

**St. Charles Community College
Board of Trustees Meeting
February 26, 2024
6:00 p.m.**

MINUTES

CALL TO ORDER

The St. Charles Community College Board of Trustees met on February 26, 2024, in Conoyer Hall, Room 2102 (Board Room).

The meeting was called to order at 6:00 p.m. by Board President Mary Stodden. A quorum was present with the following members also in attendance: Board Vice President Pam Cilek, Board Treasurer Mike Lissner, Board Secretary Jean Ehlmann, Trustee Shirley Lohmar, and Trustee Rose Mack.

Also present were College President Dr. Barbara Kavalier, Executive Vice President for Administrative Services/ Todd Galbierz, Provost Amy Koehler, Vice President for Operations & Strategic Initiatives John Wiemann, Interim Vice President for Student Services Bridgett Golman, Vice President for Human Resources Terri Edrich, Executive Director Foundation and Chief of Staff Betsy Schneider, Sr. Administrative Assistant Amy Snyder, and A/V System Engineer Nick Wallace.

Guests present were Officer Scott Binggeli, Officer Shannon Eaton, Officer Brandon Misher, Rex McKanry, Marvin Tobias, Gabe Harper, Virginia Guneyli, Chris Hazel, and Peggy Schnardthorst.

PLEDGE OF ALLEGIANCE

Board President Stodden 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.

BOARD POLICY STATEMENT

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

ACCEPTANCE OF MINUTES: JANUARY 29, 2024, BOARD OF TRUSTEES MEETING

On a motion by Lohmar a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the minutes of the January 29, 2024, Board of Trustees Meeting were accepted.

TREASURER'S REPORT

Trustee Lissner read the Treasurer's Report. Cash in bank \$7,900,754; total investments \$66,958,387; tuition and fees received to date \$17,517,610; local taxes received to date

\$21,480,480; state appropriations received to date \$8,561,829. On a motion by Cilek, a second by Mack, and a unanimous “AYE” vote to carry the motion, the Treasurer’s Report was accepted.

APPROVAL FOR PAYMENT OF BILLS

On a motion by Lohmar, a second by Cilek, and a unanimous “AYE” vote to carry the motion, the Board approved payment of bills from the Operating Fund in the amount of \$7,376,821.

FACULTY ASSOCIATION REPORT

Dr. Virginia Guneyli provided a report on SCC Faculty activities supporting student success with the following highlights included:

- Professor Vicky Herbel attended the National Organization for Student Success (NOSS) Conference Feb 15-17.
- Professor Darren Osburn’s proposed presentation, “All Communication is Intercultural Communication,” has been accepted into the Educational Forum schedule for the 2024 Phi Theta Kappa Catalyst (their international convention).
- Associate Professor Christina Gant is the editor of this year’s Mid Rivers Review. The publication had 100% student contributions and was designed by a student graphic designer.

REPORT OF THE COLLEGE PRESIDENT

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

- St. Charles Community College was named Business of the Year by the Western St, Charles County Chamber of Commerce.
- SCC Hosted a Heart-Healthy Lunch on Valentine’s Day. The lunch coincided with a blood drive by the American Red Cross where 24 productive units of blood were collected. The event was hosted by SCC Human Resources team, Jared Burnett, Terri Edrich, Vito Alu, and Jessica Trimborn.
- Dr. Kavalier announced that concrete was poured at the new Regional Workforce Innovation Center. This phase of work started in January and will finish in March.
- President’s Award recipients for October were Amy Schoenberger, Assistant Professor of Nursing, Evelyn Ratkowski, Facilities Office Assistant. Recipients for December were Nicole Shuman, Adjunct Faculty, Culinary and Amy Scheers, Director II, Continuing Education.

ESPORTS PRESENTATION AND APPROVAL – ACTION

Provost Amy Koehler presented a proposal for the creation of an SCC eSports program and athletic team. On a motion from Cilek and second by Lohmar, and a unanimous "Aye" the Board approved the adoption of an eSports program.

PROPOSITION COMMUNITY COLLEGE BOND ISSUE UPDATE

Executive Vice President Todd Galbierz presented an update on the bond-supported projects at SCC.

DESIGNATION OF STRATEGIC RESERVES – ACTION

Todd Galbierz presented information on strategic funds and recommended the designation of an additional \$3,790,803 from the general fund reserve to the strategic investments reserve. On a motion by Lohmar, a second by Mack, and a unanimous "AYE" vote to carry the motion, the Board approved the designation of \$3,790,803 from the General Fund reserve to the strategic investments reserve.

BOARD OF TRUSTEES POLICY MANUAL AMENDMENT – REVIEW

Todd Galbierz presented a policy manual amendment to Article VI.02 that would increase tuition and fees for credit students. The recommendation for FY25 is a \$2 In-District rate increase, with related increases to the Out-of-District and Out-of-State rates. The Out-of-District rate is calculated as approximately 1.6 times the In-District rate. The Out-of-State rate is 2.12 times the In-District rate. With the proposed changes SCC would remain well below the current Missouri community college average annual cost of attendance of \$4,582.

BOARD OF TRUSTEES POLICY MANUAL AMENDMENT – ACTION

On a motion by Ehlmann, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved policy manual amendments of Article IV.09 Employment of Relatives, Article IV.16 Attendance, Article IV.17 Staff Schedule and Reporting, Article IV.23 Performance Evaluations, Article IV.24 Performance Deficiencies, Article VI.21 Student Conduct, Discipline and Due Process, and Article II.08 Organization of the College. Article II.06 Responsibilities of the Board of Trustees was tabled for further discussion.

BIDS AND CONTRACTS

a. Cybersecurity Managed Detection and Response Solution Renewal

On a motion by Lohmar, a second by Mack, and a unanimous "AYE" vote to carry the motion, the Board approved an award to SHI International Corp., Somerset, NJ in the total amount of \$745,853.75, to be paid annually over five years in equal payments of \$149,170.75 for the HyperConverged Infrastructure renewal. Funding Sources: Network Operations Operating Budget and Technology Fee Fund

CLOSED SESSION

At 7:10 p.m., on a motion by Cilek and a second by Lissner followed by a roll-call vote of Cilek, Ehlmann, Lohmar, Lissner, Mack, and Stodden, the Board entered in to closed session as allowed by RSMo 610.021.13 to discuss individually identifiable personnel records, performance

ratings or records pertaining to employees or applicants for employment and RSMO 610.021.2 to discuss leasing, purchase or sale of real estate by a public governmental body. Following the closed session, the regular meeting reconvened at 7:46 p.m.

AUTHORIZATION TO ENTER INTO REAL ESTATE CONTRACTS – ACTION

On a motion by Ehlmann, a second by Mack, and a unanimous “AYE” vote to carry the motion the approved Dr. Kavalier and Todd Galbierz to enter into real estate contracts for the college.

FACULTY SABBATICALS – ACTION

On a motion by Cilek, a second by Lissner, and a unanimous “AYE” vote to carry the motion, sabbatical leave was approved for Paul Roesler, Dr. Darren Osburn, and Dr. Ranya Taqieddin.

PERSONNEL RECOMMENDATIONS

On a motion by Ehlmann, a second by Mack, 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 February 26, 2024**

Full-time New and Replacement Hire

Espinosa, Laura (NAH)..... Simulation Technician
Casillo-Nielsen, Astrid (ADS) Accounting Specialist
Piacentini, Katie (MSB)..... School Coordinator and Assistant Dean
Porter, Carmela (HSK) Housekeeper
Sylvia, Neil (IND)..... Instructional Coordinator – Commercial Driving
Whitworth, Christopher (ADS)..... Payroll Specialist

Full-Time Separations

Fugate, Dawana (ENS)..... Financial Aid Officer/SAP
Hare, Joanne (ACE)..... Administrative Secretary
Kolander, Keith (DSS) Adaptive Technology Specialist
Rogers, Robert (DPS)..... Police Officer

Part-Time New and Replacement Hires

Almany, David (ATH) Head Coach Cross Country/Track
Akerman, Alexis (STU)..... Intern – Peer Mentor Program
Bruns, Deborah (EGR) Adjunct Faculty

Durant, Julia (CCD) PB Community Education Instructor
 Friederich, Elizabeth (CED)..... PB Summer Camp Instructor
 Langston, Greg (CPT)..... Adjunct Faculty
 Ouellette, Janet (ADS)..... Special Assignment
 Prewitt, Baylor (WLD) Adjunct Faculty
 Rehmus, Terrell (NAH)PB Health Occupations Instructor
 Thompson, Alexandria (DPS) Police Dispatcher
 Walthall, Rebecca (CED).....PB Continuing Education Instructor
 Watson, Amanda (PHE)..... Adjunct Faculty
 Williamson, Lilee (ART) Student Assistant

Part-Time Separations

Albury, Benjamin (ADV)Academic Advisor
 Carbone, Bianca (MKT) Student Assistant
 Geisler, Nathan (ART)..... Student Assistant
 Jessie, Aaron (LRC)Work Study
 Meeks, Jeramel (BK).....Work Study
 Meister, Adele (EDU) Adjunct Faculty

Moughamian, Zach (ACE)..... Student Assistant
 Patel, Jasmeen (ART)..... Student Assistant
 Stutsman, Piper (MKT) Student Assistant
 Williams, Sydney (ART) Student Assistant

ADJOURNMENT

On a motion by Ehlmann, a second by Mack, and a unanimous “AYE” vote to carry the motion, the public meeting adjourned at 7:48 p.m.