MINUTES OF BOARD OF TRUSTEES REGULAR MEETING

**DISTRICT NO. 537**

**RICHLAND COMMUNITY COLLEGE**

**March 21, 2023**

# CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:31 p.m. Tuesday, March 21, 2023, at MCLETC by Chairman Dunning. Chairman Dunning also recited the College Vision, Mission, and Core Values.

## Roll Call

Trustees Present: Tom Ritter, Vicki Carr, Bishop Wayne Dunning, Ben Andreas and Jacob Watkins

Trustees Absent: Dr. David Cooprider and Dale Colee

Also present: Dr. Cris Valdez and other staff members

# MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on February 21, 2023 had been distributed to the Board prior to this meeting.

Campbell moved to approve the minutes of the Regular Meeting on February 21, 2023. Ritter 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 Deputy Commander Jason Walker of MCLETC.

 **WRITTEN COMMUNICATIONS**

##### Personnel Update

 New Employees

* Mia Tyus, Minority Mentor Protégé, Coordinator, effective February 6, 2023
* Karly Woods, Food Service, Manager MCLETC, effective February 6, 2023
* Brian Silotto, Major and Planned Giving, Director, effective February 20, 2023
* Sheree Zalanka, Controller, effective February 20, 2023

# SPECIAL REPORTS

**REPORT OF AG PROGRAM**

Jess Smithers gave an update on the Ag Program.

**REPORT OF ICCTA**

Vicki Carr gave an update on the last ICCTA meeting held in Lombard. She shared highlights and roundtable discussions. The next ICCTA event will be held in Springfield and she encouraged all to attend. This meeting will include the annual Lobby Day and will be held on May 2-3.

**MONITORING REPORT**

Commander Jim Getz presented the Monitoring Report.

**REPORT OF STUDENT TRUSTEE**

Student Trustee Jacob Watkins presented the Student Leadership Council Report.

**INSTITUTIONAL ADVANCEMENT REPORT**

Julie Melton provided the Institutional Advancement Report and information to the Board of Trustees.

**CONSENT AGENDA**

The Consent Agenda was presented to the Board of Trustees regarding the employment of Full-Time Program Director of Early Childhood Education (grant funded).

**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**

**AMMUNITION PURCHASE REQUEST**

A recommendation was made to the Board of Trustees that would allow the purchase of $24,000.00 for training ammunition to be used at the Macon County Law Enforcement Training Center from Ray O’Herron Company Inc., of Danville, IL, as presented.

**Carr moved to approve the purchase of $24,000.00 for training ammunition to be used at the Macon County Law Enforcement Training Center from Ray O’Herron Company Inc., of Danville, IL, as presented. Andreas seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

**REVISION TO BOARD POLICY 3.6 – BEREAVEMENT LEAVE – ALL EMPLOYEES 3.6.5.7.1 – FAMILY BEREAVEMENT LEAVE POLICY – SECOND READING**

In order to bring our policies into compliance with the new updates to the Family Bereavement

Leave Act, it is recommended that the Board of Trustees review Board Policy 3.6.5.7.1

and consider adoption. This is the second reading, so no action is necessary.

**PURCHASE OF FRANKLIN COVEY ALL ACCESS PASS PLUS TRAINING MATERIALS**

A recommendation was made to the Board of Trustee that would allow College Administration to purchase a one-year term for $26,000.00 or a two-year term at the cost of $43,200.00, as presented.

**Carr moved to approve a two-year term that would allow College Administration to purchase the Franklin Covey All Access Pass Plus Training Materials, as presented. Watkins seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

**ANATOMAGE TABLET PURCHASE**

A recommendation was made to the Board of Trustees for the purchase of 8 Anatomage tablets be made from Anatomage, Inc of Santa Clara, CA, for an amount of $19,300.00, as presented.

**Campbell moved to approve the purchase of 8 Anatomage tablets be made from Anatomage, Inc of Santa Clara, CA, for an amount of $19,300.00, as presented. Carr seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

**APPROVAL TO CONTRACT FOR ELECTRICAL SERVICE UPGRADE**

A recommendation was made to the Board of Trustees that would authorize the Administration to contract with Bodine Electric of Decatur, IL to upgrade the electrical systems at a cost of $16,900.00, as presented.

**Campbell moved to authorize the Administration to contract with Bodine Electric of Decatur, IL to upgrade the electrical systems at a cost of $16,900.00, as presented. Andreas seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

**TUITION RECOMMENDATION FOR FISCAL YEAR 2024**

A recommendation was made to the Board of Trustees to set the Academic Year 2023-2024 tuition per credit hour for the standard in-district tuition rate at $139.00, the in-state out-of- district tuition rate at $346.00, the out-of-state tuition rate at $555.00, the chargeback rate at $300.00, the online tuition rate at $175.00, the variable tuition rate for designated Health Professions classes at $167.00, the standard fee at $14.00 per credit hour, and reauthorize the practice of charging in-district tuition to student who live out-of-district and are attending a in-district educational institution, as presented.

**Ritter moved to approve the tuition recommendation set for Academic Year 2023-2024 tuition per credit hour for the standard in-district tuition rate at $139.00, the in-state out-of- district tuition rate at $346.00, the out-of-state tuition rate at $555.00, the chargeback rate at $300.00, the online tuition rate at $175.00, the variable tuition rate for designated Health Professions classes at $167.00, the standard fee at $14.00 per credit hour, and reauthorize the practice of charging in-district tuition to student who live out-of-district and are attending a in-district educational institution, as presented. Carr seconded. Roll call vote being five ayes, one nae, Chairman Dunning declared the motion carried.**

**FISCAL YEAR 2024 GENERAL AND COURSE FEES**

A recommendation was made to the Board of Trustees approving the fee schedule that would be applied starting with the Summer 2023 semester, as presented.

**Campbell moved to approve the fee schedule that would be applied starting with the Summer 2023 semester, as presented. Carr seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The February 2023 Treasurer’s Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of $1,505,038.79 for February 2023 was distributed to the Board prior to the meeting.

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

REPORT OF THE PRESIDENT

* President Valdez reminded the Trustees that Commencement will be held May 19, 2023 at 7:00 p.m. at the Civic Center.
* The State of the College will take place on April 12, 2023 at 11:30 a.m. in the Shilling Salons.
* Commitment of how we support our community continues to shine. With a stable number of employees at MCLETC and the EnRich program, we continue to see increased enrollments numbers at Richland.

ITEMS FROM THE BOARD

* Chairman Dunning reminded the Trustees of the Culinary Scholarship dinner that will be held on March 25, 2023 at 5:00 p.m. in the Shilling Salons.
* Chairman Dunning reported the passing of a long time Richland supporter, Dr. Joseph Schrodt. A celebration for Dr. Schodt will take place at 11:00 a.m. on Friday March 24, 2023 at Life Foursquare church.

 **EXECUTIVE SESSION**

**Carr moved to enter into closed session for the purpose of discussing individual**

**employment, as specified in section 2 (c) (1); for the purpose of discussing collective**

**negation matters, as specified in Section 2 (c) (2); for discussion of purchase or lease**

**of real property, as specified n Section 2 (c) (5); for discussion of pending or probable**

**litigation, as specified in Section 2 (c) (16) of the open Meeting Act. Ritter seconded.**

**Voice vote being all ayes, Chairman Dunning declared the motion carried.**

Meeting convened into closed session at 7:40 p.m.

Meeting reconvened into open session at 8:32 p.m.

ADJOURNMENT

Campbell moved and Andreas seconded to adjourn the meeting at 8:33 p.m.

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Dale Colee, Secretary