

JOHN A. LOGAN COLLEGE
Carterville, Illinois

BOARD OF TRUSTEES

Regular Meeting

Tuesday, August 23, 2011

7:00 p.m.

Board Room

Administration Building

AGENDA

I. CALL TO ORDER

II. ROLL CALL

PLEDGE OF ALLEGIANCE

III. MINUTES OF JULY BOARD MEETING (Voice Vote) – Minutes of the July 26, 2011, 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 June 30, 2011, is enclosed for consideration and action.

V. ACCOUNTS PAYABLE (Attachment II) (Roll Call Vote) – The list of accounts payable for the period ending July 31, 2011, is enclosed for 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 Sanders

B. Southeast Region Trustees (SERT) – John O'Keefe

C. John A. Logan College Foundation – Jake Rendleman/Mike Hopkins

D. Association of Community College Trustees (ACCT) – John Sanders

E. Hiring Committee – John Sanders/Mike Hopkins

F. Athletic Advisory Committee – Jake Rendleman/Mike Hopkins

G. Developmental Education Committee – John O'Keefe/Mike Hopkins

- H. Nursing Committee – John O’Keefe/Don Brewer
- I. Diversity Committee – John Sanders/Jackie Hancock
- J. Student Trustee – Mandy Little

IX. GROUP/ASSOCIATION REPORTS

- A. Faculty Association Report – Terri Rentfro
- B. Term Faculty Association Report – John Montacue
- C. Logan Operational Staff Association Report – Vicki Kelly/Frances Cobb

X. OFFICERS’ REPORTS

- A. Brad McCormick -- Board Building Committee
- B. Tim Daugherty -- 2010-2011 Fall, Spring, and Summer Business & Industry Training Report - Associate Dean for Corporate Education Darren Pulley
- 2010-2011 Fall, Spring, and Summer Continuing Education Report – Associate Dean for Community Education Barry Hancock
- Monetary Assistance Program (MAP) 2+2 Pilot Proposal (Attachment III)
- C. Julia Schroeder -- Dual Credit Enrollment – Vicky Turl
- D. Robert L. Mees -- Update on Dedication of Communication Wing and Historical Village
- Poshard Foundation Fund Raiser/General Logan Jam on October 1
- Presidents’ Council

XI. CONSENT AGENDA (Voice Vote)

A. Microsoft Software Licensing

John A. Logan College uses computers that run Microsoft Windows operating systems and Office software. The College has purchased Microsoft Campus Agreement annual licensing in past years. The name Campus Agreement has been changed to Enrollment for Education Solutions (EES). This agreement allows all College computers to use Windows and Office software products. The agreement also provides options for College employees to use

Office on their home computers. In addition to Windows and Office, EES will include server licensing for SharePoint, SQL, Exchange, Windows Data Center, and System Center Configuration Manager (SCCM).

In 2009, a purchasing consortium of Illinois community colleges purchased Campus Agreement (now EES) through CDW-G and garnered savings below what JALC was previously able to attain. The College's renewal date is September 1, 2011.

Recommendation: That the Board of Trustees approve the College to continue as part of the consortium utilizing CDW-G as the vendor to purchase Microsoft Enrollment for Education Solutions 12 month licensing for the amount of \$47,770.66 from CDW-G.

B. Renewal of Community Partner Agreement with *Southern Business Journal* (Attachment IV)

It is desirable to renew the College's Community Partner Agreement with the *Southern Business Journal* for the period of May 1, 2011 through April 30, 2012. This has proven to be a very positive relationship for the College, resulting in a great deal of excellent publicity both in print and through exposure of the College's facilities. The value of the College's investment is \$18,000 per year. However, the *Southern Business Journal* gives the College an \$8,000 trade for use of facilities for the Community Leaders' Breakfasts each year, leaving a cash balance owed of \$10,000. This amount is billed monthly in \$833.33 increments, and represents no increase from previous agreements.

Recommendation: That the Board of Trustees approve renewal of the College's Community Partner Agreement with the *Southern Business Journal* for the period of May 1, 2011 through April 30, 2012, for a total cash amount owed of \$10,000, and that the administration be authorized to pay this amount in monthly increments of \$833.33.

XII. OLD BUSINESS

A. Adoption of 2011-12 Budget (Roll Call Vote)

The tentative budget for the 2011-12 academic year was approved at the June meeting and a public meeting will be held at 6:30 p.m., August 23, 2011, in the College Board Room. Based on the results of the hearing, I would recommend the following resolution be adopted by the Board of Trustees:

WHEREAS the Community College Board of John A. Logan College District No. 530, Counties of Williamson, Jackson, Franklin, Randolph, and Perry, and the State of Illinois caused to be prepared in tentative form a budget and the secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon, and whereas a public hearing was held as to such budget on the 23rd day of August, 2011. Notice of hearing was given at least thirty days prior thereto as required by law and all other legal requirements have been complied with.

NOW THEREFORE BE IT RESOLVED by the Community College Board of said District as follows:

SECTION 1 -- That the fiscal year of the Community College District be and the same is hereby fixed and declared to be beginning July 1, 2011, and ending June 30, 2012, and

SECTION 2 -- That the budget containing an estimate of amounts available in each fund separately and of expenditures from each, and same is hereby adopted as the budget of this Community College District for the said fiscal year.

Recommendation: That the Board of Trustees adopt the 2011-2012 budget as presented in tentative form at the June 28, 2010, Board meeting and as available for public inspection under state law, and that the administration be authorized to implement this budget effective July 1, 2011.

B. Board Policy Revisions (Voice Vote) (Attachment V)

The Board Policy Committee presented the following proposed policy revisions to the Board of Trustees for first reading at the July 26 meeting.

- Revisions to Article II of Student Rights and Responsibilities: A Code of Student Conduct, which falls under the umbrella of Board Policy 8310.
- Board Policy 3510 – Equal Opportunity Statement for Students and Employees
- Board Policy 3512 – Discrimination/Equal Opportunity Grievance Policy for John A. Logan College Students
- Board Policy 8312 – Sexual Harassment of Students

Copies of the above revisions are included in Attachment V with changes in bold type or highlighted. These policies are now being brought back to the Board for final approval.

Recommendation: That the Board of Trustees approve the recommended policy changes to the Student Rights and Responsibilities: A Code of Student Conduct (Board Policy 8310); Board Policy 3510-Equal Opportunity Statement for Students and Employees; Board Policy 3512-Discrimination/Equal Opportunity Grievance Policy for John A. Logan College Students; and Board Policy 8312-Sexual Harassment of Students.

XIII. NEW BUSINESS

A. Adoption Of Resolution to Change Williamson County Enterprise Zone Property Tax Abatement From a Ten-Year Abatement to a Five-Year Abatement Period (Voice Vote)

The Greater Egypt Regional Planning and Development Commission is requesting that the John A. Logan College Board of Trustees take action to change the Williamson County Enterprise Zone property tax abatement from a ten-year abatement to a five-year abatement period.

Recommendation: That the Board of Trustees adopt the following resolution as provided to change the Enterprise Zone Property Tax abatement from a 10-year abatement to a 5-year abatement period.

RESOLUTION

WHEREAS, the Williamson County Board, and the Cities of Carterville, Herrin, Johnston City, Marion, and the Villages of Cambria, Crainville and Energy have made known to

John A. Logan College that the Enterprise Zone was extended for 10 years to end June 30, 2021 for a portion of territory which lies within Williamson County.

WHEREAS, both the initial designation of an Enterprise Zone pursuant to the Illinois Enterprise Zone Act, Ill. Rev. Stat., ch 67 ½, par 601 et seq., and the eventual success of an Enterprise Zone depend upon community support and the nature of incentives to be offered; and,

WHEREAS, this public taxing authority finds that Enterprise Zone designation will serve the interest of all local taxing authorities and the entire community by stimulating economic revitalizations.

NOW, THEREFORE, BE IT RESOLVED BY JOHN A. LOGAN COLLEGE, COMMUNITY COLLEGE DISTRICT #530, AS FOLLOWS:

The John A. Logan College Board of Trustees hereby authorizes and directs the County Clerk to abate that portion of its taxes on real property located in the Williamson County Enterprise zone resulting from an increased assessed valuation which is attributable to the construction of improvements or to the renovation or rehabilitation of existing improvements and subject to the following limitations:

(a) The abatement shall apply only to the taxes corresponding to an increase in assessed valuation after improvements (either new construction or renovation or rehabilitations) have been duly assessed to exceed \$10,000 market value and said abatement shall not exceed the amount attributable to the construction of the improvements and the renovation or rehabilitation of existing improvements.

(b) The abatement shall pertain only to that parcel within the Enterprise Zone which has been improved after the designation of the Enterprise Zone provided, however, that no such abatement shall be applicable to any such improvement project located within the boundaries of the Tax Increment Redevelopment Project District.

(c) Such abatement shall be at the rate 100% of the value of the improvements for the assessment year in which the improvements are made, 80% for the third year, 40% for the fourth year, and 20% for the fifth year. The provisions of this five year abatement apply only to improvements (new construction/renovations/rehabilitation) which start on or after the effective date of the extension, which will be July 1, 2011. This incentive is in effect from July 1, 2011 to June 30, 2016.

(d) The abatement is allowed only for improvements, the nature and scope of which building permits are required and have been obtained.

(e) While the abatement is in effect (July 1, 2011 – June 30, 2016), this public taxing authority will continue to receive all taxes corresponding to the equalized assessed valuation for the tax year immediately preceding commencement of the project.

This Resolution is hereby adopted at a regular meeting of the Board of Trustees of John A. Logan College on the 23rd day of August, 2011.

B. Bid – John A. Logan College Annex Remodeling (Voice Vote) (Attachment VI)

Bid specifications were prepared and advertised according to board policy for the bid of remodeling the John A. Logan College Annex for Child Care Resource and Referral. (See Attachment VI.) Bids were received and opened in the Office of the Vice President for Business Services and College Facilities at 2:00 p.m., Thursday, August 11, 2011. The results follow:

<u>Bidders for General Work</u>	<u>Bid Amount</u>	<u>Alternate Bid NO.G-1</u>
Fager-McGee Commercial Construction Murphysboro, IL	\$264,400	\$12,900
W. F. Stift, Inc. Marion, IL	\$245,000	\$23,500
Evrard-Strang Construction, Inc. Marion, IL	\$251,915	\$12,541
J & L Robinson Development & Construction Co., Inc. Carbondale, IL	\$260,850	\$16,750

Recommendation: That the Board of Trustees approve the low bid meeting specifications from W.F. Stift, Inc., of Marion, Illinois in the amount of \$245,000 for the base bid and authorize the administration to proceed with awarding of the bid for remodeling of the John A. Logan College Annex.

C. Establishment of Date and Time for Special Board Meeting (Voice Vote)

It is desirable to set the date and time for a special board meeting to be held in September for the purpose of interviewing the finalists for vice-president for instruction. The Search Committee's schedule calls for this meeting to take place sometime between September 1 and 15. Another possible need for action at that meeting would be board approval of a second agreement with Southern Illinois Health Care. The initial Memorandum of Understanding with SIH was approved at the June Board meeting, and this will be the second step in the College's collaborative effort with SIH to establish an educational and simulation center on the JALC campus.

Recommendation: That the Board of Trustees set a date and time for a special board meeting for the purpose of interviewing finalists for the vice-president for instruction and possible action on a second collaborative agreement with Southern Illinois Healthcare.

D. PERSONNEL

1. Support Personnel

a. Operational Staff

- (1) Employment of part-time, grade II, learning resources clerk II.
- (2) Employment of full-time, temporary, grade II, learning resources clerk II.
- (3) Employment of part-time, grade II, secretary II (Women for Health & Wellness).

b. Maintenance/Building Staff - None at this time.

c. Security Staff - None at this time.

2. Professional Staff

a. Non-Teaching Professional Staff

Employment of a stipend, assistant volleyball coach at John A. Logan College.

b. Full-Time Faculty

Consideration of change of retirement date for full-time faculty member.

c. Term Faculty

Ratification/employment of three term faculty members.

d. Continuing Education Staff

Employment of six continuing education staff members.

3. Grant Personnel

a. Operational Staff - None at this time.

b. Non-Teaching Professional Staff

- (1) Employment of full-time, grade II, coordinator of procurement technical assistance center.
- (2) Employment of part-time, grade I, assistant coordinator of family literacy-Marion .
- (3) Employment of part-time, grade I, assistant literacy coordinator at John A. Logan College .

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

d. **Part-Time Faculty**

Ratification of part-time adult secondary education instructor.

4. **Volunteer Personnel**

Appointment of volunteers for Literacy.

5. **Additional Personnel Item**

Reorganization of personnel in the Administration Building.

XIV. **ANNOUNCEMENTS**

XV. **ADJOURNMENT**