

St. Charles Community College
Board of Trustees Meeting
May 20, 2024
6:00 p.m.

MINUTES

CALL TO ORDER

The St. Charles Community College Board of Trustees met on May 20, 2024, in Conoyer Hall, Room 2102 (Board Room).

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

Also present were Executive Vice President for Administrative Services Todd Galbierz, Vice President for Operations & Strategic Initiatives John Wiemann, Vice President for Human Resources Terri Edrich, Chief Financial Officer Ken Kershaw, Executive Director Foundation and Chief of Staff Betsy Schneider, Chief of External Campuses/Executive Director Shelley Machens, Sr. Administrative Assistant Amy Snyder, Executive Coordinator Oliva Tallo, and A/V System Engineer Nick Wallace.

Guests present were Officer Scott Binggeli, Officer Shannon Eaton, Officer Brandon Misher, Lindy McGuire, Gabe Harper, Rex McKanry, and Marvin Tobias.

PLEDGE OF ALLEGIANCE

Trustee Stodden led trustees and attendees in the Pledge of Allegiance.

APPROVAL OF AGENDA

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

BOARD POLICY STATEMENT

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

ACCEPTANCE OF MINUTES: APRIL 22, 2024, BOARD OF TRUSTEES MEETING

On a motion by Lohmar a second by Lissner, and a unanimous "AYE" vote to carry the motion, the minutes of the April 22, 2024, Board of Trustees Meeting, were accepted.

TREASURER'S REPORT

Trustee Lohmar read the Treasurer's Report. Cash in bank \$13,285,070; total investments \$59,448,729; tuition and fees received to date \$ 17,554,018; local taxes received to date \$22,293,082; state appropriations received to date \$11,772,516; On a motion by Ehlmann, a

second by Lissner, and a unanimous “AYE” vote to carry the motion, the Treasurer’s Report was accepted.

APPROVAL FOR PAYMENT OF BILLS

On a motion by Ehlmann, a second by Lissner, and a unanimous “AYE” vote to carry the motion, the Board approved payment of bills from the Operating Fund in the amount of \$4,072,982.

REPORT OF THE COLLEGE PRESIDENT

Executive Vice President Galbierz reported on the following activities at the college:

- SCC’s 2024 Student Awards Banquet was held on Thursday, April 24 at Ameristar. The event honored outstanding students in the classroom as well as student leadership on SCC’s campus.
- SCC purchased the last parcel of property for the Wentzville campus on April 24, 2024, bringing us to a total of 67 acres. The grand opening for the Regional Workforce Innovation Center is projected to be August 2025.
- YPT (Young People’s Theatre) presented ‘Seussical’ from May 16-19.
- SCC Foundation’s ‘Be Transformed’ Dinner & Auction raised over \$43,000 for student scholarships and academic enhancements on our campus. The dinner was prepared by Chef Brian Manhardt with support from culinary students and staff at the Field to Table Institute.
- Executive Vice President Galbierz recognized four faculty and staff members for achieving their Doctor of Education, Educational Practice (Ed.D.). This included Dr. Vicky Herbel, Dr. Christina Cox, Dr. Amy Koehler, and Dr. Kim Mercurio.
- In April, President’s Award winners were selected. For staff, Laura Grant received the award, and for faculty, Cathy Daugherty received the award.
- SCC Student Composer, Peter Shea, premiered his own work in the Shook Theatre on April 28.
- SCC’s Baseball team was recognized as the MCCAC Champions with a record of 37-17.
- SCC hosted NC3 National Signing Day for students being honored for their commitment to pursue a technical career.
- SCC sponsored ‘Build My Future’ Event which highlights careers in the construction and trade industries.

LEGISLATIVE UPDATE – INFORMATIONAL

Vice President Wiemann presented a Legislative update, providing key legislative and political dates as well as provided further information on the key legislative that failed, as well as what passed.

PROPOSITION COMMUNITY COLLEGE BOND UPDATE – INFORMATIONAL

Vice President Wiemann presented an update on the Regional Workforce Innovation Center noting that construction is currently under budget and on time to open in August of 2025.

FY25 BUDGET PREVIEW – INFORMATIONAL

Executive Vice President Galbierz presented an overview of the FY25 Financials. Fund 13 will be new in the FY25 budget and will be used to support the Regional Workforce Innovation Campus. Approval of the budget will be requested at the June 24, 2024 Board Meeting.

SCHEDULE OF TUITION AND FEES REVISION FOR TRANSCRIPT AND DIPLOMA FEE - ACTION

On a motion by Lohmar, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved a \$15 transcript and diploma fee to be effective when the Parchment service begins.

BIDS AND CONTRACTS

a. Shook Theater Sounds System Upgrade

On a motion by Ehlmann, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved an award to TSI Global Companies, LLC, in the amount of \$98,164.62 for Shook Theatre's sound system upgrade. Funding Source: General Operating Budget – Theater and Contingency

b. Cisco Telephone System Agreement

On a motion by Lohmar, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved an award to CDW Government, LLC, Vernon Hills, IL, for a 3-year contact to be paid annually in the amount of \$29,232.00, for a total cost of \$87,696.00 for the Cisco telephone system licensing and support. Funding Source: Network Operations Budget

c. National Coalition of Certification Centers (NC3) Tools and Supplies

On a motion by Lissner, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Graybar Electric Co., St. Louis, MO in the amount of \$51,425.59 and an award to MSC Industrial Supply, Melville, NY, in the amount of \$283.15 for a total cost of \$51,708.74 to purchase tools and supplies that will support NC3 programs. Funding Source: Missouri One Start Funding

d. Snap-on Tool Kits

On a motion by Lohmar, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Snap-On Industrial, Crystal Lake, IL, in the amount of \$134,350.74 for the purchase of Snap-On tools, supplies, and kits as listed above to be used in various programs with NC3 certification. Funding Source: Missouri One Start Funding

e. Intro to Exploring Electricity Equipment

On a motion by Lohmar, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Advanced Technologies Consultants,

Northville, MI, in the amount of \$52,515.00 for the purchase of Festo Didactic Fundamentals of Electricity equipment as listed above for NC3 certification training. Funding Source: Missouri One Start Funding

f. Lincoln Electric Welding Simulators

On a motion by Ehlmann, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved an award to CK Supply, Inc., O'Fallon, MO, in the amount of \$233,712.00 for the purchase of two (2) Lincoln Electric ClassMate® CRX-10iA Collaborative Welders and two (2) Lincoln Electric VRTEX® 360® Single User Virtual Reality Welding Training Simulators for NC3 certification training. Funding Source: MO Excels II Grant

g. Holograms

On a motion by Lohmar, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Proto, Inc., Van Nuys, CA, in the amount of \$58,533.00 for the purchase of desktop and full-size hologram equipment as listed above for enhanced student experience. Funding Source: FY24 One Time Project List

h. Carpet Replacement McGuire Hall

On a motion by Lissner, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved an award for carpet replacement in the McGuire Hall Building hallway spaces to Interface Services in Acworth, GA, in the total amount of \$65,453.51 plus a 10% contingency for a total of \$71,998.86. (Interface Services will contract Flooring Systems, Inc. to install the carpet). Funding Source: Operating Budget – Facilities

CLOSED SESSION

At 7:08 p.m., on a motion by Lissner and a second by Lohmar followed by a roll-call vote of Ehlmann, Lohmar, Lissner, and Stodden, the Board entered in to closed session as allowed by RSMo 610.021.13 to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment; RSMO 610.021.9 to discuss preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups. Following the closed session, the regular meeting reconvened at 7:38 P.M.

PERSONNEL RECOMMENDATIONS

On a motion by Ehlmann, a second by Lissner, 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 May 20, 2024**

Full-time New and Replacement Hire

Field, Robbie (IND) Academic Program Coordinator
Hyatt, Jeffrey (FAC) Senior Project Manager

Ivy, Miranda (HSK) Housekeeper
Mangrum, Richard (NET) Network Administrator
Young, Kim (WCE) Administrative Assistant

Full-Time Separations

Bierman, Anastasia (ENG) Instructor
Jenner, Lilah (BK) Campus Store Assistant
Marks, Terry (ENS) Enrollment Services Specialist
Shepard, Jennifer (IRE) Administrative Assistant

Part-Time New and Replacement Hires

Cavazos, Nancy (THE) Theatre Production Assistant Front House
Degardin-Paul, Kameryn (LRC) Work Study
Macey, Barb (CED) Summer Camp Assistant
O’Daniels, Allison (CED) Summer Camp Assistant
Smith, Jenna (CED) PB Project Support Specialist
Sutton, Cedric (ESL) PB Substitute AEL Instructor

Part-Time Separations

Andren, Wil (ACE) Student Assistant
Belt, Andrew (BIO) Adjunct Faculty
Budd, Amber (ACE) Student Assistant
Boschert, Carolyn (CED) PB Continuing Education Instructor
Corbin, Brandon (OEL) Work Study
Gordy, Mindy (MLP) Adjunct Faculty
Gosche, Michael (MAT) Adjunct Faculty
Jacoby, Faith (ACE) Student Assistant
Jessie, Aaron (LRC) Work Study
Kline, Makalyn (ACE) Student Assistant
Lwasa, Mugombaaron (ACE) Student Assistant
Le, Ah (ACE) Student Assistant
Malai, Kelvis (ACE) Student Assistant
Mulanwa, Vanessa (MAT) Student Assistant
Nelson, Jocelyn (ACE) Student Assistant
Passarelli, Nicole (ACE) Student Assistant
Pittman, Nancy (PHE) Adjunct Faculty
Powell, Alexander (ACE) Student Assistant
Randall, Kathy (ALH) Adjunct Faculty
Richter, Montie (EDU) Adjunct Faculty
Roe, James (PHY) Adjunct Faculty
Schwartzmann, Mitch (PHE) Adjunct Faculty
Weiler, Carol Ann (PHE) Adjunct Faculty
Williams, Lauren (ACE) Student Assistant

Zakaria, Ibrahim (ACE) Student Assistant

ADJOURNMENT

On a motion by Lohmar, a second by Ehlmann, and a unanimous “AYE” vote to carry the motion, the public meeting adjourned at 7:39 P.M.