

**St. Charles Community College
Board of Trustees Meeting
August 12, 2022
3:30 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 August 12, 2022, in the Social Sciences Building, Room 2102 (Board Room).

The meeting was called to order at 3:30 p.m. by Board Vice President Pam Cilek. A quorum was present with the following members in attendance: Board Treasurer Mike Lissner, Board Secretary Jean Ehlmann, Trustee Shirley Lohmar, and Trustee Rose Mack.

Also present were College President Dr. Barbara Kavalier, Sr. Vice President for Administrative Services/COO Todd Galbierz, Executive Director of Foundation/Chief of Staff Betsy Schneider, VP for Human Resources Terri Edrich, VP for Community & Workforce/ Provost Amy Koehler, VP for Academic Affairs Dr. Holly Martin, VP for Student Services Dave Leenhouts, and Sr. Administrative Assistant Amy Snyder.

Guests present were Jeff Drake.

Board Vice President Cilek reminded the audience of board policy regarding audience protocol designed to promote decorum at the meetings.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

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

ACCEPTANCE OF MINUTES: JULY 25, BOARD OF TRUSTEES MEETING

On a motion by Mack, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the minutes of July 25, 2022, Board of Trustees meeting were accepted as presented.

SET DATE FOR PUBLIC HEARING ON TAX LEVY

On a motion by Mack, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the date of September 27, 2022 for the public hearing on the Tax Levy was accepted.

BIENNIAL CODE OF ETHICS POLICY RESOLUTION

On a Motion by Ehlmann and a second by Lissner and a n unanimous “AYE” vote to carry the motion, the Biennial Code of Ethics Policy Resolution was approved adopting the institution’s Conflicts of Interest policy ([Article II.03 Conflicts of Interest](#)) as required by state statute.

BIDS AND CONTRACTS

a. Document Management System Renewal

On a motion by Lohmar, a second by Ehlmann, and a unanimous “AYE” vote to carry the motion, the Board approved an award for the renewal of the software maintenance agreement through SoftDocs, Columbia, SC for a period of one (1) year in the amount of \$28,997.00. Funding Source: Administrative Computing - Current Operating Budget.

CLOSED SESSION

At 3:37 p.m. on a motion by Ehlmann, a second by Lissner, and a roll-call vote in which “AYE” votes were cast by Cilek, Lissner, Lohmar, Ehlmann and Mack to carry the motion, the Board entered closed session as allowed RSMo 610.021.2 to discuss leasing, purchase, or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor; and RSMo 610.021.3 to discuss hiring, firing, disciplining, or promoting of particular employees when personal information about the employee is discussed or recorded.

Following closed session, the regular meeting reconvened at 4:28 p.m.

PERSONNEL RECOMMENDATIONS

On a motion by Ehlmann, a second by Lohmar, 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 August 9, 2022**

Full-time New and Replacement Hires

- Flynn, Michelle (CSH) Student Accounts/Billing Manager
- Harrison, Joan (ADV)Academic Advisor
- Reed, Marlita (HSK) Housekeeper

Vogeler, Meridith (LPN)fixed term Instructor

Full-time Changes

Barbarick, Laura (PSY) Adjunct Faculty to fixed term Instructor

Coogan, James (THE)..... PT Theatre Production Assistant to FT Temporary Theatre Technical Assistant

Eise, Katherine (MDA).....PB Health Occupations Instructor to fixed term Instructor

Heitman, Kimberly (MAT)General Education Teacher to fixed term Instructor

Guneyli, Virginia (ENG)..... Director of International Student Services to Professor

Johnson, Margaret (AGR)..... Adjunct Faculty to fixed term Instructor

Oppong, Cecilia (HSK) part-time Housekeeper to full-time Housekeeper

Schultz, Geralyn (BUS/ECO)Adjunct Faculty to fixed term Associate Professor

Weber, Kathryn (HIS) Adjunct Faculty to fixed term Assistant Professor

Weckherlin, Nicole (OTA)..... fixed term Assistant Professor to full-time Assistant Professor

Womack Rosalia (BTC) Adjunct Faculty to fixed term Instructor

Full-Time Separations

Crawford, William (MKT)Marketing Specialist

Roop, Jeffrey (THE) Theatre Manager

Part-Time New and Replacement Hires

Albury, Benjamin (ADV)Academic Advisor

Antony, Megha (BK) Student Assistant

Berryman, Shirley (AEL) PB AEL Instructor

Boulware, Danielle (RNP)..... Adjunct Faculty

Brefeld, Rosemarie (ESL)..... Adjunct Faculty

Calloni, Tina (RNP)..... Adjunct Faculty

Cruz, Lydia (BK)	Student Assistant
David, Jeffrey (THE).....	Adjunct Faculty
Elmes, Anna (BK).....	Student Assistant
English, Megan (FS).....	Assistant, Auxiliary Services
Futrell, Marquaella (CRJ/HMS)	Adjunct Faculty
Gard, Dennis (CAD)	Adjunct Faculty
George, Karen (MAT)	Adjunct Faculty
Gobby, Stephanie (GDS).....	Adjunct Faculty
Gutierrez, Christopher (STA).....	Work Study
Harris, Jimmy (AEL)	PB AEL Instructor
Hinchsliff, Therese (BIO)	Adjunct Faculty
Hinrichs, Tracey (ENG)	Adjunct Faculty
Hollowood, Darla (CMM)	Adjunct Faculty
Ingle, Ryan (HIS)	Adjunct Faculty
Johnson, Nicholas (ACE).....	Student Assistant
Johnson, Sarah (ADV).....	Academic Advisor
Koester, Tyler (WTE)	Adjunct Faculty
Maillot, Martin (FL)	Adjunct Faculty
Main, Amanda (ENS).....	Admissions/Financial Aid Specialist
Marstall, Julia (EDU).....	Adjunct Faculty
McCord, Sheri (ENG)	Adjunct Faculty
McDonald, Dennis (HIS)	Adjunct Faculty
Meers, Emily (RNP)	Adjunct Faculty
Michael, Paul (CHM)	Adjunct Faculty
Montalvo, Enid (AEL).....	PB AEL Instructor
Moody, Catherine (CMM).....	Adjunct Faculty
Onumaegbu, Okechukwu (BIO)	Adjunct Faculty

Penniman, Rebecca (ENG) Adjunct Faculty
 Rau, Lauren (ALH)PB Health Occupations Instructor
 Rednour, Jordin (CPT) Student Assistant
 Rogers, Curtis (CPT)..... Student Assistant
 Roth, Christine (ENG) Adjunct Faculty
 Russell, Rebecca (AEL)..... PB AEL Instructor
 Scott, Emily (HIS)..... Adjunct Faculty
 Shuman, Nicole (CUL) Adjunct Faculty
 Silver, Zachary (RNP)..... Adjunct Faculty
 Stone, Danielle (ALH)PB Health Occupations Instructor
 Tun Garrido, Cristina (AEL)..... PB AEL Instructor
 Viriyasiri, Nicholas (CHM) Adjunct Faculty
 Yearian, Mark (HIS) Adjunct Faculty

Part-Time Changes

Blanner, Laurie (ACE) full-time General Education Teacher to part-time Learning Specialist
 Maendele, Amanda (ENS) full-time Financial Aid Specialist to part-time Financial Aid Specialist

Part-Time Separations

Bohn, Emily (BK)..... Student Assistant
 Fields, Terniya (STU).....Work Study
 Hill, Glen (DPS)PB Police Officer
 Labarge, Hunter (CPT)..... Student Assistant

ADJOURNMENT

On a motion Mack, a second by Ehlmann, and a unanimous “AYE” vote to carry the motion, the public meeting adjourned at 4:28 p.m.