

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ST. LOUIS COMMUNITY COLLEGE
WEDNESDAY, JUNE 19, 2019**

The Regular Meeting of the Board of Trustees of St. Louis Community College was held on Wednesday, June 19, 2019, at the Corporate College, 3221 McKelvey Road, Bridgeton, MO, pursuant to notice and in accordance with Section 610.020 RSMo, as amended.

1. Call to Order and Roll Call

Dr. Kevin M. Martin, Vice Chair, called the meeting to order at 5:02 p.m. The following members of the Board of Trustees were present: Dr. Kevin M. Martin, Vice Chair; Mr. Rodney Gee, Chair (arrived at 6:05 p.m.); Ms. Libby Fitzgerald, Trustee; Ms. Anne Marshall, Trustee; Ms. Pam Ross, Trustee; Dr. Craig Larson, Trustee; and Dr. Doris Graham, Trustee.

Also present were Dr. Anthony Cruz, Vice Chancellor of Student Affairs; Ms. Mary Nelson, General Counsel; and Ms. Yvonne Bloom, Acting Associate for Board Relations.

2. Welcome to Guests

Dr. Martin welcomed guests attending the meeting.

3. Citizens Desiring to Address the Board Regarding Agenda Items

None.

4. Adoption of Agenda/Revisions to Agenda

Dr. Larson moved and Dr. Graham seconded to adopt the agenda/revisions to the agenda. Ms. Ross offered an amendment to include discussion of child care under New Business. The Board unanimously adopted the agenda/revisions as amended.

5. Election of Officers

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

Whereupon, nominations were called for the office of chair. Ms. Ross nominated Dr. Martin. Ms. Fitzgerald seconded the nomination. There being no other nominations, the Board voted unanimously for Dr. Martin to serve as Board Chair for a term of one year or until his successor shall be elected and qualified.

Whereupon, nominations were called for the office of vice chair. Ms. Fitzgerald nominated Ms. Ross. Dr. Larson seconded the nomination. There begin no other nominations, Ms. Ross was unanimously elected to serve as Board Vice Chair for a term of one year or until her successor shall be elected and qualified.

6. Recommended Approval of the May 16, 2019 Regular Board Meeting Minutes and May 16, 2019 Work Session Minutes

On motion by Dr. Larson and seconded by Dr. Graham, the Board unanimously approved the May 16, 2019 Regular Board Meeting Minutes and the May 16, 2019 Work Session 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 Item – Chancellor’s Leadership Academy (CLA) Team Presentation on North Star Mentoring

Members of the Spring 2019 Chancellor’s Leadership Academy North Star Mentoring Team (Tracy Barron, Sanela Bejdic, Betsey Boedeker, Maria Darris, Rene Dulle, Jacqueline Meaders-Booth, Trevin Jones, Maria Opager and Karana Phillips) presented to the Board on their CLA leadership project and answered questions from the Board.

9. Recommended Approval of Resolution RE: August 15, 2019 Executive Session of the Board of Trustees

On motion by Dr. Larson and seconded by Dr. Graham, the Board, by a roll-call vote, unanimously (with Mr. Gee being absent) approved the resolution in Agenda Item #9, to schedule an executive session of the Board on August 15, 2019, for the reasons and pursuant to the provisions of Section 610.022 of the Revised 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 Agreement between STLCC and IUOE 148 Physical Plant Unit Employees

On motion by Dr. Larson and seconded by Dr. Graham, the Board unanimously approved the Agreement between STLCC and IUOE 148 Physical Plant Unit Employees, all as more fully set forth in **Exhibit B** attached hereto and by this reference incorporated herein.

11. Recommended Approval of the FY 2020 Operating and Capital Budgets

On motion by Dr. Graham and seconded by Ms. Fitzgerald, the Board voted unanimously to approve the following resolution:

RESOLVED, that the Board of Trustees hereby approves the Operating and Capital Budgets for the 2020 fiscal year, all as more fully set forth in **Exhibit C**, attached hereto and by this reference incorporated herein, and

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

12. Recommended Approval of an Amendment to the Non-Certificated Employees Retirement Plan of the Community College District of St. Louis – St. Louis County, Missouri

On motion by Ms. Fitzgerald and seconded by Dr. Larson, the Board unanimously approved an amendment to the Non-Certificated Employees Retirement Plan of the Community College District of St. Louis – St. Louis County, Missouri, all as more fully set forth in **Exhibit D**, attached hereto and by this reference incorporated herein.

13. Recommended Appointments to the Non-Certificated Employees Retirement Plan Committee

On motion by Ms. Fitzgerald and seconded by Dr. Larson, the Board voted unanimously to approve the appointment of Mr. Kevin White and Mr. Tim O’Neil to serve as Board representatives on the Non-Certificated Employees Retirement Plan Committee.

14. Nomination of Two Trustees to the Foundation Board

Dr. Larson nominated Ms. Marshall to serve as a member of the Board of Trustees on the Foundation Board. Ms. Fitzgerald seconded the nomination. There being no other nominations, the Board unanimously approved the appointment of Ms. Marshall. As Board Chair, Dr. Martin will also serve on the Foundation Board.

15. Recommended Approval to Authorize the Chancellor to Approve New Hires, Reclassifications, Reorganizations, Contracts and Bid Awards for the Period Beginning June 20, 2019 and ending July 25, 2019 Prior to Ratification at the August 15, 2019 Meeting

Dr. Graham moved that the Board authorize the Chancellor to approve new hires, reclassifications, reorganizations, contracts and bid awards for the period beginning June 20, 2019 and ending July 25, 2019 prior to ratification at the August 15, 2109 meeting. Ms. Fitzgerald seconded the motion. Ms. Marshall moved to amend the main motion by adding: “with the approval of both the Chair and Vice Chair.” Dr. Graham declined to accept the amendment to the original motion. Dr. Martin called for a vote. The motion failed on a vote of 4-2.

Ms. Marshall then moved that the Board authorize the Chancellor to approve new hires, reclassifications, reorganization, contracts and bid awards for the period

beginning June 20, 2019 and ending July 25, 2019 prior to ratification at the August 15, 2019 meeting with the approval of both the Chair and Vice Chair. Ms. Fitzgerald seconded the motion. The motion was approved by a vote of 4-2.

16. Approval of Consent Agenda Items

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

16.1 Consent Item Motion and Vote

On motion by Ms. Fitzgerald and seconded by Ms. Marshall, the Board approved the consent agenda items after pulling “2019-2020 Salary Recommendations” from agenda item 16.3 for discussion. The consent agenda items are more fully set forth in **Exhibits E – J**, attached hereto and by this reference incorporated herein.

16.2 Academic Affairs

The Board, by consent, approved the following Resolution regarding academic affairs recommendations:

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

16.3 Human Resources

Dr. Martin raised concerns regarding the list of 2019-2020 Salary Recommendations. Dr. Martin reviewed the salary recommendations and noted a total of twenty-two errors in addition to faculty contracts not being included on the list. The list was updated, however, Dr. Martin still found numerous errors and he does not want to approve something that is incorrect.

Ms. Ross asked when the 2019-2020 salary recommendations will be corrected and available for Board approval. Ms. Ross also asked that the final list be ordered more logically than the previous lists.

Ms. Fitzgerald noted that annual salary recommendations used to always be included on the agenda and she believes that it is important for that information to be a part of the Board agenda.

Ms. Nelson responded that she asked Human Resources and Finance to provide the salary recommendation information. The first document that was developed was based on an individual’s base compensation for the current

year plus two percent. The updated list was developed to correct some inaccuracies for individuals with special circumstances such as additional compensation for extra duties, acting assignments, etc. Ms. Nelson stated that we would be glad to revisit the list if the Board desires.

Dr. Martin wants to make sure that faculty and staff receive their two percent salary increases beginning July 1, 2019.

Following discussion, on motion by Dr. Martin and seconded by Ms. Marshall, the Board voted unanimously to grant contracted faculty and staff a two percent salary increase effective July 1, 2019 and for administration to provide a more user-friendly and accurate list of 2019-2020 contract salaries for Board approval.

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 F** 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.

16.4 Bid Awards

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 G** 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 G; 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.

16.5 Finance

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

16.6 Contracts/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 H** 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.

16.7 Workforce Solutions Group

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 I** 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.

16.8 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 J**, 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.

17. Communications

17.1 Chancellor's Report

Dr. Anthony Cruz, Vice Chancellor of Student Affairs provided the Chancellor's Report in Dr. Pittman's absence.

Partnership with the Urban League

Last week during a press conference and at their *Salute to Women in Leadership* event, the Urban League announced two new partnerships with the College. Trustee Dr. Doris Graham and several College staff were at the event to represent the College, and Dr. Graham was called up to the stage during the event as Michael McMillian announced the new partnerships.

The first partnership stems from the donation of the Lion's Choice restaurant to the Urban League in North County. The Urban League plans to offer a short term, non-credit restaurant training class and would like to utilize the College to offer the training. The program is based on a curriculum that has been utilized in several other cities across the country to prepare individuals into entry level restaurant jobs. The College will also work with the faculty in the Culinary Program to see if there is the potential for alignment or any cross walk of credits in the future.

The second partnership is to work with the Urban League to provide outreach to minorities regarding two upcoming opportunities in Patient Care Technology and the Immersive Code Camp. Both of these programs have proven to be successful, and there is an immediate need for employees in both of these areas.

To support this effort, the Department for Economic Development has just awarded the College additional funding to move these opportunities forward in the St. Louis Region.

Board Orientation Meeting with Anne Marshall

I want to thank Trustees Marshall and Gee for the meeting we had this week to provide our newest Trustee with information about the College and the Board. While Trustee Gee shared information about the role of a Trustee at STLCC, we also had several staff participate in the meeting and shared a great deal of information about the College with Trustee Marshall.

We look forward to working with Trustee Marshall in the years ahead and appreciate both her and Trustee Gee's time in participating in the orientation session.

New Strategic Plan Development

Staff are already laying the foundation for planning for the new Strategic Plan. *Strategic Plan 2020* will end on June 30, 2020, and the new plan will begin on July 1, 2020.

The initial meeting for the new plan will be at the Leadership Team meeting be Tuesday, June 25, at the Botanical Garden. This will be an extended Leadership Team meeting that will focus on ideas on developing the new plan, and potentially future initiatives that may be considered at this time.

To set the context, we will review trends in higher education data, examine HLC research that describes the characteristics of current community college students. We will also ask staff several questions intended to reimagine the way we do things at the College, hopefully resulting in input to the new Plan.

We have already been busy obtaining initial input from faculty and students for the new plan from faculty and students.

As with the Strategic Plan 2020 development, draft results of the plan will be available for all College employees to comment on and/or suggest edits, and staff are planning to utilize the same process that was utilized for the HLC Assurance Argument in 2018.

The timeframe for the new plan is as follows:

- Fall 2019 – a draft of Strategic Plan 2023 will be available for review by faculty and staff
- Spring 2020 – final edits to *Strategic Plan 2023* will occur
- July 1, 2020 – *Strategic Plan 2023* begins

New Marketing Expansions for Fall

As an update, Marketing and Communications has expanded the media buy for fall enrollment. Beginning this week, STLCC commercials are airing on several broadcast and cable channels, and commercials will air for a two week period, ending during the week of July 1.

In addition, all broadcast radio, Spotify, Pandora, billboards, social media and search engine marketing will continue as well. This is a wonderful opportunity for MAC and Student Affairs to compare/contrast applications from summer/fall 2018 to summer/fall 2019 - - this will be the first time that MAC has remained “up and running” between summer and fall advertising! Many thanks to Kedra Tolson and her team for their efforts in marketing this summer!

Update on Strategic Initiatives Campaign

I am pleased to announce that very good progress continues on the College’s first Strategic Initiatives Campaign. As you remember, the areas of focus for the campaign include initiatives in 3 Centers for Excellence at STLCC (Nursing and Health Sciences, Emerging and Advanced Information Technology, and Financial Services); Student Assistant and Scholarships, and Workforce Training.

At this time, we are establishing the Campaign Cabinet and are already securing funding for the new Campaign. So far, we are on track with fund raising goals and are anticipating a productive year in fiscal year 2020. Many thanks to Jo-Ann Digman and Team and our Foundation Board Members for a terrific job to date with this exciting campaign!

Update on new Center for Nursing and Health Sciences

It is hard to imagine that the new Center for Nursing and Health Sciences will be completed in the very near future. At this time, we continue to remain on schedule and on budget with this project, and we are still planning on substantial completion of the building on July 15 and moving into the building for the Fall Semester. Many thanks to Paul Zinck, Ken Kempf, Dennis Dill and the Tarlton Team for keeping us on schedule and on budget!

Dr. Cruz then thanked the Board and the audience members for the support they have given to him over the last several years at STLCC. Dr. Cruz will be starting a new position as president of the Hialeah campus of Miami Dade Community College in August.

17.2 Board Chair's Report

Dr. Martin expressed his condolences to Dr. Pittman and his family during this time.

Dr. Martin encouraged faculty and staff to get involved in the strategic planning process – it takes everyone's engagement to have a successful plan.

He is looking forward to the opening of the Center for Nursing & Health Sciences at the Forest Park campus.

Dr. Martin thanked everyone for their diligent work to provide the Board with information when requested.

17.3 Citizens Desiring to Address the Board Regarding Other Concerns

Susan Dawson, adjunct faculty member, addressed the Board regarding concerns about the air quality at the Forest Park campus with all of the ongoing construction. Ms. Dawson also expressed concern that the Board approved a 2% pay increase for adjunct faculty in the FY 2020 budget this evening when negotiations with SEIU are still going on.

17.4 Board Member Comments

Dr. Graham apologized to Ms. Dawson and is hopeful that her air quality concerns will be addressed. Dr. Graham expressed thanks to Kedra Tolson and the Marketing & Communications team on the new commercials that are being aired. Dr. Graham thanked Mr. Gee for his leadership as Board Chair during the past year. She also thanked Dr. Cruz for his leadership while at STLCC.

Dr. Larson followed up on the mentoring presentation that was given earlier in the meeting. He encouraged faculty and staff to get involved – progress is slow, but we are making progress, including in the developmental education area.

18. New Business

Ms. Ross is very interested in the College providing child care services at the Forest Park campus. She shared information about the possible size of a child care

center at Forest Park, the number of children that could be served and the number of staff it would take to run such an operation.

Board members were supportive of this effort and Dr. Martin made a motion to form a Board committee consisting of Ms. Ross (chair), Ms. Marshall and Mr. Gee to explore options for offering child care at the Forest Park campus and make recommendations to the Board. Ms. Marshall seconded the motion which was approved unanimously by the Board.

19. Adjournment

On motion made by Dr. Martin and seconded by Ms. Ross, the Board, voted unanimously to adjourn the meeting at 6:32 p.m.

Respectfully submitted,

Yvonne Bloom
Acting Associate for Board Relations



MEMORANDUM

To: Board of Trustees
 From: Jeff Pittman
 Date: June 19, 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.
 Anne Marshall
 Pam Ross

**Section/
Page No.**

Agenda Item

16.2

Consent Agenda Addendums

Appointments / Full-Time Administrative / Professional Staff:

Robinder, Keith, MC, Campus Vice President for Student Affairs-Meramec, A22, \$112,500, effective: 08/05/2019, Replacement.

Bartholomew, Allison, CO, Grants Research and Development Coordinator, P11. \$55,000, effective: 07/01/2019, Replacement.

Appointments/Probationary-Full-time Classified Staff:

Carroll, Scott, FV, General Maintenance Mechanic, OE, \$29.47 HR, effective: 07/08/2019, Replacement.

Soskin, Matthew, CO, Facilities Support Assistant, C5, \$16.87 HR, effective: 07/08/2019, Replacement.

Appointments/Part-time Classified Staff:

Buck, Kaley, FP, Administrative Secretary, OC5, \$14.67 HR, effective: 06/24/2019, Replacement.

Appointments / Full-Time Temporary Staff:

Dubbs, Joseph, FP, Supervisor Facilities, C9, \$45,000, effective: 06/24/2019, Temporary replacement

16.7

Consent Agenda Addendums

Workforce Solutions Group – Contracts and/or Agreements

Board ratification is requested for the Professional Services Agreements for Continuing Education. (Attached)

Workforce Solutions Group

Contracts and/or Agreements

Professional Services Agreement – Are We There Yet (LLC)

It is requested that the Board of Trustees ratify a professional services agreement with Dea Hoover of Are We There Yet (LLC) from **May 2019 – July 2019**, in an amount not to exceed \$20,000. Are We There Yet (LLC) will provide Professional Tour Guide Dea Hoover, motor coach transportation, all listed attractions, speakers, experiences, inclusive lunch, and all gratuities to driver and guide for Continuing Ed tours and trips. These services will be paid for through funding provided by the STLCC Continuing Education student fees.

Professional Services Agreement – SharkFitness (LLC)

It is requested that the Board of Trustees ratify a professional services agreement with Keath Hausher of SharkFitness from **January 2019 – July 2019** in an amount not to exceed \$36,000. SharkFitness will provide instruction, equipment and curriculum for Continuing Education boot camp fitness classes at the Meramec campus. These services will be paid for through funding provided by the STLCC Continuing Education student fees.

Professional Services Agreement – American Council on Exercise (ACE)

It is requested that the Board of Trustees ratify a professional services agreement with ACE **January 2019 – July 2019**, in an amount not to exceed \$25,000. ACE will provide instruction materials, books and exam vouchers for Continuing Education Personal Fitness Trainer training at St. Louis Community College – Meramec and Forest Park. These services will be paid for through funding provided by the STLCC Continuing Education student fees.

#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 August 15, 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.

June 19, 2019

Board Agenda

Tentative Agreements Between STLCC and IUOE 148 as of 07/01/2019

Wage Opener Only

The attached tentative agreement made by the College in response to Union proposals. The language will be incorporated in the current Joint Resolution and will be effective as of July 1, 2019.

ARTICLE III - WAGES

IOUE Local 148 Joint Resolution

2019 Economics Reopener

FOR BOARD OF
TRUSTEES APPROVAL

ARTICLE III - WAGES

Title	Current Assignments June 30, 2019	Current Assignments July 1, 2019	New Assignments June 30, 2019	New Assignments July 1, 2019
	Rate*	Rate*	Rate*	Rate*
Stationary Engineer	\$ 33.65	\$ 34.32	\$ 33.65	\$ 34.32
General Maintenance Mechanic	\$ 31.78	\$ 32.42	\$ 31.78	\$ 32.42
General Maintenance Helper	\$ 23.44	\$ 23.91	\$ 23.44	\$ 23.91
Groundskeeper	\$ 21.05	\$ 21.47	\$ 18.54	\$ 18.91
Receiving and Shipping Clerk	\$ 25.84	\$ 26.36	\$ 17.51	\$ 17.86
Housekeeper				
			NA	NA
			NA	NA
			NA	NA
Step A	\$ 17.16	\$ 17.50	\$ 13.39	\$ 13.66
Probationary Rate			\$ 11.93	\$ 12.17

*Note: The term "New Assignment" means an employee hired on or after November 17, 2016

 Grandfathered group as of October 9, 2016

FOR ST. LOUIS COMMUNITY COLLEGE

FOR THE UNION

_____ *Chatterbox*

Date: _____

Date: 6-6-19



Recommended Budget

FY 2020

**Recommended to the
Board of Trustees
June 20, 2019**



STLCC
VISION

St. Louis Community College is the first choice for academic excellence: leading the way in student success, innovation, and community transformation.





STLCC
MISSION

St. Louis Community College expands minds and changes lives every day by offering high-quality educational experiences leading to degrees, certificates, employment, university transfer, and life-long learning.



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St. Louis Community College

Executive Summary

FY 2020 Budget

The recommended operating budget for the College for Fiscal Year 2020, which begins on July 1, 2019, is presented as a balanced budget. This follows the balanced budget presented in FY 2019 after several years of deficit budgeting. Much of this has been made possible through our efforts to address budget shortfalls with the Fall 2017 Budget Response Team recommendations approved by the Board on November 30, 2017. Following is a summary of the highlights in the recommended FY 2020 budget.

Revenue: In aggregate, revenues in the general operating fund for FY 2020 remained about the same as FY 2019. However, there has been a shift from state appropriations and maintenance fees to local taxes. Revenues from local taxes are projected to increase because of a substantially higher assessed valuation base. The higher valuation is a result of reassessment of property values in the District as well as a significant amount of new development in the taxing areas.

Community college core funding from the state is flat on FY 2019, but because of the Missouri Community College Association (MCCA) equity adjustment, STLCC will receive less state funding for FY 2020. The equity adjustment is based on the 3 year average enrollment of all the community colleges in the state. Prior to the FY 2020 adjustment, STLCC's share of the community college funding was 30.6%, while the college only accounts for 21.2% of the enrollment.

Maintenance fees, along with technology and college activity fees, account for 26.3% of the FY 2020 general operating revenue budget. This falls short of the Board Policy H.2 guideline that they should equal about 33% of the revenue budget. Based on the college's strategic enrollment management plan, FY 2020 credit hours are expected to increase 1.1% over FY 2019 actual credit hour enrollment. However, the FY 2020 credit hour budget is a 4.7% decrease from where credit hours were budgeted for FY 2019. Although maintenance fee rates were increased by three percent for academic year 2019-2020, when combined with the drop in budgeted credit hours, maintenance fee revenue is budgeted to decrease about \$825,000.

Expenses: The FY 2020 budget expenses reflect the completion of position reduction as a result of the 2017 and 2018 rounds of the Voluntary Separation Incentive Programs (VSIP). Also reduced from the FY 2019 budget is a reduction to the planned VSIP benefit payout for this last round of separations.

The FY 2020 budget reflects a significant reduction (\$650,000) in projected full-time faculty overload and part time (adjunct) faculty budgets to account for fewer sections being taught as a result of the lesser enrollment than previous years.

Also planned in the FY 2020 budget are increases in employees, program expense, and capital expense to expand nursing to the Wildwood campus as well as expand nursing program capacity at the College's other three campuses. The recommended budget includes recommendations to increase employee headcount by 1 staff and 2 faculty, as well as convert a 36 week position to a 52 week position, for the nursing program expansion. Over two million dollars for equipment purchases supporting the nursing

St. Louis Community College

expansion has been awarded to the college through the MoExcels state program. This revenue and expense budget can be found as part of the college's restricted budget.

The FY 2020 budget includes continued funding of the I.T. Bootcamp coding program offered at Harrison Education Center through a partnership with LaunchCode. This partnership was created in Spring of 2019 to provide short term training for high-paying jobs in information technology fields.

The college continues to work on selling the former district headquarters building, the Cosand Center, located at 300 South Broadway in downtown St. Louis. The FY 2020 budgets include nominal carrying costs for the building for utilities, maintenance, and insurance but has realized approximately \$5,000 in savings per month since the move from the facility was complete in June 2018.

The recommended FY 2020 budget includes a 2% pay increase for all full-time, non-unit employees and also for the employee labor groups with whom we have reached agreement for FY 2020. Significant changes to the employer sponsored health plan gives employees more choices of health plans while reducing employee premiums and serving as cost avoidance for the college. Even with those changes, the composite fringe benefit rate is increasing for FY 2020 mostly due to other benefit costs increasing. The salary, benefit and negotiation budgets together total 74.6% of the general operating expenses and transfers, which puts it in line with the Board Policy guideline not to exceed 75%.

Transfers: The transfer to maintenance, repair and capital increased \$2.2 million over last year primarily because \$2 million was set aside for campus facility improvements. The same amount was set aside last year, but was a planned use of maintenance, repair and capital fund balance, instead of being funded from operating. The campus improvement committees will be revitalized in order to provide recommendations on use of these funds. Other noteworthy capital projects include continuation of the classroom audio visual standardization, creation of a district-wide classroom furniture replacement fund, IT network hardware replenishment, roof replacements, and improvements to the baseball and softballs fields. Overall, transfers to maintenance, repair and capital make up 5.3% of the general operating budget, well below the 8% threshold dictated in Board Policy.

Transfers for debt service to leasehold bonds and certificates of participation for FY 2020 decreased from FY 2019 and is less than half of the Board Policy guideline not to exceed 5% of the general operating budget.

Any questions regarding further details of the recommended FY 2020 budget may be addressed to:

Shari Keffer
Budget Coordinator
314-539-5430
skeffer1@stlcc.edu

Paul Zinck
Vice Chancellor for Finance
and Administration
314-539-5290
pzinck@stlcc.edu

St. Louis Community College

Budget Summary-General Operating

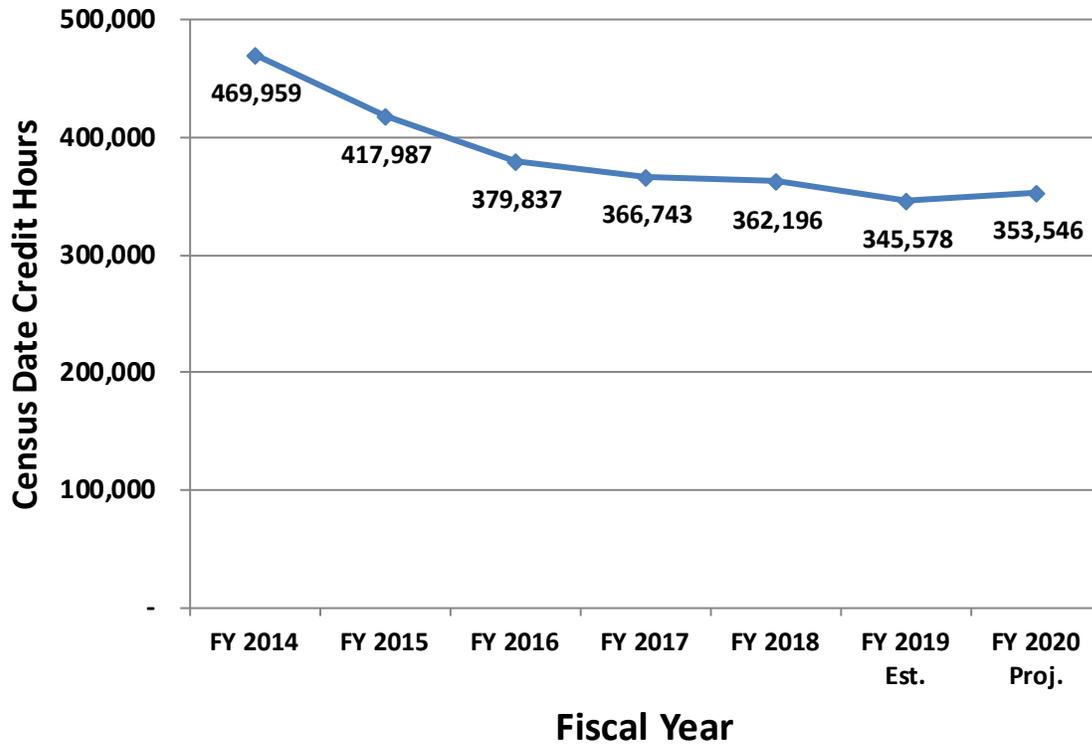
Year Ending June 30, 2020

	Operating	Technology Fee	College and Student Activities
Revenues			
Local Taxes	\$ 63,231,023	\$ -	\$ -
State Appropriation	42,027,873	-	-
Maintenance Fees	34,973,830	-	-
Technology Fees	-	3,828,099	-
College Activity Fees	-	-	1,044,027
Continuing Education			
Tuition and Fees	1,625,000	-	-
Bad Debt	(750,000)	-	-
Lease Income	717,843	-	-
Other Revenue	4,560,804	-	-
Total Revenues	146,386,373	3,828,099	1,044,027
Expenditures			
Salaries	86,416,175	949,202	41,496
Benefits	25,228,786	297,852	3,652
Supplies and Services	19,931,461	1,780,185	376,865
Utilities	4,924,669	-	-
Student Activities Budget-Agency	-	-	422,014
Administrative Cost Allowance	(979,525)	-	-
Total Expenditures	135,521,566	3,027,239	844,027
Transfers to (from) other Funds			
To (From) Technology Fee	(400,783)	400,783	-
To (From) Auxiliaries	(125,000)	-	-
To (From) College Activities Fees	(200,000)	-	200,000
To (From) Maintenance and Capital	7,127,441	843,232	-
To (From) Student Aid	819,155	-	-
To (From) Leasehold bonds	3,643,994	-	-
Total Transfers	10,864,807	1,244,015	200,000
Total Expenditures and Transfers	146,386,373	4,271,254	1,044,027
Increase (Decrease) in Net Assets	\$ -	\$ (443,155)	\$ -

St. Louis Community College

FY 2020	FY 2019	Change
\$ 63,231,023	\$ 61,026,518	\$ 2,204,505
42,027,873	43,363,491	(1,335,618)
34,973,830	35,800,540	(826,710)
3,828,099	4,004,807	(176,708)
1,044,027	1,098,636	(54,609)
1,625,000	1,625,000	-
(750,000)	(750,000)	-
717,843	697,543	20,300
4,560,804	4,414,857	145,947
<u>151,258,499</u>	<u>151,281,392</u>	<u>(22,893)</u>
87,406,873	89,872,975	(2,466,102)
25,530,290	25,502,500	27,790
22,088,511	21,415,576	672,935
4,924,669	4,833,801	90,868
422,014	449,316	(27,302)
(979,525)	(940,000)	(39,525)
<u>139,392,832</u>	<u>141,134,168</u>	<u>(1,741,336)</u>
-	-	-
(125,000)	(125,000)	-
-	-	-
7,970,673	5,762,257	2,208,416
819,155	792,357	26,798
3,643,994	3,717,610	(73,616)
<u>12,308,822</u>	<u>10,147,224</u>	<u>2,161,598</u>
<u>151,701,654</u>	<u>151,281,392</u>	<u>420,262</u>
<u>\$ (443,155)</u>	<u>\$ -</u>	<u>\$ (443,155)</u>

Census Day Enrollments Credit Hours



St. Louis Community College

Operating Fund

Year Ending June 30, 2020

	FY 2020	FY 2019	Change
Revenues			
Local Taxes	\$ 63,231,023	\$ 61,026,518	\$ 2,204,505
State Appropriation	42,027,873	43,363,491	(1,335,618)
Maintenance Fees	34,973,830	35,800,540	(826,710)
Continuing Education			
Tuition and Fees	1,625,000	1,625,000	-
Bad Debt	(750,000)	(750,000)	-
Lease Income	717,843	697,543	20,300
Other Revenue	4,560,804	4,414,857	145,947
Total Revenues	146,386,373	146,177,949	208,424
Expenditures			
Salaries	86,416,175	88,868,009	(2,451,834)
Benefits	25,228,786	25,211,784	17,002
Supplies and Services	19,931,461	19,447,890	483,571
Utilities	4,924,669	4,833,801	90,868
Administrative Cost Allowance	(979,525)	(940,000)	(39,525)
Total Expenditures	135,521,566	137,421,484	(1,899,918)
Transfers to (from) other Funds			
To (From) Technology Fee	(400,783)	(400,783)	-
To (From) Auxiliaries	(125,000)	(125,000)	-
To (From) College Activities Fees	(200,000)	(200,000)	-
To (From) Maintenance and Capital	7,127,441	4,972,281	2,155,160
To (From) Student Aid	819,155	792,357	26,798
To (From) Leasehold bonds	3,643,994	3,717,610	(73,616)
Total Transfers	10,864,807	8,756,465	2,108,342
Total Expenditures and Transfers	146,386,373	146,177,949	208,424
Increase (Decrease) in Net Assets	\$ -	\$ -	\$ -

*Fiscal 2019 has been modified to conform to the fiscal 2020 presentation.

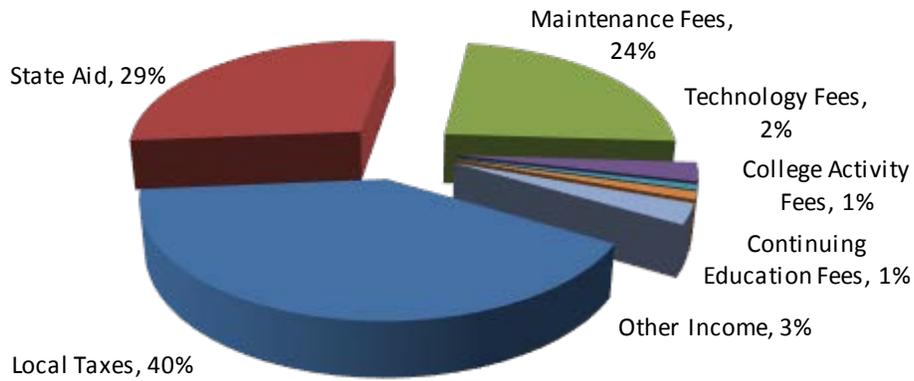
St. Louis Community College

Operating Fund

Revenue Charts

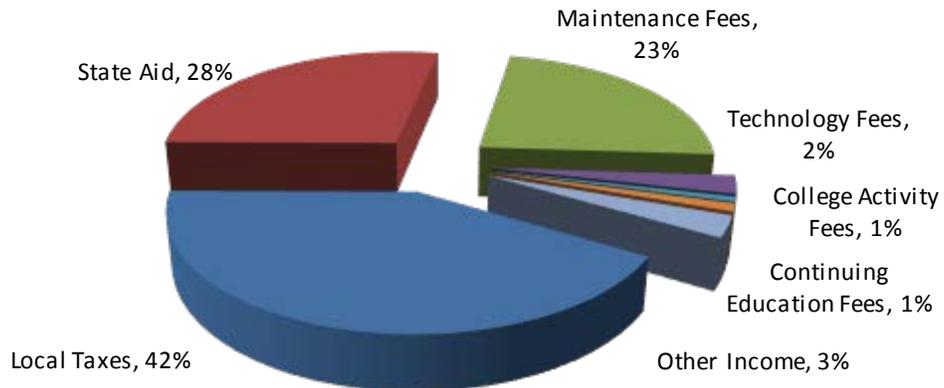
Budgeted Revenue FY 2019

General Operating Budget



Projected Revenue FY 2020

General Operating Budget

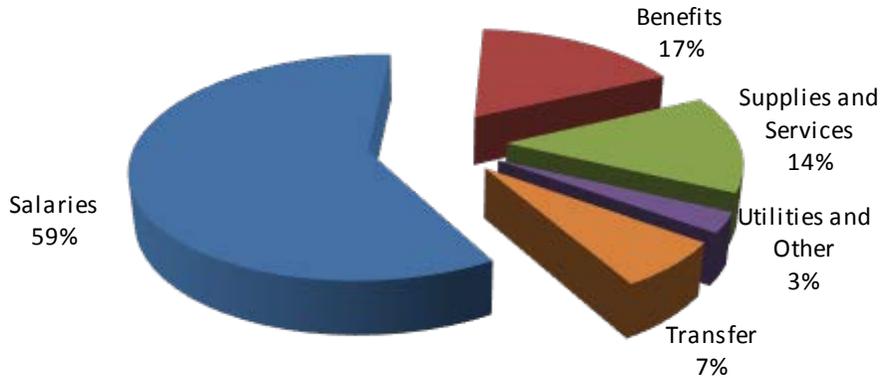


Operating Fund

Expenditures and Transfers Charts

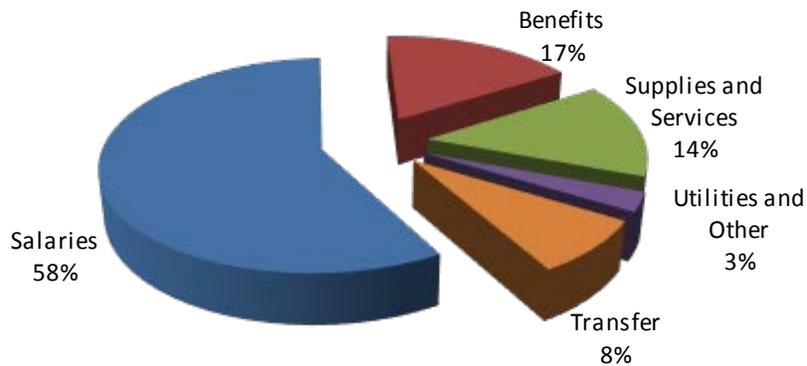
**Budgeted Expenditures and Transfers
FY 2019**

General Operating Funds



**Projected Expenditures and Transfer
FY 2020**

General Operating Funds



St. Louis Community College

Technology Fee

Year Ending June 30, 2020

	FY 2020	FY 2019	Change
Revenues			
Technology Fees	\$ 3,828,099	\$ 4,004,807	\$ (176,708)
Total Revenues	3,828,099	4,004,807	(176,708)
Expenditures			
Salaries	949,202	953,970	(4,768)
Benefits	297,852	286,535	11,317
Supplies and Services	1,780,185	1,573,543	206,642
Total Expenditures	3,027,239	2,814,048	213,191
Transfers to (from) other Funds			
To College Operating	400,783	400,783	-
To (From) Maintenance and Capital	843,232	789,976	53,256
Total Transfers	1,244,015	1,190,759	53,256
Total Expenditures and Transfers	4,271,254	4,004,807	266,447
Increase (Decrease) in Net Assets	\$ (443,155)	\$ -	\$ (443,155)
Breakdown of Expenditures and Transfers			
Instructional lab support salaries and benefits	\$ 727,620	\$ 712,136	\$ 15,484
Instructional lab replacements and repair	943,232	899,976	43,256
Electronic library resources and MOBIUS	285,000	285,000	-
Instructional software	385,730	316,924	68,806
Online education salaries and benefits	365,452	375,328	(9,876)
Online education materials and supplies	853,395	688,737	164,658
Online education college operating transfer	400,783	400,783	-
Web redevelopment and maintenance salaries and benefits	153,982	153,041	941
Web redevelopment and maintenance materials and supplies	156,060	172,882	(16,822)
Total Expenditures and Transfers	\$ 4,271,254	\$ 4,004,807	\$ 266,447

St. Louis Community College

College and Student Activities

Year Ending June 30, 2020

	<u>FY 2020</u>	<u>FY 2019</u>	<u>Change</u>
Revenues			
College Activity Fees	\$ 1,044,027	\$ 1,098,636	\$ (54,609)
Total Revenues	<u>1,044,027</u>	<u>1,098,636</u>	<u>(54,609)</u>
Expenditures			
Salaries	41,496	50,996	(9,500)
Benefits	3,652	4,181	(529)
Supplies and Services	376,865	394,143	(17,278)
Student Activities Budget-Agency	422,014	449,316	(27,302)
Total Expenditures	<u>844,027</u>	<u>898,636</u>	<u>(54,609)</u>
Transfers to (from) other Funds			
To (From) Operating	200,000	200,000	-
Total Transfers	<u>200,000</u>	<u>200,000</u>	<u>-</u>
Total Expenditures and Transfers	<u>1,044,027</u>	<u>1,098,636</u>	<u>(54,609)</u>
Increase (Decrease) in Net Assets	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

St. Louis Community College

Public Safety, Pedestrian and Traffic Access

Year Ending June 30, 2020

	<u>FY 2020</u>	<u>FY 2019</u>	<u>Change</u>
Revenues			
College Activity Fees	<u>\$ 870,023</u>	<u>\$ 915,530</u>	<u>\$ (45,507)</u>
Total Revenues	<u>870,023</u>	<u>915,530</u>	<u>(45,507)</u>
Expenditures			
Supplies and Services	<u>546,218</u>	<u>626,347</u>	<u>(80,129)</u>
Total Expenditures	<u>546,218</u>	<u>626,347</u>	<u>(80,129)</u>
Transfers to (from) other Funds			
To (From) Maintenance and Capital	<u>323,805</u>	<u>289,183</u>	<u>34,622</u>
Total Transfers	<u>323,805</u>	<u>289,183</u>	<u>34,622</u>
Total Expenditures and Transfers	<u>870,023</u>	<u>915,530</u>	<u>(45,507)</u>
Increase (Decrease) in Net Assets	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

St. Louis Community College

Student Aid

Year Ending June 30, 2020

	FY 2020	FY 2019	Change
Revenues			
Grants and Contracts	\$ 24,980,940	\$ 25,241,560	\$ (260,620)
Total Revenues	24,980,940	25,241,560	(260,620)
Expenditures			
Salaries	854,751	854,751	-
Benefits	75,219	70,090	5,129
Student Aid	24,871,927	25,116,930	(245,003)
Administrative Cost Allowance	75,598	69,546	6,052
Total Expenditures	25,877,495	26,111,317	(233,822)
Transfers to (from) other Funds			
To (From) Operating and Auxiliary Services	(896,555)	(869,757)	(26,798)
Total Transfers	(896,555)	(869,757)	(26,798)
Total Expenditures and Transfers	24,980,940	25,241,560	(260,620)
Increase (Decrease) in Net Assets	\$ -	\$ -	\$ -
 Revenue Sources			
Pell Grants	\$ 23,469,000	\$ 23,826,110	\$ (357,110)
Federal Work Study (FWS)	899,739	899,739	-
Supplemental Education Opportunity Grant (SEOG)	612,201	515,711	96,490
Total Revenues	\$ 24,980,940	\$ 25,241,560	\$ (260,620)
 Transfers to (from) other Funds Sources			
Board of Trustees Scholarships	\$ (743,936)	\$ (722,267)	\$ (21,669)
Auxiliary Services Scholarships	(77,400)	(77,400)	-
College Match - FWS Employer Taxes	(75,219)	(70,090)	(5,129)
Total Transfers	\$ (896,555)	\$ (869,757)	\$ (26,798)

St. Louis Community College

Maintenance, Repair, Debt Service and Capital

Year Ending June 30, 2020

	<u>FY 2020</u>	<u>FY 2019</u>	<u>Change</u>
Expenditures			
Maintenance Repair and Capital	\$ 8,489,478	\$ 8,204,714	\$ 284,764
Leasehold Bonds - Principal and Interest	<u>3,643,994</u>	<u>3,717,610</u>	<u>(73,616)</u>
Total Expenditures	<u>12,133,472</u>	<u>11,922,324</u>	<u>211,148</u>
Transfers to (from) other Funds			
Operating Maintenance Repair and Capital	(7,127,441)	(4,972,281)	(2,155,160)
Technology - Campus Based	(843,232)	(789,976)	(53,256)
Public Safety, Pedestrian and Traffic Access	(323,805)	(289,183)	(34,622)
Auxiliary Services Capital	(95,000)	(95,000)	-
Rental of Facilities Capital	(100,000)	(58,274)	(41,726)
Leasehold bonds	<u>(3,643,994)</u>	<u>(3,717,610)</u>	<u>73,616</u>
Total Transfers	<u>(12,133,472)</u>	<u>(9,922,324)</u>	<u>(2,211,148)</u>
Total Expenditures and Transfers	<u>-</u>	<u>2,000,000</u>	<u>(2,000,000)</u>
Increase (Decrease) in Net Assets	<u>\$ -</u>	<u>\$ (2,000,000)</u>	<u>\$ 2,000,000</u>

St. Louis Community College

Maintenance, Repair, Debt Service and Capital (cont.)

Breakdown of Operating Maintenance, Repair and Capital Expenditures

	FY 2020	FY 2019	Change
Campus facility improvements	\$ 2,000,000	\$ -	\$ 2,000,000
Roof replacements	710,000	700,000	10,000
Miscellaneous utility repairs	185,000	150,000	35,000
Replace cooling towers at McKelvey	175,000	175,000	-
Replace front sidewalk at McKelvey	175,000	-	175,000
District-wide exterior painting	75,000	-	75,000
Environment and safety funding	52,537	-	52,537
ESR and maintenance funding	-	250,000	(250,000)
Replace fire alarm system at McKelvey	-	200,000	(200,000)
Utility tunnel piping replacement at Meramec	-	200,000	(200,000)
District-wide elevator repairs	-	62,000	(62,000)
Surface mount vehicle lift	-	20,000	(20,000)
District-wide classroom furniture replacement	176,049	-	176,049
Enrollment Management Scanner	-	5,000	(5,000)
Forest Park water fountain replacements	43,000	-	43,000
Forest Park routers and switches for information systems	-	88,629	(88,629)
Forest Park HVAC for F117 and G111	-	22,726	(22,726)
Forest Park nursing mannequin	-	7,584	(7,584)
Florissant Valley renovate advising & career services in SC	96,445	-	96,445
Florissant Valley biology autoclave	74,000	-	74,000
Florissant Valley renovate admissions and admin bldg lobb	53,200	-	53,200
Florissant Valley CDLC drainage project	48,000	-	48,000
Florissant Valley radio station hardware upgrades	24,359	-	24,359
Florissant Valley CDLC flooring and wall repairs	-	221,950	(221,950)
Florissant Valley academic advising and assessment floorin	-	64,000	(64,000)
Florissant Valley Juno Quick Mannequin	-	14,495	(14,495)
Florissant Valley H106 technology drops and renovation	-	11,000	(11,000)
Florissant Valley replace photo enlargers and lens kits	-	9,714	(9,714)
Meramec baseball and softball field improvements	178,000	-	178,000
Meramec BA207 renovation & furniture for Early College	50,003	-	50,003
Meramec SC204, SC220, & hallway furniture & flooring	30,952	-	30,952
Meramec theatre wireless ClearCom replacement	15,874	-	15,874
Meramec replace flooring and wiring in BA201	-	103,300	(103,300)
Meramec redesign of admission and enrollment service	-	62,840	(62,840)
Meramec update academic advising/counseling hallway	-	13,300	(13,300)

St. Louis Community College

Maintenance, Repair, Debt Service and Capital (cont.)

Breakdown of Operating Maintenance, Repair and Capital Expenditures

	FY 2020	FY 2019	Change
South County exterior signage	14,000	-	14,000
Network hardware replenishment	800,000	-	800,000
Classroom audio visual standardization and refresh	618,588	590,000	28,588
Employee desktop computer refresh	604,534	585,193	19,341
Real time integration hub project	215,000	-	215,000
Ellucian Workflow implementation	133,900	-	133,900
ShoreTel phone replenishment	125,000	44,000	81,000
Enrollment software and Banner integration project	120,000	-	120,000
Payment Card Industry (PCI) compliance remediation	90,000	-	90,000
Increase wireless capacity	60,000	-	60,000
Ellucian Portal customization	60,000	-	60,000
Faculty Load and Compensation (FLAC) implementation	52,000	-	52,000
Cybersecurity assessment engagement	40,000	-	40,000
Lecture capture pilot	16,000	-	16,000
McKelvey auditorium IT updates	16,000	-	16,000
Network Edge hardware refresh	-	440,000	(440,000)
Endpoint Data Loss Prevention	-	137,000	(137,000)
Replace tape drives and tapes with new generation	-	115,000	(115,000)
Upgrade the data processing software (Automic) to LINUX	-	100,000	(100,000)
Distirct-wide Windows 10 migration	-	90,000	(90,000)
Business computer endpoint protection pilot	-	87,550	(87,550)
Cloud security 0365	-	75,000	(75,000)
Enterprise privilege password management	-	70,000	(70,000)
Backup replacement	-	70,000	(70,000)
Office 365 migration project	-	45,000	(45,000)
Cybersecurity compliance engagement (PCI)	-	40,000	(40,000)
Degree Audit and uAchieve Academic Planner upgrade	-	40,000	(40,000)
Mobile device management pilot	-	30,000	(30,000)
Domain controller replacements	-	16,000	(16,000)
Network time server replacement	-	16,000	(16,000)
Total Expenditures	\$ 7,127,441	\$ 4,972,281	\$ 2,155,160

St. Louis Community College

Rental of Facilities

Year Ending June 30, 2020

	<u>FY 2020</u>	<u>FY 2019</u>	<u>Change</u>
Revenues			
Other Revenue	\$ 167,475	\$ 168,200	\$ (725)
Total Revenues	<u>167,475</u>	<u>168,200</u>	<u>(725)</u>
Expenditures			
Salaries	85,169	70,246	14,923
Benefits	23,463	9,329	14,134
Supplies and Services	<u>59,005</u>	<u>78,465</u>	<u>(19,460)</u>
Total Expenditures	<u>167,637</u>	<u>158,040</u>	<u>9,597</u>
Transfers to (from) other Funds			
To (From) Maintenance and Capital	<u>100,000</u>	<u>58,274</u>	<u>41,726</u>
Total Transfers	<u>100,000</u>	<u>58,274</u>	<u>41,726</u>
Total Expenditures and Transfers	<u>267,637</u>	<u>216,314</u>	<u>51,323</u>
Increase (Decrease) in Net Assets	<u>\$ (100,162)</u>	<u>\$ (48,114)</u>	<u>\$ (52,048)</u>

St. Louis Community College

Restricted

Year Ending June 30, 2020

	<u>FY 2020</u>	<u>FY 2019</u>	<u>Change</u>
Revenues			
Grants and Contracts	\$ 3,696,402	\$ 6,255,754	\$ (2,559,352)
MoExcels Grant	2,012,359	-	\$ 2,012,359
Other Revenue	<u>5,645,198</u>	<u>2,069,782</u>	<u>3,575,416</u>
Total Revenues	<u>11,353,959</u>	<u>8,325,536</u>	<u>3,028,423</u>
Expenditures			
Salaries	3,848,773	4,132,803	(284,030)
Benefits	879,814	818,952	60,862
Supplies and Services	3,136,863	2,348,806	788,057
Administrative and Indirect Cost Recovery	1,075,058	940,000	135,058
Maintenance Repair and Capital	<u>2,413,451</u>	<u>84,975</u>	<u>2,328,476</u>
Total Expenditures	<u>11,353,959</u>	<u>8,325,536</u>	<u>3,028,423</u>
Increase (Decrease) in Net Assets	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

St. Louis Community College

Auxiliary Services

Year Ending June 30, 2020

	<u>FY 2020</u>	<u>FY 2019</u>	<u>Change</u>
Revenues			
College Activity Fees	\$ 348,009	\$ 366,212	\$ (18,203)
Auxiliary Services Revenues	<u>6,680,265</u>	<u>6,878,088</u>	<u>(197,823)</u>
Total Revenues	<u>7,028,274</u>	<u>7,244,300</u>	<u>(216,026)</u>
Expenditures			
Salaries	1,149,427	1,426,974	(277,547)
Benefits	277,823	347,268	(69,445)
Supplies and Services	<u>5,303,624</u>	<u>5,172,658</u>	<u>130,966</u>
Total Expenditures	<u>6,730,874</u>	<u>6,946,900</u>	<u>(216,026)</u>
Transfers to (from) other Funds			
To (From) Operating	125,000	125,000	-
To (From) Maintenance Repair and Capital	95,000	95,000	-
To (From) Student Aid	<u>77,400</u>	<u>77,400</u>	<u>-</u>
Total Transfers	<u>297,400</u>	<u>297,400</u>	<u>-</u>
Total Expenditures and Transfers	<u>7,028,274</u>	<u>7,244,300</u>	<u>(216,026)</u>
Increase (Decrease) in Net Assets	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

St. Louis Community College

Budget Assumptions

Year Ending June 30, 2020

Operating

Revenue

- Local taxes
 - \$2,204,505 increase based on preliminary FY 2020 state auditor tax documents
 - Tax rate is \$0.2129 per \$100 valuation
- State appropriations
 - \$679,358 decrease to bring FY 2020 budget to FY 2019 final state appropriation amount
 - Core funding from the state is level, but \$676,557 reduction for MCCA equity agreement
 - \$20,297 increase due to difference in 3% reserve
- Maintenance fees
 - \$1,028,225 increase due to increased maintenance fees
 - In-district rate increased from \$93 by \$3 to \$96
 - Missouri out-of-district rate increased from \$140 by \$4 to \$144
 - Out-of-state rate increased from \$198 by \$6 to \$204
 - International rate increased from \$208 by \$6 to \$214
 - \$1,705,646 decrease due to reduction in budgeted credit hours
 - \$90,725 decrease due to increased usage of the Midwest Student Exchange Program and other discounts
 - \$58,564 decrease due to change in number of students withdrawing from class at higher refund amount
- Lease income
 - \$45,700 decrease for loss of tenant at McKelvey
 - \$66,000 increase for other lease contracts
- Other revenue
 - \$214,328 increase for interest income based on improved rates
 - \$44,065 contractual increase for cell tower revenue
 - \$17,364 increase in budgeted child development center fees based on fee increase
 - \$103,100 decrease since dual credit is now included in the maintenance fee budget
 - \$26,710 decrease in administrative cost allowance for federal student aid programs based on historical performance

Expenses and Transfers

- Salaries
 - \$1,644,107 wage increase
 - 2% increase for personnel
 - Faculty promotions
 - Other personnel equity adjustments
 - \$611,910 increase for requests
 - \$384,016 increase for full-time personnel
 - Faculty
 - One nursing program coordinator
 - One nursing lab coordinator

St. Louis Community College

Budget Assumptions (cont.)

- Professionals
 - One donor relations coordinator
 - One compliance officer
 - One Alternative Delivery Model supervisor
 - One senior program planner
 - One project associate
 - \$18,694 increase for conversion of existing positions into new positions
 - One office & technical position converted into a professional position
 - One professional position converted into an office & technical position
 - One office & technical position converted from 36 week to 52 week
 - \$209,200 increase for part-time personnel, overtime and shift differential
- \$18,931 increase to adjunct/overload
 - Adjust budget based on calendar year 2018 usage
 - Increase for expanded nursing programs
- \$1,313,907 decrease for full-time positions eliminated
 - Fifteen and a half faculty positions
 - Four office and technical positions
 - Includes three courier positions to be contracted out
 - One physical plant position
- \$568,595 decrease in non-full-time salary budgets
 - Adjusted based on three-year average
 - Applied to part-time continuing and temporary salary, overtime and shift differential budgets
 - Applied to full-time office and technical and physical plant overtime and shift differential budgets
- \$2,844,280 decrease from other salary budget adjustments
 - Decrease in early retirement incentive budget
 - Reprogramming of salary budgets from vacant positions
 - Department reorganizations
- Benefits
 - \$687,558 increase due to changes in composite benefit rates
 - \$670,556 decrease as a result of reduced personnel expenses
- Supplies and services
 - \$894,362 budget requests
 - \$221,106 increase for capital campaign (one-time funding)
 - \$78,486 increase for software license renewal
 - \$70,400 increase to hire contract staff to support IT projects (one-time funding)
 - \$65,900 increase for legal fees
 - \$58,000 increase for IT infrastructure maintenance
 - \$55,000 increase for WW nursing (includes \$25,000 one-time funding)
 - \$48,000 increase for expanded internet bandwidth
 - \$37,200 increase for recruitment software

St. Louis Community College

Budget Assumptions (cont.)

- \$34,000 increase for FP nursing expansion (includes \$25,000 one-time funding)
- \$28,045 increase for admissions initiatives
- \$25,000 increase for IT security maintenance
- \$19,767 increase for BRDG Park rent
- \$18,000 increase for Community College Survey of Student Engagement – one time funding
- \$15,000 increase for human resources compliance software
- \$13,908 increase for MET Center rent
- \$12,225 increase for continuing education catalog postage
- \$12,000 increase to hire indirect rate contractor (one-time funding)
- \$11,000 increase for FV nursing expansion
- \$10,000 increase for athletic travel
- \$8,675 increase for institutional development
- \$7,500 increase to engineering for AutoCad licenses
- \$7,160 increase to support Wildwood BBQ Bash (one-time funding)
- \$7,000 increase for compliance software
- \$5,000 increase for risk management (one-time funding)
- \$5,000 increase for police software
- \$5,000 increase to create FP physics budget
- \$5,000 increase to FV business office for increased banking fees
- \$4,900 increase for access control at CWI (one-time funding)
- \$3,600 increase to WW science department (includes \$1,500 one-time funding)
- \$1,500 increase to create alternative delivery model (ADM) operating budget
- \$990 increase to continuing education for background checks
- \$109,366 increase funded by administrative cost allowance and requested budget transfers
- \$263,080 increase shifted from salaries and benefits to contract out courier services
- \$459,006 decrease to adjust to three-year average
- \$256,106 decrease for FY 2019 one-time funding
- \$68,125 decrease in professional development
- Utilities
 - \$90,868 increase to reflect estimated FY 2019 expenditures
- Transfers
 - \$2,155,160 increase in maintenance and capital
 - \$26,798 increase to student aid
 - \$21,669 increase in Board of Trustees scholarships
 - \$5,129 increase in FWS benefits due to adjustment in composite benefit rate
 - \$73,616 decrease in leasehold bonds based on expected FY 2020 expenditures

Budget Assumptions (cont.)

Technology Fee

Revenue

- \$176,708 decrease due to reduction in budgeted credit hours

Expenses and Transfers

- Salaries
 - \$3,827 increase in salaries for full-time personnel
 - \$2,085 increase for part-time and overtime
 - \$10,680 decrease for faculty development on online education
- Benefits
 - \$13,349 increase due to changes in composite benefit rates
 - \$2,032 decrease as a result of reduced personnel expenses
- Supplies and service
 - \$175,458 increase in online education expenses including an increase for possible learning management system conversion
 - \$58,006 increase in instructional software
 - \$16,822 decrease in web design and maintenance expenses
 - \$10,000 decrease for classroom technology maintenance
- Transfers
 - \$73,150 increase to maintenance and capital for culinary software implementation
 - \$6,500 increase to maintenance and capital for AB dining room renovation
 - \$26,394 decrease to maintenance and capital for classroom/lab technology replenishment

College and Student Activities

Revenue

- \$54,609 decrease due to reduction in budgeted credit hours

Expenses

- Salaries
 - \$9,500 decrease in temporary labor as a result of decreased revenue
- Benefits
 - \$250 increase due to changes in composite benefit rates
 - \$779 decrease as a result of reduced personnel expenses
- Supplies and service
 - \$17,278 decrease as a result of decreased revenue
- Student activities budget – agency
 - \$27,302 decrease as a result of decreased revenue

Budget Assumptions (cont.)

Public Safety Pedestrian and Traffic Access

Revenue

- \$45,507 decrease due to reduction in budgeted credit hours

Expenses and Transfers

- Supplies and service
 - \$27,304 decrease in quantity of U-PASSes
 - \$52,825 decrease for supplies and services shift to transfer to capital
- Transfers
 - \$34,622 increase to maintenance and capital
 - \$49,000 increase for video surveillance updates and an additional police car – total of three to be replaced for FY 2020
 - \$14,378 decrease for concrete and paving

Student Aid

Revenue

- \$96,490 increase in Supplemental Education Opportunity Grant (SEOG) based on award allocation
- \$357,110 decrease in Pell Grants based on FY 2020 credit hours

Expenses and Transfers

- Benefits
 - \$5,129 increase due to changes in composite benefit rates
- Student Aid
 - \$21,669 increase in Board of Trustees scholarships due to maintenance fee rate increase
 - \$90,438 increase in SEOG based on award allocation
 - \$357,110 decrease in Pell Grants based on FY 2020 credit hours
- Administrative Cost Allowance
 - \$6,052 increase in SEOG administrative cost allowance
- Transfers
 - \$21,669 increase from operating for Board of Trustees scholarships
 - \$5,129 increase from operating for FWS benefits

St. Louis Community College

Budget Assumptions (cont.)

Maintenance, Repair and Capital

Expenses and Transfers

- \$284,764 increase in maintenance, repair and capital
 - \$155,160 increase for operating capital requests
 - \$53,256 increase for technology upgrades
 - \$41,726 increase for rental of facility
 - \$100,000 increase for FP pool repair
 - \$58,274 decrease for one-time FY 2019 funding
 - \$34,622 increase for public safety, pedestrian and traffic access
 - \$49,000 increase for video surveillance updates and an additional police car - total of three to be replaced for FY 2020
 - \$14,378 decrease for concrete and paving
- \$73,616 decrease in leasehold bonds based on expected FY 2020 expenditures
- \$2,211,148 increase in transfers to support the expenses listed above
 - \$2,000,000 increase from operating above the \$155,160 increase in capital requests since campus facility improvement was a planned use of fund balance in FY 2019

Rental of Facilities

Revenue

- \$725 decrease based on FY 2019 performance and expected FY 2020 rentals

Expenses and Transfers

- Salaries
 - \$51,070 increase for a district-wide rental of facilities coordinator
 - \$36,267 decrease of part-time labor and overtime expenses
- \$14,092 increase in benefits due to changes in composite benefit rates and employee type mix
- \$19,460 decrease in supplies and service for shift to salaries and benefits
- \$41,726 increase in transfers to maintenance and capital
 - \$100,000 planned use of fund balance for FP pool repair
 - \$58,274 decrease for one-time FY 2019 funding

Restricted

Revenue, Expenses and Transfers

- Adjusted for grants and programs expected in FY 2020
- \$2,012,359 in MoExcels grant funds to support expansion of the nursing program

Budget Assumptions (cont.)

Auxiliary Services

Revenue

- \$18,203 decrease in college activity fees due to reduction in budgeted credit hours
- \$197,823 decrease in auxiliary services revenue due to reduced student use

Expenses

- Salaries
 - \$30,804 wage increase including 2% increase for full-time personnel, changes from employee turnover and other personnel equity adjustments
 - \$46,508 decrease in part-time labor
 - \$261,843 decrease for six full-time office and technical positions contracted out
- Benefits
 - \$15,893 increase due to changes in composite benefit rates
 - \$85,338 decrease as a result of reduced personnel expenses
- \$130,966 increase in supplies and services shifted from salaries and benefits to contract out print and courier services



STLCC
**CORE
VALUES**

Academic Excellence

Expect high standards in all academic endeavors.

Learning

Acknowledge and value the unique needs and potential of each learner.

Integrity

Demonstrate personal and professional behaviors that are ethical and transparent.

Accountability

Be responsible for actions that demonstrate a commitment to St. Louis Community College's vision, mission, core values, and strategic priorities.

Innovation

Support risk-taking for creative solutions to realize our vision.

Dignity And Civility

Foster a culture of equity and inclusion through thoughtful, candid and respectful interactions.

Intercultural Competence

Cultivate understanding of and appreciation for different cultures.



**AMENDMENT
TO THE
NON-CERTIFICATED EMPLOYEES RETIREMENT PLAN
OF
THE COMMUNITY COLLEGE DISTRICT OF ST. LOUIS -
ST. LOUIS COUNTY, MISSOURI**

This Amendment to the Non-Certificated Employees Retirement Plan of the Community College District of St. Louis - St. Louis County, Missouri (hereinafter called “the Plan”) is made and entered into this 19th day of June, 2019, by the Community College District of St. Louis – St. Louis County, Missouri (hereinafter called “the Community College District”), effective as indicated below:

WITNESSETH

WHEREAS, the Junior College District of St. Louis – St. Louis County previously established the Plan in 1969;

WHEREAS, the Plan has been previously amended and restated;

WHEREAS, Article XI of the Plan provides that the Board of Trustees may at any time amend the Plan; and

WHEREAS, the Board of Trustees desires to amend the Plan.

NOW THEREFORE, the Board of Trustees, hereto amends the Plan in the following respects, effective July 1, 2018;

1. Section 2.2 “Actuarial Equivalent” is deleted and replaced by the following:

Section 2.2 “Actuarial Equivalent”

“Actuarial Equivalent” means a benefit of equivalent value computed on the following basis:

Mortality: For all purposes under the Plan, mortality is based on the combined healthy table of the Society of Actuaries’ RP 2000 Mortality Table Report with no collar adjustment, projected to 2020 using Scale AA and blended 50% male and 50% female.

Interest: For purposes of determining a cash settlement option under Section 7.3, the interest rate shall be the FTSE USBIG Credit Index AAA/AA 10+ year (High-Grade Bond Index) for the month of April preceding the year of the payment (as published by the U.S. Treasury), minus one and nine tenths percent (1.90%), with a minimum interest of four and one half percent (4.50%). For all other purposes under the Plan, the interest rate shall be seven percent (7.00%).

2. Section 2.12 is deleted in its entirety and substituted in lieu thereof is the following:

Section 2.12 “Community College District”

Community College District, as used in this Plan, means the Community College District of St. Louis – St. Louis County, Missouri. Any reference to “Junior College District” shall also mean the Community College District.

3. Section 2.15 is deleted in its entirety and substituted in lieu thereof is the following:

Section 2.15 “Plan”

Plan means the Non-Certificated Employees Retirement Plan of the Community College District of St. Louis – St. Louis County, Missouri, as set forth herein and as hereafter amended from time to time.

IN WITNESS WHEREOF, the Community College District has caused this instrument to be executed and attested by its respective officers thereunto duly authorized this 19th day of June, 2019.

THE COMMUNITY COLLEGE DISTRICT
OF ST. LOUIS - ST. LOUIS COUNTY,
MISSOURI

By: _____
Chairperson, Board of Trustees

ATTEST:

#13 Recommended Appointment to the Non-Certificated Employees Retirement Plan Committee

It is recommended that the Board approve the appointment of Kevin White and Tim O'Neil as Board Representatives on the Non-Certificated Employees Retirement Plan Committee effective July 1, 2019.

Academic Affairs

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

Program: General Fine Arts
 Associate in Fine Arts

Effective: Spring 2020 pending BOT approval

Impact Statement

This program is being revised to include a newly developed list of student learning outcomes and associated assessments, and to reduce overall program credits while still meeting required time allotments for studio and academics as established by the National Association of Schools of Art and Design. In addition to refining the program description, this revision also provides a pathway within General Fine Arts for students who are interested in pursuing Art Education studies at University of Missouri-St. Louis or other transfer institutions.

Current Program			Revised Program		
Courses		Credits	Courses		Credits
ENG 101	College Composition I	3	ART 101	Art History I	3
ENG 102	College Composition II	3	ART 102	Art History II	3
XXX xxx	Missouri State Requirement	3	ENG 101	College Composition I	3
XXX xxx	Social Science Elective	3	ENG 102 <i>OR</i>	College Composition II	3
<i>Select one of the following:</i>		3-4	COM 101	Oral Communication I	
MTH 140	Intermediate Algebra (140 level or higher)		XXX xxx	Social & Behavioral Sciences: Civics Requirement	3
XXX xxx	Science Elective		MATH/SCIENCE: Student may elect to take MTH 161 and a science OR 2 science courses.		6-8
ART 101	Art History I	3	MTH 161	Quantitative Reasoning	
ART 102	Art History II	3	XXX xxx	Science Elective(s)	
XXX xxx	Science Elective	3	ART 107	Design I	2
XXX xxx	Physical Education Activity	2	ART 108	Design II	2
ART 107	Design I	2	ART 109	Drawing I	3
ART 108	Design II	2	ART 110	Drawing II	3
ART 109	Drawing I	3	ART 111	Figure Drawing I	3
ART 110	Drawing II	3	ART 112	Figure Drawing II	3
ART 111	Figure Drawing I	3	ART 207	Design III	2
ART 112	Figure Drawing II	3	ART 208	Design IV	2
ART 207	Design III	2	ART 211	Figure Drawing III	3

ART 208	Design IV	2		ART 209	Drawing III	3
ART 211	Figure Drawing III	3		ART 210	Advanced Drawing	3
ART 209	Drawing III	3		Electives		
ART 210	Advanced Drawing	3		<i>Select 11-12 credit hours of the following:</i>		
Electives				ART 131	Computer Art Studio	
<i>Select 12-13 credit hours of the following:</i>		12-13		ART 138	Drawing for Graphics	
ART 131	Computer Art Studio			ART 113	Ceramics I	
ART 138	Drawing for Graphics			ART 213	Ceramics II	
ART 113	Ceramics I			AT 213	Advanced Ceramics	
ART 213	Ceramics II			ART 165	Photography I	
AT 213	Advanced Ceramics			ART 166	Photography II	
ART 165	Photography I			AT 279	Alternative Photographic Processes	
ART 166	Photography II			ART 172	Digital Photography	
AT 279	Alternative Photographic Processes			ART 249	Digital Photography II	
ART 172	Digital Photography			ART 275	Photo Imaging I: Photoshop	
ART 275	Photo Imaging I: Photoshop			AT 175	Video Art I	
AT 108	Computer Painting and Drawing: Corel Painter			AT 275	Video Art II	
AT 175	Video Art I			ART 116	Sculpture I	
AT 275	Video Art II			ART 216	Sculpture II	
ART 116	Sculpture I			AT 227	3-D Studio	
ART 216	Sculpture II			AT 201	Mixed Media	
AT 227	3-D Studio			ART 114	Painting I	
AT 201	Mixed Media			ART 214	Painting II	
ART 114	Painting I			AT 229	Advanced Painting Projects	
ART 214	Painting II			AT 121	Watercolor I	
AT 229	Advanced Painting Projects			AT 221	Watercolor II	
AT 121	Watercolor I			ART 115	Printmaking I	
AT 221	Watercolor II			ART 215	Printmaking II	
ART 115	Printmaking I			AT 215	Advanced Printmaking	
ART 215	Printmaking II			AT 210	Drawing Problems	
AT 215	Advanced Printmaking			EDU 211	Foundations of Education in a Diverse Society	
AT 210	Drawing Problems					
Program total			67-69 credits	Program total		
				61-64 credits		

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

Program: Interior Design
Associate in Applied Science

Effective: Spring 2020 pending BOT approval

Impact Statement

This program is being revised to align with new and revised transfer agreements with four-year programs, and will also reflect changes in the interior design industry.

Current Program			Revised Program		
Courses		Credits	Courses		Credits
ENG 101	College Composition I	3	ENG 101	College Composition I	3
ENG 102 <i>OR</i>	College Composition II	3	PSY 200	General Psychology	3
ENG 103	Report Writing		XXX xxx	Civics Requirement	3
PSY 200	General Psychology	3	XXX xxx	Science/Mathematics Requirement	3
XXX xxx	Social & Behavioral Sciences: Civics Requirement	3	ART 102	Art History II	3
XXX xxx	Science/Mathematics Requirement	6	ART 107	Design I	2
XXX xxx	Physical Education Activity	2	ART 108	Design II	2
ART 102	Art History II	3	ART 109	Drawing I	3
ART 109	Drawing I	3	ART 131	Computer Art Studio	3
ART 107	Design I	2	ART 150	Design Communication for Interior Design and Architecture	3
ART 108	Design II	2	ART 154	Architectural Graphics and Technology I	3
ART 150 <i>OR</i>	Design Communication for Interior Design and Architecture I	3	AT 287	Architectural Graphics and Technology II	3
ART 110	Drawing II		ART 153	History of Cultural Environments I	3
ARC 110	Architectural Graphics	3	ART 254	History of Cultural Environments II	3
ART 151	Interior Design I	3	ART 186	Building Systems and Construction for Interior Designers	3
ART 251	Interior Design II	3	ART 151	Interior Design I	3
ART 252	Interior Design III	3	ART 251	Interior Design II	3
ART 253	Interior Design IV	3	ART 252	Interior Design III	3
ART 152 <i>OR</i>	Textiles	3	ART 253	Interior Design IV	3
AT 151	Interior Specifications, Materials, and Methods		AT 151	Interior Specifications, Materials, and Methods	3

ART 153	History of Cultural Environments I	3		AT 152	Lighting Design	3
ART 254	History of Cultural Environments II	3				
ART 154	Computer-Aided Interior Design	3				
ART 186	Building Systems and Construction for Interior Designers	3				
<i>Approved Elective</i>						
<i>Select one of the following:</i>		3				
ART 101	Art History I					
ART 103	History of Modern Art					
ART 131	Computer Art Studio					
ART 150	Design Communication for Interior Design and Architecture I					
ART 152	Textiles					
ART 155	Bath Design					
ART 156	Advanced Kitchen Design					
AT 151	Interior Specifications, Materials, and Methods					
AT 152	Lighting Design					
AT 251	Computer Aided Kitchen and Bath Design					
AT 254	Workplace Learning: Interior Design					
ARC 114	Architectural History and Theory					
ARC 124	Introduction to Building Information Modeling					
ARC 125	Sustainable Materials and Technologies in the Built Environment					
Program total		66 credits		Program total		61 credits

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

Program: Fire Protection Technology
Certificate of Proficiency

Effective: Fall 2019 pending BOT approval

Impact Statement

This program is being deactivated for lack of enrollment.

◆The college recommends that the Board of Trustees approve the deactivation of the Fire Protection Technology Associate in Applied Science program submitted by the District Curriculum Committee.

Program: Fire Protection Technology
Associate in Applied Science

Effective: Fall 2019 pending BOT approval

Impact Statement

This program is being deactivated for lack of enrollment.

HUMAN RESOURCES AGENDA SUMMARY

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APPOINTMENTS / FULL-TIME FACULTY

NAME	CURRENT/NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Paljakka-Cargo, Marica	New Employee	MC	Assistant Professor	F3	\$66,888	Replacement	08/05/2019

APPOINTMENTS / FULL-TIME ADMINISTRATIVE/PROFESSIONAL STAFF

NAME	CURRENT/NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Fountain, Shanton	New Employee	CO	ASSOC VC, Human Resources	A24	\$125,000	Replacement	07/22/2019
Mahari, Saba	Current Employee	CO	Senior Accountant	P10	\$62,000	Replacement	06/21/2019
Kang, Angela	New Employee	FV	Manager, Campus Life	P11	\$54,059	Replacement	08/01/2019
Burns, Kelli	Current Employee	FP	Executive DIR, Institutional Research	A20	\$115,000	Reclassification	07/01/2019
Powers, Marilyn	Current Employee	MC	Business Services Specialist	P8	\$60,439	Replacement	07/22/2019
Luck, Renita	New Employee	FP	Executive DIR, Online Education	A20	\$108,000	Replacement	07/15/2019
Seigler, Angela	New Employee	FV	Academic Advisor	P8	\$40,619	Replacement	06/24/2019
Moore-Davis, Feleccia	New Employee	MC	Campus President & Chief Academic OFC	A28	\$154,000	Replacement	08/01/2019
Fickas, Julie	Current Employee	FP	Campus President & Chief Academic OFC	A28	\$154,000	Replacement	07/01/2019
Fischer, Britni	Current Employee	WW	Admissions Advisor II	P8	\$44,653	Reclassification	06/21/2019
Jones, Charlse	New Employee	FP	Disability Specialist	P9	\$44,679	Repurposed	06/24/2019

APPOINTMENTS / CLASSIFIED STAFF

NAME	CURRENT/NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Bambinelli, Anna Sofia	New Employee	CO	Accounts Payable Clerk	C5	\$35,086	Replacement	06/21/2019
Jones, Ella	Current Employee	FV	Financial Aid Counselor II	C7	\$39,411	Reorganization	07/01/2019
Biney, Erica	Current Employee	FV	Financial Aid Counselor II	C7	\$39,411	Reorganization	07/01/2019
Washington, DeAnna	Current Employee	FV	Financial Aid Counselor II	C7	\$39,411	Reorganization	07/01/2019
Scalise, Julie	Current Employee	MC	Financial Aid Counselor II	C7	\$39,411	Reorganization	07/01/2019
Schaben, Katie	Current Employee	MC	Financial Aid Counselor II	C7	\$39,411	Reorganization	07/01/2019
Dollenga, Leonard	Current Employee	FP	Financial Aid Counselor II	C7	\$39,411	Reorganization	07/01/2019
Boyland, TeraMichelle	New Employee	FV	Secretary-Visual Performing Arts	C4	\$32,380	Replacement	06/27/2019
Pfeifer, Edward	Current Employee	FV	Secretary	C4	\$40,754	Replacement	06/24/2019

APPOINTMENTS / PART-TIME CONTINUING STAFF

NAME	CURRENT/NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Sharpe-Taylor, Liz	New Employee	CO	PT-Administrative Assistant I	C7	\$17.06 HR	Replacement	06/24/2019
Kirkley, Sara	New Employee	SC	Information & Enrollment ASST	OC4	\$14.87 HR	Replacement	06/24/2019

2019-2020 SALARY RECOMMENDATIONS

2019-2020 salaries for contracted employees (faculty, administrative and professional staff) located on the STLCC website.

ADDITIONAL COMPENSATION / PROFESSIONAL STAFF

NAME	LOC	TITLE	BASE RATE	PAY RATE	EFFECTIVE DATE
Blackshear, Regina	CO	Director of Financial Aid	\$99,359.00	\$109,295.00*	08/01/2019-01/05/2020
Massey, Julie	FP	Manager Student Success Initiatives	\$78,486.00	\$86,335.00*	08/01/2019-01/05/2020

*REFLECTS A 10% INCREASE TO BASE SALARY FOR ASSUMING ADDITIONAL RESPONSIBILITIES DUE TO THE VC STUDENT AFFAIRS VACANCY

REQUESTS FOR UNPAID LEAVE OF ABSENCE / PROFESSIONAL STAFF

NAME	LOC	TITLE	COMMENTS	EFFECTIVE DATE
Veverka, Mark	FP	Facilities Supervisor	Medical Leave	04/21/2019-on or about 08/31/2019

INFORMATION ONLY:

IT APPOINTMENTS

NAME	LOCATION	TITLE	RANGE	PAY RATE	EFFECTIVE DATE
Reese, Carl Michael	FV	Media Specialist	C7	\$39,411	06/03/2019
King, Nikki	CO	HRIS Lead	P13	\$73,000	06/10/2019
Meyer, Ryan	MC	Media Assoc	C5	\$35,086	06/24/2019

RETIREMENTS/ADMINISTRATIVE/PROFESSIONAL STAFF

NAME	LOCATION	TITLE	EFFECTIVE DATE
Robison, Donald	CO	Manager, Corporate Services	05/31/2019

RESIGNATIONS / FACULTY

NAME	LOCATION	TITLE	EFFECTIVE DATE
Dribben, Stephanie	FV	Assistant Professor	05/31/2019

RESIGNATIONS / CLASSIFIED STAFF

NAME	LOCATION	TITLE	EFFECTIVE DATE
Nunley, Sara	CO	Accounting Specialist	05/07/2019
McKinney, Kimyasa	FV	Secretary	06/14/2019
Williams, Lesley	MC	Housekeeper	05/07/2019
Whiteside, Jasmine	CO	Benefits Representative	05/17/2019
Hinton, Tracy	FV	Secretary	04/25/2019

REVISIONS TO PREVIOUSLY – APPROVED ITEMS

Board of Trustees approval of Diana Johnson's additional compensation on 05/16/2019, Memo-page 1: Salary revised to \$56,650.

Recommendation for Award/Purchasing – Additional Funds

- **Supports: Legal Services District-Wide**

Contract B0003688 with *EARLY & MIRANDA, GREENSFELDER HEMKER & GALE, P.C., LEWIS RICE, LLC and TUETH, KEENEY, COOPER, MOHAN & JACKSTADT, PC.*, for legal services, was originally approved by the Board of Trustees on April 26, 2018, for an amount estimated at \$250,000.00 for a period of three (3) years. The current award balance is \$7.54. We are requesting approval to increase the award amount by **\$250,000.00**.

Diversity

One minority-owned business enterprise and one woman-owned business enterprise participated in this bid process.

Recommendation for Award/Purchasing – Insurance

- **Supports: Facilities District-Wide**

Board approval is requested for the renewal of property insurance offered by the Midwestern Higher Education Compact through the *MARSH INSURANCE COMPANIES*, in an amount estimated at **\$199,250.00**, for a period of one (1) full year, to begin July 1, 2019.

Description

This insurance plan provides all of the coverage the college had in the past with a policy limit of \$466,694,975. It also includes \$100,000,000 in earthquake insurance without restrictions because of the New Madrid Fault Zone. Additionally, the college will have \$100,000,000 of terrorism coverage which includes both certified events (international based) and non-certified (special-interest groups/protests).

Funding

This expenditure will be funded from current operating budgets.

Diversity

The Midwestern Higher Education Compact managed the award of this contract.

Recommendation for Ratification/Purchasing – Insurance

- **Supports: Finance and Administration District-Wide**

Board approval is requested for the renewal of general liability insurance with ***MOPERM (Missouri Public Entity Risk Management Fund)***, in an amount estimated at ***\$609,010.00***, for a period of one (1) year, to begin July 1, 2019.

Description

The plan provides the District with the following coverages: general liability, public officials, errors and omissions (includes faculty), law enforcement liability, automobile liability, professional liability (includes nurses and allied health students), employment practice liability benefits liability, and medical malpractice.

Funding

This expenditure will be funded from current operating funds.

Diversity

The Missouri Public Entity Risk Management Fund managed the award of this contract.

Recommendation for Award – Subscription

• **Supports: Instructional Resources**

Board approval is requested to subscribe to *OCLC (ONLINE COMPUTER LITERACY CENTER)* for library information services for a total estimated amount of **\$175,000.00**, for a period of five (5) full years, to begin July 1, 2019.

Description

This subscription will be used by the Instructional Resources Department at Highland Park to access the Online Computer Library Center national bibliographic database and for library technical service functions. These services will provide specific catalog records, access to interlibrary loan services, access to the national database and other resources required to support students and staff. The College’s library holdings will be added to this national database and the College’s library patrons will have access to other subscriber’s holdings.

Bid B0003271– Sole Source: OCLC is the sole provider for these services in Missouri.

<u>Description of Services</u>	<u>Annual Fee</u>
OCLC – Usage fees for cataloging services	\$35,000.00

Funding

Expenditures for subscription will be funded from current operating budgets.

Diversity

This subscription is a sole-source award.

Recommendation for Award/Purchasing - Contract

- **Supports: Human Resources and Finance District-Wide**

Board approval is requested for the award of a contract for Health and Welfare Benefits Consultant Services to **USI INSURANCE SERVICES.**, for a period of three (3) full years, to begin July 1, 2019, at an annual fee of **\$45,000.00** per year for a total fee of **\$135,000.00**, with an option to renew for two (2) sequential years.

Description

This contract will be used by the College’s Human Resources Department to secure its primary employee benefit consulting services in the areas of health and welfare, including tax sheltered annuities. Expected services beyond the retainer fee include assistance with plan designs, nondiscrimination rules compliance and governmental regulations, and claim auditing. The recommended bidder offered the best overall proposal and meets all requirements of the bid specifications.

Request for Proposal – B0003771

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

<u>Bidders</u>	<u>Retainer Fees</u>
	<u>3 Years</u>
USI INSURANCE SERVICES	\$ 135,000.00
Arch Brokerage, Inc.	188,000.00
CBIZ Benefits & Insurance Services, Inc.	192,000.00
J. W. Terrill	195,000.00
Arthur J. Gallagher & Co.	240,000.00
Forrest T. Jones & Company	255,000.00
Buck Global, LLC	450,000.00

Funding

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

Diversity

No known minority-owned nor woman-owned business enterprise participated in this bid process.

Recommendation for Award/Purchasing-Contract

- **Supports: Information Technology District-Wide**

Board approval is requested for the award of a contract for the routine purchase of Apple microcomputer systems and components and related items to **APPLE, INC.**, in an amount estimated at **\$200,000.00**, for a period of one (1) full year to begin July 1, 2019.

Description

This contract will provide the College the ability to purchase directly from Apple, Inc., and receive exclusive educational discounts not available through resellers. It will also be used by the College's bookstores for resale to students, faculty and staff at attractive retail prices. Apple, Inc. makes this program available to Colleges and Universities. The College has been a participant in this program, with Board approval, since January 1, 1998. Apple, Inc. is the sole manufacturer and distributor of equipment through this educational program.

Funding

Expenditures against this contract will be funded from operating, auxiliary, capital, and restricted budgets.

Recommendation for Award/Purchasing-Purchase

- **Supports: Nursing District-Wide**

Board approval is requested for the use Board Policy H.5.1/Academic Selection for the purchase of a subscription to Exam Taker from *EXAMSOFT*, in an amount estimated at **\$29,960.00**, for a period of one (1) full year to begin June 21, 2019.

Description

This subscription will provide an end-to-end learning assessment platform designed to achieve a higher level of program success for students. Data and analytics provided through this subscription will enhance faculty's ability to track and manage student competencies and the impact of teaching methods on learning outcomes. District nursing faculty members have selected this software to the exclusion of others because of the robustness of the item analysis and reporting which correlates with accreditation and licensing criteria. No other platform on the market had these benefits, precluding the competitive bid process

Funding

Expenditures against this contract will be funded from operating, auxiliary, capital, and restricted budgets.

Diversity

This is an academic selection award.

Recommendation for Award/Purchasing-Insurance Renewal

- **Supports: District-Wide Health Insurance for Employees**

The Wellness Program Contract with *The Vitality Group*, for moderate intensity well program was last approved by the Board of Trustees on August 17, 2016, for a period of three (3) years with an optional three (3) year renewal. The college would like to exercise the option to renew this contract for three (3) years with no increase to the rate of **\$4.42 per eligible employee per month** effective September 1, 2019.

Recommendation for Award/Purchasing – Additional Funds

- Supports: IT, Art and Media/Library Departments – District Wide

Contract CNR01341 with *B & H PHOTO*, for the purchase of professional video and audio equipment, was originally approved by the Board of Trustees on November 29, 2018, for an amount estimated at \$120,000.00 for a period of one (1) year. The current award balance has been depleted. We are requesting approval to increase the award amount by **\$100,000.00**.

Diversity

E and I Cooperative Services managed the award of this contract.

Recommendation for Ratification/Physical Facilities:

Board ratification is requested for award of an Emergency Repair Contract – S4 6817, Emergency Repair of Electrical Substation; St. Louis Community College at Forest Park, to **Guarantee Electrical**, in the NTE amount of **\$150,000.00**

Description:

The campus substation, which distributes power to the Forest Park campus was seriously damaged by fire on February 11, 2019. Guarantee Electrical was called that night and authorized to take immediate action to limit the damage, protect property, and restore power as soon as possible to the campus, per Board Policy I.5. Guarantee Electrical provided repair and cleanup services to restore power to the campus.

The contract was issued to cover the initial charges in response to the incident. A rented switch will remain in place until the substation is replaced next summer, to continue to provide power to the campus, and these monthly charges will be added to the contract.

The College Engineering and Design and Facilities departments will verify the final charges.

Funding:

This project will be funded from the insurance substation claim. The insurance deductible will be funded from operating and capital budgets.

Recommendation for Ratification/Physical Facilities:

Board ratification is requested for award of change orders for additional work to three Center for Nursing and Health Sciences Building Contracts; St. Louis Community College at Forest Park.

At its May 17th, 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. These change order costs were reviewed and recommended by Tarlton, the College's Construction manager on the project, and the College's Engineering and Design department, and approved by the Chancellor, according to this policy.

Description:

Contract F 18 406A, Structural Steel was approved by the Board of Trustees at its March 22, 2018 meeting. The original design had steel handrails in the main circulation stair. These will be changed to wood rails to match the railing around the second and fourth floor openings. Also included in this change order is the installation of bollards to protect the emergency generator, and the installation of elevator beams required by inspection authorities.

<u>Contractor</u>	<u>Revised Contract Amount</u>	<u>Change Order Amount</u>	<u>New Total</u>
Kupferer Brothers	\$2,599,203	\$23,840	\$2,623,043

Description:

Contract F 18 406G, Electrical was approved by the Board of Trustees at its March 22, 2018 meeting. Under Change Order #16, daylighting controls were added to the perimeter rooms that automatically adjust the lighting when adequate daylighting is present. This feature is in compliance with green building design and increased energy efficiency.

<u>Contractor</u>	<u>Revised Contract Amount</u>	<u>Change Order Amount</u>	<u>New Total</u>
Schaeffer Electric Company, Inc.	\$3,394,993	\$21,173	\$3,416,166

Under Change Order #17, electrical changes were made to provide service to the radiology equipment. These change were made in conjunction with the supplier who was awarded the bid to provide the equipment.

<u>Contractor</u>	<u>Revised Contract Amount</u>	<u>Change Order Amount</u>	<u>New Total</u>
Schaeffer Electric Company, Inc.	\$3,416,166	\$34,396	\$3,450,562

Funding:

This project will be funded from certificates of participation.

Recommendation for Ratification/Physical Facilities:

Board ratification is requested for **one consulting agreement for engineering services and three agreements 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:

David Mason Associates

A19-0306 DMA #01 – Structural Investigation of Student Center Building **\$3,675.00**
Forest Park

Stress cracks were noted in exterior walls and in the exterior paving at the north façade of the Student Center. The consultant will provide structural engineering services to assess the situation and recommend any needed repairs.

NPN

A19-0314 NPN #05 – Oversight for Tile and Mastic Removal in 3 Buildings **\$4,250.00**
Meramec

NPN provided various oversight services, inspections, and design services for abatement in the Instructional Resources, Communications, and Science West buildings.

A19-0314 NPN #06 – Oversight & Air Monitoring for Science Lab Abatement **\$22,000.00**
Forest Park

Asbestos abatement needed for the Science Lab relocation was performed under contract F19 403. NPN provided project oversight, air monitoring, and final clearances for the project.

Professional Environmental Services

A19-0316 PRO #02 – BA201 Tile Abatement Plan & Oversight **\$4,260.00**
Meramec

Asbestos abatement will be needed to remove the existing raised floor in Business Administration, room BA201, for renovation work and wiring upgrades. Professional Environmental will provide design services, project oversight, air monitoring, and final clearances for the project.

Diversity:

David Mason Associates and Professional Environmental are both MBE consultants on the College's Open end list.

Funding:

The projects will be funded from operating and capital budgets.

Recommendation for Award/Physical Facilities:

Board approval is requested to renew 18 Indefinite Quantity (Open-End) Consulting Agreements for Architectural, Engineering and Technical services. The consulting work will be divided between the various firms on an as-needed basis with actual amounts not specified nor guaranteed.

Architects, Engineers, and Other Consulting Services:

Last spring, a committee evaluated 34 firms based upon professional qualifications, Minority Business Enterprise/Women’s Business Enterprise (MBE/WNBE) status, experience with open-end consulting agreements, types of services available, specialties experience, experience with renovation/repair projects, previous educational clients, and capabilities, manpower and resources. The Board approved the following firms (listed by type) to receive Open-End Agreements for Fiscal Year 2019, with an option to renew one to two years at its June 21, 2018 meeting. Renewal of all firms is requested for Fiscal Year 2020:

Architects

Christner, Inc.
Grice-Trivers Joint Venture (MBE)
L2e [formerly Michael Roth & Associates] (MBE)
Oculus (WBE)

Engineers

Bric Partnership
Horner and Shifrin
IMEG
Ross and Baruzzini

Interiors Architects

Arcturis

Civil and Structural Engineers

Civil Design, Inc. (WBE)
David Mason and Associates (MBE)

Architects and Engineers

Etegra (MBE)
Farnsworth Group
KAI Design + Build (MBE)

Environmental/Geotechnical

NPN Environmental
Professional Environmental (MBE)
PSI
SCI Engineering, Inc.

These firms will perform a variety of technical, architectural, engineering, and testing services pertaining to various capital projects for renovation, repair and maintenance of college facilities throughout the district. These agreements allow us to respond quickly to facilities consulting demands. The fees will be expended on an “as-needed” basis for outside consulting work in response to Physical Facilities’ projects and/or educational program demands. Charges for each individual project will be handled separately by setting Not to Exceed limits at the beginning of each job with the final billings to be on a “time charged” basis. The cost of the consulting fees will be included in the estimates for the individual capital projects.

Funding:

Fund sources are: operating, capital, auxiliary, public safety, pedestrian, traffic access, energy loans, rental and external funds depending on the location and type of the project.

Recommendation for Ratification/Physical Facilities:

Board ratification is requested for award of a contract – Renovation of Enrollment Services; St. Louis Community College at Forest Park, to **Wachter, Inc.**, in the amount of **\$37,250.00**.

Description:

Contract F19 406 to renovate the Enrollment Services area in the Student Center at Forest Park was approved by the Board of Trustees at its May 16, 2019 meeting, in the estimated amount of \$100,000. The existing area will be reconfigured to better serve the needs of students. The computers in the space will be relocated to the perimeter, and the central area will be reconfigured to allow more personal assistance to the students. Offices will be created and re-configured to provide additional privacy for students and staff. The renovation will include limited construction and finish renovations.

These renovations were designed by Farnsworth Group, an architectural/ engineering firm on the College’s open end list of consultants.

Bid – F 19 406, RENOVATION OF ENROLLMENT SERVICES AREA

The results of this bid, which opened June 4, 2019, are listed below:

<u>Contractors:</u>	<u>Base Bid</u>
Wachter, Inc.	\$37,250.00
ICS Construction Services, Ltd.	\$46,188.00
Jackson Building Group Inc.	\$51,995.00
W B Construction Co., Inc.	\$52,363.72

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.

Five known minority contractors received plans and specifications.

Contracts and Agreements

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

Board approval is requested for a contractual relationship between **St. Louis Community College and Economic Modeling Specialists, Inc. (EMSI)** for an economic impact and investment analysis. The economic impact analysis will focus on the following areas: operations spending, student spending and alumni; the investment analysis will focus on student, taxpayer and social perspectives. The analysis will be for a period of 12 to 20 weeks and the fee for this service is **\$17,000.00**.

Agreement Between St. Louis Community College and Manhattan Concert Productions

Board approval is requested for an agreement between **St. Louis Community College and Manhattan Concert Productions** for a concert performance tour at David Geffen Hall in New York City's Lincoln Center. This tour is open to all music students wishing to participate in the choral event. While on the tour students will collaborate with singers from across the country to perform with a professional orchestra. The tour scheduled from **March 28, 2020 through March 31, 2020**. The college anticipates participation of 100 students and two (2) faculty. The package price per student/faculty member is based on occupancy:

Occupancy	Performers Cost	Non-Performers Cost
Quad	\$1,489.00	\$ 839.00
Triple	1,579.00	929.00
Double	1,749.00	1,099.00
Single	2,259.00	1,609.00

Agreement between St. Louis Community College and UMB Bank

It is recommended that the Board of Trustees approve the Organization Resolution and Agreement covering deposit accounts and related services between **St. Louis Community College and UMB Bank**. The agreement formalizes the manner in which the College has been operating with UMB Bank. Specifically, effective July 1, 2019 it authorizes **Paul Zinck, Vice Chancellor; Jill Houghton, Controller; Mark Swadener, Assistant Controller; and Scott Cazadd, Bursar**, to: (1) complete documents to open or maintain accounts, (2) sign for the collection of checks, (3) issue stop payment orders, wire transfers, automated clearing house (ACH) services, (4) obtain necessary electronic services (5) have access to devices that allow the College's accounts to be monitored, and (6) perform other day-to-day treasury management functions.

Workforce Solutions Group

Ratification of Direct Pay Agreements

<u>Funding Source</u>	<u>Title of Program and/or Purpose</u>	<u>Campus</u>	<u>Date</u>	<u>Amount</u>
GSI Diversified	Provide Forklift Recertification Training reviewing the basics elements of Forklift Safety. Manager: Hart Nelson	Workforce Solutions Group	April 29, 2019 through June 30, 2019	\$2,150
Henkel Corporation	Provide Lean Six Sigma Green Belt training. Manager: Hart Nelson	Workforce Solutions Group	May 28, 2019 through December 30, 2019	\$17,500
Mechanical Contractors Association of Eastern Missouri	Provide Excel 2016 for Business, Data Analysis with Power Pivot and Project 2016 Introduction training. Manager: Hart Nelson	Workforce Solutions Group	April 29, 2019 through June 30, 2019	\$8,950
Roeslein & Associates	Provide Microsoft Office Excel Training; up to 12 participants. Manager: Hart Nelson	Workforce Solutions Group	April 23, 2019 through June 30, 2019	\$1,400
Roeslein & Associates	Provide Microsoft Office Excel Training; up to 20 participants. Manager: Hart Nelson	Workforce Solutions Group	May 9, 2019 through June 30, 2019	\$2,800
Weir Pump and Valve Solutions, Inc.	Provide ISO Quality Management Systems Overview training. Manager: Hart Nelson	Workforce Solutions Group	April 25, 2019 through June 30, 2019	\$2,400

Workforce Solutions Group

Contracts and/or Agreements:

Agreement between St. Louis Community College and LDR Worldwide #8451

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 the cost of \$3,230 per participant commencing on May 20, 2019.

Agreement between St. Louis Community College and LDR Worldwide #8461

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 the cost of \$3,230 per participant commencing on June 17, 2019.

Institutional Development

Acceptance of External Funds

<u>AGENCY</u>	<u>AMOUNT</u>	<u>PURPOSE</u>	<u>FUND</u>
Missouri Department of Health and Senior Services	\$ 32,204	A subaward contract to recruit individuals to attend the Community Health Worker Certificate Program and to increase engagement of Community Health Workers to promote linkages between health systems and community resources for adults with high blood pressure, diabetes, and high blood cholesterol. The funds will support a CHW training cohort in FY2020. Project Period: 6/30/2019-06/29/2020 Project Director: Laurie Hawkins	Restricted
Productive Living Board of St. Louis County	\$ 28,642	A St. Louis County tax supported service agreement to expand technological capacity for the noncredit ACCESS program serving students with disabilities at the Meramec campus and designated sites in St. Louis County. This capacity building award is for extended software licenses in mathematics and reading. Project Period: 5/1/2019-06/30/2020 Project Director: Ann Marie Schreiber	Restricted
National Science Foundation, Advanced Technological Education (ATE)	\$ 373,371	A grant in support of acquisition of technology and curriculum development for “Targeted Genome Editing” instruction under the Biotechnician program of STLCC. Project Period: 6/1/2019-05/31/2022 Project Director(s): Richard Norris, Gregory Langland, Betsy Boedeker	Restricted

Institutional Development

Acceptance of External Funds

Missouri Division of Workforce Development	\$ 224,123	<p>A grant to recruit participants and provide IT Coding and Patient Care Technician pre-apprenticeship training with employer partners, Urban League and LaunchCode. The goal of this project is to serve a minimum of thirty-four (34) participants, consisting of fourteen (14) Patient Care Technicians and twenty (20) Information Technology (IT) Coding Specialists.</p> <p>Project Period: 4/1/2019-06/30/2020 Project Director(s): Laurie Hawkins, Lesley English-Abram</p>	Restricted
Missouri Department of Elementary and Secondary Education	\$186,721	<p>Renewal of grant to provide a comprehensive Adult Education and Literacy Program for Affton, Bayless, Ferguson-Florissant, Kirkwood, Lindbergh, Mehlville, St. Louis City, Valley Park, and Webster Groves school districts. The college's AEL program administers classes in Adult Education, General Education Development (GED) preparation for high school equivalency, and English as a Second Language.</p> <p>Project Period: 7/1/2019-06/30/2020 Project Director(s): Karl Steenberg</p>	Restricted