

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ST. LOUIS COMMUNITY COLLEGE
THURSDAY, JUNE 28, 2012**

The Regular Meeting of the Board of Trustees of St. Louis Community College was held on Thursday, June 28, 2012 at the South County Education and University Center, 4115 Meramec Bottom Road, pursuant to notice and in accordance with R.S. MO 610.020 as amended.

1. Call to Order/Roll Call

Ms. Melissa Hattman, Chair, called the meeting to order at 7:08 p.m. The following members of the Board of Trustees were present: Ms. Melissa Hattman, Chair; Ms. Libby Fitzgerald, Vice Chair; Dr. Doris Graham, Trustee; Ms. Hattie Jackson, Trustee; Dr. Craig Larson, Trustee, and Ms. Joan McGivney, Trustee.

Also present were Dr. Myrtle E.B. Dorsey, Chancellor; Mr. Marc Fried, Legal Counsel, and Ms. Rebecca Garrison, Associate for Board Relations.

2. Welcome to Guests

Ms. Hattman welcomed Ms. Judith Durham and Ms. Deborah Faye-Byrd, guests of Dr. Graham.

3. Citizens Desiring to Address the Board Regarding Agenda Items

None.

4. Adoption of Agenda/Revisions to Agenda

On motion by Ms. McGivney, and seconded by Ms. Jackson, the Board unanimously adopted the agenda as revised.

5. Approval of the May 17, 2012 and June 9, 2012 Minutes

On motion by Dr. Graham and seconded by Ms. McGivney, the Board unanimously approved the May 17, 2012 and June 9, 2012 minutes.

6. Approval of Resolution Re July 19, 2012 Executive Session of the Board of Trustees

On motion by Ms. Jackson, and seconded by Dr. Graham, the Board unanimously approved, by a roll-call vote, the resolution scheduling an executive session on July 19, 2012, all as more fully set forth in Exhibit A attached hereto and by this reference incorporated herein.

7. Election of Officers: Board of Trustees

In accordance with Board Policy A.5, Election of Officers, elections were held for officers of the Board of Trustees of St. Louis Community College for the ensuing year.

Whereupon, nominations were called for the office of Board Vice Chair. Ms. Fitzgerald nominated Dr. Larson for Vice Chair. There being no other nominations, Dr. Larson was unanimously elected Vice Chair of the Board, to serve for a term of one year or until his successor shall be elected and qualified.

Whereupon, nominations were called for the office of Board Chair. Ms. Jackson nominated Ms. Fitzgerald for Board Chair. There being no other nominations, the Board voted unanimously for Ms. Fitzgerald to serve for a term of one year or until her successor shall be elected and qualified.

Ms. Hattman announced that the newly elected officers would immediately assume their offices. Ms. Fitzgerald then presented an engraved plaque to Ms. Hattman in appreciation of her service as Board Chair.

The Chancellor and each Board member applauded Ms. Hattman's leadership as Board Chair. Ms. Hattman thanked the Chancellor and the Board for their support.

8. Nomination of Trustees to the Foundation Board

Dr. Larson nominated Ms. Jackson to serve as a member of the Board of Trustees on the Foundation Board. Dr. Graham seconded the nomination. The Board unanimously approved Ms. Jackson's appointment. Ms. Hattman then nominated Dr. Graham to be an alternate member in the event of Ms. Jackson's absence. Ms. McGivney seconded the nomination and the Board unanimously approved Dr. Graham's appointment.

9. Recognition of Student, Staff and Trustee Accomplishments

Ms. Susan King Edmiston, Coordinator of Internal Communications, read statements of congratulations for students and staff on their recent awards and accomplishments.

Dr. Larson thanked the graduation committees, stating that the graduation was a moving, memorable ceremony.

10. Informational Presentation – Missouri Health Wins

Mr. Rod Nunn, Mr. Steve Long and Ms. Dianne Lee gave a presentation on *Missouri Health Wins*, a federal grant used to train unemployed workers for health care jobs.

11. Approval of Fiscal Year 2013 Operating and Capital Budgets

The Board was requested to approve the Fiscal Year 2013 Operating and Capital Budgets. Following discussion, on motion by Dr. Larson and seconded by Dr. Graham, the Board voted unanimously to approve the following resolution:

RESOLVED, that the Board of Trustees hereby approves the Operating and Capital Budgets for the 2013 fiscal year, all as more fully set forth in Exhibit A, attached hereto and by this reference incorporated herein, and

FURTHER RESOLVED, that the sums set forth in said budgets are hereby deemed appropriated for the purposes therein set forth.

12. Approval of Trustee Travel

On motion by Ms. Jackson and seconded by Ms. Hattman, the Board unanimously approved travel for new Trustees Graham and McGivney to the ACCT Governance Leadership Institute.

13. Approval of Fiscal Year 2013 Board Meeting Schedule

On motion by Ms. McGivney and seconded by Dr. Graham, the Board unanimously approved the FY 13 meeting schedule. Discussion ensued about changing the time

of the Board meeting. It was determined that Dr. Dorsey would share this with her Leadership Team, requesting that they get input from staff.

14. **Approval of Consent Items**

Consent items are approved by a single motion and vote unless otherwise noted below.

14.1 **Consent Item Motion and Vote**

On motion by Dr. Larson, and seconded by Ms. Hattman, the consent agenda items were unanimously approved.

14.2 **Instruction and Student Services**

Approval of Program Recommendations and Revisions

The Board, by consent, approved the following Resolution:

RESOLVED, that the Board of Trustees hereby approves the program recommendations all as more fully set forth in Exhibit B attached hereto and by this reference incorporated herein; and that, where appropriate, said programs be submitted to the Coordinating Board for Higher Education.

14.3 **HUMAN RESOURCES**

Human Resource Recommendations

The Board, by consent, approved the following resolution regarding human resource recommendations:

RESOLVED, that the Board hereby ratifies and/or approves personnel actions for certificated, physical plant and classified staff in accordance with established policies of the District, all as more fully set forth in Exhibit C attached to these minutes and by this reference incorporated herein; and

FURTHER RESOLVED, that, where appropriate, the Chancellor of the District or her designee is hereby authorized and directed to execute for and on behalf of the District, the appropriate contract or amendment to contract for the affected personnel.

14.4 BID AWARDS

Acceptance of Bids/Ratification of Contracts

The Board, by consent, approved the following resolution:

RESOLVED, that the Board of Trustees hereby accepts the bids and/or ratifies the contracts set forth in Exhibit D attached hereto and by this reference incorporated herein, to the lowest responsible bidder for the amounts indicated thereon and all in accordance with District specifications specified in the contract numbers indicated; said funds to be paid from the funds set forth in each item of Exhibit D; and

FURTHER RESOLVED, that the appropriate officer of the Board or the District be and hereby is authorized and directed to execute an appropriate contract in each instance.

14.5 FINANCE

Budget

A. Financial Reports

The following financial reports as of May 31, 2012, were submitted for the Board's information: executive summary, preliminary budget status report general operating fund through May 31, 2012, preliminary budget status reports – auxiliary, rental of facilities and agency: July 1, 2011 – May 31, 2012, preliminary student financial aid fund, July 1, 2011– May 31, 2012, preliminary Center for Business Industry and Labor budget status report: July 1, 2011– May 31, 2012 and preliminary restricted general fund budget status report: July 1, 2011 – May 31, 2012, and the investment report as of May 31, 2012.

B. Warrant Check Register – May 2012

The Board, by consent, approved all expenditures made in accordance with the Warrant Check Register for the month ending May 31, 2012.

C. Ratification of Investments

The Board, by consent, unanimously ratified investments/daily repurchase agreements made by the Treasurer of the District during the month of May 2012, for which bids had been received in accordance with Board Policy, all as more fully set forth in Exhibit E attached hereto and by this reference incorporated herein.

D. Transfer of Funds

The Board, by consent, unanimously approved the transfer of \$25,000 from the Fiscal 2012 Meramec Student Activities Fund Balance to the Fiscal 2012 Meramec Capital Fund for the acquisition of an electronic monument sign for the Meramec Campus and Student Center building.

14.6 CONTRACTS AND/OR AGREEMENTS

Contracts and/or Agreements

The Board was requested to approve the acceptance or renewal of various contracts, agreements and resolutions.

The Board, by consent, approved the following resolution regarding the acceptance or renewal of various contracts, agreements and resolutions between the District and various agencies, corporations and individuals located throughout the District:

RESOLVED, that the contracts, agreements and resolutions set forth in Exhibit F attached hereto and by this reference incorporated herein, are adopted and approved; and

FURTHER RESOLVED, that the appropriate Officer of the Board of the District be and hereby is authorized and directed to execute an appropriate contract in each instance.

14.7 ACCEPTANCE OF EXTERNAL FUNDS

Acceptance of External Funds

The Board, by consent, approved the following resolution regarding the acceptance of grants, contracts and equipment donations:

RESOLVED, that the Board of Trustees does hereby accept the grants, contracts, gifts and equipment donations for the College, all as more fully set forth in Exhibit G attached hereto and by this reference incorporated herein; and

FURTHER RESOLVED, that the Chancellor be and hereby is authorized and directed to express appreciation, where appropriate, for and on behalf of the District; and

FURTHER RESOLVED, that with respect to federal grants for work-study programs, the Agency involved will be billed for matching funds and for Social Security; and

FURTHER RESOLVED, that the appropriate Officer of the Board or District be and hereby is authorized and directed to execute contracts with said agencies in each instance.

14.8 INSURANCE

Approval of Insurance Renewals

The Board, by consent, unanimously approved renewal of various insurance agreements and policies, all as more fully set forth in Exhibit H attached hereto and by this reference incorporated herein.

15. COMMUNICATIONS

15.1 Chancellor's Report

Dr. Dorsey thanked outgoing Chair Hattman for guiding her and making her first year enjoyable. She then introduced and welcomed Ms. Lita Pener, Director of Professional Development and Quality. Ms. Pener will begin working for the college on July 9, 2012.

Dr. Dorsey congratulated Forest Park students Velda Jamison and Ahmed Raoof, who have been selected to represent the Community College Consortia to Educate Health IT Professionals at a White House/Health and Human Services event in Washington, D.C. on June 19. The students will participate in a discussion with senior administration officials and health care providers on how health information technology

can improve care quality and patient health. She thanked Dianne Lee, Professor of Information Systems and Director of the Center for Emerging and Advanced Information Technology (CEAIT) at the Forest Park campus, for nominating the students.

Dr. Dorsey reported that STLCC has been selected as one of eighteen community colleges to participate in “Advancing the Humanities: A National Endowment for the Humanities Bridging Cultures Project” from the Community College Humanities Association. The College will participate in a major curriculum and faculty development project to advance cultural and civic understanding in introductory humanities courses.

Dr. Dorsey reported that STLCC ranked 51st in the “All Disciplines” category of the Top 100 Associate Degree Producers listing in the June 11, 2012 issue of *Community College Week*. STLCC ranked 49th in the “All Disciplines – Total Non-Minority” category, 39th in the “All Disciplines – African American” category, and 19th in the “Family & Consumer Sciences/Human Sciences” category. She said next year the College should move up to a higher level now that we have corrected the IPEDS reporting.

Dr. Dorsey reported that STLCC has been selected to be a HUB College in the Community College Citizen Preparedness Program (3CP2), funded by the National Partnership for Environmental Technology Education (PETE). The project will be administered through Continuing Education with input from Chief Robert Stewart. Two staff members will be selected to attend a 2 ½ day “Train the Trainer” program at Monroe Community College, to prepare our instructors to deliver a two-hour 3CP2 Citizen Preparedness course approved by FEMA. The College will receive a maximum of \$3,300 to cover expenses for attending the “Train the Trainer” program and will be reimbursed at approximately \$1.00 per student trained for record keeping and reporting data to the PETE office, up to a maximum of \$4,200 for a one-year period.

Dr. Dorsey added that STLCC has also been selected for a Drinking Water Operator Training Grant through the U.S. Environmental Protection Agency.

Dr. Dorsey announced that Johnathan Ellis, a STLCC student preparing for a second degree in engineering, has been selected as the first STLCC

intern at Edward Jones. She said the internship is from June 4 through August 17. Initial reports have been good. She thanked Foundation Board Chair Rodney Gee for moving this forward.

Dr. Dorsey then announced that thirteen high school seniors in the Parkway School District are the first to join a new medical course of study linked with Barnes-Jewish West County Hospital that will run the full school year several days a week beginning in the 2012-13 academic year. Students will start school two to three days a week at the Corporate College for 2 ½ hours of instruction by a Special School District teacher. After that, students spend another period of time at Barnes-Jewish West County Hospital where they will observe procedures and other medical protocol. Partners in the program are BJC Healthcare, STLCC, Special School District, and Parkway School District.

15.2 For the Good of the College Report

Ms. Fitzgerald announced that graduation went very well with 2,800 degrees conferred and 7,000 people in attendance.

She reported on the 50th anniversary celebration at Busch Stadium and said Dr. Dorsey did a good job throwing out the first pitch.

Ms. Fitzgerald then announced that trustees Hattman, Larson, Graham and McGivney had attended the Coordinating Board for Higher Education Forum on June 7 in Columbia, Missouri. In addition, the Board held a work session on student success June 9, 2012.

Ms. Fitzgerald congratulated Trustee Jackson for her recent award at the St. Louis City NAACP Banquet on June 15th.

15.3 Citizens Desiring to Address the Board Regarding Other Concerns

Ms. Cindy Campbell, JCD-NEA, requested that the Board schedule monthly (or every other month) forums to facilitate communication with faculty.

15.4 Board Member Comments

Dr. Larson reported on the CBHE Forum, where trustees from all colleges across the state spoke about important issues facing higher education. He said the next few years will be financially bad for the State and our work is

cut out for us. He added that grant initiatives like Missouri Health Wins will be very important to the College.

Ms. Jackson thanked the administrators who presented at the Board work session on student success. She said the Board learned a lot about how the college is zeroing in on improving student success. She added that there was great discussion on student success at the Coffee and Conversation event at the Harrison Center as well.

Dr. Graham asked if there was a process to reply to citizens who address the Board. Ms. Fitzgerald assured her that the Board responds following discussion and consensus of the Board.

16. NEW BUSINESS

None.

17. ADJOURNMENT

There being no other or further business to come before the Board, the meeting was adjourned at 8:28 p.m.

Respectfully submitted,

Rebecca Garrison
Associate for Board Relations

Board of Trustees

Melissa Hattman, *Chair*
E. Libby Fitzgerald, *Vice Chair*
Doris Graham, Ph.D.
Hattie R. Jackson
Craig H. Larson, Ed.D.
Joan McGivney

MEMORANDUM

TO: Board of Trustees
FROM: Myrtle E.B. Dorsey
DATE: June 28, 2012
SUBJECT: Board Agenda Modifications

Tab	Page	Revision
11	24	ADD: FY 13 Budget Assumptions (attached).
14.3	14	ADD: Recommended Approval of Salary Conditions for Employee Groups (attached).
14.4	10.5	ADD: Board approval is requested for the award of a contract for an Emergency Student Support Call Center to <i>COLLEGIATE ADMISSION & RETENTION SOLUTIONS</i> (attached).
14.8	2	ADD: Insurance Renewals – Intercollegiate Athletic Medical Excess and Catastrophic Insurance Renewal, and Workers Compensation Excess Insurance Renewal (attached).

Fiscal Year 2013

Budget Assumptions

General Operating

Revenue

Local Taxes

- 1.9% less than FY 2012 estimated actual of \$61.3 million
- Tax rate of \$0.22 per \$1,000 assessed value is legal ceiling rate

State Aid Unrestricted

- Missouri legislature approved at FY 2012 level
- Adjusted amount to actual appropriation received, less
 - .5% for Missouri Community College Association formula equity adjustment
 - Shift of \$500,000 from state aid restricted for RTEC general operating expenses

State Aid Restricted

- Shift of \$500,000 to state aid unrestricted for RTEC general operating expenses

Maintenance Fees

- Increased by \$5 per credit hour in fall 2012
- Based on 605,000 credit hours
 - 16,700 credit hours less than FY 2012 actual

Student Technology Fee

- Calculated at \$4 per credit hour on 605,000 credit hours

College Activity Fee

- Calculated at \$5 per credit hour on 605,000 credit hours
- Allocated according to Board Policy H.20.2
 - \$200,000 for student athletics
 - 24% of remaining funds to auxiliary enterprises for student centers
 - 56% of remaining funds for college activities
 - 20% of remaining funds for public safety, pedestrian and traffic access and emergency loans

Workforce Solutions Group Revenue

- \$200,000 contribution from Workforce Solutions Group

Other Income

- Comprised three sources
 - Interest income on investments
 - Reimbursements for vocational funding
 - Other miscellaneous revenues such as parking fines and rental of facility income

Expenditures

Salaries

- Reduced by \$1,375,000 for one vacant position eliminated and 21 vacant positions not funded
- Reduced \$490,000 in shift differential, overtime and part time labor
- Increased to allow for a modest salary increase
- Increased \$224,000 for four new faculty positions
- Increased by \$61,000 for new director – alumni affairs position
- Increased \$81,000 for campus police funding of an additional officer at Wildwood and overtime, shift differential and part time labor at Forest Park, Meramec and Wildwood
- Increased \$10,000 for part time temporary personnel at Forest Park Access Office

Benefits

- Reduced by \$469,000 for the one eliminated and 21 not funded positions
- Reduced by \$578,000 for Healthcare plan savings
- Increased \$216,000 for increased salary budget detailed in salaries section above
- Increased \$126,000 for one-time College contribution to flexible spending accounts of employees participating in College's healthcare benefit
- Increased as a result of an allowance for a very modest salary increase

Operating

- Reduced by \$772,000 from review of staff and overhead expenses
- Reduced \$100,000 through an increase of the expense allocation charged Auxiliary Enterprises
- Reduced \$47,000 to fund Wildwood campus police salaries
- Reduced \$10,000 to fund part time temporary personnel at Forest Park Access Office
- Increased \$160,000 for a wellness program
- Increased \$68,000 for Forest Park and Meramec campus police

Student Technology Fee

- Reduced based on FY 2013 expected revenue

College Activity Fee

- Distributed according to Board Policies H 20.2 and Administrative Procedures G.13.1
- Less than prior year due to reduction in revenue.

Capital

- Reduced by \$1,500,000
- Dedicated to maintenance and repair

Staff Development

- Increased by \$50,000 to partially restore staff development days
- Limited out-of-state travel

Institutional Contribution

- Budgeted at same level as FY 2012
 - \$175,000 for match budget for grants
 - \$366,000 for Community Service
 - \$300,000 for Workforce Prep

Transfers to Restricted Programs

- Reduced by \$500,000 for RTEC equipment
- Reduced by \$233,000 for TANF College general revenue contribution

Student Aid

- Reduced by \$650,000 in College match
- Calculated Board of Trustees Scholarship according to Administrative Procedures G.12.1
 - Increased by \$27,000 due to maintenance fee increase

Utilities

- Reduced by \$11,000 for cellular phone and hazardous waste expense
- Increased by 10% on all remaining lines

Contingency

- Increased by \$2,585,000 as a conservative measure for the possibility of a State Aid holdback

Special Projects

- Maintained \$200,000 for unanticipated fiscal year expenses
- Increased \$400,000 for a call center to provide support for students interested in securing financial aid

Auxiliary Enterprises

Revenue

Bookstores

- Reduced \$638,400 based on FY 2012 estimated actuals

Vending, Beverage

- Reduced \$21,600 FY 2012 estimated actuals
 - New contract with Coke
 - Lost guaranteed commission

Vending, Snack

- Increased \$18,000 FY 2012 estimated actuals
 - New vending contract with Canteen

Document Centers

- Increased \$7,300
 - Increased due to reduced desktop printer fleet

College Print Services

- Increased \$50,000 due to reduced desktop printer fleet

College Activity Fees

- Allocated according to Board Policy H.20.2
 - \$200,000 for student athletics
 - 24% of remaining funds to auxiliary enterprises for student centers

Expenditures

Bookstores

- Decreased \$459,000 due to reduced textbook purchases resulting from reduced enrollment

Food Services

- Increased \$13,700
 - budgeted summer intensive cleaning
 - budgeted replacement of small wares

Document Centers

- Decreased \$8,000 due to closure Highland Park

College Print Services

- Decreased \$150,000 due to increased INDOX activity

Student Center Operations

- Increased \$100,000 due to increased expense allocation from College operating
- Reduced \$11,000 in other expenses

Auxiliary Service Management

- Decreased \$2,000 reduced part time labor

Government Relations

- Covered 15% of liaison's salary and benefits, balance in WSG
- Provided operating expenses for liaison

College Support Transfers

Transfer to Auxiliary Services Capital

- No change in amount
 - Funds Auxiliary capital projects

Transfer to Campus Presidents

- No change in amount
 - Used for initiative projects

Transfer to Academic Scholarships

- No change in amount
 - ongoing student support

Transfer to Athletic Scholarships

- No change in amount
 - ongoing student support

Facilities Rental

Revenue

Rental Fees

- Increased \$75,500
 - Instituted consistent, district-wide practices
 - Increased fees to cover costs

Expenditures

- Increased \$75,500
 - Included all expenses related to rental events
 - May be used to replace capital items consumed by rental events

Workforce Solutions Group

Revenue

Government-Workforce Solutions Group

- Based on unexpended grant amounts from previously awarded grants and new grants for FY13.
- Grants are multi-year. Entire amount reflected in the year of the award.

Private-Workforce Solutions Group

- Reclassification of private revenue from Workforce Solutions Group (WCD FY12) to Corporate Services.
- All private revenue will be accounted for under Corporate Services.
- We have also eliminated private match revenue of some grants that are no longer required.

Institutional Match-Workforce Solutions Group

- \$366,000 for Community Service
- \$300,000 for Workforce Prep

Government-Corporate Services

- 42.5% less than actual FY12 due to reduction in state allocation for Customized Training Grants.
- Actual Customized Training amounts exceed original FY12 budget projection by 66% due to increase in state allocation.

Private-Corporate Services

- 14.75% less than FY12 budget due to:
 - Funds received for UAW Grant reclassified from sub contract to Grant to reflect federal money as source of revenue.
 - New Jobs Administration Projects is \$240,000 less than FY12 due to reduction in company applications and slower expenditure of approved funding.
- Consists of following resources
 - Company Match required for Customized Training Grants
 - \$1.1 million in Direct Pay Contracts-increase of \$200,000 from FY12
 - Facility Rental of Corporate College both internal and external rental

Account Balances/Projects in Process-Corporate Services

- This amount is reserved from Corporate Services fund balance for cash flow and contingency expenses.
- Decrease of \$200,000 from FY12 Budget.

Expenditures

Salaries-Workforce Solutions Group

- Based on Federal Grants and Operating Budgets including receipt of new federal funding under Mo HealthWins Grant for all three years.

Benefits-Workforce Solutions Group

- Based on Federal Grants and Operating Budgets including receipt of new federal funding under Mo HealthWins Grant for all three years.

Operating-Workforce Solutions Group

- Based on Federal Grants and Operating Budgets including receipt of new federal funding under Mo HealthWins Grant for all three years.

Capital-Workforce Solutions Group

- All Capital expensed under Workforce Solutions Group.
- Primarily for equipment replacement and contingency expenses for Corporate College.

Salaries-Corporate Services

- Decreased by \$1,192,500 due to reduction in state allocation for Customized Training Grants and reduction in New Jobs Administration Projects

Benefits-Corporate Services

- Decreased by \$159,500 due to reduction in state allocation for Customized Training Grants and reduction in New Jobs Administration Projects

Operating-Corporate Services

- \$200,000 contribution to College Operating
- Reduced by \$118,000 for Company Match and Reimbursement for Customized Training Grants due to reduction in state allocation.

14.3

Recommended Approval of Salary Conditions for the following Employee Groups: Administrators, Non-Unit Professional, Professional Unit, Non-Unit-Classified, Classified Unit, Physical Plant, Part-Time Professional, Economic Development and Workforce Solutions Temporary Hourly Professional, Part-Time Office and Technical, Economic Development and Workforce Solutions Temporary Hourly Classified.

14.3 A

E.1.3 Salary Schedules for Full-time 12-Month Administrative Employees ^(R-6/10)

[AP E 1]

EFFECTIVE JULY 1, 2011

RANGE	MINIMUM	MAXIMUM
27	\$106,776	\$157,017
26	103,665	152,445
25	100,644	148,009
24	97,708	143,695
23	93,064	136,856
22	88,625	130,333
21	87,481	128,656
20	84,931	124,896
19	82,464	121,264
18	80,057	117,728
17	76,981	113,201
16	74,014	108,856
15	70,495	103,662
14	67,395	99,114
13	64,070	94,390

EFFECTIVE JULY 1, 2012

RANGE	MINIMUM	MAXIMUM
27	\$108,805	\$160,000
26	105,634	155,341
25	102,556	150,821
24	99,565	146,425
23	94,833	139,456

22	90,309	132,809
21	89,144	131,101
20	86,544	127,269
19	84,031	123,568
18	81,578	119,965
17	78,444	115,351
16	75,420	110,924
15	71,834	105,632
14	68,675	100,997
13	65,287	96,183

Salary Implementation Procedures for Salary Increases 2011-2012 (Effective July 1, 2011)

- a. ~~For the Full-time Administrative employees, annual base salaries will be increased by an amount equal to \$600 plus .5% of the prior year's base salary. (Example: current base salary = \$40,000. New base salary would be \$40,800).~~
- b. ~~In cases where the increase would exceed the maximum of the assigned range, the salary would be adjusted to no more than the maximum of assigned salary range.~~
- c. ~~An Administrative employee whose salary is at or above the maximum of the assigned range on the 2011-2012 salary schedule will not receive an increase.~~

2012-2013 Salary Provisions

~~Prior to the start of Fiscal Year 2012-2013, the College representatives and representatives of the Administrative group will enter discussions limited to salary only.~~

2012-2013 Salary Provisions

- a. Annual base salaries for employees in the Administrative group will be increased by 1.9% for fiscal year 2012-2013.
- b. In cases where the increase would exceed the maximum of the assigned range, the salary would be adjusted to no more than the maximum of the assigned salary range.
- c. An Administrative employee whose salary is at or above the maximum of the assigned range on the 2011-2012 salary schedule will not receive an increase.

14.3 B

E.1.4 Salary Schedules for Full-time Non-Unit Professional Employees

12-MONTH EMPLOYEES			36-WEEK EMPLOYEES		
Effective 7-1-11			Effective 7-1-11		
RANGE	MINIMUM	MAXIMUM	RANGE	MINIMUM	MAXIMUM
14	\$67,394	\$99,114	14	\$50,546	\$74,335

13	64,069	94,390	13	48,052	70,793
12	58,358	85,815	12	43,768	64,361
11	53,051	78,013	11	39,788	58,509
10	48,227	70,920	10	36,170	53,190
9	43,846	64,487	9	32,885	48,366
8	39,862	58,616	8	29,896	43,962
7	36,232	53,282	7	27,174	39,962

RANGE	12 MONTH EMPLOYEES Effective 7-1-12		RANGE	36 WEEK EMPLOYEES Effective 7-1-12	
	MINIMUM	MAXIMUM		MINIMUM	MAXIMUM
14	\$68,674	\$100,997	14	\$51,506	\$75,748
13	65,286	96,183	13	48,965	72,138
12	59,467	87,445	12	44,600	65,584
11	54,059	79,495	11	40,544	59,621
10	49,143	72,267	10	36,857	54,201
9	44,679	65,712	9	33,509	49,284
8	40,619	59,730	8	30,465	44,797
7	36,920	54,294	7	27,690	40,721

2011-2012 Salary Provisions

- ~~a. For the 52-week Non-Unit Professional Category of employees, annual base salaries will be increased by an amount equal to \$600 plus .5% of the prior year's base salary. (Example: current base salary = \$40,000. New base salary would be \$40,800).~~
- ~~b. Salary increases for 36-week employees are computed on a pro rata basis of the \$600 (\$600 X .692 = \$415) plus .5% of the prior year's base salary.~~
- ~~c. In cases where the increase would exceed the maximum of the assigned range, the salary would be adjusted to no more than the maximum of assigned salary range.~~
- ~~d. A Non-Unit Professional employee whose salary is at or above the maximum of the assigned range on the 2011-2012 salary schedule will not receive an increase.~~
- ~~e. The minimum and maximum salary of each range on the 36-week salary schedule will be set at 75 percent of the minimum and maximum of each range on the 12-month salary schedule.~~
- ~~f. Thirty-six week Non-Unit professional employees may receive additional compensation for any work performed in the same position classification that occurs outside the scope of the 36-week contract as defined on an annual basis by the employee's established work schedule. Such additional compensation will be prorated and set at 69.2 percent of the salary amount which would normally be paid under a 12-month contract in the same position.~~

2012-2013 Salary Provisions

~~Prior to the start of Fiscal Year 2012-2013, the College representatives and representatives of the Non-Unit Professional group will enter discussions limited to salary only.~~

2012-2013 Salary Provisions

- a. **Annual base salaries for employees in the Non-Unit professional group will be increased by 1.9% for fiscal year 2012-2013.**
- b. In cases where the increase would exceed the maximum of the assigned range, the salary would be adjusted to no more than the maximum of assigned salary range.
- c. **A Non-Unit Professional employee whose salary is at or above the maximum of the assigned range on the 2012-2013 salary schedule will not receive an increase.**
- d. The minimum and maximum salary of each range on the 36 week salary schedule will be set at 75 percent of the minimum and maximum of each range on the 12 month salary schedule.
- e. Thirty-six week Non-Unit professional employees may receive additional compensation for any work performed in the same position classification that occurs outside the scope of the 36-week contract as defined on an annual basis by the employee's established work schedule. Such additional compensation will be prorated and set at 69.2 percent of the salary amount which would normally be paid under a 12-month contract in the same position.

14.3C

**JOINT RECOMMENDATIONS
for a
Salary Adjustment
between
ST. LOUIS COMMUNITY COLLEGE
and the
Professional Unit Employee Group
AFT Missouri Local 6320
2012-2013**

After discussions and considerations between representatives of the College and representatives of AFT MISSOURI Local #6320 the College and the Union present these JOINT RECOMMENDATIONS, recommending that the Board of Trustees approve a new salary schedule to be effective July1, 2012 which shall become part of the 2010-2013 Resolution between the parties.

Article IX SALARY

SALARY SCHEDULES FOR FULL-TIME UNIT EMPLOYEES

RANGE	12 month Staff Minimum	Effective July 1, 2012 MAXIMUM
14	\$68,676	\$100,997
13	65,287	96,183
12	59,467	87,445
11	54,059	79,494
10	49,143	72,267
9	44,680	65,712
8	40,619	59,730
7	36,920	54,295

RANGE	36 Week Staff Minimum	Effective July 1, 2012 MAXIMUM
14	\$51,506	\$75,748
13	48,965	72,137
12	44,600	65,584
11	40,544	59,621
10	36,857	54,201
9	33,510	49,284
8	30,465	44,797
7	27,690	40,721

Salary Implementation Procedures for Salary Increases 2012-2013 (Effective July 1, 2012)

- a. For the 52 week Professional Unit Category of employees, annual base salaries will be increased by 1.9% for fiscal year 2012-2013.
- b. In cases where the increase would exceed the maximum of the assigned range, the salary would be adjusted to no more than the maximum of assigned salary range.
- c. A Professional Unit employee whose salary is at or above the maximum of the assigned range on the 2012-2013 salary schedule will not receive an increase.
- d. The minimum and maximum salary of each range on the 36 week salary schedule will be set at 75 percent of the minimum and maximum of each range on the 12 month salary schedule.
- e. Thirty-six week Unit professional employees may receive additional compensation for any work performed in the same position classification that occurs outside the scope of the 36-week contract as defined on an annual basis by the employee's

established work schedule. Such additional compensation will be prorated and set at 69.2 percent of the salary amount which would normally be paid under a 12-month contract in the same position.

(Originals properly signed and executed by the College and the Union)

For the College	Date	For the Union
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14.3 D.

F.2 Salary Schedules for Full-Time Non-Unit Classified Office and Technical Employees

Full-Time 52-Week Employees			Full-Time 36-Week Employees		
(Effective July 1, 2011)			(Effective July 1, 2011)		

RANGE	MINIMUM	MAXIMUM	RANGE	MINIMUM	MAXIMUM
9	\$43,828	\$62,882	9	\$30,340	\$43,523
8	40,488	58,082	8	28,028	40,203
7	37,721	53,913	7	26,115	37,317
6	34,891	49,745	6	24,154	34,351
5	32,921	45,583	5	22,936	31,553
4	29,879	41,810	4	20,681	28,928
3	27,119	38,321	3	18,623	26,537
2	24,990	35,186	2	17,300	24,359
1	23,044	32,330	1	15,949	22,373

Full-Time 52 Week Employees			Full-Time 36 Week Employees		
(Effective July 1 2012)			(Effective July 1, 2012)		

RANGE	MINIMUM	MAXIMUM	RANGE	MINIMUM	MAXIMUM
9	\$44,661	\$64,077	9	\$30,916	\$44,350
8	41,257	59,186	8	\$28,561	\$40,967
7	38,438	54,937	7	\$26,611	\$38,026
6	35,554	50,690	6	\$24,613	\$35,004
5	33,546	46,449	5	\$23,372	\$32,153
4	30,447	42,604	4	\$21,074	\$29,478
3	27,634	39,049	3	\$18,977	\$27,041

2	25,465	35,855	2	\$17,629	\$24,822
1	23,482	32,944	1	\$16,252	\$22,798

Salary Implementation Procedures for Fiscal Year 2011-2012

- ~~a. For the 52 week Non-Unit Classified category of employees, annual base salaries will be increased by an amount equal to \$600 plus .5% of the prior year's base salary. (Example: current base salary = \$40,000. New base salary would be \$40,800).~~
- ~~b. Salary increases for 36 week employees are computed on a pro-rata basis of the \$600 (\$600 X .692= \$415) plus .5% of the prior year's base salary.~~
- ~~c. In cases where the increase would exceed the maximum of the assigned range, the salary would be adjusted to no more than the maximum of assigned salary range.~~
- ~~d. A Non-Unit Classified employee whose salary is at or above the maximum of the assigned range on the 2011-2012 salary schedule will not receive an increase.~~

2012-2013 Salary Provisions

Prior to the start of Fiscal Year 2012-2013, the College representatives and representatives of the Non-Unit Classified group will enter into discussions limited to salary only.

- a. Annual base salaries for employees in the Non-Unit Classified group will be increased by 1.9% for fiscal year 2012-2013.
- b. In cases where the increase would exceed the maximum of the assigned range, the salary would be adjusted to no more than the maximum of the assigned salary range.
- c. A Non-Unit Classified employee whose salary is at or above the maximum of the assigned range on the 2012-2013 salary schedule will not receive an increase.

14.3E

**JOINT RECOMMENDATIONS
for a
Salary Adjustment
between
ST. LOUIS COMMUNITY COLLEGE
and the
Classified Office and Technical Bargaining Unit
AFT/AFL-CIO LOCAL 3506
2012-2013**

After discussions and considerations at negotiation sessions between representatives of the College and representatives of AFT/AFL-CIO LOCAL 3506, the College and the Union present these JOINT RECOMMENDATIONS, recommending that the Board of Trustees approve a new salary

schedule to be effective July1, 2012 which shall become part of the 2010-2013 Resolution between the parties.

Article XXI Wages 2012-2013

A. CLASSIFIED UNIT SALARY SCHEDULE

2012-2013 Full-Time 52 Week Staff

RANGE STEPS	1	2	3	4	5	6	7	8	9
1	\$23,082	\$24,754	\$26,588	\$29,051	\$31,787	\$33,268	\$35,706	\$38,070	\$40,956
2	23,300	24,988	26,840	29,327	32,090	33,586	36,047	38,434	41,347
3	23,411	25,107	26,968	29,466	32,242	33,746	36,219	38,617	41,545
4	23,632	25,345	27,224	29,747	32,550	34,067	36,565	38,986	41,942
5	23,857	25,586	27,482	30,031	32,862	34,394	36,915	39,361	42,346
6	24,083	25,831	27,745	30,319	33,177	34,724	37,271	39,739	42,754
7	24,312	26,077	28,010	30,609	33,495	35,058	37,629	40,121	43,166
8	24,548	26,329	28,281	30,907	33,820	35,399	37,994	40,512	43,588
9	24,901	26,708	28,691	31,354	34,311	35,914	38,547	41,102	44,222
10	25,296	27,137	29,159	31,861	34,852	36,528	39,215	41,828	45,003
11	25,688	27,566	29,633	32,366	35,388	37,144	39,884	42,549	45,786
12	26,082	27,996	30,100	32,871	35,931	37,757	40,552	43,270	46,568
13	26,475	28,429	30,570	33,376	36,469	38,370	41,218	43,991	47,350
14	26,870	28,858	31,041	33,875	37,010	38,986	41,887	44,711	48,130
15	27,264	29,289	31,512	34,379	37,549	39,602	42,551	45,431	48,913
16	27,801	29,881	32,158	35,071	38,286	40,464	43,490	46,454	50,017
17	28,340	30,469	32,805	35,760	39,016	41,322	44,426	47,470	51,116
18	28,875	31,057	33,457	36,453	39,751	42,180	45,365	48,488	52,222
19	29,414	31,652	34,103	37,144	40,480	43,041	46,301	49,505	53,322
20	30,403	32,797	35,422	38,459	41,771	44,990	48,482	51,947	55,992

FULL-TIME 36-WEEK STAFF

2012-2013

RANGE STEP	1	2	3	4	5	6	7	8	9
1	\$15,976	\$17,131	\$18,400	\$20,113	\$21,999	\$23,043	\$24,716	\$26,377	\$28,355
2	16,127	17,293	18,574	20,304	22,209	23,262	24,951	26,630	28,627
3	16,203	17,376	18,663	20,400	22,315	23,373	25,070	26,756	28,763
4	16,356	17,540	18,839	20,595	22,527	23,596	25,310	27,012	29,038

5	16,512	17,707	19,020	20,792	22,743	23,821	25,552	27,271	29,318
6	16,669	17,876	19,201	20,990	22,961	24,050	25,799	27,534	29,600
7	16,828	18,046	19,384	21,191	23,181	24,281	26,047	27,798	29,885
8	16,990	18,221	19,572	21,397	23,406	24,517	26,300	28,069	30,177
9	17,234	18,485	19,855	21,707	23,747	24,874	26,683	28,478	30,616
10	17,506	18,782	20,181	22,057	24,122	25,297	27,146	28,981	31,157
11	17,780	19,080	20,510	22,408	24,495	25,720	27,608	29,482	31,698
12	18,053	19,377	20,834	22,755	24,872	26,144	28,070	29,952	32,237
13	18,325	19,675	21,161	23,104	25,244	26,567	28,531	30,454	32,778
14	18,600	19,976	21,486	23,453	25,618	26,991	28,994	30,952	33,319
15	18,869	20,272	21,812	23,799	25,993	27,412	29,457	31,448	33,858
16	19,241	20,681	22,258	24,277	26,501	28,005	30,106	32,154	34,622
17	19,616	21,091	22,709	24,749	27,008	28,593	30,756	32,863	35,384
18	19,987	21,500	23,159	25,230	27,515	29,184	31,403	33,566	36,149
19	20,359	21,905	23,608	25,708	28,021	29,773	32,051	34,268	36,908
20	21,021	22,681	24,499	26,589	28,887	31,059	33,523	35,921	38,716

B. Salary Implementation Procedures for Fiscal Year 2012-2013

- a. Annual base salaries will be increased by 1.9% for steps 1-20
- b. Employees whose 2011-2012 salaries are above the maximum of the their assigned range on the 2012-2013 salary schedule will receive no salary increase
- c. There is no step movement for 2011-2012.

(Originals properly signed and executed by the College and the Union)

_____	_____	_____
For the College	Date	For the Union

14.3 F

**JOINT RECOMMENDATIONS
for a
Salary Adjustment
between
ST. LOUIS COMMUNITY COLLEGE
and the
INTERNATIONAL UNION OF OPERATING ENGINEERS
AFL-CIO LOCAL 148
2012-2013**

After discussions and considerations at negotiation sessions between representatives of the College and representatives of Local 148 of the International Union of Operating Engineers, AFL-CIO, the College and the Union present these JOINT RECOMMENDATIONS, recommending that the Board of Trustees approve a new salary schedule to be effective July1, 2012 which shall become part of the 2010-2013 Resolution between the parties.

ARTICLE III. WAGES

Section 1

The proper rate of pay for each Physical Plant job classification shall be as follows:

Effective July 1, 2012

a.	Stationary Engineer	\$30.19
b.	General Maintenance Mechanic	28.51
c.	General Maintenance Helper	21.04
d.	Groundskeeper	18.88
e.	Receiving and Shipping Clerk	23.19
f.	Stock Clerk	18.52

g. Housekeeper

Step D	17.70
Step C	16.64
Step B	15.96
Step A	15.39
Probationary Rate	12.49

Wage Implementation Procedures for Fiscal Year 2010-2011

- a. Wage Rates will not be adjusted for the 2010-2011 Fiscal Year.
- b. Each full-time Physical Plant employee who was on the College payroll on April 1, 2010 and who is still on the payroll on July 1, 2010 will receive a one-time \$555 (five hundred fifty five dollar) lump sum payment provided:
 - The Joint Recommendations are adopted by the parties and approved at the June 24, 2010 Board meeting.
 - The Physical Plant Bargaining Unit agrees to engage in discussions regarding salary only in Fiscal Years 2012 and 2013.

The lump sum payment is not added to base wages. The lump sum payment will be paid by separate check/electronic payment on or about July 23, 2010 and is subject to all legally required deductions and pension contributions.

2011-2012 Wage Provisions

Salary Implementation Procedures for Fiscal Year 2011-2012

Annual base salaries will be increased by an amount equal to \$600 plus .5% of the prior year's base salary and then divided by 2080 to obtain the new hourly rate.

[Example: current wage rate = \$13.00 per hour. $\$13.00 \times 2080$ (# hours in a work year) =27,040.

$\$27,040 \times 1.005 + \$600 = \$27,775$ Divided by 2080= new hourly rate---\$13.35]

Salary Implementation Procedures for Fiscal Year 2012-2013

Annual base salaries will be increased by 1.9% (one and 9/10 %)).

NOTE: Employees designated as a lead person in a particular job classification shall receive five percent (5.0%) per hour above the base rate of the employee's current job classification or, in the case of a lead housekeeper, above his/her current step rate.

Wage/Salary Procedures for 2012-2013

Wage/salary rates will be increased by 1.9% for 2012-2013. However, no employee's rate will exceed the maximum for his/her range.

E.1.8 Workforce & Community Development (WCD)/Center for Business, Industry and Labor (CBIL) Temporary Hourly Professional Employee Pay Scale^(R-6-10)
~~(Effective July 1, 2011)~~

<u>Level</u>	<u>Rate</u>
1	\$24.72
2	28.85
3	32.95
4	37.08
5	41.20
6	45.32
7	49.43
8	54.93

E.1.8 Economic Development and Workforce Solutions Temporary Hourly Professional Employee Pay Scale

<u>Level</u>	<u>Rate</u>
1	\$25.19
2	29.40
3	33.58
4	37.78
5	41.98
6	46.18
7	50.37
8	55.97

Exceptions to this scale may be made only with the approval of the Exceptions to this scale may be made only with the approval of the ~~director of~~ **Associate Vice-Chancellor of Human Resources** and the Chancellor.

F.3 Hourly Rates for Part-time Office and Technical ^(R 6/10)

[AP F 4]

(Effective July 1, 2011)

<u>Range</u>	<u>Minimum</u>	<u>Maximum</u>
1	\$9.60	\$13.54
2	10.50	14.88
3	11.57	16.33
4	12.91	17.94
5	14.40	19.71
6	15.33	21.66
7	16.74	23.61
8	18.06	25.48
9	19.66	27.79

Wage/Salary Procedures for 2011-2012

~~Wage/salary rates will be increased by 1.5% (one and one-half percent) for 2011-2012. However, no employee's rate will exceed the maximum for his/her range.~~

(Effective July 1, 2012)

<u>Range</u>	<u>Minimum</u>	<u>Maximum</u>
1	\$9.78	\$13.80
2	10.70	15.16
3	11.79	16.64
4	13.16	18.28
5	14.67	20.08
6	15.62	22.07
7	17.06	24.06
8	18.40	25.96
9	20.03	28.32

Wage/Salary Procedures for 2012-2013

Wage/salary rates will be increased by 1.9% for 2012-2013. However, no employee's rate will exceed the maximum for his/her range.

F.3.1 Workforce & Community Development (WCD)/Center for Business, Industry and Labor (CBIL) Temporary Hourly Classified Employee Pay Scale ⁽⁶⁴⁰⁾

(APF 4.1)

5

(Effective July 1, 2011)

<u>Level</u>	<u>Rate</u>
1	\$12.35
2	15.10
3	17.85
4	20.59
5	24.72

F.3.1 Economic Development and Workforce Solutions Temporary Hourly Classified Employee Pay Scale

<u>Level</u>	<u>Rate</u>
1	\$12.58
2	15.39
3	18.19
4	20.98
5	25.19

Exceptions to this scale may be made only with the approval of the ~~director of~~ **Associate Vice-Chancellor of Human Resources** and the Chancellor.

14.3 H.

**JOINT RECOMMENDATIONS
for a
Salary Adjustment
between
ST. LOUIS COMMUNITY COLLEGE
and the
JCD-NEA
2012-2013**

After discussions and considerations at negotiation sessions between representatives of the College and representatives of JCD-NEA, the College and the Union present these **JOINT RECOMMENDATIONS**, recommending that the Board of Trustees approve a new salary schedule to be effective at the start of the 2012-2013 Academic Year which shall become part of the 2010-2013 Joint Resolution between the parties.

2012-2013 Full-time Faculty Salaries

INSTRUCTOR I		INSTRUCTOR II		ASSISTANT PROFESSOR	
A	\$43,365	A	\$49,846	A	\$56,121
B	44,013	B	50,590	B	56,959
C	44,672	C	51,348	C	57,813
D	45,106	D	51,847	D	58,374
E	45,325	E	52,098	E	58,658
F	45,765	F	52,604	F	59,227
G	46,212	G	53,117	G	59,805
H	46,709	H	53,744	H	60,570
I	47,445	I	54,644	I	61,641
J	48,179	J	55,545	J	62,714
K	48,915	K	56,448	K	63,788
L	49,445	L	57,347	L	64,863
		M	58,250	M	65,934
		N	59,152	N	67,008
		O	60,055	O	68,081
		P	60,955	P	69,155
		Q	61,868	Q	70,225
		R	62,472	R	71,301
				S	72,081

ASSOCIATE PROFESSOR		PROFESSOR	
A	\$62,801	A	\$71,936
B	63,739	B	73,010
C	64,695	C	74,105
D	65,323	D	74,825
E	65,640	E	75,188
F	66,278	F	75,919
G	66,924	G	76,658
H	67,841	H	77,753
I	69,102	I	79,242
J	70,366	J	80,730
K	71,628	K	82,219
L	72,888	L	83,705
M	74,151	M	85,196
N	75,415	N	86,684
O	76,676	O	88,173
P	77,937	P	89,663
Q	79,201	Q	91,153
R	80,461	R	92,640
S	81,723	S	94,130
T	82,676	T	95,619

- NOTES:**
- (1) Salaries quoted are for services rendered during the regular College year of two (2) full semesters as determined by the Board of Trustees when establishing the calendar for the College year.
 - (2) The step salary schedule refers only to the academic year indicated. Advancement of one or more steps on the salary schedule in any year is based upon the criteria set forth in Article XIV of this Joint Resolution, the salary implementation procedures provided below and the Board's determination in any year as to whether sufficient funds are available to provide for any increases.
 - (3) The steps are placement positions for individual full-time faculty members and placement on any step does not necessarily relate to years of service with the College.
 - (4) Upon promotion, a full-time faculty member from one academic rank to a higher rank, the faculty member will be placed at the salary step in the rank to which he or she has been promoted, that is closest to, but not less than, in actual dollar salary amount, the pre-promotion salary of the promoted faculty member. In no instance shall a promoted faculty member receive less than he or she would have received in his or her current rank if the faculty member had not been promoted, but instead had received any applicable movement or adjustment increase in his or her current rank.

2012-2013 Salary Provisions

1. Full-Time Faculty members except those at the top step of their respective ranks will receive a 1.9% increase in base salary which includes a step movement.
2. The rate for Full-time faculty members at the top step of their rank will not be adjusted for 2012-2013 however they will receive a one-time lump sum payment of 1.9% of their base salary except that faculty members at the top step of the Professor salary range will receive a combination of a change in the base salary rate and one-time lump sum payment equivalent to a total of 1.9 % of their current base salary. This is due to an irregularity in the salary table. No faculty member will receive a compensation adjustment package for 2012-2013 that exceeds 1.9%. Lump sum payments for those faculty at the maximum of their range will be paid to those who return to teach on a full-time basis at the start of the Fall, 2012 semester. The lump sum will be paid in September 2012.

All of the aforesaid are Joint Recommendations and are made on behalf of the College and the JCD-NEA on this 21 day of June, 2012.

ST. LOUIS COMMUNITY COLLEGE

JCD-NEA

(Original properly signed and executed by the College and the JCD-NEA)

BY: _____ BY: _____

Recommendation for Award/Purchasing

Board approval is requested for the award of a contract for an Emergency Student Support Call Center to **COLLEGIATE ADMISSION & RETENTION SOLUTIONS**, in an amount not to exceed \$90,000.00 for a period of three (3) full months, to begin July 15, 2012.

Description

This service contract will allow the College to enhance student support services in the area of financial aid during the peak of fall registration. A significant increase in the volume of calls is expected due to Pell distribution changes. Bids were evaluated in two phases: phase one consisted of points assigned on the basis of the respondents' ability to meet technical requirements (50 points); those achieving a score of 35 or better were advanced to phase two – fee evaluation. Two (2) known minority business enterprises participated in this bid process.

Bid – B0003040

The evaluation of this bid, which was opened on June 26, 2012, is listed below:

Bidders	Technical Score 50 Points Max	Fee Per Call	Fee Score 50 Points Max	Total Score
<i>COLLEGIATE ADMISSION & RETENTION SOLUTIONS</i>	39.5	\$4.20	50	89.50
Ellucian	46.33	5.58	37.63	83.97
Perceptis	45	5.50	38.18	83.18
Blackboard	47.88	8.25	25.45	73.33
1800 We Answer	36	14.00	15	51.0
Ansafone	31.5	4.41	47.62	79.12
USA 800, Inc	25			
Veterans Call Center	20			
Medical Transportation Management, Inc	10			
A Personal Answering Service	0			

The wide price variance is due to profit margin structures and overhead costs.

Funding

All expenditures against this contract will be paid from current operating budgets.

Advertisements

Advertisements were run in the St. Louis Post-Dispatch.

BOARD RECOMMENDATION Insurance Recommendations

INSURANCE RENEWALS

Intercollegiate Athletic Medical Excess and Catastrophic Insurance Renewal

The College's insurance broker, Lockton Companies, examined and analyzed the athletic medical and catastrophic insurance market and found that the policy offered by Summit America would best meet the needs of the College.

It is recommended that the Board of Trustees approve the renewal of the intercollegiate athletic medical excess and catastrophic insurance coverage with Summit America for the annual premium \$ 60,344. This is a significant increase, just under 20 percent. The increase comes from two sources; the first being an increase in rates for the coverage in general because of rising medical costs, and second, we had over a 23% increase in payouts this past year. The plan is designed to cover medical expenses for intercollegiate athletic injuries after the athlete exhausts the benefits of his/her personal medical insurance, if applicable, following meeting of a \$1500.00 deductible with coverage up to \$25,000.00 per accident. The catastrophic insurance is designed to cover injuries with costs in excess of \$25,000.00 following exhaustion of the student's personal medical insurance, if applicable, up to the maximum of \$5,000,000.00 per injury.

This coverage is from August 1, 2012 through July 31, 2013.

Workers Compensation Excess Insurance Renewal

The College's broker, Lockton Companies, took the workers compensation excess insurance renewal to the market and found that the plan offered by the Safety National Casualty Corporation best fits the needs of the College.

The plan is designed to cover workers compensation expenses for claims that exceed \$300,000 and employers' liability maximum limit of \$1,000,000 per occurrence. This insurance is a requirement of the State of Missouri's Division of Workers Compensation in order for the College to operate its self funded Workers Compensation Program. The annual premium is \$80,820. This is a reduction of 14% from last year's premium although the actual rate increased. Reduction in premium was due to reduction in workforce.

The insurance coverage would be effective July 1, 2012 through June 30, 2013.

#6 Resolution Re July 19, 2012 Executive Session of the Board of Trustees

The Board is requested to approve the following resolution:

RESOLVED, that the Board of Trustees, pursuant to R.S. Mo. Section 610.022 (as amended 2004), schedules the holding of a closed meeting, record and vote on July 19, 2012 at 6p.m., at the Wildwood Campus, 2645 Generations Drive, Wildwood, MO, in the First Floor Conference Room, for the following reasons:

- 1) to discuss legal actions, causes of action or litigation involving St. Louis Community College and to hold any confidential or privileged communications with the attorney for the College (Section 610.021 [1]), and the lease, purchase or sale of real estate (Section 610.021 [2]); and
- 2) to discuss action upon any personnel matters relating to the hiring, firing, disciplining or promotion of personnel, (Section 610.021 [3]); and
- 3) to discuss pending and future discussion and negotiations with employee groups of St. Louis Community College and the work product related thereto (Section 610.021 [9]); and
- 4) to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, (Section 610.021 [13]); and
- 5) to hold confidential or privileged communications with the auditor, including all auditor work product (610.021 [17]), and

FURTHER RESOLVED, that notice of the closed meeting be given in accordance with R.S. Mo. Section 610.020 as amended 2004.

June 28, 2012
Board Agenda



Budget

FY 2013

**Approved by
Board of Trustees
June 28, 2012**

GENERAL OPERATING BUDGET

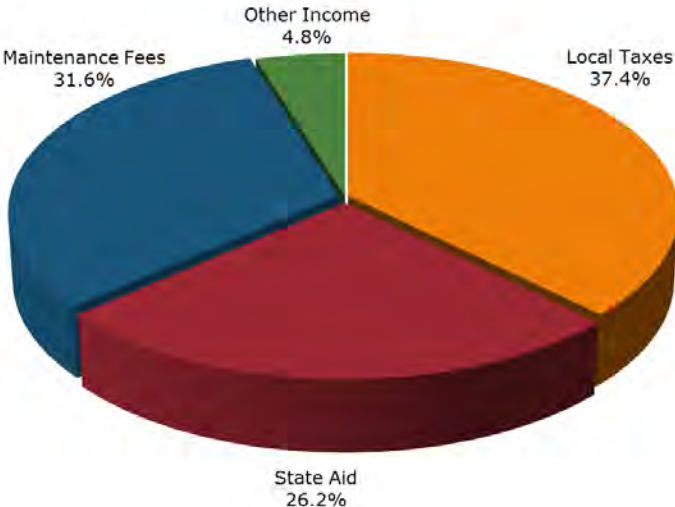
	<u>FY 2012</u>	<u>Projected FY 2013</u>
REVENUE:		
Local Taxes	\$ 62,141,186	\$ 60,156,723
State Aid Unrestricted	40,257,561	39,933,588
State Aid Restricted	3,278,561	2,778,561
Maintenance & Other Fees	52,599,154	54,834,154
Student Technology Fee	2,460,000	2,420,000
College Activity Fee	1,722,000	1,694,000
WSG Revenue	200,000	200,000
Other Income	3,602,917	3,800,000
TOTAL REVENUE:	<u>\$ 166,261,379</u>	<u>\$ 165,817,026</u>

EXPENDITURES		
Salaries	\$ 96,586,606	\$ 96,531,312
Benefits	24,063,417	24,205,937
Operating	17,777,475	17,077,198
Student Technology Fee	2,460,000	2,420,000
College Activities	1,522,000	1,494,000
Capital	8,180,000	6,680,000
Staff Development	1,281,063	1,331,063
Institutional Contributions	841,000	841,000
Transfer to Restricted Programs	3,511,677	2,778,561
Student Aid	1,466,105	843,005
Leasehold Bonds	3,318,230	3,252,337
Utilities	4,717,144	5,177,758
Contingency	0	2,584,855
Special Projects	536,662	600,000
TOTAL EXPENDITURES	<u>\$ 166,261,379</u>	<u>\$ 165,817,026</u>

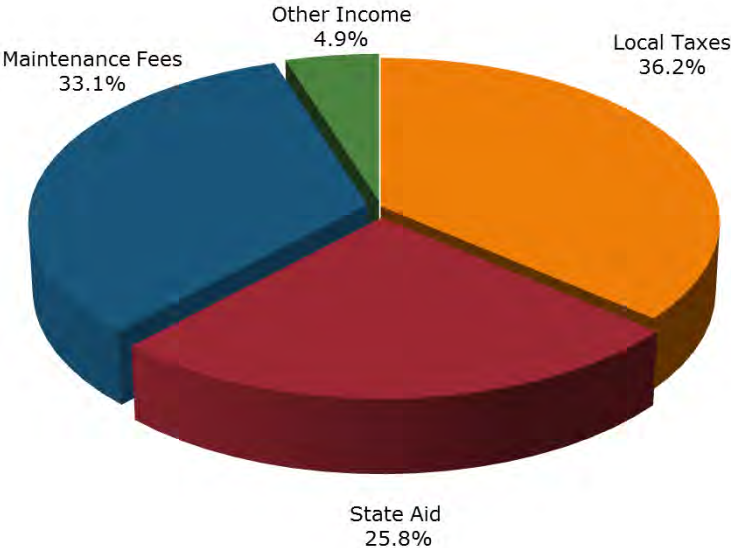
REVENUE

	<u>FY 2012</u>	<u>Projected FY 2013</u>	<u>% Change</u>
Local Taxes	\$ 62,141,186	\$ 60,156,723	-3.19%
State Aid Unrestricted	40,257,561	39,933,588	-0.80%
State Aid Restricted	3,278,561	2,778,561	-15.25%
Maintenance Fees	52,599,154	54,834,154	4.25%
Student Technology Fee	2,460,000	2,420,000	-1.63%
College Activity Fee	1,722,000	1,694,000	-1.63%
WSG Revenue	200,000	200,000	0.00%
Other Income	<u>3,602,917</u>	<u>3,800,000</u>	5.47%
TOTAL REVENUE:	<u>\$ 166,261,379</u>	<u>\$ 165,817,026</u>	-0.27%

REVENUE FY 2012



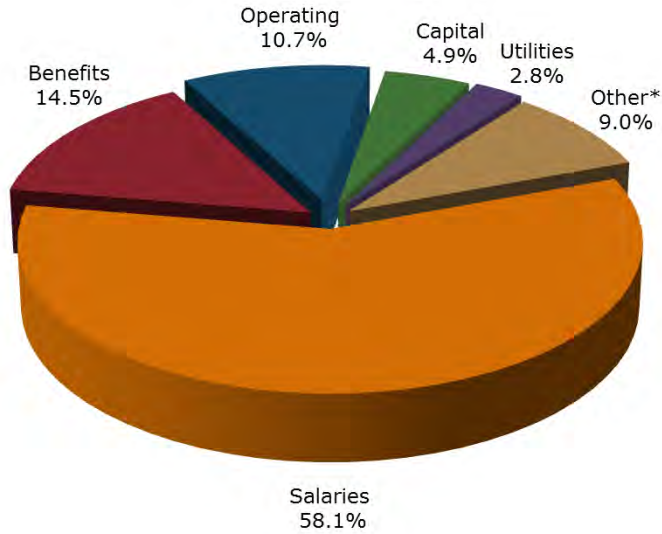
PROJECTED REVENUE FY 2013



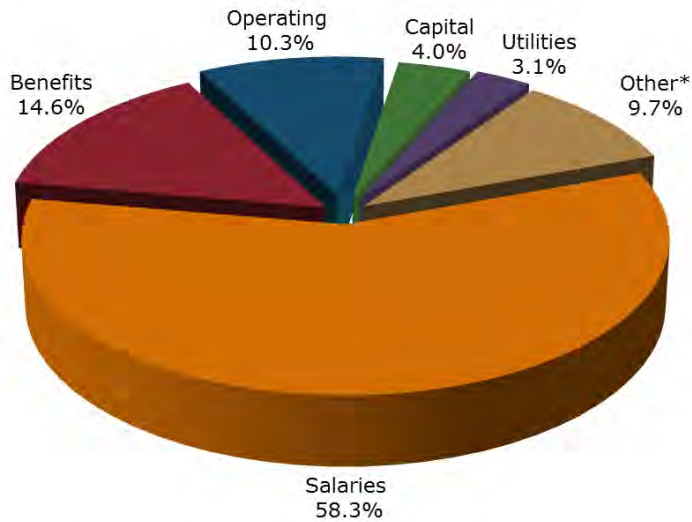
EXPENDITURES

	<u>FY 2012</u>	<u>Projected FY 2013</u>	<u>% Change</u>
EXPENDITURES			
Salaries	\$ 96,586,606	\$ 96,531,312	-0.06%
Benefits	24,063,417	24,205,937	0.59%
Operating	17,777,475	17,077,198	-3.94%
Student Technology Fee	2,460,000	2,420,000	-1.63%
College Activities	1,522,000	1,494,000	-1.84%
Capital	8,180,000	6,680,000	-18.34%
Staff Development	1,281,063	1,331,063	3.90%
Institutional Contributions	841,000	841,000	0.00%
Transfer to Restricted Programs	3,511,677	2,778,561	-20.88%
Student Aid	1,466,105	843,005	-42.50%
Leasehold Bonds	3,318,230	3,252,337	-1.99%
Utilities	4,717,144	5,177,758	9.76%
Contingency	0	2,584,855	N/A
Special Projects	<u>536,662</u>	<u>600,000</u>	
TOTAL EXPENDITURES	<u><u>\$ 166,261,379</u></u>	<u><u>\$ 165,817,026</u></u>	-0.27%

EXPENDITURES FY 2012



PROJECTED EXPENDITURES FY 2013



*Other expenses include student technology fee, college activities, staff development, institutional contributions, transfer to restricted programs, student aid, leasehold bonds, contingency and special projects.

FY 2013 Investments

Instruction:

Full Time Faculty in Critical Areas \$ 310,318

Each campus received an expansion of a full time faculty member in a critical area. These areas are Nursing at Forest Park, Life Science at Florissant Valley Biological Science at Meramec and Communications at Wildwood. This budget increase includes benefits.

Academic and Student Support:

Call Center \$ 400,000

Expanded call center for students to provide financial aid, admissions Lync and Blackboard technical support.

Institutional Support:

District-wide Police and Emergency Service \$ 115,024

The budget increase is to fully fund part time officers, security, officer over time and shift differential and benefits on the increase. The expansion also includes budget increase for operational expenses.

Director-Alumni Affairs \$ 84,000

This expansion position is to provide a coordinated effort to engage College alumni. This budget increase includes benefits.

STUDENT TECHNOLOGY FEE

REVENUE

Prior-Year Lapse	\$ 292,000
FY 2013 Projected Fee	<u>2,420,000</u>

TOTAL REVENUE

\$ 2,712,000

EXPENDITURES

Recurring:

10 End User Tech Specialists	\$ 431,947
1 Mgr Site Tech Support	58,669
Benefits @ 32%	156,997
Blackboard Maintenance Fees	155,200
Mobius Dues	64,000
Presidium External Sourced Help Desk	80,000
Electronic Library Resource	230,000
Instructional Software	600,000
Life Cycle Maintenance	110,000
Temporary and Student Labor	<u>160,000</u>
Total Recurring	2,046,813

New Initiatives:

Instructional Labs:

Forest Park	180,000
Florissant Valley	180,000
Meramec	240,000
Wildwood	40,000

Total New Initiatives 640,000

Future Initiatives

25,187

TOTAL EXPENDITURES

\$ 2,712,000

CAPITAL BUDGET

	<u>FY 2012</u>	<u>Projected FY 2013</u>
FUNDING SOURCE		
General Operating Budget	\$ 6,370,724	\$ 4,875,724 ¹
Maintenance & Repair	1,501,776	1,501,776 ¹
Auxiliary Enterprise Fund	95,000	95,000
Auxiliary Special Projects	700,000	-
Public Safety & Pedestrian/Traffic Access	307,500	302,500 ¹
Perkins	250,000	250,000
Prior Year Contingency	-	-
Prior Year Reallocation	296,711	-
	<u>\$ 9,521,711</u>	<u>\$ 7,025,000</u>
TOTAL CAPITAL APPROPRIATION		
	<u>\$ 9,521,711</u>	<u>\$ 7,025,000</u>
 EXPENDITURES BY CATEGORY		
Site Based	\$ 415,000	\$ -
Auxiliary Site-Based	95,000	95,000
Media Replacement	138,000	-
Instructional Technology	251,911	-
Furniture Replacement	175,000	-
Perkins	250,000	250,000
Physical Facilities Maintenance/Repair & Vehicle Replacement	5,370,817	6,605,000
Campus and Public Safety	75,000	75,000
Auxiliary Special Projects	700,000	-
Computer Replacements	99,060	-
Technology Infrastructure	1,500,000	-
General Review	451,923	-
	<u>\$ 9,521,711</u>	<u>\$ 7,025,000</u>
TOTAL CAPITAL EXPENDITURES		
	<u>\$ 9,521,711</u>	<u>\$ 7,025,000</u>

¹ Contained in General Operating Budget

CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Carpet & Flooring	FP								0	0
	HEC								0	0
	FV								0	0
	MC	Stair treads in building stairwells/ SO-105 carpet & nosing	20,000	20,000	20,000	20,000	20,000	20,000	120,000	120,000
	SCEUC								0	0
	CC	First floor carpet replacement	30,000						30,000	30,000
	DW	District-wide flooring projects		120,000	120,000	120,000	120,000	120,000	600,000	600,000
WW								0	0	
TOTAL CARPET/FLOORING			50,000	140,000	140,000	140,000	140,000	140,000	750,000	750,000

CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Ceilings	FP								0	0
	HEC								0	0
	FV								0	0
	MC								0	0
	SCEUC								0	0
	CC								0	0
	DW	District-wide ceiling projects (funded in FY12 with existing balance)		170,000	170,000	170,000	170,000	170,000	850,000	850,000
WW								0	0	
TOTAL CEILING			0	170,000	170,000	170,000	170,000	170,000	850,000	850,000

CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Concrete & Int. Paving	FP	Plaza renovation		150,000	150,000				300,000	300,000
	HEC								0	0
	FV								0	0
	MC								0	0
	SCEUC								0	0
	CC								0	0
	DW	District-wide interior paving projects	150,000	200,000	200,000	200,000	200,000	200,000	1,150,000	1,150,000
WW								0	0	
TOTAL CONCRETE/INTERIOR PAVING			150,000	350,000	350,000	200,000	200,000	200,000	1,450,000	1,450,000

Funds in categories with only district-wide funding will be assigned to specific projects through consensus discussions with campus representatives.



CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Doors, Hardware & Locks	FP								0	0
	HEC								0	0
	FV	CWI overhead doors (4 - west dock, south service area)		50,000					50,000	50,000
	MC	Cafeteria security curtain	15,000						15,000	15,000
	SCEUC								0	0
	CC								0	0
	DW	District Replacements	30,000	100,000	100,000	100,000	100,000	100,000	530,000	530,000
WW								0	0	
TOTAL DOORS			45,000	150,000	100,000	100,000	100,000	100,000	595,000	595,000

CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL	
Electric & Lighting	FP	Emergency Lighting		10,000	10,000	10,000	10,000	10,000	50,000	510,000	
		Main power feeder replacements	100,000						100,000		
		Rebuild sub-station mechanicals		200,000					200,000		
		Interior lighting upgrades		20,000	20,000	20,000	20,000	20,000	100,000		
		Test switch gear	10,000	10,000	10,000	10,000	10,000	10,000	60,000		
	HEC								0	0	
	FV	Interior Lighting Replacement		10,000		10,000			10,000	30,000	150,000
		Power distribution junction box replacements (pot-heads)	20,000	20,000	20,000	20,000	20,000	20,000	120,000		
	MC	Interior Lighting Replacement (with more accessible fixtures)		10,000	10,000	10,000	10,000	10,000	50,000	445,000	
		Primary power switch gear replacement	175,000	175,000					350,000		
		East parking lots NIGHT LIGHTS							0		
		Replace lighting & wiring Big Bend ribbon sign							0		
		Install lighting on directory signs at all driveway entrances							0		
		Replace exit signs with LED units		5,000	5,000	5,000	5,000	5,000	25,000		
	SCEUC	Electronic Ballast/Retro Fit			10,000		10,000		20,000	0	
	CC	Misc. Mech/Plumb/Elec	1,000	1,000	1,000	1,000	1,000	1,000	6,000	6,000	
	DW	Infrastructure repair / replacement	30,000	100,000	100,000	100,000	100,000	100,000	530,000	715,000	
		Emergency phone repair/replace	10,000	15,000	15,000	15,000	15,000	15,000	85,000		
		Misc. improvements		20,000	20,000	20,000	20,000	20,000	100,000		
	WW								0	0	
TOTAL ELECTRICAL/LIGHTING			346,000	596,000	221,000	221,000	221,000	221,000	1,826,000	1,826,000	



CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Elevator Repairs & Renovations	FP								0	0
	HEC								0	0
	FV								0	0
	MC								0	0
	SCEUC								0	0
	CC								0	0
	DW	Elevator Cab, Interior & Controls Repairs/Inspections	150,000	200,000	200,000	200,000	200,000	200,000	1,150,000	1,150,000
	WW								0	0
TOTAL ELEVATOR REPAIRS AND RENOVATIONS			150,000	200,000	200,000	200,000	200,000	200,000	1,150,000	1,150,000

CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Environ. & Safety	FP	Handrail repairs	5,000	10,000	10,000	10,000	10,000	10,000	55,000	365,000
		Mansard batten strip evaluation			10,000				10,000	
		Fire alarm system replacement		300,000					300,000	
	HEC								0	0
	FV	Handrail replacement	5,000	10,000	10,000	10,000	10,000	10,000	55,000	205,000
		Fire Alarm Upgrade (PE/ENG/BUS/TC)	75,000	75,000					150,000	
	MC	BA perimeter tunnel waterproofing)	50,000						50,000	50,000
	SCEUC								0	0
	CC	Fire alarm system replacement	45,000						45,000	45,000
	DW	Asbestos Abatement	75,000	200,000	200,000	200,000	200,000	200,000	1,075,000	3,955,000
		Asbestos survey annual update	25,000	80,000	80,000	80,000	80,000	80,000	425,000	
		Retaining wall stabilization	50,000	50,000	50,000	50,000	50,000	50,000	300,000	
		Structural building safety	50,000	50,000	50,000	50,000	50,000	50,000	300,000	
		Periodic air testing	15,000	15,000	15,000	15,000	15,000	15,000	90,000	
		Risk Management Safety Inspections	150,000	75,000	75,000	75,000	75,000	75,000	525,000	
		Mold remediation	50,000	100,000	100,000	100,000	100,000	100,000	550,000	
		Semiannual asbestos visual survey	10,000	10,000	10,000	10,000	10,000	10,000	60,000	
		Sign replacement (exterior)	15,000		15,000		15,000		45,000	
		Cafeteria Health Code Compliance		15,000	15,000	15,000	15,000	15,000	75,000	
		Update asbestos survey documents				50,000	50,000	50,000	100,000	
		Security alarm testing, inspections, & repairs	10,000	10,000	10,000	10,000	10,000	10,000	60,000	
		Bathroom emergency lighting		20,000	20,000	20,000	20,000	20,000	100,000	
									100,000	
								60,000		
								90,000		
							0			
WW								0	0	
TOTAL ENVIRONMENTAL/SAFETY			630,000	1,020,000	670,000	695,000	660,000	695,000	4,620,000	4,620,000



CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
HVAC	FP	Supply Fan Chill Water Coil Rpr/Rpl		50,000	50,000	50,000	50,000	50,000	250,000	1,555,000
		Talisen energy study recommendations		50,000	50,000	50,000			150,000	
		Air Compressor Replacements		20,000	20,000		20,000		60,000	
		Ducts & VAV replacements	25,000	25,000	25,000	25,000	25,000	25,000	150,000	
		Replace condensate stations		30,000					30,000	
		Replace Hot Water Radiation Pumps	10,000		10,000		10,000		30,000	
		Variable speed motor drives & starter boxes	25,000	25,000	25,000	25,000	25,000	25,000	150,000	
		Add control points	10,000	20,000	20,000	20,000	20,000	20,000	110,000	
		Roof exhaust fan replacement	5,000	5,000	5,000	5,000	5,000	5,000	30,000	
		Control valve replacements	10,000						10,000	
		Boiler replacements (2-PE, HRM)	175,000	175,000					350,000	
		Remote Daikin AC system in Dental Tech.	175,000						175,000	
		Chilled water pump replacement	30,000						30,000	
		Pipe insulation	10,000			10,000		10,000	30,000	
		HEC								
	FV	Air Compressor Replacements	5,000	5,000	5,000	5,000	5,000	5,000	30,000	1,565,000
		Damper replacement	10,000		25,000		25,000		60,000	
		Variable speed drive replacement	10,000		10,000		10,000		30,000	
		Roof Exhaust Fans replacement	5,000	5,000	5,000	5,000	5,000	5,000	30,000	
		Misc Piping in Tunnels/Reinsulate Fan Rms	10,000	10,000	10,000	10,000	10,000	10,000	60,000	
		Air drier Hum & Engr	5,000						5,000	
		Replace motor & drive in Thater	20,000						20,000	
		Replace PE boiler	50,000						50,000	
		New building automation system		250,000	250,000	250,000	250,000	250,000	1,250,000	
		Heat/cool loop expansion joint replacements & rebalance	5,000	5,000	5,000	5,000	5,000	5,000	30,000	
	MC	Replace roof-top units (CN)	30,000		30,000		30,000		90,000	1,215,000
		Repl. of Fan Coil Units	100,000	100,000					200,000	
		Replace air compressor		5,000	5,000	5,000	5,000	5,000	25,000	
		Repair/replace penthouse screening		30,000	30,000	30,000	30,000	30,000	150,000	
		Air condition transformer area of Boiler House		50,000					50,000	
		Tunnel structure and pipe rack repairs/replacements		75,000					75,000	
		Replace variable speed drive unit	10,000	15,000			15,000		40,000	
		Replace pipe expansion joints in tunnel	5,000	10,000	10,000	10,000	10,000	10,000	55,000	
		Additional control points	10,000		15,000		15,000		40,000	
		Fan coil intake regrading		50,000	50,000	50,000	50,000	50,000	250,000	
Replace AHU #6 SC		125,000						125,000		
Replace AHU #4 SC		95,000						95,000		
Add relief fans (2) in IR		5,000						5,000		
Sump pit & pump in IR mechanical room		5,000						5,000		
Extend main utility tunnel to admin			10,000					10,000		
SCEUC			20,000					20,000	20,000	
cc		15,000						15,000	15,000	
dw	Piping/Valves/Pumps/Refrigeration Equipment Services	25,000	25,000	25,000	25,000	25,000	25,000	150,000	1,910,000	
	HVAC System Commissioning (1 building per campus per year)	50,000	150,000	150,000	150,000	150,000	150,000	800,000		
	Chiller, Boiler & HVAC system repair and maintenance	30,000	120,000	120,000	120,000	120,000	120,000	630,000		
	Coil deep cleaning	30,000	60,000	60,000	60,000	60,000	60,000	330,000		
ww		15,000						15,000	15,000	
TOTAL HVAC			1,145,000	1,395,000	1,010,000	910,000	975,000	860,000	6,295,000	6,295,000



CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Landscaping	FP	Landscaping	5,000	20,000	20,000	20,000	20,000	20,000	105,000	105,000
	HEC	Tress & plants replacements		5,000					5,000	5,000
	FV	Landscaping & tree replacement	5,000	20,000	20,000	20,000	20,000	20,000	105,000	105,000
	MC	Landscaping/Walkway	5,000	30,000	30,000	30,000	30,000	30,000	155,000	155,000
	SCEUC								0	0
	CC								0	0
	DW	Removal & replant trees	15,000							15,000
WW	Install rock on parking lot islands & site work	5,000	5,000	5,000	5,000	5,000	5,000	30,000	30,000	
TOTAL LANDSCAPING			35,000	80,000	75,000	75,000	75,000	75,000	415,000	415,000

CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Painting & Finishes	FP								0	0
	HEC								0	0
	FV								0	0
	MC								0	0
	SCEUC								0	0
	CC								0	0
	DW	District-wide painting & finishes		120,000	120,000	120,000	120,000	120,000	600,000	600,000
WW								0	0	
TOTAL PAINT & FINISHES			0	120,000	120,000	120,000	120,000	120,000	600,000	600,000

CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL	
PE	FP	Gymnasium Top Dressing on Gym Floor		10,000		10,000		10,000	30,000	30,000	
		Natorium wall stabilization & repair	75,000						75,000	105,000	
	HEC								0	0	
	FV	Replace irrigation on 2 soccer fields	25,000	25,000						50,000	80,000
		Replace pool pump pit piping	30,000							30,000	
	MC	Seal track	15,000							15,000	45,000
		Gym Floor Resurfacing		10,000		10,000		10,000		30,000	
	SCEUC								0	0	
	CC								0	0	
	DW	Pool Repair & Maintenance (pool gutter grating MC, FP)	25,000	10,000	10,000	10,000	10,000	10,000	10,000	75,000	1,150,000
		Pool filter replacement (filter bags)	5,000		10,000		10,000			25,000	
		Facility and field repairs	25,000	50,000	50,000	50,000	50,000	50,000	50,000	275,000	
		Athletics & PE Facility Repairs/replacements	150,000	125,000	125,000	125,000	125,000	125,000	125,000	775,000	
WW									0	0	
TOTAL PHYSICAL EDUCATION/ATHLETICS			350,000	230,000	195,000	205,000	195,000	205,000	1,380,000	1,380,000	



CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Plumbing	FP								0	0
	HEC								0	0
	FV								0	0
	MC								0	0
	SCEUC								0	0
	CC								0	0
	DW	Repair/Replace Water Lines/Valves/Sewers/Fixtures	45,000	45,000	45,000	45,000	45,000	45,000	270,000	
	Auto Flush Valves/faucets/towel dispensers (touch-less tech)	80,000	120,000	120,000	120,000	120,000	120,000	680,000		
	Backflow device certification	10,000	15,000	15,000	15,000	15,000	15,000	85,000		
	WW								0	0
TOTAL PLUMBING			135,000	180,000	180,000	180,000	180,000	180,000	1,035,000	0

CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL	
Renovations & Projects	FP	Master Clock System		50,000					50,000		
		Remodel lecture halls (one per year)	150,000	150,000	150,000	150,000	150,000	150,000	900,000		
		Structural repairs to PE CMU's	200,000							200,000	
		Loading dock overhang- replace metal roof & lighting	40,000							40,000	
		Restroom remodeling	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000	2,390,000	
	HEC								0	0	
	FV	Service building entry awnings	15,000	15,000						30,000	
		Remodel lecture hall SM203	150,000							150,000	
		Storage mezzanine in SC dock		15,000						15,000	
		Service building storage mezzanine		50,000						50,000	
		Widen shipping/receiving drive		60,000						60,000	305,000
	MC	Lecture Hall Seating Replacement (spot repairs)	10,000	10,000	10,000	10,000	10,000	10,000	10,000	60,000	
		Remodel Serv Bldg restrooms		30,000						30,000	
		Enclose roof under Assessment Center	75,000							75,000	
		Remodel lecture halls (one per year)	150,000	150,000	150,000	150,000				600,000	
		Walkway canopies - re-roof and paint	35,000	35,000	70,000					140,000	905,000
	SCEUC								0	0	
	CC								0	0	
	DW	Bathroom renovations and wall coverings		90,000	90,000	90,000	90,000	90,000	450,000	450,000	
	WW								0	0	
TOTAL RENOVATIONS			1,025,000	855,000	670,000	600,000	450,000	450,000	4,050,000	4,050,000	

CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Roofs	FP								0	0
	HEC								0	0
	FV								0	0
	MC								0	0
	SCEUC								0	0
	CC								0	0
	DW	Roof Repairs, Replacements, & Walking Mats	500,000	650,000	650,000	650,000	650,000	650,000	3,750,000	3,750,000
	WW								0	0
TOTAL ROOF			500,000	650,000	650,000	650,000	650,000	650,000	3,750,000	3,750,000



CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Walls	FP								0	0
	HEC								0	0
	FV								0	0
	MC								0	0
	SCEUC								0	0
	CC								0	0
	DW	Tuck pointing/Caulking		50,000	50,000	50,000	50,000	50,000	250,000	250,000
WW								0	0	
TOTAL WALLS			0	50,000	50,000	50,000	50,000	50,000	250,000	250,000

CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Windows	FP	Perimeter skylight removal (study)	10,000	20,000	20,000	20,000	20,000	20,000	110,000	110,000
	HEC								0	0
	FV								0	0
	MC								0	0
	SCEUC								0	0
	CC								0	0
	DW	Window Treatment, Replacement, and Cleaning	15,000	30,000	30,000	30,000	30,000	30,000	165,000	165,000
WW								0	0	
TOTAL WINDOWS			25,000	50,000	50,000	50,000	50,000	50,000	275,000	275,000

CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Parking Lots	FP	Parking garage reconditioning	125,000	125,000	125,000	125,000			500,000	500,000
	HEC								0	0
	FV	North roadway rebuild / repair main road & "horseshoe"	800,000						800,000	800,000
	MC								0	0
	SCEUC								0	0
	CC								0	0
	DW	Lighting & paving repairs as needed/seal/stripe	175,000	250,000	250,000	250,000	250,000	250,000	1,425,000	1,425,000
WW								0	0	
TOTAL PARKING LOTS			1,100,000	375,000	375,000	375,000	250,000	250,000	2,725,000	2,725,000



CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Equipment	FP & HEC	Tables	5,000	5,000	5,000	5,000	5,000	5,000	30,000	96,000
		Salt spreader	10,000						10,000	
		Low Speed Buffer		5,000		5,000	5,000	5,000	20,000	
		Vacuum Cleaners	5,000		5,000		5,000		15,000	
		Walk behind mower	1,000						1,000	
		Walk-Off Mats	5,000		5,000		5,000		15,000	
		2-way radios upgrade	5,000						5,000	
		Grounds hand tools	5,000		5,000			5,000	15,000	
TOTAL - Forest Park			36,000	10,000	20,000	10,000	25,000	10,000	111,000	96,000

CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Equipment	FV	Vacuum Cleaners	5,000	5,000	5,000	5,000	5,000	5,000	30,000	138,000
		Floor Buffers/extractors	5,000	5,000	5,000	5,000	5,000	5,000	30,000	
		8 ft Tables/Chairs	2,000	2,000	2,000	2,000	2,000	2,000	12,000	
		Grounds power equipment	2,000	2,000	2,000	2,000	2,000	2,000	12,000	
		Tiller attachment	5,000						5,000	
		Radios	1,000	1,000	1,000	1,000	1,000	1,000	6,000	
		Walk-off mats	3,000	3,000	3,000	3,000	3,000	3,000	18,000	
		Water tank & trailer		5,000					5,000	
		Trash compactor	20,000						20,000	
TOTAL - Florissant Valley			43,000	23,000	18,000	18,000	18,000	18,000	138,000	138,000

CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Equipment	MC & SCEUC								0	85,500
									0	
		Vacuum Cleaners	5,000		10,000		10,000		25,000	
		Two-way Radios	5,000		5,000		5,000		15,000	
									0	
									0	
									0	
		Weed Eaters	1,000	1,000	1,000	1,000	1,000	1,000	6,000	
		Blowers		2,000		2,000	2,000	2,000	8,000	
		Hand Tools	2,500	2,500	2,500	2,500	2,500	2,500	15,000	
Push Mower	500		500		500		1,500			
Cart		15,000					15,000			
TOTAL - Meramec			14,000	20,500	19,000	5,500	21,000	5,500	85,500	85,500



CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
EQUIPMENT	ww	Scaffolding	1,000						1,000	5,500
		Flat-bed trailer	1,000						1,000	
		Chemical application trailer	1,000						1,000	
		HVAC tube brushing cleaning kit	2,500						2,500	
									0	
									0	
									0	
									0	
									0	
									0	
TOTAL - Wildwood			5,500	0	0	0	0	5,500	5,500	

CATEGORY	CAMPUS	DESCRIPTION	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
Equipment	DW	Ladders	3,000	3,000	3,000	3,000	3,000	3,000	18,000	182,500
		Hand Power Tools		6,000	6,000	6,000	6,000	6,000	30,000	
		Shop Equipment		6,000	6,000	6,000	6,000	6,000	30,000	
		2-person lift	17,000						17,000	
		2-way Radios	5,000	5,000	5,000	5,000	5,000	5,000	30,000	
		Test Equipment		3,000	3,000	3,000	3,000	3,000	15,000	
		Vehicle Tools/Equipment		3,000	3,000	3,000	3,000	3,000	15,000	
		Personnel lift (2 units)	17,500						17,500	
		Water removal equipment	5,000	5,000					10,000	
TOTAL - DW Maintenance			47,500	31,000	26,000	26,000	26,000	26,000	182,500	182,500
Equipment	CC	Misc. Power Tools	1,000	1,000	1,000	1,000	1,000	1,000	6,000	6,000
									0	
									0	
TOTAL - CC Maintenance			1,000	1,000	1,000	1,000	1,000	1,000	6,000	6,000

TOTAL - EQUIPMENT - ALL LOCATIONS			147,000	85,500	84,000	60,500	91,000	60,500	528,500	528,500
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Summary by location:

Campus	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN	CAMPUS TOTAL
FP	1,395,000	1,675,000	930,000	760,000	595,000	585,000	5,940,000	5,940,000
HEC	0	5,000	0	0	0	0	5,000	5,000
FV	1,245,000	625,000	360,000	335,000	360,000	335,000	3,260,000	3,260,000
MC	935,000	820,000	445,000	330,000	240,000	180,000	2,950,000	2,950,000
SCEUC	0	20,000	0	0	0	0	20,000	20,000
CC/HP	91,000	1,000	1,000	1,000	1,000	1,000	96,000	96,000
DW	2,000,000	3,460,000	3,485,000	3,510,000	3,485,000	3,510,000	19,450,000	19,450,000
WW	20,000	5,000	5,000	5,000	5,000	5,000	45,000	45,000
Sub-Total =	5,686,000	6,611,000	5,226,000	4,941,000	4,686,000	4,616,000	31,766,000	31,766,000
Contingency	641,000	500,000	500,000	500,000	500,000	500,000	3,141,000	3,141,000
Public Safety	75,000	75,000	75,000	75,000	75,000	75,000	450,000	450,000
Vehicles	131,000	138,000	163,000	170,000	209,000	218,000	1,029,000	1,029,000
Equipment	147,000	85,500	84,000	60,500	91,000	60,500	528,500	528,500
GRAND TOTAL	6,680,000	7,409,500	6,048,000	5,746,500	5,561,000	5,469,500	36,914,500	36,914,500

0

Summary by Category:

CATEGORY	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	TOTAL 6 YR PLAN
Carpeting/Flooring	50,000	140,000	140,000	140,000	140,000	140,000	750,000
Ceilings	0	170,000	170,000	170,000	170,000	170,000	850,000
Concrete/Interior Paving	150,000	350,000	350,000	200,000	200,000	200,000	1,450,000
Doors, hardware & locks	45,000	150,000	100,000	100,000	100,000	100,000	595,000
Electric/Lighting	346,000	596,000	221,000	221,000	221,000	221,000	1,826,000
Elevator Repairs and Renovations	150,000	200,000	200,000	200,000	200,000	200,000	1,150,000
Environmental/Safety	630,000	1,020,000	670,000	695,000	660,000	695,000	4,370,000
HVAC	1,145,000	1,395,000	1,010,000	910,000	975,000	860,000	6,295,000
Landscaping	35,000	80,000	75,000	75,000	75,000	75,000	415,000
Paint/Wall Finishes	0	120,000	120,000	120,000	120,000	120,000	600,000
PE/Athletics	350,000	230,000	195,000	205,000	195,000	205,000	1,380,000
Plumbing	135,000	180,000	180,000	180,000	180,000	180,000	1,035,000
Renovations	1,025,000	855,000	670,000	600,000	450,000	450,000	4,050,000
Roof	500,000	650,000	650,000	650,000	650,000	650,000	3,750,000
Walls	0	50,000	50,000	50,000	50,000	50,000	250,000
Windows	25,000	50,000	50,000	50,000	50,000	50,000	275,000
Parking Lots	1,100,000	375,000	375,000	375,000	250,000	250,000	2,725,000
Total	5,686,000	6,611,000	5,226,000	4,941,000	4,686,000	4,616,000	31,766,000
Contingency	641,000	500,000	500,000	500,000	500,000	500,000	3,141,000
Equipment	147,000	85,500	84,000	60,500	91,000	60,500	528,500
Vehicles	131,000	138,000	163,000	170,000	209,000	218,000	1,029,000
Public safety	75,000	75,000	75,000	75,000	75,000	75,000	450,000
MAINTENANCE & REPAIR GRAND TOTAL	6,680,000	7,409,500	6,048,000	5,746,500	5,561,000	5,469,500	36,914,500



STUDENT AID FUND

	Projected FY 2013
REVENUE:	
Federal Work Study Funds	\$ 899,739
College Funds Work Study Match ¹	75,800
Federal Funds Grants	701,653
Prior-Year Carryforward - Board of Trustees Scholarship Funds	301,421
Prior-Year Carryforward - Private Scholarship Funds	274,849
Prior-Year Carryforward - Short Term Loan Funds (Textbooks Only)	614,499
College Funds - Trustees Scholarship ¹	767,205
TOTAL REVENUE	<u>\$ 3,635,166</u>
EXPENDITURES:	
Work Study Payroll	\$ 975,539
Federal Grants	701,653
Private Scholarships	274,849
Board of Trustee Scholarships	1,068,626
Short Term Loans (Textbooks Only)	614,499
TOTAL PROJECTED EXPENDITURES:	<u>\$ 3,635,166</u>

¹ Note: These funds are provided by the College and are shown as student aid in the general operating budget.

COLLEGE ACTIVITY FEE AND AGENCY ACCOUNT

	<u>FY 2012</u>	<u>Projected FY 2013</u>
<u>COLLEGE ACTIVITY FEES</u>		
Proposed Allocation to Auxiliaries	\$ 738,000	\$ 726,000
Proposed Allocation to College and Student Activities	1,522,000	1,494,000
Proposed Allocation to Support Student Athletes	200,000	200,000
Proposed Allocation to Public Safety/Pedestrian and Traffic Access	<u>615,000</u>	<u>605,000</u>
	<u>\$ 3,075,000</u>	<u>\$ 3,025,000</u>
<u>AGENCY</u>		
Other Income from Fundraisers & Dues	175,000	175,000
Transfers to Agency Fund from College Activity Fees	<u>150,000</u>	<u>150,000</u>
	<u>\$ 325,000</u>	<u>\$ 325,000</u>

Note: Activity fee income is based on \$5.00 per credit hour. Fund balances will be determined at close of the current Fiscal Year and added to the budget of the next Fiscal Year with ratification by the Board of Trustees.

AUXILIARY ENTERPRISES FUND

	<u>FY 2012</u>	<u>Projected FY 2013</u>
PROJECTED REVENUE		
Bookstores	\$ 12,318,200	\$ 11,679,800
Vending, Beverage	231,580	210,000
Vending, Snack	62,000	80,000
Document Centers	1,126,500	1,119,250
College Print Services	500,000	550,000
College Activity Fees	738,000	726,000
TOTAL PROJECTED REVENUE	<u>\$ 14,976,280</u>	<u>\$ 14,365,050</u>
 PROJECTED EXPENDITURES		
Bookstores	\$ 11,213,033	\$ 10,753,936
Food Services	108,000	121,700
Document Centers	1,099,528	1,091,520
College Print Services	650,000	500,000
Student Center Operations	767,028	855,392
Auxiliary Services Management	284,952	282,759
Government Relations	50,808	50,808
 College Support Transfers		
Transfer to Auxiliary Services Capital	95,000	95,000
Transfer to Campus Presidents	125,000	125,000
Transfer to Academic Scholarships	50,000	50,000
Transfer to Athletic Scholarships	36,000	36,000
TOTAL PROJECTED EXPENDITURES	<u>\$ 14,479,349</u>	<u>\$ 13,962,115</u>
 Contribution to Auxiliary Fund Balance	 <u>\$ 496,931</u>	 <u>\$ 402,935</u>

FACILITIES RENTAL

	<u>FY 2012</u>	<u>Projected FY 2013</u>
Rental Fees	\$ <u>27,000</u>	\$ <u>102,500</u>
Expenditures	\$ <u>27,000</u>	\$ <u>102,500</u>

Note: Fund balances will be determined at close of the current Fiscal Year and added to the new Fiscal Year budget upon approval of the Board of Trustees

WORKFORCE SOLUTIONS GROUP

	<u>FY 2012</u>	<u>Projected FY 2013</u>
REVENUES/RESOURCES		
<u>Workforce Solutions Group</u>		
Government Funding	\$ 6,160,738	\$ 7,605,795
Private ³	\$ 2,575,585	\$ -
Institutional Match ²	533,543	666,000
Total Workforce Sololutions Group Revenue	\$ 9,269,866	\$ 8,271,795
 <u>Corporate Services</u>		
Government Funding	\$ 2,200,000	\$ 2,100,000
Private ⁴	3,700,000	3,153,966
Account Balances/Projects in Process ¹	700,000	500,000
Total Corporate Services Revenue	\$ 6,600,000	\$ 5,753,966
Total Revenue/Resources	\$ 15,869,866	\$ 14,025,761
 EXPENDITURES		
<u>Workforce Solutions Group</u>		
Salaries	\$ 4,472,838	\$ 4,802,857
Fringe	1,037,483	1,240,677
Operating	3,741,845	2,153,261
Capital	17,700	75,000
Total Workforce Sololutions Group Expenditures	\$ 9,269,866	\$ 8,271,795
 <u>Corporate Services</u>		
Salaries	\$ 2,150,000	\$ 957,500
Fringe	387,000	227,500
Operating	4,013,000	4,068,966
Capital	50,000	-
Contingency ¹	-	500,000
Total Corporate Services Expenditures	\$ 6,600,000	\$ 5,753,966
Total Expenditures	\$ 15,869,866	\$ 14,025,761

¹ This amount is reserved from Corporate Services fund balance for cash flow and contingency expenses.

² Institutional Contribution is for Community Service and Workforce Prep.

³ Reclassification of private revenue from Workforce Solutions Group (WCD FY12) to Corporate Services and elimination of private match revenue for some contracts.

⁴ Reclassification of some funding from private to government under Workforce Solutions Group and the reduction of New Jobs Training.

APPENDIX

BUDGET ASSUMPTIONS

#13

**FISCAL YEAR 2013
MEETING SCHEDULE**

BOARD OF TRUSTEES

<u>DATE</u>	<u>MEETING</u>	<u>LOCATION</u>
	<u>2012</u>	
July 19	Regular Meeting	Wildwood
August 16	Regular Meeting	Corporate College
September 20	Regular Meeting	Harrison Center
October 18	Regular Meeting	Meramec
November 15	Regular Meeting	Center for Workforce Innovation
December 20	Regular Meeting	Cosand Center
	<u>2013</u>	
January 17	Regular Meeting	Cosand Center
February 21	Regular Meeting	Cosand Center
March 21	Regular Meeting	Forest Park
April 18	Regular Meeting	Florissant Valley
May 16	Regular Meeting	Meramec
June 20	Regular Meeting	Wildwood

Board retreat and work sessions to be scheduled as needed.

Board/SCHD2012-13.doc
Revised 6/28/12

Instruction and Student Services

◆The college recommends that the Board approve the deactivation of the Information Technology: Network Administration Certificate of Proficiency approved and submitted by the District Curriculum Committee.

Program: **Information Technology: Network Administration
Certificate of Proficiency**
Campus: **FV, FP, MC**
Effective: **Pending CBHE notification**

Impact Statement

The Information Systems Department, in collaboration with the Center for Emerging and Advanced Information Technologies (CEA-IT) received College and MDHE approval for a Certificate of Proficiency program in Network Engineering. The program, to be offered through the Center, a St. Louis Community College Center of Excellence, includes hands-on industry certification preparation courses and fully utilizes the CEA-IT's comprehensive, state-of-the-art laboratory and classroom facilities. The new program is replacing the Information Technology: Network Administration Certificate of Proficiency program which is being deactivated. The department will transition current students to the new program. There are no additional costs associated with this program deactivation.

◆The college recommends that the Board approve the deactivation of the Medical Transcription Certificate of Proficiency approved and submitted by the District Curriculum Committee.

Program: **Medical Transcription
Certificate of Proficiency**
Campus: **FP**
Effective: **Pending CBHE notification**

Impact Statement

As doctors and healthcare organizations migrate to electronic health records, opportunities for medical transcriptionists are declining. The department is recommending deactivation of the Medical Transcription Certificate of Proficiency program. There are no additional costs associated with this program deactivation.

◆It is recommended that the Board approve the deactivation of the Phlebotomy Certificate of Specialization approved and submitted by the District Curriculum Committee.

Program: **Phlebotomy
Certificate of Specialization**
Campus: **FP**
Effective: **Pending CBHE notification**

Impact Statement

This program is being moved to continuing education.

◆The college recommends that the Board approve the deactivation of the Travel and Tourism Associate in Applied Science approved and submitted by the District Curriculum Committee.

Program: **Travel and Tourism
Associate in Applied Science**
Campus: **FP**
Effective: **Pending CBHE notification**

Impact Statement

The deactivation of this degree is in response to limited student completion; the results of a thorough Travel and Tourism program review; a consultant visit with Dr. Laila Rach, a renowned Hospitality educator and prognosticator at New York University; and input from the Travel and Tourism Advisory Council. From these indicators, it has become apparent that Travel and Tourism would be best served as one of four focus areas that will be established under a broad-based Associate of Applied Science degree emphasizing the business of Hospitality. The other three intended focus areas are Restaurant Management, Hotel Management, and Event Planning, which has already been created, approved, and added to the schedule.

◆The college recommends that the Board approve the deactivation of the Management and Supervisory Development Associate in Applied Science approved and submitted by the District Curriculum Committee.

Program: **Management and Supervisory Development
Associate in Applied Science**
Campus: **MC**
Effective: **Pending CBHE notification**

Impact Statement

The primary purpose of the Management and Supervisory Development AAS degree was to develop students' management skills in order to increase their opportunities for employment in managerial roles, specifically entry level management and/or management trainee positions in a variety of industries.

Historical information provided through the College's Institutional Research and Planning [IRP] indicates a very small program, with a steady decline of students seeking to commit to the degree. The most recent program review [spring 2011] uncovered economic and social trends that have had a negative impact on this program, including a less than robust job growth rate for persons in Missouri with associates degrees. Employers are giving preferential consideration to employment candidates with four-year degrees in the field of business. Another issue that prevailed is the absence of anchors for this program, such as recognizable licensure exams; recognizable professional associations; or, accreditation programs that would advocate for 2-year degree students.

The recommendation was the deactivation of this program and other targeted certificates and AAS degree programs in anticipation of the development of a more comprehensive Associates in Applied Science degree in Business Administration, with subject area pathways: Management, Marketing, Finance, and General Business. The new degree has been developed and approved through the College system and the Missouri Department of Higher Education.

◆The college recommends that the Board approve the deactivation of the Management and Supervisory Development Certificate of Proficiency approved and submitted by the District Curriculum Committee.

Program: **Management and Supervisory Development
Certificate of Proficiency**
Campus: **MC**
Effective: **Pending CBHE notification**

Impact Statement

The primary purpose of the Management and Supervisory Development Certificate of Proficiency was to provide current employees the opportunity to earn additional college credit for in order to advance within their respective organizations.

Historical information provided through the College's Institutional Research and Planning [IRP] indicates a certificate with no more than four graduates per year, during the past ten years. The decline in interest is mainly due to economic and social trends, documented in a recent program review [spring 2011]. Employers are encouraging their employees who work in business related

disciplines such as marketing, human resources management, finance, and production to seek Bachelor's degrees.

The recommendation and plan of action at that time was the deactivation of this program and other certificates and AAS degree programs in anticipation of the development of a more comprehensive Associate in Applied Science degree in Business Administration, with subject area pathways: Management, Marketing, Finance, and General Business. The new degree has been developed and approved through the College system and the Missouri Department of Higher Education.

◆The college recommends that the Board approve the deactivation of the Sales Associate in Applied Science approved and submitted by the District Curriculum Committee.

Program: **Sales**
 Associate in Applied Science
Campus: **MC**
Effective: **Pending CBHE notification**

Impact Statement

A program review conducted in spring 2011 indicated that the Sales AAS degree graduated 11 students in the past four years. During the same time period only 25 students declared the AAS in Sales as a major course of study. For the past five years, the College conducted only one section of MKT 104, Principles of Selling, which up until this time was a course exclusive to this degree.

College administration accepted the recommendation of the program review which included the development of a more comprehensive Associate in Applied Science degree in Business Administration. The new more comprehensive business program provides students with the opportunity to enroll in courses with a marketing focus. It was agreed at that time that with the development and approval of the new degree, the Sales degrees would be deactivated.

◆The college recommends that the Board approve the deactivation of the Sales Certificate of Specialization approved and submitted by the District Curriculum Committee.

Program: **Sales**
 Certificate of Specialization
Campus: **MC**
Effective: **Pending CBHE notification**

Impact Statement

A program review conducted in spring 2011 indicated that the Certificate of Specialization in Sales program graduated 2 students during the past seven years. The meta-data indicated a 75% decline from the previous decade.

Sales, CS

College administration accepted the recommendation of the program review conducted in spring 2011 which recommended the deactivation of the Certificate of Specialization in Sales. Future students who show an interest in the skill set developed through this certificate will be directed toward the new Associate in Applied Science in Business Administration. The new degree offers students the opportunity to concentrate their studies in a variety of business subject areas, including marketing and sales.

Advisory Committee Appointments

◆The college recommends that the Board of Trustees approve the appointments/reappointments listed on the following program area committee lists for a two-year term, July 1, 2012 through June 30, 2014.

Accounting

Ms. Cathy Behnen Bank Internal Audit Director	MEMC Electronic Materials, Incorporated 501 Pearl Drive St. Peters, MO 63376	(636) 474-5441
Mr. David Ganz Assistant Professor Emeritus	University of Missouri - St. Louis One University Boulevard St. Louis, MO 63121	(314) 516-6131
Mr. Woody Johnson Chief Operating Officer	Citizens National Bank 7305 Manchester Road St. Louis, MO 63143	(314) 735-1850
Mr. George Kobitz Jr. Division Director	Accountemps/Robert Half & Associates 12400 Olive Boulevard Creve Coeur, MO 63141	(314) 878-9975
Ms. Rachel Latal Senior Audit	Deloitte & Touche LLP 100 South Fourth Street, Suite 300 St. Louis, MO 63102	(314) 409-9637
Ms. Van Le Auditor	Defense Contract Audit Agency 325 James S. McDonnell Boulevard Hazelwood, MO 63042	(314) 233-0393
Mr. Paul Meiners Chief Financial Officer	Groupcast, LLC 1700 Gilsinn Lane Fenton, MO 63026	(636) 660-8007
Mr. Tom Moore Vice President Chief Financial Officer	AT&T Advertising & Publishing One AT&T Centre, Suite 4204 St. Louis, MO 63101	(314) 242-8988
Mrs. Kellie Sears Senior Director, Worldwide Human Resources	Pfizer 575 Maryville Centre Drive St. Louis, MO 63141	(314) 274-8763

Legal Studies for Paralegal

Ms. Tracy Bollinger Trial Consultant	Armstrong Teasdale 7700 Forsyth Boulevard, #1800 St. Louis, MO 63105	(314) 624-5070
Mrs. Dana Brackens Paralegal	Drury Inns, Inc. 721 Emerson Road, #400 St. Louis, MO 63141	(314) 587-3138
Mr. Preston Humphrey Owner	Humphrey Law 1221 Locust Street, Suite 770 St. Louis, MO 63103	(314) 621-1765
Mr. Eric Kayira Owner	Kayira, LLP 10 South Lyle Avenue St. Louis, MO 63105	(314) 727-3100
Ms. Tamiko Martinez Probation Officer	MO Department of Corrections 111 North Seventh Street, Suite 150 St. Louis, MO 63101	(314) 284-8954
Ms. Jalesia McQueen Attorney/Owner	McQueen & Awad, LLC 10805 Sunset Office Drive, Suite 302 St. Louis, MO 63127	(314) 258-2900
Mr. Michael Stephens Principal	Jenkins & Kling, P.C. 150 North Meramec, #400 St. Louis, MO 63105	(314) 721-2525
Ms. Wendy Werner Owner	Werner Associates, LLC 2200 A Yale St. Louis, MO 63143	(314) 644-2221

HUMAN RESOURCES AGENDA SUMMARY

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06/28/12

APPOINTMENTS / FULL-TIME ADMINISTRATIVE / PROFESSIONAL STAFF

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Nunn, Roderick	C	CO	Vice Chancellor, Economic Development & Workforce Solutions	A 28	\$149,018.40	Title change only. No change in salary.	06/29/12
Lyons, Eilene	C	FV	Acting Academic Dean (Math / Science / Engineering / Technology)	A 20	\$90,487.00	Replacement position. Internally funded. Salary is in accord with Board Policy E.1.2, <u>Salary Range Conditions</u> May end earlier.	07/02/12 – 06/30/13
Featherson, Vincent	C	FP	Acting Academic Dean (Allied Health & Natural Sciences)	A 20	\$90,487.00	Replacement position. Internally funded. Salary is in accord with Board Policy E.1.2, <u>Salary Range Conditions</u> May end earlier.	07/02/12 – 06/30/13
Walsh, Janet	N	MC	Acting Academic Dean (Science & Technology)	A 20	\$90,487.00	Replacement position. Internally funded. Salary is in accord with Board Policy E.1.2, <u>Salary Range Conditions</u> May end earlier.	07/02/12 – 06/30/13
Wilcoxson, Elizabeth	C	FP	Acting Academic Dean (Business, Math & Technology)	A 20	\$90,026.00	Replacement position. Internally funded. Salary is in accord with Board Policy E.1.2, <u>Salary Range Conditions</u> May end earlier.	07/02/12 – 12/31/12

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06/28/12

APPOINTMENTS / FULL-TIME ADMINISTRATIVE / PROFESSIONAL STAFF

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Mead-Roach, Amanda	N	FP	Academic Dean (Humanities & Social Sciences)	A 20	\$90,000.00	Replacement position. Internally funded. Salary is in accord with Board Policy E.1.2, <u>Salary Range Conditions</u>	07/02/12
Burns, Kelli	C	CC	Acting Director, Institutional Research & Planning	A 17	\$76,891.00	Internally funded. Minimum for the range. May end earlier.	07/02/12 – 09/30/12
Stewart, Robert L.	C	CC	Acting District Chief of Police and Director of Emergency Preparedness	A 15	\$75,545.00	Internally funded. Salary is in accord with Admin Procedures E.2.2, <u>Interim Appointments</u> . May end earlier.	07/02/12 – 06/30/13
Pener, Lita	N	CC	Director, Professional Development & Quality	A 14	\$75,000.00	New position. Internally funded. Salary is in accord with Board Policy E.1.2, <u>Salary Range Conditions</u>	07/09/12
Burroughs, Gena	C	FV	Acting Manager, Admissions / Registration	PN 12	\$58,841.85	Salary is accord with Admin Procedures E.2.2, <u>Interim Appointments</u> . May end earlier. Filling in for employee on leave.	07/02/12 – 06/30/13

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06/28/12

APPOINTMENTS / FULL-TIME ADMINISTRATIVE / PROFESSIONAL STAFF

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Turner, Sandra	C	FV	Acting Campus Chief of Police	PN 13	\$64,069.00	Internally funded. Minimum for the range. May end earlier.	07/02/12 – 06/30/13
Carpenter- Bond, Tracy	C	CC	Coordinator, Veterans Affairs	PU 10	\$50,000.00	New position. Internally funded. Salary is in accord with Board Policy E.1.2, <u>Salary Range Conditions</u>	07/02/12
Graham, John	N	FP	Instructional Designer	PU 10	\$51,700.00	New position. Internally funded. Salary is in accord with Board Policy E.1.2, <u>Salary Range Conditions</u>	07/09/12
Schmitt, John Joseph	N	MC	Project Associate II, temporary (Digital Arts & Technology Alliance)	PU 8	\$39,862.00	Temporary replacement. Externally funded. Minimum for the range.	07/02/12 – 06/30/13

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APPOINTMENTS / FULL-TIME FACULTY

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Casey, Zita	N	FP	Instructor II (English, Humanities & Social Science)	II-H	\$53,569.00	Replacement position. Internally funded. Salary is in accord with Board Policy D1, <u>Faculty / Initial Placement.</u>	08/14/12 – 05/13/13
Parrinello-Cason, Michelle	N	FP	Instructor II (English, Humanities & Social Science)	II-D	\$51,127.00	New position. Internally funded. Salary is in accord with Board Policy D1, <u>Faculty / Initial Placement.</u>	08/14/12 – 05/13/13
Smith, Rachelle	N	MC	Instructor II (Human Services)	II-C	\$50,880.00	New position. Internally funded. Salary is in accord with Board Policy D1, <u>Faculty / Initial Placement.</u>	08/14/12 – 05/13/13
Adams, Rhonda	C	MC	Assistant Professor - Counselor	III-A	\$55,897.00	Replacement position. Internally funded. Salary is in accord with Board Policy D1, <u>Faculty / Initial Placement.</u>	08/14/12 – 05/13/13

06/28/12

APPOINTMENTS / FULL-TIME FACULTY

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Agard, Connie	C	FV	Instructor II, temporary (Reading)	II-B	\$50,391.00	Temporary replacement. Internally funded. Salary is in accord with Board Policy D1, <u>Faculty</u> <u>/ Initial Placement.</u>	08/14/12 – 12/16/12
Metroulas, Michael	C	FV	Instructor II, temporary (History)	II-B	\$50,391.00	Temporary replacement. Internally funded. Salary is in accord with Board Policy D1, <u>Faculty</u> <u>/ Initial Placement.</u>	08/14/12 – 05/13/13
Hernandez, Rafael	C	FV	Instructor II, temporary (Biology)	II-C	\$50,880.00	Temporary replacement. Internally funded. Salary is in accord with Board Policy D1, <u>Faculty</u> <u>/ Initial Placement.</u>	08/14/12 – 05/13/13
Jenner, Julia	C	FV	Assistant Professor, temporary (Graphic Communication)	III-E	\$58,123.00	Temporary replacement. Internally funded. Salary is in accord with Board Policy D1, <u>Faculty</u> <u>/ Initial Placement.</u>	08/14/12 – 05/13/13

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06/28/12

APPOINTMENTS / FULL-TIME FACULTY

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Mueller, Jenna	C	FV	Instructor II – Counselor, temporary	II-A	\$49,647.00	Temporary replacement. Internally funded. Salary is in accord with Board Policy D1, <u>Faculty</u> <u>/ Initial Placement.</u>	08/14/12 – 12/16/12
Meyer, Jason	C	FV	Instructor II (Reading)	II-B	\$50,391.00	Replacement position. Internally funded. Salary is in accord with Board Policy D1, <u>Faculty</u> <u>/ Initial Placement.</u>	08/14/12 – 05/13/13
Boehm, Jason	C	FV	Instructor II (Mathematics)	II-F	\$52,127.00	Replacement position. Internally funded. Salary is in accord with Board Policy D1, <u>Faculty</u> <u>/ Initial Placement.</u>	08/14/12 – 05/13/13

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06/28/12

APPOINTMENTS / FULL-TIME CLASSIFIED STAFF

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Brooks, Cedric	C	FV	Acting College Police Lieutenant	CN 9	\$43,828.00	Internally funded. Minimum for the range. May end earlier.	07/02/12 – 06/30/13
Fountain, Joanne	C	CO	Educational Assistant II (Community Service)	CU 6	\$44,151.00	New position. Externally funded. Salary is in accord with classified unit resolution Article IX, Section 1.	06/29/12
Fleming, Janet	C	CO	Administrative Clerk II (Continuing Education)	CU 4	\$28,509.00	Replacement position. Internally funded. Minimum for the range.	07/02/12
Harris, Shantelle	C	MC	Student Services Assistant II (Student Financial Aid)	CU 4	\$28,509.00	Replacement position. Internally funded. Minimum for the range.	06/29/12
Barnett, Monica	N	FV	Student Services Assistant II (Academic Advising)	CU 4	\$28,509.00	Replacement position. Internally funded. Minimum for the range.	07/02/12
Bagby, Mark	C	FP	Media Specialist	CU 7	\$47,578.00	Lateral transfer from MC. No change in salary.	06/30/12
Wittneben, Brian	C	FP	Stationary Engineer	n/a	\$29.63 / hr	Lateral transfer from MC. No change in salary.	06/18/12
Peoples, Monteil	C	FV	Housekeeper	n/a	\$15.10 / hr	Lateral transfer from MC. No change in salary.	07/02/12

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06/28/12

APPOINTMENTS / PART-TIME CLASSIFIED STAFF

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Jones, Jennifer	N	MC	Administrative Clerk, part-time continuing (Biological Science)	OC 3	\$11.57 / hr	Replacement position. Internally funded. Minimum for the range.	07/02/12

06/28/12

CLASSIFICATION REVIEW / ADMINISTRATIVE / PROFESSIONAL STAFF

NAME	LOC	TITLE	RANGE	FY12 BASE RATE	ADDITIONAL COMP RATE	COMMENTS	EFFECTIVE DATE
Long, Stephen	CO	To: Assoc. Vice Chancellor, Workforce Solutions From: Director, Workforce & Community Development	A 24 A 23	\$103,448.34	\$110,000.00	Reclassification. Internally funded. Salary is in accord with Board Policy E.1.2, <u>Salary Range Conditions</u>	06/29/12

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CLASSIFICATION REVIEW / CLASSIFIED STAFF

NAME	LOC	TITLE	RGE	FY12 BASE RATE	NEW BASE RATE	COMMENTS	EFFECTIVE DATE
Hynes, Shirley	CC	To: Administrative Secretary II (V.C., Academic & Student Affairs) From: Administrative Secretary	CN 06 CN 05	\$33,836.58	\$38,000.00	Reclassification. Internally funded. Salary is in accord with Board Policy F.5. <u>Position Changes</u>	06/29/12
Schwerb, John	MC	College Police Lieutenant	CN 9	\$44,210.97	\$47,748.00	Additional responsibility for duties of campus Chief of Police. May end earlier.	05/17/12 – 07/30/12

RETIREMENTS / ADMINISTRATIVE / PROFESSIONAL STAFF

NAME	LOCATION	TITLE	COMMENTS	EFFECTIVE DATE
Kapahnke, Linda	MC	Academic Advisor	25 years service	06/30/12

RETIREMENTS / FACULTY

NAME	LOCATION	TITLE	COMMENTS	EFFECTIVE DATE
Bouchard, Celia	FP	Assistant Professor (Library Services)	11 years service	06/30/12

RETIREMENTS / CLASSIFIED STAFF

NAME	LOCATION	TITLE	COMMENTS	EFFECTIVE DATE
Johnson, Sallye	CC	Accountant	30 years service	07/31/12
Wagner, Robert	FP	College Police Dispatcher	7 years service	05/31/12

RESIGNATIONS / ADMINISTRATIVE / PROFESSIONAL STAFF

NAME	LOCATION	TITLE	EFFECTIVE DATE
Morrell, Anisha	CC	Special Assistant to the Chancellor	06/01/12
Hunn, Niares	FV	Senior Instructional Designer	04/30/12

RESIGNATIONS / FACULTY

NAME	LOCATION	TITLE	EFFECTIVE DATE
Gosche, Michael	W	Instructor II (Mathematics/Communications)	05/12/12
McGuire, Julie	FP	Assistant Professor (Mathematics)	08/01/12

RESIGNATIONS / CLASSIFIED STAFF

NAME	LOCATION	TITLE	EFFECTIVE DATE
Joseph, Thomas	MC	College Police Officer	06/01/12

06/28/12

TERMINATIONS / CLASSIFIED STAFF

NAME	LOCATION	TITLE	COMMENTS	EFFECTIVE DATE
Massey, Richard	FP	Media Specialist	Displacement / Layoff	06/30/12

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REQUESTS FOR UNPAID LEAVE OF ABSENCE / ADMINISTRATIVE / PROFESSIONAL STAFF

NAME	LOCATION	TITLE	COMMENTS	EFFECTIVE DATE
Cross, David	FP	Project Associate II (Hotel/Motel/Restaurant Management)	Medical Leave	04/26/12 – 08/13/12

REVISIONS TO PREVIOUSLY-APPROVED ITEMS

Board of Trustees approval on 03/29/12, p 4:

Classification Review / Administrative / Professional Staff

Revise effective dates for Elizabeth Wilcoxson (FP) from 03/30/12–06/30/12 to 03/02/12-06/30/12.

Board of Trustees approval on 12/17/09, p 2:

Appointments / Full-Time Faculty

Revise title and range for Matthew Isaacson (FP) from Instructor II in range IV-C to Assistant Professor in range V-A.

Recommendation for Award/Purchasing

Board of Trustee approval is requested for the renewal and/or award of additional funds to the one (1) contract listed below:

- A. **Contract B0002563** with *STUDENT VOICE*, for student data collection services, was originally approved by the Board of Trustees on July 23, 2009, Agenda Item 4.1.2, in an amount not to exceed \$35,000.00 (annually), for a period of three (3) full years, to begin August 1, 2009, with an option to renew for two (2) subsequent years. The College now wishes to exercise the option to renew this contract for two (2) years with an increase of four percent (4%) to the last renewal year fee; therefore, the following action is requested:

Current approved award amount:	\$ 105,000.00
<i>Requested approval of additional funds:</i>	+ 71,400.00
<i>Total award amount:</i>	176,400.00
<i>Requested renewal:</i>	+ 2 years
<i>Revised total contract period:</i>	5 years
Current blanket order expiration date:	July 31, 2012
<i>Revised blanket order expiration date:</i>	July 31, 2014

Funding

Expenditures made against this contract will be funded from current operating budgets.
This contract was originally advertised and let in FY 2010.

Recommendation for Award/Purchasing

Board approval is requested to allow the four (4) campus bookstores to continue purchasing items for resale from the agencies listed below, for a period of one (1) full year, to begin *JULY 1, 2012*.

<u>Item</u>	<u>Agency</u>	<u>Est. Annual Expenditures</u>
<i>TRANSIT PASSES</i>	<i>BI-STATE DEVELOPMENT AGENCY</i>	<i>\$275,000.00</i>
<i>1ST CLASS POSTAGE STAMPS</i>	<i>UNITED STATES POSTAL SERVICE</i>	<i>6,600.00</i>
	<i>TOTAL</i>	<i>\$281,600.00</i>

Description

The bookstores purchase these items and then resell them at their cost to students and staff as a service accommodation. The projected annual expenditures are listed below by location:

	<u>FLORISSANT VALLEY</u>	<u>FOREST PARK</u>	<u>MERAMEC</u>	<u>WILDWOOD</u>	<u>ANNUAL EST. TOTAL</u>
Transit passes (bus/metro)	\$75,000.00	\$175,000.00	\$25,000.00		\$275,000.00
Postage Stamps	2,000.00	3,500.00	1,000.00	\$100.00	6,600.00

Bid – METRO13 & USPS13

These items are only available from their respective agencies precluding a competitive bid.

Funding

All purchases will be funded from auxiliary enterprise budgets.

Advertisements

The College posts all open competitive bid opportunities on its WEB page and, in compliance with Board policy, also places newspaper advertisements on those bids estimated to exceed \$75,000. Advertisements and WEB posting are not normally run on items available from only one source.

Recommendation for Award/Purchasing

Board approval is requested for the purchase of four (4) 2012 GEM Electric Vehicles from **DOBSON & SONS, INC.**, in an amount not to exceed **\$48,786.00**.

Description

One(1) of these four (4) electric vehicles will be added to the “green” vehicle fleet of the college wide Police Departments at each campus location. The College is in the process of divesting itself of gasoline-only operated vehicles. One low bidder was disqualified as he did not offer a complete bid. The recommended bidder has met all of the requirements of the bid. No known minority-owned or woman-owned business enterprise participated in this bid process.

Bid – B0003019

The evaluation of this bid, which opened May 18, 2012, is listed below:

<u>Bidders</u>	<u>Total Cost – Four GEM Electric Vehicles</u>
DOBSON & SONS, INC.	\$ 48,786.00
Polaris of Memphis	49,424.00
Royal Gate Dodge	50,984.00
Moto Electric	51,980.00
GreenGoTek, LLC	57,500.00
Sierra Motors Inc.	48,584.00 (incomplete bid)

The wide price variance is due to an alternate offered.

Funding

These vehicles will be purchased from current capital budgets: FY 2011-2012 (Capital Budget: Tab K, Category 20, Page 1, Vehicle Plan/Police Vehicles).

Advertisements

The College posts all open competitive bid opportunities on its WEB page and, in compliance with Board policy, also places newspaper advertisements on those bids estimated to exceed \$75,000.00.

Recommendation for Award/Purchasing

Board approval is requested for the award of a contract for the purchase of locally grown, organic, and specialty foods sold in bulk and small quantity to *EAT HERE ST. LOUIS, LLC, RESTAURANT DEPOT* and *FARM TO FAMILY, NATURALLY LLC (SAPPINGTON FARMERS MARKET)*, in an amount not to exceed **\$30,000.00**, with no guaranteed amount to any one vendor for a period of one (1) full year, with an option to renew for a second year to begin July 1, 2012.

Description

This contract will be used by the Culinary Arts Program at the Forest Park campus to purchase locally grown sustainable foods, organic and specialty foods sold in bulk and small quantities. This contract will provide both faculty and students the opportunity to learn and contribute to the preservation of the ecosystem and the social and nutritional well-being of both the food producers and consumers. **All bid responders are included in this award in order to allow the chefs and students to take advantage of the best selection of products and pricing available at the time of purchase.** No known minority-owned or woman-owned business enterprise participated in this bid process.

Bid - B0003002

The evaluation of this bid, which opened April 30, 2012, is listed below:

Bidders	Pricing Offered	Types of Food Offered
<i>EAT HERE ST.LOUIS, LLC</i>	<i>Daily /weekly pricing</i>	<i>Seasonal Locally Grown and Organic Produce</i>
<i>RESTAURANT DEPOT</i>	<i>Daily/weekly wholesale Pricing/Cash & Carry</i>	<i>Seasonal and Organic Produce, Specialty, Bulk and Small Quantity Food Products</i>
<i>FARM TO FAMILY, NATURALLY LLC</i>	<i>Daily/weekly price list</i>	<i>Seasonal Locally Grown and Organic Produce and Meat Products</i>

Funding

Purchases made from this contract will be funded from current operating budgets.

Advertisements

The College posts all open competitive bid opportunities on its WEB page and, in compliance with Board policy, also places newspaper advertisements on those bids estimated to exceed \$75,000.00.

Recommendation for Award/Purchasing

Board approval is requested for the award of a contract for the routine purchase of assessment test materials to **ACT, INC.** in an amount not to exceed **\$75,000.00** for a period of one (1) full year, with option to renew for a second and third year, beginning September 1, 2012.

Description

This contract will be used by various departments at all College locations to administer the Collegiate Assessment of Academic Proficiency (C. A. A. P.), COMPASS and ASSET tests, which will help to assess the general educational achievement of graduates of Associates programs. These tests are administered only through this company and was therefore not competitively bid. This vendor is neither a known minority-owned nor woman-owned business enterprise.

Bid – B0003003

The evaluation of this bid, which opened May 4, 2012, is listed below:

<u>Item</u>		<u>Pricing</u>
C.A.A.P Volume Purchase Pricing:	1 to 500 test booklets	14.00
	501 and over	13.10
COMPASS Placement Test:	1 to 4,999 units	1.66
	5000 to 14,999 units	1.50
ASSET Assessment Booklets:		
Forms B2, C2, D2 & E2 25/pk		44.00
Option 1-Student Sets-Self Score –Form B2, C2, D2 & E2		4.15
Option 2-Machine Score/Scannable Anser Doc. –Form B2, C2, D2 & E2		4.15

Funding

Purchases made against this contract will be funded from current operating budgets.

Advertisements

The College posts all open competitive bid opportunities on its WEB page and, in compliance with Board policy, also places newspaper advertisements on those bids estimated to exceed \$75,000.00. Advertisements and WEB postings are not run on items available from only one source.

Recommendation for Award/Purchasing

Board approval is requested for the purchase of forty-five (45) Automatic External Defibrillator Units from *STERLINGTON MEDICAL*, in the amount of **\$44,222.40**.

Description

Automatic External Defibrillators (AEDs) are used to diagnose and treat life threatening cardiac arrhythmias through defibrillation. To increase safety at all College locations, these units will be placed in various locations District-Wide to provide quick access should the need arise to use the device. The College complies with all state and local AED usage guidelines and requirements. This recommended vendor meets all requirements of the bid. No known minority-owned or woman-owned business enterprise participated in this bid process.

Bid – B0003025

The evaluation of this bid, which opened May 16, 2012, is listed below:

<u>Bidders</u>	<u>AED Unit</u>	<u>Total Price</u>
<i>Sterlington Medical</i>	<i>Heartsine Samaritan</i>	\$44,222.40
Heart Training	Phillips Heart Start	44,730.00
School Health	Cardiac Science	56,250.00
North Star Medical	Phillips Heart Start FRx	57,414.60
Life Servers	Cardiac Science	57,510.00
Life Servers	Physio Control	61,830.00
North Star Medical	Cardiac Science	62,100.00
Marely AED's & First Aid	Zoll AED Plus	63,855.00
North Star Medical	Phillips Heart Start	34,303.50 (partial/incomplete bid)
SOS Technologies	Phillips Heart Start	41,625.00 (partial/incomplete bid)
Henry Schein	Cardiac Science	53,090.10 (partial/incomplete bid)
CPR Savers & First Aid	Cardiac Science	55,054.80 (partial/incomplete bid)
Med Electronics	Cardiac Science	71,685.00 (partial/incomplete bid)
Sterlington Medical	Cardiac Science	74,025.00 (partial/incomplete bid)

The wide price variance is due to alternates offered.

Funding

This purchase will be funded from capital funds

Advertisements

The College posts all open competitive bid opportunities on its WEB page and, in compliance with Board policy, also places newspaper advertisements on those bids estimated to exceed \$75,000.00.

Recommendation for Award/Purchasing

Board approval is requested for the restricted purchase of Snap-on tools and equipment under Board Policy No. H.5.1, “Restrictions for Purchases Exceeding \$5,000/Academic Selections” from *SNAP-ON INDUSTRIAL*, in the amount of **\$46,162.52**.

Description

This purchase is being made for use in the Aerospace Institute at the Center for Workforce Innovation to facilitate torque and multi-meter certification training. The faculty recommends this product to the exclusion of others as being the state-of-art choice for hand-tools in the professional environment today; further, Snap-on Industrial is the only manufacturer to offer all required tooling and equipment with a large percentage being patented, manufactured and distributed exclusively by Snap-on Industrial. This vendor is neither a known minority-owned nor woman-owned business enterprise.

<u>Description</u>	<u>Quantity</u>	<u>Cost</u>
Torque Comparator/Calibrator/Safety Equipment	2	\$10,074.97
Torque Certification Training Kits	5	<u>36,087.55</u>
		\$46,152.52

Funding

This purchase will be made from Training for Tomorrow Grant Funds.

Advertisements

The College posts all open competitive bid opportunities on its WEB page and, in compliance with Board policy, also places newspaper advertisements on those bids estimated to exceed \$75,000.00. Ads are not placed for purchases only available from one source.

Recommendation for Award/Purchasing

Board approval is requested for the award of a contract for the routine purchase of Apple microcomputer systems, components and related items to *APPLE, INC.*, in an amount not to exceed **\$600,000.00**, for a period of one (1) full year to begin July 1, 2012.

Description

This contract will provide the College the ability to purchase directly from Apple, Inc. It will also be used by the College's bookstores for resale to students, faculty and staff at attractive retail prices. Apple, Inc. makes this program available to Colleges and Universities. The College has purchased directly from Apple, Inc., with Board approval, since January 1, 1998. Apple, Inc. is the sole manufacturer and distributor of equipment through this educational program. This vendor is neither a known minority-owned nor woman-owned business enterprise.

Funding

Purchases made from this contract will be funded from operating, auxiliary enterprise, capital, and external budgets.

Advertisements

The College posts all open competitive bid opportunities on its WEB page and, in compliance with Board policy, also places newspaper advertisements on those bids estimated to exceed \$75,000.00. Advertisements and WEB postings are not run on items available from only one source.

Recommendation for Ratification/Purchasing

Board ratification is requested for the purchase of two (2) 2012 Ford Fusion Hybrid 4-Door Passenger vehicles from **DAVE SINCLAIR FORD, INC.**, in an amount not to exceed **\$52,816.00**.

Description

These Hybrid (green) vehicles are being purchased to replace two (2) gasoline vehicles in use by the Meramec Campus Police Department. The lowest bid offered by Blue Springs Ford Sales, Inc. was withdrawn due to their inability to place fleet orders and their inability to offer all of the required options at their quoted price from Retail Production. The recommended bidder meets all bid specifications; however, the date for purchasing under Retail Production is June 11, 2012, consequently ratification is requested. No known minority-owned or woman owned business enterprise participated in this bid process.

Bid – B0003017

The evaluation of this bid, which opened May 11, 2012, is listed below:

<u>Bidders</u>	<u>Total Cost –Two Vehicles</u>
DAVE SINCLAIR FORD, INC.	\$ 52,816.00
McMahon Ford	55,166.00
Reuther Ford	55,805.00
Country Ford	66,000.00
Blue Springs Ford Sales, Inc.	52,481.60 (bid withdrawn)

The wide price variance is due to additional fees because the vendor is located out of state.

Funding

These vehicles will be purchased from current capital budgets: FY 2011-2012 (Capital Budget: Tab K, Category 20, Page 1, Vehicle Plan/Police Vehicles).

Advertisements

The College posts all open competitive bid opportunities on its WEB page and, in compliance with Board policy, also places newspaper advertisements on those bids estimated to exceed \$75,000.00.

Recommendation for Award/Physical Facilities:

Board approval is requested for award of **CONTRACT F 12 002, DISTRICT WIDE PAVING REPAIRS, ST. LOUIS COMMUNITY COLLEGE AT FOREST PARK, FLORISSANT VALLEY** to **FORD ASPHALT COMPANY, INC.,** for **\$102,400.00, for Base Bid plus Alternate #1.**

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate #1</u>	<u>Total</u>
FORD ASPHALT COMPANY, INC.	\$97,100.00	\$5,300.00	\$102,400.00
Dura Seal Paving Contractor, Inc.	97,321.00	6,200.00	103,521.00
Infrastructure Management, Inc.	98,375.00	6,950.00	105,325.00
Busy Bee Paving, Inc.	100,885.00	7,100.00	107,985.00
County Asphalt Paving Company, Inc.	100,275.00	8,840.00	109,115.00
Fontana Contracting, Inc.	108,044.00	5,150.00	113,194.00
Asphaltic Maintenance & Construction, Inc.	106,448.00	9,000.00	115,448.00
Byrne & Jones Construction	108,245.00	9,400.00	117,645.00
D & D Paving LLC.	124,445.00	5,484.00	129,929.00
Tramar Contracting, Inc.	134,000.00	10,000.00	144,000.00

Description:

With the campuses' input, Physical Facilities identifies the areas in need of repair for annual asphalt maintenance contracts. Parking areas and roadways are repaired including patching, roto-milling, (removing and replacing top layer of asphalt), overlaying, sealcoating, and striping are included in the scope of work.

Alternate #1 will re-stencil all staff, visitor and ADA parking spaces at the Florissant Valley campus

It is believed that the wide range of costs is due to some firms getting better pricing from suppliers, having to rent equipment if they don't own it, or having higher profit margins. In addition, one bidder indicated that their sub-contractors may have given them higher quotes than other bidders, or that their production costs may be higher, but could provide no other explanation.

Physical Facilities/Engineering and Design Department prepared the plans and specifications.

Funding:

This project will be funded from Capital budgets: Fiscal year 2011/12, Tab K, Page 1, Item #2A.

Advertisements:

Advertisements were placed with St. Louis Daily Record, St. Louis Countian, St. Louis American, St. Louis Argus, The Builders Association, e-Plan, McGraw-Hill Construction News and Mo-Kan/St. Louis Construction Contractors Assistance Center.

Minority Contractors: Two known minority companies received plans and specifications. Two known minority companies submitted a bid for this project.

Recommendation for Award/Physical Facilities:

Board approval is requested for award of **CONTRACT F 12 507, BUS STOP RELOCATION, ST. LOUIS COMMUNITY COLLEGE AT FLORISSANT VALLEY** to, **R.V. WAGNER, INC.**, for **\$254,939.00**.

<u>Contractor</u>	<u>Base Bid</u>
R. V. WAGNER, INC.	\$254,939.00
Ford Asphalt Company, Inc.	\$271,275.00
Tramar Contracting, Inc.	\$273,700.00
J.L. Brown Contracting Service, Inc.	\$323,114.00
Dura Seal Paving Contractor, Inc.	\$333,000.00
C. Rallo Contracting	\$338,000.00

Description:

The existing Metro bus routes use the existing bus stop at the central horseshoe area as the main pick-up/ drop-off point. The campus roads are not designed to handle the weight of the buses and are damaged by this traffic. This project will relocate the bus stop near the campus's Pershall Road entrance, re-route the bus traffic to a one-way flow, and significantly reinforce the roadways used by the buses.

It is believed that the wide range of costs is due to some firms getting better pricing from suppliers, having to rent equipment if they don't own it, or having higher profit margins. None of the three high bidders were able to be contacted.

Plans and specifications were prepared by Civil Design, Inc., Ross and Baruzzini, Inc., and the Physical Facilities/Engineering and Design Department.

Funding:

This project will be funded from Capital budgets: Fiscal year 2012/2013, pending Board Approval

Advertisements:

Advertisements were placed with St. Louis Daily Record, St. Louis Countian, St. Louis American, St. Louis Argus, The Builders Association, e-Plan, McGraw-Hill Construction News and Mo-Kan/St. Louis Construction Contractors Assistance Center.

Minority Contractors: Two known minority companies received plans and specifications. Two known minority companies submitted a bid for this project.

Recommendation for Award/Physical Facilities:

Board approval is requested for award of **CONTRACT F 12 613, FLOORING REPLACEMENT AT MERAMEC, ST. LOUIS COMMUNITY COLLEGE AT MERAMEC** to **TONY PRINCE COMPANY, INC.**, for **\$22,475.00**,

Contractor

TONY PRINCE COMPANY, INC.
Stephens Floor Covering

Base Bid

\$22,475.00
\$23,500.00

Description:

The existing flooring in several areas is in a state of disrepair and in need of replacement. This contract will replace carpet in classrooms in Humanities East and an area in Science South, as well as vinyl tile in the Administration, Science South, Humanities East, Physical Education and Science West. Existing flooring will be removed under this contract or abated by a separate contract.

Plans and specifications were prepared by the Physical Facilities/Engineering and Design Department.

Funding:

This project will be funded from Capital budgets: Fiscal year 2009/10, Tab K, Page 1, Item #3.

Advertisements:

Advertisements were placed with St. Louis Daily Record, St. Louis Countian, St. Louis American, St. Louis Argus, The Builders Association, e-Plan, McGraw-Hill Construction News and Mo-Kan/St. Louis Construction Contractors Assistance Center.

Minority Contractors: No known minority companies received plans and specifications. No known minority companies submitted a bid for this project.

Request for Approval/Disposal of Surplus Property

Board approval is requested to dispose of surplus property by sealed bid or auction as listed on the following pages. This property has been declared excess and posted internally for redistribution prior to any item being offered for sale as surplus.

PDF#	Qty	Description	Property Tag	Location	Condition
5-050112	1	Centrifuge without Rotors	015302	FV	Poor
7-050212	1	Laser Printer	005918	CBIL	Poor

BUSINESS AND FINANCE

Budget

- Pg. 1 Executive Summary – Financial Results through May 2012
- Pg. 2 Budget Status Summary Report General Operating Fund through May 31, 2012
- Pg. 3 Budget Status Report-Auxiliary: July 1, 2011 – May 31, 2012
- Pg. 4 Budget Status Reports-Rental of Facilities and Agency: July 1, 2011 – May 31, 2012
- Pg. 5 Corporate College-Managed Property Operating Report: July 1, 2011 – April 30, 2012
- Pg. 6 Student Financial Aid Fund: July 1, 2011 – May 31, 2012
- Pg. 7 Workforce Solutions Group Budget Status Report: July, 2011 – May, 2012
- Pg. 8 Restricted General Fund Budget Status Report: July 1, 2011-May 31, 2012
- Pg. 9 Warrant Check Register for May 2012
- Pg. 10 Transfer of Funds

Ratifications

- Pg. 11 Ratification of Investments/Daily Repurchase Agreements executed during the month of May 2012

**Executive Summary June 28, 2012
(Financial Results Through 05/31/2012)**

Revenue

The Budget Status Summary Report reflects Total Revenue of \$158.0 million or 95.0% of the budgeted revenue as compared to \$161.3 million or 98.0% of the budget for the prior year. Local Taxes for FY 2012 is 98.5% of budget but trails last year by \$2.2 million due to the revenue limitations of having reached the maximum voter approved tax rate, declining assessed property values, and protested tax filings. State Aid is \$2.9 million or 6.8% lower than last year and is a direct representation of the 7.0% reduction to FY 2012 public higher education funding approved in the closing sessions of the Missouri legislature and a lower M&R allowance. Student Fees are \$1.7 million or 3.2% higher than last year reflecting slightly lower enrollment offset by the 6% net rate increase in Maintenance, Tech and Activity Fee's. Other revenues are 89.6% of budget and continue to reflect the weak investment markets, as investment rate opportunities remain at historic lows.

Expenditures

Current year expenditures are \$130.0 million or 86.8% of the budgeted expenditures as compared to \$130.4 million for the same period last year. The overall year-to-year comparative decrease in Total Expenditures of \$377k is comprised of \$693k lower Salaries/Wages, a \$696k increase in Benefits, and \$380k lower Operating Expenses.

Transfers

Transfers are at \$15.4 million or 93.4% of the budgeted transfers as compared to \$20.8 million or 96.2% of the budgeted transfers for the prior period. Decreases in planned capital expenditure and the inclusion of an unbudgeted \$4.95 million transfer from General Fund balance to Plant fund during FY 2011 are the primary reasons the total for FY 2012 being lower than the total for FY 2011.

**Budget Status Summary Report General Operating Fund
St. Louis Community College
Through May 31, 2012**

	Original Budget	Revisions*	Revised Budget	Actual to Date**	% of Budget to Date	Prior Year Amount	% of Budget to Date
Revenue							
Local Taxes	62,141,186		62,141,186	61,198,184	98.5%	63,364,626	101.0%
State Aid	43,536,122		43,536,122	39,550,035	90.8%	42,436,240	91.9%
Student Fees	56,781,154		56,781,154	53,830,660	94.8%	52,152,134	102.5%
Other	3,802,917		3,802,917	3,407,222	89.6%	3,329,506	70.4%
Total Revenue	166,261,379		166,261,379	157,986,102	95.0%	161,282,506	98.0%
Expenditures							
Salaries and Wages	96,586,606		96,586,606	88,511,925	91.6%	89,204,570	92.3%
Staff Benefits	24,063,417		24,063,417	22,591,208	93.9%	21,895,759	96.4%
Operating	29,135,344		29,135,344	18,906,964	64.9%	19,286,791	67.1%
Total Expenditures	149,785,367		149,785,367	130,010,097	86.8%	130,387,120	88.0%
Transfers							
To Plant Fund for Capital	8,180,000		8,180,000	8,180,000	100.0%	13,630,000	100.0%
To Restricted Programs (State Aid)	3,511,677		3,511,677	3,005,348	85.6%	3,005,348	91.7%
To Plant Fund Leasehold Bonds	3,318,230		3,318,230	3,318,230	100.0%	3,318,230	100.0%
To Student Financial Aid	1,466,105		1,466,105	886,269	60.5%	838,208	60.3%
Total Transfers	16,476,012		16,476,012	15,389,847	93.4%	20,791,786	96.2%

*Includes Board approved adjustments and transfers from other funds.

**Does not include encumbrances.

**St. Louis Community College
Budget Status Report
Auxiliary Enterprise Fund
July, 2011 - May, 2012**

	<u>Original Budget</u>	<u>Adjusted Budget</u>	<u>Actual To Date</u>	<u>% of Budget To Date</u>
Revenue				
Student Fees	\$ 696,000	\$ 696,000	\$ 678,654	97.5%
Bookstore Sales	12,600,700	12,600,700	11,071,932	87.9%
Copy Centers	1,118,000	1,118,000	1,398,615	125.1%
Food Service / Vending	336,000	336,000	245,762	73.1%
Total Revenue	<u>\$ 14,750,700</u>	<u>\$ 14,750,700</u>	<u>\$ 13,394,963</u>	<u>90.8%</u>
Expenditures				
Salaries and Wages	\$ 2,155,901	\$ 2,155,901	\$ 1,782,609	82.7%
Staff Benefits	468,511	468,511	346,098	73.9%
Operating	2,261,934	2,741,714	2,323,922	84.8%
Items for Resale	8,875,284	8,875,284	8,668,277	97.7%
Total Expenditures	<u>\$ 13,761,630</u>	<u>\$ 14,241,410</u>	<u>\$ 13,120,906</u>	<u>92.1%</u>
Transfers				
Transfer to Capital	\$ 95,000	\$ 95,000	\$ 95,000	100.0%
Transfer to Athletic Scholarships	36,000	36,000	36,000	100.0%
Transfer to Campus Presidents	125,000	125,000	125,000	100.0%
Total Transfers	<u>\$ 256,000</u>	<u>\$ 256,000</u>	<u>\$ 256,000</u>	<u>100.0%</u>
Total Expenditures & Transfers	<u>\$ 14,017,630</u>	<u>\$ 14,497,410</u>	<u>\$ 13,376,906</u>	<u>92.3%</u>

**St. Louis Community College
Budget Status Report
Rental of Facilities
July, 2011 - May, 2012**

	<u>Original Budget</u>	<u>Adjusted Budget</u>	<u>Actual To Date</u>	<u>% of Budget To Date</u>
Total Revenues	\$ 27,000	\$ 27,000	\$ 133,286	493.7%
Prior Year's Funds		\$ 110,498		
Expenditures	27,000	27,000	45,371	
Total Expenditures	\$ 27,000	\$ 137,498	\$ 45,371	33.0%

**St. Louis Community College
Budget Status Report
Agency Fund
July, 2011 - May, 2012**

	<u>Original Budget</u>	<u>Adjusted Budget</u>	<u>Actual To Date</u>	<u>% of Budget To Date</u>
Funds available:				
Student Fees	\$ 150,000	\$ 150,000	\$ 98,088	65.4%
Other Income	175,000	175,000	117,891	67.4%
Prior year's funds		328,572	328,572	100.0%
Total funds available	\$ 325,000	\$ 653,572	\$ 544,551	83.3%
Expenditures	325,000	325,000	162,888	50.1%
Total Expenditures	\$ 325,000	\$ 325,000	\$ 162,888	50.1%
Funds in Excess of Expenditures			\$ 381,663	

**St. Louis Community College
Revenues / Expenditures Report
Corporate College - Managed Property Operating Report**

	<u>FY 2011</u> (11/2010 - 6/30/11)	<u>FY 2012</u> (7/1/11 - 4/30/12)
Revenue		
Lease Income	\$ 723,140	\$ 525,730 **
Other Revenue	658,264 *	-
Total Revenue	<u><u>\$ 1,381,404</u></u>	<u><u>\$ 525,730</u></u>
Expenditures		
Salaries and Wages	\$ 27,576	\$ 46,690
Staff Benefits	7,956	14,009
Operating	776,743	611,929
Total Expenditures	<u><u>\$ 812,276</u></u>	<u><u>\$ 672,628</u></u>

*One-time maintenance settlement of \$309,695 and tenant real estate tax escrow of \$348,569.

**FY 2012 Lease Income is approximately \$29k less per month than FY2011 due to tenant vacancies. Effective March 2012 an additional \$10k per month will represent a recently added new tenant lease.

**St. Louis Community College
Budget Status Report
Student Financial Aid Fund
July 2011-May 2012**

<u>Funds available</u>	<u>Original Budget *</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>% of Revised Budget</u>
Federal Work Study - Federal Share	\$899,739	\$899,739	\$719,197	79.9%
Federal Work Study - Institutional Match	555,074	555,074	55,018	9.9%
Federal SEOG** - Federal Share	654,304	654,304	654,304	100.0%
Federal SEOG** - Institutional Match	170,726	170,726	90,946	53.3%
Board of Trustees Scholarships	502,240	502,240	212,953	42.4%
Prior year's funds	263,317	254,477	254,477	100.0%
Private Scholarships	101,586	123,921	73,088	59.0%
Athletics				
Transition (Carry Forward BOT Athletics)	103,522	108,885	8,017	7.4%
Board of Trustees Scholarship	238,065	238,065	175,296	73.6%
Auxiliary Services Scholarship	9,980	47,256	0	0.0%
Athletics Scholarships (Fundraising)	52,749	213,531	77,515	36.3%
Total funds available	<u>\$ 3,551,302</u> *	<u>\$ 3,768,218</u>	<u>\$ 2,320,811</u>	61.6%

Expenditures

Federal Work Study Payrolls	\$1,454,813	\$1,454,813	\$774,215	53.2%
Federal SEOG** Grants	825,030	825,030	745,250	90.3%
Board of Trustees Scholarships	765,557	756,717	467,430	61.8%
Private Scholarships	101,586	123,921	73,088	59.0%
Athletics	404,316	607,737	260,828	42.9%
Total expenditures	<u>\$ 3,551,302</u> *	<u>\$ 3,768,218</u>	<u>\$ 2,320,811</u>	61.6%

Federal Pell Grant Expenditures

\$52,136,376

* Does not include \$605,959 in Loan Fund Balances

** SEOG is the Supplemental Education Opportunity Grant

**St. Louis Community College
Workforce Solutions Group
Budget Status Report
July, 2011 - May, 2012**

	Original Budget	Adjusted Budget	Actual To Date	% of Budget To Date
<u>Revenues / Resources</u>				
<u>Workforce Solutions</u>				
Government	\$ 11,311,168	\$ 11,311,168	\$ 2,721,827	24.1%
Private	1,522,089	1,522,089	359,058	23.6%
Institutional Match	567,043	567,043	572,273	100.9%
Total WSG Revenue	13,400,300	13,400,300	3,653,159	27.3%
<u>Corporate Services</u>				
Government	\$ 2,200,000	\$ 3,364,325	\$ 1,384,269	41.1%
Private	3,700,000	4,715,500	1,955,106	41.5%
Account Balances / Projects	700,000	700,000	525,000	75.0%
Total Corporate Services Revenue	6,600,000	8,779,825	3,864,375	44.0%
Total Revenue / Resources	\$ 20,000,300	\$ 22,180,125	\$ 7,517,534	33.9%
<u>Expenditures</u>				
<u>Workforce Solutions</u>				
Salaries	\$ 7,020,083	\$ 7,020,083	\$ 3,161,423	45.0%
Benefits	1,648,187	1,648,187	772,846	46.9%
Operating	4,732,030	4,732,030	1,186,960	25.1%
Capital	17,700	17,700	17,700	100.0%
Total WSG Expense	13,400,300	13,400,300	5,121,229	38.2%
<u>Corporate Services</u>				
Salaries	\$ 2,150,000	\$ 1,550,000	\$ 711,974	45.9%
Benefits	387,000	387,000	168,859	43.6%
Operating	4,013,000	6,812,825	1,938,195	28.4%
Capital	50,000	30,000		0.0%
Total Corporate Services Expense	6,600,000	8,779,825	2,819,029	32.1%
Total Expenses	\$ 20,000,300	\$ 22,180,125	\$ 7,940,258	35.8%

*Revenues will lag expenditures due to grants being funded on a reimbursement basis.

**St. Louis Community College
Restricted General Fund
Budget Status Report
July, 2011 - May, 2012**

	Current Budget	Actual * To Date	% of Budget To Date
<u>Revenues / Resources</u>			
External Sources	\$11,522,228	7,760,085	67.3%
Institutional Match	807,553	460,171	57.0%
Total Revenue / Resources *	<u><u>\$12,329,780</u></u>	<u><u>\$8,220,256</u></u>	66.7%
<u>Expenditures</u>			
Salaries	\$5,067,162	4,062,666	80.2%
Benefits	1,430,097	1,145,312	80.1%
Operating	5,072,981	2,580,653	50.9%
Capital	759,539	268,869	35.4%
Total Expense *	<u><u>\$12,329,780</u></u>	<u><u>\$8,057,501</u></u>	65.3%

* Does not include Corporate Services or Workforce Solutions Group revenues or expenditures. Revenues will lag expenditures due to grants being funded on a reimbursement basis.

Warrant Check Register

The Treasurer of the Board confirms for the month ending May 31, 2012 that the check payments listed thereon have been issued in accordance with the policies and procedures of St. Louis Community College (Junior College District), and in compliance with the appropriation granted by the Board of Trustees as defined in the 2011-2012 Fiscal Year Budgets, and there are sufficient balances in each fund and subfund available for the expenditures for which approval is hereto requested.

Approval for Transfer of Funds

It is recommended that the Board of Trustees approve the transfer of **\$25,000** from the Fiscal 2012 Meramec Student Activities Fund Balance to the Fiscal 2012 Meramec Capital Fund for the acquisition of an electronic monument sign for the Meramec Campus and Student Center Building. This transfer is consistent with Administrative Procedures G.13.1 and was approved by Meramec Student Government.

Ratification of Investments

Executed During the Month of May 2012

Daily Repurchase Agreements

Purchased Through:	UMB Bank
Purchase Date:	Daily throughout month
Maturity Date:	Overnight
Average Amount Invested:	\$39,772,258.06
Interest Earned:	\$8,343.48
Average Rate Earned:	0.247%
Range of Rates Earned:	.230-.260%

Other Investments

Fund	Purchase Date	Type of Investment	Par Value	Cost of Investment	Maturity Date	Investment Yield
Medallion Bank	5/4/2012	CD	245,000.00	245,000.00	11/4/2013	0.400%
Sovereign Bank	5/9/2012	CD	245,000.00	245,000.00	5/9/2013	0.300%
Bank of Baroda	5/25/2012	CD	245,000.00	245,000.00	5/24/2013	0.400%
Federal Nat'l Mortg. Assn.	5/29/2012	US Agency	500,000.00	502,490.66	5/29/2015	0.500%

Contract and/or Agreements

Amendment of Lease Agreement between Wildwood Square, LLC and St. Louis Community College at Wildwood

It is requested that the Board of Trustees approve the First Amendment to the lease agreement between **Wildwood Square, LLC**, Lessor, from purchase of property from Santa Ana Holdings, LLC, Lessor, from the foreclosure of McClain Partners II, LLC, Lessor, and **St. Louis Community College at Wildwood**, Lessee, for an extension of the lease on the Arts/Ceramics classroom space at 17237 New College Avenue, Wildwood, MO 63040. The lease currently expires on December 31, 2012. This amendment would extend the existing terms of the lease **to expire on June 30, 2013** for the current monthly rental amount of **\$1,666.67 per month**. The original agreement for rental of this space appeared on the October 29, 2009 Board of Trustees meeting agenda, item 6.1.1.

Agreement Between St. Louis Community College and Economic Modeling Specialist, Inc. (EMSI)

Board ratification is requested for the renewal of a contractual relationship between **St. Louis Community College and Economic Modeling Specialists, Inc. (EMSI)** for the provision of the Strategic Advantage data tool. Strategic Advantage allows access to the Economic Forecaster, Economic Impact, Career Pathways, Educational Analyst, EMSI GIS and EMSI County and Zip Code level data for the counties within the St. Louis MSA, and the Nielson Claritas Business names data for the same region. The fee to renew this subscription is **\$14,700** for the contract period **April 1, 2012 through March 31, 2013**.

Office of Vice Chancellor for Academic and Student Affairs

Contracts and Agreements

Clinical Agreements

The college recommends that the following clinical agreements be ratified and/or approved by the Board of Trustees to provide clinical experiences for students enrolled in these programs.

Participant	Program/Campus	Effective Date
Fox School District	Physical Therapist Assistant District Wide	12/01/12
Mission St. Louis	Human Services District Wide	08/25/12
Select Rehab	Occupational Therapy Assistant District Wide	05/01/12
The Quarters at Des Peres	Occupational Therapy Assistant District Wide	01/25/12
The Quarters at Des Peres	Physical Therapist Assistant District Wide	05/14/12

Memorandum of Understanding between St. Louis Community College and University of Missouri-St. Louis

The Board of Trustees is requested to ratify a Memorandum of Understanding between St. Louis Community College (STLCC) and University of Missouri-St. Louis (UMSL) jointly to serve the expanding educational needs of the community. UMSL desires to join with St. Louis Community College-Wildwood for the purpose of providing exclusive and complementary 2 + 2 education opportunities for the citizens of the area. The term of this agreement is August 1, 2012 through July 31, 2017, with the option for a five-year renewal. UMSL agrees to compensate STLCC for the use of the Campus at an annual facilities use fee of \$125,000 plus the value of advertising by UMSL that will feature the Campus. This fee shall be payable on August 1 for each year of the agreement, with payment in advance of that date.

Memorandum of Understanding between St. Louis Community College and University of Missouri-St. Louis

The Board of Trustees is requested to ratify a Memorandum of Understanding between St. Louis Community College (STLCC) and University of Missouri-St. Louis (UMSL) for programs and courses offered by UMSL at South County Education and University Center (SCEUC). The goal of the agreement between the two institutions is to create a higher education partnership opportunity that serves the students, citizens, businesses, and taxpayers of the South County area. The “common ground” for STLCC and UMSL is a commitment to provide unduplicated Bachelor’s and graduate degrees and certificates utilizing community college freshman and sophomore-level work articulated with the junior/senior offerings to meet the Baccalaureate degree requirements. STLCC will charge UMSL fees at a rate of \$66.50 per class session utilizing a standard classroom and an additional 8% charge (\$5.32) for indirect cost. The indirect cost includes AV, use of office space, and supplies. This financial agreement will be reviewed, revised, and renewed on an annual basis.

Agreement between Kiel Center Partners, L.P. (Scotttrade Center) and St. Louis Community College

The Board of Trustees is requested to ratify an agreement between Kiel Center Partners, L.P. (Scotttrade Center) and St. Louis Community College to provide the facility and services for the College’s annual commencement ceremony for 2012 at a cost of \$12,500 for rental of the facility plus costs for stagehands, catering and staffing at a cost of approximately \$25,000.

OFFICE OF INSTITUTIONAL DEVELOPMENT
Acceptance of External Funds

Grants and Contracts

<u>AGENCY</u>	<u>AMOUNT</u>	<u>PURPOSE</u>	<u>FUND</u>
Ozarks Technical Community College/U.S. Department of Labor	\$ 3,736,459.00	Grant to St. Louis Community College to participate in Missouri Healthcare Workforce Innovation Networks (MoHealthWINs) consortium to support the development of innovative approaches to address current and future workforce needs in the health services/sciences industry. As a consortium, Missouri community colleges will serve the diverse workforce needs of the state and its citizens. Project Period: 10/1/11-9/30/14 Project Director: Steve Long	Restricted
Productive Living Board	\$ 122,252.00	Grant to St. Louis Community College to provide vocational enhancement services to St. Louis County residents with developmental disabilities through the Continuing Education Access Program. Project Period: 7/1/12- 6/30/13 Project Director: Christy Jaeger	Restricted
U.S. Department of Education	\$ 1,479,005.00	Grant to St. Louis Community College for an Upward Bound Program on the Forest Park campus. The Upward Bound Program is designed to generate in students the skills and motivation necessary for success in education beyond secondary school. The Upward Bound Program on the Forest Park campus will serve 72 students at the following three (3) high schools in St. Louis City: Cleveland NJROTC, Roosevelt, and Soldan International Studies. Project Period: 9/01/12-8/31/2017 Project Director: Carolyn Jackson	Restricted

OFFICE OF INSTITUTIONAL DEVELOPMENT
Acceptance of External Funds

Grants and Contracts

<u>AGENCY</u>	<u>AMOUNT</u>	<u>PURPOSE</u>	<u>FUND</u>
Division of Workforce Development (DWD), Boeing Integrated Defense Systems (Company)	\$ 287,500 (DWD) \$ 250,000 (Company) \$ 537,500 (Total)	Grant to St. Louis Community College for the Boeing Integrated Defense Systems Customized Training Program designed with the following components: Advanced Craftsmanship Learning Center and Skill Development Training, Team Skills Training - High Performance Work Organization, and Pre-Employment Training (STLCC-Florissant Valley). This award represents additional funding. Project Period: 7/1/11-6/15/12 Project Director: Stephen Long	Restricted

Economic Development and Workforce Solutions

Ratification of Direct Pay Agreements

The purpose of these agreements is to provide services to employers in the St. Louis region.

<u>Funding Source</u>	<u>Title of Program and/or Purpose</u>	<u>Campus</u>	<u>Date</u>	<u>Amount</u>
Linn State Technical College	Technical Training Manager: Stephen Long	Workforce Solutions Group	April 30, 2012 through June 30, 2012	\$30,500 <i>(Previously reported in April, 2012 total amount of \$11,000) Total YTD \$111,500</i>
McDonald's Corporation	Facility Rental – FV Campus Manager: Stephen Long	Workforce Solutions Group	April 16, 2012 through June 30, 2012	\$3,600 <i>(Previously reported \$12,600 – February, 2012. Total amount FY \$20,700)</i>
SSM Health Care	Assessment Service Manager: Stephen Long	Workforce Solutions Group	April 15, 2012 through June 30, 2012	\$10,680
Gateway EIC Community Coalition (GECC)	Computer Support Manager: Stephen Long	Workforce Solutions Group	January 7, 2012 through March 31, 2012	\$3,687



FOUNDATION OFFICE
Acceptance of Non-Cash Donations

7.3 Non-Cash Donations

The Board of Trustees is asked to accept the non-cash donation listed below on behalf of the St. Louis Community College Foundation for the benefit of St. Louis Community College.

1.DONOR: Covidien/Mallinckrodt

DESCRIPTION: Covidien/Mallinckrodt is donating to the Meramec Department of Physical and Engineering Sciences a Scanning Electron Microscope. Acquisition of this instruction would place STLCC as one of the few community colleges in the nation with a scanning electron microscope (SEM). It is planned to use the SEM extensively in geology and physical sciences classes to provide the students with hands-on experience with samples that they previously would only be able to view in a textbook. Chemistry and physics plan to use the SEM to develop and implement laboratory experiments to provide students with experience in nanotechnology, an exploding business and research field. Student access to an SEM will inspire enthusiasm for pursuing careers in science, technology, engineering and mathematics fields.

The estimated fair market value is \$40,000.00

CONDITION OF GIFT: The condition of the gift is excellent. Estimated start-up costs which the College will incur if the donation is accepted: \$1,900 to be completed by the department, and \$2,958 to be completed by Physical Plant Department. There are estimated annual ongoing costs of \$40 for annual supplies.

RESTRICTIONS: There are no restrictions placed on the donation.

BOARD RECOMMENDATION

Insurance Recommendations

INSURANCE RENEWALS

Property Insurance Renewal

It is recommended that the Board of Trustees approve the renewal of the property insurance offered by the Midwestern Higher Education Compact through the Lexington Insurance Company, effective July 1, 2012 through June 30, 2013. The policy limit is \$ 457,815,800. This reflects a 1.3% increase in valuation. The renewal premium of the policy will be \$179,187 (\$0.039 per \$100 of values). This is an increase of \$ 22,252 (14%).

This insurance plan provides all of the coverage the College had in the past. It also includes \$100,000,000 in earthquake insurance without restrictions because of the New Madrid Fault Zone. Additionally, the College will have \$100,000,000 of terrorism coverage which includes both certified events (international based) and non-certified (special-interest groups/protests).

Conditions in the insurance industry may cause the premium amount to change as the actual renewal date approaches. If this occurs, the Board of Trustees will be notified of the new premium. Due to the nature of the allocation and the need to finalize certain aspects of the program, we need to provide numbers in this fashion as we continue final negotiations with our program partners. The costs also do not include any applicable surplus lines taxes as those will be calculated following the placement of the program.