

BOARD OF TRUSTEES MEETING MINUTES

April 22, 2024

- Call to Order: Chair Bob Thompson called the meeting to order at 6:00 p.m., and the following members answered roll call:
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| Brian Duncan | Margaret Tyne |
| Danelle Burrs | Tom Demmer |
| Sam Ramirez | Student Trustee, Chloe Coil |
- Excused: Lisa Wiersema
- SVCC Staff: President, Dr. David Hellmich
Vice President of Academics and Student Services, Dr. Jon Mandrell
Vice President of Advancement, Dr. Lori Cortez
Vice President of Business Services, Kent Sorenson
Dean of Information Technology, Kathy Dirks
Director of Facilities, Rich Groleau
Director of Human Resources, Kathryn Snow
Director of Research and Planning, Aaron Roe
Board Assistant, Peggy Eshleman
Dean of Student Services, Joe Strabala-Bright
Dean of Business, Career, and Technical Education, Sasha Logan
Dean of Health Professions, Pamela A. Eubanks
Professor of Radiologic Technology, Dianna Brevitt
Professor of Psychology, Dr. Amy Jakobsen
Professor of Communication and Political Science, Dr. Paul Edleman
PASS Facilitator, Janis Jones
Professor of Art, Glenn Bodish
Assistant Professor of English, Noel Berkey
Learning Commons Instructional Aide, Bridget Burren
Director of Enrollment Management/Registrar, Pamela Medema
Learning Commons Tutoring Coordinator, Jane Verbout
- Guests: Tim Garnhart, WIXN
Sarah Bingaman
- Consent Agenda: It was moved by Member Ramirez and seconded by Member Burrs the Board approve the consent agenda. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.
- President's Report: Dr. David Hellmich acknowledged the recent passing of former Adjunct Instructor, Ronald Meyer, who taught HVAC courses at Sauk from 1993 – 1999.

Dr. Hellmich congratulated the Spring 2024 retirees Noel Berkey, Bridget Burren, Jane Grove, Pamela Medema, and Jane Verbout. Dr. Jon Mandrell introduced Noel Berkey, who began at Sauk in 1991 and has taught over 6,000 students during that time, Bridget Burren, who has been tutoring students at the College since 2008, and Jane Verbout, who has also been at the College since 1991 and has tutored thousands of students giving extra help at finals time hosting pizza parties and more. Joe Strabala-Bright introduced Pamela Medema, the longest serving Registrar in the history of Sauk who helped bring the one-stop Student Services shop to fruition. Joe concluded by honoring Jane Grove, who will be remembered for her calm demeanor, her compassion, and her thoroughness when completing her work.

Dr. Mandrell presented faculty members who participated in the recent study abroad trip to Pakistan. Dr. Paul Edleman reported on the ten-day trip and invited each participant to share their stories. Paul spoke of the cultural components of Phoor Nagar Village and its rural environment. Dr. Amy Jakobsen learned about the history and culture from the curious people she encountered along with the ceremonial and hospitable atmosphere. Janis Jones was moved by the protocol, the red-carpet treatment and being treated as a distinguished academic guest while conducting workshops for students and teachers. Glenn Bodish was grateful for the incredible opportunity and the deep and meaningful connections while meeting with faculty and students. Paul concluded by thanking the administration and trustees for allowing them to travel to Pakistan.

Reports/Comments from Board Members and the SVC Foundation:

Student Trustee Chloe Coil reported on recent events including *Ultimate Laser Tag*, *Financial Freedom Workshop*, *Comedian Trey Mack*, the spring blood drive, eclipse viewing on campus, and other recent club activities including the ICCB Advocacy Day in Springfield. Chloe thanked everyone for allowing her to serve on the board this past year.

Foundation Report: Dr. Lori Cortez reported kicking off a small-town campaign in Ashton-Franklin Grove where the Impact Team will hold two kickoff events for the \$600,000 campaign. Lori mentioned the most recent Points of Pride: the recent successful Sonography Program's first information meeting; the more than 130 students signed up so far for the Impact Program; and the 2024 Distinguished Alumnus of the Year, Bob Sondgeroth, and the 2024 Rising Star Alumni awardee, Karli Ewaniuk.

ICCTA Report: Chair Bob Thompson reported he will be in Springfield soon for Executive Committee interviews and reminded others of the ICCTA Lobby Day on May 2 in Springfield.

Dr. Hellmich reported that Chair Thompson recently was honored by ICCTA with his third Trustee Education Award for his participation in 45 or more seminars offered by ICCTA.

Board Policies *301.01 Budgeting, Purchasing, Accounting, and Auditing Procedures* and *501.01 Academic Programs and Requirements* – First Reading:

It was moved by Member Duncan and seconded by Member Ramirez the Board approve edits to Board Policies *301.01 Budgeting, Purchasing, Accounting, and Auditing Procedures* and *501.01 Academic Programs and Requirements* as presented for a first reading. Dave explained how we are reviewing policies in Cabinet meetings. We will note when they have been revised and reviewed. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Honorary Degree:

It was moved by Member Burrs and seconded by Member Demmer the Board, per Board Policy *109.02*, award an Honorary Associate in Arts Degree – Criminal Justice to Linda Giesen for exceptional and lasting contributions to her profession and community. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

2025-2027 Academic Calendars:

It was moved by Student Trustee Coil and seconded by Member Tyne the Board approve the updated academic calendars for 2025-2027 as presented. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Addition / Deletion of Programs:

It was moved by Member Duncan and seconded by Member Ramirez the Board approve the additions and deletions of certificates and degrees as presented. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Faculty Appointment — Sonography:

It was moved by Student Trustee Coil and seconded by Member Ramirez the Board approve the appointment of Ellyn Horn as an Assistant Professor II, Sonography Program Coordinator effective August 9, 2024, at an annual base salary of \$55,273.15. Ellyn spoke briefly about her hope to make the program successful. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Retirement — Director of Enrollment Management/Registrar:

It was moved by Member Tyne and seconded by Student Trustee Coil the Board approve the retirement of Pamela Medema as Director of Enrollment Management/Registrar effective May 31, 2024. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Appointment of College Audit Firm: It was moved by Student Trustee Coil and seconded by Member Duncan the Board retain Wipfli, LLP to perform the College's annual audit for fiscal year 2024. Kent answered Trustees' questions. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Purchase Approval — Adult Education Laptops: It was moved by Member Tyne and seconded by Student Trustee Coil the Board approve the purchase of 34 laptops for the Adult Education Program from Paragon Micro at a cost of \$877.67 per laptop for a total cost of \$29,840.78 and funded through the Digital Instruction for Adult Education grant funds. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Destruction of Closed Session Recordings: It was moved by Member Demmer and seconded by Member Burrs the Board approve the destruction of the closed session minutes recordings dated between July 29, 2019 and June 27, 2022. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Closed Session: It was moved by Member Duncan and seconded by Member Ramirez the Board move into closed session at 7:10 p.m.

Closed session concluded at 7:48 p.m.

Closed Session Minutes: It was moved by Member Demmer and seconded by Member Duncan the Board approve the closed session minutes of February 26, 2024. In a roll call vote, all voted aye. Student Trustee Coil voted aye. Motion carried.

Adjournment: Since the scheduled business was completed, it was moved by Member Duncan and seconded by Member Ramirez the Board adjourn. In a roll call vote, all voted aye. Motion carried.

Meeting adjourned at 7:49 p.m.

Next Meeting: The next regular meeting of the Board will be at 6:00 p.m., on Monday, May 20, 2024, in the Riverview Conference Room.

Respectfully submitted,

Margaret Tyne, Secretary