



WESTERN IOWA TECH COMMUNITY COLLEGE

# BOARD MEETING

**Date:** September 9, 2024

**Time:** 4:00 pm

**Location:** WITCC Cherokee Campus – Room 301

Join virtually at: <https://witcc.zoom.us/j/3695445549>

## WITCC Mission

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

## Board Members

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

Brenda Wright, Board Secretary

### Administration:













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

### Presenters:

Carmen Wilson, Associate Dean – Corporate College | Wendy Iverson, Director of Cherokee Campus and Northern Service Area |

Item	Presenter
I. Call Meeting to Order	Russ Wray
II. Roll Call of Directors	Brenda Wright
III. Oral Communications	
IV. Written Communications	
a. Shannon Jorstad in addendum SEP 24 1, page 1	
V. Consent Items	

Item	Presenter
A. The minutes of the regular Board of Directors meeting held August 12, 2024	
B. The Financial Report for August 2024 in addendum SEP-24-2, pages 2-8.	
C. A list of General Fund bills in addendum SEP-24-3, pages 9-27. Additional bills may be presented at the Board Meeting.	
D. The Personnel Report Regular Appointments in addendum SEP-24-4a, pages 28-29. The Community and Continuing Education instructor list in addendum SEP-24-4b, page 30. Additional Personnel Report may be presented at the meeting.	
E. Application and Certificate for Payment #5 in the amount of \$96,949.23 to Steve Harris Construction, Inc. for WITCC Parking Lot 4 Paving Improvements Project in addendum SEP-24-5, pages 31-35.	
F. Application and Certificate for Payment #9 in the amount of \$7,022.40 to Steve Harris Construction, Inc. for WITCC Soccer Field Improvements Project in addendum SEP-24-6, pages 36-40.	
<i>Motion needed for Consent Items</i>	
<b>VI. Administrative Reports</b>	
A. Cherokee and Northern Service Area Update in addendum SEP 24 7, pages 41-42	Erin Volk Wendy Ivarson
B. Fall Semester Enrollment Report will be presented at meeting.	Tawnya Beermann Christina Brandon
C. FY25 Open Purchase Orders in addendum SEP 24 8, page 43. <i>Needs Motion</i>	Troy Jasman
D. Change Order #1 2024 WITCC Parking Lot 4 Paving Improvements Project in addendum SEP 24 9, pages 44-46. <i>Needs Motion</i>	Troy Jasman
E. Change Order #2 for WITCC Denison Campus Addition Project in addendum SEP 24 10, pages 47-52. <i>Needs Motion</i>	Troy Jasman
F. ISCAP Solvency Ratio in addendum SEP 24 11, page 53. <i>Needs Motion</i>	Troy Jasman
G. Partnership with Digital Marketing Agency in addendum SEP 24 12, pages 54-64 <i>Needs Motion</i>	Christina Brandon
H. WITCC Scholarships for 2025-2026 in addendum SEP 24 13, pages 65-69. <i>Needs Motion</i>	Christina Brandon
I. Resolution Approving Assignment and Assumption Agreement between Matheson Tri-Gas, Inc. and Western	Darin Moeller Carmen Wilson

Item	Presenter
Iowa Tech Community College in addendum SEP-24-14, pages 70-80. <i>Needs Motion</i>	
J. Community Colleges for Iowa Report	Tricia Sutherland
K. President Report	
1. WITCC In the News in addendum SEP-24-15, pages 81-84. 2. Other	Terry Murrell
<b>VII. Executive Session</b> – Finalize Administrative Contract Strategy Executive Session, Chapter 21.9, Code of Iowa, 2024 <i>Motion Needed</i>	
<b>VIII. Unfinished Business</b>	
A. Individual Board Member comments	
B.  September 12, 2024 – Women’s Volleyball vs Hawkeye Community College – 6:00 pm	
C.  September 13, 2024 – Women’s Volleyball vs Central Community College – Columbus – 2:00 pm	
D.  September 13, 2024 – Women’s Volleyball vs Minnesota West Community & Technical College – 6:00 pm	
E.  September 14, 2024 – Women’s Soccer vs. Barton Community College – 4:00 pm	
F.  September 17, 2024 - Constitution Day: The People’s Power: First Amendment and Voting Rights on Constitution Day – 11:30 – 12:45 pm – Cargill Auditorium, D103	
G. September 25, 2024 – Roots and Rhythms: Celebrating Hispanic Art, Music, and Fashion – 11:00 am – 1:00 pm – Rocklin Conference Center, B174. In honor of Hispanic Heritage Month.	
H.  September 25, 2024 – Women’s Soccer vs. Iowa Central Community College – 3:00 pm	
I. September 26, 2024 – Faces and Voices of Recovery – 1:00 – 2:15 pm – Cargill Auditorium, D103. In honor of National Recovery Month	
J.  September 26, 2024 – Women’s Volleyball vs Iowa Lakes Community College – 7:00 pm	
K.  September 28, 2024 – Women’s Soccer vs. Hawkeye Community College – 3:30 pm	
L.  September 30, 2024 – Women’s Soccer vs. Indian Hills Community College – 5:00 pm	
M.  October 5, 2024 – Women’s Soccer vs. Southeastern Community College – 3:30 pm	
N.  October 6, 2024 – ICCAC Jamboree - TBD	
O. October 7, 2024 – Representation & Resilience Series: Rise While Lifting Others – 1:00 – 2:15 pm – Cargill Auditorium, D103. In honor of Hispanic Heritage Month.	
P.  October 9, 2024 – Women’s Volleyball vs Southeastern Community College – 7:00 pm	

Item	Presenter
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Q. October 14, 2024 – Retreat starting a 2:00 pm. October Board Meeting – Sioux City Campus – starting at 4:00 pm.

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

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

**IX. Adjournment**

*Motion Needed*

**WIT's Vision**

*Unwavering commitment to the personalized success of every student, every employee, every time.*

**WIT's 2024-2027 Strategy**

Advance Completion - Elevate WIT's completion to the top 4 among Iowa community colleges

Close the Gap - Close the completion gap for at-risk groups (first-time, part-time, online, racial/ethnic minorities).

Transform the Culture - Strengthen the culture of belonging for employees through increased communication, engagement, and support



**T**ransformation



**E**ngagement



**C**ommunity



**H**armony

WESTERN IOWA **TECH** VALUES

Wednesday, September 4, 2024 at 07:21:49 Central Daylight Time

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**Subject:** Written statement for the Board of Directors for todays meeting  
**Date:** Tuesday, August 13, 2024 at 7:28:18 AM Central Daylight Time  
**From:** Shannon Jorstad  
**To:** Brenda Wright

Warning: External Email!

This email originated outside of Western Iowa Tech Community College.

Ms. Wright,

This is a written statement that I am requesting be given to the Board for today's meeting. I am writing on behalf of John Jorstad.

This is a formal request for a hearing to be had in front of an Administrative Appeals Judge regarding your decision to lay John off for your stated reason of low enrollment. We have written evidence that you did not follow contracted staff reduction procedures and that WITCC administration falsified information regarding the Sports Medicine Program to an outside investigator. You continue to pay over \$90,000 a year for a "Sports Medicine" instructor when you do not have a Sports Medicine Program.

Thank you,

Shannon Jorstad

Sent from my iPhone



WESTERN IOWA TECH COMMUNITY COLLEGE

# BOARD MEETING MINUTES

**Date:** August 12, 2024

**Time:** 4:00 pm

**Location:** WITCC Sioux City Campus

## WITCC Mission

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

## Board Members

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

Brenda Wright, Board Secretary

### Administration:

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

### Presenters:

Carmen Wilson, Associate Dean – Corporate College | Teri Peterson, Associate Dean of Health Sciences

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

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Brenda Wright took the roll call of Directors.

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Russell Wray asked for any Oral Communications to be brought to the board. No oral communications were presented.

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Russell Wray reviewed the two Written Communications brought to the board.

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Russell Wray asked for a Motion for Consent Items. Jeremy Ogle made a motion and it was seconded by Erin Muck. All were in favor and the motion was carried.

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Christina Brandon presented the Summer Camps report to share all the great camps that ran over the summer. Lots of smiling faces. There were faculty led camps, grant-supported camp, community camps, and athletic camps.

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Darin Moeller and Teri Peterson presented the Clinical Sites Report. This is a list of community partners that allow us to deliver our health science programs. We couldn't do our health science programs without their help.

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Darin Moeller and Teri Peterson also proposed a purchase for the Health Science Department. They are requesting to purchase OB simulators for the Sioux City and Denison campuses. These would provide additional OB simulations that are hard for students to experience in clinicals. Tricia Sutherland made a motion to approve and it was seconded by Linnea Fletcher. All were in favor and the motion carried.

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Darin Moeller and Carmen Wilson brought the SBDC Sub-Amendment Contract to the Board. Carmen explained the need for the amendment. Jeremy Ogle made a motion to approve and it was seconded by Erin Muck. All were in favor and the motion carried.

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Darin and Carmen also presented the proposed agreement for OSHA Training with Metropolitan Community College in Kansas City. We would not be able to teach these OSHA classes without this agreement. No changes from the contract last year. Linnea made a motion to approve and it was seconded by Brad Griffin. All were in favor and the motion carried.

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Troy presented the Bank Depositories. This shows the maximum balance that can be held at each bank. There are no changes from last year. Erin Muck made a motion to approve and it was seconded by Jeremy Ogle. Micah Lang abstained. All others were in favor and the motion carried.

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Troy also presented the FY24 Annual Report Balance Sheet. There should not be too many changes in the final version. Linnea Fletcher made a motion to accept the balance sheet and it was seconded by Tricia Sutherland. All were in favor and the motion carried.

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Terry Murrell presented the proposed 2025 Board Meeting and Conference Schedule. Jeremy Ogle made a motion to approve and it was seconded by Linnea Fletcher. All were in favor and the motion carried.

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Jackie presented a nomination for the 2024-25 Leadership Siouxland Program. Jeremy Ogle made a motion to approve and it was seconded by Erin Muck. All were in favor and the motion carried.

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Russell Wray and Tricia Sutherland reported on their experiences at the Community Colleges for Iowa Conference last month. Russ explained some changes for open meetings. Tricia talked about some sessions on strategic direction that would be good to discuss at our next Board Retreat.

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Tricia Sutherland also gave an updated on the last Community Colleges for Iowa meeting.

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Terry Murrell gave his President Report. Updates include:

- Fall Enrollment is currently up. Looking strong for Fall
- Lots of activities scheduled for Welcome Week for students
- Folding Cranes Presentation on campus 8/15/24 in Cargill.
- ACCT Leadership conference in Seattle, let us know if you'd like to attend.

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Russ made a statement regarding the Board's review of the J1 Visa Program.

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Linnea Fletcher made a motion to adjourn and it was seconded by Tricia Sutherland. All were in favor and the motion carried.

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The next regular scheduled board meeting will be Monday, September 9, 2024, at 4:00 pm on the Cherokee campus.

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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:** September 4, 2024

**RE:** **AUGUST 2024 FINANCIAL HIGHLIGHTS**

**Executive Summary**

General Fund revenues for the two months ended August 31, 2024 totaled \$12.5 million. General Fund total income is 32% of budget, and expenditures are at 14% of budget. The student fees and tuition revenue of \$9.7 million reflect the Fall Semester enrollment as well as taking into consideration the new rates for the per credit hour tuition charge. Since the enrollment verification process occurs in September, there will be an adjustment for the credit hour student tuition and fees with the financials for September 2024. General Fund expenditures at \$5.7 million year to date are consistent with budget expectations as of the end of August. As a result, the College financial position exceeds that of the previous year with an increase in the fund balance change from the prior year of \$689K.

Restricted Fund activity for the year includes State Support of \$400K of ACE Infrastructure funding the College receives restricted to capital improvement projects. The offsetting increase in the Other Current Expenditures reflects the subsequent transfer of the \$400K ACE Infrastructure to the Plant Fund.

The Plant Fund revenue labeled Other Income reflects the transfer in of \$386K from the General Fund for the laptop computer initiative and the \$400K from the Restricted Fund for the ACE Infrastructure funding. Expenditures are consistent with budget expectations.

Auxiliary Enterprise operations for the two months ended August 31<sup>st</sup> reflect the start of the Fall Semester. Total revenues have increased \$40K from the prior year. Total expenditures have increased \$147K from the prior year mainly due to the bookstore cost of goods sold with increased volume, dormitory utilities and the addition of athletics. It should be noted that the dormitory expenditures will continue to increase as students utilize the all you care to eat meal plan. The overall fund balance change has a decrease of \$107K from the prior year.

The College's cash flow in August shows strong receipt collections due to the start of the new semester as well as grant programs. Cash receipts totaled \$8.6 million for the month and disbursements totaled \$9.8 million for the month. Cash and investments on a consolidated basis totaled \$40.1 million at August 31, 2024. The College's investment portfolio's overall yield at 4.21% was down from the 4.29% of the previous month.

Western Iowa Tech Community College  
 Unrestricted Fund Income Statement  
 For the Two Month Period Ending August 31, 2024

	Current Year			Prior Year		
	FY2025 Budget	YTD Actual	% of Budget	FY2024 Budget	YTD Actual	% of Budget
<b>REVENUES</b>						
Student Fees	\$3,675,500	\$1,660,238	45%	\$3,298,500	\$1,731,568	52%
Tuition	15,808,048	8,076,434	51%	15,215,500	7,023,960	46%
Local Support	2,300,000	20,158	1%	2,195,000	18,807	1%
State Support	13,364,260	2,222,732	17%	12,776,317	2,120,304	17%
Federal Support	276,858	700	0%	284,071	34	0%
Sales & Services	198,000	39,138	20%	203,000	36,772	18%
Other Income	3,836,172	448,302	12%	4,476,416	211,058	5%
<b>Total Income</b>	<b>\$39,458,838</b>	<b>\$12,467,702</b>	<b>32%</b>	<b>\$38,448,804</b>	<b>\$11,142,503</b>	<b>29%</b>
<b>EXPENDITURES</b>						
Salaries & Related Costs	\$26,896,361	\$3,432,471	13%	\$26,911,171	\$3,356,030	12%
Services	6,553,649	1,191,800	18%	6,355,205	713,458	11%
Materials, Supplies & Travel	2,908,333	268,979	9%	2,457,999	244,082	10%
Other Current Expenditures	3,090,504	791,496	26%	2,719,429	735,676	27%
Capital Outlay	9,991	918	9%	5,000	50	1%
<b>Total Direct Expense</b>	<b>\$39,458,838</b>	<b>\$5,685,664</b>	<b>14%</b>	<b>\$38,448,804</b>	<b>\$5,049,296</b>	<b>13%</b>
<b>Fund Balance Change</b>	<b>\$0</b>	<b>\$6,782,038</b>		<b>\$0</b>	<b>\$6,093,207</b>	

16% of Year

Western Iowa Tech Community College  
 Restricted Fund Income Statement  
 For the Two Month Period Ending August 31, 2024

	Current Year			Prior Year		
	FY2025 Budget	YTD Actual	% of Budget	FY2024 Budget	YTD Actual	% of Budget
<b>REVENUES</b>						
Tuition	\$0	\$0	-	\$0	\$0	-
Local Support	6,756,389	53,717	1%	5,843,636	47,654	1%
State Support	3,321,832	571,491	17%	2,438,086	571,152	23%
Federal Support	3,139,306	326,095	10%	2,931,837	350,377	12%
Other Income	796,255	213,575	27%	771,303	214,865	28%
New Jobs Training Program	3,700,000	561,035	15%	3,445,000	752,697	22%
<b>Total Income</b>	<b>\$17,713,782</b>	<b>\$1,725,913</b>	<b>10%</b>	<b>\$15,429,862</b>	<b>\$1,936,745</b>	<b>13%</b>
<b>EXPENDITURES</b>						
Salaries & Related Costs	\$4,154,415	\$678,266	16%	\$4,022,119	\$650,382	16%
Services	4,762,989	588,638	12%	5,295,855	570,726	11%
Materials, Supplies & Travel	2,385,341	188,691	8%	1,270,032	31,274	2%
Other Current Expenditures	0	445,773	-	0	428,399	-
New Jobs Training Program	4,264,131	777,845	18%	4,240,107	384,285	9%
Capital Outlay	1,410,845	94,445	7%	1,460,219	10,086	1%
<b>Total Direct Expense</b>	<b>\$16,977,721</b>	<b>\$2,773,658</b>	<b>16%</b>	<b>\$16,288,332</b>	<b>\$2,075,152</b>	<b>13%</b>
<b>Fund Balance Change</b>	<b>\$736,061</b>	<b>(\$1,047,745)</b>		<b>(\$858,470)</b>	<b>(\$138,407)</b>	

16% of Year

Western Iowa Tech Community College  
 Plant Fund Income Statement  
 For the Two Month Period Ending August 31, 2024

	Current Year			Prior Year		
	FY2025 Budget	YTD Actual	% of Budget	FY2024 Budget	YTD Actual	% of Budget
<b>REVENUES</b>						
Property Taxes	\$2,300,000	\$20,158	1%	\$2,195,000	\$18,807	1%
Interest Income	515,000	64,453	13%	260,000	102,890	40%
Other Income	5,766,567	897,148	16%	2,322,237	871,658	38%
<b>Total Income</b>	<b>\$8,581,567</b>	<b>\$981,759</b>	<b>11%</b>	<b>\$4,777,237</b>	<b>\$993,355</b>	<b>21%</b>
<b>EXPENDITURES</b>						
Equipment	\$1,366,842	\$76,445	6%	\$1,658,237	\$337,548	20%
Buildings	6,357,000	8,532	0%	436,000	0	0%
Maintenance, Repairs & Supplies	315,000	0	0%	35,000	9,390	27%
Structural Improvements	1,191,368	375,243	31%	988,000	274,697	28%
Professional Services	692,875	39,446	6%	483,000	16,892	3%
Other Expenses	0	0		500,000	0	0%
Interest/Debt Service	676,850	27,400	4%	677,000	29,083	4%
<b>Total Direct Expense</b>	<b>\$10,599,935</b>	<b>\$527,066</b>	<b>5%</b>	<b>\$4,777,237</b>	<b>\$667,610</b>	<b>14%</b>
<b>Fund Balance Change</b>	<b>(\$2,018,368)</b>	<b>\$454,693</b>		<b>\$0</b>	<b>\$325,745</b>	

16% of Year

Note: Interest budget amounts include principal payments of \$515,000 and \$505,000 for FY2025 and FY2024, respectively. Fund balance change for FY2025 reflects use of existing funds of \$2,018,368.

Western Iowa Tech Community College  
 Auxiliary Enterprises  
 For the Two Months Ending August 31, 2024

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	1,075,290.00	894,632.00	222,219.00	-	-	5,990.00	2,198,131.00	2,174,359.00
Miscellaneous	5,437.00	4,013.00	-	1,565.00	188,848.00	52,821.00	252,684.00	236,916.00
<b>Total Revenues</b>	<u>1,080,727.00</u>	<u>898,645.00</u>	<u>222,219.00</u>	<u>1,565.00</u>	<u>188,848.00</u>	<u>58,811.00</u>	<u>2,450,815.00</u>	<u>2,411,275.00</u>
<b>EXPENDITURES</b>								
Salaries & Related Costs	41,889.00	41,976.00	-	-	98,909.00	22,024.00	204,798.00	157,659.00
Service Expenditures	28,055.00	16,124.00	-	14,899.00	60,813.00	482.00	120,373.00	78,773.00
Materials & Supplies	1,412.00	1,259.00	-	9,769.00	23,689.00	11,786.00	47,915.00	61,932.00
Cost of Goods Sold	-	703,482.00	202,219.00	-	-	-	905,701.00	868,601.00
Utilities	36,401.00	-	-	-	-	-	36,401.00	-
Other Current Expenditures	110,803.00	-	-	-	5,437.00	-	116,240.00	117,430.00
<b>Total Expenditures</b>	<u>218,560.00</u>	<u>762,841.00</u>	<u>202,219.00</u>	<u>24,668.00</u>	<u>188,848.00</u>	<u>34,292.00</u>	<u>1,431,428.00</u>	<u>1,284,395.00</u>
<b>Fund Balance Change</b>	<u>862,167.00</u>	<u>135,804.00</u>	<u>20,000.00</u>	<u>(23,103.00)</u>	<u>-</u>	<u>24,519.00</u>	<u>1,019,387.00</u>	<u>1,126,880.00</u>
Prior Year	937,696.00	137,979.00	17,781.00	(6,137.00)	-	39,561.00	1,126,880.00	

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

WESTERN IOWA TECH COMMUNITY COLLEGE  
STATEMENT OF RECEIPTS AND DISBURSEMENTS  
AUGUST 2024

	<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 (08/01/2024)</b>	\$12,520,426	\$11,495	\$383,290	\$8,505,458	\$19,826,422	\$41,247,091
<b>Receipts</b>	6,175,532	\$849,282	(4,614)	1,135,704	460,173	8,616,075
<b>TOTAL FUNDS AVAILABLE</b>	\$18,695,958	\$860,776	\$378,676	\$9,641,161	\$20,286,595	49,863,167
<b>DISBURSEMENTS</b>						
Board Report	\$5,379,629	\$855,119	\$0	\$0	\$977,227	\$7,211,975
Dorm Revenue Bond Payment						0
Transfers to Operating Fund				1,500,000		1,500,000
Approved Previous Meeting				1,051,324		1,051,324
<b>TOTAL DISBURSEMENTS</b>	\$5,379,629	\$855,119	\$0	\$2,551,324	\$977,227	\$9,763,300
<b>ENDING BALANCE (08/31/2024)</b>	\$13,316,329	\$5,658	\$378,676	\$7,089,837	\$19,309,368	\$40,099,867

WESTERN IOWA TECH COMMUNITY COLLEGE  
INVESTMENT STATUS  
AUGUST 31, 2024

Investment	Bank	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Totals	Current Rate
Checking	Security National	\$261,544					\$261,544	0.00%
Interest Checking	Security National		5,658				5,658	4.00%
Repurchase Agreement	Security National	3,663,460					3,663,460	4.00%
Certificate of Deposit	Central Bank	1,165,220					1,165,220	4.91%
Money Market	Liberty National Bank	7,452,238					7,452,238	5.07%
Money Market	Liberty National Bank				6,620,027		6,620,027	5.08%
Checking	Cherokee State Bank	\$11,808					11,808	0.00%
Checking	Wells Fargo	\$18,614					18,614	1.65%
Checking	Wells Fargo			378,676	47,412	1,722,286	2,148,374	1.65%
Checking	Wells Fargo					849,831	849,831	1.09%
Repurchase Agreement	Security National				250,788	16,737,250	16,988,038	4.00%
Dorm Revenue Bond Funds	UMB Bank	743,445			171,610		915,055	5.18%
<b>Total Cash &amp; Investments</b>		<b>\$13,316,329</b>	<b>\$5,658</b>	<b>\$378,676</b>	<b>\$7,089,837</b>	<b>\$19,309,368</b>	<b>\$40,099,867</b>	<b>4.21%</b>
<b>Interest Earnings YTD</b>		<b>\$119,978</b>	<b>\$142</b>	<b>\$0</b>	<b>\$64,453</b>	<b>\$60,247</b>	<b>\$244,820</b>	

**WESTERN IOWA TECH COMMUNITY COLLEGE**

**Bills to be approved at the board meeting September 9, 2024**

**August 2024**

	<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>
Warrants	\$ 5,379,629.17	\$ 855,118.75			\$ 977,227.11	\$ 7,211,975.03
Cancelled warrants	-					\$ -
<b>Subtotal</b>	<b>5,379,629.17</b>	<b>855,118.75</b>	<b>-</b>	<b>-</b>	<b>977,227.11</b>	<b>\$ 7,211,975.03</b>
Estimated amount	\$ 688,875.00					\$ 688,875.00
<b>Total</b>	<b>\$ 6,068,504.17</b>	<b>\$ 855,118.75</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 977,227.11</b>	<b>\$ 7,900,850.03</b>

**Western Iowa Tech Community College  
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<b>CHECK DATE</b>	<b>VENDOR NAME</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
8/29/2024	Menards Inc	\$482.65	BOOKS SPECIAL RESALE-SPON STU
8/15/2024	RefQuest LLC	\$10,000.00	CASH IN BANK
8/17/2024	Wells Fargo Bank	\$1,583,356.65	CASH IN BANK-PAYROLL
8/22/2024	Frontier Communications	\$199.09	COMMUNICATION
8/22/2024	Frontier Communications	\$420.83	COMMUNICATION
8/15/2024	Iowa Communications	\$5,699.73	COMMUNICATION
8/8/2024	Qwest Corporation	\$777.66	COMMUNICATION
8/8/2024	Burke Engineering Sales	\$241.93	CONSTRUCTION SUPPLIES
8/22/2024	Burke Engineering Sales	\$224.00	CONSTRUCTION SUPPLIES
8/22/2024	Diamond Products Company	\$867.50	CONSTRUCTION SUPPLIES
8/29/2024	Diamond Products Company	\$120.00	CONSTRUCTION SUPPLIES
8/8/2024	Echo Group Inc	\$305.54	CONSTRUCTION SUPPLIES
8/8/2024	Menards Inc	\$125.24	CONSTRUCTION SUPPLIES
8/8/2024	Menards Inc	\$172.04	CONSTRUCTION SUPPLIES
8/15/2024	Menards Inc	\$45.13	CONSTRUCTION SUPPLIES
8/15/2024	Menards Inc	\$227.03	CONSTRUCTION SUPPLIES
8/22/2024	Menards Inc	\$35.25	CONSTRUCTION SUPPLIES
8/29/2024	Menards Inc	\$138.33	CONSTRUCTION SUPPLIES
8/29/2024	Menards Inc	\$100.13	CONSTRUCTION SUPPLIES
8/8/2024	NCH Corporation	\$1,630.00	CONSTRUCTION SUPPLIES
8/8/2024	Juline S Albert	\$4,167.00	CONTRACTED SERVICES
8/8/2024	Alchemy Technology Group	\$6,840.00	CONTRACTED SERVICES
8/8/2024	Alchemy Technology Group	\$14,215.00	CONTRACTED SERVICES
8/15/2024	American Income Life	\$454.32	CONTRACTED SERVICES
8/29/2024	BankMobile Technologies Inc	\$139.80	CONTRACTED SERVICES
8/8/2024	Barnhart Crane & Rigging Co	\$4,285.00	CONTRACTED SERVICES
8/22/2024	Barnhart Crane & Rigging Co	\$4,285.00	CONTRACTED SERVICES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
8/8/2024	Champion Propane	\$105.00	CONTRACTED SERVICES
8/8/2024	CHN Garbage Service Inc	\$67.50	CONTRACTED SERVICES
8/29/2024	CHN Garbage Service Inc	\$67.50	CONTRACTED SERVICES
8/8/2024	Delta Papa Aviation LLC	\$3,750.00	CONTRACTED SERVICES
8/15/2024	Document Depot &	\$49.00	CONTRACTED SERVICES
8/29/2024	Ellucian Company LLC	\$16,279.00	CONTRACTED SERVICES
8/22/2024	Aaron D. Freeman	\$720.00	CONTRACTED SERVICES
8/15/2024	Gill Hauling Inc	\$3,807.34	CONTRACTED SERVICES
8/15/2024	Stacy Harmelink	\$500.00	CONTRACTED SERVICES
8/3/2024	HealthEquity Inc	\$75.00	CONTRACTED SERVICES
8/10/2024	HealthEquity Inc	\$75.00	CONTRACTED SERVICES
8/15/2024	High Point Networks LLC	\$7,728.60	CONTRACTED SERVICES
8/8/2024	IMKO Enterprises Inc	\$62,574.84	CONTRACTED SERVICES
8/8/2024	IMKO Enterprises Inc	\$10,827.03	CONTRACTED SERVICES
8/8/2024	IMKO Enterprises Inc	\$2,610.42	CONTRACTED SERVICES
8/8/2024	IMKO Enterprises Inc	\$927.83	CONTRACTED SERVICES
8/8/2024	IMKO Enterprises Inc	\$1,428.23	CONTRACTED SERVICES
8/15/2024	Iowa Community College	\$12,112.23	CONTRACTED SERVICES
8/22/2024	Iowa Community College	\$11,030.00	CONTRACTED SERVICES
8/22/2024	Iowa Community College	\$4,952.00	CONTRACTED SERVICES
8/8/2024	Justice Fire & Safety Inc	\$7,532.00	CONTRACTED SERVICES
8/1/2024	K&S Janitorial Services LLC	\$4,320.00	CONTRACTED SERVICES
8/29/2024	K&S Janitorial Services LLC	\$7,819.50	CONTRACTED SERVICES
8/8/2024	Lindblom Services Inc	\$646.00	CONTRACTED SERVICES
8/15/2024	Lindblom Services Inc	\$1,001.00	CONTRACTED SERVICES
8/8/2024	Todd D. Lindsey	\$360.00	CONTRACTED SERVICES
8/15/2024	Mathisons Masterworks LLC	\$237.00	CONTRACTED SERVICES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
8/15/2024	Kelsey A. Miller	\$44.00	CONTRACTED SERVICES
8/29/2024	Morningside Plumbing	\$910.00	CONTRACTED SERVICES
8/8/2024	National Council for State	\$4,400.00	CONTRACTED SERVICES
8/8/2024	North Sioux City Holdings LLC	\$1,963.05	CONTRACTED SERVICES
8/22/2024	North Sioux City Holdings LLC	\$2,255.68	CONTRACTED SERVICES
8/15/2024	Emily Oehlerking	\$44.00	CONTRACTED SERVICES
8/22/2024	Paymetric Inc	\$3,000.00	CONTRACTED SERVICES
8/29/2024	Plains Area Mental Health Inc	\$120.00	CONTRACTED SERVICES
8/8/2024	Plunketts Pest Control Inc	\$60.00	CONTRACTED SERVICES
8/8/2024	Plunketts Pest Control Inc	\$55.00	CONTRACTED SERVICES
8/1/2024	PrestoSports LLC	\$771.75	CONTRACTED SERVICES
8/15/2024	R&S Waste Disposal LLC	\$156.34	CONTRACTED SERVICES
8/29/2024	Red Line Recycling	\$200.00	CONTRACTED SERVICES
8/8/2024	Rentokil North America	\$1,676.08	CONTRACTED SERVICES
8/8/2024	Rentokil North America	\$69.30	CONTRACTED SERVICES
8/8/2024	Rentokil North America	\$49.50	CONTRACTED SERVICES
8/8/2024	Rentokil North America	\$1,676.08	CONTRACTED SERVICES
8/15/2024	Rentokil North America	\$11,963.88	CONTRACTED SERVICES
8/8/2024	Thomas M. Rice	\$1,200.00	CONTRACTED SERVICES
8/29/2024	Safety Kleen Systems Inc	\$874.67	CONTRACTED SERVICES
8/1/2024	Sanitary Services Inc	\$278.40	CONTRACTED SERVICES
8/29/2024	Sanitary Services Inc	\$278.40	CONTRACTED SERVICES
8/8/2024	James Schaap	\$240.00	CONTRACTED SERVICES
8/8/2024	Kay F. Scott	\$350.00	CONTRACTED SERVICES
8/8/2024	Dennis R Semple	\$4,020.00	CONTRACTED SERVICES
8/29/2024	Silverstone Group LLC	\$5,025.00	CONTRACTED SERVICES
8/22/2024	Siouxland Certified Testing	\$4,468.00	CONTRACTED SERVICES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
8/15/2024	Springshare LLC	\$3,641.00	CONTRACTED SERVICES
8/15/2024	TeamDynamix Solutions LLC	\$5,000.00	CONTRACTED SERVICES
8/15/2024	Josh Torell	\$300.00	CONTRACTED SERVICES
8/1/2024	Underground Location	\$13.50	CONTRACTED SERVICES
8/15/2024	Vans Sanitation Inc	\$80.64	CONTRACTED SERVICES
8/15/2024	Jennifer A. Widrowicz	\$44.00	CONTRACTED SERVICES
8/8/2024	Woodbury County Firemans	\$886.05	CONTRACTED SERVICES
8/29/2024	Woodbury County Firemans	\$1,594.89	CONTRACTED SERVICES
8/8/2024	Arnold Motor Supply LLP	\$892.73	COURSE FEE EXPENSE
8/8/2024	Southwestern Community	\$700.00	COURSE FEE EXPENSE
8/1/2024	Viewpoint LLC	\$263.90	COURSE FEE EXPENSE
8/22/2024	Western Iowa Tech General	\$5,678.00	COURSE FEE EXPENSE
8/22/2024	Western Iowa Tech General	\$4,236.00	COURSE FEE EXPENSE
8/22/2024	Western Iowa Tech General	\$4,504.50	COURSE FEE EXPENSE
8/1/2024	Western Iowa Tech Comm Ed	\$5,214.15	DEFERRED INCOME
8/15/2024	Corey M. Adair	\$800.00	DUE FROM OTHERS-ASSET ACCOUNT
8/22/2024	Breathe Clean Dry Ice Blasting	\$7,020.00	DUE FROM OTHERS-ASSET ACCOUNT
8/29/2024	Breathe Clean Dry Ice Blasting	\$1,500.00	DUE FROM OTHERS-ASSET ACCOUNT
8/8/2024	Coil US Buyer Inc	\$1,712.29	DUE FROM OTHERS-ASSET ACCOUNT
8/8/2024	Coil US Buyer Inc	\$1,248.99	DUE FROM OTHERS-ASSET ACCOUNT
8/22/2024	Coil US Buyer Inc	\$49.95	DUE FROM OTHERS-ASSET ACCOUNT
8/8/2024	ConvergeOne Inc	\$10,490.00	DUE FROM OTHERS-ASSET ACCOUNT
8/8/2024	Nick Demke	\$750.00	DUE FROM OTHERS-ASSET ACCOUNT
8/22/2024	Dunwell LLC	\$3,300.00	DUE FROM OTHERS-ASSET ACCOUNT
8/22/2024	Dunwell LLC	\$8,351.65	DUE FROM OTHERS-ASSET ACCOUNT
8/1/2024	Ellucian Company LLC	\$44,940.00	DUE FROM OTHERS-ASSET ACCOUNT
8/15/2024	Ellucian Company LLC	\$29,698.00	DUE FROM OTHERS-ASSET ACCOUNT

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
8/8/2024	Foulk Brothers Plumbing &	\$1,433.51	DUE FROM OTHERS-ASSET ACCOUNT
8/22/2024	Foulk Brothers Plumbing &	\$11,252.37	DUE FROM OTHERS-ASSET ACCOUNT
8/29/2024	Foulk Brothers Plumbing &	\$5,098.07	DUE FROM OTHERS-ASSET ACCOUNT
8/29/2024	FRSecure LLC	\$4,750.00	DUE FROM OTHERS-ASSET ACCOUNT
8/22/2024	John Herting	\$150.00	DUE FROM OTHERS-ASSET ACCOUNT
8/1/2024	High Point Networks LLC	\$52,833.00	DUE FROM OTHERS-ASSET ACCOUNT
8/15/2024	High Point Networks LLC	\$6,801.20	DUE FROM OTHERS-ASSET ACCOUNT
8/22/2024	High Point Networks LLC	\$3,252.00	DUE FROM OTHERS-ASSET ACCOUNT
8/29/2024	High Point Networks LLC	\$43,707.00	DUE FROM OTHERS-ASSET ACCOUNT
8/29/2024	Iowa Department of	\$4,787.00	DUE FROM OTHERS-ASSET ACCOUNT
8/1/2024	Jeff A. Jansen	\$157.79	DUE FROM OTHERS-ASSET ACCOUNT
8/15/2024	Merlyn L Kathol	\$312.26	DUE FROM OTHERS-ASSET ACCOUNT
8/1/2024	Lisa L. Knecht	\$203.73	DUE FROM OTHERS-ASSET ACCOUNT
8/22/2024	Lisa L. Knecht	\$619.58	DUE FROM OTHERS-ASSET ACCOUNT
8/8/2024	Metro & Son Electric Inc	\$1,080.00	DUE FROM OTHERS-ASSET ACCOUNT
8/15/2024	Metro & Son Electric Inc	\$7,713.09	DUE FROM OTHERS-ASSET ACCOUNT
8/8/2024	Mid Iowa Refrigeration Inc	\$216.17	DUE FROM OTHERS-ASSET ACCOUNT
8/22/2024	Katherine L. Newell	\$517.40	DUE FROM OTHERS-ASSET ACCOUNT
8/22/2024	ScriptPro USA Inc	\$3,765.00	DUE FROM OTHERS-ASSET ACCOUNT
8/1/2024	Steven J Smith	\$497.71	DUE FROM OTHERS-ASSET ACCOUNT
8/22/2024	Celina Solano	\$150.00	DUE FROM OTHERS-ASSET ACCOUNT
8/1/2024	Christian Supiot Perez	\$416.66	DUE FROM OTHERS-ASSET ACCOUNT
8/8/2024	Thompson Solutions Group	\$15,000.00	DUE FROM OTHERS-ASSET ACCOUNT
8/8/2024	Thompson Solutions Group	\$2,211.30	DUE FROM OTHERS-ASSET ACCOUNT
8/22/2024	Anthony Velasquez	\$200.00	DUE FROM OTHERS-ASSET ACCOUNT
8/8/2024	Visual Edge IT Inc	\$1,687.93	DUE FROM OTHERS-ASSET ACCOUNT
8/29/2024	Visual Edge IT Inc	\$246.12	DUE FROM OTHERS-ASSET ACCOUNT

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
8/22/2024	Ward Electric Company Inc	\$4,995.82	DUE FROM OTHERS-ASSET ACCOUNT
8/29/2024	Carmen L. Wilson	\$10.00	DUE FROM OTHERS-ASSET ACCOUNT
8/8/2024	Ziegler Inc	\$2,738.26	DUE FROM OTHERS-ASSET ACCOUNT
8/29/2024	All Iowa Opportunity	\$1,300.00	DUE FROM STATE FUNDS
8/29/2024	Iowa Department of	\$875.00	DUE FROM STATE FUNDS
8/15/2024	Johanna M. Blum	\$199.00	DUE FROM STUDENTS
8/15/2024	Mia M. Japel	\$805.54	DUE FROM STUDENTS
8/15/2024	Maribel Juarez	\$21.00	DUE FROM STUDENTS
8/1/2024	Kelsey J. Kluver	\$178.61	DUE FROM STUDENTS
8/29/2024	Mackenzie E. Larson	\$441.00	DUE FROM STUDENTS
8/29/2024	Mackenzie E. Larson	\$500.00	DUE FROM STUDENTS
8/15/2024	Benjamin P. Maxey	\$25.00	DUE FROM STUDENTS
8/22/2024	Ann M. Nielson	\$400.00	DUE FROM STUDENTS
8/15/2024	Paul S. Sambou	\$109.70	DUE FROM STUDENTS
8/15/2024	Cole D. Schiefen	\$10.00	DUE FROM STUDENTS
8/15/2024	Cole D. Schiefen	\$100.00	DUE FROM STUDENTS
8/8/2024	Western Iowa Tech Agency	\$270.00	DUE TO AGENCY FUND
8/27/2024	Western Iowa Tech 125 Plan	\$4,541.13	DUE TO AUXILIARY FUND
8/17/2024	Western Iowa Tech Plant	\$1,050,000.00	DUE TO PLANT FUND
8/8/2024	Snap on Incorporated	\$68,861.25	EQUIPMENT - \$5000 AND OVER
8/1/2024	Great Western Dining Service	\$296.05	GROUP MEETINGS AND WORKSHOPS
8/22/2024	Great Western Dining Service	\$2,782.20	GROUP MEETINGS AND WORKSHOPS
8/29/2024	Great Western Dining Service	\$14,598.00	GROUP MEETINGS AND WORKSHOPS
8/22/2024	Sierra Hotel Aero Inc	\$1,200.00	GROUP MEETINGS AND WORKSHOPS
	Sierra Hotel Arro Inc		
8/24/2024	HealthEquity Inc	\$10,126.31	HSA Payable
8/8/2024	Gibran A. Kuri	\$40.00	INCOME CLEARING ACCOUNT

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
8/22/2024	Western Iowa Tech General	\$21,317.87	INCOME CLEARING ACCOUNT
8/8/2024	Wm Bass Advertising &	\$13,438.82	INFO SERVICES/CLASSIFY ADS
8/15/2024	Wm Bass Advertising &	\$100.00	INFO SERVICES/CLASSIFY ADS
8/15/2024	Wm Bass Advertising &	\$2,000.00	INFO SERVICES/CLASSIFY ADS
8/22/2024	American Income Life	\$66.96	INSURANCE
8/10/2024	BusinessSolverComInc	\$469,358.62	INSURANCE PREMIUMS PAYABLE
8/17/2024	Iowa Public Employees	\$138,437.15	IPERS TAX PAYABLE
8/8/2024	Cole Papers Inc	\$288.40	JANITOR MATERIALS AND SUPPLIES
8/8/2024	Cole Papers Inc	\$62.18	JANITOR MATERIALS AND SUPPLIES
8/15/2024	Cole Papers Inc	\$100.54	JANITOR MATERIALS AND SUPPLIES
8/15/2024	Eakes Inc	\$3,793.34	JANITOR MATERIALS AND SUPPLIES
8/8/2024	Ricks Computers Inc	\$2,008.65	MAINT & REPAIR-SU EQUIP
8/15/2024	Ricks Computers Inc	\$482.05	MAINT & REPAIR-SU EQUIP
8/8/2024	ARR Roofing of Iowa LLC	\$999.67	MAINT AND REPAIR BUILDINGS
8/29/2024	ARR Roofing of Iowa LLC	\$1,212.00	MAINT AND REPAIR BUILDINGS
8/8/2024	Global Glass & Glazing LLC	\$750.00	MAINT AND REPAIR BUILDINGS
8/8/2024	Metro & Son Electric Inc	\$16,645.05	MAINT AND REPAIR BUILDINGS
8/15/2024	Metro & Son Electric Inc	\$14,319.23	MAINT AND REPAIR BUILDINGS
8/22/2024	Metro & Son Electric Inc	\$10,016.25	MAINT AND REPAIR BUILDINGS
8/22/2024	Metro & Son Electric Inc	\$810.00	MAINT AND REPAIR BUILDINGS
8/8/2024	Mikes Sioux City Carpet	\$5,557.25	MAINT AND REPAIR BUILDINGS
8/22/2024	Mikes Sioux City Carpet	\$155.00	MAINT AND REPAIR BUILDINGS
8/22/2024	Van Osdel Plastering &	\$862.00	MAINT AND REPAIR BUILDINGS
8/22/2024	Van Osdel Plastering &	\$23,443.00	MAINT AND REPAIR BUILDINGS
8/29/2024	United States Treasury	\$8,640.00	MAINT AND REPAIR BUILDINGS
8/22/2024	City of Sioux City	\$1,180.00	MAINT AND REPAIR EQUIPMENT
8/29/2024	City of Sioux City	\$20.00	MAINT AND REPAIR EQUIPMENT

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8/15/2024	Denison Community School	\$2,332.95	MAINT AND REPAIR EQUIPMENT
8/8/2024	Drain Specialists Inc	\$150.00	MAINT AND REPAIR EQUIPMENT
8/1/2024	Eakes Inc	\$222.43	MAINT AND REPAIR EQUIPMENT
8/8/2024	Eakes Inc	\$117.50	MAINT AND REPAIR EQUIPMENT
8/15/2024	Eakes Inc	\$235.00	MAINT AND REPAIR EQUIPMENT
8/29/2024	Eakes Inc	\$202.35	MAINT AND REPAIR EQUIPMENT
8/8/2024	Foulk Brothers Plumbing &	\$334.51	MAINT AND REPAIR EQUIPMENT
8/8/2024	Foulk Brothers Plumbing &	\$1,451.85	MAINT AND REPAIR EQUIPMENT
8/8/2024	Foulk Brothers Plumbing &	\$1,195.18	MAINT AND REPAIR EQUIPMENT
8/22/2024	Foulk Brothers Plumbing &	\$284.74	MAINT AND REPAIR EQUIPMENT
8/22/2024	Foulk Brothers Plumbing &	\$280.00	MAINT AND REPAIR EQUIPMENT
8/29/2024	Foulk Brothers Plumbing &	\$1,297.64	MAINT AND REPAIR EQUIPMENT
8/29/2024	Foulk Brothers Plumbing &	\$639.58	MAINT AND REPAIR EQUIPMENT
8/8/2024	GreatAmerica Financial	\$3,109.41	MAINT AND REPAIR EQUIPMENT
8/8/2024	GreatAmerica Financial	\$456.40	MAINT AND REPAIR EQUIPMENT
8/29/2024	GreatAmerica Financial	\$456.40	MAINT AND REPAIR EQUIPMENT
8/29/2024	GreatAmerica Financial	\$3,109.41	MAINT AND REPAIR EQUIPMENT
8/8/2024	Robert Baker	\$790.00	MAINTENANCE GROUNDS
8/22/2024	Bock Lawn & Landscaping LLC	\$1,785.00	MAINTENANCE GROUNDS
8/22/2024	Bock Lawn & Landscaping LLC	\$960.00	MAINTENANCE GROUNDS
8/15/2024	Edward Dandurand	\$1,500.00	MAINTENANCE GROUNDS
8/15/2024	Edward Dandurand	\$4,050.00	MAINTENANCE GROUNDS
8/29/2024	Flewelling Farms LLC	\$708.25	MAINTENANCE GROUNDS
8/15/2024	JS Brothers Inc	\$975.00	MAINTENANCE GROUNDS
8/22/2024	Bomgaars Supply Inc	\$299.83	MATERIALS AND SUPPLIES
8/22/2024	BSN Sports LLC	\$1,000.38	MATERIALS AND SUPPLIES
8/22/2024	BSN Sports LLC	\$3,716.28	MATERIALS AND SUPPLIES

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8/29/2024	BSN Sports LLC	\$844.96	MATERIALS AND SUPPLIES
8/15/2024	Community Action Agency of	\$552.09	MATERIALS AND SUPPLIES
8/29/2024	Freeland Corporation	\$139.98	MATERIALS AND SUPPLIES
8/29/2024	ISU Extension	\$259.50	MATERIALS AND SUPPLIES
8/8/2024	Wendy M. Ivarson	\$26.00	MATERIALS AND SUPPLIES
8/29/2024	Leading Edge Group LLC	\$212.34	MATERIALS AND SUPPLIES
8/22/2024	Performance Health Holdings	\$236.05	MATERIALS AND SUPPLIES
8/15/2024	Sysco Lincoln	\$1,506.33	MATERIALS AND SUPPLIES
8/29/2024	Visual Edge IT Inc	\$23.99	MATERIALS AND SUPPLIES
8/1/2024	eTeamSponsor Inc	\$3,600.00	MEMBERSHIP
8/8/2024	Iowa Schools Buildings & Grounds Association	\$50.00	MEMBERSHIP
8/29/2024	New York Public Radio	\$1,713.50	MEMBERSHIP
8/8/2024	Rotary International	\$174.35	MEMBERSHIP
8/8/2024	Siouxland Sports Academy	\$20,000.00	MEMBERSHIP
8/29/2024	Convergint Technologies LLC	\$14,409.04	NON-CAPITAL EXP & EQUIP <5000
8/8/2024	High Point Networks LLC	\$25,500.00	NON-CAPITAL EXP & EQUIP <5000
8/15/2024	High Point Networks LLC	\$12,987.00	NON-CAPITAL EXP & EQUIP <5000
8/8/2024	Iowa Office Supply Inc	\$47,967.52	NON-CAPITAL EXP & EQUIP <5000
8/15/2024	Iowa Office Supply Inc	\$260.00	NON-CAPITAL EXP & EQUIP <5000
8/29/2024	Iowa Office Supply Inc	\$7,068.36	NON-CAPITAL EXP & EQUIP <5000
8/29/2024	Iowa Office Supply Inc	\$4,010.98	NON-CAPITAL EXP & EQUIP <5000
8/22/2024	Pocket Nurse Enterprises Inc	\$6,596.00	NON-CAPITAL EXP & EQUIP <5000
8/8/2024	Texthelp Inc	\$3,830.00	NON-CAPITAL EXP & EQUIP <5000
8/8/2024	Thomas Scientific Holdings	\$47,983.36	NON-CAPITAL EXP & EQUIP <5000
8/8/2024	Thompson Solutions Group	\$7,841.62	NON-CAPITAL EXP & EQUIP <5000

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
8/8/2024	Zoom Video Communications	\$138.00	NON-CAPITAL EXP & EQUIP <5000
8/22/2024	Western Iowa Tech General	\$11,717.00	OTHER CURRENT EXPENSE
8/29/2024	Western Iowa Tech General	\$11,767.00	OTHER CURRENT EXPENSE
8/17/2024	Collection Services Center	\$419.64	OTHER EMPLOYEE PR DEDUCTIONS
8/27/2024	Friends Of FM 90	\$64.50	OTHER EMPLOYEE PR DEDUCTIONS
8/27/2024	Polk County Sheriff	\$700.95	OTHER EMPLOYEE PR DEDUCTIONS
8/27/2024	United Way of Siouland Inc	\$961.00	OTHER EMPLOYEE PR DEDUCTIONS
8/27/2024	Western Iowa Tech Agency	\$25.00	OTHER EMPLOYEE PR DEDUCTIONS
8/27/2024	Western Iowa Tech	\$1,904.43	OTHER EMPLOYEE PR DEDUCTIONS
8/27/2024	Western Iowa Tech GF	\$100.00	OTHER EMPLOYEE PR DEDUCTIONS
8/27/2024	Winnebago Tribe of Nebraska	\$626.78	OTHER EMPLOYEE PR DEDUCTIONS
8/22/2024	US Postal Service	\$8,000.00	POSTAGE
8/22/2024	Artisan Press Inc	\$875.00	PRINTING & REPRODUCTION SVC
8/8/2024	Mail House Inc	\$55.68	PRINTING & REPRODUCTION SVC
8/8/2024	Mail House Inc	\$1,088.39	PRINTING & REPRODUCTION SVC
8/15/2024	Omaha Paper Company	\$503.31	PRINTING & REPRODUCTION SVC
8/29/2024	Visual Edge IT Inc	\$34.38	PRINTING & REPRODUCTION SVC
8/8/2024	Ahlers & Cooney PC	\$1,729.50	PROFESSIONAL SERVICES
8/15/2024	Dentons Davis Brown PC	\$252,143.28	PROFESSIONAL SERVICES
8/22/2024	Iowa Department of	\$950.00	PROFESSIONAL SERVICES
8/8/2024	John Sampson	\$4,071.50	PROFESSIONAL SERVICES
8/29/2024	Mid States Utility Trailer Sales Inc	\$11,814.56	PROFESSIONAL SERVICES
8/8/2024	Signs By Tomorrow	\$2,286.00	PROFESSIONAL SERVICES
8/22/2024	Signs By Tomorrow	\$3,525.00	PROFESSIONAL SERVICES
8/3/2024	Wells Fargo Bank	\$378,619.51	PURCHASE CARD CHECKING
8/1/2024	Quadient Leasing USA Inc	\$370.00	RENTED EQUIPMENT

**Western Iowa Tech Community College  
Board Approval Voucher Detail Report  
General & Auxiliary  
9/4/2024**

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
8/29/2024	Quadient Leasing USA Inc	\$1,907.97	RENTED EQUIPMENT
8/15/2024	Branded Custom Sportswear	\$5,327.13	RESALE PURCHASES
8/22/2024	Branded Custom Sportswear	\$7,156.10	RESALE PURCHASES
8/15/2024	Chesterman Company	\$377.53	RESALE PURCHASES
8/22/2024	Core Mark Midcontinent Inc	\$3,272.73	RESALE PURCHASES
8/8/2024	Elsevier Inc	\$697.54	RESALE PURCHASES
8/8/2024	Elsevier Inc	\$3,134.98	RESALE PURCHASES
8/15/2024	GKSB Enterprises LLC	\$1,058.46	RESALE PURCHASES
8/1/2024	Iowa Community College	\$39,786.92	RESALE PURCHASES
8/22/2024	Iowa Community College	\$1,192.85	RESALE PURCHASES
8/22/2024	Lady Boss Ventures LLC	\$176.20	RESALE PURCHASES
8/29/2024	Performance Food Group Inc	\$1,444.00	RESALE PURCHASES
8/22/2024	Roaring Spring Blank Book Co	\$2,099.19	RESALE PURCHASES
8/8/2024	Susan Wolcott	\$154.00	RESALE PURCHASES
8/22/2024	Western Iowa Tech Comm Ed	\$1,245.00	SCHOLARSHIPS
8/22/2024	Western Iowa Tech Comm Ed	\$1,245.00	SCHOLARSHIPS
8/22/2024	Western Iowa Tech Comm Ed	\$1,245.00	SCHOLARSHIPS
8/29/2024	Travis Tadlock	\$150.00	SPONSORED BILLING RECEIVABLE
8/15/2024	Isaiah J. Armell	\$250.00	STUDENT DEPOSITS
8/1/2024	Christopher Bergstrom	\$250.00	STUDENT DEPOSITS
8/1/2024	Samantha Contarino	\$250.00	STUDENT DEPOSITS
8/15/2024	Ethan J. Kannegieter	\$250.00	STUDENT DEPOSITS
8/1/2024	Laura A. Leborg	\$250.00	STUDENT DEPOSITS
8/15/2024	Sarah Leigland	\$250.00	STUDENT DEPOSITS
8/8/2024	Jesus Martinez III	\$250.00	STUDENT DEPOSITS
8/1/2024	Melissa Marx	\$250.00	STUDENT DEPOSITS
8/1/2024	Anthony M. Muigai	\$250.00	STUDENT DEPOSITS

Western Iowa Tech Community College  
Board Approval Voucher Detail Report  
General & Auxiliary  
9/4/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
8/22/2024	Natasha Nibbelink	\$250.00	STUDENT DEPOSITS
8/15/2024	Hannah M. Punt	\$250.00	STUDENT DEPOSITS
8/22/2024	Jeff Or Molly Reinking	\$250.00	STUDENT DEPOSITS
8/15/2024	Denis S. Reis	\$250.00	STUDENT DEPOSITS
8/15/2024	Amelia Rodriquez	\$250.00	STUDENT DEPOSITS
8/1/2024	Noah C. Thorsbakken	\$250.00	STUDENT DEPOSITS
8/15/2024	Dan Tjaden	\$20.00	STUDENT DEPOSITS
8/15/2024	Dan Tjaden	\$250.00	STUDENT DEPOSITS
8/8/2024	Security National Bank	\$125.00	STUDENT TRAVEL
8/17/2024	Teachers Insurance & Annuity	\$104,027.31	TIAA-CREF PAYABLE
8/8/2024	Alejandra G. Flores Gutierrez	\$338.00	TRAVEL IN STATE
8/22/2024	Dedra K. Hatcher	\$56.00	TRAVEL IN STATE
8/29/2024	Dedra K. Hatcher	\$125.32	TRAVEL IN STATE
8/8/2024	Rex K. Hawkins	\$69.68	TRAVEL IN STATE
8/8/2024	Rex K. Hawkins	\$139.36	TRAVEL IN STATE
8/8/2024	Kyle R. Hueser	\$223.60	TRAVEL IN STATE
8/8/2024	Carson W. Lake	\$35.36	TRAVEL IN STATE
8/8/2024	Darin Moeller	\$82.16	TRAVEL IN STATE
8/1/2024	Terry A. Murrell	\$518.96	TRAVEL IN STATE
8/8/2024	Terry A. Murrell	\$170.56	TRAVEL IN STATE
8/29/2024	Terry A. Murrell	\$240.24	TRAVEL IN STATE
8/29/2024	Proforma	\$423.88	TRAVEL IN STATE
8/1/2024	Korey E. Smith	\$113.36	TRAVEL IN STATE
8/8/2024	Korey E. Smith	\$246.48	TRAVEL IN STATE
8/29/2024	Tom Utesch	\$156.00	TRAVEL IN STATE
8/15/2024	Holiday Inn Select	\$3,695.34	TRAVEL OUT OF STATE
8/15/2024	Terry A. Murrell	\$100.88	TRAVEL OUT OF STATE

Western Iowa Tech Community College  
Board Approval Voucher Detail Report  
General & Auxiliary  
9/4/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
8/22/2024	Lauryn M. Norton	\$96.00	TRAVEL OUT OF STATE
8/22/2024	Sofia P. Pineda Franco	\$180.52	TRAVEL OUT OF STATE
8/8/2024	Security National Bank	\$1,500.00	TRAVEL OUT OF STATE
8/29/2024	Western Iowa Tech Agency	\$1,313.34	TRAVEL OUT OF STATE
8/17/2024	Voya Financial	\$12,826.63	TSA PAYABLE
8/8/2024	Adams D. Davidson	\$2,140.00	TUITION
8/8/2024	Amanda M. Heilman	\$1,498.00	TUITION
8/8/2024	Angela K Kastner	\$1,284.00	TUITION
8/22/2024	Kyle J. Lesline	\$642.00	TUITION
8/29/2024	Michael E. Meister	\$1,053.00	TUITION
8/22/2024	Darin Moeller	\$1,284.00	TUITION
8/8/2024	Terry A. Murrell	\$1,044.00	TUITION
8/22/2024	Lauren M. Nacke	\$642.00	TUITION
8/22/2024	Angela Sewalson	\$26.50	TUITION
8/29/2024	Michelle A. Simpson	\$642.00	TUITION
8/29/2024	Michelle A. Simpson	\$642.00	TUITION
8/22/2024	Karl G. Stodden	\$2,822.70	TUITION
8/8/2024	Kara L. Zeimen	\$642.00	TUITION
8/8/2024	Berkshire Hathaway Energy	\$4,301.93	UTILITIES
8/8/2024	Berkshire Hathaway Energy	\$91,673.06	UTILITIES
8/15/2024	Berkshire Hathaway Energy	\$785.34	UTILITIES
8/15/2024	Berkshire Hathaway Energy	\$867.93	UTILITIES
8/15/2024	Berkshire Hathaway Energy	\$5,006.74	UTILITIES
8/15/2024	Black Hills Utility Holding	\$257.06	UTILITIES
8/8/2024	City Of Cherokee	\$624.94	UTILITIES
8/29/2024	City Of Cherokee	\$289.39	UTILITIES
8/15/2024	City of Le Mars	\$149.22	UTILITIES

Western Iowa Tech Community College  
Board Approval Voucher Detail Report  
General & Auxiliary  
9/4/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
8/15/2024	City Of Mapleton	\$191.40	UTILITIES
8/8/2024	City of Sioux City	\$449.69	UTILITIES
8/8/2024	City of Sioux City	\$161.89	UTILITIES
8/8/2024	City of Sioux City	\$784.91	UTILITIES
8/8/2024	City of Sioux City	\$425.16	UTILITIES
8/8/2024	City of Sioux City	\$480.52	UTILITIES
8/8/2024	City of Sioux City	\$4,738.81	UTILITIES
8/8/2024	City of Sioux City	\$95.11	UTILITIES
8/8/2024	City of Sioux City	\$408.58	UTILITIES
8/8/2024	City of Sioux City	\$93.17	UTILITIES
8/8/2024	City of Sioux City	\$244.13	UTILITIES
8/8/2024	City of Sioux City	\$307.04	UTILITIES
8/8/2024	City of Sioux City	\$38.96	UTILITIES
8/8/2024	City of Sioux City	\$1,661.81	UTILITIES
8/8/2024	City of Sioux City	\$364.87	UTILITIES
8/8/2024	Constellation Energy	\$8,948.26	UTILITIES
8/29/2024	Constellation Energy	\$9,667.63	UTILITIES
8/15/2024	Denison Municipal Utilities	\$2,453.67	UTILITIES
8/15/2024	Interstate Power & Light Co	\$123.73	UTILITIES
8/15/2024	Interstate Power & Light Co	\$1,245.45	UTILITIES
8/8/2024	Woodbury County Rural	\$3,157.56	UTILITIES
8/22/2024	Advance Auto Parts	\$129.35	VEHICLES-MATERIALS & SUPPLIES
8/29/2024	Advance Auto Parts	\$364.64	VEHICLES-MATERIALS & SUPPLIES
8/8/2024	AVE PLP LLC	\$1,812.37	VEHICLES-MATERIALS & SUPPLIES
8/29/2024	AVE PLP LLC	\$1,037.06	VEHICLES-MATERIALS & SUPPLIES
8/22/2024	City of Sioux City	\$511.77	VEHICLES-MATERIALS & SUPPLIES
8/22/2024	City of Sioux City	\$3,040.92	VEHICLES-MATERIALS & SUPPLIES

**Western Iowa Tech Community College**  
**Board Approval Voucher Detail Report**  
**General & Auxiliary**  
**9/4/2024**

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
8/22/2024	City of Sioux City	\$1,086.13	VEHICLES-MATERIALS & SUPPLIES
8/22/2024	Craft Auto Body Inc	\$450.00	VEHICLES-MATERIALS & SUPPLIES
8/1/2024	D&L Equipment	\$1,439.80	VEHICLES-MATERIALS & SUPPLIES
8/15/2024	D&L Equipment	\$450.90	VEHICLES-MATERIALS & SUPPLIES
8/22/2024	D&L Equipment	\$357.50	VEHICLES-MATERIALS & SUPPLIES
8/22/2024	Graham Tire Sioux City	\$30.24	VEHICLES-MATERIALS & SUPPLIES
8/22/2024	Growmark Inc	\$85.36	VEHICLES-MATERIALS & SUPPLIES
8/22/2024	Heavy Metal Repair LLC	\$5,949.71	VEHICLES-MATERIALS & SUPPLIES
8/3/2024	Customers Bank	\$3,317.50	WITCC ONECARD PAYABLE
8/10/2024	Customers Bank	\$2,081.00	WITCC ONECARD PAYABLE
8/17/2024	Customers Bank	\$248.43	WITCC ONECARD PAYABLE
8/24/2024	Customers Bank	\$4,516.25	WITCC ONECARD PAYABLE
8/15/2024	Arthur J Gallagher Risk	\$1,159.00	WORKMANS COMPENSATION
		\$5,379,629.17	

# WESTERN IOWA TECH COMMUNITY COLLEGE

Bills to be approved at the board meeting September 9, 2024

## GENERAL FUND

Estimated for the month of September

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 Voucher Detail Report**  
**Special Federal**  
**9/4/2024**

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
8/24/2024	Western Iowa Tech General	\$700.00	DUE TO GENERAL FUND
8/3/2024	Western Iowa Tech General	\$5,941.00	OTHER FEDERAL
8/17/2024	Western Iowa Tech General	\$7,168.00	OTHER FEDERAL
8/17/2024	Western Iowa Tech General	\$867.75	OTHER FEDERAL
8/17/2024	Western Iowa Tech General	\$240,000.00	OTHER FEDERAL
8/24/2024	Western Iowa Tech General	\$442.00	OTHER FEDERAL
8/24/2024	Western Iowa Tech General	<u>\$600,000.00</u>	OTHER FEDERAL
		<u><u>\$855,118.75</u></u>	

Western Iowa Tech Community College  
Board Approval Voucher Detail Report  
House File  
9/4/2024

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
8/27/2024	Western Iowa Tech General	\$1,026.00	DUE TO GENERAL FUND
8/24/2024	Security National Bank	\$59,912.97	SNB INVEST
8/24/2024	Security National Bank	\$2,327.44	SNB INVEST
8/24/2024	Security National Bank	\$64,043.61	SNB INVEST
8/24/2024	Security National Bank	\$11,112.88	SNB INVEST
8/24/2024	Security National Bank	\$50,888.12	SNB INVEST
8/13/2024	Cold Link Logistics Sioux City	\$3,875.55	TRAINING EXPENSE
8/13/2024	Cold Link Logistics Sioux City	\$9,412.20	TRAINING EXPENSE
8/13/2024	Hyvee Distribution	\$1,938.58	TRAINING EXPENSE
8/20/2024	Knife River Midwest LLC	\$7,876.19	TRAINING EXPENSE
8/13/2024	Monogram Quality Foods LLC	\$125,290.00	TRAINING EXPENSE
8/13/2024	TEC Corp	\$1,395.00	TRAINING EXPENSE
8/13/2024	Wells Enterprises Inc	\$621,528.57	TRAINING EXPENSE
8/13/2024	Western Iowa Tech Comm Ed	\$1,800.00	TRAINING EXPENSE
8/13/2024	Western Iowa Tech Comm Ed	\$14,000.00	TRAINING EXPENSE
8/20/2024	Western Iowa Tech Comm Ed	\$800.00	TRAINING EXPENSE
		\$977,227.11	

# WESTERN IOWA TECH COMMUNITY COLLEGE

## Bills to be paid at the Board Meeting September 9, 2024

September 2024

	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Total
Supplemental Warrants				\$ 155,401.14		\$ 155,401.14
Additional Warrants	\$ 69,532.99				\$ 133,747.57	\$ 203,280.56
<b>Total</b>	<b>\$ 69,532.99</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 155,401.14</b>	<b>\$ 133,747.57</b>	<b>\$ 358,681.70</b>

**WESTERN IOWA TECH COMMUNITY COLLEGE**

**BILLS TO BE APPROVED AT BOARD MEETING SEPTEMBER 9, 2024**

**GENERAL FUND**

**SEPTEMBER 2024**

<b>IMKO Enterprises</b>	<b>\$ 69,532.99</b>
<b>TOTAL</b>	<b>\$ 69,532.99</b>

**WESTERN IOWA TECH COMMUNITY COLLEGE**

**BILLS TO BE APPROVED AT BOARD MEETING SEPTEMBER 9, 2024**

**HOUSE FILE**

**September 2024**

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>
Seaboard Triumph Foods LLC	\$ 29,755.80	Training Expense
Seaboard Triumph Foods LLC	\$ 20,164.37	Training Expense
Seaboard Triumph Foods LLC	\$ 56,085.00	Training Expense
Smithfield Foods	\$ 26,812.40	Training Expense
Western Iowa Tech Comm Ed	\$ 930.00	Training Expense
<b>TOTAL</b>	<b>\$ 133,747.57</b>	

**Western Iowa Tech Community College**  
**Board Approval Voucher Detail Report**  
**Plant Fund**  
**9/06/2024**

<u>CHECK DATE</u>	<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
9/10/2024	Riverside Technologies Inc	\$ 1,121.00	CONTRACTED SERVICES
9/10/2024	Western Iowa Tech General Fund	\$ 7,997.95	DUE TO GENERAL FUND
9/10/2024	CollegeNET Inc	\$ 5,683.94	NON-CAPITAL EXP & EQUIP <5000
9/10/2024	Mid West 3D Solutions LLC	\$ 3,500.00	NON-CAPITAL EXP & EQUIP <5000
9/10/2024	Riverside Technologies Inc	\$ 850.00	NON-CAPITAL EXP & EQUIP <5000
9/10/2024	Steve Harris Construction Inc	\$ 7,022.40	OTHER STRUCTURES & IMPROVEMENT
9/10/2024	Steve Harris Construction Inc	\$ 96,949.23	OTHER STRUCTURES & IMPROVEMENT
9/10/2024	Dewild Grant Reckert & Associates C	\$ 30,224.12	PROFESSIONAL SERVICES
9/10/2024	EDA Inc	\$ 2,052.50	PROFESSIONAL SERVICES
	<b>TOTAL</b>	<b>\$ 155,401.14</b>	

PERSONNEL REPORT  
Regular Appointments  
September 9, 2024

Page 1

### I. INSTRUCTIONAL STAFF

- A. **Franklin D. Heffner**, Video Game Design Instructor has submitted his voluntary resignation effective August 31, 2024, for purposes of retirement. He is to be paid for all time worked through that date.
- B. **Elisa J. Lorenzen** has been selected for the position as Dental Assisting Instructor effective September 9, 2024, at an annualized salary of \$51,860 (VC, Step 10). This is a previously authorized position, vacant due to resignation, eligible for full time benefits.
- C. **Kara L. Zeimen**, Nursing Instructor has requested that her annual salary be increased and has presented evidence of satisfactorily completing coursework. Her 2024-2025 contract is to be modified to change her educational lane from MA to MA+30 and to increase her annualized salary by \$1200 effective September 1, 2024.

### II. ADMINISTRATIVE STAFF

- A. **Charles AB Valentine** has been selected for the position of Career Navigator effective September 10, 2024, at an annual salary of \$48,032 grade 6 exempt administrative position. This is a previously authorized position, vacant due to resignation, eligible for full time benefits.
- B. It is recommended that the position of **Student Activities Specialist** be authorized as a grade 6 exempt administrative position. It is further recommended that **Michael A. Craig**, Recruitment Specialist be changed to this position effective September 10, 2024. No change is salary or full-time benefits.
- C. **Kemi R. Brown** has been selected for the position of Counseling Services Coordinator effective September 16, 2024, at an annual salary of \$56,719, grade 8 administrative position. This is a previously authorized position, vacant due to resignation, eligible for full time benefits.

### III. SUPPORT STAFF

- A. **Dalton R. Swick** has submitted his voluntary resignation as Maintenance Engineer effective August 26, 2024. He is to be paid for all time worked through that date and for all earned and unused vacation.

- B. **Rosalva V. Linares**, Human Resources Specialist has been selected for the position as Lead Bookstore Clerk effective September 3, 2024. This is a previously authorized position, vacant due to resignation. No change in hourly wage or full-time benefits.
- C. It is recommended that the position of **Denna E. Smutzler**, Human Resources Specialist be changed to Employee Relations Specialist effective September 16, 2024, at an annual salary of \$58,730, grade 6 exempt administrative position. This is a previously authorized position, vacant due to reassignment, full time benefits to be changed accordingly.
- D. It is recommended that the position of **Jennifer F. Holbrook** Human Resources Specialist be changed to Employee Relations Specialist effective September 16, 2024, at an annual salary of \$54,616, grade 6 exempt administrative position. This is a previously authorized position, vacant due to reassignment, full time benefits to be changed accordingly.
- E. **Sydney Anderson** has been selected for the position of Secretary in Enrollment Services effective September 10, 2024, at an annual salary of \$36,106 grade 3 support position. This is a previously authorized position, vacant due to retirement, eligible for full time benefits.
- F. **Kimberly Toel** has been selected for the position of Accounting Specialist effective September 23, 2024, at an annual salary of \$44,057 grade 5 support position. This is a previously authorized position, vacant due to resignation, eligible for full time benefits.

#### IV. TEMPORARY STAFF

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

Personnel Report  
Temporary Employees  
(not eligible for benefits)

September 9, 2024

NAME	DEPARTMENT OR COURSE # - SECT	APPOINTMENT	FROM	THROUGH	APPT \$/HR	SALARY
Abram, Ruiz	CLC	Tutor	08/29/24	12/19/24	\$ 10.00	Time Entry
Alacid Pena, Sebastian	CLC	Tutor	08/12/24	12/19/24	\$ 10.00	Time Entry
Beitelspacher, Kayla Leo	CLC	Perkins Tutor	08/26/24	12/19/24	\$ 10.00	Time Entry
Bitá, Antoninette	Student Activies	Work Study	09/03/24	05/13/25	\$ 9.00	Time Entry
Carelli, Giuila	CLC	Tutor	08/27/24	12/19/24	\$ 10.00	Time Entry
Deck, Sarah	SOC 217, SOC 210	Master Restricted/New Shared	07/22/24	07/22/24		\$ 2,700.00
Deck, Sarah	SOC212	Master Restricted Maint	07/22/24	07/22/24		\$ 210.00
Deck, Sarah	SOC120, 210, 212, 216	Master Shared/New Shared M:	07/22/24	07/22/24		\$ 5,310.00
Deck, Sarah	SOC110, 217	Master Shared, Restricted	07/22/24	07/22/24		\$ 630.00
Franco, Erin	C.N.A	Adjunct Instructor	08/14/24	06/30/25	\$ 41.50	Time Entry
Gallardo, Benjamin	Culinary	Work Study	09/03/24	05/13/25	\$ 9.00	Time Entry
Gitlin, Josiah	Athletics	Work Study	08/22/24	05/13/25	\$ 9.00	Time Entry
Hammami, Sofiene	Athletics	Student Worker	08/21/24	05/13/25	\$ 9.00	Time Entry
Hannah, Kelly	HSC-218	Master Shared Maint	08/01/24	08/01/24		\$ 210.00
Hannah, Kelly	HSC-217	Master Shared Maint	08/01/24	08/01/24		\$ 210.00
Haptonstall, Trinton	Mass Comm	Work Study	08/26/24	05/13/24	\$ 9.00	Time Entry
Hernandez, Mariana	CLC	Tutor	08/21/24	12/19/24	\$ 10.00	Time Entry
Knecht, Lisa	MAT-129	Master Shared New Shell	07/22/24	07/22/24		\$ 4,150.00
Krisl, Kara	ABE/HSED	Work Study	08/19/24	05/13/24	\$ 9.00	Time Entry
Larson, Robert	Athletics	Work Study	08/26/24	05/13/25	\$ 9.00	Time Entry
Mammen, Kaila	PN Clinical	Adjunct Instructor	08/26/24	06/30/25	\$ 52.00	Time Entry
Mammen, Kaila	PN Lab	Adjunct Instructor	08/26/24	06/30/25	\$ 41.50	Time Entry
Mammen, Kaila	Non-Instructional	Adjunct Instructor	08/26/24	06/30/25	\$ 22.00	Time Entry
Mammen, Kaila	A.D.N Clinical	Adjunct Instructor	08/26/24	06/30/25	\$ 52.00	Time Entry
Mammen, Kaila	A.D.N Lab	Adjunct Instructor	08/26/24	06/30/25	\$ 41.50	Time Entry
Mammen, Kaila	Non-Instructional	Adjunct Instructor	08/26/24	06/30/25	\$ 22.00	Time Entry
Mashal, Raghda	ABE/HSED	Work Study	08/21/24	05/13/24	\$ 9.00	Time Entry
Mathison, Lea	PN Clinical	Adjunct Instructor	08/23/24	08/22/25	\$ 52.00	Time Entry
Mathison, Lea	Non-Instructional	Adjunct Instructor	08/23/24	08/22/25	\$ 22.00	Time Entry
Mathison, Lea	A.D.N Clinical	Adjunct Instructor	08/23/24	08/22/25	\$ 52.00	Time Entry
Mathison, Lea	Non-Instructional	Adjunct Instructor	08/23/24	08/22/25	\$ 22.00	Time Entry
McCune, Jennifer	ACC 171	Master Shared New Edition	07/22/24	07/22/24		\$ 150.00
McDonald, Susan	BIO-151, 116, 117	Master Restricted/Shared Main	08/01/24	08/01/24		\$ 770.00
McManigal, Michael	Athletics	Work Study	08/22/24	05/13/25	\$ 9.00	Time Entry
O'Neill, Frank	BIO 151	Master Shared Maint	08/01/24	08/01/24		\$ 210.00
Ridgway, Amber	ENG-105, 106	Master Restricted, Shared	08/01/24	08/01/24		\$ 2,820.00
Rodriguez, Jesus	CLC	Professional Tutor	08/08/24	12/19/24	\$ 18.00	Time Entry
Roeder, Alexess	Coffee Spot	Work Study	08/26/24	05/13/25	\$ 9.00	Time Entry
Sangpanjun, Brianna	Admissions	Work Study	08/19/24	05/15/25	\$ 9.00	Time Entry
Storm, Mylie	Inclusion	Work Study	09/03/24	05/13/25	\$ 9.00	Time Entry
Sudrla, Terry	EMS-114	Master Restricted	07/18/24	07/18/24		\$ 1,630.00
Sutton, Patrick	ABE	Instructor	08/12/24	10/10/24	\$ 23.09	Time Entry
Uhl, Michaela	PN Clinical	Adjunct Instructor	08/23/24	08/22/25	\$ 52.00	Time Entry
Uhl, Michaela	PN Lab	Adjunct Instructor	08/23/24	08/22/25	\$ 41.50	Time Entry
Uhl, Michaela	Non-Instructional	Adjunct Instructor	08/23/24	08/22/25	\$ 22.00	Time Entry
Uhl, Michaela	A.D.N Clinical	Adjunct Instructor	08/23/24	08/22/25	\$ 52.00	Time Entry
Uhl, Michaela	A.D.N Lab	Adjunct Instructor	08/23/24	08/22/25	\$ 41.50	Time Entry
Uhl, Michaela	Non-Instructional	Adjunct Instructor	08/23/24	08/22/25	\$ 22.00	Time Entry
Urquidi, Kodi	Non-Instructor	Adjunct Instructor	07/22/24	08/19/24	\$ 22.00	Time Entry
VanMeter, Tara	DEA 256, DEA 270	Adjunct Instructor	08/27/24	09/06/24	\$ 41.50	Time Entry
Wieck, Jocelyn	Corp College	Work Study	08/26/24	05/13/25	\$ 9.00	Time Entry

**CERTIFICATE FOR PAYMENT**

Contractor: Steve Harris Construction Inc.  
4793 Fiddler Creek Rd.  
Homer, NE 68030

Payment No.: 5

DGR Engineering

Project: 2024 WITCC Parking Lot 4 Paving Improvements Project

DGR Project No.: 273068

Owner: Western Iowa Tech Community College

Contract Date: February 12, 2024

For Period From: July 27, 2024 through August 26, 2024

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
<b>Division I - General</b>						
1	1	L.S. Temporary Traffic Control	\$ 3,520.00	\$ 3,520.00	1	\$ 3,520.00
2	1	L.S. SWPPP Management	\$ 1,000.00	\$ 1,000.00	0.9	\$ 900.00
3	1	L.S. Erosion Control	\$ 3,850.00	\$ 3,850.00	0.9	\$ 3,465.00
4	1	L.S. Mobilization	\$ 51,325.00	\$ 51,325.00	1	\$ 51,325.00
<b>Subtotal - Division I</b>				<b>\$ 59,695.00</b>		<b>\$ 59,210.00</b>
<b>Division II - Parking Lot 4 Improvements</b>						
5	40.8	UNIT Clear and Grub Existing Trees	\$ 110.00	\$ 4,488.00	40.8	\$ 4,488.00
6	2687	C.Y. Excavation, Class 10	\$ 13.20	\$ 35,468.40	2687	\$ 35,468.40
7	7630	S.Y. Subgrade Preparation, 12"	\$ 3.00	\$ 22,890.00	7642	\$ 22,926.00
8	106	L.F. Sanitary Sewer Gravity Main, Trenched, PVC SDR26, 6"	\$ 65.05	\$ 6,895.30	100	\$ 6,505.00
9	104	L.F. Removal of Sanitary Sewer Main	\$ 8.00	\$ 832.00	100	\$ 800.00
10	1	Ea. Connect to Existing Sanitary Sewer Main	\$ 552.95	\$ 552.95	1	\$ 552.95
11	110	L.F. Storm Sewer, Trenched, SS, 15"	\$ 75.85	\$ 8,343.50	105	\$ 7,964.25
12	30	L.F. Storm Sewer, Trenched, SS, 18"	\$ 99.95	\$ 2,998.50	30	\$ 2,998.50
13	264	L.F. Storm Sewer, Trenched, HPPP, 30"	\$ 143.52	\$ 37,889.28	250	\$ 35,880.00
14	404	L.F. Removal of Storm Sewer, ≤27"	\$ 15.00	\$ 6,060.00	394	\$ 5,910.00
15	1	Ea. Manhole, SW-301, 48"	\$ 7,320.10	\$ 7,320.10	1	\$ 7,320.10
16	1	Ea. Intake, SW-545R, 14' Opening	\$ 4,902.90	\$ 4,902.90	1	\$ 4,902.90
17	1	Ea. Manhole Adjustment, Minor	\$ 1,397.24	\$ 1,397.24	1	\$ 1,397.24
18	1	Ea. Remove Sanitary Manhole	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00
19	4	Ea. Remove Intake	\$ 750.00	\$ 3,000.00	4	\$ 3,000.00
20	1	L.S. Existing Oil/Sand Separator Access and Cleanout Adjustments	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00
21	7297	S.Y. Pavement, PCC, 7"	\$ 59.29	\$ 432,639.13	7329	\$ 434,536.41
22	184	S.F. Removal of Sidewalk	\$ 3.30	\$ 607.20	184	\$ 607.20
23	1835	S.F. Sidewalk, PCC, 6"	\$ 10.25	\$ 18,808.75	1828	\$ 18,737.00
24	5976	S.F. Furnish and Install 1.5-inch Below Grade Rated Insulation Board	\$ 3.00	\$ 17,928.00	3847	\$ 11,541.00
25	6800	S.Y. Pavement Removal	\$ 8.80	\$ 59,840.00	6800	\$ 59,840.00
26	2998	L.F. Painted Pavement Markings, Epoxy	\$ 2.86	\$ 8,574.28	3034	\$ 8,677.24
27	542	L.F. Permanent Tape Markings, 4"	\$ 3.85	\$ 2,086.70	499	\$ 1,921.15
28	11	Ea. Furnish and Install Handicap Signs/Bollard and Symbol (Permanent Tape Markings)	\$ 1,595.00	\$ 17,545.00	2.5	\$ 3,987.50
29	746	L.F. Wattle, 9", Furnish, Install, Maintain and Remove	\$ 7.98	\$ 5,953.08		\$ -
30	149	L.F. Silt Fence, Furnish, Install, Maintain and Remove	\$ 7.21	\$ 1,074.29	20	\$ 144.20
31	1	L.S. Flume Replacement at Bur Oaks Student Housing Location	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00
32	1	L.S. Remove Light Pole, Pole Base, Conduit and Wiring	\$ 1,892.00	\$ 1,892.00	1	\$ 1,892.00
33	5	Ea. Parking Lot Twin Light Pole & Base	\$ 3,338.50	\$ 16,692.50	2.5	\$ 8,346.25

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
34	10	Ea. Parking Lot Fixture	\$ 1,595.00	\$ 15,950.00		
35	893	L.F. Conduit, PVC, Schedule 40, 1"	\$ 3.85	\$ 3,438.05	950	\$ 3,657.50
36	1786	L.F. Conduit, PVC, Schedule 40, 2"	\$ 6.88	\$ 12,287.68	1900	\$ 13,072.00
37	576	L.F. Conduit, PVC, Schedule 80, 1.25"	\$ 7.70	\$ 4,435.20	591	\$ 4,550.70
38	72	L.F. Conduit, PVC, Schedule 80, 2"	\$ 9.57	\$ 689.04	78	\$ 746.46
39	684	L.F. Conductor, 2/C-#10, Cu, 600 Volts	\$ 2.20	\$ 1,504.80	650	\$ 1,430.00
40	684	L.F. Conductor, 4/C-#8, Cu, 600 Volts	\$ 4.29	\$ 2,934.36	650	\$ 2,788.50
41	1541	L.F. Trench, 30" Deep	\$ 4.24	\$ 6,533.84	1541	\$ 6,533.84
42	7	Ea. Junction Box	\$ 1,639.00	\$ 11,473.00	7	\$ 11,473.00
42A	4	Ea. Furnish and Install Bollard	\$ 550.00	\$ 2,200.00	4	\$ 2,200.00
<b>Subtotal - Division II</b>				<b>\$ 791,125.07</b>		<b>\$ 739,795.29</b>
<b>Division III - Ring Road Reconstruction</b>						
43	692	C.Y. Excavation, Class 10	\$ 13.20	\$ 9,134.40	692	\$ 9,134.40
44	3016	S.Y. Subgrade Preparation, 12"	\$ 4.00	\$ 12,064.00	3016	\$ 12,064.00
45	3011	S.Y. Subgrade Treatment, Non-Woven Geotextile	\$ 3.10	\$ 9,334.10	3011	\$ 9,334.10
46	474	C.Y. Subbase, Modified	\$ 66.00	\$ 31,284.00	474	\$ 31,284.00
47	73	L.F. Storm Sewer, Trenched, SS, 15"	\$ 85.93	\$ 6,272.89	72	\$ 6,186.96
48	8	L.F. Storm Sewer, Trenched, RCP, 15"	\$ 152.48	\$ 1,219.84	7	\$ 1,067.36
49	8	L.F. Storm Sewer, Trenched, RCP, 18"	\$ 160.51	\$ 1,284.08	40	\$ 6,420.40
50	63	L.F. Removal of Storm Sewer, ≤27"	\$ 20.00	\$ 1,260.00	62	\$ 1,240.00
51	2	Ea. Connect to Existing Storm Sewer, ≤30"	\$ 1,000.00	\$ 2,000.00	2	\$ 2,000.00
52	1475	L.F. Subdrain, 6"	\$ 18.96	\$ 27,966.00	1475	\$ 27,966.00
53	13	Ea. Subdrain Outlet	\$ 331.03	\$ 4,303.39	13	\$ 4,303.39
54	2	Ea. Intake, SW-501	\$ 4,421.98	\$ 8,843.96	2	\$ 8,843.96
55	3	Ea. Intake, SW-505	\$ 6,384.45	\$ 19,153.35	3	\$ 19,153.35
56	1	Ea. Manhole Adjustment, Minor	\$ 1,374.24	\$ 1,374.24	1	\$ 1,374.24
57	1	Ea. Connect to Existing Manhole	\$ 1,150.00	\$ 1,150.00	1	\$ 1,150.00
58	3	Ea. Remove Intake	\$ 750.00	\$ 2,250.00	3	\$ 2,250.00
59	1	Ea. Reconstruct DW-12 Intake Top	\$ 2,402.90	\$ 2,402.90	1	\$ 2,402.90
60	213	S.Y. Pavement, PCC, 7"	\$ 64.04	\$ 13,640.52	213	\$ 13,640.52
61	2489	S.Y. Pavement, PCC, 8"	\$ 61.08	\$ 152,028.12	2489	\$ 152,028.12
62	261	S.F. Detectable Warnings	\$ 40.18	\$ 10,486.98	261	\$ 10,486.98
63	55	S.Y. Driveway, Paved, PCC, 6"	\$ 50.26	\$ 2,764.30	55	\$ 2,764.30
64	5765	S.F. Removal of Sidewalk	\$ 3.30	\$ 19,024.50	5765	\$ 19,024.50
65	7122	S.F. Sidewalk, PCC, 6"	\$ 10.09	\$ 71,860.98	7122	\$ 71,860.98
66	2682	S.Y. Pavement Removal	\$ 8.80	\$ 23,601.60	2682	\$ 23,601.60
67	180	L.F. Permanent Tape Markings, 4"	\$ 3.85	\$ 693.00	180	\$ 693.00
68	186	L.F. Permanent Tape Markings, 24"	\$ 22.00	\$ 4,092.00		\$ -
69	4	Ea. Arrow Symbol (Permanent Tape Marking)	\$ 550.00	\$ 2,200.00		\$ -
70	351	L.F. Wattle, 9", Furnish, Install, Maintain and Remove	\$ 7.98	\$ 2,800.98		\$ -
71	467	L.F. Silt Fence, Furnish, Install, Maintain and Remove	\$ 7.21	\$ 3,367.07		\$ -
72	1	L.S. Remove Light Pole, Pole Base, Conduit and Wiring	\$ 1,419.00	\$ 1,419.00	1	\$ 1,419.00
73	4	Ea. Ring Road Twin Light Pole & Base	\$ 2,304.50	\$ 9,218.00	4	\$ 9,218.00
74	1	Ea. Ring Road Single Light Pole & Base	\$ 2,304.50	\$ 2,304.50	1	\$ 2,304.50
75	9	L.F. Ring Road Fixture	\$ 1,540.00	\$ 13,860.00	9	\$ 13,860.00
76	674	L.F. Conduit, PVC, Schedule 80, 1.25"	\$ 7.70	\$ 5,189.80	721	\$ 5,551.70
77	465	L.F. Conductor, 2/C-#10, Cu, 600 Volts	\$ 2.20	\$ 1,023.00	513	\$ 1,128.60
78	800	L.F. Conductor, 4/C-#8, Cu, 600 Volts	\$ 4.29	\$ 3,432.00	793	\$ 3,401.97
79	674	L.F. Trench, 30" Deep	\$ 4.24	\$ 2,857.76	721	\$ 3,057.04
80	2	Ea. Junction Box	\$ 1,639.00	\$ 3,278.00	2	\$ 3,278.00
<b>Subtotal - Division III</b>				<b>\$ 490,439.26</b>		<b>\$ 483,493.87</b>
<b>Division IV - KWIT Parking Lot Improvements</b>						
81	161	C.Y. Excavation, Class 10	\$ 13.20	\$ 2,125.20	161	\$ 2,125.20
82	780	S.Y. Subgrade Preparation, 12"	\$ 3.00	\$ 2,340.00	780	\$ 2,340.00
83	22	L.F. Storm Sewer, Trenched, PVC, 6"	\$ 95.59	\$ 2,102.98	22	\$ 2,102.98
84	20	L.F. Storm Sewer, Trenched, PVC, 8"	\$ 103.73	\$ 2,074.60	23	\$ 2,385.79

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
85	183	L.F. Storm Sewer, Trenched, SS, 18"	\$ 104.96	\$ 19,207.68	175	\$ 18,368.00
86	17	L.F. Removal of Storm Sewer, ≤27"	\$ 30.00	\$ 510.00	17	\$ 510.00
87	2	Ea. Connect to Existing Storm Sewer, ≥6"	\$ 1,074.45	\$ 2,148.90	2	\$ 2,148.90
88	1	Ea. Intake, SW-501	\$ 4,421.97	\$ 4,421.97	1	\$ 4,421.97
89	1	Ea. Remove Intake	\$ 750.00	\$ 750.00	1	\$ 750.00
90	662	S.Y. Pavement, PCC, 7"	\$ 74.74	\$ 49,477.88	662	\$ 49,477.88
91	429	S.F. Removal of Sidewalk	\$ 3.30	\$ 1,415.70	429	\$ 1,415.70
92	632	S.F. Sidewalk, PCC, 6"	\$ 10.31	\$ 6,515.92	647	\$ 6,670.57
93	892	S.F. Furnish and Install 1.5-inch Below Grade Rated Insulation Board	\$ 3.00	\$ 2,676.00	892	\$ 2,676.00
94	803	S.Y. Pavement Removal	\$ 8.80	\$ 7,066.40	803	\$ 7,066.40
95	72	L.F. Painted Pavement Markings, Epoxy	\$ 2.86	\$ 205.92	54	\$ 154.44
96	77	L.F. Permanent Tape Markings, 4"	\$ 3.85	\$ 296.45	83	\$ 319.55
97	1	Ea. Furnish and Install Handicap Signs/Bollard and Symbol (Permanent Tape Markings)	\$ 1,595.00	\$ 1,595.00	0.5	\$ 797.50
98	1	Ea. Furnish and Install Bollard	\$ 550.00	\$ 550.00		\$ -
99	93	L.F. Wattle, 9", Furnish, Install, Maintain and Remove	\$ 7.98	\$ 742.14		\$ -
100	140	L.F. Silt Fence, Furnish, Install, Maintain and Remove	\$ 7.21	\$ 1,009.40	30	\$ 216.30
101	1	L.S. Light Pole Relocation & Base	\$ 1,430.00	\$ 1,430.00	1	\$ 1,430.00
102	180	L.F. Conduit, PVC, Schedule 40, 1.25"	\$ 5.23	\$ 941.40	176	\$ 920.48
103	36	L.F. Conduit, PVC, Schedule 80, 2"	\$ 9.57	\$ 344.52	84	\$ 803.88
104	200	L.F. Conductor, 3/C-#10, Cu, 600 Volts	\$ 2.86	\$ 572.00	194	\$ 554.84
105	216	Ea. Trench, 30" Deep	\$ 4.24	\$ 915.84	219	\$ 928.56
106	1	Ea. Junction Box	\$ 1,639.00	\$ 1,639.00	1	\$ 1,639.00
<b>Subtotal - Division IV</b>				<b>\$ 113,074.90</b>		<b>\$ 110,223.94</b>
<b>Total Original Contract Divisions I, II, III and IV</b>				<b>\$ 1,454,334.23</b>		<b>\$ 1,392,723.10</b>

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
<b>Change Order No. 1</b>						
<b>Addition:</b>						
107	388	SY Additional 12" Subgrade Treatment, with Polymer Grid	\$ 24.18	\$ 9,381.84	388	\$ 9,381.84
108	1	Ea. Adjust Fiber Vault to Grade	\$ 839.50	\$ 839.50	1	\$ 839.50
<b>Total Addition</b>				<b>\$ 10,221.34</b>		<b>\$ 10,221.34</b>
<b>Total Change Order No. 1</b>				<b>\$ 10,221.34</b>		<b>\$ 10,221.34</b>
Net Contract Cost to Date				<b>\$ 1,464,555.57</b>		<b>\$ 1,402,944.44</b>

Payment No.: 5

Value of Work Completed \$ 1,402,944.44

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

Total Stored Materials \$ -

Value of Work Completed and Stored Materials \$ 1,402,944.44

Less Retainage 5% \$ 70,147.22

Amount Due This Certificate for Payment \$ 1,332,797.22

Less Previous Estimates \$ 1,235,847.99

**AMOUNT DUE THIS ESTIMATE** \$ 96,949.23

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

[Signature] August 29<sup>th</sup>, 2024  
(signature) (Date)

Payment Recommended by: DGR Engineering

[Signature] 8/29, 2024  
(signature) (Date)

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

[Signature] 9/2, 2024  
(signature) (Date)

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

\_\_\_\_\_, 2024  
(signature) (Date)

**CONTRACTOR'S DECLARATION**

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

I hereby declare that I have not, during the period July 27, 2024 through August 26, 2024, 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 February 12, 2024 for 2024 WITCC Parking Lot 4 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: August 29<sup>th</sup>, 2024

\_\_\_\_\_  
Steve Harris Construction Inc.

(Contractor)

By: \_\_\_\_\_

Title: Project Manager

**CERTIFICATE FOR PAYMENT**

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

Payment No.: 9

DGR Engineering

Project: WITCC Soccer Field Improvements Project

DGR Project No.: 273067

Owner: Western Iowa Tech Community College

Contract Date: October 16, 2023

For Period From: June 25, 2024 through August 26, 2024

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
1	2.8 AC	Clearing & Grubbing	\$ 20,000.00	\$ 56,000.00	2.8	\$ 56,000.00
2	48600 C.Y.	Excavation, Class 10	\$ 3.50	\$ 170,100.00	48700	\$ 170,450.00
3	750 C.Y.	Excavation, Class 10, Unsuitable or Unstable Materials	\$ 17.50	\$ 13,125.00	28	\$ 490.00
4	1125 S.Y.	Subgrade Treatment, Non-Woven Geotextile	\$ 5.00	\$ 5,625.00	42	\$ 210.00
5	1125 S.Y.	Subgrade Treatment, Polymer Grid	\$ 5.00	\$ 5,625.00	42	\$ 210.00
6	750 C.Y.	Furnish and Install 2"-5" Crushed Rock	\$ 92.28	\$ 69,210.00	50	\$ 4,614.00
7	25 L.F.	Storm Sewer, Trenched, HDPE, 18"	\$ 101.65	\$ 2,541.25	20	\$ 2,033.00
8	58 L.F.	Storm Sewer, Trenched, SS, 30"	\$ 141.61	\$ 8,213.38	58	\$ 8,213.38
9	138 L.F.	Storm Sewer, Trenched, SS, 36"	\$ 180.58	\$ 24,920.04	138	\$ 24,920.04
10	140 L.F.	Storm Sewer, Trenched, CMP, 36"	\$ 184.10	\$ 25,774.00	144.5	\$ 26,602.45
11	26 L.F.	Storm Sewer, Trenched, CMP, 42"	\$ 340.55	\$ 8,854.30	25.5	\$ 8,684.03
12	489 L.F.	Removal of Storm Sewer, ≤36"	\$ 30.00	\$ 14,670.00	484	\$ 14,520.00
13	1 L.S.	Remove or Abandon/Fill Existing 36" Storm Sewer	\$ 1,600.00	\$ 1,600.00	1	\$ 1,600.00
14	1 Ea.	Connect to Existing Storm Sewer, 18"	\$ 1,707.93	\$ 1,707.93	1	\$ 1,707.93
15	1 L.S.	Maintain Temporary Storm Water Drainage	\$ 10,000.00	\$ 10,000.00	1	\$ 10,000.00
16	1 Ea.	Pipe Apron, RCP, 42" w/ Footing & Guard	\$ 10,357.09	\$ 10,357.09	1	\$ 10,357.09
17	323 L.F.	Subdrain, 6"	\$ 17.79	\$ 5,746.17	324	\$ 5,763.96
18	627 L.F.	Subdrain, 8"	\$ 21.18	\$ 13,279.86	627	\$ 13,279.86
19	2 Ea.	Subdrain Outlet	\$ 374.98	\$ 749.96	2	\$ 749.96
20	1 Ea.	Manhole, SW-404, 6'x6' w/ Grated Casting	\$ 23,245.07	\$ 23,245.07	1	\$ 23,245.07
21	1 Ea.	Intake, SW-502, 60"	\$ 11,868.63	\$ 11,868.63	1	\$ 11,868.63
22	2 Ea.	Manhole Adjustment, Minor	\$ 1,580.30	\$ 3,160.60	2	\$ 3,160.60
23	3 Ea.	Remove Intake	\$ 1,000.00	\$ 3,000.00	3	\$ 3,000.00
24	1 Ea.	Storm Manhole, SW-401, 60", Base, Ring and Cover and External Seal	\$ 4,847.68	\$ 4,847.68	1	\$ 4,847.68
25	15.6 V.F.	Storm Manhole, SW-401, 60"	\$ 771.99	\$ 12,043.04	15.5	\$ 11,965.85
26	3 Ea.	Intake, 15" Nyloplast w/ 15"x15" Standard Grate	\$ 2,431.39	\$ 7,294.17	3	\$ 7,294.17
27	1 Ea.	Intake, 18" Nyloplast w/ 18" Standard Grate	\$ 4,409.01	\$ 4,409.01	1	\$ 4,409.01
28	138 S.F.	Removal of Sidewalk	\$ 5.00	\$ 690.00	138	\$ 690.00
29	3209 S.Y.	Pavement Removal	\$ 15.00	\$ 48,135.00	3209	\$ 48,135.00
30	1 L.S.	Temporary Traffic Control	\$ 7,640.00	\$ 7,640.00	1	\$ 7,640.00
31	3.36 AC	Hydraulic Seeding, Seeding, Fertilizing, and Mulching, Type 2 Slope Mix	\$ 6,600.00	\$ 22,176.00	3.36	\$ 22,176.00
32	1 L.S.	SWPPP Management	\$ 1,500.00	\$ 1,500.00	0.9	\$ 1,350.00
33	564 L.F.	Wattle, 9", Furnish, Install, Maintain and Remove	\$ 6.00	\$ 3,384.00	390	\$ 2,340.00

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
34	120 TN	Rip Rap, Class D w/ Fabric	\$ 83.32	\$ 9,998.40	121.24	\$ 10,101.72
35	4180 L.F.	Silt Fence, Furnish, Install, Maintain and Remove	\$ 4.62	\$ 19,311.60	6262	\$ 28,930.44
36	1 L.S.	Erosion Control	\$ 5,800.00	\$ 5,800.00	0.9	\$ 5,220.00
37	300 L.F.	Remove and Salvage Existing Fence to Owner	\$ 15.00	\$ 4,500.00	300	\$ 4,500.00
38	1 L.S.	Mobilization	\$ 17,800.00	\$ 17,800.00	1	\$ 17,800.00
39	1 L.S.	Removal of Existing Light Poles, Bases, Wire and Conduit	\$ 12,000.00	\$ 12,000.00	1	\$ 12,000.00
40	1 L.S.	Construct Shed Foundation and Floor Slab	\$ 27,000.00	\$ 27,000.00	1	\$ 27,000.00
Total Original Contract				\$ 697,902.18		\$ 618,079.86

Payment No.: 9

Value of Work Completed \$ 618,079.86

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

Total Stored Materials \$ -

Value of Work Completed and Stored Materials \$ 618,079.86

Less Retainage 5% \$ 30,903.99

Amount Due This Certificate for Payment \$ 587,175.87

Less Previous Estimates \$ 580,153.47

**AMOUNT DUE THIS ESTIMATE** \$ 7,022.40

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

Lita Hirschman August 29th, 2024  
(signature) (Date)

Payment Recommended by: DGR Engineering

Bryan Wells 8/29, 2024  
(signature) (Date)

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

[Signature] 9/2, 2024  
(signature) (Date)

\_\_\_\_\_, 2024  
(signature) (Date)

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

I hereby declare that I have not, during the period June 25, 2024 through August 26, 2024, performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from Western Iowa Tech Community College, the Owner, or his agents, in addition to the regular items set forth in the contract dated October 16, 2023 for WITCC Soccer Field Improvements Project executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

Date: August 29th, 2024

Steve Harris Construction, Inc.  
(Contractor)

By: Lita Hirschman

Title: Project Manager



August 29, 2024

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

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

Dear Mr. Hueser:

Three copies of Certificate for Payment No. 9 for the project referenced above for work completed, from June 25, 2024, through August 26, 2024, are enclosed. Please sign all three copies. Retain one copy for your files, return one copy to DGR for our files, and forward one copy with payment in the amount of \$7,022.40 to the contractor, Steve Harris Construction Inc.

Sincerely,

DGR Engineering

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

Bryan Wells, P.E.

BNW:tmh

Enclosures



To: Dr. Terry Murrell, President

From: Wendy Ivarson, Director of Cherokee Campus/Northern Service Area  
Dr. Erin Volk, Dean of Quality

Subject: Cherokee Campus and Northern Service Area Update

Date: August 28, 2024

The Cherokee WIT Campus has worked towards three primary goals over the past year: Improving Campus Culture, Increasing Enrollment/Completion, and Growing Collaboration with Community Partners.

### **Improving Campus Culture**

We have more purposefully been offering student activities on campus to build a sense of belonging for each of our students. A new gas grill, ice cream machine, ping pong table, and exercise equipment have been brought to campus. Activities have included coffee bars, caramel apples, Zen gardens, pizza parties, and potlucks. Our suggestion box in lobby collects ideas from students for continued improvements.

The facility has also been reinvested in with new landscaping and lawn sprinkler system outside and new installations of our values and mission & vision pieces in our main lobby. This summer the campus library was restructured to include more usable workspaces for students. Internally, we've implemented team-building meetings to increase cross-departmental collaboration. By retaining and investing in our local employees, we seek to continue improving culture across the campus.

### **Increasing Enrollment/Completion**

In the 2023-2024 Academic year, Cherokee Campus served 180 unique students, checked out 131 MacBooks, and celebrated 77 of these students earning a credential.

In January 2024, Cherokee hosted its first New Student Orientation sessions for students. This fall semester 28 students attended these sessions, and 43 laptops have been checked out in the first couple of weeks of the semester so far. Orientations share important college information and campus resources and get students logged in and comfortable using their different WIT accounts—all before the first day of class.

A new offering on the Cherokee Campus in Fall 2024 is competency-based CDL training and assessment, made possible through a nearly \$300,000 Iowa Workforce Development grant to expand the parking lot and relocate and improve lighting. The College has also invested in a new truck and trailer to support CDL training needs.

Our LPN program, instructed by Stephanie Hill, continues to be the heartbeat of our on-campus programming, graduating 21 LPNs in 2024 and having 20 enrolled again this Fall. In addition, this fall the campus is piloting several more on-campus course offerings taught by local, talented instructors.

Federal TRIO programs provide important services to those who qualify as either first generation, low-income, or disabled. Our TRIO-Student Support Services currently serves 42 students who attend college classes on the Cherokee Campus and TRIO-Talent Search serves 104 students in the Cherokee Community Schools.

### **Growing Collaboration with Community Partners**

Several new community engagement activities over the past year include participating in both the Cherokee Christmas Parade with a student-decorated float and in the Cherokee Rodeo Parade with WITCC's 1966 Chevy C10. Cherokee's Nursing Club also hosted a fall festival for 300+ local children and their families in October 2023 and we look forward to continuing this fun tradition again this fall.

In January, Cherokee Campus partnered with Cherokee Regional Medical Center to host a local EMS Conference, and we also work closely together to promote local EMT, CNA, and LPN apprenticeships. Cherokee Community Schools is another strong community partner, with 67+ dual-enrolled high school students this fall and the campus pairing with a 4<sup>th</sup> grade classroom to creatively explore career paths. In addition, volunteers from the high school Ag class rebuilt two of our community garden plots this Spring and planted and maintained their own vegetable patch.

Finally, Cherokee Promise continues to support Cherokee County students. Since the program's inception in Fall 2018, 80+ student awards have been given totaling over \$352,000 to cover tuition and fees for eligible students. This valuable partnership opens doors for students to achieve WIT credentials while filling local workforce needs.



TO: Dr. Terry Murrell, President  
FROM: Christina Brandon, Dean Outreach & Information Technology  
Tawnya Beermann, Dean of Students  
DATE: September 6, 2024  
SUBJECT: 2024 Fall Credit Enrollment Report

### ***“Elevating our diverse learners and strengthening our communities”***

WITCC’s reach into the communities we serve remains on an upward trend, demonstrated by increases in enrollment for both college and concurrently enrolled high school student populations. In total, fall 2024 enrollments are up compared to the previous fall, with an overall headcount increase of 8% (408 students), and a credit hour increase of 8.6%.

**College Students-** Headcount is up 2.2% (60 students) with a credit hour increase of 3.5%, compared with the previous fall. *These are respectable gains, considering the following:*

- WITCC experienced a 10.4% (110 students) spike in headcount last fall, with the advent of WITCC Athletics. WITCC not only maintained this increase but realized an additional gain of 2.2% (60 students), bringing College Student headcount up by 170 students compared to Fall 2022.
- The US Department of Education’s FAFSA application crisis created significant barriers to enrollment for the nation’s most at-risk students, with many colleges across the country reporting negative enrollment impact related to this devastating fiasco. Fortunately, WITCC was poised to respond, by quickly flexing processes and increasing supports for impacted students, such as additional outreach, wrap-around services and on-boarding events.
- WITCC strives to retain and graduate every student. Fall 2024 Returning College Students are up 5.5% (78 students) from the previous fall. WITCC continues to collaborate across the college and within our communities, striving for continuous improvement to ensure that retention rates stay strong.

**Concurrent (HS) Students-** Headcount remains strong, with a 14.6% (348 students) increase in students, along with a credit hour increase of 19.7%. Concurrent Student enrollment online course enrollments were up 26.5%, likely a continued response to on-site instructor shortages in the high schools and limited course offerings for our rural high school partners.



**WITCC Minority Students** now make up 51.1% of total College Student enrollment, with Hispanic/Latino College Students, representing 27.1% of WITCC's College Student population and 20.8% of WITCC's Concurrent HS population. *WITCC is on track to becoming the first college or university in the state of Iowa to hold the Hispanic Serving Institution designation!*

### ***"Inclusive and innovative education"***

#### **Program Options**

Arts & Science course enrollments continue upward, with a headcount increase of 8.6% and credit hour increase of 10.5%, while Career & Technical course enrollments remained steady compared to last fall.

#### **Learning Modality**

Overall Online course enrollments remain very strong, with Fall 2024 online course enrollments up 15.7%, while on-campus enrollments remain steady, compared with last fall.

#### **The Communities We Serve**

Enrollments of Cherokee County residents increased 28.8% (40 students) from last fall. Enrollment of Woodbury County residents increased 10.9%, and enrollment of Crawford County resident is up 5.5%


Out-of-state resident enrollment is up 9.1% overall, with Nebraska enrollment reflecting a nice increase of 23.6% (53 students) over last fall. Intentional efforts to cultivate connections within our communities draws more learners to the college. Several recent efforts have involved our neighboring community of South Sioux City, Nebraska.

International Student enrollments are up 5.6% compared to last fall.



**DATE:** August 20, 2024

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

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

**RE:** **FISCAL YEAR 2025 OPEN PURCHASE ORDERS**

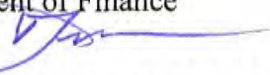
Outlined below is a listing of the open purchase orders of \$100,000 or greater which have been issued for fiscal year 2025. Consistent with prior years, it is requested that these be recommended to the Board for their approval.

Snap On Industrial	(Auto Parts)	\$266,400
Cengage	(Bookstore)	766,938
L & L Builders	(Denison)	6,357,000
Constellation Energy	(Physical Plant)	375,000
Dewild Grant Reckert	(Physical Plant)	200,000
Dunwell	(Physical Plant)	600,000
Foulk Brothers	(Physical Plant)	150,000
Metro Electric	(Physical Plant)	100,000
Paulsen Midwest Landscaping	(Physical Plant)	150,000
Van Osdell Drywall	(Physical Plant)	150,000
MidAmerican Energy	(Sioux City)	650,000
Tri State Nursing	(Student Services)	150,000
Long Lines	(Telephone)	150,000



**DATE:** September 5, 2024

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

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

**RE:** **CHANGE ORDER #01 FOR WITCC PARKING LOT 4 PAVING  
IMPROVEMENTS PROJECT**

### **Background Information**

Attached to this memo is change order #01 for the WITCC Parking Lot 4 Paving Improvements Project with Steve Harris Construction, Inc. of Homer, Nebraska.

Due to the soil conditions in the main road of the Sioux City campus, the contractor needed to provide a subgrade treatment of polymer grid to provide a suitable surface to place the concrete for the road. The contractor also needed to adjust a fiber vault in order to work with the alterations to the parking lot. This change order will increase the amount of the original contract by \$10,221.34.

### **Administrative Recommendation**

It is the Administrative Recommendation that the College approves change order #01 to Steve Harris Construction Inc. of Homer, Nebraska for \$10,221.34 to properly prepare the subgrade for the road as well as adjusting the fiber vault to the proper grade for the WITCC Parking Lot 4 Paving Improvements Project. The additional funds will come from the Plant Fund.

# Change Order

**DGR**  
ENGINEERING  
6115 Whispering Creek Drive  
Sioux City, IA 51106  
(712) 266-1554  
Fax: (712) 266-1707

Contractor: Steve Harris Construction Inc.  
4793 Fiddler Creek Rd.  
Homer, NE 68030

Project: 2024 WITCC Parking Lot 4 Paving  
Improvements Project

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

Project No.: 273068

Change Order No.: 1

Contract Date: February 12, 2024

You are hereby directed to make the following changes in this Contract:

<u>Bid Item</u>	<u>Quantity</u>	<u>Unit</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
Addition					
107	388	SY	Additional 12" Subgrade Treatment, with Polymer Grid	\$ 24.18	\$ 9,381.84
108	1	Ea.	Adjust Fiber Vault to Grade	\$ 839.50	\$ 839.50
Total Addition					\$ <u>10,221.34</u>
Total Change Order No. 1					\$ <u><u>10,221.34</u></u>

Project No.: 273068

Change Order No.: 1

The original Contract Sum was	\$	1,454,334.23
Net change by previous Change Orders (+ or -)	\$	-
The Contract Sum will be increased by this Change Order	\$	10,221.34
The New Contract Sum including this Change Order will be	\$	1,464,555.57
The Contract Time will be increased by	( 0 )	Days.

Steve Harris Construction Inc.

Contractor

By: 

Date: August 29<sup>th</sup>, 2024

DGR Engineering

By: 

Date: 8/29, 2024

Western Iowa Tech Community College

Owner


By: 

Date: 9/4, 2024



**DATE:** August 28, 2024

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

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

**RE:** **CHANGE ORDER #02 FOR WITCC DENISON CAMPUS ADDITION PROJECT**

### Background Information

Attached to this memo is change order #02 for the WITCC Denison Campus Addition - Career Academy Project with L & L Builders Co. of Sioux City, Iowa.

Due to the soil conditions for the Denison Career Academy, the contractor is needing to remove the non-suitable soil and replace with structural fill in order to build the foundation. The non-suitable soil will be placed on College property where the house was once located. The additional work will cause an extra week of work so that the new project completion date will now be July 22, 2025. This change order will increase the amount of the original contract by \$38,202.00.

### Administrative Recommendation

It is the Administrative Recommendation that the College approves change order #02 to L & L Builders Co. of Sioux City, Iowa for \$38,202.00 to properly prepare the building site with suitable soil and to accommodate for the additional week of work for the Denison Career Academy Building Project. The additional funds will come from the Plant Fund.



2205 FOURTH STREET  
 PO BOX 1497  
 SIOUX CITY, IOWA 51102  
 PHONE 712-255-0657  
 FAX 712-255-8205  
[www.llbuilders.com](http://www.llbuilders.com)

PROPOSAL SUBMITTED TO WITCC ATTN: Todd Campbell	PHONE 515-244-2111 Ext 4008 EMAIL <a href="mailto:campbell.t@cmbaarchitects.com">campbell.t@cmbaarchitects.com</a>	DATE 8-23-24
STREET 4647 Stone Ave	JOB NAME WITCC Denison Campus Addition	
CITY, STATE, AND ZIP CODE Sioux City, IA 51106	JOB LOCATION 11 North 35 <sup>th</sup> Street Denison, IA 51442	

**WE HEREBY SUBMIT PRICING FOR:**

**Change Proposal 02 – Unsuitable Material**

Per direction of CTS the existing two feet of material under the building slab is not acceptable to be reused as structural fill for this area due to the large amount of fat clays present. This proposal includes the costs of bringing in structural fill for this area and spread the existing material onsite. This work will delay the project one week, so an additional week of General Conditions is included as well. Seeding of the area where the existing material will be spread is excluded due to not knowing the size the area will be. The new project completion date will be July 22<sup>nd</sup>, 2025.

- Subcontractors - \$28,951.00
- L&L Labor, Material & Equipment - \$3,124.00
- L&L Bonds & Markup - \$6,127.00

Total Costs of Changes is an Add of \$38,202.00

- \* All change proposals must be signed before work will commence. Verbal direction will not be accepted.
- \* This change proposal must be accepted within **10** days of the date listed above. If the proposal is not accepted, work will proceed as bid. Proposals accepted after the allotted time may incur additional cost of re-work.
- \* Payment terms to be made per contract.

WE PROPOSE hereby to furnish material and labor-complete in accordance with above specifications for the sum of: Add Thirty-Eight Thousand, Two Hundred Two Dollars & Zero Cents	<b>Dollars \$38,202.00</b>
---	----------------------------

**ACCEPTANCE OF PROPOSAL** – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

\_\_\_\_\_  
SIGNATURE

Date of acceptance: \_\_\_\_\_ SIGNATURE \_\_\_\_\_

Item	Description	Takeoff Qty	Amount			Name	Amount		Total Amount
			Labor	Material	Subcontract		Equipment	Other	
<b>OCO 02 - Unsuitable</b>									
<b>01 GCs</b>									
<b>01 GCs</b>									
1300.010	Personnel: Supervision								
10	Superintendent -	40.00 hr	2,520	-	-		300	48	2,868
	Personnel: Supervision		2,520				300	48	2,868
	40.00 Labor hours								
	40.00 Equipment hours								
1510.013	Temp. Phones - Cell Phones								
41	Temp Cell Phone	0.25 mo	-	-	-		-	30	30
	Temp. Phones - Cell Phones							30	30
1510.014	Temp. Water								
60	Temp Water-Drinking	0.25 mo	-	-	-		-	6	6
	Temp. Water							6	6
1510.015	Temp. Sanitary Facilities								
80	Temp Toilet	0.25 mo	-	-	-		-	56	56
	Temp. Sanitary Facilities							56	56
1520.010	Temp: Facilities								
1	Office Trailer	0.25 mo	-	-	-		56	-	56
	Temp: Facilities						56	-	56
1520.030	Temp: Office Supplies								
8	Personal Computer w/ modem	0.25 mo	-	-	-		45	-	45
	Temp: Office Supplies						45	-	45
1740.011	Dumpster by Week								
20	Rent Dumpster	0.25 mo	-	-	-		-	63	63
	Dumpster by Week							63	63
<b>01 GCs</b>			<b>2,520</b>	<b>0</b>	<b>0</b>		<b>401</b>	<b>203</b>	<b>3,125</b>
	40.00 Labor hours								
	40.00 Equipment hours								
<b>01 GCs</b>			<b>2,520</b>	<b>0</b>	<b>0</b>		<b>401</b>	<b>203</b>	<b>3,125</b>
	40.00 Labor hours								
	40.00 Equipment hours								

**31 Sitework**

31 Sitework

Item	Description	Takeoff Qty			Subcontract		Equipment	Other	Total
			Labor	Material	Amount	Name	Amount	Amount	Amount
2000.010	30 Sub - Grading (Barcon)	1.00 ls	-	-	28,951		-	-	28,951
	2000.010				28,951				28,951
<b>31 Sitework</b>			0	0	28,951		0	0	28,951
<b>31 Sitework</b>			0	0	28,951		0	0	28,951
<b>OCO 02 - Unsuitable</b>			2,520	0	28,951		401	203	32,075
	40.00 Labor hours								
	40.00 Equipment hours								

**Partial Totals**

Description	Amount	Totals	Hours	Rate	Cost Basis	Cost per Unit	Percent of Total
Labor	2,520		40.000 hrs				6.60%
Material							
Subcontract	28,951						75.78%
Equipment	401		40.000 hrs				1.05%
Other	203						0.53%
	<u>32,075</u>	<u>32,075</u>					<u>83.96% #####</u>
Safety On Labor	25			1.000 %	C		0.07%
el 60 miles over free	101			4.000 %	C		0.26%
Travel 60 min/day	731			29.000 %	C		1.91%
Perf. & Pay. Bond	287				B		0.75%
Fee %	4,983			15.000 %	T		13.04%
<b>Partial Total</b>		<b>38,202</b>					



To: L&L Builders  
Attn: TJ Wilcke  
Email: tj@llbuilders.com  
Phone: (712) 255-0657

Project : WITCC Addition  
Location : Denison IA  
Project #: 0  
Expires: 9/22/2024

QTY	UOM	ITEM DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1,570.00	CY	Imported Structural Fill	\$18.44	\$28,950.80
		Includes: Hauling & Spread Overexcavated unsuitable soils to north portion of site where house was removed - Supply & Place structural fill soil to provide 2' of structural fill below slab and interior backfill of foundation wall - Excludes Seeding		

**ESTIMATE TOTAL \$28,950.80**

**Additional Conditions**

- 1) Prices quoted are good until expiration date noted above, unless specified otherwise.
- 2) Estimate does not include the cost of any testing of soil, imported and/or onsite materials.
- 3) Prices do not include any additional work required due to cold weather, frost conditions or flooding.
- 4) Prices do not include pumping of water due to rain, snow melt, ground water or free water encountered, unless specified otherwise.
- 5) Any and all aggregate pricing is based upon availability at the time the estimate is prepared and is subject to change.
- 6) Estimate includes all necessary sloping and/or benching required, but does not include shore piling.

Acceptance of this proposal shall constitute a binding contract.

Company L&L Builders

BARCON, Inc

Date: \_\_\_\_\_

8/22/2024

By: \_\_\_\_\_

Miles Gebel



**Certified Testing Services, Inc.**

1330 North Michigan Street • P.O. Box 740 • Storm Lake, Iowa 50588 • Phone (712) 213-8378

**REVIEW OF CONSTRUCTION**

Client: Attn: Kyle Hueser  
Western Iowa Tech Comm College  
4647 Stone Ave  
Sioux City, IA 51106

Job No.: SL3706  
Report No.: 04  
Date: 08/22/24

Project: WITCC Regional Academy Addition

Location: Denison, IA

Report By: Dana Siefer Date: 08/22/24 Reviewed By: GRJ Date: 08/22/24

Prime Contractor: L&L Builders Superintendent: Kyle Bright

Subcontractor: Barcon Superintendent: Nick Book

Work in progress and/or completed since last report: At the request of Connor with Barcon, a CTS Technician arrived on site to observe the floor subgrade of the proposed building addition. The contractor had over excavated two feet. The Technician observed the soils that had been removed, which were a dark lean to fat clay. The contractor planned to continue the two feet of over excavation for the entire floor slab area and moisture condition, then re-compact the subgrade.

CTS will make a return trip to observe and perform a Proof Roll Density Test on the building pad before the fill placement begins. CTS recommends using a single source off site borrow material for the engineered till underneath the floor slab and footing area. Instead of re-using the on site soils that were removed during the over excavation. Because the soils are in-consistent and contain low density, lean to fat clay.

Instructions or information received from: N/A

Weather: Clear, 65°

Number of site visits today: 1

Time and Date for next visit: Will Call

Copies:



**TO:** Dr. Terry A. Murrell, President  
**FROM:** Troy A. Jasman, Vice President of Finance and Administrative Services  
**DATE:** August 27, 2024  
**RE:** ISCAP SOLVENCY RATIO

I have reviewed the College’s financial statements for the year ended June 30, 2024 computing a cash flow solvency ratio. Basically, this ratio reflects the organization’s ability to meet ongoing general fund liabilities from its accumulated fund balance.

On an unaudited basis, for the year ended June 30, 2024, the College’s ratio is calculated as follows:

Unrestricted General Fund Balance	\$6,229,874
Unrestricted General Fund Revenue	\$39,348,928
Solvency Ratio	15.83%

At this level the College is above ISCAP’s “targeted solvency position”, which is 5-10%. Being above this targeted range places the College above the highest category of solvency delineated by ISCAP, ahead of “acceptable”, “solvency alert” and “solvency concern”. The desire is to have a higher solvency ratio number. This solvency ratio achieves the Board’s desire to have as a minimum of one month or 8.33% as the fund balance reserve. WITCC’s solvency ratio at 15.83% is lower than the previous year because of the fund balance growth calculated against the higher revenue growth in Fiscal Year 2024. Any addition to fund balance is calculated against the higher revenue growth amount. It should be noted that at the November 2019 Board of Directors meeting, the College’s auditors believe the College should maintain a solvency ratio of approximately 12.5% - 17.0%.

In order to visualize where we are in comparison to where we have been, listed below is a history of the solvency ratio and General Fund balance.

<u>Fiscal Year</u>	<u>Solvency Ratio</u>	<u>Fund Balance</u>
1994	6.01%	774,713
1995	6.16%	834,061
1996	6.20%	931,117
1997	6.31%	1,011,681
1998	6.67%	1,151,444
1999	8.02%	1,496,415
2000	9.71%	1,899,641
2001	10.12%	1,998,544



Date: August 19, 2024

To: Dr. Terry Murrell, President  
From: Christina Brandon, Dean of Outreach & IT  
Andrea Rohlena, Director of Marketing and Publications  
Re: Recommendation for Partnership with Digital Marketing Agency

Western Iowa Tech Community College Marketing Department is seeking to advance its digital presence, optimize our digital advertising budget, and increase enrollment by implementing a comprehensive digital advertising strategy. After careful consideration and a thorough review of several proposals, our Marketing Team strongly recommends entering into a partnership with Stamats, an experienced digital marketing agency for an investment of \$150,000.

Stamats stands out as the most qualified partner for our digital advertising needs, bringing a wealth of knowledge and experience in community college marketing. They understand the nuances of our industry and have successfully managed similar campaigns for other institutions. Stamats provides tailored strategies to help us reach our enrollment targets, campaign management across multiple platforms, and campaign performance reports to monitor effectiveness. Utilizing data-driven approaches they will optimize our campaigns for continual improvement, ensuring that every dollar spent is maximized.

The proposed budget will cover all costs associated with the digital marketing strategy, including development, content creation, execution, ad spend, reporting, and agency fees. Stamats' ability to optimize resources and their strategic approach ensure that this investment will yield a high return by driving qualified leads, increasing program enrollment, and engaging prospective students.

#### Administrative Recommendation

It is the College's recommendation that the board approve the purchase of the Stamats contract for the 2024/2025 academic year not to exceed \$150,000. The contract was reviewed by Ahlers Law Firm. This purchase will be covered by the marketing budget.

# Master Services Agreement

## Stamats Communications, Inc. & Western Iowa Tech Community College

We at Stamats Communications, Inc. (Stamats) look forward to working with Western Iowa Tech Community College (Client). Because of the variables involved in completing projects to meet your special needs, it is not always possible to accurately estimate precise consultative, creative, and/or programming requirements. We have found, however, that the provision of services under this Master Services Agreement (MSA) can be greatly facilitated when both parties understand and agree upon certain standard policies and procedures. This MSA has been developed in the interest of providing you services quickly, economically, and to your satisfaction.

The following provisions will apply to all services to be performed by Stamats for Client under this MSA and any subsequent MSA addenda unless specified elsewhere in this MSA.

### Completing the Work

A Statement of Work (SOW), which defines scope of work and cost of services, is attached to the MSA at the time of the original signing, or may be added later, as mutually agreed to by the parties. After a SOW has begun it cannot be canceled except as provided in this MSA or in the applicable SOW and Stamats shall be paid for the cost of any undisputed time and materials incurred through the date of termination within thirty (30) days after Stamats submits an itemized invoice for time and materials supported by sufficient documentation to validate its actual time accrued, applicable hourly rates, and actual out-of-pocket costs with no markup.

The Client will be fully and solely responsible for obtaining appropriate or necessary releases (if any) and clearances of all publication or use rights for all materials that will be incorporated into finished work provided under this MSA. The use of such materials in the work product shall constitute your warranty that you have the necessary permission for the use and/or publication of such materials. Materials may include lists, manuscripts, quoted materials, data, video clips, photos (whether taken by you, your agent or representative, or Stamats), and similar materials.

You are also totally responsible for any or all liabilities that arise from the publication or use of any and all materials and content. Such responsibility shall be deemed to include your agreement to indemnify Stamats for all costs (including reasonable attorney fees and costs) to the extent the same directly arise

from Client's act or omission related to the publication or use of the materials, provided that Stamats has given Client timely notice of any claim.

All work to be produced under this MSA will be proofed and approved by the Client prior to its final form in accordance with Stamats' policies. Nevertheless, if a significant error appears in any final work, Stamats will be responsible to correct the error in the manner the Client directs at no additional cost to the Client. You will be responsible for all other requested changes to any final work product not attributable to an error by Stamats, including preferred or stylistic revisions requested after you gave your approval.

Because of differences and limitations in equipment, materials, and media, a reasonable variation between original materials and the completed project will be acceptable. For example, design elements in the project (e.g., photos/images, video, and audio) may vary slightly from the original recording or photo. You will review and approve the project(s) in final form before release, and you may require changes to any final form project that includes variation as described in this paragraph at no additional cost to the Client.

All production materials created by Stamats that are not incorporated into the final work product, including, but not limited to computer files, design elements, and finished art, are the property of Stamats. All production materials created by Stamats that are incorporated into the final work product, including, but not limited to computer files, design elements, and finished art, are the property of the Client. Stamats will maintain materials for one year following the completion of the project, at which time it will notify the Client that it plans to destroy the production materials. If the Client notifies Stamats that it would like the production materials within thirty (30) days after the Client receives a destruction notice, then Stamats shall provide all materials to Client that it is reasonably able to provide. Stamats will execute any documents necessary to vest Client with good title in any production materials prepared for Client by Stamats.

Subject to the terms and condition of this agreement and upon payment of all amounts owing under this agreement, Stamats assigns and transfers to Client all rights, title, and interest in and to all Stamats work product provided under this MSA including copyrights with respect to the copy, designs, analyses, conclusions, and recommendations created or furnished by Stamats. Stamats shall own and retain all rights to any and all concepts, ideas, designs, proposals and other work and materials that have been presented to the Client but not included in the final work product. Services involving electronic media and software programming shall be subject to additional copyright, licensing, and warranty provisions as stated in the specifications for those projects. Stamats' rights shall be subject to all intellectual property rights of third parties from whom Stamats has obtained rights.

If Stamats is unable to complete services because of circumstances beyond our control, our obligation to you will be suspended temporarily until such circumstances no longer prevent us from moving forward. During such time any fees you owe to us will be abated and we will work diligently with you to determine whether there are reasonable alternatives that would allow continued performance. If we are unable to resume our performance within 30 days, you may terminate this MSA or any applicable

SOW by providing us with written notice. By “circumstances beyond our control” we are referring to war; fire; strikes and labor disputes; lockouts; accidents; floods and other natural disasters; riots; pandemics; acts of God; denial of service attacks; terrorism; order to act of the military or government; acts or omissions on your part; inability to secure adequate materials, labor, or facilities; defaults of subcontractors; the inability of carriers to make scheduled deliveries; or the unavailability of electrical power from the grid or internet service from internet providers.

The Client grants permission for Stamats’ staff to share data and findings gathered as part of one project with other Stamats personnel if they are working on other contracted projects for the Client for which this information would be relevant. The Client grants permission for Stamats to list the Client as representative client in Stamats’ marketing materials, along with a statement of the general nature of the services provided by Stamats to the Client. Such general statement shall not disclose any proprietary information of the Client.

### Digital Specific Items

Stamats covenants and warrants to you that: (i) it has the skill, knowledge, and ability to provide the services under this MSA and any SOW in a professional and first class manner, (ii) all services provided by Stamats will be free from material error, (iii) all services provided by Stamats will be timely, (iv) the software programming provided to you will perform in the manner stated in the Plan and the specifications that we will include with the programming and (v) that none of the services provided by Stamats will violate the intellectual property rights of any third party. In the event of a claim of infringement, Stamats will either substitute non-infringing software or provide a work-around acceptable to the Client within a reasonable time following the claim, and all fees owed by the Client under this MSA will be abated while Stamats develops the work-around. Stamats will also indemnify Client for all costs (including reasonable attorney fees and costs) that may arise from claims related to such infringement, provided that Client has given Stamats timely notice to any claim. Client shall provide Stamats with reasonable assistance and information required to defend against the claim. While no software development process can guarantee bug-free results, Stamats services will be provided in a workmanlike manner, within local industry standards and tolerances for commercial applications. This warranty does not cover items damaged, modified, or misused after delivery to you. THIS WARRANTY IS PROVIDED IN LIEU OF ALL OTHER EXPRESS WARRANTIES REGARDING STAMATS’ INVOLVEMENT IN THE PROJECT. STAMATS’ SERVICES AND SOFTWARE ARE OTHERWISE PROVIDED ON AN “AS IS” BASIS, WITHOUT ANY EXPRESS OR IMPLIED WARRANTIES WHATSOEVER. STAMATS MAKES NO REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, AS TO IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. NEITHER PARTY SHALL BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, WHETHER RESULTING FROM DEFECTS IN ANY MATERIALS, OR FROM ANY DEFECT IN ANY PROGRAMMING OR DOCUMENTATION, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT SHALL THE LIABILITY OF STAMATS FROM DAMAGES ARISING OUT OF OR IN CONNECTION WITH ITS OBLIGATIONS UNDER THIS MSA EXCEED ONE HUNDRED FIFTY PERCENT THE AMOUNT PAID TO STAMATS UNDER THIS MSA.

Stamats grants to you a license to both use, and make limited changes to, the contents of Digital Media products produced under this MSA. For example, you may change names, provide information regarding new events, and otherwise modify the information to keep the Digital products current. However, this license does not include the right to make changes to the underlying software, unless Stamats' prior written consent is obtained. This license is subject to any copyrights of third parties that may be incorporated into the Digital Media.

### Publication Specific Items

The Client will receive a final proof for each publication. The proof should be proofed thoroughly, and should include a review of such seemingly minor information as phone numbers, zip codes, postal indicia, etc. Nevertheless, if a mistake appears in the final printed publication, Stamats will be responsible to correct the publication at no additional cost to the Client. The Client will be responsible for all other requested changes to any final work product not attributable to an error by Stamats, including preferred or stylistic revisions requested after you gave your approval.

Stamats' costs are based on estimated time allowances. If added time in any creative or production area is necessary because of changes made by the Client once production has begun, these added costs will be billed to the Client. Such changes may include copy alterations after production has begun or proof changes made at the Client's request; increases in the number or size of color separations, addition of maps, illustrations, special graphics, or original art supplied by the Client; or retouching or computer manipulation of photos. The Client will be charged for duplicate prints of photographs, and for converting slides to prints.

Delivery of publications to the Client is assumed to be a single prepaid shipment. Shipping estimates when publications are involved assume that the Client will be able to unload the materials from pallets as delivered by the carrier. If the Client wishes to have assistance from the carrier in unloading the materials on a "box by box" basis, the Client should so notify Stamats in writing at the time the MSA is signed (or at the time of adding the publication project to the MSA by an addendum or future SOW). Special shipping arrangements will be identified separately on the invoice.

Quantities 5 percent over or 5 percent under the quantities ordered will be considered acceptable and the Client will be charged for overages or credited for shortages on a cost per copy ratio.

While Stamats provides the utmost care in preparing computer files or keylines for printing, Stamats is not responsible for any printed problem on jobs for which Stamats does not supply the printing. Such problems may include but are not limited to variations in size, quality, color, or typographic correctness. The client agrees to take full responsibility for communicating with suppliers, approving all proofs, and for resolving any problems with the printed publication. The Client may ask Stamats to review a final proof before printing, but agrees that Stamats is not responsible for any errors missed on this review.

### Research Specific Items

Stamats acknowledges that the Client lists provided under the MSA are the exclusive and unique property of the Client. Client lists provided pursuant to the MSA shall be used only as indicated and approved in advance by the Client. The Client is responsible for the quality and accuracy of any list it

provides as part of this project. Any Client-provided lists must be representative of the intended study population and of sufficient size to complete the study. (As a guideline, we recommend a list that is 10 times the size of the proposed sample.) Files shall be appropriately named and transmitted in a manner that maintains information integrity and security.

Stamats warrants that all Client lists or portions thereof, whether provided in labels or digital media, will not be disclosed, transferred, copied, reproduced, resold, retained, or re-used in any form or manner whatsoever other than for the expressed purpose of performing contract projects. Stamats further acknowledges responsibility for keeping Client student record information confidential under federal and state laws.

### Changes to the MSA

The parties to the MSA may agree in writing, from time to time, to add new services or modify specifications or the scope of work of an approved SOW under the MSA. Any services outside the SOW or changes to previously approved work requested by the Client shall be the subject of an additional SOW or Change of Scope to be approved in writing by both parties before any fees accrue.

SOWs are based on schedules jointly agreed upon by the Client and Stamats and on the estimates included with this MSA or later added in a letter of addendum or SOW. Delays by the Client affecting any phase of a schedule may result in an equitable extension to the project timeline as Stamats sole remedy. Client agrees to respond to requests for approvals, materials, information, and appointments on a timely basis. "Timely basis" shall be the schedule and if the request is not separately identified in the schedule, then two weeks from the date of the request. If the client fails to respond to such requests on a timely basis, Stamats' sole remedy shall be to extend the schedule by the amount of the delay.

### Payment Terms

Stamats shall be entitled to the compensation set forth in the applicable SOW or other such compensation as the parties may later agree upon in a Scope Change or other legally binding agreement.

If there are services not completed in the same calendar year as they began, there will be a progress billing on December 31 to reflect completed work and travel incurred as of the calendar year-end.

The Client agrees that a charge of 1 percent per month on any unpaid and undisputed balance will be added to its account beginning 30 days after Client receives notice from Stamats that an undisputed invoice is unpaid until the date payment is received by Stamats.

Invoicing and resultant payments reflect completed phases of the work by Stamats and, unless disputed by Client, will not be refundable if any SOW is canceled.

Travel and other expense billings shall occur upon individual expense and will follow the Client's travel policy if provided at the beginning of the project. Stamats shall not be entitled to reimbursement for any travel or other reimbursable expense unless the same was approved in advance by the Client. Any reimbursable expense paid by the Client shall be paid at Stamats actual cost with no markup.

The Client agrees to pay, in addition to the quoted costs, any applicable state or federal sales or use taxes for services delivered. In those states where Stamats is required to collect sales or use taxes, these amounts will be separately itemized on the invoices.

### Time for Commencement and Completion

This Agreement shall commence upon the date of execution specified hereinabove and will continue in effect for one (1) year from Effective Date. Thereafter, the Agreement will auto-renew annually until either party terminates, as provided herein, however, that with respect to any SOW in effect as of the date of termination, the terms of this Agreement will continue to govern the performance of the work under the SOW until such work is complete. This Agreement may be terminated, with or without cause, by either party upon thirty (30) day advance written notice to the other party. In the event either party elects to terminate this Agreement, Stamats will, at the direction of the Client, either (i) immediately suspend all services under this MSA and any applicable SOW until the Effective Termination Date, or (ii) continue to perform the services set forth in the most recent SOW through the Effective Termination Date, subject to Stamats' fees and costs being paid in accordance herewith.

However, those terms of the MSA that are required to effectuate the intent of the parties, including without limitation the provisions regarding indemnification, copyright, license, and modification, shall continue in full force and effect even though the MSA has terminated.

### Additional Terms and Conditions

Confidential information is that which relates to the Client's or Stamats' research, development, trade secrets or business affairs and include, in the case of Stamats, confidential information, concepts presented to, but not selected by, the Client; it does not include information that is generally known or easily ascertainable by third parties. Stamats shall maintain the Client's confidential information and shall use it only to perform Stamats obligations under this MSA. To the limited extent allowed by law, Client shall maintain Stamats confidential information and shall use it only for purposes authorized by Stamats or by this MSA. For the avoidance of doubt, confidential information does not include information that is public knowledge, was in the recipient's possession before receipt, is independently developed by the recipient, or is required to be disclosed by law, including Iowa's Open Records and Open Meetings Acts. Neither party shall solicit the other's employees, independent contractors or consultants, or engage them in any work independent of the parties' relationship under this MSA during the term of the MSA and for two years thereafter.

All claims relating to this MSA shall be governed by the laws of the State of Iowa without regard to principles of conflicts of law. The sole and exclusive jurisdiction for any action arising from or relating to this MSA shall be in the state or federal courts located in the State of Iowa.

Stamats shall not transfer to any other person (i) any discretion granted under this MSA, (ii) any right under this MSA, (iii) any remedy under this MSA, or (iv) any obligation imposed under this MSA.

This MSA constitutes the entire understanding between the parties with respect to the subject matter

of this MSA and supersedes all other agreements, whether written or oral, between the parties.

No amendment of this MSA will be effective unless it is in writing and signed by both parties. No waiver under this MSA will be effective unless it is in writing and signed by the party granting the waiver.

The parties agree that if a dispute between the parties arises out of this MSA, they would want the court to interpret this MSA as follows: (i) with respect to any provision that it holds to be unenforceable, by modifying that provision to the minimum extent necessary to make it enforceable or, if that modification is not permitted by law, by disregarding that provision; (ii) if an unenforceable provision is modified or disregarded in accordance with this section, by holding that the rest of this MSA will remain in effect; (iii) by holding that any unenforceable provision will remain as written in any circumstances other than those in which the provision is held to be unenforceable; and (iv) if modifying or disregarding the unenforceable provision would result in failure of an essential purpose of this MSA, by holding the entire MSA unenforceable.

The parties are signing this MSA as of the date first written above.

If the Client has any questions or needs to notify Stamats regarding this MSA, the Client should contact Stamats at the address shown below.

This MSA shall be construed and enforced in accordance with the laws of Iowa.

Thank you.

*Sandra Fancher*

\_\_\_\_\_  
Contact: \_\_\_\_\_  
Title: \_\_\_\_\_  
Western Iowa Tech Community College  
4647 Stone Avenue  
Sioux City, IA 51106  
Date: \_\_\_\_\_

\_\_\_\_\_  
Sandra Fancher  
Chief Innovation Officer  
Stamats Communications, Inc.  
308 Third St. SE Ste. 200  
Cedar Rapids, IA 52401  
Date: 8/14/24

Upon signing, please email a copy to Becky Morehouse at [becky.morehouse@stamats.com](mailto:becky.morehouse@stamats.com). Thank you!



August 14, 2024

# Statement of Work

## Digital Advertising Strategy Services

### Stamats Communications, Inc. & Western Iowa Tech Community College

This Statement of Work (the SOW) is entered into on the specified date above by Stamats Communications, Inc. (Stamats) and Western Iowa Tech Community College (Client) pursuant to the terms of the Master Services Agreement (MSA), dated as of August 14, 2024, between Stamats and Client, which is herein incorporated by this reference. In the event of a conflict between any terms of the MSA and terms of this SOW, the applicable terms of the MSA shall control.

#### Specifications of Services to Be Provided and Costs

Professional Services Total Cost		\$50,000		
<b>One-Time Campaign Discovery, Setup, and Launch Fee</b> <ul style="list-style-type: none"> <li>• For up to 5 program-specific SEM campaigns</li> <li>• For up to three (3) sets of display ads (five (5) ad sizes per set)</li> <li>• For up to three (3) sets of social ads (various sizes and configurations per set)</li> <li>• Initial campaign(s) Discovery and setup documentation</li> <li>• Campaign creation in each targeted platform               <ul style="list-style-type: none"> <li>○ Performance and budget forecasts created</li> <li>○ Audience targets defined: keywords, demographics, contextual placements</li> <li>○ Geotargeting and geofencing based on key counties and locations</li> <li>○ Goal conversion actions enabled in Google Analytics, Tag Manager, and ad platforms</li> <li>○ Client-facing 24/7 campaign dashboards created and updated accordingly</li> <li>○ SEO dashboard with quarterly web content update recommendations based on actual user-based keywords findings to build better, more relevant web content—to further enhance the overall ad campaigns</li> </ul> </li> </ul>				
		\$15,000 (waived for new client relationship)		

<ul style="list-style-type: none"> <li>Assumes Client will provide all necessary artwork, logos, fonts for display ads; if unavailable, any potential artwork licensing fees to be charged against media spend budget at cost</li> <li>Includes all Discovery meetings and campaign launch planning</li> <li>Review landing pages and copy and provide optimizations recommendations</li> <li>Evaluate response communications from lead form</li> </ul>		
<p><b>Campaign Management Professional Services</b></p> <ul style="list-style-type: none"> <li>September 1, 2024 through June 30, 2025 contract</li> <li>Ongoing campaign strategy, management, and campaign optimizations</li> <li>Monthly performance reporting</li> <li>Analytics evaluation of campaign performance</li> <li>360° enrollment feedback and adjustment recommendations</li> <li>Ad spend alignment to academic calendar and seasonal enrollment periods</li> <li>Recommendations to landing pages, communications flows, and organic web pages according to campaign insights</li> <li>Up to two (2) ad hoc campaign setups over the year</li> <li>SEO review annually with content recommendations to improve rankings</li> <li>Mystery shopping of enrollment experience quarterly</li> </ul>	\$5,000 per month	\$50,000
<b>Total Media Spend</b>		<b>\$100,000</b>
<p><b>Media Spend</b></p> <ul style="list-style-type: none"> <li>Media spend <ul style="list-style-type: none"> <li>Paid Search (Google Performance Max)</li> <li>Paid Social (Facebook/Instagram)</li> <li>Video (Google Video, TikTok)</li> <li>Display (Google Display, Retargeting, Geofencing)</li> </ul> </li> <li>Iowa geotargeted counties to include (but not necessarily limited to) Cherokee, Crawford, Ida, Monona, Plymouth, and Woodbury</li> <li>Flexible to adjust to enrollment needs and ad hoc opportunities</li> </ul>	Spend distribution based on key enrollment periods (fall, winter, and spring)	\$100,000

### Total Costs

- Professional Services: \$50,000
- Total Media: \$100,000

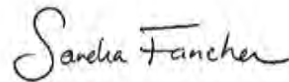
## General Assumptions

- Additional projects or requests above the scope will be additional and charged to Client at an hourly rate of \$205.
- A primary Client contact will be assigned to the project to coordinate communication on Client side.

## Billing Terms

Payment Schedule shall be:

- Professional Services and Media Spend will be billed at the following schedule, net 30:
  - Professional services will be billed over four \$12,500 installments (September 1, 2024, December 1, 2024, March 1, 2025, and June 1, 2025).
  - Due to out-of-pocket expenses for media spend, a deposit of \$33,333.33 (~three months' ad spend) is required upon signing of this contract, due net 30. The deposit will be applied over the final three months (April 2025-June 2025) of the digital marketing and advertising campaign based on spending forecasts.
  - Media spend for the remaining months will be billed monthly after the completed month, net 30.
  - If any media spend remains from the deposit at the end of the agreement, a cash payment will be made for the full balance within 10 business days of the end of the program.



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Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Western Iowa Tech Community College  
4647 Stone Avenue  
Sioux City, IA 51106  
Date: \_\_\_\_\_

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Sandra Fancher  
Chief Innovation Officer  
Stamats Communications, Inc.  
615 Fifth Street SE  
Cedar Rapids, IA 52401  
Date: 8/14/24



Date: 09/10/2024  
To: Dr. Terry Murrell, President  
From: Christina Brandon, Dean of Outreach and Information Technology  
Merlyn Kathol, Director of Financial Aid  
Re: Funding for WITCC Scholarship Programs 2025-2026

The Western Iowa Tech Community College Board has approved funding for scholarship for new students since 2009. These scholarships are proven to be effective in recruiting, retention, and student success.

The charts following in the memo demonstrate how the WITCC Board's generosity has positively impacted WITCC students. The college continues to feel scholarships assist students with completing their degrees on time.

We are requesting the transfer of up to 5% of collected tuition for 2024-2025 which would be approximately \$790,402.



	Fall 2023 Awards	Amount	Fall 2024 Awards	Amount
Board	71	\$53,250	71	\$53,250
Valedictorian	1	\$2,500	1	\$2,500
President's	54	\$67,500	44	\$50,250
Program/Housing	85	54,625	83	72,125
Comet Level	195	\$97,500	199	\$99,250
Total	406	\$275,375	398	\$278,375
	Athletic Fall 2023 Awards	Amount	Athletic Fall 2024 Awards	Amount
Basketball	5	\$13,820	4	\$13,075
Competitive Cheer	9	\$4,500	N/A	N/A
Esports	7	\$3,250	11	\$6,000
Men's Soccer	22	\$36,362	22	\$44,537
Women's Soccer	18	\$26,913	13	\$32,466
Women's Volleyball	18	\$26,913	13	\$32,466
Total	75	\$125,486	64	\$142,222

**RECOMMENDATION:** The administrative recommendation is for continued support from Western Iowa Tech Community College for these scholarships. It is recommended to approve the transfer of up to 5% in collected tuition revenue to the WITCC Scholarship Fund.



## 2024-2025 Scholarship Fact Sheet

### Valedictorian Scholarship

- ▶ \$5000 (\$2500 per semester, maximum 4 semesters)
- ▶ Eligibility: Fall semester first time new students
- ▶ Provide a final official high school transcript with a noted distinguished of Valedictorian or letter from school official.
- ▶ Register for 12 or more credit hours each semester
- ▶ Renewal for spring semester after 2.0 Fall term GPA
- ▶ Renewable for 2nd year (2.0 Cumulative GPA and complete 24 credit hours during fall/spring academic year)

### President's Level Scholarship

- ▶ \$2500 (\$1250 per semester, maximum 4 semesters)
- ▶ Eligibility: Fall semester first time new students
- ▶ ACT composite 22 and a high school cumulative GPA of 2.5
- ▶ Submit a 7 or 8 semester official high school transcript
- ▶ Register for 12 or more credit hours each semester
- ▶ Renewal for spring semester after 2.0 fall term GPA
- ▶ Renewable for 2nd year (2.0 cumulative GPA and complete 24 credit hours during fall/spring academic year)

### Western Iowa Tech Board Level Scholarship

- ▶ \$1500 (\$750 per semester, maximum 4 semesters)
- ▶ Eligibility: Fall semester two new students from each WITCC Merged Area/Partner High School
- ▶ Students will be nominated by high school counselors via electronic form available January 1st and must be completed by June 1st. Electronic forms can be requested by high school counselors from their designated school recruiter or by emailing [recruitmentteam@witcc.edu](mailto:recruitmentteam@witcc.edu).
- ▶ Submit a 7 or 8 semester official high school transcript
- ▶ Register for 12 or more credit hours each semester
- ▶ Renewal for spring semester after a 2.0 fall term GPA
- ▶ Renewable for 2nd year (2.0 Cumulative GPA and complete 24 credit hours during fall/spring academic year)



#### Program Scholarship (stackable)

- ▶ \$1000 (\$1000 maximum 1 semester)
- ▶ Eligibility: Fall semester first time new students
- ▶ Register for 12 or more credit hours each semester
- ▶ Restricted to Auto-Tech and Auto-Body tools & resources offered by WITCC
- ▶ Submit a 7 or 8 semester official high school transcript

#### Housing Scholarship (stackable)

- ▶ \$1000 (\$500 per semester, maximum 2 semesters)
- ▶ Eligibility: Fall semester first time new students living on-campus at WITCC
- ▶ Completed WITCC housing application for Fall term by June 1
- ▶ Register for 12 or more credit hours for Fall term by June 1
- ▶ Renewal for spring semester after 2.0 Fall term GPA
- ▶ Submit a 7 or 8 semester official high school transcript

#### Comet Level Scholarships

- ▶ \$1000 (\$500 per semester, maximum 2 semesters) each student awarded only one Comet Level Scholarship
- ▶ Eligibility: Fall semester first time new students
- ▶ Register for 12 or more credit hours each semester
- ▶ Renewal for spring semester after 2.0 Fall term GPA
- ▶ Submit a 7 or 8 semester official high school transcript

#### College Now Scholarship

- ▶ Student has taken 6 credits with Western Iowa Tech college during high school and earn a Cumulative College GPA of 2.0 or higher. WITCC classes

#### Upward Bound/Talent Search Scholarship

- ▶ Successful completion of any Upward Bound or Talent Search program. Documentation from the program director submitted to the Financial Aid Office

#### HSED/ELL Scholarship

- ▶ Successful completion of HSED or ELL program. Documentation from the program director submitted to the Financial Aid.



### Skills Day Competition Scholarships

- ▶ Skills Day Competitions in program areas of Career and Technical and Arts and Sciences are held for new students each April. Students can participate and win for multiple years and however, only one award of the highest scholarship earned will be awarded.
  - 1st place \$1,000
  - 2nd place \$750
  - 3rd place \$500
- ▶ Eligibility: Fall semester first time new students
- ▶ Register for 12 or more credit hours for Fall term by June 1
- ▶ Submit a 7 or 8 semester official high school transcript

### Athletic and Esports Scholarships (stackable)

- ▶ Awarded by coaches based on team needs
- ▶ Renewal for spring semester after 2.0 Fall term GPA
- ▶ Submit a 7 or 8 semester official high school transcript

\*Only Program, Athletic, Skills, and Housing Scholarships are stackable. May include outside partnership agreements.

\* WITCC awards financial aid in a systematic approach prioritizing funds first from federal grants, then state grants and scholarships. Institutional scholarships will be used to cover direct costs (tuition, fees, books, and WITCC housing).



**DATE:** August 23, 2024

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

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

**RE:** Resolution Approving Assignment and Assumption Agreement between Matheson Tri-Gas Inc. and Western Iowa Tech Community College

### **Background Information**

Continental Carbonic Products, Inc. entered into an Industrial New Jobs Training Agreement and bond sale with Western Iowa Tech Community College on April 8, 2019. In this agreement, Continental Carbonic Products, Inc. was to create forty-nine (49) new full-time positions at their Sioux City, Iowa location. Continental Carbonic Products, Inc. sent a notification to Western Iowa Tech Community College that Matheson Tri-Gas Inc. will be the new legal employer instead of Continental Carbonic Products, Inc. Matheson Tri-Gas Inc. desires to assign its rights under the Agreement to Assignee, and has agreed to assume the obligations under the Agreement.

### **Recommendation:**

It is the administrative recommendation that the Board approve the Resolution Approving Assignment and Assumption Agreement between Matheson Tri-Gas Inc. and Western Iowa Tech Community College.

ASSIGNMENT AND ASSUMPTION AGREEMENT

THIS ASSIGNMENT AND ASSUMPTION AGREEMENT is made and entered into this 12 day of August, 2024, by and between Continental Carbonic Products, Inc., an Illinois corporation (hereinafter "Assignor") and Matheson Tri-Gas, Inc., a Delaware corporation (hereinafter "Assignee").

WHEREAS, Assignor (FEIN #36-2876213) entered into an Industrial New Jobs Training Agreement (hereinafter the "Agreement"), dated as of April 8, 2019, with Western Iowa Tech Community College, Sioux City, Iowa (the "College") for the purpose of providing training to employees of Assignor at its facility within the Merged Area XII; and

WHEREAS, Assignee (FEIN #74-2460354) has acquired the business to become the legal employer of the employees of Assignor located at the site in Denison, Iowa, and Assignor desires to assign its rights under the Agreement to Assignee, and Assignee has agreed to assume the obligations of Assignor under the Agreement.

NOW, THEREFORE, in consideration of the premises and the covenants hereinafter set forth and for other good and valuable consideration, the parties hereby agree as follows:

1. Assignor does hereby assign and transfer to Assignee all of its interest, right and duty under the Agreement, and Assignor hereby delegates to Assignee all of the covenants, agreements, duties and obligations (hereinafter "Duty" or "Duties") of Assignor under the Agreement.
2. Assignee hereby accepts the foregoing assignment and transfer and assumes, promises and agrees to perform all of Assignor's Duties under the Agreement.
3. Assignee agrees to take any action required by Assignor under the Agreement and to refrain from taking any action Assignor was prohibited from taking by the Agreement.
4. The Assignor agrees that Assignee and the College may enter one or more amendments or modifications of the Agreement and may take any and all action with respect to the Agreement without notice to or the consent of the Assignor.
5. In the event Assignee fails to perform any Duty of Assignor which Assignee assumes hereunder, Assignor or its successors shall perform said Duty. The College shall cause written demand to be given to Assignor if Assignee shall fail to perform a Duty it assumes. Failure by the College to give such written demand shall not impair or serve as a waiver of the obligation of Assignor as to any other Duty assumed by Assignee. Notice or demand to Assignor shall be addressed as follows:

Continental Carbonic Products, Inc.  
909 Lake Carolyn, Suite 1100  
Irving, TX 75039

The written demand shall be given at least twenty (20) days prior to the date by which Assignor shall be required to perform a Duty assumed by Assignee.

6. Assignor shall not be discharged from its Duties under the Agreement or any amendments thereto by virtue of this Assignment, the consent hereto by the College or any future action by the College with respect to the Agreement. Assignor shall not be discharged from performance of its Duties except by performance by Assignee, Assignor or written discharge executed by the College.

7. Written notice by Assignor or Assignee to the College shall be addressed as follows:

Western Iowa Tech Community College District  
4647 Stone Avenue  
Box 5199  
Sioux City, Iowa 51102-5199

Notice from Assignee or the written consent or agreement of Assignee shall be given by an officer of Assignee or any other person authorized by resolution of Assignee's governing body. A certified copy of the resolution shall be provided to the College upon request.

8. Written notice by the College to Assignee shall be addressed as follows:

Matheson Tri-Gas, Inc.  
909 Lake Carolyn, Suite 1100  
Irving, TX 75039

9. Capitalized terms used but not defined in this Assignment and Assumption Agreement shall have the meanings set forth in the Agreement. A copy of the Agreement is attached hereto and its terms are incorporated into this Assignment and Assumption Agreement by this reference.

10. Assignee agrees that it will not assign its rights or delegate its Duties to any other person without the written consent of the College.

11. This Assignment and Assumption Agreement shall be construed in accordance with Iowa law.

Assignor:

Continental Carbonic Products, Inc., as Original Employer

8/12/2024  
Date

By: 

ATTEST:



Assignee:

Matheson Tri-Gas, Inc.

8/12/2024  
Date

By: 

ATTEST:



STATE OF Texas )  
 )  
COUNTY OF Dallas )

On this 12 day of August, 2024, before me, a Notary Public in and for the State of Texas, personally appeared Andrew Gregory and \_\_\_\_\_ to me personally known, who, being by me duly sworn, did say that ~~they are~~ <sup>he is</sup> the President and \_\_\_\_\_, respectively, of Continental Carbonic Products, Inc., an Illinois corporation; that (no seal has been procured by the said) (the seal affixed thereto is the seal of said) corporation; that the foregoing Assignment and Assumption Agreement was signed (and sealed) on behalf of said corporation by authority of its Board of Directors; and \_\_\_\_\_ and \_\_\_\_\_, as such officers, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation by it and by them voluntarily executed.

Given under my hand and seal of office, this 12 day of August, 2024.

Michelle Smith  
Notary Public in and for the State of Texas

STATE OF Texas )  
 )  
COUNTY OF Dallas )

On this 12 day of August, 2024, before me, a Notary Public in and for the State of Texas, personally appeared Steve Foster and \_\_\_\_\_ to me personally known, who, being by me duly sworn, did say that ~~they are~~ <sup>he is</sup> the EVP and CFO, respectively, of Matheson Tri-Gas, Inc., a Delaware corporation; that (no seal has been procured by the said) (the seal affixed thereto is the seal of said) corporation; that the foregoing Assignment and Assumption Agreement was signed (and sealed) on behalf of said corporation by authority of its Board of Directors; and \_\_\_\_\_ and \_\_\_\_\_, as such officers, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation by it and by them voluntarily executed.

Given under my hand and seal of office, this 12 day of August, 2024.

Michelle Smith  
Notary Public in and for the State of Texas



CONSENT OF

Western Iowa Tech Community College

Western Iowa Tech Community College, by authority of its Board of Directors, hereby approves and consents to the within and foregoing Assignment and Assumption Agreement between Continental Carbonic Products, Inc. and Matheson Tri-Gas, Inc..

Western Iowa Tech Community College

\_\_\_\_\_ By: \_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_

STATE OF IOWA )  
 ) SS  
COUNTY OF WOODBURY )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2024, before me, a Notary Public in and for the State of Iowa, personally appeared Russell Wray and Brenda Wright, to me personally known, who, being by me duly sworn, did say that they are the President of the Board of Directors and the Secretary, respectively, of Western Iowa Tech Community College, Sioux City, Iowa, that the foregoing Consent was signed by authority of the Board of Directors; and Russell Wray and Brenda Wright, as such officers, acknowledged the execution of said instrument to be the voluntary act and deed of said College by it and by them voluntarily executed.

Given under my hand and seal of office, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Notary Public

(SEAL)

**ITEMS TO BE INCLUDED ON AGENDA**  
**WESTERN IOWA TECH COMMUNITY COLLEGE**

- Resolution Approving Assignment and Assumption Agreement.

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

\_\_\_\_\_, 2024

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

\_\_\_\_\_  
\_\_\_\_\_

Absent: \_\_\_\_\_

\* \* \* \* \*

Board Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION APPROVING ASSIGNMENT AND ASSUMPTION AGREEMENT", and moved that the same be adopted. Board Member \_\_\_\_\_ seconded the motion to adopt. The roll was called and the vote was,

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the President declared the Resolution duly adopted.

RESOLUTION APPROVING ASSIGNMENT AND  
ASSUMPTION AGREEMENT

WHEREAS, Industrial New Jobs Training Certificates dated June 5, 2019 (2019-1 Multiple Project) Series 2019-1 have been sold for the purpose of providing funds to pay the cost of new jobs training programs as authorized by Chapter 260E, Code of Iowa, as amended (the "Act"); and

WHEREAS, upon the effective date of a merger of Continental Carbonic Products, Inc. with and into Matheson Tri-Gas, Inc., Matheson Tri-Gas, Inc. has agreed to assume the obligations and liabilities of Continental Carbonic Products, Inc. under that certain Industrial New Jobs Training Agreement between Continental Carbonic Products, Inc. and Western Iowa Tech Community College dated April 8, 2019.

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

Section 1. That the form of Assignment and Assumption Agreement and the Consent attached thereto are hereby approved and the President and Secretary are authorized to sign the Consent to Assignment and Assumption on behalf of the Community College.

PASSED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary



# WITCC in the News

SEP 24 15

<https://www.chronicletimes.com/stories/nursing-shortage-combated-by-local-training-programs-and-opportunities,107613>

<https://www.chronicletimes.com/stories/community-college-settles-the-second-of-two-human-trafficking-lawsuits,104706>

## Nursing shortage combated by local training programs and opportunities



Students practicing skills in Nursing Lab

SHANE MONAHAN PHOTOGRAPHY [SHANE91877@GMAIL.COM](mailto:SHANE91877@GMAIL.COM)

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Posted Monday, August 26, 2024 11:15 am

# WITCC in the News

SEP 24 15

[Erin Rydgren](#) | Cherokee Chronicle Times

The demand for skilled healthcare professionals continues to rise and Western Iowa Tech Community College (WITCC) Cherokee Campus is ready to continue creating opportunities for training the next generation of nurses. The facility offers, among other things, Certified Nursing Assistant (CNA), Licensed Practical Nurse (LPN), and Registered Nurse (RN) tracks.

The campus boasts a state-of-the-art Nursing Simulation Lab, providing students with hands-on practice in a realistic environment. This facility, installed in 2021, allows students to practice clinical skills in an interactive, real-life environment. They are led by dedicated staff like long-time CNA instructor Connie Nelson of Cherokee and LPN instructor Stephanie Hill of Cleghorn, who are determined to ensure students are well-prepared for their careers.

Many students continue into the college's hybrid RN program. WITCC Cherokee Campus also offers EMT and Medication Aide certifications and collaborates closely with local healthcare facilities and high schools to provide students with valuable real-world experience.

To further support students' educational goals, the Cherokee County Promise initiative offers tuition and fee coverage for Cherokee County residents who commit to local employment after graduation. Over the last six years, this program has been instrumental in helping over 80 students achieve their academic and career aspirations.

As the nursing field continues to evolve, WIT Cherokee Campus remains committed to providing exceptional education and training to meet the growing healthcare needs of the community. They prepare up to 60 CNAS and 24 LPNS to enter the healthcare field each year.

The Cherokee County Promise initiative is funded by donations from local businesses and community members. Contact Campus Director Wendy Ivarson if interested in donating to the Cherokee County Promise Fund or to apply for tuition assistance at 712-225-0238.

## CDL Training Grant

<https://www.ktiv.com/2024/08/23/western-iowa-tech-receives-grant-expand-cdl-training-program/>

<https://www.sioxlandproud.com/news/local-news/witcc-receives-131k-for-commercial-drivers-license-training/>

<https://www.1380kcim.com/2024/08/24/u-s-senator-chuck-grassley-announces-federal-grants-for-expansion-of-cdl-training-programs-to-select-community-colleges/>

# WITCC in the News

SEP 24 15

[https://www.kwwl.com/news/sen-chuck-grassley-announces-four-iowa-community-colleges-will-receive-grants-for-cdl-training-programs/article\\_3dc5dd80-6192-11ef-9b50-a37e396cdc3f.html](https://www.kwwl.com/news/sen-chuck-grassley-announces-four-iowa-community-colleges-will-receive-grants-for-cdl-training-programs/article_3dc5dd80-6192-11ef-9b50-a37e396cdc3f.html)

<https://www.yahoo.com/news/witcc-receives-131k-commercial-driver-205938798.html>

<https://www.ccdaily.com/2024/08/funding-roundup-367/>

<https://iowacapitaldispatch.com/briefs/iowa-community-colleges-receive-federal-support-to-expand-cdl-training-programs/>

<https://www.ttnews.com/articles/states-boost-cdl-training>

## **Nursing shortage**

<https://www.chronicletimes.com/stories/nursing-shortage-combated-by-local-training-programs-and-opportunities,107613>

## **Lifelong Learning, Folding Cranes**

<https://www.siouxlandproud.com/news/local-news/iowa-artist-hosts-covid-19-memorial-at-western-iowa-tech/>

<https://www.ktiv.com/2024/08/15/covid-19-memorial-artist-presents-witcc/>

## **Security, Air Soft Incident**

<https://kscj.com/2024/08/14/student-injured-in-drive-by-incident-at-wit-housing-area-update/>

## **Athletics**

<https://www.ktiv.com/2024/08/03/comets-ready-more-second-year/>

<https://www.ktiv.com/2024/08/05/coaches-corner-western-iowa-tech-ready-hit-court-second-volleyball-season/>

<https://www.ktiv.com/2024/08/05/western-iowa-tech-mens-womens-soccer-gear-up-season-with-sunday-scrimmages/>

<https://www.ktiv.com/2024/08/09/briar-cliff-hosts-wit-mens-soccer-exhibition-chargers-gear-up-season/>

<https://www.siouxlandproud.com/sports/western-iowa-tech-mens-soccer-counting-on-experience-heading-into-year-two/>

<https://www.siouxlandproud.com/sports/western-iowa-tech-womens-soccer-looking-to-build-off-season-one/>

## **Volleyball vs BCU**

<https://www.ktiv.com/2024/08/23/briar-cliff-jv-tops-western-iowa-tech-5-sets/>

# WITCC in the News

SEP 24 15

Soccer vs Central CC

<https://www.siouxlandproud.com/sports/western-iowa-tech-soccer-swept-in-doubleheader-by-central-cc/>