

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

**Wednesday, November 15, 2017**  
**6:00 p.m.**

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, November 15, 2017, at 6:00 p.m. at the Spoon River College Conference Center, Canton Campus, Canton, Illinois.

**1.0 GENERAL FUNCTIONS**

**1.1 Call to Order**

Mr. Schleich, Chair, called the meeting to order at 6:03 p.m.

**1.2 Roll Cal**

Members Present:                   Mrs. Gayle Strode Blodgett  
  Mrs. Linda Butler  
  Mr. Jerry Cremer  
  Mr. Dave Maguire  
  Mr. Kevin Meade  
  Mr. Phil Murphy  
  Mr. Kent Schleich  
  Mr. Resham Singh, Jr.

Also present were Mr. Curt Oldfield, President; Mr. Brett Stoller, Vice President, Administrative Services; Ms. Missy Wilkinson, Dean, Student Services; Mr. Brad O'Brien, Dean, Career and Workforce Education; Mr. Colin Davis, Director, Foundation; Mr. Douglas Okey, English Faculty; Mr. Todd Thompson, Diesel Tech Faculty; and Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Larry Eskridge, Canton Daily Ledger.

**1.3 Invocation**

Mr. Murphy 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 member of the audience would like to make a comment. There were no requests.

**1.6 Approval of Minutes**

**1.6.1 October 25, 2017 Regular Meeting Minutes**

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

RESOLVED, That the Board of Trustees approved the October 25, 2017 Regular Meeting Minutes.

1.7 Report – ICCTA Representative

Mrs. Blodgett presented the following report:

- Illinois Comptroller Susana Mendoza gave a presentation on November 10 to trustees and presidents. She noted that prospects for the state's Fiscal Year 2019 budget are murky due to 2018 election politics and suggested that community colleges remain cautious in their fiscal planning. Illinois' bill backlog reached a record \$16 billion in September, prior to falling back to \$15.1 billion in early October, but has crept back up to nearly \$16.7 billion as of November 7, a new record high. Last month, the State sold \$6 billion in general obligation bonds to pay down approximately half of the State's unpaid bills by June 2018. The State locked in a combined cost of borrowing of 3.5%. This is a significant reduction in the carrying cost of the State's backlog obligation, a portion of which has been accruing late payment interest of 9% to 12%. The Comptroller's Office anticipates the \$6 billion in funding will be available to pay vendors prior to Thanksgiving and will be split between paying down Medicaid providers to a 90-day payment cycle and paying off roughly \$3 billion of the \$5.3 billion in Group Health bills. The State also plans to issue an additional \$750 million in bonds in December to fund existing capital projects. The four Legislative leaders and the Governor met recently to discuss a new capital plan for Illinois.
- A report was presented on the Illinois General Assembly's fall 2017 veto session along with an update on legislation to allow Illinois community colleges to offer Bachelor of Science degrees in nursing. Six colleges are currently included in the proposed pilot program. During Veto Session, the General Assembly addressed several total and amendatory vetoes issued by Governor Rauner. Several vetoes were overturned, but the House was unable to override his veto of union backed legislation to prevent local governments from establishing right to work zones. Legislators also passed several measures in response to sexual harassment complaints at the Capitol. The legislation prohibits sexual harassment with \$5,000 fines per incident; requires every unit of government to adopt a sexual harassment policy, including how and where to make confidential reports; requires annual training for sexual harassment awareness and prevention; and extends the statute of limitations so the newly appointed legislative Inspector General can investigate prior complaints.
- Jim Ayers (Parkland) was congratulated on his appointment as the trustee representative to the Illinois Community College Board.
- Dr. Al Bowman, retired Illinois State University president, has been appointed executive director of the Illinois Board of Higher Education.
- ICCTA Trustee Roundtable participants discussed student retention, BSN degrees, and program expansion.
- The November 10 "Legal, Legislative and Ethics Update" featured sessions on the State Officials and Employees Ethics Act, the Freedom of Information Act, the Illinois Open Meetings Act, and sexual harassment awareness and prevention. I have asked Julie to put a copy of the presentation on SharePoint for review. There was also discussion about access to emails as a part of Freedom of Information – and also personal devices.
- It was reported that 115 trustees require leadership training under Public Act 99-0692, and all but 30 have completed the mandated four hours.

1.8 Report – Student Government Representative

Mr. Singh, Jr. presented the following report:

The Speech and Debate Team has competed in two tournaments so far this year. On October 27<sup>th</sup>, they competed at Illinois Central College, finishing fourth overall. Individual awards were: Shelby Sale – 5<sup>th</sup> in Dramatic Interpretation, Tiffany Siefert-4<sup>th</sup> in Poetry, Samantha Gillham-2<sup>nd</sup> in Poetry, Clint Quigley-2<sup>nd</sup> in Program Oral Interpretation, and Jake Eddington-2<sup>nd</sup> in Informative Speaking. The second, much larger tournament—43 teams from 20 different states—was held at Bradley University on November 4<sup>th</sup> and 5<sup>th</sup>. While there were no individual winners, the team did finish fourth in the community college division.

The Macomb/Rushville chapter of Phi Theta Kappa sponsored a canned food drive with a competition between PTK, Student Government Association, TRiO, and Habitat for Humanity. The contest was won by SGA, and they will be treated to a pizza party at their next meeting. Over 50 items were gathered for the Macomb Learning Resource Center food pantry.

The Macomb/Rushville chapter of PTK also hosted a potato bar. \$200 will be donated to a PTK fund awarding scholarships to community college students in Texas who were financially affected by Hurricane Harvey.

Boo Bash events were held in Canton and Macomb on Halloween. A costume contest was held and students enjoyed free nachos and cheese.

TRIO students attended the “Voice Play” show at WIU on November 2.

On Friday, November 3<sup>rd</sup> a group of Macomb students enjoyed a student activities sponsored trip to the Escape Room in Peoria. Students tested their communication skills as they were challenged to work together in a combined effort to escape a themed room.

The SRC Theatre presented performances of *The Importance of Being Earnest* to almost 400 patrons over four days November 9-12. This total includes 180 students invited to campus from Canton and Lewistown High Schools for two matinee preview performances November 9. In addition, the production required the efforts of 16 current SRC students, including actors, crew members, artists, and ushers. The SRC Theatre company thanks the college and community for their continued support of the program.

Student nurses made almost \$600 profit in the sale of Krispy Kreme donuts. This fundraising money will be available for the student nurses to donate to funds they feel need support.

A Thanksgiving dinner and canned food drive was held today in Canton and Macomb. Student Government members hosted the event that brought in over \$770 and numerous cases of nonperishable food. The monetary donations and food collected will be delivered to local food pantries.

Phi Theta Kappa’s “All Children Deserve Crayons” annual school supply drive began today on the Canton Campus. School supplies will be donated to assist local educators to re-stock their classroom supplies.

ICCB/SAC Meeting Update: We discussed the three goals set forth by the board of the ICCB: to seek actionable best practices in serving underrepresented groups, contribute to the economic development in Illinois by providing robust workforce training, and develop board policies and administrative rules to enact the goals established by the board as is appropriate. IBHE talked about integration of community colleges, universities and state colleges, and pressed to not allow the community colleges to be forgotten. IBHE meeting on the 8-9<sup>th</sup> of December at ISU. During the SAC meeting, we discussed the necessity of fostering a strong relationship with legislators and tentatively set the Advocacy Day goals: BSN and MAP funding. We also discussed local issues of several community colleges and the conversation mostly centered around low student engagement, especially at commuter campuses.

## 1.9 Report – Spoon River College Foundation

Mr. Phil Murphy presented the following report:

- Financial: Revenues: \$34,921.82
- The Foundation Board met this morning, November 15 at 7:30 a.m., via IVS.
- Earlier this month, the Foundation sent out approximately 600 postcards to anyone who has donated to the Foundation over the last year, and some longtime friends of the Foundation. We began sending these “Thanksgiving” postcards in 2015 as another way to thank our donors and keep those relationships strong. Thanks to Sherri Rader and Sally Shields for their help in securing photos and in the design.
- Thank you to the Trustees for their support of the November 4 Alumni Reception!
- Tickets for “Songs and Snowflakes,” the annual SRC Community Chorus holiday concert taking place on Dec. 2 and 3, are nearly sold out now, but a few remain for \$10, general admission. They can be purchased by calling Carol Davis at (309) 338-7698. As always, tickets benefit scholarships, and this year, they benefit the Vicki Murphy Memorial Scholarship, the Chorus’ sixth permanent, endowed scholarship.

Mr. Colin Davis presented the following report:

- Much of this morning’s Foundation meeting centered around the preparations underway for the 2017 #GivingSPOONday campaign, taking place on Giving Tuesday, November 28. This year’s goal is 250 separate gifts by the end of #GivingSPOONday, a 20% increase from last year. It’s lofty, but reachable. Here’s how we’re doing it:
  - **Direct Mail:** Over 1600 letters to college donors, alumni award recipients, previous Foundation Board members, those involved with the retirees programs of Community Outreach, and other friends of the college, went out today. We anticipate that this will have a high rate of success, as these people all have some connection to the college already.
  - **Media:** We’ll use traditional media outlets to help push the campaign, including, but not limited to:
    - Press releases to all media partners of SRC through the college’s marketing department
    - Print: Features will run in both the *Canton Daily Ledger* and the *Fulton Democrat* for sure, with potential assistance from other print media across the district.
    - Radio: Both Q98.1 and WBYS in Canton will allow some combination of free advertisement spots and live, on-air promotions (including \*on\* November 28).
  - **E-Mail:** A committee of between 50-100 people is being formed who will send scripted emails to approximately 20 friends and family, asking those friends and family to join in supporting #GivingSPOONday, either with a donation, or by sharing the email. We’ve learned that this “personal touch” has a significant success rate, and this is one area where I’d appreciate some assistance from the Board of Trustees, and I’ll communicate the “how” through President Oldfield.
    - The Canton Area Chamber of Commerce and Macomb Area Chamber of Commerce will send out scheduled “email blasts” to their email lists near the date of #GivingSPOONday, and we’ll be featured this week and the next two weeks in the Canton Chamber’s Weekly Updates.
  - **Flyers** were left at each of your seats that help to announce the campaign, and these will be going up in high-visibility areas across the district. If you can take a couple and put them where you know they’ll be seen, that will help us spread the word.
  - **Social Media:** In addition to utilizing the college’s and Foundation’s social media pages, I’m working with administrators of dozens of other Facebook pages in the SRC district to ask them if they’d be willing to share posts about #GivingSPOONday both

on and before November 28. By allowing us to “borrow” their social media clout, they’re helping us reach tens of thousands of others who we might not otherwise have reached.

- So, as you can see, this is a multi-faceted campaign that takes some significant work and coordination to make it work. I’d greatly appreciate everyone’s help in making it happen.
- Finally, I want to end by showing you the 2017 #GivingSPOONday video, which was unveiled this morning. Sherri Rader and I did the filming, former Trustee Brendon Bauman put it together, and Lori Murphy helped me come up with the “My Future Is” theme to fit the concept I wanted to see. It’s a great testament to the talent and passion that these individuals have for SRC, and it includes 10 current SRC students talking about their futures. This has reached over 2500 people already today on Facebook, and I’d be grateful, if you have a Facebook page, if you’d go to the Foundation’s or College’s Facebook pages and share the video with your friends and help us extend that reach even further.

Mr. Schleich said he thinks the Giving Spoon efforts are more elaborate this year. Colin said we have doubled the size of the mailing list and have approached other businesses to use their mailing lists as well. Mrs. Blodgett said she assumes there will be a link for donations. Colin said yes. Kent said he thinks this sets good groundwork for future fundraising.

#### 1.10 Report – Board Member Comments

Mr. Schleich said he seconded Phil’s earlier comments about the November 4 Alumni dinner. It was a very nice event, and he extended his compliments to the staff involved. Phil said the honorees sometimes determine the size of the crowd.

Mr. Maguire said after the last Board Meeting, President Oldfield addressed the Macomb Chamber, and Dave was surprised by the very good turnout. President Oldfield did a very good job explaining where we are and where we are looking to the future.

Mr. Maguire reported that he and President Oldfield spent last Friday afternoon in the seminars in Lisle. The attorneys doing the presentation set aside some very specific issues, that if the Governor signs the sexual harassment legislation, our Board will have to take specific actions. Dave said it would be Board Policy and training. President Oldfield said it would require discussion in Closed Session and review the manners in which issues are addressed with Student Services and Human Resources. Dave said employees will have to be trained as well. President Oldfield said our employees are already required to complete Sexual Harassment training as a requirement of Title IX. Dave suggests it as an agenda item for the January Retreat.

Mr. Meade commented on Dr. Al Bowman being the IBHE Chair. He doesn’t think there could be a finer person named to the Executive Director position at IBHE.

## 2.0 PRESIDENT’S REPORT

### 2.1 Communications

President Oldfield reported on The Bridge publication and explained that that is the product that Sherri Rader and Sally Shields write the articles for. The plan is to try to have this ready to go to print in February with mailing scheduled for early March. We have done a similar product previously – Career Focus. The Bridge replaced the Career Focus and is done completely in-house. President Oldfield asked the Trustees to let him know if they had any suggestions for articles.

President Oldfield reported that at the January Retreat, we will need to look at policy and training requirements on Sexual Harassment.

President Oldfield said that as we wrap up this semester, there are about three weeks of class left. It has been a very good fall semester, and what Trustee Singh reported on should give us all pride in our college. Many times it is our own students who need support and their willingness to give speaks volumes. The school supply drive and canned food drive were both a great success.

2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of November 2017:

|                                       |                       |
|---------------------------------------|-----------------------|
| Payroll                               | \$ 504,921.74         |
| Accounts Payable (excluding Travel)   | 591,513.87            |
| Accounts Payable Travel Expenses      | 5,161.06              |
| Accounts Payable BOT Travel Expenses  | 000.00                |
| Student Refunds – Accounts Payable    | 1,336.00              |
| Student Refunds – Nelnet (electronic) | <u>155,404.93</u>     |
| <b>TOTAL:</b>                         | <b>\$1,258,337.60</b> |

Following a motion by Mr. Maguire, 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 November 2017:

|                                       |                       |
|---------------------------------------|-----------------------|
| Payroll                               | \$ 504,921.74         |
| Accounts Payable (excluding Travel)   | 591,513.87            |
| Accounts Payable Travel Expenses      | 5,161.06              |
| Accounts Payable BOT Travel Expenses  | 000.00                |
| Student Refunds – Accounts Payable    | 1,336.00              |
| Student Refunds – Nelnet (electronic) | <u>155,404.93</u>     |
| <b>TOTAL:</b>                         | <b>\$1,258,337.60</b> |

2.2.2 Adopt a Resolution authorizing Taxable General Obligation Debt Certificates (Limited Tax), Series 2017A, and General Obligation Debt Certificates (Limited Tax), Series 2017B, of the District, for the purpose of acquiring and installing technology infrastructure and equipment, constructing additions and improvements to District facilities and authorizing the sale of said Certificates to the purchaser thereof.

President Oldfield presented this item for the Board’s consideration. This is the first step of the bond process.

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

RESOLVED, that the Board of Trustees adopted a Resolution authorizing Taxable General Obligation Debt Certificates (Limited Tax), Series 2017A, and General Obligation Debt Certificates (Limited Tax), Series 2017B, of the District, for the purpose of acquiring and installing technology infrastructure and equipment, constructing additions and improvements to District facilities and authorizing the sale of said Certificates to the purchaser thereof.

2.2.3 Performance Contracting. Reaffirm Board action from the January 24, 2007 Regular Meeting of the Spoon River Board of Trustees where the Board approved a Letter of

Intent identifying Control and Technology Solutions (CTS) of St. Louis, Missouri, as the College's performance contracting vendor.

President Oldfield presented this item to the Trustees. Mr. Maguire wanted to clarify that this does not require bids.

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 reaffirmed Board action from the January 24, 2007 Regular Meeting of the Spoon River Board of Trustees where the Board approved a Letter of Intent identifying Control and Technology Solutions (CTS) of St. Louis, Missouri, as the College's performance contracting vendor.

#### 2.2.4 Acceptance of Employee Health Insurance provider

President Oldfield presented this item to the Trustees. He asked the Trustees to accept Blue Cross Blue Shield of Illinois. He explained that last summer Brett learned that others in the insurance consortium were going out for bids. The College's Insurance Committee decided to go out for bids, and after reviewing proposals from three different vendors, Blue Cross Blue Shield of Illinois was selected. The savings will amount to about 11-23% depending on coverage. The high deductible option will be have a 23-37% savings depending on coverage. We were successful in reducing premiums while keeping coverage essentially the same.

Mrs. Butler asked about the levels of coverage. President Oldfield said that was reviewed by the Insurance Committee prior to selection. The high deductible plan is a health saving account plan.

Following a motion by Mr. Maguire to accept Blue Cross Blue Shield of Illinois as the Employee Insurance provider, and second by Mr. Murphy, and a roll call vote of unanimous approval, it was,

RESOLVED, that the Board of Trustees approved Acceptance of Employee Health Insurance provider Blue Cross Blue Shield of Illinois.

### 2.3 Institutional Planning

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

Missy reported that we have a November campaign promoting Spring & Summer registration, featuring alumni. The goal of the campaign was to take the approach of "telling a story" instead of listing facts as we usually do in ads. For the Canton/Havana market we are featuring Carl Fisher, PE teacher at Ingersoll Middle School. For the Macomb/Rushville market we are featuring Justin Powers, Director of Technology at McDonough Telephone Cooperative. These two have different stories, and both are important to communicate to prospective students. Carl's main theme is that he saved money because he chose SRC, and he was able to start his career with a smaller amount of student loan debt. Carl came here right out of high school. Justin was a non-traditional student, so his story tells about making that decision to return to school and how it changed his life for the better. Missy said Justin also teaches for us. Mr. Schleich said Carl also worked for him for a while. The campaign will run in all our district newspapers, on social media, graphics on our Pandora ads, and on campus.

Missy reported that on Friday, November 3, SRC hosted more than 300 sophomore students from Astoria, Canton, Cuba, Havana, Lewistown, New Horizons, and Spoon River Valley on

the Canton Campus for 10<sup>th</sup> Grade Career Day. This annual event offers district sophomores an opportunity to hear career information from local presenters on various job components such as post-secondary education needed, salary, future employment opportunities, and a typical day on the job. Hands-on activities for the students to experience included-a simulator in the welding area, a mock surgery in the physician/physician assistant field, tearing apart and rebuilding a computer in the computer programming/cyber security area, identifying foreign objects in a dog's stomach in the ag production and veterinary science field, and a STEM challenge of building the tallest free-standing tower using only a package of balloons and masking tape in the education field. The Marketing Department was able to capture the event, and a video was shown to the Trustees.

Missy reported that this Friday, the Macomb Campus will host their 10<sup>th</sup> Grade Career Day with students from Macomb, VIT, Bushnell-Prairie City, and West Prairie attending. This event will also be recorded, so be sure to check out the video on our Facebook page.

Missy thanked Brandi Ketcham and Patrick Denecke for all of the work that goes in to this successful event. Missy also shared that we had some very good comments from those who attended.

- Facilities Update – Brett Stoller presented the following report:

Brett Stoller reported that CTS was here last week, and we walked the buildings and met with Science faculty. We will utilize this opportunity with the project to replace the vent hood and install a new version at the Canton Campus. We are right on track, and everyone is excited about this upcoming HVAC project.

### 3.0 ADDITIONAL ITEMS

President Oldfield said that for the December Board Meeting we have had a dinner for the Trustees after the Board meeting. Last year we did not arrange for a dinner, and he asked what the Board would like for this year. The date is December 6. It was the consensus of the Board to make a reservation at The Red Ox, and Julie will make contacts for a final reservation number.

- January Retreat – President Oldfield said he would like the Board to consider dates for the January Retreat. He said January 12 and January 19 are suggested Fridays and this would be held in Canton. Please let Julie know your preference. Mrs. Butler, Mrs. Blodgett, and Mr. Meade said the 19<sup>th</sup> worked best for them. The date of January 19 appeared to be the best date.

- 4.0 CLOSED SESSION. In accordance with the Illinois Open Meetings Act (120/2, c.), the Board of Trustees will adjourn to Closed Session for: 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 not a call for Closed Session.

5.0 ADJOURNMENT

Following a motion by Mr. Maguire, seconded by Mrs. Butler, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, November 15, 2017 adjourned at 6:58 p.m.

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Mr. Kent Schleich, Chair

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Date

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Mr. Phillip Murphy, Secretary