

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

Wednesday, May 23, 2018
6:00 p.m.

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, May 23, 2018, in Room C, Macomb Outreach Center, 2500 East Jackson, Macomb, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

Mr. Schleich, Chair, called the meeting to order at 6:00 p.m.

1.2 Roll Call

Members Present: Mrs. Linda Butler
 Mr. Jerry Cremer
 Mr. Dave Maguire
 Mr. Kevin Meade
 Mr. Phil Murphy
 Mr. Kent Schleich
 Ms. Parris Grace

Member Absent: Mrs. Gayle Blodgett

Also present were Mr. Curt Oldfield, President; Mr. Brett Stoller, Vice President; Ms. Missy Wilkinson, Dean, Student Services; Mr. Brad O'Brien, Dean, Career and Workforce Education; Ms. Holly Norton, Dean, Transfer Education; Ms. Velvet Powell, Director, Community Outreach; Mr. Colin Davis, Director, Foundation; Ms. Lisa Dennis, Director, Academic Support; Ms. Marla Turgeon, Librarian; Ms. Abby Beck, Student Success Coach; Ms. Mandy Kreps, Student Success Coach; Ms. Bridget Loftus, Chemistry Faculty; Ms. Amy Rutledge, Biology Faculty; Mr. Michael Maher, Sociology Faculty; Mr. Todd Thompson, Diesel Tech Faculty; and Ms. Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Mr. Rich Eggers, WIUM

1.3 Invocation

Mr. Murphy gave the invocation. Mr. Murphy also noted that maybe we also should pray for the State leaders to do something for school safety.

1.4 Welcome of Guests

Mr. Schleich welcomed the guests who were in attendance.

1.5 Public Comment

Mr. Schleich asked if there were any requests to address the Board.

Mr. Thompson said he will not be able to stay at the meeting but on behalf of the SRCFA he extended gratitude to the Board of Trustees for the interest based bargaining and recognized

President Oldfield, Holly Norton, and Michelle Bugos for their leadership and commitment to the process. Todd said the membership is mindful of the challenges higher education faces as others face difficulties across the State. The faculty appreciate the efforts to build shared consensus for decisions that are fair and equitable.

Mr. Schleich thanked Todd and said the Board feels the same way.

1.6 Approval of Minutes

1.6.1 April 25, 2018 Regular Meeting Minutes

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

RESOLVED, That the Board of Trustees approved the April 25, 2018 Regular Meeting Minutes.

1.7 Report – ICCTA Representative

Mrs. Blodgett was absent, and in her absence, Mr. Maguire reported that we have the annual ICCTA meeting June 1 and 2 in Springfield. He said he and Gayle Blodgett were in Springfield last week and spoke with our legislative counsel. The prognosis is they believe there will be a budget this year. We are trying to end the legislative session without any erroneous pieces of legislation and are counting the days to the end of the session.

1.8 Report – Student Government Representative

Ms. Parris Grace presented the following report:

143 students were named to the President’s Honor Roll in recognition of their academic achievement during the spring 2018 semester for completing 12 credit hours or more of college-level classes during the semester and earning a grade point average of 3.6-4.0. 121 students were named to the Dean’s Honor Roll for the spring 2018 semester for completing 12 credit hour or more of college-level classes and earning a grade point average of 3.0-3.59.

Congratulations to our student athletes who were named award winners for academic and athletic accomplishments:

National Junior College Athletic Association (NJCAA) All Academic-First Team: 4.0 grade point average-Addison Papenhouse and Sydney Broadhead, both achieved this award for two consecutive years.

NJCAA All-Academic Second Team: 3.8-3.99 gpa-Connor Alexa, William Robertson, and Dillon Sink.

Midwest Athletic Conference (MWAC) Academic All-Conference: 3.5 and above gpa-Andrea Aguilar, Connor Alexa, Sydney Broadhead, Harold Fernandez, Samantha Miner, Addison Papenhouse, William Robertson, and Dillon Sink.

MWAC softball awards: Marcela Mejia was named to 2nd team all-conference at catcher, Samantha Miner and Kaley Southard for 2nd team all-conference for infield, and Lexi Campbell for honorable mention all-conference as designated player.

MWAC baseball awards: Zach Roberts was named 1st team all-conference for infield, Gabe Rivas for 2nd team all-conference pitching, and Kyle Shoulta 2nd team all-conference infield.

1.9 Spoon River College Foundation

Mr. Phillip Murphy presented the following report:

- Financial
 - Revenues: \$32,166.81
- The SRC Foundation met Wednesday, May 23 at 7:30 a.m. via IVS for its Annual Meeting.
 - The Foundation took the following action:
 - Re-Election of Bruce Beal (following a year of non-voting)
 - Two commitments made in March had to be rescinded at the last minute due to unexpected added work duties
 - Re-Election of Mitch Coonradt as Chair, Steve Hopper as Vice Chair, Denise Kirgan as Secretary, and Daryle Coleman as Treasurer
 - Passing of 2018-19 Budget of Unrestricted Funds
 - Creation of Investment Committee to revisit Foundation investing policy to maximize funds and provide more guidance to those managing our funds
 - Creation of committee to award Fall 2018 Dual Credit Scholarships in late June or early July
- Thank you to the Board of Trustees for such great attendance at the President's Reception last month, and thank you to Lori Murphy, Julie Hampton, and President Oldfield for their work in helping to create a great evening.
- A reminder to "save the date" for Friday, July 27, the date of this year's golf outing at Wee-Ma-Tuk Country Club. Letters went out approximately three weeks ago, preparations are underway, and sponsorships and teams have begun rolling in – thanks to WBYS/WCDD and the Odendahl Family for being our first two "ace" sponsors!

Mr. Colin Davis presented the following report:

- Each year at the Annual Meeting, we provide the Directors with a 12-month financial update, comparing the work of the current/ending year to the previous year (available to Trustees at their seats):
 - This year's revenue's totaled \$421,937.91, roughly a \$76,000 increase over the previous year's revenue, thanks largely to three areas:
 - More gifts toward our scholarship programs
 - An increase in unrestricted funding (unrestricted funds have increased from ~\$38,000 in 2015 to nearly \$90,000 now)
 - More independent fundraising conducted by on-campus, student organizations.
 - This likely represents the highest one-year revenue total to the SRC Foundation in its history.
 - Expenses totaled \$318,916.63, which is an increase of roughly \$130,000 over the previous year. The majority of this can be attributed to three things:
 - Funds expended for the furnishing of the workout facility within the Multi-Purpose Building
 - Nursing manikins for both Macomb and Canton, purchased through a restricted gift
 - Increase in scholarship funding offered to SRC students
 - Major goals for the next year:
 - Finish the athletics/student life campaign
 - Begin to make preparations for first annual campaign
 - Continue with updating of alumni data
 - Explore options for software to research prospective donors

1.10 Report – Board Member Comments

Mr. Schleich said that he thought Commencement went very well and complimented Missy Wilkinson and all who took part in the planning for the day. He asked Missy to express the Board’s thanks to staff.

Mr. Schleich referenced dual credit and said he was at the Spoon River Valley graduation and they calculated the dollars saved to the students by taking dual credit classes. Kent said he should have written down the two sets of numbers which represent dollars saved as opposed to taking the courses at community college and universities. He hopes other high schools share that information as well because it is such a strong promotion.

2.0 PRESIDENT’S REPORT

2.1 Communications

President Oldfield thanked the staff and faculty as well as the trustees who attended Commencement. He heard a number of compliments on our facility as well as the welcoming staff. He also sent a thank you to Dr. Karen Hunter Anderson for delivering the Commencement address. President Oldfield also thanked the trustees for attendance at the President’s Reception that was held at the end of April. It is important for our donors to see the support, and that support is also essential for potential donors. President Oldfield thanked Dave Maguire and Jerry Cremer for attending the Macomb Employee Appreciation event where we recognized employees for years of service. Cheryl Reimolds was also recognized for her retirement. Moving forward we have the upcoming ICCTA banquet next Friday. It will be a great event for SRC with a number of recognitions: Business and Industry Partnership Award with Cook; Trustee Maguire for 25 years of service on the Board; and Mr. Maguire said President Oldfield will receive a Trustee Education award. It will be a nice event for SRC, and President Oldfield thanked those who will be attending.

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

Macomb Outreach Center Update

- **Anniversary:** August 31st is 9 years!
- **Pricing:** A year ago we increased our pricing by a small bit, and I have not received a single complaint. This has increased our revenue by 15%.
- **Usage:** Usage of the center continues to grow. We are now serving on average 1,073 people per month and generating \$2,151 per month in rent. Just to compare:
 - **2011:** \$10,641 (2nd full year)
 - **2013:** \$12,198
 - **2015:** \$16,970
 - **2017:** \$20,404

Community Outreach Update

Spring 2018: We are actually up a tiny bit. We were up in total enrollment and total revenue from the last 2 years! Top money makers for Spring 2018:

- Online classes brought in \$1,961.75.
- Canton LLC \$1,868.13
- Canton Business Institute \$912.37
- Food Service Macomb \$886.42
- Rushville Woodworking \$664.80
- Havana LLC \$545.87

Lifelong Learning Institutes: Last fall we made the decision to rename our Retirees Learning Institutes. We wanted to remove the word “Retirees” as more than just retirees are invited to attend these events. We choose Lifelong Learning Institute as our new name.

- Havana’s LLC was on March 16, 2018. This event brought about 40 people to the Center. We had 7 sponsors and 7 presenters who provided education and information to participants.
- Canton’s LLC was on April 13, 2018. This event brought 135 people to campus. It was our 23rd conference. We offer 2 each year in Canton. We had 13 sponsors with vendor booths and MidAmerica National Bank was our major sponsor. Help from our sponsors allow us to hold these events with a low cost to participants.
- Rushville’s LLC was on April 20, 2018. This event brought about 30 people to the Center. We had 10 sponsors and three presenters for this half day program.
- The Macomb LLC is November 2, 2018.

Summer Youth Programs: Our summer programs are scheduled. Schedules can be found on our website at www.src.edu/outreach. Last year we served 252 students across the district in our summer programs. Scholarship opportunities are available.

- Canton is June 4-7
- Havana is June 11-14
- Rushville is July 11 (one day)
- Macomb is July 16-19

Fall 2018

We are beginning to look at course options for Fall 2018. A survey was emailed out recently to gauge what classes people are interested in personally as well as professionally. We have received about 80 responses so far. The most popular topic area is that people want Technology. Next popular is Cooking and Basic Home Repair. Both of those topics we don’t have many offerings in so we will be exploring those areas.

Business & Industry

This Spring we have been conducting some training with businesses including: two sessions of Customer Service Training with Mason District Hospital, and Sexual Harassment and Customer Service Training with the Havana Library. For MidAmerica National Bank we have done training on Dealing with Difficult Employees, Performance Management, Coaching, Motivating Employees, and Discipline & Legal Issues. We are currently investigating Excel training with the Macomb YMCA and Customer Service for a department at WIU. We’ve also been in discussions with McDonough Telephone Cooperative about some partnerships to offer a few classes. Also in Havana Stephanie is involved in a grant project which allows businesses to apply for free training through USDA Rural Business Development. Many SRC Outreach classes qualify for this and this could also lead to customized training for those businesses that apply.

Mr. Murphy said he heard some very positive comments on the Lifelong Learning in Canton. One commented that he wanted to “tell the world!”

2.2 Business and Finance Report

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

Payroll	\$ 571,460.58
Accounts Payable (excluding travel)	460,507.00
Accounts Payable Travel Expenses	13,681.38
Accounts Payable BOT Travel Expenses	577.63
Student Refunds – Accounts Payable	-0-
Student Refunds – Nelnet (electronic)	<u>202,797.05</u>
TOTAL:	\$1,249,023.64

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

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

Payroll	\$ 571,460.58
Accounts Payable (excluding travel)	460,507.00
Accounts Payable Travel Expenses	13,681.38
Accounts Payable BOT Travel Expenses	577.63
Student Refunds – Accounts Payable	-0-
Student Refunds – Nelnet (electronic)	<u>202,797.05</u>

TOTAL: \$1,249,023.64

- 2.2.2 Contract with Corporate Clean, Peoria, Illinois, for custodial services for the Canton, Macomb, Macomb Outreach Center, Havana, and Rushville locations in the amount of \$182,760 annually, effective July 1, 2018 through June 30, 2019. Funds are available in the Building fund.

President Oldfield presented this item for the Board’s consideration. He noted that the total amount reflects a 1% increase. Mrs. Butler asked about satisfaction. President Oldfield said they continue to be responsive when there are identified issues. They are also responsive to issues that can be created considering the number of guests we have at the College on any given day.

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

RESOLVED, That the Board of Trustees approved a contract with Corporate Clean, Peoria, Illinois, for custodial services for the Canton, Macomb, Macomb Outreach Center, Havana, and Rushville locations in the amount of \$182,760 annually, effective July 1, 2018 through June 30, 2019. Funds are available in the Building fund.

- 2.2.3 Contract with Elam Private Detective, Inc., Canton, Illinois, at an hourly rate of \$15.50. The purpose of this contract is to provide evening security coverage for the Canton Campus and the Macomb Campus. The effective date is July 1, 2018 through June 30, 2019. Funds are available in the Liability fund.

President Oldfield presented this item for the Board’s consideration.

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

RESOLVED, That the Board of Trustees approved a contract with Elam Private Detective, Inc., Canton, Illinois, at an hourly rate of \$15.50. The purpose of this contract is to provide evening security coverage for the Canton Campus and the Macomb Campus. The effective date is July 1, 2018 through June 30, 2019. Funds are available in the Liability fund.

- 2.2.4 Approve a contract with Illinois Crane of Peoria, Illinois in the amount of \$49,130 for the design, purchase, and installation of a three ton crane system for the new Diesel Locomotive Engine Program. Funds are available for this purchase in the Education Fund.

President Oldfield presented this item for the Board’s consideration and explained that Brett has been saving funds anticipating this expense. Mr. Maguire asked if this crane is on a track. Brett said it is a 20 X 20 foot square so the crane is movable in multiple

directions. Dave said these are the diesel engines for locomotives? Brett said yes. President Oldfield said on one engine a piston is 9 feet long. The 3 ton crane would allow for the piston to be removed without having to be unassembled. It is also a much safer way of teaching. Mrs. Butler asked if Diesel is happy with this “new toy.” President Oldfield said Todd Thompson is very happy to have this for the Locomotive program. Mr. Cremer asked if there is a specified operator. President Oldfield said yes, Todd is certified. Mr. Murphy asked if there are any grants. President Oldfield said Brad O’Brien is searching for grant funding for other tools that will be needed for this program. Jerry asked about a warranty. Brett said there is a full warranty, and the company is in Peoria, so it is close and easy. They are super responsive as well. Mr. Schleich said the crane isn’t on a track? Brett said there will be four posts that will be anchored to the ground and used with a remote. It has a train system on the top. President Oldfield said the crane can be moved in any position needed within the 20 X 20 space.

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

RESOLVED, That the Board of Trustees approved a contract with Illinois Crane of Peoria, Illinois in the amount of \$49,130 for the design, purchase, and installation of a three ton crane system for the new Diesel Locomotive Engine Program. Funds are available for this purchase in the Education Fund.

- 2.2.5 Resource Allocation and Management Plan (RAMP) Project. Authorize submission of the capital budget request for the remodeling of portions of Taylor and Centers buildings at the Canton Campus. The total cost of the project is \$8,103,500 of which \$6,077,700 is being requested. A local match of \$2,025,800 is required.

President Oldfield presented this item and said it is our annual submission to ICCB. This is our submission if there is a capital budget. President Oldfield said he doesn’t anticipate movement on the list of projects, but we still submit the project each year. Mr. Maguire asked how long this particular project has been on the list. Brett said he has been here 15 years and it was on the list when he arrived. Mrs. Butler asked where this project is on the list. Brett said it was number 2 the last time.

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

RESOLVED, That the Board of Trustees approved the Resource Allocation and Management Plan (RAMP) Project. Authorize submission of the capital budget request for the remodeling of portions of Taylor and Centers buildings at the Canton Campus. The total cost of the project is \$8,103,500 of which \$6,077,700 is being requested. A local match of \$2,025,800 is required.

- 2.2.6 Resource Allocation and Management Plan (RAMP) Project. Authorize submission of the capital budget request for renovations of the College’s East Jackson facility in Macomb. The total cost of the project is \$18,784,800 of which \$14,088,600 is being requested. A local match of \$4,696,200 is required.

President Oldfield presented this item for the Board’s consideration. Mr. Maguire asked Brett how long this has been on the list. Brett said this is the ninth submission of this. ICCB keeps a list of the top 30 projects, and this project is not on that list. Brett said the State gives him an authorized inflation each year, and this year was 2.6%.

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

RESOLVED, That the Board of Trustees approved the Resource Allocation and Management Plan (RAMP) Project. Authorize submission of the capital budget request for renovations of the College's East Jackson facility in Macomb. The total cost of the project is \$18,784,800 of which \$14,088,600 is being requested. A local match of \$4,696,200 is required.

2.3 Institutional Planning

- LRC Updates and New Initiatives – Lisa Dennis presented the following report:

Lisa presented the Academic Support student referral process. Lisa explained that the process starts when faculty submit a referral. The SSC attempts to contact the student and also sends a follow up email to the faculty member. SSC continues to reach out to the student coaching and creating a success plan. Lisa reported on the Student Referral System Usage for AY 2017-2018. She explained that the total number of referrals received was 701. The total number of referred students totaled 395. The total number of participating faculty members (both full-time and part-time) was 54. Lisa also presented and reviewed Fall 2017 Referral Outcomes. She reported that overall, 77% of referrals resulted in a passing grade or withdrawal. 66% of referrals resulted in a grade of C or higher or a withdrawal. We are very happy with these results, but Lisa said we are also looking for improvements. She reported on LRC New Initiatives:

1. Learning Resource Center Course Site in Canvas (learning management system).
2. Embedded librarian project.

Lisa also reported on the LRC Course Site and explained that we created the course site and worked with IT to enroll all students. The intent of the course is to give every student, both on and off campus, the same access to all campus resources and encourage engagement in campus activities. A complete listing of resources include:

- Peer and Professional tutoring information
- Canvas Support
- Student Success Coaching information
- Library Services
- Calendar of college activities and events

Lisa reviewed the LRC Course site and the number of students who accessed the site. The overall outcome is increased communication with students – both direct and indirect. There are better results reaching students who were referred, and students are reaching out with questions more often. Lisa said there is easier access to resources outside of LRC hours as well as increased engagement in college activities. Lisa reported that the next step is to survey students.

Lisa also presented the Embedded Librarian Project. An embedded librarian is a librarian that is integrated into a class to support students in their research. The librarian brings the library to the user (in Canvas), provides research and information literacy support to the student, and offers point-of-need services to students. Marla Turgeon is our librarian, and she has experiences as an embedded librarian while she completed grad school.

Lisa reviewed the Pilot Project with Becky Leverette's PSY 130 course:

- Created specific LibGuide for research assignment
- Sent out welcome flyer explaining her role as embedded librarian
- Sent out additional messages via canvas to prompt students at specific points in the research process
- Sent out survey to students

Lisa shared a PSY 130 Course Survey responses:

"The entire thing was very informative. Prior to the tutorial, I had no idea how to look things up, nor did I know how a journal article was set up. I was able to quickly find and

read the summaries, enabling me to find exactly what I wanted for my article assignment.”

“Thank you for the extra time you spent preparing the videos for this tutorial! It was great!”

“What a great tool! This made my assignment enjoyable instead of daunting. I loved using it and expressed that to my instructor and fellow psych student.”

Lisa also shared instructor feedback on the process:

“Having Marla act as embedded librarian in my psychology course has improved students’ understanding of the research process and made SRC’s library and databases more accessible to my students. I love what Marla has done and would highly recommend the embedded librarian to other Faculty members!”

Lastly, Lisa shared the link to the LRC Annual Report. Mr. Meade asked about capacity. Lisa said that is a good question because we haven’t limited yet. Not all classes have research papers. Marla Turgeon said English and Psych. President Oldfield also recognized Lisa for her work with faculty this summer for instructors who teach online. Instructional technology is a vital component, and Lisa’s activities are very beneficial for our faculty. President Oldfield thanked Lisa for coordinating those trainings.

- Enrollment Management Report – Missy Wilkinson presented the following report:

Missy thanked everyone who participated in Commencement. Janet Munson is meticulous and that showed in the ceremony. About 150 students participated and about double completed. Missy reported that we have 591 students enrolled for summer. Regular summer session begins June 4, and interim is underway now. We are up just over 100 from last summer – 3, 000 hours – 670 hours over last year at this time. The increase is even larger when compared to 2016. About half are taking an online course while working this summer. Our part-time students - 483 – a majority of the students are taking anywhere from 1-11 hours for summer, and the 18-21 year olds is the largest group. The 22-25 age range has seen a nice increase. This summer we have Pell grants available, and that was a driving factor for many of the students – about 200. The Foundation assisted with summer classes as well as the College. The transfer area is seeing a nice increase in a number of areas. CTE has the larger Diesel class this year. In Nursing we have a number returning for the LPN this summer, and Child Development has nice increases. Things are looking very positive this summer. Missy said we are hoping this trends to fall for us but it is too early at this point. Mr. Murphy asked about the students. Missy said we are seeing the increases in returning students and transfer students this summer. Our tuition is also lower than the universities, so students are taking advantage of that. Mr. Schleich asked about Diesel. Missy said this would be the fall/spring students transitioning to the second year. Missy said this is part of the curriculum, and students do struggle when funds aren’t available to pay for that. Summer Pell has helped. Mr. Meade asked about incoming freshmen getting a head start. Missy said there are some, especially if they have had dual credit. Mrs. Butler asked about the percentage for transfer. Missy said she didn’t have the percentage. She will have 10th day numbers for the Trustees at the June Board Meeting.

- Facilities Update – Brett Stoller provided the following update:

Canton HVAC Replacement

Taylor Geo Thermal Well Field:

All wells drilled

Complete & pressure test by May 31

Centers/Engle Geo Thermal Well Field:

All wells drilled

Will work on tying well together with manifold

Should be complete by June 15

Taylor, Centers, Engle General Construction Mechanical Rooms:

All three mechanical rooms built

Steel roofs on. Roofing to take place this week

Weather tight by Friday, May 25

Painting of mechanical rooms next week

Equipment install first week of June

Taylor

Ceiling track & tiles, lights and ductwork all removed

New blower coils hung through hallways

Starting on next duct work & piping

Water Tower

Tower erected this week

3 weeks to paint – starting June 18

Generator installed first week of June

Power and piping completed by June 18

Completion of entire project by July 23

Votec Roof Replacement

Work started Monday, May 7

Work about 75% complete

Work should be complete in next 2 weeks (depending on the weather)

Canton Campus Tuck Pointing

Completed May 18

Working on replacing brick on front of Taylor

Brett said before the June Board Meeting, the Trustees could tour the first floor of Taylor Hall. He also reported on the Macomb Science lab and said the tables will be delivered next week. Following that, plumbing and gas should be completed by the end of June. Brett said a new fume hood will be installed in Macomb as well. Mr. Schleich said he was on campus today, and it was very interesting to see the front of Taylor Hall. He asked what a lentil is. Brett said it is an L shaped piece of steel that allows for a larger span for brickwork. Brett said over the years they rust and sag. President Oldfield said that is also one of the only remaining areas with an exposed walkways. We do have a similar walkway to VoTec but that has been addressed. Brett said the front of Taylor Hall faces southwest and receives a lot of weather.

2.3.1 Associates of General Studies Degree changes

President Oldfield presented this item for the Board's consideration and said he has asked Holly to review this change with the Trustees.

Holly reported that based on ICCB's Administrative Rules, our AGS degree has too many credit hours and is missing a general education course. The following is what the manual specifies:

- For the Associate in General Studies degree, the general education component required will represent no less than 20 semester credit hours or the quarter hour equivalent for completion.

Our AGS degree currently only has 18 hours of gen ed required. Therefore, a subgroup "E. General Education Elective" with 3 semester hours has been added to show that a

student can take it under any gen ed category. The student could choose one that best fits with their Specialization Area.

- For the Associate in General Studies degree, a total requirement of not less than 60 semester credit hours nor more than 64 semester credit hours or the quarter credit hour equivalent.

Ours is currently at 65 credit hours. Therefore, the total number of elective hours should be reduced to 40 semester hours which will equate to a total of 64 semester hours.

Mr. Murphy asked if this requires staff changes. Holly said no, we are just reconfiguring the requirements. Mrs. Butler said since we currently exceed, what is the penalty for noncompliance? President Oldfield said it would be a finding on our accreditation visit from the ICCB. Linda asked if this was impacting students. President Oldfield said no, but they would be paying for one additional credit hour. Mr. Schleich said the reconfiguration won't impact anyone. Holly said this would be effective fall 2018 and would be for students who start with this college catalog. Holly said Janet Munson found this, so we have addressed the issue. Missy said it has been like this for 20+ years. President Oldfield said this was taken through our shared governance process and approved as well. This is the final step.

Following a motion 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 Associates of General Studies Degree changes.

2.3.2 Bargaining Unit Labor Contract between the Spoon River College Faculty Association and the Spoon River College Board of Trustees.

President Oldfield presented this item for the Board's consideration. This is a 3 year contract with the first year salary increase of 2% with the salaries for the remaining two years negotiated each year. The salaries are the only issues to be addressed in each of those two years. Other contract issues put in place were to move policy issues for the faculty in the contract and vice versa. He echoed Todd Thompson's earlier comments about the process, and Bridget is here as well. Sarah Dalpiaz also participated on behalf of the faculty. President Oldfield said this is truly a problem-solving approach through Interest Based Bargaining. This is the second time we have used that process with the faculty, and we have also used it with Classified Staff. President Oldfield said he appreciates the Board's support of the Interest Based Bargaining as well. Mr. Murphy asked about it being only the salary schedule and not benefits. President Oldfield said yes. In the previous contracts, both Faculty and Classified Staff have agreed to have an Insurance Committee address that college-wide.

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

RESOLVED, That the Board of Trustees approved the Bargaining Unit Labor Contract between the Spoon River College Faculty Association and the Spoon River College Board of Trustees.

2.3.3 Salary increases for Professional Support (2018-2019).

President Oldfield presented this item for the Board's consideration. He recommended a 2% increase.

Mr. Maguire made a motion for approval noting that that 2% is the number for the faculty and classified staff; seconded by Mrs. Butler who also noted that that is also the

recommendation of the administration; and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved 2% salary increases for Professional Support (2018-2019).

2.3.4 Salary increases for Administrators (2018-2019).

President Oldfield presented this item for the Board's consideration.

Mr. Maguire made a motion for approval noting that that 2% is the number for the faculty and classified staff; seconded by Mrs. Butler who also noted that that is also the recommendation of the administration; and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved 2% salary increases for Administrators (2018-2019).

3.0 ADDITIONAL ITEMS

- Board of Trustees Retreat – Date and Agenda Items

President Oldfield proposed some dates for the Trustees. The dates to consider are July 9, 13, 16, or 20. Mr. Schleich said he is not available the 13th. Mr. Murphy said he prefers Mondays. Mrs. Butler said she is not available the 16th. President Oldfield said that Gayle has indicated that Mondays work best for her. President Oldfield also proposed having the Retreat on the day of the July Board Meeting (10 a.m. – 4 p.m.) and change the location to Macomb. It was the preference of the Board to hold the Retreat on the July Board Meeting date in Macomb. President Oldfield said at the June Board Meeting the Board will take official action to make the changes to the meeting schedule for the Retreat.

- 4.0 CLOSED SESSION. In accordance with the Illinois Open Meetings Act, Section 2, Subsection c, 1). The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity; and 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.

Mr. Schleich said there was a call for Closed Session, and action is not expected following the Closed Session.

Following a motion by Mrs. Butler for the purpose of compensation of a specific employee of the public body, seconded by Mr. Cremer, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees adjourned to Closed Session at 7:30 p.m., for the purpose of compensation of a specific employee of the public body.

The Board of Trustees returned to Open Session at 9:11 p.m.

5.0 ADJOURNMENT

Following a motion by Mrs. Butler, seconded by Mr. Meade, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, May 23, 2018 adjourned at 9:12 p.m.

Mr. Kent Schleich, Chair

Date

Mr. Phillip Murphy, Secretary