

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

Wednesday, April 24, 2024, 6 p.m.
Spoon River College, Engle Conference Center, Rooms A and B
23235 N. Co. 22, Canton, Illinois

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, April 24, 2024, 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

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

1.2 Roll Call

Members Present:

John Biernbaum
Linda Butler
Jerry Cremer
Dave Maguire
Kevin Meade
Phil Murphy
Kent Schleich
Savannah Smith-Coulter

Members Absent:

John Biernbaum

Present: Dr. Curt Oldfield, President; Holly Norton, Vice President of Educational and Student Services; Missy Wilkinson, Dean, Student Services; Brad O'Brien, Dean, Career and Workforce Education; Andrea Thomson, Director, Human Resources; Sarah Gray, Chief Fiscal Officer; Mike Strauman, Chief Operations and Safety Officer; Dusty Berg, Director, Foundation; Jo Branson, Assistant Director, Student Services; Andrea Barbknecht, Director, Canton Community Outreach; Sally Shields, Coordinator, Public Information; Brian Dalpiaz, Mathematics Faculty; Becky Leverette, Psychology Faculty; Jamie Kotewa, Art Faculty; and Julie Hampton, Executive Assistant to the President and Board of Trustees/Recorder.

Also present: Esmeralda Uribe, Oliver Dalpiaz.

1.3 Pledge of Allegiance

Jerry Cremer led the Pledge of Allegiance.

1.4 Welcome of Guests

Jerry Cremer welcomed those in attendance.

1.5 Public Comment

Jerry Cremer asked if any members of the audience wished to address the Board. There were no requests or public comments.

1.5.1 Decennial Committee

President Oldfield said this serves as the third and final meeting of the Decennial Committee. This will be a brief committee meeting, and we will pull together the final report and get it on file with the County Clerk's Office. President Oldfield said he will double check and see if we need Board approval of the final report, and if so, it may be an action item in May. This will be the last and final Decennial Committee Meeting.

1.6 Approval of Minutes

1.6.1 March 27, 2024 Regular Meeting Minutes

Following a motion by Phillip Murphy, seconded by Linda Butler, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the March 27, 2024 Regular Meeting Minutes.

1.7 Report – ICCTA Representative

Mr. Dave Maguire presented the following report:

Chairman Cremer, President Oldfield and myself had the opportunity to attend the ICCTA West Central Region meeting hosted by Black Hawk College East in Galva. Jim Reed, ICCTA Executive Director, gave an update on current programs and the status of legislation before the legislature. A panel shared information about the colleges status on dual enrollment followed by a discussion. Colleges also shared items of concerns for colleges in the region. Two notable items were the tour of Black Hawk's animal science and livestock facilities and a lunch featuring award winning barbeque prepared by Southern Illinois College trustee Jim Ellis and his wife. I would defer to Chairman Cremer and President Oldfield for any additional comments.

With April being Community College Month, the Association has been working with the Presidents Council, the marketing consortium, individual colleges and state agencies to promote community colleges. A proclamation signed by the Governor has been distributed statewide. There has been a noticeable increase in positive news statewide about community colleges since the state of the month due in no minor part to these efforts.

Jessica Nardulli, ICCTA Legislative Counsel, continues to provide regular updates on actions in the State Legislature. The Senate and House will be back in session next week. There is little over four weeks left before the self-imposed adjournment deadline date. There is still a list of over 200 active pieces of legislation that ICCTA is tracking on behalf of the colleges so we are encouraged to review the list for any concerns. A complete tracking list is distributed with her report and is also available on the ICCTA website.

Next week is our annual Community College Lobby Day. Wednesday night May 1st the community colleges will be hosting the 2nd annual community college caucus reception and Thursday, May 2 being appointments with area legislators. President Oldfield and I will be in attendance. All trustees are encouraged to attend and lend their voice in advocating for community colleges.

The next meeting of the Association will be the ICCTA Annual Conference and meetings will be held June 7-8 at the Westin Chicago Lombard. ICCTA will be recognizing individual college students, faculty, alumni and business partners during the awards recognition ceremony.

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

Jerry Cremer commented on the West Central Trustees meeting and said he thoroughly enjoyed it. The student guides were very professional and did a very professional job. The students were both local and from around the nation. Jerry also commented on the delicious lunch.

1.8 Resolution Honoring Savannah Smith-Coulter, Spoon River College Student Trustee

Jerry Cremer read the following Resolution:

**RESOLUTION OF APPRECIATION
STUDENT TRUSTEE
SAVANNAH SMITH-COULTER
2023-2024**

WHEREAS, Savannah Smith-Coulter served as Student Trustee on the Spoon River College Board of Trustees from April 2023 to April 2024; and

WHEREAS, Savannah was involved throughout the term in Board and College activities, representing the interests of students while attending Board meetings and College events, serving as an effective advocate in the role of the Student Trustee; and

NOW, THEREFORE, BE IT RESOLVED That the Board of Trustees of Illinois Community College District #534 gratefully expresses to Savannah Smith-Coulter the appreciation and gratitude of the entire District for service on the Spoon River College Board of Trustees.

Following a motion by Dave Maguire, seconded by Linda Butler, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the Resolution Honoring Savannah Smith-Coulter, Student Trustee, 2023-2024.

1.9 Seating of New Student Trustee

Esmeralda Uribe, 2024-2025 Student Trustee, was seated. The Trustees welcomed her to the Board.

1.10 Report – Student Government Representative

Esmeralda Uribe presented the following report:

April Student Activities were:

- Tie-Dye t-shirt party
- Mega Volleyball Tournament with over 55 students and employees participating.
- The Western Illinois Regional Council Clothesline Project and supporting information were displayed.
- Western Illinois Regional Council and Speak Out Illinois held a Crisis Fair on the Canton Campus. The event brought several organizations to campus to provide awareness and support information to students.

TRIO activities this month include:

- Cultural trip to Springfield visting the Lincoln Museum, Lincoln-Herndon Law Office, Old Capitol Building, and the current Capitol Building.
- Workshop titled Manage the Mind. Students received tips on calming anxiety and managing stress, along with a goodie bag of supplies to put to use!

Students from the Canton and Macomb Student Government Association visited the State Capitol Building on April 12. The students met with Representative Norine Hammond and gave Representative Hammond updates on the new Macomb Campus and spoke about the growing need for Mental Health Services for all students. The group was able to observe the representatives in session and were introduced during the opening announcements. Lunch was enjoyed at Darcy's Pint before traveling home. The students would like to thank Holly Norton for planning and chaperoning the trip!

The Coffee Spoon event was held on Tuesday, April 16, and it was very well attended again this year. Nearly every seat was filled and several students and attendees filled in the perimeter with

standing room only. Some of the contributors to the new Kaleidoscope issue displayed their art pieces in an "art gallery" set up, and the student editor, Elena Dewees (who managed the whole event including technology, set-up, photography, and tear-down) created a PowerPoint presentation of student contributor's photography (including bio's and photos of the students) that ran on a loop on the big screen behind the open mic participants. The treats were supplied by the SRC Snapper Café. The maintenance crew were speedy and friendly, and Mike Strauman and Dean and Chase in IT pitched in to help Elena with the tech. It was a group effort on all fronts, and everyone got caffeinated, sugared up, and creatively entertained by our students and employees. Such fun, and the issue looks great! You each have a copy of the issue. Thank you to Laura Bandy and Barbara Ashwood the Kaleidoscope advisors.

In preparation for Mental Health Awareness month in May, the Healthcare Enthusiasts and Leaders (HEAL) Student Association is sponsoring a MENTAL HEALTH MONDAYS campaign for the last three Mondays in April. Each week they will be sharing information, tips and suggestions on how to improve one's mental health, help others with mental health, and also how to access free TimelyCare services that are available to all SRC students.

1.11 Report – Spoon River College Foundation

Dusty Berg presented the following report:

He reported on the President's Reception last night and said many people complimented Esme and her report. He thanked her.

- Scholarship Awards – The award process for the scholarship awards has been completed.
- Financial
 - \$36,214.21 in deposits since February 20.
- Ongoing Projects
 - Virtual Trophy Case/Hall of Fame – John Bassett reached out to Dusty last week and updated Dusty on the project. We are exploring options for updating the cases, and it will be a great tool for alumni relations.
 - Spring Appeal – The appeal will be going out soon, and we will be highlighting a student and her great story. Dusty is working with this student to finalize the letter.
- Important Dates
 - Double Ribbon Cutting – May 7th at 2 p.m. – This is the VoTech lab, McPheeters Family, and Compeer Financial recognitions. He encouraged attendance and asked RSVPs go to Julie Hampton or Lori Murphy.
 - SRC Community Chorus – June 7-9 It is the Great American Songbook Review. He will share more information with the campuses and centers tomorrow.
 - Golf Outing – July 26th – Dusty reported that he has booked WeeMaTuk, and the ball is rolling on the planning for the Golf Outing.

1.12 Report – Board Member Comments

Dave Maguire commented that he and President Oldfield were in Springfield last Thursday to attend the Macomb Legislative Day. He shared the packet that was distributed with several individuals while there. Between the Legislators and Secretary of Transportation, it was a worthwhile day.

2.0 PRESIDENT'S REPORT

2.1 Communications

President Oldfield reported that the Scholarship Committee has awarded scholarships, and this year every applicant received a scholarship that amounted to 201 totaling nearly \$130,000. That is a record for the Foundation for gift numbers and dollar awards. Those will be presented at

awards ceremonies or commencements in the next few weeks. We include Foundation Board Members for those presentations, so that is a great time to celebrate.

President Oldfield reported on *The Bridge* and highlighted the work of Sherri Rader and Sally Shields, who are responsible for the production of that piece. It is produced all inhouse, and they did a great job pulling together all of the features in the publication this year.

Trustee Maguire eluded to tomorrow being the Phi Theta Kappa Banquet in Springfield. We will have three students attending that banquet tomorrow, and it will be a nice event to feature our students. We look forward to celebrating with them.

President Oldfield said the Open House is scheduled for May 7, and he encouraged attendance. The event is scheduled from 2 to 4 p.m. with comments at 2:45. We will reveal the naming rights lettering for the McPheeters Family Hands On Learning Lab. We will have a dual ribbon cutting for the lab as well as the greenhouse that was purchased with the Compeer Grant. We will also have one of our new tractors on display that was purchased with the EDA Grant. We are excited to have a lot of guests on campus that day to celebrate the great work that has been completed for our CTE programs.

President Oldfield reminded everyone that May 9 is Commencement, and we ask for all to be ready by 5:30 for the 6 p.m. ceremony. Please let Julie know if you are planning to attend.

President Oldfield reported that Lewistown is looking to extend its TIF and is asking taxing bodies for approval to extend it. A representative will be here at the May Board Meeting to present the request as well as the plans for the extension.

President Oldfield reported that the Fair Labor Standards Act was released, and it does impact SRC. Andrea Thomson is hard at work on plans, and we will report changes and adjustments to the Board in order to comply with the Fair Labor Standards Act. We have a number of employees who will be impacted by that rate increase.

President Oldfield reported that Title IX guidance was released this week, and Andrea and Missy are attending webinars covering those adjustments. We will have a lot of Title IX overhaul to bring to the Board for approval. He said ideally we will spend time during the Board Retreat to cover and review the required adjustments.

2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of April, 2024:

Item	Amount
Payroll	\$636,212.43
Accounts Payable (excluding travel)	858,871.55
Accounts Payable Travel Expenses	44,172.05
Accounts Payable BOT Travel Expenses	1,089.15
Electronic Payments (Health/Life Insurance)	-0-
Student Refunds – Accounts Payable	-0-
Student Refunds – Nelnet (electronic)	47,099.96
TOTAL:	\$1,587,444.84

Following a motion by Linda Butler, seconded by Kent 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 April, 2024:

Item	Amount
Payroll	\$636,212.43
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Accounts Payable Travel Expenses	44,172.05
Accounts Payable BOT Travel Expenses	1,089.15
Electronic Payments (Health/Life Insurance)	-0-
Student Refunds – Accounts Payable	-0-
Student Refunds – Nelnet (electronic)	<u>47,099.96</u>
TOTAL:	\$1,587,444.84

- 2.2.2 Approve the purchase of two 2025 Wabash Duraplate Pup trailers from Quality Trailer Sales in the amount of \$72,868.00. Funds for this purchase are available from the EDA Grant.

President Oldfield presented this item and explained that this is one of our last major purchases out of the EDA grant for trailers for the truck driver training program. This bid was approved by EDA, and we recommend approval for this purchase.

Kent Schleich asked if short trailers are the standard for the program. Brad said we do have one long trailer. President Oldfield said we will now have four trailers total. Jerry Cremer asked if they learn to drive two attached. President Oldfield said most is just over the road time for turns and road speeds.

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

RESOLVED, That the Board of Trustees approved the purchase of two 2025 Wabash Duraplate Pup trailers from Quality Trailer Sales in the amount of \$72,868.00. Funds for this purchase are available from the EDA Grant.

- 2.2.3 Approve a one-year contract with D & S Private Detective Inc., Bartonville, Illinois, to provide security services to the Canton and Macomb campuses, effective May 1, 2024 through April 30, 2025. Funds for this contract are available in the Tort Fund.

President Oldfield presented this item and said this contract will be approximately \$81,000 because it is an hourly contract. Mike Strauman said he has not had any issues, and they are certainly well equipped. President Oldfield said this group has had great coverage with back ups to cover for call outs. They also do the silver tags, which are the white tags on doors. Those are electronic recordings so we can see door locks, etc. The security presence has definitely improved with D and S. Kent Schleich asked if we have always been 3 to 10 p.m. Mike said that we start a little later in order to allow for overlap with offices closing at 3:30. Ultimately, it would be nice to have someone on full-time, but that comes with a cost. President Oldfield said this adds an extra hour. Kent asked if they spend time at the gym when we have games. President Oldfield said during games and even when we don't have games and also when students are present. Kent asked if they clock much overtime. Mike said no, but there has been a few times that we have had a need for extra coverage, but that is minimal. Jerry Cremer asked if there is a concern for security during the day. President Oldfield said as we evolve with the Crisis Management Team, daily coverage would be a goal, but we are not at that point yet. More community colleges are adding sworn officers, and we want to remain consistent with a security presence. We recognize that we need to find ways to evolve. Kent asked if The Villas has security. President Oldfield said no. Dave said at one point we discussed that they might be able to fill for the Business Enterprise. President Oldfield said we are encouraging them to complete the registration. Dave said it would be to their benefit as well as ours.

Following a motion by Linda Butler, seconded by Kent Schleich, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved a one-year contract with D & S Private Detective Inc., Bartonville, Illinois, to provide security services to the Canton and Macomb campuses, effective May 1, 2024 through April 30, 2025. Funds for this contract are available in the Tort Fund.

- 2.2.4 Approve the purchase of HPE Alletra storage 5010H from Sentinel Technologies, Inc., Springfield, Illinois, in the amount of \$37,455. This is to replace the current Nimble storage system that is coming to end of life in June 2024. Funds for this purchase are available in the Technology Bond.

President Oldfield presented this item and explained that this is our server storage. Raj has coordinated this and has presented this as a best option, and it is a sole source provider. Because HP would manufacture this product and only prices to one retailer, this Sentinel Technologies will receive the bid with funds coming from the Technology Bond. Raj said the current data center we have is coming to end of life in June, and this is a replacement for one comparable to what we have, just higher end. This is the most efficient and reliable system, and we would like to proceed. Jerry Cremer asked if there is any recycle value with the old system. Raj said we could try to sell it but it could be a liability. Dave Maguire asked if there will be a delay in the change-over. Raj said no. Both systems are built on virtual environments. We will complete the switch over one evening. Dave said it will be compatible with the Jenzabar upgrade. Raj said yes.

Following a motion by Dave Maguire, seconded by Phillip Murphy, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved a one-year contract with D & S Private Detective Inc., Bartonville, Illinois, to provide security services to the Canton and Macomb campuses, effective May 1, 2024 through April 30, 2025. Funds for this contract are available in the Tort Fund.

2.3 Institutional Planning

President Oldfield introduced Andrea Barbknecht who will present a great update on Outreach.

- Canton Outreach Update – Brad O’Brien and Andrea Barbknecht

Andrea Barbknecht presented the following:

Fall 2023

- Community Leadership Academy – 9
- Technology classes included Computer Basics, MS Word, Photos from My Phone, MS Excel
- NEW - Decked Out Holiday Desserts & Flower Pounding Art Class – Christine Wright
- NEW - Lincoln’s New Salem Bus Tour – Rick Klinedinst
- NEW - Knotty Sippers Macramé at Spoon River Junction Winery
- Lifelong Learning Conference Oct. 27 – 89 attendees
- NEW - Chalk Couture DIY Ornament Set – Sarah Gray
- Used our Lumens software to take registrations for sports camps

Spring 2024

- NEW - Leadership Bootcamp: Effective Communication, Time Management, Problem-Solving & Critical Thinking, Customer Service – 5 in Canton, 21 in Macomb
- Tech classes included Computer Basics, Intro to Excel, Intro to Word

- NEW - Spring Into Watercolor – Tory Christensen
- Lifelong Learning Institute April 19th, 66 attendees
 - “Such a great ‘family’ of participants attend. It is what I like best about this event.”
- NEW - 1960’s Music Class – Kevin Stephenson – so popular we’re adding 3 more sessions in the summer
- NEW - Andrew Lloyd Weber series – Stan Ransom
- Continue to offer our own online content in MS Excel, Levels 1 & 2, Word, PowerPoint and Outlook
- Job Fair May 3rd
- Facility rentals for IDOC employment event, Gardener’s Big Day, MidAmerica National Bank

Plans for Summer 2023

- NEW - Bus trip for kids to the JUMP healthcare simulation lab in Peoria
- Wine bus tour for adults to Knoxville, Spoon River Junction and Big Dog’s
- Safe at Home for kids
- Critters with the IDNR for all ages
- Olympic Fun class
- Other classes being scheduled!

In Other News:

- We were recently approved to receive a \$100,000 Noncredit Workforce Training Initiative Grant through the Illinois Community College Board.
- This funding supports **non-credit** workforce training within the college district. Grant period is April 1, 2024 to March 31, 2025.
- Focus areas will include:
 - Customized training for businesses
 - Professional development workshops
 - Career certification, and
 - Employability skills.
- We plan to offer discounted and free training opportunities.
- Part of the focus of this money is to help both individuals and businesses connect with one another and with training opportunities. Other components of the grant include paths from non-credit to credit opportunities, such as Fiber Optic training.
- We are currently working on customized training contracts with:
 - Nature’s Grace and Wellness
 - Graham Hospital
 - McDonough District Hospital
 - Mason District Hospital
 - McDonough County Telephone Cooperative
 - Schuyler County Health Department and
 - Wildlife Prairie Park.
 - Fulton County Clerk’s Office
- We are planning to kick off some FREE training opportunities this summer!

President Oldfield thanked Andrea for her report.

- High School Data Report – Missy Wilkinson and Jo Branson

President Oldfield introduced Jo Branson, who is somewhat new to her position as Assistant Dean of Student Services. She will provide the update on High School data.

Jo thanked the Trustees, and she presented the High School Capture for Fall 2023. Jo reviewed the population of the SRC district high schools and the numbers of seniors. She said that we are somewhat flat because of smaller senior class numbers.

The numbers do not include Farmington High School because of actually having students in three community college districts. She also reviewed the 2023 high school graduates who are attending SRC. She explained that there is an increase in the number of all graduates who attend SRC. We have gone from 117 to 135 which reflects a 6% increase. She said we are also seeing an increase in college bound as well. Jo also presented and reviewed the High School Capture Goal Comparison. The goal is established by the ACE Committee. We have seen increases from several schools and have met or exceeded goals of four high schools.

Jo presented and reviewed the following Enrollment Initiatives:

- Dual Credit Senior Initiative: Every high school senior received a letter from President Oldfield with information on Spoon River College and an invitation to visit the College.
- College Visit Days: We have hosted three visit days during our fall semester and three visit days this spring for a total attendance of 180.
- Running Start Orientation: Canton High School
- High School On-site registration for seniors. We have visited every in-district high school.
- College Fair

Phillip Murphy asked about enrollment for seniors. He asked about the number. Jo said the total is 570 coming in for Fall 2023 down from 615 the prior year. Kevin Meade asked about Farmington, and if we need their data. Missy said we don't have to have them send the data, but we do request it. President Oldfield thanked Jo for the report.

3.0 ADDITIONAL ITEMS

Jerry Cremer said there were no additional items for the Board.

- 4.0 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 paragraph 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 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; 5) the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; 6) the setting of a price for sale or lease of property owned by the public body.

Jerry Cremer said there was a call for Closed Session with no action following.

Dave Maguire made a motion for the Board of Trustees to go into Closed Session for the following purpose: the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. Linda Butler seconded the motion, and following a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees adjourned to Closed Session for the following purpose at 6:57 p.m.: the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

The Spoon River College Board of Trustees returned to Open Session at 7:35 p.m.

5.0 ADJOURNMENT

Following a motion by Kevin Meade, seconded by Phillip Murphy, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, April 24, 2024, adjourned at 7:35 p.m.

Jerry Cremer, Chair

Date

Linda Butler, Secretary