**SAUK VALLEY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING MINUTES**

**August 28, 2017**

The Board of Trustees of Sauk Valley Community College met in regular session at 6:00 p.m. in the Board Room at Sauk Valley Community College, 173 Illinois Route #2, Dixon, Illinois.

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

Lisa Wiersema Dennis P. Fulrath

 Margaret Tyne Ed Andersen Robert Thompson

Student Trustee Manuel Mooney

Absent Brian Duncan

SVCC Staff: President, Dr. David Hellmich

VP of Academics and Student Services, Dr. Jon Mandrell

VP of Research, Planning, and Information Affairs,

Dr. Steve Nunez

Dean of Business Services, Melissa Dye

Dean of Foundation, Grants, and Governmental Affairs,

Dr. Lori Cortez

Human Resources Director, Kathryn Snow

Director of Facilities, Frank Murphy

Administrative Assistant, Dana Chacon

Coordinator of Student Recruitment, Sarah Partington

Director of Information Services, Eric Epps

Professor of Physics, Dr. James Chisholm

Consent Agenda: It was moved by Member Thompson and seconded by Member Wiersema that the Board approve the Consent Agenda. In a roll call vote, all voted aye. Student Trustee Mooney advisory vote: aye. Motion carried.

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

 **Assessment Report**

 Dr. James Chisholm provided an overview of the Assessment Report. He explained that the data shown are an assessment of student learning over the last several years. These assessments are conducted in the classrooms of various disciplines.

**Sauk’s Coordinator of Student Recruitment**

Dr. Steve Nunez introduced Sarah Partington, Coordinator of Student Recruitment. Sarah shared her efforts in recruitment by meeting with students on campus, following up with requests for information and promoting SVCC to each of the area high schools. Sarah visits each of the sixteen high schools in Sauk’s district, meeting with students who express an interest in Sauk. She is very involved in the community and a true champion of Sauk.

 **Enrollment Report**

 Dr. Nunez provided an enrollment update. He shared that paid enrollment is down 2.0%, in part, due to the changes in administering of waivers. Overall enrollment is down 6.7% in headcount and 9.3% in credit hours in the fall semester. Retaining Sauk students has remained strong. Some of the possible reasons for decreased enrollment are more potential students are entering the workforce instead of attending college and there is more competition than ever before. He shared plans on increasing enrollment by more aggressive efforts in recruitment, more community outreach, and promoting the online offerings and innovative accelerated programs.

Reports: *Student Trustee Report*:Student Trustee Mooney shared that the welcome week activities were well attended, especially the Caricature artist, Kevin Berg, and the Midwest Dueling

 Pianos. He also provided a list of upcoming events for the fall semester.

*Foundation Report*:Dr. Lori Cortez presented on the Foundation’s *We Give* campaign.

*ICCTA Report:* There was no report.

2017-2018 It was moved by Member Thompson and seconded by Member

Budget – First Fulrath that the Board approve the FY 2017 budget as presented.

Reading: In a roll call vote, all voted aye. Student Trustee Mooney advisory

 vote: aye. Motion carried.

Amendments It was moved by Member Fulrath and seconded by Member

To the 2017-2018 Wiersema that the Board approved the 2017-2018 amendments

Contractual to the Contractual Agreement between the Board of Community

Agreement College District No. 506 and the Sauk Valley Community College

Between the Faculty and Adjunct Faculty Associations. In a roll call vote, all

Board of Community voted, aye. Student Trustee Mooney advisory vote: aye. Motion

College District carried.

No. 506 and the

Sauk Valley

Community

College Faculty

and Adjunct

Faculty Association:

Salary Adjustments: It was moved by Member Andersen and seconded by Member

 Thompson that the Board approve a 2.0% salary adjustment for all

 non-faculty retroactive to July 1, 2017. In a roll call vote, all voted

 Aye. Student Trustee Mooney advisory vote, aye. Motion carried.

Digium Phone It was moved by Member Thompson and seconded by Member

System Purchase: Tyne that the Board approve the purchase of the listed equipment

 for $62,456.96 with funding bond proceeds and $34,456.92 with

 operating funds. In a roll call vote, all voted aye. Student Trustee

 Mooney advisory vote: aye. Motion carried.

Educational Lab It was moved by Member Tyne and seconded by Member

and Employee Thompson that the Board approve the purchase of the listed

Computer equipment for $101,131.32 from funding bonds proceeds.

Replacement: In a roll call vote, all voted aye. Student Trustee Mooney advisory vote: aye. Motion carried.

Disposal of It was moved by Member Andersen and seconded by Member

Obsolete Wiersema that the Board approve the equipment listed as obsolete

Equipment: to be disposed of in a manner appropriate to the condition of the

 Equipment. In a roll call vote, all voted aye. Student Trustee

 Mooney advisory vote, aye. Motion carried.

Closed Session: It was moved by Member Tyne and seconded by Member

Wiersema that the Board should move into closed session. In a roll call vote, all voted aye. Student Trustee Mooney advisory vote: aye. Motion carried.

Approval of Closed It was moved by Member Wiersema and seconded by Member

Session Minutes of Andersen that the Board approve the Closed Session minutes as

July 24, 2017: presented. In a roll call vote, all voted aye. Student Trustee

Mooney advisory vote, aye. Motion carried.

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

The meeting adjourned at 7:25 p.m.

Next Meeting: The next regular meeting of the Board will be at 6:00 p.m. on September 25, 2017, in the Board Room.

Respectfully submitted,

Lisa Wiersema, Secretary