Programs	\$1,144,928
Student Support Services	\$572,879
Talent Search	\$319,246
Upward Bound	\$252,803
5. US Department of Education- Career and Technical Education	\$524,673
6. US Department of Education- Adult Basic Education	\$284,141
7. US Department of Education- College Assistance Migrant Program	\$1,896
8. US Department of Education- Vocational Rehabilitation	\$81,847
9. OSHA- Susan Harwood Training Grant Program	\$154,520
10. US Department of Education Coronavirus Aid, Relief, and Economic Security Act	\$6,577,529
Higher Education Emergency Relief Fund-Student portion	\$1,023,118
Higher Education Emergency Relief Fund- Institutional portion	\$5,300,370
Higher Education Emergency Relief Fund- Strengthening Institutions	\$234,041
11. US Department of Education- Iowa Department of Education	\$210,159
Governor's Emergency Education Relief Fund a	\$139,373
Governor's Emergency Education Relief Fund b	\$69,448
Governor's Emergency Education Relief Fund c	\$1,338
12. US Small Business Administration- Small Business Development Center	\$59,580
<b>Subtotal- Grants and Special Appropriation Funding</b>	<b>\$9,039,273</b>
<i>FY 2020 Funding Level</i>	<i>\$4,068,657</i>

<b>TOTAL FY21- Federal Funds assisting WITCC and Students</b>	<b>\$22,181,438</b>
<i>FY 2020 Funding Level</i>	<i>\$17,988,201</i>



■  
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■  
**Cherokee Campus**  
**Denison Campus**  
**Le Mars Center**  
**Mapleton Center**  
**Sioux City Campus**

Date: March 4, 2022

To: Dr. Terry Murrell, President

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

RE: Adult Education and Literacy Digital Initiative

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

The purpose of the AEL Digital Initiative (GEER grant: Component 2, Round 2) is to develop an improved online learning environment for Adult Education and Literacy programs across the state of Iowa. One of the major activities of this grant is to develop online master course shells in Canvas. The Iowa Department of Education has been working with Atomic Jolt and wishes to continue this relationship through this grant for the development of Canvas master course shells for AEL. Therefore, no RFP was done.

The deliverables that Atomic Jolt will provide are:

- Canvas course shells (including a Canvas orientation course, Career Essentials course, and five multi-level courses) and
- Professional development, incentives, mentor-trainer stipends, and project management software to support instructor usage of the Canvas courses

It is the administrative recommendation and the recommendation of the Iowa Department of Education and the GEER grant committee that the Board approve the purchase of the Atomic Jolt proposal not to exceed \$203,463. Western Iowa Tech serves as the fiscal agent.



February 25, 2022

TO: Dr. Terry Murrell, President  
From: Brenda Wright, Board Secretary  
RE: Board Policy Revision – 1<sup>st</sup> Reading

The following Board Policy revision is being presented to the WITCC Board of Directors for a second reading as follows:

206.1 – Non-Discrimination Statement

The Non-Discrimination Statement has been updated because of a new address for The Director of the Office for Civil Rights in Chicago.

It is the administrative recommendation to approve this address change to Board Policy 206.1.

# B O A R D P O L I C Y

## WESTERN IOWA TECH COMMUNITY COLLEGE

	Series Number: 400.1
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](http://www.witcc.edu/board) or call (712) 274-6400 ext. 1406 and/or email [Jackie.plendl@witcc.edu](mailto:Jackie.plendl@witcc.edu) (employees) or call (712) 274-6400 ext. 1488 and/or email [Juline.albert@witcc.edu](mailto:Juline.albert@witcc.edu) (students) or the Director of the Office for Civil Rights, U.S. Department of Education, ~~Citigroup Center, 500 W. Madison, Suite 1475, Chicago, IL 60661~~ John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37<sup>th</sup> Floor, Chicago, IL 60604-7204, phone number (312) 730-1560, fax (312) 730-1576, TDD 800-877-8339; email: [OCR.Chicago@ed.gov](mailto: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](http://www.witcc.edu), for more information and contacts.

Date of Adoption	11/12/2019		Legal Reference: (Code of Iowa)
Date of Last Revision	8/10/2020		
Date of Current Revision	1/11/2022		
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

To: IACCT Board and Presidents  
 CC: Liaisons, Assistants, and IACCT Staff

Due to the events last week, there was no presentation. Next month's will be on Iowa's Open Meetings Law.

Reminder: Award nominations are due tomorrow, March 8! <https://www.iacct.com/events/awards>

#### Reports:

- **Presidents' Report** – The presidents met on Wednesday and were joined by Workforce Development Director Beth Townsend and Iowa Vocational Rehabilitation Services Administrator Daniel Tallon. They discussed plans for their May retreat and Kosovo partnerships.
- **Executive Committee Report** – The committee had a short meeting and discussed plans for changing the IACCT employee retirement plan.
- **Executive Director's Report** – Please see the written report for details. Community College Day on the Hill and the Student Legislative Seminar were very successful. We had over 200 attendees and lots of participation from legislators. We are looking at combining the two events again next year.
- **Equity and Inclusion Report** – Salcedo led a training as a part of the Student Legislative Seminar and is working on the Aligning Credit and Noncredit for Equity workshop March 28<sup>th</sup>. He is also working on plans for the first meeting of the steering committee.
- **Department of Education Report** – Jeremy Varner is serving as interim leader of the PK-12 Division at the department, which is looking at reorganizing later this year. The Career Academy Incentive fund will make more awards this summer.
- **Advocacy Report** – This week a bill passed the House that would give more part-time students to the Last Dollar Scholarship and change the selection process for regional occupations. Additionally, the tax bill was passed and signed by the Governor, so budget negotiations have now begun.

#### Action/Discussion Items:

- **Financial Oversight Committee** – The committee met on Monday with the new outside accountant, Zeah DeBolt with Mid-Iowa CPAs. They discussed the financials and changes to internal controls and policies.
- **Logo and Brand** – We shared the new "Community Colleges for Iowa" logo and brand with the group. We are in the process of updating the website and will make a more official announcement at that time.

#### Committee Reports:

- **Awards** – Nominations are due tomorrow!
- **Board Standards and Operations** – The committee will be receiving draft policy changes soon for discussion.
- **Iowans for a Skilled Workforce PAC** – 10 checks were uncashed this year. We will follow up after session.

#### Upcoming Events and Meetings:

- May 5 – IACCT Board Meeting (Des Moines)
- May 18-20 – Presidents' Retreat (Davenport)

Emily J. Shields

Executive Director

Iowa Association of Community College Trustees

855 East Court Avenue

Des Moines IA 50309

Office: 515-282-4692

Mobile: 515-282-4692

[ejshields@iacct.com](mailto:ejshields@iacct.com)

# WITCC in the News

MAR-22-18

Last Dollar Scholarship: <https://www.sioxlandproud.com/news/local-news/western-iowa-tech-to-continue-to-offer-free-tuition/>  
<https://www.kwit.org/podcast/spm-news-english/2022-02-10/news>  
<https://www.sioxlandproud.com/news/local-news/western-iowa-tech-to-continue-to-offer-free-tuition/>  
<https://discoveringoujda.com/western-iowa-tech-community-college-offers-free-tuition-for-third-year-local-news/>

Honors List: [https://norfolkdailynews.com/youth/western-iowa-tech-presidents-list/article\\_6e2c578c-8dab-11ec-9275-7720de00f500.html](https://norfolkdailynews.com/youth/western-iowa-tech-presidents-list/article_6e2c578c-8dab-11ec-9275-7720de00f500.html)  
[https://www.leadercourier-times.com/community/article\\_9b579974-90e9-11ec-ab3c-77f32659156d.html](https://www.leadercourier-times.com/community/article_9b579974-90e9-11ec-ab3c-77f32659156d.html)  
<https://www.dickinsoncountynews.com/story/2934353.html>

MRHD Scholarship Donation: <https://www.ktiv.com/2022/02/16/missouri-river-historical-development-awards-scholarships-sioux-city-schools/>  
<https://www.sioxlandproud.com/news/missouri-river-historical-development-awards-scholarships-to-local-colleges/>

Iowa State Patrol: <https://www.ktiv.com/2022/02/17/iowa-state-patrol-looking-those-interested-career-states-public-safety-department/>  
<https://sioxlandnews.com/news/local/iowa-state-patrol-speaks-to-local-college-students-about-life-as-a-state-trooper>

Career Fairs: <https://sioxlandnews.com/news/local/wit-and-iowaworks-to-hold-career-fairs>  
<https://www.sioxlandproud.com/news/local-news/dates-released-for-witcc-spring-career-fairs/>

Nursing: <https://sioxlandnews.com/news/local/sioxland-nursing-colleges-working-to-bridge-gap-in-workforce>

Rhonda Briggs helping service members: <https://www.sioxlandproud.com/community/veterans-voices/former-air-guard-member-now-helping-future-service-members/>

Home Show: [https://sioxcityjournal.com/advertorial/sioxland\\_home\\_show/presidents-message-welcome-to-the-sioxland-home-show-march-3-6-2022/article\\_621d88bd-162e-581c-9de8-f435e346c2e7.html](https://sioxcityjournal.com/advertorial/sioxland_home_show/presidents-message-welcome-to-the-sioxland-home-show-march-3-6-2022/article_621d88bd-162e-581c-9de8-f435e346c2e7.html)

WIT-BCU Articulation: <https://www.ktiv.com/2022/02/28/witcc-briar-cliff-university-partner-assist-psychology-students/>  
<https://www.sioxlandproud.com/news/local-news/briar-cliff-university-and-western-iowa-tech-team-up-on-behavioral-analysis-and-psychology-programs/?fr=operanews>

Storm Spotter Training: <https://www.ktiv.com/2022/02/28/local-national-weather-service-offices-announce-storm-spotter-training-sessions/>

## Spring Career Fairs at Western Iowa Tech

Western Iowa Tech Community College and IowaWORKS are hosting five industry-specific Career Fairs in March and April. The career fairs will take place at the **WITCC** Sioux City campus from 10:00 am – 1:00 pm (4647 Stone Ave. Sioux City, Parking Lot 3, Entrance 12). Attendees will have the opportunity to explore employment opportunities and industry information from various Siouxland employ-

ers. Employers will be available to interview qualified applicants for open positions and provide information about their companies. Career Fairs are free and open to the public.

The Career Fairs will be held on the following dates:

March 29 – 30: Health Administration and Health Science

March 31: Agriculture, Animal Science, Automotive Technology, Building Trades Business, Culinary Arts,

Education, Finance, Hospitality, and Training

April 6: Engineering, Manufacturing, and Robotics and Automation

April 7: Art, Computers/Information Technology, Design, Law, Police Science, Emergency Services, Mass Communications, and Music

For more information about the event, contact Carol Muhs at Carol.Muhs@witcc.edu.

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# WITCC 'Last Dollar' Scholarships

Western Iowa Tech Community College in Cherokee and Sioux City will continue to offer free tuition for the third year in a row thanks to the Last-Dollar Scholarship.



which aims to build a pipeline of skilled workers, fill worker shortages in certain industries, and keep Iowa competitive to other states.

The Last-Dollar Scholarship was first offered to WITCC students in 2019, and covers tuition and some fees for specific programs that align with high-demand jobs in Iowa.

A wide variety of programs are covered with the scholarships in areas such as Agriculture, Health Administration, Building Trades, Health, Police Science, Cyber Security, Computer Networking, Robotics, Engineering, and Culinary. Additional programs in Business, Administration, and Paralegal have been added for Fall 2022.

The Last-Dollar Scholarship was first offered to WITCC students in 2019.

Since then, 1,240 of students have received the scholarship and over \$2.7 million in scholarships have been awarded to Cherokee and Sioux City WITCC students.

The Scholarship is available to recent Iowa high school graduates and adults ages 20 and older, who are enrolled in an eligible program, and who are attending WITCC part-time or full-time.

The Last-Dollar Scholarship is part of Future Ready Iowa initiative,

For more information about the Last-Dollar Scholarship, contact Dr. Darla Struck at [struckd@witcc.edu](mailto:struckd@witcc.edu) or 225-0238, or Andrea Rohlena at [andrea.rohlena@witcc.edu](mailto:andrea.rohlena@witcc.edu).

## WITCC Presidents and Deans List

Western Iowa Tech Community College (WITCC) in Sioux City, Iowa is pleased to announce the President's List, full-time students who achieved a 4.0 grade point average during the 2021 fall semester.

average during the 2021 fall semester.

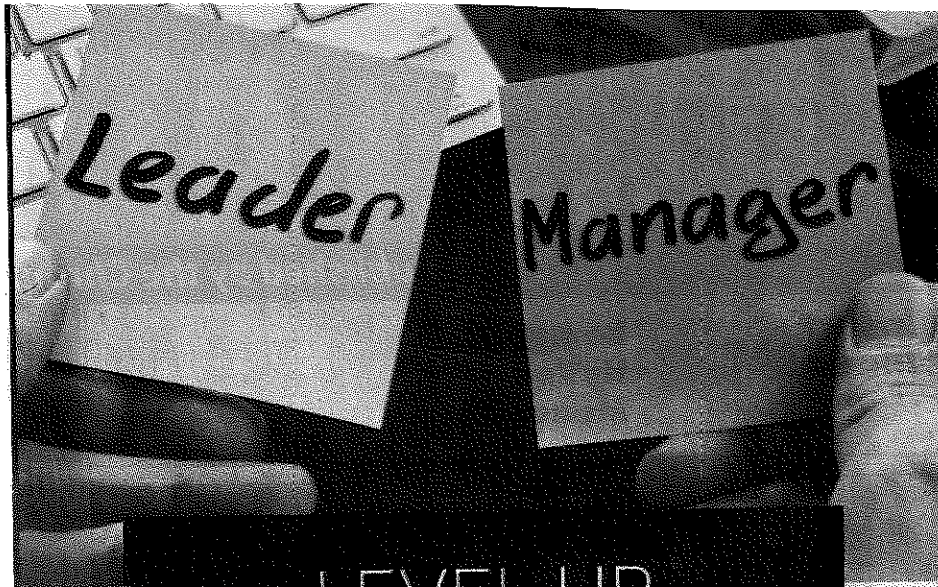
### President's List

- Cherokee
- Cassandra Immele,
- Clayton Reis
- Quimby
- Beau Todd

### Dean's List

- Aurelia
- Eli Kolpin
- Cherokee
- Amanda Cresap

This is followed by the Dean's List, full-time students who achieved a 3.5-3.99 grade point

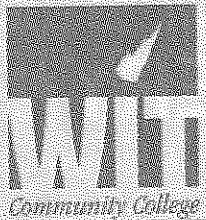


LEVEL UP  
YOUR SKILLS

## **HIGH PERFORMANCE MANAGEMENT TRAINING**

Develop your leadership skills in this highly interactive 12-week course for managers.

Next class starts March 1  
at WITCC's Cherokee campus.



For questions & registration contact  
Rebbel.Henningfeld@witcc.edu  
[witcc.edu/corporate/business](http://witcc.edu/corporate/business)

## Pitts Named March Achiever of the Month



**Katlyne Pitts**

Katlyne Pitts of Cherokee has received the WITCC TRIO-Student Support Services Achiever of the Month Award for March.

This award recognizes Western Iowa Tech TRIO students for demonstrating qualities of leadership and citizenship while achieving collegiate academic success.

Katlyne began as a full-time college student in January 2021 after graduating a semester early from Washington High School. She has since excelled in the fully online Agriculture curriculum and will be graduating with an Associate of Applied Science degree in Agriculture Management in May 2022.

Along with keeping up with her studies, Katlyne runs her own cattle operation full-time. She is looking forward to growing this operation after graduation.

Congratulations on earning your degree, Katlyne!