



## WESTERN IOWA TECH COMMUNITY COLLEGE

# BOARD MEETING

**Date:** October 16, 2023

**Time:** 4:00 pm

**Location:** WITCC Sioux City Campus

### WITCC Mission

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

### Board Members

Russell Wray, President | Tricia Sutherland, Vice President | Micah Lang | Bill Anderson | Blanca Martinez | Linnea Fletcher | Jeremy Ogle | Al Aymar | Erin Muck

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 | Jackie Plendl, Dean of Human Resources | Tawnya Beermann, Dean of Students | Christina Brandon, Dean of Outreach and Information Technology | Revathi Vongsiprasom, Dean of Opportunity and Engagement | Erin Volk, Dean of Quality

### Presenters:

Tito Parker, Associate Dean of Students | Theresa Umscheid, Executive Director of the Iowa Community College Online Consortium (ICCO) | Teresa McElroy, Associate Dean of Admissions and Advising | Bea Houston, Transitional Education Director | Jennifer McCune, Student Leadership Coordinator | Teri Peterson, Associate Dean of Health Sciences | Brian Smith, Business Operations Controller | Matt Pfister, Executive Director College Development | Anna Kern, CLASS Student | Yairi Garcia, CLASS Student | Harlie Nolze, CLASS Student | Bradley Griffin, CLASS Student | Jonathan Jones, CLASS Student |

Item	Presenter
I. Call Meeting to Order	Russ Wray

Item	Presenter
<b>II. Roll Call of Directors</b>	Brenda Wright
<b>III. Public Hearing- 2023 Parking Lot 4 Paving Improvements Project</b> - Published in Sioux City Journal on 9/26/23	
<b>IV. Public Hearing- 2023 Rocklin Conference Center Stage Project - Rebid</b> - published in Sioux City Journal on 9/26/23	
<b>V. Oral Communications</b>	
<b>VI. Written Communications</b>	
A. Thank You - Louisa-Muscatine Jr./Sr. High School in addendum OCT-23-1, page 1-2	
<b>VII. Consent Items</b>	
A. The minutes of the regular Board of Directors meeting held September 11, 2023	
B. The Financial Report for September 2023 in addendum OCT-23-2, pages 3-9	
C. A list of General Fund bills in addendum OCT-23-3, pages 10-33. Additional bills may be presented at the Board Meeting.	
D. The Personnel Report Regular Appointments in addendum OCT -23-4a, page 34. The Community and Continuing Education instructor list in addendum OCT -23-4b, pages 35-36. Additional Personnel Report may be presented at the meeting.	
E. Application and Certificate for Payment #5 in the amount of \$90,043.94 to TR Harris Construction Inc. for Parking lot 5&6 Paving Improvements Project in addendum OCT -23-5, pages 37-40	
<i>Motion needed for Consent Items</i>	
<b>VIII. Administrative Reports</b>	
A. Student Senate Leaders (Comet CLASS) in addendum OCT-23-6, pages 41-42	Revathi Vongsiprasom Jennifer McCune Anna Kern, Yairi Garcia, Harlie Nolze, Bradley Griffin, Jonathan Jones
B. ICCOC Update	Darin Moeller Theresa Umscheid
C. Equipment Purchase Request - Ambulance Simulator in addendum OCT-23-7, pages 43-59 <i>Motion Needed</i>	Darin Moeller Teri Peterson
D. Equipment Purchase Request - Pediatric Manikins in addendum OCT-23-8, pages 60-63 <i>Motion Needed</i>	Darin Moeller Teri Peterson

Item	Presenter
E. Student Support Report in addendum OCT-23-9, pages 64-68	Tawnya Beermann Teresa McElroy Bea Houston
F. Annual Graduation Report in addendum OCT-23-10, pages 69-71	Tawnya Beermann Erin Volk
G. Iowa Department of Education Profile Report in addendum OCT-23-11, pages 72-84	Erin Volk
H. Ava Cloud Security Camera Purchase Request in addendum OCT-23-12, page 85 <i>Motion Needed</i>	Christina Brandon
I. Foundation Compilation Report in addendum OCT-23-13, pages 86-101 <i>Motion Needed</i>	Troy Jasman Brian Smith Matt Pfister
J. Soccer Field Improvement Project in addendum OCT-23-14, pages 102-106 <i>Motion Needed</i>	Troy Jasman
K. College Bus Purchase in addendum OCT-23-15, pages 107-108 <i>Motion Needed</i>	T
L. WITCC Kiser Building Chiller and Pump Replacement Project Substantial Completion in addendum OCT-23-16, pages 109-111 <i>Motion Needed</i>	Troy Jasman
M. WITCC Kiser Building Chiller and Pump Replacement Project Close Out in addendum OCT-23-17, pages 112-114 <i>Motion Needed</i>	Troy Jasman
N. WITCC Cherokee Nursing Simulation Lab Renovation - Substantial Completion in addendum OCT-23-18, pages 115-116 <i>Motion Needed</i>	Troy Jasman
O. WITCC Cherokee Nursing Simulation Lab Renovation - Project Closeout in addendum OCT-23-19, pages 117-121 <i>Motion Needed</i>	Troy Jasman
P. Acceptance of Donation of Property in addendum OCT-23-20, page 122 <i>Motion Needed</i>	Troy Jasman
Q. Board Policy Change 704.1 - first reading in addendum OCT-23-21, pages 123-124	Troy Jasman
R. President Report 1. WITCC Foundation 2. WITCC In the News in addendum OCT-23-22, pages 125-128 3. Other	Terry Murrell

Item	Presenter
<b>IX. Executive/Closed Session</b>	
Pursuant to Iowa Code sec. 21.5(1)(c) to discuss strategy with legal counsel on a matter presently in litigation, where its disclosure would be likely to prejudice or disadvantage the position of the College in that litigation.	
<b>X. Unfinished Business</b>	
A. Individual Board Member comments	
B. Recovery Month, Suicide Prevention Month	
C. 🎮 October 17 - eSports - Salt Lake CC - Super Smash Bros. Ultimate - eSports Arena @WIT - 7:00 pm	
D. 🎮 October 17 - eSports - Southeast CC - Super Smash Bros. Ultimate - eSports Arena @WIT - 7:00 pm	
E. ⚽ October 18 - Women's Soccer - Iowa Lakes CC - at WIT - 1:00 pm	
F. 🏐 October 18 - Volleyball - Iowa Central CC - at WIT - 7:00 pm	
G. 🎮 October 18 - eSports - Missouri State University - Overwatch 2 - eSports Arena @WIT - 7:00 pm - to watch: <a href="https://www.twitch.tv/eSportsComets">Twitch.tv/eSportsComets</a>	
H. 🏐 October 23 - Volleyball - Briar Cliff JV - at Briar Cliff - 6:30 pm	
I. 🎮 October 24 - eSports - Southeast CC -- Smash Bros. Ultimate - eSports Arena @WIT - 7:00 pm - to watch: <a href="https://www.twitch.tv/eSportsComets">Twitch.tv/eSportsComets</a>	
J. 🎮 October 24 - eSports - Fort Scott CC -- Smash Bros. Ultimate - eSports Arena @WIT - 7:00 pm - to watch: <a href="https://www.twitch.tv/eSportsComets">Twitch.tv/eSportsComets</a>	
K. 🎮 October 24 - eSports - Salt Lake CC -- Smash Bros. Ultimate - eSports Arena @WIT - 7:00 pm - to watch: <a href="https://www.twitch.tv/eSportsComets">Twitch.tv/eSportsComets</a>	
L. 🎮 October 25 - eSports - Southwestern Oregon CC - Overwatch 2 - eSports Arena @WIT - 7:00 pm - to watch: <a href="https://www.twitch.tv/eSportsComets">Twitch.tv/eSportsComets</a>	
M. 🎮 October 26 - eSports - Northwest Florida State College - Valorant - eSports Arena @WIT - 6:00 pm - to watch: <a href="https://www.twitch.tv/eSportsComets">Twitch.tv/eSportsComets</a>	
N. 🏐 October 30 - Volleyball - Morningside JV - at WIT - 6:00 pm	
O. 🏀 November 9 - Basketball - Mount Marty JV - at WIT - 7:30 pm	
P. November 21 - Native American Heritage Month - Rocklin - 10:00 am - 12:00 pm	
Q. November 28 - Representation & Resilience Series - Cargill - 11:00 - 12:15 pm	
<b>Comet Sports Schedule</b> - click <a href="#">here</a>	
<b>eSports watch link:</b> <a href="https://www.twitch.tv/eSportsComets">Twitch.tv/eSportsComets</a>	
For more information about <b>Student Activities</b> on Campus, check out the Campus Calendar <a href="#">here</a>	
<b>XI. 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

*Louisa-Muscatine Jr./Sr. High School*



*We value... We challenge... We prepare... each and every student!*

Andrea,

Thank you so much for sending me the WITCC tshirt! As I said, I loved my time at WIT and even though it's far from us, I could see many of my students enjoying all you offer! Thank you again for the tshirt and helping me promote all postsecondary opportunities to students at UITS + CCHS!

- Theresa



## WESTERN IOWA TECH COMMUNITY COLLEGE

# BOARD MEETING MINUTES

**Date:** September 11, 2023

**Time:** 4:00 pm

**Location:** WITCC Center - 25 5<sup>th</sup> Ave NW, Le Mars, Iowa  
3:00 - Community Event

### WITCC Mission

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

### Board Members

Present: Russell Wray, President | Micah Lang | Linnea Fletcher | Jeremy Ogle | Al Aymar | Erin Muck

Absent: Tricia Sutherland, Bill Anderson, Blanca Martinez

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 | Jackie Plendl, Dean of Human Resources | Tawnya Beermann, Dean of Students | Christina Brandon, Dean of Outreach and Information Technology | Revathi Vongsiprasom, Dean of Opportunity and Engagement | Erin Volk, Dean of Quality

### Presenters:

Carmen Wilson, Associate Dean - Corporate College | Dr. Darla Struck, Director of Cherokee Campus and Northern Services Area | Pam Woolridge, Director of Adult Education and Literacy | Erick Cortes Rodriguez, Student

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

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Brenda Wright took the roll call of Directors

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There were no Oral Communications brought forward.

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Russell reviewed the Written Communications to the Board.

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Russell Wray asked for any questions regarding the Consent Items. Terry Murrell asked for a moment to bring attention to the announcement in the Consent Items of Dr. Juline Albert's retirement. He thanked her for her many years of service. She attended WIT as a student and came back as an adjunct, then administrator, and moved up to the Vice President. She has had a huge impact on the college and so many students.

Jeremy Ogle made a motion to approve the consent items and it was seconded by Micah Lang. All were in favor and motion was carried.

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Erin Volk introduced Darla Struck, Pam Woolridge, and Erick Cortes Rodriguez. Darla reviewed the happenings on the Cherokee Campus. The Nursing program has a full roster for this fall. The Cherokee Promise has had a huge impact on the Cherokee community. It has funded \$267,000 since 2018.

Pam Woolridge gave an update on the Le Mars Center. The Adult Literacy Program has been at WIT since the beginning, 1966. It has been in Le Mars since 2015.

Erick Cortes Rodriguez, a student in the ELL program, spoke about his experiences in this program. He works for Seaboard Triumph Foods. He loves the program and appreciates all of the time and support that he gets from his teachers. He takes classes every day in person and via Zoom. Because of his English skills, he received a promotion at work.

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Tawnya and Christina presented the Fall Semester Enrollment Report. New Student Enrollment was up 10.4%. There's a new energy on campus due to athletics. Racial and Ethnic diversity is also up.

Christina and Troy asked for approval for Funding for WITCC Scholarship Programs 2024-2025. Linnea Fletcher made a motion to approve and it was seconded by Jeremy Ogle. All were in favor and motion was carried.

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Troy Jasman presented the FY24 Open Purchase Orders. This list is very similar to previous years. Jeremy Ogle made a motion to approve and it was seconded by Micah Lang. All were in favor and the motion was carried.

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Troy Jasman also presented the ISCAP Solvency Ratio. The state gives us a target, but the auditors challenged us to stay at 12%. We are currently at 16.82%. This amount of money gives us a cushion for those months when we do not have money coming into the college.

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Troy presented Change Order #1 for the WITCC Center for Inclusive Excellence project. Due to an issue with a wall, we need to increase \$1710. Micah Lang made a motion to approve and it was seconded by Erin Muck. All were in favor and the motion was carried.

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Troy also brought forward the Bookstore Relocation Project Closeout. This project has been completed according to our architects. Students and the public are loving the new location of the bookstore and the new products in the bookstore. Jeremy Ogle made a motion to approve and it was seconded by Linnea Fletcher. All were in favor and the motion was carried. *Motion Needed*

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Juline Albert made a Request to purchase a bus. We have had an increase in requests in needing larger vehicles for sports, lifelong learning, and international students' travel. This is a 2015 bus that seats 33 people. Jeremy Ogle made a motion to approve and it was seconded by Linnea Fletcher. All were in favor and the motion was carried.

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Darin Moeller and Carmen Wilson presented the 260E Preliminary Agreement for Knife River Midwest, LLC This agreement would allow training for new position. They plan to add 20-30 employees. Micah Lang made a motion to approve and it was seconded by Erin Muck. All were in favor and the motion was carried.

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Darin and Carmen also presented the 260E Preliminary Agreement for Cold Link Logistics Sioux City, LLC. Jeremy Ogle made a motion to approve and it was seconded by Linnea Fletcher. All were in favor and motion was carried.

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Terry Murrell requested to nominate a Voting Delegate for the ACCT Leadership Congress and Alternate. Jeremy made a motion to nominate Russ Wray and it was seconded by Erin Muck. All were in favor and motion was carried.

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Terry also presented a 2<sup>nd</sup> reading for Update Board Policy 102 - Educational Objectives, Philosophy, and Mission. The changes were to update the Mission statement. Erin Muck made a motion to approve and it was seconded by Linnea Fletcher. All were in favor and motion was carried.

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Terry also gave an update to the last Community Colleges for Iowa meeting. The August meeting was an organizational meeting. Many new members. Tricia was appointed to the Executive Committee.

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Terry Murrell gave a President's Report. It's fun to have the student energy back on campus and can see the added energy of having athletics.

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Linnea Fletcher made a motion to adjourn and it was seconded by Jeremy Ogle. All were in favor and meeting was adjourned at 4:48 pm.

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Russell Wray, Board 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:** October 5, 2023

**RE:** SEPTEMBER 2023 FINANCIAL HIGHLIGHTS

### Executive Summary

General Fund revenues totaled \$1.5 million for the month and \$12.6 million year to date. Total revenue is \$205K lower than last year or -1.6%. This decrease is mainly due to the transfer income in the prior year related to pandemic funding to replace lost revenue offset by the enrollment growth coupled with the new rates for the per credit hour tuition charge. State general aid will have an increase of \$410K for the year. General Fund expenditures totaled \$3.1 for the month. September's expenditures reflect the timing of expenses for the start of the fall semester as well as the once a year expenditures. Year to date expenditures at \$8.1 million are consistent with budget expectations. As a result, the College financial position lags that of the previous year with a decrease in the fund balance change from the prior year of \$904K.

Restricted Fund activity for the month of September included revenues of \$1.9 million for the month while expenditures increased by \$616K for the month. The College received GAP, ABE and PACE funding in September from the State of Iowa. The prior year included federal support due to the pandemic to replace lost revenue. There is no funding for the pandemic in the current fiscal year.

The Plant Fund revenue increased \$260K for the month with \$151K reflecting the timing of property tax receipts. Expenditures increased \$937K for the month with the majority of the increase for the parking lot replacement and equipment purchases.

Overall, Auxiliary Enterprise operations in September show an increase in the fund balance change of \$212K from the prior year. Again, you will recall that dormitory expenditures will continue to increase as students utilize the all you care to eat meal plan. The increase in expenditures will reduce the dormitory fund balance over the semester.

The College's September cash flow was strong as a result of tuition collections, Federal Pell financial aid, Auxiliary operations, State Funding and NJTP collections. Again, all were the result of the start of the academic year with the exception of the State funding and NJTP collections. Cash and investments on a consolidated basis totaled \$47.0 million at September 30, 2023, an increase of \$105K from August. The College's investment portfolio's overall yield at 4.32% was up from the 4.28% of the previous month.

Western Iowa Tech Community College  
 Unrestricted Fund Income Statement  
 For the Three Month Period Ending September 30, 2023

	Current Year			Prior Year		
	FY2024 Budget	YTD Actual	% of Budget	FY2023 Budget	YTD Actual	% of Budget
<b>REVENUES</b>						
Student Fees	\$3,298,500	\$1,623,036	49%	\$2,945,000	\$1,494,987	51%
Tuition	15,215,500	7,138,868	47%	14,025,000	6,855,671	49%
Local Support	2,195,000	169,762	8%	2,125,000	227,197	11%
State Support	12,776,317	3,180,456	25%	12,361,796	3,085,543	25%
Federal Support	284,071	5,192	2%	268,502	8,558	3%
Sales & Services	203,000	50,286	25%	215,000	49,636	23%
Other Income	4,476,416	475,468	11%	4,196,399	1,126,377	27%
<b>Total Income</b>	<b>\$38,448,804</b>	<b>\$12,643,068</b>	<b>33%</b>	<b>\$36,136,697</b>	<b>\$12,847,969</b>	<b>36%</b>
<b>EXPENDITURES</b>						
Salaries & Related Costs	\$26,911,171	\$5,342,682	20%	\$26,064,952	\$5,281,324	20%
Services	6,355,205	1,413,575	22%	5,584,375	1,267,224	23%
Materials, Supplies & Travel	2,457,999	468,210	19%	2,431,151	313,571	13%
Other Current Expenditures	2,719,429	896,901	33%	2,049,719	560,240	27%
Capital Outlay	5,000	535	11%	6,500	655	10%
<b>Total Direct Expense</b>	<b>\$38,448,804</b>	<b>\$8,121,903</b>	<b>21%</b>	<b>\$36,136,697</b>	<b>\$7,423,014</b>	<b>21%</b>
<b>Fund Balance Change</b>	<b>\$0</b>	<b>\$4,521,165</b>		<b>\$0</b>	<b>\$5,424,955</b>	

25% of Year

Western Iowa Tech Community College  
 Restricted Fund Income Statement  
 For the Three Month Period Ending September 30, 2023

	Current Year			Prior Year		
	FY2024 Budget	YTD Actual	% of Budget	FY2023 Budget	YTD Actual	% of Budget
<b>REVENUES</b>						
Tuition	\$0	\$0	-	\$0	\$0	-
Local Support	5,843,636	449,313	8%	5,437,951	575,556	11%
State Support	2,438,086	1,367,129	56%	2,357,776	858,353	36%
Federal Support	2,931,837	605,890	21%	3,255,646	1,465,930	45%
Other Income	771,303	289,940	38%	728,959	255,037	35%
New Jobs Training Program	3,445,000	1,151,368	33%	3,340,000	829,417	25%
<b>Total Income</b>	<b>\$15,429,862</b>	<b>\$3,863,640</b>	<b>25%</b>	<b>\$15,120,332</b>	<b>\$3,984,293</b>	<b>26%</b>
<b>EXPENDITURES</b>						
Salaries & Related Costs	\$4,022,119	\$963,718	24%	\$3,649,482	\$877,532	24%
Services	5,295,855	703,766	13%	4,212,258	723,337	17%
Materials, Supplies & Travel	1,270,032	68,079	5%	2,074,202	138,751	7%
Other Current Expenditures	0	481,236	-	0	1,323,342	-
New Jobs Training Program	4,240,107	390,712	9%	4,188,313	99,422	2%
Capital Outlay	1,460,219	83,956	6%	1,366,036	66,760	5%
<b>Total Direct Expense</b>	<b>\$16,288,332</b>	<b>\$2,691,467</b>	<b>17%</b>	<b>\$15,490,291</b>	<b>\$3,229,144</b>	<b>21%</b>
<b>Fund Balance Change</b>	<b>(\$858,470)</b>	<b>\$1,172,173</b>		<b>(\$369,959)</b>	<b>\$755,149</b>	

25% of Year

Western Iowa Tech Community College  
 Plant Fund Income Statement  
 For the Three Month Period Ending September 30, 2023

	Current Year			Prior Year		
	FY2024 Budget	YTD Actual	% of Budget	FY2023 Budget	YTD Actual	% of Budget
<b>REVENUES</b>						
Property Taxes	\$2,195,000	\$169,762	8%	\$2,125,000	\$227,197	11%
Interest Income	260,000	155,361	60%	30,250	9,629	32%
Other Income	2,322,237	928,307	40%	2,311,169	912,306	39%
<b>Total Income</b>	<b>\$4,777,237</b>	<b>\$1,253,430</b>	<b>26%</b>	<b>\$4,466,419</b>	<b>\$1,149,132</b>	<b>26%</b>
<b>EXPENDITURES</b>						
Equipment	\$1,658,237	\$538,738	32%	\$1,471,219	\$206,744	14%
Buildings	436,000	78,090	18%	1,830,250	65,089	4%
Maintenance, Repairs & Supplies	35,000	50,313	144%	35,000	10,617	30%
Structural Improvements	988,000	819,244	83%	120,000	259,362	216%
Professional Services	983,000	74,931	8%	333,000	26,340	8%
Other Expenses	0	0		250,000	0	0%
Interest/Debt Service	677,000	43,625	6%	676,950	46,100	7%
<b>Total Direct Expense</b>	<b>\$4,777,237</b>	<b>\$1,604,941</b>	<b>34%</b>	<b>\$4,716,419</b>	<b>\$614,252</b>	<b>13%</b>
<b>Fund Balance Change</b>	<b>\$0</b>	<b>(\$351,511)</b>		<b>(\$250,000)</b>	<b>\$534,880</b>	

25% of Year

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

Western Iowa Tech Community College  
 Auxiliary Enterprises  
 For the Three Months Ending September 30, 2023

Current Year Actual

	<u>Dorms</u>	<u>Bookstore</u>	<u>Auto Parts</u>	<u>Student Orgs &amp; Clubs</u>	<u>Athletics</u>	<u>Other *</u>	<u>Total</u>	<u>Prior YTD Total</u>
<b>REVENUES</b>								
Sales and Service	\$1,151,992	\$881,910	\$195,304	\$100	\$0	\$27,182	\$2,256,488	\$1,814,752
Miscellaneous	10,550	13,688	0	52,938	295,766	76,903	\$449,845	354,874
<b>Total Revenues</b>	<u>\$1,162,542</u>	<u>\$895,598</u>	<u>\$195,304</u>	<u>\$53,038</u>	<u>\$295,766</u>	<u>\$104,085</u>	<u>\$2,706,333</u>	<u>\$2,169,626</u>
<b>EXPENDITURES</b>								
Salaries & Related Costs	\$56,166	\$64,102	\$115	\$0	\$120,030	\$25,332	\$265,745	\$115,710
Service Expenditures	51,918	7,348	0	30,268	45,264	10,618	\$145,416	200,909
Materials & Supplies	3,439	7,332	666	26,236	124,097	10,103	\$171,873	51,478
Cost of Goods Sold	0	692,161	177,727	0	0	0	\$869,888	773,524
Utilities	0	0	0	0	0	0	\$0	(6,935)
Other Current Expenditures	167,497	0	0	0	6,375	1,383	\$175,255	168,623
<b>Total Expenditures</b>	<u>\$279,020</u>	<u>\$770,943</u>	<u>\$178,508</u>	<u>\$56,504</u>	<u>\$295,766</u>	<u>\$47,436</u>	<u>\$1,628,177</u>	<u>\$1,303,309</u>
<b>Fund Balance Change</b>	<u>\$883,522</u>	<u>\$124,655</u>	<u>\$16,796</u>	<u>(\$3,466)</u>	<u>\$0</u>	<u>\$56,649</u>	<u>\$1,078,156</u>	<u>\$866,317</u>
Prior Year	\$501,560	\$109,253	\$15,273	\$130,950	\$0	\$109,281	\$866,317	

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

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

	<u>OPERATING</u>	<u>SPECIAL FEDERAL FUNDS</u>	<u>FUNDS HELD FOR OTHERS</u>	<u>PLANT FUND</u>	<u>HOUSE FILE</u>	<u>TOTAL</u>
<b>BEGINNING BALANCE (09/01/2023)</b>	\$14,612,629	\$4,357	\$367,782	\$13,148,098	\$18,772,865	\$46,905,730
<b>Receipts</b>	6,386,331	\$2,734,905	0	1,059,036	747,815	10,928,086
<b>TOTAL FUNDS AVAILABLE</b>	\$20,998,959	\$2,739,261	\$367,782	\$14,207,134	\$19,520,680	57,833,817
<b>DISBURSEMENTS</b>						
Board Report	\$6,933,765	\$2,732,737	\$0	\$0	\$368,208	\$10,034,711
Dorm Revenue Bond Payment						0
Transfers to Operating Fund						0
Approved Previous Meeting				788,296		788,296
<b>TOTAL DISBURSEMENTS</b>	\$6,933,765	\$2,732,737	\$0	\$788,296	\$368,208	\$10,823,006
<b>ENDING BALANCE (09/30/2023)</b>	\$14,065,194	\$6,525	\$367,782	\$13,418,838	\$19,152,471	\$47,010,810

WESTERN IOWA TECH COMMUNITY COLLEGE  
INVESTMENT STATUS  
SEPTEMBER 30, 2023

Investment	Bank	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Totals	Current Rate
Checking	Security National	(\$107,294)					(\$107,294)	0.00%
Interest Checking	Security National		6,525				6,525	4.00%
Repurchase Agreement	Security National	2,217,969					2,217,969	4.00%
Certificate of Deposit	Central Bank	1,114,926					1,114,926	4.00%
Money Market	Northwest Bank	405,035					405,035	0.20%
Money Market	Liberty National Bank	9,597,370					9,597,370	4.94%
Money Market	Pioneer Bank	104,543					104,543	0.60%
Money Market	Liberty National Bank				12,919,871		12,919,871	4.94%
Checking	Cherokee State Bank	\$5,778					5,778	0.00%
Checking	Wells Fargo	\$18,116					18,116	1.65%
Checking	Wells Fargo			367,782	30,034	1,102,190	1,500,006	1.65%
Checking	Wells Fargo					841,936	841,936	1.09%
Repurchase Agreement	Security National				241,778	17,208,346	17,450,123	4.00%
Dorm Revenue Bond Funds	UMB Bank	708,750			227,155		935,905	5.24%
<b>Total Cash &amp; Investments</b>		<b>\$14,065,194</b>	<b>\$6,525</b>	<b>\$367,782</b>	<b>\$13,418,838</b>	<b>\$19,152,471</b>	<b>\$47,010,810</b>	<b>4.32%</b>
<b>Interest Earnings YTD</b>		<b>\$153,219</b>	<b>\$193</b>	<b>\$0</b>	<b>\$155,361</b>	<b>\$115,268</b>	<b>\$424,041</b>	

## WESTERN IOWA TECH COMMUNITY COLLEGE

Bills to be approved at the board meeting October 16, 2023

September 2023

	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Total
<b>Warrants</b>	\$ 6,936,243.42	\$ 2,732,736.86			\$ 368,208.41	\$ 10,037,188.69
<b>Cancelled warrants</b>	(2,478.00)					\$ (2,478.00)
<b>Subtotal</b>	6,933,765.42	2,732,736.86	-	-	368,208.41	\$ 10,034,710.69
<b>Estimated amount</b>	\$ 688,875.00					\$ 688,875.00
<b>Total</b>	<u>\$ 7,622,640.42</u>	<u>\$ 2,732,736.86</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 368,208.41</u>	<u>\$ 10,723,585.69</u>

Western Iowa Tech Community College  
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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/14/2023	Dakwa Incorporated	\$582.85	BOOKS SPECIAL RESALE-SPON STU
9/28/2023	Dakwa Incorporated	\$966.70	BOOKS SPECIAL RESALE-SPON STU
9/28/2023	Dakwa Incorporated	\$1,081.05	BOOKS SPECIAL RESALE-SPON STU
9/28/2023	Dakwa Incorporated	\$958.70	BOOKS SPECIAL RESALE-SPON STU
9/21/2023	Mary Beth Schorg	\$171.25	BOOKSTORE TEXTBOOKS
9/24/2023	Wells Fargo Bank	\$1,758,909.55	CASH IN BANK-PAYROLL
9/28/2023	Frontier Communications	\$535.69	COMMUNICATION
9/14/2023	Iowa Communications Network	\$5,702.72	COMMUNICATION
9/14/2023	Qwest Corporation	\$347.31	COMMUNICATION
9/28/2023	Qwest Corporation	\$469.26	COMMUNICATION
9/21/2023	Burke Engineering Sales	\$490.22	CONSTRUCTION SUPPLIES
9/7/2023	Consolidated Electrical	\$2,570.99	CONSTRUCTION SUPPLIES
9/7/2023	Diamond Products Company	\$2,650.50	CONSTRUCTION SUPPLIES
9/7/2023	Echo Group Inc	\$1,287.58	CONSTRUCTION SUPPLIES
9/21/2023	Echo Group Inc	\$1,602.37	CONSTRUCTION SUPPLIES
9/7/2023	Menards Inc	\$771.22	CONSTRUCTION SUPPLIES
9/7/2023	Menards Inc	\$916.89	CONSTRUCTION SUPPLIES
9/28/2023	Menards Inc	\$910.41	CONSTRUCTION SUPPLIES
9/21/2023	Sioux City Winnelson	\$218.76	CONSTRUCTION SUPPLIES
9/28/2023	Sioux City Winnelson	\$2,803.56	CONSTRUCTION SUPPLIES
9/28/2023	ACI Payments Inc	\$12,013.21	CONTRACTED SERVICES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/28/2023	Elizabeth M. Anderson	\$44.00	CONTRACTED SERVICES
9/14/2023	Tracey Badar	\$75.00	CONTRACTED SERVICES
9/21/2023	Tracey Badar	\$150.00	CONTRACTED SERVICES
9/28/2023	Tracey Badar	\$75.00	CONTRACTED SERVICES
9/7/2023	BankMobile Technologies Inc	\$5,112.65	CONTRACTED SERVICES
9/21/2023	Barnhart Crane & Rigging Co	\$4,187.50	CONTRACTED SERVICES
9/21/2023	Bekins Fire & Safety Services Co	\$996.74	CONTRACTED SERVICES
9/28/2023	Karen K. Blake	\$44.00	CONTRACTED SERVICES
9/7/2023	Robert Bowman	\$75.00	CONTRACTED SERVICES
9/21/2023	Robert Bowman	\$150.00	CONTRACTED SERVICES
9/28/2023	Robert Bowman	\$75.00	CONTRACTED SERVICES
9/21/2023	Holli Brown	\$44.00	CONTRACTED SERVICES
9/28/2023	Holli Brown	\$44.00	CONTRACTED SERVICES
9/21/2023	Bunkers Feed and Supply Inc	\$405.06	CONTRACTED SERVICES
9/21/2023	Kelsey Burger	\$44.00	CONTRACTED SERVICES
9/14/2023	John T. Burow	\$5,120.00	CONTRACTED SERVICES
9/21/2023	Canto Inc	\$12,012.00	CONTRACTED SERVICES
9/28/2023	Lori J. Carter	\$44.00	CONTRACTED SERVICES
9/21/2023	Champion Propane	\$140.00	CONTRACTED SERVICES
9/28/2023	Monaliza Chian	\$44.00	CONTRACTED SERVICES
9/7/2023	Jerry Chizek	\$22.00	CONTRACTED SERVICES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/14/2023	CHN Garbage Service Inc	\$67.50	CONTRACTED SERVICES
9/7/2023	Ann M. Cole Nelson	\$75.00	CONTRACTED SERVICES
9/21/2023	Ann M. Cole Nelson	\$150.00	CONTRACTED SERVICES
9/14/2023	Amber Dammann	\$945.00	CONTRACTED SERVICES
9/28/2023	Amber Dammann	\$3,130.00	CONTRACTED SERVICES
9/14/2023	Delta Papa Aviation LLC	\$3,750.00	CONTRACTED SERVICES
9/7/2023	Denison Community School	\$1,289.28	CONTRACTED SERVICES
9/21/2023	Christine S. Derochie	\$44.00	CONTRACTED SERVICES
9/28/2023	Christine S. Derochie	\$44.00	CONTRACTED SERVICES
9/28/2023	Catelin Drey	\$300.00	CONTRACTED SERVICES
9/14/2023	Ebsco Industries Inc	\$4,770.00	CONTRACTED SERVICES
9/28/2023	Ellucian Company LP	\$43,629.00	CONTRACTED SERVICES
9/7/2023	English Estates Inc	\$4,437.77	CONTRACTED SERVICES
9/21/2023	Justin L. Furgason	\$44.00	CONTRACTED SERVICES
9/14/2023	Furrow Flower Farm LLC	\$315.00	CONTRACTED SERVICES
9/21/2023	Brett Gannon	\$44.00	CONTRACTED SERVICES
9/28/2023	Terry W. Gardner	\$44.00	CONTRACTED SERVICES
9/28/2023	Anthony J Gaul	\$44.00	CONTRACTED SERVICES
9/21/2023	Rylee S. Gehlsen	\$44.00	CONTRACTED SERVICES
9/28/2023	Rylee S. Gehlsen	\$44.00	CONTRACTED SERVICES
9/28/2023	Russell Gifford	\$160.00	CONTRACTED SERVICES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/21/2023	Brennan M. Gill	\$44.00	CONTRACTED SERVICES
9/28/2023	Brennan M. Gill	\$44.00	CONTRACTED SERVICES
9/14/2023	Gill Hauling Inc	\$3,417.50	CONTRACTED SERVICES
9/7/2023	Great Western Dining Service Inc	\$8,170.86	CONTRACTED SERVICES
9/28/2023	Molli Griffin	\$44.00	CONTRACTED SERVICES
9/16/2023	HealthEquity Inc	\$80.00	CONTRACTED SERVICES
9/7/2023	High Point Networks LLC	\$72,829.00	CONTRACTED SERVICES
9/21/2023	Higher Learning Commission	\$3,000.00	CONTRACTED SERVICES
9/14/2023	IMKO Enterprises Inc	\$9,322.44	CONTRACTED SERVICES
9/14/2023	IMKO Enterprises Inc	\$54,787.19	CONTRACTED SERVICES
9/14/2023	IMKO Enterprises Inc	\$1,726.38	CONTRACTED SERVICES
9/14/2023	IMKO Enterprises Inc	\$724.54	CONTRACTED SERVICES
9/14/2023	Iowa Community College Online	\$2,054.54	CONTRACTED SERVICES
9/7/2023	Jackson Pumping Service Corp	\$650.00	CONTRACTED SERVICES
9/21/2023	Jillian Joyce	\$44.00	CONTRACTED SERVICES
9/28/2023	Jillian Joyce	\$44.00	CONTRACTED SERVICES
9/28/2023	K&S Janitorial Services LLC	\$2,500.00	CONTRACTED SERVICES
9/28/2023	Mattie I. Lane	\$44.00	CONTRACTED SERVICES
9/7/2023	Lindblom Services Inc	\$874.84	CONTRACTED SERVICES
9/21/2023	Lindblom Services Inc	\$2,416.54	CONTRACTED SERVICES
9/28/2023	Lindblom Services Inc	\$801.56	CONTRACTED SERVICES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/7/2023	Tom Loftus	\$1,000.00	CONTRACTED SERVICES
9/28/2023	Tom Loftus	\$200.00	CONTRACTED SERVICES
9/14/2023	Mike Logan	\$2,100.00	CONTRACTED SERVICES
9/21/2023	Victor M. Mena	\$44.00	CONTRACTED SERVICES
9/21/2023	Monahan Professional Services	\$4,953.00	CONTRACTED SERVICES
9/28/2023	Krista A. Nelson	\$44.00	CONTRACTED SERVICES
9/21/2023	Gary P. Niles	\$44.00	CONTRACTED SERVICES
9/28/2023	Gary P. Niles	\$44.00	CONTRACTED SERVICES
9/7/2023	North Sioux City Holdings LLC	\$1,504.68	CONTRACTED SERVICES
9/21/2023	Jared Ocker	\$44.00	CONTRACTED SERVICES
9/21/2023	Jocelyn R. Osborne	\$44.00	CONTRACTED SERVICES
9/7/2023	Panefully Clear Window Service	\$4,975.00	CONTRACTED SERVICES
9/28/2023	Spencer T. Pauley	\$44.00	CONTRACTED SERVICES
9/14/2023	Plunketts Pest Control Inc	\$55.00	CONTRACTED SERVICES
9/14/2023	R&S Waste Disposal LLC	\$154.90	CONTRACTED SERVICES
9/21/2023	Red Line Recycling	\$50.00	CONTRACTED SERVICES
9/14/2023	Rentokil North America	\$1,537.80	CONTRACTED SERVICES
9/14/2023	Rentokil North America	\$45.00	CONTRACTED SERVICES
9/28/2023	Thomas M. Rice	\$1,200.00	CONTRACTED SERVICES
9/24/2023	Leke Sahatqija	\$871.50	CONTRACTED SERVICES
9/28/2023	Sanitary Services Inc	\$278.40	CONTRACTED SERVICES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/28/2023	Angela M. Sass	\$44.00	CONTRACTED SERVICES
9/28/2023	Sherry L. Shaefer	\$44.00	CONTRACTED SERVICES
9/28/2023	Norbert A. Shoumaker, III	\$44.00	CONTRACTED SERVICES
9/28/2023	Siouxland Bat Company LLC	\$6,000.00	CONTRACTED SERVICES
9/21/2023	Siouxland Certified Testing	\$3,877.00	CONTRACTED SERVICES
9/7/2023	Siouxland Mental Health	\$68.50	CONTRACTED SERVICES
9/28/2023	SoftDocs SC LLC	\$24,750.00	CONTRACTED SERVICES
9/28/2023	Tim K. Stoneking	\$44.00	CONTRACTED SERVICES
9/28/2023	Thompson Solutions Group	\$1,632.91	CONTRACTED SERVICES
9/28/2023	Touchnet Information Systems	\$70,007.00	CONTRACTED SERVICES
9/21/2023	Tri State Nursing Enterprises Inc	\$17,545.91	CONTRACTED SERVICES
9/21/2023	Madison S. Tucker	\$44.00	CONTRACTED SERVICES
9/7/2023	Vans Sanitation Inc	\$76.73	CONTRACTED SERVICES
9/23/2023	Weat Dae Hak	\$29,500.00	CONTRACTED SERVICES
9/28/2023	Western Iowa Tech PTK	\$70.00	CONTRACTED SERVICES
9/28/2023	Ashley M. Widman	\$44.00	CONTRACTED SERVICES
9/28/2023	Tifany Wright	\$44.00	CONTRACTED SERVICES
9/14/2023	Clinical Pattern Recognition LLC	\$2,535.00	COURSE FEE EXPENSE
9/28/2023	Iowa Department of Education	\$720.00	COURSE FEE EXPENSE
9/28/2023	Southwestern Community	\$350.00	COURSE FEE EXPENSE
9/14/2023	Sysco Lincoln	\$1,075.83	COURSE FEE EXPENSE

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/28/2023	Western Iowa Tech Petty Cash	\$30.00	COURSE FEE EXPENSE
9/7/2023	CF Industries	\$2,063.80	DEFERRED INCOME
9/21/2023	Corey M. Adair	\$370.00	DUE FROM OTHERS-ASSET ACCOUNT
9/21/2023	AFP Corp	\$898.60	DUE FROM OTHERS-ASSET ACCOUNT
9/21/2023	Angel Amaya	\$200.00	DUE FROM OTHERS-ASSET ACCOUNT
9/21/2023	Breathe Clean Dry Ice Blasting	\$14,126.00	DUE FROM OTHERS-ASSET ACCOUNT
9/21/2023	Breathe Clean Dry Ice Blasting	\$1,500.00	DUE FROM OTHERS-ASSET ACCOUNT
9/28/2023	Breathe Clean Dry Ice Blasting	\$1,500.00	DUE FROM OTHERS-ASSET ACCOUNT
9/28/2023	Coil US Buyer Inc	\$410.14	DUE FROM OTHERS-ASSET ACCOUNT
9/28/2023	Coil US Buyer Inc	\$7,066.66	DUE FROM OTHERS-ASSET ACCOUNT
9/28/2023	Coil US Buyer Inc	\$14,133.32	DUE FROM OTHERS-ASSET ACCOUNT
9/7/2023	Sheila Disterhaupt	\$416.66	DUE FROM OTHERS-ASSET ACCOUNT
9/21/2023	Dunwell LLC	\$3,300.00	DUE FROM OTHERS-ASSET ACCOUNT
9/21/2023	Dunwell LLC	\$52,405.40	DUE FROM OTHERS-ASSET ACCOUNT
9/28/2023	Electrical Automation LLC	\$7,715.81	DUE FROM OTHERS-ASSET ACCOUNT
9/28/2023	Electrical Automation LLC	\$1,045.00	DUE FROM OTHERS-ASSET ACCOUNT
9/28/2023	Fouk Brothers Plumbing	\$13,000.00	DUE FROM OTHERS-ASSET ACCOUNT
9/28/2023	Fouk Brothers Plumbing	\$994.38	DUE FROM OTHERS-ASSET ACCOUNT
9/21/2023	FRSecure LLC	\$15,311.00	DUE FROM OTHERS-ASSET ACCOUNT
9/7/2023	Amy L. Hueser	\$220.44	DUE FROM OTHERS-ASSET ACCOUNT
9/7/2023	Mary C. Madden	\$20.00	DUE FROM OTHERS-ASSET ACCOUNT

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/28/2023	Otis Elevator Company	\$1,800.00	DUE FROM OTHERS-ASSET ACCOUNT
9/7/2023	Mariana Pacheco	\$416.66	DUE FROM OTHERS-ASSET ACCOUNT
9/28/2023	Renee M. Romig	\$10.00	DUE FROM OTHERS-ASSET ACCOUNT
9/28/2023	Karen K. Rupiper	\$600.00	DUE FROM OTHERS-ASSET ACCOUNT
9/28/2023	ScriptPro USA Inc	\$1,179.75	DUE FROM OTHERS-ASSET ACCOUNT
9/7/2023	Christian Supiot Perez	\$416.66	DUE FROM OTHERS-ASSET ACCOUNT
9/28/2023	Thompson Solutions Group	\$1,800.00	DUE FROM OTHERS-ASSET ACCOUNT
9/14/2023	Visual Edge IT Inc	\$990.95	DUE FROM OTHERS-ASSET ACCOUNT
9/14/2023	Visual Edge IT Inc	(\$810.84)	DUE FROM OTHERS-ASSET ACCOUNT
9/14/2023	Visual Edge IT Inc	\$1,081.68	DUE FROM OTHERS-ASSET ACCOUNT
9/14/2023	Visual Edge IT Inc	\$93.74	DUE FROM OTHERS-ASSET ACCOUNT
9/28/2023	Ward Electric Company Inc	\$2,578.60	DUE FROM OTHERS-ASSET ACCOUNT
9/28/2023	Denise Anthony	\$2,180.00	DUE FROM STUDENTS
9/28/2023	Rebecca M Christianson	\$25.00	DUE FROM STUDENTS
9/28/2023	Margo Comstock	\$237.00	DUE FROM STUDENTS
9/28/2023	Sandra Hansen	\$250.00	DUE FROM STUDENTS
9/28/2023	Eloise M Haptonstall	\$750.00	DUE FROM STUDENTS
9/28/2023	Lisa Jansma	\$546.00	DUE FROM STUDENTS
9/28/2023	Sarah Jenness	\$63.95	DUE FROM STUDENTS
9/28/2023	John Johnson	\$1,313.00	DUE FROM STUDENTS
9/28/2023	Brenner M. Jung	\$500.00	DUE FROM STUDENTS

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/28/2023	Shelly Kitrell	\$3,154.75	DUE FROM STUDENTS
9/14/2023	Natnael A. Kostre	\$370.00	DUE FROM STUDENTS
9/21/2023	Brendan J. Kuehl	\$115.00	DUE FROM STUDENTS
9/14/2023	Gerson Martinez	\$468.69	DUE FROM STUDENTS
9/14/2023	Gerson Martinez	\$468.69	DUE FROM STUDENTS
9/28/2023	Lauri McShane	\$450.00	DUE FROM STUDENTS
9/28/2023	Jean Midland	\$4,031.00	DUE FROM STUDENTS
9/28/2023	Malorie L. Nelson	\$353.75	DUE FROM STUDENTS
9/28/2023	Hong Hguyen V. Nguyen	\$700.00	DUE FROM STUDENTS
9/28/2023	Kristin Robinette	\$726.00	DUE FROM STUDENTS
9/7/2023	Zachary L. Rocha	\$81.00	DUE FROM STUDENTS
9/21/2023	Regina L. Rogers	\$376.52	DUE FROM STUDENTS
9/28/2023	Jill Ruge	\$2,043.00	DUE FROM STUDENTS
9/14/2023	Theresa Schiefen	\$854.75	DUE FROM STUDENTS
9/28/2023	Celeste Siemsen	\$1,261.00	DUE FROM STUDENTS
9/28/2023	Kierra N. Stover	\$245.80	DUE FROM STUDENTS
9/28/2023	Daisy Thayer	\$5,037.00	DUE FROM STUDENTS
9/26/2023	Western Iowa Tech 125 Plan	\$5,541.86	DUE TO AUXILIARY FUND
9/28/2023	Western Iowa Tech Classroom	\$150,955.63	DUE TO PLANT FUND
9/16/2023	Western Iowa Tech Plant Fund	\$800,000.00	DUE TO PLANT FUND
9/7/2023	Manufacturing Solutions	\$27,450.00	EQUIPMENT - \$5000 AND OVER

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/24/2023	Wells Fargo Bank	\$373.50	FEDERAL INCOME TAX PAYABLE
9/28/2023	Mendenhall Slater LLC	\$90.00	GROUP MEETINGS AND WORKSHOPS
9/7/2023	Darin T. Wright	\$21.94	GROUP MEETINGS AND WORKSHOPS
9/24/2023	HealthEquity Inc	\$10,175.16	HSA Payable
9/28/2023	Cherokee Regional Medical	\$100.00	INFO SERVICES/CLASSIFY ADS
9/14/2023	Renaе Claussen	\$55.00	INFO SERVICES/CLASSIFY ADS
9/21/2023	East High School	\$4,000.00	INFO SERVICES/CLASSIFY ADS
9/14/2023	Knowles Publishing Corp	\$149.00	INFO SERVICES/CLASSIFY ADS
9/7/2023	Universal Press LLC	\$1,278.00	INFO SERVICES/CLASSIFY ADS
9/21/2023	Universal Press LLC	\$475.00	INFO SERVICES/CLASSIFY ADS
9/7/2023	Wesco Industries	\$250.00	INFO SERVICES/CLASSIFY ADS
9/7/2023	Wm Bass Advertising Associates	\$11,171.82	INFO SERVICES/CLASSIFY ADS
9/21/2023	Wm Bass Advertising Associates	\$2,650.00	INFO SERVICES/CLASSIFY ADS
9/23/2023	BusinessSolverComInc	\$471,734.84	INSURANCE PREMIUMS PAYABLE
9/24/2023	Iowa Public Employees	\$132,939.02	IPERS TAX PAYABLE
9/21/2023	Cole Papers Inc	\$3,073.08	JANITOR MATERIALS AND SUPPLIES
9/14/2023	Eakes Inc	\$10,414.46	JANITOR MATERIALS AND SUPPLIES
9/28/2023	Ricks Computers Inc	\$2,108.20	MAINT & REPAIR-SU EQUIP
9/28/2023	Ricks Computers Inc	\$4,537.07	MAINT & REPAIR-SU EQUIP
9/21/2023	ARR Roofing of Iowa LLC	\$1,382.80	MAINT AND REPAIR BUILDINGS
9/7/2023	Burnight Glass & Porcelain Inc	\$3,303.75	MAINT AND REPAIR BUILDINGS

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/14/2023	John T. Burow	\$320.00	MAINT AND REPAIR BUILDINGS
9/7/2023	Mikes Sioux City Carpet	\$3,685.25	MAINT AND REPAIR BUILDINGS
9/28/2023	Mikes Sioux City Carpet	\$657.64	MAINT AND REPAIR BUILDINGS
9/21/2023	Solid Fabrications Inc	\$5,430.00	MAINT AND REPAIR BUILDINGS
9/28/2023	Thompson Solutions Group	\$1,394.00	MAINT AND REPAIR BUILDINGS
9/21/2023	Van Osdel Plastering Drywall Inc	\$2,937.00	MAINT AND REPAIR BUILDINGS
9/21/2023	Van Osdel Plastering Drywall Inc	\$20,352.00	MAINT AND REPAIR BUILDINGS
9/28/2023	Ward Electric Company Inc	\$679.48	MAINT AND REPAIR BUILDINGS
9/21/2023	City of Sioux City	\$20.00	MAINT AND REPAIR EQUIPMENT
9/28/2023	Drain Specialists Inc	\$550.00	MAINT AND REPAIR EQUIPMENT
9/28/2023	Drain Specialists Inc	\$130.00	MAINT AND REPAIR EQUIPMENT
9/28/2023	Drain Specialists Inc	\$225.00	MAINT AND REPAIR EQUIPMENT
9/14/2023	Eakes Inc	\$735.80	MAINT AND REPAIR EQUIPMENT
9/7/2023	Foulk Brothers Plumbing	\$17,582.99	MAINT AND REPAIR EQUIPMENT
9/28/2023	Foulk Brothers Plumbing	\$744.12	MAINT AND REPAIR EQUIPMENT
9/28/2023	Foulk Brothers Plumbing	\$9,091.99	MAINT AND REPAIR EQUIPMENT
9/28/2023	Foulk Brothers Plumbing	\$6,996.88	MAINT AND REPAIR EQUIPMENT
9/28/2023	Foulk Brothers Plumbing	\$2,946.36	MAINT AND REPAIR EQUIPMENT
9/28/2023	Foulk Brothers Plumbing	\$1,367.33	MAINT AND REPAIR EQUIPMENT
9/7/2023	GreatAmerica Financial Services	\$3,865.81	MAINT AND REPAIR EQUIPMENT
9/28/2023	GreatAmerica Financial Services	\$3,109.41	MAINT AND REPAIR EQUIPMENT

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/7/2023	Luesebrink Clifford Construction	\$202.00	MAINT AND REPAIR EQUIPMENT
9/14/2023	Robert Baker	\$340.00	MAINTENANCE GROUNDS
9/21/2023	Bock Lawn & Landscaping LLC	\$1,730.00	MAINTENANCE GROUNDS
9/21/2023	Phils Lawn Landscaping	\$977.50	MAINTENANCE GROUNDS
9/21/2023	Western Iowa Windbreaks	\$2,404.14	MAINTENANCE GROUNDS
9/28/2023	KL Biggerstaff	\$25.00	MATERIALS AND SUPPLIES
9/21/2023	Bomgaars Supply Inc	\$2,902.56	MATERIALS AND SUPPLIES
9/21/2023	BSN Sports LLC	\$872.64	MATERIALS AND SUPPLIES
9/14/2023	Community Action Agency	\$310.80	MATERIALS AND SUPPLIES
9/21/2023	Great Western Dining Service Inc	\$30,159.10	MATERIALS AND SUPPLIES
9/21/2023	Kraus Music Products Inc	\$1,349.51	MATERIALS AND SUPPLIES
9/25/2023	La Palapa LLC	\$2,550.00	MATERIALS AND SUPPLIES
9/21/2023	Teri L. Peterson	\$25.00	MATERIALS AND SUPPLIES
9/28/2023	Visual Edge IT Inc	\$108.00	MATERIALS AND SUPPLIES
9/14/2023	Accreditation Commission	\$4,175.00	MEMBERSHIP
9/28/2023	Leadership Siouxland	\$1,350.00	MEMBERSHIP
9/21/2023	Project Lead the Way	\$3,200.00	MEMBERSHIP
9/28/2023	Scorekeepers Music Inc	\$3,000.00	MEMBERSHIP
9/28/2023	Blackbaud Inc	\$12,461.51	NON-CAPITAL EXP & EQUIP <5000
9/14/2023	BSN Sports LLC	\$8,195.78	NON-CAPITAL EXP & EQUIP <5000
9/14/2023	BSN Sports LLC	\$5,466.61	NON-CAPITAL EXP & EQUIP <5000

Western Iowa Tech Community College  
Board Approval  
General & Auxiliary  
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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/14/2023	BSN Sports LLC	\$1,253.88	NON-CAPITAL EXP & EQUIP <5000
9/14/2023	BSN Sports LLC	\$3,985.64	NON-CAPITAL EXP & EQUIP <5000
9/14/2023	BSN Sports LLC	\$5,617.83	NON-CAPITAL EXP & EQUIP <5000
9/14/2023	BSN Sports LLC	\$252.72	NON-CAPITAL EXP & EQUIP <5000
9/14/2023	BSN Sports LLC	\$113.40	NON-CAPITAL EXP & EQUIP <5000
9/14/2023	General Business Interiors Inc	\$1,846.44	NON-CAPITAL EXP & EQUIP <5000
9/7/2023	High Point Networks LLC	\$1,858.00	NON-CAPITAL EXP & EQUIP <5000
9/16/2023	Crawford County Treasurer	\$1,738.25	OTHER CURRENT EXPENSE
9/24/2023	Collection Services Center	\$419.64	OTHER EMPLOYEE PR DEDUCTIONS
9/26/2023	Friends Of FM 90	\$84.50	OTHER EMPLOYEE PR DEDUCTIONS
9/26/2023	Linn County	\$631.02	OTHER EMPLOYEE PR DEDUCTIONS
9/26/2023	Nebraska Child Support	\$1,071.00	OTHER EMPLOYEE PR DEDUCTIONS
9/26/2023	United Way of Siouland Inc	\$970.50	OTHER EMPLOYEE PR DEDUCTIONS
9/26/2023	Western Iowa Tech Agency Fund	\$25.00	OTHER EMPLOYEE PR DEDUCTIONS
9/26/2023	Western Iowa Tech Foundation	\$2,147.43	OTHER EMPLOYEE PR DEDUCTIONS
9/26/2023	Western Iowa Tech GF	\$133.50	OTHER EMPLOYEE PR DEDUCTIONS
9/26/2023	Western Iowa Tech GF	\$100.00	OTHER EMPLOYEE PR DEDUCTIONS
9/26/2023	Winnebago Tribe of Nebraska	\$626.78	OTHER EMPLOYEE PR DEDUCTIONS
9/7/2023	APH Stores Inc	\$96.30	OTHER MATERIALS AND SUPPLIES
9/28/2023	Arnold Motor Supply LLP	\$365.90	OTHER MATERIALS AND SUPPLIES
9/14/2023	Dakotaland Holdings LLC	\$125.64	OTHER MATERIALS AND SUPPLIES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/28/2023	Freeland Corporation	\$925.60	PRINTING & REPRODUCTION SVC
9/7/2023	Omaha Paper Company	\$569.38	PRINTING & REPRODUCTION SVC
9/14/2023	Record Printing & Copy Center	\$189.00	PRINTING & REPRODUCTION SVC
9/7/2023	Ahlers & Cooney PC	\$3,253.18	PROFESSIONAL SERVICES
9/7/2023	Dentons Davis Brown PC	\$55,876.14	PROFESSIONAL SERVICES
9/28/2023	Nebraska State Patrol Cid	\$15.50	PROFESSIONAL SERVICES
9/9/2023	Wells Fargo Bank	\$544,965.59	PURCHASE CARD CHECKING
9/21/2023	Quadient Leasing Usa Inc	\$1,907.97	RENTED EQUIPMENT
9/28/2023	Quadient Leasing Usa Inc	\$4,176.00	RENTED EQUIPMENT
9/21/2023	Branded Custom Sportswear Inc	\$3,333.60	RESALE PURCHASES
9/28/2023	Branded Custom Sportswear Inc	\$2,279.20	RESALE PURCHASES
9/21/2023	Chesterman Company	\$1,556.74	RESALE PURCHASES
9/14/2023	Core Mark Midcontinent Inc	\$1,908.02	RESALE PURCHASES
9/21/2023	Core Mark Midcontinent Inc	\$2,009.85	RESALE PURCHASES
9/28/2023	Core Mark Midcontinent Inc	\$1,836.27	RESALE PURCHASES
9/28/2023	Elsevier Inc	\$26,701.66	RESALE PURCHASES
9/28/2023	Elsevier Inc	\$4,854.78	RESALE PURCHASES
9/28/2023	Elsevier Inc	(\$17,699.90)	RESALE PURCHASES
9/28/2023	MBS Textbook Exchange	\$544.80	RESALE PURCHASES
9/28/2023	MBS Textbook Exchange	(\$6,615.91)	RESALE PURCHASES
9/28/2023	MBS Textbook Exchange	\$15,179.33	RESALE PURCHASES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/28/2023	Snap on Incorporated	\$80,184.00	RESALE PURCHASES
9/14/2023	Tri Five LLC	\$6,080.35	RESALE PURCHASES
9/28/2023	Western Iowa Tech Comm Ed	\$1,878.46	SCHOLARSHIPS
9/28/2023	Western Iowa Tech Comm Ed	\$1,279.00	SCHOLARSHIPS
9/7/2023	Western Iowa Tech Community	\$140.00	SCHOLARSHIPS
9/14/2023	DMG Inc	\$250.00	SPONSORED BILLING RECEIVABLE
9/14/2023	Empirical Foods, Inc.	\$1,250.00	SPONSORED BILLING RECEIVABLE
9/14/2023	Empirical Foods, Inc.	\$1,500.00	SPONSORED BILLING RECEIVABLE
9/21/2023	Human Learning Systems, LLC	\$235.00	SPONSORED BILLING RECEIVABLE
9/21/2023	Office of Driver Services	\$150.00	SPONSORED BILLING RECEIVABLE
9/14/2023	Iowa State University of Science	\$750.00	SPONSORED BILLING RECEIVABLE
9/24/2023	Teachers Insurance & Annuity	\$106,909.17	TIAA-CREF PAYABLE
9/7/2023	Michael A. Craig	\$277.68	TRAVEL IN STATE
9/21/2023	Amber M. Denman-Weathers	\$8.32	TRAVEL IN STATE
9/21/2023	Rex K. Hawkins	\$278.72	TRAVEL IN STATE
9/28/2023	Rebbel L. Henningfeld	\$10.40	TRAVEL IN STATE
9/7/2023	Sara B. Klatt	\$300.56	TRAVEL IN STATE
9/7/2023	McCook Izaak Walton League	\$800.00	TRAVEL IN STATE
9/7/2023	Kari Meyer	\$365.04	TRAVEL IN STATE
9/28/2023	Darin Moeller	\$373.36	TRAVEL IN STATE
9/7/2023	Todd A. Rausch	\$609.96	TRAVEL IN STATE

Western Iowa Tech Community College  
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General & Auxiliary  
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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/28/2023	Michael D. Rohlena	\$208.00	TRAVEL IN STATE
9/14/2023	Cory R Schmadeke	\$63.44	TRAVEL IN STATE
9/21/2023	Cory R Schmadeke	\$63.44	TRAVEL IN STATE
9/28/2023	Tom Utesch	\$61.36	TRAVEL IN STATE
9/28/2023	Misty M. Wankum	\$163.28	TRAVEL IN STATE
9/28/2023	Carmen L. Wilson	\$61.36	TRAVEL IN STATE
9/28/2023	Kevin J. Woockman	\$10.40	TRAVEL IN STATE
9/14/2023	Juline S Albert	\$622.96	TRAVEL OUT OF STATE
9/21/2023	Tammy Cox	\$15.00	TRAVEL OUT OF STATE
9/21/2023	Madison E. James	\$15.00	TRAVEL OUT OF STATE
9/7/2023	Terry A. Murrell	\$292.24	TRAVEL OUT OF STATE
9/21/2023	Cruz E. Samaniego	\$15.00	TRAVEL OUT OF STATE
9/21/2023	Shea J. Scollard	\$47.84	TRAVEL OUT OF STATE
9/21/2023	Michelle D. Wallace	\$15.00	TRAVEL OUT OF STATE
9/24/2023	Voya Financial	\$15,235.47	TSA PAYABLE
9/14/2023	Jessica G. Garcia	\$624.00	TUITION
9/21/2023	Caleb J. Nicholson	\$3,000.00	TUITION
9/28/2023	Mary Beth Schorg	\$214.00	TUITION
9/14/2023	Mary A. Steinhauer	\$2,047.00	TUITION
9/14/2023	Berkshire Hathaway Energy	\$4,771.58	UTILITIES
9/14/2023	Berkshire Hathaway Energy	\$100,051.10	UTILITIES

Western Iowa Tech Community College  
Board Approval  
General & Auxiliary  
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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/14/2023	Berkshire Hathaway Energy	\$347.57	UTILITIES
9/14/2023	Berkshire Hathaway Energy	\$665.02	UTILITIES
9/21/2023	Berkshire Hathaway Energy	\$6,070.95	UTILITIES
9/21/2023	Black Hills Utility Holding	\$219.45	UTILITIES
9/28/2023	City Of Cherokee	\$81.77	UTILITIES
9/14/2023	City of Le Mars	\$55.21	UTILITIES
9/7/2023	City of Sioux City	\$370.58	UTILITIES
9/7/2023	City of Sioux City	\$400.31	UTILITIES
9/7/2023	City of Sioux City	\$166.31	UTILITIES
9/7/2023	City of Sioux City	\$344.69	UTILITIES
9/7/2023	City of Sioux City	\$123.86	UTILITIES
9/7/2023	City of Sioux City	\$225.77	UTILITIES
9/7/2023	City of Sioux City	\$314.96	UTILITIES
9/7/2023	City of Sioux City	\$60.41	UTILITIES
9/7/2023	City of Sioux City	\$211.50	UTILITIES
9/7/2023	City of Sioux City	\$321.03	UTILITIES
9/7/2023	City of Sioux City	\$146.49	UTILITIES
9/7/2023	City of Sioux City	\$2,003.82	UTILITIES
9/7/2023	City of Sioux City	\$591.25	UTILITIES
9/7/2023	City of Sioux City	\$1,232.39	UTILITIES
9/7/2023	City of Sioux City	\$30.81	UTILITIES

Western Iowa Tech Community College  
Board Approval  
General & Auxiliary  
10/3/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/21/2023	Constellation Energy Corporation	\$7,154.60	UTILITIES
9/21/2023	Constellation Energy Corporation	\$15,841.22	UTILITIES
9/21/2023	Denison Municipal Utilities	\$2,468.34	UTILITIES
9/21/2023	Interstate Power & Light Co	\$1,704.40	UTILITIES
9/28/2023	Interstate Power & Light Co	\$1,331.14	UTILITIES
9/21/2023	Woodbury County Rural Electric	\$3,205.88	UTILITIES
9/28/2023	Advance Auto Parts	\$281.49	VEHICLES-MATERIALS & SUPPLIES
9/21/2023	AVE PLP LLC	\$158.09	VEHICLES-MATERIALS & SUPPLIES
9/28/2023	AVE PLP LLC	\$1,450.49	VEHICLES-MATERIALS & SUPPLIES
9/21/2023	City of Sioux City	\$4,077.02	VEHICLES-MATERIALS & SUPPLIES
9/21/2023	City of Sioux City	\$508.46	VEHICLES-MATERIALS & SUPPLIES
9/21/2023	City of Sioux City	\$1,297.11	VEHICLES-MATERIALS & SUPPLIES
9/7/2023	Craft Auto Body Inc	\$840.00	VEHICLES-MATERIALS & SUPPLIES
9/21/2023	D&L Equipment	\$3,699.97	VEHICLES-MATERIALS & SUPPLIES
9/21/2023	Dakota Graphics Sign Co	\$1,472.50	VEHICLES-MATERIALS & SUPPLIES
9/21/2023	Graham Tire Sioux City	\$2,396.27	VEHICLES-MATERIALS & SUPPLIES
9/7/2023	Growmark Inc	\$62.39	VEHICLES-MATERIALS & SUPPLIES
9/21/2023	Growmark Inc	\$190.22	VEHICLES-MATERIALS & SUPPLIES
9/7/2023	Sioux City Truck Sales	\$4,906.97	VEHICLES-MATERIALS & SUPPLIES
9/14/2023	Sioux City Truck Sales	\$1,806.88	VEHICLES-MATERIALS & SUPPLIES
9/9/2023	Customers Bank	\$325.00	WITCC ONECARD PAYABLE

Western Iowa Tech Community College  
Board Approval  
General & Auxiliary  
10/3/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/16/2023	Customers Bank	\$1,612.00	WITCC ONECARD PAYABLE
9/24/2023	Customers Bank	\$1,651,063.68	WITCC ONECARD PAYABLE
TOTAL		<u>\$6,936,243.42</u>	

Western Iowa Tech Community College  
Canceled Warrants  
General & Auxiliary  
10/3/2023

CHK DATE	VENDOR NAME	AMOUNT DESCRIPTION
8/3/2023	City of Sioux City	-\$1,200.00 MAINT AND REPAIR EQUIPMENT
8/31/2023	Domino Publishing	-\$1,278.00 INFO SERVICES/CLASSIFY ADS
TOTAL		<hr/> -\$2,478.00

**WESTERN IOWA TECH COMMUNITY COLLEGE**

**Bills to be approved at the board meeting October 16, 2023**

**GENERAL FUND**

Estimated for the month of October

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  
10/3/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/23/2023	Western Iowa Tech General Fund	\$695.00	DUE TO GENERAL FUND
9/9/2023	Western Iowa Tech General Fund	\$442.00	OTHER FEDERAL
9/16/2023	Western Iowa Tech General Fund	\$8,779.81	OTHER FEDERAL
9/23/2023	Western Iowa Tech General Fund	\$31,601.90	OTHER FEDERAL
9/23/2023	Western Iowa Tech General Fund	\$3,898.25	OTHER FEDERAL
9/23/2023	Western Iowa Tech General Fund	\$1,182.30	OTHER FEDERAL
9/23/2023	Western Iowa Tech General Fund	\$2,754.00	OTHER FEDERAL
9/23/2023	Western Iowa Tech General Fund	\$13,383.60	OTHER FEDERAL
9/23/2023	Western Iowa Tech General Fund	\$1,800,000.00	OTHER FEDERAL
9/23/2023	Western Iowa Tech General Fund	\$870,000.00	OTHER FEDERAL
TOTAL		\$2,732,736.86	

Western Iowa Tech Community College  
Board Approval  
House File  
10/3/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
9/26/2023	Western Iowa Tech General Fund	\$1,752.31	DUE TO GENERAL FUND
9/23/2023	Security National Bank	\$2,361.58	SNB INVEST
9/23/2023	Security National Bank	\$114,350.28	SNB INVEST
9/23/2023	Security National Bank	\$9,681.44	SNB INVEST
9/23/2023	Security National Bank	\$120,340.61	SNB INVEST
9/23/2023	Security National Bank	\$19,632.78	SNB INVEST
9/23/2023	Security National Bank	\$46,616.08	SNB INVEST
9/23/2023	Security National Bank	\$19,395.13	SNB INVEST
9/23/2023	Security National Bank	\$8,159.00	SNB INVEST
9/5/2023	Superior Industrial Mechanical	\$12,200.00	TRAINING EXPENSE
9/12/2023	Wells Enterprises Inc	\$6,427.20	TRAINING EXPENSE
9/26/2023	Western Iowa Tech Comm Ed	\$3,192.00	TRAINING EXPENSE
9/26/2023	Western Iowa Tech Comm Ed	\$4,100.00	TRAINING EXPENSE
TOTAL		\$368,208.41	

PERSONNEL REPORT  
Regular Appointments  
October 16, 2023

**I. INSTRUCTIONAL STAFF**

No personnel change.

**II. ADMINISTRATIVE STAFF**

- A. **Sarah E. McSweeney** has submitted her voluntary resignation as Graphic Designer effective September 29, 2023. She is to be paid for all time worked through that date and for all earned and unused vacation.

**III. SUPPORT STAFF**

- A. **Daniela Cuevas** has been selected for the position as Secretary for Upward Bound and Talent Search effective September 19, 2023, at an annualized salary of \$17,699, grade 3 support position. This is a previously authorized position, vacant due to reassignment, eligible for part time benefits.
- B. **Jalyssa Singer** has been selected for the position as Secretary for Health Sciences effective October 23, 2023, at an annualized salary of \$35,397, grade 3 support position. This is a previously authorized position, vacant due to resignation, eligible for full time benefits.
- C. **Morgan R. Konz**, Bookstore Clerk has been selected for the position as Library Specialist effective October 4, 2023, at an annual salary of \$47,090, grade 6 administrative position. This is a previously authorized position, vacant due to reassignment, full time benefits to be changed accordingly.
- D. **Jonathan D. Wimmer** has submitted his voluntary resignation as Custodian at the Mapleton campus effective October 23, 2023. He is to be paid for all time worked through that date.

**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)

October 16, 2023

NAME	DEPARTMENT OR COURSE # - SECT	APPOINTMENT	FROM	THROUGH	APPT \$/HR	SALARY
Aleman, Yarezi	Recruitment	Work Study	09/15/23	05/10/24	\$ 9.00	Time Entry
Amaro, Roberto	Athletics	Assistant Coach-Soccer	09/07/23	08/31/24		\$ 8,500.00
Baker,, Arthur R	FIR-320-01	Adjunct	08/23/23	12/15/23		\$ 1,660.00
Barboza, Kassandra	Denison	Work Study	09/18/23	05/10/24	\$ 9.00	Time Entry
Barrera, Jasmin	Housing	Work Study	10/04/23	05/10/24	\$ 9.00	Time Entry
Bell, Jamie	Digital Marketing	Curriculum Development	09/08/23	11/22/23		\$ 3,675.00
Bird, Tana	PN/A.D.N Clinical	Adjunct	10/02/23	06/30/24	\$ 52.00	Time Entry
Bird, Tana	PN/A.D.N Lab	Adjunct	10/02/23	06/30/24	\$ 41.50	Time Entry
Bird, Tana	PN/A.D.N non instructional	Adjunct	10/02/23	06/30/24	\$ 22.00	Time Entry
Blackbird, Dillon	Athletics	Assistant Coach-Cheer	08/23/23	12/31/23	\$ 20.36	Time Sheet
Bowers, Travis	SOC-110	Instructor	08/21/23	06/30/24		\$ 2,490.00
Bruck, Darren	CRR & WEL	Adjunct	09/07/23	05/10/23	\$ 41.50	Time Sheet
Bryan, Ted	PHY-212-01	Overload	08/23/23	12/20/23		\$ 2,294.73
Burkhart, Samantha	PN Clinical	Adjunct	08/07/23	06/30/24	\$ 52.00	Time Entry
Casillo, Enna	Housing	Work Study	09/19/23	05/10/24	\$ 9.00	Time Entry
Curl, Kim	DEA-830-601	Independent Study	08/21/23	12/10/23		\$ 240.00
DeGray, Taylor	PSY-102	Adjunct	08/21/23	06/30/23		\$ 2,490.00
Engle, Katelyn	CLC	Tutor	09/13/23	05/10/24	\$ 10.00	Time Entry
Fick, Shawn	HIS-151, HIS-152	Master Course- New	09/27/23	09/27/23		\$ 4,560.00
Flack, Mitchell	BIO-151	Adjunct	08/21/23	12/10/23		\$ 2,490.00
Flanigan, Mellisa	LGL-932-01	Internship	08/23/23	12/10/23		\$ 240.00
Flanigan, Mellisa	ADM-159	Master Shared/Restricted Mainte	08/16/23	09/15/23		\$ 210.00
French, Kedrick	IT	Work Study	09/23/23	05/10/24	\$ 10.00	Time Entry
Garza, Esperanza (Hope)	Culinary	Work Study	09/26/23	05/10/24	\$ 9.00	Time Entry
Greigg, Shoua (Mary)	CLC	Tutor	09/05/23	12/20/23	\$ 10.00	Time Entry
Hardyk, Tim	CRR-102-01	Adjunct	08/23/23	09/20/23		\$ 830.00
Hardyk, Tim	CRR-323-01	Adjunct	09/21/23	10/23/23		\$ 830.00
Hardyk, Tim	CRR-411-01	Adjunct	10/24/23	11/20/23		\$ 830.00
Hardyk, Tim	CRR-403-01	Adjunct	11/21/23	12/20/23		\$ 830.00
Hargis, Leslie	HiSET	Work Study	09/14/23	05/10/24	\$ 9.00	Time Entry
Harris, Tavion	Corporate College	Instructor	10/02/23	06/30/24	\$ 41.50	Time Entry
Hill, Colin	Welding	Instructional Assistant	09/11/23	05/10/24	\$ 20.75	Time Entry
Hoogendyk, Katrina	EMT/Paramedic	Adjunct	09/11/23	09/11/25	\$ 41.50	Time Entry
Johnson, Jessica	DEA-405-01	Lab Assistant	08/23/23	10/17/23		\$ 1,408.00
Johnson, Jessica	DEA-405-02	Lab Assistant	08/23/23	10/17/23		\$ 1,408.00
Lorenzen, Eliza	DEA-508-01	Lab Assistant	08/23/23	10/17/23		\$ 1,408.00
Lee, Seungeun	Athletics	Student worker	09/28/23	05/15/24	\$ 9.00	Time Entry
Mansfield, Chris	MUS-316-01	Independent Study	08/23/23	12/10/23		\$ 800.00
Mansfield, Chris	CIN-949-01	Special Topics	08/23/23	12/10/23		\$ 160.00
Mansfield, Chris	MMS-412-01	Independent Study	08/23/23	12/10/23		\$ 80.00
Mansfield, Chris	MMS-156-01	Independent Study	08/23/23	12/10/23		\$ 160.00
Marchand, Brianna	Athletics	Work Study	09/14/23	05/10/24	\$ 9.00	Time Entry
McCullough, Isaiah	Library	Work Study	09/27/23	05/10/24	\$ 9.00	Time Entry
McCune, Jennifer	FIN-121	Master Shared Maintenance	08/16/23	09/15/23		\$ 210.00
McCune, Jennifer	FIN-121	Master Restricted Maintenance	08/16/23	09/15/23		\$ 210.00
McCune, Jennifer	ACC-171	Master Shared Maintenance	08/16/23	09/15/23		\$ 210.00
McDermott, Gabby	PNN-624-01	Extra Students	08/23/23	12/20/23		\$ 1,037.48
McDonald, Susan	BIO-105	Master Shared/Restricted New	08/16/23	09/15/23		\$ 3,200.00
McDonald, Susan	BIO-151	Master Shared Maintenance	08/16/23	09/15/23		\$ 210.00
McDonald, Susan	BIO-163	Master Shared/Restricted New	08/16/23	09/15/23		\$ 3,200.00
McGinty, Robin	PSY-111	Adjunct	08/21/23	06/30/23	\$ 41.50	Time Entry
Mercer, Linda	PTA-270-01	OJT	08/23/23	12/21/23		\$ 80.00
Monk, Carmen	MAP-609-01	Practicum	08/23/23	12/20/23		\$ 480.00
Mueller, Sandra	MGT-938-01	OJT	08/23/23	12/10/23		\$ 960.00
Mueller, Sandra	MGT-938-03	OJT	08/23/23	12/10/23		\$ 160.00
Pennamon, Ashton	Athletics	Work Study	10/04/23	05/10/24	\$ 9.00	Time Entry
Pooser, Leroy	Athletics	Work Study	10/05/23	05/10/24	\$ 9.00	Time Entry
Ramirez, Wendy	Audio Visual	Work Study	09/07/23	05/10/24	\$ 9.00	Time Entry

Personnel Report  
Temporary Employees  
(not eligible for benefits)

Ring, Rhenna	CLC	Student worker	08/31/23	12/20/23	\$ 10.00	Time Entry
Ruden, DeAnna	Library	Work Study	09/11/23	05/10/24	\$ 9.00	Time Entry
Russell, London	Audio	Work Study	09/28/23	05/10/24	\$ 9.00	Time Entry
Schlup, Evy	Student Activities	Work Study	09/07/23	05/10/24	\$ 9.00	Time Entry
Schwery, Brooke	PN Denison Lab	Adjunct	08/25/23	06/30/24	\$ 41.50	Time Entry
Schwery, Brooke	PN Denison Clinical	Adjunct	08/25/23	06/30/24	\$ 52.00	Time Entry
Schwery, Brooke	PN Denison Non-Instructional	Adjunct	08/25/23	06/30/24	\$ 22.00	Time Entry
Schwery, Brooke	A.D.N Denison Lab	Adjunct	08/25/23	06/30/24	\$ 41.50	Time Entry
Schwery, Brooke	A.D.N Denison Clinical	Adjunct	08/25/23	06/30/24	\$ 52.00	Time Entry
Schwery, Brooke	A.D.N Denison Non-Instr	Adjunct	08/25/23	06/30/24	\$ 22.00	Time Entry
Scott, Justin	Library	Work Study	09/12/23	05/10/24	\$ 9.00	Time Entry
Sencenbaugh, Ray	ADN-622-01	Extra Students	08/23/23	12/20/23		\$ 1,037.50
Smith, Haileigh	Athletics	Assistant Coach Volleyball	08/31/23	08/31/24		\$ 15,000.00
Sorum-Schwerin, Michele	PTA	Adjunct	08/23/23	12/15/23		\$ 2,490.00
Torres, Biviana	C.N.A	Patient	09/11/23	06/30/24	\$ 15.84	Time Sheet
Torticill, Tina	PNN-624-02	Extra Students	08/23/23	12/20/23		\$ 1,556.22
Touch, Darrick	Audio	Work Study	10/11/23	05/10/24	\$ 9.00	Time Entry
Wauran-Castro, Jetske	MMS-142-01	Adjunct	08/23/23	06/30/24		\$ 2,490.00
Weber, Jennifer	ECE-241-601	Lab Independent Study	08/21/23	12/10/23		\$ 240.00
Weber, Jennifer	ECE-932-01	Internship	08/23/23	12/20/23		\$ 480.00
Weber, William	MAT-102	Instructor	08/21/23	06/30/24		\$ 3,320.00
Wilson, Christopher	CIS-124-601	Instructor	08/21/23	06/30/24		\$ 2,905.00
Yusuf, Nasro	Student Activities	Work Study	09/15/23	05/10/24	\$ 9.00	Time Entry
Zebroski, Rheagan	Audio Engineering	Adjunct	09/28/23	12/10/23	\$ 41.50	Time Sheet

**CERTIFICATE FOR PAYMENT**

Contractor: T.R. Harris Construction Inc.  
102 Robert Street  
Homer, NE 68030

Payment No.: 5 - Final  
DGR Engineering

Project: 2023 WITCC Parking Lot 5 and 6 Paving  
Improvements Project

DGR Project No.: 270079

Owner: Western Iowa Tech Community College

Contract Date: March 13, 2023

For Period From: August 30, 2023 through September 29, 2023

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
1	1420 C.Y.	Excavation, Class 10	\$ 14.85	\$ 21,087.00	1420	\$ 21,087.00
2	8824 S.Y.	Subgrade Preparation, 12"	\$ 5.00	\$ 44,120.00	8845	\$ 44,225.00
3	30 L.F.	Storm Sewer, Trenched, 6"	\$ 55.00	\$ 1,650.00	30	\$ 1,650.00
4	299 L.F.	Storm Sewer, Trenched, SS, 12"	\$ 58.00	\$ 17,342.00	300	\$ 17,400.00
5	502 L.F.	Storm Sewer, Trenched, SS, 15"	\$ 67.00	\$ 33,634.00	502	\$ 33,634.00
6	636 L.F.	Removal of Storm Sewer, ≤12"	\$ 15.00	\$ 9,540.00	626	\$ 9,390.00
7	3 Ea.	Connect to Proposed Storm Sewer, Inserta-Tee	\$ 1,235.00	\$ 3,705.00	3	\$ 3,705.00
8	1171 L.F.	Subdrain, 6"	\$ 19.80	\$ 23,185.80	1171	\$ 23,185.80
9	6 Ea.	Subdrain Cleanout	\$ 1,100.00	\$ 6,600.00	6	\$ 6,600.00
10	6 Ea.	Subdrain Outlet	\$ 580.00	\$ 3,480.00	6	\$ 3,480.00
11	449 L.F.	Water Main, Trenched, 6"	\$ 55.00	\$ 24,695.00	470	\$ 25,850.00
12	8 Ea.	Fitting, DIP, Tee, 6"	\$ 800.00	\$ 6,400.00	11	\$ 8,800.00
13	7 Ea.	Fitting, DIP, MJ Cap, 6"	\$ 600.00	\$ 4,200.00	9	\$ 5,400.00
14	3 Ea.	Connect to Existing Water Main, 6"	\$ 1,500.00	\$ 4,500.00	5	\$ 7,500.00
15	5 Ea.	Valve, Gate/Box, 6"	\$ 2,200.00	\$ 11,000.00	6	\$ 13,200.00
16	1 Ea.	Fire Hydrant Assembly	\$ 7,500.00	\$ 7,500.00	1	\$ 7,500.00
17	2 Ea.	Flushing Device (Temporary Blowoff)	\$ 3,100.00	\$ 6,200.00	3	\$ 9,300.00
18	2 Ea.	Flushing Device (Blowoff), w/ 1" Corp. Stop	\$ 600.00	\$ 1,200.00	1	\$ 600.00
19	1 Ea.	Fire Hydrant Assembly Removal	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
20	2 Ea.	Fire Hydrant Extension, 6"	\$ 1,300.00	\$ 2,600.00	3	\$ 3,900.00
21	2 Ea.	Manhole, SW-401, 48"	\$ 4,100.00	\$ 8,200.00	2	\$ 8,200.00
22	4 Ea.	Storm Intake, SW-507	\$ 5,600.00	\$ 22,400.00	3.5	\$ 19,600.00
23	1 Ea.	Storm Intake, SW-511	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00
24	8494 S.Y.	Pavement, PCC, 7"	\$ 61.50	\$ 522,381.00	8528	\$ 524,472.00
25	837 S.F.	Removal of Sidewalk	\$ 1.03	\$ 862.11	837	\$ 862.11
26	743 S.F.	Sidewalk, PCC, 5" Over 12" Subgrade Prep.	\$ 15.10	\$ 11,219.30	743	\$ 11,219.30
27	2302 S.F.	Furnish and Install 1.5-inch Below Grade Rated Insulation Board	\$ 6.00	\$ 13,812.00	2302	\$ 13,812.00
28	8849 S.Y.	Pavement Removal	\$ 7.18	\$ 63,535.82	8870	\$ 63,686.60
29	3273 L.F.	Painted Pavement Markings, Epoxy	\$ 3.00	\$ 9,819.00	3056	\$ 9,168.00
30	1370 L.F.	Permanent Tape Markings, 4"	\$ 4.00	\$ 5,480.00	1335	\$ 5,340.00
31	6 Ea.	Furnish and Install Handicap Signs/Bollard and Symbol (Permanent Tape Marking)	\$ 1,600.00	\$ 9,600.00	6	\$ 9,600.00
32	1 L.S.	Temporary Traffic Control	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00
33	1 L.S.	SWPPP Management	\$ 7,000.00	\$ 7,000.00	1	\$ 7,000.00
34	1019 L.F.	Wattle, 9", Furnish, Install, Maintain and Remove	\$ 5.70	\$ 5,808.30	145	\$ 826.50
35	1332 L.F.	Silt Fence, Furnish, Install, Maintain and Remove	\$ 4.35	\$ 5,794.20	162	\$ 704.70
36	1 L.S.	Erosion Control	\$ 10,450.00	\$ 10,450.00	1	\$ 10,450.00

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
37	7 C.Y.	Combined Concrete Sidewalk and Retaining Wall, Type A	\$ 2,000.00	\$ 14,000.00	7	\$ 14,000.00
38	1 L.S.	Remove Light Pole, Pole Base, Conduit and Wiring	\$ 3,081.00	\$ 3,081.00	1	\$ 3,081.00
39	1 L.S.	Mobilization	\$ 32,750.00	\$ 32,750.00	1	\$ 32,750.00
40	6 Ea.	Light Pole & Base	\$ 2,950.00	\$ 17,700.00	6	\$ 17,700.00
41	10 Ea.	Fixture	\$ 1,338.00	\$ 13,380.00	10	\$ 13,380.00
42	120 L.F.	Conduit, PVC, Schedule 40, 1.25"	\$ 4.25	\$ 510.00	120	\$ 510.00
43	1250 L.F.	Conduit, PVC, Schedule 80, 1.25"	\$ 5.00	\$ 6,250.00	1215	\$ 6,075.00
44	370 L.F.	Conduit, PVC, Schedule 80, 2"	\$ 7.00	\$ 2,590.00	342	\$ 2,394.00
45	60 L.F.	Conduit, 2/C-#12, Cu, 600 Volts	\$ 1.00	\$ 60.00	60	\$ 60.00
46	60 L.F.	Conduit, 4/C-#12, Cu, 600 Volts	\$ 1.50	\$ 90.00	60	\$ 90.00
47	650 L.F.	Conduit, 2/C-#10, Cu, 600 Volts	\$ 1.10	\$ 715.00	609	\$ 669.90
48	650 L.F.	Conduit, 4/C-#10, Cu, 600 Volts	\$ 2.20	\$ 1,430.00	609	\$ 1,339.80
49	800 L.F.	Trench, 30" Deep	\$ 11.50	\$ 9,200.00	808	\$ 9,292.00
50	7 L.F.	Junction Box	\$ 1,425.00	\$ 9,975.00	7	\$ 9,975.00
<b>Total Original Contract</b>				<b>\$ 1,050,231.53</b>		<b>\$ 1,052,164.71</b>

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
<b>Change Order No. 1</b>						
<b>Addition:</b>						
51	324 SY	Subgrade Treatment, Cement, 12"	\$ 35.50	\$ 11,502.00	324	\$ 11,502.00
52	2 Ea.	Storm Sewer, Trenched, PVC, 45° Bend, 8"	\$ 382.00	\$ 764.00	2	\$ 764.00
53	1 Ea.	Fitting, DIP, MJ Cap, 4"	\$ 600.00	\$ 600.00	1	\$ 600.00
54	1 Ea.	Fitting, DIP, 6"x4" Reducer	\$ 700.00	\$ 700.00	1	\$ 700.00
55	1 Ea.	Fitting, Foster Adaptor, 4"	\$ 400.00	\$ 400.00	1	\$ 400.00
56	1 Ea.	Valve, Gate/Box, 4"	\$ 1,716.00	\$ 1,716.00	1	\$ 1,716.00
<b>Total Addition</b>				<b>\$ 15,682.00</b>		<b>\$ 15,682.00</b>
<b>Total Change Order No. 1</b>				<b>\$ 15,682.00</b>		<b>\$ 15,682.00</b>
<b>Net Contract Cost to Date</b>				<b>\$ 1,065,913.53</b>		<b>\$ 1,067,846.71</b>

Payment No.: 5 - Final

Value of Work Completed \$ 1,067,846.71

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

Total Stored Materials \$ -

Value of Work Completed and Stored Materials \$ 1,067,846.71

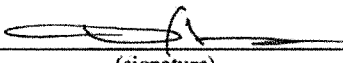
Less Retainage 5% \$ 53,392.34

Amount Due This Certificate for Payment \$ 1,014,454.37

Less Previous Estimates \$ 924,410.43

**AMOUNT DUE THIS ESTIMATE** \$ 90,043.94

Payment Requestd by: T.R. Harris Construction Inc.  
(Contractor)

 9-29, 2023  
(signature) (Date)

Payment Recommended by: DGR Engineering

 9-29, 2023  
(signature) (Date)

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

\_\_\_\_\_, 2023  
(signature) (Date)

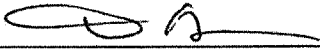


**CONTRACTOR'S DECLARATION**  
**For submittal each month with partial payment requests**  
**Must list change order items**  
**Items list and/or proposed prices required**

I hereby declare that I have not, during the period August 30, 2023 through September 29, 2023, performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from Western Iowa Tech Community College, the Owner, or his agents, in addition to the regular items set forth in the contract dated March 13, 2023 for 2023 WITCC Parking Lot 5 and 6 Paving Improvements Project executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

Date: 9-29-23

T.R. Harris Construction Inc.  
(Contractor)

By: 

Title: STC



Date: October 9, 2023  
To: Dr. Terry Murrell, President  
From: Jennifer McCune, Student Leadership Coordinator  
Revathi Vongsiprasom, Dean of Opportunity and Engagement  
  
RE: FY2023-24 Comet CLASS Student Leadership

Comet CLASS, formally known as Student Senate, represents Cultivating Leadership, Advocacy, and Student Success. Students may apply to become a member of Comet CLASS or may be nominated by a staff or faculty member. For the 2023-2024 academic year, we have 10 student leaders participating in this program:

- Anna Kern
- Bradley Griffin
- Chloe Wagner
- Damilola Moritiwon
- Harlie Nolze
- Jatzumy Castillo-Gonzalez
- Jonathan Jones
- Lilly Hall
- Miller Staab
- Yairi Garcia

Students participating in Comet CLASS receive personalized leadership development which allows them to identify the strengths that make them unique, articulate what they do best, and build confidence which encourages them to show up authentically. These skills are cultivated through leadership curriculum, the Gallup Clifton Strengthfinder program, leadership conferences, and guest speakers.

Comet CLASS members are encouraged to be community and campus advocates. Our WITCC student leaders develop these advocacy skills through hosting student listening sessions, community and campus service, and participation in campus committees such as Academic




Council and the Student Support Council. Our Comet CLASS members additionally support our current and prospective students by providing assistance with student activities and recruiting events.

WITCC student leaders actively participate in the pursuit of student success by creating a community of belonging and inclusion. Comet CLASS members are asked to attend at least one inclusion event per semester and meet bi-weekly for collaboration meetings and leadership lunches. This group seeks to encourage each other and fellow classmates through social activities, events, and weekly check-ins.

Thank you to the WITCC Board for allowing us to continue serving our students through these leadership opportunities.

**MEMO**

**DATE:** October 5, 2023  
**TO:** Dr. Terry Murrell, President  
**FROM:** Darin Moeller, Executive Dean of Instruction   
 Dr. Teri Peterson, Associate Dean of Health Sciences  
**RE:** Ambulance Simulator Purchase

The College's Equipment Purchase Team has approved a request, pending Board approval, for the purchase of a Pneumatic Ambulance Simulator to serve both credit and non-credit students in our Health Sciences programs. This purchase would help ensure we meet the simulation requirements outlined by our accreditor of our EMS-Paramedic program.

This simulator allows students to feel as though they are in a real ambulance, while allowing external viewing through an audio/video feed. The students experience road movements, sirens, engine, and road noises. The instructor can hear, speak to and view the students as they perform the scenarios. Other students are also able to watch the scenarios as they play out. The purchase includes delivery and installation of the equipment along with staff and instructor training provided.

Simulator Solutions is a sole-source provider for this equipment as they are the only manufacturer in the United States offering a closed concept classroom ambulance simulator with pneumatic movement. The product must be purchased directly by institutions through Simulator Solutions, LLC.

**Recommendation:**

It is the administrative recommendation that the Board approve the purchase of a Pneumatic Ambulance Simulator from Simulator Solutions, LLC. for \$81,800. Perkins funds and/or WTED funds would be used for the purchase.



P.O. Box 748  
Coleman, TX 76834  
325-220-0321

Dr. Teri Peterson  
Purchase Quote 230925  
Purchase Total: \$81,800.00

September 25, 2023

<b>Ambulance Simulator – Enclosed Pneumatic Movement</b>		<b>Platinum</b>
Classroom Model Base Price		\$70,000
Training (up to 4 hours)		Included
Comprehensive Warranty (years 0-1)		Included
<b>Delivery &amp; Installation</b>		
Delivery		\$4,800
Installation		\$8,000
<b>Included Items/Upgrades</b>		
Standard Graphics (Logo; Striping)		Included
Standard Cabinetry (CPR Seat/Blanket Box)		Included
Cot Docking System (Ferno or Stryker)		Included
Rear Fold Up Bumper		Included
Upholstery/Flooring		Included
Functional Oxygen and Suction Outlets		Included
Pneumatic Movement/Air Compressor		Included
<b>AUDIO/VIDEO PKG.</b>		<b>Included</b>
Cameras/DVR (4 High Definition Cameras)		
Two-way Audio		
Instructor Control Panel with 32" and 55" Monitors		
Wireless Speaker (loop siren noise)		
<b>IV Package</b>		<b>\$250</b>
Hazardous Waste Bin/Sharps Box		
IV Hanger		
<b>SAFETY PACKAGE</b>		<b>\$750</b>
Overhead Grab Bar		
Seat Belts		
Squad Safety Net		
<b>CABINETY PACKAGE</b>		<b>\$1,700</b>
Additional Cabinetry Above Bench Seat		
Plexiglass add-on (all cabinetry)		
Storage Containers Inside Cabinetry		
Additional Discount on Upgrades		<b>(\$700.00)</b>
Upgrades Included in Base Price		<b>(\$2,000.00)</b>
Community College Discount		<b>(\$1,000.00)</b>
<b>GRAND TOTAL IF TAX EXEMPT:</b>		<b>\$81,800.00</b>

**\*\*Any taxes due the State is the College's responsibility to pay directly to the State. Simulator Solutions, LLC does NOT collect State taxes for colleges located outside of Texas. This pricing will be honored for any purchase orders received through 12/31/2023. Unfortunately, due to inflation, there will be a pricing increase January 2024.**



September 1, 2023

To Whom It May Concern:

This letter is to confirm that our Platinum Ambulance Simulator(s) are a sole source product, manufactured, sold and distributed exclusively by Simulator Solutions, LLC. No division of Simulator Solutions, LLC, nor any other company, makes a similar or competing product. This product must be purchased directly by institutions from Simulator Solutions, LLC at the address listed above. There are no agents or dealers authorized to represent this product.

Additionally, competition is precluded by the existence of patented technology for pneumatic movement. We were granted our patent in December 2017. We are the only manufacturer in the United States offering a closed concept classroom ambulance simulator with pneumatic movement. The patent is confirmation we are and will continue to be the sole source for this product.

There are no other item(s) or product(s) available for purchase that would serve the same purpose or function and there is only one price for the above item(s) or product(s) because of exclusive distribution or marketing rights.

Please feel free to contact me if you require additional information. Thank you for your interest in our products.

Kind Regards,

*Lori Harrison*

Lori Harrison  
Vice President, Co-Founder  
[lori@simulator-solutions.com](mailto:lori@simulator-solutions.com)  
817.360.2803

## **Frequently Requested Specifications:**

Overall Simulator Dimensions: 144" L X 84" W X 104" H (12' x 7' x 8.8')

*All 6' interior clearance models require a minimum of 9 feet floor to ceiling clearance.*

Our simulators are modular in design and are disassembled allowing it to fit through a standard commercial door (3' W X 7' H).

The frame of *all* our simulators are constructed with steel tubing, insulated and covered with aluminum sheeting.

Approximate weight for a Platinum and Gold Model is 3,500 lbs.

**Base:** Welded steel grid on 1-foot centers; adjustable to proper loading height.

**Floor:** ¾ inch plywood subfloor covered with ¼ inch commercial vinyl flooring.

**Electrical Requirement:** Our simulators require only two (2) standard 110v outlets. Outlets located at the front road side yield the best results, however we can work with what's available.

**Interior/Exterior Lighting:** Cabin lighting consists of LED lighting and exceeds requirements of KKK recommendations. LED lighting creates less heat and conserves more energy than standard or high-intensity lighting. Two 110v outlets are located in the action area. Exterior lights are Wheelen LED flashing lights.

**O2 and Suction Outlet:** Functioning O2 and suction outlets. Simulator Solutions provides a compressor for O2 and suction pump.

**Cabinets:** All cabinetry is 3/4" plywood covered in formica with plexiglass slides. Roadside cabinets include storage, CPR seat, and action area. Curbside includes blanket box, seating and storage. Front cabinet includes storage and fire extinguisher cubby.

**Audio/Video:** 4 fixed dome cameras hardwired to DVR (so it doesn't interfere with patient simulator). 32" monitor on Control station Desk. 50" monitor for classroom viewing. 2-way communication capability which allows instructor to listen/speak to students inside simulator. Sound system provided for aural distraction.

**Instructor Control Panel:** Desk provided with college logo for DVR, monitor, 2-way communication box.

**Rear Bumper:** Replica diamond-plated rear bumper with fold up capability.

**Cot Latching System:** Stryker/Ferno floor mount cot latching system.

**Upholstery:** ¾" plywood frame covered with high quality foam and vinyl. Vinyl color is of client's choosing. Head chair is provided and also covered in matching vinyl.

**Graphics:** College logo and striping (usually EKG rhythm) in client's colors.

**Delivery and Installation:** Deliver and install simulator to assigned location. Assemble, set in place and verify the simulator is fully functional and provide training as specified.

**Training:** Training to occur on the next business day following completed simulator installation.

**Warranties:** To include, at a minimum, 1-year comprehensive initial warranty, covering all defects that occur during approved, normal use. Approved, normal use is considered the use of the simulator in a manner for which it is intended, under the supervision of an instructor trained by Simulator Solutions personnel.



Simulator Solutions Proposal – Platinum Ambulance Simulator

Western Iowa Tech Community College

September 22, 2023

## Table of Contents

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## Why We Exist

Simulator Solutions exists in order to help you help your students save lives. We partner with you so that your students experience training scenarios that are as close to real life as possible. Through the combination of our simulator and your quality instruction, your students will perform their best when seconds count.

We have a love for technology and a passion for understanding its place in EMS education. We infuse the latest technology into every facet of our simulators employing our own patented technology. This relentless pursuit of state-of-the-art instruction earned industry acclaim as we were awarded the EMS World Innovation Award. We continuously strive to provide innovative simulator solutions so you can provide innovative instruction.

Simulator Solutions is a family-owned company based in Coleman, TX, and we believe in doing things the right way, even when no one else will notice. This core value guides our approach to client relationships, manufacturing, training, and service. We look forward to partnering with you and providing an unmatched level of quality in our products and services.



Scott Cravens awarding Robert Harrison EMS World Top 20 Innovators

## How We Are Different (PRIVILEGED AND CONFIDENTIAL -- PROPRIETARY INFORMATION)

The short version: Like most products, there is a correlation between quality and price when it comes to ambulance simulators. Simulator Solutions fills the middle-to-top of this quality/price continuum. We do so by being the sole provider of: 1) a fully enclosed simulator option; 2) welded steel construction instead of glued/pressed wood; 3) a cabin movement simulation option; 4) a customized simulator, inside and out.

When we started Simulator Solutions, we aimed to become the very definition of quality in ambulance training simulation. Research completed before going to market led us to several major decisions about what we wanted to build and how we wanted to build it. Most of these decisions boil up to one simple fact: ***the whole purpose of simulation is to get as close as you can to the real thing – a real ambulance.***

One major decision revolved around materials; particularly as it relates to durability. We understand the educational and financial commitment of purchasing an ambulance simulator. It became imperative then to provide the most durable, well-constructed solution possible. Other products may claim durability, so it is important to look closely at the quality of materials to make sure you are comparing “apples to apples”. Every single simulator we build has a welded steel frame. The durability of our frame is unmatched, particularly when compared to medium-density fiberboard (MDF), a weaker type of glued wood. While this decision increases cost, it is the only way to guarantee the long-term durability we require and our client’s desire. In summary, materials and construction are absolutely vital in protecting your investment, so we encourage you to prioritize these aspects accordingly, for your own benefit.

Owning a brand new classroom ambulance simulator sets your EMS program apart and demonstrates to the community your commitment to innovative education. To maximize the simulator’s use as a marketing tool, it is important that the aesthetic details match functionality in terms of quality. In addition to highly detailed and tailor-made interiors, we offer a wide variety of pre-painted aluminum exterior color options and customized graphics. The result allows you to customize your simulator’s interior and exterior to meet your specific needs with an aesthetic appeal you will be proud of for years.

Simulator Solutions truly believes we provide the best ambulance simulators available. While we always aim to keep control of costs, our commitment to quality sometimes means we are not the lowest-cost provider. And we are okay with that. At the end of the day, it is about providing you with a high quality, long-lasting product, and your students an exceptional simulation experience. We are proud to do both.

## Simulator Types and Models

### **Classroom Ambulance Simulators**

We have four classroom models – Bronze, Silver, Gold and Platinum – which vary in open vs. enclosed learning style as well as stationary vs. moving modules.

	Open Learning Model	Enclosed Learning Model
Module Movement Simulation	Gold	Platinum
Stationary Module	Bronze	Silver

Our Open Learning Models simply have the doors removed and feature a cutout behind the bench seat to facilitate an external view. Our Enclosed Learning Models allow students to shut the doors and feel as though they are in a real ambulance, while allowing external viewing though an audio/video feed.

Enclosed Learning Model



Open Learning Model



In addition to simulating module movement, our simulators are also capable of simulating the aural distractions students will experience while on the road; including sirens, engine noise and road noise. Most of our simulators come with the audio/video component that allows the instructor to watch and communicate back and forth with students inside.

## Standard Specifications (PRIVILEGED AND CONFIDENTIAL -- PROPRIETARY INFORMATION)

Dimensions & Weight: 12' Length. 7' Width. 8' – 8'8" Height, pending headroom selection and additional clearance for module movement selection.

Height / Headroom: Choose from the two industry-standards: 5'8" or 6'.

***All 6' interior clearance models require a minimum of 8'8" floor to ceiling clearance, 9' for moving models.***

Weight: 3,000-3,500 lbs., pending selected features and functions

Base: 2" Tubular steel on 1' centers and are custom built, sand blasted, and powder coated.

Walls & Joints: 2" Tubular steel on 16" center and are custom built, sand blasted, and powder coated.

Cabinets: ¾" Plywood covered with commercial laminate

Floor: ¾" Plywood covered with medical grade vinyl flooring

Interior Lights: Overhead and under cabinet LED lighting in the cabin; exceeds KKK recommendations and uses less energy and creates less heat. Two functional 110V outlets - CPR and Head Chair accessible.

Exterior Lights: Four (4) white/red Wheelen emergency lights on module exterior

Electrical: Requires only two (2) standard 110v outlets to operate the simulator. All wiring is 14-18 gauge 600v max, run in automotive style wire loom, and has a rating that well exceeds that of the load.

***\*\*For Pneumatic Moving Simulators there is a minimum required clearance of 108" floor to ceiling.***

## Standard Options Included (unless otherwise noted):

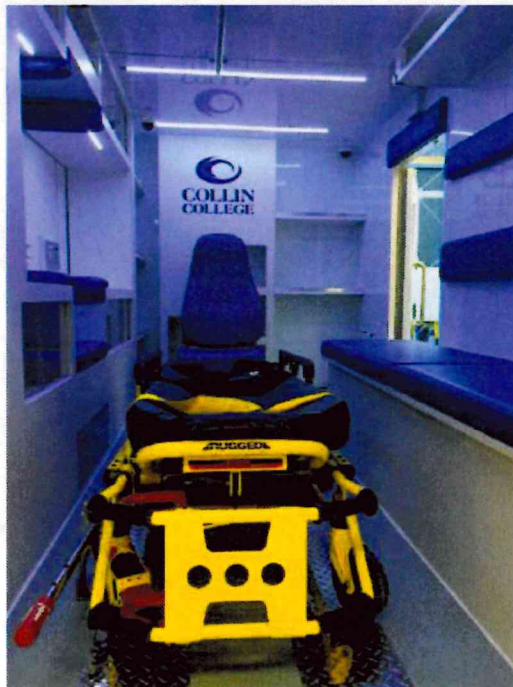
Instructor Control Station: Audio/video equipment is located on the Instructor Control Station and consists of a stand-alone desk external to the simulator. We can integrate with most existing simulation lab control panels, up to 100 feet away.

Audio/Video: An internal speaker system and four (4) fixed-position high definition cameras with audio capability enable video surveillance and two-way communication with students inside the simulator from the Instructor Control Station.

Rear Bumper: Replica diamond-plated rear bumper, with fold-up capability.

Oxygen/Suction Outlets: Ohmeda style quick connect oxygen and suction outlets are provided on all models. Silver, Gold, and Platinum models come standard with functional outlets included (See Outlet Package in the Interior Configuration section below).

Pneumatic Movement: Gold and Platinum Models require compressed air for pneumatic movement @ 50PSI. If plumbed air isn't available, an air compressor (15 amp) will be necessary and is provided by Simulator Solutions. An additional 110v outlet is needed wherever the compressor is installed, ideally located in a closet in the classroom or outside the classroom to alleviate noise. Simulator Solutions will provide a ¼" quick connector is for the airlines going out to the unit.



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Platinum Simulator Proposal – Document is intended for exclusive use by Western Iowa Tech CC

## Interior Features

With the purchase of a classroom model ambulance simulator, you can select up to ***\$2,000 worth of features and upgrades at no additional cost!*** Below we have outlined the most commonly requested features and grouped them into packages.

Safety Package: Includes overhead grab bar, seatbelts, and squad bench safety net.

IV Package: Includes IV hanger and hazardous waste bin / sharps box.

Cabinetry Package: Includes additional cabinetry above bench seat and plexiglass cabinet coverings/doors.

Outlet Package: ***(Standard on Silver, Gold and Platinum Models)*** Includes functional oxygen and suction outlets, with appropriate plumbing and equipment.

Audio/Video Package: ***(Standard on all Models)*** Includes speaker system, four (4) fixed-position high-definition cameras with audio capability, and noise distraction system.



## Available Upgrades

Color (non-white) Exterior: All of our simulators are covered with pre-painted aluminum and your program logo/stripping, making your simulator look professional and classroom-ready. Upgrade from the standard white exterior to one of over 30 color options; great for matching your program's colors and adding some visual pop!

### Standard White Exterior



### Upgraded Color Exterior



External Classroom Monitor: A ~55" monitor that can be free from the simulator or permanently fixed to the side. Classroom Monitor will show the video feed as seen on the Instructor Control Station Monitor.

Control Station Monitor Upgrade: Upgrade the standard ~32" monitor in the instructor control station to a ~42" monitor.

Upgraded Graphics: We are able to do graphic "wraps" and many other specialty graphics. If you are interested in more than the standard graphics that include your program logo and striping, we are happy to design a more customized graphic package for you.

## Services

We aim to not only provide you with a state-of-the-art simulator, but also professional, straightforward, and beneficial services.

Delivery / Installation: *[Certain proprietary and confidential practices omitted for public record.]* All doorways must be 3' X 7' or larger and must be clear of obstructions. Delivery and Installation occurs across a mutually agreed upon 3-5 day span (typically the weekend from Wednesday PM to Sunday PM). During this time we will need all appropriate building and/or parking access.

Simulator Solutions decided on a manufacturing model over a licensing model. This means several things: 1) The people who build your simulator have built all of our simulators; 2) The people who will install your simulator have installed all of our simulators; 3) Our head engineer who designed our simulators oversees the build and leads the installation. All of this means fewer surprises for us and a better product for you. We encourage you to compare/consider this factor in your vendor decision.

Timeline: We typically require 60-90 days (pending model selected and current production) from PO date to complete construction, delivery and installation.

Training: Included in this quote is a maximum of one half day (4 hours) of training, to occur on the next business day following complete simulator installation. Any subsequent training requested will be billed at a rate of \$400 per half day (4 hours). Due to the simple user-centric design, training typically only takes 30-60 minutes.

Warranties: Simulator Solutions offers a 1-year comprehensive initial warranty, covering all defects that occur during approved, normal use\*. All work requested of Simulator Solutions to repair defects which occur outside of approved, normal use will be subject to billing for labor, cost of materials, and possibly travel expenses.

Extended warranties (1, 2 or 3 years) can be purchased at any time during an existing warranty period. Please feel free to contact us to discuss available options.

\*Approved, normal use – Using the simulator in a manner for which it is intended, under the supervision of an instructor trained by Simulator Solutions personnel in the use of the simulator.

## Pricing

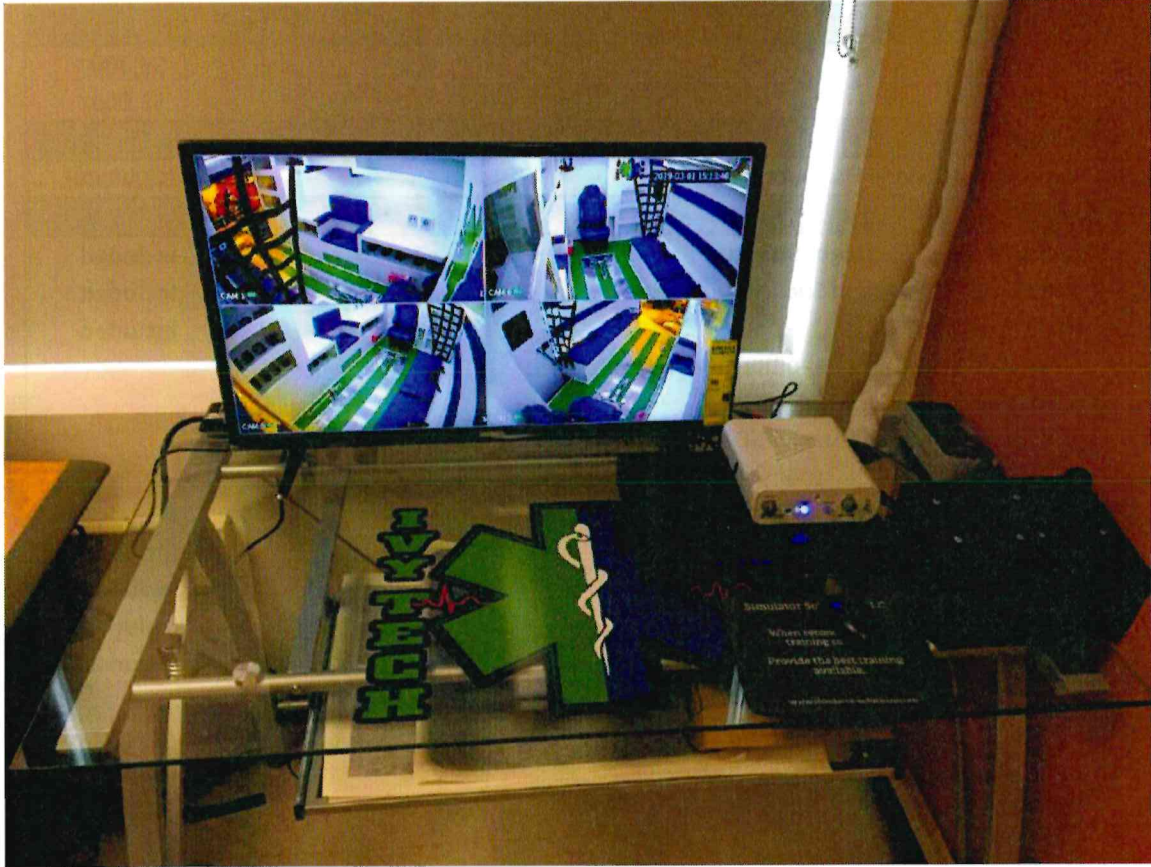
<b>AMBULANCE SIMULATOR – Moving &amp; Enclosed</b>	<b>Platinum</b>
Classroom Model Base Price	\$70,000
Training (up to 4 hours)	Included
Comprehensive Warranty (years 0-1)	Included
<b>DELIVERY &amp; INSTALLATION</b>	
Delivery	\$4,800
Installation	\$8,000
<b>DISCOUNTS:</b>	
Community College Discount	<b>(\$1,000.00)</b>
<b>INCLUDED ITEMS IN BASE PRICE:</b>	
Standard Graphics (Logo; Striping)	Included
Functional Oxygen and Suction Outlets	Included
<b>AUDIO/VIDEO PKG</b>	Included
Camera/DVR (4 High Definition 1080P Cameras)	
Two-way Audio	
Instructor Command Station (Desk with Logo and 32" Monitor)	
55" TV Screen for Classroom Viewing	
Standard Cabinetry (CPR Seat/Blanket Box)	Included
Cot Docking System (Ferno or Stryker)	Included
Rear Fold Up Bumper	Included
Pneumatic Moving Base with Compressor	Included
Upholstery/Flooring (Client chooses colors)	Included
<b>FEATURES/UPGRADES (\$2,000 INCLUDED IN BASE PRICE:)</b>	
<b>IV PKG</b>	<b>\$250.00</b>
Hazardous Waste Bin/Sharps Box	
IV Hanger	
<b>CABINETRY PACKAGE</b>	<b>\$1,700</b>
Additional Cabinetry Above Bench Seat	
Plexiglass add-on (all cabinetry)	
Storage Containers Inside Cabinetry	
<b>SAFETY PKG</b>	<b>\$750</b>
Overhead Grab Bar	
Seatbelts	
Squad Safety Net	
Control Station Monitor Upgrade	\$500
65" External Classroom Monitor	\$1,000
Custom Exterior Graphics	\$5,000
<b>Grand Total Excluding Tax:</b>	<b>\$81,800.00</b>

\*Grand total includes \$2,000 in upgrades. If upgrades chosen exceed \$2,000 the invoice will increase by the difference. For clarity, if \$2,500 in upgrades are chosen, the grand total will then increase by \$500.00

***This pricing will be honored for any purchase orders received through 12/31/2023. Unfortunately, due to inflation, there will be a pricing increase January 2024.***

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Platinum Simulator Proposal – Document is intended for exclusive use by Western Iowa Tech CC



Command Station

**MEMO**

**DATE:** October 6, 2023  
**TO:** Dr. Terry Murrell, President  
**FROM:** Darin Moeller, Executive Dean of Instruction   
 Dr. Teri Peterson, Associate Dean of Health Sciences  
**RE:** Pediatric Manikins

The College's Equipment Purchase Team has approved a request, pending Board approval, for the purchase of 3 Pediatric Manikins to serve both credit and non-credit students in our Health Sciences programs on the Sioux City, Cherokee and Denison Campuses. With the shortage of opportunities for students in pediatric clinical settings, this equipment can provide these experiences through simulations and meet competencies outline by the Iowa Board of Nursing and accreditors.

The Advanced Pediatric Hal Simulator comes with a tablet PC preloaded with controls software and guidebook with 10 scenario-based simulations. It includes an RF communication module, streaming audio headset, battery charger, replacement chest tube and hard rolling transportation case. Each unit can easily be moved to other location for training purposes. The purchase includes equipment, delivery, installation, and staff training for the equipment, with ongoing phone/email support, software updates and preventative maintenance.

Gaumard is considered a sole-source provider as they are the lone company that provides the specifications desired for the equipment and the equipment is compatible with current equipment used in our programming.

**Recommendation:**

It is administrative recommendation that the Board approve the purchase of 3 Advanced Pediatric Hal Simulators from Gaumard for the cost of \$207,681.06. Perkins funds would be used for the purchase.



14700 SW 136th Street  
Miami FL 33196  
T: 305-971-3790 | F: 305-252-0755

**Quote Number:** 103754  
**Quote Date:** 09/22/23

**Page:** 1 of 3

**Quoted To:**

Western Iowa Tech Community College  
4647 Stone Ave P.O. Box 5199  
Sioux City IA 51106-1918  
USA

**Ship To:**

Western Iowa Tech Community College  
4647 Stone Ave Main Campus  
Sioux City IA 51106-1918  
USA

**Contact:**

Teri Peterson  
712-274-8733 x 1421  
Teri.Peterson@witcc.edu

Customer ID	Good Through	Shipping Method	Sales Representative
C107227	10/22/23	ABF Freight	Jered Kotschwar

Qty.	Item	Description	Unit Price	Amount
3	S2225.PK.M	Advanced Pediatric HAL® S2225 medium skin tone five year old simulator package Includes: Advanced Pediatric HAL® S2225 medium skin tone simulator, Tablet PC preloaded with UNI®3 control software, The Pediatric HAL Simulated Learning Experiences™ guidebook, preprogrammed SLE library with 10 scenario-based simulations, RF communications module, streaming audio headset, battery charger, replacement chest tube and tension pneumo sites, defibrillation site adapters, filling kits, additional accessories, hard rolling transport case, user guide, One-year limited warranty  Options available only at initial time of purchase: Care in Motion™ Go integrated video-assisted debriefing system  Accessories available for purchase: Gaumard Vitals™ bedside patient monitor, Gaumard Vitals™ mobile patient monitor, Gaumard Ultrasound™ system, Pediatric emergency ultrasound POCUS Fast scenario module, LungSim™ In-Hospital System, LungSim™ Mobile System, Care in Motion™ Mobile standalone video-assisted debriefing system	54,450.00	\$ 163,350.00
3	30080154B	Bedside Virtual Monitor accessory	2,305.00	\$ 6,915.00

Prices and taxes are subject to change without notice.

To gather information about the products quote we invite you to visit our website: <http://www.gaumard.com>

If you should have any questions, please feel free to contact your sales representative Jered Kotschwar at [jered.kotschwar@gaumard.com](mailto:jered.kotschwar@gaumard.com)

This contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity and/or national origin, or for inquiring about, discussing, or disclosing information about compensation. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.



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**Ship To:**  
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 Sioux City IA 51106-1918  
 USA

**Contact:**  
 Teri Peterson  
 712-274-8733 x 1421  
 Teri.Peterson@witcc.edu

Qty.	Item	Description	Unit Price	Amount
3	GC.G2.AP	Gaumard Cares Gold 2 Year service plan for advanced pediatric simulator. Gaumard Cares service with Cost of Ownership Assurance includes the following at NO CHARGE for the duration of the plan: • Training at Gaumard Training Centers • Webinar Training • Telephone and email Support • Software Updates • Loaner Service (Including Shipping) • All Preventative Maintenance • All Repairs Gaumard Cares Gold 2 Year service plan for newborn simulator	12,010.00	\$ 36,030.00
All Quotes are subject to credit approval  Customer must supply Sales Tax Exempt Certificate and W-9 with Purchase Order, if applicable.			<b>Subtotal</b>	\$ 206,295.00
			<b>Other Discounts</b>	0.00
			<b>Est. Freight &amp; Handling</b>	1,386.06
			<b>Est. Sales Tax</b>	0.00
			<b>Total US\$</b>	\$ 207,681.06
				0.00

**\*\*NOTE: A FREIGHT CARRIER WILL DELIVER THIS SHIPMENT ON PALLET (S) VIA FORKLIFT. IF YOUR ORGANIZATION IS NOT EQUIPPED TO RECEIVE PALLETS, PLEASE NOTIFY US IMMEDIATELY.\*\***

Estimated shipping date: Approximately 8 to 10 weeks after receipt of order.

Prices and taxes are subject to change without notice.  
 To gather information about the products quote we invite you to visit our website: <http://www.gaumard.com>  
 If you should have any questions, please feel free to contact your sales representative Jered Kotschwar at [jered.kotschwar@gaumard.com](mailto:jered.kotschwar@gaumard.com)  
 This contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity and/or national origin, or for inquiring about, discussing, or disclosing information about compensation. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.



**Gaumard**<sup>®</sup>  
 Simulators for Health Care Education

# Quotation

14700 SW 136th Street  
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 T: 305-971-3790 | F: 305-252-0755

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 USA

**Contact:**

Teri Peterson  
 712-274-8733 x 1421  
 Teri.Peterson@witcc.edu

Shipment Via: ABF Freight

Gaumard Scientific is the sole source for this tetherless simulator(s).

\*If you need credit approval, please submit completed customer form to GaumardCR@gaumard.com

Prices and taxes are subject to change without notice.  
 To gather information about the products quote we invite you to visit our website: <http://www.gaumard.com>  
 If you should have any questions, please feel free to contact your sales representative Jered Kotschwar at [jered.kotschwar@gaumard.com](mailto:jered.kotschwar@gaumard.com)  
 This contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity and/or national origin, or for inquiring about, discussing, or disclosing information about compensation. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.



TO: Dr. Terry Murrell, President

FROM: Tawnya Beermann, Dean of Students  
 Teresa McElroy, Associate Dean of Admissions & Advising  
 Bea Houston, Director of Transitional Education

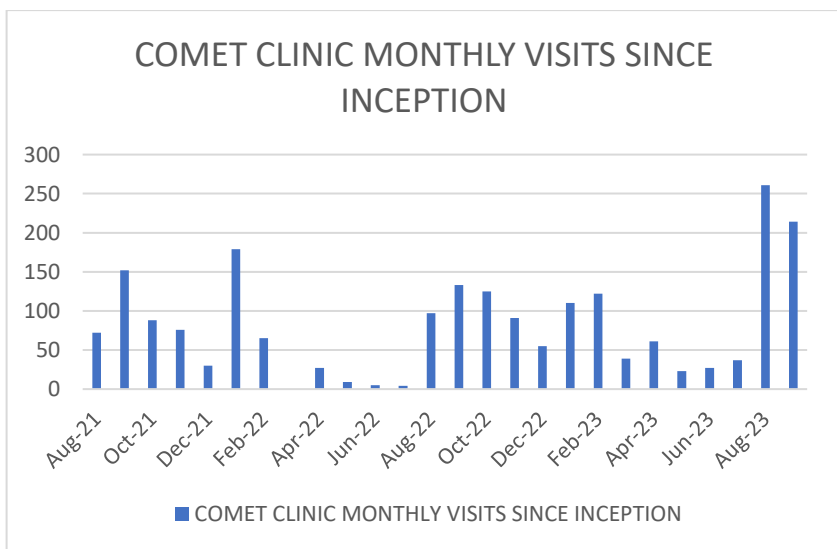
DATE: October 5, 2023

SUBJECT: **WITCC Supportive Services for Students- Annual Report**

Western Iowa Tech Community College’s continues to invest in, and promote key supportive services for learners, with the hope of reducing or eliminating barriers to educational goal attainment. Demand for, and overall utilization of these services continues to rise. Intentional effort to foster increased awareness and access to these services over the last several years, has proven worthwhile. These strategic efforts continue as a result of the focus on communication, collaboration, and contribution across different areas of the College. This is in-in line with the current **WITCC Strategic Initiative: *Creating A Culture of Connection***

Through surveys, and day-to-day conversation, WITCC learners have shared that they feel WITCC offers them a very supportive environment. On behalf of students and staff of WITCC, we express our gratitude and appreciation for your current and future efforts to do all that you can to support the continued availability and future growth of these valuable supportive services to our learners and the communities we serve.

**COMET CLINIC -WITCC SIOUX CITY CAMPUS**



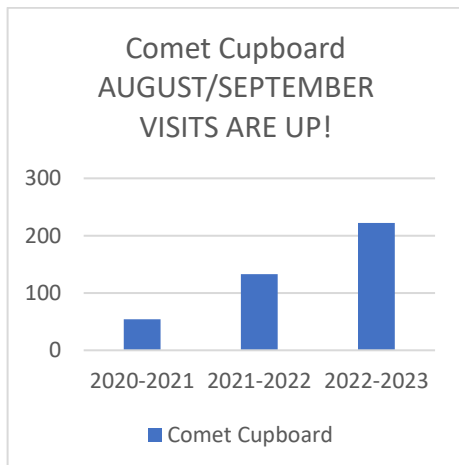
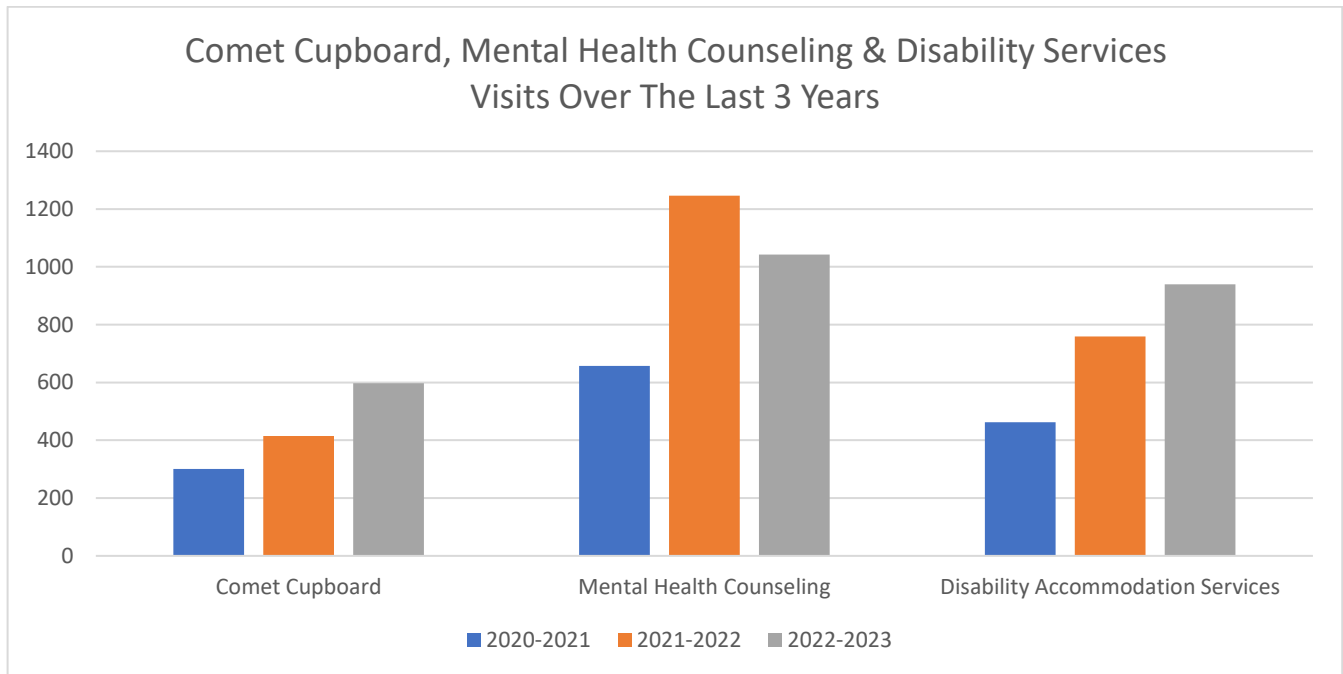
**The Comet Clinic provides on-campus health clinic services to students and employees, on the WITCC Sioux City Campus, through a partnership with Tri-State Nursing.**

**New This Year~** The Comet Clinic played a vital role in **providing athletic physicals** for members of WITCC’s new Athletic Teams.

**Cutting Costs for Students~** Students in Health Sciences & Truck Driving programs have access to low/no-cost health screenings and immunizations required for enrollment in their programs.

**Location is Everything~** Co-locating the Comet Clinic with other key support services has had a major impact in increasing utilization of this valuable service!

## COMET CUPBOARD, MENTAL HEALTH COUNSELING & DISABILITY SERVICES



A recent spike in Comet Cupboard usage could be attributed to a 5.4% increase in enrollment, the highest number of students living on campus since the Cupboard opened in 2019, along with the impact of rising food costs, nationwide.

Continued support from WITCC employees, student clubs, generous donors, and the Foodbank of Siouxland continue to make this great service accessible to those in need.

Requests for ADA Accommodation Services continue to trend upward, as the College makes every effort to promote access and provide this key service to students who may qualify!

WITCC is very proud to report that students receiving ADA related services, graduate at higher rates than the general WITCC student population!

In recent years, ADA accommodation services has presented serious budget challenges.



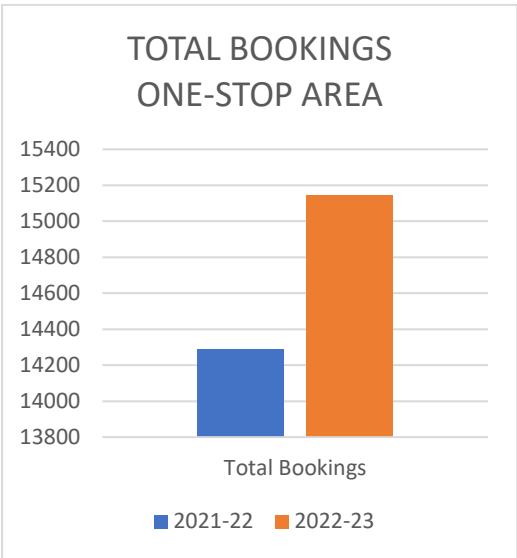
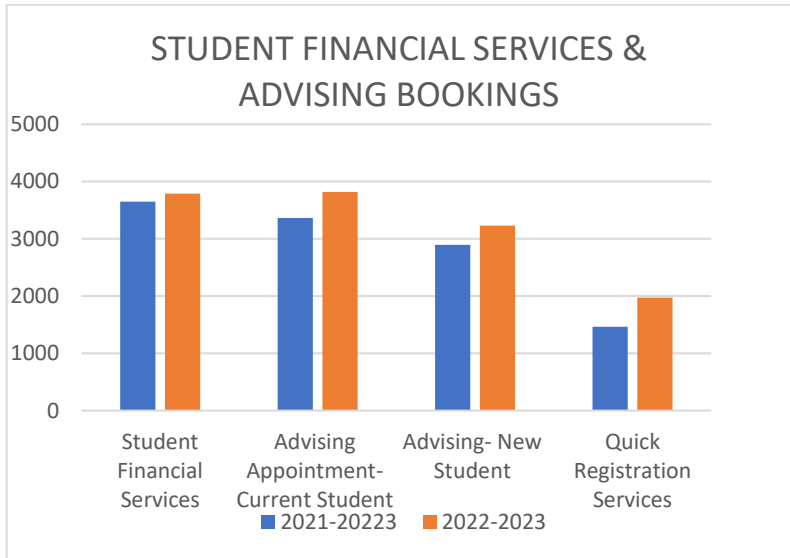
**NEW “ALL HANDS-ON-DECK” ORIENTATION FOR FALL 2023 WAS A HUGE SUCCESS!**

WITCC hosted several “open-house” style Orientation Events on the Sioux City campus for all students. A blast from the past, but with a new spin! Laptop check-out was a great motivator! Attendance was overwhelming, with over 650 students participating across the 3 options offered on the Sioux City campus. Denison Campus served 40 students between their two sessions offered. The energy students and their parents brought to campus, to kick-off the semester was inspiring to the entire WITCC team!

**700+ Students took part in Orientation this Fall!**

They started the semester off, more informed and prepared to succeed!

**WITCC STUDENT FINANCIAL SERVICES & ADVISING**



Booking Requests Only - Services through general phone and email contacts are not reflected in this report

**INTENTIONAL COLLABORATION TO SUPPORT WITCC’S NEW ATHLETIC DEPARTMENT & ATHLETES**

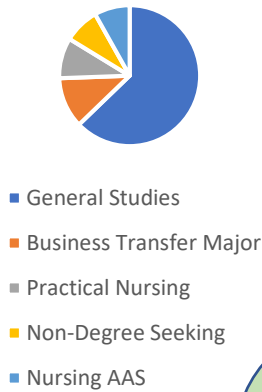




# Western Iowa Tech Community College

## COMET LEARNING CENTER, LIBRARY & CAREER SERVICES

### Top 5 Majors Using Academic Coaching this Fall



### Technology Coaching

- ~Cengage
- ~Canvas
- ~MyWIT
- ~Email
- ~MacBook
- ~Other Tools

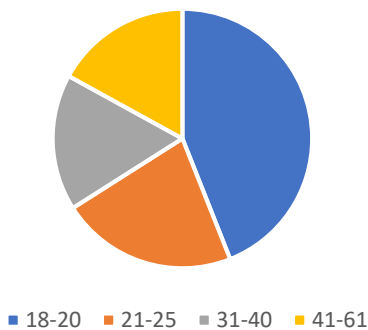
**MATH SKILL BUILDING WITH ALEKS**

### ACADEMIC COACHING TEAM

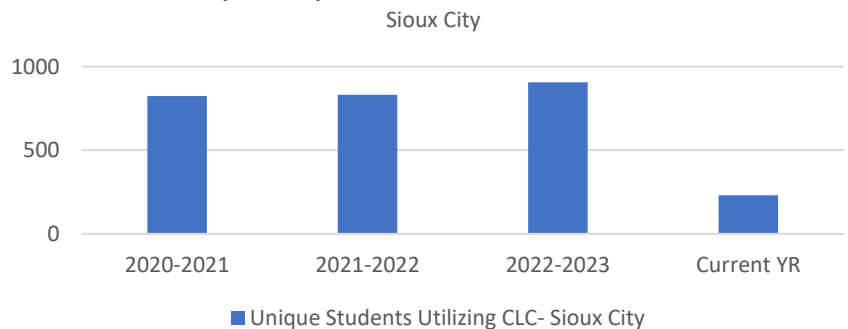
- Full-Time Writing Specialist
- Full-Time Math Specialist
- 7 Professional Coaches
- 24 Student Tutors
- Receptionist

**Math Workshops For Nursing**

### CLC Visits by Age



### Academic Coaching Yearly Comparison of Students Served





**Western Iowa Tech  
Community College**

**KURZWEIL READER SERVICE**

**WITCC PROVIDES THIS GREAT PERK FOR  
ALL ENROLLED STUDENTS~**

TEXTBOOKS AND OTHER WRITTEN CONTENT CAN  
BE READ ALOUD IN MANY DIFFERENT LANGUAGES.

TESTS CAN BE READ ALOUD FOR ADA NEEDS.

THIS TOOL IS A GAME-CHANGER FOR STUDENTS  
WHO MAY BE VISUALLY IMPAIRED, AUDITORY  
LEARNERS, STUDENTS WITH DYSLEXIA, AND  
LANGUAGE BARRIERS

GREAT STUDY TOOL FOR ANYONE

New Quiet  
Study Spaces  
Built in 2023

**Resume  
Writing &  
Review**

**MOCK  
INTERVIEWS &  
COACHING**

**Classroom visits  
to promote  
Library  
Research  
Services &  
Supports**

**New Library  
Services Platform  
Installed for  
Improved user  
experience**

**CAREER  
EXPLORATION**

**FUTURE READY IOWA  
CAREER COACH ONLINE  
ASSESSMENT**

**CAREER SPECIFIC  
INFORMATION FOR EACH  
WITCC MAJOR**

**O-NET ONLINE SERVICES FOR  
JOB OUTLOOK & SALARY INFO**

**WITCC SPONSORED  
CAREER FAIRS**

**6 to 8 EVENTS PER YEAR  
HUNDREDS OF AREA EMPLOYERS  
OFFERED BY CAREER CLUSTER  
OPEN TO THE PUBLIC**

**Job Boards to  
Connect  
Students  
with local  
employers**



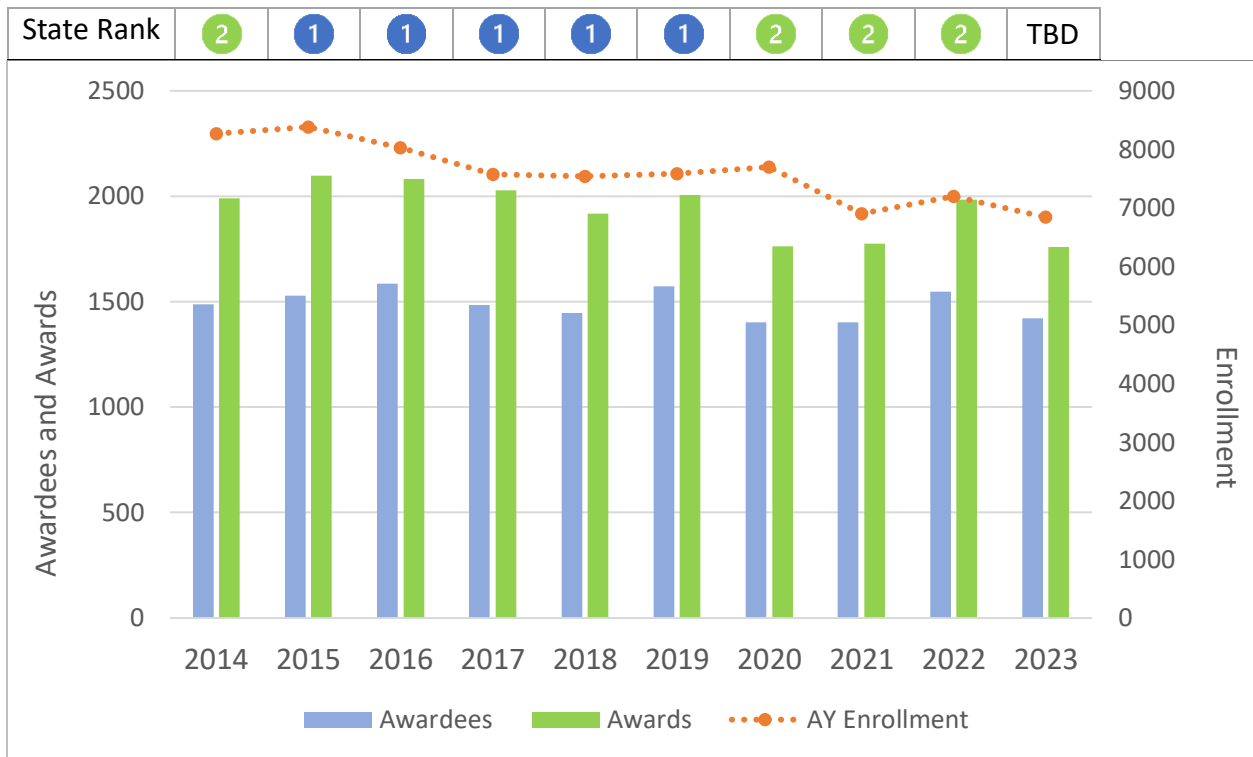
**TO:** Dr. Terry Murrell, President  
**FROM:** Erin Volk, Dean of Quality  
 Tawnya Beermann, Dean of Students  
**DATE:** October 6, 2023  
**SUBJECT:** Annual Graduates Report

Every year, hundreds of Western Iowa Tech Community College students reach the academic milestone of earning a postsecondary credential. Each graduate bolsters the community by elevating the Siouxland workforce, and contributing their local economy. Academic year 2022-2023 was no exception; with **1,422** students earning a total of **1,760** credentials. The College continues to creatively stretch funding and resources, to offer a wide-range of training opportunities that address workforce needs in the communities we serve. This year, graduates earned credentials in over **115** different academic programs.

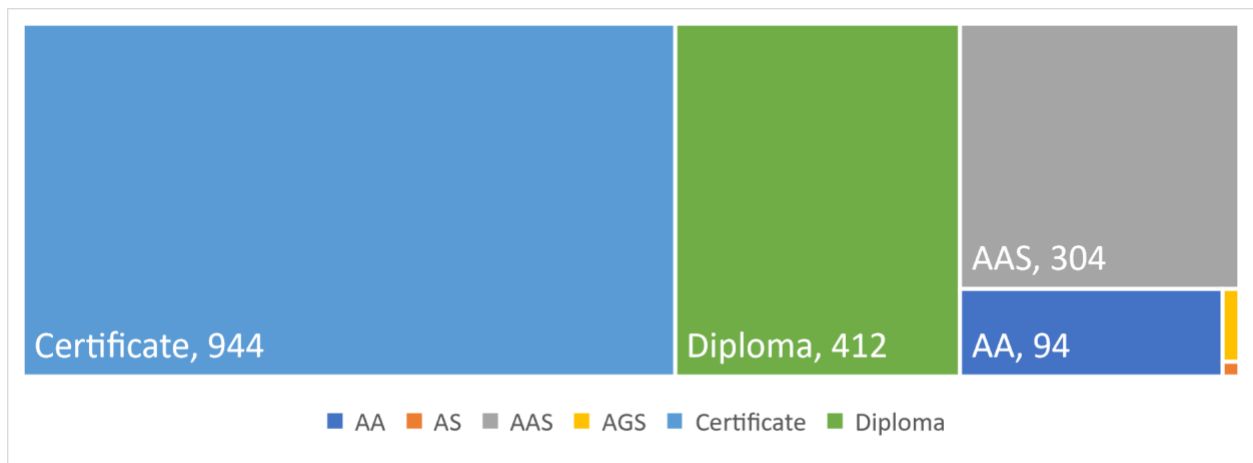
**Data trends to be proud of~**

<p>Health Sciences accounted for 47.2% of all awarded credentials</p>	<p>WITCC is making significant contributions toward addressing the shortage of healthcare workers in our region. <b>831 Credentials were awarded in the Health Sciences</b></p>
<p>The Percentage of Male Graduates is Up 6%</p>	<p>The percentage of male graduates was 46% of total graduates compared to 40% in the 2021-2022 Academic Year.</p>
<p>20.3% of graduates utilized Iowa's Free Tuition Funding</p>	<p>WITCC successfully utilizes Future Ready Iowa- Last Dollar Scholarship funding, with 289 completers in the 2022-2023 Academic Year Cohort.</p>
<p>Hispanic students are graduating at higher rates</p>	<p>Hispanic students represent 27% of the graduate cohort, while accounting for 21% of total enrollment, indicating a stronger success and completion rate compared to other students.</p>

**Figure 1: 10-Year Trend of WITCC Completions Relative to Enrollment**

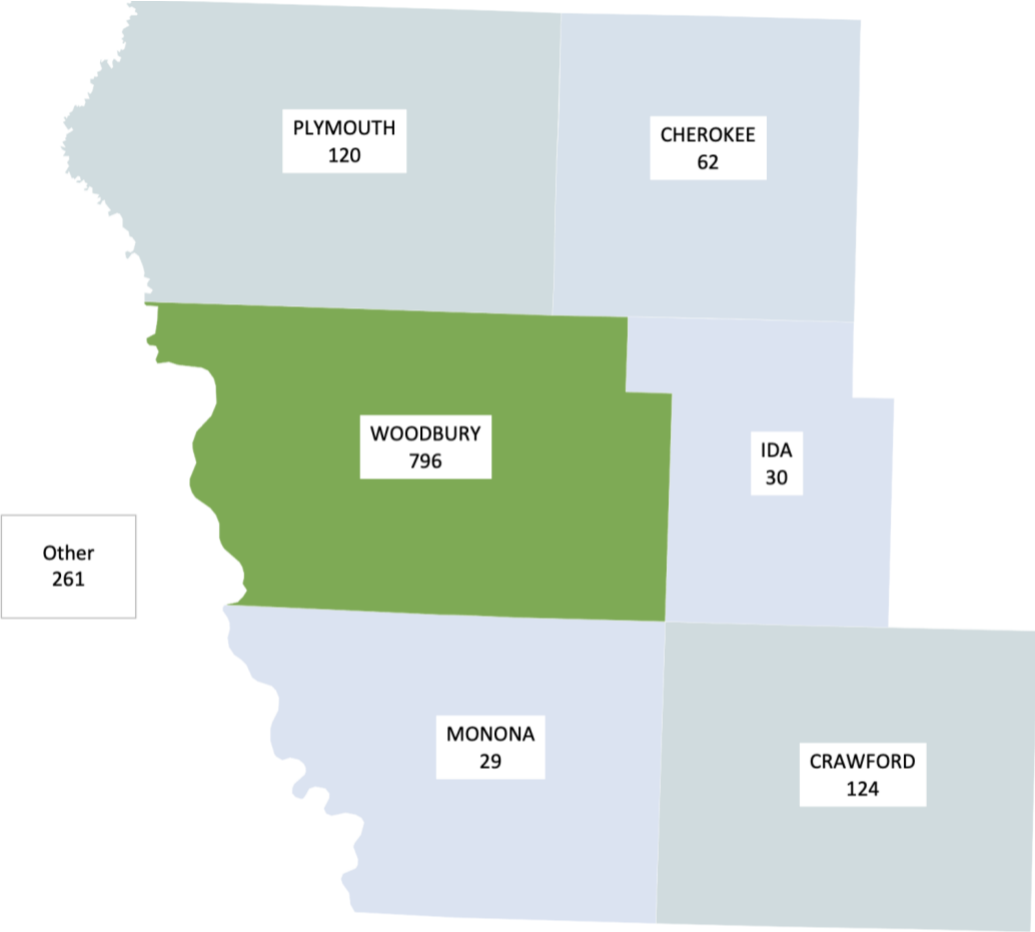


**Figure 2: AY 2022-23 WITCC Credentials by Degree Type**



**Figure 3: AY 2022-23 WITCC Graduates by County**

**98% of WITCC graduates are from Iowa, Nebraska, and South Dakota**





**TO:** Dr. Terry Murrell, President  
**FROM:** Erin Volk, Director of Institutional Research & Resource Development  
**DATE:** October 6, 2023  
**SUBJECT:** Iowa Department of Education Profile Report

Each year, the Iowa Department of Education (IDE) prepares the community college Profile Report based on academic year data reported by each college. The report includes credit and non-credit students, enrollments, and awards, as well as data on employees. The IDE assembles data across all Iowa community colleges and provides medians, averages, and rankings. WITCC values the perspective provided by this report and often leverages this information when developing new initiatives at the College. The complete report follows this memo and below are several highlights from the recently published 2022 report.

- ⇒ WITCC ranks 5<sup>th</sup> in total credit student enrollment and 1<sup>st</sup> in minority student enrollment at 35.5% compared to the state average of 24.3%.
- ⇒ Similarly, WITCC ranks 4<sup>th</sup> in total dual enrollment and 1<sup>st</sup> in minority student dual enrollment at 29.6% compared to the state average of 17.9%.
- ⇒ Community impact is measured through credit and non-credit enrollments relative to the service area population of individuals at least 15 years of age. WITCC ranks 2<sup>nd</sup> in the state with a rate of 12.4%.
- ⇒ WITCC ranks 2<sup>nd</sup> with respect to credit awards (as a percentage of total credit enrollment).
- ⇒ The College's graduation rate is 43.3% compared to the state average of 40.2%; WITCC's transfer rate is 15.6% while the state average is 25.3%.
- ⇒ The student loan default rate among credit students is the second lowest in the state.
- ⇒ Non-credit enrollments rank 5<sup>th</sup> in the state with the College serving nearly 14,000 students in this capacity.
- ⇒ The College ranks 8<sup>th</sup> in the percentage of minority employees, at 11.1% up from 9.5% last year.

# Western Iowa Tech Community College Profile 2022



**IOWA DEPARTMENT OF EDUCATION**  
DIVISION OF COMMUNITY COLLEGES &  
WORKFORCE PREPARATION

TOP THREE SUMMARY

**CREDIT ENROLLMENT**  
 DMACC  
 KCC  
 EICC

**BEST DEFAULT RATE**  
 NCC  
 WITCC  
 KCC

**% MINORITY STUDENTS**  
 WITCC  
 IVCCD  
 SCC

**% JOINTLY ENROLLED**  
 NICC  
 SWCC  
 DMACC

**% MINORITY IN JE**  
 WITCC  
 IVCCD  
 SCC

**% DISTANCE LEARNING**  
 IVCCD  
 NIACC  
 NCC

**CREDIT AWARDS**  
 NIACC  
 WITCC  
 SCC

**NONCREDIT STUDENTS**  
 KCC  
 NICC  
 DMACC

**NC CONTACT HOURS**  
 DMACC  
 HCC  
 KCC

**ADULT LIT STUDENTS**  
 SCC  
 DMACC  
 ICC

**EMPLOYEES**  
 KCC  
 DMACC  
 IWCC

**% MINORITY EMPLOYEES**  
 IWCC  
 KCC  
 IHCC

**PENETRATION RATE credit**  
 ICC  
 IWCC  
 WITCC

**PENETRATION RATE noncredit**  
 NIACC  
 NICC  
 WITCC

**PENETRATION RATE total**  
 NIACC  
 WITCC  
 ICC

**GRADUATION RATE**  
 NCC  
 NIACC  
 SWCC

**TRANSFER RATE**  
 NIACC  
 SWCC  
 ICC

**SUCCESS RATE**  
 NCC  
 NIACC  
 SWCC

**% REMEDIAL STUDENTS**  
 SCC  
 ICC  
 KCC

**% REMEDIAL CREDIT**  
 SCC  
 KCC  
 HCC

**% MINORITIES IN RE**  
 WITCC  
 IVCCD  
 KCC

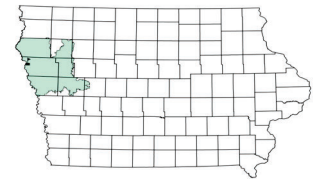


DIVISION OF COMMUNITY COLLEGES & WORKFORCE PREPARATION

# Western Iowa Tech Community College Profile

2021-2022 Academic Year

*President: Dr. Terry Murrell*  
*Administrative Center: Sioux City*  
*Year Established: 1966*  
*Area Number: 12*



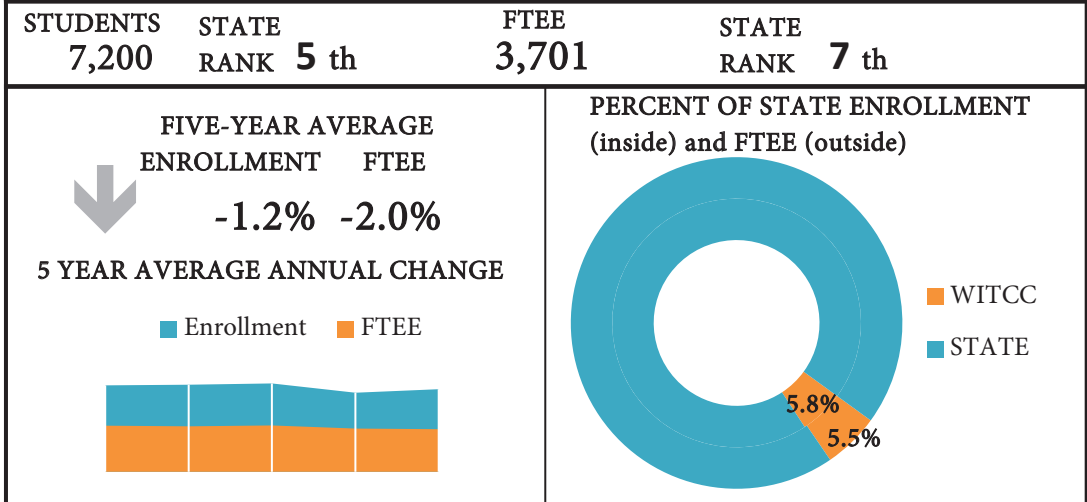
**About this report:**  
 Community College Profile is an infrequent publication intended to provide community college Management Information System (MIS) data and information about one of Iowa's 15 community colleges

- Contents:**
- ◆ Total Enrollment
  - ◆ Student Demographics
  - ◆ Program Enrollment
  - ◆ Online Enrollment
  - ◆ Joint Enrollment
  - ◆ Non-Credit Enrollment
  - ◆ Adult Literacy
  - ◆ Awards
  - ◆ Human Resources
  - ◆ Penetration Rate
  - ◆ Graduation Rate
  - ◆ Transfer Rate
  - ◆ Success Rate
  - ◆ Remedial Education
  - ◆ Loans Default Rate

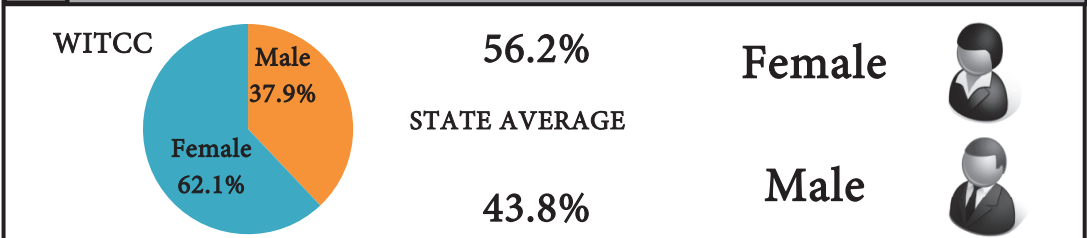
Ranking is conducted from the best (not necessarily largest) value down.

Iowa Department of Education  
 Grimes State Office Building  
 Des Moines, IA  
 50319-0146  
 Phone: (515) 281-3671  
 Fax: (515) 242-5988  
 vladimir.bassis@iowa.gov

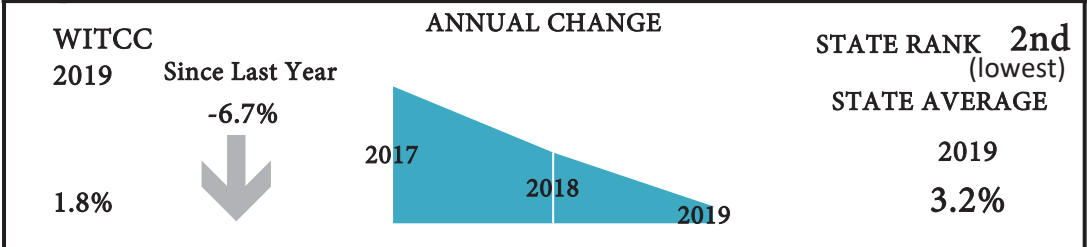
## 1 Total Enrollment



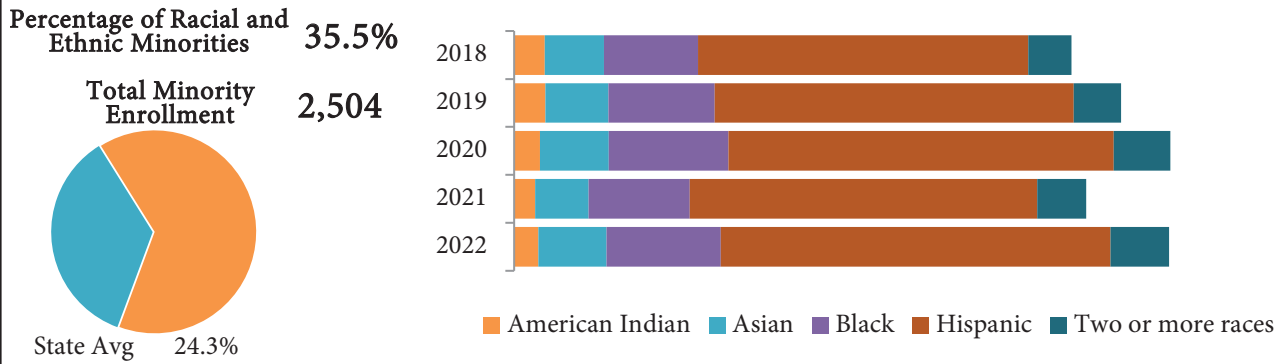
## 2 Enrollment by Gender



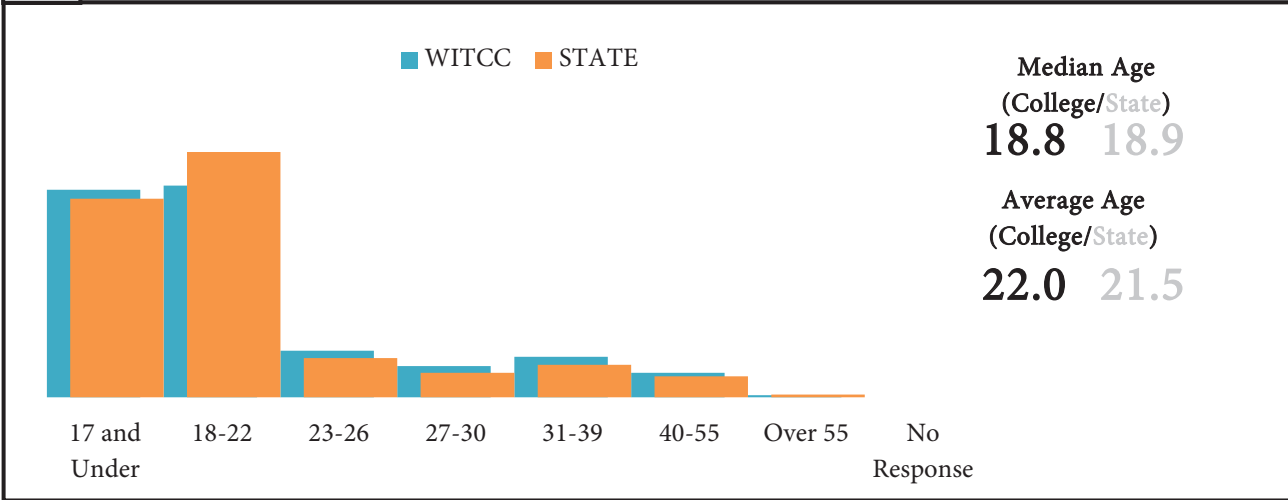
## 3 Federal Loans Default Rates



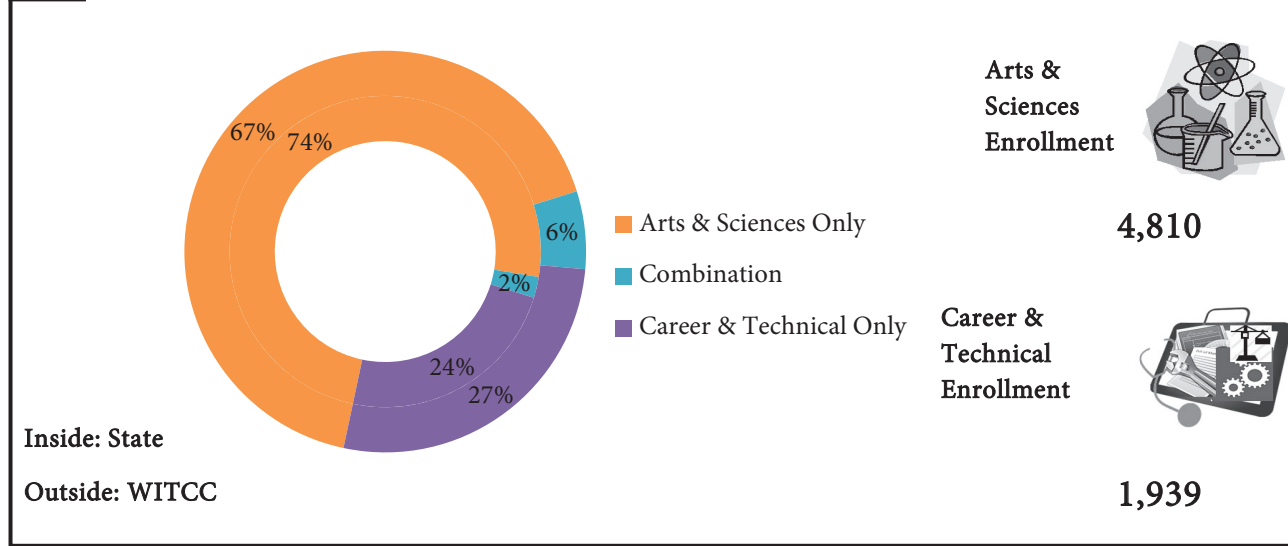
### 4 Enrollment by Racial and Ethnic Background



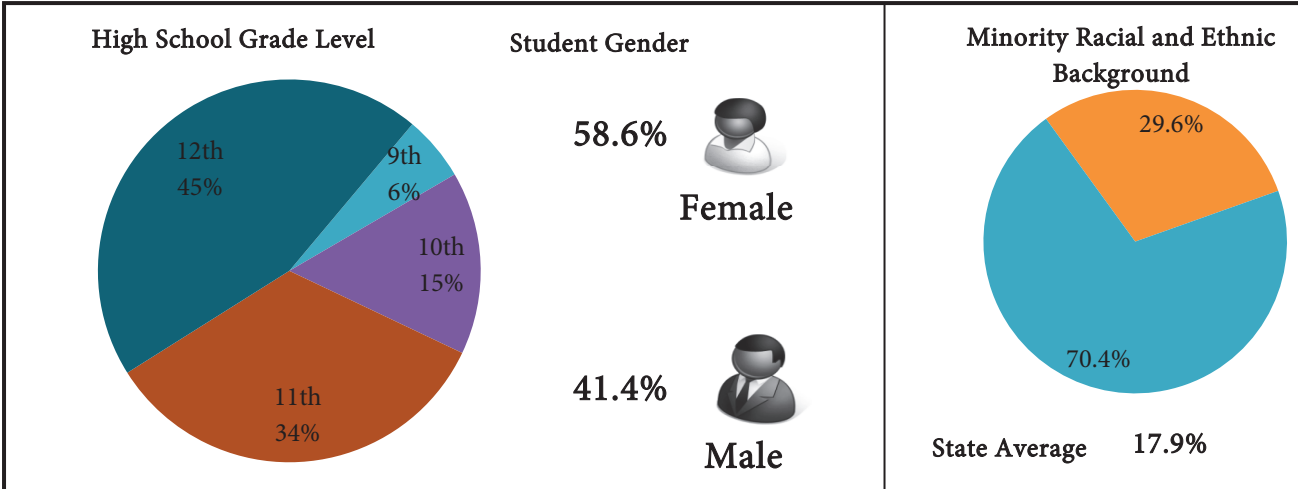
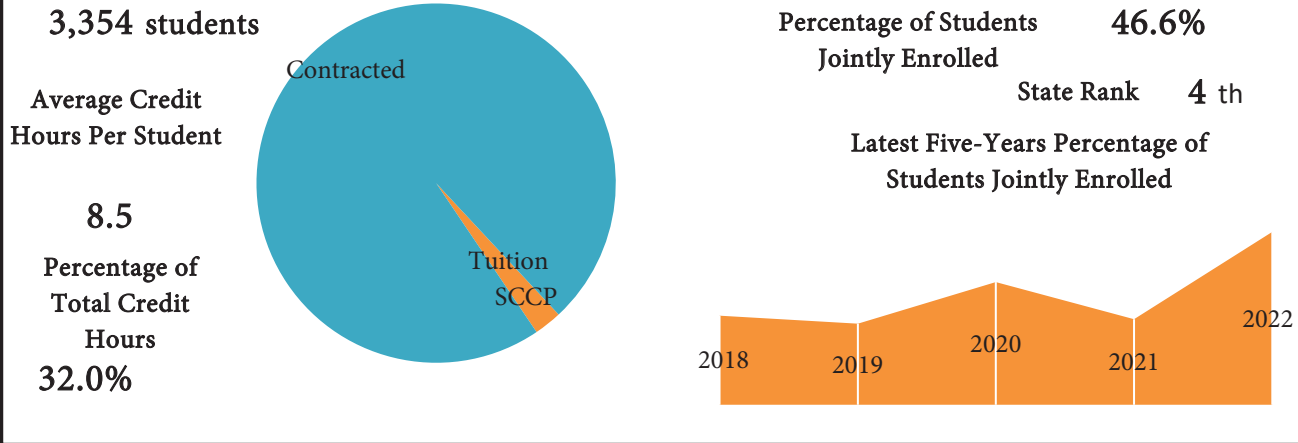
### 5 Enrollment by Age Group



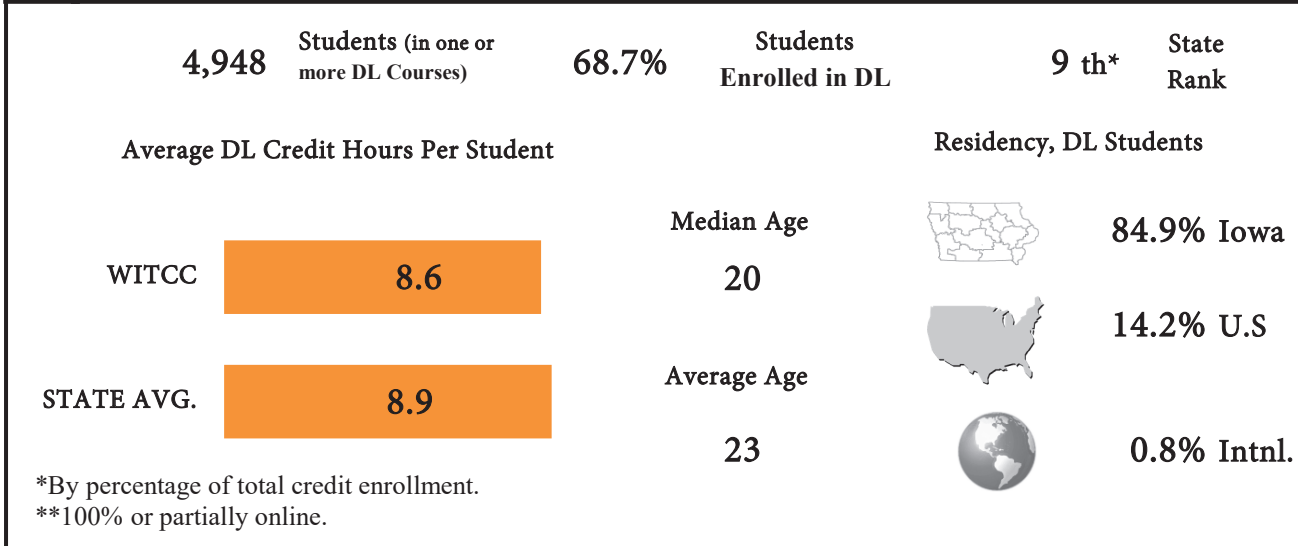
### 6 Enrollment by Program Area



## 7 Joint Enrollment



## 8 Distance Learning\*\* (DL)



9 Credit Student Awards\*\*

1,983 Awards

State Rank 2<sup>nd</sup>\*



1.7%

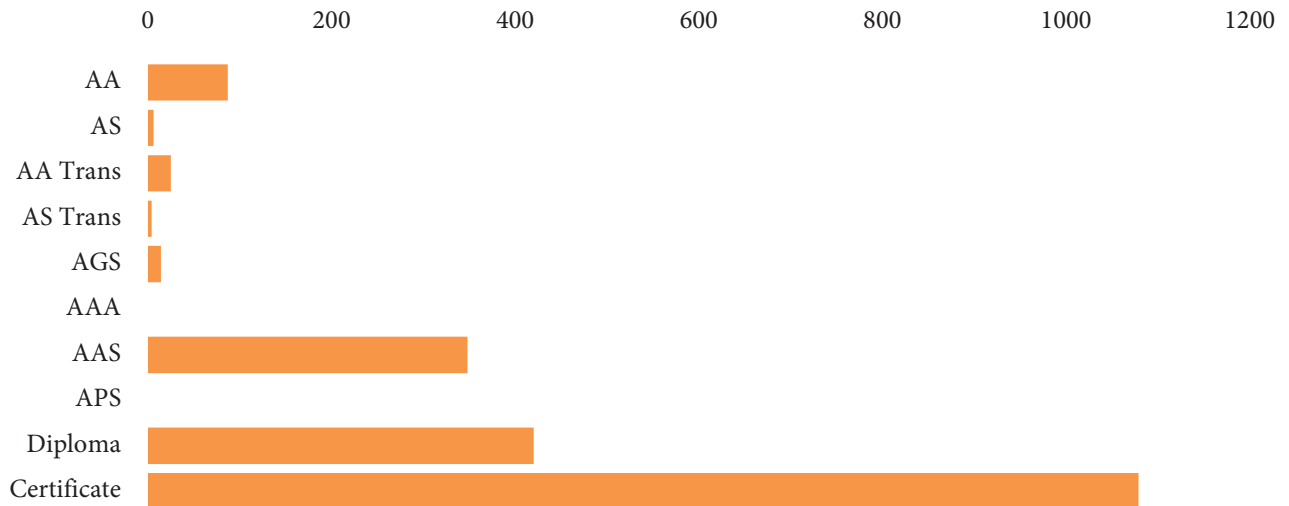
Five -Year Average Annual Change



\*By percentage of total credit enrollment.

\*\*No bar indicates no enrollment in the programs under this cluster.

Type of Award\*\*



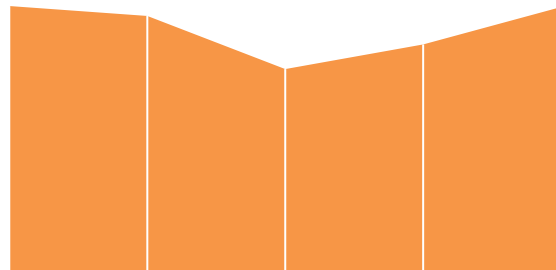
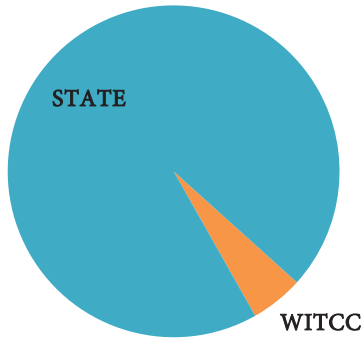
10 Non-Credit Enrollment

Students  
13,829

State Rank  
5<sup>th</sup>

↓ -0.1%

Five-Year Average Annual Change



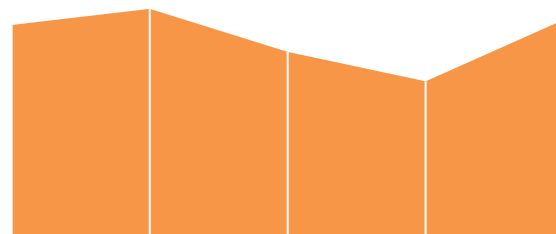
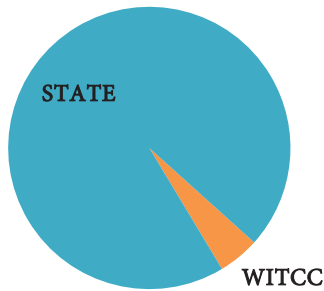
\*Local activities (Special Emphasis code = 70) are not included.

Contact Hours  
377,659

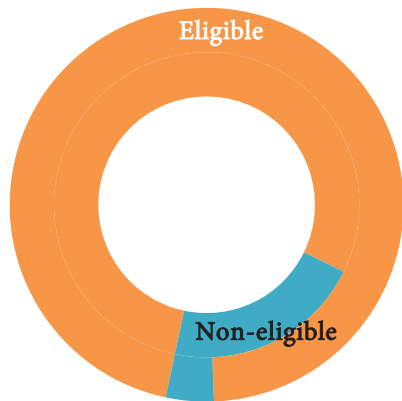
State Rank  
5<sup>th</sup>

↑ 0.6%

Five-Year Average Annual Change



Contact Hours by State General Aid (SGA) Eligibility



Inside: State  
Outside: WITCC

Average Contact Hours Per Student  
27.3      State Average 35.0

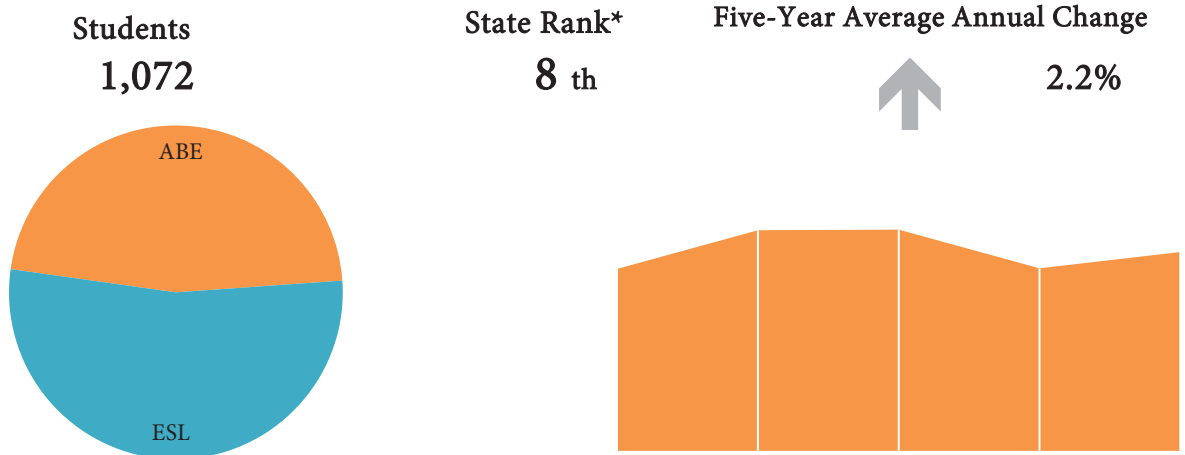
Average Courses Per Student  
1.7      State Average 1.7

**10 Non-Credit Enrollment, continued\***



\*No bar indicates no enrollment in the programs under this cluster.

**11 Adult Literacy**



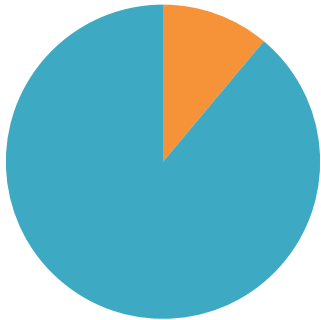
ABE: Adult Basic Education; ESL: English As Second Language; if both in ABE and ESL, counted as

\*By percentage of total non-credit enrollment.

12 Human Resources

622 All Employees

State Rank  
7<sup>th</sup>



Racial Minorities  
11.1%

8<sup>th</sup>  
State Rank

State Average 11.9%



59.6%

Female



40.4%

Male

Employees' Age

Median Age

48.3

Average Age

48.0



All Instructors

432

Full-Time Instructors

66

400  
350  
300  
250  
200  
150  
100  
50  
0

Full-Time

Part-Time

Temporary

Adjunct

**13 Penetration rate\***

Credit	Non-Credit	Combined	Four-Year Average Annual Change	Combined
4.2%	8.1%	12.4%	↓	-0.4%
State	State	State	State Rank: 2 <sup>nd</sup>	State
3.7%	8.0%	11.6%	Four-year combined	-1.4%
Four-year credit		Four-year non-credit		



\*Calculated as credit, non-credit or combined enrollment divided by college area population using latest available U.S. Census data estimates.

**14 Graduation, Transfer, and Success Rates\*\***

<p><b>Graduation rate</b></p> <p>WITCC 43.3%    State 40.2%</p> <p>State Rank 7<sup>th</sup></p> <p>Five-Year Average Annual Change 4.5% ↑</p>	<p><b>Transfer rate</b></p> <p>WITCC 15.6%    State 25.3%</p> <p>State Rank 13<sup>th</sup></p> <p>Since last year 1.2% ↑</p>
--	---

<p><b>Success Rate</b></p> <p>WITCC 50.3%</p> <p>State 49.8%</p> <p>Since last year 1.7% ↑</p> <p>State Rank 9<sup>th</sup></p>	
---	--

\*\*Graduation Rate: number of students who graduated from this college with any type of award within 150% of the time allocated for completion of that type of award divided by number of first time/full-time students in this college at starting year. Students could both graduate and transfer.

Transfer Rate: number of students who transferred to four year institutions from this college within three years divided by number of first time/full-time students in this college at starting year. Some students could both transfer and graduate.

Success Rate: number of students who either graduated from this college within 150% of time for completion, or transferred without graduation divided by number of first time/full-time students in this college at starting year. No student is counted more than once.

## 15 Remedial Education

82 Students\* Since last year  
95.2% ↑

384 Credit Hours Since last year  
68.4% ↑

Percent of total enrollment

Percent of total credit hours

State Rank\*\* 12<sup>th</sup>

State Rank\*\* 11<sup>th</sup>

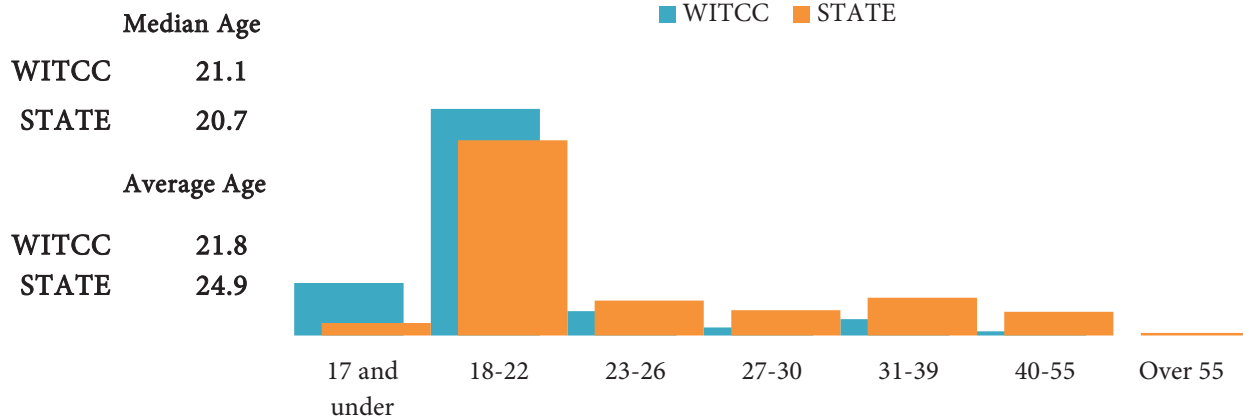
WITCC 1.1%

WITCC 0.4%

STATE 4.4%

STATE 1.6%

### Age of Remedial Education Students



### Racial Minorities

73.8%

WITCC

STATE



69.5%

56.6%

Female



30.5%

43.4%

Male

State Rank State Average

1<sup>st</sup>

47.1%

\*Headcount of students who took one or more remedial courses.

\*\*State rank is calculated so that #1 represents the largest number of students in remedial education vs. total enrollment or total credit hours.



**IOWA DEPARTMENT OF EDUCATION**  
**DIVISION OF COMMUNITY COLLEGES &**  
**WORKFORCE PREPARATION**



DATE: September 27, 2023  
TO: Dr. Terry Murrell, President  
FROM: Christina Brandon, Dean of Outreach & Information Technology  
SUBJECT: Ava Security Cloud Camera Solution

Western Iowa Tech's Campus Safety team relies upon camera technology for responding to student, employee, and public safety on all campuses. The current camera software, ExacqVision, was purchased in 2014 and requires four Windows servers. The aging software is unable to be updated and all servers reach end of life support in October 2023. Additionally, some security cameras are unable to update software versions and pose a cyber security risk. After extensive research and multiple vendor product demonstrations, the Ava Cloud Solution was selected as the long-term technology solution. The Ava Cloud Solution provides a plan to integrate current cameras and replace servers with the cloud solution.

#### **Benefits of Ava Cloud Solution**

- Compatible interface with Apple and Windows across all devices
- Elimination and cost-savings of server elimination
- Local technicians to provide support 24/7 with Thompson Solutions
- Integration and connection of existing security cameras
- Adjustable storage capability on each camera and cloud
- Instant recall of footage from the cloud and cameras
- AI functionality for tracking, facial recognition, and thermal readings
- Multi-camera views and ability to pare down number of cameras required

**Recommendation:** It is the administrative recommendation to approve the purchase of the Ava Cloud Security Solution in the amount not to exceed \$404,077.66 by utilizing IMPACC and Technology Fees.



**DATE:** October 5, 2023

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

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

**RE:** **FOUNDATION COMPILATION REPORT**

I have received the Western Iowa Tech Community College Foundation compilation report for the fiscal year ended June 30, 2023. A compilation is limited to presenting in the form of financial statement information that is the representation of management. A compilation is not an audit and therefore no opinion is expressed, however the Foundation is included as a part of the College's audit since the records are on the school's books. The compilation merely pulls the Foundation financial information out for presentation format.

The Foundation total net assets (fund balance) increased by \$1,138,832.00 resulting in total net assets of \$8,011,105.00. The Foundation assets consist of \$7.8 million of cash and investments and \$175K of pledges receivable. Contribution revenue increased \$422K from the prior year. Investment income for the Foundation was up \$33K. The unrealized gain on investments was \$520K due to changes in the market valuations while the realized loss on investments was \$8K. Scholarships to students decreased by \$86K for a total of \$563K.

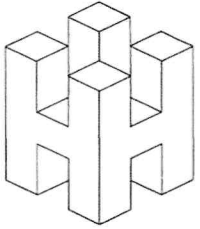
As in past years, there were no management comments for the Foundation compilation. I will review the key highlights as well as answer any questions concerning the compilation that you or the Board may have at their October 16, 2023 meeting.

WESTERN IOWA TECH  
COMMUNITY COLLEGE FOUNDATION  
COMPILED FINANCIAL STATEMENTS  
JUNE 30, 2023

CONTENTS

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Independent Accountant's Compilation Report .....	1
Statement of Financial Position .....	2
Statement of Activities .....	3
Statement of Cash Flows .....	4
Notes to Financial Statements .....	5 - 13

\* \* \* \* \*



**HENJES, CONNER &  
WILLIAMS, P.C.**

CERTIFIED PUBLIC ACCOUNTANTS

PO BOX 1937  
801 STEVENS PORT DR  
DAKOTA DUNES, SD 57049

P: (605) 242-3900  
(800) 274-3931  
F: (605) 242-3901

To the Board of Directors  
Western Iowa Tech Community  
College Foundation  
Sioux City, Iowa

Management is responsible for the accompanying financial statements of WESTERN IOWA TECH COMMUNITY COLLEGE FOUNDATION (a nonprofit organization), which comprise the statement of financial position as of June 30, 2023, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

*Henjes Conner + Williams P.C.*  
Certified Public Accountants

Dakota Dunes, South Dakota  
August 28, 2023

WESTERN IOWA TECH COMMUNITY COLLEGE FOUNDATION

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2023

ASSETS

Cash .....	\$ 413,531
Certificate of Deposit .....	751,541
Pledges Receivable .....	\$ 174,734
Investments:	
Money Market .....	\$ 881,050
Equity Securities .....	2,410,326
Exchange-Traded Funds (ETFs) .....	2,054,996
Bonds .....	915,566
Mutual Funds .....	<u>413,117</u>
Total Investments .....	\$ <u>6,675,055</u>
Total Assets .....	\$ <u>8,014,861</u>

LIABILITIES AND NET ASSETS

Due to Western Iowa Tech Community College .....	\$ -
Accrued Salaries Payable .....	<u>3,756</u>
Total Liabilities .....	\$ 3,756
Net Assets:	
Without Donor Restrictions .....	\$ 1,302,139
With Donor Restrictions .....	<u>6,708,966</u>
Total Net Assets .....	\$ <u>8,011,105</u>
Total Liabilities and Net Assets .....	\$ <u>8,014,861</u>

WESTERN IOWA TECH COMMUNITY COLLEGE FOUNDATION

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2023

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>
<u>REVENUES AND OTHER SUPPORT</u>			
Contributions .....	\$	\$ 1,158,388	\$ 1,158,388
Community College In-Kind Support .....	116,490		116,490
Investment Income .....		154,130	154,130
Unrealized Gain on Investments .....		520,098	520,098
Realized Loss on Investments .....		( 7,743)	( 7,743)
Net Assets Released from Restrictions .....	<u>695,794</u>	<u>( 695,794)</u>	<u>        -</u>
Total Revenues and Other Support .....	\$ 812,284	\$ 1,129,079	\$ 1,941,363
<u>EXPENSES</u>			
Educational - Note 6 .....	\$ 652,371		\$ 652,371
Management and General - Note 6 .....	<u>150,160</u>	<u>        -</u>	<u>150,160</u>
Total Expenses .....	\$ <u>802,531</u>	<u>        -</u>	\$ <u>802,531</u>
Change in Net Assets .....	\$ 9,753	\$ 1,129,079	\$ 1,138,832
Net Assets at Beginning of Year .....	<u>1,292,386</u>	<u>5,579,887</u>	<u>6,872,273</u>
Net Assets at End of Year .....	\$ <u>1,302,139</u>	\$ <u>6,708,966</u>	\$ <u>8,011,105</u>

WESTERN IOWA TECH COMMUNITY COLLEGE FOUNDATION

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED JUNE 30, 2023

INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS

CASH FLOWS FROM OPERATING ACTIVITIES

Cash Received from Public and Community College Support .....	\$ 1,278,385
Cash Paid for Operating Activities and Scholarships .....	( 683,549)
Investment Income Received .....	<u>154,130</u>
Net Cash Provided by Operating Activities .....	\$ 748,966

CASH FLOWS FROM INVESTING ACTIVITIES

Payments for Purchase of Investments .....	\$(2,683,306)
Cash Received from Sale of Securities .....	<u>1,307,736</u>
Net Cash (Used) by Investing Activities .....	\$(1,375,570)
Net Change in Cash and Cash Equivalents .....	\$( 626,604)

Cash - Beginning of Year .....

1,040,135

Cash - End of Year .....

\$ 413,531

RECONCILIATION OF CHANGE IN NET ASSETS

TO NET CASH PROVIDED BY OPERATING ACTIVITIES

Change in Net Assets .....	\$ 1,138,832
Adjustments to Reconcile Change in Net Assets to Net Cash	
Provided by Operating Activities:	
Unrealized Gain on Investments .....	\$( 520,098)
Realized Loss on Investments .....	7,743
(Increase) Decrease in:	
Pledges Receivable .....	119,997
Increase (Decrease) in:	
Due to Western Iowa Tech Community College .....	( 676)
Accrued Payroll .....	<u>3,168</u>
Total Adjustments .....	\$( 389,866)
Net Cash Provided by Operating Activities .....	\$ <u>748,966</u>

SCHEDULE OF NON-CASH ACTIVITIES

Community College Support .....	\$ <u>116,490</u>
Expenses Paid Directly by the Community College:	
Salary and Benefits .....	\$ 91,679
Services .....	12,960
Materials and Supplies .....	10,084
Travel and Meetings .....	<u>1,767</u>
	\$ <u>116,490</u>

See Independent Accountant's Compilation Report  
See Accompanying Notes to Financial Statements

WESTERN IOWA TECH COMMUNITY COLLEGE FOUNDATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023

Note 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

Western Iowa Tech Community College Foundation (the Foundation) was incorporated under the laws of Iowa on February 4, 1991, for the purpose of providing support to Western Iowa Tech Community College and scholarship funds to qualified students attending Western Iowa Tech Community College in Sioux City, Iowa. All support granted must meet the requirements of the Internal Revenue Code.

Basis of Presentation

The Foundation follows accounting standards set by the Financial Accounting Standards Board, commonly referred to as the FASB. The FASB sets generally accepted accounting principles (GAAP) that the Foundation follows to ensure we consistently report our financial condition, results of operations, and cash flows. References to GAAP issued by the FASB in these footnotes are to the *FASB Accounting Standards Codification*, sometimes referred to as the Codification or ASC.

The financial statements of the Foundation have been prepared on the accrual basis of accounting.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Foundation considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents. Money market funds held in brokerage accounts are classified as investments.

Allowance for Uncollectible Pledges

The allowance for uncollectible pledges is maintained at a balance which, in the opinion of the Foundation, is adequate to reflect pledges receivable at their net realizable value. Management reviews its pledge listing monthly to determine the collectability of pledges. If management believes a pledge is uncollectible, an allowance is established. No allowance is considered necessary at June 30, 2023.

Investments

The Foundation's Mutual Funds, Bonds, Exchange-Traded Funds (ETFs) and Equity Securities are stated at fair market value based on quoted market prices. Certificates of deposit, if any, are stated at historical cost plus any accrued but unpaid interest. The fair market value of bank certificates is considered to be the same as historical cost.

WESTERN IOWA TECH COMMUNITY COLLEGE FOUNDATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023

Note 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(Cont.)

Fair Value

The Codification defines fair value, establishes a framework for measuring fair value in Generally Accepted Accounting Principles and establishes a hierarchy that categorizes and prioritizes the inputs to be used to estimate fair value. The three levels of inputs used are as follows:

- \* Level 1 - Quoted prices in active markets for identical assets or liabilities.
- \* Level 2 - Inputs other than Level 1 that are observable, either directly or indirectly, such as outside comparable sales.
- \* Level 3 - Unobservable inputs that are supported by little or no market activity and that are significant to the fair value of the assets or liabilities.

Net Assets

Net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the foundation. These net assets may be used at the discretion of the Foundation's management and the board of directors.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Foundation or by the passage of time. Other donor restrictions may be perpetual in nature, where by the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statements of activities.

Contributions

Unconditional contributions are recognized when pledged and recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Conditional promises to give are recognized when the conditions on which they depend are substantially met. Gifts of cash and other assets are reported with donor restricted support if they are received with donor stipulations that limit the use of the donated assets.

Donations of property and equipment are recorded as support at their estimated fair value at the date of donation.

WESTERN IOWA TECH COMMUNITY COLLEGE FOUNDATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023

Note 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(Cont.) Pledges are recorded after discounting to the present value of the future cash flows. Those pledges are expected to be realized in the following periods:

In One Year or Less .....	\$ 101,500
Between One Year and Five Years .....	78,500
Between Five and Ten Years .....	500
Less: Present Value Discount (5%) .....	( <u>5,766</u> )
	\$ <u>174,734</u>

Contributions are predominately from Western Iowa Tech Community College's Merged Area XII.

Non-cash contributions are recorded at fair market value and recognized as revenue in the financial statements in the year pledged.

Allocation of Expenses by Function

The financial statements report certain categories of expenses that are attributable to one or more program or supporting functions of the Foundation. Where possible, expenses are charged directly to the applicable program or function. Other expenses require allocation on a reasonable basis that is consistently applied, based on management's best estimate. Salaries and benefits are allocated based on estimates of time and effort.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Tax Status

The Foundation is exempt from Federal and State income taxes under Section 501(c)(3) of the Internal Revenue Code. As such, income earned in the performance of its exempt purpose is not subject to income tax and accordingly, the financial statements do not reflect a provision for income taxes.

Management has concluded that any uncertain tax positions would be immaterial to the financial statements taken as a whole. Accordingly, the accompanying financial statements do not include any provision for uncertain tax positions, and no related interest or penalties have been recorded in the statement of activities or accrued in the statement of financial position.

WESTERN IOWA TECH COMMUNITY COLLEGE FOUNDATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023

Note 2 - AVAILABILITY OF FINANCIAL ASSETS

The following reflects the Foundation's financial assets as of the balance sheet date, reduced by amounts not available for general use because of contractual or donor-imposed restrictions, available within 1 year of the balance sheet date to meet cash needs for general expenditure consisting of the following:

Cash .....	\$ 413,531
Certificate of Deposit .....	751,541
Pledges Receivable .....	174,734
Investments .....	<u>6,675,055</u>
 Total Financial Assets .....	 \$ 8,014,861
 Less: Assets Unavailable for General Expenditure Due to:	
Contractual or Donor Restrictions - In Perpetuity .....	\$( 1,195,450)
Restricted by Donor by Time or Purpose .....	( 5,513,516)
Plus: Distributions Expected/Available from Endowments and Restricted Investments Within One Year (5% Endowment) .	 <u>335,448</u>
 Financial Assets Available to Meet Cash Needs for General Expenditure Within One Year .....	  \$ <u>1,641,343</u>

The Foundation has a goal to maintain financial assets, which consist of cash and short-term investments, on hand to meet normal operating and program (scholarship & project) expenses, which are, on average, approximately \$800,000 annually. The Foundation has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

The Foundation's endowment funds consist of donor-restricted endowments. Income from the endowment is restricted for scholarships.

Note 3 - ENDOWMENT

The Foundation's endowment consists of numerous individual funds established for a variety of purposes. As required by the Codification, net assets associated with endowment funds are classified and reported based on the existence of donor-imposed restrictions.

WESTERN IOWA TECH COMMUNITY COLLEGE FOUNDATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023

Note 3 - ENDOWMENT

(Cont.)

The Board of Directors of the Foundation has interpreted the Iowa Uniform Prudent Management of Institutional Funds Act (UPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Foundation retains in perpetuity (a) the original value of gifts donated to the endowment, (b) the original value of subsequent gifts to the endowment, and (c) accumulations to the endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. The remaining portion of the donor-restricted endowment fund that is not retained in perpetuity are held until those amounts are appropriated for expenditure by the Foundation in a manner consistent with the standard of prudence prescribed by UPMIFA. In accordance with UPMIFA, the Foundation considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- (1) The duration and preservation of the endowment fund;
- (2) The needs of the students of Western Iowa Tech Community College;
- (3) General economic conditions;
- (4) The possible effect of inflation or deflation;
- (5) The expected total return from income and the appreciation of investments;
- (6) The investment policy of the Foundation

Changes in endowment net assets for the year ended June 30, 2023:

	<u>With Donor Restrictions</u>		
	<u>For Purpose</u>	<u>In Perpetuity</u>	<u>Total</u>
Donor - Restricted Endowment Net Assets, Beginning of Year .....	\$ 2,599,280	\$ 675,925	\$ 3,275,205
Contributions .....	69,830	519,525	589,355
Investment Income .....	71,329		71,329
Scholarships .....	( 1,624)		( 1,624)
 Total Change in Endowment Funds .....	 <u>139,535</u>	 <u>519,525</u>	 <u>659,060</u>
 Donor - Restricted Endowment Net Assets, End of the Year .....	 <u>\$ 2,738,815</u>	 <u>\$ 1,195,450</u>	 <u>\$ 3,934,265</u>

WESTERN IOWA TECH COMMUNITY COLLEGE FOUNDATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023

Note 3 - ENDOWMENT

(Cont.)

Return Objectives and Risk Parameters

The Foundation has adopted investment and spending policies for endowment assets that attempt to provide for the long-term financial well-being of the Foundation. Endowment assets include those assets of donor-restricted funds that the Foundation must hold in perpetuity or for a donor-specified period(s) as well as Board designated funds. Under this policy, as approved by the Board of Directors, the endowment assets are invested in a manner that is intended to maintain the total long-term return on assets while maintaining enough liquidity at all times to provide scholarships, loan funds, and award grants for the sole benefit of worthy and needy students of Western Iowa Tech Community College.

Strategies Employed for Achieving Objectives

To satisfy its long-term rate-of-return objectives, the Foundation relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Foundation targets a diversified asset allocation to achieve its long-term return objectives within prudent risk constraints.

The remaining portion of the endowment funds with donor restrictions that are not classified as in perpetuity shall be classified as net assets restricted for purpose until appropriated for expenditure by the Foundation in a manner consistent with the Standard of Prudence prescribed by Uniform Prudent Management of Institutional Funds Act (UPMIFA).

The Foundation's endowment consists of numerous individual funds established for a variety of purposes. As required by the Codification, net assets associated with endowment funds are classified and reported based on the existence of donor-imposed restrictions.

Note 4 - INVESTMENTS

The fair value of the Foundation's investments is summarized as follows:

	<u>Cost</u>	<u>Fair Value</u>	<u>Unrealized Gain on Investments</u>
Mutual Funds, Money Market Funds, ETFs, Bonds and Equity Securities	\$ <u>5,291,324</u>	\$ <u>6,675,055</u>	\$ <u>1,383,731</u>

WESTERN IOWA TECH COMMUNITY COLLEGE FOUNDATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023

Note 4 - INVESTMENTS

(Cont.) Input levels by investment category as of June 30, 2023:

<u>Assets</u>	<u>Fair Value</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
Money Market .....	\$ 881,050	\$ 881,050		
Mutual Funds .....	413,117	413,117		
Bonds .....	915,566	915,566		
ETF's .....	2,054,996	2,054,996		
Equity Securities .....	<u>2,410,326</u>	<u>2,410,326</u>	_____	_____
Total .....	\$ <u>6,675,055</u>	\$ <u>6,675,055</u>	=====	=====

The following table shows the Foundation's investments' gross unrealized losses and fair value, aggregated by investment category and length of time that individual securities have been in a continuous unrealized loss position:

	<u>Less Than 12 Months</u>		<u>More Than 12 Months</u>		<u>Total</u>	
	<u>Fair Value</u>	<u>Unrealized Losses</u>	<u>Fair Value</u>	<u>Unrealized Losses</u>	<u>Fair Value</u>	<u>Unrealized Losses</u>
Bonds .....	\$ 199,952	\$ 3,092	\$ 666,430	\$ 154,496	\$ 866,382	\$ 157,588
Mutual Funds ..	40,994	5,596	-	-	40,994	5,596
ETF's .....	-	-	942,449	128,401	942,449	128,401
Equity Securities .....	<u>45,453</u>	<u>6,432</u>	<u>88,636</u>	<u>36,416</u>	<u>134,089</u>	<u>42,848</u>
2023 Total .....	\$ <u>286,399</u>	\$ <u>15,120</u>	\$ <u>1,697,515</u>	\$ <u>319,313</u>	\$ <u>1,983,914</u>	\$ <u>334,433</u>

The Foundation has determined that the unrealized losses are deemed to be temporary impairments as of June 30, 2023. The Foundation believes that the unrealized losses generally are caused by liquidity discounts and increases in the risk premiums required by market participants rather than a materially adverse change in cash flows or a fundamental weakness in the credit quality of the issuer or underlying asset.

The Foundation is primarily invested in well diversified equity securities, bonds, ETF's and mutual funds several of which incurred losses due to the market environment of the past year. The Foundation has the ability and intent to hold these investments for a reasonable period of time sufficient for the recovery of fair value. The Foundation does not consider these investments to be other than temporarily impaired at June 30, 2023.

WESTERN IOWA TECH COMMUNITY COLLEGE FOUNDATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023

Note 5 - NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions are restricted for the following purposes at June 30, 2023.

	<u>2023</u>
Subject to expenditure for specified purpose:	
Endowment Net Assets .....	\$ 2,738,815
Scholarships and Projects .....	1,390,970
Unallocated Investment Gains .....	<u>1,383,731</u>
	\$ 5,513,516
Subject to spending policies and appropriation:	
Investments in Perpetuity:	
Scholarships and Projects .....	\$ <u>1,195,450</u>
Total Net Assets with Donor Restrictions .....	\$ <u>6,708,966</u>

Note 6 - FUNCTIONAL EXPENSES

The following is a detail of expenses by function:

	<u>Educational</u>	<u>Management and General</u>	<u>Total</u>
Salary and Benefits .....	\$ -	\$ 94,846	\$ 94,846
Services .....	-	42,845	42,845
Materials and Supplies .....	-	10,084	10,084
Travel and Meeting Expenses .....	-	2,385	2,385
Charitable Contributions.....	89,850	-	89,850
Scholarship Donations .....	<u>562,521</u>	-	<u>562,521</u>
	\$ <u>652,371</u>	\$ <u>150,160</u>	\$ <u>802,531</u>

Due to the nature of the Foundation's operations, all of the management and general expenses are related to fundraising. Most of these expenses are in kind contributions from the Community College.

Note 7 - IN-KIND CONTRIBUTIONS

In-Kind contributions included in the Statement of Activities are comprised of the following paid by the Community College:

Salary and Benefits .....	\$ 91,679
Services .....	12,960
Materials and Supplies .....	10,084
Travel and Meeting Expenses .....	<u>1,767</u>
	\$ <u>116,490</u>

WESTERN IOWA TECH COMMUNITY COLLEGE FOUNDATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023

Note 7 - IN-KIND CONTRIBUTIONS

(Cont.)

Fair value techniques

Payroll and Services are valued at current rates paid by the college for those services. Materials, supplies and travel are valued at the actual cost incurred by the college to provide those items to the foundation.

Note 8 - RELATED PARTY TRANSACTIONS

During fiscal year 2023, the Foundation received pledge payments and gifts from the individuals on the Board of Directors or their respective companies totaling \$43,812 and has outstanding pledges receivable from those related parties of \$21,000 at June 30, 2023.

Note 9 - OFF-BALANCE SHEET RISK

At June 30, 2023, and at times during the year, the Foundation's cash and cash equivalents balance exceeded the amount insured by the Federal Deposit Insurance Corporation. The Foundation has exposure on any amount that exceeds this limit, should any of the financial institutions fail. The Foundation analyzes the strength of the financial institutions it uses to minimize this risk.


Note 10 - SUBSEQUENT EVENTS

In preparing the financial statements, the Foundation has evaluated for all subsequent events through August 28, 2023, the date the financial statements were available to be issued.



**DATE:** October 9, 2023

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

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

**RE:** **WITCC SOCCER FIELD IMPROVEMENTS PROJECT**

With the addition of athletics, the College needs a soccer field for our teams to practice and compete. The College has looked at various locations around campus and has worked with DGR Engineering to determine the best location for the field. The site of the existing soccer field has been determined to be the best location as well as the most cost-efficient location. This project will include clearing and grubbing of trees, partial parking lot removal to expand the length of field, grading to expand the width of the field, storm sewer work as well as seeding of the slope. If approved, work will begin this fall. Topsoil, irrigation, seeding, lighting and fencing will be part of the second phase of this project as these items will need to be sequenced in order to complete the project. The College held a public hearing at the August 14, 2023 Board of Directors meeting. The College advertised for bidders in the Sioux City Journal. DGR Engineering created the specifications for this the project that will be funded from the Plant Fund and from the Auxiliary Fund.

Attached to this memo is a letter from DGR Engineering regarding the bid opening. Six bids were received. Bryan Wells, P.E. of DGR Engineering has reviewed the bids and completed a bid tab sheet. The engineer's estimate for this project is \$881,572.00.

**Recommendation:**

It is the administrative recommendation, as well as the engineer's recommendation, that the College award the project to the lowest bidder, Steve Harris Construction, Inc., Homer, NE for the bid of \$697,902.18 based on the estimated units.

October 6, 2023

Dr. Terry Murrell, Ph.D.  
Western Iowa Tech Community College  
P. O. Box 5199  
Sioux City, IA 51102



**Re: WITCC Soccer Field Improvements Project  
DGR File 273067**

Dear Dr. Murrell:

Bids were opened for the project referenced above at 1:00 p.m. on October 6, 2023. Six bids were received as follows:

Steve Harris Construction, Inc.	\$697,902.18 *
Lieber Construction, Inc.	\$822,124.89 #
Barcon, Inc.	\$948,219.92
Cleveringa Excavating, LLC	\$955,085.25
SuBSurfco, LLC	\$996,932.85
605 Companies, Inc.	\$2,186,776.50

\* Apparent Low Bidder    # Corrected Amount

The low bid of \$697,902.18 from Steve Harris Construction, Inc. was \$183,669.82, or 20.83 percent, lower than the engineer's estimate of \$881,572.00.

Based on our review of the bids we recommend award of the project to Steve Harris Construction, Inc. in the amount of \$697,902.18.

The bid tab and the original bids are enclosed for your file.

Sincerely,

DGR Engineering

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

Bryan Wells, P.E.

BNW:djr

**BID TABULATION**

WITCC Soccer Field Improvements Project  
Sioux City, Iowa



Western Iowa Tech Community College  
4647 Stone Avenue  
Sioux City, Iowa 51106

6115 Whispering Creek Drive  
Sioux City, Iowa

Letting: Friday, October 6, 2023 1:00pm

Bid Security (10%)					10% Bid Bond		10% Bid Bond			
Bidder and Address:					Engineer's Estimate		Steve Harris Construction, Inc. PO Box 343 Homer, NE 68030-0343		Lieber Construction, Inc. 310 N. Derby Lane #380 North Sioux City, SD 57049	
Item No.	No. of Units	Description	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price		
1	2.80 AC	Clearing & Grubbing	\$ 15,000.00	\$ 42,000.00	\$ 20,000.00	\$ 56,000.00	\$ 30,400.00	\$ 85,120.00		
2	48600 C.Y.	Excavation, Class 10	\$ 7.00	\$ 340,200.00	\$ 3.50	\$ 170,100.00	\$ 4.00	\$ 194,400.00		
3	750 C.Y.	Excavation, Class 10, Unsuitable or Unstable Materials	\$ 12.00	\$ 9,000.00	\$ 17.50	\$ 13,125.00	\$ 15.00	\$ 11,250.00		
4	1125 S.Y.	Subgrade Treatment, Non-Woven Geotextile	\$ 6.00	\$ 6,750.00	\$ 5.00	\$ 5,625.00	\$ 2.60	\$ 2,925.00		
5	1125 S.Y.	Subgrade Treatment, Polymer Grid	\$ 10.00	\$ 11,250.00	\$ 5.00	\$ 5,625.00	\$ 2.50	\$ 2,812.50		
6	750 C.Y.	Furnish and Install 2"-5" Crushed Rock	\$ 80.00	\$ 60,000.00	\$ 92.28	\$ 69,210.00	\$ 71.00	\$ 53,250.00		
7	25 L.F.	Storm Sewer, Trenched, HDPE, 18"	\$ 100.00	\$ 2,500.00	\$ 101.65	\$ 2,541.25	\$ 147.00	\$ 3,675.00		
8	58 L.F.	Storm Sewer, Trenched, SS, 30"	\$ 110.00	\$ 6,380.00	\$ 141.61	\$ 8,213.38	\$ 187.95	\$ 10,901.10		
9	138 L.F.	Storm Sewer, Trenched, SS, 36"	\$ 125.00	\$ 17,250.00	\$ 180.58	\$ 24,920.04	\$ 194.51	\$ 26,842.38 #		
10	140 L.F.	Storm Sewer, Trenched, CMP, 36"	\$ 250.00	\$ 35,000.00	\$ 184.10	\$ 25,774.00	\$ 172.20	\$ 24,108.00		
11	26 L.F.	Storm Sewer, Trenched, CMP, 42"	\$ 350.00	\$ 9,100.00	\$ 340.55	\$ 8,854.30	\$ 462.00	\$ 12,012.00		
12	489 L.F.	Removal of Storm Sewer, ≤36"	\$ 20.00	\$ 9,780.00	\$ 30.00	\$ 14,670.00	\$ 54.00	\$ 26,406.00		
13	1 L.S.	Remove or Abandon/Fill Existing 36" Storm Sewer	\$ 15,000.00	\$ 15,000.00	\$ 1,600.00	\$ 1,600.00	\$ 11,520.00	\$ 11,520.00		
14	1 Ea.	Connect to Existing Storm Sewer, 18"	\$ 1,000.00	\$ 1,000.00	\$ 1,707.93	\$ 1,707.93	\$ 1,522.50	\$ 1,522.50		
15	1 L.S.	Maintain Temporary Storm Water Drainage	\$ 20,000.00	\$ 20,000.00	\$ 10,000.00	\$ 10,000.00	\$ 9,600.00	\$ 9,600.00		
16	1 Ea.	Pipe Apron, RCP, 42" w/ Footing & Guard	\$ 8,000.00	\$ 8,000.00	\$ 10,357.09	\$ 10,357.09	\$ 11,613.26	\$ 11,613.26		
17	323 L.F.	Subdrain, 6"	\$ 17.00	\$ 5,491.00	\$ 17.79	\$ 5,746.17	\$ 24.78	\$ 8,003.94		
18	627 L.F.	Subdrain, 8"	\$ 25.00	\$ 15,675.00	\$ 21.18	\$ 13,279.86	\$ 30.98	\$ 19,424.46 #		
19	2 Ea.	Subdrain Outlet	\$ 750.00	\$ 1,500.00	\$ 374.98	\$ 749.96	\$ 315.00	\$ 630.00		
20	1 Ea.	Manhole, SW-404, 6'x6' w/ Grated Casting	\$ 20,000.00	\$ 20,000.00	\$ 23,245.07	\$ 23,245.07	\$ 29,977.50	\$ 29,977.50		

**BID TABULATION**

WITCC Soccer Field Improvements Project  
Sioux City, Iowa



Western Iowa Tech Community College  
4647 Stone Avenue  
Sioux City, Iowa 51106

6115 Whispering Creek Drive  
Sioux City, Iowa

Letting: Friday, October 6, 2023 1:00pm

Bid Security (10%)					10% Bid Bond		10% Bid Bond	
Bidder and Address:		Engineer's Estimate			Steve Harris Construction, Inc. PO Box 343 Homer, NE 68030-0343		Lieber Construction, Inc. 310 N. Derby Lane #380 North Sioux City, SD 57049	
Item No.	No. of Units	Description	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
21	1 Ea.	Intake, SW-502, 60"	\$ 6,500.00	\$ 6,500.00	\$ 11,868.63	\$ 11,868.63	\$ 20,842.50	\$ 20,842.50
22	2 Ea.	Manhole Adjustment, Minor	\$ 2,000.00	\$ 4,000.00	\$ 1,580.30	\$ 3,160.60	\$ 1,575.00	\$ 3,150.00
23	3 Ea.	Remove Intake	\$ 1,500.00	\$ 4,500.00	\$ 1,000.00	\$ 3,000.00	\$ 720.00	\$ 2,160.00
24	1 Ea.	Storm Manhole, SW-401, 60", Base, Ring and Cover and External Seal	\$ 5,000.00	\$ 5,000.00	\$ 4,847.68	\$ 4,847.68	\$ 8,862.00	\$ 8,862.00
25	15.60 V.F.	Storm Manhole, SW-401, 60"	\$ 850.00	\$ 13,260.00	\$ 771.99	\$ 12,043.04	\$ 614.51	\$ 9,586.36 #
26	3 Ea.	Intake, 15" Nyloplast w/ 15"x15" Standard Grate	\$ 3,000.00	\$ 9,000.00	\$ 2,431.39	\$ 7,294.17	\$ 3,291.75	\$ 9,875.25
27	1 Ea.	Intake, 18" Nyloplast w/ 18" Standard Grate	\$ 4,000.00	\$ 4,000.00	\$ 4,409.01	\$ 4,409.01	\$ 5,223.00	\$ 5,223.00
28	138 S.F.	Removal of Sidewalk	\$ 4.00	\$ 552.00	\$ 5.00	\$ 690.00	\$ 8.00	\$ 1,104.00
29	3209 S.Y.	Pavement Removal	\$ 8.00	\$ 25,672.00	\$ 15.00	\$ 48,135.00	\$ 10.00	\$ 32,090.00
30	1 L.S.	Temporary Traffic Control	\$ 4,000.00	\$ 4,000.00	\$ 7,640.00	\$ 7,640.00	\$ 4,000.00	\$ 4,000.00
31	3.36 AC	Hydraulic Seeding, Seeding, Fertilizing, and Mulching, Type 2 Slope Mix	\$ 7,000.00	\$ 23,520.00	\$ 6,600.00	\$ 22,176.00	\$ 6,000.00	\$ 20,160.00
32	1 L.S.	SWPPP Management	\$ 5,000.00	\$ 5,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00
33	564 L.F.	Wattle, 9", Furnish, Install, Maintain and Remove	\$ 8.00	\$ 4,512.00	\$ 6.00	\$ 3,384.00	\$ 6.00	\$ 3,384.00
34	120 TN	Rip Rap, Class D w/ Fabric	\$ 80.00	\$ 9,600.00	\$ 83.32	\$ 9,998.40	\$ 71.00	\$ 8,520.00
35	4180 L.F.	Silt Fence, Furnish, Install, Maintain and Remove	\$ 6.00	\$ 25,080.00	\$ 4.62	\$ 19,311.60	\$ 4.50	\$ 18,810.00
36	1 L.S.	Erosion Control	\$ 7,500.00	\$ 7,500.00	\$ 5,800.00	\$ 5,800.00	\$ 1,000.00	\$ 1,000.00
37	300 L.F.	Remove and Salvage Existing Fence to Owner	\$ 30.00	\$ 9,000.00	\$ 15.00	\$ 4,500.00	\$ 9.00	\$ 2,700.00

**BID TABULATION**

WITCC Soccer Field Improvements Project  
Sioux City, Iowa



Western Iowa Tech Community College  
4647 Stone Avenue  
Sioux City, Iowa 51106

6115 Whispering Creek Drive  
Sioux City, Iowa

Letting: Friday, October 6, 2023 1:00pm

Bid Security (10%)					10% Bid Bond		10% Bid Bond	
Bidder and Address:			Engineer's Estimate		Steve Harris Construction, Inc. PO Box 343 Homer, NE 68030-0343		Lieber Construction, Inc. 310 N. Derby Lane #380 North Sioux City, SD 57049	
Item No.	No. of Units	Description	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
38	1 L.S.	Mobilization	\$ 60,000.00	\$ 60,000.00	\$ 17,800.00	\$ 17,800.00	\$ 82,964.14	\$ 82,964.14
39	1 L.S.	Removal of Existing Light Poles, Bases, Wire and Conduit	\$ 5,000.00	\$ 5,000.00	\$ 12,000.00	\$ 12,000.00	\$ 10,500.00	\$ 10,500.00
40	1 L.S.	Construct Shed Foundation and Floor Slab	\$ 20,000.00	\$ 20,000.00	\$ 27,000.00	\$ 27,000.00	\$ 30,000.00	\$ 30,000.00
<b>Total Bid</b>				<b>\$ 881,572.00</b>		<b>\$ 697,902.18</b>	*	<b>\$ 822,124.89</b>

\* Apparent Low Bidder

# Corrected Amount

Additional Bids:	Barcon, Inc.	\$ 948,219.92
	Cleveringa Excavating, LLC	\$ 955,085.25
	SuBSurfco, LLC	\$ 996,932.85
	605 Companies, Inc.	\$ 2,186,776.50



**DATE:** October 12, 2023

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

**FROM:** Dr. Juline S. Albert, Vice President of Learning

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

**RE:** COLLEGE BUS PURCHASE

In 2018, the College purchased a 56-passenger used motor coach to transport Life Long Learners, Upward Bound and Talent Search students, WITCC credit students and summer camp students to various College activities and events. The bus has been utilized extensively and has required many repairs and has become unreliable on trips. The College wants to have reasonable assurance that the trips will be able to go as planned and not have issues with the bus breaking down. Due to this, the College is seeking bids to replace the existing large passenger motor coach.

The Life Long Learner program continues to typically takes several tours each year to the Black Hills, major cities and regional sites. These tours sell out immediately after they are advertised and the learners are asking for more opportunities. The Life Long Learner program would be able to expand their offerings as well as their capacity with this motor coach. Most recently, the Life Long Learners had to take several vehicles to the Black Hills for the buffalo roundup as the bus was in for repairs.

The Student Activities department also takes educational trips each year to places such as theater trips in Wisconsin as well as fun trips to places such as baseball games in Kansas City and football games in Minneapolis. All of these activities add significantly to the student life experience as many of these students have not had the opportunity to venture out of the metro area.

WITCC summer camps continues to increase. Between the Talent Search, Upward Bound, Verizon Girls Technology Camp and other summer camps targeted at youth, the College has relied on a bus to bring students to campus as well as to take students to areas businesses on field trips. These activities continue to be vital to the future enrollment of WITCC.

Branch campus students report that while they would like to attend Sioux City events such as campus plays, concerts, cultural events, job fairs as well as graduation ceremonies, they are



unable to attend due to transportation issues. The Denison and Cherokee TRIO Student Support Services serves 140 students who rarely are able to engage in these College activities. These students served by WITCC through the Talent Search and Upward Bound programs in the rural schools are only able to participate in educational and cultural activities when busses are available. When buses are not available, the use of multiple College vans, cars and sometimes even personal cars are utilized which increase the number of vehicles on the road as well as staff being pulled away from their assigned duties of serving students.

The College requested bids for a new bus to resolve the issue of not being able to reliably serve the various groups of the College. The College advertised in the Sioux City Journal as well as preparing the specifications for a bus. The College received 5 bids. The bids ranged from a high of \$584,500 to a low of \$359,900. Funding for this purchase would come from the Plant Funds.


#### **Recommendation**

It is the administrative recommendation that the College approve the bid of \$359,900 from Master's Transportation of Kansas City, Missouri, for the purchase of a bus to serve students of WITCC. This project will be funded from the Plant Fund.



**DATE:** September 21, 2023

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

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

**RE:** WITCC KISER BUILDING CHILLER & PUMP REPLACEMENT  
PROJECT Certificate of Substantial Completion

### **Background Information**

The WITCC Kiser Building Chiller & Pump Replacement Project on the Sioux City, Iowa campus of Western Tech Community College is completed. Attached to this memo is the Certificate of Substantial Completion.

The term substantial completion means that the College can occupy the space and/or use the equipment and that the warranty period has started except for any disputed punch list items.

### **The Administrative Recommendation**

It is the administrative recommendation that the College approves the Certificate of Substantial Completion for the General Contractor, C.W. Suter & Son, Inc, for the WITCC Kiser Building Chiller & Pump Replacement Project dated August 18, 2023.



# Document G704® – 2017

\*Where the word 'Architect' or 'Architecture' appears in this Document, insert 'Engineer' or 'Engineering'.

## Certificate of Substantial Completion

<b>PROJECT:</b> <i>(name and address)</i> WITCC Dr. Robert Kiser Building Chiller and Pump Replacement 4647 Stone Avenue Sioux City, IA 51106	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: March 16, 2022	<b>CERTIFICATE INFORMATION:</b> Certificate Number: 001  Date: September 19, 2023
<b>OWNER:</b> <i>(name and address)</i> Western Iowa Tech. Community College  4647 Stone Avenue PO Box 5199 Sioux City, IA 51102-5199	<b>ARCHITECT:</b> <i>(name and address)</i> Engineering Design Associates, Inc. (EDA Inc.) 385 12th Street, N.E. Sioux Center, IA 51250	<b>CONTRACTOR:</b> <i>(name and address)</i> C.W. Suter & Son Inc.  1800 11th Street Sioux City, IA 51101

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

*(Identify the Work, or portion thereof, that is substantially complete.)*

Per the Contract Documents dated January 17, 2022.

Engineering Design Associates, Inc. (EDA Inc.)

ARCHITECT *(Firm Name)*

  
SIGNATURE

Mr. Dale E. Woudstra, P.E.

PRINTED NAME AND TITLE

August 18, 2023

DATE OF SUBSTANTIAL COMPLETION

### WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

*(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)*

### WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:  
*(Identify the list of Work to be completed or corrected.)*

Items per punch list dated August 18, 2023.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within thirty (30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$Unknown

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)*

As of date of Substantial Completion.


The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

C.W. Suter & Son Inc.		Mr. Ron Andersen, Vice President	
CONTRACTOR ( <i>Firm Name</i> )	SIGNATURE	PRINTED NAME AND TITLE	DATE
Western Iowa Tech. Community College		Russell C. Wray, Board President	
OWNER ( <i>Firm Name</i> )	SIGNATURE	PRINTED NAME AND TITLE	DATE



**DATE:** August 28, 2023

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

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

**RE:** **KISER BUILDING CHILLER & PUMP REPLACEMENT PROJECT  
CLOSEOUT – C.W. SUTER & SON, INC.**

### **Background Information**

This project has come to a close for C.W. Suter & Son, Inc, of Sioux City, Iowa for the Kiser Building Chiller & Pump Replacement Project on the Sioux City, Iowa campus of Western Iowa Tech Community College. C.W. Suter & Son, Inc. has met all the criteria as required by EDA, Inc., the College engineers for this project.

### **The administrative Recommendation**

It is the Administrative Recommendation that the College accepts the Kiser Building Chiller & Pump Replacement Project and approves the release of the retainage amount of \$38,945.02 payable in 30 days.

**APPLICATION FOR PAYMENT**

TO OWNER: WESTERN IOWA TECH COM COLLEGE PROJECT: WITCC KISER BLDG CHILLER & PUM  
 PO BOX 5199 PO BOX 5199  
 SIOUX CITY, IA 51102 SIOUX CITY, IA 51102

APPLICATION NO.: **7-Retainage**  
 PERIOD TO:  
 PROJECT NO.: 6221029  
 PURCHASE ORDER NO.: RETAINAGE  
 CONTRACT DATE:

Distribution to:  
 CONTRACTOR  
 ARCHITECT  
 SUBCONTRACTOR

FROM CONTRACTOR: CW Suter Services ARCHITECT:  
 1800 11th Street  
 Sioux City, IA 51101

INVOICE NO.: JC14243

CONTRACTOR FOR: WITCC KISER BLDG CHILLER & PUM

**CONTRACTOR'S SUMMARY OF WORK**

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

1. ORIGINAL CONTRACT AMOUNT	\$	<u>828,900.00</u>
2. SUM OF ALL CHANGE ORDERS	\$	<u>-50,000.00</u>
3. CONTRACT AMOUNT TO DATE (Line 1 ± 2)	\$	<u>778,900.00</u>
4. TOTAL COMPLETED AND STORED TO DATE (Column G on Continuation Page)	\$	<u>778,900.00</u>
5. a. 5.00% of Completed Work (Column D & E on Continuation Page)	\$	<u>0.00</u>
b. 5.00% of Stored Materials (Column F on Continuation Page)	\$	<u>0.00</u>
Total Retainage (Lines 5a & 5b)	\$	<u>0.00</u>
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$	<u>778,900.00</u>
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$	<u>739,954.98</u>
8. PAYMENT DUE	\$	<u>38,945.02</u>
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$	<u>0.00</u>

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	(\$50,000.00)
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	(\$50,000.00)
NET CHANGES by Change Order	(\$50,000.00)	

Subcontractor'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 Subcontract Documents, (2) all sums previously paid to Subcontractor under the Subcontract have been used to pay Subcontractor's cost for labor, material and other obligations under the Subcontract for Work previously paid for, and (3) Subcontractor is legally entitled to this payment.

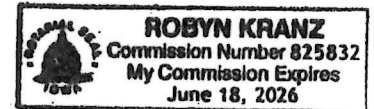
Contractor:

By: [Signature] Date: 7/26/2023

State of: IA  
 County of:

Subscribed and sworn to before  
 me this 26<sup>th</sup> day of July

Notary Public: [Signature]  
 My Commission Expires: June 18, 2026



**ARCHITECT'S CERTIFICATION**

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

AMOUNT CERTIFIED \$ 38,945.02

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

ARCHITECT:

By: Dale E. Wouda Date: 9/19/2023

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

[Handwritten Signature]

CONTINUATION SHEET

APPLICATION AND CERTIFICATION FOR PAYMENT,  
containing Contractor's signed certification, is attached.


APPLICATION NO.: 7-Retainage  
APPLICATION DATE: 7/26/2023  
PERIOD TO:  
INVOICE NO.: JC14243

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED  (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE		H BALANCE TO FINISH  (C - G)	I RETAINAGE
			FROM PREVIOUS APPLICATION	THIS PERIOD		%			
			(D + E)				(D + E + F)		
1	GENERAL CONDITIONS	8,500.00	8,500.00	0.00	0.00	8,500.00	100.00	0.00	0.00
2	HYDRONIC PIPING MATERIAL	88,195.00	88,195.00	0.00	0.00	88,195.00	100.00	0.00	0.00
3	HYDRONIC PIPING LABOR	37,765.00	37,765.00	0.00	0.00	37,765.00	100.00	0.00	0.00
4	HVAC EQUIP MATERIAL	526,265.00	526,265.00	0.00	0.00	526,265.00	100.00	0.00	0.00
5	HVAC EQUIP LABOR	7,670.00	7,670.00	0.00	0.00	7,670.00	100.00	0.00	0.00
6	DEMOLITION	8,500.00	8,500.00	0.00	0.00	8,500.00	100.00	0.00	0.00
7	HVAC CONTROLS	44,385.00	44,385.00	0.00	0.00	44,385.00	100.00	0.00	0.00
8	INSULATION	43,550.00	43,550.00	0.00	0.00	43,550.00	100.00	0.00	0.00
9	ELECTRICAL	12,100.00	12,100.00	0.00	0.00	12,100.00	100.00	0.00	0.00
10	BALANCING	1,970.00	1,970.00	0.00	0.00	1,970.00	100.00	0.00	0.00
11	CONTINGENCIES	50,000.00	0.00	50,000.00	0.00	50,000.00	100.00	0.00	2,500.00
12	UNUSED CONTINGENCY	-50,000.00	0.00	-50,000.00	0.00	-50,000.00	100.00	0.00	-2,500.00
<b>Totals</b>		<b>778,900.00</b>	<b>778,900.00</b>	<b>0.00</b>	<b>0.00</b>	<b>778,900.00</b>		<b>0.00</b>	<b>0.00</b>



**DATE:** October 5, 2023

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

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

**RE:** CHEROKEE CAMPUS NURSING SIMULATION LAB RENOVATION  
PROJECT Certificate of Substantial Completion

### **Background Information**

The Cherokee Campus Nursing Simulation Lab Renovation Project on the Cherokee, Iowa campus of Western Tech Community College is completed. Attached to this memo is the Certificate of Substantial Completion.

The term substantial completion means that the College can occupy the space and/or use the equipment and that the warranty period has started except for any disputed punch list items.

### **The Administrative Recommendation**

It is the administrative recommendation that the College approves the Certificate of Substantial Completion for the General Contractor, Haselhoff Construction, Inc, for the Cherokee Campus Nursing Simulation Lab Renovation Project dated September 9, 2022.




# AIA® Document G704® – 2017

## Certificate of Substantial Completion

<b>PROJECT:</b> <i>(name and address)</i> SC20161 WITCC- Nursing Renovation Cherokee, Iowa	<b>CONTRACT INFORMATION:</b> Contract For: Single Prime Date: September 16, 2021	<b>CERTIFICATE INFORMATION:</b> Certificate Number: 001 Date: October 3, 2023
<b>OWNER:</b> <i>(name and address)</i> Western Iowa Tech Community College 4647 Stone Avenue Sioux City, Iowa 51106	<b>ARCHITECT:</b> <i>(name and address)</i> CMBA Architects 302 Jones Street Suite 200 Sioux City, Iowa 51101	<b>CONTRACTOR:</b> <i>(name and address)</i> Haselhoff Construction, Inc. 1525 S. Second Street P.O. Box 953 Cherokee, Iowa 51012

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.  
*(Identify the Work, or portion thereof, that is substantially complete.)*

CMBA Architects		Brent Koch, Principal Architect	09/09/2022
<b>ARCHITECT</b> <i>(Firm Name)</i>	<b>SIGNATURE</b>	<b>PRINTED NAME AND TITLE</b>	<b>DATE OF SUBSTANTIAL COMPLETION</b>

### WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:  
*(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)*

### WORK TO BE COMPLETED OR CORRECTED


A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:  
*(Identify the list of Work to be completed or corrected.)*

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Zero (0) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$0.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:  
*(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)*


The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Haselhoff Construction Inc.		Jim Haselhoff, President	10/5/2023
<b>CONTRACTOR</b> <i>(Firm Name)</i>	<b>SIGNATURE</b>	<b>PRINTED NAME AND TITLE</b>	<b>DATE</b>
Western Iowa Tech Community College		Dr. Robert Rasmus, Board President	
<b>OWNER</b> <i>(Firm Name)</i>	<b>SIGNATURE</b>	<b>PRINTED NAME AND TITLE</b>	<b>DATE</b>



**DATE:** September 29, 2023

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

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

**RE:** **CHEROKEE CAMPUS NURSING SIMULATION LAB RENOVATION  
PROJECT CLOSEOUT – HASELHOFF CONSTRUCTION, INC.**

### **Background Information**

This project has come to a close for Haselhoff Construction, Inc. of Cherokee, Iowa for the Cherokee Campus Nursing Simulation Lab Renovation Project on the Cherokee, Iowa campus of Western Iowa Tech Community College. Haselhoff Construction, Inc. has met all the criteria as required by CMBA Architects, the College architects for this project.

### **The administrative Recommendation**

It is the Administrative Recommendation that the College accepts the Cherokee Campus Nursing Simulation Lab Renovation Project and approves the release of the retainage amount of \$54,928.41 payable in 30 days.

# PAYMENT APPLICATION

<p>TO: Western Iowa Tech 4647 Stone Ave Sioux City, Iowa 51102 Attn:</p> <p>FROM: Haselhoff Construction, Inc. P.O. Box 953 1525 South Second Cherokee, IA 51012</p> <p>FOR:</p>	<p>PROJECT NAME AND LOCATION: WIT Nursing Renovation 2021 WIT Nursing Renovation Cherokee Iowa 4647 Stone Ave Sioux City, Iowa 51102</p> <p>ARCHITECT: CMBA Architects 302 Jones Street Suite 200 Sioux City, Iowa 51101</p>	<p>APPLICATION # 10 Final Distribution to:</p> <p>PERIOD THRU: 09/27/2023 <input type="checkbox"/> OWNER</p> <p>PROJECT #s: SC20161 <input type="checkbox"/> ARCHITECT</p> <p>DATE OF CONTRACT: 10/18/2021 <input type="checkbox"/> CONTRACTOR</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>
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## 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	(\$36,297.44)
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$523,952.56
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$523,952.56
5. RETAINAGE:	
a. 0.00% of Completed Work (Columns D + E on Continuation Page)	\$0.00
b. 0.00% of Material Stored (Column F on Continuation Page)	\$0.00
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$0.00
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$523,952.56
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$469,024.15
8. PAYMENT DUE	\$54,928.41
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$0.00

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$13,281.81	(\$50,000.00)
Total approved this month	\$420.75	\$0.00
<b>TOTALS</b>	<b>\$13,702.56</b>	<b>(\$50,000.00)</b>
<b>NET CHANGES</b>	<b>(\$36,297.44)</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.

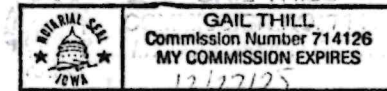
By: [Signature] Date: 9/27/23

State of: Iowa

County of: Cherokee

Subscribed and sworn to before

me this 27<sup>th</sup> day of Sept



Notary Public: [Signature]

My Commission Expires: 12/27/25

## 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..... \$54,928.41

(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: [Signature] Brent Koch CMBA Architects

By: [Signature] Date: 09/28/2023

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.

**CONTINUATION PAGE**

PROJECT: WIT Nursing Renovation 2021  
WIT Nursing Renovation Cherokee Iowa

APPLICATION #: 10 Final  
DATE OF APPLICATION: 09/27/2023  
PERIOD THRU: 09/27/2023  
PROJECT #s: SC20161

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	% COMP. (G / C)	H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
2	Allowance	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	100%	\$0.00	\$0.00
3	Bond	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100%	\$0.00	\$0.00
4	Demo Floor	\$8,750.00	\$8,750.00	\$0.00	\$0.00	\$8,750.00	100%	\$0.00	\$0.00
5	Replace Concrete Floor	\$3,500.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00	100%	\$0.00	\$0.00
6	Demo Doors/Partitions	\$5,150.00	\$5,150.00	\$0.00	\$0.00	\$5,150.00	100%	\$0.00	\$0.00
7	Demo Ceiling/Wall Panels	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100%	\$0.00	\$0.00
8	Fill in Door Opening	\$1,100.00	\$1,100.00	\$0.00	\$0.00	\$1,100.00	100%	\$0.00	\$0.00
9	Landfill	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	100%	\$0.00	\$0.00
10	Rough Carpentry	\$1,700.00	\$1,700.00	\$0.00	\$0.00	\$1,700.00	100%	\$0.00	\$0.00
11	Casework	\$9,963.52	\$9,963.52	\$0.00	\$0.00	\$9,963.52	100%	\$0.00	\$0.00
12	Labor	\$6,500.00	\$6,500.00	\$0.00	\$0.00	\$6,500.00	100%	\$0.00	\$0.00
13	Caulking	\$700.00	\$700.00	\$0.00	\$0.00	\$700.00	100%	\$0.00	\$0.00
14	Frames/Doors/Hardware	\$13,376.00	\$13,376.00	\$0.00	\$0.00	\$13,376.00	100%	\$0.00	\$0.00
15	Labor	\$4,290.00	\$4,290.00	\$0.00	\$0.00	\$4,290.00	100%	\$0.00	\$0.00
16	Floor Prep	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100%	\$0.00	\$0.00
17	Drywall	\$82,689.00	\$82,689.00	\$0.00	\$0.00	\$82,689.00	100%	\$0.00	\$0.00
18	Acoustical Ceilings	\$14,655.00	\$14,655.00	\$0.00	\$0.00	\$14,655.00	100%	\$0.00	\$0.00
19	Flooring	\$20,453.12	\$20,453.12	\$0.00	\$0.00	\$20,453.12	100%	\$0.00	\$0.00
20	Painting	\$13,850.00	\$13,850.00	\$0.00	\$0.00	\$13,850.00	100%	\$0.00	\$0.00
21	Paint Floor	\$3,375.00	\$3,375.00	\$0.00	\$0.00	\$3,375.00	100%	\$0.00	\$0.00
22	Visual Display	\$941.00	\$941.00	\$0.00	\$0.00	\$941.00	100%	\$0.00	\$0.00
23	Labor	\$750.00	\$750.00	\$0.00	\$0.00	\$750.00	100%	\$0.00	\$0.00
24	Curtain Tracks	\$3,873.00	\$3,873.00	\$0.00	\$0.00	\$3,873.00	100%	\$0.00	\$0.00
25	Labor	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100%	\$0.00	\$0.00
26	Wall/Door Protection	\$701.00	\$701.00	\$0.00	\$0.00	\$701.00	100%	\$0.00	\$0.00
27	Labor	\$650.00	\$650.00	\$0.00	\$0.00	\$650.00	100%	\$0.00	\$0.00
28	Glass	\$3,180.00	\$3,180.00	\$0.00	\$0.00	\$3,180.00	100%	\$0.00	\$0.00
29	FRP	\$880.00	\$880.00	\$0.00	\$0.00	\$880.00	100%	\$0.00	\$0.00
	<b>SUB-TOTALS</b>	<b>\$297,380.00</b>	<b>\$297,380.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$297,380.00</b>	<b>100%</b>	<b>\$0.00</b>	<b>\$0.00</b>

CONTINUATION PAGE

PROJECT: WIT Nursing Renovation 2021 APPLICATION #: 10 Final  
 WIT Nursing Renovation Cherokee Iowa DATE OF APPLICATION: 09/27/2023  
 PERIOD THRU: 09/27/2023  
 PROJECT #s: SC20161

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G		H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		TOTAL COMPLETED AND STORED (D + E + F)	% COMP. (G / C)		
31	Conduit Boxes Fittings hardware	\$24,000.00	\$24,000.00	\$0.00	\$0.00	\$24,000.00	100%	\$0.00	\$0.00
32	Light Fixtures	\$23,000.00	\$23,000.00	\$0.00	\$0.00	\$23,000.00	100%	\$0.00	\$0.00
33	Wire Cable Terminations	\$9,100.00	\$9,100.00	\$0.00	\$0.00	\$9,100.00	100%	\$0.00	\$0.00
34	Devices	\$3,600.00	\$3,600.00	\$0.00	\$0.00	\$3,600.00	100%	\$0.00	\$0.00
35	Fire Alarms/Speakers	\$5,720.00	\$5,720.00	\$0.00	\$0.00	\$5,720.00	100%	\$0.00	\$0.00
36	Panels/Disconnects	\$4,428.00	\$4,428.00	\$0.00	\$0.00	\$4,428.00	100%	\$0.00	\$0.00
37	Nurse Call	\$3,583.00	\$3,583.00	\$0.00	\$0.00	\$3,583.00	100%	\$0.00	\$0.00
38	Demo	\$5,750.00	\$5,750.00	\$0.00	\$0.00	\$5,750.00	100%	\$0.00	\$0.00
39	Plumbing General Requirement	\$10,640.00	\$10,640.00	\$0.00	\$0.00	\$10,640.00	100%	\$0.00	\$0.00
40	UG Waste and Storm M	\$440.00	\$440.00	\$0.00	\$0.00	\$440.00	100%	\$0.00	\$0.00
41	UG Waste and Storm L	\$1,280.00	\$1,280.00	\$0.00	\$0.00	\$1,280.00	100%	\$0.00	\$0.00
42	AG Waste and Strom M	\$1,480.00	\$1,480.00	\$0.00	\$0.00	\$1,480.00	100%	\$0.00	\$0.00
43	AG Waste and Storm L	\$3,100.00	\$3,100.00	\$0.00	\$0.00	\$3,100.00	100%	\$0.00	\$0.00
44	AG Domestic M	\$13,420.00	\$13,420.00	\$0.00	\$0.00	\$13,420.00	100%	\$0.00	\$0.00
45	AG Domestic L	\$9,570.00	\$9,570.00	\$0.00	\$0.00	\$9,570.00	100%	\$0.00	\$0.00
46	Compressed Air M	\$2,980.00	\$2,980.00	\$0.00	\$0.00	\$2,980.00	100%	\$0.00	\$0.00
47	Compressed Air L	\$4,920.00	\$4,920.00	\$0.00	\$0.00	\$4,920.00	100%	\$0.00	\$0.00
48	Hydronic Piping M	\$4,560.00	\$4,560.00	\$0.00	\$0.00	\$4,560.00	100%	\$0.00	\$0.00
49	Hydronic Piping L	\$4,530.00	\$4,530.00	\$0.00	\$0.00	\$4,530.00	100%	\$0.00	\$0.00
50	Plumbing Equipment M	\$7,560.00	\$7,560.00	\$0.00	\$0.00	\$7,560.00	100%	\$0.00	\$0.00
51	Plumbing Equipment L	\$1,390.00	\$1,390.00	\$0.00	\$0.00	\$1,390.00	100%	\$0.00	\$0.00
52	Plumbing Fixture M	\$3,730.00	\$3,730.00	\$0.00	\$0.00	\$3,730.00	100%	\$0.00	\$0.00
53	Plumbing Fixture L	\$680.00	\$680.00	\$0.00	\$0.00	\$680.00	100%	\$0.00	\$0.00
54	Hydronic Equipment M	\$6,620.00	\$6,620.00	\$0.00	\$0.00	\$6,620.00	100%	\$0.00	\$0.00
55	Hydronic Equipment L	\$1,130.00	\$1,130.00	\$0.00	\$0.00	\$1,130.00	100%	\$0.00	\$0.00
56	Plumbing Demo	\$1,630.00	\$1,630.00	\$0.00	\$0.00	\$1,630.00	100%	\$0.00	\$0.00
57	Sub Insulation	\$7,550.00	\$7,550.00	\$0.00	\$0.00	\$7,550.00	100%	\$0.00	\$0.00
58	Sub Mics	\$791.00	\$791.00	\$0.00	\$0.00	\$791.00	100%	\$0.00	\$0.00
	<b>SUB-TOTALS</b>	<b>\$472,431.00</b>	<b>\$472,431.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$472,431.00</b>	<b>100%</b>	<b>\$0.00</b>	<b>\$0.00</b>

CONTINUATION PAGE

PROJECT: WIT Nursing Renovation 2021 APPLICATION #: 10 Final  
 WIT Nursing Renovation Cherokee Iowa DATE OF APPLICATION: 09/27/2023  
 PERIOD THRU: 09/27/2023  
 PROJECT #s: SC20161


Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D		E	F	G		H	I
			COMPLETED WORK		AMOUNT THIS PERIOD	STORED MATERIALS (NOT IN D OR E)	TOTAL COMPLETED AND STORED (D + E + F)	% COMP. (G / C)	BALANCE TO COMPLETION (C-G)	RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS							
59	HVAC General Requirements	\$5,269.00	\$5,269.00	\$0.00	\$0.00	\$5,269.00	100%	\$0.00	\$0.00	
60	HVAC Equipment M	\$4,280.00	\$4,280.00	\$0.00	\$0.00	\$4,280.00	100%	\$0.00	\$0.00	
61	HVAC Equipment L	\$880.00	\$880.00	\$0.00	\$0.00	\$880.00	100%	\$0.00	\$0.00	
62	HVAC Duct M	\$10,810.00	\$10,810.00	\$0.00	\$0.00	\$10,810.00	100%	\$0.00	\$0.00	
63	HVAC Duct L	\$3,860.00	\$3,860.00	\$0.00	\$0.00	\$3,860.00	100%	\$0.00	\$0.00	
64	HVAC Grills and Diffusers M	\$1,030.00	\$1,030.00	\$0.00	\$0.00	\$1,030.00	100%	\$0.00	\$0.00	
65	HVAC Grills and Diffusers L	\$510.00	\$510.00	\$0.00	\$0.00	\$510.00	100%	\$0.00	\$0.00	
66	HVAC Demo	\$820.00	\$820.00	\$0.00	\$0.00	\$820.00	100%	\$0.00	\$0.00	
67	Sub Insulation	\$1,460.00	\$1,460.00	\$0.00	\$0.00	\$1,460.00	100%	\$0.00	\$0.00	
68	Sub Temp Controls	\$55,280.00	\$55,280.00	\$0.00	\$0.00	\$55,280.00	100%	\$0.00	\$0.00	
69	Sub Balancing	\$3,620.00	\$3,620.00	\$0.00	\$0.00	\$3,620.00	100%	\$0.00	\$0.00	
70	PCO 1 Wall at Rooms 312 and	\$2,726.52	\$2,726.52	\$0.00	\$0.00	\$2,726.52	100%	\$0.00	\$0.00	
71	PCO 2 RFP E1	\$6,619.80	\$6,619.80	\$0.00	\$0.00	\$6,619.80	100%	\$0.00	\$0.00	
72	PCO 3 RFP M2	\$1,541.63	\$1,541.63	\$0.00	\$0.00	\$1,541.63	100%	\$0.00	\$0.00	
73	Delete Allowance	(\$50,000.00)	(\$50,000.00)	\$0.00	\$0.00	(\$50,000.00)	100%	\$0.00	\$0.00	
74	PCO 5 RFP 3 Skim Coat Wall	\$2,393.86	\$2,393.86	\$0.00	\$0.00	\$2,393.86	100%	\$0.00	\$0.00	
75	PCO 6 RFP 5 Electrical	\$420.75	\$0.00	\$420.75	\$0.00	\$420.75	100%	\$0.00	\$0.00	
TOTALS		\$523,952.56	\$523,531.81	\$420.75	\$0.00	\$523,952.56	100%	\$0.00	\$0.00	



**DATE:** October 5, 2023

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

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

**RE:** **ACCEPTANCE OF DONATION OF PROPERTY**

The College has been contacted by Larry Book concerning the donation of property located at 4404 Stone Avenue, Sioux City, Iowa with a legal description of Lot Thirteen (13), Verlinden's Second Addition. This property runs parallel to Gordon Drive with access from Stone Avenue. The acceptance of this gift, assessed at \$35,500, will provide the College options in the future whether we utilize the property or deem it excess and sell.

The College has received the Phase I Environmental Site Assessment report as prepared by Steffen Engineering & Testing, Inc. The report did not note any environmental issues. The College will work with the Ahlers Law Firm to handle all of the legal requirements.

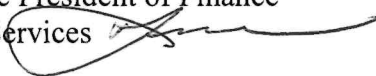
#### **Administrative Recommendation**

It is the administrative recommendation that the College accept the donation of property located at 4404 Stone Avenue, Sioux City, Iowa.



**DATE:** October 4, 2023

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

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

**RE:** **BOARD POLICY REVISION – PURCHASING**

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

704.1 Expenditures – Purchasing Policy

The proposed change would increase the authority of the College President to authorize purchases from \$40,000 to \$100,000 without prior Board approval. The current value has been in place since March, 2007 and does not take into consideration the general increase of purchasing items to operate the College. Of all of the Iowa community colleges responding to a presidential limit, only one other Iowa community college has a limit. The other Iowa community colleges has no dollar limitation as to what the College President is able to authorize. This request would be to continue to have a pre-established limit, but one such that allows the College President to make spending authorizations of up to \$100,000. All other aspects of the policy would remain in place such as competitive procurement procedures, etc.

**Administrative Recommendation**

This revised Board Policy will be presented to the WITCC Board of Directors for a second reading and approval at November 13, 2023 Board of Directors meeting.

# BOARD POLICY

WESTERN IOWA TECH COMMUNITY COLLEGE

Series Number 704.1

Title Expenditures

Purchasing Policy

The approved College budget shall be considered as the authority for all expenditures. The Board's principal concern shall be that the total expenditures for a fiscal year shall not exceed the budgeted amount for any one fund and are appropriate to the budgeted receipts for those funds.

The President shall have the authority to authorize purchases up to ~~\$40,000~~ 100,000 without prior Board approval. The President shall approve such purchases through the establishment and maintenance of administrative procedures requiring the generation and approval of requisitions and purchase orders for supplies, equipment, and services. No College employee may make a purchase or contract in the name of the College without following the established administrative procedures.

In general, the College shall utilize competitive procurement procedures to the maximum extent practicable, as outlined in established procedures. The Board and/or the President shall have the right to reject any or all quotes or bids, or any part thereof, and to re-advertise. Purchases of ~~\$40,000~~ 100,000 or greater shall require the use of sealed bids received and opened by the administration. All awards will be made by Board action.

Bidding and purchasing procedures involving contracts for public improvements or construction/renovation of public buildings shall be in compliance with Chapters 38, 72 and 73A of the Code of Iowa.

The following purchasing objectives shall be recognized as desirable:

1. Reduce material costs through price analysis, competitive bidding, product standardization, and quantity/group purchasing efforts.
2. Reduce operating costs by minimizing inventories and reducing procedure/paperwork.
3. Maintain product quality.
4. Assure prompt delivery.

In addition, all reasonable efforts shall be made to support Iowa-based economic development through the purchase of goods and services from Iowa-based companies and more specifically companies within Merged Area XII. Such consideration shall not preclude the other cited objectives.

Date of adoption 12/17/84

Legal Reference: (Code of Iowa)

Date of last revision 3/12/07

18.6(9); 23A; 28E.20; 72.3; 73; 73A;

Date of current revision 10/16/23

285.10 (3),10; (7); 301,38, 314.1B, 362.3.

Related Administrative Procedures and Cross References \_\_\_\_\_

AP 704.1 Purchasing Procedures; 704.8 Targeted Small Business Procurement

# WITCC in the News

OCT 23-22

## WITCC In The News - Sep 2023

Logo Launch:

<https://www.ktiv.com/2023/09/07/western-iowa-tech-community-college-has-new-logo/>

[https://siouxcityjournal.com/news/local/education/western-iowa-tech-celebrates-new-logo-entrance/article\\_3a4c5c40-4dbd-11ee-9913-4f8c3a25ac6e.html](https://siouxcityjournal.com/news/local/education/western-iowa-tech-celebrates-new-logo-entrance/article_3a4c5c40-4dbd-11ee-9913-4f8c3a25ac6e.html)

[https://siouxcityjournal.com/witcc-celebrates-its-future/image\\_7fe32ab8-45e2-5b46-a4d8-6e89e1ae2ff5.html](https://siouxcityjournal.com/witcc-celebrates-its-future/image_7fe32ab8-45e2-5b46-a4d8-6e89e1ae2ff5.html)

<https://www.sioxlandproud.com/news/local-news/western-iowa-tech-unveils-new-logo/>

[https://siouxcityjournal.com/opinion/poll-western-iowa-tech-logo/article\\_c26546e4-4e69-11ee-9c6b-6b1204a75963.html](https://siouxcityjournal.com/opinion/poll-western-iowa-tech-logo/article_c26546e4-4e69-11ee-9c6b-6b1204a75963.html)

<https://www.denisonfreepress.com/news/a-new-college-logo-symbolizes-a-bond-with-students-and-communities>

<https://www.chronicletimes.com/articles/news/witcc-celebrates-new-logo/>

Enrollment Rates:

[https://siouxcityjournal.com/news/local/education/siouxland-colleges-universities-10th-day-enrollment/article\\_3db346f2-5f18-11ee-bfc4-5763cccbdf0f.html](https://siouxcityjournal.com/news/local/education/siouxland-colleges-universities-10th-day-enrollment/article_3db346f2-5f18-11ee-bfc4-5763cccbdf0f.html)

Aviation Program:

[https://siouxcityjournal.com/news/local/education/morningside-aviation-flights-sioux-city-airport-students-education/article\\_8c2a91a8-51a5-11ee-b8c0-df93ee6d80fb.html](https://siouxcityjournal.com/news/local/education/morningside-aviation-flights-sioux-city-airport-students-education/article_8c2a91a8-51a5-11ee-b8c0-df93ee6d80fb.html)

OSHA grant

<https://www.osha.gov/news/newsreleases/national/09192023>  
<https://www.ccdaily.com/2023/09/funding-roundup-324/>

Jessica Garcia new job

# WITCC in the News

OCT 23-22

[https://dbrnews.com/news/local/garcia-assumes-duties-as-denison-city-manager/article\\_23653f6a-5326-11ee-8f86-d3a391a56235.html](https://dbrnews.com/news/local/garcia-assumes-duties-as-denison-city-manager/article_23653f6a-5326-11ee-8f86-d3a391a56235.html)

## BRIEF MENTIONS–

[https://siouxcityjournal.com/overheard-in-the-news/article\\_7ae5bc64-50cf-11ee-bd0e-bf2d2ea4c879.html](https://siouxcityjournal.com/overheard-in-the-news/article_7ae5bc64-50cf-11ee-bd0e-bf2d2ea4c879.html)

<https://rutgerswire.usatoday.com/2023/09/22/remember-for-rutgers-star-wide-receiver-tim-brown-his-son-is-now-making-plays-in-college/>

## ATHLETICS–

Soccer Score Recaps

<https://www.siouxlandproud.com/sports/local-college-soccer-highlights-and-scores-9-5-23/>

Vball vs NIACC game recap

<https://www.niacctrojans.com/sports/wvball/2023-24/releases/20230906y5uasb>  
<https://www.ktiv.com/2023/09/07/witcc-volleyball-picks-up-first-conference-win/>

Women Soccer vs Rochester recap

<https://www.postbulletin.com/sports/college/rctc-suffers-1-0-home-loss-in-womens-soccer>  
<https://www.kttc.com/2023/09/10/local-sports-99/>

Men Soccer vs Worthington recap

<https://www.dglobe.com/sports/college/bluejays-soccer-team-dismantles-dordt-jv-2-1>

Vball vs Minn West recap

<https://www.dglobe.com/sports/college/lady-jays-split-monday-road-matches-with-western-iowa-tech-morningside-jv>

Vball vs DMACC recap

<https://bvmsports.com/2023/09/20/dmacc-volleyball-team-sweeps-western-iowa-tech-cc-3-1/>

W Soccer vs Northeast recap

# WITCC in the News

OCT 23-22

[https://www.norfolkneradio.com/sports/castro-fissenden-score-first-career-goals-as-no-5-northeast-women-top-western-iowa-tech/article\\_7799aa8a-5885-11ee-850c-6324c77ba10a.html](https://www.norfolkneradio.com/sports/castro-fissenden-score-first-career-goals-as-no-5-northeast-women-top-western-iowa-tech/article_7799aa8a-5885-11ee-850c-6324c77ba10a.html)

Vball vs Ellsworth

[https://www.ktiv.com/2023/09/22/wit-competes-falls-3-sets-ellsworth/?fbclid=IwAR0wDu\\_zYgfwBYbgL-oJrtj2BIfn0IDV7vAFRV04xCVpDj74L4ISHgbF7IM](https://www.ktiv.com/2023/09/22/wit-competes-falls-3-sets-ellsworth/?fbclid=IwAR0wDu_zYgfwBYbgL-oJrtj2BIfn0IDV7vAFRV04xCVpDj74L4ISHgbF7IM)

M Soccer vs Hawks recap

[https://www.norfolkneradio.com/sports/no-1-hawks-score-six-in-first-contest-as-top-ranked-school-in-nation/article\\_b82c126c-5944-11ee-846f-9f049c296536.html](https://www.norfolkneradio.com/sports/no-1-hawks-score-six-in-first-contest-as-top-ranked-school-in-nation/article_b82c126c-5944-11ee-846f-9f049c296536.html)

Vball vs Central recap

<https://ruralradio.com/ktic/news/central-volleyball-downs-western-iowa-tech/>

M Soccer vs Northwestern recap

<https://www.ktiv.com/2023/09/26/wit-northwestern-jv-soccer-draw-monday-night-battle/>

Vball vs SCC recap

[https://www.mississippivalleypublishing.com/the\\_hawk\\_eye/blackhawks-sweep-western-iowa-tech/article\\_31e4654e-5bf9-11ee-b105-db19e6162c3a.html](https://www.mississippivalleypublishing.com/the_hawk_eye/blackhawks-sweep-western-iowa-tech/article_31e4654e-5bf9-11ee-b105-db19e6162c3a.html)

Cherokee Chronicle Times, page number 7A  
Date 10-6-23

**WITCC celebrates new logo**

Western Iowa Tech Community College will be holding a community event on Friday, October 6th at 9:30 a.m. on the Cherokee campus. The community event is in celebration of the College's new logo.

Western Iowa Tech spent the last two years conducting market research and developing its new logo. "We spent many months interviewing our students, faculty, staff, business partners, alumni, and board asking for their thoughts and perceptions about the College," says Dr. Terry Murrell, President of Western Iowa Tech.

Western Iowa Tech is now being represented with a lime green and navy blue "W. The color lime green demonstrates growth and innovation while navy blue communicates stability and strength. Each stroke of the "W" is curved and connected, showing how Western Iowa Tech connects with and supports our students.

"The new logo and branding is very eye appealing and represents a fresh, new look for WITCC," said Cherokee Campus Director Dr. Darla Struck. "It enhances our identity in an attractive, modern fashion and is quite popular with our students and faculty."

