

**St. Charles Community College  
Board of Trustees Meeting  
March 28, 2022  
5:30 p.m.**

**M I N U T E S**

**CALL TO ORDER AND ROLL CALL**

The St. Charles Community College Board of Trustees met on March 28, 2022, in the Social Sciences Building, Room 2102 (Board Room)

The meeting was called to order at 5:30 p.m. by Board Vice President Mack. A quorum was present with the following members in attendance: Board Vice President Rose Mack, Board Treasurer Mary Stodden, Board Secretary Pam Cilek, Trustee Jean Ehlmann, and Trustee Mike Lissner.

Also present were College President Dr. Barbara Kavalier, Vice President for Administrative Services/COO Todd Galbierz, Executive Director of Foundation/Special Assistant to the President Betsy Schneider, VP Academic Affairs Dr. Holly Martin, VP Student Services Dave Leenhouts, VP Human Resources Terri Edrich, Sr. Administrative Assistant Amy Snyder, and AV Systems Engineer Nick Wallace.

Guests present were SGA President Ryan Pendergast, Faculty Association President Bryonie Carter, Corey Porter, Peggy Schnardthorst, James Bratcher, Arnie Dienoff, Betty Stampel, Jeff Drake, and Shannon Eaton.

**PLEDGE OF ALLEGIANCE**

Board Vice President Mack led trustees and attendees in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

On a motion by Cilek, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the agenda was approved.

**ACCEPTANCE OF MINUTES: FEBRUARY 2022, BOARD OF TRUSTEES MEETING STUDY SESSION**

On a motion by Stodden, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, minutes of the February 28, 2022, Board of Trustees meeting were accepted as presented.

**ACCEPTANCE OF MINUTES: FEBRUARY 2022, BOARD OF TRUSTEES MARKETING STUDY SESSION**

On a motion by Ehlmann, a second by Lissner, and a unanimous "AYE" vote to carry the motion, minutes of the February 28, 2022, Board of Trustees meeting were accepted as presented.

## **ACCEPTANCE OF MINUTES: FEBRUARY 2022, BOARD OF TRUSTEES MEETING**

On a motion by Stodden, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, minutes of the February 28, 2022, Board of Trustees meeting were accepted as presented.

## **TREASURER'S REPORT**

Board Treasurer Stodden presented the Treasurer's Report. Cash in bank \$9,448,800; total investments \$62,582,778; tuition and fees received to date \$16,651,377; local taxes received to date \$20,078,098; state appropriations received to date \$7,674,806. On a motion by Ehlmann, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Treasurer's Report was accepted.

## **APPROVAL FOR PAYMENT OF BILLS**

On a motion by Cilek, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved payment of bills from the Operating Fund in the amount of \$5,612,646.

## **STUDENT GOVERNMENT ASSOCIATION REPORT**

SCC Student Government, Ryan Pendergast, shared some highlights from SCC Student Government goals and activities for the month of March.

- SGA Week of Service
  - April 7<sup>th</sup> at Dardenne Creek Campus
- Ask. Listen. Refer.
  - Awareness of META and suicide prevention training from Kelly DeGeare
- Elections for SGA
  - Executive positions and Training

SGA is supporting the following events:

- MCCA, April 13 in Jefferson City
- Scooter's Spring Fling, April 28
  - The event will have food, street signs, events, and information from clubs and organizations

## **FACULTY REPORT**

Faculty Association President Bryonie Carter reported the following:

### **The Art Department**

- The Art Department is currently hosting two concurrent exhibitions in the Fine Arts Building. Curated by Professor Brian D. Smith, "Figuration" is a multi-media invitational show featuring the works of eight regional artists (including SCC instructor Metra Mitchell and SCC Art Technician Ryan Bredlau) who use the human body as subject matter.
- Smith's own exhibit of paintings and photographs created during his 2019 sabbatical is on

display in the FAB Gallery Annex. Both exhibits run through April 1st.

### **Theater Department**

- Even with snow cancelling 2 performances, over 700 people still braved the weather to see Center Stage's production of this familiar and touching story. Directed by Deborah Phillips
- The next production is *The Giver*, April 7-10

### **Science Department**

- *Missouri S&T's Innovation in Teaching and Learning Conference (ITLC) 2022*  
Dr. Ranya Taqieddin (Biology Assistant Professor) attended her first *in-person* conference since the pandemic started "Innovation in Teaching and Learning (ITLC 2022)" on March 17<sup>th</sup>, in Rolla, MO. She attended the Keynote presented by Flower Darby, the Author of "Small Teaching Online". She attended conference sessions that gave her new insights and resources about teaching and learning.

### **Psychology Department**

- Dr. Vi Rajagopalan, Professor and Chair, Psychology Department was reappointed as a volunteer in the Peer Review Corps for a four-year term by the Higher Learning Commission.

### **English/Literature Department**

- Dr. Rachel McWhorter-Rush's Lit 220/223 Service-Learning class. Aniya Sy, along with several of her classmates in Dr. McWhorter-Rush's class, has created a fundraiser as part of her service-learning project with Covenant House Missouri.
- Assistant Professor of English Dr. Joe Baumann's short story "We Adore These Bodies Until They Are Gone" was chosen as a finalist for the *Third Coast Magazine 2022* fiction contest. His story "Drowning Our Beloveds" was accepted for publication by *William and Mary Review*. He was also invited by Curious Curls Publishing to participate in their *Authors With Answers* video series. You can find his debut starring role as a YouTube sensation if you search for "Authors With Answers: Lucy Zhang, Tobi Ogundiran, and Joe Baumann" on YouTube.

### **Math Department**

- Assistant Professor, Jackie Radle attended the push-back ceremony for the new American Veteran Firetruck at Central County Firehouse #5. Jackie's dad played an integral role in bringing the new firetruck to St. Charles County.

## **REPORT OF THE COLLEGE PRESIDENT**

Dr. Barbara Kavalier reporting on the following activities at the college:

- SCC fully met all accreditation requirements by the Higher Learning Commission
- SCC has partnered with Amazon's Career Choice Program
- SCC held a luncheon for the St. Charles County Mayors at the Dardenne Creek Campus
- The Men of Color Student Success Summit was held for prospective students to SCC with more than 50 students in attendance
- The SCC Foundation is inviting guests to "Be Transformed" at the April 9<sup>th</sup> Gala and Auction

- Dr. Kavalier hosted a new Lakeside Chat with Cabinet for new employees

## **PROJECTED TAX LIABILITY NOTICE**

Todd Galbierz presented the preliminary assessed values for 2022. The preliminary numbers reflect an increase of 2.2% compared to the prior year. Tax year 2022 is not a reassessment year for St. Charles County. For reference, the average increase in assessed values for the last three non-reassessment years is 2.6% (2016, 2018, 2020). The actual rate will be assessed in September.

The operating tax levy projected for 2022 is unchanged from the prior year. The debt service levy for 2022 is expected to be unchanged from 2021.

## **TUITION AND FEE PROPOSAL**

Todd Galbierz presented the tuition and fee proposal for FY23. In February, proposed changes to the College's tuition rates and fees were presented to the Board of Trustees. The timing of the review and this subsequent request for approval is dictated by the start of registration for summer and fall classes, which begins in early April.

### Requested Action:

1. Increase the In-District tuition rate by \$5 per credit hour, with related increases to the Out-of-District and Out-of-State tuition rates.
2. Move Practical Nursing from Tier 1 to Tier 3.
3. Adjust the amounts for tiered tuition based on the proposed rates for base tuition.
4. Apply the \$15 per credit hour online fee to the adjusted base and tiered tuition rates for online courses.
5. Add a \$50 per course technical course fee for Dual Credit and Dual Enrollment

On a motion by Ehlmann, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved

## **PROPOSITION COMMUNITY COLLEGE BOND ISSUE UPDATE**

Todd Galbierz presented an update on the bond supported projects at SCC.

## **BIDS AND CONTRACTS – Action**

Todd Galbierz presented the following bids and contracts for approval.

### **a. Dell Laptops and Carts**

On a motion by Stodden, a second by Cilek, and a unanimous "AYE" vote to carry the motion, the Board approved the We are recommending an award to Dell Marketing L.P., Round Rock, TX in the amount of 160,254.54 for the purchase of one hundred eleven (111) Dell laptops and six (6) storage and charging carts. This amount represents the best pricing for Dell products. *Funding Source: Federal Pandemic Grant Funds*

**b. Engineering services for HVAC Replacement**

On a motion by Stodden, a second by Ehlmann, and a unanimous “AYE” vote to carry the motion, the Board approved the contract with SSC Engineering of Chesterfield, MO to provide engineering services for the replacement of the Schnare Library air handling units for the amount of \$47,500.00 plus a 10% contingency for a total up to \$52,250.00. *Funding Source: 2021/2022 Maintenance and Repair - \$1.5 mil Special Allocation*

**c. General contractor for HVAC Replacement**

On a motion by Lissner, a second by Ehlmann, and a unanimous “AYE” vote to carry the motion, the Board awarded the general contractor contract for the replacement of air handling units in the Schnare Library to Vogel Sheet Metal & Heating of Fenton, MO in the amount of \$738,600.00 for the base bid and alternate #1, plus a 10% contingency for a total not to exceed \$812,460.00. *Funding Source: 2021/2022 Maintenance and Repair - \$1.5 mil Special Allocation*

**d. Furniture for Science Labs Project**

On a motion by Cilek, a second by Stodden, and a unanimous “AYE” vote to carry the motion, the Board approved the purchase of furniture for the Science Labs be awarded to Modern Business Interiors LLC, St. Charles, MO in the amount not to exceed \$154,000. *Funding Source: Proposition Community College Bond Proceeds*

**e. Furniture for Student Services Project**

On a motion by Ehlmann, a second by Cilek, and a unanimous “AYE” vote to carry the motion, the Board approved the purchase of furniture for the newly designed Student Services area be awarded to Modern Business Interiors LLC, St. Charles, MO in the amount not to exceed \$420,000. *Funding Source: Proposition Community College Bond Proceeds*

**f. Truck for Commercial Driver Training Program**

On a motion by Cilek, a second by Lissner, and a unanimous “AYE” vote to carry the motion, the Board approved the purchase of a 3/4-ton pickup truck for the purpose of towing the truck driver training systems trailer for a total cost not to exceed \$80,000.00, including licensing and registration fees. The results of the competitive solicitation will be presented to the Board of Trustees for ratification at the April Board Meeting. *Funding Source: Workforce Development-GEER EXCELS Grant 100%*

**PERSONNEL RECOMMENDATIONS**

On a motion by Ehlmann, a second by Lissner, and a unanimous “AYE” vote to carry the motion, the following personnel recommendations were approved:

**PERSONNEL RECOMMENDATIONS**  
**Submitted to SCC Board of Trustees**  
**As of March 21, 2022**

***Full-time New and Replacement Hires***

Riordan, Tracey (COA)..... Foundation Coordinator  
Selsor, Stone (MKT).....Graphic Designer

***Full-time Changes***

Bolen, Jeff (ATH).....Head Baseball Coach/Academic Advisor to Interim Director of Athletics  
Tucakovic, Jusuf (MTN) .....From Maintenance Assistant to Tier 1 Technical Support Analyst

***Full-Time Separations***

Arnzen, Diane (ADV) ..... Director of Advising Services  
Brix, Timothy (ATH)..... Director of Athletics  
Bray, Ken (FAC).....Associate Director of Facilities  
Hoffmann, Danielle (ENS) ..... Assessment Technician  
Greenwood, Kim (PUR) ..... Purchasing Assistant  
Robinson, Robin (HSK) ..... Housekeeper

***Part-Time New and Replacement Hires***

Barber, Ella (HRS) ..... Special Assignment  
Bilal, Urool (MSB)..... Student Assistant  
D’Cruz, Yolane (MSB) ..... Student Assistant  
Gierer, Jascinda (ART) ..... Student Assistant  
Jacobsen, Katelyn (ART) ..... Student Assistant  
Jenkins, Lydia (ACE)..... Student Assistant  
Lwasa, MugombaAaron (MAT) ..... Student Assistant  
Ormson, Destiney(ART)..... Student Assistant  
Romero Gaona, Rocio (DEI) .....Work Study  
Shell, Taylor (ALH)).....PB Health Occupations Instructor  
Sutton, Noah (AGR)..... PB Project Support Specialist  
Young, Shelby (OMS) .....Work Study

***Part-Time Changes***

***Part-Time Separations***

Harmon, Courtney ( RNP) .....Work Study  
Neustaedter, Kevin (ENG) ..... Adjunct Faculty  
Venn, Richard (BUS) ..... Adjunct Faculty

***Instructor to Assistant Professor (effective AY 2022/2023)***

Schoenberger, Amy (NPN) .....Workforce & Community Education  
Steffen, Emily (NUR) .....Workforce & Community Education  
Viet, Amy (HIM).....Workforce & Community Education

***Assistant Professor to Associate Professor (effective AY 2022-2023)***

Gant, Christina (ENG) ..... Humanities & Social Services

***Associate Professor to Professor (effective AY 2022-2023)***

Huffman, Dawn (ESL) ..... Humanities & Social Services  
Michael-Smith Elizabeth (CHM) .....Math, Science, Business, & Arts  
Porter, Corey (ENG) ..... Humanities & Social Services

***Annual Appointment to Continuous Appointment for AY 2022/2023***

Harper, Gabriel (POL) ..... Humanities & Social Sciences

**ADJOURNMENT**

On a motion by Ehlmann, a second by Stodden, and a unanimous “AYE” vote to carry the motion, the public meeting adjourned at 6:29 p.m.