

**MINUTES OF BOARD OF TRUSTEES REGULAR MEETING
DISTRICT NO. 537
RICHLAND COMMUNITY COLLEGE**

November 19, 2019

CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:30 p.m. Tuesday, November 19, 2019, in the Board Room of Richland Community College by Chairman Coopriider. Chairman Coopriider also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Bruce Campbell, Tom Ritter, Dr. David Coopriider, Dale Colee, Bishop Wayne Dunning, Vicki Carr, and Michaila Long

Trustees Absent: None

Also present: Dr. Cris Valdez and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on October 15, 2019 had been distributed to the Board prior to this meeting.

Prince moved to approve the minutes of the Regular Meeting on October 15, 2019. Carr seconded. Voice vote being all ayes, Chairman Coopriider declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed the Richland Community College family.

WRITTEN COMMUNICATIONS

Personnel Update

New Employees

Traci Yates, Custodian, effective November 4, 2019

Retirements, Resignations, and Terminations

CaSandra Blockton, Solutions Specialist, effective October 10, 2019

Jessica Barringer, ASC Administrative Assistant, effective November 1, 2019

College Activities Report

- MCLETC Graduation – Tabernacle Baptist Church – November 22 – 2:00 p.m.
- College Closed for Thanksgiving – November 27, 28
- Grad Fair – Mueller Student Center – December 5 – 11:00 a.m. – 3:00 p.m.
- Richland Holiday Party – Shilling Education Center – December 12
- Industrial Job Skills Training Graduation – Shilling Education Center – December 13 – 11:00 a.m.
- Nurse Pinning – Shilling Education Center – December 13 – 5:00 p.m.
- Industrial Skills Training Orientation – Shilling Education Center – December 16, 17
- Board of Trustees Meeting – Board Room, December 17, 2019
- Other activities listed in the Board Book

SPECIAL REPORTS

FACULTY REPORT

Janilyn Kocher shared a video of Halloween decorations in the Math, Science and Business Division and highlighted accomplishments of other Faculty members.

AGREEMENTS/CONTACTS SIGNED BY PRESIDENT VALDEZ

Dr. Valdez signed the Affiliation Agreement between Richland Community College and HSHS Good Shepherd Hospital.

COLLEGE SPOTLIGHT

Dan McAlpine presented Veterans Outreach

Tricia Cordulack presented Scholarship Successes

REPORT OF STUDENT TRUSTEE

Student Trustee Michaila Long presented the Student Leadership Council Report.

FOUNDATION REPORT

Tricia Cordulack updated the Board on the following:

Scholarship Donation

On September 2, 2019, Board Member Nicole Bateman attended a check presentation on behalf of the Foundation. Decatur Trades & Labor Assembly along with the Decatur Building & Trades Construction Council presented a second \$10,000 donation for the American Legion Post 105 Veterans Scholarship Fund and the Richland Community College Veteran's Center. The funds are generated by sales of the shepard's hooks constructed by the Trades and

Labor volunteers and provide supplies for the Center and scholarships for Veteran's and their dependents.

Scholarship Receptions

To accommodate the growing number of scholarship recipients, the annual reception was changed this year and held on September 24 and September 26. Donors were treated to a dinner in the Bistro and then joined students in the salons for a social and dessert reception. The new format was well received by donors and students and will be continued next year.

Richland Employee Giving Campaign

The Richland Employee Giving Campaign has again combined with the EARDC's United Way Campaign. The campaign kicked off at the All College Meeting and will continue until November 8. If you would like to participate in the Campaign, please see Debbie at the end of this meeting for a contribution form.

Annual Fund Program with Rescigno's

The contract with Rescigno's has not be renewed pending the selection of a new Executive Director for the Foundation. The remaining funds from this year's contract are being used for our Annual Appeal. The appeal (renewal & acquisition) has been developed and will be mailed before Thanksgiving.

Scholarship Applications for Spring 2020

Scholarship applications for Spring opened on October 15. To date we have received over 200 applications and expect that number to grow. To encourage applications, a team has been visiting classroom to present information about registration, financial aid and scholarships.

Culinary Scholarship Dinner

The Culinary Scholarship Dinner is scheduled for March 21, 2020. This year's theme is focused on New York City. Save the Date notices will go out before the end of the year and invitations will be mailed in January.

We will continue to offer table and course sponsorship opportunities. We are also requesting donations for our live & silent auction – a donation of a gift certificate, service, or item of your preference will help us raise additional funds to support scholarships for our Culinary Arts students.

If your business is interested in sponsoring or donating an item to the live or silent auction, please do not hesitate to reach out to me.

CONSENT AGENDA

A recommendation was made to the Board of Trustees to approve the Consent Agenda. It was recommended that the Board approve the Time and Place for 2020 Regular Meetings, Authorization in Compliance with 5 Illinois Compiled Statutes 120-2.06, and approve the employment of Executive Director, Foundation and Development.

Prince moved to approve the Consent Agenda items, as presented. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Coopriker declared the motion carried.

OLD BUSINESS

2020-2022 STRATEGIC PLAN

Teena Zindel-McWilliams presented the draft document of the 2020-2022 Strategic Plan. The Plan includes four goals: Provide relevant, high-quality learning opportunities, Foster student success and completion, Enhance and cultivate partnership in business, education, government, and communities to meet current needs of student and emerging trends of the region, and Create a sound financial system that maintains long-term operational funding, promotes operational sustainability, and utilizes an effective organizational structure.

The Trustees suggested that the Strategic Plan be brought to the Winter Board Retreat on January 9, 2020 for further review and discussion.

NEW BUSINESS

APPROVAL TO PURCHASE RAYENCE CASSETE SIZED FLAT PANEL DETECTOR

A recommendation was made to the Board of Trustees to authorized College Administration to purchase the Rayence Cassete Sized Tethered flat Panel Detector system from Central Illinois X-Ray in the amount of \$28,650.00, as presented.

Colee moved to authorize College Administration to purchase the Rayence Cassete Sized Tethered flat Panel Detector system from Central Illinois X-Ray in the amount of \$28,650.00, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Coopriker declared the motion carried.

APPROVAL TO PURCHASE A LAPAROSCOPIC TRAINING SIMULATOR SYSTEM

A recommendation was made to the Board of Trustees to authorize College Administration to purchase the Lapsim ST Laparoscopic Training System in the amount of \$38,420.00, as presented.

Colee moved to authorized College Administration to purchase the Lapsim ST Laparoscopic Training System in the amount of \$38,420.00, as presented. Prince seconded. Roll call vote being all ayes, Chairman Cooprider declared the motion carried.

APPROVAL TO PURCHASE VMWARD INFRASTRUCTURE UPGRADE

A recommendation was made to the Board of Trustees that would allow the purchase of software licenses to be purchased from Presidio, Inc. of Peoria, Illinois in the amount of \$77,145.22, as presented.

Bishop Dunning moved to approve the purchase of software licenses to be purchased from Presidio, Inc. of Peoria, Illinois in the amount of \$77,145.22, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Cooprider declared the motion carried.

APPROVAL OF A PROTECTION, HEALTH, & SAFETY PROJECT FOR HVAC SYSTEM MODIFICATION IN THE FACILITES AND PURCHASING OFFICE AREA

A recommendation was made to the Board of Trustees to Adopt Resolution 20-2 and approve the PHS Project to modify the HVAC system in the Facilities and Purchasing Office Area at a total cost of \$14,375.00 and authorize the College Administration to contract with E.L. Pruitt of Decatur, Illinois for the HVAC modifications., as presented.

Prince moved to Adopt Resolution 20-2 and approve the PHS Project to modify the HVAC system in the Facilities and Purchasing Office Area at a total cost of \$14,375.00 and authorize the College Administration to contract with E.L. Pruitt of Decatur, Illinois for the HVAC modifications, as presented. Carr seconded. Roll call vote being all ayes. Chairman Cooprider declared the motion carried.

APPROVAL TO PURCHASE TANSPORT VENTILATOR

A recommendation was made to the Board of Trustees to authorize College Administration to purchase the Hamilton Medical T1 Transport Ventilator from Hamilton Medical, Inc. of Reno, Nevada in the amount of \$14,500.00, as presented.

Campbell moved to authorized College Administration to purchase the Hamilton Medical T1 Transport Ventilator from Hamilton Medical, Inc. of Reno, Nevada in the amount of \$14,500.00, as presented. Carr seconded. Roll call vote being all ayes, Chairman Cooprider declared the motion carried.

APPROVAL TO PURCHASE A MANIKIN SIMULATOR

A recommendation was made to the Board of Trustees that would authorize the College Administration to purchase the Manikin Simulator form Laerdal Medical Corporation of Wappingers Falls, New York, in the amount of \$25,610.00, as presented.

Bishop Dunning moved to authorize the College Administration to purchase the Manikin Simulator form Laerdal Medical Corporation of Wappingers Falls, New York, in the amount of \$25,610.00, as presented. Carr seconded. Roll call vote being all ayes. Chairman Cooprider declared the motion carried.

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The October 2019 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$2,463,631.47 for October 2019 was distributed to the Board prior to the meeting.

Carr moved to ratify the October bills and travel expenditures paid and approve the Financial Statement subject to audit. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Cooprider declared the motion carried.

REPORT OF THE PRESIDENT

- Dr. Valdez and a number of other staff members presented during the ICCCA conference in Peoria, Illinois on November 14 and 15. In addition, Richland brought home the innovation award for Industrial Job Skills Training with Essential Skills.

ITEMS FROM THE BOARD

- Dale Colee thanked everyone that came together to make Keith Ashby's memorial service happen on the campus of Richland Community College.

EXECUTIVE SESSION

None

ADJOURNMENT

Carr moved and Campbell seconded to adjourn the meeting at 6:52 p.m.

Randy Prince, Secretary