

BOARD OF TRUSTEES MEETING MINUTES
September 25, 2023

Call to Order: Chair Bob Thompson called the Board of Trustees meeting to order at 6:00 p.m., and the following members answered roll call:

Brian Duncan	Margaret Tyne
Danelle Burrs	Lisa Wiersema
Tom Demmer	Sam Ramirez
Student Trustee, Chloe Coil	

SVCC Staff: President, Dr. David Hellmich
Vice President of Academics and Student Services, Dr. Jon Mandrell
Vice President of Advancement, Dr. Lori Cortez
Dean of Information Technology, Kathy Dirks
Director of Facilities, Rich Groleau
Director of Human Resources, Kathryn Snow
Director of Research and Planning, Aaron Roe
Board Assistant, Peggy Eshleman
Coordinator of Student Activities/Cross-Cultural Services, Ana Salgado
Dean of Health Professions, Pam Eubanks
Senior Graphic Designer and Print Shop Supervisor, Jenny Bumba
Videographer, Jim Grot
Marketing Coordinator, Dallas Knack

Guests: George Howe, WIXN Radio

Consent Agenda: It was moved by Member Duncan and seconded by Member Ramirez the Board approve the consent agenda. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

President's Report: Dr. Hellmich asked Dr. Jon Mandrell to introduce Ana Salgado and the SGA officers for FY 2024: Chloe Coil, Ashlyn Hendrick, Sophie Terry, Rosalinda Reyes, and Samantha Feather. Each of the officers provided information about themselves and the projects they were working on.

Dr. Hellmich told of Kent Sorenson and Rich Groleau's second-place finish for the delicious ribs they smoked at the *Ultimate Tailgate* event in Dixon on Sunday, September 26.

Dr. Mandrell asked Pam Eubanks to give a year-end review for the Health Professions Programs. Pam gave NCLEX first-time pass rates for 2023 of 89% for the A.D.N. program and 92% for the LPNs. She noted spring graduate figures and the fall 2023 enrollment numbers and then answered questions from the Trustees. Pam concluded by giving an update on the proposed Sonography Program the College hopes to offer beginning in Fall, 2024.

Dr. Hellmich asked Dr. Lori Cortez to provide an update on the College's marketing efforts. Lori introduced Dallas Knack who explained Over-the-Top (OTT) Marketing and Video on Demand, Geofencing, Google Ads & Retargeting, and Social Media & YouTube. Jenny Bumba provided an update on the printing capabilities of the Print Shop including booklets, postcards, banners, and window clings. Jim Grot gave an update on the video and photography sessions he provides for the college while showing some examples of his video work.

Dr. Hellmich asked Aaron Roe to advise Trustees of the census enrollment figures for the fall semester. Aaron reported an increase of 16.8% in headcount and 5.1% in credit hours from the Fall 2022 figures. He indicated the total fall headcount is 1,198.

Dr. Hellmich provided information on the purchase of a used 14-person turtle top vehicle for \$96,000 as well as information on a state-mandated wellness kiosk that will be placed on campus in the near future. Trustee Tyne inquired as to how and by whom the new bus will be used. Dr. Hellmich will provide the information to the Trustees.

Dr. Hellmich reported State Representative Darin LaHood was on campus recently for a tour of campus and a pleasant visit.

Reports/Comments from
Board Members:

Student Trustee Report: Chloe Coil reported on recent events: *Pizza with the Prez* on September 6; SGA and ALAS students at the Sauk Valley Area Chamber of Commerce's *Fiesta Day Parade*; the Civic Engagement Panel hosted by Joe Strabala-Bright; and the Clay Lindsay *Sex and the Law* presentation. She highlighted upcoming activities: SVCC Alumni Roberto Carmona on October 5; Erika Gilchrist on October 6; and Matt Glowacki on October 18. Chloe reported on her efforts to establish a student trustee email to allow her a one-on-one communication platform with the student body as well as her efforts to bring mental health first aid training to campus. Chloe finished by asking others, "What are we doing to make a college education more available and affordable to students."

Foundation Report: Dr. Lori Cortez reported the Chocolate Rendezvous will be held on Saturday, February 17, 2024.

ICCTA Report: Chair Bob Thompson reported he attended the ICCTA Northwest Regional meeting at Kishwaukee College on September 19 with others from Sauk where the Decennial Committee was a topic of conversation. Bob reiterated the date of the Fall Board Retreat on November 1.

Board Policy *107.01 Organization and Meeting of the Board of Trustees* – Second Reading: It was moved by Member Wiersema and seconded by Member Tyne the Board approve revision to Board Policy *107.01 Organization and Meeting of the Board of Trustees* as presented for a second reading. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Board Policy *307.01 Capital Assets* – First Reading: It was moved by Member Burrs and seconded by Member Wiersema the Board create the Board Policy *307.01 Capital Assets* as presented for a second reading. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Board Policy *419.01 Fringe Benefits* – First Reading: It was moved by Student Trustee Coil and seconded by Member Burrs the Board revise Board Policy *419.01 Fringe Benefits* as presented for a first reading. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Board Policy *510.01 Reimbursement of Employee Expenses* – First Reading: It was moved by Member Wiersema and seconded by Member Tyne the Board revise Board Policy *510.01 Reimbursement of Employee Expenses* as presented for a first reading. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Title III Transfer of Funds to Endowment: It was moved by Member Demmer and seconded by Member Tyne the Board approve the transfer of funds in the amount of \$88,000 as required by the Title III grant. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Dean of General Education and Transfer Programs Resignation: It was moved by Member Tyne and seconded by Member Ramirez the Board accept with regret the resignation of Dr. Michelle Barkley as the Dean of General Education and Transfer Programs effective September 30, 2023. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Contract Approval –
Brian W. Stewart &
Associates:

It was moved by Student Trustee Coil and seconded by Member Demmer the Board approve the contract with Brian W. Stewart & Associates of Freeport, IL billed at a rate of \$28.98 per hour for regularly scheduled hours and \$43.47 per hour as a holiday rate up to \$44,000 annually for fiscal year 2024 to be paid by restricted liability, protection, and settlement tax levy funds. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Contract Award –
ROE #47 Pathways
Coaching:

It was moved by Member Wiersema and seconded by Member Ramirez the Board approve the contracts totaling \$240,000 with ROE #47 to provide administrative and training services for the CTE Pathways grant programs to be paid from restricted ISBE CTE Pathways grant funds. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Public Bid Action –
Light Duty Truck:

It was moved by Member Tyne and seconded by Student Trustee Coil the Board accept the bid from Ken Nelson Auto Plaza of Dixon, Illinois with a bid amount of \$50,405 for the 2023 Utility Truck Bid to be paid from restricted use Funding Bond Proceeds. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Public Bid Action –
Utility Tractor:

It was moved by Member Wiersema and seconded by Member Ramirez the Board accept the bid from Birkey's Farm Store of Polo, Illinois with a bid amount of \$49,000 for the Utility Tractor Bid to be paid from restricted use Funding Bond Proceeds. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Request to Serve Alcohol:

It was moved by Member Duncan and seconded by Member Burrs the Board approve serving alcohol on March 23, 2024, at the Twin Cities Rotary Club Craft Beer and Wine fundraiser. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Adjournment:

Since the scheduled business was completed, it was moved by Member Duncan and seconded by Member Ramirez the Board adjourn. In a roll call vote, all voted aye. Student Trustee Coil vote aye. Motion carried.

Meeting adjourned at 7:16 p.m.

Next meeting:

The next regular meeting of the Board will be at 6:00 p.m., on Monday, October 23, 2023, in the Riverview Conference Room.

Respectfully submitted,

Margaret Tyne, Secretary