MINUTES OF BOARD OF TRUSTEES REGULAR MEETING

**DISTRICT NO. 537**

**RICHLAND COMMUNITY COLLEGE**

**November 15, 2022**

# CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:30 p.m. Tuesday, November 15, 2022 in the Board Room of Richland Community College by Chairman Dunning. Chairman Dunning also recited the College Vision, Mission, and Core Values.

## Roll Call

Trustees Present: Tom Ritter, Dr. David Cooprider, Dale Colee, Bishop Wayne Dunning, Vicki Carr, Bruce Campbell and Jacob Watkins

Trustees Absent: Ben Andreas

Also present: Dr. Cris Valdez and other staff members

# MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on October 18, 2022 had been distributed to the Board prior to this meeting.

Ritter moved to approve the minutes of the Regular Meeting on October 18, 2022. Carr seconded. Voice vote being all ayes, Chairman Dunning declared the motion carried.

# APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed new employees, Tasha Jones, Shupi K, Tamika Thomas, and Kristi Dawson.

 **WRITTEN COMMUNICATIONS**

##### Personnel Update

 New Employees

* Leslee Finney, P/T English Faculty, effective October 18, 2022
* Nicholas Harper, Recruitment Specialist CTE Program, effective October 10, 2022
* Chandler Jaques, Basic Law Enforcement Faculty – PT, effective October 3, 2022
* Kione Ownes, Food Services Café – PT, effective October 7, 2022
* Tabitha Tester, Law Enforcement Support Specialist, effective, October 10, 2022

Changes

* Amy Snow, Senior HR Generalist, effective October 10, 2022
* Tiffany Nichols, Executive Director, HR, effective October 19, 2022
* Athena Mata, Financial Aid Specialist, effective October 31, 2022

Retirements, Resignations, and Terminations

* Teri Urbanowicz, Coordinator of Operations, effective November 1, 2022

# SPECIAL REPORTS

**REPORT OF ICCTA**

Vicki Carr attended the ICCTA meeting in Downers Grove last week. She highlighted a number of sessions she attended, and reminded the Trustees of future meetings, encouraging them to attend. She also put a reminder out about the ICCTA nominations for awards that are due in February and March of 2023.

**MONITORING REPORT**

Dr. Isaac Zuniga presented the Monitoring Report – Enrollment

**COLLEGE SPOTLIGHT**

Ellen Colbeck presented the College Spotlight – Health Professions

**REPORT OF STUDENT TRUSTEE**

Student Trustee Jacob Watkins presented the Student Leadership Council Report.

**INSTITUTIONAL ADVANCEMENT**

Julie Melton reported on Foundation, Alumni, Scholarship, Grant, and Marketing Updates.

**CONSENT AGENDA**

A recommendation was made to the Board of Trustees to approve the Consent Agenda, as presented.

**Carr moved to approve the Consent Agenda, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

**NEW BUSINESS**

**RECOMMENDATION TO REVISE BOARD POLICY 1.21 – VALUE AND TENETS FOR RICHLAND COMMUNITY COLLEGE EMPLOYEES – SECOND READING**

An expansion to Board Policy 1.21 – Value and Tenets for Richland Community College

was presented to the board of trustees for consideration and adaption. This request including

the expansion of core values (1) Integrity (2) Equity, (3) Inclusion and (4) Belonging which

also included I/We statements for each of the new recommended core values.

On September 22, 2022 during the first college council meeting of the fall 2022 semester the

expansion to Board Policy 1.21 recommendations were shared with the campus shared

governance committee (college council) and a motion was made and passed to form an adhoc Faculty and Staff work-group to review and provide relevant feedback and

recommendations to the proposed core value expansion. The work-group consisted of faculty,

staff, and administration.

The group met on October 13, 2022 and made the following recommendations.

1. To combine the Core Values of Accountability and Integrity into one theme

2. To combine the Core Values of Diversity, Inclusion, Equity, and Belonging into one theme

3. To develop and present to the board in the future both Equity and Commitment Pledges led

by our new Director of DEIB with feedback from College Council and the BOT’s that

incorporates the current and new core value I/We Statements

Therefore, it is recommended that the Board of Trustees review the revisions to Board Policy

1.21 for three readings and then adopt the changes. This is the second reading; no action is

necessary.

**ADDITION TO BOARD POLICY 3.5 – GENERAL EMPLOYEMENT – 3.5.13 FLEXIBLE WORK POLICY – FIRST READING**

A recommendation was made to the Board of Trustees that would allow the College Administration to add a flexible work policy to Board Policy 3.5 – General Employment, as presented. This was the first reading. No action is necessary.

**CLASSROOM TECHNOLOGY UPGRADES**

A recommendation was made to the Board of Trustees that would allow the purchase of computer equipment from CDW-G of Vernon Hills, IL in the amount of $33,513.84, as presented.

Campbell moved to approve the purchase of computer equipment from CDW-G of Vernon Hills, IL in the amount of $33,513.84, as presented. Dr. Cooprider seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

**ENRICH SALESFORCE CUSTOMIZATION CONTRACT**

A recommendation was made to the Board of Trustees that would allow the College to enter into a contract with 108 Idea Space of Toronto, Canada, to develop a custom Salesforce Cloud application to be used by the Enrich program for additional data tracking, for an amount of $21,000 USD, as presented.

**Dr. Cooprider moved to allow College to enter into a contract with 108 Idea Space of Toronto, Canada, to develop a custom Salesforce Cloud application to be used by the Enrich program for additional data tracking, for an amount of $21,000 USD, as presented. Carr seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

**APPROVAL FOR PROTECTION, HEALTH, AND SAFETY PROJECT – FIRE ALARM SYSTEM UPGRADE**

A recommendation was made to the Board of Trustees that would approve the fire alarm system upgrade and the attached Resolution No. 23-1 authorizing a tax Protection, Health, and Safety tax levy of $650,000 to fund these projects, as presented.

**Carr moved to approve the fire alarm system upgrade and the attached Resolution No. 23-1 authorizing a tax Protection, Health, and Safety tax levy of $650,000 to fund these projects, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.**

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The October 2022 Treasurer’s Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of $1,005,317.07 for October 2022 was distributed to the Board prior to the meeting.

Campbell moved to ratify the October bills and travel expenditures paid and approve the Financial Statement subject to audit. Carr seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

REPORT OF THE PRESIDENT

* President Valdez reported to the Board of Trustees there are some great opportunities in the future regarding partnerships between Richland EnRich and healthcare foundations in Washington and the ECMC Foundation.

ITEMS FROM THE BOARD

* Dale Colee thanked MCLETC for the wonderful Trick or Treat event. It was well attended and the cadets made great connections with over 800 community members.
* Tom Ritter thanked the College for the flowers sent on behalf of his father-in-law that passed away.

BRUSH COLLEGE LLC

Carr moved to begin the Brush College LLC meeting. Watkins seconded. Voice vote being all ayes, Chairman Dunning declared the motion carried.

Meeting convened at 7:21 p.m.

Meeting reconvened into the Regular Board of Trustees meeting at 7:39 p.m.

 **EXECUTIVE SESSION**

**Carr moved to enter into closed session for the purpose of discussing individual**

**employments, as specified in Section 2 (c) (1); for the purpose of discussing collective**

**negation matters, as specified in Section 2 (c) (2); for discussion of purchase or lease**

**of real property, as specified in Section 2 (c) (5); for discussion of pending or probable**

**litigation, as specified in Section 2 (c) (11); and for self-evaluation as specified in**

**Section 2 (c) (16) of the Open Meetings Act. Andreas seconded. Voice vote being all**

**ayes, Chairman Dunning declared the motion carried.**

Meeting convened into closed session at 7:39 p.m.

Meeting reconvened into open session at 8:08 p.m.

ADJOURNMENT

Colee moved and Carr seconded to adjourn the meeting at 8:09 p.m.

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Dale Colee, Secretary