

BOARD OF TRUSTEES MEETING MINUTES
April 27, 2020

Call to Order: Chair Thompson called the virtual zoom meeting to order at 6:00 p.m., and the following members answered roll call:

Brian Duncan	Margaret Tyne
Ed Andersen	Lisa Wiersema
Dennis P. Fulrath	Kate Boyle
Student Trustee Priscila Castillo	

SVCC Staff: President, Dr. David Hellmich
Vice President of Academics and Student Services,
Dr. Jon Mandrell
Vice President of Business Services, Kent Sorenson
Dean of Institutional Advancement, Dr. Lori Cortez
Human Resources Director, Kathryn Snow
Director of Research and Planning, Joe Strabala-Bright
Executive Assistant, EmmaLea Bittner
Rachel Brunner, Associate Professor II, English
Audrey Smith, Adjunct Faculty, Psychology
Paul Edleman, Professor, Communication/Political Science
Sheila Buccola, Title III Program Assistant

Consent Agenda: It was moved by Member Tyne and seconded by Member Fulrath that the Board approve the Consent Agenda with the exception of item 2.15 – Determination of Time and Date of Meetings. In a roll call vote, all voted aye. Motion carried.

2.15 – Determination of Time and Date of Meetings was discussed. It was determined that the May Board meeting would take place on Tuesday, May 26, 2020 to accommodate for Memorial Day. It was moved by Member Fulrath and seconded by Member Wiersema that the May Board meeting would be May 26, 2020. In a roll call vote, all voted aye. Motion carried.

President's Report: Dr. David Hellmich provided the following information in his report:

He acknowledged the following former employees: Carl Gates, Professor; Judith Hill, Adjunct Faculty; Norma Woelens, Adjunct Faculty; and William "Bill" Byar, Associate Professor. Member Tyne shared that she had Professor Byar, who was a jazz enthusiast. She also shared that Judith Hill's daughter is now an English Professor.

Dr. Hellmich called on Dr. Jon Mandrell to introduce and recognize the outstanding full-time and adjunct faculty of the Year: Rachel Brunner and Audrey Smith; both serve as Phi Theta Kappa advisors.

Dr. Hellmich shared an email from Brian Durham of ICCB stating that two Illinois Community Colleges have come under ransomware attacks. Eric Epps shared a vulnerability scan handout with the Trustees. This scan checks the entire network looking for vulnerabilities. Eric's department also performs phishing training exercises. Eric shared about the Colleges' backup.

Lastly, Dr. Hellmich shared about the Colleges' COVID-19 Response. On March 11, he held a Cabinet meeting where Cabinet members planned to pilot working from home. By March 12, he made the decision to extend Spring Break by one week. On March 15, the entire campus began teleworking. On March 19, Sauk decided to move into *Sauk Soars Safely* where students could attend campus via appointment only, primarily for welding and labs. The Governor issued the Stay-at-Home Order this next day, which did not allow for students to come to campus. Dr. Hellmich held the first virtual College-wide meeting on March 27. He has continued to hold College wide meetings and send out emails once a week. COVID-19 response may last until Fall 2021. Dr. Hellmich reassured the Board that Sauk is not turning into a fully online College. He and the Cabinet are reviewing what services have been moved online and what they are doing well in the new normal. Eric shared Sauk's recovery plan with the Trustees. Dr. Jon Mandrell shared about courses, student service, and what the College plans for the upcoming Summer and Fall semesters. He also shared about the rapid response team that Sauk formed. Dr. Lori Cortez shared how the Foundation is helping during this time. The Foundation has released \$50,000 in scholarships for the Summer. She also shared about the marketing campaign that consists of billboards and geofencing. Joe Strabala-Bright provided an enrollment update for both the Summer term and the Fall semester. Kent Sorenson shared early budget projections. He also shared about the CARES Act funding provided for both students and the institution. Chair Thompson asked what the College is doing to help students adjust to online learning. Dr. Mandrell discussed *Test Drive* where students can see what it would be like to take a class online at Sauk. Student Trustee Priscila Castillo shared about her transition to online learning. She is doing well with the transition. She has taken online classes before and only had two classes this semester. Incoming Student Trustee Abril Vazquez-Tapia shared about her transition. She shared that it has been a bit of a challenge due to the number of classes she is enrolled in.

She suggested having a maximum number of classes a student could take online. Member Tyne asked how the College can help with the transition. Dr. Mandrell shared that students have the option to take an incomplete up until finals week and faculty have offered to drop the lowest test scores. He said that as time goes on, they have added additional resources.

Student Trustee Report: Student Trustee Castillo provided a recap of some student activities that were held virtually. Both the *Secrets of Being an Unstoppable Women* and *Human Trafficking Awareness* were held virtually and attended well by students, faculty, and staff. She also shared that the SGA officers created a *Thank You* video for faculty and staff for migrating classes and services online. Lastly, she shared the results of the Student Government Elections. Incoming Student Trustee Abril Vazquez-Tapia introduced herself.

Foundation Report: Dr. Lori Cortez reported that in the month of March the SVCF brought in \$44,000 in gifts, including one new \$10,000 gift to support career technical scholarships. Earlier this month, the Foundation also received a \$25,000 donation for the Shapiro Endowment, meant to serve students who live in Lee County.

The Foundation also provided \$131,000 in support to the College for scholarships and Agriculture supplies.

The Chris Byar Student Emergency Fund matching gift campaign is going well. Dr. Cortez wants to thank each of you who contributed to the fund through the matching campaign. Trustees, Foundation Board members, and college administrators have given \$5,200 to the campaign. The public phase is at \$2,700, and the Foundation hopes bring in \$2,300 more. Last week, the Foundation awarded \$7,000 in emergency funding to students.

The Impact Campaign has not stalled out. Institutional Advancement is digging deeper into prospect research, so we will have a well-documented portfolio of possible investors as we enter into Summer.

In order to boost enrollment, the Foundation is releasing \$50,000 in summer scholarships, as compared to \$10,000 last year. It is also having a second release of Fall scholarships on July 1.

ICCTA Report: Chair Thompson shared that ICCTA had to cancel its March meeting due to COVID-19. He discussed that Executive Director Jim Reed is working with the Governor's office to secure funding and help Career and Technical Education. ICCTA plans to help with online courses. The next in-person meeting will be in the Fall.

Board Policy 309.01
College Investments –
Second Reading:

It was moved by Member Fulrath and seconded by Member Andersen that the Board approve Board Policy 309.01 *College Investments* as presented for a second reading. In a roll call vote, all voted aye. Student Trustee Castillo advisory vote: aye. Motion carried.

Board Policy 510.01
*Reimbursement of
Employee Expenses* –
First Reading:

It was moved by Member Fulrath and seconded by Member Wiersema that the Board approve Board Policy 510.01 *Reimbursement of Employee Expenses* as presented for a first reading. In a roll call vote, all voted aye. Student Trustee Castillo advisory vote: aye. Motion carried.

Board Policy 517.03
*Mental Health Action on
Campus* – Frist Reading:

It was moved by Member Tyne and seconded by Member Andersen that the Board approve Board Policy 517.03 *Mental Health Action on Campus* as presented for a first reading. In a roll call vote, all voted aye. Student Trustee Castillo advisory vote: aye. Motion carried.

Administrator
Appointment – Interim
Director of Regional
Economic
Development and Small
Business Development
Center:

It was moved by Member Fulrath and seconded by Member Wiersema that the Board approve Kim Ewoldsen as the Interim Director of Regional Economic Development and Small Business Development Center. Member Andersen thinks highly of Ms. Ewoldsen. Member Tyne asked why it will be interim director. Dr. Hellmich explained that he needs to get approval from Springfield since 50% of Kim's job would be Economic Development and the other 50% would be Small Business Development Center. In a roll call vote, all voted aye. Student Trustee Castillo advisory vote: aye. Motion carried.

Administrator
Appointments for FY21:

It was moved by Member Wiersema and seconded by Member Fulrath that the Board approve the administrator appointments for indicated time periods. In a roll call vote, all voted aye. Student Trustee Castillo advisory vote: aye. Motion carried.

ICCTA Outstanding Full-
time Faculty Award:

It was moved by Member Fulrath and seconded by Member Andersen that the Board approve the nomination of Rachel Brunner for the ICCTA Outstanding Full-time Faculty Award. In a roll call vote, all voted aye. Student Trustee Castillo advisory vote: aye. Motion carried.

ICCTA Adjunct Faculty Outstanding Award:	It was moved by Member Tyne and seconded by Member Wiersema that the Board approve the nomination of Audrey Smith for the ICCTA Outstanding Adjunct Faculty Award. In a roll call vote, all voted aye. Student Trustee Castillo advisory vote: aye. Motion carried.
IncludEd Fees for Summer 2020 & Fall 2020:	It was moved by Student Trustee Castillo and seconded by Member Fulrath that the Board approve the IncludEd course material fees as presented for Summer 2020 and Fall 2020. In a roll call vote, all voted aye. Student Trustee Castillo advisory vote: aye. Motion carried.
Public RFP Award-Audit Services:	It was moved by Member Fulrath and seconded by Member Wiersema that the Board accept the proposal from Wipfli, LLP for audit services to be performed for fiscal years 2020 through 2022. The contract will be paid with resources from the College's Audit Fund in the amount of \$44,000 a year. In a roll call vote, all voted aye. Student Trustee Castillo advisory vote: aye. Motion carried.
Public Bid Action – 2020 PHS Exterior Lighting Improvements Projects:	It was moved by Member Wiersema and seconded by Member Tyne that the Board accept the bid from McGinn & McGinn, Inc. d/b/a Engel Electric for the 2020 PHS Electrical Improvements Project. In a roll call vote, all voted aye. Student Trustee Castillo advisory vote: aye. Motion carried.
Public Bid Action – 2020 Electrical Improvements Projects:	It was moved by Member Fulrath and seconded by Member Andersen that the Board not accept the bids for the 2020 Electrical Improvements Project. Both bids received were over budget and considerable concerns were expressed over the availability and deliverability of the equipment and completion of the work within the allotted project timeframe and the potential impact on the start of the Fall 2020 Semester. The Administration will reassess the proposed project at a later date. In a roll call vote, all voted aye. Student Trustee Castillo advisory vote: aye. Motion carried.
Sole Source Provider – NURO Software:	It was moved by Member Andersen and seconded by Member Wiersema that the Board approve the proposed contract terms from Nuro Learning, LLC for Nuro Retention software services for a total obligation of \$127,000 for a term of three years funded through federal sources. In a roll call vote, all voted aye. Student Trustee Castillo advisory vote: aye. Motion carried.

Closed Session: It was motioned by Member Wiersema and seconded by Member Andersen to move into closed session at 7:01 p.m. due to 5 ILCS 120/2(c)(1 & 2) – The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity; and 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. In a roll call vote, all voted aye. Student Trustee Castillo advisory vote: aye. Motion carried. Closed Session began at 7:35 p.m.

Closed Session concluded at 7:46 p.m.

Adjournment: Since the scheduled business was completed, it was moved by Member Fulrath and seconded by Student Trustee Castillo that the Board adjourn. In a roll call vote, all voted aye. Student Trustee Castillo advisory vote: aye. Motion carried.

The meeting adjourned at 7:48 p.m.

Next Meeting: The next regular meeting of the Board will be in the Board Room at 6:00 p.m. on May 26, 2020.

Respectfully submitted,

Margaret Tyne, Secretary