

**St. Clair County Community College Board of
Trustees**

***Minutes of Regular Meeting held December 14, 2023
Welcome Center – Room 150***

Call to Order:

Dr. Niver called the Regular Meeting to order at 4:30 p.m.

Roll Call:

Members Present

at Roll Call: Karen Niver, Robert Tansky, John Lusk, Kristin Ryan, Kim Brown,
Marcia Robbins, Mukund Wankhede

Members Absent

at Roll Call:

Also Present: Kirk Kramer, Becky Gentner

Adoption of Agenda:

It was moved by Mr. Tansky, seconded by Mr. Lusk, that the Board take action to adopt the agenda as prepared with the addition of the following

- Concurrent Step Timeframe added to New Business

Motion carried: 7-0

Approval of Minutes:

It was moved by Mr. Tansky, seconded by Mr. Lusk, that the Board take action to approve minutes of the Special Meeting/Retreat held November 3, 2023 and the Regular Meeting held November 9, 2023.

Motion carried: 7-0

Financial Reports:

Chair Niver acknowledged that the financial report for the month of November 2023 had been provided to Trustees.

Communications and Petitions:

Chair Niver acknowledged that the Communications Report for the month of December 2023 had been provided to Trustees.

Report and Recommendations of the President of the College

1. Informational Items and Presentations:

2. Action Items:

Acceptance of Gifts

It was moved by Mr. Tansky, seconded by Ms. Brown, that the Board take action to approve the following donations:

- 5,000 pounds of miscellaneous steel plates and shapes from Utica Steel for Engineering Technology Courses
- \$200 from Carrie and Brian Bearss for the Challenger Learning Center at SC4
- \$250 from Jessica Brown for the Challenger Learning Center at SC4
- \$300 from BMJ Engineering & Surveyors, Inc. for the Challenger Learning Center at SC4
- \$300 from Harold Tramski for Athletics (\$100 each to Men's Basketball, Women's Basketball, and Softball)
- \$500 from Edwin Vanderheutel for the Retiree Scholarship
- \$750 from Ethan and Lori Flick for DEI (\$250), Skip's Pantry (\$250) and Friends of the Arts (\$250)
- \$1,000 from Dr. Pete and Deb Lacey for the Challenger Learning Center (\$500) and Adaptive Sports – Wheelchair Basketball (\$500)
- \$1,000 from Martha Foley and Daniel Fredendall for the Challenger Learning Center at SC4
- \$1,000 from Dr. Nicholas DeGrazia and Sandra White for the Challenger Learning Center at SC4
- \$1,500 from Barton Malow for the Challenger Learning Center at SC4
- \$1,500 from Ellucian for the Challenger Learning Center at SC4

Motion carried: 7-0

New Business:

Discussion and Consideration of President's Contract

It was moved by Ms. Robbins, seconded by Dr. Niver, to appoint Kirk Kramer as President of the College for a term effective today through December 31, 2026 and to direct legal counsel to prepare a contract for Mr. Kramer continuing his existing salary and benefits remaining as-is for his service as President of the College

A roll call vote was taken:

Dr. Niver: Yes

Ms. Robbins: Yes

Mr. Tansky: Yes

Mr. Lusk: No

Ms. Ryan: No

Ms. Brown: Abstain

Mr. Wankhede: No

Motion did not carry: 3-3-1

A second motion was made by Trustee Wankhede to appoint Kirk Kramer as President with terms listed in initial motion as well as fill the Chief Operating Officer position from the outside. Motion did not receive support.

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It was moved by Mr. Lusk, seconded by Mr. Wankhede, to establish a subcommittee of three trustees to discuss the President and Chief Operating Officer search process and advise the Board as a whole in January

A roll call vote was taken:

Dr. Niver: No
Ms. Robbins: No
Mr. Tansky: No
Mr. Lusk: Yes
Ms. Ryan: Yes
Ms. Brown: Yes
Mr. Wankhede: Yes

Motion carried: 4-3

Acceptance of President's Resignation

It was moved by Mr. Lusk, seconded by Mr. Wankhede, to accept the resignation of Dr. Deborah Snyder effective March 1, 2024

Motion carried: 7-0

2024 Meeting Schedule

It was moved by Mr. Lusk, seconded by Mr. Wankhede, to approve and post the attached 2024 meeting schedule.

Motion carried: 7-0

It was then moved by Mr. Wankhede, seconded by Ms. Brown, to adjust Retreat III from August 9, 2024 to September 13, 2024.

Motion carried: 7-0

***Trustee Ryan left the meeting at 5:43 p.m.

Concurrent Step Timeframe

It was moved by Mr. Tansky, seconded by Mr. Lusk, to accept the concurrent step timeframe from the campus survey presentation.

Motion carried: 6-0

Old Business:

Broadcasting Meetings

Discussion took place. Action was not taken.

Adjournment:

It was moved by Mr. Robbins, seconded by Mr. Wankhede, that the Board take action to adjourn the meeting at 6:03 p.m.

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Motion carried: 6-0

Respectfully submitted,

Sarah L. Rutallie
Board Secretary

Certified by,

Dr. Karen Niver
Board Chair



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Board of Trustees

PUBLIC NOTICE

2024 MEETING SCHEDULE

The Board of Trustees of St. Clair County Community College took action on December 14, 2023 to schedule its 2024 Meetings and Retreats on the dates listed below.

Regular business meetings are held on the second Thursday of each month at 4:30 pm in the Welcome Center, room 150. Quarterly board retreats are held on the Friday, which immediately follows the regular meeting dates in February, May, September and November at 8:30 a.m. in the Welcome Center, room 150.

- **January regular business meeting** – January 11, 2024
- **February regular business meeting** – February 8, 2024
- *Retreat I* – February 9, 2024
- **March regular business meeting** – March 14, 2024
- **April regular business meeting** – April 11, 2024
- **May regular business meeting** – May 9, 2024
- *Retreat II* – May 10, 2024
- **June regular business meeting** – June 13, 2024
- **July regular business meeting** – canceled
- **August regular business meeting** – August 8, 2024
- **September regular business meeting** – September 12, 2024
- *Retreat III* – September 13, 2024
- **October regular business meeting** – October 10, 2024
- **November regular business meeting** – November 14, 2024
- *Retreat IV* – November 15, 2024
- **December regular business meeting** – December 12, 2024

Minutes of meetings, once approved by the Board of Trustees, are available in Suite 175 of the Welcome Center, on the College's website, or by contacting Chief of Staff Sarah Rutallie at srutallie@sc4.edu or (810) 989-5545.

A handwritten signature in cursive script that reads "Sarah L. Rutallie".

Sarah Rutallie
Secretary, Board of Trustees

Posted: December 18, 2023