

# STATE FAIR COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES FOR OCTOBER 29, 2024

## **WORK SESSION**

The SFCC Board of Trustees met Tuesday, October 29, 2024, at the new Residence Hall to tour the construction of the building.

## **GENERAL SESSION**

The Board of Trustees of State Fair Community College met in General Session at 5:30 p.m., Thursday, October 29, 2024, in the Hopkins Board Room. The meeting was simultaneously shown and recorded on the State Fair Community College YouTube Channel.

## **ATTENDANCE**

Dr. Brent Bates, Allison Brosch, Tim Carr, James Cunningham, Lara Fundaburg, Daniel Hamilton, Mark Haverly, Brad Henderson, Kaley Hobbs, Justin Hubbs, Brad Irwin, Michael Leonard, Addison Miller, Dr. Michael Murders, Lisa Oesterle, Jeff Page, Richard Parker, Jessica Sawford, Amy Schroeder, Scott Simoneaux, Victoria Simpson, Jim Stearman, Mary Treuner, Dr. Autumn Whitehead, Leigh Wilson, Patricia Wood

**Absent:** Dr. Amie Breshears

## **APPROVAL OF THE AGENDA**

Mr. Carr moved that the Board approve the agenda, with the amendment to switch the order of the Institutional Reports. Mr. Hubbs seconded the motion; motion passed (Yes-5; No-0; Absent-1).

## **CITIZENS COMMENTS**

Mrs. Oesterle reported that there were no citizens comments.

## **INTRODUCTION OF NEW EMPLOYEES**

- Dean Dr. Autumn Whitehead introduced Laura Fundaburg, Disability Resource Coordinator.

## **APPROVAL OF MINUTES FOR THE SEPTEMBER 26, 2024, BOARD MEETING AS PUBLISHED**

Mr. Hubbs moved that the Board of Trustees approve the minutes for the September 26, 2024, Board meeting as published. Mr. Page seconded the motion; motion carried (Yes-5; No-0; Absent-1).

## **WARRANT #3, SEPTEMBER 2024**

Mr. Hubbs moved that the Board of Trustees approve Warrant #3, for September 2024. Mr. Carr seconded the motion; motion carried (Yes-5; No-0; Absent-1).

### **STUDENT GOVERNMENT REPORT (SGA Pres. Miller)**

Dr. Bates introduced new SGA president Addison Miller who is a sophomore Dental Hygiene student. Ms. Addison reported that Friday, September 27<sup>th</sup> is game night, November 6<sup>th</sup> they will have donuts being distributed, and that homecoming is in February. She is looking forward to working with the clubs and developing relationships with all the students.

Representing the Dental Hygiene Club – (Leigh Wilson) DH students have 1000 hrs. of experience. Clinic sees 600 patients per semester. As an organization, they do fundraisers. They are selling electric toothbrushes in the clinic. Call and make an appt. \$45.

### **INSTITUTIONAL REPORTS**

- Advanced Health Science Center Renovation (Pres. Bates)

We are remodeling our Tech II building. With Board's support we put out request for qualifications and Paragon was awarded the contract to design the renovation. DH clinic will move into this space, along with new lab for Occupational Assistant program. This renovation will allow for Dental Hygiene expansion. The building will be funded completely through a MoExcels grant. The grant will fund the remodel and dental hygiene equipment. In December the board will be asked to approve bids for this project.

Paragon specializes in education projects. They have had really good interaction with the SFCC team. Mr. Stearman shared a floor plan of the building and some artist renditions of the exterior and interior. Looking to submit this project for bids on November 5<sup>th</sup>. Bid opening will be Nov. 21. It would take about nine months to complete the project so that we can begin classes and clinicals in Fall 2025. Estimates have the construction at \$2.5 million.

Esports has been temporarily moved to Yeater and then will go on to the MPC once the Dental Hygiene and Occupational labs have moved.

- Cybersecurity (CIO Mark Haverly)

October is Cybersecurity month. Cybersecurity applies to PCs and phones. CIO Mark Haverly presented on the preventative things we do to educate and prevent security threats. Mark shared data on the training that they offer. One of the biggest threats is our users who click on something accidentally or respond to a Phishing scam. Our staff have positive feelings about these training videos. IT would like to do a better job with onboarding and letting our new employees know about these threats. Currently we do not have this type of learning mechanism for our students. They are looking into a campaign that goes to students, but it is not a cheap solution.

A recent cyber security incident occurred on Oct 19. This was a real threat that came in 3-4 different ways and attacked student accounts. Dan Hamilton found the issue, found the solution, and worked with students to identify and isolate the issue. His education and experience was extremely helpful. During this time, a couple of students also recognized this the threat and contacted IT. Students were forced to reset their password, affecting 10,000 accounts. The Okta tool was extremely helpful in the reset process. Mark thanked financial aid, navigators, and the rest of student services, all of whom helped with these efforts.



To thank these folks who showed excellence, Mark called forward Dan Hamilton and student Victoria Simpson. Dr. Bates presented Dan and Victoria with the Presidential Medal of Excellence. Victoria recognized the attack and quickly reset her password. Her recognition of the attack was extremely helpful.

**NEW RESPIRATORY CARE PROGRAM – MHPC**

Mr. Carr moved that the Board of Trustees approve the addition of the Missouri Health Professions Consortium governed academic program, Respiratory Care. This program will be fiscally managed by East Central College, and State Fair Community College will enroll up to eight students per year to the program and graduates will earn their AAS in Respiratory Care from SFCC. Mr. Parker seconded the motion; motion carried (Yes-5; No-0; Absent-1).

**INSTITUTIONAL LEARNING OUTCOMES – *Informational Purposes Only***

Kaley Hobbs referred the Board to the Institutional Learning Outcomes in the Board agenda. The ILOs hadn’t been updated since the mid-2000s. Educational values have changed over time. The changes will help streamline data and make sure faculty collect better data. Faculty and instructional leaders can use this data to make meaningful improvements. They are encouraging instructors to put this on their Canvas and thus far they are having a good response. Dr. Murders commended Kaley and her leadership, along with the assessment team. The document will eventually be accessible through our website.

**ACADEMIC CALENDAR FOR AY25-26 AND AY26-27**

Mr. Page moved that the Board of Trustees approve the Academic Calendars for Academic Years 2025-2026 and 2026-2027 with the designated faculty start dates for each fall and spring term within these two academic years. Mr. Carr seconded the motion; motion carried (Yes-5; No-0; Absent-1).

**BOARD APPROVAL BIDS – OCTOBER 2024**

Mr. Hubbs moved that the Board of Trustees accept the following bids for State Fair Community College purchases as shown in the Table below. There was a consent motion to approve the four bids, and that for each of these approved bids, as required, the Vice President for Finance and Administration be authorized and directed to sign any and all Agreements and perform those acts as necessary to carry out the terms of any Agreement so signed. Funding for each bid is as indicated in the Table. Mr. Carr seconded the motion; motion carried (Yes-5; No-0; Absent-1).

<b>Q T Y</b>	<b>Item Bid</b>	<b>Item Selected</b>	<b>Vendor</b>	<b>Vendor Location</b>	<b>Total Price Bid</b>	<b>Funding Source</b>	<b># of Bids</b>
2	Ultrasound Machines	Affiniti 50 Ultrasound Circular Edition	Philips Healthcare	Nashville, TN	\$84,457.74	Enhancement Grant (75/25)	1
4	ACER Lathes	ACER DYNAMIC 1340G	Beaver Drill & Tool	Kansas City, KS	\$49,200.00	Enhancement Grant (75/25)	2
2	CMM Software	Verisurf CMM	Verisurf Software	Anaheim, CA	\$14,325.00	Enhancement Grant (75/25)	2



1	Heckart Chiller Repair	Heckart Chiller Repair	TMI Daikin	Kansas City, MO	\$38,440.00	FY25 M&R Budget	Omnia State Contract
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### ADSMITH CONTRACT EXTENSION

Mr. Page moved that the Board of Trustees extend the appointment of ADsmith Marketing & Advertising of Springfield, MO, for September 2024 through June 2025, and that the Vice President for Finance and Administration be authorized and directed to sign the Agreement with ADsmith Communications, Inc. and perform those acts as necessary to carry out the terms of the Agreement. Mr. Hubbs seconded the motion; motion carried (Yes-5; No-0; Absent-1).

For FY2025, the agreement includes \$45,947 in professional fees plus media placement. This renegotiated agreement will result in a savings of \$19,850 to the FY2025 budgeted amount.

### PRESIDENT'S REPORT

- Dr. Bates pointed out the following calendar items.
  - Nov. 1 – McDonald’s Classic Men’s and Women’s Basketball:
  - Nov. 13-15 – MCCA Convention
  - Nov. 21 – Next Board of Trustees meeting
- Campus Master Plan: A small committee is evaluating proposals. Nineteen firms have expressed interest and have requested more information. Eight of them have requested a tour. The bid process should be very competitive. The committee will expand as we start creating the master plan.
- The Board has expressed an interest in an outdoor art piece that recognizes past presidents. We have received a gift that could go toward this. With the Campus master plan in the works, this is a good timing to start planning this project. Dr. Bates proposes to appoint two BOT members to a committee to review proposals. Please let BOT President know if you are interested in serving on this committee. Garry Holstein and Mary Treuner will also be involved. Mary reported that the gift was from the Patterson family and it is currently invested.
- Athletics – Men and women’s cross-country teams won Region 16 championships, so will be going to nationals in Virginia.
- Men’s and women’s soccer seasons have ended. Women’s ended in St. Charles but men’s ended today at Mineral Area College.
- Shooting sports – Archery team has been very successful. Shooting side has also done very well and have been tops in many of their tournaments.
- Esports – doing very well.

### FINANCIAL REPORT

- Monthly Financial Report – For FY25 we are 25% complete through this budget cycle for revenue. Everything is looking good for this time of year.
- Quarterly Investment Report - 41% of investments will be maturing in next quarter.

### OCTOBER “BOARD REPORTING” PURCHASES – *Informational Purposes Only*

During the month of September 2024, the following purchases between \$10,000 and \$25,000 were made:

Pocket Nurse	Headwalls – Clinton LPN	\$12,695.74
Haulotte Construction	TRiO Renovation	\$10,298.97
Apex Mechanical	HVAC Repairs	\$17,254.93

## BOARD DISCUSSION

- ACCT Leadership Congress Report
  - Mrs. Wood, Mr. Parker, Dr. Bates and Mr. Acuff attended the conference in Seattle.
  - Theme was Catalysts – cultivating futures. Being the catalyst for improving lives and bring positive change. Richard attended many of the strategic planning breakout sessions. One of his takeaways was the positive effect of back-casting; start where you want to be and work back with your strategic planning. He hopes to incorporate that into our own strategic plan. Almost every session he attended the key word was TRUST and how important it is to build and maintain. Patty attended a session on how Trustees can assess themselves. She has information that she can share when this time comes around.
  - Mrs. Wood commended Mr. Acuff, Mr. Parker, and Dr. Bates on their presentation on Shared Governance Budget Planning. She thanked administration for keeping the BOT informed and for the opportunity to attend these professional development events. She also brought back the booklet written by ACCT CEO Jee Hang Lee on his campus visits. It included a survey from ACCT that takes 5-10 minutes.
- ACCT Legislative Summit (February 2025)
  - Please let Lisa know by end of this week so that we can get booked in the hotel where the conference is located.
  - Dr. Bates has invited two students to join us in Washington, DC. Dr. Murders will chaperone the students.
  - Dr. Bates shared the ACCT Community College Federal Funding Priorities. In a future Board meeting, we need to use these to help us with our priorities.
  - Mr. Carr received a thank you note from a student for being awarded a scholarship.

## NEXT MEETING

The next Board of Trustees General Session meeting will be held on Thursday, November 21, 2024, at 5:30 p.m. in the Hopkins Board Room. This change of date was approved at the July 18, 2024, Board meeting.

## REQUEST FOR CLOSED SESSION

Mr. Hubbs moved that the meeting be adjourned to Executive Session pursuant to RSMO 610.021, and that the Board of Trustees of State Fair Community College meet in closed meeting, with closed record and closed vote, on October 29, 2024, in the Hopkins Board Room on the campus of State Fair Community College, Sedalia, Missouri, for the purpose of considering:

- a. Hiring, firing, disciplining, or promotion of personnel pursuant to RSMO Sec. 610.021 (3).

Mr. Page seconded the motion; motion carried (Yes-5; No-0; Absent-1).



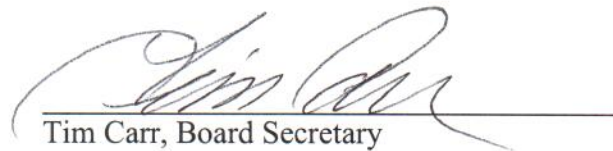
Roll Call: Amie Breshears: Absent Tim Carr Yes Justin Hubbs Yes  
Jeff Page Yes Richard Parker Yes Patricia Wood Yes

**GENERAL SESSION MEETING ADJOURNED**

Mr. Hubbs moved to adjourn the General Session. Mr. Page seconded the motion; motion carried (Yes-5; No-0; Absent-1).

**Mission** *State Fair Community College provides relevant and responsive learning experiences that empower our students and communities to prosper.*

**Vision** *State Fair Community College will be the communities' preferred choice, where students, faculty, and staff realize their confidence, passion, skills, and potential.*



Tim Carr, Board Secretary

Lisa M. Oesterle, Recording Secretary

Custodian of Records: Mrs. Jo Lynn Turley  
[jturley@sfccmo.edu](mailto:jturley@sfccmo.edu) or (660) 596-7222