

JOHN A. LOGAN COLLEGE
Carterville, IL 62918

Minutes of the regular meeting of the Board of Trustees of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph, State of Illinois, held at Carterville, Illinois, on March 27, 2007, commencing at 7:00 p.m.

The meeting was called to order by Board Chair Don Brewer.

The chair directed the recording secretary to call the roll:

John Sanders	–	present
Michael Hopkins	–	present
John O’Keefe	–	absent
Jake Rendleman	–	absent
David Hancock	–	absent
Bill Kilquist	–	present
Matthew Todd	–	absent for roll call
Don Brewer	–	present

Also present were: Robert L. Mees, President; Larry Peterson, Vice-President for Administration; J. P. Barrington, Vice-President for Business Services; Julia Schroeder, Vice-President for Instruction; John Huffman, College Legal Counsel; Steve O’Keefe, Director for Communications and Marketing; Donna Glodjo, Recording Secretary to the Board of Trustees; other College personnel, citizens, and media representatives.

MINUTES OF FEBRUARY BOARD MEETING

The minutes of the regular meeting of February 27, 2007, were previously distributed.

Bill Kilquist and Mike Hopkins moved and seconded the approval of the minutes of the regular meeting of February 27, 2007.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2015)

FINANCIAL REPORT (Appendix I)

The financial report for the period ending January 31, 2007, was previously mailed.

John Sanders and Bill Kilquist moved and seconded approval of the financial report for the period ending January 31, 2007.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2016)

ACCOUNTS PAYABLE (Appendix II)

The list of accounts payable for the period ending February 28, 2007, was previously mailed.

Mike Hopkins and Bill Kilquist moved and seconded the approval of the list of accounts payable for the period ending February 28, 2007.

Upon roll call, all members voted yes. Motion carried.
(Resolution #16-2017)

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

None.

BOARD OF TRUSTEES REPORTS

A. Illinois Community College Trustees Association (ICCTA)

President Mees reported that an ICCTA meeting was held in Schaumburg recently. Jake Rendleman, David Hancock, and Dr. Mees attended. Dr. Mees reported one of the seminar programs on high school dropouts led by JALC's Elaine Parker.

B. Southeast Region Trustees (SERT)

No report.

C. John A. Logan College Foundation

President Mees announced that the Foundation annual dinner/dance will be held on April 28.

D. Association of Community College Trustees (ACCT)

No report.

E. Hiring Committee

No report.

F. Athletic Advisory Committee

Trustee Bill Kilquist stated that there are personnel items regarding athletics to be discussed in closed session.

G. Student Trustee

No report. President Mees noted that Matthew Todd was re-elected as student trustee for the next year.

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

Faculty Association Representative Tim Baker reported on a service learning project called the Bunny Fund conducted by English professor Jenece Bishop. Funds are raised to purchase stuffed bunnies, baskets, and other items for distribution to abused, homeless and sick children. Mr. Baker noted that Ms. Bishop has been selected as the 2007 Outstanding Faculty Member.

Mr. Baker expressed the association's disappointment in the Board's refusal to place a faculty member on the search committee for the vice-president for business services and campus facilities. He said the reasons given for this exclusion were disappointing and shared the group's reasoning for feeling this way. Mr. Baker also expressed concerns regarding the fact that the search seems to be operating in an expedited fashion, adding that a crisis mode is not necessary and often results in a bad decision. Concerns were also expressed that the search was limited to the Midwest. Mr. Baker said these concerns create a cloud over the process, and asked the Board to reconsider their position one last time on appointing a faculty member to the committee.

Board Chair Brewer said that he is glad to hear that this is the last time the Board will hear this request. He stated that the request has been made and answered formally or informally three or four times. Mr. Brewer pointed out that it was at his urging that the faculty was given a place on the board agenda several years ago. He said that much of what has been said since then has been negative, and he pointed out that not everything the Board does is negative. He said the Board does some positive things, and urged that this be kept in perspective in the future. Mr. Brewer stated that the concept of shared governance doesn't mean that any one group or organization gets it way – it means they get an opportunity for input and the Board ultimately must consider and make a decision. He stressed the importance that this decision should be respected as final. Mr. Brewer gave some history of his advocacy for the faculty, but said that he also had to be responsible for making decisions that were for the good of the whole institution. He stressed that the Board does agree with the concept of shared governance, but suggested that the group needs to realize that the Board's decision must be accepted on those occasions when they are not in agreement.

B. Term Faculty Association Report

Charles Rudolph was present and stated that the Term Faculty Association has no report at this time.

C. Logan Operational Staff Association Report

Logan Operational Staff Association Representative JaDean Towle reported on fund raisers being held for two members who are very ill.

Student Trustee Matthew Todd arrived.

OFFICERS REPORTS

A. Construction Projects

Vice-President for Business Services J. P. Barrington reported that the Protection, Health, and Safety project for replacement of the ventilation and air conditioning air handler unit in the Administration Building is 98 percent complete. Mr. Barrington also reported that six architect proposals were received last week, and those will be distributed to building committee members to begin the review

process. He reported that MAN-TRA-CON has exercised its option to extend the lease at the Du Quoin Extension Center for an additional four years.

B. Financial Aid Default Rate

Vice-President for Administration Larry Peterson stated that the latest default rate information on student financial assistance has been received, which directly impacts the College's ability to render financial aid. He asked Associate Dean for Student Financial Assistance Stacy Holloway to speak to Board. Ms. Holloway reported that the current default rate for FY05 is 20.9 percent. She said that in 1990-93, it was 26 to 23 percent. She stated that Dr. Peterson was very instrumental in reducing that default rate during his years in Financial Aid -- down to 13.6 percent in FY97. Unfortunately, Ms. Holloway said the rate has come back up over the past few years due to Title IV changes. She stated that new means of implementing strategies to reduce that rate will now have to be found. She is working with Dr. Peterson and Dean Terry Crain to consider changes that will not negatively impact the students, but will keep the integrity of the College's financial aid program. Ms. Holloway stated that the Board will be informed as changes occur and of any proposed strategies.

C. Upcoming Events

Vice-President for Instruction Julia Schroeder reminded the Board that Illinois Attorney General Lisa Madigan will be on campus April 12, and asked them to RSVP. Dr. Schroeder also passed out information on a financial workshop on April 27.

D. Model Illinois Government

Vice-President Schroeder introduced social science instructor Jane Bryant who gave the Board a report on the Model Illinois Government Program. Ms. Bryant reported that the trip to Model Illinois Government in Springfield had resulted in an award winner from John A. Logan College. She introduced Devin Johnson, a student who had been recognized as the Outstanding Freshman Delegate at the program.

E. Home Page and Catalog Committee

Dr. Schroeder introduced Rebecca Borgsmiller and Phillip Lane who gave the Board an update on the efforts of the Home Page and Catalog Committee. The committee was formed in 2004 with active representation from all divisions of the College. Ms. Borgsmiller noted that the Catalog has been revamped, is available on line, and is updated as changes occur. She reported on the new look of the College's web page and asked webmaster Phillip Lane to demonstrate the new look, and discuss organization and content of the web page. He reported that the site is now being used as an effective marketing tool. Dr. Schroeder stated that suggestions for improvements are welcomed by the committee.

F. Update on MAN-TRA-CON Clients

Vice-President Schroeder reported that a College Education Fair was held at Pinckneyville High School on March 17 for dislocated workers from the TUMS plant. She reported that the College had a heavy presence at that fair, with 28 faculty and staff members present.

G. Presidents' Council

President Mees reported on the recent Presidents' Council meeting Schaumburg, stating that the main focus was to come up with a plan for approaching the legislative session. He spoke of the Governor's

proposal to tax businesses to raise revenue, adding that there is much opposition to this. Dr. Mees said that revenue must be obtained from somewhere. He said the Presidents' Council and ICCTA have a goal of obtaining 100 percent funding for credit hours and equalization, as well as the veteran's grant.

H. Legislative Breakfast

Dr. Mees reported that the Annual Legislative Breakfast was held the previous Monday and was very successful. He noted that the breakfast is to show appreciation to the legislators, and to inform them on important legislation at the state and federal levels.

I. Vice-President Search

President Mees reported that the search for a vice-president for business services and campus facilities is coming along very well. Twenty eight applications were received from as far away as Arizona and California, and the process is on target. The time frame calls for a special board meeting in early April for full Board interviews with the finalists.

CONSENT AGENDA

A. Bids - PHS - Plumbing Upgrades-Grease Traps, Lift Station and Piping (Appendix III)

President Mees recommended that the Board of Trustees approve the low bid meeting specifications from Southern Illinois Piping Contractors, Carbondale, Illinois, in the amount of \$110,981 for the Protection, Health and Safety work for plumbing upgrades consisting of replacing two grease traps, lift station pumps and piping, 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 \$11,098 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. Microsoft Software Licensing

President Mees recommended that the Board of Trustees approve the purchase of Microsoft Campus Agreement annual licensing from Bell Industries for an amount of \$28,446.30, and that the administration be authorized to renew this agreement with Bell Industries

C. Bid – 2007 Half-Ton Pickup Truck (Appendix IV)

President Mees recommended that the Board of Trustees approve the low bid meeting specifications for the purchase of a 2007 half-ton pickup truck for the motor pool in the amount of \$12,822.00 which includes the trade in of the 2000 Dodge 15 passenger van from Marion Ford Hyundai of Marion, IL; and that the administration be authorized to make this purchase. (This purchase is part of the 2007 Plan and will be paid from the Auxiliary Fund which will not impact the College operating budget.)

D. Student Member to Board of Trustees (Appendix V)

President Mees recommended that the Board of Trustees officially canvass the March 7, 2007, election for a student member to the Board of Trustees, John A. Logan College, Community College District No. 530, Counties of Jackson, Williamson, Franklin, Perry, and Randolph, and State of Illinois, and, in accordance with that canvass, declare Matthew Todd the winner of the student

election to the Board of Trustees and seat Mr. Todd for a second term on the Board of Trustees effective April 15, 2007, in accordance with Illinois law.

E. Approval of Closed Session Minutes for Availability for Public Inspection

President Mees recommended that the Board of Trustees approve the following closed session minutes to be made available for public inspection: November 23, 2004; September 27, 2005; January 31, 2006; February 28, 2006; March 27, 2006; May 23, 2006; July 25, 2006; August 22, 2006; October 24, 2006; December 18, 2006; January 4, 2007; and January 11, 2007.

F. Destruction of Verbatim Recordings of Closed Session

In accordance with Illinois law, President Mees recommended that the Board of Trustees approve the destruction of the verbatim recordings of the closed session meetings of April 26, 2005; May 24, 2005; June 28, 2005; July 26, 2005; August 23, 2005; and September 27, 2005.

Bill Kilquist and John Sanders moved and seconded that the Board of Trustees approve all items on the Consent Agenda as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2018)

CLOSED SESSION

Board Chair Don Brewer stated that it is desirable to hold a closed session at this time to discuss appointment, employment, and compensation of specific individuals; and pending litigation; and that he would appreciate Board action and a roll call vote to that effect.

John Sanders and Bill Kilquist moved and seconded that the regular meeting of the John A. Logan Board of Trustees be declared in closed session.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-2019)

The meeting was declared in closed session at 7:40 p.m.

Trustee Jake Rendleman arrived during closed session.

The meeting was declared back in regular session at 9:05 p.m.

CLOSED SESSION MINUTES

John Sanders and Jake Rendleman moved and seconded that the Board of Trustees approve the content of the closed session minutes of February 27, 2007, but that these minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2020)

PERSONNEL

Operational Staff

President Mees recommended that Cheryl Billings be employed as a part-time, grade II, secretary II (buildings & grounds) at John A. Logan College effective April 9, 2007.

President Mees recommended that Brianna Gower be employed as a full-time, grade II, secretary II, in the Office of Vice-President for Business Services effective April 16, 2007.

President Mees recommended that Susan May be employed as a full-time, grade V, secretary V, in the Office of Vice-President for Instructional Services April 1, 2007.

Maintenance/Building Staff

President Mees recommended that Kathy Stokesberry be employed as a full-time, Teamster janitor effective April 16, 2007.

Security Staff

President Mees recommended that Justin Francis be employed as a part-time, grade I, campus safety officer at John A. Logan College effective April 1, 2007.

President Mees recommended that Charles Hicks be employed as a part-time, grade I, campus safety officer at John A. Logan College effective April 1, 2007.

President Mees recommended that Matthew Akes be employed as a full-time, grade III, campus safety law enforcement officer effective April 2, 2007.

Non-Teaching Professional Staff

President Mees recommended that the following non-teaching professional staff members who have served at the College less than three years be offered one-year contracts through June 30, 2008:

<u>Employee</u>	<u>Full-Time Start Date</u>	<u>Changed</u>
Angela Calcaterra (50%)	11/01/06	
Rose Ann Danley	08/11/05	
Rita Harriss	01/22/07	
Andrea Leadingham	08/04/05	
Beth Stephens	01/21/97	04/17/06
Lori Zeman	09/11/06	

President Mees recommended that the following non-teaching professional staff members who have three or more years of service be offered contracts through June 30, 2010:

<u>Employee</u>	<u>Full-Time Start Date</u>	<u>Changed</u>
Donna Bareis	09/07/00	
Adrienne Barkley Giffin	04/03/00	
W. Craig Batteau	09/12/94	07/23/97
Gail Bean	11/16/89	
Thomas Bell	02/16/95	
Shane Bishop	09/05/00	
Clay Brewer	03/05/01	
Christy Brock	09/07/94	10/18/99
Stacy Buckingham	02/01/90	08/01/95
Tom Cardwell	11/08/93	
Lauralyn Cima	02/13/91	
Russell Claunch	04/02/01	
Sharon Colombo	09/14/92	
Terry Crain	09/22/86	
Denise Crews	08/04/97	
Melvin Cripps	08/27/97	12/01/99
Mathew Dillon	09/10/01	
Kim Dixon	05/09/85	07/01/91
Sharon Enrietto	09/03/02	
Marilyn Falaster	12/16/99	
Robert Fester	08/25/81	
Kay Fleming	08/19/91	
Edwina Freeman	01/19/99	
Chris Georgantas	08/02/04	
Donna Glodjo	04/28/94	
Michelle Hamilton	08/12/96	
Thomas Clyde Hamlin	12/09/96	
Barry Hancock	07/29/96	
Mabel Hayes	11/16/93	
Mark Henson	06/01/01	
Dwight Hoffard	11/09/87	
Stacy Holloway	07/10/90	09/16/97
Corina Horn	02/16/04	
Tom Horn	12/01/82	10/28/98
Lisa Hudgens	06/11/84	11/01/84
Pat Jackson	05/16/97	06/01/98
Cindy Johnson	09/08/81	02/01/01
Subhashree Kumar (50%)	10/27/93	
Greg Legan	11/27/95	
Nita Lowery	11/01/01	
Mike Maeser	05/10/99	
E. Berniece McCormick	10/02/95	11/25/98
Stephen McLaughlin	10/27/99	
Phil Minnis	08/15/85	
Louis Morgan	07/02/97	
Ryan Morgan	08/02/99	09/27/00
Ngozi Okasili (80%)	02/01/93	

<u>Employee</u>	<u>Full-Time Start Date</u>	<u>Changed</u>
Steve O'Keefe	07/01/97	
Robin Pauls	07/13/81	
Deborah Payne	02/26/01	
Larry Peterson	08/17/87	
Susan Phillips	02/03/97	10/01/03
Darren Pulley	01/14/91	
Eric Pulley	09/22/93	
Adam Rubin	08/23/00	
Julia Schroeder	08/20/90	
Gary Smith	08/29/90	07/01/97
Gregory Stettler	09/06/95	
Richard Sussman	07/06/04	
Gary Tendick	08/16/95	
Judith Vineyard	08/18/97	
Adeline Wilson	08/24/82	07/01/95
Shannon Woodworth	07/23/03	
Matthew Yusko	04/11/94	

President Mees recommended that the following non-teaching professional staff member be offered continued leave of absence without pay as long as he is on disability:

<u>Employee</u>	<u>Start Date</u>
Mike Middleton	07/01/97

President Mees recommended the following employees be offered contracts through June 30, 2008:

<u>Employee</u>	<u>Full-Time Start Date</u>
Gary Highland	07/02/01
Tom McGinnis (50% -- 9 mo.)	02/03/03
Jason Snider	10/18/99

President Mees recommended the following employee be offered a one-year temporary contract through June 30, 2008:

<u>Employee</u>	<u>Full-Time Start Date</u>
John Reeder	08/16/91

President Mees recommended that the following employees who are on non-teaching professional stipend contracts be offered a continuation contract if their special services are required through 2008:

<u>Employee</u>	<u>Title</u>
Vacant	Coordinator of Athletic Events
Tom Cardwell	Scholar Bowl Coach

<u>Employee</u>	<u>Title</u>
Tracy Elliott	Coordinator of Concessions Activities
Brenda Erickson	Coordinator for Assessment of Academic Achievement
Thomas Ferris	Men's Head Golf Coach
Bob Fester	Assistant Golf Coach
William Glenn	Head Women's Golf Coach
Dwight Hoffard	Director of Security
Bruce Jilek	Head Women's Softball Coach
Gayle Pesavento	Coordinator of International Education
Fae Ragan	Head Volleyball Coach

President Mees recommended the employment of Thomas Hamlin as a full-time, grade IV, coordinator of grounds maintenance.

Full-Time Faculty

President Mees recommended the academic rank of assistant professor for biology instructor Sue Trammell.

Term Faculty

President Mees recommended that Stephanie Chandler be ratified as a part-time instructor of cosmetology at John A. Logan College effective January 16, 2007.

President Mees recommended that James Didion be ratified as a part-time instructor of welding at John A. Logan College effective February 1, 2007.

President Mees recommended that Jason McFarland be ratified as a part-time instructor of welding at John A. Logan College effective February 1, 2007.

President Mees recommended that Selena Sasser be ratified as a part-time instructor of biology at John A. Logan College effective March 23, 2007.

Grant Personnel

President Mees recommended that the following non-teaching professional grant staff members be offered renewal contracts through June 30, 2008, contingent upon available grant funding:

<u>Employee</u>	<u>Start Date</u>	<u>Changed</u>
Christopher Barr	03/20/06	
Eric Behle	03/02/98	
Amy Biley	08/16/01	
Nikki Brooks	08/28/01	
Richard Buchman	12/02/02	
Patsy Burdel	10/20/93	
Carla Campbell	02/17/93	
Teri Campbell*	10/25/93	
Evangeline Chugh (80% – 10 mo.)	08/23/79	

<u>Employee</u>	<u>Start Date</u>	<u>Changed</u>
Cheryl Cluster Lee	10/16/06	
Sheila Colombo (63%)	11/25/98	
Reva Cox	08/17/95	
Martha Crothers (50%)	01/20/86	
Stachia Cullers (75%)	08/02/99	
Jil Deaton	06/03/96	
Cheryl Diedrick	02/17/84	03/01/99
Amy Durfee (75%)	08/16/00	
Jennifer Frost	10/12/01	
Monique Galvin	10/01/01	
Kathy Grace	10/02/06	
Michelle Guy (50%)	12/01/00	
Carla Haas	03/25/98	
Stephanie Harrison (63%)	10/02/06	
Lauvenia Hill (75% – 10 mo.)	09/01/75	
Dianna Hilliard (75%)	04/06/98	08/01/01
Catherine Howell (50%)	10/01/01	
Paulette Johnson	09/01/84	
Tambra Kent	06/03/96	
Phillip Lane	12/01/05	
Lori Longueville	11/15/90	
Christy McBride	07/22/96	
Lisa McCuan	04/01/99	
Jacqueline McGee (75%)	03/25/98	
Colleen McLaughlin	10/16/06	
Dinah Marie Meacham	03/06/95	
Jane Minton*	10/10/88	
Elaine Parker	10/20/86	
Beth Porritt (75%)	05/26/99	
Linda Sargent (50%)	10/03/05	
Latisha Shaw	03/01/05	
Karla Tabing	08/29/91	
Jason Tanner	06/01/06	
Nina Wargel	09/16/96	
Dennis White	10/11/95	
Terese White	07/01/91	
David Wright	11/01/05	
Jillian Zolecki	10/02/06	

*Renewal contract good through August 31, 2008, contingent upon available grant funding.

Mike Hopkins and Matthew Todd moved and seconded that the Board of Trustees approve all personnel items as recommended.

A voice vote showed all in favor with the exception of Jake Rendleman, who voted no.
(Resolution #16-2021)

ANNOUNCEMENTS

Trustee Rendleman, who is a member of the committee for nomination of Board officers, reminded the Board that anyone interested in being Board chair, vice-chair, or secretary should submit a letter and be available to the nominating committee to state their reasons for wanting a particular office and any plans or goals they might have for that office.

President Mees stated that plans are being considered for a dinner honoring retiring trustee Don Brewer at 5:30 p.m., prior to the regular April 30 Board meeting.

ADJOURNMENT

John Sanders and Bill Kilquist moved and seconded that the regular meeting of the John A. Logan College Board of Trustees be adjourned.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2022)

The meeting was duly adjourned.

Respectfully submitted: Donna Glodjo, Recording Secretary to the Board of Trustees

Don Brewer, Chair

Bill Kilquist, Secretary