

STATE FAIR COMMUNITY COLLEGE BOARD OF TRUSTEES SPECIAL SESSION MEETING MINUTES

Date: March 28, 2024
Time: 4:00 P.M.
Location: Hopkins Board Room, a public forum.

Minutes

CALL TO ORDER

Board President Mrs. Wood called the Special Session meeting to order.

APPROVAL OF THE SPECIAL SESSION AGENDA

Dr. Breshears moved that the Board of Trustees approve the Special Session agenda. Mr. Hubbs seconded the motion; motion passed (Yes-6; No-0).

REQUEST FOR CLOSED SESSION

Mr. Oldham 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 March 28, 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. Parker seconded the motion; motion passed.

Roll Call: Amie Breshears Yes Tim Carr Yes Justin Hubbs Yes
Tom Oldham Yes Richard Parker Yes Patricia Wood Yes

SPECIAL SESSION MEETING ADJOURNED

Mr. Oldham moved to adjourn the Special Session meeting. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

STATE FAIR COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES FOR MARCH 28, 2024

WORK SESSION

The SFCC Board of Trustees met at 4:45 p.m. in a Work Session, prior to the General Session, to discuss the FY25 Budget and to hear a Facilities construction update.

GENERAL SESSION

The Board of Trustees of State Fair Community College met in General Session at 5:30 p.m., Thursday, March 28, 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, Cameron Belmore, Dr. Amie Breshears, Allison Brosch, Ben Burson, Tim Carr, Mark Haverly, Brad Henderson, Justin Hubbs, Michael Leonard, Darci McFail, Dr. Michael Murders, Lisa Oesterle, Tom Oldham, Jeff Page, Richard Parker, Dr. Autumn Porter, Judi Reine, Jo Lynn Turley, Dustin Walbom, Patricia Wood

APPROVAL OF THE GENERAL SESSION AGENDA

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

CITIZENS COMMENTS

There were no citizens comments.

INTRODUCTION OF NEW EMPLOYEES

- Dr. Michael Murders introduced *Michael Leonard, Dean of Technical Education & Workforce Innovation.*

APPROVAL OF MINUTES FOR THE FEBRUARY 22, 2024, BOARD MEETING AS PUBLISHED.

Dr. Breshears moved that the Board approve the minutes for the February 22, 2024, Board Meeting as published. Mr. Parker seconded the motion; motion passed (Yes-6; No-0).

WARRANT #8, FEBRUARY 2024

Mr. Hubbs moved the Board of Trustees approve Warrant #8, for February 2024. Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

INSTITUTIONAL REPORTS

Judi Reine, Institutional Research Director, gave an overview of the Spring 2024 Census Report (20th day of the semester). Some notable statistics were:

- Headcount increased by 9.4% (297 students); Credit Hours increased by 6.9% (2,039 hrs). Out of most of the Missouri Community Colleges, SFCC had the largest headcount increase.
- Race/Ethnicity – 18.6% are minority, while our service area is 12.7%
- Enrollment Status – 43.8% are full-time students; 56.2% are part-time.
- Residence – 25.7% are In-District; 71.5% are Missouri Out-of-District; 2.3% are Out-of-State; .5% are International
- Gender – 66% are female; 34% are male
- First Generation Students – 61.5% of our degree-seeking students are first generation students.
- Federal Pell Grants – Total Paid + \$2,798,099 by 52.1% of our degree-seeking students
- Dual Credit High Schools – Top four high schools with SFCC Dual Credit students are Boonville R-I, Camdenton R-III, Clinton, and Smith-Cotton.

STUDENT GOVERNMENT REPORT

SGA President, Cameron Belmore, reported that SGA, in an effort to make the end-of-semester less stressful for students, they will be holding the following events:

- Mr. SFCC pageant – a comedic event, with students representing clubs and athletics.
- A sno-cone truck will be here for Softball Sophomore Night, April 13th. They will be offering 100 free sno-cones and will add on if they get more participation.
- They have a team working on the Instructor-, Adjunct-, and Staff-of-the-year nominations. There were 180 nominations, from which they will choose the top 3 of each category. Those nominees will be asked to write a short essay on a given topic, and a decision will be based on those.
- SGA elections are going on.

FY 2025 GROUP HEALTH PLAN

Mr. Oldham moved the Board of Trustees accept the proposal shown below for health insurance from Missouri Education Health Group (MEHG), which represents a 5.5% increase to the college from the FY24 rates. MEHG is managed and serviced by Assured Partners in Moberly, MO. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

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). Rates are per month.

	FY24 Base Plan	FY24 Buy Up Plan	FY24 \$3,000 HSA	FY25 Base Plan	FY25 Buy Up Plan	FY25 \$3,200 HSA*
Employee	\$784.00	\$896.00	\$677.00	\$827.00	\$945.00	\$714.00
Employee / Spouse	\$1,567.00	\$1,809.00	\$1,366.00	\$1,653.00	\$1,908.00	\$1,441.00
Employee / Child(ren)	\$1,371.00	\$1,585.00	\$1,197.00	\$1,446.00	\$1,672.00	\$1,263.00
Family	\$2,154.00	\$2,372.00	\$1,790.00	\$2,272.00	\$2,503.00	\$1,890.00
Deductible	\$1,500	\$1,500	\$3,000	\$1,500	\$1,500	\$3,200
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

*\$113/month will be deposited in the employee's HSA account when choosing this option

FY 2025 DENTAL INSURANCE

Mr. Oldham moved the Board of Trustees accept the proposal from Missouri Education Health Group (MEHG) for dental insurance for Fiscal Year 2025. Mr. Hubbs 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 \$31.09 per month, and the proposed family rate is \$85.33. There is also a buy-up plan which offers an employee rate of \$34.82 and family rate of \$95.57. These rates reflect a 5.5% increase from FY 2024.

FY 2025 VISION INSURANCE

Mr. Oldham moved the Board of Trustees accept the proposal from Missouri Education Health Group (MEHG) for Vision Insurance for Fiscal Year 2025. Mr. Hubbs seconded the motion; motion carried (Yes-6; No-0).

The proposed plan would be through United Healthcare and the rates would be \$11.75 per month for employee coverage, \$19.81 per month for employee and spouse coverage, \$20.21 per month for employee and children coverage, and \$31.97 per month for family coverage. The vision plan is optional and is paid for by the employee. These rates reflect 5.5% increase from FY 2024.

FY 2025 AD&D AND BASIC LIFE INSURANCE

Mr. Oldham moved the Board of Trustees accept the proposal from Assured Partners for Accidental Death and Dismemberment (AD&D) and Basic Life Insurance for Fiscal Year 2025. Dr. Breshears seconded the motion; motion carried (Yes-6; No-0).

The proposed plan would be through Guardian Life and the Board-paid rate for each full-time employee would include AD&D rates of \$0.02/\$1,000 and Basic Life at \$0.10/\$1,000 for a total of \$0.12 per \$1,000 coverage. These rates reflect no increase from the prior year.

FY 2025 FULL TIME EXEMPT POSITION APPROVALS

Pending final approval of the FY 2025 budget, Mr. Hubbs moved the Board of Trustees approve the full-time faculty, exempt, and administrative positions as presented and the new position(s) as listed, which have been included in the FY 2025 budget development process. Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

EMPLOYEE COMPENSATION FOR FY 2025

Mr. Oldham moved the Board of Trustees approve the compensation increases pending final approval of the FY25 budget. Mr. Carr seconded the motion; motion carried (Yes-6; No-0).

The following compensation increases for Fiscal Year 2025 for employees in good standing and hired into their current position before February 1, 2024, and have been taken into consideration in the development of the Fiscal Year 2025 budget:

1. Full-time Faculty: Provide a 1.6% increase to the current faculty salary base for both 168-day, 180-day and 184-day contracts and provide one step advancement on the updated salary schedule (unless at maximum step) for faculty eligible for a step.
2. Non-instructional full-time staff: 3.5% increase.
3. Permanent part-time classified staff: 3.5% increase.
4. Adjustments as appropriate for educational attainment, professional development activities, job reclassification, and/or equity.

FY 2025 TUITION/FEE RATES

Mr. Hubbs moved the Board of Trustees approve the following tuition and fee rates for the 2024-2025 academic year and that these tuition and fee rates be effective for the Fall 2024 semester through the Summer 2025 semester. Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

In-District resident: \$129.00 per credit hour, \$3 increase
Missouri resident: \$196.00 per credit hour, \$5 increase
Non-Missouri resident: \$264.00 per credit hour, \$7 increase
Dual Credit: \$79.00 per credit hour, no increase
Tier 1 Tuition Increment: \$25.00, no increase
Tier 2 Tuition Increment: \$70.00, no increase
Tier 3 Tuition Increment: \$115.00, no increase
Tier 4 Tuition Increment: \$225.00, no increase
Technology Fee \$45.00 per credit hour, no increase

The Military Rate for covered individuals under 38 U.S.C. §379 (Veterans' Benefits) including Whiteman Air Force Base active duty personnel, their spouse and dependent children who do not meet In-District residency requirements is set at the Board approved Missouri resident tuition rate. Additionally, the online differential tuition will be waived for the military-related students designated herein.

FY 2025 OCCUPATIONAL THERAPY ASSISTANT (OTA) PROGRAM TUITION

Mr. Oldham moved the Board of Trustees approve the tuition for the OTA program as shown below and that upon approval, the tuition and fees will be effective for the Fall 2024 semester through the Summer 2025 semester. Dr. Breshears seconded the motion; motion passed (Yes-6; No-0).

The Missouri Health Professions Consortium (MHPC) has set the Charge-back fees for the OTA program for 2024-2025 at \$217 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 \$278 per credit hour.

FY 2025 MEDICAL LABORATORY TECHNICIAN (MLT) PROGRAM TUITION

Mr. Oldham moved the Board of Trustees approve the tuition for the MLT program as shown above and that upon approval, the tuition and fees will be effective for the Fall 2024 semester through the Summer 2025 semester. Mr. Hubbs 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 2024-2025 at \$268.67 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 \$344 per credit hour.

CITY OF BOONVILLE SCIENCE HALL LEASE

Mr. Oldham moved the Board of Trustees amend the current agreement with the City of Boonville, MO., extending the renewal term to 5 years from the current 2-year renewal term. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

This option allows the College to continue to utilize the Science Hall on the Kemper Campus for use as classrooms and academic support areas at the same terms and conditions of the current agreement which commenced on July 1, 2019, for a three-year term and included the aforementioned 2-year renewal option, now amended to a 5-year term. It is further recommended that the President or Vice President of Finance and Administration be authorized to sign the agreement with the City of Boonville, MO. Funding is budgeted operating funds.

RESIDENCE HALL ELECTRICAL SERVICE TO PROJECT SITE

Mr. Oldham moved the Board of Trustees approve the Residence Hall Change Order 02 in the amount of \$24,310.00 from Professional Contractors and Engineers to install 850 linear feet of 4" roll pipe to bring electrical service to the Residence Hall project site. Funding is Residence Hall construction funds. Mr. Hubbs seconded the motion; motion carried (Yes-6; No-0).

RESIDENCE HALL UNSUITABLE SOIL REMOVAL PROJECT SITE

Mr. Oldham moved the Board of Trustees approve the Residence Hall Change Order 03 in the amount of \$20,845.00 from Professional Contractors and Engineers to remove an additional 6" of unsuitable soil across the Residence Hall project site. Funding is Residence Hall construction funds. Mr. Hubbs seconded the motion; motion carried (Yes-6; No-0).

RESIDENCE HALL ACCESS ROAD TO PROJECT SITE

Dr. Breshears moved the Board of Trustees approve the Residence Hall Change Order 04 in the amount of \$23,016.50 from Professional Contractors and Engineers to add additional fill material for drive soil remediation to the access road to the Residence Hall project site. Funding is Residence Hall construction funds. Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

CAATT WATER LINE RELOCATION

Mr. Hubbs moved the Board of Trustees approve CAATT Change Order 02 in the amount of \$39,167.00 from Centric Projects to relocate the existing water line so as to meet minimum depth requirements. The water line is located under the CAATT parking lot. Funding is CAATT construction funds. Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

YEATER/HECKART CHILLER PIPING REPLACEMENT

Mr. Oldham moved the Board of Trustees accept the additional bid for the chilled water piping replacement for the Yeater Learning Center for \$38,332.64 from Pro-Mechanical, LLC of Oak Grove, MO, and that Vice President for Finance and Administration be authorized and directed to sign the Agreement with Pro-Mechanical and perform those acts as necessary to carry out the terms of the Agreement. Mr. Hubbs seconded the motion; motion carried (Yes-6; No-0).

This bid is for re-connecting the new chiller pipe system to the Heckart Science Building. The funding source is one-time State Deferred Maintenance Funds.

TECH II BUILDING RENOVATION ARCHITECTURAL SERVICES

Mr. Oldham moved the Board of Trustees approve the selection of Paragon Architecture of Springfield, Mo., and that the President and the Vice President for Finance and Administration be authorized to proceed with contract negotiations with Paragon Architecture to determine the specific scope of work, deliverables, timeframe, compensation and other items as may be required for the contract, and that upon negotiating a satisfactory contract, the President and Vice President of Finance and Administration be authorized to sign any and all agreements with Paragon Architecture for the project, and perform those acts necessary to carry out and perform the terms of the agreement. Mr. Carr seconded the motion; motion carried (Yes-6; No-0).

This agreement for architectural services would include, but is not limited to, conceiving, planning, schematic design, construction documents and construction administration for the proposed renovation of the Tech II building for the Dental Hygiene and OTA programs. Paragon Architecture understands that the contract with the College is dependent upon the MoExcels funding for the College be approved and appropriated in the State of Missouri Fiscal 2025 budget. Funding source is State of Missouri MoExcels 2025 Grant Funds.

ATHLETIC COMPLEX ARCHITECTURAL SERVICES

Mr. Oldham moved the Board of Trustees approve the selection of incite Design Studio of Kansas City, Mo., for architectural services to include, but not limited to, conceiving, planning, schematic design, construction documents and construction administration for the proposed College Athletic Complex, and that the President and the Vice President for Finance and Administration be authorized to proceed with contract negotiations with incite Design Studio to determine the specific scope of work, deliverables, timeframe, compensation and other items as may be required for the contract. Additionally, Mr. Oldham moved that upon negotiating a satisfactory contract, the President and Vice President of Finance and Administration be authorized to sign any and all agreements with incite Design Studio for the project, and perform those acts necessary to carry out and perform the terms of the agreement. Funding source is SFCC Foundation funds specifically directed to this project. Mr. Hubbs seconded the motion; motion carried.

FY 2024 INCREASED BUDGET AUTHORITY

Due to the positive budget variance to-date and forecast for the remainder of FY 2024, Mr. Oldham moved the Board of Trustees approve an FY24 budget authority increase of not to exceed \$150,000 to be used for one-time, non-recurring athletic, academic and/or facilities maintenance purchases as approved by the President and Vice President for Finance and Administration. Mr. Parker seconded the motion; motion carried.

PRESIDENT'S REPORT (Pres. Bates)

- Calendar Review
 - April 2nd – Election Day
 - April 11th – Student Art Show; Special Session Board Meeting to Certify Election Results and give Oath of Office to new Board members
 - April 17 – CTE Signing Day (more than 125 students have committed to signing day)

April 24 – Production of “The Lightening Thief” begins
April 26 – Announcement of Instructor-, Adjunct-, and Staff-of-the-Year

- Dr. Bates, two Board members, Keith, and Dr. Murders conducted legislative visits yesterday. They were advocating for the college transfer bill being proposed in the House and Senate and for workforce funding. He also met with the House Floor Leader to ask that the transfer bill HB 2310 be brought to the floor. Rep. Patterson agreed to place this on floor next Wednesday.
- Planning for the Board summer retreat will begin to review strategic plan and program review data to establish budget priorities for next year. This will occur sometime after the ELT retreat in July. Please email availability to Dr Bates.
- Passed around call for proposals at ACCT Convention. They are due May 24th.
- Leadership Congress will be Oct. 23-26. Brochure will be emailed out.
- Attended Chamber Banquet during spring break and the college received the President’s Award. At the same time, Rep. Pollitt presented a resolution to SFCC at the banquet.

FINANCIAL REPORT

- Monthly Financial Report – Keith reported that the college is having a strong year financially. Our revenues have increased by \$5 million in 2 years and are outpacing our spending. He anticipates this strength continuing.

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

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

Harvest Graphics	Marathon Magazine	\$19,200.00
Schillers Audio Video	Fielding AV Installation	\$16,785.00

BOARD DISCUSSION

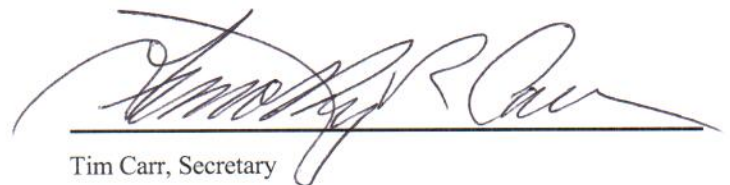
- Mr. Carr thanked the college for the bouquet of flowers during his absence. He appreciated all the prayers and thoughts.
- Mr. Oldham reported that with this being his last official general meeting, he wanted to extend his appreciation to the college community and stated that it was a blessing and privilege to work with you and for you.
- Mr. Parker mentioned that we need to continue to be in contact with our legislators.
- Mr. Hubbs complimented Mary Treuner and the Foundation for a great Gala, and for the strong support of the college and the communities of the college.

NEXT MEETINGS

The next Board of Trustees meeting will be a Special Session on Thursday, April 11, 2024, at 5:30 p.m. The next General Session meeting will be held on Thursday, April 25, 2024, at 5:30 p.m. Both meetings will be held in the Hopkins Board Room.

GENERAL SESSION MEETING ADJOURNED

Mr. Oldham moved to adjourn the General Session. Mr. Hubbs seconded the motion; motion carried (Yes-6; No-0).



Tim Carr, Secretary

Lisa M. Oesterle, Recording Secretary