

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

Wednesday, December 18, 2019
3:30 p.m.

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, December 18, 2019, at 3:30 p.m. at the Macomb Outreach Center, Conference Room C, 2500 East Jackson, and Macomb, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

Mr. Schleich, Chair, called the meeting to order at 3:30 p.m.

1.2 Roll Call

Members Present: Mr. John Biernbaum
 Mr. Jerry Cremer
 Mr. Dave Maguire
 Mr. Kevin Meade
 Mr. Phillip Murphy
 Mr. Kent Schleich
 Ms. Molly Linder

Member Absent: Mrs. Linda Butler

Also present were Mr. Curt Oldfield, President; Ms. Holly Norton, Dean, Transfer Education; Ms. Missy Wilkinson, Dean, Student Services; Mr. Brad O'Brien, Dean, Career and Workforce Education; Mr. Colin Davis, Director, Foundation; Ms. Velvet Powell, Director, Community Outreach; Ms. Andrea Thomson, Director, Human Resources; Mr. Michael Maher, Sociology Faculty; Ms. Shelli Stuart, Mathematics Faculty; and Ms. Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Mr. Rich Eggers, WIUM.

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 any member of the audience would like to make a comment. There were no public comments.

1.6 Approval of Minutes

1.6.1 November 20, 2019 Regular Meeting Minutes

Following a motion by Mr. Biernbaum, seconded by Ms. Linder, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the November 20, 2019 Regular Meeting Minutes.

1.7 Report – ICCTA Representative

Mr. Dave Maguire presented the following report:

There has been relatively little to report during the short period of time since our last board meeting. Most of the interest in Springfield has been over who has filed for which legislative seat, who has resigned and/or been appointed to the vacancies.

The Legislature will not back in Session until Tuesday, January 28 the day before the Governor's State of the State Address. Three weeks later on Wednesday, February 19, 2020 the Governor will give his Budget Address. With 2020 being an election year, any major legislative action will probably not occur until after the March 17th Primary.

The association has scheduled the ICCTA Annual Lobby Day for Wednesday, April 29, 2020

The February association meeting will be held on Monday, February 10, 2020 conjunction with ACCT at the National Legislative Summit in Washington. As it is a teleconference meeting, all members are invited to attend by call in.

It is anticipated that Congress will pass before the end of the week an agreed upon funding bill for the rest of the Federal FY2020 year. There are at least 15 areas that would receive increase funding for community colleges. The programs range from Educational Opportunity Grants, Perkins funding to TRIO and Veteran Student Success. A notice was sent out by ACCT that gave additional information.

Additional upcoming dates and meeting of interest are also submitted with my report.

Mr. Maguire asked if there were any questions. There were no questions.

UPCOMING DATES AND MEETINGS OF INTEREST:

JANUARY 2020

January 24	Illinois Community College Board meetings, Harry L. Crisp II Community College Center, Springfield
January 24	Illinois Community College Board Student Advisory Committee meeting, Parkland College, Champaign
January 29	Governor's State of the State Address, State Capitol, Springfield
January 30 – 31	State Universities Retirement System meetings, location TBA

FEBRUARY 2020

February 9 – 12	Community College National Legislative Summit, Washington, D.C.
February 10	ICCTA Board of Representatives meetings, Washington, D.C.
February 19	Governor's Budget Address, State Capitol, Springfield

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, Normal
March 12 - 13	State Universities Retirement System meetings, location TBA
March 13 – 14	ICCTA Board of Representatives and committee meetings, Heartland Community College, Normal
March 17	General primary election Illinois Board of Higher Education meeting, Loyola University, Chicago
March 20	Illinois Community College Board meetings Waubensee Community College, Sugar Grove
March 20	Illinois Community College Board Student Advisory Committee meeting Lincoln Land Community College, Springfield
March 28 – 30	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
April 15	Student Advocacy Day, State Capitol, Springfield
April 28	ICCTA Board of Representatives and committee meetings Harry L. Crisp II Community College Center, Springfield Illinois Council of Community College Presidents meeting Springfield
April 29	ICCTA Lobby Day, Springfield

MAY 2020

May 31	Scheduled Adjournment of the Illinois General Assembly
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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, Northeastern University, Chicago
June 18	Illinois Student Assistance Commission, Chicago

OCTOBER 2020

Oct 30 – Nov 3	Association of Community College Trustees Leadership Congress, Hyatt Regency Chicago
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1.8 Report – Student Government Representative

Ms. Molly Linder presented the following report:

A number of activities were held during Stress Relief Week to assist students as they prepared for final exams.

Canton and Macomb SGA donated snacks and refreshments for the “Final Push” evening study event sponsored by the Learning Resource Center.

The last TRIO workshop table of the semester was held on budgeting. Various month-long budget challenge worksheets were available to the students to attempt over winter break.

1.9 Report - Spoon River College Foundation

Mr. Murphy presented the following report:

- Financial: Revenues: \$60,648.80
- The SRC Foundation Board does not meet in December. Committee meetings were being planned for this month, but due to Colin's illness, most of those are being pushed back until we return from break in January.
- Main report is that this year's #GivingSPOONday campaign raised 250 gifts (goal of 200) totaling over \$36,000. This success is thanks to so many people who helped make this campaign go once again. I always like to point out that, while the goal and dollar figure are awesome, a huge side benefit is that, through all of our marketing (including round-up days at Canton and Macomb Hy-Vee stores) for the campaign, over 25,000 people are exposed to SRC, the SRC Foundation, and our missions.
- One final thank you to the over 50 people who made *Frosty Airs and Fables*, the 2019 SRC Community Chorus Winter Concert, a success. They performed to two more sold-out crowds and helped to push the David Bishop Memorial Scholarship closer to full-funding.
- The next meeting of the Foundation Board is scheduled for Wednesday, January 15 at 7:30 a.m.

Mr. Colin Davis did not have an additional report

1.10 Report - Board Member Comments

Mr. Biernbaum recognized and thanked Velvet Powell for her service to the Macomb Area Chamber of Commerce. This morning was her last meeting, and the group will miss her service on the board. President Oldfield said Jade Powers has agreed to serve on the Macomb Chamber now. He said Velvet has done a great job representing the College.

2.0 PRESIDENT'S REPORT

2.1 Communications

President Oldfield said we are finishing the fall semester, and grades were due Monday at noon. Janet Munson is working with faculty to get the grades in and recorded. Dual credit faculty need to have grades submitted as well. We will begin with having students back on campus January 13 for the start of the spring semester. The College reopens on January 6. A lot of work is being done to make sure the launch of the spring semester is smooth. He thanked the three Deans for their work, and it looks like enrollment is up slightly for spring. There is a lot yet to be done but it is coming along well.

President Oldfield said Trustee Maguire talked about Title III being part of the funding sent on to President Trump. We will be applying for renewal of our federal grant, and a slight change is that we will be writing the renewal grant to include Title III services to also be provided in Canton.

President Oldfield introduced Velvet Powell for the Community Outreach report.

- Community Outreach/Macomb Outreach Center – Velvet Powell presented the following report:

Macomb Outreach Center

- Rentals were down a small bit in 2019. There are two additional facilities in town offering facility rentals so I do believe this is the reasoning. The Whytehouse (Old Dining Company) and the Fieldhouse. These facilities are more focused on social events which we don't do very often I don't think it will hurt us too much more than it has this year. Our facility is still unique in that it provides above average technology and sound options along with easy access into the facility and plenty of parking. We made \$82 more dollars in 2018 than 2019. Not a huge difference.
- We are excited about the new parking lot coming next Spring.

Community Outreach

- Implementation of New Software. This allows for people to sign up for classes online.
 - Augusoft Lumens was implemented in 2019. We went live on July 1, 2019.
 - Why did we need this? We were one of very few Community Colleges in Illinois that were not utilizing an online registration system. This allows our students to register any day and at any time.
 - Data since July:
 - Since July 1 we have had 614 registrations. Of those 97 students have self-registered.
 - Another benefit of Lumens is record keeping and reporting. We are doing much better at tracking our classes and programs. Before we were tracking in multiple programs and spreadsheets. Now we can keep all our data in one spot.
 - Show other benefits with a hands on demonstration to board and guests.
 - Velvet demonstrated the online registration process. She also reviewed the ability to generate reports with the new system.

President Oldfield applauded Velvet for her work researching and finding companies. Once this company was selected, Velvet and her team worked with the Business Office to get this set up. It is a great advantage for Continuing Education to have this resource. He thanked Velvet for her work. Mr. Maguire asked if it can link with Facebook. Velvet said there are opportunities to "share" using this system.

At the Canton Heritage Museum is a display that has materials that Sally Shields has pulled together on the history of the College. He encouraged everyone to stop in and see the display. Sally also included the yearbooks of the College in the display as well. She has done a nice job with this display of materials.

2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of December 2019:

Payroll	\$ 515,371.35
Accounts Payable (excluding Travel)	2,487,924.62
Accounts Payable Travel Expenses	13,043.96
Accounts Payable BOT Travel Expenses	327.72
Electronic Payments (Health/Life Insurance)	145,205.49
Student Refunds – Accounts Payable	- 0 -
Student Refunds – Nelnet (electronic)	<u>37,113.23</u>
TOTAL:	\$3,198,986.37

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

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

Payroll	\$ 515,371.35
Accounts Payable (excluding Travel)	2,487,924.62
Accounts Payable Travel Expenses	13,043.96
Accounts Payable BOT Travel Expenses	327.72
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TOTAL:	\$3,198,986.37

2.3 Institutional Planning

President Oldfield said he didn't have anything additional to report.

3.0 2019 - 2020 TAX LEVY

3.1 Adopt the Resolution Directing Tax Levy and the Certificate of Compliance with the Truth in Taxation Act. These must be filed on or before the last Tuesday in December.

President Oldfield reported that we anticipate a 3% increase in the overall district EAV which sets it at \$974,227,813. We will see a slight decrease in our levy amount. This is also below the 5% for the Truth in Taxation therefore no hearing.

Mr. Maguire asked about the Social Security levy that is for employees under Social Security and not under SURS; examples include student workers, temporary positions, previous retired annuitants.

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

RESOLVED, That the Board of Trustees adopted the Resolution Directing Tax Levy and the Certificate of Compliance with the Truth in Taxation Act.

4.0 ADDITIONAL ITEMS

- Topics for January 2019 Retreat Agenda

Mr. Schleich said we need topics for the January Retreat. He asked Trustees to submit topics for the Retreat. President Oldfield said the Retreat is scheduled to be the same day as the January Board Meeting. We will start at 9 or 10 a.m. and adjourn from the Retreat straight to the Board Meeting. It will be held at the Canton Campus.

5.0 CLOSED SESSION - In accordance with the Illinois Open Meetings Act, Section 2 (c), the Board of Trustees will adjourn to Closed Session for the purposes of 1). The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; or 2). Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

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

6.0 ADJOURNMENT

Following a motion by Mr. Maguire, seconded by Ms. Linder, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, December 18, 2019 adjourned at 3:59 p.m.

Mr. Kent Schleich, Chair

Date

Mr. Phillip R. Murphy, Secretary