

**St. Charles Community College
Board of Trustees Public Meeting
April 27, 2020**

M I N U T E S

CALL TO ORDER

The meeting of the St. Charles Community College Board of Trustees, held in a virtual environment in compliance with local, state, and federal limitations on the number of individuals allowed to gather in one location due to the COVID-19 pandemic, was called to order at 5:30 p.m. by Board President Cilek. A quorum was present with the following members in attendance: Board President Pamela Cilek, Board Vice President Shirley Lohmar, Board Treasurer Rose Mack, Board Secretary Mary Stodden, Trustee Jean Ehlmann, and Trustee William Pundmann. College President Dr. Barbara Kavalier and Vice President for Administrative Services/Chief Operations Officer Todd Galbierz also participated in the meeting.

ACCEPTANCE OF MINUTES: MARCH 30, 2020, PUBLIC MEETING

On a motion by Ehlmann, a second by Stodden, and a unanimous "AYE" vote to carry the motion, minutes of the March 30, 2020, Board of Trustees meeting were accepted as presented.

APPROVAL OF AGENDA

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

TREASURER'S REPORT

Treasurer Mack presented the Treasurer's Report. Cash in bank \$6,857,152; total investments \$23,756,000; tuition and fees received to date \$16,777,681; local taxes received to date \$19,101,426; state appropriations received to date \$7,039,635. On a motion by Ehlmann, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the Treasurer's Report was accepted.

APPROVAL FOR PAYMENT OF BILLS

On a motion by Stodden, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved payment of bills from the Operating Fund in the amount of \$2,615,143.

REPORT OF THE COLLEGE PRESIDENT

Dr. Kavalier provided an update of the state budget legislative timeline, expectations for state funding, and work on the institutional budget for FY21. Additionally, Dr. Kavalier praised the work of faculty, staff, and administration throughout the COVID-19 crisis and noted that a campus-wide town hall meeting is scheduled on May 1, 2020.

RATIFICATION OF BOARD RESOLUTION

On a motion by Lohmar, a second by Stodden, "AYE" votes from Cilek, Lohmar, Mack and Stodden; and "NAY" votes from Ehlmann and Pundmann, the motion carried and the Board ratified a resolution passed with "AYE" votes from Cilek, Lohmar, Mack and Stodden and a "NAY" vote from Pundmann on April 15, 2020, through email as an emergency action due to the COVID-19 pandemic.

BOARD OF TRUSTEES POLICY MANUAL REVISION

Article VI.22 Coordinated Services to Support Campus Safety and Student Success

The Board reviewed a proposed revision to the Board of Trustees Policy Manual which combines P-491 and P-591 Campus Assessment Response and Encouragement (CARE) Team, mirrored in two sections of the policy manual, to create Article VI.22 Coordinated Services to Support Campus Safety and Student Success. The revision also replaces authorization of an internal employee group with authorization of College administration to identify resources to promote the safety and well-being of students. Administration will request action on the proposed revision at the next regular meeting.

BIDS AND CONTRACTS

Cisco SMARTnet for Network Computing

On a motion by Mack, a second by Pundmann, and a unanimous "AYE" vote to carry the motion, the Board approved an award to CDW-G LLC, Chicago, IL, in the amount of \$32,795.37 for the annual Cisco SMARTnet, Licensing, and Software Support Services required for the College’s Telephony, Emergency Responder, and Phone Gateway System through June 30, 2021. *Funding Source: Current Operating FY 2020/2021 Network Computing*

PERSONNEL RECOMMENDATIONS

On a motion by Ehlmann, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the Board approved the following personnel recommendations:

Full-time New and Replacement Hires

Davis, Marcus (TEC) Tier II Technical Support Analyst

Part-Time Separations

Dallas Mary (BK) Bookstore Clerk
Evan, Elizabeth (BK) Book Store Assistant

McAllister, Brendan (STA)Work Study
Pinheiro Rodrigues, (FS) Pedro Henrique Student Assistant
Walsh, Angela (DPS)..... Police Dispatcher
Wells, Eric (TOL)Work Study

OTHER

Trustee Lohmar inquired as to plans for fall classes. Dr. Kavalier reported that the decision has not yet been made and the topic will be discussed during the May 1 campus-wide town hall meeting.

Board President Cilek noted that the next regular meeting is scheduled on Monday, June 1, 2020.

No additional topics were discussed.

ADJOURNMENT

On a motion by Pundmann, a second by Mack, and a unanimous "AYE" vote to carry the motion, the meeting adjourned at 5:53 p.m.