

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

October 19, 2021

CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:30 p.m. Tuesday, October 19, 2021, in the Board Room of Richland Community College by Chairman Dunning. Chairman Dunning also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Tom Ritter, Jaime Shobe-Brown, Dale Colee, Vicki Carr, Bishop Wayne Dunning, Bruce Campbell and Rhiannon Hartman

Trustees Absent: Dr. David Coopridier

Also present: Dr. Cris Valdez and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on September 21, 2021 had been distributed to the Board prior to this meeting.

Campbell moved to approve the minutes of the Regular Meeting on September 21, 2021. Carr seconded. Voice vote being all ayes, Chairman Dunning declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed Jacki Pham, Brian Kalata, Matt Weidinger, Greg Marcello, and Tim Brelsfoard, all new employees of Richland Community College.

WRITTEN COMMUNICATIONS

Personnel Update

New Employees

Shantel Rogers, Executive Administrative Assistant, External Affairs, effective September 27, 2021

Changes

Tiffany Nichols, Assistant Director, Human Resources, effective July 4, 2021
John Oliver, Dean, Workforce Development, effective August 18, 2021
Meredith Johnson-Palmer, Dean, Student Success, effective August 18, 2021
Dan McAlpine, Student Success Coach I, effective September 27, 2021
Kristina Wilson, Student Success Coach I, effective September 27, 2021

Retirements, Resignations, and Terminations

Stefanie Walker, Supervisor, Food Service, effective September 17, 2021

College Activities Report

October 2021

- Dine United at the Bistro on Tuesdays through the end of the October
- October 1 – First day to fill out 2022-2023 FAFSA – students in need of financial aid for Fall 2022, Spring and Summer 2023

October 18 Spring 2022 Registration Begins
 Current Students and Veterans

October 25 Spring 2022 Registration Begins
 New Students

October 25 – 29 Richland Halloween “Die”-orama Contest
 Mueller Student Center

October 26 Workplace Drug Impairment Seminar
 Shilling Community Education Center
 8am – 5pm

October 27 Surgical Technology Costume Contest and Basket Raffle
 10am – 3pm
 Mueller Student Center

November 2021

National Native American Heritage Month

November 11 College Closed for Veterans Day

November 19 Macon County Law Enforcement Training Center RC21-14
Graduation
Maranatha Church
2pm

Media Coverage:

- Operation Obstacle Coverage
 - Vaccine Clinic
 - COVID Protocol
 - Clinton School District COVID Training with Richland Community College
 - Richland \$3,000 donation to WSOY Food Drive
 - Minority Mentorship Protégé Program – Entrepreneurship Program
 - Dine United – Bistro Five Thirty Seven
-
- Board of Trustees Meeting – Board Room, November 16, 2021
 - Other activities listed in the Board Book

SPECIAL REPORTS

AGREEMENTS SIGNED BY PRESIDENT VALDEZ

Dr. Valdez signed the Intergovernmental Agreement between Richland Community College and Cerro Gordo High School.

Dr. Valdez signed the Intergovernmental Agreement between Richland Community College and Clinton High School.

Dr. Valdez signed the Intergovernmental Agreement between Richland Community College and Meridian High School.

Dr. Valdez signed the Intergovernmental Agreement between Richland Community College and Mt. Zion High School.

Dr. Valdez signed the Intergovernmental Agreement between Richland Community College and Maroa-Forsyth High School.

Dr. Valdez signed the Intergovernmental Agreement between Richland Community College and Warrensburg-Latham High School.

Dr. Valdez signed the Intergovernmental Agreement between Richland Community College and Lutheran School Association.

Dr. Valdez signed the Intergovernmental Agreement between Richland Community College and Sangamon Valley High School.

Dr. Valdez signed the Intergovernmental Agreement between Richland Community College and Decatur Christian School.

Dr. Valdez signed the Intergovernmental Agreement between Richland Community College and Central A & M High School.

Dr. Valdez signed the Intergovernmental Agreement between Richland Community College and St. Teresa High School.

Dr. Valdez signed the Intergovernmental Agreement between Richland Community College and Argenta-Oreana High School.

REPORT OF ICCTA

Vicki Carr, Bishop Dunning, and President Valdez gave us a report of the ACCT conference they attended in San Diego, California.

MONITORING REPORT

Greg Florian presented the Monitoring Report – Physical Plan/Facilities.

COLLEGE SPOTLIGHT

Jess Smithers present the 2021 Farm Progress Show.

REPORT OF STUDENT TRUSTEE

Student Trustee Rhiannon Hartman presented the Student Leadership Council Report.

FOUNDATION REPORT

The Foundation Report was listed for information only.

CONSENT AGENDA

A recommendation was made to the Board of Trustees to approve the Consent Agenda, as presented.

Ritter moved to approve the Consent Agenda, as presented. Campbell seconded. Roll call vote being all ayes. Chairman Dunning declared the motion carried.

NEW BUSINESS

REVISION TO BOARED POLICIES 5.3, 5.4, 5.20 – SECOND READING

The Board of Trustees reviewed revision to Board Policy 5.3, 5.4, and 5.20.

- Board Policy 5.3: Presented as a separate policy to clarify the College's Non-Discrimination Policy, which encompasses more than sexual harassment and discrimination.
- Board Policy 5.4: Reordered sections of previous Policy and incorporate new language and requirements of Title IX. Also assured that no procedure is included except where required by Title IX language.
- Board Policy 5.20: Removed from Policy 5.4 and numbered as a new policy since it more logically connects to Policy 5.19, related to campus safety and security.

This is the second reading, so no action is necessary.

TRANSFER OF FUNDS

A recommendation was made to the Board of Trustees that would authorize a funds transfer of \$900,000 from the Operations and Maintenance Fund to the Operations and Maintenance Restricted Fund, as presented.

Campbell moved to approve the recommendation that was made to the Board of Trustees that would authorize a funds transfer of \$900,000 from the Operations and Maintenance Fund to the Operations and Maintenance Restricted Fund, as presented. Carr seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

APPROVAL TO PURCHASE CDL TRAINING SIMULATOR

A recommendation was made to the Board of Trustees that would authorize the College Administration to purchase the FleetMaster ^{NG6} Screen, Driver Training Simulator and all necessary components from Advance Training Systems of Vista, California for a total cost of \$93,000.00, as presented.

Colee moved to approve the recommendation that was made to the Board of Trustees that would authorize the College Administration to purchase the FleetMaster ^{NG6} Screen, Driver Training Simulator and all necessary components from Advance Training Systems of Vista, California for a total cost of \$93,000.00, as presented. Ritter seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

APPROVAL TO PURCHASE COLLEGE MINIVAN

A recommendation was made to the Board of Trustees that would authorize the College Administration to purchase the 2022 Chrysler Voyager LX and all necessary components from Bob Brady Auto Mall of Decatur, Illinois for a total cost of \$29,038.60, as presented.

Carr moved to approve the recommendation that was made to the Board of Trustees that would authorize the College Administration to purchase the 2022 Chrysler Voyager LX and all necessary components from Bob Brady Auto Mall of Decatur, Illinois for a total cost of \$29,038.60, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

APPROVAL OF AV EQUIPMENT PURCHASE

A recommendation was made to the Board of Trustees for the purchase of computer & audiovisual equipment from CDW-G of Vernon Hills, IL, for a total purchase cost of \$50,789.49, as presented.

Carr moved to approve the purchase of computer & audiovisual equipment from CDW-G of Vernon Hills, IL, for a total purchase cost of \$50,789.49, as presented. Hartman seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

APPROVAL FOR SOLVR GROUP TO CONDUCT A STRATEGIC ASSEMENT

A recommendation was made to the Board of Trustees that would allow the Administration to enter into a consulting agreement with SOLVR Group to conduct a strategic assessment of current marketing strategies, collateral and branding of Richland Community College assets at a cost of \$80,000, as presented.

Ritter moved to approve the recommendation that was made to the Board of Trustees that would allow the Administration to enter into a consulting agreement with SOLVR Group to conduct a strategic assessment of current marketing strategies, collateral and branding of Richland Community College assets at a cost of \$80,000, as presented. Carr seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

BOARD POLICY REVISION TO SECTION 3.6.5.2 FMLA – FIRST READING

The following revision is proposed for the Richland Community College Board of Trustees Policy:

3.6.5.2 Family and Medical Leave (FMLA)

Employees of Richland Community College are eligible for family and medical leave if they have at least 12 months of service, have worked at least ~~4,250~~ 1,000

hours within the preceding 12-month period, and work at a worksite where there are at least 50 employees within a 75-mile radius. The President or the President's designee must approve all FMLA leaves. For the purposes of this policy, the College will calculate a twelve-month period to commence backward from the date of the qualifying event. Available leave is determined by subtracting the number of weeks of FMLA leave taken during the 12-month "look back" period from the 12-week total allowed.

This is a first reading and no action is required.

JUNETEENTH NATIONAL FREEDOM DAY HOLIDAY DESIGNATION – SECOND READING

A recommendation was made to the Board of Trustees adopting Juneteenth National Freedom Day as a designated paid holiday to be observed the nineteenth day of June each year.

This is the second reading and no action is required.

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The September 2021 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$596,842.09 for September 2021 was distributed to the Board prior to the meeting.

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

REPORT OF THE PRESIDENT

- President Valdez shared highlighted of the Macon County Assessment: Supporting Economic and community Vibrancy and Wellness. Richland is mentioned numerous times, and highlighted in four out of eleven opportunities.
- Monday October 25, 2021, Cabinet will participate in the simulator at MCLETC.
- MCLETC is showing a 3% margin in operations. What a positive partnership!
- A state report received on performance funding shows Richland in the top eight. Therefore, the College will be receiving \$14,000.00.
- To date 81% of Richland employees are fully vaccinated. Six percent are exempt and 13% will need to be tested weekly or disciplinary action will be taken. Forty-five percent of students are fully vaccine. 22% are exempt and 1/3 will need to be tested weekly.

ITEMS FROM THE BOARD

- Bruce Campbell asked if there are cracks on campus related to the CO2. Greg assured him that the CO2 is a mile and a half below the ground and the campus is not affected.
- Dale Colee appreciated the handouts: A Return on Investment for Illinois Students, Businesses, and Local Communities, and ICCB Boost Local Economies and Provide Critical Sources of Employment.
- Bishop Dunning expressed his appreciation for all the work and service that is being done at Richland.

EXECUTIVE SESSION

None

ADJOURNMENT

Carr moved and Campbell seconded to adjourn the meeting at 6:47 p.m.

Dale Colee, Secretary