

**BOARD OF TRUSTEES MEETING MINUTES**  
**June 22, 2020**

Call to Order: Chair Thompson called the meeting to order at 6:02 p.m., and the following members answered roll call:

Brian Duncan	Margaret Tyne
Ed Andersen	Lisa Wiersema
Dennis P. Fulrath	Kate Boyle (remotely due
Student Trustee Abril Vazquez-	to Executive Order 2020-
Tapia (remotely due to Executive	07 as amended by
Order 2020-07 as amended by	Executive Order 2020-33)
Executive Order 2020-33)	

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 (remotely)  
Director of Research and Planning, Joe Strabala-Bright  
(remotely)  
Executive Assistant, EmmaLea Bittner  
Title III Program Assistant, Sheila Buccola, (remotely)  
Manager of Campaign Operations & Alumni Engagement, Chris  
Pilling (remotely)

Consent Agenda: It was moved by Member Fulrath and seconded by Member  
Duncan that the Board approve the Consent Agenda. In a roll  
call vote, all voted aye. Student Trustee Vazquez-Tapia  
advisory vote: aye. Motion carried.

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

He acknowledged former Adjunct Faculty member Nancy Mayo and former Professor Ronald Hartje. Member Tyne shared that Nancy was very kind and supportive and Ron was a professor when she was a student. Member Fulrath shared that he was a student of Professor Hartje's.

Next, Dr. Hellmich shared Sauk's response to COVID-19 by providing a Phase 4 update. Dr. Mandrell discussed Academics during Phase 3 and plans for the Fall semester given that Illinois will be in Phase 4 of the *Restore Illinois Plan*. Phase 4 will be a combination of live-streaming, live-streamed blended, traditional face-to-face, and online courses. This plan is versatile if the College needs to move back to Phase 3. Member Tyne asked about international and out-of-state students. With online/live streaming classes, these students would have access to Sauk. Members Duncan, Wiersema, and Boyle expressed concern about

the limited amount of time students have face-to-face with their instructors. Member Duncan asked if it were possible to have a rotating schedule where students can meet with their professors face to face. Dr. Mandrell is working on obtaining what the total number of students would be on campus if they were to attend on a rotating schedule.

Dr. Hellmich asked Joe Strabala-Bright to provide an enrollment and graduate updates. As of June 17, 2020, the Summer headcount has decreased from the previous summer by 8.8% while the total credit hours decreased by 1.4% and paid enrollment decreased by 1.0%. These numbers reflect an increase in transfer and undeclared student enrollment and a sharp decline in CTE and nontraditional student enrollment; they can be largely explained by the effects of COVID-19. Additionally, the College awarded 248 associate degrees, 374 career-technical certificates, and 115 general education core curriculum credentials. Member Andersen asked about the number of Agriculture degrees awarded. The College started that program two years ago so these are the first graduates. The degree does not account for those students who transfer to a four-year university. Member Duncan shared that he appreciated the virtual ceremony.

Lastly, Dr. Hellmich asked Dr. Cortez to share about the Highway Route 2 Sign. The College and the Sauk Valley College Foundation are looking at the possibility of purchasing a new sign facing perpendicular to Highway Route 2. Dr. Cortez shared sign schematics. Member Fulrath asked if the sign would be able to withstand strong winds. Dr. Cortez has been assured that the sign would be structurally sound. Member Tyne asked about the cost, which would be approximately \$160,000 to be split between the College, utilizing funding bonds, and the Sauk Valley College Foundation. The next steps would be a bid proposal in August and hopefully installed before winter. Member Tyne asked about Express Sign & Lighting Maintenance and about the company's experience with larger signs. Dr. Cortez shared that Express Sign & Lighting Maintenance did the sign for the Mendota High School.

*Student Trustee Report:* Student Trustee Vazquez-Tapia shared that SGA had an officer meeting on June 2, during which virtual event ideas were discussed. The summer blood drive is still in the works. The officers are looking to partner with another location since they are unable to host on campus. They had another officers meeting on June 10 with Dr. Hellmich during which they discussed ideas for Pizza with the Prez.

*Foundation Report:* Dr. Cortez reported that the SVC Foundation has ushered in an additional \$25,000 scholarship for the Shapiro Endowment, which supports Lee County students to attend Sauk. The Foundation has also received a gift from the friends and family of Ron Hartje for the student emergency fund. She shared that the Foundation is working to produce a quarterly alumni publication and to organize an Athletic Hall of Fame and an Alumni Art student competition. Dr. Cortez also shared swag bags full of new marketing items with all of the trustees and shared that Rotaract won organization of the year.

*ICCTA Report:* Chair Thompson shared that he has concluded his presidency for ICCTA. He will be transitioning to be the liaison to the executive director. ICCTA is hoping for level funding for community colleges from the state budget. He also shared that Jim Reed, Executive Director for ICCTA, has visited seventeen community colleges. The next meeting for ICCTA will be held at Heartland Community College. He is hopeful for an in-person meeting in September.

Staff Raises for FY  
2021— Revisited due to  
COVID-19 Impact:

It was moved by Member Andersen and seconded by Member Duncan that the Board reaffirm its approval of step increases for eligible staff and a 2% cost-of-living adjustment for the staff salary schedule effective July 1, 2020. In a roll call vote, all voted aye. Student Trustee Vazquez-Tapia advisory vote: aye. Motion carried.

Administrator  
Appointment –  
Director of Facilities:

It was moved by Member Tyne and seconded by Member Wiersema that the Board approve the appointment of Richard Groleau as the Director of Facilities beginning June 15, 2020. Member Fulrath asked about the salary amount, and Dr. Hellmich stated that it was based on his experience. In a roll call vote, all voted aye. Student Trustee Vazquez-Tapia advisory vote: aye. Motion carried.

Faculty Appointment –  
Nursing:

It was moved by Member Wiersema and seconded by Member Fulrath that the Board approve the appointment of Jennie Frias for the 2020-2021 academic year as an Assistant Professor of Nursing beginning August 14, 2020. In a roll call vote, all voted aye. Student Trustee Vazquez-Tapia advisory vote: aye. Motion carried.

Public Bid Action – 2020  
PHS Electrical  
Improvements Projects  
and PHS Budget Transfer:

It was moved by Member Tyne and seconded by Member Wiersema that the Board accept the bid from Special Power, Inc. for the 2020 PHS Electrical Improvements Project and approve the budget transfer of \$112,000 from the 2019/2020 PHS Window System Improvement Project to the 2020 PHS Electrical Improvements Project. In a roll call vote, all voted aye. Student Trustee Vazquez-Tapia advisory vote: aye. Motion carried.

Services Fee Proposal – Professional Services for Replacement of AHU 9:	It was moved by Member Fulrath and seconded by Member Andersen that the Board accept the proposal from Willett Hofmann & Associates, Inc. with a fee not to exceed \$43,500 to be paid from restricted 2018 Funding Bond proceeds. In a roll call vote, all voted aye. Student Trustee Vazquez-Tapia advisory vote: aye. Motion carried.
Educational Lab and Employee Computer Replacement:	It was moved by Member Duncan and seconded by Member Wiersema that the Board approve the purchase of up to 100 laptop computers for \$146,026.40 from Funding Bond proceeds. In a roll call vote, all voted aye. Student Trustee Vazquez-Tapia advisory vote: aye. Motion carried.
Sole Source Procurement – Campus Logic Software:	It was moved by Member Fulrath and seconded by Member Tyne that the Board approve the proposed contract terms from CampusLogic, Inc. for CampusLogic software services for a total obligation of \$108,188 for a term of three years funded through federal sources. In a roll call vote, all voted aye. Student Trustee Vazquez-Tapia advisory vote: aye. Motion carried.
Closed Session:	It was motioned by Member Fulrath and seconded by Member Wiersema to move into closed session at 7:10 p.m. due to 5 ILCS 120/2(c)(1, 2 and, 21 ) – 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; and Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. In a roll call vote, all voted aye. Student Trustee Vazquez-Tapia advisory vote: aye. Motion carried. Closed Session began at 7:10 p.m.
	Closed Session concluded at 7:26 p.m.
Approval of Closed Session Minutes from May 26, 2020:	It was moved by Member Wiersema and seconded by Member Andersen that the Board approve the Closed Session Minutes from May 26, 2020. In a roll call vote, all voted aye. Student Trustee Vazquez-Tapia advisory vote: aye. Motion carried.
Closed Session Minutes Review:	It was moved by Member Andersen and seconded by Member Duncan that the Board, having reviewed its closed session minutes as required by law, keep closed all the minutes that are currently closed. In a roll call vote, all voted aye. Student Trustee Vazquez-Tapia advisory vote: aye. Motion carried.

Adjournment:

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

The meeting adjourned at 7:29 p.m.

Next Meeting:

The next regular meeting of the Board will be in the Board Room at 6:00 p.m. on July 27, 2020.

Respectfully submitted,

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Margaret Tyne, Secretary