

**MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES  
ST. LOUIS COMMUNITY COLLEGE  
THURSDAY, JULY 19, 2018**

The Regular Meeting of the Board of Trustees of St. Louis Community College was held on Thursday, July 19, 2018, at the South County Campus, 4115 Meramec Bottom Rd., St. Louis, MO, pursuant to notice and in accordance with Section 610.020 RSMo, as amended.

1. Call to Order/Roll Call

Mr. Rodney Gee, Chair, called the meeting to order at 7:10 p.m. The following members of the Board of Trustees were present: Mr. Rodney Gee, Chair; Dr. Craig Larson, Trustee; Ms. Joan McGivney, Trustee, and Ms. Pam Ross, Trustee. Trustees Dr. Kevin M. Martin, Ms. Libby Fitzgerald and Dr. Doris Graham were absent.

Also present were Dr. Jeff Pittman, Chancellor, Ms. Mary Nelson, General Counsel, and Ms. Rebecca Garrison, Associate for Board Relations.

2. Welcome to Guests

Mr. Gee welcomed Guests attending the meeting.

3. Citizens Desiring to Address the Board Regarding Agenda Items

None.

4. Adoption of Agenda/Revisions to Agenda

On motion by Dr. Larson and seconded by Ms. Ross, the Board unanimously adopted the agenda as revised.

5. Approval of the June 21, 2018 Regular Meeting Minutes

On motion by Ms. McGivney and seconded by Dr. Larson, the Board unanimously approved the June 21, 2018 regular meeting minutes.

6. Approval of Resolution Re August 16, 2018 Executive Session of the Board of Trustees

On motion by Dr. Larson, and seconded by Ms. Ross, the Board, by a roll-call vote, unanimously approved the resolution scheduling an executive session on August 16, 2018, all as more fully set forth in Exhibit A attached hereto and by this reference incorporated herein.

7. Recognition of Student, Staff and Trustee Accomplishments

Ms. Nez Savala, Communications Manager, read statements of congratulations for students and staff on their recent awards and accomplishments.

8. Approval of Trustee Travel to the Fall 2018 MCCA and ACCT Conferences

On motion by Dr. Larson and seconded by Ms. Ross, the Board unanimously approved Trustee travel to the Fall ACCT and MCCA Conferences.

9. Revision of Foundation Board Appointment

Mr. Gee explained to the Board that two alternates were appointed at the last meeting when the Foundation by-laws allow only one.

On motion by Dr. Larson and seconded by Ms. McGivney, the Board unanimously approved having only one alternate (Ms. Ross) appointed to the Foundation Board.

10. Approval of Various Salary and Working Conditions where Applicable for College Employees

On motion by Mr. Gee and seconded by Dr. Larson, the Board unanimously approved various salary and working conditions all as more fully set forth in Exhibit A attached hereto and by this reference incorporated herein.

11. Information Items

Captain Ben Talley, Campus Police, and Mary Zabriskie, Director of Student Conduct and Title IX Coordinator, presented on Behavioral Intervention and answered questions from the Board.

12. Approval of Consent Items

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

12.1 Consent Item Motion and Vote

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

12.2 ACADEMIC AFFAIRS

No Items.

12.3 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 B attached to these minutes and by this reference incorporated herein; and

FURTHER RESOLVED, that, where appropriate, the Chancellor of the District or his 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.

12.4 BID AWARDS

Acceptance of Bids/Ratification of Contracts

The Board, by consent, approved the following resolution:

RESOLVED, that the Board of Trustees hereby accepts the bids and/or ratifies the contracts set forth in Exhibit C 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 C; 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.

## 12.5 FINANCE

### Budget

#### A. Financial Reports

Financial reports will appear on a quarterly basis, in February, May, August and November.

## 12.6 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 D 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.

## 12.7 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 E, 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.

### 13. COMMUNICATIONS

#### 13.1 Chancellor's Report

Dr. Pittman gave the following report:

On August 8, STLCC will provide the annual State of the St. Louis Workforce Report, marking the 10<sup>th</sup> anniversary of this event. For the first time in the history of the event, we have sold out all seats at the Forest Park Theater. Another first is that the Public Event will be videotaped by Nine Networks.

The day will consist of both the main morning event and an executive luncheon.

The below "Run of Show's" illustrate the day's activities:

State of the St. Louis Workforce Report  
Wednesday, August 8, 2018  
St. Louis Community College at Forest Park  
The Mildred E. Bastian Theatre

## Run of Show

Note: Program will be videotaped Nine Networks

- 7:30 am     **Continental Breakfast**  
We will all be seated before 8:00 am
- 8:00 – 8:05   **Welcome & Introductions**  
Bob Silvey, Interim Publisher; St. Louis Business Journal – 5 minutes
- 8:05 – 8:10   **Greetings/Comments**  
Dr. Jeff Pittman, Chancellor; St. Louis Community College – 5 minutes
- 8:10 – 8:20   **Community Partner – Federal Reserve Bank**  
Daniel Davis, Assistant VP and Community Affairs Officer– 10 minutes
- 8:20 – 8:30   **Community Partner – The Nine Network**  
Amy Shaw, Senior Vice President of Engagement and Content– 10 minutes
- 8:30 – 8:55   **Presentation of Report**  
Alan Spell, Economic & Workforce Research Manager; Missouri Economic Research and Information Center (MERIC) – 25 minutes
- 8:55 – 9:00   **Transition to Panel Facilitation**  
Dr. Jeff Pittman, 5 minutes
- 9:00 – 10:00**Strategic Conversation with Panelists**  
Facilitator Dr. Jeff Pittman, Chancellor; St. Louis Community College will lead a strategic conversation with a panel of business executives.  
60 minutes

### *Panelists:*

- .....Rob Dixon     Missouri Department of Economic Development
- .....Mary Louise Helbig   ITEN
- .....Steve Smith     Edward Jones
- .....Rick Stevens     Christian Hospital

10:00 am **General Session Closes – Transition – 15 minutes**

Note: Expanding the Conversation not filmed by Channel 9; staging is two chairs, microphones in aisles

10:15 a.m. **Expanding the Conversation (Begin)**, 75 min or upon end of audience questions

- .....On stage
  - .....Dr. Pittman
  - .....Commissioner Zora Mulligan, Missouri Department of Higher Education

11:30 a.m. **Expanding the Conversation (Ends); Program Close**

### **Run of Show**

Noon **Luncheon begins**

12:00 – 12:05 **Welcome & Introductions**  
Dr. Jeff Pittman, Chancellor; St. Louis Community College – 5 minutes

[Guests begin lunch]

12:24 **Dr. Pittman introduces Kathy Osborn**

[Guests continue eating during remarks]

12:25 – 12:35 **Regional Business Council Workforce Development Initiatives**  
Kathy Osborn, President & CEO, St. Louis RBC – 10 minutes

12:35 – 12:45 **Best in the Midwest/Talent for Tomorrow**  
Rob Dixon, Director, Missouri Department of Economic Development – 10 minutes

12:45 – 13:00 **Executive Summary of Report**  
Alan Spell, Economic & Workforce Research Manager; Missouri Economic Research and Information Center (MERIC) – 15 minutes

13:15      **Luncheon ends**

### **FY 2018 STLCC Foundation Employee Campaign**

As mentioned in my Trustee Newsletter, the Foundation has for the second straight year topped \$80,000, with the average pledge from each employee increasing again over the previous year. Overall, the Foundation has raised over \$2.5 MM this year, a new record.

Many thanks to the faculty and staff who contributed, and to Jo-Ann Digman and her team for making this year's campaign a great success!

### **DHE Commissioner's Advisory Group**

Yesterday, I attended the DHE Commissioner's Advisory Group. The meeting was very productive and highlights include:

- A review of efforts of the Best in the Midwest and Talent for Tomorrow efforts
- Mission Review
- Facility Review
- Financial Aid
- Performance Funding and Budget (link the performance measures with workforce in any request for new funding; something like 3% with 1% tied to each of three measures (like completion) that can be connected to the overall workforce goal. To this end, the potential funding formula that was discussed would be more like a new formulaic approach where the request is comprised of a performance component, an equity component, and (at least next year) a workforce component

### **Best in the Midwest and Talent for Tomorrow Update**

Today I attended a WebEx regarding an update for the Best in the Midwest and Talent for Tomorrow Initiatives. The initiative and explained that it essentially hinges on two themes:

1. Making Missouri the best place to live and work
2. Connecting all Missourians with work

The two departments are asking for white papers on issues of importance to be submitted no later than August 3<sup>rd</sup>. I am working to put together some thoughts about topics we may want to weigh in on. I'm thinking it might be useful for us to



focus on the relationship between community colleges and employers, especially as it pertains to our workforce network and its usefulness in their efforts.

### **Fund Raising Events for Governor Parson, Elijah Haahr and Rob Vescovo**

Over the past two weeks I have attended fundraising events in West County for the Governor, the incoming Speaker of the House and the incoming House Floor Majority Leader. At all events, I heard from many business leaders and state politicians regarding the significance of workforce development and the key role that STLCC plays in addressing this issue in MO.

Many people see that Associate Degrees and Certificates in the middle skill areas (Health Care, IT, Manufacturing, Financial Services and Life Sciences) will be the key to economic growth in MO.

### **13.2 Board Chair's Report**

Mr. Gee advised that when Jo-Ann Digman came on board the Foundation had been raising \$800,000 annually. He further stated that this year Ms. Digman raised 2.5 million and there is more good news to come. He thanked her for her hard work and dedication to the college.

The Board is well-pleased with the outcome of this year's collective bargaining process. It appears that negotiations were in good faith and achieved a fair compromise that delivers a win-win for the College and its hard-working employees. We extend our sincere appreciation to all involved for their hard work in getting to this point.

On behalf of the Board, I want to give best wishes to employees who are retiring on July 31<sup>st</sup>. For more than 50 years, St. Louis Community College has embraced and nurtured those who seek higher education. We as a Board appreciate that the foundation of success is built by the employees and their long-term commitment to the College.

Thank you for the many years of service and dedication to making our mission, vision and values come true for our students.

### **13.3 Citizens Desiring to Address the Board Regarding Other Concerns**

None.

#### 13.4 Board Member Comments

Dr. Larson stated that it is important to remember that the A+ program requires high school students to commit to their education. He praised the legislature for putting more money into the program so that every student has a chance to succeed. He stressed that not only must they qualify while in high school, but have to carry a certain GPA while in college. He said it is a great program that reflects the values of the State of Missouri and the college should push information on the program.

#### 14. NEW BUSINESS

None.

#### 15. ADJOURNMENT

There being no other or further business to come before the Board, the meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Rebecca Garrison  
Associate for Board Relations

**MEMORANDUM**

To: Board of Trustees

From: Jeff Pittman

Date: July 19, 2018

Subject: Board Agenda Modifications

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**Board of Trustees**  
Rodney Gee, Chair  
Kevin M. Martin, Ed.D., Vice Chair  
E. Libby Fitzgerald  
Doris Graham, Ph.D.  
Craig H. Larson, Ed.D.  
Joan McGivney  
Pam Ross

**Section/Page**

**12.3/1 Appointments / Full-Time Faculty:**

Freshwater, Amy; MC; Assistant Professor, F3; \$66,703; effective: 08/13/2018

Martin, Rachel; FP; Assistant Professor, F3; \$62,785; effective: 08/13/2018

**12.3/1 Appointments / Full-Time Administrative / Professional Staff:**

Houghton, Jill; CO; Controller, A22; \$118,450; effective: 07/20/2018

Nolan, John; CO; IT Security Analyst, P11; \$65,000; effective: 08/06/2018

Bakula, Brian Joseph; CO; Sr. Oracle & Database System Administrator, P14; \$92,700; effective: 08/01/2018

Khanna, Geeta; CO; Oracle & Database System Administrator, P13; \$90,000; effective: 07/23/2018

Downs, Julie; FV; Manager, Dual Credit/Enrollment Partnerships, P12; \$80,000; effective: 07/30/2018

Goree, Cerra; FP; Coordinator, Dual Credit/Enrollment Partnerships, P10; \$50,000; effective: 08/01/2018

Foster, Megan; WW; Coordinator, Dual Credit/Enrollment Partnerships, P10; \$50,000; effective: 08/01/2018

**12.3/2 Appointments / Full-Time Classified Staff:**

Pate, Joann; CO; Compensation Representative, C6; \$46,945; effective: 07/30/2018

Carosone, Rebecca; FV; Bookstore Asst. I, CU4; \$15.42/HR; effective: 07/23/2018

**Recommended Approval of Various Salary and Working Conditions:**

1. Revised AFT Salary Steps – Fiscal Year 2019-2020. (Corrected table attached.)
2. Summary of Tentative Agreement Changes between STLCC and the NEA. (Attached.)

**AFT WAGES FOR FISCAL YEAR 2019 – 2020  
(Corrected Below)**

<b>RANGE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
<b>STEPS</b>									
<b>1</b>	\$25,730	\$27,596	\$29,641	\$32,386	\$35,437	\$37,087	\$39,805	\$42,440	\$45,658
<b>2</b>	\$25,985	\$27,869	\$29,934	\$32,707	\$35,788	\$37,454	\$40,199	\$42,860	\$46,111
<b>3</b>	\$26,240	\$28,142	\$30,228	\$33,028	\$36,139	\$37,822	\$40,593	\$43,281	\$46,563
<b>4</b>	\$26,489	\$28,409	\$30,514	\$33,341	\$36,482	\$38,184	\$40,981	\$43,694	\$47,006
<b>5</b>	\$26,615	\$28,543	\$30,660	\$33,499	\$36,654	\$38,365	\$41,177	\$43,904	\$47,231
<b>6</b>	\$26,867	\$28,814	\$30,951	\$33,819	\$37,006	\$38,730	\$41,569	\$44,323	\$47,683
<b>7</b>	\$27,122	\$29,088	\$31,243	\$34,142	\$37,360	\$39,102	\$41,966	\$44,749	\$48,142
<b>8</b>	\$27,379	\$29,366	\$31,542	\$34,470	\$37,718	\$39,476	\$42,373	\$45,179	\$48,607
<b>9</b>	\$27,639	\$29,646	\$31,844	\$34,799	\$38,080	\$39,857	\$42,779	\$45,614	\$49,075
<b>10</b>	\$27,908	\$29,933	\$32,152	\$35,137	\$38,450	\$40,244	\$43,195	\$46,057	\$49,555
<b>11</b>	\$28,309	\$30,363	\$32,618	\$35,646	\$39,007	\$40,829	\$43,823	\$46,728	\$50,275
<b>12</b>	\$28,758	\$30,851	\$33,151	\$36,222	\$39,622	\$41,527	\$44,582	\$47,553	\$51,162
<b>13</b>	\$29,205	\$31,339	\$33,689	\$36,796	\$40,232	\$42,228	\$45,344	\$48,373	\$52,053
<b>14</b>	\$29,651	\$31,828	\$34,220	\$37,370	\$40,848	\$42,925	\$46,102	\$49,192	\$52,942
<b>15</b>	\$30,098	\$32,321	\$34,755	\$37,945	\$41,460	\$43,621	\$46,860	\$50,013	\$53,831
<b>16</b>	\$30,548	\$32,808	\$35,289	\$38,512	\$42,074	\$44,323	\$47,621	\$50,830	\$54,717
<b>17</b>	\$30,996	\$33,298	\$35,824	\$39,084	\$42,688	\$45,101	\$48,474	\$51,777	\$55,748
<b>18</b>	\$31,606	\$33,971	\$36,560	\$39,870	\$43,527	\$46,056	\$49,443	\$52,813	\$56,863
<b>19</b>	\$32,219	\$34,639	\$37,295	\$40,655	\$44,356	\$47,012	\$50,489	\$53,946	\$58,094
<b>20</b>	\$32,827	\$35,309	\$38,037	\$41,443	\$45,193	\$47,973	\$51,530	\$55,077	\$59,318
<b>21</b>	\$33,440	\$35,985	\$38,771	\$42,228	\$46,020	\$48,954	\$52,670	\$56,334	\$60,684
<b>22</b>	\$34,564	\$37,287	\$40,271	\$43,723	\$47,488	\$51,148	\$55,118	\$59,056	\$63,656

**ADDENDUM ON AFT WAGES FOR FISCAL YEAR 2019 – 2020  
PERCENTAGE CORRECTIONS MADE TO RANGES 7, 8, & 9 AT STEPS 19 AND 20**

**2019-2020  
FULL-TIME 52 WEEK STAFF**

<b>RANGE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
<b>STEPS</b>									
<b>1</b>	\$25,730	\$27,596	\$29,641	\$32,386	\$35,437	\$37,087	\$39,805	\$42,440	\$45,658
<b>2</b>	\$25,985	\$27,869	\$29,934	\$32,707	\$35,788	\$37,454	\$40,199	\$42,860	\$46,111
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<b>7</b>	\$27,122	\$29,088	\$31,243	\$34,142	\$37,360	\$39,102	\$41,966	\$44,749	\$48,142
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<b>19</b>	\$32,219	\$34,639	\$37,295	\$40,655	\$44,356	\$47,012	<b>\$50,562</b>	<b>\$54,046</b>	<b>\$58,208</b>
<b>20</b>	\$32,827	\$35,309	\$38,037	\$41,443	\$45,193	\$47,973	<b>\$51,608</b>	<b>\$55,180</b>	<b>\$59,434</b>
<b>21</b>	\$33,440	\$35,985	\$38,771	\$42,228	\$46,020	\$48,954	\$52,670	\$56,334	\$60,684
<b>22</b>	\$34,564	\$37,287	\$40,271	\$43,723	\$47,488	\$51,148	\$55,118	\$59,056	\$63,656

**Summary of Tentative Agreement Changes  
To Provisions of the 2015-2018 Joint Resolution  
Between STLCC and STLCC NEA**

<u>Article/ Section</u>	<u>Subject Matter</u>	<u>Language Modifications</u>
I.	Agreement Duration	5 years
VI.B.	Personnel Files	Modified language to clarify procedures
VII.A.	Academic Freedom	Elaboration of language
IX.	Seniority	Eliminate reference to definition of service and seniority in Administrative Procedures and incorporate more accurate and Specific language in Article XXVII.B.2
IX.1.	Staffing Guidelines	Modified language to accommodate loads other than normal
IX.D.1.a	English Faculty Workload	Clarify load and overload parameters
IX.E.	Alternate Campus Overload Assignments	Modified language to clarify conditions and procedures
XII	Transfer	Modified language to clarify conditions and procedures
XIV	Salaries	<ul style="list-style-type: none"> <li>- Modification of salary table to provide for a 1 step advancement yielding a 3 percent increase in FY 2019</li> <li>- Modification of salary table to provide for a 1 step advancement yielding a 2 percent increase in FY 2020 with "me too" and "material "change" contingencies.</li> <li>- Economic reopeners in years 3, 4 and 5</li> </ul>
XXVII	Reduction-In-Force	Modification to incorporate advance notice to Union
XVII.A	Reduction-In-Force	Incorporation of language to include possible use of release time, to refer to new seniority language, administer recall and informational items
XXVII.B.2	Reduction-In-Force	Incorporate complete and specific language regarding service and seniority

Note: Additional Tentative Agreements with respect to following discussion items not resulting in language changes:

- Class decision making prior to cancellation
- Working conditions
- Incorporating rank cross references in JR to align with District Promotion Taskforce references

## **#6 Resolution Re 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 closed meetings, record and vote on August 16, 2018 at 6 p.m., at the Corporate College, 3221 McKelvey Rd., Bridgeton, MO, Bridgeton, MO 63044 in the Second Floor Conference Room, for the following reasons:

- 1) to discuss legal actions, causes of action or litigation involving St. Louis Community College and to hold any confidential or privileged communications with the attorney for the College (Section 610.021 [1]), and the lease, purchase or sale of real estate (Section 610.021 [2]); and
- 2) to discuss action upon any personnel matters relating to the hiring, firing, disciplining or promotion of personnel, (Section 610.021 [3]); and
- 3) to discuss pending and future discussion and negotiations with employee groups of St. Louis Community College and the work product related thereto (Section 610.021 [10]); and
- 4) to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, (Section 610.021 [8]); and
- 5) to hold confidential or privileged communications with the auditor, including all auditor work product (610.021 [17]), and
- 6) to discuss records which are protected from disclosure by law (610.021(14), and

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

July 19, 2018  
Board Agenda

**#10 Recommended Approval of Various Salary and Working Conditions**

**ARTICLE XXI. WAGES**

**A. CLASSIFIED UNIT SALARY SCHEDULE**

**2018-2019  
FULL-TIME 52 WEEK  
STAFF**

<b>RANGE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
<b>STEPS</b>									
<b>1</b>	\$25,476	\$27,323	\$29,347	\$32,066	\$35,086	\$36,720	\$39,411	\$42,020	\$45,206
<b>2</b>	\$25,725	\$27,591	\$29,635	\$32,380	\$35,430	\$37,080	\$39,797	\$42,432	\$45,650
<b>3</b>	\$25,969	\$27,852	\$29,915	\$32,687	\$35,767	\$37,435	\$40,177	\$42,838	\$46,084
<b>4</b>	\$26,093	\$27,983	\$30,058	\$32,843	\$35,936	\$37,613	\$40,370	\$43,043	\$46,305
<b>5</b>	\$26,340	\$28,249	\$30,344	\$33,156	\$36,281	\$37,971	\$40,754	\$43,454	\$46,748
<b>6</b>	\$26,590	\$28,518	\$30,630	\$33,473	\$36,628	\$38,336	\$41,143	\$43,872	\$47,198
<b>7</b>	\$26,842	\$28,791	\$30,924	\$33,794	\$36,978	\$38,702	\$41,542	\$44,293	\$47,654
<b>8</b>	\$27,097	\$29,065	\$31,219	\$34,117	\$37,333	\$39,075	\$41,941	\$44,720	\$48,112
<b>9</b>	\$27,361	\$29,346	\$31,521	\$34,448	\$37,696	\$39,455	\$42,348	\$45,154	\$48,583
<b>10</b>	\$27,754	\$29,768	\$31,978	\$34,947	\$38,242	\$40,029	\$42,963	\$45,811	\$49,290
<b>11</b>	\$28,194	\$30,246	\$32,501	\$35,511	\$38,845	\$40,713	\$43,708	\$46,621	\$50,159
<b>12</b>	\$28,632	\$30,725	\$33,028	\$36,075	\$39,443	\$41,400	\$44,455	\$47,424	\$51,032
<b>13</b>	\$29,070	\$31,204	\$33,549	\$36,637	\$40,047	\$42,084	\$45,198	\$48,228	\$51,904
<b>14</b>	\$29,507	\$31,687	\$34,073	\$37,201	\$40,647	\$42,766	\$45,941	\$49,032	\$52,775
<b>15</b>	\$29,949	\$32,165	\$34,597	\$37,757	\$41,249	\$43,454	\$46,687	\$49,833	\$53,644
<b>16</b>	\$30,388	\$32,645	\$35,122	\$38,318	\$41,851	\$44,140	\$47,427	\$50,637	\$54,518
<b>17</b>	\$30,987	\$33,305	\$35,843	\$39,089	\$42,674	\$45,101	\$48,474	\$51,777	\$55,748
<b>18</b>	\$31,587	\$33,960	\$36,564	\$39,858	\$43,487	\$46,056	\$49,516	\$52,909	\$56,972
<b>19</b>	\$32,183	\$34,616	\$37,291	\$40,630	\$44,306	\$47,012	\$50,564	\$54,044	\$58,206
<b>20</b>	\$32,784	\$35,280	\$38,011	\$41,400	\$45,118	\$47,973	\$51,606	\$55,177	\$59,432
<b>21</b>	\$33,886	\$36,556	\$39,481	\$42,866	\$46,557	\$50,146	\$54,037	\$57,898	\$62,408

**2018-2019  
FULL-TIME 36 WEEK  
STAFF**

<b>RANGE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
<b>STEPS</b>									
<b>1</b>	\$17,633	\$18,909	\$20,309	\$22,199	\$24,281	\$25,434	\$27,280	\$29,113	\$31,297
<b>2</b>	\$17,806	\$19,094	\$20,508	\$22,417	\$24,520	\$25,683	\$27,547	\$29,399	\$31,604
<b>3</b>	\$17,975	\$19,274	\$20,702	\$22,630	\$24,754	\$25,927	\$27,810	\$29,682	\$31,908

4	\$18,060	\$19,367	\$20,801	\$22,737	\$24,872	\$26,050	\$27,942	\$29,822	\$32,059
5	\$18,231	\$19,549	\$20,997	\$22,955	\$25,108	\$26,300	\$28,209	\$30,106	\$32,365
6	\$18,403	\$19,736	\$21,200	\$23,174	\$25,349	\$26,551	\$28,480	\$30,396	\$32,678
7	\$18,578	\$19,924	\$21,402	\$23,395	\$25,592	\$26,806	\$28,755	\$30,689	\$32,992
8	\$18,757	\$20,114	\$21,605	\$23,620	\$25,837	\$27,062	\$29,032	\$30,984	\$33,310
9	\$18,937	\$20,309	\$21,814	\$23,849	\$26,088	\$27,327	\$29,314	\$31,285	\$33,635
10	\$19,209	\$20,604	\$22,130	\$24,194	\$26,467	\$27,723	\$29,740	\$31,741	\$34,124
11	\$19,512	\$20,934	\$22,493	\$24,584	\$26,886	\$28,196	\$30,256	\$32,301	\$34,728
12	\$19,817	\$21,266	\$22,860	\$24,976	\$27,302	\$28,668	\$30,771	\$32,859	\$35,330
13	\$20,122	\$21,597	\$23,221	\$25,363	\$27,721	\$29,140	\$31,286	\$33,384	\$35,931
14	\$20,426	\$21,929	\$23,586	\$25,751	\$28,136	\$29,611	\$31,800	\$33,943	\$36,533
15	\$20,731	\$22,265	\$23,949	\$26,141	\$28,554	\$30,084	\$32,316	\$34,499	\$37,137
16	\$21,031	\$22,595	\$24,311	\$26,526	\$28,971	\$30,553	\$32,833	\$35,051	\$37,737
17	\$21,445	\$23,050	\$24,809	\$27,058	\$29,538	\$31,214	\$33,555	\$35,838	\$38,589
18	\$21,863	\$23,507	\$25,311	\$27,584	\$30,102	\$31,869	\$34,281	\$36,629	\$39,439
19	\$22,278	\$23,964	\$25,813	\$28,121	\$30,667	\$32,528	\$35,001	\$37,412	\$40,291
20	\$22,692	\$24,414	\$26,312	\$28,654	\$31,232	\$33,184	\$35,724	\$38,195	\$41,136
21	\$23,430	\$25,279	\$27,307	\$29,636	\$32,197	\$34,618	\$37,365	\$40,037	\$43,152

**2019-2020  
FULL-TIME 52 WEEK  
STAFF**

<b>RANGE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
<b>STEPS</b>									
1	\$25,730	\$27,596	\$29,641	\$32,386	\$35,437	\$37,087	\$39,805	\$42,440	\$45,658
2	\$25,985	\$27,869	\$29,934	\$32,707	\$35,788	\$37,454	\$40,199	\$42,860	\$46,111
3	\$26,240	\$28,142	\$30,228	\$33,028	\$36,139	\$37,822	\$40,593	\$43,281	\$46,563
4	\$26,489	\$28,409	\$30,514	\$33,341	\$36,482	\$38,184	\$40,981	\$43,694	\$47,006
5	\$26,615	\$28,543	\$30,660	\$33,499	\$36,654	\$38,365	\$41,177	\$43,904	\$47,231
6	\$26,867	\$28,814	\$30,951	\$33,819	\$37,006	\$38,730	\$41,569	\$44,323	\$47,683
7	\$27,122	\$29,088	\$31,243	\$34,142	\$37,360	\$39,102	\$41,966	\$44,749	\$48,142
8	\$27,379	\$29,366	\$31,542	\$34,470	\$37,718	\$39,476	\$42,373	\$45,179	\$48,607
9	\$27,639	\$29,646	\$31,844	\$34,799	\$38,080	\$39,857	\$42,779	\$45,614	\$49,075
10	\$27,908	\$29,933	\$32,152	\$35,137	\$38,450	\$40,244	\$43,195	\$46,057	\$49,555
11	\$28,309	\$30,363	\$32,618	\$35,646	\$39,007	\$40,829	\$43,823	\$46,728	\$50,275
12	\$28,758	\$30,851	\$33,151	\$36,222	\$39,622	\$41,527	\$44,582	\$47,553	\$51,162
13	\$29,205	\$31,339	\$33,689	\$36,796	\$40,232	\$42,228	\$45,344	\$48,373	\$52,053
14	\$29,651	\$31,828	\$34,220	\$37,370	\$40,848	\$42,925	\$46,102	\$49,192	\$52,942
15	\$30,098	\$32,321	\$34,755	\$37,945	\$41,460	\$43,621	\$46,860	\$50,013	\$53,831
16	\$30,548	\$32,808	\$35,289	\$38,512	\$42,074	\$44,323	\$47,621	\$50,830	\$54,717
17	\$30,996	\$33,298	\$35,824	\$39,084	\$42,688	\$45,101	\$48,474	\$51,777	\$55,748



18	\$31,606	\$33,971	\$36,560	\$39,870	\$43,527	\$46,056	\$49,443	\$52,813	\$56,863
19	\$32,219	\$34,639	\$37,295	\$40,655	\$44,356	\$47,012	\$50,489	\$53,946	\$58,094
20	\$32,827	\$35,309	\$38,037	\$41,443	\$45,193	\$47,973	\$51,530	\$55,077	\$59,318
21	\$33,440	\$35,985	\$38,771	\$42,228	\$46,020	\$48,954	\$52,670	\$56,334	\$60,684
22	\$34,564	\$37,287	\$40,271	\$43,723	\$47,488	\$51,148	\$55,118	\$59,056	\$63,656

**2019-2020  
FULL-TIME 36 WEEK  
STAFF**

<b>RANGE STEPS</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
1	\$17,810	\$19,098	\$20,512	\$22,421	\$24,524	\$25,688	\$27,553	\$29,404	\$31,610
2	\$17,986	\$19,287	\$20,715	\$22,643	\$24,767	\$25,943	\$27,825	\$29,695	\$31,923
3	\$18,162	\$19,476	\$20,918	\$22,865	\$25,010	\$26,197	\$28,098	\$29,987	\$32,236
4	\$18,334	\$19,660	\$21,116	\$23,083	\$25,249	\$26,446	\$28,367	\$30,275	\$32,546
5	\$18,421	\$19,754	\$21,217	\$23,192	\$25,369	\$26,571	\$28,501	\$30,418	\$32,701
6	\$18,595	\$19,940	\$21,417	\$23,414	\$25,610	\$26,826	\$28,774	\$30,708	\$33,012
7	\$18,772	\$20,131	\$21,624	\$23,638	\$25,856	\$27,082	\$29,049	\$31,004	\$33,331
8	\$18,950	\$20,322	\$21,830	\$23,863	\$26,104	\$27,342	\$29,330	\$31,302	\$33,652
9	\$19,132	\$20,516	\$22,037	\$24,092	\$26,354	\$27,604	\$29,612	\$31,603	\$33,976
10	\$19,316	\$20,715	\$22,251	\$24,326	\$26,609	\$27,873	\$29,900	\$31,911	\$34,307
11	\$19,593	\$21,016	\$22,573	\$24,678	\$26,997	\$28,278	\$30,335	\$32,376	\$34,806
12	\$19,902	\$21,352	\$22,943	\$25,076	\$27,424	\$28,759	\$30,861	\$32,947	\$35,422
13	\$20,213	\$21,691	\$23,317	\$25,475	\$27,848	\$29,241	\$31,387	\$33,516	\$36,037
14	\$20,525	\$22,029	\$23,685	\$25,870	\$28,276	\$29,723	\$31,912	\$34,052	\$36,649
15	\$20,834	\$22,367	\$24,058	\$26,266	\$28,699	\$30,203	\$32,436	\$34,622	\$37,264
16	\$21,146	\$22,710	\$24,428	\$26,663	\$29,125	\$30,686	\$32,962	\$35,189	\$37,880
17	\$21,452	\$23,047	\$24,797	\$27,056	\$29,550	\$31,214	\$33,555	\$35,838	\$38,589
18	\$21,874	\$23,511	\$25,311	\$27,599	\$30,128	\$31,869	\$34,281	\$36,629	\$39,439
19	\$22,300	\$23,978	\$25,840	\$28,136	\$30,704	\$32,528	\$35,001	\$37,412	\$40,291
20	\$22,724	\$24,454	\$26,344	\$28,684	\$31,281	\$33,184	\$35,724	\$38,195	\$41,136
21	\$23,145	\$24,903	\$26,839	\$29,227	\$31,856	\$33,853	\$36,461	\$38,994	\$42,000
22	\$23,899	\$25,785	\$27,853	\$30,229	\$32,841	\$35,311	\$38,112	\$40,838	\$44,015

B. 1. Salary Implementation Procedures for Fiscal Year 2018-2019

All Classified and Technical Unit employees will receive a three percent (3%) salary increase effective July 1, 2018 according to the following guidelines:

- a. All Classified Office & Technical Unit Employees shall be placed on the next higher step on the 2018-2019 salary schedule.

b. Step 1 shall be increased by two percent (2%) and the remainder of the steps on the 2018-2019 salary schedule shall be adjusted in a manner which will provide a three percent (3%) increase (in the aggregate) between the step advancement as described in “a” above and the balancing adjustment to the dollar amount of the step the employee was advanced to.

c. Step 21 shall be added to the salary schedule.

## 2. Salary Implementation Procedures for Fiscal Year 2019-2020

Subject to stability in State funding and student enrollment, all Classified and Technical Unit employees will receive a two percent (2%) salary increase effective July 1, 2019 according to the following guidelines:

a. All Classified Office & Technical Unit Employees shall be placed on the next higher step on the 2019-2020 salary schedule

b. Step 1 shall be increased by one percent (1%) and the remainder of steps on the 2019-2020 salary schedule shall be adjusted in a manner which will provide a two percent (2%) increase (in the aggregate) between the step advancement as described in “a” above and the balancing adjustment to the dollar amount of the step the employee was advanced to.

b. In those instances where the step advancement would result in an amount greater than 2 percent, the employee would receive the greater amount.

c. Step 22 shall be added to the salary schedule.

d. Should the College fund salary increases at a level above 2 percent, the higher percentage shall be applied in lieu of the 2 percent.

## 3. Salary Implementation Procedures for Fiscal Year 2020-2021

Prior to the start of the fiscal year beginning July 1, 2020, College representatives and representatives of the Classified Office & Technical Unit will enter negotiations limited to salary only.

# Tentative Agreements Between STLCC and IUOE 148 As of 07/01/2018

## Wage Opener Only

The attached tentative agreement made by the College in response to Union proposals. The language will be incorporated in the current Joint Resolution and will be effective as of July 1, 2018.

### ARTICLE III - WAGES

IUOE Local 148 Joint Resolution

2018 Economics Reopener

FOR BOARD OF  
TRUSTEES APPROVAL

#### ARTICLE III - WAGES

Title	Current Assignments June 30, 2018		Current Assignments July 1, 2018		New Assignments June 30, 2018		New Assignments July 1, 2018	
	Rate*		Rate*		Rate*		Rate*	
Stationary Engineer	\$	32.67	\$	33.65	\$	32.67	\$	33.65
General Maintenance Mechanic	\$	30.85	\$	31.78	\$	30.85	\$	31.78
General Maintenance Helper	\$	22.76	\$	23.44	\$	22.76	\$	23.44
Groundskeeper	\$	20.44	\$	21.05	\$	18.00	\$	18.54
Receiving and Shipping Clerk	\$	25.09	\$	25.84	\$	17.00	\$	17.51
Housekeeper								
Step D	\$	19.16	\$	19.73		NA		NA
Step C	\$	18.00	\$	18.54		NA		NA
Step B	\$	17.27	\$	17.79		NA		NA
Step A	\$	16.66	\$	17.16	\$	13.00	\$	13.39
Probationary Rate					\$	11.58	\$	11.93

\* Note: Continuation of application of criteria of new assignments effective November 17, 2016

Grandfathered group as of October 9, 2016

FOR ST. LOUIS COMMUNITY COLLEGE

FOR THE UNION

\_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_

## HUMAN RESOURCES AGENDA SUMMARY

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**APPOINTMENTS / FULL-TIME FACULTY**

<b>NAME</b>	<b>CURRENT/NEW EMPLOYEE</b>	<b>LOC</b>	<b>TITLE</b>	<b>RANGE</b>	<b>PAY RATE</b>	<b>COMMENTS</b>	<b>EFFECTIVE DATE</b>
Marshall, Jasmin	Current Employee	FV	Assistant Professor	F3	\$61,636	Replacement	08/06/2018
Hocker, William	Current Employee	FP	Assistant Professor	F3	\$66,703	Re-hire	08/06/2018
Krewson, Kristen	New Employee	FP	Nursing Instructor II	F2	\$53,939	Replacement	08/13/2018
Richie, Candace	New Employee	FP	Nursing Instructor II	F2	\$53,939	Replacement	08/13/2018
Nixon, Carol	Current Employee	FV	Assistant Professor	F3	\$66,703	Re-hire	08/06/2018
Giancola-Youngberg, Christine	Current Employee	FV	Assistant Professor	F3	\$66,703	Re-hire	08/06/2018
Lorentz, Jennifer	New Employee	FP	Assistant Professor	F3	\$63,475	Replacement	08/06/2018
Martin, Deanna	Current Employee	FV	Assistant Professor	F3	\$64,091	Location Change Only	08/13/2018
Casile, Christine	New Employee	FP	Assistant Professor	F3	\$66,703	Replacement	08/13/2018
Pugel, Joseph	Current Employee	FP	Associate Professor	F4	\$71,030	Re-hire	08/13/2018
Brown, Ashley	Current Employee	FP	Instructor II	F2	\$54,745	Promotion	08/13/2018
Ross, Anne	Current Employee	FP	Associate Professor	F4	\$72,420	Location Change Only	08/13/2018
Rohman, Todd	Current Employee	FP	Associate Professor	F4	\$70,008	Location Change Only	08/13/2018
Schmisser, Amber	Current Employee	FP	Assistant Professor	F3	\$60,730	Location Change Only	08/13/2018
Fox, Sharon	Current Employee	FP	Professor	F5	\$81,363	Location Change Only	08/13/2018
Dieckmann, Thomas	Current Employee	FP	Assistant Professor	F3	\$60,730	Location Change Only	08/13/2018
Clark, Anthony	Current Employee	WW	Professor	F5	\$77,843	Location Change Only	08/01/2018
Fielding, Sarah	Current Employee	WW	Associate Professor	F4	\$67,958	Location Change Only	08/01/2018
Runge, Douglas	Current Employee	WW	Assistant Professor	F3	\$60,730	Location Change Only	08/01/2018
Henry, Deborah	Current Employee	MC	Professor	F5	\$77,843	Location Change Only	08/13/2018
Cernich, Victoria	Current Employee	FV	Assistant Professor	F3	\$62,560	Location Change Only	08/13/2018
Adams, Rhonda	Current Employee	WW	Assistant Prof/Counselor	F3	\$60,730	Location Change Only	08/13/2018

**APPOINTMENTS / FULL-TIME ADMINISTRATIVE/PROFESSIONAL STAFF**

<b>NAME</b>	<b>CURRENT/NEW EMPLOYEE</b>	<b>LOC</b>	<b>TITLE</b>	<b>RANGE</b>	<b>PAY RATE</b>	<b>COMMENTS</b>	<b>EFFECTIVE DATE</b>
Shasserre, Benjamin	Current Employee	FP	Digital Strategy Manager	P13	\$75,000	Job Change	07/23/2018
Adkins, Alfred	Current Employee	CO	District Director of Public Safety/Emergency MGMT	A15	\$112,000	Replacement	07/20/2018
Malone, Erika	Current Employee	FV	Coordinator, Admissions	P9	\$54,000	Job Change	08/01/2018
Johnson, Diana	Current Employee	MC	Cord, Dual Credit/Enrollment PTNR	P10	\$50,000	Job Change	07/30/2018
Munden, James	Current Employee	FP	Interim Dean	A22	\$107,000	Temporary Job Change	08/01/2018

**APPOINTMENTS / FULL-TIME CLASSIFIED STAFF**

<b>NAME</b>	<b>CURRENT/NEW EMPLOYEE</b>	<b>LOC</b>	<b>TITLE</b>	<b>RANGE</b>	<b>PAY RATE</b>	<b>COMMENTS</b>	<b>EFFECTIVE DATE</b>
James, Angeline	Current Employee	FP	Contract & Budget Spec	CU 6	\$38,702	Replacement	08/01/2018
Senters, Brad	New Employee	FP	General Maintenance Mech	na	\$28.89 HR	New Hire	08/06/2018

**APPOINTMENTS / PART-TIME PROFESSIONAL STAFF**

<b>NAME</b>	<b>CURRENT/NEW EMPLOYEE</b>	<b>LOC</b>	<b>TITLE</b>	<b>RANGE</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATE</b>
Greene, Megan	New Employee	FP	Research and Data Analyst	P12	\$30.00/HR	07/20/2018

**ADDITIONAL COMPENSATION / PROFESSIONAL STAFF**

<b>NAME</b>	<b>LOC</b>	<b>TITLE</b>	<b>RANGE</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATE</b>
Morris, Victoria	MC	IT Tech Support Project Coordinator	P10	\$63,479	04/01/2018-05/21/2018
Vipond, Julie	MC	Lead IT Project Coordinator	P12	\$79,083	04/01/2018-05/21/2018

**PROBATIONARY TO NON-PROBATIONARY STATUS / FULL-TIME CLASSIFIED STAFF**

<b>NAME</b>	<b>LOC</b>	<b>TITLE</b>	<b>PAY RATE</b>	<b>COMMENTS</b>	<b>EFFECTIVE DATE</b>
Battles, William	FV	General Maintenance Mechanic	\$31.78 HR	Completion of Probationary Period	07/03/2018

**REVISIONS TO PREVIOUSLY – APPROVED ITEMS**

Board of Trustees approval of Michelle Nienkemper on 06/21/2018, page 2: Salary revised to \$37,937.

Board of Trustees approval of Laura Giuliani on 06/21/2018, page 2: Salary revised to \$40,332.

**INFORMATION ONLY**

**IT APPOINTMENTS**

<b>NAME</b>	<b>LOCATION</b>	<b>TITLE</b>	<b>PAY RATE</b>	<b>RANGE</b>	<b>EFFECTIVE DATE</b>
Gall, Sarah	MC	MC-Media Specialist	\$39,797	CU 7	07/16/2018

**RESIGNATIONS / CLASSIFIED STAFF**

<b>NAME</b>	<b>LOCATION</b>	<b>TITLE</b>	<b>EFFECTIVE DATE</b>
Goodwin, Rhonda	CO	Total Compensation Representative	07/05/2018
Sutton, Johnny	FP	Groundskeeper	07/31/2018
Rodriguez, Jose	MC	Groundskeeper	06/18/2018
McCloughan, Stephen	CC	Facilities Support Assistant	06/07/2018

**RETIREMENTS/ CLASSIFIED STAFF**

<b>NAME</b>	<b>LOCATION</b>	<b>TITLE</b>	<b>EFFECTIVE DATE</b>
Moffatt, Mary	CC	Enrollment Processing Assistant	06/29/2018

## **Recommendation for Award/Purchasing – Contract Renewal**

- Supports: District – Telephone Service

**Contract B0003384** with *AT & T*, for support, repair and maintenance of the Shore Tel telephone system and purchase of equipment as needed was approved by the Board of Trustees on May 28, 2015, for a period of three (3) years with an option to renew for three (3) additional years, effective September 21, 2015, in an amount estimated at **\$250,000.00**. The current contract balance is \$133,273.76. We request approval to exercise the three (3) year renewal option with no additional funding requested.



## **Recommendation for Award/Purchasing – Contract**

- Supports: Finance and Administration - District Wide

Board approval is requested to award the 1098-T Student Tuition Tax Mailers contract to **TAB SERVICES**, in an amount estimated at **\$47,850.00**, for a period of one (1) full year, with an option to renew for a second and third year, beginning July 20, 2018.

### **Description**

This contract service is for the filing of 1098-T Student Tuition Tax Mailers. It also includes all of the following: formatting, printing, folding, sealing, presorting, mailing and electronic delivery. Students will have the options to receive their 1098-T, electronically or traditional mailing. The service includes: IRS e-filing and web based 1098-T services for problem resolution. The recommended bidder offered the best overall response and meets specifications.

### **Bid – B0003709**

The evaluation of this bid, which opened, May 1, 2018 is listed below:

<b>Bidders</b>	<b>20,000 Students Mail (Option 1)</b>	<b>5,000 Students Electronic Delivery (Option 2)</b>	<b>Estimated Total Fees</b>
<b>TAB SERVICES</b>	<b>0.75 / \$15,000</b>	<b>0.19 / \$950</b>	<b>\$ 15,950.00</b>
*Input Tech	.6012 / \$12,024	.175/ \$875	\$ 12,899.00
Educational Computer Systems, INC.	0.89 / \$22,250.00	0.45 / \$11,250.00	\$ 33,500.00

\*Does not include complete service

### **Funding**

This expenditure will be funded from current operating budgets.

## **Recommendation for Award/Purchasing – Insurance**

- Supports: Intercollegiate Athletic Teams – District Wide

Board ratification is requested for the renewal of intercollegiate athletic medical excess insurance with *AETNA, INC.*, in an estimated amount of **\$29,689.00** and catastrophic insurance with, *MUTUAL OF OMAHA*, in an amount estimated at **\$6,730.00**, for a total estimated amount of **\$46,315.00**, for a period of one (1) full year, which began July 1, 2018.

### **Description**

The plan is designed to cover medical expenses for intercollegiate athletic injuries after the athlete exhausts the benefits of his/her personal medical insurance, if applicable, following meeting of a \$1,500.00 deductible with coverage up to \$25,000.00 per accident. The catastrophic insurance is designed to cover injuries with costs in excess of \$25,000.00 following exhaustion of the student's personal medical insurance, if applicable, up to the maximum of \$5,000,000.00 per injury.

### **Funding**

This expenditure will be funded from current operating budgets.

## **Recommendation for Award/Purchasing – Insurance**

- Supports: Workers Compensation – Human Resources

Board ratification is requested for the renewal of workers compensation excess insurance with, *SAFETY NATIONAL CASUALTY CORPORATION*, in an amount estimated at **\$114,043.00**, for a period of one (1) full year, which began July 1, 2018.

### **Description**

The plan is designed to cover workers compensations expenses for claims that exceed \$300,000 and employers' liability maximum limit of \$1,000,000 per occurrence. This insurance is a requirement of the State of Missouri's Division of Workers Compensation in order for the College to operate its self-funded Workers Compensation Program.

### **Funding**

This expenditure will be funded from current operating budgets.

## **Recommendation for Award/Purchasing – Insurance**

- Supports: Finance and Administration - District Wide

Board ratification is requested for the renewal of fiduciary liability insurance with, **FEDERAL INSURANCE COMPANY (CHUBB)**, in an amount estimated at **\$3,912.00**, for a period of one (1) full year, which began July 1, 2018.

### **Description**

This plan is designed to cover personal liability of fiduciaries imposed due to a breach or ERISA responsibility for any plan losses including the misuse of plan assets and errors and omissions.

### **Funding**

This expenditure will be funded from current operating budgets.

## **Recommendation for Award/Purchasing – Insurance**

- Supports: Finance and Administration – District Wide

Board ratification is requested for the renewal of crime/kidnap/ransom insurance with, ***FEDERAL INSURANCE COMPANY (CHUBB)***, in an amount estimated at ***\$16,502.00***, for a period of one (1) full year, which began July 1, 2018.

### **Description**

This plan includes coverage for the following events: employee theft; depositors forgery; forgery or alteration; theft, disappearance and destruction loss inside and outside the premises; credit card forgery; computer fraud; funds transfer fraud; money orders and counterfeit paper currency; and investigative costs. The kidnap and ransom portion of the plan covers loss of property and other consideration surrendered for the return of such due to an illegal abduction, threat, or series of threats.

### **Funding**

This expenditure will be funded from current operating budgets.

## **Recommendation for Award/Purchasing – Insurance**

- Supports: Finance and Administration - District Wide

Board ratification is requested for the renewal of foreign liability insurance with, **FEDERAL INSURANCE COMPANY (CHUBB)**, in an amount estimated at **\$3,432.00**, for a period of one (1) full year, which began July 1, 2018.

### **Description**

The plan includes coverages for international general and products liability, excess and difference-in-conditions (DIC) foreign automobile, foreign voluntary workers' compensation and employer's liability, and international property.

### **Funding**

This expenditure will be funded from current operating budgets.

## **Recommendation for Award/Purchasing – Insurance**

- Supports: Finance and Administration - District Wide

Board ratification is requested for the renewal of inland marine insurance with, ***TRAVELERS INSURANCE COMPANY***, in an amount estimated at ***\$3,157.00***, for a period of one (1) full year, to begin July 1, 2018.

### **Description**

The plan includes coverages for fine arts and certain facilities equipment with a total coverage level of \$270,817.00 and with a \$1,000.00 deductible.

### **Funding**

This expenditure will be funded from current operating budgets.

**Recommendation for Award/Physical Facilities:**

Board approval is requested for award of **CENTER FOR NURSING AND HEALTH SCIENCES**, Alternate Bids, to the following firms:

**F 18 406, CENTER FOR NURSING AND HEALTH SCIENCES**

BP 08A Glass & Glazing, Alternate	<u>Qualified Bidder</u> <b>MISSOURI VALLEY GLASS</b>	<u>Bid Amount</u> <b>\$ 34,375.00</b>
BP 07B Sheet Metal/ Flashing, Voluntary Alternate	<b>HYDE SHEET METAL</b>	<b>(\$102,000.00)</b> Credit

**Description:**

Contract F18 406 BP 08A was approved by the Board of Trustees at its March 22, 2018 meeting. At the time of the bid, Missouri Valley Glass bid an alternate to provide the vertical sunshades on the building's west elevation which was included in the base bid of BP 07B, Sheet Metal and Flashing Bid Package. Removing the sunscreens from the Sheet Metal package results in a credit of \$102,000 from that contractor, resulting in a net decrease to the overall project cost.

<b><u>Contractor</u></b>	<b><u>Contract Amount</u></b>	<b><u>Alternate Bid</u></b>	<b><u>New Total</u></b>
Missouri Valley Glass	\$1,888,557	\$34,375	\$1,922,932
Hyde Sheet Metal	\$1,761,374	(\$102,000)	\$1,659,374

**Funding:**

This project will be funded from certificates of participation.



**Recommendation for Ratification/Physical Facilities:**

Board ratification is requested for one emergency repair contract over \$50,000.

**Description:**

**Integrated Facility Services**

**S2 6743 – Emergency Repair of Compressor #3 at Corporate College** **\$72,213.14**

A compressor critical to providing cooling to the Corporate College failed. Integrated Facility Services (“IFS”) was already on site addressing other aspects of the cooling system and was authorized to address this issue on a time and materials basis to keep the system running. This contractor was able to utilize some parts already purchased for the previous job, possessed the technical personnel necessary for this system, and worked overtime and weekends to keep the system functioning. The Time and Materials costs were reviewed and approved by the College Facilities department.

**Funding:**

This project was funded from operating and capital budgets.

**Recommendation for Approval/Physical Facilities:**

Board approval is requested for **one architectural/ engineering agreement** in the amount of **\$52,952.**

College Board Policy I.8 – Selection of Architectural and Engineering (A/E) Services for Physical Facilities Projects requires that architectural and engineering consultants be selected on the basis of demonstrated competence and qualifications for the type of professional services required, and at fair and reasonable prices. This policy further requires Board approval of consulting agreements over \$50,000.

**Description:**

**Grice Group/ Trivers Joint Partnership**

**A19-0309 GRI #1 – Design Work for Restroom Renovations at Corporate College**

A study revealed that the public restrooms on the first, second, and third floor of the Corporate College are not fully compliant with current ADA standards. Although they were designed according to building code standards at the time of construction, and subsequent renovations improved the accessibility, this agreement will provide construction documents to make a pair of restrooms fully accessible on each of the main floors of the building.

**Total Approval:**

**\$52,952.**

**Funding:**

This project is funded from operating and capital budgets.

### Request for Approval/Disposal of Surplus Property

Board approval is requested to dispose of surplus property by recycling per contract as listed on the following pages. This property has been declared excess and posted internally for redistribution.

<b>PDF#</b>	<b>Description</b>	<b>Property Tag</b>	<b>Location</b>	<b>Condition</b>	<b>Purchased Date</b>	<b>Original Cost</b>	<b>Book Value</b>
	2012 Segway, X2 Patroller	015695	MC	Poor	9/4/2012	\$ 8,914.28	\$ 371.39
	Tennant Sweeper 6550 Gas	014351	MC	Poor	5/30/2003	\$ 30,403.15	\$ -
	2012 GEM Electric eL Utility Cart	015691	MC	Poor	3/29/2012	\$ 13,650.00	\$ 7,962.74

No Items this Month  
Financial Reports will appear on a  
Quarterly Basis,  
in November, February, May and  
August

**Agreement Between St. Louis Community College and Cooley, LLP**

Board ratification is requested to continue the contractual relationship between **St. Louis Community College and Cooley, LLP**, to provide legal counsel in the area of federal regulation of student financial aid. The fees for these services are estimated at **\$200,000.00** for the contract period **January 1, 2018 through August 31, 2018**.

## ***Workforce Solutions Group***

### **Contracts and/or Agreements**

#### **Agreement between St. Louis Community College and the St. Louis Area Heat and Frost Insulators and Allied Workers**

It is recommended that the Board of Trustees approve an agreement that will begin as of December 1, 2017 between St. Louis Community College and the St. Louis Area Heat and Frost Insulators and Allied Workers in support of an Associate of Applied Science-Skilled Trades Industrial Occupations Technology Apprenticeship Program Agreement Degree (Skilled Trades AAS).

#### **Professional Services Agreement – FocusPath**

**August 2018 – December 2018** - It is requested that the Board of Trustees ratify a professional services agreement with Ramesh Kumar of FocusPath from August 2018 – December 2018, in an amount not to exceed \$25,000. FocusPath will provide in class instruction and books for Continuing Education Project Management training and access to online test questions for student test preparation at St. Louis Community College – Corporate College. These services will be paid for through funding provided by the STLCC Continuing Education student fees.

#### **Professional Services Agreement-OpusWorks**

##### **August 2018 – December 2018**

It is requested that the Board of Trustees ratify a professional services agreement with OpusWorks from August 2018 – December 2018, in an amount not to exceed \$25,000. OpusWorks will provide in class instruction materials and online access to training modules and capstone project for Continuing Education for student instruction at St. Louis Community College – Corporate College. These services will be paid for through funding provided by the STLCC Continuing Education student fees.

#### **Professional Services Agreement – Are We There Yet (LLC)**

##### **August 2018 – December 2018**

It is requested that the Board of Trustees ratify a professional services agreement with Dea Hoover of Are We There Yet (LLC) from August 2018 – December 2018, in an amount not to exceed \$25,500. Are We There Yet (LLC) will provide Professional Tour Guide Dea Hoover, motor coach transportation, all listed attractions, speakers, experiences, inclusive lunch, and all gratuities to driver and guide for Continuing Ed tours and trips. These services will be paid for through funding provided by the STLCC Continuing Education student fees.

## ***Workforce Solutions Group***

### **Professional Services Agreement – SharkFitness (LLC)**

#### **August 2018 – December 2018**

It is requested that the Board of Trustees ratify a professional services agreement with Keath Hausher of SharkFitness from August 2018 – December 2018 in an amount not to exceed \$50,000. SharkFitness will provide instruction, equipment and curriculum for Continuing Education boot camp fitness classes at the Meramec campus. These services will be paid for through funding provided by the STLCC Continuing Education student fees.

### **Professional Services Agreement – American Council on Exercise (ACE)**

#### **August 2018 – December 2018**

It is requested that the Board of Trustees ratify a professional services agreement with ACE August 2018 – December 2018, in an amount not to exceed \$20,000. ACE will provide instruction materials, books and exam vouchers for Continuing Education Personal Fitness Trainer training at St. Louis Community College – Meramec and Forest Park campuses. These services will be paid for through funding provided by the STLCC Continuing Education student fees.

***Institutional Development***

**Acceptance of External Funds**

<b><u>AGENCY</u></b>	<b><u>AMOUNT</u></b>	<b><u>PURPOSE</u></b>	<b><u>FUND</u></b>
U.S. Department of Education	\$ 269,147.00	Grant to St. Louis Community College for CCAMPIS (Child Care Access Means Parents In School) to provide subsidized child care services for 125-175 children, ages 6 weeks to 12 years, of low-income, Pell-eligible students enrolled at any STLCC campus. Funding also allows for the increase in parent support services and professional development for child care staff at both the STLCC Florissant Valley Child Development Laboratory Center and its extensive network of partnering community-based child care centers. <i>The award represents the second year of a four-year award.</i>  <b>Project Period: 10/01/2018-09/30/2019</b> <b>Project Director: Janice Nesser-Chu</b>	Restricted