



IVCCD Board of Directors Meeting Minutes

Iowa Valley Community College District
Wednesday, November 12, 2025, at 2:00 PM
Ellsworth Community College, Hamilton Campus,
Room 110, 705 Ellsworth Avenue, Iowa Falls, IA 50126

Attendance:

Members Present: Chris Brodin, Joanna Hofer, Larry Johnson, Deb Jones, Clark Lawler, Paul Pohlson

Absent: Amber Danielson

Also in attendance were President Dr. Anne Howsare Boyens, Board Secretary Abigail Casey, and other college personnel.

Call to Order:

Board President Hofer called the Board Retreat for the Iowa Valley Community College District Board of Directors to order at 2:00 p.m. on Wednesday, November 12, 2025, at Ellsworth Community College, Hamilton Campus, Room 110, 705 Ellsworth Avenue, Iowa Falls, IA 50126

Additions/Deletions to the Agenda:

None.

Approval of the Agenda:

Director Johnson moved approval of the agenda. Motion seconded by Director Lawler. Motion carried unanimously.

Board Retreat Activities

Dr. Anne Howsare Boyens gave a welcome and talked about the IVCCD Mission and Action. Board members shared about seeing in the mission in action. The Board was joined by student panel of ECC students who shared about their experiences. The panel was followed by IVCCD Trivia and Board Reflection.

Adjournment

The Board Retreat adjourned at 3:30 p.m.

Call to Order:

Board President Hofer called the regular session of the Iowa Valley Community College District Board of Directors to order at 4:00 p.m. on Wednesday, November 12, 2025, at Ellsworth Community College, Hamilton Campus, Room 110, 705 Ellsworth Avenue, Iowa Falls, IA 50126

Additions/Deletions to the Agenda:

None.

Approval of the Agenda:

Director Pohlson moved approval of the agenda. Motion seconded by Director Lawler. Motion carried unanimously.

Introduction of and Comments from Representatives to the Board:

BCS Representative Becky Hassett, ECC Representative Ed Geitz, MCC Representative Danielle Kness, and IVG Representative Ashtyn Beek and all shared activities about their units.

Introduction of New Employees:

Dr. Barb Klein introduced new employee Jodi Hamilton, Trio Coordinator

Strategic Presentation - ECC Spotlight

Dr. Barb Klein and Craig Juilfs presented highlights of Ellsworth Community College’s recent strategic initiatives and achievements. The presentation detailed how ECC developed new academic programs tailored to workforce needs, strengthened career pathways, and enhanced recruitment and retention efforts. The college streamlined application and financial aid processes, leveraged scholarships to reduce student debt, and increased on-campus engagement with prospective students. ECC built partnerships with local high schools, employers, and community organizations, offering real-world experiences such as paid internships and concurrent enrollment options. They noted a 5.9% increase in overall enrollment, a significant rise in new student numbers, and improved gender parity. They concluded by emphasizing how ECC positioned itself for sustainable growth through continued partnership development, expansion of athletic and extracurricular programs, and fostering a campus culture where every employee contributed to recruitment and retention efforts.

CONSENT AGENDA:

President's Comments Regarding the Consent Agenda:

Dr. Anne Howsare Boyens noted two board policy procedures on the consent agenda and also noted the Presidents had met recently with the IACCT Board. In December, Deborah Jones will be celebrated for her years of service and an Honor Symposium will follow the board meeting.

Approval of the Consent Agenda:

Motion:

Director Brodin moved approval of the Consent Agenda Items: Item 5.1 - Approval of Minutes; Item 5.2 Personnel Report; Item 5.3 - Approval of Bills as Audited by the Finance Committee; and Item 5.4 - Review and Approval of Board Policies. Motion seconded by Director Jones. Motion carried unanimously.

Public Hearing and Approval of the Plans, Specifications, Form of Contract, and Estimated Cost for the IVCCD MCC Trades Building Project

After announcing the formal opening of the public hearing on the IVCCD MCC Trades Building Project and that notice has been appropriately published, the Board President Hofer requested any written or oral objections to be presented. Hearing none, Board President Hofer declared the time for receiving such written and oral objections to be closed. Dr. Matt Schmit requested approval of the plans, specifications, form of contract, and estimated cost for the IVCCD MCC Trades Building Project, 3700 S. Center St., Marshalltown, IA 50158 and requested setting the date for bid opening for December 1, 2025 at 11 a.m. at IVCCD District Services Building, 3702 S. Center St., Marshalltown, IA 50158 and setting the date for bid approval for Dec. 10, 2025 at 4 p.m., Iowa Valley Business & Community Solutions, Rooms 612/614, 3700 South Center Street, Marshalltown, IA 50158. The Board Secretary was directed to post the required notice to bidders. This project will be funded through the Plant Fund.

Motion:

Director Johnson moved approval of the Plans, Specifications, Form of Contract, and Estimated Cost for the IVCCD MCC Trades Building Project. Motion seconded by Director Pohlson. Motion carried unanimously.

Approval of IVCCD Voluntary Retirement Plan Applications

Dr. Anne Howsare Boyens presented seven IVCCD Voluntary Retirement Plan Applications for approval.

Motion:

Director Lawler moved approval of the Voluntary Retirement Plan Applications. Motion seconded by Director Jones. Motion carried unanimously.

Second and Final Reading of Board Policy 234

Dr. Anne Howsare Boyens requested approval of the second and final reading of Board Policy 234, Board of Directors Code of Conduct.

Motion:

Director Jones moved approval of the the second and final reading of Board Policy 234, Board of Directors Code of Conduct. Motion seconded by Director Brodin. Motion carried unanimously.

Second and Final Reading of Board Policy 420

Dr. Anne Howsare Boyens requested approval of the second and final reading of Board Policy 420, Artificial Intelligence.

Motion:

Director Johnson moved approval of the the second and final reading of Board Policy 420, Artificial Intelligence. Motion seconded by Director Pohlson. Motion carried unanimously.

Monthly Financial Statements

Amanda Bloomquist reviewed the September 2025 narrative summary, statement of revenue over expenses, and investment report.

Board President's Report

Board President Hofer thanked all of the faculty for the "Faculty Tea" reception, noting it's always good to connect with them. She noted a thank you from Iowa State University for hosting the LINC leadership group on the MCC campus. Hofer attended the IPiB's open meetings and open records training and highly recommended it for all board members. Community Colleges for Iowa has hired Ryan Roberts as a government relations staff and he is slated to begin Nov. 17. At the next IACCT board meeting they will decide on the future of the Summer Trustee Conference and board members again acknowledged they like to visit the other campuses for this event. Hofer asked all ACCT attendees to email their takeaways to Abigail Casey for distribution.

Board Director's Reports

Director Brodin shared about a fraudulent applications session he attended and shared his thoughts on AI.

President's Reports

Dr. Howsare Boyens reported the ACCT presentation with Kirkwood was a success with a full house at 8 a.m. She noted an upcoming meeting with legislators and the start date of Annette Hughlette, IVCCD Director of HR & Payroll on Nov. 17.

Board Secretary's Report

Abigail Casey said she would mail flyers for the 260 programs and IVCCD fast facts.

Adjournment

The Board meeting adjourned at 5:17 p.m.

Joanna Hofer

Joanna Hofer, Board President

Abigail Casey

Abigail Casey, Board Secretary

12-10-2025

Date



Notice of Nondiscrimination

Iowa Valley Community College District does not discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, actual or potential family, parental or marital status, or other protected classes. If you have questions or complaints related to compliance with this policy, please contact the District Equity Coordinator, 3702 S. Center Street, Marshalltown, IA 50158, 641-844-5523, Equity@iavalley.edu.