

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 September 20, 2007, commencing at 7:00 p.m.

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

The acting chair directed the recording secretary to call the roll:

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

Also present were: Robert L. Mees, President; Brad McCormick, Vice-President for Business Services and College Facilities; Larry Peterson, Vice-President for Administration; 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; and other College personnel.

MINUTES OF REGULAR AUGUST MEETING

The minutes of the regular Board meeting held on August 28, 2007, were previously distributed.

Mike Hopkins and Jim Snider moved and seconded the approval of the minutes of the regular Board meeting of August 28, 2007.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2092)

FINANCIAL REPORT (Appendix I)

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

Jake Rendleman and John O’Keefe moved and seconded the approval of the financial report for the period ending July 31, 2007.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2093)

ACCOUNTS PAYABLE (Appendix II)

The list of accounts payable for the period ending August 31, 2007, was previously mailed.

Jake Rendleman and Mike Hopkins moved and seconded the approval of the list of accounts payable for the period ending August 31, 2007.

Upon roll call, all members voted yes. Motion carried.
(Resolution #16-2094)

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

None.

CHANGE IN COMMITTEE APPOINTMENT

Acting Chair David Hancock read a letter from Board Chair Bill Kilquist stating that Trustee Jake Rendleman had asked to be replaced on the Board Policy Committee and Mr. Kilquist appointed David Hancock to take Mr. Rendleman's place on that committee.

Student Trustee Matthew Todd arrived.

BOARD OF TRUSTEES REPORTS

A. Illinois Community College Trustees Association (ICCTA)

Trustee John O'Keefe stated that he was unable to attend the last meeting of the ICCTA in Urbana, and asked those who attended to report on the meeting. Trustees John Sanders and Jake Rendleman said it was a very good meeting. Attendees heard the chancellor of the University of Illinois speak; discussed concerns regarding the Governor's veto of legislation clarifying that community colleges are units of local government; shared updated information on the status of the lawsuit on that issue; held committee meetings on a statewide publicity effort promoting community colleges; and discussed budget concerns. Trustee Hancock reported on a meeting he attended for Board chairs and vice-chairs where campus safety issues were the major topic of discussion. Trustee Rendleman stated that it was advised in the public relations meetings that "quality education" should be stressed in promoting our colleges rather than "low cost."

B. Southeast Region Trustees

A meeting of the Southeast Region Trustees has been set at Southeastern Illinois College for Tuesday, November 6. A spring meeting is tentatively scheduled for April 1.

C. John A. Logan College Foundation

President Mees reported that the next Foundation meeting will be on October 23, at 5:30 p.m. – prior to the Board of Trustees meeting. Dr. Mees said he has been meeting weekly with Jill Gober and is very optimistic that some good things will be coming out of the Foundation Office.

D. Association of Community College Trustees (ACCT)

President Mees spoke to those attending the upcoming ACCT Leadership Congress in San Diego regarding their plans. It was noted that John Sanders was appointed as the voting delegate to the convention, and John O'Keefe as the alternate.

E. Hiring Committee

Trustee David Hancock reported that the Hiring Committee had met that day. He stated that the meetings are very open with good discussion. He reported on the number of openings at the college,

the shorthandedness in the Personnel Office, orientation issues, and some possible procedure changes to increase the efficiency of the hiring process. Director of Personnel Clay Brewer stated that plans call for posting of hiring procedures online. President Mees stressed that each Hiring Committee meeting opens with a report from Mr. Brewer on how things are going, and closes with each member having a chance to give feedback on their perceptions of how the process is working. Mr. Brewer reported that there is no longer an applicant pool.

F. Athletic Advisory Committee

Vice-President Larry Peterson reported that the Athletic Advisory Committee had held a meeting recently, and stated that it went well. Items discussed included Title IX compliance and fund raising opportunities. The locker room area in the gymnasium is almost complete. Dr. Peterson reported that the Athletic Department barbecue fund raiser is coming up. He stated that he will be meeting with the Athletic Director next week to put together a proposal to move volleyball from Division II to Division I.

G. Student Trustee

Student Trustee Matthew Todd reported that he recently attended the ICCB Student Advisory Committee meeting in Urbana. That group will be doing a teddy bear drive for terminally ill children at Memorial Hospital in Chicago as their special service project. The next SAC meeting will be in Chicago in November. Mr. Todd reported that the Student Issues Committee is working toward addressing its goals. He also reported on student feedback regarding Hunting and Fishing Days. There are some complaints about the parking situation for students while that event is set up in the parking lot.

GROUP/ASSOCIATION REPORTS

A. Faculty Association

Jane Bryant read a report from Faculty Association Representative Tim Baker who was unable to attend. The report expressed the group's pleasure that the Board renewed Dr. Mees' contract.

Ms. Bryant reported on activities of the Social Science Department. She requested that the group be able to present a more comprehensive report to the Board in the future. Perry Knop is the new chair of the Social Science Department. Ms. Bryant gave a summary of Constitution Day activities, and reported that Senator Durbin will be on campus in October. She reported that "Logan's Heroes," the department's barbecue team, took third place at the recent Carbondale Pig Out. Some of the department staff have recent publications; some are working on service learning and assessment; and Model United Nations is coming up in the spring.

B. Term Faculty Association

DeSande R reported that the Term Faculty Association now has a web site – www.ieanea.org/local/jalca. She reported on activities of some of the term faculty members. She reported that the association has chosen to name its scholarship for Dr. Jack Whitlock.

C. Logan Operational Staff Association

No report.

OFFICERS REPORTS

A. Building Committee

Vice-President for Business Services and College Facilities Brad McCormick reported that progress is continuing on the B to E-Wing planning. The Community Health Education Complex and automotive additions are ready to proceed to bid. Plans still call for bidding these two additions in a fashion that gives the Board some options to choose from. Mr. McCormick stated that, unless directed otherwise by the Board and pending legal approval of all documents, he will prepare bids and have them ready for the Board to react to at the November meeting.

Mr. McCormick stated that the wood carved statue of General Logan on a horse is getting in very poor condition. It needs to be taken inside, refinished, and relocated to a permanent display site indoors. Otherwise, it will not be able to withstand the outdoor elements. There was some discussion on an appropriate place for the statue.

B. Traffic Patterns and Access

Vice-President McCormick reported he had written a letter to Dave Phelps of IDOT addressing some problem areas:

- ▶ The intersection of Greenbriar Road and Illinois Route 13 backs up with westbound traffic going beyond the length of the left-turn lane. There were two accidents during the first week of school caused by traffic backup. We are asking IDOT to extend the left-turn lane back further, and also to extend the length of the turn light. Security is gathering physical evidence to present.
- ▶ The entrance to Dollar General is too small, causing their trucks to have to come on to our campus to turn around. We are requesting that this entrance be made wider.
- ▶ There is not a good east entrance to the College, and continued growth of students coming in to this area will result in some needed adjustments.

There was discussion regarding the parking issues related to Hunting and Fishing Days. Trustee John O'Keefe asked if there is anything being done to address parking needs with relation to the new building project. Mr. McCormick stated that planning for parking space is a part of the discussions now taking place on the B to E-Wing part of the building project.

C. Board Policy Committee

Vice-President McCormick reported that the Board Policy Committee is currently looking at Section 2000 of the Board Policy Manual which contains policies on Board operations. Good progress is being made and meetings are being held on the first and third Tuesdays of each month.

D. Technology Plan

Associate Dean for Information Technology Robin Pauls gave the Board an update on the College's Technology Plan. He drew comparisons from where the College's technology was six years ago to where it is today. Mr. Pauls gave a slide presentation on the network; spoke about bandwidth expansion; discussed wireless issues; outlined the replacement plan for switches; and discussed open computer labs. Mr. Pauls showed the increase in the number of computers – from 560 to 735 since 2003. Computers are now being added to smart classrooms, and are expected to be in 75-90 classrooms

when the project is complete. The number of office computers has increased from 412 to 480 over the past six years. There about 400 printers on campus, with 135 of those in a five-year replacement plan. Approximately 55 scanner are currently on campus. A committee is now looking at document management, hoping to minimize some of the paper on campus and turn more to digital storage. Mr. Pauls reported on the copiers on campus and on the APECS network system. He reported that the amount gained from the \$4.00 of student tuition earmarked for technology has gone from \$383,000 to well over \$500,000. This money buys all the College's hardware items – computers for labs and offices, printers, switches, servers, etc. Mr. Pauls spoke of the future, discussing items such as SharePoint, document management, process improvements, wiring upgrades, voice-over IP, public wiring access, and cellular technology. In response to questions from the Board, Mr. Pauls said that surveys show student satisfaction with the College's technology, and that the College appears to be at least equal to, or ahead of, other community colleges. Trustee John O'Keefe commended Mr. Pauls and his department on the success of the technology planning process that has been in place for the past few years.

E. Performance Series

Vice-President Larry Peterson spoke on the excellence of the College's Performance Series and recognized Adrienne Barkley Giffin who is in charge of the series. He encouraged the Board and staff to attend the performances. Ms. Giffin outlined this year's series lineup. She stated that she endeavors to bring in a variety of events she feels will be popular.

F. Fall Semester Enrollment Report

Copies of the fall semester enrollment report were distributed, and Dean for Student Services Terry Crain stated that total enrollment exceeded 6,000 (6,061) and credit hours are at 59,787 – both increases of 15 percent. He reported that 55 percent of the class of 2007 from in-district high schools are either currently enrolled or already alumni of the College. Mr. Crain said that a pilot project has been initiated with Murphysboro High School to enter information on their seniors into the College's data base to streamline their enrollment at the College should they choose to come here.

G. Civil War Lecture Series

Dr. Peterson distributed the final schedule for the Civil War Lecture Series events on October 17. Associate Dean for Community Education Barry Hancock reported further on the events of the day which will be tied in with the Hunter Cabin dedication.

H. College Marketing Plan

Director of Community Relations and Marketing Steve O'Keefe distributed copies of the College's Marketing Plan. He gave the Board an overview of the plan and its goals, stating that one of the goals – to attract over 50 percent of the district's high school graduating class during the College's 40th year – has already been accomplished with the help of a grant acquired for the project. Mr. O'Keefe said that plans call for increased Internet marketing, development of more online resources for staff, development of an advertising policy, streaming of audio commercials and press releases on a marketing website, and an online advertising request form. He also addressed the need for a media contact and press release policy, stating that all those contacts should go through him for the sake of consistency. He discussed the College's "brand," stating that it is very positive and makes the College easy to promote. With reference to prior discussion, Mr. O'Keefe said that while he does stress quality education in the College's public relations efforts, he feels it is also important to stress that the College

is “affordable.” Mr. O’Keefe spoke of some other efforts being planned, including increasing of TV and radio advertising while decreasing print advertising; increasing use of links on other home pages; increased presence on social networking sites; formation of an advisory committee; and use of market surveys. Meetings have been scheduled with other southern Illinois community colleges and SIU to form collaborative efforts in marketing.

I. Update on MAN-TRA-CON

Vice-President for Instruction Julia Schroeder reported that this coming December, the Maytag workers who have not found a job or decided to pursue education will have depleted their funds. Their only option in order to receive some additional funds will be to return to school. MAN-TRA-CON anticipates the College will have an additional 100-150 students enroll in the spring. Dr. Schroeder said she and her staff are working on some of the challenges this may present for these students.

J. Higher Learning Commission Visit

Vice-President Schroeder reported that the Higher Learning Commission team who visited the College has recommended to the commission that John A. Logan College be allowed to offer online degrees. When official notification is received, the College will begin marketing that. The structure is in place to meet the demands of this. Dr. Schroeder credited two people, Steve McLaughlin and Tom Bell, with being responsible for the College being where it is today with online learning. She introduced Mr. McLaughlin and Mr. Bell to give the next presentation.

K. The Past and Future of Online Learning at John A. Logan College

Associate Dean for Media and Telecommunications Tom Bell and Coordinator of Distance Learning Steve McLaughlin gave the Board an overview of online learning at the College since 1998. Mr. Bell stated that continuing education classes were the first to be attempted online and were successful. Some transfer education classes were offered online for the first time in 2000 with 27 students enrolled for spring semester. By fall of 2001, the number had increased to 158 students. In 2007, 1,144 students are taking classes online. Mr. Bell reported that the Teaching and Learning Center is offering training daily to support the online faculty and equip them with the skills they will need for online teaching. Mr. Bell gave further information on past growth, and speculated that with the new online degree offering, enrollment will continue to grow tremendously.

Steve McLaughlin showed the Board a series of brief video clips created with a variety of software and hardware. For example, one clip showed a CD that is sent to students before online classes begin with lessons and examples. He demonstrated how the various CD and DVDs will assist both students and instructors. To date, Mr. McLaughlin reported that approximately 70 percent of the full-time faculty have participated in online training, and about 50 percent of the term faculty have participated.

Trustee O’Keefe asked if the College is ready – with budget and staff – for the influx of students this offering may bring. Mr. Bell said that they have already budgeted for expected increases in Blackboard, and at some point there could be need for more staff. He said that he will not hesitate to go to Dr. Schroeder with any needs as soon as they are known. Trustee Hancock commended Mr. Bell, Mr. McLaughlin, and Dr. Schroeder for all their efforts in this area. Mr. Bell invited the Board to come and sit in on any training sessions to see what the technology is really like. Dr. Schroeder commended Mr. McLaughlin for all the help he gives to both faculty and students – some of it through very user friendly video clips. Dean for Instruction Deb Payne commented that job listings will begin containing an expectation for technology skills required to teach online classes. Dr. Mees stated that the Higher Learning Commission visitation team was very impressed with how knowledgeable the Board was about online instruction.

L. Faculty and Staff Development Day

Dr. Schroeder invited the Board to attend Faculty and Staff Development Day activities on October 8.

M. Report of Public Universities in Illinois

Dr. Schroeder distributed a handout containing a summary of the twelve public universities in Illinois in terms of admission requirements, tuition, financial aid, available housing, etc.

N. Take Stock in Children Program

Vice-President Schroeder distributed a handout on a Take Stock in Children Scholarship Program started in Florida, and stated that she and Professor David England have been exploring the possibility of establishing such a program here. The program would target every sixth grade student in the College district and have them sign a contract that they will remain drug-free, crime-free, maintain a certain GPA, and give some type of community service over the next six years. If they do this, they would be eligible for a two-year scholarship at the College.

O. ACT High School-to-College Success Report

Dr. Schroeder distributed a document that ACT now has available to demonstrate college-readiness. This will be tied into a legislative add-on sponsored by Senator Maloney that will be a three-year pilot project that should increase the success rate of incoming high school students. The project will have a budget of \$750,000 per year given to the ICCB, and they will distribute it. During the first year, there will only be four community colleges in this pilot. Dr. Schroeder stated that, thanks to Jake Rendleman, John A. Logan College may be one of those colleges.

P. Innovative Solutions Award

President Mees reported that Dr. Julia Schroeder and Darren Pulley have received an Innovative Solutions Award for their efforts as co-chairs of the transition team assisting the displaced workers from the Maytag and TUMS plant closings.

Q. 40th Anniversary Celebration Banquet

Dr. Mees reported that plans are progressing well for the 40th Anniversary Celebration Banquet and Ceremonial Groundbreaking on October 19. He urged the trustees to RSVP.

R. State Budget Hearing

President Mees reported that a state budget hearing was held on campus on September 12, and was attended by over 300 people. He said the community college panel did very well, geared their remarks toward needed funding, and kept the tone as positive as possible.

Dr. Mees reported that \$3 million was lost statewide on the Student Success Grant, and \$7 million on base operating funds. He said the Senate has approved a capital bill that would fund \$800 million for higher education capital projects – \$175 million of that for community colleges. That bill still must go through the House and be approved by the Governor.

S. IBHE Work Session

Dr. Mees reported that the Illinois Board of Higher Education will hold a work session at John A. Logan College on October 1. Dr. Mees will speak at approximately 4:45 p.m.

Dr. Mees went over a list of other upcoming events with the Board.

CONSENT AGENDA

A. Athletic Housing Contracts

President Mees recommended that the Board of Trustees approve the housing contracts for John A. Logan College women's basketball, men's basketball, baseball, and softball for 2007 fall semester and 2008 spring semester in the amount of \$78,880.28 to Lewis Park Apartments; \$8,000 to Lake Logan Apartments; and \$1,800 to Greg Weeks; and that the administration be authorized to make these payments in a timely manner.

B. Athletic Department Volunteers

President Mees recommended that the Board of Trustees approve Doug Bogard and Bruce Whitecotton as volunteers during the fall 2007 and spring 2008 semester baseball season with the understanding that it is on a volunteer basis and there is no financial compensation associated with the positions.

C. Purdy School Volunteers

President Mees recommended that the Board of Trustees approve the people listed below as volunteer teachers at Purdy School for fall 2007 and spring 2008 with the understanding that it is on a volunteer basis and there is no financial compensation associated with the positions.

Carol Cross	Betty Neely
Sarah Geisleman	Jane Rees
Shirley Hays	Carolyn Rushing
Robert Jackson	Gene Snider
Jean Jones	Maxine Snider
Rosemary Mathis	

D. Approval of Payment to Condensed Curriculum International, Inc.

President Mees recommended that the Board of Trustees approve payment of \$12,582 to Condensed Curriculum International, Inc. (CCI) for providing advertising, qualified instructors, course curriculum, textbooks, materials, and placement services for the College's Pharmacy Technician Certification training.

E. Approval of Payment to Day Care Centers from "Preschool for All" Grant

President Mees recommended that the Board of Trustees approve payment of \$71,901 to be made in monthly payments through June 2008 to each of the following day care centers: Small World Child Development Center, Malone's Early Learning Center, and Yellow Brick Road Learning Adventure, as approved in the IBHE Preschool for All Children Grant.

F. Approval of Associate in Applied Science – Radiologic Technology

President Mees recommended that the Board of Trustees approve an Associate in Applied Science curriculum in Radiologic Technology for implementation at John A. Logan College effective January 2, 2008.

G. Network Switch Upgrades

President Mees recommended that the Board of Trustees approve the quote of \$25,673.25 for the purchase of eight Cisco Catalyst switches from AT&T Illinois, of Springfield, Illinois, and that the administration be authorized to purchase this equipment.

H. Purchase of Office Computers

President Mees recommended that the Board of Trustees approve the quote of \$114,761.16 for the purchase of 86 computers for faculty and staff from 710 Bookstore, Carbondale, Illinois, and that the administration be authorized to make this purchase.

I. 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: April 29, 2004; June 29, 2004; July 10, 2006 (retreat); September 26, 2006; April 2, 2007; April 5, 2007; April 30, 2007; May 22, 2007; July 12, 2007 (retreat); and July 24, 2007 (regular meeting).

J. Destruction of Verbatim Recordings of Closed Session

President Mees recommended that the Board of Trustees, upon advise from the College's legal counsel, approve the destruction of the verbatim recordings of the closed session meetings through and including March 27, 2006.

John Sanders and Jake Rendleman 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 #16-2095)

NEW BUSINESS

A. Approval of Annual College Audit (Appendix III)

President Mees stated that the annual audit for John A. Logan College for FY07 (2006-2007) has been completed by Cindy A. Bobell, CPA. He asked Ms. Bobell to summarize her findings and respond to any questions from the members of the Board of Trustees.

Brad McCormick commented that John A. Logan College does its audit a little differently than most institutions. He said that John A. Logan's audit costs us about a fifth of what it costs many smaller community colleges because our staff does so much work in preparation for the audit. Most institutions pass off this work to the auditors and their staff. Ms. Bobell remarked that this is a good thing for the College in that there are more and more rules coming down that the entity must be responsible for –

John A. Logan College does this, while most entities in southern Illinois do not have the expertise to do this.

Ms. Bobell said there were no findings with the audit this year. She noted that three years ago, the College's net income was actually a loss of a quarter of a million dollars. Last year it was a \$100,000 gain, and this year it was a \$1.5 million gain. Ms. Bobell noted that the Business Office had serious challenges this year with the new software implementation, and stated that this is further proof of the excellence of the staff. Trustee Sanders asked Ms. Bobell if there is anything in the audit that the Board should be aware of or concerned about. She replied that there is not.

Vice-President McCormick said he had requested that the audit be placed online for the public to view, adding that he plans to do this with the budgets as well. He also noted that next year the audit will be produced in Microsoft Excel so that other functions may be performed with it.

President Mees recommended and John Sanders and John O'Keefe moved and seconded that the annual audit for FY07 as presented by Cindy A. Bobell, CPA, be accepted by the Board of Trustees.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-2096)

B. Approval of Logan at 50: A Strategic Plan for 2017 and Beyond (Appendix IV)

President Mees stated that at last month's meeting, the Board of Trustees heard a report on the College's strategic plan – *Logan at 50: A Strategic Plan for 2017 and Beyond*. He reported that the strategic planning effort has involved 160 committee members – from both on- and off-campus – working together over the past year to put together a comprehensive strategic plan to carry the College into the future. Opportunities for input have been given, and the final draft of the strategic planning document is now being presented to the Board for approval.

President Mees recommended and John O'Keefe and John Sanders moved and seconded that the Board of Trustees approve *Logan at 50: A Strategic Plan for 2017 and Beyond* as included in Appendix IV as John A. Logan College's strategic planning document.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2097)

C. Approval of Guidelines for Evagene Lay Scholarship (Appendix V)

President Mees said it was announced at the August Board meeting that the College has received a gift of \$25,000 from the Evagene Lay Estate to provide a scholarship for underprivileged students. Guidelines for establishment and administration of the scholarship have been prepared by the John A. Logan College Foundation and are included in Appendix V for the Board's approval.

President Mees recommended and John Sanders and Jake Rendleman moved and seconded that the Board of Trustees approve guidelines for establishment and administration of the Evagene Lay Scholarship through the John A. Logan College Foundation as included in Appendix V.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2098)

D. Revision of Board Policy #3113 – Statement of Vision (Appendix VI)(No Action)

President Mees stated that in conjunction with the accreditation process, the Board of Trustees adopted a vision statement for the College as Board Policy #3113 at its November 2006 meeting. During the strategic planning process, input was received suggesting that more encompassing language be added to the vision statement. The suggested revision to the policy is included as Appendix VI with the recommended new wording in bold type.

President Mees recommended that the Board of Trustees review the proposed revision to Board Policy 3113 – Statement of Vision as included in Attachment VI, and consider this revision for action at the October Board meeting.

E. Discontinuance of Reimbursement from Monies Raised by Athletic Department

President Mees said that for many years, the Athletic Department has reimbursed the College's General Fund \$21,500 annually for the cost of scholarships. The Athletic Advisory Committee has recommended that this process be discontinued and allow all funds raised for the Athletic Department to remain within the Athletic Department.

President Mees recommended and Jake Rendleman and Mike Hopkins moved and seconded that the Board of Trustees allow all funds raised by the Athletic Department to remain with that department and be exempt from reimbursement to the College's general fund, subject to approval by the John A. Logan College Foundation Board.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2099)

CLOSED SESSION

Acting Board Chair David Hancock stated that it is desirable to hold a closed session at this time to discuss the appointment, employment and compensation of specific individuals, purchase of real property, and pending litigation, and that he would appreciate Board action and a roll call vote to that effect.

Jake Rendleman and Mike Hopkins 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 #16-2100)

The meeting was declared in closed session at 9:25 p.m.

The meeting was declared back in regular session at 11:48 p.m.

CLOSED SESSION MINUTES

John O'Keefe and Mike Hopkins moved and seconded that the Board of Trustees approve the content of the closed session minutes of August 28, 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 #16-2101)

PERSONNEL

Operational Staff

President Mees recommended that Jimmy Cooper be employed as a full-time operational, grade II, media technician II (LRC) effective October 1, 2007.

President Mees recommended that Grace Sopher be employed as a full-time operational, grade III, admissions specialist III effective October 16, 2007.

President Mees recommended that Tianna Bonds be employed as a full-time, grade II, copy machine operator/stockroom clerk II effective October 8, 2007.

President Mees recommended that Jennie Adams be employed as a full-time, grade III, temporary, information systems specialist III effective September 25, 2007.

Campus Safety Staff

President Mees recommended that Michael Ferraro be employed as a part-time, grade I, campus safety officer at John A. Logan College effective September 21, 2007.

President Mees recommended that Justin Vincent be employed as a part-time, grade I, campus safety officer at John A. Logan College effective September 21, 2007.

Non-Teaching Professional Staff

President Mees recommended that the grade V, assistant coordinator for financial assistance positions currently being held by Pat Jackson, Rosanne Danley, and Andrea Leadingham, be reclassified as grade IV, coordinator for financial assistance retroactive to July 1, 2007.

Full-Time Faculty

President Mees recommended that the Board of Trustees consider the retirement request of accounting instructor Linda Graves effective May 31, 2009.

Term Faculty

President Mees recommended that Rebecca Borgsmiller be ratified as a part-time instructor of aquatics at John A. Logan College effective September 5, 2007.

President Mees recommended that Aaron Carter be ratified as a part-time instructor of heating and air conditioning at John A. Logan College effective August 16, 2007.

President Mees recommended that James Craddock be ratified as a part-time instructor of mathematics at John A. Logan College effective August 16, 2007.

President Mees recommended that David Craig be ratified as a part-time instructor of education at John A. Logan College effective August 16, 2007.

President Mees recommended that Elizabeth Gersbacher be ratified as a part-time instructor of education at John A. Logan College effective August 16, 2007.

President Mees recommended that Marty Hawkins be ratified as a part-time instructor of physical education at John A. Logan College effective August 16, 2007.

President Mees recommended that Jill Hunt be ratified as a part-time instructor of biology at John A. Logan College effective August 16, 2007.

President Mees recommended that John Keller be ratified as a part-time instructor of physical science at John A. Logan College effective August 16, 2007.

President Mees recommended that Vicky King be ratified as a part-time instructor of physical education at John A. Logan College effective August 16, 2007.

President Mees recommended that Aaron Melvin be ratified as a part-time instructor of construction management at John A. Logan College effective August 16, 2007.

President Mees recommended that Paul Melvin be ratified as a part-time instructor of business at John A. Logan College effective August 16, 2007.

President Mees recommended that Lisa Labotte be ratified as a part-time instructor of massage therapy at John A. Logan College effective September 4, 2007.

President Mees recommended that Dawn Logsdon be employed as a part-time clinical nursing assistant instructor at John A. Logan College effective September 26, 2007.

President Mees recommended that Lewis Russell be ratified as a part-time instructor of electronics at John A. Logan College effective August 20, 2007.

President Mees recommended that Kyle Snow be ratified as a part-time instructor of computer aided drafting at John A. Logan College effective August 22, 2007.

President Mees recommended that Brian Stanfield be ratified as a part-time instructor of philosophy at John A. Logan College effective August 16, 2007.

President Mees recommended that Kathy Wilson be ratified as a part-time instructor of nursing at John A. Logan College effective August 21, 2007.

Continuing Education Staff

President Mees recommended that Kevin Brewer be ratified as a part-time identity theft awareness instructor at John A. Logan College effective September 10, 2007.

President Mees recommended that Cynthia Brooks be ratified as a part-time instructor of sewing at John A. Logan College effective September 10, 2007.

Grant Personnel

President Mees recommended that Dorothy Reese be employed as a part-time, grade V, assistant coordinator of literacy, Du Quoin and Elkhart, effective October 1, 2007.

President Mees recommended that Sara Sellers be employed as a full-time, grade V, Pre-K facilitator.

John Sanders and John O’Keefe moved and seconded that all personnel items be approved as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2102)

Employment of Athletic Department Personnel

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>
Jerry Halstead	09-14-1982
Martin Hawkins	01-25-1995
Mark Imhoff	08-27-1985
Angela Jilek	07-01-2003
Kristin Shelby	07-01-1998
Tim Williams	08-16-1991

Mike Hopkins and Jake Rendleman moved and seconded that the Board of Trustees approve the above non-teaching professional staff contracts through June 30, 2010.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2103)

ANNOUNCEMENTS

None.

ADJOURNMENT

John Sanders and John O’Keefe 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 #16-2104)

The meeting was duly adjourned.

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

David Hancock, Acting Chair

John O’Keefe, Secretary