

STATE FAIR COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES FOR MAY 23, 2024

WORK SESSION

The SFCC Board of Trustees met at 5:00 p.m. in a Work Session prior to the General Session to discuss the FY2025 Budget.

GENERAL SESSION

The Board of Trustees of State Fair Community College met in General Session at 5:30 p.m., Thursday, May 23, 2024, in the Hopkins Board Room. The meeting was simultaneously shown and recorded on the State Fair Community College YouTube Channel.

ATTENDANCE

Keith Acuff, Deanna Barklage, Dr. Cara Barth-Fagan, Dr. Brent Bates, Dr. Amie Breshears, Allison Brosch, Amanda Buck, Tim Carr, April Godwin, Kurtis Griess, Whitney Hamilton, Mark Haverly, Brad Henderson, Rochelle Hockett, Marilyn Howard, Justin Hubbs, Mary Kaiser, Dr. Christopher Kindle, Michael Leonard, Darci McFail, Miranda Miller, Leah Mullen, Dr. Michael Murders, Lisa Oesterle, Jeff Page, Richard Parker, Michele Rupard, Scott Simoneaux, Maddie Stephan, Dr. Rebecca Throneberry, Mary Treuner, Jo Lynn Turley, Emily Westermier, Dr. Autumn Whitehead, Patricia Wood

APPROVAL OF THE AGENDA

Dr. Bates noted that #16 Automotive Program Instructional Equipment was replaced with an amended table of equipment which was provided as a separate handout, with three items being removed from the table.

Dr. Breshears moved that the Board of Trustees approve the amended agenda with the new table of Automotive equipment. Mr. Page seconded the motion; motion carried (Yes-6; No-0).

CITIZENS COMMENTS

Recording Secretary Oesterle, reported that there were no citizens comments.

INTRODUCTION OF NEW EMPLOYEES

Vice President Keith Acuff reported that new employees *Gavin Doyal* and *George Albers* were not able to attend this evening's meeting and will be introduced in a future meeting.

Dean Dr. Autumn Whitehead introduced new *Admissions Advisor, Miranda Miller*.

Dean Michael Leonard introduced his new *Executive Assistant, Mary Kaiser, and AEL Lead Instructor, Marilyn Howard*.

APPROVAL OF MINUTES FOR THE APRIL 25, 2024, BOARD MEETING AS PUBLISHED

Mr. Hubbs moved that the Board of Trustees approve the minutes for the April 25, 2024, Board Meeting as published. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

WARRANT #10, APRIL 2024

Mr. Hubbs moved that the Board of Trustees approve Warrant #10, for April 2024. Mr. Carr seconded the motion; motion carried (Yes-6; No-0).

INSTITUTIONAL REPORTS

- **Leadership Academy (Leadership Academy Class of 2024)**

The Leadership Academy was designed to help employees become leaders to lead SFCC into the future and our inaugural class met from October 2023 through May 2024. They had the opportunity to learn from ELT members, Board members, and community leaders who made presentations to them. On May 10th, a graduation ceremony and reception held for them. Each member of the class received a medallion, which they can wear with their regalia.

Each of the class members introduced themselves and shared their “aha” moment during the class.

The final assignment for the class was to create a project. The Class of 2024’s project was to create a simple and easy-to-use employee recognition process. They wanted it to be meaningful, impactful, and successful and to align with the college FAST Goals. In doing so, they created a smartsheet that is simple to use. The input data goes to a location to be validated, and then it goes to a “recognized employee” so that they may decide if they want it to be recognized in college communications or to just keep it private. They have established a branding logo to raise awareness for this initiative. Once they do some finalization, they will be handing it over to HR and will work with them to launch and go live with it. The recognition initiative came from the results of the listening posts and employee surveys.

- **TRiO Presentation (Kurtis Griess)**

TRiO staff Kurtis Griess, Whitney Hamilton, and Leah Mullin introduced themselves. Missing from the meeting were Elisha Moulton and Wanda Trauschke. TRiO was established to support students who are first generation, low income or have a documented disability in their education. It is federally funded. Currently, the college is preparing to submit an application to renew this grant. The SFCC TRiO office has been continuously funded since 2000.

TRiO Objectives for their students are: 1) Persistence, 2) Good Academic Standing, 3) Associate’s Degree or Certificate Attainment, 4) Transfer to 4-year

Kurtis invited everyone to stop by their office sometime to see what they do. They welcome student referrals. He indicated that Board members will be invited to their next graduation.

- **Behavioral Health Support Program/Active Minds (Deanna Barklage)**

Deanna Barklage, Program Coordinator for Behavioral Health Support (BHS), reported that this was Year One for the Behavioral Health program and that its first graduating class had seven students. Four of the graduates are going into very good paying positions, and others are continuing with their education at four-year schools. For the Fall 2025, nine students have been accepted, and currently they have 37 Pre- students who have declared BHS as their major for 2026. Student Amanda Buck spoke about her experience in the program.

The program is hoping to add certificate program for trauma informed care and practices, and is working with The LearningForce to present trauma training at Golden Valley Hospital.

The BHS student organization, Active Minds at SFCC, is looking to change the way people think of behavioral health on college campuses. This month being Behavioral Health month, there were several events held. They have participated in a legislative Education and Advocacy Day at the Capitol, and actively participate with four different county mental health coalitions in Pettis, Benton, Johnson, and Carroll Counties. They also participate in the Bandana Project and have trained over 350 individuals to provide resources.

Two of our students received the Roy Blunt Behavioral Health Scholarship and were able to meet Senator Blunt at a recent reception.

- **CESS Results (Darci McFail)**

Darci McFail gave an overview of the College Employee Satisfaction Survey results, which had a 60% participation rate.

She noted that out of the participants more than two-thirds are Most Satisfied, which is a significant improvement. Only six were not satisfied. Out of all the measures, there was only one that went down, one that stayed the same,

and all the others showed improvement.

Mr. Parker thanked Darci for pulling together all the data that comes from the survey into a clear, concise, and understandable document. Mr. Carr commended Dr. Bates for the improvement, while Dr. Bates gave credit to the Board for helping lead the focus on items that have improved.

FACULTY WORK DAYS APPROVAL

Mr. Carr moved that the Board of Trustees approve the faculty start dates for the fall and spring terms for AY 24-25. Mr. Parker, seconded the motion; motion carried (Yes-6; No-0).

DONATION OF SURPLUS PROPERTY

Mr. Parker moved that the Board of Trustees approve the donation of State Fair Community College personal property that has been determined to no longer be needed by the College and is thus deemed surplus property. The items to be donated are twelve (12) bunks beds previously used for student housing. These beds will be donated to the Sedalia/Pettis County United Way. Mr. Carr seconded the motion; motion carried (Yes-6; No-0).

RESIDENCE HALL BUILDING PAD REMEDIATION

Mr. Parker moved that the Board of Trustees approve the Residence Hall Change Order 05 in the amount of \$22,098.00 from Professional Contractors and Engineers to remove an additional 14” of unsuitable soil under the building pad area of the Residence Hall. Funding is Residence Hall construction funds. Mr. Page seconded the motion; motion carried (Yes-6; No-0).

DISPLAY UPDATE – THOMPSON CONFERENCE CENTER

Dr. Breshears moved that the Board of Trustees accept the bid in the amount of \$76,096.00 from Schiller’s Audio Visual of Sedalia, MO, for the purchase and installation of two Newline Direct View 150” LED display panels in the Thompson Conference Center. Funding is the J. Higdon Potter Educational Foundation, Inc. Mr. Carr seconded the motion; motion carried (Yes-6; No-0).

CAMPUS-WIDE DIGITAL SIGNAGE – SOFTWARE

Mr. Carr moved that the Board of Trustees accept the bid in the amount of \$10,095.00 from Schiller’s Audio Visual of Sedalia, MO, for the 5-year subscription and licensing agreement for the Newline VCS digital signage system. Funding is the J. Higdon Potter Educational Foundation, Inc. Dr. Breshears seconded the motion; motion carried (Yes-6; No-0).

CAMPUS-WIDE DIGITAL SIGNAGE – OHWIC

Mr. Hubbs moved that the Board of Trustees accept the bid in the amount of \$17,735.00 from Schiller’s Audio and Visual Services, of Sedalia, MO, for the purchase and installation of four, 85” digital signage panels in the OHWIC building. Funding is the J. Higdon Potter Educational Foundation, Inc. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

CAMPUS-WIDE DIGITAL SIGNAGE – SEDALIA & EXTENDED CAMPUSES

Mr. Page moved that the Board of Trustees accept the bid in the amount of \$22,900.00 from Schiller’s Audio and Visual Services, of Sedalia, MO, for the purchase and installation of ten 75” digital signage panels throughout the Sedalia and extended campus locations. Funding is the J. Higdon Potter Educational Foundation, Inc. Dr. Breshears seconded the motion; motion carried (Yes-6; No-0).

AGRICULTURE PROGRAM INSTRUCTIONAL EQUIPMENT

Mr. Acuff amended the agenda item to correct the dollar amount on the two Agriculture Chemical & Seed Application Drones to \$45,028.00.

Mr. Parker moved that the Board of Trustees accept the following bids for Agriculture Instructional Equipment as shown in the Table below. Mr. Page seconded the motion; motion carried (Yes-6; No-0).

This equipment will be utilized in the Agriculture program as part of its curriculum. Bids were awarded to the lowest and best bidder based upon initial cost, installation costs, warranties and maintenance/repair costs. Funding for each purchase is the State of Missouri MoExcels IV grant.

QT Y	Item Bid	Item Selected	Vendor	Vendor Location	Total Price Bid	# of Bids
2	Agriculture Chemical & seed Application Drones	AGRAST50RTF DJI AGRAS T50	Technology International	Lake Mary, FL	Corrected to \$45,028.00	5
1	Grain Cart	Brent 578	Ag-Power, Inc.	Sedalia, MO	\$36,798.78	2
1	No-Till Drill	2300	Crown Power & Equipment	La Monte, MO	\$50,000.00	3
1	Mower Conditioner	Kubota DMC8028R	Crown Power & Equipment	La Monte, MO	\$24,000.00	2
1	In Line Bale Trailer	Maxwell 32'	Maxwell Trailers	Columbia MO	\$6,670.00	1
1	Livestock Trailer	Maxwell Brushpopper	Maxwell Trailers	Columbia MO	\$12,449.00	2

AUTOMOTIVE PROGRAM INSTRUCTIONAL EQUIPMENT

Mr. Acuff amended the agenda item and distributed a new table of equipment.

Mr. Carr moved that the Board of Trustees accept the following bids for Automotive Instructional Equipment as shown in the Table below. Mr. Hubbs seconded the motion; motion carried (Yes-6; No-0).

This equipment will be utilized in the CAATT. Bids were awarded to the lowest and best bidder based upon initial cost, installation costs, warranties and maintenance/repair costs. Funding for each purchase is the State of Missouri MoExcels IV grant.

QT Y	Item Bid	Item Selected	Vendor	Vendor Location	Total Price Bid	# of Bids
1	Engine Mechanical Diagnosis Trainer	EM-141S- TY01_053234	Consulab Edutech Inc	Quebec Canada	\$29,175.00	1
16	Ohm's Law & DC Circuits Trainer	CL-1919- 12_053327	Consulab Edutech Inc	Quebec Canada	\$49,120.00	1
1	Cutaway Transmission	EC-1106- 01_052742	Consulab Edutech Inc	Quebec Canada	\$26,050.00	1
1	Engine Trainer	EM-140S- GM06A_053338	Consulab Edutech Inc	Quebec Canada	\$46,229.00	1
1	SRS Restraints & Air Bag Diagnostics Trainer	EM-300- 07_053234	Consulab Edutech Inc	Quebec Canada	\$26,934.00	1
1	Leverless Tire Changer	Hunter TCA34R	Hunter/Town & Country Equipment	Pilot Grove, MO	\$32,017.99	3
1	3D Automotive Alignment System	Hunter WA684- CM	Hunter/Town & Country Equipment	Pilot Grove, MO	\$32,961.09	2

PRESIDENT'S REPORT

- In his Calendar Review, Dr. Bates made special mention to the following items:
 - Employee Recognition Banquet is June 6th. Mrs. Wood will be helping to hand out awards.
 - MCCA's Trustee and Executive Leadership Conference (TELC) is June 23-27.
 - President/CEO of ACCT will be on campus on Monday, June 24th for lunch and a tour of SFCC on his way to the TELC conference. Board members are invited to join the lunch and tour.
- Dr. Bates pointed out that the Hopkins Board Room décor has been freshened up with paint, wall hangings, and new technology. He thanked Mark Haverly for his leadership in getting the new technology installed, and he thanked the facilities group for the work they've done to improve the aesthetic of the room.

FINANCIAL REPORT

- Monthly Financial Report – Mr. Acuff reported that we continue to show strong tuition and fee revenue. Expenses are slightly higher, but balanced by revenue.

MAY "BOARD REPORTING" PURCHASES – *Informational Purposes Only*

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

Holem Excavating	Brush Removal – Farm	\$12,500
------------------	----------------------	----------

BOARD DISCUSSION

- The ACCT presentation proposal letter will be sent off this week. Mrs. Turley, Mr. Acuff, and Mr. Parker will present on Shared governance model for budgeting presentation for ACCT conference in Seattle.
- Mr. Carr wanted to recognize Tara Weber and Beverly Marquez, who are both in our Health Sciences Division and who both lost their mothers this past weekend. Please keep them in your thoughts.
- Dr. Breshears commended those that organized the graduation ceremony for all the hard work that goes into the planning. The graduation was a very nice event.
- Mrs. Wood mentioned that Board Members need to keep an eye on deadlines and respond to Mrs. Oesterle if needing to RSVP for any events.

NEXT MEETINGS

The next Board of Trustees General Session meeting will be held on Thursday, June 27, 2024, at 5:30 p.m. in the Hopkins Board Room.

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 May 23, 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)
- b. Lease, purchase, or sale of real estate pursuant to RSMO Sec. 610.021 (2)

Mr. Parker seconded the motion; motion carried.

Roll Call: Amie Breshears Yes 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. Dr. Breshears seconded the motion; motion carried (Yes-6; No-0).

 *Asst. Secretary
of the Board*
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.*