

STATE FAIR COMMUNITY COLLEGE BOARD OF TRUSTEES SPECIAL SESSION MEETING AGENDA

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

Agenda

1. CALL TO ORDER (Board Pres. Wood)

2. APPROVAL OF THE SPECIAL SESSION AGENDA

Motion _____ Second _____

3. REQUEST FOR CLOSED SESSION

It is recommended 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 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)

Motion _____ Second _____

Roll Call:

Amie Breshears _____ Tim Carr _____

Justin Hubbs _____ Tom Oldham _____

Richard Parker _____ Patricia Wood _____

4. SPECIAL SESSION MEETING ADJOURNED

Motion _____ Second _____

WORK SESSION: The SFCC Board of Trustees will meet at 4:45 p.m. in the Hopkins Board Room, prior to the General Session, to discuss the FY25 Budget.

STATE FAIR COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING AGENDA

Date: March 28, 2024

Time: 5:30 P.M.

Location: Hopkins Board Room, a public forum. If you would like to view the meeting virtually, please visit the [State Fair Community College YouTube Channel @ 5:30 p.m.](#)

Agenda

1. CALL TO ORDER (Board Pres. Wood)

2. APPROVAL OF THE GENERAL SESSION AGENDA

Motion _____ Second _____

3. CITIZENS COMMENTS (Recording Secretary Oesterle)

Remarks may be limited to three minutes and to one appearance, thus allowing a maximum number of participants in the allotted time period in which citizens are to speak to issues. Policy 0412 (approved 2/24/04)

Citizens who wish to speak at the Board Meeting must notify the President one week prior to the date of the meeting. Citizens must provide the topic they wish to present when they give notice of their intent to speak. Regulation 0412 (approved 2/24/04)

4. INTRODUCTION OF NEW EMPLOYEES

Academic and Student Success – VP Dr. Michael Murders

- *Michael Leonard*, Dean of Technical Education & Workforce Innovation

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

Motion _____ Second _____

6. WARRANT #8, FEBRUARY 2024 (VP Acuff)

Resolved that the actions of Keith Acuff, Vice President of Finance and Administration, as confirmed by Justin Hubbs, Treasurer, in disbursing the funds of State Fair Community College per Warrant #8, are hereby approved and ratified as the acts of the Board of Trustees.

Motion _____ Second _____

7. INSTITUTIONAL REPORTS

- Spring 2024 Census Report (Judi Reine)

8. STUDENT GOVERNMENT REPORT (SGA Pres. Belmore)

9. FY 2025 GROUP HEALTH PLAN (VP Acuff)

It is recommended that the Board of Trustees accept the proposal 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, 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). Rates are per month.

	FY24 Base Plan	FY24 Buy Up Plan	FY24 \$3,000 HSA	FY25 Base Plan	FY25 Buy Up Plan	FY25 \$3,000 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	\$3,000
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

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

Motion _____ Second _____

10. FY 2025 DENTAL INSURANCE (VP Acuff)

It is recommended that the Board of Trustees accept the proposal from Missouri Education Health Group (MEHG) for dental insurance for Fiscal Year 2025. The proposed plan would be through United Healthcare and Board-paid rate for each fulltime 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.

Motion _____ Second _____

11. FY 2025 VISION INSURANCE (VP Acuff)

It is recommended that the Board of Trustees accept the proposal from Missouri Education Health Group (MEHG) for Vision Insurance for Fiscal Year 2025. 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.

Motion _____ Second _____

12. FY 2025 AD&D AND BASIC LIFE INSURANCE (VP Acuff)

It is recommended that 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. 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.

Motion _____ Second _____

13. FY 2025 FULL TIME EXEMPT POSITION APPROVALS (VP Acuff)

Pending final approval of the FY 2025 budget, it is recommended that 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.

Motion_____ Second_____

14. EMPLOYEE COMPENSATION FOR FY 2025 (VP Acuff)

The following compensation increases for Fiscal Year 2025 for employees in good standing and hired into their current position before February 1, 2024.

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.

The above compensation package has been taken into consideration in the development of the Fiscal Year 2025 budget. It is recommended that the Board of Trustees approve the compensation increases pending final approval of the FY25 budget.

Motion_____ Second_____

15. FY 2025 TUITION/FEE RATES (VP Acuff, Pres. Bates)

It is recommended the Board of Trustees approve the following tuition and fee rates for the 2024-2025 academic year.

- 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 that 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.

It is recommended these tuition and fee rates be effective for the Fall 2024 semester through the Summer 2025 semester.

Motion_____ Second_____

16. FY 2025 OCCUPATIONAL THERAPY ASSISTANT (OTA) PROGRAM TUITION (VP Acuff, Pres. Bates)

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. It is recommended that the Board of Trustees approve the tuition for the OTA program as shown above. Upon approval, the tuition and fees will be effective for the Fall 2024 semester through the Summer 2025 semester.

Motion_____ Second_____

17. FY 2025 MEDICAL LABORATORY TECHNICIAN (MLT) PROGRAM TUITION (VP Acuff, Pres. Bates)

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. It is recommended the Board of Trustees approve the tuition for the MLT program as shown above. Upon approval, the tuition and fees will be effective for the Fall 2024 semester through the Summer 2025 semester.

Motion_____ Second_____

18. CITY OF BOONVILLE SCIENCE HALL LEASE (VP Acuff)

It is recommended that 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. 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.

Motion_____ Second_____

19. RESIDENCE HALL ELECTRICAL SERVICE TO PROJECT SITE (VP Acuff)

It is recommended that 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.

Motion_____ Second_____

20. RESIDENCE HALL UNSUITABLE SOIL REMOVAL PROJECT SITE (VP Acuff)

It is recommended that 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.

Motion_____ Second_____

21. RESIDENCE HALL ACCESS ROAD TO PROJECT SITE (VP Acuff)

It is recommended that 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.

Motion_____ Second_____

22. CAATT WATER LINE RELOCATION (VP Acuff)

It is recommended that 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.

Motion_____ Second_____

23. YEATER/HECKART CHILLER PIPING REPLACEMENT (VP Acuff)

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

Motion_____ Second_____

24. TECH II BUILDING RENOVATION ARCHITECTURAL SERVICES (VP Acuff)

It is recommended that the Board of Trustees approve the selection of Paragon Architecture of Springfield, MO, for architectural services to include, but not limited to, conceping, planning, schematic design, construction documents and construction administration for the proposed renovation of the Tech II building for the Dental Hygiene and OTA programs. It is also recommended 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. Furthermore, it is recommended 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. Funding source is State of Missouri MoExcels 2025 Grant Funds.

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.

Motion_____ Second_____

25. ATHLETIC COMPLEX ARCHITECTURAL SERVICES (VP Acuff)

It is recommended that the Board of Trustees approve the selection of incite Design Studio of Kansas City, MO for architectural services to include, but not limited to, conceping, planning, schematic design, construction documents and construction administration for the proposed College Athletic Complex. It is also recommended 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. Furthermore, it is recommended 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.

Motion_____ Second_____

26. FY 2024 INCREASED BUDGET AUTHORITY (VP Acuff)

Due to the positive budget variance to-date and forecast for the remainder of FY 2024, it is recommended that 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.

Motion_____ Second_____

27. PRESIDENT’S REPORT (Pres. Bates)

- Calendar Review

28. FINANCIAL REPORT (VP Acuff)

- Monthly Financial Report

29. 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

30. BOARD DISCUSSION

31. 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.

32. GENERAL SESSION MEETING ADJOURNED

Motion_____ Second_____

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.*