MINUTES OF BOARD OF TRUSTEES REGULAR MEETING

**DISTRICT NO. 537**

**RICHLAND COMMUNITY COLLEGE**

**October 17, 2023**

# CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:30 p.m. Tuesday, October 17, 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: Dale Colee, Ben Andreas, Bishop Wayne Dunning, and Marcy Rood, Vicki Carr, and Austin Yutzy

Trustees Absent: Tom Ritter

Also present: Dr. Cris Valdez and other staff members

# MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on September 19, 2023 had been distributed to the Board prior to this meeting.

Colee moved to approve the minutes of the Regular Meeting on September 19, 2023. Rood 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 the Richland family.

**WRITTEN COMMUNICATIONS**

##### Personnel Update

**New Employees**

**Name Position Start Date**

Beth Jackson Facilitator, Surgical Tech 09/10/2023

Florence Goldsberry Library Technical Assistant 09/12/2023

Katie Murphy Dual Credit Coordinator 09/12/2023

Taylor Vidmar English Specialist 09/12/2023

Madison Walton Administrative Assistant, ASC 09/12/2023

**Retirements, Resignations, and Terminations**

**Name Position Last Day**

Calen Edgar EMS, Coordinator 08/17/2023

Jessica Pickel Dean, Liberal Arts 09/29/2023

# SPECIAL REPORTS

**REPORT OF ICCTA**

Chairwoman Carr gave an update of their recent trip to ACCT Leadership Congress in Las Vegas, NV. They presented on Prep Academy and our partnership with DPS61. The presentation was in the Board packet.

**FACULTY REPORT**

None

**MENTAL HEALTH PARTNERSHIP WITH MEMORIAL HEALTH**

Joe Drew, Kenneth Dunn and Jonathon Ponser from Memorial Health Systems presented to the Board of Trustees.

**REPORT OF STUDENT TRUSTEE**

Student Trustee Austin Yutzy presented the Student Leadership Council Report.

**INSTITUTIONAL ADVANCEMENT**

The Institutional Advancement report was provided to the Trustees for information only.

**CONSENT AGENDA**

The Consent Agenda was presented to the Board of Trustees for them to consider the temporary full-time employment of Derek Clem, as presented.

Yutzy moved to approve the Consent Agenda, as presented. Rood seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.

**NEW BUSINESS**

**POLICY 3.1.3.1 FACULTY QUALIFICATIONS – THIRD READING AND ADOPTION**

A recommendation was made to the Board of Trustees to approve Policy 3.1.3.1 Faculty Qualifications and the renumbering of the Academic Rank Initial Placement Policy to 3.1.3.2, as presented.

**Yutzy moved to approve Policy 3.1.3.1 Faculty Qualifications and the renumbering of the Academic Rank Initial Placement Policy to 3.1.3.2, as presented. Colee seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**BOARD POLICY 3.6.5.17 – EMPLOYEE SERVICE INCENTIVE PROGRAM – FIRST 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 – FIRST 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 longa s the paid leave is taken in accordance with the provisions of this Act, as presented.

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

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

A list of bills paid in the amount of $2,206,513.22 for September 2023 was distributed to the Board prior to the meeting.

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

REPORT OF THE PRESIDENT

* President Valdez reminded the Trustees of the upcoming Trick or Treat celebration at MCLETC. Donations are being accepted and they are expecting to have thousands come.
* The November Board of Trustees meeting will be held on November 13, 2023 at 5:30 p.m. in the Boardroom.

ITEMS FROM THE BOARD

None

**EXECUTIVE SESSION**

None

ADJOURNMENT

Yutzy moved and Andreas seconded to adjourn the meeting at 6:10 p.m.

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Benjamin Andreas, Secretary