

Minutes

Work Session

The Board of Trustees and Executive Leadership Team met at 5:00 p.m., Thursday, January 23, 2025, in the Hopkins Board Room and received an update on building projects and an overview of the new OnBoard Board Management Software

General Session

The Board of Trustees met in General Session at 5:30 p.m., Thursday, January 23, 2025, in the Hopkins Board Room. The meeting was simultaneously shown and recorded on the State Fair Community College YouTube Channel.

Board of Trustees in Attendance

Dr. Amie Breshears, Tim Carr, Justin Hubbs, Jeff Page, Patricia Wood

Absent: Richard Parker

Others in Attendance

Keith Acuff, Dr. Brent Bates, Cameron Belmore, Allison Brosch, Mark Haverly, Brad Henderson, Chelsea Jolley, Michael Leonard, Katelyn Milberg, Addison Miller, Dr. Michael Murders, Lisa Oesterle, Amy Schroeder, Scott Simoneaux, Mary Treuner, Jo Lynn Turley, Charlie Vega (Hollis + Miller Architects)

Approval of the Agenda

Mr. Hubbs made a motion to move agenda item #14 *Campus Master Plan* up to agenda item #10 to accommodate a guest speaker and to approve the agenda with that modification. Mr. Carr seconded the motion; motion carried (Yes-5; No-0; Absent-1).

Citizens Comments

Mrs. Oesterle reported that there were no citizens' comments.

Introduction of New Employees

There were no introductions of New Employees at this time.

Approval of the December 17, 2024, Board Meeting Minutes As Published

Dr. Breshears moved that the Board of Trustees approve the minutes for the December 17, 2025, Board meeting as published. Mr. Page seconded the motion; motion carried (Yes-5; No-0; Absent-1).

Warrant #6, December 2024

Presenter: Keith Acuff

Mr. Hubbs moved that the Board of Trustees approve Warrant #6, for December 2025. Mr. Carr seconded the motion; motion carried (Yes-5; No-0; Absent-1).

Student Government Report

Addison Miller introduced herself as the new president of SGA. She reported that SGA is preparing for homecoming activities. The dates are February 18-22, with the culmination of homecoming at the basketball games on the 22nd. As part of the activities, they will be asking for people to donate eyeglasses, and they will hold a mini float competition.

Campus Master Plan

Presenter: Keith Acuff

Mr. Carr moved that the Board of Trustees hire Hollis & Miller Architects of Kansas City, Mo., for the development of a 10-year Campus Master Plan for State Fair Community College in the amount of \$98,000.00 per the terms included, and that the Vice President for Finance and Administration be authorized and directed to sign the Agreement with Hollis & Miller Architects and perform those acts as necessary to carry out the terms of any Agreement so signed. Mr. Hubbs seconded the motion; motion carried (Yes-5; No-0; Absent-1).

Funding is FY2025 operating budgets. Mr. Acuff introduced Charlie Vega of Hollis and Miller Architects who stated that they are honored to be considered for the project. Hollis and Miller is located in Kansas City and in Castlerock, CO, and is 100% dedicated to education projects. They have recently completed the master plan for the Sedalia 200 School District. Mrs. Wood and Mr. Page are the Board representatives on the Master Plan Committee. Mr. Acuff gave an overview of the proposal and stated that the process plan would be to start in February with a kick-off meeting and that a proposal would be brought before the Board in August.

Institutional Reports

Presenter: Katelyn Milberg

- **MHPC OTA and Loftus Toy Adaption Project**

OTA Instructor Katelyn Milberg gave a presentation on a recent collaboration project between the Missouri Health Professions Consortium (MHPC) Occupational Therapy Assistant students and the Methodist Universities Doctor of Occupational Therapy (OTD) students.

They conducted mock occupational therapy telehealth evaluations with students and their parents/guardians from the Loftus Early Childhood Center. Sessions were supervised by Katelyn Milberg (COTA/L and Katherine Jones OTR/L. Total participants included 43 OTA and 28 OTD students and 14 children from the Loftus Center. Their focus was to gather essential information data to assess each child's development,

sensory, cognitive, and motor skills so that they could create toys to fit the child's needs. In doing this, the OTA and OTD students learned insights and challenges of telehealth, the benefits of telehealth, and the barriers of telehealth.

As part of the collaboration, Katelyn and her husband used their own 3-D printers to make a piece that would be incorporated into a toy, making it interactive for the child. The students enjoyed a Christmas gathering with the children of the Loftus Center. It was very low cost to make, and the school district has even requested some of these to be added to their special education classrooms. Katelyn stated that their goal is to continue to fund this project and continue to offer this collaborative project in the future.

OTA students Chelsea Jolley and Cameron Belmore spoke about their experiences with telehealth, parents, working with others and getting the rewarding feeling of helping the children. Cameron said that despite the challenges, they were greatly rewarded by the experience and got to apply what they have learned to this project. This also solidified her career goals.

Program Review - Informational Only

Presenter: Dr. Michael Murders

Dr. Michael Murders stated that an annual evaluation is conducted on Programs, Disciplines and Services, and focuses on continuous improvement. Policy 6310 directs the administration to report annually to the Board of Trustees the results of this review. Dr. Murders pointed out that our policy states that it is required to provide an annual report on programs.

Regulation 6310/6311, which talks about Program Viability, states that it is reviewed to sustain successful levels of performance for two of the three key measures of viability performance in a program or discipline. Key measures are credit hours, revenue-over-expenses, and placement or graduation and transfer. A three-year average is used. Last year, all the programs were still in good shape, but he did point out some programs that currently have action plans.

Actions being taken to improve the Program Review Process and data:

- Program Review process is going through a re-evaluation by looking at key measures, improving calculations for revenues/expenses, simplifying and automating features, and improving reporting.
- Course Scheduling – implementing student centered tools
- Career Services – 180-day follow-up needs improvement and increasing internships
- Investigating issues with completion/transfer data and reporting

Many hours are spent by our Deans, Associate Deans, and Dr. Murders going over Program Reviews and discussing them with those that do the program reviews.

Nursing Education Incentive Program (NEIP) Grant

Presenter: Keith Acuff

Lisa Oesterle - 2025-02-25 21:12:03 UTC
State Fair Community College

Mr. Carr moved that the Board of Trustees accept the Nursing Education Incentive Program (NEIP) funds of \$150,000 as awarded by the Missouri State Board of Nursing. Mr. Hubbs seconded the motion; motion carried (Yes-5; No-0; Absent-1).

The NEIP funding will go toward the purchase of equipment and supplies for the SFCC Nursing program.

Managed Print Services

Presenter: Keith Acuff

Mr. Hubbs moved that the Board of Trustees accept the quote from Marco Technologies LLC to extend their agreement to provide Print Management Services to State Fair Community College and that the President or Vice President of Finance and Administration be authorized to sign the agreement with Marco Technologies, LLC. Dr. Breshears seconded the motion; motion carried (Yes-5; No-0; Absent-1).

This is a 60-month agreement with Marco Technologies LLC, to lease copiers/printers for managed copying/printing at State Fair Community College in Sedalia, Boonville, Clinton, Osage Beach and WAFB, which will include the removal of existing copiers and installation of new Konica Minolta copiers and initial training. The agreement includes a new copier installation in the CAATT. The proposed agreement includes the lease price of \$3,687.85 per month and service and supplies of \$743.90 per month for a total monthly spend of \$4,431.75. Funding is SFCC annual operating budget.

Board Approval Bids - January 2025

Presenter: Keith Acuff

Mr. Carr moved that the Board of Trustees accept bids for State Fair Community College purchases as shown in the Table below. There was a consent motion to approve the three 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. Hubbs seconded the motion; motion carried (Yes-5; No-0; Absent-1).

QTY	Item Bid	Item Selected	Vendor	Vendor Location	Total Price Bid	Funding Source	# of Bids
1	CAATT Office & Classroom Furniture	16 Offices (Desk w/Hutch, Office Chair, 2 Guest Chairs each); 170 Classroom Tables; 340 Classroom Chairs	Commercial Concepts	Independence, MO	\$176,269.94	MoExcels IV	12
8	Automotive Program Trainer Vehicles	See Attached Sheet	W-K Auto Group, Rick Ball Auto Group	Sedalia, MO	250,141.00	MoExcels IV	2
1	High Fidelity Pediatric Simulator	Aria Advance Medium Pediatric Simulator	Elevate Healthcare Inc.	Sarasota, FL	\$88,579.90	NEIP	Sole Source

President's Report

Presenter: Dr. Brent Bates

Calendar review – Things are really busy during this time and many opportunities are coming our way.

- **February 9-12** - ACCT Legislative Summit
Mrs. Wood and Mr. Hubbs will be attending, along with Dr. Bates, Dr. Murders, and students Cameron Belmore and Molly Prichard.
- **February 13** - SFCC will sponsor the Chamber Breakfast. Contact Lisa if you would like to attend. We have a planned presentation, will give away a gift basket and will have info out on the tables.
- **February 22** - Homecoming game. Mary Treuner is planning a meeting with our distinguished alumni and having a lunch for them. There will be a 4:00 social in the Thompson Conference Room. There will be activities in the MPC.
- **February/March** - Missouri Legislative Advocacy Visits
We will be scheduling trips to the Missouri Capitol for advocacy visits, to continue our relationships with the legislators. Once these dates are set, a communication will be sent out.
- Board meeting change of dates for October, November, December 2025
Would like to propose moving October meeting to Oct. 30, moving November to Nov. 25 or 20th, and proposing moving December meeting to Dec. 16th. We will set these dates at the next meeting.
- Dr. Bates will be on vacation during the March board meeting, but may zoom in to it.

Financial Report - Informational Only

Presenter: Keith Acuff

- Monthly Financial Report – The report is very strong in revenues and our expenses are holding up well. Property taxes arrived earlier than expected.
- Quarterly Investment Report – We have a strong balance. We try to keep 50% cash and 50% invested.
- January "Board Reporting" Purchases
During the month of December 2024, the following purchases between \$10,000 and \$25,000 were made:
 - Pummill's Sporting Goods - Athletics - \$11,818.00

Board Discussion

- Review Strategic Plan Process
Mr. Parker, who is a Board representative on the Strategic Planning Team, was very pleased with the progress they made in the meeting and getting the chance to express his ideas. He was looking forward to attending the February 7th presentation by Dr. Henderson, but is now unable to be there. Mrs. Wood will attend in his place. If any other Board member is interested in attending, please contact Dr. Bates.
- February 7 – Strategic Foresight Presentation w/ Dr. Henderson
- February 9-12 - ACCT Legislative Summit
Mrs. Wood and Mr. Hubbs will be attending, along with Dr. Bates, Dr. Murders, and students Cameron Belmore and Molly Prichard.
- MLK Day – Dr. Bates was the guest speaker at the Burns Chapel Martin Luther King celebration. Mrs. Wood commended him for the great job on the speech. A video of Dr. Bates speech can be found on the Burns Chapel Free Will Baptist Church Facebook page.

Next Meeting

The next Board of Trustees General Session meeting will be held on Thursday, February 27, 2025, 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 January 23, 2025, in the Hopkins Board Room on the campus of State Fair Community College, Sedalia, Missouri, for the purpose of considering:

- Legal actions, causes of action or litigation pursuant to RSMO Sec. 610.210 (1)
- Hiring, firing, disciplining, or promotion of personnel pursuant to RSMO Sec. 610.210 (3)

Dr. Breshears seconded the motion; motion carried (Yes-5; No-0; Absent-1).

Roll Call:

- Dr. Amie Breshears: Yes
- Tim Carr: Yes
- Justin Hubbs: Yes
- Jeff Page: Yes
- Richard Parker: Absent
- Patricia Wood: Yes

General Session Meeting Adjourned

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



Tim Carr, Secretary

Lisa M. Oesterle, Recording Secretary

Mrs. Jo Lynn Turley, Custodian of Records
jturley@sfccmo.edu or (660) 596-7222