

**St. Charles Community College  
Board of Trustees Meeting  
January 27, 2025  
6:00 p.m.**

**MINUTES**

**CALL TO ORDER**

The St. Charles Community College Board of Trustees met on January 27, 2025, 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 in attendance: Board Secretary Jean Ehlmann, Board Treasurer Shirley Lohmar, Trustee Mary Stodden, and Trustee Rose Mack.

Also present were College President Dr. Barbara Kavalier, Executive Vice President Todd Galbierz, Vice President for Academic Affairs Dr. Amy Koehler, Vice President for Operations & Strategic Initiatives John Wiemann, Chief Financial Officer Ken Kershaw, Chief of External Campuses/ED Shelley Machens, Executive Director/Chief of Staff Betsy Schneider, Executive Coordinator Olivia Tallo, and A/V System Engineer Nick Wallace.

Guests present were, Officer Scott Binggeli, Officer Brandon Misher, Officer Benjamin Rougely, Chris Hazel, Marvin Tobias, and Vicky Herbel.

**PLEDGE OF ALLEGIANCE**

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

**APPROVAL OF AGENDA**

On a motion by Mack, a second by Ehlmann, 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: DECEMBER 2, 2024, BOARD OF TRUSTEES MEETING**

On a motion by Stodden a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the minutes of the December 2, 2024, Board of Trustees Meeting were accepted.

**TREASURER'S REPORT**

Trustee Cilek read the Treasurer's Report. Cash in bank \$20,458,096; total investments \$67,103,743; tuition and fees received to date \$18,934,712; local taxes received to date \$13,212,328; state appropriations received to date \$7,753,438. On a motion by Ehlmann, a second by Stodden, and a unanimous "AYE" vote to carry the motion, the Treasurer's Report was accepted.

### **APPROVAL FOR PAYMENT OF BILLS**

On a motion by Ehlmann, 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 \$5,120,039.

### **FACULTY ASSOCIATION REPORT**

Marvin Tobias provided a report on SCC Faculty activities supporting student success with the following highlights included:

- Faculty from biology, chemistry, and physical sciences hosted a panel of former SCC Science majors currently working towards their next degrees. Thirty-nine students attended this event to ask the panel questions about their experiences after graduating from SCC, and how their education at SCC provided a jumpstart into their current studies.
- Faculty returned to campus for In-Service week. Many participated in Cougar Comeback to welcome students back on campus and provide insights into resources they may need to be successful here at SCC.
- Professor Tobias introduced a new initiative aimed at highlighting faculty members via a video message. The first faculty to share a video message were Professors Tobias and Stacey Thater.

### **REPORT OF THE COLLEGE PRESIDENT**

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

- This year’s Faculty Inservice ‘Imaginarium’ focused on cultivating, curiosity and collaboration in the classroom. Sessions included a few new faculty orientations, school and department meetings, and finally preparing students for a job search, AI, and VR/AR.
- On December 16, SCC hosted our legislators at the Field to Table Institute for breakfast where Dr. Kavalier provided an update on the College. Following the presentation, legislators expressed excitement about the direction that SCC is going.
- Also on December 16, SCC’s annual Fall Semester Nurse Pinning took place at Old Hickory Golf Club. The ceremony recognized graduating nursing students before they head into the workforce.
- The Megatech students assisted in modifying and repairing toys by using the skills and knowledge they obtained within the classroom. These toys were then delivered to the St. Louis Children’s Specialty Care Center for the children in physical therapy.

### **FACULTY SABBATICAL LEAVE REQUEST PRESENTATION - Action**

Dr. Vicky Herbel presented her request for sabbatical leave. On a motion by Ehlmann, a second by Stodden, and a unanimous “AYE” vote to carry the motion, the Board approved Dr. Herbel’s Sabbatical Leave Request.

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

Vice President John Wiemann provided the Board with an update on the status of the Regional Workforce Innovation Center, concluding that the project is under budget, on time and about 70% complete.

### **FISCAL YEAR 2024 AUDIT REPORT ACCEPTANCE RATIFICATION – Action**

On a motion by Lohmar, a second by Mack, and a unanimous “AYE” vote to carry the motion, the Board ratified the vote to accept the fiscal year 2024 audit report.

### **BOARD OF TRUSTEES POLICY MANUAL AMENDMENT – Review**

Amendments to Article III.02 Graduation Requirements and Article IV.06 Outside Employment were presented for review. Both policies will be brought back to the February meeting for Board approval.

### **BIDS AND CONTRACTS**

#### **a. Furniture for Schnare Library**

On a motion by Stodden, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Modern Business Interiors of St. Charles, MO in the amount of \$255,569.17 plus a contingency amount of \$25,556.92 for a total amount not to exceed \$281,126.08.

### **PERSONNEL RECOMMENDATIONS**

On a motion by Ehlmann, a second by Lohmar, and a unanimous “AYE” vote to carry the motion, the personnel recommendations were approved as presented.

### **ADJOURNMENT**

On a motion by Stodden, a second by Ehlmann, and a unanimous “AYE” vote to carry the motion, the public meeting adjourned at 6:45 p.m.