

**St. Charles Community College
Board of Trustees Meeting
Open Session
Monday, February 15, 2016**

M I N U T E S

CALL TO ORDER AND INTRODUCTION OF GUESTS

The regular meeting of the Board of Trustees was called to order at 5:30 p.m. by Board Vice President Cilek. The following members of the Board of Trustees were present: Pam Cilek, Vice President; William Pundmann, Secretary; Jean Ehlmann, Treasurer; Ryan Robertson, Trustee, and Shirley Lohmar, Trustee. Board President Rose Mack was unable to attend.

Also present were Ron Chesbrough, College President; Chris Breitmeyer, Vice President for Academic and Student Affairs; Donna Davis, Vice President for Human Resources; Heather McDorman, Vice President for Enrollment and Marketing Services; Kasey McKee, Vice President for College Advancement and Planning; Bill Strecker, Associate Vice President for Technology and Online Learning Support; Todd Galbierz, Vice President for Administrative Services; and Julie Parcel, Executive Assistant to the President and Board of Trustees.

Audience members who introduced themselves were staff members Ryan Bueneman, Michael Dunkus, Al Koehler, Kathy Brockgreitens, Susie Rubemeyer, and Bob Ronkoski; Student Senate President Farhan Babar; and Faculty Association President Monica Hall-Woods.

PLEDGE OF ALLEGIANCE

Board Vice President Cilek led the Board, staff, and audience in the Pledge of Allegiance.

ACCEPTANCE OF MINUTES: REGULAR MEETING OF JANUARY 25, 2016

On a motion by Ehlmann and a second by Lohmar, minutes of the January 25, 2016, regular Board meeting were accepted as presented. The motion was carried unanimously.

ACCEPTANCE OF MINUTES: SPECIAL MEETING OF JANUARY 30, 2016

On a motion by Pundmann and a second by Ehlmann, minutes of the January 30, 2016, special meeting were accepted as presented. The motion was carried unanimously.

APPROVAL OF AGENDA

On a motion by Pundmann and a second by Robertson, the agenda was approved. The motion was carried unanimously.

TREASURER'S REPORT - APPROVAL TO PAY BILLS

Treasurer Ehlmann presented the Treasurer's Report. Cash in bank \$6,564,533; total investments \$25,500,000; tuition and fees received to date \$16,276,034; local taxes received to date \$15,440,189; state appropriations received to date \$5,620,876. On a motion by Lohmar and a second by Pundmann, the Treasurer's Report was accepted. The motion was carried unanimously.

On a motion by Pundmann and a second by Robertson, the Board approved payment of bills from the Operating Fund in the amount of \$1,662,628. The motion was carried unanimously.

STUDENT SENATE REPORT

Student Senate President Farhan Babar reported that the Student Senate winter carnival winter carnival has been postponed indefinitely. The current senators have laid the groundwork and hope that next year's Student Senate will bring the project to completion. Another event is planned for April and will be announced at the next Board meeting if planning goes as expected.

FACULTY ASSOCIATION REPORT

Faculty Association President Dr. Monica Hall-Woods presented the following:

- Dr. Joyce Lindstrom (Math) recently presented a project for developmental math teachers at the Conference on Higher Education Pedagogy at Virginia Tech University. The project involves an online community of practice for developmental educators.
- SCC Board Secretary Pundmann and Dr. Joyce Lindstrom (Math) presented at the annual Leadership Congress of the Association of Community College Trustees about the SCC outreach that sends math adjuncts to speak to local high school juniors about taking math seriously, preparing for the placement test, and time management in college.
- Paul Roesler (Political Science) reports that SCC hosted its second successful health insurance sign-up event. Hana Hartman, ACA Healthcare Navigator, gave a presentation on January 27, 2016, to explain the ins and outs of the Affordable Care Act exchanges. Insurance can be intimidating, especially for those looking into it for the first time, and Hana explained concepts such as copay, coinsurance, and deductible. On January 27 and 28, Hana and other Navigators helped 20 people obtain insurance either through Missouri's exchange or through Medicaid. People who benefitted from Hana's help in signing up for insurance included students, staff, faculty, and community members. These new enrollees do not include the 15 people who signed up in November at SCC's first-ever Insurance Enrollment Event.
- Students in Garrett Foster's (Engineering) classes participated in the following projects:
 - EGR 170: students were challenged to design and build a bridge that would hold as much weight as possible using, at most, 100 Popsicle sticks. This project gave students a hands-on experience to apply the analysis techniques covered in the course. The winning bridge was able to hold 63 pounds while weighing only 0.44 pounds.
 - EGR 220 students were challenged to design and build a circuit that incorporated LED lights. This project gave them hands-on experience using the material covered in the course. Some students even chose to 3D print their own case to reproduce a prop found on a popular TV show.
 - EGR 104 students were challenged to design and build a vehicle that could travel the length of half a basketball court as fast as possible using a mousetrap as the only source of energy. This

project gave students a hands-on opportunity to learn how to use engineering design techniques along with various types of engineering software. The winning vehicle set a new competition record by traveling the distance of half a basketball court in only 5.66 seconds.

- Ron Pettus (Political Science) led 25 students from his POL 102 State and Government class in planning a Naturalization Ceremony on campus as a service learning project. The event resulted in 48 people taking the oath with 200 in attendance. A mini-grant from the SCC Foundation paid for the reception and the pins given to new citizens.
- The SCC Honors Program currently has 83 students enrolled. Enrollment is strong in the Spring 2016 Honors course, **The Psychology and Politics of Hate**, taught by professors Mitch Harden (Psychology) and Gabe Harper (Political Science).

REPORT OF THE COLLEGE PRESIDENT

Dr. Chesbrough presented highlights of the President's Report, posted on the SCC website at http://www.stchas.edu/about-scc/presidents_message/.

PUBLIC COMMENTS

Board Vice President Cilek called for public comments. Community member Arnie C. Dienoff expressed concerns about the following:

- Campus lights on during evening and weekend hours when classes are not in session.
- Hiring a consulting firm for the presidential search.
- Purchasing furniture from companies outside St. Charles County.

AWARD OF BIDS

Comprehensive Community Survey and Consulting Services

On a motion by Ehlmann and a second by Robertson, the Board awarded a contract to Clarus Corporation, Alliance, NE, in the amount of \$41,487.00 to provide a comprehensive community survey with related consulting services. The motion was carried unanimously. *Funding: 2015/16 College Plan - One Time Transfer*

Contract for Purchase of Office, Classroom, and Multipurpose Furniture

On a motion by Pundmann and a second by Ehlmann, the Board approved use of the Western States Contracting Alliance (WSCA) contract with Krueger International (KI, Inc.), the Cooperative Purchasing Network (TCPN) contract with Allsteel, and the Educational and Institutional Cooperative (E&I) contract with Steelcase to purchase classroom, office, and multipurpose furniture in an estimated amount of \$75,000.00 annually. The motion was carried unanimously. *Funding Source: Current Operating and College Plan – Various Departments*

Dell Microcomputers

On a motion by Robertson and a second by Ehlmann, the Board approved an award to Dell Marketing, Round Rock, TX, in the amount of \$84,069.72 for the purchase of 73 microcomputers for instructional purposes. The motion was carried unanimously. *Funding Source: 2015/2016 Technology Support Computer Replacement/Technology Fee Fund*

PRESIDENTIAL SEARCH UPDATE

Trustee Cilek gave the following update related to the presidential search:

- Public forums including faculty, staff, students, and the community will be organized soon for update of the presidential profile created in 2010.
- Invitations to the public forum will be mailed to the community group, and the Board was asked for input on the invitation mailing list.
- After discussion, the Board decided that SCC’s Human Resources and Marketing/Communications departments should create the forum mailing list by selecting members of various categories within the Annual Report mailing list.
- Trustee Lohmar demonstrated the text-poll technology that will be used to gather feedback from forums.
- Once data from the forums is collected, a Presidential Profile Committee will be formed to update the profile. Members of the committee will include SCC staff, faculty, students, members of the Board of Trustees, and members of the SCC Foundation
- A timeline was distributed, and Trustee Cilek invited Board members to contact her if they would like to provide support for any of the forums.
- Board members were encouraged to contact Board President Mack if interested in serving on the Request for Proposals (RFP) committee to review proposals from executive search firms.

CLOSED SESSION

On a motion by Pundmann and a second by Ehmann, the Board voted to adjourn into Closed Session pursuant to RSMo 610.021.2 for discussion of leasing, purchase, or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor and RSMo 610.021.3 for the purpose of discussing hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

A roll call vote was taken and the following “AYE” votes were cast: Ehlmann, Lohmar, Pundmann, Cilek, and Robertson. The Board adjourned into Closed Session.

After discussions in these areas, on a motion by Robertson and a second by Ehlmann, the Board voted to reconvene into Open Session. A roll call vote was taken and the following “AYE” votes were cast: Ehlmann, Lohmar, Pundmann, Cilek, and Robertson. The Board reconvened into Open Session.

PERSONNEL RECOMMENDATIONS - Action

On a motion by Ehlmann and a second by Robertson, the Board approved the personnel recommendations. The motion was carried unanimously. Personnel recommendations were as follows:

Full-time New and Replacement Hires

Marshall, Alison (AEL)AEL Student Support Coordinator
 Wilkerson, Tayler (HSK).....Housekeeper

Full-time Changes

Buenemann, Ryan (TSP) Computer Specialist to Computer/Network Analyst

Full-time Separations

Jacobs, Patricia (CD) Administrative Secretary
Sadler, Mary Ann (BIO) Professor (retiring)
Simon, Zaneta (HSK)..... Housekeeper

Part-time New and Replacement Hires

Harms, Lindsey (DPS) Office Assistant/DPS Dispatcher
Long, Katie (ACE)..... Student Assistant
Peck, Tracy (MSB) Work Study

Part-time Changes

Becker, Kim (ENS)..... FT Assessment Technician to PT Assessment Technician
Huss, Pam (TSP)..... Student Assistant to Educational Assistant
Maldonado, Castula (HSK)..... FT Housekeeper to PB Housekeeper

Part-time Separations

Baker, Madelyn (TEC)..... Student Assistant
Brady, Mackenzie (LRC)..... Work Study
Brown, Carol (ADV) Academic Counselor (retiring)
Finnegan, Michael (MAT) Adjunct Faculty
Garcia, Cynthia (BIO)..... Adjunct Faculty
Jackson, Suzanne (TEC) Educational Aide
Lenze, Dale (GRDS)..... Groundskeeper
Ohlsen, Elizabeth (BIO)..... Adjunct Faculty
Schuler, Joshua (TEC) Student Assistant
Smith, Heather (ADS)..... Work Study

In the January 25, 2016, Personnel Recommendations to the Board of Trustees, the following employees were included in the Part-time Separations section in error:

Hough, Joseph (ECO) Adjunct Faculty
Rosenberger, Cory (EGR)..... Adjunct Faculty

FACULTY PROMOTIONS

On a motion by Pundmann and a second by Robertson, the Board approved the following faculty promotions, to be effective with the 2016-2017 academic year:

From Associate Professor to Professor

Andrea Compton
Virginia Guneyli
Dave Niermann

The motion was carried unanimously.

MASTER PLAN IMPLEMENTATION REPORT

Chris Breitmeyer, Todd Galbierz, and Kasey McKee presented results of a feasibility study conducted to produce a Campus Master Plan that includes consolidation of food services to the Café/Bookstore building, creation of a One-Stop-Shop for student services, moving of Nursing and Allied Health programs back to the main campus, and accommodating growth of science programs.

The Board gave approval of the proposed plan. Action will be requested on specific items as the plan progresses.

OTHER

Trustee Cilek announced that a Special Meeting may be scheduled on Monday, March 21, 2016.

NEXT REGULAR MEETING

Trustee Cilek announced that the next regular meeting of the Board of Trustees is scheduled on Monday, March 14, 2016, at 5:30 p.m. in the Board Room (SSB 2102).

ADJOURNMENT – *Action*

On a motion by Ehlmann and a second by Lohmar, the Board meeting adjourned at 7:43 p.m. The motion was carried unanimously.