

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 June 27, 2006, 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	–	absent
Carol Farner	–	present
John O’Keefe	–	absent for roll call
Jake Rendleman	–	present
David Hancock	–	present
Bill Kilquist	–	absent
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; Shannon Woodworth, Facilitator for Media Relations; Donna Glodjo, Recording Secretary to the Board of Trustees; other College personnel and media representatives.

Board Chair Don Brewer appointed David Hancock as secretary pro tempore in the absence of Board secretary Bill Kilquist.

MAY BOARD MINUTES

The minutes of the regular meeting of May 23, 2006, were previously distributed.

Jake Rendleman and Carol Farner moved and seconded the approval of the minutes of the regular meeting of May 23, 2006.

A voice vote showed all in favor. Motion carried.
(Resolution #16-1915)

FINANCIAL REPORT (APPENDIX I)

The financial report for the period ending April 30, 2006, was previously mailed.

Jake Rendleman and Carol Farner moved and seconded the approval of the financial report for the period ending April 30, 2006.

A voice vote showed all in favor. Motion carried.
(Resolution #16-1916)

ACCOUNTS PAYABLE (Appendix II)

The list of accounts payable for the period ending May 31, 2006, was previously mailed.

David Hancock and Jake Rendleman moved and seconded the approval of the list of accounts payable for the period ending May 31, 2006.

Upon roll call, all members voted yes. Motion carried.
(Resolution #16-1917)

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

None.

Student Trustee Matthew Todd arrived at 7:05 p.m.

BOARD OF TRUSTEES REPORTS

A. Illinois Community College Trustees Association (ICCTA)

Trustee Carol Farner reported that the Illinois Community College Trustees Association met in Springfield recently. She stated that the seminar included a presentation and tour at the Abraham Lincoln Presidential Museum and a tour of the Lincoln Library. She reported that the conference was well attended and noted that Board Chair Don Brewer was honored as the longest serving trustee in the state. Trustee Rendleman said that the annual awards banquet was a part of the convention which honored the Distinguished Alumni, Pacesetters, and Outstanding Faculty across the state. Mr. Rendleman reported that an ICCB meeting was held on Thursday prior to the seminar, and added that a trustees meeting was held on Saturday which included presentation of trustee awards and a wrap-up of the year's activities. Mr. Rendleman noted (for the benefit of the faculty members present) that community college faculty now have a representative on the Illinois Community College Board, and said that the current representative is doing an excellent job.

B. Southeast Regional Trustees (SERT)

No report.

C. John A. Logan College Foundation

Trustee Jake Rendleman stated that the annual JALC Foundation Golf Tournament had been held the previous Friday, with 13 teams participating. He noted that there were several other golf tournaments that same day.

D. Association of Community College Trustees (ACCT)

Trustee Rendleman reported that the annual meeting of the ACCT will be held in Orlando in October.

E. Hiring Committee

Trustee David Hancock stated that the Hiring Committee has been meeting regularly, and added that he feels the committee has much solid information. He said the committee is now looking through recommendations that have been made. Mr. Hancock said that much valuable input has been

received and noted that it has taken a great deal of time to go through it. He said the committee is still working very hard and hopes to have results to bring to the July Board meeting.

Board Chair Brewer thanked Mr. Hancock, Trustee John Sanders, and College Attorney John Huffman for the time and effort they have put in to this committee.

F. Student Trustee

Student Trustee Matthew Todd congratulated Mr. Brewer on his ICCTA award.

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

Faculty Association Representative Tim Baker introduced instructor Joanna Christopher who gave a presentation on a Blackboard training workshop. Ms. Christopher reported that this workshop was a result of the Title III grant, and said that over 20 participants with a varying range of technical abilities were in attendance. She noted that many departments and disciplines were represented at the workshop, and added that it was encouraging to have two administrators in attendance – Drs. Payne and Schroeder. Ms. Christopher commented on how much she enjoys on-line learning. She said that she not only received excellent technical training at this workshop, but also found that it made her question why she does things in the face-to-face classroom the way she is doing them. Ms. Christopher thanked everyone involved in hosting this workshop and called it a valuable professional development experience. She stated that the trainer has committed to return for future sessions.

President Mees said both he and Vice-President Schroeder are extremely well-pleased with how many people responded to the workshop. He commented that while on-line instruction will not replace traditional instruction, it is a wonderful new area and will serve to enhance traditional instruction. Dr. Mees thanked Ms. Christopher for her report and thanked everyone who participated in the workshop.

Tim Baker said that the “rumor” that he is going to make available the opportunity to non-teaching professional employees below the level of director to choose whether or not they want to organize is true and not a rumor. He said he is going to work to afford this group the opportunity to make their own decision.

B. Term Faculty Association Report

No report.

C. Logan Operational Staff Association Report

No report.

OFFICERS REPORTS

A. Construction Projects

Vice-President for Business Services J. P. Barrington reported that the Title III project has been finalized and staff has moved into the new area. Mr. Barrington also reported that the tile removal project in the Dining Room Annex is complete and new carpet has been installed. He said the

painting of the Vocational Building is complete and commented that the painters did an excellent job. Mr. Barrington said that a deduct change order had been received from Galloway Construction for \$5,950 off of their contract on the Title III project due to the fact that our staff had to go in and redo some of the painting and sheet rock work.

B. Summer Enrollment

Before reporting on enrollment, Vice-President for Administration Larry Peterson thanked everyone for all their expressions of sympathy and kindness during the recent death of his father, Robert Peterson. He also thanked Vice-President J. P. Barrington and his staff for assisting with the RAMP document while he was dealing with this loss.

Dr. Peterson reported that summer 2006 figures show 2,965 students enrolled at John A. Logan College, the largest summer enrollment in the history of the College. He said that figures also show the highest credit hour total in more than a decade, and added that summer enrollment has more than doubled in the past twenty years. He said there is a slight increase in minority student enrollment, and commented that all these figures are especially significant given the current high cost of gasoline. He said that it is too premature to report any numbers for fall at this time, but indicated that preliminary numbers appear to be strong.

C. Forensic Activities

Vice-President for Instruction Julia Schroeder introduced instructor Stephanie Chaney-Hartford to speak about the Forensics Program at the College. Dr. Schroeder said that Ms. Chaney-Hartford has done a great deal of work on this program over the past year. Due to difficulty in recruiting students, Dr. Schroeder said that President Mees has approved the awarding of some scholarships for forensics this next year. She said that three students have now indicated an interest in the program.

Ms. Chaney-Hartford commented that forensics is a large term encompassing several categories – one of which is debate. She said that the area most being discussed is individual speaking events. Ms. Chaney-Hartford said this involves students preparing speeches for competitions in such events as public address events, oral interpretation events, and limited preparation events. Ms. Chaney-Hartford briefly discussed each of these types of events. She presented the Board with a sample of the Illinois Intercollegiate Forensic Association tournament calendar showing the variety of competitions available to students from October through April. She noted that the IIFA is comprised of both universities and two-year schools. Ms. Chaney-Hartford said that Illinois is a very challenging state to compete in. She said that most community colleges go to one or two tournaments in the fall and two or three in the spring. She spoke to the importance of scholarship assistance in attracting students. Ms. Chaney-Hartford gave the Board an overview of the resources necessary for tournaments, travel, and other needs of the Forensics Program. She said that three student are interested in doing this program, noting that it is best to begin a program of this nature with five or fewer students. She noted that this keeps them in a category of competition that doesn't immediately pit them against schools such as Bradley and ISU, allowing them time to build their confidence.

Dr. Schroeder stated that she has requested the necessary funding for this program in the Operational Plan. Board Chair Brewer said that a couple of trustees have indicated interest in a program of this nature, so he feels it will be welcomed.

D. Presidents' Council

President Bob Mees stated that Presidents' Council had met in Springfield in conjunction with the ICCTA annual convention. He said that two main issues were discussed at great length. President Mees said the first issue involves the state funding increase of 1.7 percent, noting that each college

received various amounts of that funding based on credit hour production. He stated that John A. Logan College was very fortunate to get slightly over an \$800,000 increase – the first positive increase in several years. Dr. Mees said this is a result of the credit hours the College has produced and stated that he hopes the trend continues in the future.

Dr. Mees said the second topic of discussion was the new ethics law classifying community colleges as a state agency. He said that community colleges are listed as a local government unit under all other areas of state operations. Dr. Mees said that both the trustees and Presidents' Council unanimously passed a resolution in support of getting this changed through legislation or some type of joint litigation program. He stated that he will have more information available at the next Board meeting. Dr. Mees said that ICCTA will get the information to us, and each individual board will have to make a decision.

Trustee David Hancock congratulated Dr. Mees on being selected as secretary of the Presidents' Council. Dr. Mees said that Keith Miller of Black Hawk College will serve as president of Presidents' Council next year and vice-president will be Terry Bruce from Illinois Eastern. Dr. Mees said that he has been very involved over the past years in the Curriculum and Instruction Committee and in defending nursing programs. He noted how well the Presidents' Council and ICCTA work together to provide great leadership for the community college system.

Trustee John O'Keefe arrived at 7:28 p.m.

E. Board Finance Committee

President Mees announced that the Board Finance Committee previously scheduled for July 5 will have to be cancelled due to the fact that *The Plan* is not complete. He said that as soon as the operational plan is finalized, the Finance Committee meeting will be rescheduled.

President Mees welcomed *Southern Illinoisan* reporter Becky Malkovich and complimented her on the excellent job she does reporting on the College.

OLD BUSINESS

A. Revision to Board Policy #5221A – Hours and Compensation (Appendix III)

President Mees stated that at its May 23 meeting, the Board of Trustees was presented with a proposed revision to Board Policy #5221A – Hours and Compensation. He noted that the completion of the collective bargaining agreement with the Logan Operational Staff Association produced outcomes which require this revision. Dr. Mees said that copies of the existing and proposed policies were presented with the May 23 Board packet, and are included again as Appendix III.

President Mees recommended and Jake Rendleman and John O'Keefe moved and seconded that the Board of Trustees approve the revision to Board Policy #5221A – Hours and Compensation as presented at the May 23, 2006, meeting (as included in Appendix III), with an effective date of July 1, 2005, consistent with the Logan Operational Staff Association agreement.

A voice vote showed all in favor. Motion carried.
(Resolution #16-1918)

CONSENT AGENDA

A. Prevailing Wage Act Requirements (Appendix IV)

President Mees recommended that the Board of Trustees approve the Prevailing Wage Act and the Resolution pertaining thereto, and that the administration be authorized to publish this Resolution and maintain the Resolution and all related documents in the College file as required by state statute.

B. Transfer of Interest Earned from Working Cash Fund Monies

President Mees recommended that the Board of Trustees authorize the transfer of the interest earned in the working cash fund through June 30, 2006, in the anticipated amount of \$75,000 to the educational purposes fund to be used for the general educational needs of the College, and that the College treasurer be authorized to make the necessary entries to affect such a transfer.

C. Inter-fund Loans

President Mees recommended that the Board of Trustees approve the following inter-fund loans: \$50,000 from the working cash fund to the trust and agency fund; and \$375,000 from the working cash fund to the liability, protection and settlement fund.

D. College Property and Liability Insurance Renewals (Appendix V)

President Mees recommended that the Board of Trustees authorize the administration to enter into an agreement with Indiana Insurance for insurance coverage as outlined in Appendix V for a five-year term through Consolidated Insurance of Carbondale, IL.

E. Renewal Athletic Team Insurance & Student Malpractice Insurance (Appendix VI)

President Mees recommended that the Board of Trustees authorize the administration to purchase the athletic team insurance coverage through Consolidated Insurance Agency, Inc. and First Agency, Inc. of Kalamazoo, MI, for a premium of \$41,174, and the student malpractice insurance through Consolidated Insurance Agency and Healthcare Providers Service Organization for a premium of \$10,556.

F. Academic Lab Computer Purchase

President Mees recommended that the Board of Trustees approve a quote of \$184,421.62 for the purchase of 154 computers from 710 Bookstore, and that the administration be authorized to purchase this equipment to replace older machines in academic labs as a part of the College's Technology Plan

G. Resource Allocation and Management Plan (RAMP) (Appendix VII)

President Mees recommended that the Board of Trustees approve the Resource Allocation and Management Plan for John A. Logan College for FY 2008, and that the administration be authorized to submit this document to the ICCB and the IBHE with appropriate signatures.

H. Approval of Cardiac Sonography Program Fees

President Mees recommended that the Board of Trustees approve an increase in student fees for the cardiac sonography program from \$60 per clinical class to \$200 for each of the four clinical classes

(DMS 206, DMS 226, DMS 236, and DMS 246), and that the administration be authorized to implement the increase effective fall semester 2006.

I. Approval of NILRC Expenditures (Appendix VIII)

President Mees recommended that the Board of Trustees approve Network of Illinois Learning Resources in Community Colleges (NILRC) expenditures not to exceed \$40,000 for FY07 for database purchases, licensing fees, and the annual membership fee, and that the administration be authorized to make these purchases from the appropriate LRC accounts.

J. Cooperative Agreement Program with Southeastern Illinois District #533 (Appendix IX)

President Mees recommended that the Board of Trustees approve revisions to the College's Cooperative Agreement Program with Southeastern Illinois District #533 as contained in Appendix IX.

Carol Farner and David Hancock 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 #16-1919)

President Mees announced that Dr. Julia Schroeder had served as president of the Chief Academic Officers over the past year. He said this is quite an honor, and that she has done a wonderful job.

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 O'Keefe and David Hancock moved and seconded that the regular meeting of the John A. Logan College Board of Trustees be declared in closed session.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-1920)

The meeting was declared in closed session at 7:35 p.m.

The meeting was declared back in regular session at 8:12 p.m.

CLOSED SESSION MINUTES

John O'Keefe and Carol Farner moved and seconded that the Board of Trustees approve the content of the closed session minutes of May 23, 2006, but that the content of those minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.
(Resolution #16-1921)

PERSONNEL

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, 2007:

<u>Employee</u>	<u>Full-Time Start Date</u>
Rose Ann Danley	08/11/05
Chris Georgantas	08/02/04
Gerad Good	07/01/04
Corina Horn	02/16/04
Andrea Leadingham	08/04/05
Jacqueline Piersol	01/03/06
Beth Stephens	04/17/06
Richard Sussman	07/06/04
Jason Tanner	06/01/06

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, 2009:

<u>Employee</u>	<u>Full-Time Start Date</u>
Donna Bareis	09/07/00
Adrienne Barkley Giffin	04/03/00
J. P. Barrington	05/24/74
William C. Batteau	07/23/97
Gail Bean	11/16/89
Thomas Bell	02/16/95
Clay Brewer	03/05/01
Christy Brock	10/18/99
Stacy Buckingham	02/01/90
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	12/01/99
Mathew Dillon	09/10/01
Kim Dixon	05/09/85
Edwina Elbrecht	08/19/99
Sharon Enrietto	09/03/02
Marilyn Falaster	12/16/99
Robert Fester	08/16/84
Kay Fleming	08/19/91
Donna Glodjo	04/28/94
Jerry Halstead	09/14/82
Michelle Hamilton	08/12/96

<u>Employee</u>	<u>Full-Time Start Date</u>
Thomas Clyde Hamlin	12/09/96
Barry Hancock	07/29/96
Martin Hawkins	01/25/95
Mabel Hayes	11/16/93
Mark Henson	06/01/01
Dwight Hoffard	11/09/87
Stacy Holloway	07/10/90
Lisa Hudgens	06/11/84
Mark Imhoff	08/27/85
Pat Jackson	12/16/99
Angela Jilek	07/01/03
Cindy Johnson	09/08/81
Subhashree Kumar (50%)	10/27/93
Greg Legan	11/27/95
Nita Lowrey	11/01/01
Mike Maeser	05/10/99
E. Berniece McCormick	10/02/95
Stephen McLaughlin	10/27/99
Phil Minnis	08/15/85
Louis Morgan	07/02/97
Ngozi Okasili (80%)	02/01/93
J. Stephan 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
Darren Pulley	08/19/92
Eric Pulley	01/03/95
Adam Rubin	08/23/00
Julia Schroeder	08/20/90
Kristin Shelby	07/01/98
Gary Smith	08/29/90
Gregory Stettler	09/06/95
Gary Tendick	08/16/95
Judith Vineyard	08/18/97
Tim Williams	08/16/91
Adeline Wilson	08/18/86
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>Start Date</u>
Mary Ellen Abell	09/13/71
Tom Horn	12/01/82
Art Walters	10/02/74

President Mees recommended the following employees be offered contracts through June 30, 2007:

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

President Mees recommended the following employee be offered a one-year temporary contract through June 30, 2007:

<u>Employee</u>	<u>Start Date</u>
John Reeder	08/01/04

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 2007:

<u>Employee</u>	<u>Title</u>
Rhonda Crabb	Coordinator of Athletic Events
Tom Cardwell	Scholar Bowl Coach
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
Perry Knopp (Fall 2006)	Coordinator of International Education
Gayle Pesavento (Fall 2007)	Coordinator of International Education
Fae Ragan	Head Volleyball Coach
Mike Seagle	Theater Coordinator

Full-Time Faculty

President Mees recommended that the Board of Trustees approve the academic rank of professor for history instructor David Cochran.

Term Faculty

President Mees recommended that Erin Sagaskie be employed as a part-time adult secondary education instructor at John A. Logan College effective July 10, 2006.

President Mees recommended that Diana Yates be ratified as a part-time instructor of certified medical assistance - coding at John A. Logan College effective May 23, 2006.

President Mees recommended that Rick Gravatt be employed as a part-time instructor of adult basic education at John A. Logan College effective July 1, 2006.

President Mees recommended that Robyn Lindsey be employed as a part-time instructor of adult basic education at John A. Logan College effective July 1, 2006.

President Mees recommended that Avis Myers be employed as a part-time instructor of adult basic education at John A. Logan College effective July 1, 2006.

Continuing Education Staff

President Mees recommended that Jeffrey Jenkins be ratified as a part-time instructor of horseback riding at John A. Logan College effective June 12, 2006.

President Mees recommended that Tammy Waters be ratified as a part-time instructor of creative writing at John A. Logan College effective June 12, 2006.

Grant Personnel

President Mees recommended that the following non-teaching professional grant staff members be offered renewal contracts through June 30, 2007, contingent upon available grant funding:

<u>Employee</u>	<u>Full-Time Start Date</u>
Christopher Barr	03/20/06
Eric Behle	03/02/98
Amy Biley	08/16/01
Shane Bishop	09/05/00
Nikki Brooks	08/28/01
Richard Buchman	12/02/02
Patsy Burdel	10/20/93
Carla Campbell	02/17/93
Teri Campbell*	11/01/96
Evangeline Chugh (80% - 10 mo.)	08/16/84
Sheila Colombo (63%)	11/25/98
Reva Cox	01/28/98
Martha Crothers (50%)	01/20/86
Stachia Cullers	01/18/00
Jil Deaton	06/03/96
Cheryl Diedrick	02/02/84
Amy Durfee (75%)	08/16/00
Jennifer Frost (75%)	10/12/01
Monique Galvin	10/01/01
Matthew Guthman	04/12/04
Michelle Guy (50%)	12/01/00
Carla Haas	03/25/98
Betty Harris	08/04/97
Lauvenia Hill (75% - 10 mo.)	09/01/75

<u>Employee</u>	<u>Full-Time Start Date</u>
Dianna Hilliard (75%)	02/24/99
Catherine Howell (50%)	10/01/01
Paulette Johnson	07/01/93
Tambra Kent	06/03/96
Phillip Lane	12/01/05
Lori Longueville	11/15/90
Christy McBride	07/01/97
Lisa McCuan	04/01/99
Jacqueline McGee (75%)	03/25/98
Dinah Marie Meacham	03/06/95
Jane Minton*	10/10/88
Ryan Morgan	08/02/99
Elaine Parker	10/20/86
Beth Porritt (75%)	08/16/01
Linda Sargent (50%)	10/03/05
Latisha Shaw	03/01/05
Karla Tabing	09/03/96
Nina Wargel	02/03/97
Billie Wells (50%)	10/03/05
Dennis White	10/11/95
Terese White	11/01/95
David Wright (50%)	11/01/05

*Renewal contract good through August 31, 2007, contingent upon available grant funding.

President Mees recommended that Cheryl Fuller be employed as a part-time certified medical assistant instructor at John A. Logan College effective August 17, 2006.

Jake Rendleman and John O'Keefe moved and seconded that the Board of Trustees approve all personnel items as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-1922)

ANNOUNCEMENTS

President Mees reminded the Board of the Board Retreat to be held on Monday, July 10, at 4:30 p.m., at Giant City Lodge.

ADJOURNMENT

John O'Keefe and Jake Rendleman 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 #16-1923)

The meeting was duly adjourned.

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

Don Brewer, Chair

David Hancock, Secretary Pro Tempore