

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ST. LOUIS COMMUNITY COLLEGE
THURSDAY, SEPTEMBER 27, 2018**

The Regular Meeting of the Board of Trustees of St. Louis Community College was held on Thursday, September 27, 2018, at the Corporate College, 3140 Cass Avenue, St. Louis, MO, pursuant to notice and in accordance with Section 610.020 RSMo, as amended.

1. Call to Order/Roll Call

Mr. Rodney Gee, Chair, called the meeting to order at 7 p.m. The following members of the Board of Trustees were present: Mr. Rodney Gee, Chair; Dr. Kevin M. Martin, Vice Chair; Ms. Libby Fitzgerald, Trustee; Dr. Doris Graham, Trustee; Dr. Craig Larson, Trustee; Ms. Joan McGivney, Trustee, and Ms. Pam Ross, Trustee.

Also present were Dr. Jeff Pittman, Chancellor, Ms. Mary Nelson, General Counsel, and Ms. Rebecca Garrison, Associate for Board Relations.

2. Public Hearing for Setting the Tax Rate

On motion by Dr. Larson and seconded by Dr. Graham, Mr. Gee recessed the regular meeting, and a Public Hearing was held in accordance with Section 67.110, *Revised Statutes of Missouri* (2005), which requires each political subdivision to hold a public hearing, after appropriate public notice prior to fixing its property tax rates for the fiscal year. Ms. Jill Houghton, Controller, made a presentation on the tax rate. Following the presentation, Mr. Gee asked if there were any citizens who wished to be heard concerning the proposed tax rate. Hearing none, Mr. Gee asked for a motion to adjourn the hearing. On motion by Dr. Martin and seconded by Ms. Ross, the Board voted unanimously to adjourn the public hearing and the regular Board meeting was reconvened.

3. Approval of Resolution Setting the Tax Rate for 2018

On motion by Dr. Larson and seconded by Ms. Fitzgerald, the Board unanimously adopted a Resolution to set the tax rate for the district for the tax year 2018 at 21.29 cents per one hundred dollars assessed valuation, for the General Fund of the College in the form attached hereto and by this reference incorporated herein in Exhibit A.

4. Welcome to Guests

Mr. Gee welcomed guests.

5. Citizens Desiring to Address the Board Regarding Agenda Items

None.

6. Adoption of Agenda/Revisions to Agenda

On motion by Dr. Martin and seconded by Dr. Larson, the Board unanimously adopted the agenda as revised.

7. Approval of the August 16, 2018 Regular Meeting Minutes

On motion by Dr. Larson and seconded by Ms. Fitzgerald, the Board unanimously approved the August 16, 2018 regular meeting minutes after making a revision to the 4th paragraph under Trustee Comments, indicating that Dr. Larson supervises 15 school districts.

8. Approval of Resolution Re October 18, 2018 Executive Session of the Board of Trustees

On motion by Dr. Martin, and seconded by Ms. Ross, the Board, by a roll-call vote, unanimously approved the resolution scheduling an executive session on October 18, 2018, all as more fully set forth in Exhibit A attached hereto and by this reference incorporated herein.

9. Recognition of Student, Staff and Trustee Accomplishments

Ms. Nez Savala, Communications Manager, read statements of congratulations for students and staff on their recent awards and accomplishments.

10. Information Items

- Dr. Julie Fickas, Provost of the Forest Park Campus, presented to the Board on the STEM Education Research Project.

11. Approval of Consent Items

Consent items were approved by a single motion and vote unless otherwise noted below.

11.1 Consent Item Motion and Vote

On motion by Ms. Fitzgerald and seconded by Dr. Larson, the Board unanimously approved the consent agenda items.

11.2 ACADEMIC AFFAIRS

Approval of Program Recommendations and Revisions

The Board, by consent, approved the following Resolution:

RESOLVED, that the Board of Trustees hereby approves the program recommendations all as more fully set forth in Exhibit B attached hereto and by this reference incorporated herein; and that, where appropriate, said programs be submitted to the Coordinating Board for Higher Education.

11.3 HUMAN RESOURCES

Human Resource Recommendations

The Board, by consent, approved the following resolution regarding human resource recommendations:

RESOLVED, that the Board hereby ratifies and/or approves personnel actions for certificated, physical plant and classified staff in accordance with established policies of the District, all as more fully set forth in Exhibit C attached to these minutes and by this reference incorporated herein; and

FURTHER RESOLVED, that, where appropriate, the Chancellor of the District or his designee is hereby authorized and directed to execute for and on behalf of the District, the appropriate contract or amendment to contract for the affected personnel.

11.4 BID AWARDS

Acceptance of Bids/Ratification of Contracts

The Board, by consent, approved the following resolution:

RESOLVED, that the Board of Trustees hereby accepts the bids and/or ratifies the contracts set forth in Exhibit D attached hereto and by this reference incorporated herein, to the lowest responsible bidder for the amounts indicated thereon and all in accordance with District specifications specified in the contract numbers indicated; said funds to be paid from the funds set forth in each item of Exhibit D; and

FURTHER RESOLVED, that the appropriate officer of the Board or the District be and hereby is authorized and directed to execute an appropriate contract in each instance.

11.5 FINANCE

Budget

A. Financial Reports

Financial Reports will appear on a Quarterly Basis in November, February, May and August.

11.6 CONTRACTS AND/OR AGREEMENTS

Contracts and/or Agreements

The Board was requested to approve the acceptance or renewal of various contracts, agreements and resolutions.

The Board, by consent, approved the following resolution regarding the acceptance or renewal of various contracts, agreements and resolutions between the District and various agencies, corporations and individuals located throughout the District:

RESOLVED, that the contracts, agreements and resolutions set forth in Exhibit E attached hereto and by this reference incorporated herein, are adopted and approved; and

FURTHER RESOLVED, that the appropriate Officer of the Board of the District be and hereby is authorized and directed to execute an appropriate contract in each instance.

11.7 ACCEPTANCE OF EXTERNAL FUNDS

Acceptance of External Funds

The Board, by consent, approved the following resolution regarding the acceptance of grants, contracts and equipment donations:

RESOLVED, that the Board of Trustees does hereby accept the grants, contracts, gifts and equipment donations for the College, all as more fully set forth in Exhibit F, attached hereto and by this reference incorporated herein; and

FURTHER RESOLVED, that the Chancellor be and hereby is authorized and directed to express appreciation, where appropriate, for and on behalf of the District; and

FURTHER RESOLVED, that with respect to federal grants for work-study programs, the Agency involved will be billed for matching funds and for Social Security; and

FURTHER RESOLVED, that the appropriate Officer of the Board or District be and hereby is authorized and directed to execute contracts with said agencies in each instance.

12. COMMUNICATIONS

12.1 Chancellor's Report

Dr. Pittman gave the following report:

Fall Enrollment

September 14 was Census Date for the College. For Fall 2018, Institutional Research (IR) reflects an overall 3.6% decline in headcount with 18,158 students. While the larger campuses were slightly down, the Wildwood campus experienced a 6% increase in headcount and continues to show good growth in West County. From other colleges who have shared their data to date, STLCC enrollment is

about average for the other 11 colleges that range from slightly down to 22% down in headcount.

The College experienced an 11% increase in transfer students, and we also saw gains in dual enrollment (a 54% increase) and dual credit (a 13% increase). Overall dual credit/dual enrollment seats increased from 993 in Fall 2017 to 1,278 in Fall 2018.

There was a 4% increase with Hispanic/Latino students, and out-of-state students increased by 18%. The College also experienced a 13% increase in fully online students.

The Leadership Team and I will receive a full briefing by IR in the coming weeks to study and analyze the enrollment data, which I will share with the Board. We will also plan strategies around how best to increase enrollment and find new ways to reflect the tremendous value of the College in addressing the serious workforce shortage that exists. In many ways, the very low unemployment rate is our largest competitor, as even low skill jobs are being advertised for \$15 per hour in St. Louis County.

Tour of Center for Nursing and Health Sciences (Monday)

On Monday of this week, I had the opportunity to do a tour of the progress to date on the new Center for Nursing and Health Sciences. Needless to say, it is very exciting to see the work that has been accomplished to date and how quickly the building is coming together. It is hard to imagine the faculty and students will be in the building in Fall of 2019!

We continue to experience great interest in the project, and in the expansion of our health care programs. I continue to meet with area CEO's and HR staff from local hospitals who are working with us to expand our capacity in Nursing and other health care programs. I continue to gather input and data for the types of programs that we can locate or develop on the 4th floor of the new building.

We will reach out to the State Board of Nursing in the future to discuss potential expansion plans of our nursing programming.

Meeting with Civic Progress CEO, Tom Santel, Regional Chamber of Commerce CEO, Tom Chulick, and efforts with the Regional Business Council (Kathy Osborne)

Hart Nelson and I are working very closely with the CEO's of the Regional Business Council (Kathy Osborne), Regional Chamber of Commerce (Tom Chulick) and Civic Progress (Tom Santel). At this time, two of the entities have approached us with the idea of the College serving as a portal and website to feature pathways to high wage careers in high need areas, such as health care, IT, financial services, manufacturing and bio-sciences.

We are very excited about this possibility and will continue to work with them to build this idea out. Although many good jobs exist, it is often times very difficult to help potential students understand the opportunities and careers that are available, and it will take several organizations in the STL Region pulling together to assist in creating this awareness with K – 12 students and adult students.

We will continue this work and keep all of you updated as we proceed.

Meeting with John Nations of Bi-State Development (September 20)

On September 20, Hart Nelson and I met with John Nations of Bi-State Development to discuss the possibility of a bus route between our campuses and the development of a partnership with Metro to offer online courses to individuals who commute daily.

Although John will soon leave Bi-State, he has aligned us with appropriate staff and we will begin development of these new initiatives in the near future.

Botanical Garden Board Meeting (September 20)

As many of you know, I serve on the Botanical Garden Board and I attended their quarterly meeting this past week. The Garden has many things going on, including the development and build out of an expansive new facility, but is also in the process of developing a Horticulture program.

After meeting with the Trustee and Garden Staff regarding this effort, I reached out to Jerry Pence of the Horticulture program, to invite the Trustee and relevant staff to tour our outdoor classrooms.

Although the Garden is interested in a 4-year degree (they are working with Webster University at this time) it appears that there could also be a great alignment and partnership with our program at Meramec.

In addition to working with the Garden, Ryan McKenna and I recently met with Lesley Hoffarth, President and Executive of Forest Park Forever, to see how the College can better partner with them in developing internships and outdoor lab space. We will schedule a meeting soon with faculty from the Horticulture program, relevant Forest Park Staff, and Forest Park Forever, to begin the discussions of what such a partnership will look like.

12.2 Board Chair's Report

It was a busy month for our Foundation. The Annual Golf Tournament was very successful. Thanks to all who came out and “*Teed up*” for tuition! The outing had another record-breaking year, with 200 golfers, up 14 percent over 2017, and gross revenue of \$78,232, also up from last year. The Foundation also held its annual Wine and Cheese reception this month at the Corporate College.

On behalf of the Board, I would like to thank the Foundation staff for their hard work in planning these events and for everything they do to support our students.

As many of you know, our Board Secretary is retiring in December. Tonight the Board approved the appointment of Ms. Jessica Grove to replace Becky Garrison. Ms. Grove comes to us from the Missouri Biotechnology Association where she, among other duties, serves as a liaison to MOBIO's board of directors. I hope you will all join the Board in welcoming Jessica to the College.

12.3 Citizens Desiring to Address the Board Regarding Other Concerns

Velma Bailey thanked the College for building the Harrison Education Center and for continuing to be in the neighborhood. She then told the Board about a tutoring program for working with neighborhood kids, hooking them up with homework helpers. She then asked if the College could set up a program to help train counselors for the youth.

Jarretha Whitaker, Russell Tallant and Susan Dawson addressed the Board regarding a petition to keep adjunct faculty names in the course schedule.

12.4 Board Member Comments

Dr. Larson congratulated Dr. Pittman on his leadership role in the St. Louis area, commented on the increase in dual enrollment and said the K-12 sector represents a great potential market for the College. He asked that the College connect K-12

with workforce pathways to provide opportunities for students through career fairs and internships.

Dr. Graham said that she attended the Wine and Cheese Reception and used it as an opportunity to thank the Foundation Board members individually for their time and contributions to the College.

Dr. Graham said that Dr. Pittman continues to do a great job and that he hit the ground running when he arrived at STLCC.

Dr. Graham then advised the adjunct faculty who came before the Board that the Board will not disrespect them.

Ms. Ross said she enjoyed seeing Ms. Velma Bailey, adding that she used to work with the City and was impressed by people who started a day camp on their own to help local children. She also said she is now back on the Foundation Board where she started with the College. Finally, Ms. Ross said she has been attending city board meetings and is proud to hear all of the positive comments from Alumni of the College about how much they appreciate their educational experience with us.

Dr. Martin said he hopes that the Parkway School district begins to participate in dual enrollment soon. He added that he is pleased to hear about the possibility of metro buses connecting the campuses. He then told the adjunct faculty who spoke that he takes the Joint Resolution very seriously. He invited anyone who wants to speak to him to contact Becky Garrison to set up a time.

Dr. Pittman then announced Boeing has been awarded a \$2 billion contract to build the TX fighter jet. He said he has met with staff about expanding training with for the TX Trainer.

Dr. Pittman then addressed the adjunct faculty, saying that the college appreciates them and that the class schedule is not published yet. He said that the College will follow both the law and the Joint Resolution and if anyone has concerns about Title IX, they should see him or the general counsel.

13. NEW BUSINESS

None.

14. ADJOURNMENT

There being no other or further business to come before the Board, the meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Rebecca Garrison
Associate for Board Relations

Board of Trustees

Rodney Gee, Chair
Kevin M. Martin, Ed.D., Vice Chair
E. Libby Fitzgerald
Doris Graham, Ph.D.
Craig H. Larson, Ed.D.
Joan McGivney
Pam Ross

MEMORANDUM

To: Board of Trustees
From: Jeff Pittman
Date: September 27, 2018
Subject: Board Agenda Modifications

Section

11.3 Appointments / Full-Time Administrative / Professional Staff:

Canada, Patricia; CO, Director of Human Resources, A-19; \$104,000; effective: 10/29/2018 – Repurposed position, replacing Robert Thumith

Rudick, Justin; MC, Sr. Manager-Auxiliary Services; P-14; \$85,000; effective: 09/28/2018

Rudick, Justin; Board Approval: 09/27/2018, page 2: Additional Compensation-end date revised to 09/27/2018

Appointments / Full-Time Classified Staff:

Madison-Askew, Colletta; FV, Adm Asst-Dual Credit/Enrollment Partnership, CU-7; \$39,797; effective: 08/01/2018-LOCATION CHANGE ONLY

Robinson, Christopher; FV, Child Care Attendant, CU-2; \$27,323; effective: 10/01/2018

Callant, Diane; FV, Administrative Secretary, CU-5; \$35,767; effective: 09/28/2018

**RESOLUTION OF THE ST. LOUIS COMMUNITY COLLEGE
SETTING TAX RATE FOR 2018**

WHEREAS, the Community College District of St. Louis, St. Louis County, Missouri (hereinafter referred to as the “St. Louis Community College” or the “District”), at its regular meeting of the Board of Trustees (the “Board”) duly called and held on June 21, 2018 did adopt for the fiscal year ending June 30, 2019, a budget which calls for an expenditure of \$151,281,392; and

WHEREAS, it is necessary to partially fund said budget through General Fund tax revenues to be collected throughout the District; and

WHEREAS, the Board has the power under the Missouri Revised Statutes, as amended (“R.S.Mo.”) Section 178.870 to levy a tax of up to 10 cents per hundred dollars of assessed valuation on all taxable property within the District without voter approval; and

WHEREAS, based on an election duly called and held on February 3, 1970, the voters of the District authorized the District to levy a total of up to 15 cents per hundred dollars of assessed valuation of taxable property within the District; and

WHEREAS, based on an election duly called and held on August 5, 1980, , the voters of the District authorized the District to levy a total of up to 20 cents per hundred dollars of assessed valuation of taxable property within the District, and

WHEREAS, based on an election duly called and held on November 5, 1984, , the voters of the District authorized the District to levy a total of up to 30 cents per hundred dollars of assessed valuation of taxable property within the District, and which is the rate approved in the last previous school election; and

WHEREAS, because of the general reassessment of real property and due to the provisions of R.S.Mo. Section 137.073, as amended, the authorized rate of levy for the District was revised in 1985 to 22 cents, revised again in 1989 to 24 cents, and further revised in 2008 to 22 cents; and

WHEREAS, the District’s tax rate for the year 2018 has been calculated in accordance with R.S.Mo. Section 137.115, as amended; and

WHEREAS, pursuant to R.S.Mo. Sections 67.110 and 137.073, as amended, the 2018 ad valorem property tax rate to be fixed is as follows:

For the General Fund **21.29** cents

NOW, THEREFORE, BE IT RESOLVED by the Board of the St. Louis Community College as follows:

Section 1. That pursuant to the provisions of Article X, Sections 11(a), 11(b), 11(c) and 11(e) of the Constitution of Missouri, as amended, and R.S.Mo. Sections 164.011, 164.041, 164.161, 164.291, 178.770, 178.870 and 178.880, as amended, further pursuant to the authority granted to the District and its Board by voters at elections duly called and held on February 3, 1970, August 5, 1980 and November 5, 1984, and further pursuant to the provisions of R.S.Mo. Sections 137.073 and 67.110 as amended, the Board hereby finds and determines and hereby establishes and orders that a tax for the benefit of the District for the year 2018 be levied and collected as follows.

For the General Fund of the said St. Louis Community College, an operating tax at the rate of **21.29** cents on each one hundred dollars of the properties hereinafter described in Section 2;

Section 2. The tax hereinabove authorized to be levied and collected shall be levied and collected for 2018 at the rate hereinabove specified in Section 1, on each one hundred dollars of:

The assessed value of all real, personal and other property, within the corporate limits of the St. Louis Community College, including properties made taxable by law for state purposes, including, but not by way of limitation, all real and tangible personal property owned by railroads, street railways, boats, vessels, aircraft, bridge companies, electric light and power companies, electric transmission line companies, pipe line companies, express companies, air line companies, and other companies and public utilities whose property is assessed by the State Tax Commission.

Section 3. That the Assessor of the City of St. Louis, the Director of the Department of Revenue of the County of St. Louis, the Assessor of Jefferson County and the Assessor of Franklin County, and all other officers in said city and counties charged by law with the assessment of taxes, be and they are hereby requested and directed to enter upon the assessment books of taxable property in said city and counties, before delivering the same to the collector or other officials charged with the duty of collecting taxes, the tax levied and to be collected pursuant to Section 1 and 2 hereof.

Section 4. That the Secretary and the Treasurer of this Board be and hereby are directed to forthwith furnish a copy of this resolution, duly certified according to law to the Comptroller, the City Register and Collector of Revenue, the Assessor and License Collector of the City of St. Louis, and the County Clerks, the Assessors and the Collectors of St. Louis County, Franklin County and Jefferson County on or before October 1, 2018.

Trustee **Craig Larson** moved to adopt the foregoing resolution, and the resolution as amended, being put to a roll call vote, the result was as follows:

Those voting YES:

Rodney Gee
Kevin M. Martin
Libby Fitzgerald
Doris Graham
Craig Larson
Joan McGivney
Pam Ross

Those ABSENT:

Those voting NO:

The motion having received the approval of the Board, President of the Board declared the motion carried and the resolution duly adopted this 27th day of September, 2018.

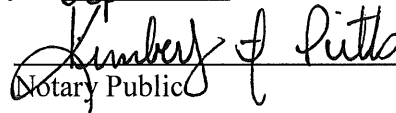
This is to certify that the foregoing is a true and correct copy of the proceedings held and the resolution adopted by the Board of Trustees of the St. Louis Community College, at its meeting duly called and held on September 27, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and the official seal of the District this 27th day September of 2018.



Rebecca Garrison
Secretary, Board Of Trustees
St. Louis Community College

Subscribed and sworn to before me this 27th day of September 2018.


Notary Public

My commission expires: May 1, 2021

KIMBERLY A. PITTS
Notary Public - Notary Seal
State of Missouri
Commissioned for Jefferson County
My Commission Expires: May 01, 2021
Commission Number: 12397393

#8 Resolution Re Executive Session of the Board of Trustees

The Board is requested to approve the following resolution:

RESOLVED, that the Board of Trustees, pursuant to R.S. Mo. Section 610.022 (as amended 2004), schedules the holding of closed meetings, record and vote on October 18, 2018 at 6 p.m., at the Corporate College in the second floor conference room, for the following reasons:

- 1) to discuss legal actions, causes of action or litigation involving St. Louis Community College and to hold any confidential or privileged communications with the attorney for the College (Section 610.021 [1]), and the lease, purchase or sale of real estate (Section 610.021 [2]); and
- 2) to discuss action upon any personnel matters relating to the hiring, firing, disciplining or promotion of personnel, (Section 610.021 [3]); and
- 3) to discuss pending and future discussion and negotiations with employee groups of St. Louis Community College and the work product related thereto (Section 610.021 [10]); and
- 4) to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, (Section 610.021 [8]); and
- 5) to hold confidential or privileged communications with the auditor, including all auditor work product (610.021 [17]), and
- 6) to discuss records which are protected from disclosure by law (610.021(14), and

FURTHER RESOLVED, that notice of the closed meeting be given in accordance with R.S. Mo. Section 610.020 as amended 2004.

September 27, 2018
Board Agenda

Academic Affairs

◆The college recommends the Board of Trustees approve the revision of the Horticulture Certificate of Proficiency program submitted by the District Curriculum Committee.

Program: Horticulture
Certificate of Proficiency

Effective: Spring 2019 pending BOT approval

Impact Statement

This program is being revised to comply with Higher Learning Commission (HLC) accreditation standards. There were no changes to the required courses for this program.

Currently Approved Program		
<i>Horticulture</i>		
<i>Certificate of Proficiency</i>		
Courses		Credits
HRT 101 <i>OR</i>	Introductory Horticulture	4
BIO 124	General Botany I	
HRT 102	Soils	3
HRT 105	Workplace Learning: Horticulture	1
HRT 206	Ornamental Plants - Trees and Vines	3
HRT 207	Ornamental Plants - Shrubs and Evergreens	3
HRT 230	Ornamental Plants - Herbaceous Perennials	3
HRT 214	Grounds Management	3
HRT 227	Plant Pest Management	4
<i>Horticulture Electives</i>		6
HRT 235	Annuals and Vegetables	
	Select 3-6 hours from focus areas	
<i>Select one of the following focus areas:</i>		6-9
Turfgrass Management		
HRT 201	Turfgrass Management	
HRT 220	Landscape Irrigation	
Landscape Design		
HRT 104	Landscape Design I	
HRT 217	Landscape Design II	

HRT 218	Landscape Design III	
Plant Production and Marketing		
HRT 103	Plant Propagation	
HRT 205	Nursery and Garden Center Practices	
HRT 241	Greenhouse Management	
Landscape Management		
HRT 201	Turfgrass Management	
HRT 220	Landscape Irrigation	
HRT 242	Urban Tree Management	
General Horticulture		
	Select 9 credit hours from above focus areas	
	Program total credits	36-39

HUMAN RESOURCES AGENDA SUMMARY

APPOINTMENTS/FULL-TIME FACULTY	3
APPOINTMENTS / FULL-TIME ADMINISTRATIVE/PROFESSIONAL STAFF	10
APPOINTMENTS / FULL-TIME CLASSIFIED STAFF	18
APPOINTMENTS / PART-TIME CLASSIFIED STAFF	1
ADDITIONAL COMPENSATION / PROFESSIONAL STAFF	2
ADDITIONAL COMPENSATION / CLASSIFIED STAFF	2
PROBATIONARY TO NON-PROBATIONARY STATUS / FULL-TIME CLASSIFIED STAFF	1
REVISIONS TO PREVIOUSLY APPROVED ITEMS	6
INFORMATION ONLY:	
RESIGNATIONS / ADMINISTRATIVE / PROFESSIONAL STAFF	2
RESIGNATIONS / CLASSIFIED STAFF	2

APPOINTMENTS / FULL-TIME FACULTY

NAME	CURRENT/NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Langland, Gregory	New Employee	FV	Assistant Professor	F3	\$60,952.00	Replacement	01/14/2019
Corley, Norman	Current Employee	FP	Assistant Professor-Temp	F3	\$60,952.00	Replacement	08/20/2018
Hansen, Troy	Current Employee	FP	Associate Professor	F4	\$70,232.00	Transfer Only	08/13/2018

APPOINTMENTS / FULL-TIME ADMINISTRATIVE/PROFESSIONAL STAFF

NAME	CURRENT/NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Denzik, Kayla	New Employee	FP	Career & Tech Education Retention Specialist	PU-8	\$42,500.00	Replacement	09/28/2018
Lusk, Danielle	Current Employee	FV	Coordinator, Student Assistance Program	P-10	\$53,576.00	Title Change Only	09/28/2018
Grove, Jessica	New Employee	CO	Associate for Board Relations	P-11	\$63,000.00	Replacement	10/15/2018
Epps, Amy	Current Employee	CO	Manager for CWI & Community Outreach	P-13	\$70,000.00	Reclassification	09/28/2018
Hope, John Stephen	Current Employee	CO	CWI-Technical Training Support Instructor	P-10	\$51,500.00	Reclassification	09/28/2018
Kaver, Diane	New Employee	MC	Career Specialist	PU-9	\$44,679.00	Replacement	10/01/2018
Ward, Lisa	Current Employee	FP	Academic Information Systems Lead	P-13	\$76,906.00	Replacement	10/01/2018
Meyer, Dennis	Current Employee	CO	Network Systems Analyst II	PU-12	\$68,200.00	Reclassification	10/01/2018
Turner, Tamala	Current Employee	FP	Cord-Student Asst Program	PU-10	\$51,500.00	Replacement	10/01/2018
Butler, Neidra	Current Employee	CO	District MGR-Student Compliance & Reporting	P-12	\$60,000.00	Reclassification	09/27/2018

APPOINTMENTS / FULL-TIME CLASSIFIED STAFF

NAME	CURRENT/NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Black, Malcolm	Current Employee	MC	Information & Enrollment Assistant	CU-5	\$35,086.00	Replacement	10/01/2018
Walls, Chris	New Employee	MC	Financial Aid Counselor	CU-6	\$36,720.00	Replacement	10/01/2018
Sutton, Johnnesha	Current Employee	FP	Housekeeper	NA	\$11.93/HR	Replacement	09/30/2018
Taylor, Twana	New Employee	FP	Secretary	CU-4	\$32,066.00	Replacement	10/01/2018
Rushing, Tiffini	Current Employee	CO	Financial Aid Processor	CU-6	\$36,720.00	Position Change	10/01/2018
Jones, Devin	Current Employee	MC	Administrative Secretary	CU-5	\$35,086.00	Position Change	10/01/2018
Milos, Killi	Current Employee	CO	Coordinator-Boeing	CU-7	\$41,143.00	Reclassification	09/28/2018
Meyers, Lisa	New Employee	MC	Theatre Production Asst	CU-5	\$35,086.00	Replacement	10/01/2018
Cannon, Landra	New Employee	FP	Housekeeper	NA	\$11.93/HR	Replacement	10/01/2018
Terrell, Frederick	New Employee	FP	Housekeeper	NA	\$11.93/HR	Replacement	10/01/2018
Thomas, Dexter	New Employee	FP	Housekeeper	NA	\$11.93/HR	Replacement	10/01/2018
McGuirk, Deborah	New Employee	MC	Housekeeper	NA	\$11.93/HR	Replacement	10/01/2018
Williams, Deborah	New Employee	MC	Housekeeper	NA	\$11.93/HR	Replacement	10/01/2018
Clayton, Kory Michael	New Employee	MC	Stationary Engineer	NA	\$30.59/HR	Replacement	10/15/2018
Tornetto, Mark	Current Employee	FV	Stationary Engineer	NA	\$33.65/HR	Location Change Only	09/10/2018
Ladendecker-Corley, Linda	New Employee	CO	Payroll Specialist	CU-7	\$39,411.00	Replacement	10/02/2018
Willmeno, Antoinette	Current Employee	MC	Student Services Asst II	CU-4	\$32,687.00	Reclassification	09/28/2018
Wilson, Tanya	Current Employee	MC	Student Services Asst II	CU-4	\$32,687.00	Reclassification	09/28/2018

APPOINTMENTS/PART-TIME CLASSIFIED STAFF

NAME	CURRENT/NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Raineri, Andrea	Current Employee	WW	Student Activities Asst II	C-6	\$15.62/HR	Part-time position	09/28/2018

ADDITIONAL COMPENSATION / PROFESSIONAL STAFF

NAME	LOC	TITLE	RANGE	PAY RATE	EFFECTIVE DATE
Rudick, Justin	MC	Sr. Manager Auxiliary Services	P-13	\$80,443.00*	08/27/2018-TBD
Stegeman, Melanie	FP	Registrar	P-14	\$82,856.40*	09/10/2018-Untill filled

ADDITIONAL COMPENSATION / CLASSIFIED STAFF

NAME	LOC	TITLE	RANGE	PAY RATE	EFFECTIVE DATE
Dutt, Nicole	FP	Transfer Articulation Specialist	CU-7	\$43,776.70*	08/17/2018-Until filled
McCluskey, Michael	MC	Division Secretary	CU-6	\$40,788.00*	09/01/2018-01/31/2019

*REFLECTS A 10% INCREASE TO BASE SALARY

PROBATIONARY TO NON-PROBATIONARY STATUS / FULL-TIME CLASSIFIED STAFF

NAME	LOC	TITLE	PAY RATE	COMMENTS	EFFECTIVE DATE
Oscar, Garner	FV	Stationary Engineer	\$33.65/HR	Completion of Probationary Period	08/27/2018

REVISIONS TO PREVIOUSLY – APPROVED ITEMS

Board of Trustees approval of Bella Hafezi on 08/16/2018, page 1: Start date revised to 08/20/2018

Board of Trustees approval of John Schmitt’s additional compensation on 08/16/2018, page 2: Revised salary of \$48,349.40 (until filled)

Board of Trustees approval of Mindy Souvannalay on 08/16/2018, page 1: Start date revised to 08/21/2018

Board of Trustees approval of Jamie Bolar on 08/16/2018, page 1: Revised title to Sr. Project I-Director of Student Support Services

Board of Trustees approval of Mark Swadener on 08/16/2018, Start date revised to 08/17/2018

Board of Trustees approval of Paula Reed on 05/17/2018, Revised salary of \$43,003.00

INFORMATION ONLY

RESIGNATIONS / PROFESSIONAL STAFF

NAME	LOCATION	TITLE	EFFECTIVE DATE
Duda, Sherry	FP	Academic Info System Lead	09/07/2018
Christopher, Mark	FP	Coordinator-EMS Programs	09/10/2018

RESIGNATIONS / CLASSIFIED STAFF

NAME	LOCATION	TITLE	EFFECTIVE DATE
Johnson, LaToya	FV	Financial Aid Counselor	08/03/2018
Marshall, Krista	MC	Professional Tutor	07/15/2018

Recommendation for Award/Purchasing – Renewal

- Supports: Student Accounts

Contract B0003472 with *CONSERVE* and *HS FINANCIAL* for first and second placements and *VIRTUOSO SOURCING GROUP* for tertiary placements was originally approved by the Board of Trustees on March 24, 2016, for an annual amount estimated at \$150,000.00, for a period of one (1) full year and four months with four (4) optional one (1) year renewals, which began July 1, 2016. We request approval to exercise the second year renewal of this contract with additional funding estimated at \$150,000.00.

Funding

Expenditures will be funded from current operating budgets.

Recommendation for Award/Purchasing-Purchase

- Supports: Information Technology

Board approval is requested to use the Midwestern Higher Education Compact (MHEC) contract to purchase software upgrades and equipment, from *INFINITECH*, in an amount estimated at **\$144,366.00**.

Description

This purchase will provide innovative Virtual Desktop Infrastructure (VDI) technology capable of rendering 3D graphics, an essential tool for engineering, architectural and other related disciplines. This expenditure will allow greater access to graphic technology while reducing the expense of maintaining dedicated graphics computers. This VDI technology will provide students with lab-like computers which can be accessed anywhere, and anytime, an internet connection is available. VDI will enable more online courses that may have been impossible to offer in the past due to requiring on-campus computer labs.

The following components are included in this purchase:

<u>Description</u>	<u>Price</u>
VLA Vmware Upgrade	\$ 12,174.00
Nvidia Quadro Subscription	2,660.00
Dell Networking	15,460.00
PowerEdge R740 Server	105,472.00
Installation	8,600.00
	<u>\$ 144,366.00</u>

Funding

This expenditure is being funded by the VDI Pilot Capital Budget.

Recommendation for Award/Purchasing – Contract

- **Supports: Delivery of Microsoft Products and Applications**

Board ratification is requested for the sole source award of a one-year Microsoft support services contract to *MICROSOFT CORPORATION*, in an amount estimated at *\$63,880.00*, for a period of one (1) year, to begin November 17, 2018.

Description

This contract will be used by Information Technology staff college-wide and will provide up to 120 hours for workshops and support assistance and up to 40 hours for problem resolution assistance. This service supports the delivery of mission-critical services such as access to the web, e-mail, and computing security. Additionally, this contract will provide proactive technical information to assist in the design, development, and deployment of Microsoft technologies.

Funding

This expenditure will be funded from current operating budgets.

Recommendation for Ratification/Purchasing – Additional Funds

- Supports – Physical Facilities – District Wide

Contract B0003505 with *FRY-WAGNER* and *CORD MOVING AND STORAGE*, for moving and storage services was originally approved by the Board of Trustees on April 28, 2016, for a period of three (3) full years, which began July 1, 2016. Board ratification is requested for the addition of funds to the award amount totaling \$44,796.00.

Funding

Expenditures will be funded from current operating budgets.

Recommendation for Award/Purchasing – Contract

- **Supports – Technology Purchases District-wide**

Board approval is requested to allow the college to use the State of Missouri's Prime Vendor **Contract CT160910001** with **SHI INTERNATIONAL CORP.**, for the purchase of microcomputer systems, components and related items for a period of nine (9) months, with an option to renew for three (3) consecutive one (1) year periods, to begin September 28, 2018, in an amount estimated at **\$200,000.00**.

Description

This contract was competitively bid by the State of Missouri's Division of Purchasing and thereafter awarded on a cooperative basis. The contract will provide complete microcomputer product lines as well as accessories and supplies from Hewlett-Packard, Apple, Toshiba, Panasonic, Microsoft, Dell, Lenovo, Epson, Lexmark and Canon. In addition, selected items from various other manufacturers will be available. SHI International Corp. is a minority – owned business enterprise.

Funding

Expenditures against this contract will be funded from current capital, operating and external budgets.

Recommendation for Award/Purchasing – Contract

- Supports: Campuses District Wide & Departments Requiring Bus Transportation

Board approval is requested for the award of a contract for a Charter Bus service to **HUSKEY TRAILWAYS**, for Athletics bus travel and **WINDSTAR LINES**, for backup and departmental travel needs, in an amount estimated at **\$146,316.00**, to be shared between the two vendors, with no guaranteed amount to any one vendor, for a period of three (3) years to begin October 1, 2018.

Description

This contract will be used by District-Wide Athletics to provide transportation for competitive sporting events that are held out-of-town and other departments requiring bus transportation. Bids were evaluated and the recommended bidders met all aspects of the bid and offered the best possible pricing.

Bid – B0003726

The evaluation of this bid, which opened, September 7, 2018 is listed below:

<u>Bidders</u>	<u>Section A</u>	<u>Section B</u>	<u>Section C</u>	<u>Total</u>
<i>HUSKEY TRAILWAYS</i>	\$ 10,568.00	\$ 18,484.00	\$ 19,720.00	\$ 48,772.00
<i>WINDSTAR LINES</i>	11,695.00	19,377.00	17,704.00	48,776.00
Mid - American Coaches	10,724.00	19,011.00	19,688.00	49,423.00
Vandailia Bus Lines	12,470.00	23,865.00	25,200.00	61,535.00

Funding

This expenditure will be funded from current operating budgets.

Recommendation for Ratification/Physical Facilities:

Board ratification is requested for one emergency repair contract under \$50,000.

Description:

Integrated Facility Services

S5 6768 – Emergency HVAC Repair at FV Fitness Center **\$19,489.00**

The existing HVAC split system serving the Fitness Center in the Florissant Valley Physical Education Building failed and couldn't be repaired. Informal bids were taken to replace the system on an emergency basis.

<u>Contractors:</u>	<u>Base Bid</u>
Integrated Facilities Services	\$19,489.00
Haberberger Mechanical Contractors	\$28,815.00
C & R Mechanical Company	\$32,200.00

Funding:

This project was funded from operating and capital budgets.

Recommendation for Approval/Physical Facilities:

Board ratification is requested for **two consulting agreements for engineering services.**

College Board Policy I.8 – Selection of Architectural and Engineering (A/E) Services for Physical Facilities Projects requires that architectural and engineering consultants be selected on the basis of demonstrated competence and qualifications for the type of professional services required, and at fair and reasonable prices. This policy further requires Board ratification of consulting agreements less than \$50,000.

Description:

G & W Engineering.

A19-0301 – Building Enclosure Consulting Services – Center for Nursing And Health Sciences **\$ 45,000.00**

The design team recommended the hiring of a specialized building envelope consultant for the Center for Nursing and Health Sciences, in order to ensure that the building design and construction is weathertight. Tarlton, the project’s construction manager, developed a scope of work, solicited qualifications from specialty engineering firms, and recommended G & W Engineering as the most qualified firm.

This consultant will review and comment on the architect’s design drawings for the building façade, flashing, and weatherproofing, assist in the determination of mock-up installation details, make periodic field visits to the site, and in general add additional expertise in the building envelope construction.

Horner & Shifrin Engineers

A19-0310 HOR #01 – Structural Review of Gypsum Roof Deck Student Center (M) **\$ 2,400.00**

Horner and Shifrin will review the failing roof deck in the Student Center Dining Room and will provide sketches for the proper support and repair of the deck as needed. The repair work will be bid according to College procedures.

Total: **\$47,400.00**

Funding:

The Envelope Consultant agreement will be funded from certificates of participation. The Structural Review agreement will be funded from operating and capital budgets.

Recommendation for Award/Physical Facilities:

Board approval is requested for award of a contract for the Replace Medium Temperature Hot Water Line to the Science West Building at the Meramec campus to **Pipe Systems Mechanical Company** in the amount of **\$27,284.00**

Description:

A Medium Temperature Water Line, which provides heat to the campus buildings developed a leak earlier this year and was excavated and temporarily repaired. This contract will replace the remainder of the lines in the excavation, cap the concrete pipe chase, and backfill the excavation, before the start of the heating season. The existing cast iron pipe will be replaced with a fiberglass material that is less prone to deterioration. Access panels will be added to the existing pipe chase. Plans and specifications were created by the Engineering and Design department.

F 19 601, REPLACE MEDIUM TEMPERATURE WATER LINES TO THE SCIENCE WEST BUILDING (M)

The results of this bid, which opened September 11, 2018, are listed below:

<u>Contractors:</u>	<u>Base Bid</u>
Pipe Systems Mechanical Company	\$27,284.00
American Boiler and Mechanical	\$28,870.00

Funding:

This project will be funded from capital budgets.

Advertisements:

The College places newspaper advertisements, in compliance with Board policy, on those bids estimated to exceed \$15,000.00.

Recommendation for Ratification/Physical Facilities:

Board ratification is requested for award of a change order for additional work to Contract F18 604 – Renovation of Communications North Building; St. Louis Community College at Meramec, in the estimated amount of **\$75,000.00**

Description:

Contract F18 604 was approved by the Board of Trustees at its May 17, 2018 meeting, and ratified a change order for additional electrical work on the second floor at its August 16, 2018 Board Meeting. After abatement was complete on the first floor, it was discovered that there were similar issues with unsupported wiring above drop ceilings, electrical code violations, and disconnected circuits. There was also repair to drywall surfaces damaged by the high temperatures and humidity levels experienced during the abatement process, and additional demo required. These issues represent a hidden condition, as it was only discovered after the abatement contractor was complete. St. Louis County will require the electrical deficiencies be corrected as part of the renovation. In order to complete the project by the Spring 2019 semester, the contractor was granted permission to proceed with the corrective work on a time and material basis. The NTE amount was negotiated, and the final change order cost will be reviewed and approved by the project engineer - Bric Partnership, and the College’s Engineering and Design department.

<u>Contractor</u>	<u>Revised Contract Amount</u>	<u>Estimated Change Order Amount</u>	<u>Estimated New Total</u>
Wachter, Inc.	\$1,428,505.20	\$75,000.00	\$1,503,505.20

Funding:

This project will be funded from operating and capital budgets.

Recommendation for Approval/Physical Facilities:

Board approval is requested for **one architectural/ engineering agreement** in the amount of **\$70,395.**

College Board Policy I.8 – Selection of Architectural and Engineering (A/E) Services for Physical Facilities Projects requires that architectural and engineering consultants be selected on the basis of demonstrated competence and qualifications for the type of professional services required, and at fair and reasonable prices. This policy further requires Board approval of consulting agreements over \$50,000.

Description:

Etegra

A19-0307 ETE #1 – Design Work for Restroom Renovations at Forest Park

This project will continue the upgrade of restrooms at the Forest Park. Last year a total of ten restrooms were renovated with all new finishes, fixtures, and lighting, and accessibility issues were addressed. This agreement will provide construction documents for the six restrooms located in G Tower. The fee proposal includes an alternate to study and renovate staff restrooms to gender neutral restrooms if required by code.

Total Approval:

\$70,395.

Funding:

This project is funded from operating and capital budgets.

No Items this Month
Financial Reports will appear on a
Quarterly Basis,
in November, February, May and
August

Agreement Between St. Louis Community College and Southern Illinois University Edwardsville

Board ratification is requested for a contractual relationship between **St. Louis Community College and Southern Illinois University Edwardsville (SIUE)**, for a Graduate Assistantship Program during the 2018-2019 academic year. This agreement provides two (2) Graduate Assistants the opportunity to link coursework with an internship and onsite mentoring. The fee for these services are estimated at **\$16,000.00** for the contract period: **August 20, 2018 through May 31, 2019.**

Academic Affairs

Contracts and Agreements

Clinical Agreements

The college recommends the following clinical agreements be ratified and/or approved by the Board of Trustees to provide clinical experiences for students enrolled in these programs.

Participant	Program	Effective Date
Affinia Healthcare	Dental Hygiene/Assisting	08/01/18
Valle Ambulance District	Emergency Medical Services	07/25/18
Pattonville Fire Protection District	Emergency Medical Services	08/06/18
Guardian Angel Settlement Association	Human Services	08/13/18
Robertson Fire Protection District	Emergency Medical Services	08/06/18

Agreement between St. Louis Community College and Global Spectrum, L.P. (Chaifetz Arena at St. Louis University)

The college recommends the Board of Trustees approve an agreement between St. Louis Community College and Global Spectrum, L.P. (Chaifetz Arena at St. Louis University) to provide the facility and services for the College's annual commencement ceremony to be held on Friday, May 10, 2019 at a cost of \$13,500.00 for rental of the facility.

Workforce Solutions Group

Ratification of Direct Pay Agreements

<u>Funding Source</u>	<u>Title of Program and/or Purpose</u>	<u>Campus</u>	<u>Date</u>	<u>Amount</u>
Henkel US Operations Corporation	Series of five, 90-minute “Lunch and Learn” training primers and facilitated discussions.	Workforce Solutions Group	August 29, 2018 through June 30, 2019	\$6,000
Manager: Don Robison				
Hussmann Corporation	Program consisting of twenty-two hours of instructor-led Cell Operator training.	Workforce Solutions Group	August 1, 2018 through December 31, 2018	\$8,750
Manager: Don Robison				
Refresco North America	OSHA 10-Hour general industry outreach training program.	Workforce Solutions Group	August 10, 2018 through December 31, 2018	\$2,600
Manager: Don Robison				
YWCA Head Start/Early Head Start	First-line skill professional development training for supervisors.	Workforce Solutions Group	August 10, 2018 through June 30, 2019	\$11,495
Manager: Don Robison				

Contracts & Agreements

Agreement between St. Louis Community College and St. Charles Community College

It is recommended that the Board of Trustees approve an agreement between St. Louis Community College and St. Charles Community College for RSLogix training for St. Charles Community College’s employees. This agreement amount is for the amount of \$20,500 for the time period of July 27, 2018 through September 30, 2018.

Institutional Development

Acceptance of External Funds

<u>AGENCY</u>	<u>AMOUNT</u>	<u>PURPOSE</u>	<u>FUND</u>
National Science Foundation	\$ 191,137.00	Grant to St. Louis Community College at Forest Park for the Improving Undergraduate STEM Education Research Project. Funding will support research on “Examining Faculty Attitudes and Strategies that Support Successful Flipped Teaching” that shifts guided teaching out of class, with class time used for student-centered learning. STLCC is a subrecipient of the award in collaboration with Southern Illinois University - Edwardsville, serving as the lead institution. Project Period: 10/01/2018-09/30/2021 Project Director: Julie Fickas	Restricted
U.S. Department of Education	\$ 254,355.00	Grant to St. Louis Community College at Florissant Valley to participate in the TRiO Student Support Services (SSS) Program. The purpose of the program is to provide academic and other support services to low-income, first-generation students, and/or students with disabilities to increase student retention and graduation rates, facilitate their transfer from two-year to four-year colleges, and foster an institutional climate supportive of their success. Florissant Valley will provide 167 eligible students with services including academic tutoring, intrusive academic advising and counseling, financial literacy, transfer assistance, career exploration, cultural/academic enrichment, and mentoring. <i>This award represents the fourth year of a five-year grant.</i> Project Period: 9/01/2018-8/31/2019 Project Director: Rosita Lewis	Restricted

U.S. Department of Education	\$ 234,629.00	<p>Grant to St. Louis Community College at Forest Park to participate in the TRiO Student Support Services (SSS) Program. The purpose of the program is to provide academic and other support services to low-income, first-generation students, and/or students with disabilities to increase student retention and graduation rates, facilitate their transfer from two-year to four-year colleges, and foster an institutional climate supportive of their success. Forest Park will provide 150 eligible students with services including academic tutoring, intrusive academic advising and counseling, financial literacy, transfer assistance, career exploration, cultural/academic enrichment, and mentoring. <i>This award represents the fourth year of a five-year grant.</i></p>	Restricted
------------------------------	---------------	---	------------

Project Period: 9/01/2018-8/31/2019
Interim Project Director: Jamie Bolar

U.S. Department of Education	\$ 234,372.00	<p>Grant to St. Louis Community College at Meramec to participate in the TRiO Student Support Services (SSS) Program. The purpose of the program is to provide academic and other support services to low-income, first-generation students, and/or students with disabilities to increase student retention and graduation rates, facilitate their transfer from two-year to four-year colleges, and foster an institutional climate supportive of their success. Meramec will provide 167 eligible students with services including academic tutoring, intrusive academic advising and counseling, financial literacy, transfer assistance, career exploration, cultural/academic enrichment, and mentoring. <i>This award represents the fourth year of a five-year grant.</i></p>	Restricted
------------------------------	---------------	---	------------

Project Period: 9/01/2018-8/31/2019
Project Director: Sanela Mesic

U.S. Department of Education	\$ 325,302.00	Grant to St. Louis Community College at Forest Park for the TRiO Upward Bound Program. The grant will serve 77 high school students from three St. Louis City public schools (Cleveland NJROTC, Roosevelt and Soldan) in their persistence through high school, achievement of graduation, and transition to postsecondary education through graduation. <i>This award amount represents funding for the second year of the five-year grant.</i>	Restricted
------------------------------	---------------	--	------------

Project Period: 09/01/2018-08/31/2019
Project Director: Carolyn Jackson