

**St. Charles Community College  
Board of Trustees Meeting  
February 24, 2025  
6:00 p.m.**

**MINUTES**

**CALL TO ORDER**

The St. Charles Community College Board of Trustees met on February 24, 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 Vice President Mike Lissner, Board Secretary Jean Ehlmann, and Trustee Mary Stodden. Board Treasurer Shirley Lohmar joined the meeting via Zoom.

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 Rouggy, Sergio Espinoza, Lindy McGuire, Rex McKanry, Chris Hazel, Marvin Tobias, Gabe Harper, Swarga Kakoti, Nhi Tran, Venkat Saripella, Dan Rezny, and Christina Cox.

**PLEDGE OF ALLEGIANCE**

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

**APPROVAL OF AGENDA**

On a motion by Stodden, 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: JANUARY 27, 2025, BOARD OF TRUSTEES MEETING**

On a motion by Ehlmann a second by Stodden, and a unanimous "AYE" vote to carry the motion, the minutes of the January 27, 2025, Board of Trustees Meeting were accepted.

**TREASURER'S REPORT**

Trustee Cilek read the Treasurer's Report. Cash in bank \$11,279,964; total investments \$66,372,228; tuition and fees received to date \$18,888,479; local taxes received to date \$20,895,093; state appropriations received to date \$8,861,072. On a motion by Stodden, a

second by Ehlmann, 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 \$9,025,101.

### **FACULTY ASSOCIATION REPORT**

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

- On February 5, Faculty held a *Study Hall Slam Session* as an opportunity for students to get ahead on their coursework, collaborate with peers, meet with their instructors and enjoy some free pizza.
- Faculty member Robin Field was asked to critique a recently published novel entitled *#MeToo and Modernism* that focuses on Feminist Modernist Studies.
- Faculty member Dr. Nicole Pinaire and Dean Mara Vorachek-Warren will assist with hosting Missouri’s Tri-County Regional Science and Engineering Fair that is taking place on campus from February 28 to March 1.
- Professor Tobias concluded with a faculty ‘get to know me’ video, providing the Board with introductions to some of the Chemistry and Biology Departments faculty members.

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

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

- SCC hosted another New Employee Luncheon for all new employees at the college. Dr. Kavalier alongside all members of Cabinet attended, greeted, and welcomed these new employees with a special lunch and welcome gift for all.
- SCC purchased additional Wentzville property on February 3, 2025. This property will add five acres near the construction site of the Regional Workforce Innovation Center. This campus is set to open in the fall of 2025.
- SCC’s Culinary Collective continues to excite and engage as the FTTI Culinary Team and students provided employees with the opportunity to experience a Valentine’s themed lunch that included Moroccan Roast Salmon, Roast Chicken and Piperade, Queen of Sheba Torte, and more.
- SCC introduced Competitive E-Sports on February 14 with 28 students competing in the games of Overwatch, Super Smash Brothers, Fortnite, Rocket League, Valorant, and League of Legends. Students continue to express growing interest in E-Sports.
- Arts for Life nominated the Young People’s Theatre, led by Director Josiah Haan, for multiple awards in several different categories. Haan was also nominated in four categories for his contributions to many of these shows. Dr. Kavalier and the Board congratulated them for being nominated and wished them the best of luck.
- Dr. Kavalier congratulated SCC Music students Hayley Alexander and Emma Thornburgh on being selected to perform as part of the Missouri Music Educators Association All-

Collegiate Concert Band at the 87<sup>th</sup> annual MMEA Conference on Wednesday January 29.

**FACULTY SABBATICAL LEAVE REQUEST PRESENTATION - Action**

Dan Rezny presented his request for sabbatical leave. On a motion by Stodden, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved Dan Rezny's Sabbatical Leave Request.

**STUDENT SUCCESS DATA REPORT - Informational**

Executive Director of Institutional Research, Dr. Christina Cox presented an update on Enrollment, Retention & Student Success. Dr. Cox explained why retention and student success is vital to keeping enrollment on target. She reported that in 23/FA-24/FA enrollment was up 1.6% from the prior year and up 3.6% on a 5-year scale in retention. Spring retention shows that we are down 1.3% from last year, yet up 3% on a 5-year scale. When observing course success rates so far for AY 24-25, our rates have dipped just slightly to 77.3%. Dr. Cox wrapped her report by showing the Board departmental and program performance both high performers as well as those with room for growth noting that opportunity arises in 25/SU and 25/FA.

**LEGISLATIVE UPDATE – Informational**

VP John Wiemann gave a brief presentation on items of interest in the current Missouri Legislative Session. These items included the new Governor's budget, the Governor's Workforce Reallocation Request, Key Legislative Dates, Education Reform, and Tax Reform.

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

Article VI.02 was reviewed with proposed updates to tuition and fees. The Board will take action on the proposed revision at the March meeting.

**BOARD OF TRUSTEES POLICY MANUAL AMENDMENT – Action**

On a motion by Stodden, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved the policy manual amendments to Article III.02 Graduation Requirements.

On a motion by Stodden, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved the policy manual amendments to Article IV.06 Outside Employment.

**BIDS AND CONTRACTS**

**a. Student Transcript Optical Character Recognition (OCR) Solution**

On a motion by Ehlmann, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved an award to OneOrigin, Scottsdale, AZ, for a five (5) year contract in the annual amount of \$26,400, for a total contract amount of \$132,000.00 for a Student Transcript Optical Character Recognition (OCR) Solution.

**b. Contract for Rental of Uniforms, Mops, Towels, and Entrance Mats**

On a motion by Lohmar, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Cintas Corporation, Cincinnati, OH, for a 5-year

contract to be paid in an estimated annual amount of \$41,000.00, for a total estimated cost of \$205,000.00 for the Rental of Uniforms, Mops, Towels, and Entrance Mats.

**c. HVAC Infrastructure Replacement and Recommissioning**

On a motion by Stodden, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved awarding a contract to Trane US, Inc., St. Louis, MO for the HVAC Infrastructure Replacement and Recommissioning described herein in the amount of \$3,530,023.00, plus a 10% contingency for a total of \$3,883,025.00.

**d. Center for Immersive Learning – General Contractor Contract**

On a motion by Stodden, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved awarding a contract to Cissell Mueller Construction, St. Peters, MO for the remodel in Conoyer Hall for the new Center for Immersive Learning in the amount of \$806,033.00 plus a 10% contingency for a total amount of \$886,636.30.

**e. Center for Immersive Learning – Furniture Purchase**

On a motion by Ehlmann, a second by Stodden, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Modern Business Interiors of St. Charles, MO for the purchase of furniture for the Center for Immersive Learning project in the amount of \$58,234.22 plus a contingency amount of \$10,000 for a total amount not to exceed \$68,234.22.

**PERSONNEL RECOMMENDATIONS**

On a motion by Stodden, a second by Ehlmann, 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 Lissner, and a unanimous "AYE" vote to carry the motion, the public meeting adjourned at 7:10 p.m.