

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ST. LOUIS COMMUNITY COLLEGE
THURSDAY, MARCH 29, 2012**

The Regular Meeting of the Board of Trustees of St. Louis Community College was held on Thursday, March 29, 2012 at the Meramec Campus, 11333 Big Bend Rd., Kirkwood, MO, pursuant to notice and in accordance with R.S. MO 610.020 as amended.

I. GENERAL FUNCTIONS

1.1. Call to Order/Roll Call

Ms. Libby Fitzgerald, Vice Chair, called the meeting to order at 6:04 p.m. The following members of the Board of Trustees were present: Ms. Libby Fitzgerald, Vice Chair; Mr. Bob Burns, Trustee; Ms. Hattie Jackson, Trustee; Dr. Craig Larson, Trustee, and Ms. Margo McNeil, Trustee. Ms. Melissa Hattman, Chair, was absent.

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

1.2 Welcome to Guests

Ms. Fitzgerald welcomed Jim McNeil and Diane Burns.

1.3 Resolution of Appreciation – The Honorable Margo McNeil

Prior to the start of the meeting, a resolution of appreciation from the college was read into the record, all as more fully set forth in Exhibit A, attached hereto and by this reference incorporated herein. Ms. McNeil also received a resolution of appreciation from the Missouri Community College Association and proclamations from St. Louis City Mayor Francis Slay and St. Louis County Executive Charlie Dooley.

1.4. Citizens Desiring to Address the Board Regarding Agenda Items

Ms. Margaret Hvatum, professor, addressed the Board regarding roofing estimates. She requested that the contractor be asked to replace the roof immediately after

removal of the existing roof. She then advised the Board of problems that occurred in the past with leaking roofs.

1.5. Adoption of Agenda/Revisions to Agenda

On motion by Ms. McNeil, the Board unanimously adopted the agenda as revised, after noting that an additional addendum item had been added, requesting approval of Mr. Andrew Langrehr as the Vice President of Student Affairs, effective July 1, 2012 at a rate of \$100,000.

1.6. Acceptance of the February 23, 2012, February 11, 2012 and March 8, 2012 Minutes

The Board unanimously accepted the February 23, 2012, February 11, 2012 and March 8, 2012 minutes as written.

1.7. Recognition of Student, Staff and Trustee Accomplishments

Pat Matreci, District Coordinator/Media Relations and Public Information, read statements of congratulations for students and staff on their recent awards and accomplishments.

1.8 Informational Presentation – Student Government

Student Government Association (SGA) Presidents Derrick Varner, of Forest Park; Donna Brandy, of Florissant Valley; Mark Wilson, of Meramec, and Patrick Eberle of Wildwood made presentations to the Board on SGA programming at their respective campuses. The Board responded with statements of congratulations on their efforts and accomplishments.

1.9 Approval of Resolution Re April 26, 2012 Executive Session of the Board of Trustees

On motion by Ms. McNeil, on a roll-call vote, with Ms. Hattman being absent, the Board unanimously approved a resolution, scheduling an executive session on April 26, 2012, all as more fully set forth in Exhibit A attached hereto and by this reference incorporated herein.

1.10 Approval of Trustee Travel

On motion by Dr. Larson, the Board unanimously approved Board travel to the MCCA Trustee and Administrative/ Professional Departments Spring 2012 conference.

1.11 Lodging of Revised Board Policies A.2 Governance Style; A.6 Role of Officers; A.8.2 Board Process; A.8.5 Rules of Order; AP.8 Oath, and AP11 Order of Business

On motion by Ms. Jackson, the Board unanimously lodged the revisions to the above Board Policies all as more fully set forth in Exhibit A attached hereto and by this reference incorporated herein.

1.12 Approval of Scheduling Board Orientation

On motion by Dr. Larson, the Board unanimously approved scheduling a New Trustee Orientation on Thursday, April 26, 2012 at Noon at the Forest Park Campus.

1.13 Approval of Consent Agenda Items

On motion by Ms. McNeil, the consent agenda items were unanimously approved, after all agenda items for concrete and asphalt repairs were removed for discussion.

1.13.1 CONSENT AGENDA

Agenda items in 1.13.2 through 1.13.8 were approved by consent by one single motion unless otherwise noted below.

1.13.2 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.

1.13.3 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.

1.13.4 BID AWARDS

Acceptance of Bids/Ratification of Contracts

The Board, by consent, voted unanimously to approve 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.

Discussion ensued regarding asphalt and concrete repairs listed in section 1.13.4 on pages 9, 10, 11, 12, 13 and 15. Mr. Burns asked that these items be pulled until next month to make certain everything is in order. He asked that the Board be provided with specifications for the projects and background on the companies being awarded the bids.

Ms. Lori Thompson and Mr. Ken Kempf addressed the Board, stating that they have worked with both contractors and that bids are low due to the economy. They also stated that delaying approval will cause the projects to interfere with student enrollment, and it is best to do the work in June and July.

Mr. Burns asked for another month to review the recommendations. Dr. Dorsey pointed out that she had done due diligence in reviewing the recommendations and had all of her questions answered.

Following further discussion, on motion by Mr. Burns, the Board, by a vote of 4 to 1, with Dr. Larson voting “no” and Ms. Hattman being absent, voted to hold the recommendations for one month until the Board has had time to further review and be provided with bid specifications.

1.13.5 FINANCE

Budget

A. Financial Reports

The following financial reports as of February 29, 2012, were submitted for the Board’s information: executive summary, preliminary budget status report general operating fund through February 29, 2012, preliminary budget status reports – auxiliary, rental of facilities and agency: July 1, 2011 - February 29, 2012, preliminary student financial aid fund, July 1, 2011 – February 29, 2012, preliminary Workforce Solutions Group budget status report: July 1, 2011– February 29, 2012 and preliminary restricted general fund budget status report: July 1, 2011 – February 29, 2012.

B. Warrant Check Register – February, 2012

The Board by consent approved all expenditures made in accordance with the Warrant Check Register for the month ending February 29, 2012

C. Ratification of Investments

The Board by consent ratified investments/daily repurchase agreements made by the Treasurer of the District during the month of February 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.

1.13.6 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.

1.13.7 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.

1.13.8 INSURANCE

No Items.

1.14 Approval of Changes to the 2012 Board Meeting Schedule

On motion by Ms. McNeil, the Board unanimously approved changes to the 2012 Board Meeting Schedule all as more fully set forth in Exhibit E attached hereto and by this reference incorporated herein.

1.15 Communications

1.15.1 Chancellor's Report

Dr. Dorsey announced the League for Innovation has accepted the College report and are moving to Phase II of reaffirmation, which will include a site visit.

Dr. Dorsey then thanked Donna Dare for hosting the district-wide *Achieving the Dream* training meeting.

Dr. Dorsey announced that *The Montage*, St. Louis Community College-Meramec's student newspaper, has been recognized as a regional finalist for three *Mark of Excellence* awards from the Society of Professional Journalists.

Dr. Dorsey congratulated Rod Nunn for an outstanding Grand Opening event at the Corporate College. She further stated that the Corporate College is the winner of the North County Incorporated "Business Development Award." The *Business Development Award* honors an individual, organization, or business whose efforts have positively impacted the economic development and business climate of the North County area.

Dr. Dorsey announced that at the National Broadcasting Society Convention, KCFV student *Nick Bruns* won the Grand Prize for the best audio public affairs interview, the best audio promo and the best audio commercial.

Dr. Dorsey then congratulated Foundation Director Jo-Ann Digman for a successful “*Falling in Love in Five Courses*” event. The event benefits STLCC students.

Dr. Dorsey announced that four students from Florissant Valley were winners in the League for Innovation Literary Competition.

Dr. Dorsey then announced that the Chancellor’s Leadership Academy held its Kickoff with a High Tea at the Forest Park Campus with alumni and current participants. She thanked the Leadership Team for being panelists and giving good advice to participants.

Dr. Dorsey announced that final meetings with the finalists for Vice Chancellor for Finance and Administration had occurred prior to the Board meeting. She said she would look at all evaluations and thanked those who had participated in the process.

Dr. Dorsey concluded her report by announcing that she will begin conducting open forums one hour prior to monthly Board meetings, from 4 to 5 p.m.

1.15.2 For the Good of the College Report

Ms. Fitzgerald announced that the “*Falling in Love in Five Courses*” event was excellent and extremely well attended. Foundation Director Jo-Ann Digman will give final totals from the event next month.

1.15.3 Citizens Desiring to Address the Board Regarding Other Concerns

Mr. Doug Hurst, JCD-NEA, addressed the Board regarding issues surrounding the Faculty Evaluation Task Force.

1.15.4 Board Member Comments

Ms. Jackson asked Mr. Doug Hurst questions regarding his comments about the Faculty Evaluation Task force.

Mr. Burns thanked Ms. McNeil for her service to the Board. He ended his comments by saying it is always nice to see and hear from students at the Board meeting.

1.16 New Business

None.

1.17 **ADJOURNMENT**

There being no other or further business to come before the Board, the meeting was adjourned at 7:17 p.m.

Respectfully submitted,

Rebecca Garrison
Associate for Board Relations

MEMORANDUM

TO: Board of Trustees
FROM: Myrtle E. B. Dorsey
DATE: March 29, 2012
SUBJECT: Board Agenda Modifications

Tab	Page Number	Revision
1.13.4	9	Recommended award of contract for concrete repairs at Forest Park with Infrastructure Management, Inc. in the amount of \$68,000 (attached).
1.13.4	10	Recommended award of contract for asphalt paving repairs at Forest Park with Fontana Contracting, Inc., in the amount of \$43,950 (attached).
1.13.4	11	Recommended award of contract for roof replacement at Florissant Valley to Bi-State Roof Systems, Inc. for \$265,080 (attached).
1.13.4	12	Recommended award of contract for concrete repairs at Florissant Valley to Infrastructure Management, Inc. for \$46,061.00 (attached).
1.13.4	13	Recommended award of contract for paving repairs at Florissant Valley to Fontana Contracting, Inc., in the amount of \$25,850.00 (attached).
1.13.4	14	Recommended award of contract for roof replacement at Meramec to Bi-State Roof Systems, Inc. for \$100,263.00 and Shay Roofing, Inc. for \$105,259.00 (attached).

- | | | |
|--------|----|---|
| 1.13.4 | 15 | Recommended award of contract for concrete repairs at Meramec to Infrastructure Management, Inc. for \$22,750 (attached). |
| 1.13.4 | 16 | Recommended award of contract for Ford Asphalt Company, Inc., for \$63,150 for Base Bid plus Alternate #1 (attached). |

Recommendation for Award/Physical Facilities:

Board approval is requested for award of **CONTRACT F 12 406, CONCRETE REPAIRS TO PLAZA, ST. LOUIS COMMUNITY COLLEGE AT FOREST PARK** to **INFRASTRUCTURE MANAGEMENT, INC.**, for **\$68,000.00**.

Contractor**INFRASTRUCTURE MANAGEMENT, INC.**

R.V. Wagner, Inc.

Oreo & Botta Concrete Company, LLC

Base Bid**\$ 68,000.00**

95,116.00

169,000.00

Description:

With the campuses' input, Physical Facilities identifies the areas in need of repair for annual concrete maintenance contracts. Concrete walks, stairs, retaining walls, plazas, etc. are often chosen for repair or replacement. While the funding comes from district-wide funds, the construction contracts are bid separately to obtain the best pricing and scheduling of the work. Three concrete contracts will be bid (no work at Wildwood requiring Board approval) for an estimated total of \$190,000.

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

Funding:

This project will be funded from Capital budgets: Fiscal year 2010/11, Tab K, Page 1, Item #5.

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: One known minority company received plans and specifications. One known minority company submitted a bid for this project.

Recommendation for Award/Physical Facilities:

Board approval is requested for award of **CONTRACT F 12 407, ANNUAL ASPHALT PAVING REPAIRS, ST. LOUIS COMMUNITY COLLEGE AT FOREST PARK** to **FONTANA CONTRACTING, INC.**, for **\$43,950.00**.

<u>Contractor</u>	<u>Base Bid</u>
FONTANA CONTRACTING, INC.	\$ 43,950.00
Ford Asphalt Company, Inc.	45,100.00
Dura Seal Paving Contractor, Inc.	45,200.00
Infrastructure Management, Inc.	45,688.00
Asphaltic Maintenance & Construction, Inc.	46,227.00
Busy Bee Paving, Inc.	47,042.00
Byrne & Jones Construction	47,520.00
Puff's Property Management, Inc., dba Asphalt Paving & Concrete, Inc.	48,484.00
County Asphalt Paving Company, Inc.	49,304.00
Tramar Contracting, Inc.	55,537.00

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. While the funding comes from district-wide funds, the construction contracts are bid separately to obtain the best pricing and scheduling of the work. Four asphalt contracts will be bid for an estimated total of \$330,000.

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

Funding:

This project will be funded from Capital budgets: Fiscal year 2009/10, 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 12 506, ROOF REPLACEMENT AT EASTERN HALF OF SCIENCE MATH BUILDING, ST. LOUIS COMMUNITY COLLEGE AT FLORISSANT VALLEY** to **BI-STATE ROOF SYSTEMS, INC.**, for **\$265,080.00**.

<u>Contractor</u>	<u>Base Bid</u>
BI-STATE ROOF SYSTEMS, INC.	\$ 265,080.00
Shay Roofing, Inc.	278,973.00
Geissler Roofing Company, Inc.	293,188.00
Bade Roofing Company, Inc.	299,819.00
Lakeside Roofing Company, Inc.	312,315.00
Bartch Roofing Company, Inc.	371,575.00

Description:

The original roofs on all the campus buildings were a built-up roof and when replacement was needed, a roofing membrane was installed. Building codes allow no more than two roofing systems per building, so new replacements are required to have the previous layers of roofing removed. When this removal is complete, tapered insulation board for drainage and new roofing membrane will be installed. In conjunction with the campuses, Physical Facilities has prioritized the roofs in need of replacement in the district. This year's roof replacements will include the Eastern Half of Science Math at FV (Western Half completed in 2006), estimated at \$210,000, the Pool at Meramec, estimated at \$125,000, and Humanities West at Meramec, estimated at \$135,000.

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

Funding:

This project will be funded from Capital budgets: Fiscal year 2011/12, Tab K, Page 1, Item #17.

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 company received plans and specifications. No known minority company submitted a bid for this project.

Recommendation for Award/Physical Facilities:

Board approval is requested for award of **CONTRACT F 12 508, CONCRETE REPAIRS TO STUDENT CENTER QUAD, ST. LOUIS COMMUNITY COLLEGE AT FLORISSANT VALLEY** to **INFRASTRUCTURE MANAGEMENT, INC.,** for **\$46,061.00.**

<u>Contractor</u>	<u>Base Bid</u>
INFRASTRUCTURE MANAGEMENT, INC.	\$ 46,061.00
R.V. Wagner, Inc.	48,529.00
Concrete Design, Inc.	50,236.00
Gabion Contracting Company, Inc.	58,385.00
Oreo & Botta Concrete Company, LLC	71,000.00

Description:

With the campuses' input, Physical Facilities identifies the areas in need of repair for annual concrete maintenance contracts. Concrete walks, stairs, retaining walls, plazas, etc. are often chosen for repair or replacement. While the funding comes from district-wide funds, the construction contracts are bid separately to obtain the best pricing and scheduling of the work. Three concrete contracts will be bid (no work at Wildwood requiring Board approval) for an estimated total of \$190,000.

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

Funding:

This project will be funded from Capital budgets: Fiscal year 2010/11, Tab K, Page 1, Item #5.

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: One known minority company received plans and specifications. One known minority company submitted a bid for this project.

Recommendation for Award/Physical Facilities:

Board approval is requested for award of **CONTRACT F 12 509, ANNUAL PAVING REPAIRS, ST. LOUIS COMMUNITY COLLEGE AT FLORISSANT VALLEY** to **FONTANA CONTRACTING, INC.**, for **\$25,850.00, for Base Bid plus Alternate #1.**

<u>Contractor</u>		<u>Base Bid</u>	<u>Alternate #1</u>	<u>Total Bid</u>
FONTANA CONTRACTING, INC.	\$	20,700.00	\$ 5,150.00	\$ 25,850.00
Dura Seal Paving Contractor, Inc.		21,400.00	6,300.00	27,700.00
Ford Asphalt Company, Inc.		28,000.00	5,300.00	33,300.00
Asphaltic Maintenance Construction, Inc.		25,120.00	9,375.00	34,495.00
County Asphalt Paving Company, Inc.		26,005.00	9,090.00	35,095.00
Puff's Property Management, Inc., dba Asphalt Paving & Concrete, Inc.		26,175.00	9,300.00	35,475.00
Busy Bee Paving, Inc.		21,876.00	14,950.00	36,826.00
Infrastructure Management, Inc.		31,432.00	5,483.50	36,915.50
Byrne & Jones Construction		29,915.00	9,400.00	39,315.00
Tramar Contracting, Inc.		31,000.00	10,000.00	41,000.00

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. While the funding comes from district-wide funds, the construction contracts are bid separately to obtain the best pricing and scheduling of the work. Four asphalt contracts will be bid for an estimated total of \$330,000.

Alternate #1 will re-stencil all staff, visitor and ADA parking spaces.

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 #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 12 607, ROOF REPLACEMENT AT HUMANITIES WEST & POOL BUILDINGS, ST. LOUIS COMMUNITY COLLEGE AT MERAMEC** to the following firms:

	<u>Qualified Bidder</u>	<u>Bid Amount</u>
Humanities West	BI-STATE ROOF SYSTEMS, INC.	\$ 100,263.00
Pool Building	SHAY ROOFING, INC.	\$ 105,259.00

Description:

The original roofs on all the campus buildings were a built-up roof and when replacement was needed, a roofing membrane was installed. Building codes allow no more than two roofing systems per building, so new replacements are required to have the previous layers of roofing removed. When this removal is complete, tapered insulation board for drainage and new roofing membrane will be installed. In conjunction with the campuses, Physical Facilities has prioritized the roofs in need of replacement in the district. This year's roof replacements will include the Eastern Half of Science Math at FV (Western Half completed in 2006), estimated at \$210,000, the Pool at Meramec, estimated at \$125,000, and Humanities West at Meramec, estimated at \$135,000.

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

Humanities West

<u>Contractor</u>	<u>Base Bid</u>
BI-STATE ROOF SYSTEMS, INC.	\$ 100,263.00
Bade Roofing Company, Inc.	105,085.00
Shay Roofing, Inc.	108,856.00
Geissler Roofing Company	114,312.00
Lakeside Roofing	117,765.00
Bartch Roofing Company, Inc.	119,264.00

Pool Building

<u>Contractor</u>	<u>Base Bid</u>
SHAY ROOFING, INC.	\$ 105,259.00
Lakeside Roofing	107,650.00
Bi-State Roof Systems, Inc.	113,642.00
Bartch Roofing Company, Inc.	114,365.00
Geissler Roofing Company	118,402.00
Bade Roofing Company, Inc.	131,848.00

Funding:

This project will be funded from Capital budgets: Fiscal year 2011/12, Tab K, Page 1, Item #17.

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 company received plans and specifications. No known minority company submitted a bid for this project.

Recommendation for Award/Physical Facilities:

Board approval is requested for award of **CONTRACT F 12 610, CAMPUSWIDE CONCRETE REPAIRS, ST. LOUIS COMMUNITY COLLEGE AT MERAMEC** to **INFRASTRUCTURE MANAGEMENT, INC.**, for **22,750.00**.

<u>Contractor</u>	<u>Base Bid</u>
INFRASTRUCTURE MANAGEMENT, INC.	\$ 22,750.00
Gabion Contracting Company, Inc.	24,935.00
R.V. Wagner, Inc.	28,295.00
Concrete Design, Inc.	35,844.00
Oreo & Botta Concrete Company, LLC	37,500.00

Description:

With the campuses' input, Physical Facilities identifies the areas in need of repair for annual concrete maintenance contracts. Concrete walks, stairs, retaining walls, plazas, etc. are often chosen for repair or replacement. While the funding comes from district-wide funds, the construction contracts are bid separately to obtain the best pricing and scheduling of the work. Three concrete contracts will be bid (no work at Wildwood requiring Board approval) for an estimated total of \$190,000.

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

Funding:

This project will be funded from Capital budgets: Fiscal year 2010/11, Tab K, Page 1, Item #5.

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: One known minority company received plans and specifications. One known minority company submitted a bid for this project.

Recommendation for Award/Physical Facilities:

Board approval is requested for award of **CONTRACT F 12 611, ANNUAL ASPHALT REPAIRS, ST. LOUIS COMMUNITY COLLEGE AT MERAMEC to FORD ASPHALT COMPANY, INC., for \$63,150.00 for Base Bid plus Alternate #1.**

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate #1</u>	<u>Total Bid</u>
FORD ASPHALT COMPANY, INC.	\$ 42,400.00	\$ 20,750.00	\$ 63,150.00
Asphaltic Maintenance & Construction, Inc.	49,080.00	15,800.00	64,880.00
Accurate Asphalt Paving Company, Inc.	45,980.00	20,600.00	66,580.00
Dura Seal Paving Contractor, Inc.	50,626.00	17,500.00	68,126.00
Fontana Contracting	48,520.00	19,800.00	68,320.00
Infrastructure Management, Inc.	49,105.00	19,475.00	68,580.00
Byrne & Jones Construction	50,000.00	21,728.00	71,728.00
Busy Bee Paving, Inc.	65,699.00	7,448.76	73,147.76
Puff's Property Management, Inc., dba Asphalt Paving & Concrete, Inc.	57,361.00	19,140.00	76,501.00
County Asphalt Paving Company, Inc.	58,288.00	18,864.00	77,152.00
Tramar Contracting	80,370.00	16,388.00	96,758.00

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. While the funding comes from district-wide funds, the construction contracts are bid separately to obtain the best pricing and scheduling of the work. Four asphalt contracts will be bid for an estimated total of \$330,000.

The running track, Lots "B", "F", "I" and "J" will be sealcoated and restriped as Alternate #1.

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 #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.

#1.3 Resolution of Appreciation for the Honorable Margo McNeil

RESOLUTION OF APPRECIATION

The Honorable Margo McNeil

WHEREAS, The Honorable Margo McNeil was elected to the St. Louis Community College Board of Trustees in 2006 to serve Subdistrict 1, and served admirably for six years; and

WHEREAS, with her education experience, Ms. McNeil served the board energetically in a focused, professional manner, helping to lead the district through accreditation and reaffirmation; and

WHEREAS, Ms. McNeil supported the district at the state level by serving as State Representative for the 78th District, serving on the Higher Education, Education Appropriations, Health Care Policy, Children and Families, and Ways and Means committees; and

WHEREAS, Ms. McNeil supported public education funding, strengthening partnerships between entrepreneurs and higher education institutions to produce jobs and build our economy; and

WHEREAS, Ms. McNeil represented the district on the national and state levels by attending conferences of the Association of Community College Trustees and the Missouri Community College Association; and

WHEREAS, Ms. McNeil provided oversight as the college grew and expanded in the community with the openings of the Wildwood campus in 2007, the Bio-Research and Development Growth Park Facility in 2009, the Harrison Education Center in 2010, the Center for Workforce Innovation in 2011 and the Corporate College in 2012; and

WHEREAS, Ms. McNeil conscientiously ensured her decisions as a board member were made in the best interest of the college; and

WHEREAS, during her six-year term on the board, she dedicated herself to quality education for students and fiscal accountability to taxpayers;

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees expresses sincere and heartfelt appreciation to Margo McNeil for her service to the college and wishes her success in her community service endeavors; and

BE IT FURTHER RESOLVED, this expression of gratitude and appreciation be made a permanent part of the record of the Board of Trustees this twenty-ninth day of March, 2012.

Melissa Hattman, Board Chair

Date

#1.9 Resolution Re March 29, 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 April 26, 2012 at 6:00 p.m., at the Cosand Center, 300 S. Broadway, St. Louis, MO 63102 in the Executive Board 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.

March 29, 2012
Board Agenda

#1.11 Recommended Lodging of Revised Board Policies
A.2 Governance Style; A.6 Role of Officers; A.8.2 Board Process;
A.8.5 Rules of Order; AP.8 Oath, and AP.11 Order of Business

A.2 Governance Style

A.2.1 Governance in General

The Board will be actively involved in the governance of the College by:

1. Being proactive in supporting the Chancellor and the College Leadership Team.
2. Keeping adequately informed about relevant local, regional, national and international educational issues potentially impacting the College.
3. ~~Approaching~~ **EMBRACING** its tasks with a ~~style~~ **AN APPROACH** that emphasizes
 - a. Outward vision.
 - b. Respectful consideration of all viewpoints.
 - c. Strategic leadership more than administrative detail, by exercising overview of administrative functions delegated to the Chancellor.
4. Encouraging the participative role of faculty, staff, management and students in College governance through an ongoing consultative process. In matters relating to curriculum, academic, and professional matters, the Board expects administration to consult with the appropriate governance council. The Board affirms the right of faculty, staff, management, and students to express ideas and opinions at the campus level with the assurance that such opinions will be given respectful consideration.

A.6 Role of Officers ^(R 1/08)

The primary role of each Board Member is to maintain the integrity of the Board's processes and to work in concert with other Board members to promote the Board's fiduciary, strategic and generative governance responsibilities.

Board Chair

1. The Board chair promotes consistency by the Board in its policies and procedures. Specifically, the Board chair:
 - a. Presides at all meetings of the Board of Trustees; preserves order and enforces rules.
 - b. Establishes, together with the vice chair or their designee(s), the draft meeting

- agendas in collaboration with the Chancellor.
- c. Appoints, subject to approval by the Board, all committees that the Board may deem necessary.
 - d. Signs all bonds evidencing the bonded indebtedness of the College, and all letters, agreements, contracts, deeds, leases and other documents and papers ordered to be executed by the Board of Trustees.
2. The Board chair approves the chancellor's attendance and expense reports. The Chancellor's quarterly expense reports are submitted to the Board for ratification.
 - a. The Board chair has no authority to individually supervise or direct the Chancellor.
 3. The Board chair is responsible for Board communications.
 - a. The Board chair will generally be the designated spokesperson who will work closely with the Chancellor and may serve as the primary public contact for Board inquiries, media coverage and speaking engagements.
 1. All communications made on behalf of the Board are to be approved by the Board.
 2. The Board chair, in collaboration with the Chancellor and the College Public Relations staff, may facilitate speaking engagements for Board members.
 - b. The chair shall ensure that other Board members are informed of current and pending Board issues and processes.
 4. The Board chair shall call special meetings as required.
 5. The Board chair shall plan an annual retreat for January of each year.

Vice Chair

In case of the resignation, absence, or other disability of the chair, the vice chair will perform all of the duties of the chair. The vice chair also performs other duties assigned by the chair of the Board of Trustees or the Board of Trustees. The vice chair will assist in agenda setting and retreat planning.

Secretary

The secretary (normally the Associate for Board Relations) will be the official custodian of the records of the College and will perform all duties required by the Board of Trustees and all duties provided in these policies. The secretary records the proceedings of the Board. The secretary will make public notification of Board member elections, attest to all public acts of the College, affix thereto, when necessary, the seal of St. Louis Community College, and prepare and serve on the members in due time notice of all regular and special meetings of the Board. The secretary will be the custodian of the official seal of the College. The Board secretary will serve as the designated election official, representing the College with the appropriate Boards of Election Commissioners.

Treasurer

The treasurer (normally the Vice Chancellor for ~~Business and Finance~~ **AND ADMINISTRATION**) will comply with all applicable state laws, keep complete records of the financial transactions of the College, sign all checks, and report from time to time concerning the financial status of the College. In lieu of actually signing checks, the treasurer may use a facsimile signature. The facsimile signature will be applied on checks in a manner approved by the Board and accepted by the Board's demand depository.

At regular Board meetings, the treasurer will present budget reports, detailing actual income and expenditures in relation to the approved budget. The treasurer also will make a complete report on the financial condition of the College at the end of each fiscal year.

A.8.2 Board Process ^(2/08)

The Board will operate in a consistent manner as follows:

1. The Board meeting schedule **FOR THE NEXT CALENDAR YEAR** will be adopted prior to September 1 each year. The Board will operate in accordance with the Missouri State Statute and other applicable state and federal statutes.
2. The Board chair and vice chair shall set the Board meeting agenda in consultation with the chancellor. The agenda setting **MEETING** is open for observation to all Board members with 24 hours advance notice to the Board secretary.
3. The agenda will be set ~~48~~ **AT LEAST 72** hours prior to the regular Board meeting.
4. In the event of emergency situations not covered by specific policies, the chancellor, with the advice and consent of the Board chair, if practicable, shall have the authority to take any appropriate action required by such emergency. Action taken and the reason therefore shall be communicated to the Board as soon as practicable.
5. The Board shall establish an annual Board development budget to encourage the trustees to represent the college at appropriate meetings and for professional development activities.
6. **THE BOARD** may elect to **HOLD ADDITIONAL MEETINGS TO** hear appeals of employees as outlined in applicable grievance procedures.
7. **THE BOARD** may direct the administration to prepare new reports, prepare a written legal opinion, or gather new information only upon Board approval of an appropriate motion or upon written request by any two trustees or the Board chair. (A copy of the request and response will be sent to all other trustees.)

A.8.5 Rules of Order ^(R 2/08)

In all matters not covered by the rules of the Board, parliamentary procedures will be governed by *Roberts Rules of Order, Revised. ~~Including Procedures for Small Boards.~~*

A.P. 8 Oath ^(R 1/08)

All members of the Board of Trustees will be required to take and subscribe to an oath of office in the following form:

I do solemnly ~~swear (or affirm)~~ that I will support and defend the Constitutions of the United States and of the State of Missouri, and that I will faithfully ~~demean (or conduct)~~ myself in the office of trustee of St. Louis Community College.

AP.11 Order of Business ^(2/08)

The Board Chair will call the members to order on the appearance of a quorum. The order of business, unless modified by the Board, will be as follows:

- ~~I. General Functions~~
 - ~~1. Call to Order and Roll Call~~
 - ~~2. Acceptance of Minutes~~
 - ~~3. Welcome to Guests~~
 - ~~4. Adoption of Agenda/Revisions to Agenda~~
 - ~~5. Citizens Desiring to Address the Board Regarding Agenda Items*~~
 - ~~6. Chancellor's Report~~
 - ~~7. Recognition of Student and Staff Accomplishments~~
 - ~~8. Board of Trustees Business/Discussion of Strategic Issues~~
 - ~~9. Citizens Desiring to Address the Board Regarding Other Topics~~
- ~~II. Instruction and Student Services~~
- ~~III. Human Resources~~
- ~~IV. Bid Awards~~
- ~~V. Finance~~
- ~~VI. Contracts and/or Agreements~~
- ~~VII. Acceptance of External Funds~~
- ~~VIII. Insurance Recommendations~~
- ~~IX. New Business~~
- ~~X. Adjournment~~

I. GENERAL FUNCTIONS

- 1. CALL TO ORDER AND ROLL CALL**
- 2. WELCOME TO GUESTS**
- 3. CITIZENS DESIRING TO ADDRESS THE BOARD REGARDING AGENDA ITEMS**

- 4. ADOPTION OF AGENDA/REVISIONS TO AGENDA**
- 5. CITIZENS DESIRING TO ADDRESS THE BOARD REGARDING AGENDA ITEMS***
- 6. ACCEPTANCE OF MINUTES**
- 7. RECOGNITION OF STUDENT AND STAFF ACCOMPLISHMENTS**
- 8. INFORMATIONAL PRESENTATIONS**
- 9. APPROVAL OF EXECUTIVE SESSION RESOLUTION**
- 10. BOARD OF TRUSTEES BUSINESS**
- 11. APPROVAL OF CONSENT AGENDA ITEMS**
 - a. INSTRUCTION**
 - b. HUMAN RESOURCES**
 - c. BID AWARDS**
 - d. FINANCE**
 - e. CONTRACTS AND AGREEMENTS**
 - f. EXTERNAL FUNDS**
 - g. INSURANCE**
- 12. COMMUNICATIONS**
 - a. CHANCELLORS REPORT**
 - b. FOR THE GOOD OF THE COLLEGE REPORT**
- 13. CITIZENS DESIRING TO ADDRESS THE BOARD REGARDING OTHER TOPICS**
- 14. BOARD COMMENTS**
- 15. NEW BUSINESS**
- 16. ADJOURNMENT**

*Persons who wish to speak to the Board should ~~register in advance of~~ **SIGN IN BEFORE THE BEGINNING OF** the meeting. The amount of time allotted to persons to speak will normally be limited to two minutes. Exceptions may be granted at the Board's discretion. During the meeting, the Board Chair, with unanimous consent of the Board, may recognize unregistered persons who wish to speak to the Board.

#1.14 **Recommended Approval of Changes to the 2012 Board Meeting Schedule**

2012 MEETING SCHEDULE WITH LOCATIONS
BOARD OF TRUSTEES

DATE	MEETING	LOCATION
January 26	Regular Meeting	Cosand Center
February 23	Regular Meeting	Cosand Center
March 29	Regular Meeting	Meramec
April 26	Regular Meeting	Forest Park
May 17	Regular Meeting	Florissant Valley
June 28	Regular Meeting	SCEUC
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

Board Retreat and work sessions to be scheduled as needed.

Beginning July 1, 2012, it is recommended that Board meetings be held on the 3rd Thursday of each month.

Instruction and Student Services

◆It is recommended that the Board approve the revised Construction Management Technology Associate in Applied Science approved and submitted by the District Curriculum Committee.

Program: **Construction Management Technology
Associate in Applied Science**
 Campus: **FV**
 Effective: **Pending CBHE approval**

Impact Statement

The Construction Management Technology program prepares students to work as technicians in the construction industry. An increasing number of students completing the AAS degree in Construction Management Technology are interested in a broader curriculum, blending backgrounds in Architecture, Business, and other relevant fields with Construction Management. In order to provide greater flexibility and support student interests, the revised proposed program will now add elective classes from the ME and GE prefixes to those currently offered. This change will support student’s diverse interests and offer greater flexibility in scheduling to achieve timely completion of their degree and meet their career goals.

Current Program
 Construction Management Technology
 AAS
 FV

Revised Program
 Construction Management Technology
 AAS
 FV

I. Career General Education 20 credits
 ENG:101 College Composition I 3
 COM:101 Oral Communication I 3
 MTH:140 Intermediate Algebra 3
 MTH:144 Technical Algebra and Trigonometry
 (or)

I. Career General Education 20 credits
 ENG:101 College Composition I 3
 COM:101 Oral Communication I 3
 MTH:140 Intermediate Algebra 3
 MTH:144 Technical Algebra and Trigonometry
 (or)

MTH:185 Precalculus** 5
 SOC:xxx Social Science Elective 3
 XXX:xxx Missouri State Requirement 3

MTH:185 Precalculus** 5
 SOC:xxx Social Science Elective 3
 XXX:xxx Missouri State Requirement 3

II. Physical Education Activity 2

II. Physical Education Activity 2

III. Area of Concentration 28 credits
 ACC:100 Applied Accounting 3
 GE:131 Engineering Orientation 1
 EGR:100 Engineering Drawing 3
 GE:101 Technical Computer Applications 3
 CE:230 Construction Materials and Testing 3
 CE:235 Construction Office Practice 3
 ME:135 Mechanics-Statics 3
 ME:243 Strength of Materials 3
 MGT:xxx Management Elective 3
 CE:116 Construction Blueprint Reading 3

III. Area of Concentration 28 credits
 ACC:100 Applied Accounting 3
 GE:131 Engineering Orientation 1
 EGR:100 Engineering Drawing 3
 GE:101 Technical Computer Applications 3
 CE:230 Construction Materials and Testing 3
 CE:235 Construction Office Practice 3
 ME:135 Mechanics-Statics 3
 ME:243 Strength of Materials 3
 MGT:xxx Management Elective 3
 CE:116 Construction Blueprint Reading 3

IV. Electives 15 credits
 Choose 15 credits from any of the following:
 ACC:xxx
 MGT:xxx
 CE:xxx
 EGR:xxx
 ESC:xxx
 ARC:xxx
 MTH:210 Analytic Geometry and Calculus I**
 GE:290 Workplace Learning: General Engineering

Program total.....65 credits

**Students who are planning to pursue a BS degree in construction after completing this AAS degree should take the MTH:185/MTH:210 sequence.

Workplace Experience: Students may substitute up to six credit hours of appropriate and relevant workplace learning experience for technical courses, and/or elective, included in the program. In order for the workplace learning credit to be counted for the degree requirement, the learning experience must be pre-approved by the department, and an appropriate faculty member must supervise the work.

IV. Electives 15 credits
 Choose 15 credits from any of the following:
 ACC:xxx
 MGT:xxx
 CE:xxx
 EGR:xxx
 ESC:xxx
 ARC:xxx
ME:xxx
GE:xxx
 MTH:210 Analytic Geometry and Calculus I**
 GE:290 Workplace Learning: General Engineering

Program total.....65 credits

**Students who are planning to pursue a BS degree in construction after completing this AAS degree should take the MTH:185/MTH:210 sequence.

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03/29/12

APPOINTMENTS / FULL-TIME ADMINISTRATIVE / PROFESSIONAL STAFF

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Featherson, Vincent	C	FP	Acting Academic Dean (Allied Health)	A 20	\$90,487.00	Replacement position. Internally funded. Salary is in accord with Board Policy E1.2, <u>Salary Range Conditions</u> May end earlier.	03/02/12 – 06/30/12
Burns, Kelli	C	CC	Acting Director, Institutional Research & Planning	A 17	\$76,891.00	Internally funded. Minimum for the range. May end earlier.	03/30/12 – 06/30/12
Blackshear, Regina	N	CC	Director, District-Wide Financial Aid & Scholarships	A 15	\$80,000.00	New position. Internally funded. Salary is in accord with Board Policy E1.2, <u>Salary Range Conditions</u>	04/23/12
Ward, Deborah	C	W	Coordinator, Campus & Community Relations	PN 11	\$53,051.00	Replacement position. Internally funded. Minimum for the range.	03/30/12
Turner, Sandra	C	FV	Acting Campus Chief of Police	PN 13	\$64,069.00	Internally funded. Minimum for the range. May end earlier.	03/30/12 – 06/30/12
Eunice, Selena	C	FV	Project Associate II, temporary	PU 8	\$39,862.00	New position. Externally funded (C campus grant). Minimum for the range.	03/30/12

APPOINTMENTS / FULL-TIME FACULTY

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Griffin, Walter Clarke	N	FP	Assistant Professor (Hotel/Restaurant Management)	III-E	\$58,123.00	Replacement position. Internally funded. Salary is in accord with Board Policy D1. <u>Faculty/ Initial Placement</u>	08/14/12 – 05/14/13

03/29/12

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.	03/30/12
Mosier, Laura	C	M	Student Services Assistant II	CU 4	\$28,509.00	Replacement position. Internally funded. Minimum for the range.	03/30/12
Steiner, Sarah	C	M	Student Services Assistant II	CU 4	\$28,509.00	Replacement position. Internally funded. Minimum for the range.	03/30/12
Edwards, Troï-Jeanna	N	FP	Administrative Clerk	CU 3	\$26,092.00	Replacement position. Internally funded. Minimum for the range.	04/01/12
☞ Scott, Terrence	N	M	Housekeeper	n/a	\$12.26 / hr	Replacement position. Internally funded. Rate for the position.	03/30/12
Harrington, Sophia	N	M	Housekeeper	n/a	\$12.26 / hr	Replacement position. Internally funded. Minimum for the range.	03/30/12

03/29/12

APPOINTMENTS / PART-TIME CLASSIFIED STAFF

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Winters, Lori	C	W	Information & Enrollment Assistant, part-time, continuing	OC 5	\$14.40 / hr	Replacement position. Internally funded. Minimum for the range.	03/30/12

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CLASSIFICATION REVIEW / ADMINISTRATIVE / PROFESSIONAL STAFF

NAME	LOC	TITLE	RANGE	FY12 BASE RATE	ADDITIONAL COMP RATE	COMMENTS	EFFECTIVE DATE
Wilcoxson, Elizabeth	FP	Acting Academic Dean (Humanities & Social Science)	A 20	\$90,026.00	\$ 99,028.60	Additional responsibility for day-to-day duties of Dean, Business, Math & Technology	03/30/12 – 06/30/12

RETIREMENTS / FACULTY

NAME	LOCATION	TITLE	COMMENTS	EFFECTIVE DATE
Wiesler, Eugene	M	Professor (Math)	31 years service	06/30/12
McDonald, Virginia	M	Professor (Biology)	30 years service	06/30/12
Josten, Denice	FP	Professor (Reading)	11 years service	06/30/12

RETIREMENTS / ADMINISTRATIVE / PROFESSIONAL STAFF

NAME	LOCATION	TITLE	COMMENTS	EFFECTIVE DATE
Cosgrove, John	C	Director, Institutional Research & Planning	29 years service	05/31/12
Ramsey, Kathleen	M	Educational Assistant III (Math Lab)	25 years service	12/16/11

03/29/12

RETIREMENTS / CLASSIFIED STAFF

NAME	LOCATION	TITLE	COMMENTS	EFFECTIVE DATE
Duncan, Cindy	FP	Housekeeper	31 years service	01/31/12
Rombauer, Joseph	M	Housekeeper	31 years service	03/01/12
Sprandel, Richard	FP	Stationary Engineer	30 years service	02/29/12
Roddy, Sheila	M	Administrative Secretary II (Dean, Science and Technology)	12 years service	01/31/12
Hill, Michael	FV	College Police Officer	5 years service	03/31/12

ADMINISTRATIVE RESIGNATIONS / FACULTY

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NAME	LOCATION	TITLE	COMMENTS	EFFECTIVE DATE
Liu, Grace	FP	Professor	Expiration of unpaid leave	03/30/12

RESIGNATIONS / CLASSIFIED STAFF

NAME	LOCATION	TITLE	EFFECTIVE DATE
Cline, Jeanette	W	End User Technology Specialist	01/31/12

Recommendation for Award/Purchasing

Board approval is requested for the renewal and/or award of additional funds to the two (2) following contracts listed below:

- A. **Contract B0002485** with ***B&J PEERLESS RESTAURANT SUPPLY, BOB'S SEAFOOD, CHEF RUBBER, EDWARD DON & COMPANY, KERN MEAT COMPANY, KOHL WHOLESALE, MOORE FOOD DISTRIBUTORS, PFEIL'S & HOLING, PFG MIDDENDORF, RED BIRD PRODUCE CO., SAM TELL & SONS, INC., TROPICAL FOODS AND US FOODSERIVCE/ALLEN DIVISION*** for the purchase of various types of food products, utensils and small equipment by the Culinary Arts Program located in the Hospitality Restaurant Facility was initially approved for award on March 5, 2009, Agenda Item 4.1.5, in an amount not to exceed \$200,000.00, to be split among the thirteen (13) vendors, with no guaranteed amount to any one vendor, for a period of three (3) full years with an option to renew for an additional 4th and 5th year, beginning April 1, 2009. The current contract balance is \$142,200.00. The College now wishes to exercise the option to renew this contract for the fourth and fifth year with no increase in award amount. Therefore, the following action is requested:

Current contract award amount:	\$200,000.00
<i>Requested contract renewal:</i>	<i>+ 2 years</i>
<i>Revised total contract period:</i>	<i>5 years</i>
Current contract expiration date:	March 31, 2012
<i>Requested revised contract expiration date:</i>	<i>March 31, 2014</i>

- B. **Contract B0002811** with ***DAVID KENNEDY PHOTOGRAPHER, PHIL SHOULBERG PHOTOGRAPHY, BARLOW PRODUCTIONS*** and ***VIRGINIA LEE HUNTER PHOTOGRAPHY*** for routine photography services was initially approved for award on March 24, 2011, Agenda Item 4.1.4, in an amount not to exceed \$80,000.00, to be split among the four (4) vendors, with no guaranteed amount to any one vendor, for a period of one (1) full year, with option to renew for a second and third year, beginning April 1, 2011. The current contract balance is \$61,608.00. The College now wishes to exercise the option to renew this contract for the second year with no increase in the award amount. Therefore, the following action is requested:

Current contract award amount:	\$80,000.00
<i>Requested contract renewal:</i>	<i>+ 1 year</i>
<i>Revised total contract period:</i>	<i>2 years</i>
Current contract expiration date:	March 31, 2012
<i>Requested revised contract expiration date:</i>	<i>March 31, 2013</i>

Recommendation for Award/Purchasing (cont.)

Funding

(A) & (B) Purchases made against this contract will be funded from current operating, agency 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. (A) Advertisements were run in the Metro-Sentinel Newspaper, St. Louis American, Limelight Newspaper and the St. Louis Post-Dispatch. (B) Advertisement were run in St. Louis American, Metro-Sentinel and the St. Louis Post-Dispatch.

Recommendation for Award/Purchasing

Board approval is requested for the award of a contract for planting materials and ground cover to *SHERWOOD'S FOREST NURSERY, A. WALBART & SONS NURSERY, SUNSET PLANTLAND, E. H. GLUECK & CO.* and *NORMAN LUMBER COMPANY*, in an amount not to exceed **\$35,000.00**, with no guaranteed amount to any one bidder, for a period of one (1) full year, with option to renew for a second year and third year, to begin March 30, 2012.

Description

This contract will be used by the Physical Facilities Department at all campus locations for the routine purchase of materials needed for landscaping projects and general grounds and athletic field maintenance. All bids received are recommended for award to insure that the best combination of product quality, variety and most favorable market price are made available. Items that will be purchased include trees, shrubs, bushes, grasses, flowers and bulk ground cover, to include mulch, sand, wood chips, soil, sod, timbers and stone.

Bid - B0002983

The evaluation of the bid, which opened on February 15, 2012, is listed below:

<u>Bidders</u>	<u>Discount/Live Plant Material</u>	<u>Range of Pricing Live Plants</u>	<u>Bulk Ground Cover/Mulch/Sand</u>	<u>TopSoil/Rock Timber & Sod</u>
<i>SHERWOOD'S FOREST NURSERY</i>	20%	<i>\$10.00- \$375.00</i>	<i>\$30.00 - \$70.00</i>	<i>\$35.00</i>
<i>A. WALBART & SONS NURSERY</i>	20% - 25%	<i>5.50- 225.00</i>	<i>22.00</i>	<i>no bid</i>
<i>SUNSET PLANTLAND</i>	10% - 20%	<i>6.50- 350.00</i>	<i>18.50 - 25.00</i>	<i>2.00 – 29.00</i>
<i>E. H. GLUECK & CO.</i>	30%off catalog	<i>30% off catalog</i>	<i>30% off catalog</i>	<i>30% off Catalog</i>
<i>NORMAN LUMBER COMPANY</i>	<i>no bid</i>	<i>no bid</i>	<i>12.50 - 20.70</i>	<i>13.81 – 22.85</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. Advertisements were placed in the St. Louis American, the Metro-Sentinel and the St. Louis Post-Dispatch.

Recommendation for Award/Purchasing

Board approval is requested to award the purchase of 20 units of exercise equipment to *ADVANCED EXERCISE EQUIP.*, in an amount not to exceed **\$38,369.00**, including delivery and installation.

Description

This equipment will be used by students in the Fitness Center and weight room at Forest Park, replacing worn out and aging equipment in the weight room. The College retained the right to award this bid on an item-by-item or all-or nothing basis in the bid specification. After review of all offers, we found it to our advantage to recommend award on an all-or nothing basis to the lowest responsive bidder *ADVANCED EXERCISE EQUIPMENT*. The recommended bidder offered the best overall price and meets the requirements of the bid.

Bid – Master Bid/B0002932(33/34/42) and B0002938

The evaluation of these bids, which opened October 26 and November 9, 2012, is listed below:

<u>Bidders</u>	<u>Olympic 6 Units</u>	<u>Pin Select 2 Units</u>	<u>Free Weight 4 Units</u>	<u>Dumbbells 5 Units</u>	<u>Cable Motion 3 Units</u>	<u>Total Bid</u>
<i>ADVANCED EXERCISE EQUIP.</i>	8,060	5,535	9,545	7,259	7,970	38,369
Fitness Showcase (disqualified)	7,965	5,835	8,795	7,450	6,575	36,620
ProStar Sports, Inc.	10,145	4,800	9,995	8,695	5,790	39,425
Orthotech	No Bid	No Bid	No Bid	No Bid	6,599	6,599 (p)
Fitness Experts	2,986 (p)	No Bid	No Bid	6,297 (p)	No Bid	9,283 (p)

*(p)-partial

Funding

This purchase will be made from current capital budgets. FY2011-2012 FP/PE Site-Based Priority #3, 4, 5

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.

Request for Ratification/Purchasing

Ratification is being requested for the purchase of Netlab+ hardware/appliances, software and annual support services which include software upgrades, technical support and server restoration from *SIGMA*net in the amount of **\$27,335.00**.

Description

This purchase of Netlab+ hardware/appliances and software will enable the Center for Emerging and Advanced Information Technologies to host IT equipment, virtual machines, and lab content on the Internet in support of IT education and training courses. Netlab+ provides an environment through which students may schedule and complete lab exercises for Information Technology courses. Netlab+ software license and maintenance agreements are only available for purchase by Academic Institutions. Netlab+ is integrated and distributed by *SIGMA*net, the authorized distributor of Network Development Group (NDG), developer/manufacturer of Netlab+, and, therefore, sole source provider for this product precluding a competitive bid. To ensure that this hardware/software will be received and installed by March 17, 2012, for use in IT classes during the second half of the spring 2012 semester, the purchase order was placed on February 13, 2012; therefore ratification is being requested for this purchase.

Bid-B0002968 (Sole Source)

<u>Description</u>	<u>Quantity</u>	<u>Total Price</u>
Netlab+Appliance plus Software	1	\$19,995.00
Netlab+ Appliance	1	1,800.00
Annual Support services that include software upgrades & tech support	1	2,495.00
Annual Support services that include software upgrades, tech support & server restoration	1	2,995.00
Shipping		<u>50.00</u>
TOTAL:		<u>\$27,335.00</u>

Funding

This purchase will be funded from Cyber Security Education Consortium Funds-FY 2011-2012.

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 at \$75,000.00 and over. Advertisements and WEB postings are not run on items available from only one source.

Recommendation for Award/Physical Facilities:

Board approval is requested for award of **CONTRACT F 12 404R, EXTERIOR DOOR REPAIR & REPLACEMENT, ST. LOUIS COMMUNITY COLLEGE AT FOREST PARK** to **OVERHEAD DOOR COMPANY OF ST. LOUIS**, for **\$65,695.00 for Base Bid plus Alternate #1.**

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate #1</u>	<u>Total Bid</u>
OVERHEAD DOOR COMPANY OF ST. LOUIS	\$ 49,970.00	\$ 15,725.00	\$ 65,695.00
Comarco St. Louis, Inc.	60,105.00	19,340.00	79,445.00
H & G Sales, Inc.	65,139.00	13,496.00	78,635.00

Description:

Many doors at Forest Park, mostly on the plaza level, are chained for security purposes. The doors were alarmed under a previous contract, but repairs are needed to fully secure the doors and enhance operation. Various repairs will be made to the doors including new panic hardware, hinges, and closers. In some areas, simple adjustment is needed, in a few, the complete entryway will be replaced, doors and hardware. District-wide door repairs will be recommended at a later Board meeting, but this project was scheduled first as a high priority. The project is funded by district-wide "Doors & Locks" budget, and funding was approved in the FY12 M & R Capital Budget.

Alternate #1 will install new aluminum storefronts.

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 #6.

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. No known minority company submitted a bid for this project.

Recommendation for Award/Physical Facilities:

Board approval is requested for award of **CONTRACT F 12 608, BUSINESS ADMINISTRATION UTILITY TUNNEL REPAIRS, ST. LOUIS COMMUNITY COLLEGE AT MERAMEC** to **WACHTER, INC.**, for **\$218,700.00**.

<u>Contractor</u>	<u>Base Bid</u>
WACHTER, INC.	\$ 218,700.00
C. Rallo Contracting Company, Inc.	239,000.00
Infrastructure Management, Inc.	296,425.00
R.V. Wagner, Inc.	297,480.00
The Harlan Company	420,800.00
Kadean Construction Company, Inc.	447,501.00

Description:

There is an underground utility tunnel around the perimeter of the Business Administration Building. This area has experienced increasingly significant water infiltration in recent years, resulting in deterioration of pipe supports and mold issues in the building. This project will add improved drainage to the tunnel; repair damaged utility supports and re-waterproof the entire area. Access for the work will be performed by limited excavation on the northwest and southeast corners of the building.

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

Funding:

This project will be funded from Capital budgets: Fiscal year 2011/12, Tab K, Page 1, Item #15.

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. One known minority company submitted a bid for this project.

Recommendation for Ratification/Physical Facilities:

Board ratification is requested for **EMERGENCY REPAIR CONTRACT, S4 6115, REPLACE JACK UNIT ON “C” TOWER ELEVATOR, ST. LOUIS COMMUNITY COLLEGE AT FOREST PARK to THYSSENKRUPP ELEVATOR** for \$43,655.00.

<u>Contractor</u>	<u>Base Bid</u>
THYSSENKRUPP ELEVATOR	\$ 43,655.00
Otis Elevator Company	48,596.00
Midwest Elevator	50,982.00
Kone, Inc.	160,911.00

Description:

A cylinder, the outer integral part of the assembly (jack) which holds the hydraulic fluid enabling the elevator car to move up or down has ruptured causing the elevator to be taken out of service. This project will replace the jack and provide a PVC casing to protect it. An emergency contract was needed to get a heavily used elevator back into service as soon as possible.

The hole the cylinder sits in is always a hidden condition. The hole may not be large enough to accommodate the new jack and PVC casing; it may not be plumb or deep enough or the existing casing may collapse during its removal. Any of these would require some re-drilling.

Plans and specifications were prepared by Kenneth H. Lemp Elevator Consultant, Inc. and the Physical Facilities/Engineering and Design Department.

Funding:

This project will be funded from Capital budgets: Fiscal year 2010/11, Tab K, Page 1, Item #8.

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	
10262	A	3	Boxes of Software, Wires, and Cables	CC	POOR	
10262	B	1	File Bin	CC	POOR	
10262	C	1	Kroy color plus printer - 50421	CC	POOR	
10262	D	1	Mac 20" Cinema Display (S/N N5412063NAF)	CC	POOR	
10262	E	1	Mac 17" Studio Display (S/N Y13151AANNF)	CC	POOR	
10262	F	1	Mac 15" Studio Display (S/N CY0401LRJPC)	CC	POOR	
10352	A	1	Savin 2050 Copier	007846	CC	POOR
10352	B	1	Canon Faxphone L170S H12425 s/n SPN49049		CC	POOR
10352	C	3	Metal 5-shelf units (gray)		CC	POOR
10352	D	2	white wire rolling storage units		CC	POOR
10354	A	1	JVC U VCR 3/4" model# CP-5200U s/n# 17817684	214872	CC	POOR
10354	B	1	Panasonic model# PV-M1324 s/n# G4AA2191613" TV/VHS Player		CC	POOR
10354	C	3	Boxes Assorted books		CC	POOR
10354	D	25	Conference bags		CC	POOR
10354	E	175	Boxes of Telecourse Video Cassette Tapes **Send to HPIR**		CC	POOR
10354	F	2	CRT Computer monitors		CC	POOR
10354	G	1	Sony mod# PCG-5312 Notebook computer w/case & acc's s/n# 28315730 3303459	010676	CC	POOR
10354	H	1	Sony mod# PCG-631R Notebook computer w/case & acc's s/n# 28397551 3000942	012898	CC	POOR
10354	I	1	IBM Thinkpad 770Z s/n# 78-ML651-05/99	007560	CC	POOR
10354	J	1	Epson LCD Projector mod# EMP-1810 s/n# JURF7Z0073L		CC	POOR
10354	K	1	IBM Typewriter Lexmark 6787-008 s/n# 11YV933		CC	POOR
10354	L	1	Benjamin Bulk Tape Eraser #24-122A		CC	POOR
10354	M	1	Optimus Stereo Receiver STA-795 s/n# 029219		CC	POOR
10354	N	1	Dell GX 1 s/n# GF0ZR		CC	POOR
10354	O	3	Carts		CC	POOR
10354	P		dissassembled Shelving Units		CC	POOR
10355	A	12	Office Chairs		CC	POOR
10355	B	1	Folding Table		CC	POOR
10355	C	1	Workstation table		CC	POOR
10355	D	4	Adding Machines		CC	POOR
10355	E	1	Calculator		CC	POOR
10356	A	1	Entrapment Probes - Playground		CC	POOR
10356	B	1	Box of Cables		CC	POOR
10356	C	1	Adding Machine		CC	POOR
10356	D	1	Silver test Kit		CC	POOR
10356	E	1	MSA Test Kit		CC	POOR
10356	F	1	Computer case w/ accessories		CC	POOR
10356	G	1	Box radio equipment and batteries		CC	POOR
10356	H	1	Oxygen bottle in green bag		CC	POOR
10357		1	4-drawer lateral file cabinet (gray)		CC	POOR
10401		1	Red office chair, ergonomic		CC	POOR
10403		1	IBM Wheelwriter 1500 by Lexmark		CC	POOR
10409		7	Boxes of Misc. office supplies		CC	POOR
10411	A	9	Conference room chairs		CC	POOR
10411	B	1	Sled Base Chair		CC	POOR
10411	C	3	Side Chairs		CC	POOR
10412	A	1	Sharp MX-B700 fax machine		CC	POOR
10412	B	1	small end table (wood)		CC	POOR
300623	A	3	905D Overhead Projectors		FV	POOR

Request for Approval/Disposal of Surplus Property

300623	B	1	9085 Overhead Projector		FV	POOR
300623	C	2	9075 Overhead Projectors		FV	POOR
300623	D	1	2100 Overhead Projector		FV	POOR
300623	E	1	Panasonic PV-V45255 VHS VCR		FV	POOR
300623	F	1	Echostar DP301 Dish Network Receiver		FV	POOR
300623	G	1	VCR Shelf		FV	POOR
300623	H	1	Viewsonic 17" LCD Monitor		FV	POOR
300624	A	1	DELL PS2 KEYBOARD		FV	POOR
300624	B	2	PYRAMID STEREO AMP		FV	POOR
300624	C	1	MICRO RACKMOUNT SHELF		FV	POOR
300626	A	1	GRASS VALLEY GROUP	353214	FV	POOR
300626	B	1	RANE AUDIO/VIDEO ALIGNMENT DELAY		FV	POOR
300628	A	1	SHARP PGC45X PROJECTOR		FV	POOR
300628	B	1	APOLLO OVERHEAD PROJECTOR		FV	POOR
300628	C	2	PYRAMID 100W AMP PR330A		FV	POOR
300628	D	1	RADIO SHACK POWER SUPPLY		FV	POOR
300628	E	1	PANASONIC VHS CAMCORDER AG195	001639	FV	POOR
300628	F	1	PANASONIC POWER SUPPLY		FV	POOR
300628	G	1	PANASONIC VHS CAMCORDER AG188		FV	POOR
300628	H	1	PANASONIC POWER SUPPLY		FV	POOR
300629	A	1	PANASONIC VHS CAMCORDER	321449	FV	POOR
300629	B	1	PANASONIC POWER SUPPLY		FV	POOR
300629	C	1	3M OVERHEAD PROJECTOR MN 313	354531	FV	POOR
300629	D	1	3M OVERHEAD PROJECTOR MN 394		FV	POOR
300629	E	1	3M OVERHEAD PROJECTOR MN 9500		FV	POOR
300629	F	1	DAEWOO 6 HEAD VIDEO RECORDER		FV	POOR
300629	G	1	MASTER PANASONIC MONITOR	316932	FV	POOR
300660	A	1	HARMON KARDON SPEAKER		FV	POOR
300660	B	2	EPSON EMR835 LCD PROJECTOR		FV	POOR
300660	C	1	SONY CCV-M5 CAMERA CONTROL UNIT	001667	FV	POOR
300660	D	1	EPSON ELP PROJECTOR	009218	FV	POOR
300660	E	1	TOSHIBA SDV393SU DVD/VCR		FV	POOR
300660	F	1	TOSHIBA SDV394SU DVD/VCR		FV	POOR
300660	G	1	JVC HRXVC26V DVD/VCR		FV	POOR
300660	H	1	PANASONIC AG1000B VHS	353317	FV	POOR
300661	A	1	FUNAI F220LB VHS/VCR		FV	POOR
300661	B	1	ADAPTER 29160 SCSI CARD		FV	POOR
300661	C	1	SONY DCRA CIII DOCKING STATION 4 CAMCORDER		FV	POOR
300661	D	1	PANASONIC GY0225 UNIVERSAL CHARGER		FV	POOR
300661	E	1	TELEX DISCOVERY I HEADSET		FV	POOR
300661	F	3	SONY DR100 INTERCOM HEADSETS		FV	POOR
300661	G	1	VS-102 VIDEO SPLITTER		FV	POOR
300661	H	1	JACK PANEL		FV	POOR
300661	I	1	HP PS2 MOUSE		FV	POOR
300661	J	7	MISC RACK BACKPLATE EXTENDER CARDS		FV	POOR
300661	K	1	SET OF SMALL STEEL BOOKENDS		FV	POOR
40763	A	1	APC SYMMETRA RM, MODEL SYPM2KU (s/n ED0149000783)		FP	POOR
40763	B	1	RS16X16 ROUTING SWITCHER (S/N 20357)	107870	FP	POOR
40763	C	2	EQUIPMENT SHELVES		FP	POOR
40763	D	1	TSG 440, SIGMA ELECTRONICS (S/N 6000008)		FP	POOR
40763	E	1	PRIME IMAGE, INC. MODEL "TWO" (s/n 2600)	107890	FP	POOR
40763	F	1	PRIME IMAGE, INC. MODEL "TWO" (s/n 2781)	010679	FP	POOR
40763	G	1	SONY PVM-8045Q (s/n 2006019)	010627	FP	POOR
40763	H	1	SONY PVM-8045Q (s/n 2006024)	010622	FP	POOR
40763	I	1	BLUE ROLLING CHAIR		FP	POOR

Request for Approval/Disposal of Surplus Property

40763	J	2	HEWLETT PACKARD LASERJET 405A TN		FP	POOR
40791	A	1	EPSON STYLUS PHOTO 900 PRINTER		FP	POOR
40791	B	2	WOODEN ROLLING RACKS		FP	POOR
40791	C	1	GRALAS 450 TIMER--NOT WORKING		FP	POOR
40791	D	1	BESCHER TIMER--NOT WORKING		FP	POOR
40821	A	3	BOXES OF KEYBAORDS		FP	POOR
40821	B	1	BOXES OF MISC. CABLES		FP	POOR
40821	C	1	BOXES OF MICE AND POWER SURGERS		FP	POOR
40821	D	1	BOX OF DELL MINI BACK ENCLOSURES		FP	POOR
40821	E	1	15" DELL LCD		FP	POOR
40821	F	3	DELL 17" CRT		FP	POOR
40821	G	3	SAMSUNG 19" LCD		FP	POOR
40821	H	1	MAC BOOK 17", BAD LCD		FP	POOR
40821	I	1	20" IMAC LCD--BROKEN		FP	POOR
40821	J	1	HP SCANJET 7400C		FP	POOR
40821	K	1	APC BATTERY BACKUP		FP	POOR
40821	L	1	BOX OF MISC. SOFTWARE		FP	POOR
40821	M	1	HP LASERJET 2200DN		FP	POOR
40821	N	1	PARAGON USER STATION		FP	POOR
40821	O	1	OPTIPLEX GX620		FP	POOR
40821	P	1	OPTIPLEX 755		FP	POOR
40821	Q	1	BOX NORTEL PHONE		FP	POOR
40893	A	1	SMALL TABLE		FP	POOR
40893	B	1	SMALL ROLLING TABLE		FP	POOR
40893	C	1	BURGUNDY CHAIR		FP	POOR
40894	A	1	TELEVISION MONITOR, 27", MTI-0779	90779	FP	POOR
40894	B	1	TELEVISION MONITOR, 27", MTI-0813	90813	FP	POOR
40894	C	1	SMALL CART, 26" CT2-0575		FP	POOR
40896	A	1	FELLOWES SHREDDER PS 55		FP	POOR
40896	B	1	NEC MULTISYNC P750 MONITOR		FP	POOR
40896	C	1	14" SAMSUNG TELEVISION		FP	POOR
40897	A	1	DISPLAY CASE		FP	POOR
40897	B	1	TRINITRON COLOR MONITOR		FP	POOR
40897	C	1	PELCO 14" COLOR MONITOR		FP	POOR
50203	A	1	NEC FLAT SCREEN 40" TV		FV	POOR
50203	B	1	PANASONIC FAX MACHINE		FV	POOR
50203	C	1	MERIDIAN DESK PHONE		FV	POOR
50229	A	1	BOX OF MISC SERV CPU'MEMORY-CONTRLR CARD		FV	POOR
50229	B	1	BOX NAM MEMORY		FV	POOR
50229	C	3	HP IDE CDRW DRIVES		FV	POOR
50229	D	4	DELL IDE CDRW DRIVES		FV	POOR
50229	E	1	US ROBOTICS EXTERNAL MODEM		FV	POOR
50229	F	1	LINKSYS PS2 KVM W/CABLES		FV	POOR
50229	G	1	TV ANTENNA		FV	POOR
50229	H	4	SURGE SURPRESSORS		FV	POOR
50229	I	9	HP IPAQ		FV	POOR
50229	J	2	I PAQ BATTERY PACK		FV	POOR
50229	K	1	VERIZON AIRCARD		FV	POOR
50229	L	1	IPAQ KEYBOARD		FV	POOR
50229	M	1	BELKIN PORTSWITCH		FV	POOR
50230	A	22	DELL OPTIPLEX GX280		FV	POOR
50230	B	10	DELL OPTIPLEX GX280		FV	POOR
50230	C	2	BOX OF COMPUTER SPEAKERS		FV	POOR
50230	D	5	DELL 17" LCD MONITORS		FV	POOR
50230	E	1	APC BACKUPS 550		FV	POOR

Request for Approval/Disposal of Surplus Property

50230	F	1	APC BACKUPS 350		FV	POOR
50230	G	1	BOX OF KEYBOARDS/MICE		FV	POOR
50230	H	1	TOOL BAG		FV	POOR
50230	I	1	BOX OF PHONES		FV	POOR
50236	A	2	IBM 4694		FV	POOR
50236	B	1	POWER MAC G4		FV	POOR
50236	C	2	IBM PERSONAL COMPUTER 300GL		FV	POOR
50236	D	1	IBM CASH REGISTER	009320	FV	POOR
50236	E	1	IBM CASH REGISTER	009315	FV	POOR
50236	F	1	IBM CASH REGISTER	009317	FV	POOR
50236	G	1	IBM CASH REGISTER	009319	FV	POOR
50236	H	1	IBM CASH REGISTER	009316	FV	POOR
50236	I	1	BROTHER FAX MACHINE SUPER G3		FV	POOR
50236	J	1	BRANDT COIN COUNTING	002209	FV	POOR
50236	K	1	BRANDT COIN COUNTING	002207	FV	POOR
50236	L	1	APC BACKUP 1500		FV	POOR
50236	M	1	APPLE COMPUTER		FV	POOR
50236	N	1	EPSON PRINTER C62		FV	POOR
50236	O	1	EPSON PRINTER C64		FV	POOR
50236	P	1	COLORSTYLE WRITER 4100		FV	POOR
50236	Q	1	MISC BOX OF WIRES,SPEAKERS,KEYBOARDS		FV	POOR
50236	R	1	FLAT SCREEN MONITOR		FV	POOR
50236	S	1	VICTOR 1560-4 ADDING MACHINE		FV	POOR
50236	T	1	HP COPY MACHINE		FV	POOR
50272		1	BROTHER FAX/COPY MACHINE MFC-8700		FV	POOR
50339	A	4	PRECISION M70		FV	POOR
50339	B	7	LATITUDE D800		FV	POOR
50339	C	6	PRECISION 350		FV	POOR
50339	D	3	OPTIPLEX GX240		FV	POOR
50339	E	1	OPTIPLEX GX60		FV	POOR
50339	F	1	OPTIPLEX GX1P		FV	POOR
50339	G	1	HP X2000		FV	POOR
50339	H	1	PRECISION 360		FV	POOR
50339	I	1	GATEWAY 2000 SPEAKER		FV	POOR
50339	J	1	SONY 17" LCD MONITOR		FV	POOR
50339	K	1	PRECISION 370		FV	POOR
50341	A	1	TABLE TOP		FV	POOR
50341	B	1	CUSHMAN VAN - COLLEGE #5436	321436	FV	POOR
50346	A	1	BROTHER INTELIFAX MACHINE 4750E		FV	POOR
50346	B	1	HP LASERJET PRINTER		FV	POOR
50346	C	2	FELLOWS 810 POWERSHRED		FV	POOR
50346	D	1	FELLOWS 220CC POWERSHRED		FV	POOR
50346	E	1	FELLOWS 220-2 POWERSHRED		FV	POOR
50346	F	1	SIRCHIE FINGERPRINT COMPARATOR FC281	315782	FV	POOR
550179	A	1	SPECTRASONICS POWER SUPPLY		FV	POOR
550179	B	1	SPECTRASONICS 202 CHASIS W/6 AMP CARDS		FV	POOR
550179	C	1	TECHNICS CD PLAYER SLP6300		FV	POOR
550179	D	1	SWTP POWER AMP MN 215/A		FV	POOR
550179	E	1	NEC MONITOR 9" PM97/A		FV	POOR
550179	F	1	COMPREHENSIVE AMP CVG1110		FV	POOR
550179	G	1	PYRAMID 100W AMP PR330A		FV	POOR
60173		4	DESK (STUDENT)		MC	POOR
60311		86	CHAIRS/DESK		MC	POOR
60311		86	CHAIRS/DESK		MC	POOR
60312		12	F73T1Z BULBS		MC	POOR

Request for Approval/Disposal of Surplus Property

60312		12	F73T1Z BULBS		MC	POOR
60313	A	15	F 30 T12 (LIGHTS)		MC	POOR
60313	B	2	F 25 T12		MC	POOR
60313	C	15	F 20 T12		MC	POOR
60313	D	4	F 72 12		MC	POOR
60313	E	3	F 96 T12		MC	POOR
60319	A	1	BROTHER FAX MACHINE MFC 4800		MC	POOR
60319	B	1	TWIN BED		MC	POOR
60319	C	1	BIRTCHEER HEAT LAMP		MC	POOR
60319	D	1	BOX OF MISC. COMPUTER ACC.		MC	POOR
60338	A	1	2 DRAWER FILE CABINATE	4-16029	MC	POOR
60338	B	4	DESK CHAIR		MC	POOR
60338	C	3	CUBBIES (LOCKERS)		MC	POOR
60338	D	1	FAX MACHINE		MC	POOR
60339	A	1	DISH NETWORK SATELLITE REC. DP301		MC	POOR
60339	B	1	6' DALITE WALL SCREEN	4-14234	MC	POOR
60339	C	1	PANASONIC AG-DVC20P DIGITAL REC CAMERA	4-23426	MC	POOR
60339	D	1	SOMSUNG PRESENTER SDA-6500	4-23098	MC	POOR
60340	A	1	EPSON LCD EMP-835	4-23425	MC	POOR
60340	B	1	EPSON LCD EMP-835	4-23116	MC	POOR
60340	C	1	EPSON LCD EMP-835	4-23145	MC	POOR
60340	D	1	EPSON LCD EMP-835	4-23142	MC	POOR
60340	E	1	SAMSUNG PRESENTER 6500	4-23306	MC	POOR
60340	F	1	COMPUTER SPEAKERS		MC	POOR
60340	G	2	BOXES USED VIDOE TAPES		MC	POOR
60341	A	1	EPSON LCD PROJ. EMP-835	4-23420	MC	POOR
60341	A	1	EPSON LCD PROJ. EMP-835	4-23411	MC	POOR
60341	B	1	EPSON LCD PROJ. EMP-835	4-23409	MC	POOR
60341	C	1	EPSON LCD PROJ. EMP-835	4-23135	MC	POOR
60341	D	1	EPSON LCD PROJ. EMP-835	4-23127	MC	POOR
60341	E	1	EPSON LCD PROJ. EMP-835	4-23416	MC	POOR
60341	F	1	EPSON LCD PROJ. EMP-835	4-23414	MC	POOR
60341	G	1	EPSON LCD PROJ. EMP-835	4-23417	MC	POOR
60341	H	1	AZDEN SHOTGUN MIC. SGMIX W/STAND	4-23617	MC	POOR
60341	I	1	AZDEN SHOTGUN MIC. SGMIX W/STAND	4-23618	MC	POOR
60370	A	1	6' TABLE	4-07574	MC	POOR
60390	A	1	OFFICE DESK	4-10761	MC	POOR
60390	B	1	DISPLAY CASE		MC	POOR
60390	C	1	DISPLAY CASE	4-19323	MC	POOR
60391	A	1	NORTHERN TELECOM TELEPHONE		MC	POOR
60392	A	1	JVC-CC TV		MC	POOR
60392	B	1	CASSETTE PLAYER- - NO LID	4-15623	MC	POOR
60392	C	1	CASSETTE PLAYER- - W/LID	4-16737	MC	POOR
60392	D	2	SMALL SPACE HEATERS		MC	POOR
60392	E	1	NUMBERING MACHINE		MC	POOR
60392	F	1	METAL STAND FOR CC TV		MC	POOR
60392	F	1	BLACK TYPEWRITER TABLE		MC	POOR
60392	G	1	METAL SORTER		MC	POOR
60392	G	1	FILE CABINET (SLIDING DOORS)		MC	POOR
60392	H	1	WHITE PLASTIC BIN		MC	POOR
60392	H	1	DESK CHAIR		MC	POOR
60392	I	1	ROLLING FILE CABINET- 1 DRAWER		MC	POOR
60392	I	1	ADJUSTABLE TABLE		MC	POOR
60392	J	1	SMALL TABLE W/DRAWERS		MC	POOR
60395	A	80	T-12 4' BULBS		MC	POOR

Request for Approval/Disposal of Surplus Property

60395	B	51	T-12 F25 BULBS		MC	POOR
60395	C	10	T-12 U BULBS		MC	POOR
60395	D	26	T-12 F20 BULBS		MC	POOR
60396	A	1	MASCOT UNIFORM		MC	POOR
60397	A	7	EPSON 830 LCD PROJECTOR		MC	POOR
60397	B	1	EAPSON 835 LCD PROJ.		MC	POOR
60397	C	1	3M 1825 OVERHEAD PROJ.		MC	POOR
60397	D	1	EPSON 835 LCD PROJ.	4-23408	MC	POOR
60397	E	1	EPSON 835 LCD PROJ.	4-23421	MC	POOR
60488	A	1	BROTHERS INTELLIFAX 4100		MC	POOR
60488	B	1	ACS51 COMPUTER SPEAKERS		MC	POOR
60488	C	1	TELEPHONE		MC	POOR
60488	D	1	MICROWAVE		MC	POOR
60488	E	1	COMPUTER CASE		MC	POOR
60488	F	1	WALL MOUNT FILE		MC	POOR
60488	G	1	DESK TOP FILE		MC	POOR
60488	H	4	LETTER TRAYS		MC	POOR
60488	I	1	3 HOLE PUNCHER		MC	POOR
60488	J	1	DUFFLE BAG		MC	POOR
60488	K	1	11 X 17 CLIPBOARD		MC	POOR
60488	L	1	DESK TOP FLIP CALENDER HOLDER		MC	POOR
9-032012	A	1	Apple Cinema Display 21"		CC	POOR
9-032012	B	1	Apple G5		CC	POOR

BUSINESS AND FINANCE

Budget

- Pg. 1 Executive Summary – Financial Results through February 2012
- Pg. 2 Budget Status Summary Report General Operating Fund through February 29, 2012
- Pg. 3 Budget Status Report-Auxiliary: July 1, 2011 – February 29, 2012
- Pg. 4 Budget Status Reports-Rental of Facilities and Agency: July 1, 2011 – February 29, 2012
- Pg. 5 Corporate College-Managed Property Operating Report: July 1, 2011 – January 31, 2012
- Pg. 6 Student Financial Aid Fund: July 1, 2011 – February 29, 2012
- Pg. 7 Workforce Solutions Group Budget Status Report: July, 2011 – February, 2012
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- Pg. 9 Warrant Check Register for February 2012

Ratifications

- Pg. 10 Ratification of Investments/Daily Repurchase Agreements executed during the month of February 2012

**Executive Summary March 29, 2012
(Financial Results Through 02/29/2012)**

Revenue

The Budget Status Summary Report shows revenue of \$139.6 million or 84.0% of the budgeted revenue as compared to \$141.6 million or 86.1% of the budget for the prior year. Local Taxes for FY 2012, which trails last year by \$1.5 million, is lower 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 \$2.3 million or 7.2% lower than last year and is a reflection of the 7.0% reduction to FY 2012 public higher education funding approved in the closing sessions of the Missouri legislature and reimbursement timing for state M&R funding. Student Fees are \$1.8 million or 3.4% higher than last year reflecting slightly lower enrollment and the 6% net rate increase in Maintenance, Tech and Activity Fee's. Other revenues continue to post weak results as investment rate opportunities remain at historic lows.

Expenditures

Current year expenditures are \$92.3 million or 61.6% of the budgeted expenditures as compared to \$92.4 million for the same period last year. The overall year-to-year comparative decrease in Total Expenditures of \$87k is comprised of \$675k lower Salaries/Wages, a \$516k increase in Benefits, and \$72k higher Operating Expenses.

Transfers

Transfers are at \$14.5 million or 87.8% of the budgeted transfers as compared to \$19.9 million or 92.0% 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 February 29, 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	54,670,276	88.0%	56,135,730	89.5%
State Aid	43,536,122		43,536,122	29,082,434	66.8%	31,353,637	67.9%
Student Fees	56,781,154		56,781,154	53,805,340	94.8%	52,033,399	102.3%
Other	3,802,917		3,802,917	2,051,160	53.9%	2,073,771	43.9%
Total Revenue	166,261,379		166,261,379	139,609,210	84.0%	141,596,537	86.1%
Expenditures							
Salaries and Wages	96,586,606		96,586,606	62,547,506	64.8%	63,222,843	65.4%
Staff Benefits	24,063,417		24,063,417	16,135,318	67.1%	15,619,207	68.8%
Operating	29,135,344		29,135,344	13,601,073	46.7%	13,529,384	47.1%
Total Expenditures	149,785,367		149,785,367	92,283,897	61.6%	92,371,434	62.4%
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	2,185,707	62.2%	2,185,707	66.7%
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	779,961	53.2%	758,774	54.6%
Total Transfers	16,476,012		16,476,012	14,463,898	87.8%	19,892,711	92.0%

*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 - February, 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	\$ 679,146	97.6%
Bookstore Sales	12,600,700	12,600,700	10,100,526	80.2%
Copy Centers	1,118,000	1,118,000	1,045,271	93.5%
Food Service / Vending	336,000	336,000	184,493	54.9%
Total Revenue	\$ 14,750,700	\$ 14,750,700	\$ 12,009,436	81.4%
Expenditures				
Salaries and Wages	\$ 2,155,901	\$ 2,155,901	\$ 1,339,160	62.1%
Staff Benefits	468,511	468,511	252,782	54.0%
Operating	2,261,934	2,741,714	1,808,247	66.0%
Items for Resale	8,875,284	8,875,284	7,994,368	90.1%
Total Expenditures	\$ 13,761,630	\$ 14,241,410	\$ 11,394,556	80.0%
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	\$ 256,000	\$ 256,000	\$ 256,000	100.0%
Total Expenditures & Transfers	\$ 14,017,630	\$ 14,497,410	\$ 11,650,556	80.4%

**St. Louis Community College
Budget Status Report
Rental of Facilities
July, 2011 - February, 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	\$ 81,953	303.5%
Prior Year's Funds		\$ 110,498		
Expenditures	27,000	27,000	5,768	
Total Expenditures	\$ 27,000	\$ 137,498	\$ 5,768	4.2%

**St. Louis Community College
Budget Status Report
Agency Fund
July, 2011 - February, 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	\$ 79,578	53.1%
Other Income	175,000	175,000	107,936	61.7%
Prior year's funds		328,572	328,572	100.0%
Total funds available	\$ 325,000	\$ 653,572	\$ 516,086	79.0%
Expenditures	325,000	325,000	67,314	20.7%
Total Expenditures	\$ 325,000	\$ 325,000	\$ 67,314	20.7%
Funds in Excess of Expenditures			\$ 448,771	

**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 - 1/31/12)	
Revenue			
Lease Income	\$ 723,140	\$ 354,436	**
Other Revenue	658,264 *	-	
Total Revenue	<u><u>\$ 1,381,404</u></u>	<u><u>\$ 354,436</u></u>	
Expenditures			
Salaries and Wages	\$ 27,576	\$ 32,683	
Staff Benefits	7,956	9,806	
Operating	776,743	360,905	
Total Expenditures	<u><u>\$ 812,276</u></u>	<u><u>\$ 403,394</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-February 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	\$518,378	57.6%
Federal Work Study - Institutional Match	555,074	555,074	39,656	7.1%
Federal SEOG** - Federal Share	682,905	682,905	638,050	93.4%
Federal SEOG** - Institutional Match	170,726	170,726	0	0.0%
Board of Trustees Scholarships	502,240	502,240	104,361	20.8%
Prior year's funds	263,317	254,477	254,477	100.0%
Private Scholarships	101,586	123,921	66,638	53.8%
Athletics				
Transition (Carry Forward BOT Athletics)	103,522	108,885	8,017	7.4%
Board of Trustees Scholarship	238,065	238,065	175,824	73.9%
Auxiliary Services Scholarship	9,980	47,256	0	0.0%
Athletics Scholarships (Fundraising)	<u>52,749</u>	<u>213,531</u>	<u>74,121</u>	34.7%
Total funds available	<u>\$ 3,579,903</u> *	<u>\$ 3,796,819</u>	<u>\$ 1,879,521</u>	49.5%

Expenditures

Federal Work Study Payrolls	\$1,454,813	\$1,454,813	\$558,034	38.4%
Federal SEOG** Grants	853,631	853,631	638,050	74.7%
Board of Trustees Scholarships	765,557	756,717	358,838	47.4%
Private Scholarships	101,586	123,921	66,638	53.8%
Athletics	<u>404,316</u>	<u>607,737</u>	<u>257,962</u>	42.4%
Total expenditures	<u>\$ 3,579,903</u> *	<u>\$ 3,796,819</u>	<u>\$ 1,879,521</u>	49.5%

Federal Pell Grant Expenditures

\$50,184,431

* 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 - February, 2012**

	Original Budget	Adjusted Budget	Actual To Date	% of Budget To Date
<u>Revenues / Resources</u>				
<u>Workforce Solutions Group</u>				
Government	\$ 4,804,563	\$ 4,804,563	\$ 1,910,693	39.8%
Private	3,916,760	3,916,760	264,394	6.8%
Institutional Match	533,543	533,543	569,419	106.7%
Total WSG Revenue	9,254,866	9,254,866	2,744,506	29.7%
<u>Corporate Services</u>				
Government	\$ 2,200,000	\$ 4,715,500	\$ 447,663	9.5%
Private	3,700,000	3,364,325	1,146,472	34.1%
Account Balances / Projects	700,000	700,000	466,667	66.7%
Total Corporate Services Revenue	6,600,000	8,779,825	2,060,802	23.5%
Total Revenue / Resources	\$ 15,854,866	\$ 18,034,691	\$ 4,805,309	26.6%
<u>Expenditures</u>				
<u>Workforce Solutions Group</u>				
Salaries	\$ 4,403,294	\$ 4,403,294	\$ 2,223,480	50.5%
Benefits	1,030,195	1,030,195	541,328	52.5%
Operating	3,821,377	3,821,377	880,332	23.0%
Total WSG Expense	9,254,866	9,254,866	3,645,140	39.4%
<u>Corporate Services</u>				
Salaries	\$ 2,150,000	\$ 2,050,000	\$ 505,111	24.6%
Benefits	387,000	387,000	121,574	31.4%
Operating	4,013,000	6,312,825	1,122,354	17.8%
Capital	50,000	30,000		0.0%
Total Corporate Services Expense	6,600,000	8,779,825	1,749,038	19.9%
Total Expenses	\$ 15,854,866	\$ 18,034,691	\$ 5,394,178	29.9%

*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 - February, 2012

	Current Budget	Actual * To Date	% of Budget To Date
<u>Revenues / Resources</u>			
External Sources	\$11,522,228	5,677,105	49.3%
Institutional Match	807,553	273,355	33.8%
Total Revenue / Resources *	<u><u>\$12,329,780</u></u>	<u><u>\$5,950,460</u></u>	48.3%
<u>Expenditures</u>			
Salaries	\$5,067,162	2,940,753	58.0%
Benefits	1,430,097	829,544	58.0%
Operating	5,072,981	1,913,342	37.7%
Capital	759,539	248,874	32.8%
Total Expense *	<u><u>\$12,329,780</u></u>	<u><u>\$5,932,514</u></u>	48.1%

* 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 February 29, 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.

Ratification of Investments

Executed During the Month of February 2012

Daily Repurchase Agreements

Purchased Through:	UMB Bank
Purchase Date:	Daily throughout month
Maturity Date:	Overnight
Average Amount Invested:	\$54,566,965.52
Interest Earned:	\$8,735.78
Average Rate Earned:	0.200%
Range of Rates Earned:	.190-.220%

Other Investments

Fund	Purchase Date	Type of Investment	Par Value	Cost of Investment	Maturity Date	Investment Yield
Firstbank Puerto Rico	2/15/2012	CD	245,000.00	245,000.00	2/18/2014	0.550%
Apple Bank for Savings	2/8/2012	CD	245,000.00	245,000.00	2/10/2014	0.600%
Beal Bank SSB	2/8/2012	CD	245,000.00	245,000.00	8/7/2013	0.500%
Texas Capital Bank	2/21/2012	CD	245,000.00	245,000.00	4/30/2012	0.350%
Mizuho Corporate Bank	2/29/2012	CD	248,000.00	248,000.00	11/29/2012	0.300%
Federal Nat'l Mortg Assn.	2/22/2012	US Agency	1,000,000.00	1,000,000.00	2/22/2016	0.400%
Federal Home Loan Bank	2/27/2012	US Agency	1,000,000.00	1,000,000.00	2/27/2015	0.550%
Federal Nat'l Mortg Assn.	2/8/2012	US Agency	1,000,000.00	1,000,000.00	2/8/2017	0.750%
Federal Nat'l Mortg Assn.	2/6/2012	US Agency	1,000,000.00	999,000.00	8/5/2016	0.523%
Federal Home Loan Bank	2/13/2012	US Agency	2,000,000.00	2,000,174.00	8/13/2013	0.274%
US Treasury Securities	2/6/2012	US Treasury	1,000,000.00	1,050,880.41	10/31/2013	0.2310%

Office of Vice Chancellor for Academic and Student Affairs

Contracts and Agreements

Clinical Agreements

It is recommended 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
Cardinal Ritter Senior Services	Human Services District Wide	01/17/12
Pershing Elementary School	Human Services District Wide	01/24/12
Philip G. Mannhard, DDS	Dental Assisting	02/02/12

Workforce Solutions Group

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>
Respiratory Group – Essex Industries, Inc.	Training Facilitation Manager: Stephen Long	Workforce Solutions Group	February 1, 2012 through June 30, 2012	\$357 <i>(Previously reported \$2,600 – February, 2012. Total Amount FY \$2,957)</i>
CABKA, North America	Training Facilitation Manager: Stephen Long	Workforce Solutions Group	January 27, 2012 through June 30, 2012	\$4,600
Pepsi Beverages Company	Technical Training Manager: Stephen Long	Workforce Solutions Group	January 20, 2012 through June 30, 2012	\$5,000 <i>(previously reported \$32,800 – December, 2011. Total Amount FY \$37,800)</i>
KMOV TV	Computer Training Manager: Stephen Long	Workforce Solutions Group	January 30, 2012 through June 30, 2012	\$6,000

Workforce Solutions Group

Contracts and/or Agreements

Better Family Life, Inc. and St. Louis Community College

It is requested the Board of Trustees ratify a professional service agreement between St. Louis Community College and Better Family Life (BFL), Inc. for student recruitment and job placement retention services for the Bridge to STEM Life Science (B2SLS) training program. The B2SLS program is a 16-week training program designed to successfully prepare individuals for entry level positions in a life science lab while also building a career ladder for an AAS Biotechnology degree program. The Agreement is effective March 1, 2012 through December 31, 2012 for a cost to the college not to exceed \$62,715. The Board approved a professional service agreement in the amount of \$18,720 providing recruitment/retention services for the B2SLS program at the February 2012 Board meeting. Funds will be allocated from the Regional Technical Education Consortium (RTEC) grant secured by the College.

Human eSources, LTD and St. Louis Community College

It is recommended that the Board of Trustees ratify an agreement between St. Louis Community College and Human eSources, LTD. to provide assessment and student support services for the African-American Male Initiative Program. The span of this agreement is through the enrollment of 400 students which began August 2011 and will end June 2014 at a total cost of \$22,999.98.

OFFICE OF INSTITUTIONAL DEVELOPMENT
Acceptance of External Funds

Grants and Contracts

<u>AGENCY</u>	<u>AMOUNT</u>	<u>PURPOSE</u>	<u>FUND</u>
St. Louis Agency on Training and Employment	\$ 10,784.47	Contract with St. Louis Community College to provide Workforce Investment Act (WIA) services for the Next Generation Career Center (NGCC) Staffing and the Youth Program Staffing in the City of St. Louis. This award represents additional funding.	Restricted
		Project Period: 7/1/11- 6/30/12	
		Project Director: Lesley Abram	