

MINUTES
NORTH IOWA AREA COMMUNITY COLLEGE BOARD OF DIRECTORS
Regular Board Meeting | June 19, 2025

HELD: 6:00 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 6:03 p.m. A quorum was declared with the following persons in attendance.

MEMBERS PRESENT: 1 – David Steffens, Jr., Lake Milles
 2 - Cathy Rottinghaus, Charles City
 3 – David Moore, Clear Lake (Zoom)
 4 - John Rowe, Mason City
 5 - Doug Krabbe, Osage
 6 – Andy Julseth, Northwood
 7 – Stephanie Nettleton, Mason City
 8 – Debra Hill, Garner
 9 – Nicki Prantner, Hampton

MEMBERS ABSENT: None

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 and Success
 ♦ Valerie Zahorski-Schmidt, Director of Marketing and Community Relations
 ♦ Josh Miller, Web Manager

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

2.0 Board Items

A. Community Colleges for Iowa Update – ♦ Director Hill reported that new lobbyist interviews will occur in August. ♦ The summer trustee conference is in July. ♦ The CCFI office will be closed in August for office renovation. ♦ The drive for Iowa for a Skilled Workforce campaign materials are out. With an option to contribute online this year. ♦The 2025 Legislative Summary Report has been released.

B. Legislative Report - ♦ Joel reported that the baccalaureate feasibility report is due to the Iowa legislature in October. There is a concern with how this will impact partnerships with 4-year private schools and concurrent enrollment ♦ Joel shared potential changes at the federal level; there are some concerning changes to Pell grants, but negotiations are still taking place, and we will continue to update you as they progress. There has been discussion of risk-sharing where NIACC would be billed for a percentage of the default of our students. ♦ Joel put together a scholarship task force to look at potential updates and changes for NIACC scholarships.

C. Board Member Forum – Director Rowe shared that the default rate of tax-free municipal bonds is accelerating in four-year private colleges, due to lower endowments, declining enrollment due to lower birth rates, and a focus on ROI for education. ♦ Director Rowe shared a positive story about NIACC student Catherine Dow and the assistance she provided to a community member. ♦ Director Prantner shared her excitement that the Career Center in Franklin County is moving forward. ♦ Director Hill shared that her server at the OP moved to Clear Lake so she could attend NIACC's nursing program.

D. Agenda Items for July 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. Director Krabbe made a motion, seconded by Director Julseth, to approve the Consent Agenda. Ayes-all. The motion carried.

A. Approval of Minutes

- I. Workshop Meeting Minutes and Regular Meeting Minutes – May 15, 2025
- II. Special Board Meeting Minutes – May 29, 2025

B. Financial Report and Actions

- I. Bills for May 2025 and Budget Statements through May 31, 2025 – Director Krabbe reviewed the bills this month and found them in order.

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

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

D. Action Items

- I. FY2025 Facility Fee Schedule -

4.0 Action Items

A. Request for Approval of FY2025 Major Purchase Request - A memorandum from Mindy Eastman was included in the Board book requesting approval of the FY25 Major Purchase Request. The items include the following:

Weight Room Equipment - \$41,821.59

Website Upgrades - \$304,099.00

Soccer Field Improvements - \$89,893.32

CampusESP - \$39,048.00

Irrigation System - \$45,000.00

A motion was made by Director Rowe and seconded by Director Steffens to approve the FY25 Major Purchase Request. Ayes – all. Motion carried.

B. Request for Approval of Employee Handbook – A memorandum from Lora Juhl was included in the board book requesting approval of the FY26 Employee Handbook. Director Hill made a motion, seconded by Director Krabbe, to approve the FY26 Employee Handbook. Ayes- all. Motion carried.

C. President’s Evaluation Closed Session per Iowa Code §21.5(1)(i) (2024) – The regular meeting of the NIACC Board of Directors was recessed at 6:59 p.m. A motion was made by Director Steffens and seconded by Director Rowe to recess the regular NIACC Board meeting and go into closed session for President Pedersen’s FY2026 contract per Iowa Code Section §21.5(1)(i) (2024).

The roll was called, and the vote was:

Director Steffens - Yes
Director Moore – Yes
Director Rowe – Yes
Director Krabbe – Yes
Director Julseth – Yes

Director Nettleton – Yes
Director Hill – Yes
Director Prantner – Yes
Director Rottinghaus – Yes

Yes – 9; No – 0; Absent –; Motion carried.

There was consensus to reconvene the regular meeting at 7:22 p.m.

D. President’s Contract for FY2026 – Director Krabbe moved and Julseth seconded to offer President Pedersen a \$257,500 salary (3% increase), maintain \$ 5,000 expense account, \$15,000 car allowance, and increase 403b by \$3,000. Ayes – all. Motion carried.

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

6.0 President’s Report – ♦ President Pedersen shared NIACC’s 2024 profile for the Iowa Department of Education. NIACC ranked in the top 3 among Iowa Community Colleges in default rate, distance learning, noncredit, total program penetration, graduation, transfer, success rates, and remedial students’ percentage. Joel credited this success largely to NIACC's dedicated staff. ♦ Joel will provide an update next month to discuss locations for the Dental Hygiene program.

7.0 Adjournment—Director Julseth made a motion, seconded by Director Steffens, to adjourn the meeting. Ayes-all. The motion was carried. The meeting adjourned at 7:33 p.m.

Respectfully submitted,

Cathy Rottinghaus, President
NIACC Board of Directors

Mindy Eastman, Secretary
NIACC Board of Directors