

**MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES  
ST. LOUIS COMMUNITY COLLEGE  
THURSDAY, April 25, 2019**

The Regular Meeting of the Board of Trustees of St. Louis Community College was held on Thursday, April 25, 2019, at the Corporate College, 3221 McKelvey Rd., Bridgeton, 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 5:05 p.m. The following members of the Board of Trustees were present: Mr. Rodney Gee, Chair; Dr. Kevin M. Martin, Vice Chair; Ms. Libby Fitzgerald, Trustee; Ms. Pam Ross, Trustee; Dr. Doris Graham, Trustee; and Dr. Craig Larson, Trustee. Ms. Joan McGivney, Trustee, was absent.

Also present were Dr. Jeff Pittman, Chancellor; Ms. Sylvia Edgar, Staff Attorney; Trustee-elect Anne Marshall and Ms. Jessica Grove, Associate for Board Relations.

2. Welcome to Guests

Mr. Gee welcomed guests attending the meeting.

3. Certification of April 2, 2019 Election Results

On motion by Dr. Larson and seconded by Dr. Graham, the Board, by a roll-call vote, unanimously (with Ms. McGivney being absent) approved the resolution certifying the election results, all as more fully set forth in Exhibit A attached hereto and by this reference incorporated herein.

B. Oath of Office – Anne Adams Marshall

Mr. Gee administered the Oath of Office to Ms. Marshall. Thereafter, Ms. Marshall assumed her seat as a member of the Board of Trustees. A copy of the signed Oath of Office is attached hereto and by this reference incorporated herein.

4. Citizens Desiring to Address the Board Regarding Agenda Items

None.

5. Adoption of Agenda/Revisions to Agenda

On motion by Dr. Martin and seconded by Ms. Fitzgerald, the Board unanimously adopted the agenda.

6. Recommended Approval of the February 21, 2019 Regular Board Meeting Minutes, Public Hearing Minutes and Work Session Minutes

On motion by Dr. Larson and seconded by Dr. Martin, the Board unanimously approved the February 21, 2019 regular meeting minutes, work session minutes and public hearing minutes.

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. Information Items

Ms. Kelli Burns presented on the District Spring 2016 – 2019 Student Body Profile and answered questions from the Board.

Dr. Andrew Langrehr and Dr. Elizabeth Perkins presented on Multiple Measures and Developmental Education Redesign and answered questions from the Board.

9. Recommended Approval of Resolution Re May 16, 2019 Executive Session of the Board of Trustees

On motion by Ms. Ross and seconded by Dr. Martin, the Board, by a roll-call vote, unanimously (with Dr. Larson being absent) approved the resolution in Agenda Item #9, to schedule an executive session of the Board on May 16, 2019, for the reasons and pursuant to the provisions of Section 610.022 of the Revisions Statutes of Missouri stated in the resolution, all as more fully set forth in **Exhibit A** attached hereto and by this reference incorporated herein.

10. Recommended Approval of Trustee Travel to MCCA Trustee & Executive Leadership Conference in May and ACCT Conferences in August and October

On motion by Ms. Fitzgerald and seconded by Ms. Ross, the Board, by a roll-call vote, unanimously (with Dr. Larson being absent) approved Trustee travel for MCCA and ACCT events.

11. Recommended Approval of Scheduling a Work Session on May 16th at 3:15pm at Corporate College

Mr. Gee noted the Board may adjust the time of the Work Session. On motion by Ms. Ross seconded by Ms. Fitzgerald, the Board unanimously approved the scheduling of a work session.

12. Recommended Waiver of Lodging and Approval of Revised Board Policy G.9.7 Maximum Course Load

On motion by Dr. Martin and seconded by Ms. Ross, the Board unanimously approved the waiver of lodging and approval of revisions to Board Policy G.9.7 Maximum Course Load all as more fully set forth in **Exhibit A** attached hereto and by this reference incorporated herein.

13. Recommended Lodging of Revised Board Policy G.12.2 General Degree Requirements

Ms. Ross inquired about the origin of the language change. Dr. Langrehr explained this is a realignment of language with the Missouri Department of Higher Education.

On motion by Dr. Graham and seconded by Ms. Fitzgerald, the Board unanimously approved the lodging of revisions to Board Policy G.12.2 General Degree Requirements, all as more fully set forth in **Exhibit A** attached hereto and by this reference incorporated herein.

14. Approval of Consent Items

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

14.1 Consent Item Motion and Vote

Dr. Martin recommended pulling Bid F 19 202, Bid F 19 401, Bid F 19 402 and Bid F 19 502 for discussion and inquired about the College's policies/standards for WBE/MBE.

The board provided the following suggestions/guidance:

- Actively recruit WBE/MBE
- Develop yearly target goals for WBE/MBE participation in contracts
- Weigh bids from WBE/MBE

Dr. Martin asked Finance to develop goals for increased WBE/MBE participation and present those goals to the Board in August.

Dr. Martin also requested the College provide goals and a campus-wide sustainability plan for facilities.

On motion by Dr. Martin and seconded by Ms. Fitzgerald, the Board approved the consent agenda items all as more fully set forth in Exhibit A, attached hereto and by this reference incorporated herein.

14.2 ACADEMIC AFFAIRS

Approval of Program Recommendations and Revisions

The Board, by consent, approved the following Resolution:

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

14.3 HUMAN RESOURCES

Human Resource Recommendations

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

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

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

#### 14.4 BID AWARDS

##### Acceptance of Bids/Ratification of Contracts

The Board, by consent, approved the following resolution:

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

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

#### 14.5 FINANCE

No items this month. Financial Reports will appear on a Quarterly Basis in November, February, May and August.

#### 14.6 CONTRACTS AND/OR AGREEMENTS

##### Contracts and/or Agreements

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

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

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

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

#### 14.7 INSURANCE

The Board, by consent, approved the following resolution:

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 or the District be and hereby is authorized and directed to execute an appropriate contract in each instance.

#### 14.8 WORKFORCE SOLUTIONS

The Board, by consent, approved the following resolution regarding the ratification of direct pay agreements and 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 G** attached hereto and by this reference incorporated herein, are adopted and approved; and

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

#### 14.9 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 H**, 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.

#### 15. COMMUNICATIONS

##### 15.1 Chancellor's Report

## **STLCC Day at the Capitol**

On Tuesday, March 12, five STLCC students visited the State Capitol to advocate on behalf of the College and to meet with Legislators and State Officials to learn about how state government works in both the legislative and executive branches. Kedra Tolson, Ryan McKenna, Donivan Foster, Dedra Duncan and I were also available to provide student support during the day.

Highlights of the day included the below activities:

- Students were greeted by Senator Gina Walsh who discussed her role as the Senate Minority Leader
- Students visited both the House and Senate Chambers
- Mr. McKenna led students on a tour of the “Whispering Gallery” located at the top of the dome of the Capitol
- The students met with Mr. Dan Haug, State Budget Director, to learn about how the State budgeting process is developed and approved
- Students met with Lt. Governor Mike Kehoe to obtain an understanding of the role that his office plays in State Government matters
- The students also visited the State Supreme Court and met with the Attorney General, Mr. Eric Schmitt to learn about the judicial system in Missouri

Students attending for the day included Jade Joiner, Cory Frank, Sarah Kelly, Allie Medler and Kyra Pearson.

Many thanks to both the students and staff who participated during the day, and our students were great ambassadors for the College!

## **Preview Days**

During the last thirty days, each of the STLCC campuses hosted a Preview Day. The Preview Days gave prospective students and their family members an opportunity to visit STLCC to learn more about the campuses and their academic programs by interacting with our faculty and staff and taking campus tours. Our faculty and staff created a great deal of excitement by highlighting what each campus has to offer to the community. More than five hundred prospective students and family members participated in the Preview Day festivities. We anticipate having more Preview Days next fall and spring.

## **Facilities Update**

Science Lab Rehabilitation: Many of you may remember that the College was awarded funding for science labs (\$5.2 million) from the State from HB19 during fiscal year 2016. I am pleased to announce that by the completion of this work, the College will have completely remodeled 32 science labs with state-of-the-art equipment. Forest Park, Florissant Valley and Meramec have had labs remodeled for several disciplines including Microbiology, Biology, Zoology, Horticulture, Geology, Chemistry and Physics.

In addition, we recently added a Physics lab at the Wildwood campus with other funds to expand science lab offerings at this location. This is a terrific story to tell as our students will benefit greatly in the years ahead with these changes to our campuses. Many thanks to Paul Zinck, Ken Kempf and Dennis Dill for their leadership of these important projects that will benefit our students for years to come!

New Building at Forest Park: The new Center for Nursing and Health Sciences continues to remain on schedule with an anticipated opening date of this coming fall semester. Recently, I toured the building and am amazed by not only the quality of the space but also by the tremendous learning environment the labs and classrooms will present to our students and the faculty. In all, we will move 13 degree programs into the new space and are currently analyzing the best use of space for the fourth floor as we continue to meet with employers to assess their workforce needs.

Social Sciences Building at Florissant Valley Campus: The Social Sciences renovation is now complete and students and faculty are now utilizing the building. The renovations have resulted in a significant improvement to the building and I would encourage all faculty and staff to visit the building in the near future. We plan to renovate one building at a time moving forward to provide students with the best learning environment possible.

Communications North at Meramec: The Communications North (CN) building is now complete and I understand that faculty and staff have already begun moving into the new building. This is a much needed update to this facility and I believe faculty, staff and our students will appreciate the updates.

### **STLCC Immersive CodeCamp**

On April 1, the College launched its first class of the new STLCC Immersive CodeCamp at the Harrison Education Center. On April 8, Trustee-elect Marshall and I visited the Harrison Center to meet students and faculty of the program.

STLCC and LaunchCode have partnered to create the Immersive CodeCamp, a free, 14-week full-time course that allows students to take a deep dive into the technologies and skills that are in demand by employers in the region.

The course is designed to prepare students to enter the highly successful LaunchCode Apprenticeship Program, which is a paid on-the-job training period with one of LaunchCode's 500 employer partners. Students will gain technical skills while enrolled in CodeCamp, but will also leave job-ready. STLCC's partnership expands the LaunchCode program capacity while providing participants with faculty, wraparound students services like loaner laptops, transportation assistance, academic coaching and dedicated study spaces.

### **Mobile Enrollment Unit Upgrade**

This month IT staff updated the Mobile Enrollment Unit for STLCC.

Improvements include:

- Installed 9 new 48" TVs
- Installed 9 PC units with wireless keyboards/mouse
- Replaced 6 laptops
- Installed amplifier and two speaker
- Replace Sprint Modem

The mobile enrollment unit is a valuable outreach tool to the St. Louis region and will be featured as a part of the STLCC Everywhere campaign at local community events throughout the Spring and Summer.

### **Governor Parson's Visit to CWI**

Earlier this afternoon, Governor Parson visited the Center for Workforce Innovation to host a roundtable with several area employers to discuss workforce issues and potential solutions.

We are very excited about the Governor's visit and appreciate the emphasis he has placed on workforce development initiatives in the State of Missouri!

### **Update on Search Committee for Campus Presidents**

Committee Co-Chairs, Keith Fuller and Lori Orlando provided an update to the Board and answered questions.

#### 15.2 Board Chair's Report

On behalf of the Board, I would like to welcome trustee Anne Adams Marshall! I would also like to extend my thanks to trustee Joan McGivney. Unfortunately, Trustee McGivney was unable to join us this evening so we will make plans to honor at a later meeting for her seven years of service to the College.

Earlier this month, the Foundation held the 15th annual Bowling for Scholars event. I want to thank the Foundation staff for hosting this wonderful event in support of our students, as proceeds from this event support student scholarships. Thank you to the faculty, staff and students who participated. We appreciate your support!

I hope all Board members have a chance to participate in the Student Awards Banquets over the next few weeks. These events celebrate the many outstanding students, organizations and the faculty and staff that have helped make the 2018-19 school year such a success.

The Board looks forward to attending commencement on May 10<sup>th</sup>. It will be a pleasure to applaud our students for their hard work and dedication to their education, and the faculty and staff who helped them achieve their goals.

On May 16th, the Board of Trustees will hold a work session focused on child care options for students at the College. Trustee Ross has taken the lead on researching the various child care best practices at community colleges and we look forward to exploring this further. Thank you, Trustee Ross, for your leadership on this very important issue.

#### 15.3 Citizens Desiring to Address the Board Regarding Other Concerns

Ellen McCloskey, faculty, addressed the board regarding scheduling for summer classes.

Cindy Campbell, faculty, requested the board hold listening sessions every other month for faculty and staff.

Emily Neal, STLCC NEA President, addressed the board regarding shared governance.

Ms. Margaret Hvatum, faculty, addressed the board regarding hurdles to enrollment.

Linda Stewart, SEUI, addressed the board requesting a 5% pay increase for adjunct faculty.

#### 15.4 Board Member Comments

Dr. Graham thanked Chair Gee for initiating the board of trustees meeting time change to 5pm instead of 7pm. She also expressed how impressed she was with the Mobile Enrollment Unit and the marketing material.

Ms. Ross extended an invitation to the child care work session to anyone that is interested.

Dr. Martin congratulated Dr. Elizabeth Perkins on the upcoming birth of her child. He thanked the faculty and staff for their work on the Preview Days. Dr. Martin also expressed appreciation to Paul Zinck and Keith Fuller.

Ms. Fitzgerald thanked Dr. Perkins and Dr. Langrehr for their presentation and looks forward to hearing about their continued success.

Ms. Marshall thanked her supporters and teachers and stated she is honored to be serving as a Trustee.

#### 16. NEW BUSINESS

None

#### 17. ADJOURNMENT

On motion made by Mr. Gee and seconded by Dr. Martin, the Board, voted unanimously to adjourn the meeting at 7:04 p.m.

Respectfully submitted,

Jessica Grove  
Associate for Board Relations



MEMORANDUM

To: Board of Trustees  
 From: Jeff Pittman  
 Date: April 25, 2019  
 Subject: Board Agenda Modifications

**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

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**Section                      Agenda Item**

**Consent Agenda Addendums**

**14.3/1**

**Appointments / Faculty:**

Swope, Clarissa, FV, Nursing Assistant Professor, F3, \$60,952, effective: 08/12/2019, Replacement.

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

Orf, Trish, CO, Retirement Specialist, P10, \$57,000, effective: 05/13/2019, Replacement.

Childs, Kristy, CO, Procurement Card Administrator, P8, \$40,619, effective: 05/20/2019, Replacement.

Wottrich, Ellen, WW, Dual Credit/Enrollment Partnerships-WW Coordinator, P10, \$50,000, effective: 04/29/2019, Replacement.

Thomas, Kristin, FP, District Manager of Campus Based Aid and Grants, P13, \$65,286, effective: 05/01/2019, Reorganization.

Teare, Phillip, FP, Interim Financial Aid Campus Manager, P12, \$59,467, effective 05/01/2019, Reorganization.

Martin, Keri, CO, Financial Aid System Lead/Business Analyst, P13, \$76,906, effective 05/1/2019, Reorganization.

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

Pendino, Hannah, FV, Child Care Attendant, CU-2, \$27,323, effective: 04/29/2019, Replacement.

Drag, Jennie, FP, Department Secretary-English Dept, CU-4, \$32,066, effective: 05/06/2019, Replacement.

Wright-Haynes, Mikia, CO, DW Financial Aid Processing Spec II, CU-7, \$39,411, effective: 05/01/2019, Reorganization.

Bond, Royce, CO, DW Financial Aid Processing Spec II, CU-7, \$39,411, effective: 05/01/2019, Reorganization.

Shields, Kristi FP, DHY Facility Assistant, CU-6, \$40,029, effective: 05/13/2019, Replacement.

**Probationary to Non-Probationary Status / Full-time Classified Staff:**

Williams, Deborah, MC, Housekeeper, \$13.39, Completion of Probationary Period, effective: 04/15/2019.

**#3-A Certification of Election Results – April 2, 2019**

It is recommended that the Board of Trustees approve the following Resolution:

**A. Subdistrict #3**

WHEREAS, the Board of Trustees of St. Louis Community College of St. Louis, St. Louis County, Missouri has received from the Board of Election Commissioners of the St. Louis City and County, Missouri, certification of the results of the election of Trustee from Subdistrict #3, said election having been held on Tuesday, April 2, 2019; and

WHEREAS, the Board, on the basis of said certification, has jointly tabulated the results, which are as follows:

<b>Candidates, Subdistrict #3</b>	<b>Vote Total</b>
Anne Adams Marshall	11,123
Paula Savarino	9,456

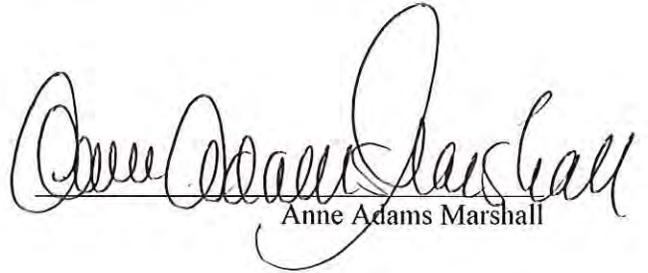
WHEREAS, it appears from the official certification and from the tabulation of results that Anne Adams Marshall has received the greatest number of votes from Subdistrict #3;

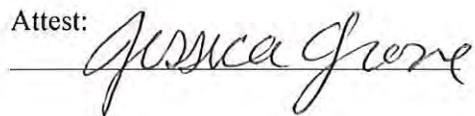
NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby declare and certify that Anne Adams Marshall has been duly elected from Subdistrict #3; said term of office is for six years and until her successor shall be elected and qualified.

Oath of Office: Anne Adams Marshall

**BOARD OF TRUSTEES  
ST. LOUIS COMMUNITY COLLEGE**

I do solemnly swear that I will support and defend the Constitution of the United States and of the State of Missouri; and that I will faithfully conduct myself in the Office of Trustee of St. Louis Community College.

  
Anne Adams Marshall

Attest: 

## **#9. 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 Section 610.021, RSMo, hold a closed meeting, record and vote on May 16, 2019 at 4:00 p.m., at the Corporate College, 3221 McKelvey Rd, St. Louis, MO, 63044 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), RSMo); and
- 2) to discuss the lease, purchase or sale of real estate (Section 610.021(2), RSMo); and
- 3) to discuss action upon any personnel matters relating to the hiring, firing, disciplining or promotion of personnel, (Section 610.021(3), RSMo); and
- 4) to discuss preparation, including discussions or work product, on behalf of St. Louis Community College or its representatives for negotiations with employee groups (Section 610.021(9), RSMo); and
- 5) to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, (Section 610.021(13), RSMo); and
- 6) to discuss records which are protected from disclosure by law (Section 610.021(14), RSMo).

FURTHER RESOLVED, that notice of the closed meeting be given in accordance with Section 610.020, RSMo.

April 25, 2019

Board Agenda

**#12. Recommended Waiver of Lodging and Approval of Board Policy**  
**G.9.7 - Maximum Course Load** <sup>(R 06/18)</sup>

Students wishing to enroll in more than 18 credit hours in a fall or spring semester or ~~nine~~ **TWELVE** credit hours in the summer session must have permission from the Manager of Advising, or his/her designee.

### #13. Recommended Lodging of Revised Board Policy G.12.2 General Degree Requirements

#### G.12.2 General Degree Requirements (R 3/18)

e. For the Associate in Applied Science degrees, satisfactory completion of ~~a minimum of 15 credit hours of~~ general education courses **EQUAL TO A MINIMUM OF TWENTY-FIVE PERCENT OF THE TOTAL CREDIT HOURS FOR THE PROGRAM**, distributed as follows:

1. College Composition I or Career English, 3 credit hours required;
2. ~~U.S. and Missouri Constitutions~~ **CIVICS AS DEFINED BY THE COORDINATING BOARD FOR HIGHER EDUCATION AND INCLUDED IN STATE-WIDE GUARANTEED TRANSFER LISTS**, 3 credit hours required;
3. Natural Science **AS DEFINED BY THE COORDINATING BOARD FOR HIGHER EDUCATION AND INCLUDED IN STATE-WIDE GUARANTEED TRANSFER LISTS** ~~and~~ **OR** Mathematics, 3 credit hours required;
4. **ELECTIVE** credit hours selected from **STATE-WIDE GUARANTEED TRANSFER LISTS TO REACH A MINIMUM OF TWENTY-FIVE PERCENT OF THE TOTAL CREDIT HOURS FOR THE PROGRAM**. ~~one or more of the following categories to equal twenty-five percent or more of the total credit hours for the program: Humanities, Communication, Natural Science, mathematics, and/or social science (for example, a program with 60 credit hours must have at least 15 total credit hours of general education).~~

## *Academic Affairs*

**◆The college recommends that the Board of Trustees approve the revision of the Photography Associate in Fine Arts program submitted by the District Curriculum Committee.**

Program:      Photography  
                  Associate in Fine Arts

Effective:     Spring 2020 pending BOT approval

**Impact Statement**

This program is being revised to update student learning outcomes with current industry standards. Required and elective course options are being updated to align with CORE 42 changes and to better align with art disciplines at four-year institutions.

Current Program			Revised Program		
Courses		Credits	Courses		Credits
ENG 101	College Composition I (MOTR ENGL 100)	3	ENG 101	College Composition I (MOTR ENGL 100)	3
ENG 102	College Composition II (MOTR ENGL 200)	3	ENG 102 <i>OR</i>	College Composition II (MOTR ENGL 200)	3
XXX xxx	Social & Behavioral Sciences: Civics Requirement	3	COM 101	Oral Communication I (MOTR COMM 100)	
XXX xxx	Social Science Elective	3	XXX xxx	Social & Behavioral Sciences: Civics Requirement	3
Select one of the following:		3-4	XXX xxx	Social Science Elective	3
MTH 140	Intermediate Algebra (140 level or higher)		ART 168	History of Photography	3
XXX xxx	Science Elective		Students may elect to take MTH 161 or MTH 140 or MTH 180 AND One (1) Science Elective OR Students may elect to take Two (2) Science Electives		6-7
XXX xxx	Science Elective	3	Art History Elective		3
ART 168	History of Photography	3	ART 101	Art History I (MOTR ARTS 101)	
<i>Select one of the following Art History electives:</i>		3	ART 102	Art History II (MOTR ARTS 102)	
ART 101	Art History I (MOTR ARTS 101)		ART 103	History of Modern Art	
ART 102	Art History II (MOTR ARTS 102)		ART 169	Visual Language	
ART 103	History of Modern Art		ART 107	Design I	2
ART 169	Visual Language		ART 108	Design II	2

XXX xxx	Physical Education Activity	2		ART 109	Drawing I (MOTR PERF 105D)	3
ART 107	Design I	2		ART 110 OR	Drawing II	3
ART 108	Design II	2		ART 111	Figure Drawing I	
ART 109	Drawing I (MOTR PERF 105D)	3		ART 165	Photography I	3
ART 110 OR	Drawing II	3		ART 166	Photography II	3
ART 111	Figure Drawing I			ART 204	Photography III	3
ART 165	Photography I	3		ART 172	Digital Photography	3
ART 166	Photography II	3		ART 265	Artificial Light Photography	3
ART 204	Photography III	3		ART 275	Photo Imaging I: Photoshop	3
ART 172	Digital Photography	3		<i>Photography Electives</i>		6
ART 265	Artificial Light Photography	3		ART 266	Black and White Printing Lab	
ART 275	Photo Imaging I: Photoshop	3		AT 279	Alternative Photographic Processes	
<i>Photography Electives</i>		6		ART 249	Digital Photography II	
ART 266	Black and White Printing Lab			ART 272	Documentary Photography	
AT 279	Alternative Photographic Processes			ART 269	Field Photography	
AT 267	Color Photography II			ART 271	Portrait Photography	
ART 249	Digital Photography II			ART 273	Architectural Photography	
ART 272	Documentary Photography			AT 175	Video Art I	
ART 269	Field Photography			AT 275	Video Art II	
ART 271	Portrait Photography			AT 276	Photo Imaging II: Photoshop	
ART 273	Architectural Photography			AT 212	Special Topics in Photography	
AT 175	Video Art I			AT 105	Digital Printing	
AT 275	Video Art II			AT 280	Advanced Photography	
AT 276	Photo Imaging II: Photoshop			ART 228	Workplace Learning: Photography	
AT 212	Special Topics in Photography			ART 267	Contemporary Concepts in Photography	
AT 105	Digital Printing			ART 270	Fashion Photography	
AT 280	Advanced Photography			ART 167	Color Photography	
ART 228	Workplace Learning: Photography			<i>Other Art Electives</i>		4-6
ART 267	Contemporary Concepts in Photography			ART 110	Drawing II	
ART 270	Fashion Photography			ART 209	Drawing III	
ART 167	Color Photography			ART 210	Advanced Drawing	
<i>Other Art Electives</i>		4-6		ART 111	Figure Drawing I	
ART 110	Drawing II			ART 112	Figure Drawing II	
ART 209	Drawing III			ART 211	Figure Drawing III	
ART 210	Advanced Drawing			ART 113	Ceramics I	
ART 111	Figure Drawing I			ART 213	Ceramics II	
ART 112	Figure Drawing II			ART 114	Painting I	

ART 211	Figure Drawing III		ART 214	Painting II	
ART 113	Ceramics I		ART 115	Printmaking I	
ART 213	Ceramics II		ART 215	Printmaking II	
ART 114	Painting I		ART 116	Sculpture I	
ART 115	Printmaking I		ART 216	Sculpture II	
ART 215	Printmaking II		ART 131	Computer Art Studio	
ART 116	Sculpture I		ART 207	Design III	
ART 131	Computer Art Studio		ART 208	Design IV	
ART 207	Design III		AT 120	Computer Drawing I: Illustrator	
ART 208	Design IV		AT 106	Motion Media Design	
AT 108	Computer Painting and Drawing: Corel Painter		AT 135	Web Design I	
AT 135	Web Design I		AT 143	Web Design II	
AT 201	Mixed Media		AT 201	Mixed Media	
<b>Program total</b>			<b>Program total</b>		
<b>64-67 credits</b>			<b>62-65 credits</b>		

## Advisory Committee Appointments

**◆The college recommends that the Board approve the appointments for the following program advisory committee. These appointments will be included for the current two-year term, July 1, 2018 through June 30, 2020. Address and phone numbers of the committee members have been removed per General Data Protection Regulation (GDPR).**

### Behavioral Health Support

Mr. Scott Bayliff  
Assistant Executive Director  
ADAPT of Missouri

Ms. Teresa Brandon  
Director, Clinical Operations  
BJC Behavioral Health

Ms. Jamie Gebhardt  
Director, Out-patient Services  
Mercy Hospital

Ms. Amy James  
Supervisor, Intensive Out-patient Program  
Mercy Hospital

Mr. Laurent Javois  
Regional Executive Officer  
Missouri Department of Mental Health

Ms. Nicole Johnson  
Vice President, Community Living Services  
Easterseals Midwest

Ms. Wendy Orson  
Chief Executive Officer  
Behavioral Health Network

Mr. Tony Sokolic  
Vice President, Youth Behavioral Health  
COMTREA Incorporated

Ms. Kim Yeagle  
Clinical Integration Manager  
Missouri Coalition for Community Behavioral Health

Ms. Barbara Zawier  
Clinical Director  
Places for People

**The following actions were approved in accordance with the action taken by the Board at its February 21, 2019, meeting authorizing the Chancellor to approve new hires, contracts, bid awards, and program revisions for the period beginning February 22, 2019 and ending April 24, 2019.**

**◆The college recommends that the Board of Trustees approve the revision of the Cisco Networking Academy: CCNA Certificate of Specialization program submitted by the District Curriculum Committee.**

Program: Cisco Networking Academy: CCNA  
Certificate of Specialization

Effective: Fall 2019 pending BOT approval

**Impact Statement**

This program is being revised to update student learning outcomes with current industry standards.

<b>Current Program</b>			<b>Revised Program</b>		
<b>Courses</b>		<b>Credits</b>	<b>Courses</b>		<b>Credits</b>
IT 101	Cisco Networking Academy I: Introduction to Networks	5	IT 101	Cisco Networking Academy I: Introduction to Networks	5
IT 201	Cisco Networking Academy II: Routing and Switching Essentials	5	IT 201	Cisco Networking Academy II: Routing and Switching Essentials	5
IT 202	Cisco Networking Academy III: Scaling Networks	5	IT 202	Cisco Networking Academy III: Scaling Networks	5
IT 203	Cisco Networking Academy IV: Connecting Networks	5	IT 203	Cisco Networking Academy IV: Connecting Networks	5
<b>Program total</b>		<b>20 credits</b>	<b>Program total</b>		<b>20 credits</b>

**◆The college recommends that the Board of Trustees approve the revision of the General Transfer Studies Associate in Arts program submitted by the District Curriculum Committee.**

Program: General Transfer Studies  
Associate in Arts

Effective: Fall 2019 pending BOT approval

**Impact Statement**

This program is being revised in order to more closely align with the CORE 42 general education block released by the Missouri Department of Higher Education.

Current Program			Revised Program		
Courses		Credits	Courses		Credits
ENG 101	College Composition I (MOTR ENGL 100)	3	XXX xxx	Written Communications	6
ENG 102	College Composition II (MOTR ENGL 200)	3	XXX xxx	Oral Communications	3
COM 101 <i>OR</i>	Oral Communication I (MOTR COMM 100)	3	Mathematics	Students must complete one (1) of the four (4) courses in the Mathematics pathway (MTH 160, MTH 161, MTH 180, or MTH 185), or a course that requires one of the Mathematics pathways courses as a prerequisite.	3
COM 107	Public Speaking (MOTR COMM 110)		Social and Behavioral Sciences	Students must complete nine (9) credit hours from at least two (2) different disciplines. One course must be an approved Civics course.	9
MTH 160 <i>OR</i>	Precalculus Algebra (MOTR MATH 130)	4	Humanities and Fine Arts	Students must complete nine (9) credit hours from at least two (2) different disciplines. There is a limit of three (3) credit hours of Performance courses that can be applied to the Humanities and Fine Arts Knowledge Area and to the total CORE 42.	9
MTH 161 <i>OR</i>	Quantitative Reasoning (MOTR MATH 120)		Natural Sciences	Students must complete seven (7) credit hours from at least two (2) different disciplines. One course must contain a laboratory component.	7
MTH 180 <i>OR</i>	Introductory Statistics (MOTR MATH 110)		CORE 42 Elective	Any course designated with a MOTR number can be used to reach 42 credit hours with the exception of a limit of three (3) credit hours of Performance courses. No more than three (3) credit hours of Performance courses can be applied to the entire 42-credit hour CORE 42 general education block.	5

MTH 185	Precalculus (MOTR MATH 150)			XXX xxx	Electives	18	
XXX xxx	Social and Behavioral Sciences (including 3 credit hours that satisfy the Civics requirement)	9					
XXX xxx	Humanities and Fine Arts	9					
XXX xxx	Natural Sciences (One lab course required)	7					
XXX xxx	CORE 42 Elective (Any course designated with a MOTR number to reach 42 credit hours)	4					
XXX xxx	Electives	18					
<b>Program total</b>			<b>60 credits</b>	<b>Program total</b>			<b>60 credits</b>

**◆The college recommends that the Board of Trustees approve the revision of the Network Security Certificate of Proficiency program submitted by the District Curriculum Committee.**

Program: Network Security  
Certificate of Proficiency

Effective: Fall 2019 pending BOT approval

**Impact Statement**

This program is being revised to represent current industry standards for network security.

<b>Current Program</b>			<b>Revised Program</b>		
<b>Courses</b>		<b>Credits</b>	<b>Courses</b>		<b>Credits</b>
IS 229	Unix/Linux I	3	IS 229	Unix/Linux I	3
IS 237	Fundamentals of Information Assurance/Security	3	IS 237	Fundamentals of Information Assurance/Security	3
IT 101	Cisco Networking Academy I: Introduction to Networks	5	IT 101	Cisco Networking Academy I: Introduction to Networks	5
IT 201	Cisco Networking Academy II: Routing and Switching Essentials	5	IT 201	Cisco Networking Academy II: Routing and Switching Essentials	5
IT 208	Cisco Networking Academy: CCNA Security	5	IT 208	Cisco Networking Academy: CCNA Security	5
IT 210	Firewall and VPN Security	3	IT 250	CCNA Cybersecurity Operations	5
<b>Program total</b>			<b>Program total</b>	<b>26 credits</b>	
				<b>24 credits</b>	

**◆The college recommends that the Board of Trustees approve the revision of the Nursing Associate in Applied Science program submitted by the District Curriculum Committee.**

Program: Nursing  
Associate in Applied Science

Effective: Fall 2019 pending BOT approval

**Impact Statement**

This program is being revised to update student learning outcomes and pre-nursing requirements.

Current Program			Revised Program		
Courses		Credits	Courses		Credits
ENG 100 <i>OR</i>	Career English (no longer offered)	3	ENG 101	College Composition I (MOTR ENGL 100)	3
ENG 101	College Composition I (MOTR ENGL 100)		COM 200 <i>OR</i>	Communication Between Cultures	3
COM 200	Communication Between Cultures	3	SOC 101	Introduction to Sociology (MOTR SOCI 101)	
PSY 200	General Psychology (MOTR PSYC 100)	3	XXX xxx	Chemistry: Students are required to have completed two semesters of high school chemistry with lab or one semester of college chemistry with lab (STLCC CHM 101 or higher) with "C" grade or higher within 5 years of applying to the nursing program.	0-5
PSY 205	Human Growth and Development (MOTR PSYC 200)	3	XXX xxx	Math proficiency at or above the MTH 140 level. Please note: MTH 165 and MTH 166 will not meet the math requirement for the nursing program.	0-3
XXX xxx	Missouri State Requirement	3	XXX xxx	Biology: Students are required to have completed two semesters of high school biology with lab or one semester of college biology with lab (STLCC BIO 111 or higher) with "C" grade or higher within 5 years of applying to the nursing program.	0-4
BIO 203	General Microbiology I	4	BIO 207	Anatomy and Physiology I (MOTR LIFS 150LAP)	4
BIO 207	Anatomy and Physiology I (MOTR LIFS 150LAP)	4	PSY 200	General Psychology (MOTR PSYC 100)	3

BIO 208	Anatomy and Physiology II	4		PSY 205	Human Growth and Development (MOTR PSYC 200)	3	
LIB 101	Introduction to Library and Online Research	1		BIO 203	General Microbiology I	4	
XXX xxx	Physical Education Activity	2		BIO 208	Anatomy and Physiology II	4	
NUR 151	Fundamentals of Nursing	7		XXX xxx	Social & Behavioral Sciences: Civics Requirement	3	
NUR 152	Nursing Laboratory Practicum I	1		NUR 151	Fundamentals of Nursing	7	
NUR 154	Nursing Laboratory Practicum II	1		NUR 152	Nursing Laboratory Practicum I	1	
NUR 153	Nursing of Adults and Children I	9		NUR 154	Nursing Laboratory Practicum II	1	
NUR 251	Nursing of Adults and Children II	10		NUR 153	Nursing of Adults and Children I	9	
NUR 253	Management Skills in Nursing	3		NUR 251	Nursing of Adults and Children II	10	
NUR 252	Nursing of Adults and Children III	8		NUR 253	Management Skills in Nursing	3	
				NUR 252	Nursing of Adults and Children III	8	
<b>Program total</b>			<b>69 credits</b>	<b>Program total</b>			<b>66-78 credits</b>

**◆The college recommends that the Board of Trustees approve the deactivation of the Surgical Technology Certificate of Proficiency program submitted by the District Curriculum Committee.**

Program: Surgical Technology  
Certificate of Proficiency

Effective: Fall 2019 pending BOT approval

**Impact Statement**

This program is being deactivated because it is being replaced by the Surgical Technology Associate in Applied Science degree.

## HUMAN RESOURCES AGENDA SUMMARY

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**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>
Claverie, Janice	Current Employee	FP	Academic Advisor	P-8	\$52,868	Location Change	04/29/2019
Sha, Lisa	New Employee	CO	Grants Administration Coordinator	P-8	\$42,000	Replacement	04/29/2019
Christensen, David	New Employee	FP	Forest Park-Manager of Facilities	P-13	\$74,500	Replacement	05/13/2019
Myers, Nicole	Current Employee	FP	Manager, Academic Support Center	P-11	\$56,600	Replacement	04/26/2019
Taylor, Franklin	Current Employee	FP	Campus VP for Student Affairs	A-22	\$113,082	Title Change Only	01/02/2019
Davidson, Laura	Current Employee	WW	Campus VP for Student Affairs	A-22	\$96,525	Title Change Only	01/02/2019
Carter, Deborah	Current Employee	FV	Campus VP for Student Affairs	A-22	\$106,090	Title Change Only	01/02/2019
Fitzgerald, Kimberly	Current Employee	MC	Campus VP for Student Affairs	A-22	\$110,723	Title Change Only	01/02/2019
White, Christopher	Current Employee	FV	Library Associate	P-9	\$47,781	Reorganization	07/01/2019
Thomas, Roger	Current Employee	MC	Manager, Campus Library	P-13	\$67,750	Reorganization	07/01/2019
Lukacz, Annette	Current Employee	MC	Library Associate	P-9	\$49,569	Reorganization	07/01/2019
Linkous, Kimberly	Current Employee	MC	Library Associate	P-9	\$49,798	Reorganization	07/01/2019
Bennett, Carol	Current Employee	MC	Lead Librarian (Collections MGMT)	P-13	\$68,269	Reorganization	07/01/2019
Abotsi, Kirsten	Current Employee	MC	Lead Librarian (Library Systems)	P-13	\$68,269	Reorganization	07/01/2019
Ouellette, Sheila	Current Employee	MC	Lead Librarian (Acquisitions)	P-13	\$87,566	Reorganization	07/01/2019
Williams, June	Current Employee	FV	Manager, Campus Library	P-13	\$76,846	Reorganization	07/01/2019
Holland, Monica	Current Employee	FP	Manager, Campus Library	P-13	\$65,286	Reorganization	07/01/2019
Nelson, James	Current Employee	FP	Library Associate	P-9	\$51,816	Reorganization	07/01/2019

**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>
Brown, Aretha	Current Employee	FP	Secretary of Academic Advising Dept	CU-4	\$32,066	Replacement	04/29/2019
Malerich, Erica	Current Employee	WW	Business Services Specialist-WW	CU-6	\$39,797	New Position	04/29/2019
Nunley, Sara	Current Employee	CO	Accounting Specialist-Student Accounts	CU-7	\$39,411	Replacement	04/29/2019
McKinney, Arionna	New Employee	MC	Student Services Assistant II	CU-4	\$32,066	Replacement	04/26/2019
Payne, Elex	Current Employee	FP	Housekeeper	NA	\$17.16 HR	Replacement	03/18/2019
Skaggs, Dylan	New Employee	MC	Housekeeper-Probationary	NA	\$11.93 HR	Replacement	04/29/2019
Taylor, Shayla	New Employee	MC	Housekeeper-Probationary	NA	\$11.93 HR	Replacement	04/29/2019
Williams, Lesley	New Employee	MC	Housekeeper-Probationary	NA	\$11.93 HR	Replacement	04/29/2019
Schofield, Timothy	New Employee	MC	Groundskeeper-Probationary	NA	\$16.85 HR	Replacement	04/29/2019
Greer, Matthew	New Employee	MC	Groundskeeper-Probationary	NA	\$16.85 HR	Replacement	04/29/2019
Hendrix, Rosemary	Current Employee	FP	Shipping and Receiving Clerk	NA	\$25.84 HR	Location Change	03/11/2019

**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>
Geels, Sarah	Current Employee	MC	Library Assistant I	CU-5	\$39,443	Reorganization	07/01/2019
Sciuto, Patricia	Current Employee	MC	Library Assistant II	CU-7	\$42,348	Reorganization	07/01/2019
Ulreich, Tami-Caye	Current Employee	MC	Library Assistant I	CU-5	\$38,845	Reorganization	07/01/2019
Souчек, Marilyn	Current Employee	MC	Administrative Secretary II	CU-6	\$42,084	Reorganization	07/01/2019
Thompson, Jason	Current Employee	FP	Library Assistant I	CU-5	\$36,978	Reorganization	07/01/2019
Stark, Gregory	Current Employee	MC	Library Assistant I	CU-5	\$38,845	Reorganization	07/01/2019
Wade, Karen	Current Employee	FV	Library Secretary & Rm/Event Scheduler	CU-5	\$40,047	Reorganization	07/01/2019
Lawhorn, Alison	Current Employee	FP	Library Assistant I	CU-5	\$40,647	Reorganization	07/01/2019
Lee, Bridgette	Current Employee	FP	Library Assistant II	CU-7	\$41,143	Reorganization	07/01/2019
Lampman, Stacey	Current Employee	FV	Library Assistant II	CU-7	\$40,370	Reorganization	07/01/2019
Pfeifer, Edward	Current Employee	FV	Library Assistant II	CU-7	\$40,754	Reorganization	07/01/2019
Carr, Tanya	Current Employee	FP	Student Activities Assistant II	CU-6	\$36,720	Replacement	04/29/2019

**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>
Sutton, Johnnesha	FP	Housekeeper	\$13.39 HR	Completion of Probationary Period	03/31/2019
Cannon, Landra	FP	Housekeeper	\$13.39 HR	Completion of Probationary Period	04/01/2019
Thomas, Dexter	FP	Housekeeper	\$13.39 HR	Completion of Probationary Period	04/01/2019
Senters, Bradley	FP	General Maintenance Mechanic	\$31.78 HR	Completion of Probationary Period	02/06/2019
Sotello, Ramon	FP	Groundskeeper	\$18.54 HR	Completion of Probationary Period	02/29/2019

**APPOINTMENTS / PART-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>
Piedemonte, Karen	Current Employee	MC	Bookstore Assistant I-Part-time	OC-4	\$15.86	Reorganization	04/26/2019
Joyner, Thana	Current Employee	MC	Bookstore Assistant I-Part-time	OC-4	\$15.56	Reorganization	04/26/2019
Cormier, Beau	Current Employee	MC	Bookstore Assistant I-Part-time	OC-4	\$15.56	Reorganization	04/26/2019
Massarello, Peter	Current Employee	MC	Bookstore Assistant I-Part-time	OC-4	\$15.56	Reorganization	04/26/2019

**ADDITIONAL COMPENSATION / CLASSIFIED STAFF**

<b>NAME</b>	<b>LOC</b>	<b>TITLE</b>	<b>BASE RATE</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATE</b>
Greene-Henry, Marvinna	HC	Administrative Secretary	\$35,430	\$38,973*	03/11/2019
Raspberry, Erica	FP	Business Services Specialist	\$36,720	\$40,392*	10/01/2018-12/31/2018

\*REFLECTS A 10% INCREASE TO BASE SALARY

**REQUESTS FOR UNPAID LEAVE OF ABSENCE / PROFESSIONAL STAFF**

<b>NAME</b>	<b>LOC</b>	<b>TITLE</b>	<b>COMMENTS</b>	<b>EFFECTIVE DATE</b>
Grove, Jessica	CO	Associate for Board Relations	Medical Leave	On or about 05/29/2019-08/21/2019

**INFORMATION ONLY:**

**IT APPOINTMENTS**

<b>NAME</b>	<b>LOCATION</b>	<b>TITLE</b>	<b>PAY RATE</b>	<b>RANGE</b>	<b>EFFECTIVE DATE</b>
Schrum, Matthew	CO	Application/Sys Analyst/Program Specialist	\$69,780	P-12	04/01/2019
Bewig, Philip Louis	CO	Application/Sys Analyst/Program Specialist	\$70,977	P-12	04/01/2019

**RETIREMENTS / FACULTY**

<b>NAME</b>	<b>LOCATION</b>	<b>TITLE</b>	<b>YEARS OF SERVICE</b>	<b>EFFECTIVE DATE</b>
Stephens, Christopher	FV	Professor	18	03/04/2019

## RESIGNATIONS / PROFESSIONAL STAFF

NAME	LOCATION	TITLE	EFFECTIVE DATE
Khanna, Geeta	CO	Oracle & Database System Administrator	03/04/2019
Schulz, Jeffery	CO	Retirement Specialist	03/07/2019

## RESIGNATIONS / CLASSIFIED STAFF

NAME	LOCATION	TITLE	EFFECTIVE DATE
Harris, Elemuelle	FV	Recruiter I	02/20/2019
Boeddeker, Timothy	MC	Educational Assistant I	03/15/2019
Anderson, Olivia	MC	Supervisor, Business Services	03/08/2019
Irby, Michael	FV	Educational Ast II-Part-time	02/21/2019
Noble, Caleb	FP	Secretary	02/28/2019
Leatherberry, Michelle	CO	DW Financial Aid Processing Specialist	02/08/2019
Cook, Sidney	MC	End User Technology Specialist	02/22/2019

## HUMAN RESOURCES AGENDA SUMMARY

APPOINTMENTS / FULL-TIME ADMINISTRATIVE/PROFESSIONAL STAFF	3
APPOINTMENTS / FULL-TIME CLASSIFIED STAFF	3
APPOINTMENTS / PART-TIME CLASSIFIED STAFF	2
ADDITIONAL COMPENSATION/ADMINISTRATIVE STAFF	2
ADDITIONAL COMPENSATION/PROFESSIONAL STAFF	1

*In accordance with the action taken by the Board at its February 21, 2019 meeting authorizing the Chancellor to approve new hires, contracts, and bid awards for the period beginning February 22, 2019 and ending April 24, 2019.*

**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>
Euzarraga, Angelica	New Employee	FP	Academic Advisor	PU-8	\$40,619	Replacement	04/01/2019
Nicholson, Shannon	New Employee	MC	Coordinator, Student Assistance Program	PU-10	\$50,500	Replacement	03/18/2019
Greene, Megan	Current Employee	FP	Research and Data Analyst	P-12	\$65,000	Reorganization	03/15/2019

**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>
Truong, Trang	Current Employee	MC	Lab Technician	CU-6	\$40,713	Equity Adjustment	02/24/2019
Thoele, Mary	Current Employee	MC	Lab Technician	CU-6	\$40,713	Equity Adjustment	02/24/2019
Holt, LaQuisha	New Employee	FV	Administrative Clerk II	CU-4	\$32,066	Replacement	04/08/2019

**APPOINTMENTS / PART-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>
DeClue, Terrine	Current Employee	FV	PT-Student Services Assistant II	OC-4	\$13.16/HR	Replacement	03/18/2019
Pfeiffer, Paula	Current Employee	MC	Student Services Assistant I	OC-3	\$14.50/HR	Reorganization	04/01/2019

**ADDITIONAL COMPENSATION / ADMINISTRATIVE STAFF**

<b>NAME</b>	<b>LOC</b>	<b>TITLE</b>	<b>BASE RATE</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATE</b>
Canada, Patricia	CO	Interim-Associate Vice Chancellor of HR	\$104,000	\$114,400*	03/01/2019
Nelson, Mary	FP	General Counsel/Chief Legal Officer	\$142,839	\$157,123*	03/01/2019

**\*REFLECTS A 10% INCREASE TO BASE SALARY**

**ADDITIONAL COMPENSATION / PROFESSIONAL STAFF**

<b>NAME</b>	<b>LOC</b>	<b>TITLE</b>	<b>BASE RATE</b>	<b>PAY RATE</b>	<b>EFFECTIVE DATE</b>
Ward, Lisa	FP	Academic Info System Lead	\$76,906	\$84,597*	12/03/2018

**\*REFLECTS A 10% INCREASE TO BASE SALARY**

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

- Supports: Marketing and Communications

**Contract B0003507** with *SIMPSON SCARBOROUGH, PARADOWSKI, and AD SAVANTS*, for marketing services was originally approved by the Board of Trustees on May 19, 2016, for a period of three (3) full years, with an option to renew for one (1) year which began May 20, 2016. We are requesting approval to exercise the optional one year renewal with additional funding estimated at \$500,000.00.

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

- Supports – Information Technology District Wide

Board approval is requested for the purchase of software license maintenance and support from *ORACLE*, in an amount estimated at **\$380,342.00**, for a period of one (1) full year, to begin, July 1, 2019.

### **Description**

The Oracle database and business intelligence applications are an integral component of the Ellucian Resource Planning software system (Banner) used to run the College's Student, Financial Aid, Human Resources, and Finance systems, as well as other mission critical applications such as: Automic, Cognos, Datamart, Enterprise Identity Services and Hyperion.

### **Funding**

This expenditure will be funded from current operating budgets.

**Recommendation for Award/Purchasing – Purchase**

- Supports – Information Technology Data Security

Board approval is requested for the purchase of Payment Card Industry Data Security Standards (PCIDSS) compliance assessment services from *CAMPUSGUARD*, in an amount estimated at **\$28,000.00**.

**Description**

The college accepts credit and debit cards as a form of payment. PCIDSS is a set of policies and procedures intended to optimize the security of credit, debit and cash card transactions and protect cardholders against misuse of their personal card information. This service will allow the college to identify and prioritize any gaps in compliance with payment card industry standards. Two bidders were disqualified for lack of experience servicing colleges. The recommended vendor meets all requirements of the bid.

**Bid – B0003790**

The evaluation of this bid which opened Monday, March 18, 2019, is listed below:

<u>Bidders</u>	<u>Cost</u>
<b>CAMPUSGUARD</b>	<b>\$ 28,000.00</b>
Plante & Moran	52,500.00
CBIZ	56,505.00
RSI	17,000.00 *
A-Lign Compliance & Security	22,000.00 *

\*Disqualified

**Funding**

This expenditure will be funded from current operating funds.

**Recommendation for Award/Purchasing – Contract**

- Supports – Delivery of Internet Services

Board approval is requested for the award of a contract for an internet service provider to *AT & T*, in an amount estimated at **\$112,212.00**, for a period of three (3) full years with an option to renew for two (2) additional years, to begin July 1, 2019.

**Description**

This service will provide a primary and secondary secure broadband internet connection for the college from the data center located at 4255 West Pine. The service level for this contact is 100%; consequently, if the college experiences an outage, a credit to the fees will be issued, based on the time required to restore the service.

**Bid – B0003787**

The evaluation of this bid, which opened March 4, 2019, is listed below:

<b><u>Bidders</u></b>	<b><u>Cost of Service</u></b> \$
<b>AT &amp; T</b>	<b>112,212.00</b>
Charter Communications	122,328.00

**Funding**

Expenditures against this contract will be funded from current operating budget.

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

- Supports – Human Resources Department Administration of Employment Application Process

Board ratification is requested for the renewal of software license, maintenance and support for an enterprise applicant tracking module from *PEOPLEADMIN*, in an amount estimated at **\$57,047.63**, for a period of one (1) full year that will begin June 5, 2019.

### **Description**

This software license will be used by Human Resources to continue providing access to the paperless applicant tracking system, which has streamlined the College's hiring process and enhanced applicant communications. New features have been added to integrate the application with Ellucian Banner and provide a mobile friendly applicant portal. PeopleAdmin is the sole developer of this software module, precluding a competitive bid.

### **Funding**

This purchase was funded from current operating budgets.

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

- Supports – Information Technology District-Wide

Board approval is requested for the renewal of an Intergovernmental Agreement for data center services to **REJIS**, in an amount estimated at **\$571,791.00**, for a period of three (3) full years with an option to renew for three (3) additional one (1) year periods, to begin May 3, 2019.

### **Description**

Maintaining this agreement allows the college to maintain its data center at the 4255 West Pine network carrier hotel location. This network carrier hotel location houses the college's servers, routers and connections to the internet and ShoreTel phone system. This service will be used in concert with the internet provider service to be provided by AT & T and will provide enhanced internet service to students and staff by providing redundancy in a hardened data center with back-up generators and 24 hour support. The value of the equipment housed at this data center location precludes conducting a competitive bid for this service.

### **Funding**

Expenditures against this contract will be funded from current operating budgets.

**Recommendation for Ward/Purchasing – Purchase**

- Supports: Center for Nursing and Health Sciences, EMT Lab, Forest Park  
Board approval is requested to purchase a new ambulance truck simulator from **RESCUE SAFETY PRODUCTS, LLC**, in an amount estimated **\$28,500.00**.

**Description**

This ambulance simulator will be used by the EMT Lab Department at the Forest Park campus, Center for Nursing and Health Sciences Building, for classroom instruction to provide EMS students the ability to practice and perfect tasks, procedures, and policies in an environment that represents the reality of the ambulance workspace. The recommended vendor meets all requirements of the bid.

**Bid – B0003769**

The evaluation of this bid which opened Tuesday, February 5, 2019, is listed below:

<u>Bidders</u>	<u>Cost</u>	<u>Shipping</u>	<u>Total</u>
<b>RESCUE SAFETY PRODUCTS, LLC</b>	<b>\$ 26,000.00</b>	<b>\$ 2,500.00</b>	<b>\$ 28,500.00</b>
DiaMedical USA Equipment, LLC	26,250.00	3,600.00	29,850.00

**Funding**

This expenditure will be funded from certificates of participation.

**Recommendation for Award/Purchasing – Purchase**

- Supports: Center for Nursing and Health Sciences, Surgical Technology Department

Board approval is requested to purchase one (1) operating room table from **RESOURCE SURGICAL EQUIPMENT, LLC**, and one (1) autoclave from **SOUTHWEST MEDICAL EQUIPMENT, INC.**, in an amount estimated at **\$35,355.00**.

**Description**

This equipment will be used by the Surgical Technology Department at the Forest Park Campus, Center for Nursing and Health Sciences Building, for classroom instruction to provide students with essential technical experience in surgical technology. The recommended vendor meets all requirements of the bid.

**Bid – B0003782**

The evaluation of this bid which opened Thursday, January 31, 2019, is listed below

<u>Bidder</u>	<u>OR Table</u>	<u>Autoclave</u>	<u>Shipping</u>	<u>Total</u>
<b>RESOURCE SURGICAL EQPT, LLC.</b>	\$ 10,537.00	<b>\$ 25,380.00</b>	\$ -	\$ 35,917.00
<b>SOUTHWEST MEDICAL EQUIPMENT, INC.</b>	<b>9,975.00</b>	28,355.00	-	38,330.00
Future Health Concepts Inc.	22,995.00	NO BID	647.62	23,642.62
ReSource Surgical Equpt, LLC.	10,537.00	29,835.00	404.00	40,776.00
Southwest Medical Equipment, Inc.	9,975.00	35,855.00	-	45,830.00
Fisher Scientific	NO BID	42,665.00	6,800.00	49,465.00

**Funding**

This expenditure will be funded from certificates of participation

**Recommendation for Award/Purchasing – Purchase**

- Supports: Center for Nursing and Health Sciences, Clinical Lab Department

Board approval is requested for the purchase of the following clinical lab equipment awarded on an item by item basis in an amount estimated at **\$101,974.45**:

- One (1) chemistry analyzer from **FISHER HEALTHCARE**
- One (1) 3 door chromatography fridge and water purification station from **VWR**
- One (1) centrifuge from **FISHER SCIENTIFIC**
- One (1) ice maker, phlebotomy chair and carbon dioxide incubator from **THOMAS SCIENTIFIC**
- One (1) dishwasher and two (2) biosafety cabinets from **MIDSCI/MIDWEST SCIENTIFIC**

**Description**

This equipment will be used by the Clinical Lab Department at the Forest Park Campus, Center for Nursing and Health Sciences Building, for classroom instruction. The recommended vendors meets all requirements of the bid.

**Bid – B0003774**

The evaluation of this bid which opened Thursday, January 31, 2019, is listed below:

<b><u>Bidder</u></b>	<b><u>Equipment</u></b>	<b><u>Cost</u></b>
<b>FISHER HEALTHCARE</b>	<b>Chemistry Analyzer</b>	<b>\$ 60,225.00</b>
<b>VWR</b>	<b>3 Door Chromatography Fridge, Water purification station</b>	<b>8,387.41</b>
<b>FISHER SCIENTIFIC</b>	<b>Centrifuge</b>	<b>1,142.75</b>
<b>THOMAS SCIENTIFIC</b>	<b>Ice Maker, Phlebotomy Chair</b>	<b>3,475.29</b>
<b>MIDSCI/MIDWEST SCIENTIFIC</b>	<b>Carbon Dioxide Incubator, Dishwasher, Biosafety Cabinets</b>	<b>28,744.00</b>
		<b><u>101,974.45</u></b>

**Funding**

This expenditure will be funded from certificates of participation.

**Recommendation for Award/Purchasing – Purchase**

- Supports: Center for Nursing and Health Sciences, Respiratory Care Program

Board approval is requested for the purchase of the following respiratory care equipment awarded on an item by item basis in an amount estimated at **\$130,582.77**:

- Four (4) multi-position beds from **POCKET NURSE**
- One (1) Puritan Bennett ventilator from **MEDTRONIC/COVIDIEN**
- Two (2) non-invasive ventilators from **PHILIPS, INC.**
- One (1) servo-u ventilator from **GETINGE**
- Two (2) S315.400 HAL manikins and two S315.100 HAL manikins from **GAUMARD**
- Two (2) arterial puncture wrists from **LIMBS & THINGS**

**Description**

This equipment will be used by the Respiratory Care Program at the Forest Park Campus, Center for Nursing and Health Sciences Building, for classroom instruction. The recommended vendors meets all requirements of the bid.

**Bid – B0003766**

The evaluation of this bid which opened Monday, February 4, 2019, is listed below

<u>Bidder</u>	<u>Equipment</u>	<u>Cost</u>	<u>Shipping</u>	<u>Total</u>
<b>POCKET NURSE</b>	<b>Multi-position beds</b>	<b>\$ 9,512.28</b>	<b>\$ -</b>	<b>\$ 9,512.28</b>
<b>MEDTRONIC/COVIDIEN</b>	<b>Puritan Bennett 980 ventilator</b>	<b>28,307.00</b>	<b>200.00</b>	<b>28,507.00</b>
<b>PHILIPS, INC.</b>	<b>Non-invasive ventilors</b>	<b>28,737.80</b>	<b>-</b>	<b>28,737.80</b>
<b>GETINGE</b>	<b>Servo-U Ventilator</b>	<b>47,873.47</b>	<b>938.70</b>	<b>48,812.17</b>
<b>GAUMARD</b>	<b>S315.400 HAL Manikan, S315.100 HAL Manikan</b>	<b>8,180.00</b>	<b>375.00</b>	<b>8,555.00</b>
<b>LIMBS &amp; THINGS</b>	<b>Arterial puncture wrist</b>	<b>6,400.00</b>	<b>58.52</b>	<b>6,458.52</b>
				<b><u>\$ 130,582.77</u></b>

**Funding**

This expenditure will be funded from certificates of participation.

**Recommendation for Ward/Purchasing – Purchase**

- Supports: Center for Nursing and Health Sciences, Radiological Lab

Board approval is requested to purchase a new digital radiography system from *ELECTROMEK DIAGNOSTIC SYSTEM*, in an amount estimated **\$231,860.00**.

**Description**

This radiographic system will be used by the Radiological Lab Department at the Forest Park campus, Center for Nursing and Health Sciences Building, for classroom instruction; granting access to pervasive market technology which will give students an employment advantage. The recommended vendor meets all requirements of the bid.

**Bid – B0003785**

The evaluation of this bid which opened Friday, February 22, 2019, is listed below:

<u>Bidders</u>	<u>Cost</u>	<u>Shipping</u>	<u>Total</u>
<i>ELECTROMEK DIAGNOSTIC SYSTEM</i>	<b>\$ 231,860.00</b>	<b>\$ -</b>	<b>\$ 231,860.00</b>
Fujifilm Medical System	366,103.50	TBD	366,103.50

**Funding**

This expenditure will be funded from certificates of participation.

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

- Supports: Workforce Solutions Group - State of the St. Louis Workforce Event

**Contract B0003635** with *SINGO SOLUTION, INC.*, to perform telephone surveys of regional employers was originally approved by the Board of Trustees (BOT) on April 20, 2017, for an annual amount estimated at \$35,850.00, for a period of one (1) year with two (2) optional one (1) year renewals, which began April 24, 2017. The BOT approved the third year renewal of this agreement on January 24, 2019 with a revised amount of \$39,100 for the current year. The college desires to expand the geographic scope of this project to partner with the Missouri Economic Research and Information Center (MERIC). MERIC will share in the expense of the services provided by this contract, ultimately resulting in a net savings of \$8,000.00 for the college. We request approval to add additional funds to the award amount estimated at **\$36,850.00** to support this partnership.

**Recommendation for Ratification/Physical Facilities:**

Board ratification is requested for award of three (3) change orders for additional work to Contract F18 406 – Center for Nursing and Health Sciences; St. Louis Community College at Forest Park.

At its May 17, 2018 Board of Trustees meeting, The Board authorized the Chancellor to approve time sensitive change orders over \$15,000 for the Center for Nursing and Health Sciences construction, with subsequent ratification by the Board. The final change order costs were reviewed and recommended by Tarlton, the College’s Construction Manager on the project, the College’s Engineering and Design department, and approved by the Chancellor, according to this policy.

**Description:**

Contract F18 406N, Carpentry and General Trades was approved by the Board of Trustees at its April 26, 2018 meeting. The lockers in the Dental Clinic locker room were not shown in the architectural drawings and were thus not a part of the contractor’s original bid. Because of the lead time for the fabrication of the lockers, this change order was approved.

<b><u>Contractor</u></b>	<b><u>Revised Contract Amount</u></b>	<b><u>Change Order Amount</u></b>	<b><u>New Total</u></b>
TW Constructors	\$944,177.00	\$16,965.00	\$961,142.00

**Description:**

Contract F18 406Q, Ceilings was approved by the Board of Trustees at its April 26, 2018 meeting. The ceiling in the elevator lobbies is a specialized installation of ceiling panels to provide a cleaner line and more aesthetic look. The panels on the second and the fourth floors (over the floor voids) were intended to be a translucent panel to mimic a skylight in these areas, but neither location was bid as such. The final cost of the change order represents the cost of the new material, less the cost of the ceiling included in the bid. This change order was approved because of the extended lead time of the desired material.

<b><u>Contractor</u></b>	<b><u>Revised Contract Amount</u></b>	<b><u>Change Order Amount</u></b>	<b><u>New Total</u></b>
St. Charles Acoustics	\$283,500.00	\$18,710.00	\$302,210.00

**Description:**

Contract F18 406R, Drywall and Air/Vapor Barrier was approved by the Board of Trustees at its April 26, 2018 meeting. The monumental stair had no finish indicated on the underside of the stair stringers at any of the floors. Because this is the main circulation stairwell in the building, the stairs are not enclosed, and are a focal point in the main lobby, the design team recommended that the underside of the stairs be finished. This change order was approved to have the work completed in a timely manner.

<b><u>Contractor</u></b>	<b><u>Revised Contract Amount</u></b>	<b><u>Change Order Amount</u></b>	<b><u>New Total</u></b>
D & L Painting and Drywall, LLC	\$1,974,172.00	\$17,066.00	\$1,991,238.00

**Funding:**

This project will be funded from certificates of participation.

**Recommendation for Ratification/Physical Facilities:**

Board ratification is requested for **two consulting agreements for architectural/ engineering services, one engineering agreement, and three for environmental services**, all under \$50,000.

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 ratification of consulting agreements less than \$50,000.

**Descriptions:**

**Christner, Inc.**

**A19-0304 CHR #01 – Design of Truck Driving Program Relocation**

**\$43,360.00**

**Forest Park**

The instructional areas for the truck driving education program, which includes a classroom and simulator area are presently located on the lower level of the B Tower section of the East Wing at Forest Park. The eastern side of the College’s Highland Park building will be renovated to accommodate the program’s needs. Christner will perform limited programming services and provide design services and construction documents for general finish renovations, including addition of walls and doors, casework and data and power upgrades, and provide construction documents.

**Etegra**

**A19-0307 ETE #02 – Conceptual Study for Renovations in Library**

**\$13,448.00**

**Forest Park**

To better utilize the available space in the Forest Park Library, Etegra will develop conceptual ideas and preliminary plans to relocate computer labs and resource areas within the building.

Etegra is an MBE architectural/ engineering firm on the College’s open end list of consultants.

**IMEG**  
**A19-0311 IMG #01 – Design of Substation Replacement** **\$35,000.00**  
**Forest Park**

The consultant will design replacement of the existing substation, which was damaged by a fire in mid-February. Power has been restored to campus, but this consultant will design the permanent replacement of the substation. The design will include investigation of temporary power supplies during the replacement to minimize disruption to campus activities.

**NPN Environmental Engineers**  
**A19-0314 NPN #02 – Bid Documents for Science Lab Abatement** **\$7,500.00**  
**Forest Park**

Prior to the renovation for relocation of the science labs this summer, all Asbestos Containing Materials (ACM) in the building have to be abated. NPN will provide bid documents and conduct a pre-bid meeting for the bidders. NPN will provide project oversight and air monitoring for the project as well, under a separate negotiated agreement.

**NPN Environmental Engineers**  
**A19-0314 NPN #03 – Pre-Demolition Asbestos Inspection** **\$27,875.00**  
**Forest Park**

This consultant will conduct an inspection, test suspect materials, and quantify the amounts of all Asbestos Containing Materials (ACM) in the A and B Tower sections of the East Wing, and prepare the required pre-demolition documentation.

**PSI Environmental Engineers**  
**A19-0317 PSI #02 – Project Design and Oversight for Office Abatement** **\$15,290.00**  
**Forest Park**

The flooring in 30+ offices at Forest Park will be replaced as part of the renovation for office relocations and the existing tile and mastic needs to be abated prior to the new flooring installation. PSI will provide bid documents and conduct a pre-bid meeting for the bidders, as well as project oversight and air monitoring for the project.

**Funding:**

The truck driving relocation and library renovation projects will be funded from operating and capital budgets.

The science lab abatement documents will be funded from State Board of Public Building Bond funding.

The abatement inspection and office abatement projects will be funded from certificates of participation.

**Recommendation for Award/Physical Facilities:**

Board ratification is requested for award of a contract – Corporate Office Renovations; St. Louis Corporate College, to **ICS CONSTRUCTION SERVICES**, in the amount of **\$216,859.00**

**Description:**

This project will renovate the vacated office suite (Easter Seals) on the first floor, and an underutilized classroom on the second floor, including new ceiling, lighting, flooring, and wall construction. The renovated areas will be occupied by Academic Affairs, Student Services, Legal Counsel, and Marketing and Communications staff.

Plans and specifications were prepared by the Physical Facilities/ Engineering and Design Department, and Grice – Trivers Joint Venture Architects

**Bid – F 19 202, CORPORATE OFFICE RENOVATIONS**

The results of this bid, which opened April 2, 2019, are listed below:

<b><u>Contractors:</u></b>	<b><u>Base Bid</u></b>
<b>ICS Construction Services</b>	<b>\$216,859.00</b>
Lawlor Corporation	\$235,000.00
Wachter, Inc.	\$256,920.00
Jackson Building Group	\$257,000.00
KAI Build LLC	\$283,240.00

**Funding:**

This project will be funded from operating and capital budgets.

**Advertisements:**

The College places newspaper advertisements, in compliance with Board policy, on those bids estimated to exceed \$15,000.00.

Four known minority contractors received plans and specifications. One known minority company submitted a bid for this project. A woman owned firm, awaiting certification received and submitted a bid on the project.

**Recommendation for Award/Physical Facilities:**

Board approval is requested for award of a contract for the Abatement for Science Lab Relocation at the Forest Park campus to **TALBERT ICS, INC.** in the amount of **\$56,630.00.**

**Description:**

Some of the existing tile flooring, mastic, countertops, and chalkboards in areas to be renovated for relocated science labs contains asbestos. This project will abate all these materials according to all applicable regulations, so that the labs can be renovated and re-opened for the Fall 2019 semester. Plans and specifications were created by the Engineering and Design department and NPN Environmental Engineers.

**Bid – F 19 403, ABATEMENT FOR SCIENCE LAB RELOCATION (FP)**

The results of this bid, which opened April 2, 2019, are listed below:

<b><u>Contractors:</u></b>	<b><u>Base Bid</u></b>
<b>Talbert ICS, Inc.</b>	<b>\$56,630.00</b>
Midwest service Group	\$60,250.00
Spray Services, Inc.	\$68,869.00
Cardinal Environmental Operations	\$83,704.00
Cenpro Services, Inc.	\$88,100.00
Brock Industrial Services	\$89,100.00
Advanced Environmental, Inc.	\$97,777.00

**Funding:**

This project will be funded from State Board of Public Bond funding.

**Advertisements:**

The College places newspaper advertisements, in compliance with Board policy, on those bids estimated to exceed \$15,000.00.

No known minority contractors received or submitted a bid for this project.

**Recommendation for Award/Physical Facilities:**

Board approval is requested for award of a contract for the Abatement of Tile and Mastic in Offices at the Forest Park campus to **CENPRO SERVICES, INC.** in the amount of **\$39,750.00**.

**Description:**

The existing tile flooring and mastic in areas to be renovated for relocated office space contains asbestos. This project will abate all these materials according to all applicable regulations, so that the offices can be renovated and re-open for the Fall 2019 semester.

Plans and specifications were created by the Engineering and Design department and PSI Environmental Engineers.

**Bid – F 19 404, ABATEMENT OF TILE AND MASTIC IN OFFICES (FP)**

The results of this bid, which opened April 9, 2019, are listed below:

<b><u>Contractors:</u></b>	<b><u>Base Bid</u></b>
*Cenpro Services, Inc.	\$39,750.00
*Midwest Service Group	\$39,750.00
Advanced Environmental Services, Inc.	\$45,000.00
Brock Industrial Services, LLC	\$48,000.00
Spray Services, Inc.	\$51,421.00
Cardinal Environmental Operations	\$51,896.00

\*Cenpro Services, Inc. and Midwest Service Group submitted identical bid amounts. Both firms agreed to a coin toss to determine bid award. Cenpro Services, Inc. won the coin toss.

**Funding:**

This project will be funded from certificates of participation

**Advertisements:**

The College places newspaper advertisements, in compliance with Board policy, on those bids estimated to exceed \$15,000.00.

No known minority contractors received or submitted a bid for this project.

**Recommendation for Award/Physical Facilities:**

Board approval is requested for award of a contract for New Roofs for Theater and Training Center at the Florissant Valley campus to **BADE ROOFING COMPANY** in the amount of **\$412,000.00**.

**Description:**

The existing roofs on the Theater and Training Center are out of warranty and experiencing some leaks. This project will replace the roof on these two buildings with a membrane roofing system and provide a new 20 year warranty.

Plans and specifications were created by the Engineering and Design department and RMT Roof Consultants.

**Bid – F 19 503, NEW ROOFS FOR THEATER AND TRAINING CENTER (FV)**

Bidders were allowed to bid on either roof and/or submit a combined bid to perform the work on both roofs. The combined bid was the most cost effective for the College; the results of this bid, which opened April 9, 2019, are listed below:

<b><u>Contractors:</u></b>	<b><u>Combined Bid</u></b>
<b>Bade Roofing Company</b>	<b>\$412,000.00</b>
Geissler Roofing, Company, Inc.	\$444,883.00
Bartch Roofing Company, Inc.	\$535,550.00
Bi-State Roof Systems, Inc.	\$634,799.00

**Funding:**

This project will be funded from operating and capital budgets.

**Advertisements:**

The College places newspaper advertisements, in compliance with Board policy, on those bids estimated to exceed \$15,000.00.

No known minority contractors received or submitted a bid for this project.

**Recommendation for Award/Physical Facilities:**

Board approval/ ratification is requested for award of **CENTER FOR NURSING AND HEALTH SCIENCES**, Bid Release 3 and 4, to the following firms:

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

	<u>Qualified Bidder</u>	<u>Bid Amount</u>
BP 01A, Final Cleaning	<b>REVIVE JANITORIAL</b>	<b>\$ 39,687.00</b>
BP 09E, Polished Concrete Flooring	<b>MISSOURI TERAZZO</b>	<b>\$ 28,971.00</b>
BP 10A, Signage	<b>TAKEFORM</b>	<b>\$ 50,500.00</b>
<b>BID RELEASE 3 &amp; 4 CONTRACT TOTAL</b>		<b><u>\$119,158.00</u></b>

Plans and Specifications were prepared by the KAI Design Build Team. The packages were delineated and bid by the College’s Construction Manager, Tarlton Corporation. The bid results/recommendations were compared to existing project estimates to ensure that the acceptance of future bid packages will remain within the project budget.

Contractors were evaluated on bid price as well as overall capabilities, MBE/WBE participation, experience in in construction of specialty lab space, experience with LEED (Leadership in Energy and Environmental Design) projects, available resources to meet the project’s schedule, and approach to safety, quality, and cost control. The recommendation represents the contractor with the best bid, given these factors.

**The Project:**

This project includes the construction of a complete new educational facility consisting of a four story, 98,000 sq. ft. building and site improvements, to house district Health Sciences programs. The facility includes spaces for classrooms, computer labs, and program space for the Nursing, Surgical Technology, Respiratory Care, Diagnostic Medical Sonography, EMS, Paramedic, Clinical Laboratory Technology, Radiology, and Dental Hygiene and Dental assisting programs. Science laboratories, simulation spaces, and the dental clinic are included in these programs. Faculty and administrative offices, conference rooms, student services/academic support areas, and future build out space are also included.

The project will also include the necessary site development work such as roadways, sidewalks, underground utilities and utility relocation, site lighting, environmental planting areas, and landscaping. After the building is constructed, the A & B Tower sections of the East Wing will be demolished, the building capped, and an entrance to the campus from Oakland will be constructed.

**Related Work:**

Movable furniture and certain technical equipment are not included within the construction contracts and are budgeted separately. The Architectural/Engineering fees for KAI Design Build and the Construction Management fees and general conditions for Tarlton were previously approved by the Board of Trustees.

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**CENTER FOR NURSING AND HEALTH SCIENCES**

Bid Release 3 & 4 (Continued)

**Detail of Bidding Packages:**

**BP 09E – Polished Concrete Flooring**

Description:

In absence of a March Board meeting, the Board of Trustees at its February 21, 2019 regular meeting authorized the Chancellor to approve construction contract bid awards with subsequent ratification by the Board. In order to proceed with this work in a timely manner, Board ratification is requested for this package.

Several labs in the new Center for Nursing and Health Sciences will received polished, sealed concrete in lieu of vinyl flooring. This package includes the concrete floor finishing in the Clinical Laboratory Technology area, Anatomy and Physiology Classrooms, the Dental Clinic Sterilization Room, and the Dental Lab.

**Qualified Bids**

**MISSOURI TERAZZO COMPANY**

Advanced Environmental Services, Inc. (disqualified due to lack of bid security)

**Base Bid**

**\$28,971.00**

**BP – Signage**

Description:

In absence of a March Board meeting, the Board of Trustees at its February 21, 2019 regular meeting authorized the Chancellor to approve construction contract bid awards with subsequent ratification by the Board. Because of the lead time for production of signage, Board ratification is requested for this package.

This package includes all interior identification and way-finding signage, as well as the monument signage for the main entrance.

**Qualified Bids**

**TAKEFORM**

\*Engraphix.

**Base Bid**

**\$50,500.00**

**\$34,408.00**

Engraphix - disqualified due to not bidding entire scope. (Did not include monument signage)

**BP 01A – Final Cleaning**

Description:

Board approval is requested for this package.

This package includes all final cleaning, floor finishing, etc. to prepare the building for occupancy. This work was bid as a construction package, rather than performed in-house, to allow it to be performed in the latter stages of the construction process, before the building is officially released to the College.

**Qualified Bids**

**REVIVE JANITORIAL**

\*New Concept Construction

**Base Bid**

**\$39,687.00**

**\$33,750.00**

New Concept Construction - disqualified due to not bidding entire scope. (Did not include the exterior portion of the scope)

**Funding:**

This project will be funded from certificates of participation.

**Advertisements:**

The College places newspaper advertisements, in compliance with Board policy, on those bids estimated to exceed \$15,000.00. Plans were made available through the CrossRhodes plan room and Tarlton’s website. CrossRhodes made an e-mail notification to all local MBE/WBE/DBE businesses

**Recommendation for Ratification/Physical Facilities:**

Board ratification is requested for award of a contract – Restroom Renovations in “F” Tower; St. Louis Community College at Forest Park, to **Wachter, Inc.**, in the amount of **\$446,000.00**

**Description:**

Contract F19 401 to renovate restrooms in the F Tower at Forest Park was approved by the Board of Trustees at its February 21, 2019 meeting, in the estimated amount of \$650,000. This project will renovate eight (8) restrooms in the F Tower section of the West Wing, including all new fixtures, lighting, flooring, and wall surfacing.

Plans and specifications were prepared by the Physical Facilities/ Engineering and Design Department, and Etegra Architects

**Bid – F 19 401, RESTROOM RENOVATIONS IN F TOWER**

The results of this bid, which opened February 28, 2019, are listed below:

<b><u>Contractors:</u></b>	<b><u>Base Bid</u></b>
<b>Wachter, Inc.</b>	<b>\$446,000.00</b>
Atlas Building Group	\$509,800.00
Jackson Building Group	\$512,000.00
ICS Construction	\$517,544.00
John Kalicak Construction	\$539,426.00
Integra, Inc.	\$584,759.00

**Funding:**

This project will be funded from operating and capital budgets.

**Advertisements:**

The College places newspaper advertisements, in compliance with Board policy, on those bids estimated to exceed \$15,000.00.

Four known minority contractors received plans and specifications. No known minority companies submitted a bid for this project. A woman owned firm, awaiting certification received and submitted a bid on the project.

**Recommendation for Ratification/Physical Facilities:**

Board ratification is requested for award of a contract – Science Lab Relocations; St. Louis Community College at Forest Park, to **Atlas Building Group LLC**, in the amount of **\$1,078,800.00**

**Description:**

Contract F19 402 to relocate labs and support spaces from areas in the A and B Towers at Forest Park was approved by the Board of Trustees at its February 21, 2019 meeting, in the estimated amount of \$1,250,000. This project will renovate spaces being vacated by programs moving to the new Center for Nursing and Health Sciences over this summer. The relocated labs will be ready for classes for the 2019 Fall semester.

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

**Bid – F 19 402, SCIENCE LAB RELOCATIONS**

The results of this bid, which opened March 12, 2019, are listed below:

<b><u>Contractors:</u></b>	<b><u>Base Bid</u></b>
<b>Atlas Building Group</b>	<b>\$1,078,800.00</b>
Jackson Building Group	\$1,107,000.00
Integra, Inc.	\$1,148,800.00

**Funding:**

This project will be funded from State Board of Public Building Bond funding and operating and capital budgets.

**Advertisements:**

The College places newspaper advertisements, in compliance with Board policy, on those bids estimated to exceed \$15,000.00.

Four known minority contractors received plans and specifications. No known minority companies submitted a bid for this project. A woman owned firm, awaiting certification received and submitted a bid on the project.

**Recommendation for Ratification/Physical Facilities:**

Board ratification is requested for award of a contract – Renovation for STEM Academy; St. Louis Community College at Florissant Valley, to **ICS Construction.**, in the amount of **\$77,635.00**

**Description:**

Contract F19 502 to perform renovations in the STEM Academy area at Florissant Valley was approved by the Board of Trustees at its February 21, 2019 meeting, in the estimated amount of \$125,000. This project will perform finish renovations for a suite of rooms in the Engineering building.

Plans and specifications were prepared by the Physical Facilities/ Engineering and Design Department, and L2e Solutions

**Bid – F 19 502, RENOVATION FOR STEM ACADEMY**

The results of this bid, which opened March 7, 2019, are listed below:

<b><u>Contractors:</u></b>	<b><u>Base Bid</u></b>
<b>ICS Construction</b>	<b>\$ 77,635.00</b>
Lawlor Corporation	\$ 78,900.00
John Kalicak Construction	\$ 79,726.00
Brady Construction	\$ 87,975.00
Jackson Building Group	\$ 97,000.00
Turner Construction LLC	\$105,800.00

**Funding:**

This project will be funded from a grant.

**Advertisements:**

The College places newspaper advertisements, in compliance with Board policy, on those bids estimated to exceed \$15,000.00.

Four known minority contractors received plans and specifications. One known minority companies submitted a bid for this project. A woman owned firm, awaiting certification received and submitted a bid on the project.

### **Recommendation for Approval/Physical Facilities:**

Prior Board approval is requested to proceed with two renovation and repair projects on an expedited basis, with the understanding that individual bid awards will be subject to Board ratification.

### **Description:**

The projects include Office Renovations at the Forest Park campus, and a Feeder Cable Replacement at the Meramec campus. An early start for the Office Renovation project is needed to ensure that all work is completed by the start of the Fall 2019 semester. An early start is needed for the Feeder Cable project to take advantage of the planned maintenance power outage at the end of May. All Board Policies related to bidding these construction projects will be followed, but prior Board approval is requested for each contract, with subsequent ratification at the next regularly scheduled Board meeting. Because it is expected that the total amount expended for these renovation projects will exceed \$25,000, pursuant to Board Policy H.9 we are providing a complete summary of the expenditures and an explanation of the procurement for the Board's review and approval.

#### **F19 405 – Office Renovations at Forest Park – Estimated Cost \$120,000**

Office occupants presently located in the A and B Tower sections of the East Wing need to be relocated to other areas of the campus before abatement and demolition of that section of the building can begin. The renovations have been designed to be performed over the summer to minimize the impact on staff and students, and to have the spaces ready for the start of Fall classes in their new locations. The renovation will include limited construction, doors, walls, etc. as well as finish renovations – new ceiling, lighting ,and wall finishes. New flooring shall be installed under a separate contract.

These renovations were designed by Oculus, a WBE architectural firm on the College's open end list of consultants.

#### **F19 602 – Feeder Cable Replacement at Communications North – Estimated Cost \$50,000**

The conduit in the utility tunnel holding the electrical feeder cable to Communications North has deteriorated due to water infiltration. While the cable itself appears to be sound, the conduit and cable will be replaced to ensure continued electrical service to the building. The work will be performed during the planned maintenance electrical outage at the end of May.

The repair was designed by the College's Physical Facilities/ Engineering and Design Department.

**Funding:**

The Forest Park Office Renovation project will be funded from certificates of participation. The Meramec Feeder Cable Replacement project will be funded from operating and capital budgets.

**Advertisements:**

The College places newspaper advertisements, in compliance with Board policy, on those bids estimated to exceed \$15,000.00.

### 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>
	Catalyst 3750	013987	FV	Poor	2/28/2006	\$ 5,506.38	\$ -

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

## **Contracts and Agreements**

### **Ratification of Agreement Between Quest Management Consultants and St. Louis Community College**

Board approval is requested for an agreement between **Quest Management Consultants and St. Louis Community College** to conduct a search for the Associate Vice Chancellor, Human Resources vacancy at a cost of **\$25,000 plus expenses**.

### **Agreement Between Sam Bush and St. Louis Community College**

Board approval is requested for an agreement between **Sam Bush and St. Louis Community College** for a Guest Artist Residency performance and workshops at STLCC-Meramec on May 11-12, 2019 at a cost of **\$7,500 to include honorarium and all expenses**.

## *Academic Affairs*

### **Contracts and Agreements**

#### **Clinical Agreements**

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

<b>Participant</b>	<b>Program</b>	<b>Effective Date</b>
Compass Health Network	Behavioral Health Support	01/22/19
Sunshine Cultural Arts Center	Human Services	11/30/18
Behavior Intervention Services	Behavior Health Support	01/22/19
North Jefferson County Ambulance District	Emergency Medical Services	01/29/19
Preferred Family Healthcare/Bridgeway	Behavioral Health Support	01/29/19
Easter Seals Midwest	Behavioral Health Support	01/22/19
Richmond Heights Fire Department	Emergency Medical Services	01/29/19
VA Medical Center, St. Louis	Surgical Technology	02/01/19
Bethesda Dilworth	Certified Nurse Assistant Training	01/28/19
Officer Funeral Home	Funeral Services	02/22/19
Barnes-Jewish Hospital	Medical Lab Tech	12/20/18
Windsor Estates of St. Louis	Physical Therapist Assistant	03/20/19
Dr. Thomas Flavin, DDS – Healthy Smiles of St. Louis	Dental Assisting	03/19/19
The Fones School of Dental Hygiene-University of Bridgeport	Dental Hygiene – Internship	01/29/19

**Memorandum of Understanding between St. Louis Community College and Central Methodist University**

The college recommends that the Board of Trustees approve a Memorandum of Understanding between St. Louis Community College (STLCC) and Central Methodist University (CMU) to offer a cohort program for potential dual credit instructor candidates in the area of math. This partnership, a part of the Emerson STEM Academy (ESA) grant, will enable 15 high school teachers to complete 18 graduate course hours in math in order to become dual credit (DC) certified for STLCC. Participants in the program will agree to teach at least one dual credit course in math per year for a period of no less than two years. STLCC will fund the cost of tuition and fees through the ESA grant, as part of the grant is set aside to cover costs for the purpose of training more dual credit instructors. As one of the goals of the ESA is to ensure that students are ready for college-level math upon high school completion, having more DC certified teachers in this area is pivotal to the success of the program. CMU is willing to allow our participants to operate as a cohort and will provide the instruction completely online and according to the timeline required. The agreement will end in August 2020, and the DC instructor candidates will begin teaching Fall 2020. This program is only open to school districts in the Florissant Valley campus service area as per the ESA grant agreement.

**Memorandum of Understanding between St. Louis Community College and Mehlville School District**

The college recommends that the Board of Trustees approve a Memorandum of Understanding between St. Louis Community College (STLCC) and Mehlville School District (MSD) to offer an early college program, dual credit, and dual enrollment opportunities for high school students.

**Memorandum of Understanding between St. Louis Community College and Hancock Place School District**

The college recommends that the Board of Trustees approve a Memorandum of Understanding between St. Louis Community College (STLCC) and Hancock Place School District (HPSD) to offer an early college program, dual credit, and dual enrollment opportunities for high school students.

## Employee Benefits Contract Recommendations

### Overview

#### **Flexible Spending Account Administration**

**Our current contract for third-party administration of Flexible Spending Accounts (FSA) will expire after May 31, 2019.**

**Board approval is requested for the award of a contract for FSA administration to ASIFlex for a period of three (3) full years to begin June 1, 2019.**

The College solicited complete proposals duplicating our current FSA administration as closely as possible and received the following bids:

	<b>ASIFlex June 1, 2019</b>	<b>Cigna June 1, 2019</b>	<b>Discovery June 1, 2019</b>	<b>Further June 1, 2019</b>	<b>P&amp;A Group June 1, 2019</b>	<b>Paylocity June 1, 2019</b>	<b>Tri-Star June 1, 2019</b>	<b>WageWorks June 1, 2019</b>
<b>Set-up Fee</b>	\$0	\$0	\$0	Included	Waived	Waived	Waived	N/A
<b>Claims Processing Fee PPPM</b>	\$2.75	\$4.59	\$3.25	\$3.25	\$2.80	\$2.65	\$2.90	\$3.90
<b>Debit Card Fee PPPM</b>	\$0	2.25% pre-funded	\$0	\$0	\$0	\$0	\$0	\$0
<b>Monthly Minimum Fee</b>	\$0	\$0	\$50.00	\$0	\$0	\$65.00	\$0	\$0
<b>Rate Guarantee</b>								
<b>Annual Cost %change</b>								

Renewing the current contract with ASI Flex would:

- Offer a 5 year fee guarantee
- Avoid member disruption

## Voluntary Accidental Death & Dismemberment Insurance Contract

Board approval is requested for the award of a contract for current voluntary AD&D coverage to Chubb for a period of three (3) full years to begin on June 1, 2019.

The College solicited competitive proposals duplicating our current basic life and AD&D plan design as closely as possible and received the following bids:

Carrier	Response	Comments
Anthem	Quoted	Quoted
Chubb	Quoted	Incumbent-Competitive
Cigna	Quoted	Quoted
Dearborn National	Quoted	Quoted
Hartford Life and Accident Insurance	Quoted	Quoted
MetLife	Quoted	Quoted
Sun Life	Quoted	Quoted
Zurich	Quoted	Quoted

The total cost of the voluntary AD&D proposals compared as follows:

Carrier	Total Annual Cost	Increase	
		\$	%
Anthem	\$60,470	\$24,688	69%
Chubb	\$35,782	\$0	0%
Cigna	\$67,341	\$24,688	88%
Dearborn National*	\$30,876	-\$4,906	-14%
Hartford Life and Accident Insurance**	\$32,914	-\$2,868	-8.02%
MetLife	\$56,846	\$21,064	58.87%
Sun Life	\$50,805	\$15,023	42%
Zurich	\$36,160	\$378	1%

\*Requires a 60% participation rate. \*\*Requires a 25% participation rate.

Other considerations:

- 36 month rate guarantee.
- Monthly contributions resulting from Chubb's proposal for current voluntary AD&D coverage would not change.

## Voluntary Hospitalization, Critical Illness, and Accident Insurance Contract

Board approval is requested for the award of a contract for voluntary Hospitalization, Critical Illness, and Accident coverage to The Hartford for a period of three (3) full years to begin June 1, 2019.

The College solicited competitive proposals for new voluntary coverage and received the following bids:

Carrier	Response	Comments
Cigna	Quoted	Competitive
The Hartford	Quoted	Competitive
Transamerica	Quoted	Uncompetitive

Carrier	Hospitalization	Critical Illness*	Accident
<b>Cigna</b>			
Employee Only	\$18.80	\$5.72-\$190.22	\$12.05
Employee & Spouse	\$37.51	\$5.72-\$190.22	\$18.96
Employee & Children	\$30.86	\$5.72-\$190.22	\$23.61
Family	\$49.56	\$5.72-\$190.22	\$30.52
<b>The Hartford</b>			
Employee Only	\$18.88	\$4.93-\$132.09	\$9.44
Employee & Spouse	\$39.00	\$4.93-\$132.09	\$14.96
Employee & Children	\$29.50	\$4.93-\$132.09	\$15.76
Family	\$47.00	\$4.93-\$132.09	\$24.84
<b>Transamerica</b>			
Employee Only	\$17.20	\$4.53-\$114.49	\$9.93
Employee & Spouse	\$36.64	\$4.53-\$114.49	\$15.34
Employee & Children	\$25.30	\$4.53-\$114.49	\$13.83
Family	\$41.50	\$4.53-\$114.49	\$19.58

\*Rates are age banded.

Other considerations include:

- 36 month rate guarantee
- AM Best/Financial rating:

## Employee Benefits Contract Recommendations

### Overview

#### Health Savings Account Administration

With the implementation of a Qualified High Deductible Health Plan the need for a Health Savings Account (HSA) administrator is required.

Board approval is requested for the award of a contract for HSA administration to ASIFlex for a period of three (3) full years to begin June 1, 2019.

The College solicited complete proposals for HSA administration and received the following bids:

	ASIFlex June 1, 2019	HealthEquity June 1, 2019	HSA Bank June 1, 2019
<b>Set-up Fee</b>	\$250	Included	N/A
<b>Minimum Balance for Investment Options</b>	\$1,000	\$2,000	\$1,000
<b>Debit Card Fee PPPM</b>	Included	Included	Included
<b>Rate Guarantee</b>	3 years	3 years	3 years
<b>Monthly Fee (Per Member Per Month)</b>	\$2.00	\$2.00	\$4.50
<b>Annual Cost (Estimated)</b>	\$1,320	\$1,320	\$3,300

**Dental Recommendations**

Board approval is requested for the renewal rates with Cigna Dental as follows:

<b>Base Plan</b>	<b>Current Employee Cost</b>	<b>Current College Cost</b>	<b>Total</b>		<b>Proposed Employee Cost</b>	<b>Proposed College Cost</b>	<b>Proposed Total</b>
Employee Only	\$3.62	\$32.57	\$36.19		\$3.73	\$33.54	\$37.27
Employee + Family	\$33.88	\$62.84	\$96.72		\$34.90	\$64.72	\$99.62

<b>Buy-up Plan</b>	<b>Current Employee Cost</b>	<b>Current College Cost</b>	<b>Total</b>		<b>Proposed Employee Cost</b>	<b>Proposed College Cost</b>	<b>Proposed Total</b>
Employee Only	\$3.99	\$35.92	\$39.91		\$4.11	\$37.00	\$41.11
Employee + Family	\$37.37	\$69.29	\$106.66		\$38.35	\$71.24	\$109.59

- Covered services and plan basics would remain unchanged.
- The College continues to pay 90% of the employee premium and 50% of the dependent coverage premium.
- June 1, 2019 rates include a 3% increase

## Recommendations for Award/Purchasing-Contract

Supports: Self-Insurance Program - Medical/Pharmaceutical Stop Loss Coverage

Board approval is requested for the award of a contract with **CIGNA** for medical and pharmaceutical stop loss coverage, for an estimated amount of \$1,254,776 for a period of one (1) year, to begin June 1, 2019.

### Description

The College's current contract with CIGNA, covering specific claims exceeding \$175,000 incurred since June 1, 2018, will expire on May 31, 2019. The need at this point is for another "24/12" contract- covering any additional specific claims exceeding \$175,000 incurred through May 31, 2020.

The total cost of stop loss proposals received compared as follows:

PLAN STATUS		Current	Renewal at \$175,000	Renewal at \$200,000	
CONTRACT YEAR		6/1/18 to 5/31/19	6/1/19 to 5/31/20	6/1/19 to 5/31/20	6/1/19 to 5/31/20
CARRIER		Cigna	Cigna	Cigna	HM Life
SPECIFIC STOP LOSS COVERAGE (ISL)	Enroll				
Contract Basis		Paid	Paid	Paid	24/12
Coverage: Medical and Rx	1217	Yes	Yes	Yes	Yes
Specific Deductible		\$175,000	\$175,000	\$200,000	\$200,000
Laser		None	None	None	TBD
Maximum Reimbursement		Unlimited	Unlimited	Unlimited	Unlimited
Run-in Limitation		N/A	N/A	N/A	N/A
Claim Reimbursement Percentage		100%	100%	100%	100%
Composite Rate PEPM (blended)		\$68.95	\$82.67	\$74.33	\$91.67
Cigna Interface Fee (\$3.00 PEPM)		\$0.00	\$0.00	\$0.00	\$3.00
Est Monthly Specific Premium		\$87,287	\$100,609	\$90,460	\$115,213
Est Annual Specific Premium+ Interface Fees		<b>\$1,047,446</b>	<b>\$1,207,313</b>	<b>\$1,085,515</b>	<b>\$1,382,561</b>
Percent Change (to current)		0%	19.9%	7.8%	33.3%
AGGREGATE STOP LOSS COVERAGE					
Contract Basis		Paid	Paid	Paid	24/12
Coverage: Medical and Rx		Yes	Yes	Yes	Yes
Maximum Annual Reimbursement		unlimited	unlimited	unlimited	<b>\$1,000,000</b>
Aggregate Corridor		125%	125%	125%	125%
Expected Claims PEPM		\$1,020.32	\$913.60	\$919.44	\$1,116.49
Aggregate Factor PEPM		\$1,275.40	\$1,142.00	\$1,149.30	\$1,395.61
Estimated Attachment Point		\$19,375,877	\$16,732,608	\$16,839,530	\$20,281,005
Percent Change (to current)		0%	-13.60%	-13.1%	4.7%
Minimum Attachment Point		\$19,375,942	\$16,732,608	\$16,839,530	\$20,281,005
Run-in Limitation		N/A	N/A	N/A	N/A
Composite Rate PEPM		\$3.61	\$3.25	\$3.30	\$4.85
Estimated Annual ASL		\$52,720	\$47,463	\$48,193	\$70,829
Percent Change (to current)		0%	-10.0%	-8.6%	34.3%
TOTAL STOP LOSS PREMIUM/INTERFACE FEES					
Est Annual Stop Loss Premium (Specific & Agg)		<b>\$1,100,166</b>	<b>\$1,254,776</b>	<b>\$1,133,709</b>	<b>\$1,453,390</b>
Additional "laser" Exposure		\$0	\$0	\$0	\$0
Total Premium + Addit. Laser Liability		<b>\$1,100,166</b>	<b>\$1,254,776</b>	<b>\$1,133,709</b>	<b>\$1,453,390</b>
% Change Prem. and Liab. (to current)		0.0%	14.1%	3.0%	32.1%

The Cigna proposal includes a 45% renewal cap, and precluded “lasers” setting higher coverage attachment points based on claims experience.

The presentation above includes quotes for a lesser rate of coverage at \$200,000 stop loss. However, it is recommended that the College maintain the current \$175,000 individual stop loss coverage to reduce risk to the college’s self-insurance program.

The stop loss coverage has no effect on the level of employee medical and prescription coverage.

**Funding:**

The need for mature stop loss coverage was anticipated, and the increased cost was forecasted and is already reflected in the total medical coverage contributions that will be paid by the College and by employees beginning June 1, 2019. The Board of Trustees approved these increased costs and associated contribution rates in February.

## **Workforce Solutions Group**

### **Ratification of Direct Pay Agreements**

<b><u>Funding Source</u></b>	<b><u>Title of Program and/or Purpose</u></b>	<b><u>Campus</u></b>	<b><u>Date</u></b>	<b><u>Amount</u></b>
Automation Service	Provide customized training modules for company managers and department leads.  <b>Manager: Don Robison</b>	Workforce Solutions Group	March 26, 2019 through August 31, 2019	\$14,985
Commercial Electronics	Provide Microsoft Office Excel training.  <b>Manager: Don Robison</b>	Workforce Solutions Group	January 28, 2019 through June 30, 2019	\$1,500
Franklin Drain Services, Inc.	Provide a Class B Commercial Driver's License (CDL-B) training program.  <b>Manager: Don Robison</b>	Workforce Solutions Group	February 20, 2019 through January 31, 2020	\$3,130/student
GKN Aerospace	Provide 80 hours of Composite training.  <b>Manager: Don Robison</b>	Workforce Solutions Group	March 7, 2019 through June 30, 2019	\$12,000
Rug Doctor, LLC	Provide Lean Six Sigma Green Belt training.  <b>Manager: Don Robison</b>	Workforce Solutions Group	February 28, 2019 through June 30, 2019	\$28,545
Weir Pump and Valve Solutions, Inc.	Provide job and task analysis services for CNC Machinist positions.  <b>Manager: Don Robison</b>	Workforce Solutions Group	March 28, 2019 through December 31, 2019	\$30,480

## ***Workforce Solutions Group***

### **Ratification of Contracts and/or Agreements**

#### **Agreement between St. Louis Community College and Affinia Healthcare**

It is recommended that the Board of Trustees approve an agreement between St. Louis Community College and Affinia Healthcare to provide Community Healthcare Worker training, effective April 1, 2019 for an initial period of one year.

#### **Agreement between St. Louis Community College and Nurses for Newborns**

It is recommended that the Board of Trustees approve an agreement between St. Louis Community College and Nurses for Newborns to provide Community Healthcare Worker training effective April 1, 2019 for an initial period of one year.

#### **Agreement between St. Louis Community College and LDR Worldwide**

It is recommended that the Board of Trustees approve an agreement between St. Louis Community College and LDR Worldwide to provide CDL Class B truck driving training at a cost of \$3,230 per participant commencing on March 18, 2019.

#### **Agreement between St. Louis Community College and The LaunchCode Foundation**

It is recommended that the Board of Trustees approve an agreement between St. Louis Community College and The LaunchCode Foundation for providing Immersive Codecamp Program training effective February 27, 2019.

***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>
<b>Missouri Coalition for Behavioral Health</b>	\$ 50,000	<p>The Missouri Coalition has partnered with the Missouri Department of Mental Health to award funding to assist with the start-up of an Associates of Behavioral Health Support Degree program and address the workforce shortage around the Community Support Specialist (CSS) positions that Community Mental Health Centers statewide are facing. St. Louis Community College is one of four colleges selected to receive up to \$50,000 through this initiative.</p> <p><b>Project Director:</b>                      Jenna Mueller, MA, LPC, NCC                      Program Coordinator for Behavioral Health Support</p>	Restricted
<b>Missouri Community College Association</b>	\$346,428	<p>Renewal of a subcontract agreement to STLCC for SkillUP project supporting employment and training for adults participating in the Supplemental Nutrition Assistance Program (SNAP). The budget provides \$255,200 of USDA and State funds for operational expenses and up to \$91,228 for tuition. \$10,741 is available from Temporary Assistance for Needy Families for support services. The Missouri Community College Association is the pass-thru recipient.</p> <p><b>Project Director:</b>                      Rene Dulle, Program Manager,                      Environmental &amp; Transportation Programs</p>	Restricted