

**MINUTES OF THE REGULAR MEETING**  
**OF THE**  
**BOARD OF TRUSTEES OF SPOON RIVER COLLEGE**

**Wednesday, October 23, 2019, 6:00 p.m.**  
**Spoon River College, Room 100, 706 Maple Avenue, Rushville, Illinois**

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, October 23, 2019, at 6:00 p.m., at Spoon River College Rushville Center, Room 100, 706 Maple Avenue, Rushville, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

Mr. Schleich, Chair, called the meeting to order at 6:00 p.m.

1.2 Roll Call

Members Present:           Ms. Linda Butler  
                                      Mr. Dave Maguire  
                                      Mr. Phil Murphy  
                                      Mr. Kent Schleich  
                                      Ms. Molly Linder

Member Absent:            Mr. John Biernbaum  
                                      Mr. Jerry Cremer  
                                      Mr. Kevin Meade

Also present were Mr. Curt Oldfield, President; Mr. Brett Stoller, Vice President, Ms. Missy Wilkinson, Dean, Student Services; Mr. Brad O'Brien, Dean, Career and Workforce Education; Ms. Holly Norton, Dean, Transfer Education; Mr. Colin Davis, Director, Foundation; Mr. Rob Kirkham, Director, Rushville Center, Mr. Joe Clemens, Diesel Tech Faculty; Ms. Barbara Ashwood, English Faculty; and Ms. Julie Hampton, Executive Assistant, President/Recorder.

Also present: Ms. Susan Acker, Mr. Larry Wilson, Rushville City Council.

1.3 Invocation

Mr. Schleich gave the invocation.

1.4 Welcome of Guests

Mr. Schleich welcomed the guests who were in attendance.

1.5 Public Comment

Mr. Schleich asked if there were any comments from the audience. There were no requests for public comment.

1.6 Approval of Minutes

1.6.1 August 28, 2019 Closed Session Meeting Minutes

Following a motion by Mr. Maguire who stated that the Closed Session Minutes Review Committee had reviewed the minutes and recommended approval, seconded by Mrs. Butler, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the August 28, 2019 Closed Session Meeting Minutes.

#### 1.6.2 September 25, 2019 Regular Meeting Minutes

Following a motion by Mrs. Butler, seconded by Mr. Murphy, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the September 25, 2019 Regular Meeting Minutes.

#### 1.7 Report – ICCTA Representative

Mr. Dave Maguire presented the following report:

It has been a quiet month at the Trustees Association with there not being a statewide meeting since September and the legislature not being in session.

On a good note, two of the Association’s community colleges received national honors during the Association of Community College Trustees (ACCT) Leadership Congress this past week in San Francisco. John Sands from Moraine Valley Community College received the 2019 ACCT Central Region Faculty Member Award and Oakton Community College received the 2019 ACCT Central Region Equity Award for outstanding diversity initiatives. Next year the 2020 ACCT Leadership Congress will be partially hosted by the Illinois community colleges when it will be held in Chicago. ICCTA in an effort to reduce cost to our member colleges will be combining the regular November meeting with the 2020 ACCT Congress.

Next month the General Assembly will be having their fall veto session beginning Tuesday November 12th. There does not appear to be a lot on the agenda to be considered and there is a good chance that the Speaker will reduce the Veto Session calendar. It is hoped that we will have our 2020 Legislative Agenda in place prior to Veto Session. The previous year’s agenda has been sent out to all trustees for any suggestions of additions and revisions. It is planned to adopt the revised agenda at the ICCTA November meeting. Let us know if there are any suggestions we should offer.

The next meeting of the Association will be November 8-9 in Lisle. In addition to our regular meetings, it will feature a session sponsored by Robbins Schwartz titled “Exploring Diversity in the Classroom and Beyond.” All meetings of the associate are open to any trustee who wishes to attend.

Included with the report is a list of upcoming meetings and dates that might be of interest.

#### **UPCOMING DATES AND MEETINGS OF INTEREST:**

##### **OCTOBER 2019**

October 28 – 30	Illinois General Assembly veto session, Springfield
October 29	ICCTA Southeast Region meeting, Shawnee Community College

**NOVEMBER 2019**

- November 8 Illinois Council of Community College Presidents meetings, Hyatt Regency Hotel, Lisle
- November 8 – 9 ICCTA Board of Representatives and committee meetings, Hyatt Regency Hotel, Lisle
- November 12 – 14 Illinois General Assembly veto session, Springfield

**DECEMBER 2019**

- December 5 Illinois Student Assistance Commission meeting, Chicago
- December 5 – 6 State Universities Retirement System meetings, Chicago
- December 6 Illinois Community College Board meetings, Harry L. Crisp II Community College Center, Springfield
- December 10 Illinois Board of Higher Education meeting, DePaul University, Lincoln Park campus, Chicago

**FEBRUARY 2020**

- February 9 – 12 Community College National Legislative Summit, Washington, D.C.
- February 10 ICCTA Board of Representatives meetings, Washington, D.C.

**MARCH 2020**

- March 12 Illinois Council of Community College Presidents meeting / Joint session with Chief Academic Officers and Chief Student Services Officers, Heartland Community College
- March 13 – 14 ICCTA Board of Representatives and committee meetings, Heartland Community College, Normal
- March 17 General primary election
- March 28 – 30 Illinois Board of Higher Education meeting, location TBA
- American Association of Community Colleges' 100th anniversary convention  
National Harbor, Maryland

**APRIL 2020**

- April 9 Illinois Student Assistance Commission, Chicago
- April 14 Phi Theta Kappa All-Illinois banquet. President Abraham Lincoln Hotel, Springfield

**JUNE 2020**

- June 4 – 6 ICCTA's 50th anniversary convention, Chicago Marriott Downtown Magnificent Mile Hotel, Chicago
- June 5 Illinois Council of Community College Presidents meeting, Chicago Marriott Downtown Magnificent Mile Hotel, Chicago
- June 9 Illinois Board of Higher Education meeting, Location TBA
- June 18 Illinois Student Assistance Commission, Chicago

**OCTOBER 2020**

- Oct 30 – Nov 3 Association of Community College Trustees Leadership Congress, Hyatt Regency Chicago

## 1.8 Report – Student Government Representative

Ms. Molly Linder presented the following report:

The Macomb SGA served a midterm breakfast of pancakes, bacon, and fruit. It was a great morning with a hallway full of happy students enjoying some good food.

Both Canton and Macomb students from SGA hosted blood drives this month and collected close to 30 units of blood.

The theatre at Spoon River College has announced the cast and crew for its November 8-10 production of the comedy *Scapin the Schemer*. The company, which includes current SRC students and also residents of communities within the Spoon River College district, includes: Tierney Cheney-Smithers, Larry Eskridge, Jenna Haile, Aja Lawson, Molly Linder, Breanne Link, Dorrien Mapes, Desiray Meyer, Blaine Micu, Chad Murphy, Natalie Orwig, Tara Sepich, Rachel Walljasper, and Evan Wheeler. SRC Theatre presents its plays in the Taylor Hall Theatre on the College's Canton Campus. Tickets, which are currently on sale to the general public, can be reserved by calling the SRC Theatre box office.

TRIO students traveled to University of Illinois-Springfield for a transfer campus visit on October 4. TRIO workshop topics for this month included: interview attire, scholarships, and MLA/APA formatting.

Healthcare Enthusiasts and Leaders (HEAL) student association joined forces with Student Services to participate in Mental Health Awareness week this month, which was October 6<sup>th</sup> through October 12<sup>th</sup>. Several HEAL students decorated the sidewalks of both the Canton and Macomb campuses with encouraging phrases and positive words. Students also assisted with hosting a table with information about mental health, at the Wellness Fair.

At HEAL's October meeting, Dr. Patrick Renick of Graham Health Systems came to the meeting as a special guest and spoke to the students about the rewards and challenges of working in healthcare in a rural area.

A Pumpkin Carving Contest was held on the Canton Campus yesterday. Pumpkins, carving supplies, refreshments, and prizes for the top three pumpkins were provided. This event was sponsored by the SRC Ag Department and Student Services.

On October 4, People for Earth's Ecological Preservation (PEEPS) and BIO 103 (Zoology) took a trip to the Saint Louis Zoo. PEEPS hosted the fall Canton Campus cleanup today. Thank you to all who participated. Molly said there was a pretty nice turnout.

Phi Mu Tau, diesel program fraternity, held their annual Pancakes for Bette event this morning. Proceeds will be donated to St. Jude Children's Research Hospital in memory of former SRC employee Bette Dye. Congratulations to Mark Fields, a diesel and power systems technology major from Macomb, on eating 15 pancakes and winning the pancake eating contest and a \$50 gas card.

President Oldfield said the record is 21 pancakes. Joe Clemens said Natalie Orwig has won the 50/50 drawing for the third year in a row.

Mr. Schleich asked if the play is a good comedy. Molly Linder said yes.

## 1.9 Report – Spoon River College Foundation

Mr. Phillip Murphy presented the following report:

- Financial: Revenues: \$20,660.63
- The SRC Foundation Board met Wednesday, October 16, 2019, at 7:30 a.m., via IVS.
- The 2018-19 audit was presented and accepted by the board. This year's audit was another clean audit, and thanks go to Sarah Gray and her team in the Business Office for all the work they do on behalf of the SRC Foundation.
- Applications for 2019-20 scholarships are now available at src.edu/scholarships and are due back March 15, 2020. Qualified applicants for West Central FS agriculture scholarships will interview Friday morning on the Canton Campus.
- Rehearsals are underway for the SRC Community Chorus winter concert, *Frosty Airs and Fables*, which takes place on Dec. 7 and 8 at 7 p.m. at the First Christian Church in Canton. No auditions are required; anyone with a love of music is welcome to participate, and all proceeds benefit the David Bishop Memorial Scholarship, which is currently being funded. We'd love to have more Trustees join us, and tickets are on sale and going quickly! Contact the Foundation to purchase your tickets.
- Reminder: the SRC Alumni Awards Reception and Athletic Hall of Fame Dinner will be held Saturday, November 2 at the Canton Campus. Please get RSVPs in to Lori Murphy (or to Julie for forwarding to Lori) by Friday, Oct. 25.
- The next meeting of the Foundation Board is scheduled for Wednesday, November 20 at 7:30 a.m.

Mr. Colin Davis presented the following report:

- Other action included agreeing to sponsor a tree in the MDH Festival of Trees, approval of a fundraising shoe drive to be spearheaded in the spring by Dual Credit Coordinator Eve Zimmerman, and the creation of a dual credit scholarship committee.
- Discussion was held on the athletic campaign, on the formation of subcommittees for Foundation projects, and on exploring a better option for the 2020 Joint Meeting to ensure that we have more Foundation Board presence at that meeting. Thank you to the Board of Trustees for your attendance and participation!
- We're taking a "run" at hosting a 5K/Fun Run/Walk in Macomb on Saturday, Nov. 23 at 8 a.m., beginning and ending at our Johnson Street campus. Registration is \$35 for the 5K, \$25 for the fun run/walk (both options include t-shirt), and proceeds will benefit the Foundation's efforts in Macomb. Note that another, larger event is being planned for 2020, and that the hope is that the 5K will become an annual event that grows.
- #GivingSPOONday is approaching – this year, on Giving Tuesday, December 3<sup>rd</sup>. More details on how you can get involved will be forthcoming at the November meeting.

Mr. Murphy commented on the joint meeting of the Board of Trustees and the Foundation Board asked if the Trustees would consider having the joint meeting start at 7 p.m. in order to better schedule the joint meeting because many board members are still at work. He offered having the dinner at 5, the joint meeting at 6, and the Board of Trustees meeting at 7. President Oldfield said he shared with the Foundation Board that the Board of Trustees could entertain that option at its January Board Meeting when it adopts its meeting calendar. Mr. Maguire said if it would work he is not against having a meeting separate from the Board of Trustees meeting. President Oldfield said the Foundation is wanting to be considerate of the Trustees' time by not having another meeting. Mrs. Butler said another option would be to have the Board of Trustees meeting early. Linda asked for input from all of the Trustees. Mrs. Butler also suggested having the joint meeting be a working dinner meeting. President Oldfield said that is certainly something to try to improve attendance. Colin said he appreciated the Boards' attendance and participation.

## 1.10 Report – Board Member Comments

Mr. Schleich asked if there were additional comments from Trustees. There were no additional comments.

## 2.0 PRESIDENT’S REPORT

### 2.1 Communications

President Oldfield introduced Mr. Rob Kirkham, Director, Rushville Center.

- Rushville Center Update – Rob Kirkham, Director, Rushville Center, presented the following report:

Once again I have the pleasure of welcoming you to the Rushville Center. It is a privilege to open our doors to you each fall. This year has flown by. It doesn’t seem like that long since you last met with us. Our programs are going well. The students are seem happy and engaged. You might have noticed when you arrived that we are in the middle of an October guessing game. Heather filled a jack o lantern half full of Hershey’s Kisses. Each student or visitor gets three guesses. Whoever guesses closest gets the chocolate. You are all invited to participate. There are slips that you can fill out with your guesses.

Our Campus Assistant, Heather Vining, is doing a fantastic job. As technology advances her job becomes increasingly complicated. When she was first hired I could train her and help her with just about anything she might have trouble with. If anything happened to her now I am the one who would need to be trained. This is especially true with the college bookstore. Heather handles nearly all of our bookstore business. We installed a new system this year that allows bar code scanning, electronic filing and reads credit card chips. Heather also handles the majority of our Community Outreach registrations on the new Lumens system. I like the new system, but I know it has been a lot of work for Velvet and others on the team, including Heather, to get up and running smoothly.

Ady Vaughn is our work-study student again this year. This is her second year with us. She watches over the facility in the evenings. I appreciate not having to worry about the place in the evenings. Ady has my cell number should she need me to come back in, which happens occasionally.

Rob didn’t have an update from Cyndi on GED. There are classes ongoing tonight. Susan Acker, a member of the City Council, is one of our volunteers. She is also one of our teachers for our ESL program.

While looking over my report from last year I noticed that I reported a large dip in dual credit English students. That class had traditionally been our best attended dual credit class. At the time of my last report we only had five dual credit students in that class. I attributed the substantial drop to the high school offering Advanced Placement English. Fortunately for us that drop did not carry into this year. Our ENG101 class currently has 15 dual credit students. This is the same number that we had the year before last.

One of the bright spots of this year was our partnership with the local Rushville-Industry High School. Each spring the local newspaper publishes a supplement that highlights the graduating class and lists their plans for after graduation. The spring 2019 supplement featured 82 graduating seniors. 23 of them mentioned Spoon River College as part of their after graduation plans. That is 28% of the graduating class. A few years ago we were discussing our local lack of participation in our trustee meeting. I need to say that doesn’t mean these students all came to the Rushville Center, but they came to SRC. Each spring we have a senior signing day. I take a poster board over to the high school, have our incoming

students sign it and take their picture. This does not count dual credit students, only those who plan to become our traditional students. This year I had 19 in that picture. A few more could have been included, but were not there that day.

Last year I reported that we tipped to the point where we had more traditional students in IVS classes than in face-to-face classes. That continues this year. I think that will be the trend for the near future. Other than English and developmental classes, Rushville isn't offering much that doesn't have IVS and online elements. It is a change in technology. Our new IVS systems allow classes to originate from any of our locations. The Rushville sociology class is now being taught in Rushville and the Lewistown High School. My philosophy class has 10 Rushville students, 5 Canton students, and 1 Havana student. My spring class may be open to students from all four of our locations and the Lewistown High School. If we have enough students to host a class, but not enough students to fill the class to maximum it makes good business sense to open seats to other locations. More and more our instructors are traveling to all locations during the semester. For instance I may be in Rushville most of the time, but I will teach from Canton and Havana four times each during the semester. I also run part of the class online. The distinctions between methods of delivery are becoming foggier.

I want to offer a quick update on our community outreach programs. We offered our Lifelong Learning Conference in the spring. Those who attend always like the conference. Our summer youth program was successful. Both events had good attendance. We offered several low cost life skills and enrichment classes, such as Microsoft Word or Photography. We offered our larger VSK woodworking class in both the spring and fall again this year. This has become a popular class. We were able to get this class credited as a continuing education class for district teachers. We were working on that at the time of this meeting last year. I personally had the opportunity to be involved with Community outreach at all four of our locations. I recently concluded a bird photography class in Havana. I am currently teaching a night photography class in Rushville. Next month I am scheduled to teach a night photography class in Canton.

We gave many entrance exams over the past year. We also proctored tests for our IVS classes and for area universities. Our building has been rented by various groups. We partner with our local school district in various ways. This summer we partnered with the Astoria library for an astronomy event. Each year we have the privilege of offering field trips for several local school classes. It is with quite a bit of satisfaction I noticed that most of our incoming freshmen this year visited the Rushville Center on a field trip when they were in middle school and then visited the Canton Campus when they were on a field trip in high school. The visits made an impact on them and nudged them toward attending here later.

I served on an ICCB IAI panel this year. I served on the General Education Humanities and Fine Arts panel. It was interesting having a behind the scenes look at what goes into IAI acceptance, and learning what the panel is looking for.

It has been a successful year of service both, for myself and the Rushville Center.

Mr. Murphy said he loves seeing the increased enrollment. Rob said that is specifically out of Rushville High School. President Oldfield thanked Rob for all he does here at the Center and also within the community. It is nice to have such a nice ambassador for the College in the community.

President Oldfield shared the following new hires:

Carmen Luthy, Instructional Support Specialist (Science), Student Support Services Grant, effective October 1, 2019 – temporary, part-time position.

Mike Arnett, Maintenance Technician, effective October 29, 2019. Position previously held by Jack Purtle

Ashley Chambers, LRC Office Assistant, effective October 28, 2019. Position previously held by Teri Schoonover

Mandy Phipps, Tutor (CTE) Nursing, effective October 23. This position was previously held by Sara Balagna.

President Oldfield shared that we had a 60<sup>th</sup> birthday celebration at all four of our locations last week on October 17, the actual date of the College's birthday. We had and shared cupcakes with our students. Virginia Vasen and her husband Bill visited the Canton Campus that day. She was one of the first employees at Canton Community College. She retired in 1994.

President Oldfield reminded the Trustees that the November Board Meeting is earlier in the month due to the Thanksgiving holiday. The Trustees will meet November 20 at the Canton Campus.

## 2.2 Business and Finance Report

### 2.2.1 Authorize the following payments for the month October 2019:

Payroll	\$ 499,748.57
Accounts Payable (excluding Travel)	793,403.33
Accounts Payable Travel Expenses	3,761.87
Accounts Payable BOT Travel Expenses	- 0 -
Electronic payments (Health/Life Insurance)	284,727.28
Student Refunds – Accounts Payable	62,475.10
Student Refunds – Nelnet (electronic)	<u>601,798.38</u>
<b>TOTAL:</b>	<b>\$2,245,914.53</b>

Following a motion by Mrs. Butler, seconded by Mr. Murphy, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees authorized the following payments for the month October 2019:

Payroll	\$ 499,748.57
Accounts Payable (excluding Travel)	793,403.33
Accounts Payable Travel Expenses	3,761.87
Accounts Payable BOT Travel Expenses	- 0 -
Electronic payments (Health/Life Insurance)	284,727.28
Student Refunds – Accounts Payable	62,475.10
Student Refunds – Nelnet (electronic)	<u>601,798.38</u>
<b>TOTAL:</b>	<b>\$2,245,914.53</b>

### 2.2.2 Possible Rushville TIF District Extension

President Oldfield said we have two guests tonight – Mr. Larry Wilson and Ms. Susan Acker, members of the Rushville City Council. They have presented a letter for the Board's consideration for the extension of a TIF district in Rushville.

Mr. Wilson thanked the Board for allowing both he and Susan to be here. He said he has three grandchildren who have attended SRC and one currently attending SRC.



Mr. Wilson said the City has the Industrial Park west of town that was started back in 2003. It was moderately successful but with a slow start. There are three lots left. There are 6 years left in the current TIF (it is set to expire in 2026), and there is an individual interested in one of those remaining lots. Mr. Wilson said that person needs TIF funding to make his project work. The City wishes to extend the TIF and is also supporting a program to provide grants in the downtown area to help with building renovations. The objective is to try to renovate the downtown. Mr. Wilson said the extension of the TIF will assist with those projects. He thanked the Trustees.

Mr. Schleich asked if there were any questions. Mr. Murphy and Mrs. Butler both commented that the Spoon River College Board has supported TIF and Enterprise Zones in the district.

Mr. Wilson said he has a draft letter for the Board to review and consider for the extension.

Mrs. Butler asked about the timeframe. Mr. Wilson said fall, but now it looks more like March of 2020. The current TIF expires in 2026.

Following a motion by Mrs. Butler, seconded by Mr. Maguire, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees support the extension of Rushville TIF District No. 1 for an additional 12 years after 2026.

- 2.2.3 Adopt a Resolution of Intent to Levy an Additional Tax. This tax is authorized under Illinois Statutes and notification has been received from ICCB of Spoon River College's eligibility to impose the levy.

President Oldfield presented this item to the Trustees. This is the annual process. Mr. Maguire said 16 of the 38 community college districts are eligible for this. Almost all are Central Illinois colleges and some southern Illinois. Mrs. Butler said this is a good time.

Following a motion by Mr. Maguire, seconded by Mrs. Butler, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees adopted a Resolution of Intent to Levy an Additional Tax. This tax is authorized under Illinois Statutes and notification has been received from ICCB of Spoon River College's eligibility to impose the levy.

## 2.3 Institutional Planning

- 2.3.1 Appointment of Barbara Ashwood to the position of English Faculty, effective January 13, 2020, at an annual salary of \$48,382. This is a full-time, tenure track position.

President Oldfield said we are very fortunate to have Barbara teaching for us this fall as well in a temporary position to fill a vacancy at the start of the semester. Mrs. Butler said she is happy to have her with SRC.

Following a motion by Mrs. Butler, seconded by Mr. Murphy, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the appointment of Barbara Ashwood to the position of English Faculty, effective January 13, 2020, at an annual salary of \$48,382. This is a full-time, tenure track position.

The Trustees welcomed Barbara. Barbara said this has been a wonderful experience with great colleagues and great students. She is very happy to be at SRC.

3.0 ADDITIONAL ITEMS

Mr. Schleich said there were no additional items for the Board.

- 4.0 CLOSED SESSION. In accordance with the Illinois Open Meetings Act (120/2, c.), the Board of Trustees will adjourn to Closed Session for: 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Mr. Schleich said there was not a call for Closed Session.

5.0 ADJOURNMENT

Following a motion by Ms. Linder, seconded by Mrs. Butler, and unanimous approval, the October 23, 2019 Board Meeting of the Spoon River College Board of Trustees adjourned at 6:45 p.m.

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Mr. Kent Schleich, Chair

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Date

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Mr. Phillip Murphy, Secretary