

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

September 21, 2021

CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:30 p.m. Tuesday, September 21, 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, Dr. David Coopridger, Dale Colee, Jaime Shobe-Brown, Bishop Wayne Dunning, Vicki Carr, Bruce Campbell and Rhiannon Hartman

Trustees Absent: None

Also present: Dr. Cris Valdez and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on August 17, 2021 had been distributed to the Board prior to this meeting.

Ritter moved to approve the minutes of the Regular Meeting on August 17, 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 Dr. Jeremy Morris, Ezra Pernermon, and Meredith Johnson-Palmer.

WRITTEN COMMUNICATIONS

Personnel Update

New Employees

- Bridget Harrison, Nursing Faculty, effective August 5, 2021
- Brian Kalata, Culinary Arts Faculty, effective August 5, 2021
- Greg Marcello, Biology Faculty, effective August 5, 2021
- Matt Wiediger, Psychology Faculty, effective August 5, 2021
- Jackie Pham, Math and Academic Specialist, effective August 23, 2021

Changes

- Tim Brelsfoard, Welding Faculty, effective August 5, 2021
- Molly Ploessl, Surgical Technology Faculty, effective August 5, 2021
- Tara Mata, Advancement Services & Scholarship Coordinator, effective August 30, 2021

College Activities Report

September 2021

Every Tuesday Farmers Market
Bistro Five Thirty Seven (outside)
5-7:30pm

September 25 Operation Obstacle
10am
Workforce Development Institute

October 2021

October 1 Virtual Employee Benefit Fair
Zoom
11:30am – 12:30pm

October 8 Fall Break – College Closed

October 8 WSOY Food Drive

October 13 Macon County Law Enforcement Training Center RC21-13 Graduation

October 18 Spring 2022 Registration Begins
Current Students and Veterans

October 25 Spring 2022 Registration Begins
New Students

Media Coverage:

- Farm Progress Show
- Richland – Two New Deans
- Barn Raising at Farm Progress
- New COVID Protocols
- Operation Obstacle

- Board of Trustees Meeting – Board Room, October 19, 2021
- Other activities listed in the Board Book

SPECIAL REPORTS

REPORT OF ICCTA

Vicki Carr shared highlights of the last meeting held on September 10-11

- Discussed Gov. Pritzker's [executive orders regarding COVID protocol at Illinois higher education facilities](#), including mask and vaccination mandates;
- Were informed that ICCTA has received a \$75,000 grant from the Joyce Foundation to research regional workforce needs and conduct focus groups to assess how employers and stakeholders perceive the potential value of community college baccalaureate degrees. The report (due in spring 2022) will help develop a data-driven case for CCB degrees in specific occupations;
- Offered suggestions for ICCTA's 2022 legislative goals, which will be adopted at the November 13 meeting;
- Received an update on federal legislation, including [the Fiscal Year 2022 budget reconciliation bill and America's College Promise](#);
- Heard reports from the Illinois Council of Community College Presidents and the [Illinois Community College Board](#);
- Endorsed the efforts of the Illinois Community College Marketing Collaborative. The group's statewide branding campaign will debut with ICCB's 2021 Economic Impact Study news conference on September 29;

MEMBER ENGAGEMENT

- Appointed subcommittees to develop criteria for the new Gregg Chadwick Student Service Scholarship and an association anti-racism statement;
- Announced 2 volunteer opportunities for trustees:
 - Awards judge for ICCTA's 2022 student scholarships and faculty/business/trustee awards
 - Beta tester for the "Trustee Chat" online search engine and digital library
- Revised ICCTA's [Diversity, Equity, and Inclusion statement](#) to include staff and administration:

The Illinois Community College Trustees Association recognizes that student, faculty, staff, and administrative diversity enhances the education of all students and offers direct and indirect public benefits to our state and nation. Diverse learning environments positively affect students' critical thinking skills, their civic commitment, and their preparation for work in a global economy, among other benefits. ICCTA and its member colleges are committed

to making the utmost efforts to advance diversity, equity and inclusion in higher education

- Learned that ICCTA president Jon Looney (Black Hawk) and former president Dave Maguire (Spoon River) will co-chair a Dues Review Committee;
- Received the association's FY 2021 audit. ICCTA reserves now stand at 49%, two years earlier than anticipated;
- Adopted [seven proposed amendments](#) for ICCTA's Bylaws and Operations Manual;
- Signed cards for ICCTA treasurer Maureen Broderick (Joliet) and former treasurer Mandy Little (Logan);

TRAINING

- Learned that ICCTA's June 4 [trustee leadership training is now available online](#). Each member college may receive one DVD set at no charge; additional copies are available at \$100 per DVD set;
- Thanked student trustee Daniel Blaine (Lake County) and the panelists from Heartland Community College, Thresholds, and OSF Healthcare for sharing their expertise at ICCTA's September 10 seminar on student mental health. The association's November 12 seminar will focus on board chair skills;
- Were informed that the September 10 Trustee Roundtable discussed three topics:
 - 1) How can community colleges identify critical skill sets?
 - 2) How are colleges implementing the Governor's Executive Orders regarding COVID-19?
 - 3) How should trustees communicate with their board colleagues without violating Open Meeting laws?
- Previewed the [Association of Community College Trustees' October 13-16 Leadership Congress](#), where several Illinois colleges will give presentations. ICCTA will host a reception on October 14 for ACCT board candidates Fritz Larsen (Black Hawk) and Dr. Maureen Dunne (DuPage).

UPCOMING EVENTS

SEPTEMBER 2021

Sept. 17: [Illinois Community College Board meeting](#), via Zoom

OCTOBER 2021

Oct. 1: ICCTA Professional Administrative Assistants Conference, Harry L. Crisp II Community College Center, Springfield

Oct. 13-16: [Association of Community College Trustees' National Leadership Congress](#), San Diego, CA

Oct. 21: [State Universities Retirement System meetings](#), location and format TBA

NOVEMBER 2021

Nov. 4: ICCTA Southeast Region meeting, John A. Logan College, Carterville

Nov. 11-12: [Illinois Council of Community College Administrators conference](#), I-Hotel and Conference Center, Champaign

Nov. 12: Illinois Council of Community College Presidents meeting, Marriott Schaumburg Hotel, Schaumburg

Nov. 12-13: ICCTA meetings, Marriott Schaumburg Hotel, Schaumburg

DECEMBER 2021

Dec. 2: [Illinois Student Assistance Commission](#), location and format TBA

Dec. 2-3: [State Universities Retirement System meetings](#), location and format TBA

Dec. 3: [Illinois Community College Board meeting](#), Harry L. Crisp II Community College Center, Springfield

Dec. 14: [Illinois Board of Higher Education meeting](#), Northeastern Illinois University, Chicago (as conditions allow)

NEXT MEETING

The ICCTA Board of Representatives will take place on Saturday morning, November 13, 2021, at the Marriott Schaumburg Hotel in Springfield.

COVID UPDATE

President Valdez gave an update on the Covid-19 Vaccination Incentive Program. The incentive program will be eligible to all credit-bearing, Adult Ed, Enrich students and employees. The incentive will be \$300 for students and \$500 for employees and subject to payroll taxes.

REPORT OF STUDENT TRUSTEE

Student Trustee Rhiannon Hartman presented the Student Leadership Council Report.

FOUNDATION REPORT

Julie Melton reported on top accomplishment, projects in progress and new opportunities on the horizon. Julie will start providing quarterly updates to the Board of Trustees.

NEW BUSINESS

APPROVAL OF A LETTER OF UNDERSTANDING WITH TEAMSTER JOINT COUNCIL NO. 25 AND EMPLOYERS APPRENTICESHIP AND TRAINING FUND

A recommendation was made to the Board of Trustees to approve a letter of understanding with Teamster Joint Council No. 25 and Employers Apprenticeship and Training Fund.

Dr. Coopriider moved to approve the letter of understanding with Teamster Joint Council No. 25 and Employers Apprenticeship and Training Fund, as presented Campbell seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

REVISIONS TO BOARD POLICY 5.3, 5.4, 5.20 – FIRST 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 first reading, so no action is necessary.

APPROVAL TO PURCHASE C-ARM X-RAY MACHINE

A recommendation was made to the Board that would authorize the College Administration to purchase the GE OEC 9600 Mobile C-Arm X-Ray Machine and all necessary components from Pacific Health Care Imaging, of San Diego, California for a total cost of \$12,300.00.

Carr moved to authorize the College Administration to purchase the GE OEC 9600 Mobile C-Arm X-Ray Machine and all necessary components from Pacific Health Care Imaging, of San Diego, California for a total cost of \$12,300.00, as presented. Hartman seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

JUNETEENTH NATIONAL FREEDOM DAY HOLIDY DESIGNATION

A recommendation was mad 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 and to waive the three reading procedure and adopt Board Policy as modified.

After discussion, the Trustees agreed that they would like this to be reviewed for the three readings. This will be placed on the October agenda for the second reading. No action is necessary at this time.

APPROVAL TO CONTRACT WITH BLDD FOR THE INTERIOR DESIGN AND BUILD-OUT FOR THE AG BUILDING

A recommendation was made to the Board of Trustees that would approve the Administration to contract with BLDD to develop project planning and specifications for the Agriculture Program Building interior build-out at a cost of \$305,000.

Colee moved to approve the Administration to contract with BLDD to develop project planning and specifications for the Agriculture Program Building interior build-out at a cost of \$305,000, as presented. Carr seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

APPROVAL TO PURCHASE A TORO 7500-D MOWER

A recommendation was made to the Board of Trustees that would authorize the Administration to purchase a Toro Z-Master 7500-D Series 96" Rear discharge Mower for the contract price of \$34,066.18.

Campbell moved to authorize the Administration to purchase a Toro Z-Master 7500-D Series 96" Rear discharge Mower for the contract price of \$34,066.18, as presented. Ritter seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

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 \$2,085,479.49 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. Dr. Coopriider seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

REPORT OF THE PRESIDENT

- President Valdez reported to the Board of Trustees that we continue to work on the Covid-19 mitigations.
- The Minority Mentor Protégé Project currently has 20 participants and there are plans to work on a business incubator. There will be more information coming soon.

ITEMS FROM THE BOARD

- Dale Colee thanked Dr. Valdez for positive work. It is recognized that there are so many projects to work on, and Dr. Valdez keeps the ball rolling.
- Bishop Dunning thanked all of the unsung heroes. He knows that the work takes a big team and everyone should be recognized for the good work that is happening at Richland.

EXECUTIVE SESSION

Carr moved to enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (c) (1); for the purpose of discussing collective negotiating matters, as specified in Section 2(c) (2); for discussion of purchase or lease of real property , as specified in Section 2 (c) (5); for discussion of pending or probable litigation, as specified in Section 2(c) (11); and for self -evaluation, as specified in Section 2 (c)(16) of the Open Meetings Act. Campbell seconded. Voice vote being all ayes, Chairman Dunning declared the motion carried.

Meeting convened into closed session at 6:33 p.m.

Meeting reconvened into open session at 7:10 p.m.

ADJOURNMENT

Colee moved and Ritter seconded to adjourn the meeting at 7:11 p.m.

Dale Colee, Secretary