

MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF TRUSTEES OF SPOON RIVER COLLEGE

Wednesday, December 12, 2018
5:00 p.m.

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, December 12, 2018, at 5:00 p.m. at the Macomb Outreach Center, Conference Room C, 2500 East Jackson, and Macomb, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

Mr. Schleich, Chair, called the meeting to order at 5:00 p.m.

1.2 Roll Call

Members Present: Mrs. Gayle Blodgett – Arrived at 5:06
 Mrs. Linda Butler
 Mr. Jerry Cremer
 Mr. Dave Maguire
 Mr. Kevin Meade
 Mr. Phillip Murphy
 Mr. Kent Schleich
 Ms. Parris Grace

Also present were Mr. Curt Oldfield, President; Mr. Brett Stoller, Vice President; Ms. Holly Norton, Dean, Transfer Education; Ms. Missy Wilkinson, Dean, Student Services; Mr. Brad O'Brien, Dean, Career and Workforce Education; Mr. Colin Davis, Director, Foundation; Ms. Velvet Powell, Director, Community Outreach; Ms. Sarah Dalpiaz, Mathematics Faculty; Ms. Elaine Lucas, Health Science Faculty; Mr. Michael Maher, Sociology Faculty; Mr. Todd Thompson, Diesel Tech Faculty; Ms. Beth VanTine, Developmental Math Faculty; and Ms. Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Mr. Rich Eggers, WIUM; and Mr. Christopher Ginn, The McDonough County Voice.

1.3 Invocation

Mr. Meade gave the invocation.

1.4 Welcome of Guests

Mr. Schleich welcomed the guests who were in attendance and recognized Mr. Ginn from The Voice. Mr. Ginn said he was recording the meeting.

1.5 Public Comment

Mr. Schleich asked if any member of the audience would like to make a comment. There were no public comments.

1.6 Approval of Minutes

1.6.1 November 14, 2018 Regular Meeting Minutes

Following a motion by Mr. Murphy, seconded by Mr. Cremer, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the November 14, 2018 Regular Meeting Minutes.

1.7 Report – ICCTA Representative

Mrs. Gayle Blodgett had not yet arrived at the meeting, so Mr. Maguire reported that there has not been a lot of action. The next ICCTA meeting will be in conjunction with the NLS in Washington, DC, in February followed by a meeting in March. Lobby Day has been set for Wednesday, May 1.

1.8 Report – Student Government Representative

Ms. Parris Grace presented the following report:

Final Exam week is here and to help students prepare and de-stress:

- The “PERK Up - Grab a Coffee and Cram” events were held in Canton and Macomb. Students enjoyed FREE coffee with all of the fixings.
- Students on the Macomb Campus enjoyed free donuts for the Do-nut Stress Over Finals event.
- Flippin’ for Finals in the Sandbar Café took place where students enjoyed FREE pancakes served and prepared by President Oldfield and his Cabinet members.
- Holiday nachos were served in Rushville and a bulletin board of “Funnies For Finals” college-themed memes for students to enjoy on the way to and from class.
- TRIO hosted stress relief activities and offered food daily for students.

The Student Nurses Association made over \$370 on the Krispy Kreme donut sales and will be purchasing some items for a local nursing home.

The Macomb Habitat for Humanity group traveled to Canton and worked on the current home project. The students did everything from clean up, to hanging drywall and mudding drywall. They enjoyed the experience and learned skills they never thought they could learn.

The Speech and Debate Team has had a lot of success in its first few tournaments with team and individual awards. The squad competed at Illinois Central College on October 27th where they took home the fourth place trophy in team sweeps. While that tournament was relatively small, on November 3rd, select members of the team joined 24 other squads from 11 states at Bradley University. In the community college division there, the team placed second behind perennial state and national champion Southeastern Illinois College. Most recently, the team took fifth in team and quality sweepstakes at Elgin Community College on December 1st. The next tournament will be held at the College of DuPage on January 18th and 19th.

Macomb SGA held a Christmas sock stuffing event. SGA students purchased socks along with treats and small gift items. An assembly line was set up in the hall where SRC students and staff were invited to stuff a pair of socks with the items. The socks along with the cash donations were given to the Western Illinois Regional Council for distribution to area children.

Canton SGA voted unanimously to hold a fundraiser for local SRC students Chad and Jessica Gilmore. The Gilmore’s were devastated by the tornado that pushed through our area on Saturday, December 1st. Monetary donations are currently being accepted by the SRC Foundation and will be distributed to the Gilmore’s after they are collected.

Canton SGA in coordination with PEEPS and PTK held a “Santa for Seniors” fundraiser during the month of November. Items needed by local senior citizens were collected on the Canton Campus and will be distributed to those in need.

The research poster sessions were held last week in Canton and Macomb with a total of 124 posters displayed between the two campuses. Students enrolled in microbiology, chemistry, anatomy and physiology, zoology, and drama/film participated.

Parris also shared the following from Charles R. Swindoll – Quotable Quotes:

Attitude is more important than facts. It is more important than the past, than education, money, circumstances, than failures and success, than what other people think, say, or do. It is more important than appearance, ability, or skill. It will make or break a business, a home, a friendship, an organization. The remarkable thing is I have a choice every day of what my attitude will be. I cannot change the past. I cannot change the actions of others. I cannot change the inevitable. The only thing I can change is attitude. Life is ten percent of what happens to me and ninety percent how I react to it.

Mr. Schleich thanked Parris for her report.

1.9 Report - Spoon River College Foundation

Mr. Murphy presented the following report:

- Financial Revenues: \$27,557.64
- The SRC Foundation Board met on Wednesday, November 21 at 7 a.m., via IVS, but due to illness and the Thanksgiving holiday, there was no quorum.
- In January, the Foundation will accept the 2017-18 audit as prepared by WIPFLI. The audit came back clean and with no comments or concerns.
- A committee of Foundation Board members met last week to award Spring 2019 Dual Credit Scholarships, and those students are being notified as we speak. A total of 58 students from across the district will receive awards.
- The next Foundation Board meeting will take place on January 9, 2019, via IVS.

Mr. Colin Davis presented the following report:

- The SRC Community Chorus’ annual winter concert, *Winter Tales and Tunes*, was held on Dec. 1 and 2 (complete with the beautiful winter weather of tornadoes). Both evenings sold out with waiting lists and brought in well over \$4000 in ticket sales. After expenses, proceeds will benefit the Vicki Murphy Memorial Scholarship. Thanks to all who were able to attend, and a special thanks – beyond to my parents Carol and John for their efforts for the chorus – goes to Doug Okey and Larry Eskridge for their awesome portrayals of Charles Dickens and Ebenezer Scrooge, respectively.
- Colin clarified that the donations for tornado relief referenced by Student Trustee Grace in her report are going to SGA for tornado relief. We could have some other students that were impacted by the tornado as well.
- While the occasional check earmarked to #GivingSPOONday continues to trickle in, we largely know the results of the campaign – that it was, again, extremely successful. So far, #GivingSPOONday has raised \$27,730.00, which is a significant increase from even our most successful campaign last year (\$19,445). The goal for the campaign this year was \$20,000.
- This past Saturday through Tuesday, Colin attended the CASE District V Annual Conference in Chicago with development officials from two- and four-year institutions from across the Midwest. In addition to attending over a dozen different sessions and networking with other institutions, he also presented on the success of SRC’s #GivingSPOONday campaign.

Mr. Schleich congratulated Colin on Giving Spoon Day.

1.10 Report - Board Member Comments

Mr. Schleich said he attended the annual Farm Bureau meeting in Chicago and had a chance to chat with our legislators. Representative Norrine Hammond visited with Kent during a dinner, and he said Norrine expressed interest in coming to the College for a visit/update meeting.

1.11 Approve the time change for the January 23, 2019 Board of Trustees Meeting from 6 p.m. to 4:30 p.m. The meeting location remains the same – Canton Campus.

Mr. Schleich said this change is because of the Board Retreat that will be scheduled for the same day.

Following a roll call by Mrs. Butler, seconded by Mr. Maguire, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the time change for the January 23, 2019 Board of Trustees Meeting from 6 p.m. to 4:30 p.m. The meeting location remains the same – Canton Campus.

2.0 PRESIDENT'S REPORT

2.1 Communications

President Oldfield reported that the universities will be going to the legislature in January requesting a 10% increase in State appropriated funds. Community colleges have been asked to follow along to avoid any confusion. The piece that a lot of people are not aware of is that even if we receive the full 10% we will still be below the state-wide funding levels of 2002.

President Oldfield shared that the Presidents Council has had one meeting with the university presidents, and they discussed areas that we share and areas that can be improved. The next meeting will be held in January to further those discussions. Those meetings have been fruitful and really important to see that higher education is working together to benefit Illinois students and keep students in Illinois. Those talks are ongoing.

- Community Outreach/Macomb Outreach Center – Velvet Powell presented the following report:

Community Outreach across the District

- Enrollment numbers are currently down but revenue coming in for classes is still on track for this part of the FY.
- Recent Highlight: Working with credit side on potential CDL training for businesses. We have had two businesses contact us recently. They are interested in getting CDL licenses for employees. We currently have quotes out to both companies with potential training to take place early Spring.
- Investigating Registration Management Software. The software will provide an amazing experience for those signing up for Community Education classes and events. When researching 30 Illinois Community Colleges only 3 others did not offer something like this. The software will allow students to register at any time and take payments online.
- Scheduling spring classes at this time and are promoting those at this time.

Macomb Outreach Center

- Recently recognized as the 2018 Best of the Best in McDonough County for being the Best Place to Host a Work Event. McDonough County Voice Readers’ Choice Awards.
- History of the Building – Velvet shared a picture of the Outreach Center when it was built in the early 1970s:

Value Village Picture

- Chain of about 12-15 stores
- Ray built the addition, strip mall
- Strip mall not a huge success so Ray brought in Circle E. Bowl
 - At some point there was an electrical fire and it sat empty for awhile
- Kmart bought property in 1977 and then built their current location in 1996
- Heilig Myers, Enterprise Rentals, Fastenal

2.1.1 Christian LeMay, Technology Services Coordinator: annual salary \$35,000, effective December 3, 2018. Full-time, Professional Support position.

President Oldfield presented this item to the Board and said that Christian is Spoon River College graduate.

2.1.2 Eve Zimmerman, Dual Credit Coordinator: annual salary \$35,000, effective January 2, 2019. Full-time, Professional Support position.

President Oldfield said that Hannah Neuendorf is now our Human Resources Generalist, so the Dual Credit Coordinator position opened. Eve Zimmerman will start in that position starting January 2. Eve was an SRC dual credit herself, so she brings the personal experience and great communication skills. She is also a SRC grad.

Mr. Meade brought up the email from the Trustees Association about our NARS Certification. President Oldfield said there is a press clippings report referencing that. Mr. McKinney at Havanan High School has also written a nice article on dual credit, and it was published in the Mason County Democrat. President Oldfield recognized both Todd Thompson and Brad O’Brien for their efforts with NARS. We are very excited about that. Mr. Murphy asked about enrollment. Todd said we were hoping for 8 and currently have 9 and could end up with 10. Mr. Maguire said these are the engines with the 7 foot pistons. Todd said yes. President Oldfield said the engines are at the Canton Campus, and we could tour that area during the Retreat.

2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of December 2018:

Payroll	\$ 504,236.08
Accounts Payable (excluding Travel)	2,233,509.11
Accounts Payable Travel Expenses	8,688.00
Accounts Payable BOT Travel Expenses	-0-
Student Refunds – Accounts Payable	4,798.00
Student Refunds – Nelnet (electronic)	<u>59,173.15</u>

TOTAL: \$2,810,404.29

Following a roll call by Mr. Maguire, seconded by Mr. Cremer, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees authorized the following payments for the month of December 2018:

Payroll	\$ 504,236.08
Accounts Payable (excluding Travel)	2,233,509.11
Accounts Payable Travel Expenses	8,688.00
Accounts Payable BOT Travel Expenses	-0-
Student Refunds – Accounts Payable	4,798.00
Student Refunds – Nelnet (electronic)	<u>59,173.15</u>

TOTAL: \$2,810,404.29

2.2.2 Approve a contract in the amount of \$4,467,878 with CTS Group, Ellisville, Missouri, to complete the replacement of the heating, ventilating, and air conditioning system, ceiling and lighting fixtures in the Engle and Centers buildings on the Canton Campus. This project is scheduled to be completed by August 2020. Funds for the project will be available in the Building Restricted Fund from proceeds from the bond issue that will be completed in early 2019.

President Oldfield presented this item to the Trustees. The amount, \$ 4,467,878 with CTS, is to finish the replacement of the heating ventilating, and air conditioning system, ceiling and lighting fixtures in the Engle and Centers buildings on the Canton Campus. This project is scheduled to be completed by August 2020.

Mr. Maguire asked when it will begin. President Oldfield said May of 2019 for Engle and May of 2020 for Centers.

Following a roll call by Mrs. Butler, seconded by Mr. Cremer, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved Approve a contract in the amount of \$4,467,878 with CTS Group, Ellisville, Missouri, to complete the replacement of the heating, ventilating, and air conditioning system, ceiling and lighting fixtures in the Engle and Centers buildings on the Canton Campus. This project is scheduled to be completed by August 2020. Funds for the project will be available in the Building Restricted Fund from proceeds from the bond issue that will be completed in early 2019.

Mr. Stoller reported that in the first four months since the Taylor Hall completion we were down \$15,000 in utility costs compared to last year. We do not have meters on each building but that is campus-wide. We are down a little over 50,000 kilowatt hours. Mr. Murphy asked about how that compares to two years ago without the new building. Brett said he doesn't have that information with him, but that new building does not add a lot. Mr. Maguire said the other issue that is hard to quantify is the reduction in maintenance costs for personnel time. Brett said that will be huge when the last unit goes off line.

2.3 Institutional Planning

2.3.1 Voluntary Separation Incentive Plan

President Oldfield presented this item to the Trustees. During bargaining sessions with the faculty in the July timeframe, there was discussion about a retirement incentive program for faculty. The discussion was then for the viability of the employees of the College. The Board discussed the item at the July Retreat. VSAT (Voluntary Separation Agreement Task Force), with members representing each of the employee groups, reviewed plans across Illinois, reviewed budget considerations and impacts, and designed the plan presented to the Trustees. President Oldfield asked the Board to consider adoption. President Oldfield summarized the Plan. He explained that this proposed plan is only designed for this year and is not precedent setting and is

something the individuals who qualify would be able to start enrolling after winter break and decide by March 29, 2019. There is a 52 day time period after submission that they would take the next steps to be eligible under SURS. Two effective dates – one for employees and one for faculty. There are no administrators eligible for this option.

Mr. Maguire said it is his understanding that a 2% has already been factored in which with 1% stays under the legislative limit. Mrs. Blodgett asked when the 1% becomes effective. President Oldfield said the 1% would be paid in a lump sum prior to those dates. President Oldfield recognized task force members Sarah Dalpiaz, Todd Thompson, Brad O'Brien, Missy Wilkinson, and Brett Stoller (ex officio). Todd chaired the committee. President Oldfield said it was a very good use of what we learned in Interest Based Bargaining.

Mr. Schleich asked Todd if he had any comments. Todd said one of the reasons this was brought up is if you have a separation agreement it gives administration time to plan. It also shows gratitude for long time service. This could also help those who are getting ready to retire to not burn sick days.

Mr. Schleich thanked the committee.

Following a roll call by Mr. Maguire, seconded by Ms. Grace, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the Voluntary Separation Incentive Plan.

President Oldfield said details will be presented to the Trustees at the April Board Meeting.

3.0 2019 - 2020 TAX LEVY

3.1 Adopt the Resolution Directing Tax Levy and the Certificate of Compliance with the Truth in Taxation Act. These must be filed on or before the last Tuesday in December.

President Oldfield presented this item to the Trustees and noted that the tax rate associated with this reflects a slight increase and would be on the 2020 tax levies.

Following a roll call by Mr. Murphy, seconded by Mrs. Butler, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees adopted the Resolution Directing Tax Levy and the Certificate of Compliance with the Truth in Taxation Act. These must be filed on or before the last Tuesday in December.

4.0 ADDITIONAL ITEMS

- Topics for January 2019 Retreat Agenda

President Oldfield said he is collecting topics for the Retreat. We would like to give a legal update with information provided at the November Presidents Meeting. He asked the Trustees to submit agenda items. The meeting is on the 23rd of January ahead of the regular Board Meeting. The Retreat is scheduled from 10 a.m. to 4 p.m. followed by the Board Meeting at 4:30 p.m.

5.0 CLOSED SESSION - In accordance with the Illinois Open Meetings Act, Section 2 (c), the Board of Trustees will adjourn to Closed Session for the purposes of 1). The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2).

Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; 11). Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

Mr. Schleich said there was not a call for Closed Session.

6.0 ADJOURNMENT

Following a motion by Mr. Maguire, seconded by Mr. Meade, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, December 12, 2018 adjourned at 5:46 p.m.

Kent wished everyone a Merry Christmas and to remember the reason for the season.

Mr. Kent Schleich, Chair

Date

Mr. Phillip R. Murphy, Secretary