

MINUTES  
NORTH IOWA AREA COMMUNITY COLLEGE BOARD OF DIRECTORS  
Regular Board Meeting | April 17, 2025

HELD: 5:00 p.m. NIACC Campus – Pierce Administration Building– Room 100 – 500 College Drive – Mason City, Iowa

**1.0 Preliminary/Information Items**

A. Call to Order and Declaration of Quorum – President Rottinghaus called the meeting to order at 5:07 p.m. A quorum was declared with the following persons in attendance.

MEMBERS PRESENT:

- 1 - David Steffens, Jr., Lake Mills
- 2 - Cathy Rottinghaus, Charles City
- 3 - David Moore, Clear Lake
- 4 - John Rowe, Mason City
- 5 - Doug Krabbe, Osage
- 6 - Andy Julseth, Northwood
- 7 - Stephanie Nettleton, Mason City

MEMBERS ABSENT:

- 8 - Debra Hill, Garner
- 9 - Nicki Prantner, Hampton

EXECUTIVE OFFICER: Joel Pedersen

BOARD SECRETARY: Mindy Eastman

RECORDING SECRETARY: Abby Donald

VISITORS:

- ◆ Lora Juhl, Director of Human Resources
- ◆ Dr. Rachel McGuire, VP of Student Development & Success
- ◆ Dr. Dalila Sajadian, Dean of Health Sciences and STEM

B. Additions to the Agenda and Adoption of the Agenda - A motion was made by Director Steffens and seconded by Director Julseth to adopt the agenda. Ayes – all. Motion carried.

**2.0 Board Items**

A. Community Colleges for Iowa Report Update – ◆ There was no update

B. Legislative Report ◆ Joel reported that the legislature continues to work on the property tax bill. ◆ Iowa DOGE has begun to meet, and one of their focus areas is workforce development, which may impact some of our 260 programs. ◆ Community Colleges have asked for an additional \$12 million in new spending to help reset the foundation formula. ◆ Joel will keep us up-to-date with legislation and continue building relationships with our area legislators.

C. Reminder: NIACC Commencement May 2, 2025: Abby reminded Board members of the NIACC

commencement ceremonies on May 2, 2025. There are three ceremonies at 1:00, 3:00 & 5:00 p.m.

D. Board Member Forum: Director Rottinghaus reported that the Floyd County Memorial Medical Center held their leadership meeting at the Charles City Career Center.

E. Agenda Items for May Board Meeting – No agenda items were requested.

**3. CONSENT AGENDA** – President Rottinghaus asked if anyone would like to discuss or remove items from the Consent Agenda. A motion was made by Director Rowe and seconded by Director Moore to approve the Consent Agenda. Ayes-all. Motion carried.

A. Approval of Minutes

I.. Workshop Meeting Minutes and Regular Meeting Minutes – March 20, 2025

B. Financial Report and Actions

I. Bills for March 2025 and Budget Statements through March 31, 2025 – Director Rowe reviewed the bills this month and found them to be in order.

II. Third Quarter Investment Report

C. Personnel Items – The personnel recommendations were included in the Board packet.

I Retirements, Resignations, Terminations, Authorizations, Appointments, Other

D. Action Items

I.. FY26- 28 Contract Radiology Technology Program

**4.0 Action Items**

A. Request for Approval of FY26 Employee Agreements: A memorandum from Lora Juhl was included in the Board book requesting approval of the FY26 employee agreements for Facilities, Office/Clerical, Professional Salaried Staff (PSS), and Faculty. All agreements include a four percent salary increase, modification of the bereavement leave policy, a change in the credit for accumulated sick leave upon retirement, and modification of the sick leave policy. The faculty agreement also included a standardized overload rate and adjustment to overload rate, and allowed the Monday after the fall semester to be a remote work day. Office Clerical and Facilities will also receive the same summer days as the PSS category. A motion was made by Director Rowe and seconded by Director Steffens to approve the 2025-2026 employee agreements for Facilities, Office Clerical, Professional Salaried Staff, and Faculty employee groups. Ayes – all. Motion Carried

B. Request for Approval of FY26 Tuition, Fees, & Housing: A memorandum from Mindy Eastman was included in the Board book recommending a tuition increase of \$5.00 per credit hour for resident students and \$7.50 per credit hour for nonresident students for the Fall 2025 semester. It was recommended that the technology fee (\$12.00 per credit hour) remain the same, as will the

materials and lab fee (\$12.00 per credit hour) and the student activity fee (\$4.50 per credit hour). As stated, the recommendations for tuition increase and maintaining fees are only for Fall 2025. This will allow the Board to respond to the fall semester 14-day count if necessary.

Room and board rates have been reviewed, and the repayment schedule has been considered. The recommendation is to leave the room rates the same for this fall. This maintains the single and suite rate at \$5,150 per semester and the double rate at \$4,000 per semester.

A motion was made by Director Nettleton and seconded by Director Steffens to approve the fall tuition increase and to maintain the fees and housing rates. Ayes – all. Motion carried.

C. FY25 Major Purchase Request: A memorandum from Mindy Eastman was included in the Board book requesting approval of the FY25 Major Purchase Request. The items included the following:

- Weight Room Equipment - \$40,329.74
- Hall of Fame Display - \$29,900.00
- Rec Center Roof Replacement - \$184,996.00
- Student Housing Storage Shed - \$40,000.00

A motion was made by Director Rowe and seconded by Director Julseth regarding the FY2025 Major Purchase Request. Ayes-all. Motion Carried.

D. Request for Permission to Seek Bids and Set Public Hearing for the Franklin County Career Center –

A memorandum from Mindy Eastman was included in the Board book requesting approval to seek bids and set a public hearing for the Franklin County Career Center in Hampton. A motion was made by Director KRabbe and seconded by Director Julseth for approval to seek bids for and approval for setting the Public Hearing at the Board meeting for May 15, 2025, at 7:00 p.m. Ayes – all. Motion carried.

E. Request for Permission to Seek Bids and Set Public Hearing for the McAllister Hall – Health Sciences

Offices Remodel: A memorandum from Mindy Eastman was included in the Board book requesting approval to seek bids and set a public hearing for the McAllister Hall-Health Sciences Offices Remodel. A motion was made by Director Steffens and seconded by Director Nettleton for approval to seek bids for and approval for setting the Public Hearing at the Board meeting for May 15, 2025, at 7:00 p.m. Ayes – all. Motion carried.

F. Request for Permission to Seek Bids and Set Public Hearing for the Murphy Technology

Center/Buettner Careers Building Roof Replacement Project: A memorandum from Mindy Eastman was included in the Board book requesting approval to seek bids and set a public hearing for the

Murphy Technology Center/Buettner Careers Building Roof Replacement Project: A motion was made by Director Rowe and seconded by Director Julseth for approval to seek bids for and approval for setting the Public Hearing at the Board meeting for May 15, 2025, at 7:00 p.m. Ayes – all. Motion carried.

G. Request for Approval of Additional Course Fees: A memorandum from Dr. Dalila Sajadian was included in the Board book requesting approval of additional course fees for \$15.00 for ADN-100 for a catheter kit. Director Moore made a motion, seconded by Director Steffens, to approve the Additional Course Fee to begin FY26 for Fall 2025. Ayes-all. The motion carried.

**5.0 Additions to the Agenda** – There were no additions to the agenda.

**6.0 President's Report** – President Pedersen shared the following: ♦ Concurrent enrollment students received a mailing showing the number of credits they earned and the amount of money they saved. ♦ asked for input on the presidential evaluation process. Abby will send a survey for the Board to complete and the compilation to Cathy. ♦ The Community Colleges for Iowa survey will be included in the Friday letter for them to complete. ♦ Joel shared that the transfer from the general fund to the plant will be returned to the Board for approval. ♦ Shared potential capital campaign strategies for long-term planning.

**7.0 Adjournment** - A motion was made by Director Steffens and seconded by Director Julseth to adjourn the meeting. Ayes-all. Motion carried. The meeting adjourned at 5:55 p.m.

Respectfully submitted,

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Cathy Rottinghaus, President  
NIACC Board of Directors

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Mindy Eastman, Secretary  
NIACC Board of Directors