MINUTES OF BOARD OF TRUSTEES REGULAR MEETING

**DISTRICT NO. 537**

**RICHLAND COMMUNITY COLLEGE**

**March 18, 2025**

# CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:31 p.m. Tuesday, March 18, 2025, 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: Tom Ritter, Ben Andreas, Dale Colee, Dan Diskey, Marcy Rood, Vicki Carr and Brayden Thomas

Trustees Absent: Bishop Wayne Dunning

Also present: Dr. Cris Valdez and other staff members

# MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on February 18, 2025, had been distributed to the Board prior to this meeting.

Andreas moved to approve the minutes of the Regular Meeting on February 18, 2025. Diskey 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 Julie Rambo, Executive Admin. of Student Success and Academics, and Anna Shapland, Instructional Technology Specialist

**REPORT OF SELECTION OF STUDENT TRUSTEE**

Dr. Isaac Zuniga reported to the Board of Trustees that Rachael Pender will be seated at the April Board of Trustees meeting serving as Student Trustee for the 2025-2026 term.

**WRITTEN COMMUNICATIONS**

##### Personnel Update

**New Employees**

Natalie Weathers Executive Assistant and External Relations Office 02/03/2025

William Soquet Donor Information and Database Coordinator 02/10/2025

**Changes**

Amy Snow Assistant Director Human Resources to 01/24/2025

Interim Executive Director Human Resources

**Retirements, Resignations, and Terminations**

Nicole DelMastro-Jeffery Executive Director Diversity Equity Inclusion Belonging 02/03/2025

Shanae Williams Food Service – MCLETC 02/03/2025

Kristie Dawson Executive Director, Human Resources 02/24/2025

# SPECIAL REPORTS

**REPORT OF ICCTA**

Ben Andreas gave an update on the ICCTA meeting in Lisle, IL on March 14. This was his first meeting and was pleasantly surprised and what a good meeting it was. It was nice to meet other Trustees from other Colleges and see the wonderful work that is done. He encouraged other Trustees to try and attend in the future.

Chairwoman Carr the Trustees of the next Governance Leadership Institute that will be held I November in Chicago. This would be a good opportunity to send a team from Richland. Also, the next ICCTA meeting and Lobby Day will be held in Springfield in May. Please let Madonna know if you plan to attend.

**MONITORING REPORT**

Amy Snow presented the Staff Profile/Employee Engagement Monitoring Report

**FACULTY REPORT**

Laurie Hughes updated the Trustees on the next round of leadership for Faculty. Beginning August 25, 2025 Brooke Oliver will serve as President, Faith Brenner will serve at Vice President, Ethan Stephenson will serve at Secretary and Tavis While will serve as Treasurer.

Michelle Stephens updated the Trustees on the next presentation of When the Rainbow is Enuf. Performances will be April 4, 5, an 6th.

Schuy Weishaar made the Trustees aware of the first annual writing contest. Categories include Fiction, Non-Fiction, and Poetry. Prized will be awarded and winners will present to a live audience on the Richland campus.

**REPORT OF STUDENT TRUSTEE**

Student Trustee Brayden Thomas presented the Student Leadership Council Report.

**OLD BUSINESS**

**EXAMINATION OF CLOSED SESSION MINUTES**

A recommendation was made to the Board of Trustees to approve the continued confidentiality of the closed session minutes, as presented.

**Colee moved to approve the continued confidentiality of the closed session minutes, as presented. Rood seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**NEW BUSINESS**

**BOARD POLICY 4.6.12 – THIRD READING AND ADOPTION**

In compliance with Illinois Public Act 103-871 (effective January 1, 2025), Richland Community College must adopt a policy allowing students serving in the National Guard or Reserve components to submit missed classwork and complete assignments resulting from military obligations, such as required drills or other service commitments.

The attached Board Policy 4.6.12 ensures compliance with state mandates and provides clear procedures for students to notify faculty of their service obligations, adjust deadlines as needed, and maintain flexibility while upholding academic standards. The policy also includes provisions for training faculty and staff to ensure consistent implementation and support across the college.

This initiative reflects Richland’s commitment to supporting our military-affiliated students and their success, recognizing the unique challenges they face. We recommend your review and approval of this policy to ensure our institution is prepared to meet these requirements and maintain alignment with state legislation.

**Thomas moved to adopt Board Policy 4.6.12, as presented. Diskey seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**PROFESSOR EMERITUS RECOMMENDATION**

A recommendation was made to the Board of Trustees that would grant Professor Emeritus status to Marcella Cremer, James Jones, Dr. Evyonne Hawkins, Gil Rocha, and Deb Yaden, retired faculty members, as specified in Professor Emeritus Policy 3.8.1, as presented.

**Thomas moved to grant Professor Emeritus status to Marcella Cremer, James Jones, Dr. Evyonne Hawkins, Gil Rocha, and Deb Yaden, retired faculty members, as specified in Professor Emeritus Policy 3.8.1, as presented. Ritter seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**BOARD POLICY 4.2.0 – RESIDENCY STATUS – FIRST READING**

Updates to this policy were required for compliance with ICCB Administrative Rule 1501.501 and Section 2.-16.02 of the Illinois Public Community College Act.

No action is required at this time.

**CLASSROOM TECHNOLOGY UPGRADES**

A recommendation was made to the Board of Trustees that would allow Administration to purchase computer equipment be made from CDW-G of Vernon Hills, IL, in the amount of $27,300.28, as presented.

**Rood moved to approve Administration to purchase computer equipment be made from CDW-G of Vernon Hills, IL, in the amount of $27,300.28, as presented. Andreas seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**CLASSROOM TECHNOLOGY UPGRADES**

A recommendation was made to the Board of Trustees that would allow Administration to purchase computer equipment be made from CDW-G of Vernon Hills, IL, in the amount of $27,844.06, as presented.

**Diskey moved to allow Administration to purchase computer equipment be made from CDW-G of Vernon Hills, IL, in the amount of $27,844.06, as presented. Rood seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**APPROVAL FOR PURCHASE OF WALL SYSTEMS**

A recommendation was made to the Board of Trustees that would authorize the Administration to purchase wall systems for the price of $75,051.99 from Built Interior Construction of Springfield, IL, as presented.

**Andreas moved to authorize the Administration to purchase wall systems for the price of $75,051.99 from Built Interior Construction of Springfield, IL, as presented. Thomas seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**APPROVAL TO PURCHASE VARIABLE FREQUENCY DRIVES FOR REPAIR**

A recommendation was made to the Board of Trustees that would authorize the Administration to purchase variable frequency drives as quoted for $60,450.00 from Ruyle Mechanical Services of Peoria, IL, as presented.

**Rood moved to authorize** **the Administration to purchase variable frequency drives as quoted for $60,450.00 from Ruyle Mechanical Services of Peoria, IL, as presented. Ritter seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**APPROVAL TO PURCHASE OF LEARNING FEEDBACK SYSTEM SOFTWARE**

A recommendation was made to the Board of Trustees that would authorize the Administration to enter into a five-year contract for course evaluation and survey software with Watermark Insights of Austin, TX for $10,000 annually, as presented.

**Diskey moved to authorize the Administration to enter into a five-year contract for course evaluation and survey software with Watermark Insights of Austin, TX for $10,000 annually, as presented. Rood seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The February 2025 Treasurer’s Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of $1,611,932.08 for February 2025 was distributed to the Board prior to the meeting.

Thomas moved to ratify the February 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 reminded the Trustees that Graduation will be held on May 16, 2025, 7:00 p.m. at the Civic Center. The Health Professions pinning will take place prior to Graduation at 5:00 p.m.

ITEMS FROM THE BOARD

None

**EXECUTIVE SESSION**

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

Meeting convened into closed session at 6:41 p.m.

Meeting reconvened into open session at 7:26 p.m.

ADJOURNMENT

Andreas moved and Ritter seconded to adjourn the meeting at 7:30 p.m.

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Benjamin Andreas, Secretary