

**JOHN A. LOGAN COLLEGE**  
**Carterville, Illinois 62918**

**BOARD OF TRUSTEES**

Regular Meeting  
Tuesday, May 26, 2009  
7:00 P. M.  
Board Room  
Administration Building

**AGENDA**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. MINUTES OF THE ORGANIZATIONAL AND REGULAR APRIL BOARD MEETING (Voice Vote) — Minutes of the April 30, 2009, organizational meeting and the April 30, 2009, regular Board meeting are enclosed with this packet for the Board of Trustees' consideration and action.**
- IV. FINANCIAL REPORT (Attachment I) (Voice Vote) — The financial report for the period ending March 31, 2009, is enclosed for your consideration and action.**
- V. ACCOUNTS PAYABLE (Attachment II) (Roll Call Vote) — The list of accounts payable for the period ending April 30, 2009, is enclosed for your consideration and action.**
- VI. RECOGNITION OF GUESTS**
- VII. OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS**
- VIII. BOARD OF TRUSTEES REPORTS**
  - A. Illinois Community College Trustees Association (ICCTA) — John O'Keefe**
  - B. Southeast Regional Trustees (SERT) — John O'Keefe**
  - C. John A. Logan College Foundation — Jake Rendleman/Jim Snider**
  - D. Association of Community College Trustees (ACCT) — Jake Rendleman**
  - E. Hiring Committee — David Hancock**
  - F. Athletic Advisory Committee — Bill Kilquist**
  - G. Developmental Education Committee — John O'Keefe/Mike Hopkins**

- H. Nursing Committee – John O’Keefe/David Hancock
- I. Diversity Committee – John Sanders/David Hancock

J. Student Trustee — Rachel Grasher

K. Committee Appointments by Board Chair

**IX. GROUP/ASSOCIATION REPORTS**

A. Faculty Association Report — Mark Rogers

B. Term Faculty Association Report — John Montacue

C. Operational Staff Association Report — Deana Smith

**X. OFFICERS REPORTS**

A. Brad McCormick – Board Policy Committee

– Board Building Committee

– Board Finance Committee

– Health Insurance Committee

B. Tim Daugherty – Update on Athletic Housing

C. Julia Schroeder – Update on Man-Tra-Con

– Report on Increase in Course Fees for Fifteen Humanities Department Courses

D. Robert L. Mees – Update on State Legislative Agenda

– 2009 Commencement

– Update on May 8 Storm Damage

**XI. CONSENT AGENDA (Voice Vote)**

A. Bid - Protection Health Safety Compliance Work 2009 - Exterior Weatherproofing (Attachment III)

Bid specifications were prepared and advertised according to Board policy for the bid of the Protection Health Safety Compliance Work 2009 - Exterior Weatherproofing. (See Attachment III.) Bids were received and opened in the Office of the Vice President for Business Services and College Facilities at 11:00 a.m., Friday, April 17, 2009. The results follow:

<u>Bidders for General Work</u>	<u>Bid Amount</u>	<u>ALT. Bid G-1</u>	<u>ALT. Bid G-2</u>	<u>ALT. Bid G-3</u>	<u>Total Bid</u>
Fager-McGee Comm Const. Murphysboro, IL	\$138,700	\$5,400	\$4,900	\$19,800	\$168,800
Evrard-Strang Const., Inc. Marion, IL	\$125,000	\$4,900	\$2,900	\$22,189	\$154,989
Schimpf Const., Inc. Carbondale, IL	\$145,000	\$5,200	\$4,880	\$21,000	\$175,850
J & L Robinson Dev & Const. Carbondale, IL	\$156,390	\$5,303	\$4,880	\$22,102	\$188,402

**Recommendation:** That the Board of Trustees approve the low bid meeting specifications from Evrard-Strang Construction, Inc. of Marion, Illinois, in the amount of \$125,000 for the base bid; \$4,900 for the Alternate Bid G-1; \$2,900 for the Alternate Bid G-2; and \$22,189 for Alternate Bid G-3 (\$154,989 Total Bids); and that the Board authorize the contractors to begin the order process as soon as they receive the Notice of Award; also, that the administration be authorized to compensate Image Architects, Inc. for any architectural services for this project at a cost of \$15,498 plus direct costs associated with this project. These contracts will be paid from the Operations and Maintenance Fund (Restricted) and will not impact the College operating budget.

## **B. Customer Support Service Plan**

Cost for basic software support with Education Solutions Development (ESD) will increase July 1, 2009, when the College's basic monthly cost will remain at \$8,656.

The College has been running APECS software since 1981 and has a tremendous investment in training, knowledge, and historical data that cannot be replaced for a dollar figure anywhere near what we are presently paying for APECS software and support. APECS software has proven itself reliable and capable since installation. We feel with the major dependence our institution has on our computer system, we must keep it running effectively and efficiently. As a result of this service plan, we will continue to receive:

- Hotline Telephone Support
- Regular Updates to APECS.net Programs
- Support via E-mail
- Web Help Support
- Remote Diagnostics

We continue to monitor the improvements that ESD makes in the system through new releases, patches, federal and state mandated updates and other enhancements to the APECS.net product.

**Recommendation:** That the Board of Trustees approve the agreement for customer support service with Education Solutions Development (ESD) for the period July 1, 2009, to June 30, 2010, for the amount of \$103,872.

## **C. Fire Alarm System**

In the past, the College has had a maintenance agreement with Tech Electronic for service on

our fire alarm system. The charge for the contract pricing for the period July 1, 2009, through June 30, 2010, is \$9,396. This a 4.4% increase or \$396 over last year's agreement. A breakdown of costs is as follows:

	<u>FY09</u>	<u>FY10</u>
Main Facility	\$4,740	\$4,944
Office Building	612	636
Vocational Building	564	588
Building H	1,644	1,716
Building J	<u>1,440</u>	<u>1,512</u>
Total	<u>\$9,000</u>	<u>\$9,396</u>

**Recommendation:** That the Board of Trustees authorize the administration to continue these contracts with Tech Electronic for maintenance of the fire alarm systems for the period July 1, 2009, through June 30, 2010, at a cost of \$9,396.

**D. Energy Management Systems**

The College's heating and cooling equipment is controlled throughout the buildings by a system that includes computers and sensors. We have had this under a maintenance agreement with Johnson Controls in the past. The Johnson Controls contract increased \$652 for a 3% increase on the existing contracts. We would like to continue with this agreement for the upcoming fiscal year.

The breakdown of the costs are as follows:

	<u>FY09</u>	<u>FY10</u>
Phase 1	\$5,853	\$6,028
Phase 2	5,653	6,055
Phase 3	5,753	5,925
Phase 4	<u>4,295</u>	<u>4,424</u>
Total	<u>\$21,780</u>	<u>\$22,432</u>

**Recommendation:** That the Board of Trustees authorize the administration to continue the energy management system maintenance agreements for 2009-2010 with Johnson Controls for the amount of \$22,432.

**E. College Elevators**

In the past, the College has contracted with TyssenKrupp for maintenance of the seven elevators on campus. We have found that it is critical to the operation of the College to have these elevators under a maintenance contract due to the number of students that rely on them for accessibility to the various levels of the buildings. The cost for service last year was \$16,524. The increase in the amount for FY10 for the elevator systems stems entirely from the increase in contractual labor. This year's cost increased \$1,156 or 7%. The quote from the company to

cover the period July 1, 2009, through June 30, 2010, is \$17,680.

**Recommendation:** That the Board of Trustees authorize the administration to enter into these maintenance contracts with ThyssenKrupp for maintenance of the College's seven elevators for the period July 1, 2009, through June 30, 2010, for the amount of \$17,680.

**F. Approval of New Curriculum – ASL Deaf Studies – 65 Credit Hours**

Many states allow American Sign Language (ASL) to satisfy the foreign language requirement at the high school and college levels. Illinois passed a bill accepting ASL as a language for instruction in high schools. Teachers of deaf and hard of hearing children also need to become fluent in American Sign Language and learn about deaf culture. Teachers' assistants and other service personnel working with persons with hearing loss need that training as well. There is currently no college program that offers an associate degree in ASL Deaf Studies in Illinois.

Students taking this program would earn an associate of applied science degree. This program would give them the needed language component to communicate with deaf and hard of hearing adults and students, and work in fields where the ability to communicate with deaf people would be a requirement.

The effective date of this curriculum is January, 2010.

**Recommendation:** That the Board of Trustees approve the new ASL Deaf Studies curriculum effective January, 2010.

**G. Educational Interpreting Professional – 63 Credit Hours**

The Illinois State Board of Education has adopted new regulations for educational interpreters, effective July 28, 2006. Many interpreters working locally and in the Illinois public school system do not meet the new requirements. Offering an online A.A.S. would allow interpreters to continue to work in the school system while taking courses to satisfy this requirement.

A program has been requested by the Illinois Supervisors of the Hearing Impaired and the Illinois State Board of Education to provide training for educational interpreters and satisfy the new standards. This A.A.S. program will allow our graduates to meet the new standards. It will also benefit those who have not had formal training so that they can meet the new state requirements.

The effective date of this curriculum is January, 2010.

**Recommendation:** That the Board of Trustees approve the new Educational Interpreting Professional curriculum effective January, 2010.

**H. Temporary Approval for New Green Technology Certificate Program**

John A. Logan College is requesting temporary approval for three years for a Green Technology Certificate Program. According to the U. S. Department of Labor, Bureau of Labor Statistics, environmental science and protection technicians, including health occupations, are among the 30 fastest-growing occupations from 2006 through 2016. Temporary approval is being

requested to allow John A. Logan College to lead the effort to train the workforce while, at the same time, study the ever-changing needs of the industry.

The Green Technology Certificate is designed to prepare graduates for entry-level employment in the emerging field of environmental technology. Entry-level positions for environmental technicians include regulation of waste products, collection of air, water and soil samples for pollution contamination testing, monitoring regulation compliance, report writing and data management, and contamination site clean-up.

John A. Logan College will provide all students with the option of completing the program should permanent approval be denied by the state or the College should decide to discontinue the certificate. The College will commit to offering courses for those students already enrolled in this program for a period of one year beyond the end of the temporary approval period.

The effective date for this certificate program is August 11, 2010.

**Recommendation:** That the Board of Trustees give temporary program approval for three years for the Green Technology Certificate Program effective August, 2010.

## **XII. OLD BUSINESS**

### **A. Revisions to Board Policies (Voice Vote) (Attachment IV)**

The Board Policy Committee submitted the following suggested Board Policy revisions to the Board of Trustees for the first reading at the April 30 Board meeting:

- Board Policy #7191 – Compensation Deferrals
- Board Policy #7311 – Definition of In-District Residency for Tuition and Credit Hour Claim Purposes
- Board Policy #8120 – Admission Requirements for Allied Health Programs
- Board Policy #8151 – Satisfactory Academic Progress, Warning, Probation and Suspension
- Board Policy #8152 – Satisfactory Academic Progress for Financial Assistance and Veterans Recipients
- Board Policy #8160 – Policy for Students Entering Classes as Open Entry and Open Exit Students

Copies of the proposed revisions may be found in Attachment IV. These policies have been made available to College employees for input and suggestions, and is now being presented to the Board of Trustees for final action.

**Recommendation:** That the Board of Trustees approve revisions to Board Policy 7191, 7311, 8120, 8151, 8152, and 8160 as contained in Attachment IV.

## **XIII. NEW BUSINESS**

### **A. Proposed Revisions to Board Policies (INFORMATIONAL ITEM) (NO ACTION AT THIS TIME) (Attachment V)**

The Board Policy Committee is submitting the following suggested Board Policy revisions to the Board of Trustees for the first reading:

- Board Policy #5280 – Health Insurance
- Board Policy #8110 – Admission to John A. Logan College
- Board Policy #8171 – Limited Admission of International (Foreign) Students
- Board Policy #8210 – College Level Examination Program
- Board Policy #8230 – Credit Hour Determination
- Board Policy #8241 – Accepting Advanced Placement Credit

Copies of the proposed revisions may be found in Attachment V. These policies will also be made available to College employees for input and suggestions, and will be presented to the Board of Trustees for final action at the June meeting of the Board.

## **B. PERSONNEL**

### **1. Support Personnel**

#### **a. Operational Staff**

- (1) Employment of part-time, grade II, learning resources clerk II at John A. Logan College.

#### **b. Maintenance/Building Staff – None at this time.**

#### **c. Campus Safety Staff – None at this time.**

### **2. Professional Staff**

#### **a. Non-Teaching Professional Staff**

- (1) Employment of full-time, grade II, (50% college/50% grant), associate director of network infrastructure.
- (2) Employment of full-time, grade II, (50% college/50% grant), learning lab – Title III coordinator.
- (3) Appointment of volunteer for Literacy.
- (4) Employment of full-time, grade III, director of veterans services.
- (5) Employment of part-time, stipend, assistant baseball recruiting coach.
- (6) Employment of part-time stipend, assistant baseball coach.
- (7) Consideration of retirement request.

#### **b. Full-Time Faculty**

- (1) Employment of full-time, tenure track faculty, computer science/physics instructor.

**c. Term Faculty**

(1) Employment of part-time instructor of nursing.

**d. Continuing Education Staff**

Employment of 10 continuing education staff.

**3. Grant Personnel**

**a. Operational Staff** – None at this time.

**b. Non-Teaching Professional Staff** – None at this time.

**c. Full-Time Faculty** – None at this time.

**d. Term Faculty** – None at this time.

**XIV. ANNOUNCEMENTS**

**XV. ADJOURNMENT**