

COMMUNITY COLLEGE DISTRICT NO. 536

BOARD OF TRUSTEES

September 8, 2020

MINUTES

The Regular Meeting of the Board of Trustees of Lewis and Clark Community College, District No. 536, was held August 11 online in a virtual format by teleconference via ZOOM: <https://lewisclark.zoom.us/j/99711449330?pwd=OFg5eFJUUV05vTkhiMzhUUmkweHpidz09> or by phone at 312-626-6799 with Meeting ID 997 1144 9330 and Password 680587. The meeting was called to order by Chairman David Heyen at 7:00 pm.

ROLL CALL

Present

David Heyen, Chair  
Julie Johnson, Vice Chair  
Kevin Rust, Secretary  
Charles Hanfelder, Assistant Secretary  
Brenda Walker McCain, Member  
Dwight Werts, Member

Ashtyn Britt, Student Member

Absent

Robert Watson, Member

Also present were Lori Artis, Brett Reinert, Sean Hill, Mary Schulte, Nancy Kaiser, Jill Lane, Sue Czerwinski, Val Harris, Travis Jumper, Moselle Ash, Dennis Weedman, Kevin Carski, Melissa Batchelor, Jen Fuhler, Tammy Boswell, Jill Lorschach, Gabe Springer, Sue Keener and other faculty, staff, and community members.

PUBLIC COMMENT

No public comments were made or submitted in writing.

APPROVAL ITEMS

Mr. Hanfelder MOVED and Mr. Werts SECOND that an omnibus motion be made for the following approval items:

Approval of the Minutes for the Regular Meeting on August 11, 2020 as presented;

Approval of the Minutes for the Building and Grounds Committee Meeting on July 23, 2020 as presented in (Attachment 1 of these Minutes);

Approval of the Minutes for the Building and Grounds Committee Meeting on August 24, 2020 as presented in (Attachment 2 of these Minutes);

Approval of the Bills as presented in (Attachment 3 of these Minutes);

Approval of the Treasurer's Report as presented in (Attachment 4 of these Minutes);

Approval of the Balance Sheet as presented in (Attachment 5 of these Minutes);

Approval of the Statement of Revenue and Expenditures as presented in (Attachment 6 of these Minutes);

Approval of Contracts Requiring Board Approval (Attachment 7 of these Minutes)

Approval of the Contract Change Orders/Insurance Renewals/Asset Disposal as presented in (Attachment 8 of these Minutes);

Approval of the Personnel Report for the Separation of:

Full-Time

Barrow, Scott – Maintenance Worker III, Facilities, effective September 11, 2020,

Taylor, Tandra – Coordinator, Diversity and Inclusion, Student Engagement – Diversity and Inclusion, effective August 31, 2020.

Part-Time

and approve employment of:

Full-Time

Clark, Elizabeth – Assistant, Library, effective September 16, 2020.

Kerans, Dalton – Land Conservation Specialist (Cass County), NGRREC, effective September 21, 2020

Part-Time

Rathz, Phil - Habitat Junior Project Assistant, NGGREC, effective September 16, 2020.

Part-Time, Short Term

Burns, Kristen- Swim Instructor, Community Education, effective September 16, 2020.

Part-Time/Overload:

|                                |  |
|--------------------------------|--|
| <u>Aldridge, Yuhsuan</u>       | <u>Piano</u>                                 |
|                                | <u>Cello</u>                                 |
| <u>Banks, Randolph E</u>       | <u>Percussion</u>                            |
| <u>Barber, Kyle B</u>          | <u>Grid Tied Solar Design</u>                |
| <u>Bolin, Alicia M</u>         | <u>Dental Hygiene Clinic Seminar I</u>       |
| <u>Cavanaugh, Melissa S</u>    | <u>Dental Hygiene Clinic Seminar I</u>       |
| <u>Chappee, Candida L</u>      | <u>Dental Hygiene Clinic Seminar I</u>       |
| <u>Cruz, Joey E</u>            | <u>AFD-Fire Apparatus Engineer(FAE)</u>      |
| <u>Davison, Thomas M</u>       | <u>WRB-Emerg Response Rookie School-8hr</u>  |
|                                | <u>WRB-Hazmat Technician Training</u>        |
|                                | <u>WRB-Rescue Team Training</u>              |
| <u>Dillon, Hannah R</u>        | <u>Dental Hygiene Clinic Seminar I</u>       |
| <u>Dollins, Leonard B</u>      | <u>Pre-GED Instruction</u>                   |
| <u>Drillinger, David W</u>     | <u>Trumpet</u>                               |
| <u>Greer, Victoria N</u>       | <u>Pre-GED Instruction</u>                   |
| <u>Hake, Vicki L</u>           | <u>Dental Hygiene Clinic Seminar I</u>       |
| <u>Hall, Rodney D</u>          | <u>WRB-Emerg Response Rookie School-8hr</u>  |
| <u>Hill, Donald J</u>          | <u>Private Pilot Ground School</u>           |
| <u>Howald, Roxanne R</u>       | <u>Occupation Across the Lifespan</u>        |
| <u>Jarden, Timothy G</u>       | <u>Electric Bass</u>                         |
| <u>Kamp, Nathan D</u>          | <u>WRB-Emergency Response Vehicle Driver</u> |
|                                | <u>WRB-Emerg Response Rookie School-8hr</u>  |
|                                | <u>WRB-Hazmat Technician Training</u>        |
|                                | <u>WRB-Rescue Team Training</u>              |
| <u>Lancaster, Brenda F</u>     | <u>Voice</u>                                 |
| <u>Lowe, Suzanne L</u>         | <u>Occupation Across the Lifespan</u>        |
| <u>McHugh, Barbara J</u>       | <u>Piano</u>                                 |
| <u>Merideth, Doris A</u>       | <u>Dental Hygiene Clinic Seminar I</u>       |
| <u>Michael, Louis P</u>        | <u>Piano</u>                                 |
| <u>Moody, Kathy S</u>          | <u>Pre-GED Instruction</u>                   |
|                                | <u>Pre-GED Instruction</u>                   |
| <u>Paschall, Jeremy T</u>      | <u>Hazardous Materials Awareness</u>         |
| <u>Schrage, Cole R</u>         | <u>WRB-Hazmat Technician Training</u>        |
| <u>Shultz, Emerson A</u>       | <u>Saxophone</u>                             |
| <u>Silva, Lori D</u>           | <u>Pre-GED Instruction</u>                   |
| <u>Sowers, Victoria A</u>      | <u>Piano</u>                                 |
| <u>Sweetman, Tanner W</u>      | <u>WRB-Emerg Response Rookie School-8hr</u>  |
| <u>Swiezynski, Catherine H</u> | <u>Violin</u>                                |
|                                | <u>Violin</u>                                |
| <u>Vaughn, Sheila M</u>        | <u>Pre-GED Instruction</u>                   |
| <u>Watson, Mary L</u>          | <u>Implementing Blackboard Learn</u>         |

Wilfong, Scott M                      WRB-Emergency Response Vehicle Driver  
Williams, Pamela D                Pre-GED Instruction

and approve promotion/transfer:

Full-Time

Joel Watson – Promoted from Specialist, Assessment Center, to Division Assistant, Adult Education, effective September 16, 2020.

and approve the Leaves of Absences:

Brown, Jeni – Training & Compliance Coordinator, Human Resources, on leave effective August 24, 2020;

Griggs, Lindsay – Habitat Senior Project Assistant, NGRREC, on leave effective August 11, 2020;

Kaiser, Nancy – AVP, Acctg & CBO, Finance, on leave effective August 6, 2020.

and approve Recall from Layoff\*

Part-Time

Cheatham, Trina - Assistant, Dental Clinic, effective September 16, 2020.

Liles, Alexis – Lifeguard, Community Education, effective September 16, 2020.

Paslay, Traci – Watershed Laboratory Assistant, NGRREC, effective September 16, 2020.

Smith, Alyssa – Swim Instructor, Community Education, effective September 16, 2020.

*\*All employees being recalled and listed are subject to receiving Board approval **and** successful completion of all pre-employment checks before being re-hired.*

Chairman Heyen called for vote by voice. With no one opposing, MOTION CARRIED.

Trustee Rust asked for an explanation and background of the contract with Elm Street Housing and the status of Division I and II athletes. Sean Hill VP of Student Engagement confirmed that only Division I athletes are eligible for housing scholarships. We are in transition and the only Division I sports are Mens and Womens Soccer. The contracts represent a combination of full and partial housing scholarships. Athletes are currently living at Trailblazer Commons. In order to avoid a delayed payment, it was agreed the contracts would be approved for this year and would be reviewed by Robbins Schwartz before the next renewal.

There are currently 96 residents at Trailblazer Commons of which 80 are athletes. Of those 80 athletes, LC is covering the equivalent of 24 housing scholarships. The majority of people living at Trailblazer Commons pay out of pocket or with financial aid. For the athletes who have scholarships, LC pays directly to Elm Street Housing. For students with partial scholarships, they pay their portion to Elm Street Housing up front.

Dr. Hill noted that there are currently 7 individuals (6 of which are athletes) in quarantine at Trailblazer Commons for COVID. Elm Street Housing has generously provided empty rooms for these individuals to be isolated. All athletic practices and workout sessions have been cancelled. We have gone above and beyond Madison County requirements to keep students safe.

Mr. Werts MOVED and Mr. Hanfelder SECOND that the Board approve the Bid Information as presented in (Attachment 9 of these Minutes);

Upon a roll call vote the Trustees voted as follows:

|                       |        |
|-----------------------|--------|
| Britt (advisory vote) | Yea    |
| Werts                 | Yea    |
| Hanfelder             | Yea    |
| Watson                | Absent |
| McCain                | Yea    |
| Heyen                 | Yea    |
| Johnson               | Yea    |
| Rust                  | Yea    |

MOTION CARRIED

Mr. Werts MOVED and Ms. McCain SECOND that the Board approve Purchases Requiring Board Approval (Attachment 10 of these Minutes)

Trustee Rust asked why Carlinville and Godfrey Mansion locations are not included in the Arch Fire Protection Contract. Lori Artis responded she would check into the status of these locations.

Upon a roll call vote the Trustees voted as follows:

|                       |        |
|-----------------------|--------|
| Britt (advisory vote) | Yea    |
| Werts                 | Yea    |
| McCain                | Yea    |
| Heyen                 | Yea    |
| Johnson               | Yea    |
| Rust                  | Yea    |
| Hanfelder             | Yea    |
| Watson                | Absent |

MOTION CARRIED

### INFORMATIONAL ITEMS

Dean of Career Programs Sue Czerwinski spoke about the Medical Assisting program's recent accreditation visit, which resulted in a maximum accreditation of seven years. The program was originally accredited in 2016 and received a four-year maximum initial accreditation. The accreditation visit occurred just before the campus shut down due to the COVID-19 pandemic. Czerwinski said Program Coordinator Shelle Ridings is to thank for the success of the program. The program has grown quickly since its inception and recently included a registered apprenticeship program on the East St. Louis Higher Education Center campus. Czerwinski said the program was a success and that the college is hoping to set up another with HSHS (Hospital Sisters Health System). The apprenticeship program takes employees who are under employed and trains them to become medical assistants. There is a huge demand with HSHS having 150 positions available.

### DISCUSSION ITEMS

Vice President Lori Artis presented an updated Construction Projects Status Report and stated several Capital Development Board (CDB) projects are finally moving along. Bid documents are being finalized for Main Complex Foundation Improvements, and BRiC is on campus to finish the design for the Haskell Hall Fan Coil Replacement. Additionally, the college added a handicap-accessible button to the front doors of Erickson Hall. This was not a requirement, but we recognize the need to make that entrance more accessible. Trustee Rust asked whether the administration had heard any updates regarding the \$37.5 million in state funds allocated for Main Complex Renovations. Artis said she recently sent some inquiries to local legislators and that incoming President Ken Trzaska, plans to follow up as well.

Trustee Rust reported on an Illinois Community College Trustees Association retreat in Normal, Illinois, which he attended as a member of the executive committee in mid-August. On the trip, he took a tour of the town, which included a visit with Rivian Motors. Rust said Rivian has taken over an old Mitsubishi plant and is building electric vehicles there, bringing lots of jobs to the area. He also heard from local dignitaries and politicians expressing their support for community colleges and participated in a visioning exercise for ICCTA.

Trustees Rust and Johnson also participated in a recent Association of Community College Trustees (ACCT) Governance Institute Online and reported on their experience. Trustee Johnson said the program covered the role of trustees at community colleges, the role of the Board in getting the college to move in the right direction (namely, strategic planning), the role of trustees as advocates for the college, and leading through policy in a changing world. One topic of discussion was about the relevance of a physical college campus going forward. An important point was the colleges who are thriving are the ones focusing on their customers—the students. Lewis and Clark is going to need to focus on being customer-centric moving forward – doing what we can to make sure we're offering a valuable product students can use and giving it to them in the right way. Trustee Rust stressed the importance of technology going forward as well.

ACTION ITEMS

Ms. McCain MOVED and Mr. Werts SECOND that the Board approve the Grant or Sponsored Contract Opportunities as presented in (Attachment 12 of these Minutes).

Upon a roll call vote the Trustees voted as follows:

|                       |        |
|-----------------------|--------|
| Britt (advisory vote) | Yea    |
| McCain                | Yea    |
| Werts                 | Yea    |
| Heyen                 | Yea    |
| Johnson               | Yea    |
| Rust                  | Yea    |
| Hanfelder             | Yea    |
| Watson                | Absent |

MOTION CARRIED

Mr. Werts MOVED and Ms. Johnson SECOND that the Board approve the 2020 Emerson Excellence in Teaching Award to Steve Higgins as presented in (Attachment 13 of these Minutes).

Upon a roll call vote the Trustees voted as follows:

|                       |        |
|-----------------------|--------|
| Britt (advisory vote) | Yea    |
| Werts                 | Yea    |
| Johnson               | Yea    |
| Rust                  | Yea    |
| Hanfelder             | Yea    |
| Watson                | Absent |
| McCain                | Yea    |
| Heyen                 | Yea    |

MOTION CARRIED

Mr. Hanfelder MOVED and Ms. Johnson SECOND that the Board approve the Travel Expenses for Board of Trustee Member Kevin Rust to attend the ICCTA meeting in Bloomington, Illinois on August 14-15, 2020 as presented (Attachment 14 of these Minutes).

Upon a roll call vote the Trustees voted as follows:

|                       |     |
|-----------------------|-----|
| Britt (advisory vote) | Yea |
| Hanfelder             | Yea |

|         |         |
|---------|---------|
| Johnson | Yea     |
| Rust    | Abstain |
| Watson  | Absent  |
| McCain  | Yea     |
| Werts   | Yea     |
| Heyen   | Yea     |

MOTION CARRIED

Mr. Werts MOVED and Mr. Hanfelder SECOND that the Board approve the FY 2022 Resource Allocation Management Plan (RAMP) as presented in (Attachment 15 of these Minutes).

Upon a roll call vote the Trustees voted as follows:

|                       |        |
|-----------------------|--------|
| Britt (advisory vote) | Yea    |
| Werts                 | Yea    |
| Hanfelder             | Yea    |
| Watson                | Absent |
| McCain                | Yea    |
| Heyen                 | Yea    |
| Johnson               | Yea    |
| Rust                  | Yea    |

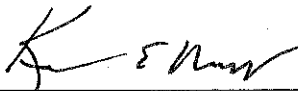
MOTION CARRIED

ANNOUNCEMENTS

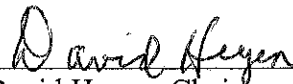
The next Regular Meeting of the Board of Trustees will be held on Tuesday, October 13, 2020, at 7:00 p.m., in the Ahlemeyer Atrium of the Trimpe Advanced Technology Center, Lewis and Clark Community College.

ADJOURNMENT

There being no further business, Mr. Werts MOVED and Mr. Rust SECOND the meeting be adjourned. Chairman Heyen Declared the MEETING ADJOURNED at 7:47 p.m.



Kevin Rust, Secretary



David Heyen, Chair

DATED: 10-26-20