

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

Wednesday, March 22, 2023, 6 p.m.
Spoon River College, Havana Center, Room 101
324 East Randolph, Havana, Illinois

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, March 22, 2023, at 6:00 p.m., at Spoon River College, Havana Center, Room 101, 324 East Randolph, Havana, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

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

1.2 Roll Call

Members Present:	Mr. John Biernbaum
	Mr. Jerry Cremer
	Mr. Dave Maguire
	Mr. Kevin Meade
	Mr. Phil Murphy
	Mr. Kent Schleich
	Ms. Zoey Lane

Members Absent:	Mrs. Linda Butler
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Present: Dr. Curt Oldfield, President; Ms. Holly Norton, Vice President of Educational and Student Services; Ms. Missy Wilkinson, Dean, Student Services; Mr. Brad O'Brien, Dean, Career and Workforce Education; Mr. Mike Strauman, Chief Operations and Safety Officer; Mr. Colin Davis, Foundation Director; Ms. Andrea Thomson, Director, Human Resources; Ms. Sarah Gray, Chief Fiscal Officer; Ms. Stephanie Howerter, Director, Havana Center; Mr. Joe Clemens, Diesel Tech Faculty; and Ms. Julie Hampton, Executive Assistant to the President and Board of Trustees/Recorder.

Also Present: Harold Sargent, Barb Sargent, Savannah Smith-Coulter, Amy Lane, and Ms. Jenny Burge.

1.3 Pledge of Allegiance

Mr. Jerry Cremer led the Pledge of Allegiance.

1.4 Welcome of Guests

Mr. Cremer welcomed those in attendance.

1.5 Public Comment

Mr. Cremer asked if any members of the audience wished to address the Board. Mr. Harold Sargent asked to address the Board. He explained that he is here on behalf of the Rushville

Fitness Facility which is a 501(c)3 organized in 2014. Mr. Sargent explained that two years ago they requested an abatement from SRC for the fitness facility. The two years have expired, and Harold said he is here to request an extension. He explained that the School Board has granted an additional 3-year extension. He would be happy to entertain any questions and also extended an invitation to the Trustees to come and visit the facility and receive a tour.

There were no questions from the Trustees. Harold said he has shared some information with Mrs. Butler to share with the Trustees.

1.6 Approval of Minutes

1.6.1 February 22, 2023 Regular Meeting Minutes

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

RESOLVED, That the Board of Trustees approved the February 22, 2023 Regular Meeting Minutes.

1.7 Report – ICCTA Representative

Mr. Dave Maguire presented the following report:

The recent meeting of ICCTA in Lombard covered several items of interest and concern for our colleges. The Trustees Roundtable spent a couple of hours discussing the individual colleges concerns about dual credit and dual enrollment. Many of the same issues came up again at the West Central Trustees meeting with Western Illinois University President, Dr. Huang last Friday.

The seminar hosted during the meeting was labeled “Competency Based Education 101” with Dr. Nancy Sutton, Parkland College, Whitney Thompson from ICCB and Dr. Ken Traska, President of Lewis and Clark Community College. A take away from the session was that competency-based education and the pathways to accomplish and administer this type education will be an area community colleges will need to pursue. One comment was “we need to focus on skills learned rather than the time learning those skills.”

Jessica Nardulli, ICCTA Legislative Counsel, reported on the status of legislation in Springfield. There are currently about 600 pieces of legislation still pending before the two houses of the General Assembly. We are tracking somewhere between 70 and 100 that would have an effect on community colleges. We are hearing positive responses to the Governor’s proposed budget that reflect increased funding to community colleges. Unfortunately, there are several bills that infringe on local control and would directly affect how we operate our institutions. A telling statement was “we passed the bill out of committee because the sponsor said they would fix it before it came to a vote.” History tells us that is not always the case. The association will continue to follow up as legislation moves through the process. They ask that if we become aware of any issues to let them know immediately.

Last Friday we hosted the West Central Trustees at our Outreach Center in Macomb. Many thanks to Julie Hampton for pulling together all the logistics, President Oldfield did an excellent job of facilitating the event. It was a good opportunity for the presidents and trustees of the colleges in the region to hear from the leadership of Western Illinois University. It was even a better opportunity for the University’s leadership to hear firsthand about the concerns and issues the colleges have with Western. I would defer to President Oldfield and Trustee Cremer for their take on the session.

Mr. Cremer said it is good to get in touch with WIU to hear from them and to also bring all of the colleges together as well. He felt it was a day well spent. President Oldfield said Jim Reed

from ICCTA was going to recommend that other trustees across the state do this same format with universities in their districts to keep the communications and collaborations open and up front. We all know we are looking at the same students in the future, and enrollment in the first two years equals successful students for years three and four. Those conversations are important for universities to have and acknowledge the importance of community colleges with enrollment management.

The next meeting of the ICCTA Board of Representatives and committees will be May 2, 2023 with the 1st Annual Illinois Community College Caucus Reception that evening at the Illinois State Museum. The next day will be the Community College Lobby Day which has been on hold for the last few years due to meeting restrictions.

Included with my report are a list of dates and meetings of interest.

Let me know if there are questions.

Upcoming dates and meetings of interest:

MARCH 2023

March 24	ICCB Meeting, Illinois Valley Community College, Oglesby
March 31	Deadline for Second Round of ICCTA Award Nominations

APRIL 2023

April 1-4	AACC Annual Conference, Denver, CO
April 4	Illinois Consolidated Election (including community college trustee elections)
April 27	Phi Theta Kappa Banquet, President Abraham Lincoln Hotel, Springfield

MAY 2023

May 2	ICCTA Board of Representatives & Committee Meetings, Springfield
May 2	1 st Annual Illinois Community College Caucus Reception, Illinois State Museum, Springfield
May 3	ICCTA Lobby Day, Springfield
May 19	Scheduled adjournment of Illinois General Assembly, Springfield

JUNE 2023

June 2	ICCB Meeting – Bloomington-Normal Marriott Hotel & Conference Center, Normal, IL
June 2-3	ICCTA Annual Convention – Bloomington-Normal Marriott Hotel & Conference Center, Normal, IL

AUGUST 2023

August 18-19	ICCTA Executive Committee Retreat - Joliet, IL
August 24-25	ICCTA Professional Administrative Assistants Conference, College of DuPage

SEPTEMBER 2023

September 8-9	ICCTA Board of Representatives and committee meetings, Crowne Plaza, Springfield
September 15	ICCB Meeting, Richland Community College, Decatur

OCTOBER 2023

October 9-12	ACCT Annual Leadership Congress, Aria Resort & Casino, Las Vegas, NV
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NOVEMBER 2023

November 10-11	ICCTA Board of Representatives and committee meetings, Chicago
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DECEMBER 2023

December 1

Harry L. Crisp II Community College Center, Springfield

FEBRUARY 2024

February 4-7

Community College National Legislative Summit, Washington, D.C.

1.8 Report – Student Government Representative

Ms. Zoey Lane presented the following report:

Savannah Smith-Coulter of Canton will serve as the 2023-24 SRC student trustee. Savannah is from Canton and is working towards an associate in science degree in preparation for transfer to continue her studies in veterinary science. Savannah is a current student in TRIO and a member of the Gay Straight Alliance Club. Congratulations, Savannah.

SRC Theatre presented three public performances of their production of Wendy Wasserstein's Pulitzer Prize-winning drama *The Heidi Chronicles* March 3-5. No matinee preview performance for a high-school audience was presented because the show contains mature themes and adult language. The show by the numbers:

- The company (cast and crew) of the production included
 - 14 currently enrolled students, including some dual-credit high school students
 - 5 college employees
 - 3 community members, some of whom are former students or staff
- The show was attended by approximately 175 patrons over three public performances.

The company of *The Heidi Chronicles* would like to express their gratitude to the College and community for their continuing support of the arts at SRC. Zoey said she helped with the play and it was an honor to work with the program.

Two players on the men's basketball team earned post-season honors. Congratulations to Devontre Chaney for 1st team Midwest Athletic Conference and All-Region 24 Team and to Geovonni Floyd for All-Region 24 Team.

Student Activities in March included:

- The Apply Now event where students received information about the SRC Foundation Scholarship and how to apply
- Grocery BINGO to win meal kits, which included some breakfast, lunch and dinner combos

Student Government Association met and discussion was continued on the mega volleyball tournament and an end-of-year spring activity which would join the Canton and Macomb SGA members.

TRIO events for this month were:

- A Community Service project at Helping Hands Resale Shoppe and
- Transfer week where student had access to transfer admissions videos and transfer advising

A 2nd meeting of the newly formed Gay Straight Alliance club was held this week. Zoey attended the meeting and quite a few attended. She is hopeful for the future of this group.

The Kaleidoscope student editors have been working hard on the new issue. The creative works have been chosen, and the issue will be available during Coffee Spoon on April 18th.

The 2nd annual Mega Volleyball Tournament will be held this Friday in the MPB gymnasium. A number of students and employees are signed up with prizes ready for the winning team and also for the best dressed team. Stay tuned for pictures from the event on social media.

SEA (Students for Environmental Action) is planning a fishing tournament this spring. They would also like the Trustees to consider planting some trees along the sidewalk to The Villas. They would like White Oak and Flowering Dogwood trees. In addition, they would also like patio furniture. Mr. Schleich asked if there are any trees around The Villas. Zoey said not really. The fake coyotes help to keep the geese away. Mr. Biernbaum said it sounds like a good project for the Foundation to raise money for.

HEAL is getting fliers out for Winter Blues. She had the opportunity to go on a field trip with the Group to Jump Simulation, and it was a great day. She thanked everyone who was involved in this trip, and the nursing students were able to attend as well.

1.9 Report – Spoon River College Foundation

Mr. Colin Davis presented the following report:

- Colin updated the Board on final statistics for the year-end fundraising, as well as a recap of our newest Wealth Screening Analysis (which Julie will put on SharePoint for your perusal), the Foundation's spread in *The Bridge*, and the 2022 Impact Report, which:
 - Colin has created with Rescigno's doing the design/print/mail work as part of the Annual Campaign contract
 - Provides insight on how donations are being used – transparency and demonstrating the value of giving allows donors to understand how their funds impacted or can impact real people and builds trust among current donors and prospects
 - Prints as a 4 page, 8.5"x11" report that will be refolded to 8.5"x5.5" and mailed in a 6"x9" envelope
 - Will be delivered to ~1,500 recent donors, targeted prospects, and targeted lapsed donors, as well as put online in a digital format and available to print on demand.

A proof of the Impact Report is at your seats this evening for you to review at your leisure – keep in mind that this was simply printed on the office printer and not professionally printed, and that a couple of edits have been made since this version was provided to us.

Mr. Phillip Murphy presented the following report:

- Financials: Revenues: \$13,555.64
- The SRC Foundation Board met Wednesday, March 15 at 7:30 a.m. via Zoom with some present on campus.
- Discussion was held and the Foundation took action on a new Three-Year Plan. Over the next few months, the Development Committee will be looking at a total revamp of the document. However, until that review can happen, the Foundation will utilize the document as approved last week.
- Additionally, the Foundation took action on purchasing small plaques for the donors who requested their channel plates from the previous Donor Wall when the current display in Canton was purchased.
- Foundation Board members are currently working on contacting every donor who made their first donation to the SRC Foundation during calendar year 2022 to provide an extra show of appreciation and an extra point of contact.
- It's scholarship awarding time again! The 2023-24 scholarship application was due March 15, and awards will be made on March 30, while recipients for the Diesel Power Systems Technology Department will be chosen by the Advisory Committee on March 28. Fellheimer Scholarships are available for McDonough County students with an application due date of April 6, and Fall 2023 Dual Credit Scholarship applications will be released soon.
- Three Board members' terms end June 30, so the Membership Committee will be reviewing qualifications for people to replace them. While we have people in mind and formal

invitations out there, if you have someone you believe would be a good board member, please feel free to give those suggestions to Colin or to Trustee Murphy.

- The Foundation will again be represented at awards assemblies at area high schools to recognize those graduating seniors who are receiving scholarships through the SRC Foundation. If you would like to represent the SRC Foundation at any of the upcoming ceremonies, please contact Colin or Lori Murphy.
- Finally, please plan to attend to the President's Reception on Thursday, April 13 at 5:30 p.m. at the Canton Campus to recognize donors who achieved lifetime giving milestones in 2022 and to thank everyone who has supported the SRC Foundation in the past year. The Donor Wall has been mostly updated, and some of the photos and graphics will be changed out in the next few weeks, as well.
- The next meeting of the SRC Foundation is scheduled for 7:30 a.m. on Wednesday, April 19.

1.10 Report – Board Member Comments

Mr. Schleich said the Kiwanis sponsored game was another nice event for SRC. The attendance was nice, and the Kiwanis are satisfied with the setting and it works well for them. He said they do a good job with this event. President Oldfield said the question for them is if they can include Macomb students in the future and also Rushville as well. He said he isn't sure how far the Canton Kiwanis group's reach is. Mr. Cremer said Macomb normally attends a similar event in Quincy. President Oldfield said the Kiwanis group estimated 1,000 to 1,100 in attendance.

2.0 PRESIDENT'S REPORT

2.1 Communications

President Oldfield reported that today trustees you received an email from Julie with information for the our PTK Induction ceremony. Please reply by April 3 if you are available on April 17 for the ceremony at the Canton Campus.

President Oldfield reminded trustees that May 11 is our Commencement. Please let us know if you are able to attend and participate in the ceremony.

President Oldfield reviewed the following recent hires: Steve Polich was hired as Facilities and Grounds Coordinator in our Maintenance Department. He has been on staff for a few years, and is promoted to this position. Jay Murphy was hired for the Canton Maintenance Technician position. He was hired a few weeks ago. Jake Douglas, who currently works in our CIS Department, has agreed to be our new Esports Head Coach. He is working on recruiting students, and we are excited to have him on board.

President Oldfield reported that we have a few positions posted to finish the reorganization. One is an Accountant position that is posted, and an Assistant Dean of Student Services which will focus on enrollment and retention activities. Those two positions have been posted and are available.

President Oldfield said that April is Community College month. We will be sending out a lot through PR and Marketing and asked Trustees to like and share to help spread the word. Colin Davis also mentioned that The Bridge will be coming out in April, and that hits every mailbox in our district.

2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of March, 2023:

Payroll	\$598,884.54
Accounts Payable (excluding travel)	310,701.45

Accounts Payable Travel Expenses	7,368.07
Accounts Payable BOT Travel Expenses	770.00
Electronic Payments (Health/Life Insurance)	-0-
Student Refunds – Accounts Payable	15,716.31
Student Refunds – Nelnet (electronic)	<u>650,042.53</u>

TOTAL: \$1,583,482.90

President Oldfield noted that in the detail of the Accounts Payable report includes a number of refunds to The Villas which is the student refunds of MAP/Pell to transfer to pay for the student leases.

Following a motion by Mr. Schleich, 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 of March, 2023:

Payroll	\$598,884.54
Accounts Payable (excluding travel)	310,701.45
Accounts Payable Travel Expenses	7,368.07
Accounts Payable BOT Travel Expenses	770.00
Electronic Payments (Health/Life Insurance)	-0-
Student Refunds – Accounts Payable	15,716.31
Student Refunds – Nelnet (electronic)	<u>650,042.53</u>

TOTAL: \$1,583,482.90

- 2.2.2 Approve the purchase of two Student Auscultation Manikins from GT Simulators, Davie, Florida, in the amount of \$43,235.00. Funds for this purchase are available in the Pipeline for the Advancement of Healthcare Workforce Program (PATH) grant.

President Oldfield presented this item for the Board's consideration. Brad O'Brien presented the following detail for the purchase:

The use of simulators in Spoon River College's health clinical areas assists students due to the limited clinical experiences available to them. Simulators are able to mimic stressful situations and require the students to think critically. The College was awarded approximately \$311,000 in State funding through the Pipeline for the Advancement of the Healthcare Workforce Program (PATH). As part of the grant's budget and outcomes, the Nursing Department has identified the need for Student Auscultation Manikins.

The benefit to having Auscultation Manikins on each campus include:

- 1) Real life learning and practice for all levels of nursing students for all learning types.
- 2) Faculty members program and control sounds to be certain students are in fact hearing what they are being taught.
- 3) Promotes skilled learning without the fear of 'misinterpreting' sounds during assessment.
- 4) Enables students to practice and gain a better understanding of what they are hearing and how the client's diagnoses affect the cardiac and respiratory systems.
- 5) Provides life-like hands-on learning for the student in regards to proper placement of a stethoscope without the fear of 'not getting it right' or 'fumbling

around' on a real client's chest. Overall it would promote competence and confidence of our students in the clinical setting.

- 6) Enhances a student's learning and preparation for their clinical skill head-to-toe assessment. This is a thorough and challenging skill that all first-year students must master in order to pass the nursing fundamentals course.
- 7) May also be utilized for hands-on activities during expos, campus visits, and promotional videos making them multipurpose resources.

The purpose of needing one for each campus lies within our ACEN accreditation and Illinois Board of Nursing (IBON) standards that all students across the curriculum have access to the same resources for learning. It is also a tool that would be utilized on both campuses during the same timeframes, including lab. After researching three companies that sell this item, we request to purchase the item from GT Simulators. Brad said the purchase is for two manikins - one for Macomb and one for Canton. Mr. Cremer asked about the lifetime of the manikins. Brad said he isn't sure and the work will be light.

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 approved the purchase of two Student Auscultation Manikins from GT Simulators, Davie, Florida, in the amount of \$43,235.00. Funds for this purchase are available in the Pipeline for the Advancement of Healthcare Workforce Program (PATH) grant.

2.3 Institutional Planning

- Havana Center Update – Stephanie Howerter

President Oldfield recognized Stephanie Howerter, and she presented the following report:

Opportunities to Promote SRC & the Havana Center

- I am still serving on the Havana Chamber of Commerce Board. I am still currently serving on the Havana Public Library Board, but will conclude my term in April.
- I attend the monthly Havana Business Group meetings. These meetings provide a great opportunity to provide information about the college and to open the door to conversations about possible partnerships and trainings.

It was because of the Havana Business Group meeting that Levi Kinnard of the US Small Business Administration reached out to me asking SRC to partner to offer the *Make Me Bankable Program*. "This is a financial literacy program aimed at combating misunderstandings of credit, business financial operations, and bankability. This program will help develop fiscally responsible citizens and foster the creation of local small businesses." The program will include providing the Credit Money Management Course; discussions on strategies to repair and improve credit scores will be covered. Participants then move to one-one-one counseling sessions to review their credit report and analyze it for adjustments or improvements to help their credit. If a participant is ready to begin the steps toward business ownership, they will then be enrolled in the SBA's 8-week Small Business Development program focusing on what entrepreneurialism is and how to approach starting their business. The final piece of the program is the Landing Pad. The program is free to participants.

SRC will provide a room for the program, which kicked off March 20, and the program will conclude on March 20, 2024. This is the first time the program has been offered and it will be BETA tested by the SBA to make improvements for future offerings. Other partners include Operation HOPE, Inc., SIU Research Park, Black

Business Alliance Peoria Chapter, Decatur Regional Chamber of Commerce, and Macedonia Development Corporation.

- The Havana Center partnered with the Chamber to offer courses for business owners. Topics included Customer Service Skills and Sidewalk Marketing.
- I am a member of the Early Childhood Council. Melissa Koke and I will host a booth at an upcoming event, “Healthy Heroes.” We will provide information on registration for college classes and GED classes. The Early Childhood Council will also hold an event in April that we will plan to attend. These events provide us an opportunity to speak to families, and hopefully future students, and to promote everything SRC has to offer.
- I also attend the quarterly Mason County Coordinating Council meetings. We recently met in-person here at the Center for the first time since the pandemic. I’m given an opportunity to provide information about summer and fall registration, to provide information about community education courses, to provide GED registration information and to remind those agencies in attendance SRC can provide business training to their agency. I now serve as the co-treasurer of the group.
- I presented at the Rushville-Industry Wellness Day, along with Janet Young, in February. My topic was “What’s Next?” focusing on the importance for students to do their research on colleges, careers, and knowing the next steps in their educational journey.
- I am scheduled to be at Havana High School on Wednesday, April 5. I will be there to register graduating seniors for summer and/or fall semester courses and to answer any follow-up questions students may have about dual credit courses for summer and/or fall. I have also been meeting with students from the Careers class at HHS.
- I am beginning to plan our summer youth program for 2023. Last year, we had 32 students attend the programs offered at the Center and we also served 28 students at New Central Elementary School in conjunction with their summer school program. I am working with the Havana Area Prevention Team to provide a Life Skills program as part of the summer youth offerings.
- SRC is once again a sponsor for the Healthy Kids Running Series held in Havana. We help promote the program via the Community Outreach page and in return we are able to provide flyers and information about the college during the series that is then given out to each runner and their families. The series averages 25-40 kids.
- I’m working with staff at IRBS to offer a River class for our Lifelong Learners. The class will be held in late May and will inform participants about who IRBS is and what they do and river levels permitting, a ride on the river.

Facility Rentals

- Nature’s Grace and Wellness utilized the Havana Center for a job fair in February. They plan to utilize the Center again in the near future.
- We had a licensed counselor renting a room during the fall semester. They had been displaced from their office and rented a space here while until they were able to secure a new location, which they were able to do in late October.

Volunteering

- Mason District Hospital Auxiliary; Coaching – During the Oktoberfest she volunteers for the Cake Walk. She and her husband also volunteer and coach softball. She receives many questions from people about SRC classes even during those times.

Goals for 2023-2024

Goals

- To continue working with Havana High School and options for dual credit

- Begin working with students at HJHS for career/college readiness; attending PaCE Symposium in April. PaCE (Postsecondary and Career Expectations) three key areas (1) Career Exploration and Development, (2) Postsecondary Education Exploration, Preparation and Selection, and (3) Financial Aid Literacy.
- To continue to seek opportunities for partnerships that benefit current and future businesses in Havana.

President Oldfield thanked Stephanie for her report.

- Employee Satisfaction Survey Results – Andrea Thomson

Andrea Thomson presented the Employee Satisfaction Survey Results.

Andrea thanked the Trustees for the opportunity to present the results of the Employee Satisfaction Survey. The annual survey was conducted, and we sent it out in January and it is open for a few weeks for responses. We had 99 responses this year. The first category that we measure is job satisfaction. 100% of those participated say they enjoy their work. We saw increases in the other areas as well. The second category we measure satisfaction is working conditions. This year we received the highest we have received in the first two categories. She reviewed the other areas as well. The third category is satisfaction for personal opportunities. We added two new statements this year to measure employee engagement. The good news is 100% of the employees said they are engaged in their work that they do. We received high results in the other areas as well. The fourth category is Cooperation, and 2019 was the high year, and we are making improvements. The fifth category is communication. There was a big dip in 2020 largely due to the pandemic, and the last two years we have made gains. The sixth category is Leadership. We made improvements in two statements and saw a slight decline in the statement about opportunities to meet with administration. The next category is Institutional, and we saw improvements with both statements. Sarah Gray has made multiple efforts to address communication with the budget process. The next area is Compensation, and Benefits. This is the second area where we have seen a decline in satisfaction. This is the first year we have seen a dip in the 60s for the “I am paid fairly for the work I do” statement. Finally, we have Facilities. We have remained at 87% for safe and comfortable work space. There are some significant increases in some areas. Andrea added that with the addition of Mike Strauman we will see improvements in areas next year. The overall response rate was up from 73 to 83. Cabinet has been reviewing the results to address ways to continue improvements. Holly had faculty responses reviewed with that group. Andrea also provided a recording of the comments for all of the College to review. Results were also discussed during Supervisor Training. Mr. Maguire asked the length of the survey period. Andrea said it is open from mid-January (when faculty return) to the end of January. It is roughly a two-week period. Mr. Murphy asked about why 2019 was so high in so many areas. President Oldfield said 2019 and 2020 were rebound years for enrollment. Spring of 2020 saw one of our largest increases and then COVID hit. We were up significantly in the Spring of 2020. Andrea said we had the Best Employer award in 2019. Our 60th Anniversary also helped to build momentum. Mr. Biernbaum said these are unbelievable numbers and is sure he would not see those numbers with his employer. Sure, there is room for improvement, but those numbers are pretty darn high and great. Mr. Meade said 99 completed the survey, and how many employees were eligible. Andrea said we send out 200 W2 forms but not all may be active at the time of the survey. Mr. Murphy asked if it includes adjuncts. Andrea said yes but only 5 participated. She is working with Holly on a survey specific for adjuncts. Mr. Cremer asked if the representation is good from all of the sites. Andrea said yes. Mr. Schleich asked about the three larger areas and if there is a deeper dive with the overall numbers. Andrea said we can look at specific groups individually. Kent asked if there is much variation. Andrea said it is pretty consistent across the board. President Oldfield said when we removed faculty there were questions about the faculty pay scale, and Brian Dalpiaz reviewed that with some of the newer faculty who didn't

have a full understanding of the pay scale. Kent asked about the method or mode to transfer the information. President Oldfield said it was addressed at a monthly faculty meeting. Holly said Brian Dalpiaz has done that for us before during a faculty Professional Development Day, and the respect that faculty has for Brian makes this beneficial. JB thanked Andrea for providing the results of the survey. Dave asked if we have any outside organization to use as a comparable? President Oldfield said we developed this survey ourselves and measure against ourselves. We are trying to make changes and mark those changes to monitor positive results. Dave said he has shared the survey process during ICCTA meetings and some were surprised to hear that we survey. President Oldfield said we try to be consistent with the questions to achieve true measurability year after year. Dave said he was looking at numbers comparison. Phil said sometimes the comments are the most important part. Kent seconded JB's comments on the high numbers and complimentary results. Kevin said not to be the skeptic, but he finds it hard that everyone enjoys their work. President Oldfield said it is a 4 and 3 response for that answer. Kevin said those are great numbers but is skeptical when he sees a 100% for anything. Kevin said engaged employees tend to be satisfied and probably the best to complete the survey. President Oldfield said the responses are of those who took the time to complete the survey. Dave said this has been done for a number of years. President Oldfield said we do review all comments and make the changes for improvement when we can. Phil said his son has been here 20 some years, and his experience has been good. PO thanked Andrea for presenting the survey results.

- 2.3.1 Approve the Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) certificate. The Fall and Spring semester courses are included in agenda attachment 2.3.1.

President Oldfield presented this item and asked Brad O'Brien to review the curriculum.

Brad O'Brien reported that he is requesting approval from the board for this new HVAC/R certificate as presented in your packets. The objective of this program is to meet the workforce needs of the SRC district and beyond by educating competent HVAC/R installers and technicians.

Growth in the industry is expected to be at around 5% annually. This is the same projection as for our local workforce and state. Specific forecasts for our workforce areas in our district call for 50 new jobs per year through 2028.

Average salary for a technician in Illinois is \$58,740.00.

The credit hour structure is set up so that students will spend a total of 64 hours in each class except the internship. Those 64 hours will be 32 hours of lecture and 32 hours of lab work. That is something that can be adjusted though if it seems heavy on lecture on any of them. In this program, the more lab work available, the better. I envision this being set up so that the students would be in class from 8a-12P Monday through Thursday. This would allow them to work (hopefully in the field) every afternoon and all day on Friday. Again, this can change. The internship would be set up to be the last 8 weeks of the program. Students would be working a paid internship for 40 hours a week for that 8 weeks.

Brad said that he has talked with local experts in the industry and other colleges in the development of these courses and the certificate. We will continue to work with local industry to build relationships for an advisory committee and internship sites. Brad said that Brian Kenman with Arnold Brothers has been very helpful with the development of this program.

Mr. Murphy asked about staffing. Brad said we are hearing from people that we won't have issues with staffing. The plan is to open this program at the new Macomb Campus

in the Fall of 2024. Brad said conversations show that we will benefit from businesses wanting trained technicians. President Oldfield said retirees as well. Mr. Cremer said Arnold Brothers is begging for techs. Brad said the need is there with projections for growth of about 50 new jobs per year in our district. President Oldfield said he has heard from WIU retirees from the physical plant who would be willing to teach classes. Brad said he attended the Macomb Leadership Academy with someone from WIU who said he would love to teach in a program like this.

President Oldfield said following approval this will be submitted to ICCB and Janet Munson will present to the Higher Learning Commission for recognition as well. Once we have ICCB approval, we will begin marketing. Mr. Schleich asked if plumbers have their own training. Brad said yes, and many go straight to the union. President Oldfield said licensing is a big issue for plumbers as well.

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

RESOLVED, That the Board of Trustees approved the Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) certificate. The Fall and Spring semester courses are included in agenda attachment 2.3.1.

3.0 ADDITIONAL ITEMS

- President's Annual Self-Evaluation Letter

President Oldfield reported that he has posted his letter in SharePoint. This is the first step in his evaluation process. He asked Trustees to please complete the instrument and submit to Julie. The goal is to have everything wrapped up by the June Board Meeting.

3.1 Approval of Board of Trustees 2023-2024 Budget

President Oldfield presented this item. He explained that we are doing a zero-based budget this year. All non-payroll objects will be reviewed by supervisors. The Trustees have six line items, which President Oldfield reviewed. President Oldfield recommended reducing the office supply, printing, and postage items and move those funds to other lines within its budget. President Oldfield said travel was higher than previous years as travel expenses continue to increase plus Dave attended the National Conference this year as well as the DC trip, which are two in the same budget year. Publication and Dues are slightly underspent but that's just based on our size. Dave said dues will be lower from ICCTA. Unfortunately, ACCT dues will increase.

Sarah said the point of zero-based budgeting is to develop the plan before the budget amount. Under travel, the events to be considered are addressed. She agreed with President Oldfield on supplies, printing, and postage that those funds can be redistributed. Mr. Biernbaum suggested taking half of the first three lines and putting that to travel and keeping the rest the same; 150, 250, and 50.

President Oldfield said this will be reviewed with Dave and any other trustee to see if this needs to be readdressed in April. Mr. Murphy asked if there will be training for elected officials. President Oldfield said the requirement is still there. Jim Reed, ICCTA's Executive Director, said Friday that there will be attempts to expand electronic training options. Dave said at the ACCT level, there is also attention for more electronic options.

Mr. Biernbaum made a motion to reduce the Board's Office Supplies, Printing, and Postage lines by half (\$450 total) and apply that (\$450) to the Board's Travel line. Mr. Maguire seconded the motion, and following a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved to redistribute Board Budget funds as follows: reduce the Board's Office Supplies, Printing, and Postage lines by half (\$450 total) and apply that (\$450) to the Board's Travel line.

- 4.0 CLOSED SESSION. In accordance with the Illinois Meetings Act, Section 2 (c), the Board of trustees will adjourn to Closed Session for the purpose 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. Cremer said there was not a call for Closed Session.

5.0 ADJOURNMENT

Following a motion by Mr. Maguire, seconded by Ms. Lane, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, March 22, 2023, adjourned at 7:29 p.m.

Mr. Jerry Cremer, Chair

Date

Mr. Phillip Murphy, Secretary