

**St. Charles Community College
Board of Trustees Meeting
March 24, 2025
6:00 p.m.**

M I N U T E S

CALL TO ORDER

The St. Charles Community College Board of Trustees met on March 24, 2025, in Conoyer Hall, Room 2102 (Board Room).

The meeting was called to order at 6:00 p.m. by Board President Pam Cilek. A quorum was present with the following members in attendance: Board Vice President Mike Lissner, Board Secretary Jean Ehlmann, Trustee Rose Mack and Trustee Mary Stodden.

Also present were College President Dr. Barbara Kavalier, Executive Vice President Todd Galbierz, Vice President for Academic Affairs Dr. Amy Koehler, Vice President for Operations & Strategic Initiatives John Wiemann, Chief Financial Officer Ken Kershaw, Executive Director/Chief of Staff Betsy Schneider, Executive Coordinator Olivia Tallo, and A/V System Engineer Nick Wallace.

Guests present were, Officer Scott Binggeli, Officer Brandon Misher, Officer Shannon Eaton, Chris Hazel, and Marvin Tobias.

PLEDGE OF ALLEGIANCE

Board President Cilek led trustees and attendees in the Pledge of Allegiance.

APPROVAL OF AGENDA

On a motion by Stodden, a second by Mack, and a unanimous "AYE" vote to carry the motion, the agenda was approved.

BOARD POLICY STATEMENT

Board President Cilek reminded the audience of board policy regarding audience protocol designed to promote decorum at the meetings.

ACCEPTANCE OF MINUTES: FEBRUARY 24, 2025, BOARD OF TRUSTEES STUDY SESSION

On a motion by Stodden a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the minutes of the February 24, 2025, Board of Trustees Study Session Meeting were accepted.

ACCEPTANCE OF MINUTES: FEBRUARY 24, 2025, BOARD OF TRUSTEES MEETING

On a motion by Ehlmann a second by Stodden, and a unanimous "AYE" vote to carry the motion, the minutes of the February 24, 2025, Board of Trustees Meeting were accepted.

TREASURER'S REPORT

Trustee Lissner read the Treasurer's Report. Cash in bank \$14,938,113; total investments \$60,385,089; tuition and fees received to date \$18,884,058; local taxes received to date \$21,882,616; state appropriations received to date \$9,968,706. On a motion by Mack, a second by Stodden, and a unanimous "AYE" vote to carry the motion, the Treasurer's Report was accepted.

APPROVAL FOR PAYMENT OF BILLS

On a motion by Ehlmann, a second by Stodden, and a unanimous "AYE" vote to carry the motion, the Board approved payment of bills from the Operating Fund in the amount of \$8,258,930.

FACULTY ASSOCIATION REPORT

Marvin Tobias provided a report on SCC Faculty activities supporting student success with the following highlights included:

- Students in Dr. Monica Hall-Woods have been working with the Endangered Wolf Center in Eureka. Students are performing research on domestic dogs in this course, to test a correlation between specific genes found in dogs related to hypersocial behavior.
- The Missouri Tri-County Regional Science and Engineering Fair took place at SCC where Biology, Ag. Sciences, Chemistry, and Physical Sciences faculty members participated as judges for the K12 Students who attended and entered contest.
- Faculty members attended the annual Innovation in Teaching and Learning Conference where they gained valuable information on the impacts of High Structure Course Design and innovative ways to integrate AI into their classrooms and teaching styles. Molly Meyer presented an AI integrated simulation using SCC medical assisting students.
- Performing Arts Faculty member, Jim Martin played the trombone in the orchestra during the Fabulous Fox Theatre's performance of 'Some Like it Hot'.
- Art St. Louis Presented Varsity Art 29, an Art and Sculpture show that included pieces by three SCC Art students, Ike Frame, Sara Mendieta, and Josh Gornet.
- SCC faculty member Jeff Miller hosted the Coffeehouse that welcoming employees, students, and the community to share their works of art through poetry, singing, short stories, and other forms of expression.
- Professor Tobias concluded with a faculty 'get to know me' video, providing the Board with introductions to some of the English and Language Department's faculty members.

REPORT OF THE COLLEGE PRESIDENT

Dr. Barbara Kavalier reported on the following activities at the college:

- 'SCC' Letters have been added to the Main Campus' Plaza, located between SCC Main (1SCM) and McGuire Hall (5MH)
- SCC hosted the 2025 Missouri Tri-County Regional Science and Engineering Fair with K12 students in Lincon, Warren, and St. Charles counties. The fair included the Biotechnology Association, the Ratchet Rockers Robotics Team and other interactive

activities for students.

- SCC leaders hosted College Update Forums for employees. Dr. Kavalier talked about staying vital and relevant while she gave an update on SCC's increasing enrollment and campus improvements under way. Todd Galbierz gave an update on the budget, showing SCC in a strong financial position. He followed up by sharing information on future projects.
- The 'Be Ready' events welcomed over 25 area high schools to visit SCC. These events allowed students in their Senior year of high school to receive help with admissions, financial aid, and the registration process. Participating schools include Fort Zumwalt (South, North, West, Hope), Wentzville (Liberty, Holt, Timberland, North Point), St. Charles (High and West), Francis Howell (High, Central, North), Troy Buchanan, Troy New Horizons, Wright City, St. Dominic, Montgomery City, Pattonville, Warrenton, Silex, Clopton, Louisiana, Elsberry, and Winfield.

RATIFICATION OF EMAIL VOTE: RETIREMENT INCENTIVE - *Action*

On a motion by Stodden, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved the ratification of the Retirement Incentive.

PROJECTED TAX LIABILITY - *Informational*

Executive Vice President Todd Galbierz presented the projected Tax Liability.

BOARD OF TRUSTEES POLICY MANUAL AMENDMENT – *Action*

On a motion by Lissner, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved the policy manual amendments to Article VI.02 Tuition and Fees.

BIDS AND CONTRACTS

a. Irrigation System Maintenance and Repair

On a motion by Stodden, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Ideal Landscape Management, St. Louis, MO in an estimated annual amount of \$80,000.00 for the maintenance and repair of the College's lawn irrigation system for three (3) years with the options to renew for two (2) additional one (1) year periods. Funding Source: General Operating Budget – Grounds

b. Lawn Care Services

On a motion by Stodden, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Ideal Landscape Management, St. Louis, MO, in annual amount of \$228,756.50 for three (3) years with the option to renew for two (2) additional one (1) year periods. Funding Source: General Operating Budget - Grounds

c. Ellucian CRM Recruit Renewal

On a motion by Lissner, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Ellucian, Inc., Fairfax, VA for a one (1) year contract in the amount of \$70,578.00 for the Ellucian Colleague CRM Recruit software module. Funding Source: Technology Fee Fund

d. Ellucian Colleague Renewal

On a motion by Stodden, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Ellucian, Inc., Fairfax, VA, for a one (1) year contract in the amount of \$495,702.00 for Ellucian Colleague Software licenses and support. Funding Source: General Operating Budget – Administrative Computing

e. Network Equipment for RWIC

On a motion by Stodden, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved an award to CDW Government, LLC, Vernon Hills, IL in the amount of \$597,120.95 for the network equipment for the new RWIC Campus. Funding Source: State of Missouri ARPA Funds

f. Artic Wolf Renewal

On a motion by Lissner, a second by Mack, and a unanimous "AYE" vote to carry the motion, the Board approved an award to SHI International, Somerset, NJ, in the amount of \$98,839.06 for the renewal of Arctic Wolf's Managed Detection and Response (MDR) solution for one year. Funding Source: General Operating Budget – Network Operations

g. Oxford Medical Simulation Software

On a motion by Stodden, a second by Mack, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Oxford Medical Simulation, Somerville, MA, in the amount of \$95,000.00 for two (2) years for the Oxford Medical Simulation (OMS) Virtual Reality Healthcare Training Platform. Funding Source: Nursing Education Incentive Program Grant (100%)

h. Dell Computers for EXCEerator

On a motion by Lissner, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Dell Marketing, LLC, Round Rock, TX, in the amount of \$104,115.48 for ninety-two (92) desktop computer, monitors, stands, and locking kits for the EXCEerator. Funding Source: Proposition Community College Bond Proceeds

i. Bio-Tech Science Lab

On a motion by Stodden, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved awarding the Bio-Tech Science Lab casework, fixtures and equipment to Carroll Seating Company of Maryland Heights, MO, in the amount of \$86,383.00 plus a 10% contingency for a total of \$94,522.00. Funding Source: MO S&T MoExcels 2025 Grant

j. RWIC Discovery Lab Architect Additional Services

On a motion by Mack, a second by Stodden, and a unanimous "AYE" vote to carry the motion, the Board approved increasing JEMA's fees for services in an amount not to exceed \$126,308 with a revised total contract amount for JEMA, St. Louis, MO, of \$1,377,308. Funding Source: State of Missouri Transformational Project (ARPA Funds)

CLOSED SESSION

At 6:44 p.m., a motion by Lissner and a second by Stodden followed by a roll-call vote of Cilek, Ehlmann, Lissner, Mack and Stodden, the Board entered in to closed session as allowed by **RSMo 610.021.3** to discuss hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

Following the closed session, the regular meeting reconvened at 7:06 p.m.

PERSONNEL RECOMMENDATIONS

On a motion by Ehlmann, a second by Stodden, and a unanimous "AYE" vote to carry the motion, the personnel recommendations were approved as presented.

ADJOURNMENT

On a motion by Ehlmann, a second by Stodden, and a unanimous "AYE" vote to carry the motion, the public meeting adjourned at 7:08 p.m.