

**St. Charles Community College
Board of Trustees Meeting
June 24, 2024
6:00 p.m.**

MINUTES

CALL TO ORDER

The St. Charles Community College Board of Trustees met on June 24, 2024, in Conoyer Hall, Room 2102 (Board Room).

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

Also present were Executive Vice President for Administrative Services Todd Galbierz, Vice President for Operations & Strategic Initiatives John Wiemann, Chief Financial Officer Ken Kershaw, Executive Director Foundation and Chief of Staff Betsy Schneider, Chief of External Campuses/Executive Director Shelley Machens, Executive Coordinator Oliva Tallo, and A/V System Engineer Nick Wallace.

Guests present were Officer Brandon Misher, Officer Shannon Eaton, Officer Ben Rouggy, Lindy McGuire, Gabe Harper, Rex McKanry, Andrea Compton, Beth Michael-Smith, Monica Hall-Woods, Grace Moser, Kim Mercurio, Chris Hazel, and Marvin Tobias.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

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

BOARD POLICY STATEMENT

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

ACCEPTANCE OF MINUTES: MAY 20, 2024, BOARD OF TRUSTEES MEETING

On a motion by Stodden a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the minutes of the May 20, 2024, Board of Trustees Meeting, were accepted.

TREASURER'S REPORT

Trustee Lohmar read the Treasurer's Report. Cash in bank \$15,942,293; total investments \$55,462,566; tuition and fees received to date \$17,551,416; local taxes received to date \$22,384,553; state appropriations received to date \$13,204,604; On a motion by Stodden, 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 Lissner, a second by Stodden, and a unanimous “AYE” vote to carry the motion, the Board approved payment of bills from the Operating Fund in the amount of \$7,007,999.

REPORT OF THE COLLEGE PRESIDENT

St. Charles Community College President Barbara Kavalier reported on the following activities at the college:

- SCC Celebrated the 36th annual commencement ceremony and Nurse Pinning Ceremony in May.
- Dr. Kavalier and Dr. Koehler presented on their Mission Trade Trip to Italy with Governor Parson:
 - This trip included visiting multiple organizations that are interested in partnership with the State of Missouri and St. Charles Community College’s Workforce and Development.
 - Companies included are Salcef Group S.p.A, Leonardo DRS, BUZZI Unicem, Council of Regions – Rome, Officine Ceccacci, TAB Batteries, and Menarini Biotech.
 - Dr. Kavalier touched on Italy’s Higher Education data including that Italy has 20 administrative regions, 6% Inflation, College Students - 20% between ages 15-24, 8th largest economy in the world - \$2.1 trillion, US/Italy Trade = \$116 billion, Major imports: pharma, machinery, wine, leather goods, footwear, focused on innovation & renewable energy (Prime Minister Meloni), \$400 million euros for development of Agriculture businesses, largest challenge: healthcare.
 - Dr. Kavalier and Dr. Koehler were able to meet with Rome President Fedriga.
 - Leonardo DRS is headquartered in St. Louis, and Menarini Ricerche is exploring opportunities to expand its presence across the United States and discussions have begun.

Virtual Reality/Dreamscape Presentation – INFORMATIONAL

Provost and Chief Academic Officer, Dr. Koehler invited Assistant Vice President of OEL Andrea Compton, Dean of Business Technology and Workforce Readiness Rex McKanry, Chemistry/Math & Science Professor Beth Michael-Smith, History Professor Grace Moser, Biology/Math & Science Professor Monica Hall-Woods, and Assistant Dean of Workforce Readiness Dr. Kim Mercurio to present their experience at Dreamscape Learn. Each participant spoke on the impact that Dreamscape Learn could have on our students’ learning process and engagement within the classroom. The group shared their experiences of being immersed within VR and what their thoughts are about including this technology within the classroom and in their curriculum. SCC administration will be recommending that the Board support the establishment of a virtual reality lab at SCC.

PROPOSITION COMMUNITY COLLEGE BOND UPDATE – INFORMATIONAL

Vice President Wiemann presented an update on the Regional Workforce Innovation Center noting that construction is currently under budget and on time to open in August of 2025.

BOARD OF TRUSTEE POLICY MANUAL AMENDMENTS – REVIEW

Provost and Chief Academic Officer, Dr. Koehler presented two policies for review. These policies included Article III.15 Grade Reporting, and Article IV.20 Never Attended. Article III.15 Grade Reporting is being introduced as a new policy for the reporting of grades at the end of terms. Policy 439 Withdrawal has been renamed Article VI.20 Never Attended to clarify administrative withdrawal for students that have never attended a course.

BOARD OF TRUSTEE POLICY MANUAL AMENDMENTS – ACTION

On a motion by Lohmar, a second by Lissner, and a unanimous “AYE” vote to carry the motion, Article IV.32 Civility Conduct was approved.

On a motion by Stodden, a second by Ehlmann, and a unanimous “AYE” vote to carry the motion, Article IV.40 Collective Bargaining was approved.

FY25 BUDGET PREVIEW – INFORMATIONAL

Executive Vice President Galbierz presented an overview of the FY25 Financials. On a motion by Stodden, a second by Lohmar, and a unanimous “AYE” vote to carry the motion, the FY25 Budget was approved.

BIDS AND CONTRACTS

a. Pediatric Patient Simulators

On a motion by Lohmar, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Gaumard Scientific Co., Inc., Miami, FL, in the estimated amount of \$115,903.10 for the purchase of two (2) Super Tory manikins, one (1) Pediatric Hal, and accessories. Funding Source: Nursing Education Incentive Program Grant (100%)

b. Data Center Equipment Warranty Service and Support

On a motion by Ehlmann, a second by Stodden, and a unanimous "AYE" vote to carry the motion, the Board approved an award to CDW Government, LLC, Vernon Hills, IL in the amount of \$32,468.54 for one (1) year for warranty service and support of data center equipment on the main campus. Funding Source: Network Operations Budget

c. Employee Benefits Insurance Broker

On a motion by Lissner, a second by Stodden, and a unanimous "AYE" vote to carry the motion, the Board approved a one-year award to Arthur J. Gallagher & Co., St. Louis, MO in the estimated amount of \$100,000.00 for Employee Benefits Insurance Broker and Related Services including employee advocacy services. Funding Source: Current Operating -Employee Benefits

d. Trane Energy Management System Upgrade

On a motion by Stodden, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Trane US, Inc., St. Louis, MO for the Ensemble energy management system at the one-time cost of \$84,125.00 plus the annual subscription cost of \$20,175.00. Funding Source: Bond Proceeds and Operating Budget

CLOSED SESSION

At 7:38 p.m., on a motion by Stodden and a second by Lissner followed by a roll-call vote of Ehlmann, Lohmar, 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; RSMO 610.021.9 to discuss preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups. Following the closed session, the regular meeting reconvened at 8:50 P.M.

PERSONNEL RECOMMENDATIONS

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

**BOARD PERSONNEL RECOMMENDATIONS
Submitted to SCC Board of Trustees
As of June 24, 2024**

Full-time New and Replacement Hire

Beldner, Leslie (ACE) Administrative Assistant
Dickey, Victoria (MAS) Administrative Assistant

Full-time Faculty Annual Appointments for Academic Year 2024/25

Conway, Stephanie (LPN).....Assistant Professor
Corder, Barbara Melinda (RNP)Assistant Professor
Heitmann, Kimberly (MAT)Assistant Professor
Horn, Kevin (BIO) Instructor
Mack, Cory (CPT) Instructor
Meyer, Molly (MDA)Assistant Professor
Miller, Jeffrey (ENG).....Assistant Professor
Moore, Demitrius (MAT)..... Instructor
Pilarski-Schultz, Geralyn (BUS).....Associate Professor
Szeibert, Christina (MAT) Instructor

Full-Time Separations

Schoenberger, Amy (LPN)Assistant Professor

Part-Time New and Replacement Hires

Adams, David (CED) PB Community Education Instructor I
 Burton, Katherine (CED)..... PB Community Education Instructor I
 Cox, Emma (BS) Student Assistant
 Davis, Madeline (CED)..... Summer Camp Assistant
 Davis, Payten (CED).....PB Community Ed Instructor/Summer Camp Assistant
 Deardorff, Jill (CED)..... PB Community Education Instructor I
 Eise, Elizabeth (CSH).....Accounting Assistant/Student Accounts
 Goers, Krysti (CED) PB Community Education Instructor I
 Gogel, Aubrey (CED)..... Summer Camp Assistant
 Hassler, Tracey (RNP)..... Adjunct Faculty
 Karabulut, Gokben (BS)..... Student Assistant
 Kramkowski, Carolyn (CED)..... Summer Camp Assistant
 Lafferty, Jenevieve (CED) PB Community Education Instructor I
 Raley, Caleb (CED)..... Summer Camp Assistant
 Schnelle, Elizabeth (CED) PB Community Education Instructor I
 Stichter, Anna (CED)..... Summer Camp Assistant
 Swain, Rachel (CED) Summer Camp Assistant
 Vester, Samantha (ACT)Work Study
 Wright, Kaylee (CED)..... PB Community Education Instructor 1

Part-Time Separations

Chang, Mila (FS) Student Assistant
 Camarena-Garcia, Adriana (AEL)..... PB AEL Instructor
 Diaz Perestrelo, Henrique (FS) Student Assistant
 Gertsch, Cora (DSS) DSS Assistant
 Huelsing, Ava (LRC)Work Study
 Jeong, Jiewon (FS)..... Student Assistant
 Kertz, Brandon (ATH)Work Study
 Malunga, Robson (MUS) Student Assistant
 Martin, Carol (AEL)..... PB AEL Instructor
 Plante, Eden (AEL)..... PB AEL Instructor
 Schemkes, Tehya (NAH)Work Study
 Struttman, Babette (OTA)..... Adjunct Faculty
 Shive, Mary (AEL) PB AEL Instructor
 Tichich, Emily (CED)..... PB Summer Camp Assistant
 Thompson, Jennifer (OTA) Adjunct Faculty
 Wilhite, Erin (OTA) Adjunct Faculty
 Zarate, Kevin (AEL) PB AEL Instructor
 Zimba, Lindokuhle Lwazi (FS)..... Student Assistant

ADDENDUM TO FULL-TIME FACULTY MEMORANDUM OF UNDERSTANDING

On a motion by Lohmar, a second by Lissner, and a unanimous “AYE” vote to carry the motion, the Addendum to Full-Time Faculty Memorandum of Understanding was approved.

ADJOURNMENT

On a motion by Stodden, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the public meeting adjourned at 9:00 P.M.