

**St. Charles Community College
Board of Trustees Public Meeting
Monday, January 28, 2019
5:30 p.m.
Daniel J. Conoyer Social Sciences Building
Room 2102 (Board Room)**

M I N U T E S

CALL TO ORDER AND INTRODUCTION OF GUESTS

The meeting of the Board of Trustees was called to order at 5:30 p.m. by Board President Cilek. A quorum was present with the following members in attendance: Pamela Cilek, President; Shirley Lohmar, Vice President; Rose Mack, Treasurer; Mary Stodden, Secretary; Jean Ehlmann, Trustee; and William Pundmann, Trustee.

Also present were Dr. Barbara Kavalier, College President; Dr. John Bookstaver, Vice President for Academic Affairs and Enrollment Management; Donna Davis, Vice President for Human Resources; Heather McDorman, Vice President for Marketing and Student Life; Todd Galbierz, Vice President for Administrative Services; and Julie Parcel, Executive Assistant.

Audience members included staff members Jeff Drake, Lisa Mouser, Chris Romer, Bob Ronkoski, Susie Rubemeyer, Sharon Schreiber, and Brett Wilga; faculty members Joe Baumann, Bryonie Carter, Callie Daniels, Grace Moser, and Brian Smith; students Drew Bowdish, Nicole Passarelli, and Jordan Peebles; and community member Arnie C. "AC" Dienoff.

PLEDGE OF ALLEGIANCE

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

ACCEPTANCE OF MINUTES: DECEMBER 10, 2018

On a motion by Ehlmann, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, minutes of the December 10, 2018, Board of Trustees regular meeting were accepted as presented.

ACCEPTANCE OF MINUTES: DECEMBER 14, 2018

On a motion by Pundmann, a second by Stodden, and a unanimous "AYE" vote to carry the motion, minutes of the December 14, 2018, Board of Trustees special meeting were accepted as presented.

APPROVAL OF AGENDA

On a motion by Mack, a second by Ehlmann, and a unanimous “AYE” vote to carry the motion, the agenda was approved.

TREASURER'S REPORT

Treasurer Mack presented the Treasurer’s Report. Cash in bank \$6,366,414; total investments \$30,223,000; tuition and fees received to date \$16,140,752; local taxes received to date \$17,626,403; state appropriations received to date \$5,013,801; On a motion by Lohmar, a second by Ehlmann, and a unanimous “AYE” vote to carry the motion, the Treasurer’s Report was accepted.

APPROVAL FOR PAYMENT OF BILLS

On a motion by Pundmann, a second by Ehlmann, and a unanimous “AYE” vote to carry the motion, the Board approved payment of bills from the Operating Fund in the amount of \$4,659,609.

PUBLIC COMMENTS

Board President Cilek called for public comments. Community member Arnie C. “AC” Dienoff submitted comments, expressing disapproval of the following: special meetings of the Board of Trustees; participation in a national trustee conference; Warren County ballot initiative; failure to receive automatic meeting notification and materials distribution for meetings of the Board of Trustees; purchases from vendors outside St. Charles County; and police presence at meetings of the Board of Trustees, suggesting installation of metal detectors at all entrances to minimize the cost of police officers.

No other comments were submitted.

STUDENT GOVERNMENT ASSOCIATION REPORT

Student Government Association President Drew Bowdish reported that students are hard at work with the start of a new semester and new activities are not yet in full swing.

FACULTY ASSOCIATION REPORT

Faculty Association President Joe Baumann presented highlights of faculty accomplishments in the Social Sciences department and distributed a report of academic activities outside the classroom over the winter break.

REPORT OF THE COLLEGE PRESIDENT

Dr. Kavalier presented highlights of the institution's most recent accomplishments as featured in the monthly newsletter.

FACULTY SABBATICAL PRESENTATIONS

Faculty members Bryonie Carter, Associate Professor of English/Literature; Callie Daniels, Professor of Math; Grace Moser, Associate Professor of History; and Brian Smith, Professor of Art presented sabbatical leave proposals and highlighted ways in which planned personal and professional development will benefit their students.

2018 ACCT LEADERSHIP CONGRESS REPORT

Dr. Barbara Kavalier presented a summary of reports from trustees who attended training at the 2018 ACCT Leadership Congress in October 2018.

DIVISION III MEN'S AND WOMEN'S CROSS COUNTRY/TRACK AND FIELD PROGRAM

On a motion by Pundmann, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the Board approved the addition of Division III Men's and Women's Cross Country/Track and Field to the St. Charles Community College athletics program.

BIDS AND CONTRACTS

Cisco Academy Equipment and Smartnet Support Services

On a motion by Stodden, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board awarded a contract to an award to World Wide Technology, Maryland Heights, MO, in the amount of \$98,108.10 for the purchase of Cisco Equipment and Smartnet services for classroom use in the Cisco Networking Academy program. *Funding Sources: 2018/2019 Enhancement Grant-Computer Science Program (75% - \$73,581.08); 2018/2019 Operating-Computer Science Program (25% - \$24,527.02)*

Dell Microcomputers

On a motion by Mack, a second by Stodden, and a unanimous "AYE" vote to carry the motion, the Board granted an award to InfiniTech Consulting, LLC, Columbia, MO, in the amount of \$48,238.75 for the purchase of 25 microcomputers and monitors including MAC address reporting services and installation for classroom use in the Computer Science program. *Funding Sources: 2018/2019 Enhancement Grant-Computer Science (75% - \$36,179.06; 2018/2019 College Plan (25% - \$12,059.69)*

Dell Storage Solution Support Agreement

On a motion by Lohmar, a second by Pundmann, and a unanimous “AYE” vote to carry the motion, the Board granted an award to Dell Marketing LP, Austin, TX, in the amount of \$19,670.72 for the purchase of a one-year support agreement for the current Dell storage solution which allows students to save projects and data with access to files from multiple classroom locations. *Funding Source: Network Computing- Current Operating 2018/2019*

Purchase of Welding Equipment

On a motion by Ehlmann, a second by Lohmar, and a unanimous “AYE” vote to carry the motion, the Board awarded a contract to Matheson Gas, Columbia, MO, in the amount of \$50,573.95 for the purchase of welding equipment to be used for instructional purposes by Workforce Development in the Welding Certificate program. *Funding Source: 2018/2019 Enhancement Grant-Welding (75% - \$37,930.46; 2018/2019 College Plan \$12,643.49)*

DEVELOPMENTAL DISABILITIES RESOURCE BOARD APPLICATION FOR FUNDS RESOLUTION

On a motion by Mack, a second by Stodden, and a unanimous “AYE” vote to carry the motion, the Board adopted a resolution to approve submission of an Application for Funds to the Developmental Disabilities Resource Board of St. Charles County, in an amount of \$9,000.00, to host and coordinate the annual Direct Support Professionals Conference on the St. Charles Community College campus

RENAMING OF LOOP ROAD TO CAMPUS LAKE DRIVE

On a motion by Stodden, a second by Pundmann, and a unanimous “AYE” vote to carry the motion, the Board officially designated the name of *Campus Lake Drive* to the campus roadway which formerly held the unofficial name of *Loop Road*.

CLOSED SESSION

On a motion by Pundmann, a second by Lohmar, and a roll-call vote in which “AYE” votes were cast by Cilek, Ehlmann, Lohmar, Mack, Pundmann, and Stodden to carry the motion, the Board adjourned to closed session to discuss items allowed under RSMo 610.021, Subsection 2: Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration therefor; and RSMo 610.021, Subsection 3: Hiring, firing, disciplining or promoting of particular employees when personal information about the employee is discussed or recorded.

After discussions in these areas, on a motion by Ehlmann, a second by Mack, and a roll-call vote in which “AYE” votes were cast by Cilek, Ehlmann, Lohmar, Mack, Pundmann, and Stodden to carry the motion, the Board reconvened to open session.

LEASE AMENDMENT FOR COLLEGE MEADOWS PARK

On a motion by Ehlmann, a second by Mack, and a unanimous “AYE” vote to carry the motion, the Board authorized the College President to amend the Lease of Premises with St. Charles County for the property which includes College Meadows Park.

PERSONNEL RECOMMENDATIONS

On a motion by Stodden, a second by Lohmar, and a unanimous “AYE” vote to carry the motion, the Board approved the following personnel recommendations:

Full-time New and Replacement Hires

- Babazadeh, Hamoon (NET) Desktop/Applications Administrator
- Harris, Cheryl (HRS)..... Human Resources Assistant
- Lambert, Ginger (NAH) General Education Teacher
- Welch, Gina (EVS)..... Environmental Services Associate

Full-time Changes

- Carter, Miranda (ENG) Part-time Faculty to
One-Semester Fixed-Term Appointment, Instructor
- Dantzer, Sherese (ENS) Assessment Technician to
Assessment Specialist
- Deimund, Jean (AHS) Division Office Coordinator to
Box Office Specialist
- Green, Carol (CHM)..... Part-time Faculty to
One-Year Fixed-Term Appointment, Associate Professor
- Hagan, Cassandra (ENS) Financial Assistance Manager to
Director of Financial Aid
- Kampen, Martha (HRS) Project-Based College Diversity Officer & Title IX Coordinator to
Chief Diversity & Compliance Officer/Employee Title IX Coordinator

Full-Time Separations

- Harmon, Amira (ADR) Admissions Counselor
- Lundin, Justine (HRS) Director of Human Resources
- Meyer, Kimberly (NECC) AEL Instructor
- Redmon, Alexis (CDC) Lead Teacher
- Reimers, Erin (CDC)..... Cook
- Smith, Yemeseratch (TEC)..... Technology Support Coordinator
- Staiger, Shauntae (CHM)..... One-Year Fixed-Term Appointment, Instructor
- Wilke, Lonna (THE)..... Associate Professor

Part-Time New and Replacement Hires

- Allerton, Samuel (WFD) Project-Based Contract Trainer II
- Allen, Julie (LRC)..... Library Assistant

Asuncion, Alison (ESL)	Part-time Faculty
Barrow, Frank (DPS)	Police Officer
Bedel, Jeannine (EDU)	Part-time Faculty
Blood, Adelina (EDU)	Part-time Faculty
Bridegroom, Chase (ACE)	Peer Success Coach
Clapp, Carla (RNP)	Part-time Faculty
Coates, Andrea (GDS)	Part-time Faculty
Crisler, Rachel (RNP)	Part-time Faculty
Daugherty, Nathan (CAD)	Part-time Faculty
Downing, Kevin (WFD)	Project-Based Contract Trainer II
Engel, Edward (GDS)	Part-time Faculty
Haberstroh, Angela (EDU)	Part-time Faculty
Harland, Laura (RNP)	Part-time Faculty
Hunter, Patrick (CPT)	Part-time Faculty
Ivanoff, Dominique (CPT)	Student Assistant
Johnson, Laura (ESL)	Part-time Faculty
Kieu, Trang (TEC)	Student Assistant
Kirk, Brian (PHE)	Part-time Faculty
Kullman, John (CHM)	Part-time Faculty
Laska, Ann (CED)	Project-Based Continuing Education Instructor II
Maracle, Melissa (ESL)	Part-time Faculty
McElwee, Christie (AEL)	Project-Based AEL Instructor
Mitchell, Laura (RNP)	Part-time Faculty
Morgan, Cynthia (AEL)	Project-Based AEL Instructor
Nowak, Travis (ACE)	Student Assistant
O'Neal, Robert (CPT)	Part-time Faculty
Pasillas Napoles, Sharon (ACE)	Peer Success Coach
Prince, Jo Ann (CED)	Project-Based Instructor II
Daman-Scheel, Kim (HIT)	Part-time Faculty
Simmons, Heather (WFD)	Project-Based Contract Trainer II
Steinhoff, Melissa (RNP)	Part-time Faculty
Thompson, Ariel (ACE)	Student Assistant
Tucker, Kenneth (MUS)	Part-time Faculty
Vertrees, Gloria (ADR)	Project-Based Recruitment Coordinator
Wall, Richard (CED)	Project-Based Continuing Education Instructor II
Whyte, Julie (EDU)	Part-time Faculty
Wild, Suzan (CPT)	Part-time Faculty
Williams, James (WFD)	Project-Based Contract Trainer II

Part-Time Changes

Brouk, Jeffrey (DPS)	Public Safety Supervisor/Police Sergeant to Police Officer
Carter, Miranda (ENG)	One-Semester Fixed-Term Appointment, Instructor to Part-time Faculty
DeBoard, Nathan (TEC)	Student Assistant to

Tier 1 Technical Support Analyst

Passarelli, Nicole (ACE)..... Work Study to
Peer Success Coach

Part-Time Separations

Carpenter, Alexandra (ACE) Student Assistant
 Coyne, Michael (TEC) Tier 1 Technical Support Analyst
 Flood, Kristen (CDC) Child Development Associate
 Foster, Allison (CDC) Child Development Associate
 Hackstadt, John (ACE) Student Assistant
 Hamlett, Stephanie (CDC) Child Development Associate
 Hansell, David (TEC) Student Assistant
 Henson, Alyssa (STU) Student Assistant
 House, Nicholas (ACE) Student Assistant
 Liu, Chuyi (CDC) Child Development Associate
 Moffitt, James (CRJ) Part-time Faculty
 Northrup, Tyler (DPS) Police Officer
 Patrico, Michelle (ATH) Head Coach - Softball
 Schuster, Keegan (STU) Student Assistant
 Schwentker, Danielle (CDC) Child Development Associate
 Thompson, Mahala (ACE) Student Assistant
 Zhu, Runzi (ACE) Student Assistant

FACULTY SABBATICALS

On a motion by Ehlmann, a second by Stodden, and a unanimous “AYE” vote to carry the motion, the Board approved sabbatical leave for Bryonie Carter for the fall 2019 or spring 2020 semester.

On a motion by Mack, a second by Pundmann, and a unanimous “AYE” vote to carry the motion, the Board approved sabbatical leave for Callie Daniels for the fall 2019 and spring 2020 semesters.

On a motion by Ehlmann, a second by Lohmar, and a unanimous “AYE” vote to carry the motion, the Board approved sabbatical leave for Grace Moser for the fall 2019 semester.

On a motion by Lohmar, a second by Stodden, and a unanimous “AYE” vote to carry the motion, the Board approved sabbatical leave for Brian Smith for the fall 2019 semester.

The Board recommends that an orientation program be developed for faculty members who are considering sabbatical leave application.

OTHER

Trustee Cilek announced that a Board Retreat is scheduled on Friday, February 22, 2019.

ADJOURNMENT

On a motion by Pundmann, a second by Mack, and a unanimous "AYE" vote to carry the motion, the meeting adjourned at 7:56 p.m.