MINUTES OF BOARD OF TRUSTEES REGULAR MEETING

**DISTRICT NO. 537**

**RICHLAND COMMUNITY COLLEGE**

**November 13, 2023**

# CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:30 p.m. Monday November 13, 2023, in the Board Room of Richland Community College by Chairwoman Carr. Chairwoman Carr also recited the College Vision, Mission, and Core Values.

## Roll Call

Trustees Present: Ben Andras, Dale Colee, Bishop Wayne Dunning, and Vicki Carr

Trustees Absent: Tom Ritter, Marcy Rood, and Austin Yutzy

Also present: Dr. Cris Valdez and other staff members

**OATH OF OFFICE AND SEATING OF APPOINTED TRUSTEE**

Chairwoman Carr administered the oath of office to Dan Diskey.

# MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on October 17, 2023 had been distributed to the Board prior to this meeting.

Bishop Dunning moved to approve the minutes of the Regular Meeting on October 17, 2023. Andreas seconded. Voice vote being all ayes, Chairwoman Carr declared the motion carried.

# APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed Valerie Wells of the Herald and Review, and new employees Maddie Walton and Taylor Vidmar.

**WRITTEN COMMUNICATIONS**

##### Personnel Update

New Employees

* Shari Hanks, Tech Services Specialist I, effective October 30, 2023

A press release was included in the Board packet regarding a 7% increase in Fall enrollment and Growth in the EnRich Healthcare Program at Richland

# SPECIAL REPORTS

**REPORT OF ICCTA**

Chairwoman Carr gave an update of the last meeting held in Schaumburg. She also encouraged the Trustees to attend the GLI in November and the ACCT legislative Summit in February.

**MONITORING REPORT**

Jacque Manicki, Krystle Temple, Julie Pangrac and Kona Jones presented the Monitoring Report – Student Services.

**2020-2023 STRATEGIC PLAN FINAL REPORT**

The Strategic Plan Goal Teams and the Logistics Team are pleased to present the 2020-2023 Strategic Plan Final Report for your review.

**FACULTY REPORT**

None

**REPORT OF STUDENT TRUSTEE**

The Student Leadership Council Report was in the Board packet.

**INSTITUTIONAL ADVANCEMENT REPORT**

The Institutional Advancement report was in the Board packet.

**CONSENT AGENDA**

A recommendation was made to the Board of Trustees to approve items on the Consent Agenda. The first item was Authorization in Compliance for approval to destroy the verbatim recording of the Executive Session meeting held on February 15, 2022. The next item was to approve the Time and Place for 2024 Regular Meetings. The Trustees were given two options. The first was to hold 12 monthly meetings. The Second was to hold 10 monthly meetings as two Board retreats in January and July. After discussion, the Trustees agreed to the 12 monthly meetings.

**Andreas moved to approve the Consent Agenda, as presented. Bishop Dunning seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**NEW BUSINESS**

**BOARD POLICY 3.6.5.17 – EMPLOYEE SERVICE INCENTIVE PROGRAM – SECOND READING**

This Employee Service Incentive Program (“Program”) provides the opportunity for employees

to provide service to the College, college colleagues and the community. Scheduling of hours

taken by an employee under this Program during regular working hours must be approved in

advance by the department/division supervisor. Service hours taken at the request of the

employee cannot result in a schedule that creates overtime, as presented.

**BOARD POLICY 3.6.5.4.1 – PAID LEAVE FOR ALL WORKERS ACT – SECOND READING**

In accordance with 820 ILCS 192/Paid Leave for All Workers Act effective January 1, 2024,

Richland Community College will offer a minimum of 40 hours paid leave during each 12-

month period to all eligible employees.

The paid leave may be used by the employee for any purpose as long as the paid leave is

taken in accordance with the provisions of this Act, as presented.

**NEW CERTIFICATE – BASIC OFFICE TECHNOLOGY**

A recommendation was made to the Board of Trustees that would approve the Basic Office Technology certificate recently approved by the Academic Standards Committee, as presented.

**Bishop Dunning moved to approve the Basic Office Technology certificate recently approved by the Academic Standards Committee, as presented. Andreas seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**MCLETC RANGE RECLAMATION SERVICE CONTRACT**

A recommendation was made to the Board of Trustees to approve a reclamation contract with Action Target of Provo, UT, not to exceed $58,825.00, as presented.

**Bishop Dunning moved to approve a reclamation contract with Action Target of Provo, UT, not to exceed $58,825.00, as presented. Andreas seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**PURCHASE OF ZEUS AUTOMOTIVE DIAGNOSTIC**

A recommendation was made to the Board of Trustees that would authorize College Administration to purchase the Snap-On Zeus Diagnostic Mobile Work center from Snap-On Industrial for the price of $12,624.00, as presented.

**Bishop Dunning moved to authorize College Administration to purchase the Snap-On Zeus Diagnostic Mobile Work center from Snap-On Industrial for the price of $12,624.00, as presented. Andreas seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

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

A list of bills paid in the amount of $1,199,946.87 for October 2023 was distributed to the Board prior to the meeting.

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

REPORT OF THE PRESIDENT

* President Valdez attended the Illinois Manufacturing Workforce Ecosystem Symposium last week. This was a chance to bring everyone together to prepare for a possible $155 million grant that would be shared amongst the Illinois Community Colleges over three years. Goals include a common core in manufacturing education and training an additional 24,000. President Valdez will share when more information is available.

ITEMS FROM THE BOARD

* Bishop Dunning welcomed Dan Diskey as our new Trustee.

**EXECUTIVE SESSION**

**Andreas 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 negation 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. Bishop Dunning seconded. Voice vote being all ayes, Chairwoman Carr declared the motion carried.**

Meeting convened into closed session at 7:22 p.m.

Meeting reconvened into open session at 7:43 p.m.

ADJOURNMENT

Andreas moved and Bishop Dunning seconded to adjourn the meeting at 7:44 p.m.

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Benjamin Andreas, Secretary