

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

**Wednesday, June 27, 2018**  
**6:00 p.m.**

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, June 27, 2018, in Conference Room A, Spoon River College Conference Center, Canton Campus, Canton, Illinois.

**1.0 GENERAL FUNCTIONS**

**1.1 Call to Order**

Mr. Kent Schleich, Chair, called the meeting to order at 6:02 p.m.

**1.2 Roll Call**

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

Member Absent:               Mrs. Linda Butler

Also present were Mr. Curt Oldfield, President; Mr. Brett Stoller, Vice President, Administrative Services; Mr. Brad O'Brien, Dean, Career and Workforce Education; Ms. Michelle Bugos, Human Resources Director; Ms. Missy Wilkinson, Dean, Student Services; Ms. Holly Norton, Dean, Transfer Education; Mr. Colin Davis, Director, Foundation; Ms. Sally Shields, Coordinator, College Information; and Ms. Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Larry Eskridge, Canton Daily Ledger; Mr. Mike Eddy, Citizens Insurance; Ms. Virginia Vasen.

**1.3 Invocation**

Mr. Schleich gave the invocation.

**1.4 Welcome of Guests**

Mr. Schleich welcomed the guests who were in attendance.

**1.5 Public Comment**

Mr. Schleich asked if any members of the audience wished to address the Board.

There were no public comments.

## 1.6 Approval of Minutes

### 1.6.1 May 23, 2018 Regular Meeting Minutes

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

RESOLVED, That the Board of Trustees approved the May 23, 2018 Regular Meeting Minutes.

## 1.7 Report – ICCTA Representative

Mrs. Blodgett presented the following report:

- The Illinois General Assembly approved a bipartisan budget deal that invests in public higher education. The budget was negotiated by bipartisan working groups, finalized by legislative leaders, and then approved. The state's operating budget totals \$38.5 billion, which is a \$600 million increase over the current budget.
- Higher education sees a 2% increase, which translates to a \$5 million increase for community colleges. Importantly, the budget deal does not include shifting millions in state pension costs onto the colleges.
- The deal also includes a series of pension reforms the state projects will bring in \$445 million in budget savings. Those reforms include:
  - (1) Inactive buyout – vested, inactive workers have the option to cash out when they reach the qualifying retirement age for 60% of the value;
  - (2) COLA buyout – Tier 1 employees owed a compounding 3% COLA in retirement have the option to have the state buyout the compounded COLA for 70% of the value;
  - (3) 6% Rule changed to 3% - if a college awards an end of career raise in excess of 3%, SURS will charge the college to cover the increased expense
- SENATE BILL 888 BSN AT COMMUNITY COLLEGES - *No action*
- SB 2905 COMMUNITY COLLEGE ACT- *Passed both houses*
  - Provides that the Illinois Community College Board may, in collaboration with community colleges, furnish information for State and Federal accountability purposes, promote student and institutional improvement, and meet research needs.
  - Provides that the Board may review and approve or disapprove (rather than participate in and recommend approval or disapproval of) any contract or agreement that community colleges enter into with any organization, association, educational institution, or government agency to provide educational services and may monitor the performance under any contract.
  - Requires the board of trustees of each community college district to file a written or electronic copy of its annual budget with the Board.
  - Provides that any graduate from a recognized high school or student otherwise qualified to attend a public community college and residing outside a community college district may attend any recognized public community college in this State at the tuition rate of a student residing in the district; requires the Board to pay the community college the difference between the in-district and out-of-district tuition amounts.
  - Provides that, for tuition purposes, a student shall be classified as a resident of a community college district after establishing the 30-day residency requirement of the district.

## 1.8 Report – Student Government Representative

Ms. Grace reported that she attended the GED ceremony on the 29<sup>th</sup> of May, and she was a speaker at that celebration. She enjoyed that opportunity. Mr. Schleich asked about the number. Parris said there were about 12 in attendance, and with families, it was a nice turnout.

## 1.9 Report - Spoon River College Foundation

Mr. Phil Murphy said that Colin would present the report this evening.

Mr. Colin Davis presented the following report to the Board of Trustees:

- Financial: Revenues: \$14,376.70
- As is normal, the Foundation Board did not meet in June. The Foundation Board will meet next on July 18 at 7:30 a.m. via IVS.
- Much of the current work of the Foundation involves the upcoming 25<sup>th</sup> Annual Golf Outing, which we encourage all friends of the college, including faculty, staff, alumni, Trustees, and Foundation Directors, to participate in, either as sponsors, golfers, or volunteers. The event occurs one month from today, July 27, at 11 a.m. (tee-off at noon) at Wee-Ma-Tuk Hills Country Club, and sign-up continues through July 20.
- Dual Credit Scholarship applications for the Fall 2018 semester are due back this Friday, June 29, and a committee of Foundation Board Directors will meet to make those awards shortly after the applications are received.
- The Memorandum of Understanding between the Foundation and the College remains in progress, with plans to meet in mid-July to produce a draft.
- On Monday, July 9 at 4:30 p.m., the College and Foundation will host a small, informal ceremony to dedicate a new bench, which was donated by 1967 CCC alumnus Bob Reading and his wife Marianne and was placed in front of the Multi-Purpose Building, to former faculty, arts advocate, and community leader Daisy Coty. The public is invited to attend, and anyone who wishes to honor Daisy is encouraged to attend. The ceremony will be held outdoors at the bench, followed by a cake and punch reception indoors at the Multi-Purpose Building. In case of inclement weather, the ceremony will move indoors. Please help pass the word!

Mr. Schleich said he had an interesting conversation with Bob Reading at the President's Reception. Mr. Reading is a very interesting person. Colin said Bob, when he was a student here, stuttered. Bob credits Daisy Coty for pulling him through that and his path in life. President Oldfield said Canton had a wrestling team for two years, and Bob was a part of that team.

## 1.10 Report – Board Member Comments

Mr. Maguire reported that President Oldfield received a Trustee Education Award at the annual banquet earlier this month in Springfield. Fitz Larson, Black Hawk College, will become the new president of the Trustees Association and has asked Dave to sit on the Executive Committee and serve on the Pension Committee. Dave said he will be tracking what is happening with pensions for the Trustees Association.

Mr. Schleich said the honor was presented to SRC and Cook for the Business and Industry Partnership Award, and Dave received recognition for 25 years on the Board.

## 1.11 Approve the change of location and time for the July 25, 2018 Board of Trustees Meeting from the Canton Campus at 6 p.m. to the Macomb Campus at 4:30 p.m.

Mr. Schleich said this change is because of the Retreat which will also be held that day. Mr. Maguire said that same morning the College will be hosting the Business Before Hours. President Oldfield said that is scheduled for 7:30 a.m.

Following a motion 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 change of location and time for the July 25, 2018 Board of Trustees Meeting from the Canton Campus at 6 p.m. to the Macomb Campus at 4:30 p.m.

2.0 PRESIDENT’S REPORT

2.1 Communications

President Oldfield reported that we were very fortunate to be selected for the ICCTA Business & Industry Partnership award, and he thanked Mr. Meade, Denise Kirgan, and Andrea Barbknecht for their work, and he thanked Julie Hampton for pulling the nomination together and submitting it to ICCTA. This award serves as a great model for other colleges, and this is also a great opportunity to submit this accomplishment.

President Oldfield reported that he just returned from a class at Ferris State. He is now starting a Transformational Leadership class which is his last class before starting his dissertation this fall. He is getting closer to completion. This last class wraps up the 8<sup>th</sup> of August.

President Oldfield said we continue the search for a men’s basketball coach.

Mr. Murphy commented that he read that volleyball has been hosting leagues at the College. President Oldfield said the league is holding matches here on Tuesday evenings with 100+ in attendance. Canton volleyball is operating the gate, and our volleyball program is handling the concessions. We will also be hosting a baseball/softball camp later this summer. The exposure is very nice and appreciated.

2.2 Business and Finance Report

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

Payroll	\$ 542,006.84
Accounts Payable (excluding travel)	2,666,174.55
Accounts Payable Travel Expenses	18,623.57
Accounts Payable BOT Travel Expenses	352.67
Student Refunds (Accounts Payable)	-0-
Student Refunds (Nelnet – electronic)	<u>5,735.00</u>
<b>TOTAL:</b>	<b>\$3,232,892.63</b>

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 authorized the following payments for the month of June 2018:

Payroll	\$ 542,006.84
Accounts Payable (excluding travel)	2,666,174.55
Accounts Payable Travel Expenses	18,623.57
Accounts Payable BOT Travel Expenses	352.67
Student Refunds (Accounts Payable)	-0-
Student Refunds (Nelnet – electronic)	<u>5,735.00</u>
<b>TOTAL:</b>	<b>\$3,232,892.63</b>

2.2.2 Approve the Prevailing Wage Resolution. This action is required on an annual basis by state law.

President Oldfield presented this for the Board’s consideration.

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 Prevailing Wage Resolution.

- 2.2.3 Appointment of College Attorney: engage the firm of Froehling, Weber, and Schell of Canton, Illinois, as the college attorneys through June 2019.

President Oldfield presented this item for the Board's consideration. Mr. Schleich asked about the term. President Oldfield said at the January Retreat the Board expressed the desire to possibly do an RFP. President Oldfield also noted that this is the same rate as last year. Mr. Murphy said this firm has represented the College since the College started.

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

RESOLVED, That the Board of Trustees approved the appointment of College Attorney: engage the firm of Froehling, Weber, and Schell of Canton, Illinois, as the college attorneys through June 2019.

- 2.2.4 Appointment of Employment Law Consultant: engage the firm of Davis and Campbell of Peoria, Illinois, through June 2019 to provide services and advice concerning matters pertaining to employment law.

President Oldfield presented this item for the Board's consideration and said Keith Braskich is our Labor Attorney. Mr. Murphy said Keith has been with us for a long time. President Oldfield said the rate is the same as last year.

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 appointment of Employment Law Consultant: engage the firm of Davis and Campbell of Peoria, Illinois, through June 2019 to provide services and advice concerning matters pertaining to employment law.

- 2.2.5 Approve a standing purchase order for the purchase of lifecycle computer equipment (PC, monitors, printers) for FY19. The total for the purchase order will not exceed \$150,000. Funds for this standing purchase order are available from the FY19 lifecycle funds.

President Oldfield presented this item for the board's consideration

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

RESOLVED, That the Board of Trustees approved a standing purchase order for the purchase of lifecycle computer equipment (PC, monitors, printers) for FY19. The total for the purchase order will not exceed \$150,000. Funds for this standing purchase order are available from the FY19 lifecycle funds.

- 2.2.6 Approve a contract with Liberty Mutual, agent James Unland & Company/Citizens Insurance from Macomb, in the amount of \$93,085 for property, auto, general liability, and school board legal liability insurance effective July 1, 2018 through June 30, 2019.

President Oldfield recognized Mike Eddy, our insurance agent from Citizens in Macomb which is a part of Unland & Company/Citizens Insurance. President Oldfield thanked Mike for attending this evening. He usually attended with Afton Boothe who passed away earlier this year, and we will certainly miss him.

Mr. Maguire said in the letter there was a reference to an alternate proposal. Brett said that is included. President Oldfield said this is about a 4% increase, and Brett said a lot of that is due to the property value increases each year. Mike Eddy said it is usually a 3 to 4% increase. They tried to make up for some of that on the comp side. Mr. Schleich asked if we have to carry liability on The Villas. Brett said no. Colin said the Foundation has a general liability policy.

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

RESOLVED, That the Board of Trustees approved a contract with Liberty Mutual, agent James Unland & Company/Citizens Insurance from Macomb, in the amount of \$93,085 for property, auto, general liability, and school board legal liability insurance effective July 1, 2018 through June 30, 2019.

- 2.2.7 Approve a contract with Accident Fund, agent James Unland & Company/Citizens Insurance from Macomb, in the amount of \$29,101 for Worker's Compensation insurance effective July 1, 2018 through June 30, 2019.

President Oldfield presented this item for the Board's consideration. Mr. Maguire said the letter referenced an alternate proposal. Brett said we had been with Zenith for years, but Accident Fund came in below Zenith. Awhile back we had very high experience rates so we had to go out for renewals in January. This gets us back on the fiscal year renewal. President Oldfield asked about the alternate. Brett said the alternate is that we also received a bid from Accident Fund. It is basically that we had Zenith, and the Accident Fund proposal is an alternate, which is basically another bid. Mike Eddy suggested Accident Fund as a premiere worker's comp carrier and phenomenal with claims. There is potential to be a part of a dividend program with Accident Fund that is not an option with Zenith. Accident Fund was also lower. Mr. Schleich said our experience has helped with that. Mike said yes, and overall rates in Illinois have been coming down.

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

RESOLVED, That the Board of Trustees approved a contract with Accident Fund, agent James Unland & Company/Citizens Insurance from Macomb, in the amount of \$29,101 for Worker's Compensation insurance effective July 1, 2018 through June 30, 2019.

## 2.3 Institutional Planning

\* Facilities Update – Brett Stoller presented the following report:

### **Canton HVAC Replacement**

#### **Geo Thermal Well Fields:**

Complete and pressure tested and tied into mechanical rooms  
Grading of dirt and seeding to be completed by July 10

#### **Taylor, Centers, Engle General Construction Mechanical Rooms:**

All three mechanical rooms built with roofs in place  
Painting of mechanical rooms is complete

Equipment is installed in all three rooms  
Taylor room is completely wired and piped – Centers next

### **Taylor**

All piping and ductwork is complete and now being insulated  
Piping has been pressured tested  
Running electric and control wires to blower coils  
Ceiling track starting next week  
Then set lights and HVAC diffusers

### **Water Tower**

Tower erected  
3 weeks to paint – starting July 2  
Generator installed  
Power and piping being installed  
Completion of entire project by early August

### **Votec Roof Replacement**

Complete

### **Canton Campus Tuck Pointing**

Complete

### **Macomb Science Lab**

Lab components set  
Plumbing and Electric complete  
Flooring to be installed

Mr. Maguire asked if the crane will be coming in this summer for VoTec. Brett said yes, he expects it to be shipped August 15, so we will then pursue the installation. We need to be ready for the locomotive program for January, so the timing is good. President Oldfield said there will be some disruption on the Ag side of the building.

Mr. Cremer asked if we will be able to water the grass seed. Mr. Murphy said he was surprised that we have had grass growing through the hot water. Brett said when we did the back area by Engle, they used the same process, and we had grass.

\* Enrollment Management – Missy Wilkinson presented the following report:

Missy presented the Summer 10<sup>th</sup> Day report, and she said this is very positive. We have a 9% increase over last year, and a 13% increase over 2016. We are very excited about these numbers. About half of the hours are coming from online courses. The fact that Pell grants are available for summer helps as well. 193 students have Pell for summer. Missy reported that the total credit hours for summer is at 3,097. Missy also presented a gender breakdown for the summer enrollment and explained that we have 189 males and 436 females. We are looking at reasons why males are not attending. We are seeing an increase in the 26-30 age group. Missy reported that the top course for summer by headcount:

- COM103 Speech Communications – 96 students
- MAT132 Statistics – 72 students
- PSY130 General Psychology - 40 students

Missy also reported the top departments by credit hour for summer:

- Math – 429 credit hours
- Biology – 377 credit hours
- Communication – 288 credit hours

Missy said she is very pleased with where we are this summer with enrollments. Mr. Maguire asked about peers. Missy reported that she was at a meeting last week with peers, and she was one of the only ones reporting good news. Mr. Schleich asked if she has a hint for fall. Missy said it is very, very early but we are looking to be where we were this time last year. Dave asked when the major enrollment period for fall is. Missy said when we first open in April is big, and it will also pick up again in July and August. Mr. Cremer asked about online and if she expects to see those continue to grow. Missy said yes. Online offers a lot of flexibility for our students. Ms. Grace said she likes online and feels she has that control with classes. Jerry asked if many don't complete. Missy said the withdrawal rate was similar with traditional. Holly said with Biology being our second department, we don't have any in Canton this summer, and those hours are generated in Macomb and online. Kent said it seems like our PR has also stepped up this year. He is seeing a lot of stuff out there with the purpose of trickling news out regularly. Missy said we try to make connections with our success stories as well. Kent said that needs to be complimented because there are stories, graduation pictures, and news all of the time. President Oldfield said he and Sherri Rader talk about the importance of having something out there regularly. Gayle said we have a lot on Facebook. President Oldfield said compliments to Sherry and Sally. Gayle said the Facebook news is very easy to share. Phil asked about The Villas. Missy said they have 59 leases out of 84. There is also a promotion in July, and Seth is confident they will hit 84. Gayle said before spring finals, her church came over to The Villas for a cookout. It was a nice afternoon, and as a result of that, she was able to hire a person to work at the Cuba Library for the summer. It has been fun to hear the student talk about what it's like to live at The Villas. Missy said that is common; we hear that often from returning students for this fall. Gayle said the only thing the student wished was that the Multipurpose building was open in the evenings. Missy said that is something that we will consider.

Mr. Maguire said he has run into five different cases with parents or students where a student has come to take courses and then gone on to another institution and have more than enough hours to come back to get their associate's degree, and he has asked them about reverse transfer. Dave said we have trouble tracking them once they leave. Is that beneficial during recruitment? Missy said keep spreading the word. President Oldfield said our folks already follow up with students who are close, and Missy said we do work with universities as well.

\* Career and Workforce Education Report – Brad O'Brien presented the following report:

Brad reported on the Manufacturing Roundtable that was held at the Macomb Outreach Center on June 7. The goal was to gather manufacturers in our district to learn about their needs and discuss the future direction of the manufacturing curriculum at SRC. Those invited included representatives from 18 manufacturing related companies in the district, Economic Development Directors, the Regional Office of Education, local high schools, workforce agencies, and SRC representatives. There were 24 people in attendance, and businesses represented included NTN Bower, Yetter Manufacturing, Vaughan and Bushnell, Midwest Control Products, and Tracer Industries. Brad reported that we heard updates from industry regarding hiring needs, skills needs, challenges, and opportunities within their companies. There was discussion about safety and certifications within the industry as well. We also heard updates from high school representatives and workforce folks. He said the most interesting thing from high schools is the decline in industrial programs, and that is a real concern.

Brad reported that our next step is to continue worksite visits to many of the companies and complete individual needs assessments with them. He said that he and President Oldfield discussed that sometimes companies are hesitant to share when with a larger group, so the individual visits will help gather more information. Within the next week, Brad said he will be visiting Fusion Tech, Midwest Control Products, and Yetter Manufacturing. We will then take the information gained and develop the most relevant and appropriate manufacturing curriculum for our district.

Gayle asked what the businesses are most interested in. Brad said it is one that we don't have. We have Welding with two certificates, and we could take those certificates and expand to degrees. Gayle asked if there is a way to partner with some of the apprentice type programs with unions trades programs so that those things they train on become certificates or degrees. Brad said that is what he is working on with the Construction Management degree. He spent some time on a Friday at the Building Trades training center to see what they did and how it was taught. Their interest in us is to be able to feed in to the apprenticeship. Kent asked if Brad is familiar with what ICC is doing. Brad said he is familiar with their apprenticeships. We are a little challenged in our area getting commitments from companies. President Oldfield said they are starting to explore, but there is still hesitation. Brad is discussing those options with the businesses as well. Gayle said there certainly are manufacturing opportunities in Pekin and Morton. Brad said he felt that when we put a product together and get students to a certain level, there will be buy in. Gayle said if there is a way to get in to those areas and make sure those students are meeting their gen ed requirements, that would be great.

Kent asked if anyone from Ag attended the FFA convention. Holly said she didn't believe so. Kent asked if we have in the past. There were people there from out of state as well. Kent said you can catch a lot of high school juniors. President Oldfield said there is a vendor fair which includes mostly educational institutions and Ag vendors. It is something that has to be marketed to draw the students in.

#### 2.3.1 Employment Contract, Vice President

President Oldfield presented this item for the Board's consideration: 2% salary increase effective July 1 and an update in the years to 2020.

Mr. Maguire made a motion for approval of the employment contract with Mr. Brett Stoller, Vice President, for a 2% salary increase effective July 1 and also an update in years to 2020. Mr. Cremer seconded the motion, and following a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the Employment Contract, Vice President, Brett Stoller.

#### 2.3.2 Employment Contract, President

Mr. Schleich presented this to the Board.

Mr. Maguire made a motion for approval of the employment contract with President Oldfield per the memo posted on the website which includes a one year adjustment for dates, the doctorate, and a salary adjustment to \$125,000 effective July 1; seconded by Ms. Grace, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the Employment Contract, President, Curt Oldfield.

### 3.0 ADDITIONAL ITEMS

Mr. Schleich reminded the Trustees about the upcoming Retreat and urged Trustees to submit agenda items for the retreat. President Oldfield also urged everyone to attend the Business Before Hours as well.

\* July Board of Trustees Retreat

July 25, 9:30 a.m. – 4 p.m.  
Macomb Campus, Room 215  
Board Meeting, 4:30 p.m.

- 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.

Mr. Schleich announced that there was not a call for Closed Session.

5.0 ADJOURNMENT

Following a motion by Mr. Murphy, seconded by Mr. Cremer, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, June 27, 2018, adjourned at 7:14 p.m.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mr. Kent Schleich, Chair

\_\_\_\_\_  
Mr. Phillip Murphy, Secretary