

**MINUTES OF THE JOINT MEETING**  
**OF THE**  
**BOARD OF TRUSTEES OF SPOON RIVER COLLEGE**  
**AND THE SPOON RIVER COLLEGE FOUNDATION BOARD**

**Wednesday, September 26, 2018**  
**4:00 p.m.**

The Spoon River College Board of Trustees convened at 4:00 p.m. in Engle Hall Conference Center, Room B at the Canton Campus for a meeting with the members of the Spoon River College Foundation. Those present included: Curt Oldfield, Kent Schleich, Dave Maguire, Linda Butler, Jerry Cremer, Phillip Murphy, Gayle Blodgett, Julie Hampton, Lori Murphy, Colin Davis, Brendon Bauman, Dr. Sarah Phipps, Daryle Coleman, Denise Kirgan, Stacy Mayall, Steve Hopper, Bruce Beal, Nick Tinsman, and Zack Maher.

President Oldfield thanked everyone for attending and asked those present to introduce themselves.

The discussion is summarized as follows:

- Memorandum of Understanding Between Spoon River College and Spoon River College Foundation  
President Oldfield distributed the proposed MOU. Steve Hopper and Linda Butler worked on the proposal. After review, at some future meeting, the MOU would be presented to each Board for approval. President Oldfield also said that any proposed changes will certainly be considered. President Oldfield and Colin highlighted the changes and updates in the proposed MOU. President Oldfield asked for the board members to send questions or comments to him or Colin. Linda Butler said that it was very nice to have a contract guide in the development of this MOU. After we were done with our draft, Linda suggested that this MOU be reviewed by outside legal counsel before either board considers it for approval. Steve Hopper said he appreciated being a part of the review. Linda said it was nice to be involved. She asked if there is a tentative timeframe. President Oldfield said if both boards could consider the MOU at their October meetings, that would get it wrapped up.
- SRC: Current and Future
  - Current Projects
  - Goals & Challenges for Future
- Goals for College and Foundation/Avenues for Collaboration  
President Oldfield provided both boards with an update on what is happening at the College. The Villas are complete, and the summer was busy with the construction project and the water tower project. Taylor Hall is now supported by geothermal, and the lighting is LED. We have also installed TVs for use in place of projectors. He encouraged everyone to take a walk through Taylor Hall to see the improvements. The next phase is for Engle Hall. It is scheduled to be taken off line next summer, and we will do the same conversions as was completed in Taylor Hall. Year 3 will be the completion of the Centers Building. Our performance contractor has evaluated solar and determined that at this time we would not benefit from solar. There might be potential benefit in the future. Other projects for the College have been shared with the Board of Trustees and include simple and routine projects as well as the need for baseball and softball fields. The Board gave the go ahead for baseball and softball fields at the Canton Campus. We do not plan to include lights at this point. Funding for the fields comes from cash in hand that resulted in savings from the Multipurpose building. President Oldfield reported that at the Macomb Campus we have a new science lab. We also continue to consider projects at the Macomb Campus to enhance offerings. President Oldfield reported that this is the last week of the Manufacturing Boot Camp, which is designed to provide employability skills. Ten individuals are a part of the Boot Camp. The curriculum was designed with input from Pella, Yetter Manufacturing, NTN Bower, and Midwest Control Products. Steve Hopper asked how often the Boot Camp will be offered. President Oldfield said our hope is that could be offered on a monthly basis.

President Oldfield reported that we are also doing more customized training for business and industry. It is a great door opener for us with the businesses. A result of those conversations was a meeting with

all of the hospitals in our district, and the need for medical lab technicians was identified. We are writing curriculum now for a Medical Lab Technician program and will present it for Board approval in the Spring with a Fall 2019 start. We will be bringing back Medical Coding. We started a Computer Information Systems program that was so popular that we offered a peer to it in Macomb. Within that program is a Cybersecurity certificate option. We are also working in Advanced Manufacturing as well as Health Care.

The main themes of employer interest include health related careers, technology related careers, advanced manufacturing careers, and transportation and logistics careers. While we are trying to grow offerings in the previously mentioned areas, we also are trying to grow our other career programs and transfer programs that lead to productive career pathways.

The joint meeting of SRC Board of Trustees and SRC Foundation Board of Directors concluded at 5:05 p.m.

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

**Wednesday, September 26, 2018  
6:00 p.m.**

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, September 26, 2018, at 6:00 p.m. at in the Spoon River College Conference Center, Room A, Canton Campus, Canton, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

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

1.2 Roll Call

Members Present:           Ms. Gayle Strode Blodgett  
                                      Ms. Linda Butler  
                                      Mr. Jerry Cremer  
                                      Mr. Dave Maguire  
                                      Mr. Phil Murphy  
                                      Mr. Kent Schleich  
                                      Ms. Parris Grace

Member Absent:             Mr. Kevin Meade

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; Ms. Holly Norton, Dean, Transfer Education; Mr. Colin Davis, Director, Foundation; Ms. Sarah Dalpiaz, Mathematics Faculty; Ms. Becky Leverette, Psychology Faculty; and Ms. Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Mr. Larry Eskridge, Canton Daily Ledger; and Myya Robinson.

1.3 Invocation

Mrs. Butler 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 there were any comments from the audience. There were no requests for public comment.

1.6 Approval of Minutes

1.6.1 August 22, 2018 Regular Meeting Minutes

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 August 22, 2018 Regular Meeting Minutes.

1.7 Report – ICCTA Representative

Mrs. Gayle Blodgett presented the following report:

Gayle reported that things are pretty slow right now. The legislature returns November 12, and until then, everyone is out campaigning, and there isn't a lot to report.

1.8 Report – Student Government Representative

Ms. Parris Grace presented the following report:

Kaleidoscope is ready for another great year. Canton editor Javier Gallo has recruited two new assistant editors: Grace Buhlig and Hanna Melton.

Canton Phi Theta Kappa has held two meetings and elected Brian Wingo as President, Haydyn Tindall as Vice President, Erica Taylor as Secretary, and Nick Toothaker as Treasurer.

The Speech and Debate Team, comprised of team captain Jacob Eddington, Tiffany Siefert, Nicky Gerber, Joel Claybaugh, Evie Taylor, Skyler Walton, Tyree Mack, and Ciara Tarrant, and led by coach Dr. Andrew Kirk, is hard at work memorizing and polishing several pieces for the 2018-2019 competitive season. The first competitive tournament the team plans to attend is at Illinois Central College at the end of October. The team will be launching a couple of fundraising endeavors this semester in hopes of raising enough money to attend the state tournament at Northern Illinois University at the end of the spring semester.

Macomb SGA hosted a blood drive last week, and 26 people registered to donate and 18 units were collected, which was the goal! There were 10 first-time donors.

Student Government Association officers have been elected for 2018-19:

Canton Campus: President-Brian Wingo; Vice-President-Jackie Curry; and Secretary-Nicky Gerber

Macomb Campus: President-Josiah Buswell; Vice President-Ellie Nolan; and Secretary-Kierra Payne.

SGA also promoted and facilitated a Campus Wide Voter Registration Drive (along with student services and Board of Trustees member Gayle Blodgett). The drive was held on September 12 and 13 on all campuses at various times and locations. SGA members volunteered to promote the event, ran the drive, and assisted students with the registration process. There was a very positive response to the event, and SGA managed to educate and register some new voters.

TRIO workshop topics for the past month were: college survival tips (from a panel of second year students, in which Trustee Grace participated in), procrastination and time management, and test taking strategies.

The Desserts Bar was held on Wednesday, September 5. Students were provided with information about LRC services and counseling services that are available at SRC while they enjoyed FREE desserts (stressed spell backwards).

SRC nursing students, athletes, and TRIO students walked in local homecoming parades to promote SRC.

Parris shared that in October we will have a sweet table to promote the Ashley Walk. This is an annual walk, and Parris and Ellie Nolan will have a table to promote participation. The Walk is the 17<sup>th</sup> at 4 p.m. in Macomb.

Parris also shared that when she first came to SRC she was trying to figure out if this is where she was supposed to be. A song came to mind “Moon River,” so, she sang the song. She said the parts of the song are what are in her head when she sees the building.

Lastly, Parris shared that hope is something that is big. She shared that she gave the following quote to a person in the past: “Our Deepest Fear: (Akeelah and the Bee – Mark Welch’s Perspective) *Our deepest fear is not that we are inadequate. Our deepest fear is that we are powerful beyond measure. It is our light, not our darkness that most frightens us. We ask ourselves, Who am I to be brilliant, gorgeous, talented, fabulous? Actually, who are you not to be? You are a child of God. Your playing small does not serve the world. There is nothing enlightened about shrinking so that other people won’t feel insecure around you. We are all meant to shine, as children do. We were born to make manifest the glory of God that is within us. It is not just in some of us; it is in everyone. And as we let our own light shine, we unconsciously give other people permission to do the same. (Mariann Williamson, from A Return to Love: Reflections on the Principles of A Course in Miracles)*

#### 1.9 Report – Spoon River College Foundation

Mr. Phil Murphy presented the following report:

- **Financial** - Revenues: \$38,156.95
- The SRC Foundation Board met briefly today prior to the Joint Meeting between the two boards.
- Fellheimer Scholarships are currently available in Macomb (applications due October 12), and West Central FS Scholarships available for ag students (due October 10).
- The Alumni Awards Reception and Athletic Hall of Fame Dinner will be held at the Canton Campus on Saturday, November 3, and your attendance is encouraged. A press release with this year’s recipients will go out this week.
- Giving Spoon Day is scheduled for November 27 this year. This is the fourth year for the fundraiser.

1.10 Report – Board Member Comment

Mrs. Butler said on Monday in the mail she received a letter from her alma mater Lewis and Clark Community College soliciting donations for operating expenses. She found that very interesting.

1.11 Appoint Mr. Brett Stoller and Ms. Andrea Thomson as the designees of Board Secretary Phillip Murphy to handle the details of the Board of Trustees election to be held on Tuesday, April 2, 2019. The offices of Mr. Stoller and Ms. Thomson are located at the Canton Campus.

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 appointed Mr. Brett Stoller and Ms. Andrea Thomson as the designees of Board Secretary Phillip Murphy to handle the details of the Board of Trustees election to be held on Tuesday, April 2, 2019. The offices of Mr. Stoller and Ms. Thomson are located at the Canton Campus.

2.0 PRESIDENT’S REPORT

2.1 Communications

President Oldfield recognized the staff in attendance, Holly Norton, Missy Wilkinson, and Brad O’Brien, who all helped host our open houses in Canton and Macomb. It was a great opportunity to have our doors open and was a low pressure opportunity for people to come in and see the facilities and talk with faculty and staff. We hope this fall open house jump starts those high school students who attended. He thanked everyone involved in pulling off those events. Mr. Murphy asked about attendance compared to Spring. Missy said there were 24 prospects in Macomb and about 85 in Canton. The Canton number was less than last Spring, and we are going to continue this as fall events. We were pleased with the turnout. We also had a great showing of faculty and staff with both events.

President Oldfield reported that Jo Branson will be out in the schools conducting the Financial Aid Workshops. It is for any high school student, not just those who enroll at Spoon River College.

President Oldfield reiterated what Trustee Murphy reported on the November 3 event for the Alumni Awards Reception and Athletic Hall of Fame Dinner. It is a very nice event and an opportunity to celebrate with those individuals who will be recognized.

2.2 Business and Finance Report

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

Payroll (3 pays)	\$ 671,028.58
Accounts Payable (excluding Travel)	1,310,820.89
Accounts Payable Travel Expenses	8,163.82
Accounts Payable BOT Travel Expenses	144.49
Student Refunds – Accounts Payable	- 0 -
Student Refunds – Nelnet (electronic)	<u>20,027.04</u>
<b>TOTAL:</b>	<b>\$2,010,184.82</b>

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

RESOLVED, that the Board of Trustees authorized the following payments for the month of September 2018:

Payroll (3 pays)	\$ 671,028.58
Accounts Payable (excluding Travel)	1,310,820.89
Accounts Payable Travel Expenses	8,163.82
Accounts Payable BOT Travel Expenses	144.49
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Student Refunds – Nelnet (electronic)	<u>20,027.04</u>
<b>TOTAL:</b>	<b>\$2,010,184.82</b>

- 2.2.2 Selection of First Midstate, Inc. as Underwriter/Placement Agent and Chapman and Cutler LLP as bond/disclosure counsel to the Underwriter/Placement Agent with respect to the District’s General Obligation Debt Certificates.

President Oldfield said this allows us to enter into the process for the Debt Certificates.

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 selection of First Midstate, Inc. as Underwriter/Placement Agent and Chapman and Cutler LLP as bond/disclosure counsel to the Underwriter/Placement Agent with respect to the District’s General Obligation Debt Certificates.

- 2.2.3 Selection of First Midstate, Inc. as Underwriter/Placement Agent and Chapman and Cutler LLP as bond/disclosure counsel to the Underwriter/Placement Agent with respect to the District’s General Obligation Community College Bonds.

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 selection of First Midstate, Inc. as Underwriter/Placement Agent and Chapman and Cutler LLP as bond/disclosure counsel to the Underwriter/Placement Agent with respect to the District’s General Obligation Community College Bonds.

## 2.3 Institutional Planning

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

Missy said this is our Fall 10<sup>th</sup> day numbers. She reported on total headcount – which is both full and part time. We had 1,438 students with us on the 10<sup>th</sup> day. She broke that number out and reported that 584 are full time students and 854 are part time students. She said that students are telling us that they have commitments that are preventing them from enrolling full time. For credit hours, we are at 12,650 which is about 1,000 less than last year. Our transfer and first time freshmen credit hours had the largest declines. Dual Credit showed the largest increase. Missy reported the gender breakdown as well as the age breakdown. The 18-21 age group is the largest group, which has not changed. We have 670 in that age group. Missy reported that we are hearing from other community colleges that they are showing declines as well. Missy reported on future initiatives to retain our students. We work to identify at-risk students and monitor progress. We work to increase communication on support services and continue to build relationships in and outside of the classroom. We are also looking at new ways to meet student needs. We are thrilled with the students we have and will work with them in any way to see them succeed. Mr. Schleich asked if there are any unusual differences between

campuses. Holly Norton said that developmental education has been interesting, and we have cancelled some classes. We are seeing more in Macomb than Canton. She is asking division chairs to look at sections that we will offer in Spring.

President Oldfield said with the overall student population, we have seen the largest decline in Macomb. Holly said it is also important to note that McDonough County has a lot of jobs at this time. Missy reported that many students reported that they are working and not able to enroll full time. Missy said online had been trending up, but this fall it was even. Brad said the people who were coming to school because they couldn't find a job are now working.

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

Brett reported that he is working with CTS on the planning for Engle Hall next summer. We may do one floor of Centers at that time as well. Bids are supposed to be back October 5, so we will have some numbers for Phase 2 and 3. Brett said he met with contractors regarding the renovation of the three science labs, so he will have some numbers for that. The last time we talked, the issue of possible State funds was discussed. Brett said we are looking at possibly doing the Macomb Johnson Street roof with those funds. He is talking with BLDD regarding the specs for that potential project. It would be a CDB project. Brett is hoping for that work to be done next summer. He is also working with the engineering firm on the survey for the baseball and softball fields to get the specs ready for bid. Brett said the project will begin in March, so that gives us a couple of months for the bid process. Regarding the ball fields, Kent asked about the survey and asked if they are doing another one? Brett said no, we are using the one from approximately 3 years ago. President Oldfield said they are sharing that information for the RFPs. Kent asked if they have experience with the baseball side? Brett said yes. Kent asked about potential bidders. Brett said he has a list of 25 developers that does not include local contractors that could be interested.

### 3.0 ADDITIONAL ITEMS

Mr. Schleich said there were no additional items for the Board.

- 4.0 CLOSED SESSION. In accordance with the Illinois Open Meetings Act, the Board of Trustees will adjourn to Closed Session for paragraph 1). The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee 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 Ms. Grace, seconded by Mr. Murphy, and a roll call vote of unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, September 26, 2018, adjourned at 6:40 p.m.

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Mr. Kent Schleich, Chair

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Date

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Mr. Phillip Murphy, Secretary