

STATE FAIR COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES FOR JULY 18, 2024

GENERAL SESSION

The Board of Trustees of State Fair Community College met in General Session at 6:00 p.m., Thursday, July 18, 2024, in the Hopkins Board Room. The meeting was simultaneously shown and recorded on the State Fair Community College YouTube Channel.

ATTENDANCE

Keith Acuff, Dr. Brent Bates, Danielle Beumer, Dr. Amie Breshears, Allison Brosch, Tim Carr, Courtney Casey, Mark Haverly, Brad Henderson, Michael Leonard, Allie Martin, Dr. Michael Murders, Lisa Oesterle, Jeff Page, Richard Parker, Madalyn Schuette, Scott Simoneaux, Jill Steffens, Amber Stephens, Mary Treuner, Jo Lynn Turley, Dr. Autumn Whitehead, Patricia Wood

Absent: Justin Hubbs

IN MEMORIAM

Mrs. Wood started the meeting by recognizing Mrs. Dara (Gilkey) Bigler, Director of the Clinton Campus, who passed away unexpectedly on Sunday, July 14, 2024. “Dara was a pillar at SFCC and her passing will leave a tremendous void, not just throughout our extended campuses but at the college as a whole.

Please keep Dara’s husband Travis and all of the Bigler and Gilkey families in your hearts and prayers through this difficult time.” There was a moment of silence.

APPROVAL OF THE AGENDA

Dr. Breshears moved that the Board of Trustees approve the agenda. Mr. Parker seconded the motion; motion carried (Yes-5; No-0; Absent-1).

CITIZENS COMMENTS

Mrs. Oesterle reported that they did not receive any Citizen Comment requests.

INTRODUCTION OF NEW EMPLOYEES

SFCC President Dr. Brent Bates introduced the new Daum Museum Administrative Assistant, *Allison “Allie” Martin*.

APPROVAL OF MINUTES FOR THE JUNE 27, 2024, BOARD MEETING AS PUBLISHED

Mr. Page moved that the Board of Trustees approve the minutes for the June 27, 2024, board meeting as published. Mr. Parker seconded the motion; motion carried (Yes-4; No-0; Abstain-1; Absent-1).

WARRANT #12, JUNE 2024

Mr. Carr moved that the Board of Trustees approve Warrant #12, for June 2024. Dr. Breshears seconded the motion; motion carried (Yes-5; No-0; Absent-1).

INSTITUTIONAL REPORTS

- **Student Success/Navigators (Courtney Casey, Jill Steffen, Amber Stephens)**

The three Navigator Managers introduced themselves and their areas: Jill Steffens, Health Sciences; Courtney Casey, Technical Education; and Amber Stephens, Transfer Degrees. These three oversee the Navigator program which provides students with an advisor who is with them from start to finish and are a resource for our students to make sure they are successful in their endeavors at SFCC.

This time of year, Navigators provide an Orientation, which is an open event for any student, but not required. There will be three sessions this year - one in July and two in August. Each of these days offer sessions in the morning and the afternoon. Improving the Orientation is a continuous process to make it the most beneficial as possible for our students. New sessions this year will include presentations by the Business Office, a photo booth, prize giveaways, one-on-one sessions with Financial Aid, training on degree plans, a guest session, resource handouts, and a resource fair with various depts/offices. A folder of all the resource information given to students was shared with Board members.

At the end of Orientation, surveys are handed out to students and guests to collect feedback. In 2023, all their scores were above 4.75, on a 5-point scale. Additionally, there is an online orientation, called "Roadrunner Ready," and an in-person international student orientation.

- **Radiologic Technology Program (Danielle Beumer, Madalyn Schuette)**

Radiologic Technology Program Director Danielle Beumer introduced former student Madalyn Schuette, who graduated in 2022, and gave her the opportunity to tell of her experiences. After one graduation, Ms. Schuette returned to SFCC for the Rad Tech program and graduated from it in 2024. The reasons she chose SFCC were 1) one-on-one interaction with instructors and clinical site instructors who give feedback right away; 2) high quality instruction that is affordable. Our standards are high; and 3) she wanted to be in rural healthcare and with our clinicals in rural areas, it provides the best education and preparation. SFCC gave her the tools and confidence to excel.

Danielle outlined current statistics for the program. For the Class of 2024, they had a 93 percent completion rate (15 of 16 students); 100 percent passed licensure on their first time; and had 100 percent job placement. Danielle also spoke on how students have opportunities to engage with the SFCC campus and with the community.

Danielle spoke about the recent renovation to the Radiology lab. It has enhanced the learning environment for students and faculty while meeting updated accreditation standards. Having state-of-the-art equipment aligns the curriculum with industry standards and provides students with hands on experiences with cutting edge equipment. We collaborated with AGFA which helped us gain access to specialized equipment, training resources, and industry insights. She

thanked the Board for their continued support.

Danielle graduated recently with her Master's Degree. Dr. Bates complimented her and stated that great leadership and faculty make the program a great success.

PEAK SPORT AND SPINE ATHLETIC TRAINER CONTRACT

Mr. Carr moved that the Board of Trustees approve the Sports Medicine Coverage Agreement with Central Missouri Physical Therapy, LLC, d/b/a Peak Sport and Spine of Sedalia, MO, and that the President or Vice President of Finance and Administration be authorized to sign the agreement with Peak Sport and Spine. Dr. Breshears seconded the motion; motion carried (Yes-5; No-0; Absent-1).

This agreement will provide SFCC with an on-site Certified Athletic Trainer for athletic training, practices, regular season home athletic contests, and home and away post-season contests. Contract amount is \$40,000 and the contract term is July 1, 2024, to SFCC graduation day in May, 2025. Funding is SFCC athletic operating budget.

LOAN & LEASE PAYMENT SCHEDULES

Mr. Parker moved that the Board of Trustees approve all loan and lease payments due in FY2025 be paid as designated. Mr. Page seconded the motion; motion carried (Yes-5; No-0; Absent-1).

Heckart Science and Allied Health COP	\$599,400	UMB
TRANE Equipment Lease/Purchase Agreement	\$459,974	Bank of America
Olen Howard Workforce Innovation Center	\$539,745	Cedar Rapids Bank & Trust
Lake Ozarks Campus	\$186,979	Baily & Blum, Inc
Clinton Campus	\$197,828	Golden Valley MH
Science Hall Boonville	\$ 25,400	City of Boonville
Eldon Career Center	\$ 15,000	Eldon School District
Copiers/Print Room	\$ 60,000	Marco

COMMERCIAL INSURANCE COVERAGES

Dr. Breshears moved that the Board of Trustees approve the commercial insurance renewal (Property and Casualty; Professional Liability) premium payment to Assured Partners of Sedalia, MO., in the amount of \$560,222 for FY2025. This expenditure has been accounted for in the FY2025 budget. Mr. Page seconded the motion; motion carried (Yes-5; No-0; Absent-1).

ATHLETIC INSURANCE COVERAGE

Mr. Page moved that the Board of Trustees approve the athletic insurance renewal premium payment to Arthur J. Gallagher, First Agency Branch of Kalamazoo, MI., in the amount of \$83,574 for FY2025. This expenditure has been accounted for in the FY2025 budget. Mr. Carr seconded the motion; motion carried (Yes-5; No-0; Absent-1).

ACCOUNTS RECEIVABLE WRITEOFF

Mr. Parker moved that the Board of Trustees authorize the Vice President, Finance & Administration, to write-off \$519,063.36 as uncollected balances for the fiscal year 2024. The write-off is an accounting procedure. The college will continue to attempt to collect this debt. MO Debt offset program and a local collector help us collect these funds. Mr. Carr seconded the motion; motion carried (Yes-5; No-0; Absent-1).

RESIDENCE HALL CITY OF SEDALIA REQUIRED MODIFICATIONS

Dr. Breshears moved that the Board of Trustees approve the Change Order 06 for the Residence Hall construction in the amount of \$46,594.13 from Professional Contractors and Engineers for required site changes after City of Sedalia and Storm Water Pollution Prevention plans review. Funding is Residence Hall construction funds. Mr. Page seconded the motion; motion carried (Yes-5; No-0; Absent-1).

ADSMITH CONTRACT EXTENSION

Mr. Parker moved that the Board of Trustees extend the appointment of ADsmith Marketing & Advertising of Springfield, MO, for July and August 2024. Additional extensions for FY2025 will be requested if necessary. The FY2025 budget includes an extension for all of FY2025. Mr. Carr seconded the motion; motion carried (Yes-5; No-0; Absent-1).

LOZ CAMPUS INTERIOR PAINTING

Dr. Breshears moved that the Board of Trustees accept the following bid, as shown in the Table below, for painting the interior of the LOZ campus. Funding is the FY2025 Maintenance & Repair Budget. Mr. Page seconded the motion; motion carried (Yes-5; No-0; Absent-1).

Q T Y	Item Bid	Item Selected	Vendor	Vendor Location	Total Price Bid	# of Bids
1	LOZ Interior Painting	LOZ Interior Painting	PJS Enterprises, LLC	Eldon, MO	\$40,000.00	2

REVISED GREAT WESTERN DINING CASUAL MEAL RATES

Mr. Carr moved that the Board of Trustees approve the revised “Casual Meal” rates from Great Western Dining beginning with the Fall 2024 semester as shown below:

- Breakfast: \$7.00
- Lunch: \$8.25
- Dinner \$9.00

There is no impact to the FY2025 budget. Mr. Parker seconded the motion; motion carried (Yes-5; No-0; Absent-1).

POLICY REVISIONS RELATED TO FEDERAL TITLE IX RULE CHANGES

Mr. Parker moved that the Board of Trustees approve the policy changes as presented in order for us to stay in compliance with pending Title IX changes. Dr. Breshears seconded the motion; motion carried (Yes-5; No-0; Absent-1).

The updated Title IX guidelines were released by the Department of Education on April 19, 2024.

Policy 1210 – Retitling, identifies who the Title IX coordinator and deputy coordinators are. Moving to a model so there is one policy for all discrimination and harassment situations.

Policy 1211 – eliminating, since it has been relocated to one policy.

Policy 1380 – updated title, changes language that complaints from public can come to the same process.

Policy 1385 – provide one policy and process to resolve grievances and appeals.

Policy 2100 – non-discrimination statement now matches any other references

Policy 2130 –eliminating

Policy 2310 – substantial language change since attendance is no longer taken by the college.

Policy 2610 – substantial language change re: all students being citizens first.

Policy 2830 – what constitutes alcohol and drug violations.

Policy 4730 – reference Policy 1210. Puts everything in same grievance policy.

Policy 4810 – language changes.

Policy 4850 – eliminating

PRESIDENT’S REPORT

• Calendar Review

July 20 - Board Retreat at 8:30 a.m. Dr. Bates instructed Board and ELT members to enter the East entrance of Heckart. A light breakfast and lunch will be served, and the meeting will end between 1 and 2 p.m. Dr. Bates reported that ELT had a great retreat in early July and did a lot of work that will be shared in the Board Retreat.

July 22 - Monday is the annual athletic golf tournament at Sedalia Country Club. An auction will be held at the end of the day.

Aug. 16 – Convocation w/ the All Staff Meetings and an All Staff Lunch.

July 23 - Health Care Symposium being held by Economic Development Sedalia-Pettis County in Stauffacher, 10:30-1:30. Lt. Gov. Mike Kehoe is expected at the event. Let Lisa know if you plan to attend. Lunch is included.

August 12 – There are volunteer opportunities for handing out waters at the MO State Fair. Times remaining are from 4-8 p.m. Contact Mary Treuner if you would like to volunteer.

August 19 - Congressman Mark Alford is conducting a Townhall Tour in his district and will be doing one on campus that evening at 7 p.m. in Stauffacher Theatre.

FINANCIAL REPORT

- Monthly Financial Report – Mr. Acuff reported that the college has had a very strong year, operationally. Revenues exceeded expenses in every category.
- Quarterly Investment Report – Mr. Acuff reported that we had a strong investment report.

JULY “BOARD REPORTING” PURCHASES – *Informational Purposes Only*

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

B&H Photo Video	\$12,783.28	Marketing Video Production Equipment
ADSmith Communications	\$19,700.82	Advertising

BOARD DISCUSSION

Mrs. Wood reported that a team has been formed to review Board communications and find ways to make it more efficient. The team will be considering hardware and software that could help eliminate paper agendas and be a central location for the Board to receive information. With the assistance of IT, the team will get the chance to demo several pieces of hardware and different software tools that have

the criteria indicated by the team. Some of the criteria includes regulation compliance, ease of use, and pricing. Mrs. Wood will keep the Board updated on this as the project moves forward.

DATE CHANGE FOR NOVEMBER AND DECEMBER 2024 MEETINGS

Mr. Carr moved that the Board of Trustees approve the 2024 November and December meeting date changes to November 21, 2024, and December 17, 2024. Mr. Page seconded the motion; motion carried (Yes-5; No-0; Absent-1).

NEXT MEETING

The next Board of Trustees General Session meeting will be held on Thursday, August 22, 2024, at 5:30 p.m. in the Hopkins Board Room.

REQUEST FOR CLOSED SESSION

Mr. Parker 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 July 18, 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 Yes Tim Carr Yes Justin Hubbs Absent
Jeff Page Yes Richard Parker Yes Patricia Wood Yes

GENERAL SESSION MEETING ADJOURNED

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



Tim Carr, Secretary

Lisa M. Oesterle, Recording Secretary

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.*