

**St. Charles Community College
Board of Trustees Meeting
April 24, 2023
6:00 p.m.**

MINUTES

CALL TO ORDER

The St. Charles Community College Board of Trustees met on April 24, 2023, in Conoyer Hall, Room 2102 (Board Room).

The meeting was called to order at 6:00 p.m. by Board President Mary Stodden. A quorum was present with the following members also in attendance: Board Vice President Pam Cilek, Board Secretary Jean Ehlmann, Board Treasurer Mike Lissner, and Trustee Shirley Lohmar.

Also present were College President Dr. Barbara Kavalier, Sr. Vice President for Administrative Services/COO Todd Galbierz, Vice President for Academic Affairs Amy Koehler, Vice President for Student Services Dave Leenhouts, Vice President for Workforce and Strategic Initiatives John Wiemann, Sr. Administrative Assistant Amy Snyder, and A/V System Engineer Nick Wallace.

Guests present were Sherry Espinoza, Sergio Espinoza, Barb Fuerst, Don Popham, Steve Oberg, Corey Porter, James Bratcher, Carson Howe, Piper Stutsman, Chris Hazel, Officer Jeff Drake, Peggy Schnardthorst, and Officer Scott Binggeli.

Board 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 Cilek, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the agenda was approved.

ACCEPTANCE OF MINUTES: MARCH 27, 2023, BOARD OF TRUSTEES MEETING

On a motion by Lohmar, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the minutes of the March 27, 2023, Board of Trustees Meeting were accepted as presented.

TREASURER'S REPORT

Trustee Lissner read the Treasurer's Report. Cash in bank \$7,945,899; total investments \$64,011,105; tuition and fees received to date \$17,348,846; local taxes received to date \$21,115,473; state appropriations received to date \$9,394,917. On a motion by Ehlmann, 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 Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved payment of bills from the Operating Fund in the amount of \$2,442,415.

STUDENT GOVERNMENT ASSOCIATION REPORT

SCC Student Government President, Carson Howe, thanked the Board for the opportunity to address them and provided a report on SGA activities:

- SGA welcomed Best Choice STL who provided self-defense classes on April 4.
- Ethan Fisher talked to students about his story of sobriety with a message of perseverance and accountability.
- SGA and Student Life hosted the "Making Cards for Hospitalized Children" event on April 11.
- OMSE Pride and Paint took place on April 13, with a fantastic turnout allowing participants to connect and make great paintings.
- SGA Election results: Piper Stutsman – President; Keanna Claxon – Vice President; Tiffany Slagle – Parliamentarian; Mickael Quinn, Breanna Lewis, Danni Doran, and Alexander Dent – Senators.

FACULTY REPORT

Faculty Association President Corey Porter reported the following:

- Dr. Ranya Taqieddin was selected by the Human Anatomy and physiology Society as the 2023 Sam Drogo Technology in the Classroom Award recipient.
- SCC Art Department hosted the MFA Invitational 2023 Art Exhibition curated by Professor Brian D. Smith.
- Bryonie Carter, Chair of SCC's Service-Learning & Civic Engagement program, coordinated the sixth "Week of Service," held April 9-15. Nearly 75 faculty, staff,

administrators, and trustees volunteered for projects.

REPORT OF THE COLLEGE PRESIDENT

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

- The 2023 Student Awards and Banquet honored student achievements. Jazmyn Hill Received the President's Rising Star Award and Scholarship and Rocio Romero received the Maria Espinoza Presidential Leadership Award and scholarship. Many more students received awards across all disciplines.
- Randy Schilling, CEO and Founder of MuniBit will be SCC's commencement speaker on May 13.
- The St. Charles Community College Foundation raised more than \$33,000.00 at the gala and auction April 22.

LEGISLATIVE UPDATE

Vice President John Wiemann presented information on items the college has been watching in this legislative session. He noted that the last day of session is May 12, and the budget must be approved by May 5. Additionally, he informed the board there were 119 House bills sent to the Senate for consideration and 64 Senate bills sent to the House.

PROPOSITION COMMUNITY COLLEGE BOND ISSUE UPDATE

Senior Vice President Todd Galbierz presented on update on the bond-supported projects at SCC.

PROPERTY ANNEX RESOLUTION

On a motion by Cilek and a second by Lissner, and a unanimous "AYE" vote to carry the motion the board approved the annexation of property located at Schaper Road and Interstate Drive from unincorporated St. Charles County to the city limits of Wentzville, MO.

BIDS AND CONTRACTS

a. Carpet Replacement

On a motion by Ehlmann, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the Board approved the Base Bid, Alternate 1, and Alternate 2 for the carpet replacement in Conoyer Hall to Flooring Systems, Inc., St. Louis, MO, in the amount of \$49,370.00 plus a 10% contingency for a total of \$54,307.00. Funding Source: State Maintenance & Repair Fund FY23

b. Concrete Replacement

On a motion by Cilek, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved the Base Bid for concrete replacement to Byrne & Jones Construction, Bridgeton, MO, in the amount of \$228,825.00, plus a 10% contingency for a total of \$251,707.50. Funding Sources: State Maintenance & Repair Fund FY23 (Regular and Additional) and Parking Lot Fund

c. Ellucian Colleague Software License & Support Agreement

On a motion by Lohmar, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Ellucian, Inc., Fairfax, VA, for a 1-year contract in the amount of \$417,223 for Ellucian Colleague Software licenses and support. Funding Source: 2022/2023 Administrative Computing

d. Contract for Exterior Building Painting

On a motion by Lissner, a second by Cilek, and a unanimous "AYE" vote to carry the motion, the Board approved an award for the base bid for painting / staining the Field to Table Institute to CCIMW, LLC, St. Charles, MO, in the amount of \$37,406.00 plus a 10% contingency for a total of \$41,146.60 and approved a total fiscal year 2023 spend with CCIMW, LLC, St. Charles for a total amount of \$69,318.60. Funding Sources: Painting / Staining the FTTI Building (\$41,146.60) - Corporate & Community Development Funds and College Contingency Funds, General Painting (\$23,087.00) – FY 2023 Operating Budget, and Financial Aid water damage (\$5,085.00) – Reimbursement from Insurance

e. Field to Table Institute Sign

On a motion by Cilek, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved the base bid and Alternates 2 & 3 for the for the Exterior Signs at the Field to Table Institute to Piros Signs, Barnhardt, MO, in the amount of \$34,489.00 plus a 10% contingency for a total of \$37,937.90. Funding Source: Proposition Community College Bond Proceeds

f. SCC Main Science Lab Upgrades

On a motion by Lohmar, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved the base bid for the Electrostatic Painting of the casework in the SCC Main science labs to Electro Painting & Refurbishing, Kansas City, MO, in the amount of \$30,658.00 plus a 10% contingency for a total of \$33,723.80. Funding Source: Proposition Community College Bond Proceeds

g. Web Content Management System

On a motion by Ehlmann, a second by Cilek, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Modern Campus USA, Inc. Camarillo, CA for a three (3) year contract in the amount \$162,236.25 with the option to renew annually with a 5% increase for two additional years. The Omni Design Library offered by

Modern Campus will provide an update of the current website. Funding Sources: Marketing Operating Budget and One Time Funds

h. CDL Simulator Ratification

On a motion by Cilek, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved the ratification of the cancellation of the order with Advanced Training Systems, LLC, St. Petersburg, FL, and approval to purchase three (3) driving simulator cabs, one instructor's console and two (2) years extended warranty from Doron Precision Systems, Binghamton, NY in the amount of \$322,910.00. Funding Source: GEERS Grant (100%)

i. Truck with Sleeper Cab for Commercial Driver Training Program 1 of 2

On a motion by Ehlmann, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Rush Truck Center, St. Peters, MO in the amount of \$62,034.00 for the purchase of a 2017 International ProStar heavy duty truck with day cab and extended warranty. Funding Source: GEERS Grant (100%)

j. Truck with Sleeper Cab for Commercial Driver Training Program 2 of 2

On a motion by Cilek, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved and award to TLG Peterbilt, O'Fallon, MO in the amount of \$76,050.00 for the purchase of a 2019 Peterbilt heavy duty truck with sleeper cab and extended warranty. Funding Source: GEERS Grant (100%)

CLOSED SESSION

At 6:44 p.m., on a motion by Cilek, a second by Lissner, followed by a roll-call vote of Cilek, Ehlmann, Lissner, Lohmar, and Stodden, the Board entered into closed session as allowed by RSMo 610.21.1 to discuss legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys; 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, therefore; and RSMo 610.021.13 to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment.

Following the closed session, the regular meeting reconvened at 7:56 p.m.

PERSONNEL RECOMMENDATIONS

On a motion by Ehlmann, a second by Cilek, 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 April 17, 2023

Full-time New and Replacement Hires

Kakoti, Swargajyoti (IRE)Analyst II
Schandler, Robert (DPS)..... Police Officer
Sotomayer, Jean (WFD) Specialist III Workforce Development
Thomas, Stacie (HSS).....Division Office Coordinator

Full-Time Separations

Bradbury, Jeffrey (MTN)Maintenance Manager
Feldmann, Patrick (PUR) College Asset Coordinator
Hantack, Carolyn (ENS) Assessment Technician

Part-Time New and Replacement Hires

Demeritt, Brandon (CPT).....Work Study
Ginn, Caroline (ALH)..... Project Based Contract Trainer III
McMahon, Christian (GDS) Student Assistant
Miller, Dream (SCI).....Work Study
Muir, Michelle (CED) PB Continuing Education Instructor II
Norris, Andrea (THE) Theatre Production Assistant
Sandine, Jami (AEL) PB AEL Instructor
Smith, Michelle (DPS)..... Police Dispatcher
Woosley, Jacob (ESL)..... Adjunct Faculty

Part-Time Separations

Chitauru, Raymond (GRD)..... Groundskeeper
Endres, Lori (CSH).....Accounting Assistant/Student Accounts and Billing
Hagen, Patrice (DSS) Disability Support Services Assistant

Instructor to Assistant Professor (effective AY 2023/2024)

Baca-Mejia, William (ECO)Math, Science, Business, & Arts
Foster, Kate (MAT)Math, Science, Business, & Arts
Hemmann, Sara (RNP) Health Sciences
Mercurio, Kim (CPT)Technical Sciences
Morris, Katy (RNP)..... Health Sciences
Turner, Amanda (RNP) Health Sciences

Assistant Professor to Associate Professor (effective AY 2023/2024)

Oberg, Steve (BUS).....Math, Science, Business, & Arts

Associate Professor to Professor (effective AY 2023/2024)

Carter, Bryonie (ENG)..... Humanities & Social Services

Moser, Grace (HIS) Humanities & Social Services
Novara, Jayme (ENG) Humanities & Social Services

PROPERTY LEASE

On a motion by Lissner, a second by Ehlmann, and a unanimous “AYE” vote to carry the motion, the board approved Senior Vice President Todd Galbierz and President Barbara Kavalier to pursue leasing a property that will accommodate multiple trucks, trailers, and simulators. The property includes a building for classroom instruction, restrooms, and offices. The new program is planned to start in the fall 2023 semester.

ADJOURNMENT

On a motion by Lohmar, a second by Ehlmann, and a unanimous “AYE” vote to carry the motion, the public meeting adjourned at 7:57 p.m.