

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

Wednesday, March 27, 2019
6:00 p.m.

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, March 27, 2019, at 6:00 p.m. in Room H101, Havana Center, Havana, 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. Gayle Blodgett
 Mr. Jerry Cremer
 Mr. Dave Maguire
 Mr. Kevin Meade
 Mr. Kent Schleich
 Ms. Parris Grace

Member Absent: Mrs. Linda Butler
 Mr. Phillip Murphy

Present: Mr. Curt Oldfield, President; Mr. Brett Stoller, Vice President; Ms. Holly Norton, Dean, Transfer Education; Mr. Colin Davis, Director, Foundation; Ms. Missy Wilkinson, Dean, Student Services; Ms. Stephanie Howerter, Director, Havana Center; Ms. Teresa Welch, Assistant, Havana Center; Mr. Joe Clemens, Diesel Tech Faculty; Mr. Brian Dalpiaz, Mathematics Faculty; Ms. Sarah Dalpiaz Faculty; Mr. Michael Maher, Sociology Faculty; Mr. Scott Snowman, Education Faculty; Ms. Tracy Snowman, Art Faculty; and Ms. Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Ms. Molly Linder, 2019-2020 Student Trustee; and Mr. Andrew Matthews, IEA Representative.

1.3 Invocation

Mrs. Blodgett gave the invocation.

1.4 Welcome of Guests

Mr. Schleich welcomed the guests in attendance. He welcomed new Student Trustee Molly Linder.

1.5 Public Comment

Mr. Schleich asked if anyone present would like to address the Board. There were no requests.

1.6 Approval of Minutes

1.6.1 February 27, 2019 Closed Session Minutes Review Committee 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 February 27, 2019 Closed Session Minutes Review Committee Meeting Minutes.

1.6.2 February 27, 2019 Regular Board Meeting Minutes

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

RESOLVED, That the Board of Trustees approved the February 27, 2019 Regular Board Meeting Minutes.

1.7 Report – ICCTA Representative

Mrs. Gayle Blodgett provided the following report:

A lot of what is happening in Springfield has to do with committee meetings and trying to get through committee to the floor for votes. One of the recent issues for us to monitor is Senate Bill 2046 which is the bill that Bill Brady proposed which basically would require high schools to provide a path to the associate degree as a part of their curriculum. Part of the legislation requires that the K-12 schools pick up the costs for that. Gayle said she suspects that those folks are not going to be happy with that because of the funding issues. It is an interesting idea, however money will be an issue. In some ways it is going to get vocational programs back into the high schools. Vocational programs don't move very well into the schools so those students would have to go to the colleges for those classes. The Bill is making some headway and is scheduled for the second read.

Mrs. Blodgett also reported May 1 is Lobby Day for community colleges in Springfield. It is probably as important this year as it ever has been. There are a lot of items on the table that could impact us as a college going forward. We have a good support base with elected officials, so it is important to go down there and talk to them to keep our issues in the forefront.

1.8 Report – Student Government Representative

Ms. Parris Grace provided the following report:

Congratulations to Molly Linder who was elected by the student body to serve as the Student Trustee for the 2019-20 school year. Molly graduated from Canton High School in 2018 and has worked at Parlin-Ingersoll Public Library for the past three years. Molly is currently working on a liberal arts degree, and after SRC she plans on transferring to a four year college to continue her education.

Macomb Habitat for Humanity students volunteered with the Riverbend Food pantry in Colchester, Illinois on March 15th. The students helped serve approximately 115 community members.

TRIO students attended the “Doktor Kaboom” show at WIU on March 6. TRIO workshop topics for the month of March included: proofreading and editing papers, and paying off debt.

Students enjoyed a FREE Perk Up coffee bar on Monday and were reminded to register NOW for summer and fall courses!

Macomb Student Government Association hosted a blood drive with Mississippi Valley Regional Blood Center at the Macomb Campus on March 5. Macomb SGA hosts a coffee bar every other Wednesday morning to serve coffee and muffins with proceeds going to local charities.

Canton SGA hosted the annual Macomb/Canton Spring Retreat on Monday. Macomb SGA students were invited to the Canton Campus for an evening of fellowship and fun. SGA students from both campuses got to know each other through icebreakers and team building activities and then enjoyed pizza and cookies. Students also discussed the upcoming trip to Springfield for Student Advocacy Day and what potential questions they might bring to the local legislators.

Macomb/Rushville Phi Theta Kappa hosted a “Walking Taco Bar” yesterday. Proceeds will benefit the Ashley McCloud Scholarship fund.

1.9 Report - Spoon River College Foundation

Mr. Colin Davis presented the following report:

- Financial: Revenues: \$7,005.80
- The SRC Foundation Board met Wednesday, March 20 at 7:30 a.m., via IVS.
- For the first time in the Foundation’s history, as of the end of February, the Foundation reached \$4 million in total assets. Obviously this will ebb and flow as gifts are received, expenses are made, and investments go up and down, but this is a significant milestone to be celebrated.
- After seeking input from the full board and edits and compilation from the Executive Committee, the Foundation’s three-year operating plan for 2019-2021 was passed and is now on the Foundation website. The board plans to prioritize these projects and split them off into committees to provide a little extra labor and accountability toward their progression or completion.
- The Investment Committee of the Foundation met at the end of February to begin working on updating the investment policy and reviewing the currently invested funds. The first step, the committee decided, was to take a significant portion of idle funds, and CDs with local financial institutions are being purchased to help solidify relationships with those institutions and to maximize investment gain/interest. The Foundation took the recommendations of the Investment Committee to purchase \$400,000 worth of CDs from seven local institutions, though every institution in the district that offers CDs was approached to bid.
- A committee to review and evaluate an Innovation Grant proposal was also formed and will report upon that proposal at the April meeting.
- Likewise, the Membership Committee continues to evaluate and reach out to potential members for the Foundation Board to begin membership in July.
- The 2019 President’s Reception to honor and thank our donors will be held in the Engle Hall Conference Center beginning at 5:30 p.m. on May 1. Please mark your calendars and plan to attend.
- Our friends at Helping Hands Resale Shoppe have designated this week, March 26 through 30th as SRC Week, meaning that all proceeds from sales during that week will benefit the Foundation. They request that we help spread the word and seek donations of used items for resale, and they ask people to shop and volunteer at the store during that week so that we’re able to maximize our donation for the week.
- Finally, yesterday, the Foundation’s scholarship awarding committee selected 135 students to be offered scholarships for the 2019-2020 academic year. This is in addition to 22 students at the Macomb Campus who were offered Fellheimer Scholarships for the current semester. Students will be informed in the coming weeks whether or not they were selected and are required to write a very brief thank you note upon acceptance to be shared with donors (in addition to the longer thank you/progress letter which is due near the end of the fall semester). For the high school students, they will be honored at their respective awards

assemblies, and Lori Murphy is coordinating people to represent the Foundation/SRC at those assemblies.

- The next Foundation Board meeting will take place on April 17, 2019, via IVS.

1.10 Report – Board Member Comments

Mr. Schleich reported that we had good attendance at the ICCTA West Central Trustees meeting that was hosted by John Wood Community College. It was a good meeting with a nice format with opportunities to share ideas. Mr. Maguire said we will be hosting the next West Central Trustees Meeting.

Mr. Maguire said if WIU has a quorum for their board meeting, they are going to adopt their new tuition and fees. Dave has prepared a comparison sheet of WIU's tuition and fees with SRC's. It is about 1/3 of the cost to attend SRC. WIU is going to do a 4% increase effective with the fall 2019 semester. President Oldfield shared a poster that our advisors use that shows the private, public, and SRC costs of tuition for 15 credit hours. Dave said one of the reasons he put together the WIU information is for the Trustees to have that information in the event they can share that with others. Reverse transfer is also a topic to recommend as well. Mr. Schleich asked if WIU has a full board. Gayle said no, not yet.

2.0 PRESIDENT'S REPORT

2.1 Communications

President Oldfield shared that Sunday the 31st he will be traveling with a group from Canton to Cook County in Bloomington, Indiana. He is looking forward to that trip and will be back on Wednesday, April 3.

President Oldfield shared and reminded the Trustees regarding upcoming dates: April 9 is the PTK dinner in Springfield where we honor our students. Julie will need to RSVP for Trustees by April 3. April 16 is PTK induction ceremony at our Macomb Outreach Center. Let Julie know by April 3 if you plan to attend. The President's Reception is scheduled for May 1, and President Oldfield said he hopes Trustees can attend that important event. Please RSVP to Julie. Our Commencement is May 11. If the Trustees have any gown changes please let Julie know so she can work with Janet Munson. President Oldfield also reported that April 9 is Student Lobby Day in Springfield, and we have a group of students who will be attending that event.

President Oldfield introduced Stephanie However, Havana Center Director.

- Havana Center Update – Stephanie Howerter welcomed everyone and presented the following report:

Partnerships

- Presentation on March 19 at the Havana Business Group Meeting
 - Velvet and Stephanie presented on Workforce Training which resulted in 6 registration for business related courses. We also had an inquiry about OSHA training and accounting course. Mayor Stadsholt is interested in a possible partnership in the future with the City of Havana to offer a Business Workshop for Havana Businesses
- City of Havana
 - Partnership to offer Workforce Education
 - Working with 353 Court, LLC and City of Havana. Work will begin downtown on the far west end working east.

- Grant funds utilized by businesses for training (Business Websites, Social Media for Businesses)
- Havana Public Library
 - Partnership for NerdCon – Stephanie explained that this is an event for people who are into comic books and graphic novels. It is scheduled for June 8 and will include local artists and authors who will share their expertise. It is a free event open to the public. The event will be held here at the Havana Center on June 8.
- Havana Health Career Opportunities – Stephanie reported that the group is taking a year off from offerings at the high school. She explained that we have a lot of repeat students, so we are going to take the year off and work on expanding out to include more with visits to the Canton Campus to showcase options in Career and Technical Education.
 - Partnership with SIUC-School of Medicine, U of I Extension, Havana High School, & Mason District Hospital
 - Havana Health Career Opportunities Advisory Committee
 - Stephanie explained that this is the third year of the program in Havana. It was expanded this year to include CTE. The program is on hold for 2019-2020. Changes are being made to the program, and the roll out for the new program will be in 2020.
- Summer Youth Program
 - Partnering with Havana Public Library and hopefully U of I Extension: 4H Federation, Illinois River Biological Station

General News

- 10th Lifelong Learning Conference
 - Moving to a Lunch & Learn to replace the conference
- Community Involvement
 - Havana Public Library District Trustee
 - Havana Area Chamber of Commerce
 - Stephanie reported that she still serve on the Board and is able to make connections at Havana Business Group meeting and Business After Hours to promote SRC.

Mr. Schleich thanked Stephanie for her report.

2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of March 2019:

Payroll	\$ 563,507.32
Accounts Payable (excluding Travel)	760,915.91
Accounts Payable Travel Expenses	6,711.80
Accounts Payable BOT Travel Expenses	- 0 -
Electronic Payments (Health/Life Insurance)	139,247.31
Student Refunds – Accounts Payable	10,144.75
Student Refunds – Nelnet (electronic)	<u>652,231.73</u>
TOTAL:	\$2,132,758.83

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 authorized the following payments for the month of March 2019:

Payroll	\$ 563,507.32
Accounts Payable (excluding Travel)	760,915.91
Accounts Payable Travel Expenses	6,711.80
Accounts Payable BOT Travel Expenses	- 0 -
Electronic Payments (Health/Life Insurance)	139,247.31
Student Refunds – Accounts Payable	10,144.75
Student Refunds – Nelnet (electronic)	<u>652,231.73</u>
TOTAL:	\$2,132,758.83

- 2.2.2 Approve a contract with Aupperle, Morton, Illinois, in the amount of \$717,094.05 for the construction of softball and baseball fields at the Canton Campus.

President Oldfield asked Brett Stoller to provide the details. Brett reported that we originally hoped to bring this to the Board in February but the bids were considerably higher. We made some adjustments and rebid, and those bids were received Monday. Brett said we are very pleased with this, and there is a preconstruction meeting scheduled for Monday with work to begin in the next week or two. Our staff will do a water line to the site as a cost savings step. We are also going to do the dugouts as well. This also does not include scoreboards, and he has challenged our Athletic Director and Colin Davis to fundraise for those. The plan is the work will go into early fall, and seeding is a part of the award. The first games won't be scheduled until the spring of 2020. Mr. Cremer asked about the in-house work and if it will slow down the project. Brett said no. Jerry asked if the company will do the seeding. Brett said yes, and there are particular grasses that will be used with various thicknesses, etc. Jerry asked about insurance that if the seeding doesn't take that they will come back to reseed. Brett said yes. Mr. Schleich asked when the fields will be seeded. Brett said that will occur in early fall. We could have the fields sodded for \$50,000 if we had a donor for that. Kent asked about the adjustments to save \$200,000. Brett said the dugouts were \$30,000 apiece. Also, with us doing the water line that resulted in a significant savings as well. Originally there was a warning track on the softball field that was also removed. Brett said we will have a very good quality product when the fields are completed. Kent asked about the last two and if they bid against other. Brett said yes, we were working with the two until the final award. Kent said Aupperle is a highly respected firm. Brett said yes, and there were requirements in the bid specs for the number of completed fields, and this company's parent company worked on the Slugger fields in Peoria. Kent said congratulations on getting this project down to an affordable level. Mr. Maguire said he assumes he and Bob Haile will do project supervision. Brett said yes, and there will also be a layer with the project engineer, Austin Engineering, as well.

President Oldfield said the funds are coming from the remaining funds from the multipurpose building.

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

RESOLVED, That the Board of Trustees approved a contract with Aupperle, Morton, Illinois, in the amount of \$717,094.05 for the construction of softball and baseball fields at the Canton Campus.

2.3 Institutional Planning

- Facilities Update – Brett Stoller provided the following report:

Mr. Stoller reported that a couple of weeks ago he met with CDB on the Macomb Roof Project, and it was approved, and now we wait for a project manager to get that ball rolling.

Brett reported that he has started working with the faculty and staff housed in Engle Hall to prepare for the summer HVAC project. Packing and moving of offices will begin soon. He is working with CTS on the final schedule for when work begins, ideally the Friday before graduation (May 10). We will have the same vendors as last summer, so we are hoping for a very good project.

Brett reported that we used to have a funding source for Capital Renewal Dollars, and it ended about 15 years ago. With the big push for a capital budget, instead of a full capital bill, they have asked for emergency capital dollars. We talked about Macomb East's parking lot recently, to have part of it resurfaced. Brett said he worked with CTS and BLDD to determine a cost for resurfacing 1/3 of the Macomb East parking lot. The cost came back at \$1 million, and Brett submitted that project for emergency capital funding. He also submitted some other Canton Campus projects, but he is hopeful for the Macomb East parking lot. Mr. Maguire asked what the size of the entire lot is at Macomb East. Brett said at least 5 acres, and maybe closer to 6 acres.

Mr. Cremer asked about the Macomb roof and a start date. Brett said he is hopeful that it will happen this summer, but it is a CDB project, so we wait and see.

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

Ms. Wilkinson distributed advance copies of The Bridge for the Trustees and explained that this is our annual publication that will go to every household in our district. Sherry Rader was responsible for this piece and did a fantastic job. This will go out in the mail tomorrow. Sherri asked Missy to highlight the focus of the multipurpose building, the student athlete focus, The College Theme article, and Brad O'Brien showcased a few areas as well. The Foundation and Colin provided some information as well as Velvet from the Outreach Center. Faculty profiles are always the award winners from the previous Commencement. Alumni and employee profiles are included as well. The timing is perfect because April is Community College month, and we are doing summer and fall registration at this time.

2.3.1 Approval of Advanced Manufacturing Program

President Oldfield presented this item and reminded the Board that Brad O'Brien has presented information on this program last month as well as at the January Board Retreat. This was also approved through the College Senate.

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 Advanced Manufacturing Program.

2.3.2 Approval of Medical Lab Technician Program

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

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

RESOLVED, That the Board of Trustees approved the Medical Lab Technician Program.

3.0 ADDITIONAL ITEMS

- President's Annual Self-Evaluation Letter

President Oldfield said this is the month that starts his evaluation process. He said he has sent his evaluation letter and that, as well as the goals and evaluation instrument, are available to the Trustees in SharePoint. Deliberations will begin in April and the evaluation finalized in May. Mr. Schleich reminded the trustees to have the completed instrument to Julie by April 15.

3.1 Approval of Board of Trustees 2019-2020 Budget

President Oldfield said at the January Retreat the Board reviewed its budget with the proposal to keep the budget the same. Trustee Maguire presented travel expense estimates for the next year. This is the first step in the budget process, and the rest of the College budget will follow. Mr. Schleich asked if this is the only time to make changes. President Oldfield said no. Mr. Maguire said an additional expense that we will incur will be for Trustee training.

Following a motion by Mr. Maguire to approve the Board's 2019-2020 budget at the same level as 2018-2019. Mr. Cremer seconded the motion, and following a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved its 2019-2020 Budget at the same level as 2018-2019.

- 4.0 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 paragraph 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; 5) the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

Mr. Schleich said there will be a couple of Closed Sessions tonight with no action expected following either Closed Session. The first Closed Session will be for the purpose of #5 – the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussion whether a particular parcel should be acquired.

Following a motion by Mr. Maguire, in accordance with the Illinois Open Meetings Act, Section 2 (c), the Board of Trustees will adjourn to Closed Session for the following purpose: 5) the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. Mr. Cremer seconded the motion, and following a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees adjourned to Closed Session for the following purpose: in accordance with the Illinois Open Meetings Act, Section 2 (c), 5) the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired at 7:07 p.m.

The Spoon River College Board of Trustees returned to Open Session at 7:17 p.m.

Following a motion by Mr. Maguire, in accordance with the Illinois Open Meetings Act, Section 2 (c), the Board of Trustees will adjourn to Closed Session for the following purpose: 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. Mrs. Blodgett seconded the motion, and following a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees adjourned to Closed Session for the following purpose: in accordance with the Illinois Open Meetings Act, Section 2 (c), 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 at 7:26 p.m.

The Spoon River College Board of Trustees returned to Open Session at 8:54 p.m.

5.0 ADJOURNMENT

Following a motion by Mr. Maguire, seconded by Ms. Grace, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, March 27, 2019 adjourned at 8:55 p.m.

Date

Mr. Kent Schleich, Chair

Mr. Phillip Murphy, Secretary