

STATE FAIR COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

Date: February 23, 2023
Time: 5:30 P.M.
Location: Hopkins Board Room, a public forum. The meeting was simultaneously shown on the State Fair Community College YouTube Channel.

WORK SESSION

The Board of Trustees met at 4:00 p.m., in a Work Session prior to the General Session to discuss Accreditation and the Tuition Rates Recommendation.

GENERAL SESSION

The Board of Trustees of State Fair Community College met in regular session Thursday, February 23, 2023, in the Hopkins Board Room at 5:30 p.m.

ATTENDANCE

Keith Acuff, Dr. Brent Bates, Dr. Amie Breshears, Allison Brosch, Ben Burson, Marco Caesar, Tim Carr, Linda Church, Mark Haverly, Brad Henderson, Kaley Hobbs, Justin Hubbs, Joshua Kofahl, Cheryl Landers, Darci McFail, Dr. Michael Murders, Sarah Nail, Sherlyn Nail, Lisa Oesterle, Tom Oldham, Ty Page, Richard Parker, Dr. Autumn Porter, Michael Rogg, Kayla Todd, Mary Treuner, Patricia Wood

CALL TO ORDER

Board President Patricia Wood called the meeting to order at 5:30 p.m.

APPROVAL OF THE AGENDA

Mr. Oldham moved that the Board of Trustees approve the agenda. Mr. Hubbs seconded the motion; motion carried (Yes-6; No-0).

CITIZENS COMMENTS

There were no citizens comments.

INTRODUCTION OF NEW EMPLOYEES

There were no new employees to be introduced this month.

APPROVAL OF MINUTES FOR THE JANUARY 26, 2023, BOARD MEETING AS PUBLISHED.

Mr. Oldham moved the Board of Trustees approve the minutes for the January 26, 2023, Board Meeting as published. Dr. Breshears seconded the motion; motion carried (Yes-6; No-0).

WARRANT #7, JANUARY 2023

Mr. Oldham moved the Board of Trustees approve Warrant #7, for January 2023. Mr. Hubbs seconded the motion; motion carried (Yes-6; No-0).

INSTITUTIONAL REPORTS

- Speech and Debate Team (Kaila Todd, Team Members)

Kaila Todd, advisor to the Speech and Debate Team, was awarded the Dr. Bob Derryberry new instructor award in 2022 at the National Communication Association conference.

SFCC Speech and Debates Team students Ty Page (LOZ Campus) and Josh Kofahl (Sedalia Campus) were introduced and spoke of their experiences on the team and how it helped them find their confidence and build new relationships.

The team, which is only in its second year, is made up of seven members. Their current record is 30 debate wins and 11 losses. They have competed in six regional tournaments; won three top community college awards.

- Marketing and Communications Overview/Spring Campaign (Director Henderson)

Brad Henderson, Director of Marketing and Communications, gave an overview of the services that are offered from his department. These services include writing, video, copy center, social media, mail distribution, advertising, and digital advertising. He also shared analytics on the reach that our advertising has. They received 2200 service tickets in a year, and that does not include the in-person or emailed requests that they get. This keeps his staff extremely busy. Staff members for his department are Sherlyn Nail, Writing Services Manager; Cheryl Landers, Design Services, Manager; Marco Caesar, Digital & Social Media Manager; and Kaylen Newton, Copy Center Coordinator.

The Marketing and Communications department was nationally recognized with the National Council for Marketing and Public Relations (NCMPR).

- Facilities Report

Dr. Bates introduced Ben Burson, Sr. who is Project Manager for SFCC Facilities, and offered kudos to him for doing a great job with keeping everything on task.

Mr. Burson gave an update on recent projects that have wrapped up or are in progress. They include:

Sidewalk repairs, indoor renovations for office moves, replacement of the HVAC system in Potter Ewing Building, the Fielding renovations, and the planning for a new Residence Hall building and the CAATT Building.

FY 2024 GROUP HEALTH PLAN

Mr. Hubbs moved the Board of Trustees accept the proposal for health insurance from Missouri Education Health Group (MEHG). Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

This represents a 5.5% increase to the college from the FY23 rates. MEHG, is managed and serviced by Assured Partners in Moberly, Missouri. The coverage is provided through United Healthcare Choice Plus. The proposed plan includes a base option, a buy-up option and an option with a Health Savings Account (HSA).

	FY23 Base Plan	FY23 Buy Up Plan	FY23 \$3,000 HSA	FY24 Base Plan	FY24 Buy Up Plan	FY24 \$3,000 HSA
Employee	\$743.00	\$850.00	\$642.00	\$784.00	\$896.00	\$677.00
Employee/Spouse	\$1,485.00	\$1,715.00	\$1,294.00	\$1,567.00	\$1,809.00	\$1,366.00
Employee/Child(ren)	\$1,300.00	\$1,503.00	\$1,134.00	\$1,371.00	\$1,585.00	\$1,197.00
Family	\$2,041.00	\$2,249.00	\$1,698.00	\$2,154.00	\$2,372.00	\$1,790.00
Deductible	\$1,500	\$1,500	\$3,000	\$1,500	\$1,500	\$3,000
Co-pay In/Out	80%/50%	80%/50%	100%/70%	80%/50%	80%/50%	100%/70%
Out-of-pocket	\$6,250	\$5,700	\$6,750	\$6,250	\$5,700	\$6,750

*\$107 will be deposited in the employee's HSA account when choosing this option

FY 2024 DENTAL INSURANCE

Mr. Carr moved the Board of Trustees accept the proposal from Missouri Education Health Group (MEHG) for dental insurance for Fiscal Year 2024. Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

The proposed plan would be through United Healthcare and Board-paid rate for each full-time employee is \$29.47 per month, and the proposed family rate is \$80.88. These rates reflect no increase from the prior year.

FY 2024 VISION INSURANCE

Mr. Oldham moved the Board of Trustees accept the proposal from Missouri Education Health Group (MEHG) for Vision Insurance for Fiscal Year 2024. Dr. Breshears seconded the motion; motion carried (Yes-6; No-0).

The proposed plan would be through United Healthcare and the rates would be \$11.14 per month for employee coverage, \$18.78 per month for employee and spouse coverage, \$19.16 per month for employee and children coverage, and \$30.30 per month for family coverage. The vision plan is optional and is paid for by the employee. These rates reflect no increase from the prior year.

FY2024 RAC-JAC PROPERTIES AGREEMENT

Mr. Oldham moved the Board of Trustees accept the Lease Agreement from RAC-JAC Properties of Sedalia, MO, for a period of 10 months commencing August 1, 2023, and ending May 31, 2024. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

This agreement is for 16, 3-bedroom units at a cost of \$2,116.65 per unit, per month (allowing for 96 students to be provided room) and 32, 2-bedroom units at a cost of \$1,759.78 per unit, per month (allowing for 128 students to be provided room). The total lease agreement is for \$901,793.20, inclusive of utilities, trash and internet for each unit. It is recommended that the Vice President of Finance and Administration be authorized to sign the agreement with RAC-JAC Properties.

FY2024 DINING SERVICES AGREEMENT

Mr. Carr moved the Board of Trustees accept the renewal option from Great Western Dining for the FY2024 fiscal year and authorize the Vice President of Finance and Administration to sign the Dining Services Agreement. Dr. Breshears seconded the motion; motion carried (Yes-6; No-0).

This is year two of a 15-year contract included as part of the current agreement. Meal rates are shown below.

SLIDING SCALE*		
Board Students	19 Meal Plan Daily Rate	10 Meal Plan Daily Rate
350 & Above	\$11.97	\$10.95
340 - 349	\$12.04	\$11.10
330 - 339	\$12.21	\$11.26
320 - 329	\$12.38	\$11.42
310 - 319	\$12.55	\$11.59
300 - 309	\$12.74	\$11.75
290 - 299	\$12.94	\$11.98
280 - 289	\$13.18	\$12.20
270 - 279	\$13.45	\$12.42
260 - 269	\$13.69	\$12.67
250 - 259	\$13.98	\$12.98
240 - 249	\$14.24	\$13.17
230 - 239	\$14.58	\$13.44
220 - 229	\$14.98	\$13.60
210 - 219	\$15.28	\$13.91
200 - 209	\$15.60	\$14.16
190 - 199	\$15.83	\$14.38
189 & Below	To Be Negotiated	To Be Negotiated

*Agreement requires a minimum of 120 students on the 19-meal plan

Upward Bound

Breakfast	\$5.00
Lunch	\$6.30
Dinner	\$6.30

10-Meal Punch Card \$70.00

Casual Meal Rates

Breakfast	\$6.50
Lunch	\$7.55
Dinner	\$8.25
Special Event	\$9.00

FY2024 ROOM AND BOARD RATES

Mr. Hubbs moved the Board of Trustees approve room and board rates for FY2024 listed below. Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

ROOM/BOARD PLAN	ROOM RATE PER SEMESTER	BOARD RATE PER SEMESTER	TOTAL RATE PER SEMESTER
Residence Hall + 19 Meals	\$1,600	\$1,850	\$3,450
3 Bedroom Apt + 19 Meal Plan	\$2,225	\$1,850	\$4,075
3 Bedroom Apt + 10 Meal Plan	\$2,225	\$1,700	\$3,925

2 Bedroom Apt + 19 Meal Plan	\$2,800	\$1,850	\$4,650
2 Bedroom Apt + 10 Meal Plan	\$2,800	\$1,700	\$4,500
Residence Hall SINGLE ROOM + 19 Meal Plan	\$3,200	\$1,850	\$5,050
3 Bedroom Apt SINGLE ROOM + 19 Meal Plan	\$4,450	\$1,850	\$6,300
3 Bedroom Apt SINGLE ROOM + 10 Meal Plan	\$4,450	\$1,700	\$6,150
2 Bedroom Apt SINGLE ROOM + 19 Meal Plan	\$5,600	\$1,850	\$7,450
2 Bedroom Apt SINGLE ROOM + 10 Meal Plan	\$5,600	\$1,700	\$7,300

FY2024 TUITION/FEE RATES

Mr. Oldham moved the Board of Trustees approve as listed below the tuition and technology fee rates for the 2023-2024 academic year, to be effective for the Fall 2023 semester through the Summer 2024 semester. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

In-District resident: \$126.00 per credit hour	Tier 1 Tuition Increment: \$25.00
Missouri resident: \$191.00 per credit hour	Tier 2 Tuition Increment: \$70.00
Non-Missouri resident: \$257.00 per credit hour	Tier 3 Tuition Increment: \$115.00
Dual Credit: \$79.00 per credit hour	Tier 4 Tuition Increment: \$225.00
Technology Fee \$45.00 per credit hour	

FY2024 OCCUPATIONAL THERAPY ASSISTANT (OTA) PROGRAM TUITION

Mr. Carr moved the Board of Trustees approve the tuition for the OTA program as shown below, with the tuition and fees effective for the Fall 2023 semester through the Summer 2024 semester. Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

The Missouri Health Professions Consortium (MHPC) has set the Charge-back fees for the OTA program for 2023-2024 at \$211 per credit hour. Based on the recommendation by the MHPC, the fiscal agent (State Fair Community College) collects tuition/fees for the OTA program calculated as the charge-back fee times a 28% upcharge (rounded to the nearest dollar) resulting in a tuition rate of \$270 per credit hour.

FY2024 MEDICAL LABORATORY TECHNICIAN (MLT) PROGRAM TUITION

Mr. Hubbs moved the Board of Trustees approve the tuition for the MLT program as shown below, with the tuition and fees effective for the Fall 2023 semester through the Summer 2024 semester. Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

The Missouri Health Professions Consortium (MHPC) has set the Charge-back fees for the MLT program for 2023-2024 at \$260.84 per credit hour. Based on the recommendation by the MHPC, the fiscal agent (Moberly Area Community College) collects tuition/fees for the MLT program calculated as the charge-back fee times a 28% upcharge (rounded to the nearest dollar) resulting in a tuition rate of \$334 per credit hour.

SEMI-TRACTOR TRUCKS AND TRAILERS

Dr. Breshears moved the Board of Trustees approve the purchase of two semi-tractor trucks with truck conversions at a price not-to-exceed \$161,00 per truck, and approve the purchase of two trailers for the trucks at a price not-to-exceed \$25,000 each. Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

This request is due to the current scarcity/volatility of the semi-truck market and the inability to have vendors hold trucks for up to 30 days. This pricing is in line with the budget presented for the ARPA Workforce Training Grant and trucks may not be purchased until grant funds are available. Prior to each purchase, the purchase must be approved by either the President or the Vice President for Academic & Student Success. Funding is the ARPA Workforce Training Grant.

CAATT CIVIL ENGINEERING SERVICES

Mr. Oldham moved the Board of Trustees accept the single source bids (pursuant to SFCC Policy & Regulation 7120) from Engineering Surveys & Services of Sedalia, MO in the total amount of \$87,200 for the CAATT building Topographical and Utilities Survey (\$26,500), Geotechnical Evaluation (\$23,500) and Civil Site Design (\$37,200), and additionally approve the Vice President of Finance and Administration be authorized to sign the agreements with Engineering Surveys and Services. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

Funding will be CAATT facility design and construction budget. The Topographical and Geotechnical studies will also include the sites designated for a future residence hall and future athletic fields.

OHWIC SECURITY CAMERAS

Mr. Oldham moved the Board of Trustees accept the bid from Nightwatch Security & Telephone, LLC of Sedalia, MO in the total amount of \$39,227.40 for the OHWIC security & surveillance camera system. Mr. Carr seconded the motion; motion carried (Yes-6; No-0).

This is the part one of two of the contracted security equipment/service from Nightwatch to complete the OHWIC security system. Funding is OHWIC construction funds.

OHWIC SECURITY ACCESS SYSTEM (VP Acuff)

Dr. Breshears moved the Board of Trustees accept the bid from Nightwatch Security & Telephone, LLC of Sedalia, MO in the total amount of \$35,654.75 for the OHWIC connectivity and access control to exterior and interior doors of the OHWIC. Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

This is the part two of two of the contracted security equipment/service from Nightwatch to complete the OHWIC security system. Funding is OHWIC construction funds.

VISION STATEMENT

Mr. Carr moved the Board of Trustees adopt the Vision Statement for State Fair Community College. Mr. Hubbs seconded the motion; motion carried (Yes-6; No-0).

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

PRESIDENT'S REPORT

- Dr. Bates reported that Board agenda will now be in notebooks for each of the Board Members. Any members who prefer to use their electronic agenda should let Lisa know to save on resources.
- March 8-9 - Jo Lynn is scheduling advocacy trips to Jefferson City. They are hoping to meet with all our regional legislators.
- Dr. Bates met with the Pettis County Ambulance District to discuss their interest in building a facility on the western edge of the college land or on the current location of the Lamm House; we have also suggested partnering with them on a Paramedic program. PCAD will make this proposal to their Board.
- It is Homecoming Week at SFCC. There will be basketball games on Saturday, and the evening will include a dinner for retirees. ELT and Board Members should contact Lisa Oesterle if they plan to attend.
- March 7th - Professional Development Day. The morning will consist of a Community Service component, with employees wearing SFCC gear to show our presence in the community.
- March 25th – Farmfest Gala. RSVPs will be due to the Foundation Office by March 17th.
- March 4th – Golden Valley Memorial Gala. There are four tickets available; let Dr. Bates know if you are interested in attending.

FINANCIAL REPORT

- Monthly Financial Report

BOARD DISCUSSION

- Mr. Oldham reported on the ACCT National Legislative Summit in Washington, D.C. that Dr. Bates, Dr. Breshears, Mr. Parker, and he attended in February.

Mr. Parker participated in Advocacy training on the first day of the conference. The conference was an opportunity to meet with our federal legislators and/or their staff to discuss our priorities. Mr. Parker stated that it is also important to maintain relationships with the staff of our legislators, since they play a big part in getting information to their Senator or Representative. During this event, SFCC was able to meet with the staff of Senators Hawley and Schmitt, and with staff of Representative Alford. They were able to meet in person with Representative Luetkemeyer.

Some of the presenters at the conference included Secretary of Agriculture Tom Vilsack and Secretary of Transportation Pete Buttigieg. Secretary Vilsack reported that due to an aging workforce, the USDA is looking to replace almost 2/3rds of their employees.

Breakout sessions included “Supporting Student Wellness”, “Looking Ahead”, “Advancing ED Equity”, “Affordability in a Recession”, and “Title IX”. Dr. Breshears said that the conference was a good way to also connect with other college’s staff.

MARCH RETREAT

The Board of Trustees Spring Retreat is scheduled for Saturday, March 4th at 8:30 a.m. in the Hopkins Board Room and will be Executive Session. The purpose for the retreat is for the Board to evaluate the performance of State Fair Community College President, Dr. Brent Bates.

NEXT MEETING

The next Board of Trustees General Session will be held on March 30, 2023, at 5:30 p.m. in the Hopkins Board Room. Prior to the General Session there will be a Work Session to discuss FY24 Budget at 4:00 p.m. in the Hopkins Board Room.

REQUEST FOR CLOSED SESSION

Dr. Breshears moved 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 February 23, 2023, in the Hopkins Board Room on the campus of State Fair Community College, Sedalia, Missouri, for the purpose of considering:

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

Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

Roll Call: Amie Breshears Yes Tim Carr Yes Justin Hubbs Yes
Tom Oldham 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-6; No-0).

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 an exceptional student-centered college that empowers individuals to grow, thrive and prosper within a changing world.



Tim Carr, Secretary

Lisa Oesterle, Recording Secretary