

**St. Charles Community College
Board of Trustees Meeting
July 25, 2022
5:30 p.m.**

M I N U T E S

CALL TO ORDER AND ROLL CALL

The St. Charles Community College Board of Trustees met on July 25, 2022, in the Social Sciences Building, Room 2102 (Board Room).

The meeting was called to order at 5:30 p.m. by Board President Mary Stodden. A quorum was present with the following members in attendance: Board Vice President Pam Cilek, Board Treasurer Mike Lissner, Trustee Shirley Lohmar, and Trustee Rose Mack.

Also present were College President Dr. Barbara Kavalier, Sr. Vice President for Administrative Services/COO Todd Galbierz, Executive Director of Foundation/Chief of Staff Betsy Schneider, VP for Human Resources Terri Edrich, VP for Community & Workforce/ Provost Amy Koehler, VP for Academic Affairs Dr. Holly Martin, Sr. Administrative Assistant Amy Snyder, and AV System Engineer Nick Wallace

Guests present were Jeff Drake and Shannon Eaton.

President Stodden reminded the audience of board policy regarding audience protocol designed to promote decorum at the meetings.

PLEDGE OF ALLEGIANCE

Board President Stodden led trustees and attendees in the Pledge of Allegiance.

APPROVAL OF AGENDA

On a motion by Mack, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the agenda was approved.

ACCEPTANCE OF MINUTES: JUNE 27, 2022, BOARD OF TRUSTEES MEETING

On a motion by Lissner, a second by Cilek, and a unanimous "AYE" vote to carry the motion, the minutes of June 27, 2022, Board of Trustees meeting were accepted as presented.

TREASURER'S REPORT

Treasurer Lissner presented the Treasurer's Report. Cash in bank \$9,622,931; total investments \$58,091,562; tuition and fees received to date \$7,448,427; local taxes received to date \$66,529;

state appropriations received to date \$936,203. On a motion by Mack, a second by Lohmar, and a unanimous “AYE” vote to carry the motion, the Treasurer’s Report was accepted.

APPROVAL FOR PAYMENT OF BILLS

On a motion by Cilek, a second by Lohmar, and a unanimous “AYE” vote to carry the motion, the Board approved payment of bills from the Operating Fund in the amount of \$3,434,989.

REPORT OF THE COLLEGE PRESIDENT

Dr. Kavalier reported on the following activities at the college:

- Dr. Kavalier recapped the good news that the approved 2023 Fiscal Year budget that was approved recently by Governor Parsons.
- Design begins on SCC’s new Regional Workforce Center.
- SCC taking a strategic approach to the implementation of a new learning and data management system, Anthology, under the direction of Don Popham, SCC Director of Information Technology.
- SCC Campus Police received SUVs donations from Wentzville and the city of St. Charles.
- The 2022-2023 Performing Arts Season has been announced. Big Fish is being performed July 27-31.

Dr. Kavalier asked everyone to join her in congratulating Board President Mary Stodden on being named 2021 HEAR-O, for the inspiring work she did as a Cochlear volunteer.

PROPOSITION COMMUNITY COLLEGE BOND ISSUE UPDATE

Todd Galbierz presented an update on the bond supported projects at SCC.

BIDS AND CONTRACTS

a. Revised Architect and Engineering Service Contract for New Campus

On a motion by Lohmar, a second by Lissner, and a unanimous “AYE” vote to carry the motion, the Board approved an award for the revised total contract amount for JEMA, St. Louis, MO, of \$1,185,000.00. This represents 7% of the building construction and site development costs. Fund Source: Proposition Community College Bond Proceeds.

b. Construction Management Services for New Campus

On a motion by Cilek, a second by Lissner, and a unanimous “AYE” vote to carry the motion, the Board approved an award of a contract for pre-construction and offsite utilities services to Navigate Building Solutions, LLC, Crestwood, MO in an amount not to exceed \$250,000.00. Funding Source: Proposition Community College Bond Proceeds.

c. Dell Laptops/Carts for Student Services Area

On a motion by Lissner, a second by Mack, and a unanimous “AYE” vote to carry the motion, the Board approved an award to Dell Marketing L.P., Round Rock, TX in the amount of \$41,847.09 for the purchase of thirty-six (36) Dell laptops and one (1) storage

and charging cart. This amount represents the best pricing for Dell product. Funding Source: Student Success Funds.

d. Specialty Advertising Campaign – St. Charles City Lifestyle Magazine

On a motion by Lissner, a second by Lohmar, and a majority “AYE” vote to carry the motion, the Board approved and awarded a 12-month contract to Lifestyle Publications, LLC, Kansas City, MO for a total amount of \$27,600.00, for an ad to run once a month over the contract period. Funding Source: 2022/2023 Marketing Operating Budget.

CLOSED SESSION

At 6:10 p.m. on a motion by Lissner, a second by Lohmar, and a roll-call vote in which “AYE” votes were cast by Cilek, Lissner, Lohmar, and Mack to carry the motion, the Board entered closed session as allowed RSMo 610.021.2 to discuss 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.

Following closed session, the regular meeting reconvened at 6:37 p.m.

PERSONNEL RECOMMENDATIONS

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

**PERSONNEL RECOMMENDATIONS
Submitted to SCC Board of Trustees
As of July 18, 2022**

Full-time New and Replacement Hires

Droste, Stacy (PUR) Purchasing Specialist
Grubbs, Christian (TEC) Tier 2 Technical Support Analyst
Shepard, Jennifer (IRE) Administrative Assistant II
Whipple, Allyson (CED) Program Specialist

Full-time Changes

Adamski, Max (TEC) Educational Assistant to Tier 2 Technical Support Analyst
Galbierz, Todd (ADS) VP for Administrative Services/COO to Senior VP for Administrative Services/COO
Hazel, Chris (FAC) Police Officer to Director of Facilities
Howe, Shina (BKS) Campus Store Assistant to Interim Assistant Manager, Auxiliary Services
McKanry, Rex (WCE) Interim Dean of Technical Science to Dean of Technical Sciences
Tucakovic, Jusuf (MTN) Tier 1 Technical Support Analyst to Maintenance Assistant

Full-Time Separations

Christianson, Rich (MAT), Retirement Professor
Graviett, Nancy (BTC), Retirement Professor

Rajagopalan, Vaidehi (PSY), Retirement Professor
 Redzic, Dino (DPS)..... Police Officer
 Russell, Nicholas (ADV)Academic Advisor

Part-Time New and Replacement Hires

Angeli, Cynthia (CED)PB Continuing Education Instructor II
 Burris, Emily (LRC).....Work Study
 Buzzacco, Olivia (ENG) Adjunct Faculty
 Carter, Jennifer (ENG)..... Adjunct Faculty
 Chartrand, Joseph (AEL)..... PB AEL Substitute Instructor
 Deppen, Raymond (POL)..... Adjunct Faculty
 Eise, Katherine (ALH).....PB Health Occupations Instructor
 Politte, Mia (YPT)PB Continuing Education Instructor II
 Ulmer, Jin (ACT)..... Adjunct Faculty

Part-Time Changes

Daman-Scheel, Kimberly (MDA) Assistant Professor to Adjunct Faculty
 Jenner, Lilah (BKS).....Work Study to Campus Store Clerk
 Raben, Abigail (BKS) Work Study to Student Assistant
 Smith, Yemi (TEC)..... FT Tier 2 Technical Support Analyst to PT Tier 2 Technical Support Analyst
 Wedding, Renae (BKS) Work Study to Student Assistant

Part-Time Separations

Berryman, Shirley (AEL)AEL Instructor
 Cardelli Guthrie, Westby James (MSB)Work Study
 Child, Lea (AEL)..... PB AEL Instructor
 De Bie, Sam (RNP)Work Study
 Flynn, Brendan (DPA).....Theatre Production Assistant – Back of House
 Heimann, Robert (SCI) Student Assistant
 Lopez, Alicia (ACE).....Work Study
 McCrackin, Dorene (PUR) College Asset Coordinator
 Reed, ShekinahWork Study
 Ring, Eric (MUS) Adjunct Faculty
 Ventimiglia, Mary (AEL) PB AEL Instructor
 Young, Shelby (OMS)Work Study

ADJOURNMENT

On a motion Mack, a second by Cilek, and a unanimous “AYE” vote to carry the motion, the public meeting adjourned at 6:40 p.m.