

**MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF TRUSTEES OF SPOON RIVER COLLEGE**

**Wednesday, September 23, 2020
6:00 p.m.**

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, September 23, 2020, at 6:00 p.m. at in the Spoon River College Conference Center, Rooms A and B, Canton Campus, Canton, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

Mr. Kent Schleich, Chair, called the meeting to order at 6:01 p.m.

1.2 Roll Call

Members Present: Mr. John Biernbaum
 Ms. Linda Butler
 Mr. Jerry Cremer – arrived at 6:05 p.m.
 Mr. Dave Maguire
 Mr. Kevin Meade
 Mr. Phil Murphy – arrived at 6:07 p.m.
 Mr. Kent Schleich
 Mr. Jaylen Lyttaker

Also present were Mr. Curt Oldfield, President; Mr. Brett Stoller, Vice President; Ms. Missy Wilkinson, Dean, Student Services; Mr. Brad O'Brien, Dean, Career and Workforce Education; Ms. Holly Norton, Dean, Transfer Education; Ms. Andrea Thomson, Director, Human Resources; Mr. Colin Davis, Director, Foundation; Ms. Laura Bandy, English Faculty; Ms. Sally Shields, Coordinator, Public Information; and Ms. Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Ms. Sara McKenna, Wipfli, by phone; Ms. Kim Villanueva and Ms. Stephanie Spann, ICCTA; Mark Bixler, WBYS; Mr. Steven Barnum, McDonough County Voice, by phone.

1.3 Invocation

Mr. Schleich gave the invocation.

1.4 Welcome of Guests

Mr. Schleich welcomed the guests who were in attendance and noted that we have two guests present tonight from ICCTA.

1.5 Public Comment

Mr. Schleich asked if there were any comments from the audience. There were no requests for public comment.

1.6 Approval of Minutes

1.6.1 August 23, 2020 Regular Meeting Minutes

Following a motion by Mrs. Butler, seconded by Mr. Lyttaker, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the August 23, 2020 Regular Meeting Minutes.

1.7 Report – ICCTA Representative

Mr. Dave Maguire presented the following report:

I begin my report on a sad note acknowledging the unexpected passing of ICCTA President Greg Chadwick. Greg was Board Chair of Heartland Community College with many years of service to Heartland, the Bloomington/Normal community, and the Trustees Association. He will be greatly missed, and our thoughts and prayers go out to his family and friends at this difficult time.

The last meeting of the Illinois Community College Trustee Association (ICCTA) was held September 11-12 in Springfield, Illinois. As per our By-Laws, Jon Looney, Black Hawk College trustee and the Vice President of the Association will assume the presidency for the remainder of the 2020-2021 year and will continue to serve as president for the 2021-2022 year which would have been his regular term of office. The Association has begun the process of electing a new Vice President to fill the vacancy created.

During the meeting there was a Preview of ACCT's October 5-8 Leadership Congress which will be held virtually due to City of Chicago COVID-19 restrictions. We have registered me as a participant and delegate which enables voting in the legislative sessions and also gives us access to all materials. President Oldfield and I discussed the wisdom of registering only one person and then making the materials available online to any trustee or staff who are interested. I will circulate the final list of the virtual sessions and keynotes from the conference as soon as they are made available.

The next ICCTA Board of Representatives meeting will take place on Saturday morning, November 14, 2020. Before the meeting, the Association will be surveying for input on state legislative priorities. The ICCTA's 2021 legislative agenda to be approved at the November 14 Board of Representatives meeting.

In deference to our guests from the Association who may wish to comment, I will end my report by mentioning that additional information concerning the details of what was covered at the trustees roundtable, the elections seminar and the meetings were included and an email of Board Meeting Highlights that were sent out by the association. I have also included a list of upcoming dates and meetings of interest with my report. Let me know if there are any questions.

Upcoming dates and meetings of interest:

OCTOBER 2020

October 5-8

[Association of Community College Trustees Leadership Congress](#)
On-Line Conference and Meetings

NOVEMBER 2020

November 3	Election Day
November 12-13	Illinois Council of Community College Presidents meeting (via Zoom Teleconference)
November 13-14	ICCTA Board of Representatives and committee meetings, location TBD
November 17-19	Illinois General Assembly Veto Session, State Capitol

DECEMBER 2020

December 1-3	Illinois General Assembly Veto Session, State Capitol
December 4	Illinois Community College Board meeting, Harry L. Crisp II Community College Center, Springfield
December 8	Illinois Board of Higher Education meeting, Malcolm X College, Chicago
December 14-21	Filing period for April 6, 2021 trustee elections

JANUARY 2021

January 15	Illinois Community College Board meeting, Harry L. Crisp II Community College Center, Springfield
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FEBRUARY 2021

Date TBD	ICCTA Board of Representatives meeting (in conjunction with the Community College National Legislative Summit)
February 7-10	Community College National Legislative Summit , Washington, D.C.

MARCH 2021

March 11-12	Illinois Council of Community College Presidents meeting, location TBD
March 12-13	ICCTA Board of Representatives and committee meetings, location TBD
March 26	Illinois Community College Board meeting, Waubonsee Community College, Sugar Grove

APRIL 2021

April 6	Consolidated election (including community college trustees)
April 14	Phi Theta Kappa All-Illinois banquet, President Abraham Lincoln Hotel, Springfield

MAY 2021

May 31	Scheduled Adjournment of the Illinois General Assembly
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JUNE 2021

June 3 – 5	ICCTA Annual Convention and Board of Representatives Meeting Marriott Bloomington-Normal Hotel & Conference Center, Normal, IL
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Mr. Maguire said it is now his pleasure to introduce Kim Villanueva, Director, Communications, and Stephanie Spann, Director, Finance, from the Illinois Community College Trustees Association. Dave said Kim is a Macomb native. We have 2/3 of the full time staff at ICCTA present this evening. They are here for a specific purpose. Dave said he has the pleasure of serving on the ICCTA Awards Committee. Kim thanked President Oldfield and Chairman Schleich and shared that today is ICCTAs 50th birthday. Kim said ICCTA has a lot of connections in Central Illinois, and its first office was at WIU. She shared previous connections with West Central Illinois. Kim explained that ICCTA also recognizes students, faculty, and administrative awards. The first award is the Advocacy Award, and this year it is presented to President Curt

Oldfield. Kim said he has served as ICCCP Chair for the past year, and he has also been the Pandemic President – having to shift from onsite learning to remote learning, and he has helped the system during this process. She thanked President Oldfield.

Mr. Maguire presented the second award. Tonight we recognize Linda Butler for the Service Award:

Linda Butler ICCTA Trustee Service Award

Tonight we recognize Trustee Linda Butler with the Illinois Community College Trustees Association's Service Award, recognizing twenty-five years of service.

Linda Butler is currently in her thirtieth year of service to Spoon River College. She began her service to the college in January of 1990 when she became a director on the Spoon River College Foundation Board of Directors.

In August of 1995 the Board of Trustees appointed her to the board of trustees to fill the vacancy of Doug Peterson. She then went on to be elected to four regular terms on the SRC Board of Trustees.

She came on to board at the end of Dr. Felix Haynes tenure as President, jumping right into the mix of selecting an acting president, filling a chief academic officer vacancy and beginning a presidential search. What a way to start your first few months on the board.

Since then she has participated in three more presidential searches, each unique and each helping to move our college forward. I will leave it to her to comment on how it has been working with four college presidents and three acting president during her tenure.

Linda has provided years of leadership for the board by serving in a multitude of capacities. One term as Board Secretary, three terms as Board Vice Chair, two terms as Board Chair, not to mention countless special tasks and work on behalf of the board and the college.

For all of this and much much more, we are pleased to present you with the Illinois Community College Trustees Association Service Award for Twenty-Five Years of Service.

Mrs. Butler thanked everyone and commented that when she went to the trustee training for new trustees with Fred Benson and Betty Taylor, a trustee from Carl Sandburg College said there was no reason to be at the training because SRC was going to be terminated and absorbed by other colleges. All of these years later it has been a great experience and is better than ever.

Mr. Maguire presented the third award for the evening. He announced that Julie Hampton was the recipient of the ICCTA Professional Board Staff award. He said that Julie has been employed at SRC since June of 1993, and she has worked with a number of presidents, interim presidents, and search committee personnel. Julie is an asset to Spoon River College, and her knowledge and experience are valued. He congratulated Julie, and she was presented her award. Julie thanked the Board and ICCTA for the honor of the recognition.

1.8 Report – Student Government Representative

Mr. Jaylen Lyttaker presented the following report:

TRIO has kicked off the fall workshop series. Data shows that engaging college students consistently in the first six weeks of the semester leads to higher retention so, TRIO will

offer weekly workshops both in person and online. Workshops topics offered this past month include: tips for success, time management, notetaking and budgeting. I lead the tips for success workshop earlier this month.

Student Government held an informational meeting via Google Meet. New students are working to complete their petitions to join SGA. The next meeting is this Friday.

The Student Government Association will host a mobile blood drive on both the Macomb and Canton campuses on Tuesday, October 13th. Mississippi Valley will be bringing their buses to both sites while following all COVID safety procedures. Watch the SRC website for registration information.

HEAL (Healthcare Enthusiasts And Leaders) Student Association had their first meeting with students in Canton and Macomb in attendance. Every student that came received a HEAL t-shirt, and all students were encouraged to wear their t-shirts on and off campus to help spread the word about the student association. The group discussed the Snappers Stay Healthy Together Pledge and how to continue to promote that by using the HEAL Facebook page/sharing that link on their own pages too. At the next meeting, guest speaker Laura Kessel with SIU School of Medicine plans to talk about what Telehealth services are.

Members of the Speech and Debate Team are in the process of developing their events, all gearing up for six synchronous virtual tournaments to be held over the fall and spring semesters. What exactly does a synchronous virtual tournament look like? What a great question! Wish the team luck as they start learning the answer.

1.9 Report – Spoon River College Foundation

Mr. Colin Davis presented the following report:

- **Financials:** Revenues: \$31,941.79
- The SRC Foundation Board opted to not meet this month, given that the “normal” September meeting takes place immediately before the Joint Boards Meeting and no other September meeting was on the calendar.
- The Foundation golf outing takes place this Friday at Wee-Ma-Tuk. We are a bit down in teams this year between the date change and safety concerns among people who would normally be playing with us, but with 17 teams and nearly \$12,000 in sponsorships, it still has the makings of a great day. I’m in need of one person to play in the outing to create an 18th team, if you or anyone you know would be willing to play.
- We held our initial meeting last week to strategize our annual campaign for the year. Some of the “behind-the-scenes” jobs are being completed now in preparation, but the general gist is that we’ll be sending updates and appeals to approximately 7500 households three times per year, with letters hitting in November (in coordination with our #GivingSPOONday campaign), March, and June. This should greatly increase our efforts in fundraising, stewardship, and visibility.
- Remember to get nominations in for the Alumni Achievement Award by September 30. If you have someone you’d like to nominate, go to www.src.edu/alumni to make that nomination.
- We’ll soon be releasing applications for Spring 2020 Dual Credit Scholarships, Fall 2020 West Central FS Scholarships, Fall 2020 Fellheimer Scholarships, and the 2021-22 General Scholarship Application. These will be available at www.src.edu/scholarships, and we’ll market these opportunities to the best of our ability. However, we’d appreciate the help of the Trustees in publicizing those opportunities as much as possible. We did work with the Fellheimer Trust committee

to open the Fellheimer Scholarship to online students who meet the other criteria, rather than only opening the opportunity to students of the Macomb Campus. The hope is to offer the opportunity to students who may have decided against taking classes on campus this year due to safety or scheduling concerns – but who may still have significant need.

- Finally, the Foundation is pleased to have offered over \$10,000 in Emergency Hardship Grants to students since its inception in March, and we recently purchased six new laptops for students to check out through the LRCs. We're continuing to explore ways in which we can help students to overcome barriers during this pandemic.
- The Foundation meets next on October 21 at 7:30 a.m., via IVS.

1.10 Report – Board Member Comment

There were no additional comments from the Board.

- #### 1.11 Appoint Mr. Brett Stoller and Ms. Andrea Thomson as the designees of Board Secretary Phillip Murphy to handle the details of the Board of Trustees election to be held on Tuesday, April 6, 2021. The offices of Mr. Stoller and Ms. Thomson are located at the Canton Campus.

President Oldfield presented this item and explained that instead of Andrea Thomson, Hannah Neuendorf will be assisting with the details of the election. Petition packets are available for pick up. Yesterday was the first day.

Following a motion by Mr. Maguire, noting the change of the name from Andrea Thomson to Hannah Neuendorf, seconded by Mr. Cremer, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the appointment of Mr. Brett Stoller and Ms. Hannah Neuendorf as the designees of Board Secretary Phillip Murphy to handle the details of the Board of Trustees election to be held on Tuesday, April 6, 2021. The offices of Mr. Stoller and Ms. Neuendorf are located at the Canton Campus.

- #### 1.12 Location Change: Spoon River College, Regular Meeting, Board of Trustees, October 28, 2020.

President Oldfield presented this item and thanked Trustee Butler for her help with selecting the Phoenix Opera House in Rushville, 116 W. Lafayette Street, and the date remains the same.

Following a motion by Mrs. Butler, seconded by Mr. Lyttaker, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the location change for the Regular Meeting, Board of Trustees, October 28, 2020, to

2.0 PRESIDENT'S REPORT

2.1 Communications

President Oldfield asked the Trustees to take moment of silence for Dr. Fred Benson who passed away last month. Dr. Benson served as a SRC Trustee from 1995-2007. He also served as Superintendent of the Canton School District as well as the Geneseo School District.

President Oldfield announced that Trustee Biernbaum was recognized by Macomb Community volunteer organization for his recent efforts. President Oldfield said JB has a Facebook page called McDonough County Restaurant Daily Specials, and because of his work, it has been accounted by a number of businesses that JB's efforts have helped the restaurants in Macomb and McDonough County survive during the pandemic. JB was recognized by the McDonough County Quality of Life Committee. Congratulations to JB!

President Oldfield shared our College COVID response, and indicated that he is happy to say that all of our students have recovered. You can find on our SRC website homepage COVID 19 Updates, and you will find up to date information on employees and students by location. We will soon only have two confirmed cases that have yet to recover. This is a resource that we keep updated on our website. President Oldfield thanked Missy Wilkinson, Melissa Miller, and Andrea Thomson for their work to respond as the COVID issues come in and as students and employees have tested positive. They have handled those individuals with dignity and care. They also coordinated COVID testing for The Villas residents on Monday. They have done a fantastic job of coordinating and communicating the efforts. He thanked them for their hard work.

2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of September 2020:

Payroll (3 pays)	\$ 451,498.09
Accounts Payable (excluding Travel)	620,902.71
Accounts Payable Travel Expenses	6,935.74
Accounts Payable BOT Travel Expenses	132.24
Electronic Payments (Health/Life Insurance – 2 months)	144,844.89
Student Refunds – Accounts Payable	- 0 -
Student Refunds – Nelnet (electronic)	<u>5,590.37</u>

TOTAL: \$1,229,904.04

Following a motion by Mrs. Butler, seconded by Mr. Biernbaum, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees authorized the following payments for the month of September 2020:

Payroll (3 pays)	\$ 451,498.09
Accounts Payable (excluding Travel)	620,902.71
Accounts Payable Travel Expenses	6,935.74
Accounts Payable BOT Travel Expenses	132.24
Electronic Payments (Health/Life Insurance – 2 months)	144,844.89
Student Refunds – Accounts Payable	- 0 -
Student Refunds – Nelnet (electronic)	<u>5,590.37</u>

TOTAL: \$1,229,904.04

2.2.2 Accept the General Audit report as prepared by Wipfli, LLP, for FY20.

President Oldfield presented this item, and Sara McKenna with Wipfli presented the following report:

Sara thanked the Trustees for their time this evening. She said they did meet with management to review the audit and the management letter. The audit was conducted 100% remotely this year, and she gave a shout out to the Business Office staff and accounting staff for their responsiveness this year. She thanked the staff for their efforts. The audit has five audit opinions and all five are unmodified, clean opinions with no findings. Sara reviewed the financial statement opinion on page 1 with the opinion at the top of page 2. Pages 4-11 include a lot of detail, and she encouraged the Trustees to review with the comparisons. There are some key financial highlights. On page 12 is the basic financial statements. Page 12 includes the net position statement. Overall net position increased \$1.4 million dollars. Page 13 is the change and statement of activities. Revenues and expenses increased this year and relates to the CARES grant funds. There is also an increase in the SURS payments. Page 19 starts the key footnotes with detail that she highlighted. Page 26 footnote 2 was reviewed by Sara, and she reported that with this footnote the College's deposits were fully secured and collateralized at year end. Page 32 through 36 is the SURS footnote. This footnote had some changes starting in 2016, and overall the SURS pension liability remains at the state level. She pointed out on page 33 that the pension liability that is attributable to the college is \$44.2 million. Other post-employment benefits were reviewed in the footnote that was first introduced in 2018. The College's insurance program unfunded liability did not stay at the state level and is a cost sharing plan with the current split at 50/50. Page 37 shows the overall liability that relates to SRC in total at \$3.2 million, but the College records only reflect the 50%. Sara moved to note 9 on page 42 with the GASB's that are upcoming. Sara said these were reviewed with management, and GASB 87 will be the most impactful to the College because of operating leases for the mini busses. This will come in play in FY2022. Page 62 starts the financials that reflect the day to day operations. SRC is at 59% for the fund balance of the Ed and O and M funds. Sara said that is a healthy percentage. Page 73 is the Adult Education Grant opinion, and ICCB requires the audit, which is a clean, unmodified opinion. Page 80 is the opinion on enrollment data, and it is again clean and unmodified. Page 84 is the opinion on the Government Auditing Standards Requirements. This is where any internal controls or state compliance findings would be found, and there are no findings in either area. Page 86 is the Uniform Guidance Opinion and is over federal major programs, and here were no compliance findings, and it is a clean and unmodified opinion.

Sara said page 88 is the schedule for federal awards, and the College expensed about \$4.8 million in federal funds this past year, and that amount was \$4.7 the year before.

Sara thanked the Trustees for the opportunity to present the report. Linda Butler commented that as she reviewed the audit, she noticed how much of the report is dedicated to pension and other benefits. Linda wonders when the State decided on the plan to essentially acknowledge some of these deficits at each entity level, did they realize that all of those audits would have to be done and make it much more apparent what the State's problem was. Sara said the government auditing standards created these rules, and the state didn't have any option but to disclose. This made things more transparent.

Mr. Schleich thanked Sara for the presentation. President Oldfield thanked Wipfli, Brett Stoller, Sarah Gray, Katey Davis, and the Business Office staff for their work. As Sara McKenna said, this audit was completed remotely which made for extra work all while the Business Office was relocated for the summer. President Oldfield thanked Brett Stoller and the Business Office team for their work on this

clean audit. President Oldfield also thanked Wipfli for helping us navigate a new audit format. He said he appreciates their partnership. Sara thanked the college and said they were very happy with the outcome. Mr. Schleich seconded President Oldfield's comments to Brett and hopes he will pass this on to the staff.

Following a motion by Mr. Cremer, seconded by Mrs. Butler, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved acceptance of the General Audit report as prepared by Wipfli, LLP, for FY20.

- 2.2.3 Selection of First Midstate, Inc. as Underwriter/Placement Agent and Chapman and Cutler LLP as bond/disclosure counsel to the Underwriter/Placement Agent with respect to the District's General Obligation Debt Certificates.

President Oldfield presented this item and explained that this is for the bonding cycle. The first item is to approve First Midstate and the second for Chapman and Cutler. President Oldfield said this is the first of a multiple meeting process as the Board contemplates the selling of bonds. This is step 1 of the bond process. 2.2.3 is for the Board to consider the selection of First Midstate.

Following a motion by Mr. Cremer, seconded by Mr. Murphy, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the selection of First Midstate, Inc. as Underwriter/Placement Agent and Chapman and Cutler LLP as bond/disclosure counsel to the Underwriter/Placement Agent with respect to the District's General Obligation Debt Certificates.

- 2.2.4 Selection of First Midstate, Inc. as Underwriter/Placement Agent and Chapman and Cutler LLP as bond/disclosure counsel to the Underwriter/Placement Agent with respect to the District's General Obligation Community College Bonds.

President Oldfield presented this and asked the Board to approve the hiring of Chapman and Cutler as bond and disclosure counsel.

Following a motion by Mr. Biernbaum, seconded by Mr. Cremer, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the selection of First Midstate, Inc. as Underwriter/Placement Agent and Chapman and Cutler LLP as bond/disclosure counsel to the Underwriter/Placement Agent with respect to the District's General Obligation Community College Bonds.

- 2.2.5 The President recommends that the Board of Trustees accept the SRC Risk Management Plan.

President Oldfield asked the Board to consider approving the SRC Risk Management Plan, and it has been on SharePoint for the Trustees to review. We do this for insurance purposes but also to make sure all of our policies and procedures support the expectations of the insurance companies. Brett said this is the same as last year, and we update page 10 of the plan each year which is where we update insurance companies. Our coverage is the same as it has been, and it lists out the coverages that the Board approved in June for this next year and includes Workers Comp, liability insurance, etc. The carrier was updated. Brett

said this also details out how we allocate some of our salaries to the Tort Fund. That is also unchanged since the last Plan approval. Mr. Meade asked about cyber insurance and if that amount of insurance at \$100,000 is enough. Brett said actually we have millions of dollars in that area. Brett reviewed the breakdown of the levels of coverage. There is \$2 million for direct loses. Kevin asked about how that ties in with the data compromise. Brett said that is nice to have and is more for data loss. If our IT data room goes down, this is what would reimburse us to replace the servers. Mr. Maguire asked if this is comparable with other colleges and what they have in place. Brett said he would say yes but doesn't know for sure. He talked with Unland, who has many other colleges and schools, and this is pretty much the industry standard by level for coverages. President Oldfield said the challenge with this is Parkland and IVCC experienced this with cybercrimes, and they find what the insurance reimbursable amounts are and set the ransoms at that level. They are very astute in knowing where to find this information and raise the ransom to match. President Oldfield said Raj Siddaraju has done a great job on the prevention side as well in order to keep us protected.

Following a motion by Mrs. Butler, seconded by Mr. Maguire, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved acceptance of the SRC Risk Management Plan.

2.3 Institutional Planning

* Fall Enrollment – Missy Wilkinson presented the following report:

Missy thanked the Board for the opportunity to report, and she explained that this is the Fall 10th Day Enrollment Report. She said we have made a lot of progress, and it was a team effort for the fall semester. She reported on Fall 10th day credit hours and explained that we are at 11,139, which is a 9.82% difference compared to last year. Missy reported that Fall 10th day total headcount is 1,150, which is a 9.45% difference. She reported that freshman and sophomore areas did swell. The decline is with first time freshmen and also transfer students. Missy reviewed the breakdown of full time and part time headcount and reported that Fall 10th day full time headcount is at 549 which is a 9.85% difference. Part time is at 601 which is a 9% difference. Missy also presented the gender breakdown and explained that we are seeing a 14% decrease in females and 16% in hours. We are looking into the female decrease. Missy also stated that we have found that many students are doing a gap year or aren't going right to enrolling in college. Mr. Murphy asked about jobs. Missy said some but not all. Mrs. Butler asked if any said they are staying home because of children are at home. Missy said we think that is a strong possibility. Mr. Schleich asked if the gender difference is a statewide trend. President Oldfield said we have had some anomalies that were opposite of the state trend. That data will be telling when it comes out in the next few weeks. President Oldfield said Mr. Biernbaum had said the females at WIU were up. President Oldfield said we will look into that female group that fits into a specific category. Missy presented the age breakdown and said the under 18 age group is our high school dual credit students. The traditional student age group, 18-21, shows a 4% decrease. We are also showing a 25% decrease in nontraditional adult learners. Missy reviewed retention rates and explained that our rates are above national trends and peer comparisons. This is definitely something to celebrate!

President Oldfield thanked Missy and the Student Services staff and all that they had to deal with over the summer. We are hopeful for a bounce back for the spring semester. We are having conversations about how to reach out to students for spring enrollment, and that starts in the middle of October. President Oldfield said it sounds like our spring

schedule will look a lot like the schedule we are in for fall. We will probably repeat what we are doing this fall but also ask for feedback from faculty as we get ready and prepare for spring. He thanked Missy and her team for helping us get to where we are for the fall semester.

Mr. Maguire said there was an interesting article about McHenry County College which actually showed an increase for fall. You can't compare apples to oranges, and he noticed some of the novel things McHenry is trying. President Oldfield said those are lessons we learn and will continue to make improvements. We certainly applaud those institutions who were up for fall.

2.3.1 Tenure recommendation – Laura Bandy, English Faculty – effective January 16, 2021.

President Oldfield said not least but certainly last on the agenda, is the tenure recommendation for Laura Bandy. He shared that if you haven't met Laura you should take the time to get to know her. He included the following tenure recommendation committee letter as follows:

After a careful review of the Peer Assistance Committee report and a meeting with the Peer Assistance Committee, it is my pleasure to recommend Laura Bandy for tenure at Spoon River College.

Since joining Spoon River College, Laura has consistently demonstrated an outstanding level of instruction. Laura utilizes innovative teaching methodologies within the classroom while making the students feel at ease. Laura continually works to improve and update course material to make it more relevant to current trends and events within the classroom, at the college, and in the world beyond. Each semester, she chooses and integrates a theme into her teachings and assignments which engages her students within the English discipline. Her classroom management skills and student rapport allow students to be fully-engaged while maintaining high standards of performance. Laura's peer assistance commented that Laura continues to impress the committee with her ability to generate rapport with her students. She always establishes a friendly atmosphere in her classroom, even early in the semester.

Laura has impressed faculty and administrators with her willingness to assist students, often meeting with students outside of office hours and classroom time. Laura is frequently observed working one-on-one with students in her office and more recently has used many methods such as Zoom, Google Meets, FaceTime, etc. to stay connected with students during the COVID-19 pandemic. As she stated during a recent meeting, she "meets" them wherever and how-ever works best for them.

Laura joined SRC just as all full-time English faculty were working to move composition courses to OER materials. Laura embraced this movement with great enthusiasm. In addition to OER material, she incorporates writing examples from new authors she has become familiar with and, at times, personally knows. Through this tenure process, Laura has become a valued and well-respected member of not only the English department but SRC faculty team as a whole. Her assistance is often sought out by other faculty members in regards to teaching methodologies and materials. Laura is described by her peer assistance committee members as "incredibly talented both in and out of the classroom. She is a published poet, and she brings invaluable experience and skill to the English department".

Again, it is my honor to recommend Laura Bandy for tenure as an English faculty member at Spoon River College.

Following a motion by Mrs. Butler, seconded by Mr. Biernbaum, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees granted tenure for Laura Bandy, English Faculty – effective January 16, 2021.

3.0 ADDITIONAL ITEMS

Mrs. Butler thanked everyone for her service award. She said when you engage in volunteer activities you don't do it because you get awards. Linda said she does it because she believes in the system and is a graduate, and she thanked everyone.

President Oldfield said last month the Trustees talked about the bond amount at \$4 million. The other would be to consider the tech bond as well which would be \$4.8 million at one time and would save from doing the bond process next year. We need \$2 million for the Outreach center match and \$2 million for the federal grant. We are giving Brett direction to start the bond process. President Oldfield said his recommendation would be \$4.8 million. It was the consensus of the Board to pursue the bonds at \$4.8 million. Brett Stoller said if we don't get the federal grant, the \$2 million could be used for Macomb East because both are for capital improvements. President Oldfield said the actual amount will be approved at the October Board Meeting.

Mrs. Butler asked about issuing the bonds at one time for the \$4.8 million and if will that change the rotation of the technology spending? Brett said those funds will be set aside for an extra 12 months and will go on cycle for the next three years.

- 4.0 CLOSED SESSION. In accordance with the Illinois Open Meetings Act, the Board of Trustees will adjourn to Closed Session for paragraph 1). The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity; and 2). Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

Mr. Schleich said there was not a call for Closed Session.

5.0 ADJOURNMENT

Following a motion by Mr. Maguire, seconded by Mr. Biernbaum, and a roll call vote of unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, September 23, 2020, adjourned at 7:25 p.m.

Mr. Kent Schleich, Chair

Date

Mr. Phillip Murphy, Secretary