

JOHN A. LOGAN COLLEGE
Carterville, IL 62918

Minutes of the special meeting/retreat of the Board of Trustees of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph, State of Illinois, held on July 7, 2009, commencing at 4:30 p.m., at 530 Wagon Creek Loop, Creal Springs, Illinois.

The meeting was called to order by Board Chair David Hancock.

The chair directed the recording secretary to call the roll:

Michael Hopkins	–	present
John Sanders	–	present
Jake Rendleman	–	present
David Hancock	–	present
John O’Keefe	–	absent for roll call
Jim Snider	–	present
Rachel Grasher	–	absent
Bill Kilquist	–	absent for roll call

Also present were: Robert L. Mees, President; Tim Daugherty, Vice-President for Administration; Brad McCormick, Vice-President for Business Services; Julia Schroeder, Vice-President for Instruction; John Huffman and Rhett Barke, College Legal Counsel; Donna Glodjo, Recording Secretary to the Board of Trustees; and Mike Monaghan, Executive Director of the Illinois Community College Trustees Association.

PUBLIC AUDIENCE FOR COMMENTS/QUESTIONS

None.

Trustee John Sanders announced that he has applied for a Director at Large position with the Association of Community College Trustees (ACCT). He stated that he will need the support of those attending the ACCT Annual Leadership Congress in San Francisco. Mike Monaghan announced there will be an ACCT Boot Camp in Chicago on August 15.

The Board took a brief refreshment break from 4:40 p.m. to 4:55 p.m.

Trustee John O’Keefe arrived at 4:55 p.m.

OPEN DISCUSSION ITEMS

A. Update on Master Plan

Vice-President Brad McCormick gave the Board of Trustees an overview of the Master Plan. He distributed a document to the Board outlining proposed projects that came out of the three public forums held on campus regarding the Master Plan. He noted that the committee has chosen five of what they believe to be the most important projects. Those projects were listed in detail on the handout and included additions or renovations to the workforce education area, student

services/activities centers/student union areas, early childcare and education facility, life science facility, and expansion and possible relocation of shipping and receiving. Mr. McCormick briefly reviewed and answered questions from the Board.

The Board Chair led a lengthy discussion on projected future enrollments at the College. There was speculation on when and if enrollments might plateau, and some pockets for potential growth were identified. Mike Monaghan shared some statewide statistics with the Board.

Trustee Bill Kilquist arrived at 5:20 p.m.

There was discussion on what the lack of state funding – specifically the MAP grants – would mean to student enrollments both at SIUC and John A. Logan College. Mike Monaghan gave an update on where the state budget process is at this time. There was discussion on the ramifications of adult ed funding cuts, and the ensuing loss of federal dollars. It was pointed out that John A. Logan College stands to lose over \$800,000 if all these grant programs are zeroed out, which will mean the loss of positions at the College.

Trustee Sanders asked about the College's contingencies. Vice-President McCormick said the College has four to five months of operating dollars if all state money stops or payments are delayed further. After that, McCormick said the College would have to go to the working cash fund, noting that the working cash fund does not have the balance he would like to see – nor does the auxiliary fund. He said these two funds need to be built over time, but this is difficult to do in this economic climate. Mr. McCormick said he anticipates a deficit in operating funds around the equivalent of the 2.5% recision, noting that if there was no recision, there would be no deficit. There was further discussion about the budget situation. President Mees informed the Board that 32 people in Adult Ed and Child Care Resource & Referral at JALC have been put on notice of the potential loss of their jobs if grant funding doesn't come through. There was discussion on the efforts that have been made to date to contact legislators regarding funding issues.

The group took a break to have dinner at 5:45 p.m. and reconvened for discussion at 6:40 p.m.

Trustee O'Keefe addressed the future building needs outlined in the proposed Master Plan, and encouraged the Board to begin planning now for these projects. Some of the items discussed were the possible need for more parking spaces and expansion of workforce training facilities and continuing ed area. President Mees noted there could possibly be some federal grant dollars come available under Obama's plan for workforce development. The possibility of obtaining "green" grant money was also discussed.

Trustee Rendleman expressed the need for expanded convention facilities. There was also discussion on the possibilities for the unfinished space in the Community Health Education Complex and the fourth floor of the new Communication Building. President Mees informed the Board of the plans for the Historical Village on campus, stating that a commitment had made by the Julia Harrison Bruce Foundation to put \$975,000 into completion of the village. This will include a replica of the Harrison House which will be a museum; the rebuilding of the storefront; a multipurpose facility with classrooms, restrooms, and kitchen facilities; and sidewalks. The multipurpose facility agreed to by the Harrison Bruce Foundation would only accommodate 60 people (a 1,700 sq. ft. building), but an alternate plan presented by the architect would accommodate 120 people (a 3,500 sq. ft. building). This would cost the College an additional \$300,000 beyond what the foundation will pay. There was a consensus that this should be bid with the larger building. There were questions as to

where the \$300,000 the College would spend would come from. It was explained that it would have to come only from funds earmarked for construction that are unused from the bond issue, and there are also grants that could be pursued. The importance of this being understood by employees and the public was stressed.

There was discussion on recruitment efforts for the career education classes, with suggestions from Dr. O'Keefe on taking a showcase out to all the high schools.

Vice-President McCormick brought the Board up-to-date on what is happening with the Tippy Road project and requests for additional dollars for this project. He said the project is ready to go design-wise, but feels we need to wait to see if we can get additional funding.

Dr. O'Keefe asked Mike Monaghan and Brad about a "worst case" budget scenario over the next two years. Mr. Monaghan said he does expect some action by the state, but still expects to see reductions. Mr. McCormick said if the College's funding drops half a million dollars, the College could be looking at either a real hiring freeze or targeted reductions by FY 2011.

There was a consensus by the Board that the College should proceed with planning for some of the proposed future building needs. President Mees said these proposed projects will still need to be prioritized by the Building Committee. The Board agreed that the proposals for the Harrison Bruce project, the parking project, the workforce education addition, and the life science facility be turned over to the Board Building Committee and the Finance Committee for discussion and prioritizing.

B. Past, Present, and Future Construction Projects

Board Chair asked for discussion of any issues from past construction projects. Trustee Mike Hopkins asked about the roofing situation. Vice-President McCormick said the College's roofs are now out of warranty, and a roofing project will be necessary. He said there will most likely need to be a future Protection Health Safety project to thoroughly evaluate the current roof and determine what repairs need to be made. Phase II of the Master Plan will include major maintenance projects such as this.

Mr. McCormick reported the insurance company has now approved the spreadsheet submitted with documentation (of storm damage), and told us to proceed with all projects listed. He reported the FEMA declaration was made, and the next Board agenda will contain the bids for debris removal from waterways.

Vice-President McCormick reported on the steel change order issue. He gave the Board the numbers involved to date, adding that there is one more validation effort needed that will be completed the following week. He noted that if the numbers do prove correct, approximately \$13,000 would be knocked off the change order and they will proceed.

Mr. McCormick distributed a handout to the Board showing a comparison of original estimates on the three phases of the construction project versus what is actually being spent. He noted that this comparison shows the projected ending net fund balance was \$479,564 and now shows \$2,910,683. He added this remaining unspent balance assumes a 10% contingency is adequate for Phase II; that renovation costs in Phase III do not escalate due to delay of construction; dental renovations have not been estimated yet and are not included; and equipment and furnishing costs are not included. In light of these considerations, Mr. McCormick said it is safe to assume there will be \$1.5 million

remaining for other projects. There was discussion about the possibility of using some of these dollars for finishing the fourth floor of the Communication Building. Mr. McCormick said the Communication Building will not be complete until December of 2010, and this gives some time to consider this and plan. He noted that the Communication Building will end up being approximately 14% under projected costs.

C. Open Discussion of Other Items

Vice-President for Instruction Julia Schroeder reported on the Blackboard issue. She said Blackboard initially offered a credit of \$30,000, which she indicated to them was not sufficient. Dr. Schroeder said she had worked with Blackboard to come up with a figure she felt was adequate. She said they agreed on \$75,380.00. Dr. Schroeder said she will be asking for a (one-year) Blackboard renewal for next year which will include this credit. She added that the College will also be trying a new platform next year called Moodle. It was determined in the following discussion that after the next one-year period a new contract will need to be drawn up with whatever platform the College decides to use.

Vice-President Schroeder reported that the supervising dentist in the dental hygiene lab had worked out great and recommended that a full-time faculty position be advertised to hire a full-time supervising dentist in that facility. She discussed the issue of advertising time for that position and asked for the Board's direction. It was the consensus of the Board that the advertising time could be reduced to two weeks.

Vice-President Tim Daugherty informed the Board that it is desirable to switch the location of the Information/Scheduling Office with the Student Activities Office. He noted this would allow the Student Activities Office to also operate as a box office in its proximity to the O'Neil Auditorium. This move would also place the Scheduling Office closer to the Conference Center which is desirable for them. The Student Activities Office would also assume the responsibility of providing information. A plan is also in place to use this area to better handle student flow during heavy registration periods. Dr. Daugherty stated it is desirable to do this before the beginning of fall semester. There was no opposition from the Board.

Trustee Jim Snider proposed the possibility of changing the time of the regular Board meetings. He suggested possibly 6:00 p.m. After a brief discussion, the Board Chair said it will be placed on the next Board agenda for further discussion and possible action. Mr. Snider also asked about the possibility of reciting the Pledge of Allegiance at the beginning of each meeting. The Board Chair agreed that the pledge could be put on the agenda.

CLOSED SESSION

The Board Chair stated that it is desirable to hold a closed session at this time to discuss the appointment, employment and compensation of specific individuals; acquisition of real property; and for Board self-evaluation by a representative of the Illinois Community College Trustees Association; and asked for Board action and a roll call vote to that effect.

John Sanders and Jake Rendleman moved and seconded that the special meeting/retreat of the John A. Logan College Board of Trustees be declared in closed session.

Upon roll call, all members voted yes. Motion carried.
(Resolution #16-2349)

The meeting was declared in closed session at 7:50 p.m.

The meeting was declared back in regular session at 9:02 p.m.

ANNOUNCEMENTS

None.

ADJOURNMENT

John Sanders and John O'Keefe moved and seconded that the special meeting/retreat of the John A. Logan College Board of Trustees be adjourned.

A voice vote showed all in favor. Motion carried
(Resolution #16-2350)

The meeting was duly adjourned.

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



David Hancock, Chair



Jim Snider, Secretary