MINUTES OF BOARD OF TRUSTEES REGULAR MEETING

**DISTRICT NO. 537**

**RICHLAND COMMUNITY COLLEGE**

**September 20, 2022**

# CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:31 p.m. Tuesday, September 20, 2022, 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, Dale Colee, Vicki Carr, Bishop Wayne Dunning, Ben Andreas, Bruce Campbell, and Jacob Watkins

Trustees Absent: Dr. David Cooprider

Also present: Dr. Cris Valdez and other staff members

# MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on August 16, 2022 had been distributed to the Board prior to this meeting.

Ritter moved to approve the minutes of the Regular Meeting on August 16, 2022. 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 Adam Lovell, Grants Coordinator

**WRITTEN COMMUNICATIONS**

##### Personnel Update

New Employees

* Theresa Matthews, Housekeeper – MCLETC, effective August 1, 2022
* Emma Roark, Content Writer and Communications Coordinator, effective August 8, 2022
* Samantha Bright, Marketing Coordinator, effective August 8, 2022
* Bradley Curry, Engineering Technology Faculty, effective August 16, 2022
* Ethan Stephenson, English Faculty, effective August 16, 2022
* Jennifer Bollinger, Health Information Technology, effective August 16, 2022
* Nicholas Rozanski, Welding Faculty, effective August 16, 2022
* Robyn Ewald, Nurse Assistant Faculty/Program Coordinator, effective August 16, 2022
* David Virden, Food Service Manager, effective August 28, 2022

Changes

* Lori McKenzie, Administrative Assistant, Health Professions, effective August 1, 2022
* Jermaine Jones. Food Service Worker – MCLETC, effective August 8, 2022
* Allison Shuppara, Lead Success Coach, effective August 15, 2022
* Ezra Penermon, Director, Minority Mentorship Protégé Program, effective August 17, 2022
* Niki Yeaman, Tech Services Specialist I, effective August 17, 2022
* Kim Dial, HR Assistant, effective August 28, 2022

Retirements, Resignation, and Terminations

* Michael Stubblefield, Food Service Manager, effective August 11, 2022
* Annetta Evans, Administrative Assistant, Academic Success Center, effective August 12, 2022
* Tyson Lowe, Food Service Worker – MCLETC, effective August 19, 2022

# SPECIAL REPORTS

**REPORT OF ICCTA**

Vicki Carr gave an update on the last ICCTA meeting held in Springfield September 9-10. Highlights include:

* Discussed potential legislative initiatives, including the exclusion of for-profit institutions from the Illinois Monetary Award Program and expansion of community college boards’ ability to conduct remote meetings. ICCTA’s 2023 Legislative Goals will be adopted at its November 12 board meeting;
* Heard that ICCTA will work with the Illinois Community College Board, the Illinois Council of Community College Presidents, and student trustees on a letter supporting House Bill 5424, which would appropriate $19 million to fully fund the Mental Health Early Action on Campus Act;
* Welcomed remarks from Springfield Sangamon Growth Alliance president and CEO Ryan McCrady, who praised community college nimbleness in adapting to local economic development needs;
* Learned that ICCTA has applied for renewed grant funding to continue gathering regional workforce data to bolster the case for community college baccalaureate degrees;
* Highlighted key dates for the April 4, 2023 consolidated election of community college trustees; and • Received updates from ICCB, the Presidents Council, and the Association of Community College Trustees.
* Were informed that Trustee Roundtable participants discussed three topics: tuition waivers, enrollment strategies, and trustee involvement in college promotion; • Set the 2023 nomination deadlines for ICCTA’s awards. All four of the association’s student scholarships will be funded by outside sources next year;
* Adopted a Neurodiversity Inclusion Statement proposed by the ICCTA Diversity Committee;
* Received the association’s Fiscal Year 2022 audit. The external auditor issued a clean, unqualified opinion;
* Thanked BibliU for hosting a reception on Friday evening, September 9. ICCTA Future of Work co-chair Dr. Maureen Banks (Parkland) chatted with Ryan McCrady, president and CEO of the Springfield Sangamon Growth Alliance, after the Friday luncheon. ICCTA president Dr. Maureen Dunne (DuPage), vice president Maureen Broderick (Joliet), and secretary Bishop Wayne Dunning (Richland) welcome trustees to the association’s first meeting of the 2022-2023 year.
* Praised ICCTA’s September 9 workforce development seminar, which featured panelists from Heartland Community College, Illinois Central College, and Lincoln Land Community College;
* Suggested that trustees explore the implicit association tests developed by Project Implicit;
* Previewed ACCT’s October 26-29 Leadership Congress in New York City, which will feature several Illinois-focused presentations and an ICCTA reception on October 27. Trustees are also urged to support Bishop Wayne Dunning (Richland) in his bid for ACCT director at-large;
* Noted that ICCTA is assisting with ACCT’s December 1-2 Governance Leadership Institute at Triton College. Registration information will be available soon

**COLLEGE SPOTLIGHT**

Jessica Pickel presented the College Spotlight – Liberal Arts

**MONITORING REPORT**

Joe Feinstein presented the Monitoring Report – Physical Plant/Facilities

**REPORT OF STUDENT TRUSTEE**

Student Trustee Jacob Watkins presented the Student Leadership Council Report.

**INSTITUTIONAL ADVANCMENT REPORT**

The Institutional Advancement report was in the Board book for informational purposes.

**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. Andreas seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

**NEW BUSINESS**

**RECOMMENDATION TO REVISE BOARD POLICY 1.21 – VALUE AND TENETS FOR RICHLAND COMMUNITY COLLEGE EMPLOYEES – FIRST READING**

A recommendation was made to the Board of Trustees that would add the values of Integrity, Inclusion, Equity and Belonging to the current values. This is the second reading and no action was necessary.

**RECOMMENDATION TO PURCHASE CISCO ISE NETWORK ACCESS CONTROL IMPLEMNTATION**

A recommendation was made to the Board of Trustees that would allow the College to enter into a contract for the purchase of Cisco ISE with Presidio, Inc. of Peoria, IL in the amount of $52,494.80, as presented.

**Carr moved to approve College Administration to enter into a contract for the purchase of Cisco ISE with Presidio, Inc. of Peoria, IL in the amount of $52,494.80, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

**RECOMMENDATION FOR CAMPUSWORKS ERP SELECTION PHASE I & II CONSULTING SERVICES**

A recommendation was made to the Board of Trustees that would allow Richland to enter into an agreement with CampusWorks of Bradenton, FL for readiness assessment and process redesign services in the amount of $362,060.00, as presented.

**Andreas moved to allow Richland to enter into an agreement with CampusWorks of Bradenton, FL for readiness assessment and process redesign services in the amount of $362,060.00, as presented. Colee seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

**RECOMMENDATIONS FOR LAPTOP PURCHASE FOR EDUCATION PROGRAMS**

A recommendation was made to the Board of Trustees that would allow College administration to purchase 50 laptop computers from CDW-G of Vernon Hills, IL in the amount of $30,797.50, as presented.

**Carr moved to allow College administration to purchase 50 laptops from CDW-G of Vernon Hills, IL in the amount of $30,797.50, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

**RECOMMENDATION FOR APPROVAL OF STRATGIC ASSESMENT**

A recommendation was made to the Board of Trustees that would allow the College 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 $120,000. Funding for this request is allocated in the college budget for FY23.

**Campbell moved to approve the recommendation was made to the Board of Trustees that would allow the College 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 $120,000. Funding for this request is allocated in the college budget for FY23. Colee seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

**RECOMMENDATION FOR DIEB AND HUMAN RESOUCES OFFICE UPGRADES**

A recommendation was made to the Board of Trustees that would authorize the College Administration to contract with Resource One for Furniture and DIRTT walls for the amount of $49,000.00, as presented.

**Colee moved to authorize the College Administration to contract with Resource One for Furniture and DIRTT walls for the amount of $49,000.00, as presented. Carr seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

**RECOMMENDATION FOR APPROVAL OF SERVICE CONTRACT FOR BUILDING AUTOMATION SOFTWARE**

A recommendation was made to the Board of Trustees that would authorize the College Administration to contract with Environmental Control Solutions, Inc of Peoria, IL for a one-year BAS service agreement for the amount of $29,100.00, as presented.

**Carr moved to authorize the College Administration to contract with Environmental Control Solutions, Inc of Peoria, IL for a one-year BAS service agreement for the amount of $29,100.00, as presented. Andreas seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

**RECOMMENDATION TO CONTRACT WITH BLDD FOR CLASSROOM REMODELING UNDER THE PATH GRANT**

A recommendation was made to the Board of Trustees that would allow the College to enter into a contract with BLDD Architects, Inc., of Decatur, IL, for an amount not to exceed $20,000.00, as presented.

Ritter moved to allow the College to enter into a contract with BLDD Architects, Inc., of Decatur, IL, for an amount not to exceed $20,000.00, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

**RECOMMENDATION FOR ONLINE TEXTBOOK PILOT PROGRAM CONTRACT**

A recommendation was made to the Board of Trustees that would allow the College to enter into a contract with BibliU, Inc. of Brooklyn, NY for the amount not to exceed $24,400.00, as presented.

**Carr moved to allow the College to enter into a contract with BibliU, Inc. of Brooklyn, NY for the amount not to exceed $24,400.00, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The August 2022 Treasurer’s Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of $1,297,188.46 for August 2022 was distributed to the Board prior to the meeting.

Ritter moved to ratify the August 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 reported to the Board of Trustees that the Department of Corrections is up and running at the new training center. There are currently two classes running and staff is providing 790 meals per day.
* The College participated in a JED analysis over the last two days. Dr. Isaac Zuniga reported that the College is getting good results. There are still opportunities for growth, but all of the services are well needed and we are seeing good outcomes. Dr. Zuniga will share the results with the Trustees once he receives the report.
* The College has begun conversation with Dansig Insurance regarding our Blue Cross Blue Shield contract. As most businesses are seeing a 10-15% increase, Richland will not see more than a 6.2% increase.
* President Valdez and Courtney Carson attended the IMA Fly-In to Washington D. C. last week. They met with representatives at the White House and look forward to more partnerships that will enhance the College.

ITEMS FROM THE BOARD

* Dale Colee thanked Laurie Hughes and Jessica Pickel for participating on his radio show. He encouraged more Richland interviews to share the great work Richland is doing in the community.
* Chairman Dunning thanked everyone for the picnic that took place over the weekend. It was a great time, good food and a lot of fun!

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

Meeting convened into closed session at 7:45 p.m.

Meeting reconvened into open session at 8:56 p.m.

ADJOURNMENT

Colee moved and Carr seconded to adjourn the meeting at 8:57 p.m.

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Dale Colee, Secretary