

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

Wednesday, November 16, 2022, 6 p.m.
Spoon River College, Engle Conference Center, Rooms A and B
Canton Campus, Canton, Illinois

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, November 16, 2022, at 6 p.m., at the Canton Campus, Engle Conference Center, Rooms A and B, Canton, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

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

1.2 Roll Call

Members Present:	Mrs. Linda Butler Mr. Jerry Cremer Mr. Dave Maguire Mr. Kevin Meade Mr. Phillip Murphy Mr. Kent Schleich Ms. Zoey Lane
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Member Absent:	Mr. John Biernbaum
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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. Colin Davis, Foundation Director; Ms. Andrea Thomson, Director, Human Resources; Ms. Sarah Gray, Chief Fiscal Officer; Ms. Lisa Dennis, Director, Academic Support; Ms. Shelli Stuart, Mathematics Faculty; Ms. Becky Leverette, Psychology Faculty; Mr. Douglas Okey, English Faculty; and Ms. Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Ms. Jenny Burg; Ms. Vicky Lane.

1.3 Pledge of Allegiance

Mr. 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. There were no requests or public comments.

1.6 Approval of Minutes

1.6.1 October 26, 2022 Regular Meeting Minutes

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

RESOLVED, That the Board of Trustees approved the October 26, 2022 Regular Meeting Minutes.

1.7 Report – ICCTA Representative

Mr. Dave Maguire presented the following report:

Since my last in person ICCTA there has been the national meeting of ACCT on October 25-29, 2022 in New York and recent meetings of the ICCTA on November 10-12, 2022 in Downers Grove.

The ACCT meeting included presentation sessions, association governance and committee work, several keynotes, recognition of community college accomplishments as well as opportunities to interact with community college colleagues from across the country. Illinois has gained a reputation for being a leader in community colleges and was well represented with nine colleges being asked to make presentations throughout the conference. The session I moderated included an Illinois State Representative, the Secretary of the University of Illinois System and trustees who have served on the national boards.

Two notable sessions I attended were a presentation by Ira Sheppard on current legal issues facing community colleges. It covered issues lingering from the pandemic, pending regulation updated on Title IX, First Amendment and gender issues that may be now covered by ADA Act. The opening session of the conference was a discussion with a Q & A session with the heads of the five Higher Education Accreditation organizations. It ended up being a lively discussion. I have materials from several sessions and the conference available for review.

The ICCTA meetings and seminar this past weekend covered a lot of material. The Trustees Roundtable focused on initiatives that colleges are doing regarding economic development and secondly, how colleges are dealing with the high cost of updating equipment for the delivery of changing education delivering styles and systems. ICCTA will be making notes from that session available to trustees.

The Friday afternoon seminar was presented by Catherine Locallo, partner with Robbins Schwartz. It was a legal, legislative and ethics update. She covered new legislative updates, legal case changes, board parliamentary procedure, the Open Meetings Act, board communications, use of social media, recent court cases, and numerous topics in between. A copy of her presentation booklet is available for review.

During the committee and board meetings, the annual legislative goals for the Association were adopted. Jessica Nardulli updated us on the results of the recent elections and the changes occurring at the legislative level. The House had a 4 seat Democrat gain while the Senate had a 2 seat Republican gain. The Democrats still maintained their super majority in both chambers. There will be a change in the Republican leadership in both chambers while the Democrat leadership should remain the same. There is no vetoed legislation for the current Veto session so it is unsure what legislation will be considered and if the votes are there to enact any change. All pending legislation ceases on January 11th when the 103rd General Assembly is sworn in.

Update reports were given on behalf of the Special Committee on the Future of Work, the Diversity, Public Relations and Trustee Education Committees. Final action on the new dues structure should be completed by the March ICCTA meeting.

The next meeting of the ICCTA Board of Representatives will take place in conjunction with the Community College National Legislative Summit in Washington, D.C on February 5-8, 2023.

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:

NOVEMBER 2022

November 15-17 Illinois General Assembly Veto Session
November 29-30 Illinois General Assembly Veto Session

DECEMBER 2022

December 1 Illinois General Assembly Veto Session
December 1-2 ACCT Governance Leadership Institute, Chicago
December 2 ICCB Meeting, Harry L. Crisp II Community College Center, Springfield
December 12-19 Filing period for nominating petitions for the April 2023 consolidated election (including community college trustees)

JANUARY 2023

January 4-?? Possible 102nd General Assembly Lame Duck Session
January 11 Illinois 103rd General Assembly Inauguration Day, Springfield
January 27 ICCB Meeting, Harry L. Crisp II Community College Center, Springfield

FEBRUARY 2023

February 5-8 Community College National Legislative Summit, Washington, D.C.

MARCH 2023

March 10-11 ICCTA Board of Representatives Meeting – Westin Chicago, Lombard
March 24 West Central ICCTA Meeting (Tentative) – Macomb SRC Outreach Center
March 24 ICCB Meeting, Illinois Valley Community College, Oglesby

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
April-May(date tbd) ICCTA Board of Representatives Meeting, Springfield
April-May(date tbd) ICCTA Lobby Day, 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

1.8 Report – Student Government Representative

Ms. Zoey Lane presented the following report:

SRC Theatre presented three public performances of their production of William Shakespeare’s comedy *Much Ado About Nothing* November 4-6, plus a preview for local high school students November 3. The show by the numbers:

- The company (cast and crew) of the production included
 - 20 currently enrolled students
 - 8 college employees
 - 11 community members, many of whom are former students or staff

- The show was attended by approximately 220 patrons over three public performances
- Approximately 105 students from Cuba, Havana, and Lewistown high schools were on campus to see a free preview performance the morning of November 3, including a welcome address by Dr. Oldfield and a talk-back with the company following the performance.

The company of *Much Ado About Nothing* would like to express their gratitude to the College and community for their continuing support of the arts at SRC.

TRIO events/activities for November include:

- “Back to Basics: Life Hacks” workshop where information was presented on winter car care, study tips, and financial literacy
- WIU campus visit
- Attending the SRC play, *Much Ado About Nothing*.
- First-Generation Student Day Celebrations with cake and punch served and first-generation students, faculty and staff were recognized. This was a part of the national First-Generation Student Day celebrations

Alpha Gamma Tau members (comprised of our ag students) have been busy this semester:

- Cleaning up the arboretum throughout the semester
- Co-hosted a bonfire with SEA (Students for Environmental Action) students
- Participated in the Canton High School Homecoming parade
- Hosted the Section 12 FFA forestry contest

Students for Environmental Action (SEA) and Alpha Gamma Tau hosted a bonfire on Monday, November 14 from 4 to 7 p.m. in the open area between the Arboretum and The Villas.

HEAL (Healthcare Enthusiasts and Leaders) Student Association is currently hosting a *Sexy & Safe Campaign* at all four sites. We have packaged up condoms in discrete brown paper bags and inside of the bags there is also created an informational flyer for the students. The purpose of the campaign is to educate our students on what sexual consent is and also encourage them to use condoms to prevent transmission of STDs and unwanted pregnancies.

Macomb student, Thomas Engel, was selected as the October recipient of the Student Shout-Out Award and received a \$100 Visa gift card.

Socktober donations from all four sites were delivered to the Salvation Army.

A Thanksgiving dinner and canned food drive was held today in Canton and yesterday in Macomb. Student Government members hosted the event that brought in numerous cases of nonperishable food. The monetary donations will support the SRC food pantries, and the food collected will be delivered to local food pantries. Zoey said the canned food donations were very generous.

1.9 Report – Spoon River College Foundation

Mr. Colin Davis presented the following report:

- Financials: Revenues: Business Office has been unable to get to the bank since the last Trustees meeting with this being a short month, so revenues since October 26 will be reported in December.
- The SRC Foundation Board met this morning at 7:30 a.m., remotely, with a couple members present in person.
- Action this month included an expense to get updated contact information for approximately 26,000 SRC/CCC alumni from prior to 1985 and the acceptance of the 2021-22 Foundation audit, which came back clean.

- Tickets for the SRC Community Chorus' winter concert, Our Favorite Things
- (scheduled for 12/3 and 12/4 at the First Christian Church in Canton) are nearly sold out, and the Foundation appreciates the support of the Community Chorus and our scholarship program. A few tickets do remain for Sunday night's performance, and we'd love to have you if you can make it. Additionally, thank you to everyone who was able to make our Alumni Awards Reception and Athletic Hall of Fame Dinner such a success earlier this month.
- Though committees may meet on an ad-hoc basis, the SRC Foundation will not meet as a whole in December. The next meeting of the SRC Foundation is scheduled for 7:30 a.m. on Wednesday, January 18, via video conference.
- #GivingSPOONday is coming, and since I've gone into great detail in the past couple years about what it takes to pull this fundraising campaign off – and how we work to get the word out – I won't go into too much detail tonight, except to bring up a few new things that we're doing in addition to all of what you know by now that we do already:
 - We've taken the contact info for the 26,000 aforementioned alumni, and Rescigno's ran approximately half of the list through a donor screening. They've come up with approximately 5,600 people who will be added to our mailing list and replace those who were on the list who didn't engage with us previously after two years.
 - Through our partnership with GiveCampus, we get an unlimited amount of customizable giving forms, so I've gone ahead and created one that has language and graphics specific to #GivingSPOONday. We'll also embed this within the src.edu/givingtuesday webpage.
 - I'm working with Mitch Williams, our webmaster, to create a pop-up, on the SRC homepage, that asks people to donate and which will run on November 29.
 - While we've always utilized social media heavily in the past, we're looking to do more with social media videos this year, including the student testimonial videos which I discussed with you at the last meeting.
 - We're hoping to employ the college's texting service, within its rules and regulations, to reach out to donors and alumni via text to encourage them to get involved.
 - We're utilizing the River Roast Coffee Company the week of #GivingSPOONday, as they'll ask customers if they want to make a gift when they're purchasing their beverages – and they'll be able to put up a card that shows that shows their support and encourages others to participate.
 - Finally, we're looking to get a bit more student involvement, both through student clubs and organizations and through scholarship and Emergency Hardship grant recipients over the past few years. A special shout-out here to Trustee Lane for helping with this effort.

In addition to a gift toward the campaign if you feel so inclined, I'd ask for Board members' help in getting the word out to others. Whether that's by reaching out to friends, family and colleagues who may be interested in helping our students with a gift; or by sharing our posts on social media; or anything else, everything helps this campaign be the best it can be and helps us to reach hundreds of people we might not have reached otherwise. The Foundation Board members agreed this morning to challenge themselves to each get 10 friends, family, or other potentially interested folks to donate to our #GivingSPOONday campaign by November 29 – even if it's just \$1 or \$5 – and I'd encourage the Trustees to consider attempting that, as well. Even a small gift counts toward our goal.

And, to hopefully inspire you a little bit about what success on this day can mean, I wanted to give the Trustees the chance to see this year's VIDEO (<https://www.youtube.com/watch?v=Mgg5jEihWZ4>) before it goes public tomorrow morning, with gratitude to your former Student Trustee and Foundation Board member Brendon Bauman for staying up with me Saturday night until 3:30 a.m. and until midnight the next night to get this thing produced.

1.10 Report – Board Member Comments

There were no additional comments from the Board members.

- 1.11 December 14, 2022 Regular Board of Trustees Meeting, Macomb Outreach Center – change time of meeting to 5 p.m.

Dr. Oldfield said Trustee Cremer recommended perhaps the Board may want to go for dinner following the December Board Meeting. Moving the Board meeting to 5 p.m. would allow for a 6 p.m. dinner for Trustees and spouses/significant others to attend. The location will be determined. Please let Julie know how many of you will be in attendance following the December Board Meeting.

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

RESOLVED, That the Board of Trustees approved the time change for the December 14, 2022 Regular Board of Trustees Meeting, Macomb Outreach Center – to 5 p.m.

2.0 PRESIDENT'S REPORT

2.1 Communications

Dr. Oldfield added kudos to Mr. Okey and the cast and crew on the *Much Ado About Nothing* performance. It was great to see a full theater on Sunday afternoon as well as for the high school students. It was a great production and a great way to see our students engaged. It was very well done, and President Oldfield thanked Mr. Okey and the staff for making the College look so good.

President Oldfield announced that Laura Bandy is publishing her second book of poetry in early December. Congratulations to her! This is a great honor as a college to have published faculty, and it is quite an accomplishment for her.

President Oldfield said he and Holly hosted a group in early November to look at the current Macomb Camps on Johnson Street. The group was interested in a tour to see if it could be an option for their expanding needs. We will be following up with some additional information for them. The next step is to obtain a fair appraisal price for the property should interest result in any offers. We will have the property appraised as it is now. Mrs. Butler asked if we need a general certified or specialty appraisal. President Oldfield said he will work with commercial appraisers in Macomb to see if they are comfortable. Mr. Cremer asked about a date to go forward with a sale. President Oldfield said he does not have a sale date but we would leave by the end of July of 2024, so we would probably try for the sale prior to us moving out. It's just a matter of making sure the architects at CDB are solid on those details and those meetings will start again after the first of the year. CDB is to have a response to the architects the first week in January. Jerry asked if and when we have a value and we reach out to potential buyers, are we locked in to a figure. President Oldfield said he will have the College attorney review, but the Board has some ability to award a real estate contract. Jerry said the concern is the time frame for the value today versus the value in 2024. President Oldfield said that would be addressed with the appraiser. We may need a second appraisal before the final sale. Mr. Maguire said there is a variance that if you are negotiating a direct sale the appraisal is a part of that. If you seek proposals, then the Board uses the appraisal only to reject a possible sale of the property. President Oldfield said that is why we will reach out to the College attorney after we receive the initial appraisal. This is just the first steps with the interest in the property. Dave said it is a unique building so the appraisal value will reflect that. President Oldfield said once the word is out that we have people looking, it may build more interest.

President Oldfield reported that the new webpage will launch December 1. ONEFIRE has nearly completed the work. The address will be the same, and the website will have a different look and feel. The Board will find its resources in the same locations but with a little different look and function.

President Oldfield said the men's basketball game schedule for this evening has been cancelled. The next game is the 22nd at home.

2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of November 2022:

Payroll	\$ 535,924.02
Accounts Payable (excluding travel)	390,907.39
Accounts Payable Travel Expenses	16,387.53
Accounts Payable BOT Travel Expenses	-0-
Electronic Payments (Health/Life Insurance)	-0-
Student Refunds – Accounts Payable	3,832.00
Student Refunds – Nelnet (electronic)	<u>502,499.10</u>
TOTAL:	\$1,449,550.04

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

RESOLVED, That the Board of Trustees authorized the following payments for the month of November 2022:

Payroll	\$ 535,924.02
Accounts Payable (excluding travel)	390,907.39
Accounts Payable Travel Expenses	16,387.53
Accounts Payable BOT Travel Expenses	-0-
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Student Refunds – Accounts Payable	3,832.00
Student Refunds – Nelnet (electronic)	<u>502,499.10</u>
TOTAL:	\$1,449,550.04

2.2.2 Adopt the PHS (Protection, Health, Safety) Project Resolution in the amount of \$150,000 for the replacement of the Cafeteria fire curtain, Canton Campus. Funds will be available in 2023 from the upcoming PHS tax levy.

President Oldfield said the current door is the original fire curtain, and it is time for it to be replaced. It was scheduled for replacement during the renovation but because of COVID issues, it wasn't timely with the work. At this time, the basic operability of the current window curtain is questionable. This replacement would occur over the summer. Mr. Jerry asked if there is any insurance reduction possibility with the replacement. Dr. Oldfield said probably not, but he does think this limits us with liability and its ability to function as it should.

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 the PHS (Protection, Health, Safety) Project Resolution in the amount of \$150,000 for the replacement of the Cafeteria fire curtain, Canton Campus. Funds will be available in 2023 from the upcoming PHS tax levy.

2.2.3 Adopt the PHS (Protection, Health, Safety) Project Resolution in the amount of \$85,000 for mold prevention on the Macomb Campus. Funds will be available in 2023 from the upcoming PHS tax levy.

Dr. Oldfield said this would be for one air conditioning unit that covers the south third of the building. We have issues with humidity during the summer, and that unit is not addressing moisture issues. It was originally replaced in 1983 and has lived a useful life. It is important for us to maintain the building and address moisture issues. We also received in legislation in 2021 \$100,000 of Capital Improvement funds from the State of IL for Macomb Campus Renovations that would be paired with the \$85,000 for the replacement. Mr. Maguire asked if the unit covers all three floors. Dr. Oldfield said yes, on the southern end.

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

RESOLVED, That the Board of Trustees adopted the PHS (Protection, Health, Safety) Project Resolution in the amount of \$85,000 for mold prevention on the Macomb Campus. Funds will be available in 2023 from the upcoming PHS tax levy.

2.3 Institutional Planning

- Assessment Report – Dr. Oldfield introduced Shelli Stuart who is Math Faculty and also Chair of the Assessment Committee, who presented the following report:

The Next Step in Gathering the Data:

Continue the semester assessment reports through CANVAS.

Add GEC OUTCOMES through Canvas as a college-wide data collection tool.

Add Co-Curricular Assessment

Modify and continue Course Level Assessment Reports

Data we will be able to collect via Canvas Outcomes:

Outcomes at a STUDENT level

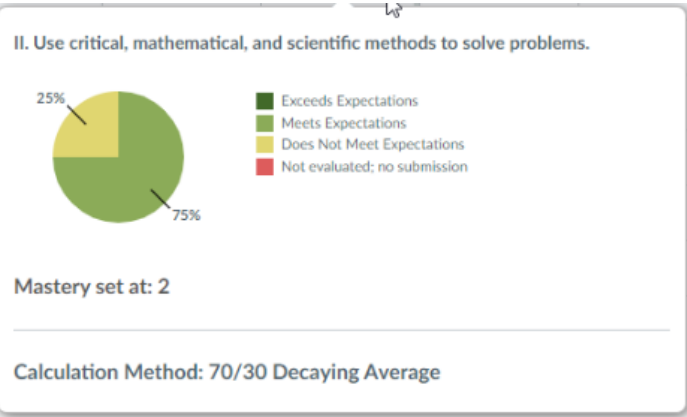
Outcomes at a COURSE level

Outcomes at an INSTITUTIONAL level

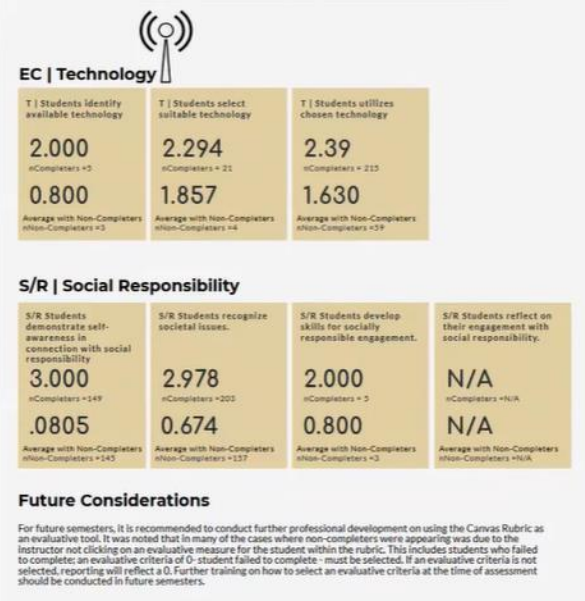
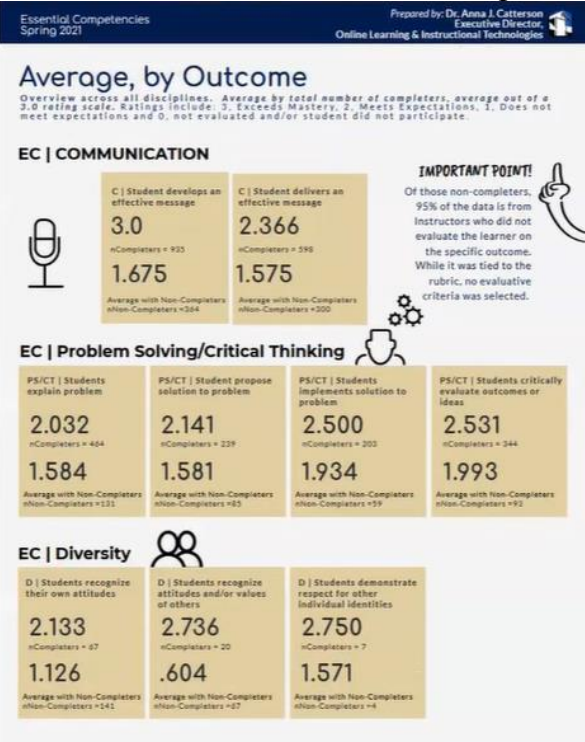
Outcomes at a Student Level:

Students	Writing Prom...	Quiz Outcom...	Group Work	1.1.d
Emily Boone History 101 and History 101 MWF	5/3	4/3	5/3	3/3
Max Johnson History 101 T,Th	3/3	3/3	3/3	
Bruce Jones History 101	2/3	2/3	2/3	
Joe Rogers History 101	5/3	5/3	5/3	
Nora Sanderson History 101 T,Th	3/3	4/3	3/3	
Jane Smith History 101 MWF	4/3	3/3	4/3	
Test Student History 101, History 101 MWF, an...				
Allie Williams History 101				
Jesse Williamson History 101				

Outcomes at a Course Level:



Outcomes at an Institutional Level – examples from Heartland Community College:



Larger View: We will be able to have the information broken down by age, race, and gender and be able to look at how groups compare and what needs to be addressed. We didn't have this capability before, and now with Canvas we do.

President Oldfield said he has observed through presentations that our faculty are more and more engaged in not only the collection of the data but also the review of the data and what it tells us. What are we measuring and how do we know if the students are doing well, make adjustments, and continue the cycle to improve student learning and outcomes, especially for those who may be at risk. How do we prepare ahead of time to have the resources in place and be proactive with students on day one rather than waiting for an early alert in the semester? It has been very informative.

Mr. Murphy asked if it is broken down by departments and teachers. Shelli said it can be broken down by course, instructor, etc., and ACE has been looking at hybrid courses versus in person classes and delivery and how we can improve one type of delivery. Mr. Maguire asked about the GECs and if they are tied to a national norm. Shelli said the GECs are by the individual colleges, and that is what we ask at SRC what the skills that we want our students to have as they leave. It's our stamp of approval. We have identified six competencies that we want our students to have: Communications; Problem-solving; Equity; Creativity; Decision-making; Collaboration.

Mr. Maguire said how do we compare to other colleges. Shelli said other colleges are similar but it's not all the same. President Oldfield said there is not a national standard for general education, and we aren't after how we compare to others but more how we compare ourselves. Our faculty identify what is important from employers and others and from that how well we are doing at teaching those things and how we know students are learning those things and leaving us with successful demonstration to carry out those competencies. It's less about national norming and more about self-improvement. Mr. Murphy asked if faculty get their individual results. Shelli said faculty have always received their individual results. Now what we look at instead is collectively as departments to review those results. We have been moving more to collaborate. Dave said we approve the competency level for the student and the student will perform better. Shelli said it's what we can do to change to help that student or group work better. Dr. Oldfield said it cuts across all curriculum. They are competencies we all want in a graduate. It is not that we are saying this is the best way, we are saying this is what we believe and measure how we are doing. Every SRC student upon completion can demonstrate the six competencies. That is the ultimate goal. Holly said the committee is working towards pulling the silos together to look at departmentally and by discipline by still leaving the faculty member to decide how to assess. It all comes together in one quantitative result. Holly said the Assessment Committee was able to take an existing learning management resource and use that. Shelli and Lisa Dennis have worked to put together training videos which are available on the assessment sites each semester. Dr. Oldfield said assessment goes beyond what Shelli is doing. Shelli said we are also looking at co-curricular as well. Missy's team is looking at assessment of the Student Services area as well. It's a process improvement model. Our biggest amount of work comes from the GECs because we have the most to gain from that area. Shelli said it also keeps us focused on what we want from and in our students. Mr. Murphy said it helps the instructor realize what they need to do to reach those goals, too. Shelli said absolutely. Mrs. Butler asked about the competencies and asked about Equity and what it means as a competency. Shelli said each one has an explanation. Equity is using principles of equity to make decision in a diverse world. We have spent a great deal of time talking about equality versus equity and installing the ideals within our students and everyone getting what they need. Linda said she sees equity as responsibility as well.

Dr. Oldfield thanked Shelli for her leadership. He thanked Holly Norton and Lisa Dennis for their support as well.

3.0 ADDITIONAL ITEMS

- January 25, 2023 Board Retreat – Canton Campus

Dr. Oldfield reminded the Trustees that the Board Retreat is scheduled to be held in Canton on January 25. He asked Trustees to submit agenda items for that Retreat. We have standing items that will be on the agenda as well. Please submit items to Julie.

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

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

5.0 ADJOURNMENT

Following a motion by Ms. Lane, seconded by Mr. Murphy, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, November 16, 2022, adjourned at 7:12 p.m.

Mr. Jerry Cremer, Chair

Date

Mr. Phillip Murphy, Secretary