

JOHN A. LOGAN COLLEGE
Carterville, Illinois

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 Tuesday, June 26, 2018, commencing at 7:00 p.m.

The meeting was called to order by Acting Chair Jake Rendleman.

The Acting Chair directed the recording secretary to call the roll:

Rebecca Borgsmiller	-- present
Ray Hancock	-- present
Mandy Little	-- present
William Orrill	-- present
Glenn Poshard	-- not present
Jake Rendleman	-- present
Hanna David	-- present
Bill Kilquist	-- not present

Also present were: Ron House, president; Brad McCormick, vice-president for business services and college facilities; Melanie Pecord, acting vice-president for instructional services, Rhett Barke, College legal counsel; Susan May, recording secretary to the board of trustees; and other College personnel.

Acting Chair Rendleman led the Pledge of Allegiance.

MINUTES OF THE REGULAR MAY BOARD MEETING

Minutes of the regular meeting of May 22, 2018, were previously distributed.

Mandy Little and Bill Orrill moved and seconded that the Board of Trustees approve the minutes of the regular meeting of May 22, 2018.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3723)

TREASURER'S AND FINANCIAL REPORT (Appendix I)

The treasurer's and financial report for the period ending April 30, 2018, was previously distributed.

Mandy Little and Bill Orrill moved and seconded that the Board of Trustees approve the treasurer's and financial report for the period ending April 30, 2018.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3724)

EXPENDITURE LIST (Appendix II)

The expenditure list for the period ending May 31, 2018, was previously distributed.

Mandy Little and Bill Orrill moved and seconded that the Board of Trustees approve the expenditure list for the period ending May 31, 2018.

Upon roll call, all members presented voted yes. Motion carried.
(Resolution #16-3725)

RECOGNITION OF GUESTS – None.

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS – None.

BOARD OF TRUSTEES REPORTS

- A. **Comments by Board Chair** – No comments.
- B. **Athletics Advisory Committee** – No report.
- C. **Building, Grounds and Safety Committee** – No report.
- D. **Board Policy Committee**

Trustee Ray Hancock reported that the Board Policy Committee is scheduled to meet in July.

- E. **Budget and Finance Committee** – No report.
- F. **Integrated Technology Committee**

Trustee Rebecca Borgsmiller reported that the Integrated Technology Committee met in June and discussed Jenzebar updates, the IT Strategic Plan, and the database administrator vacancy. The committee will look at software inventory and Perkins information in July.

- G. **Illinois Community College Trustees Association (ICCTA)**

Trustees Mandy Little and Jake Rendleman attended the annual ICCTA awards ceremony in Springfield, along with all of the College's nominees. John A. Logan College student Jor'Dan Crim received the state-wide award for the Gandhi/King Peace Essay contest. Trustee Jake Rendleman was presented with the Meritorious Service Award for his significant contributions made over the years to the Illinois Community College System, ICCTA, and John A. Logan College. Other highlights from the convention were the recent changes in the Illinois pension law including the SURS transition from a six to three percent annual salary cap. The Association adopted a FY2019 budget that includes a one percent increase to rebuild association reserves and a new \$100 annual flat fee per member district to cover the costs of providing mandated trustee leadership training. Illinois lawmakers adopted a full-year budget and adjourned on time for the first time in several years. Community colleges will receive a two percent increase in state funding, and the Illinois Veteran Grants will receive full funding. The Executive Committee retreat will be held at Blackhawk College in August, and Trustee Little has been selected to chair one of the committees. Trustee Rendleman congratulated Ms. Little on her appointment to the Executive Board.

H. John A. Logan College Foundation

US Bank is the title sponsor for the 41st Annual Foundation Golf Classic that will be held on Friday, August 17th at the Crab Orchard Golf Club. Anyone interested in putting a team together or being a Hole Sponsor should contact the Foundation Office. The Foundation Campus Grants Committee awarded nearly \$50,000 in grants during the spring semester. Additional grant applications will be accepted from the campus community in the fall.

I. Student Trustee

Student Trustee Hanna David attended the 2018 Student Leadership Institute in June. Ms. David collaborated with student trustees from other community colleges and commented on how diverse and different each student trustee seat is. The Cosmetology Club attended a hair show in Nashville, the Choir had successful performances on their cruise abroad, and 19 donors participated in the June blood drive.

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report – No report.

B. Term Faculty Association Report

Association President Stephen Constantine reported that a contract proposal should be ready to present to the administration soon.

C. Logan Operational Staff Association Report – No report.

OFFICERS' REPORTS

Phi Theta Kappa Honor Society Update

Phi Theta Kappa is the official international honor society for two-year colleges and includes chapters in all fifty states and eight other countries in the World. Club Advisor Adrienne Barkley Giffin and members of Phi Theta Kappa reported on the numerous awards received at the regional and international level this past year. Ms. Giffin commented that this is not only an indication of the hard work of the students, but also the support received from the Board, administration, and employees of the College. Each member expressed their appreciation for Ms. Giffin, who has also been selected to serve as the Illinois Regional Coordinator. Student member Charlotte Lewis will serve as the vice-president for the southern district in 2018-2019. Trustee Jake Rendleman congratulated Ms. Giffin and the students for their outstanding work demonstrating leadership not only at the college-level but also statewide.

ICCB Annual Enrollment Report

Acting Vice-President Melanie Pecord distributed the Annual Enrollment and Completions Report published by ICCB. The report indicates an overall decrease in the number of high school graduates and college enrollment, not just in the state of Illinois, but in neighboring states as well.

Tenth Day Numbers for Summer 2018

Acting Vice-President Melanie Pecord reported on the tenth-day numbers for Summer 2018 compared to Summer 2017. Total credit hours are down by 619.5 hours (6.9%) and student headcount dropped 633 students (25.9%). This data reported to ICCB encompasses all areas of the College that produce credit on campus, including baccalaureate, career, general studies, adult education, business & industry, and community education. When looking solely at the Transfer and Career areas of the College (baccalaureate, career, and general studies), the numbers are down by 215 credit hours (2.6%) and 83 students (4.8%).

Standard & Poor's Credit Rating

Standard & Poor's Global Ratings revised its outlook from negative to stable on the College's general obligation bonds and debt certificates. Three primary reasons cited in the RatingsDirect report, published on June 4, 2018, included the rebuilding of fund balances, the College's equity since the working cash fund bond was issued, and a low overall debt burden.

Community Education Triathlon

The Community Education Department assumed responsibility from Herrin Festa for the triathlon that was held on May 26. There were 86 participants, which was higher attendance than recent years. Vice-President McCormick expressed his appreciation to the staff involved with this event.

Capital Projects Update

The College recently submitted a \$1.8 million project request to ICCB. The proposed project is Phase I of the renovation of Student Services, which is a portion of one of the RAMP projects.

A second meeting has been held regarding the Illinois Transportation Enhancement Program bicycle trail project. The College is required to do a qualification-based selection process for civil engineering services because federal money is passing through a state agency. The College has an administrative procedure for this process, which mirrors state law and meets the requirements of the Illinois Department of Transportation, which should begin in the next few weeks.

Last month the Board approved the Historical Village project including repairs to the Hunter Cabin. Funds were not budgeted for the alternate project that involved renovations to Purdy School (\$55,000). The Harrison-Bruce Foundation has committed to provide these funds, and the alternate will be added to the Historical Village project.

Comments from President House

President House reported that the annual increase for non-teaching professional staff as established by Board Policy 5220A is determined to be 2.11% for FY19, which is equal to the average faculty increase for the full-time faculty employed for the Fall 2018 semester. The College will move forward with the 2.11% increase for non-teaching professional staff per Board Policy. There were no objections from the Board.

President House announced that Jerry Halstead, former athletic director and head baseball coach, was inducted into the JUCO Baseball Hall of Fame in May.

CONSENT AGENDA

Consent Agenda Item A, Joint Agreement for Dual Credit Educational Cooperation, was pulled from the consent agenda for discussion and separate action (see below).

B. Inter-Fund Loans

President House recommended that the Board of Trustees approve the following inter-fund loans as of June 30, 2018, in accordance with the Illinois Public Community College Act, Illinois Compiled Statutes, Chapter 110, Act 805, Section 3-34:

- 1) Inter-fund loan from the working cash fund to the restricted purposes fund in the amount not to exceed \$700,000.
- 2) Inter-fund loan from the working cash fund to the trust and agency fund in the amount of \$75,000.

C. Transfer of Interest Earned from Working Cash Fund Monies

President House recommended that the Board of Trustees authorize the College treasurer to make the necessary entries to transfer interest earned in the working cash fund through June 30, 2018, in an anticipated amount not to exceed \$93,000, to the educational purposes fund to be used for the general education needs of the College. This transfer is in accordance with Illinois Statutes Chapter 110, Act 805 Section 3-33.6.

D. PHS Fire Alarm Project Bid Award (Appendix IV)

President House recommended that the Board of Trustees approve the award of contract to Keith Martin Electric for the Fire Alarm System Upgrades base bid of \$140,000 plus Alternate #2 at \$74,000, for a total project amount of \$214,000.

E. Approval of FY19 Capital Project List (Appendix V)

President House recommended that the Board of Trustees approve the planned construction/renovation project list for the inclusion of the FY19 budget as presented in Appendix V.

F. RAMP Projects (Appendix VI)

President House recommended that the Board of Trustees approve the FY2020 Resource Allocation and Management Plan as presented in Appendix VI and authorize the administration to submit this document to ICCB and IBHE with appropriate signatures. The projects included in order of preference are:

- 1) Parking Lot A and Adjacent Roadways Resurfacing
- 2) Renovation of Student Services

G. Johnson Controls Service Agreement (Appendix VII)

President House recommended that the Board of Trustees approve the 5-year service contract with Johnson Controls for \$122,987 as presented in Appendix VII.

H. Athletic Insurance Renewal (First Agency)

President House recommended that the Board of Trustees approve the renewal quote for accidental injury coverage for athletes with First Agency for basic coverage and NJCAA endorsed catastrophic coverage for a total premium amount of \$75,417 effective August 1, 2018.

I. Statement of Final Construction Completion

President House recommended that the Board of Trustees approve the Statement of Final Completion for submission to ICCB for the projects listed below.

Project Name	Project Budget	Actual Expenditures
Building H Renovations-ABSE Classroom Upgrades	\$76,296.00	\$60,562.91
Building E Window and EIFS System Repair and Replace	\$406,034.00	\$453,969.28

J. Prevailing Wage Act Requirements (Appendix VIII)

President House recommended that the Board of Trustees approve the Prevailing Wage Act and the Resolution pertaining thereto; and authorize the administration to publish this Resolution and maintain the Resolution and all related documents in the College file as required by statute.

RESOLUTION OF THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #530, COUNTIES OF WILLIAMSON, JACKSON, FRANKLIN, PERRY, AND RANDOLPH, AND STATE OF ILLINOIS ASCERTAINING THE PREVAILING RATE OF WAGES FOR LABORERS, WORKMEN AND MECHANICS EMPLOYED ON PUBLIC WORKS OF SAID COLLEGE

WHEREAS, the State of Illinois has enacted An Act regulating wages of laborers, mechanics, and other workers employed in any public works by the State, county, city, or any public body or any political subdivision or by anyone under contract for public works, approved June 26, 1941, codified as amended, 820 ILCS 130/1 et seq. (1993), formerly Ill. Rev. Stat., Ch. 48, par. 39s-1 et seq. and

WHEREAS, the aforesaid Act requires that the Board of Trustees of Community College District #530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph, and the State of Illinois investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said College employed in performing construction of public works, for said College.

NOW THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #530, COUNTIES OF WILLIAMSON, JACKSON, FRANKLIN, PERRY, AND RANDOLPH, AND THE STATE OF ILLINOIS:

SECTION 1: To the extent and as required by An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, county, city or any public body or any political subdivision or by anyone under contract for public works, approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics, and other workers engaged in construction of public works coming under the jurisdiction of the College is hereby ascertained to be the same as the prevailing rate of wages for construction work in Williamson County area as determined by the Department of Labor of the State of Illinois as determined by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's June determination and apply to any and all public works construction undertaken by the College. The definition of any terms appearing in this Resolution which are also used in aforesaid Act shall be the same as in said Act.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of the College to the extent required by the aforesaid act.

SECTION 3: The Board of Trustees shall publicly post or keep available for inspection by any interested party in the main office of the College this determination or any revisions of such prevailing rate of wage. A copy of this determination or the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

SECTION 4: The Board of Trustees shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The Board Treasurer shall promptly file a certified copy of this Resolution with the Department of Labor of the State of Illinois.

SECTION 6: The Board Treasurer shall cause to be published in a newspaper of general circulation within the area a copy of this Resolution, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

Ray Hancock and Bill Orrill moved and seconded that the Board of Trustees approve Consent Agenda Items B – J as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3726)

Consent Agenda Item A, Joint Agreement for Dual Credit Educational Cooperation, removed for separate discussion and action:

Trustee Becky Borgsmiller inquired about the dual credit educational cooperation agreement. Acting Vice-President Melanie Pecord clarified that this was the first time the College has reviewed an agreement for dual credit students, however current legislation awaiting the Governor’s signature will mandate the College approve these agreements. Per ICCB, the high schools listed below first reached out to JALC, but the College did not offer the requested courses, so they reached out to Rend Lake College. John A. Logan College does not list courses in this agreement because we have not received such a request. Vice-President McCormick clarified that the College would continue to receive equalization for these students. This agreement is course specific and will be reviewed on an annual basis. The general education courses within the curriculum will continue to be provided by John A. Logan College.

A. Joint Agreement for Dual Credit Educational Cooperation (Attachment III)

President House recommended that the Board of Trustees approve the joint agreement, in compliance with the Dual Credit Quality Act (110 ILCS 27), for dual credit educational cooperation with Rend Lake College District #521 for the expressed purpose of providing additional educational programs to the high school students of each district.

Rend Lake College agrees to accept dual credit students from John A. Logan College, District #530, as follows:

High School	Program	RLC Course
DuQuoin High School	CEO	BUSI 1203 Entrepreneurial Skills BUSI 1204 Business Functions
Herrin High School	Architecture	CAD 1201 – Introduction to CAD CAD 1203 – CAD Applications-Architectural
Marion High School	Culinary Arts	CULA 1207 – Culinary Math CULA 1205 – Food Sanitation
West Frankfort High School	Architecture CEO	BUSI 1203 - Entrepreneurial Skills BUSI 1204 – Business Functions CAD 1201 – Introduction to CAD CAD 1203 – CAD Applications-Architecture

No courses are requested by John A. Logan College at this time.

Mandy Little and Bill Orrill moved and seconded that the Board of Trustees approve the joint agreement for dual credit educational cooperation with Rend Lake College, District #521, as presented in Appendix III.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3727)

NEW BUSINESS

A. Lease Document Approval for SIMS Clinic (Appendix IX)

President House recommended that the Board of Trustees approve the five-year lease document as presented in Appendix IX between John A. Logan College (lessor) and the Southern Illinois Medical System (lessee) for the renovation of 2,200 +/- square feet at the Community Health Education Center, pending approval by Southern Illinois Medical System.

Ray Hancock and Mandy Little moved and seconded that the Board of Trustees approve the five-year lease document, pending approval by Southern Illinois Medical System.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3728)

B. SIMS Clinic Bid Award (Appendix X)

President House recommended that the Board of Trustees approve the award of contract for the SIMS Clinic for the base bid of \$281,000, plus Alternate #1 at \$49,500, for a total project cost of \$330,500 to J & L Robinson of Carbondale, IL.

Bill Orrill and Ray Hancock moved and seconded that the Board of Trustees approve the award of contract for a total project cost of \$330,500 to J & L Robinson of Carbondale.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3729)

C. SIU Head Start Agreement (Appendix XI)

President House recommended that the Board of Trustees approve the agreement with SIUC Head Start as presented in Appendix XI, pending final review by College legal counsel.

Ray Hancock and Bill Orrill moved and seconded that the Board of Trustees approve the agreement with SIUC Head Start as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3730)

D. Personnel

Operational Staff

President House recommended that Julie Boles be employed as a part-time, grade II, supply room/copy and print specialist II at John A. Logan College.

President House recommended that Dustin Myers be employed as a full-time, grade III, technology support technician at John A. Logan College.

President House recommended that Kathryn Brandenburg be ratified as a part-time lifeguard at John A. Logan College effective June 11, 2018.

President House recommended that LeeAnn Jones be ratified as a part-time lifeguard at John A. Logan College effective May 16, 2018.

President House recommended that Grace Rigney be ratified as a part-time lifeguard at John A. Logan College effective June 11, 2018.

Mandy Little and Bill Orrill moved and seconded that the Board of Trustees approve the operational staff as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3731)

Full-Time Faculty

President House recommended that Jacob Wayne Griffith be employed as a full-time, tenure-track faculty, agriculture instructor at John A. Logan College effective Fall 2018.

Bill Orrill and Mandy Little moved and seconded that the Board of Trustees approve the full-time faculty as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3732)

President House recommended that Carlyn Zimmermann be employed as full-time, tenure-track faculty, music instructor at John A. Logan College effective Fall 2018.

Mandy Little and Bill Orrill moved and seconded that the Board of Trustees approve the full-time faculty as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3733)

Continuing Education Staff

President House recommended that Karen Brown be ratified as a Building Blocks to Quilting (Ages 9-11) instructor at John A. Logan College effective June 25, 2018.

President House recommended that Michael Dollins be ratified as a Reloading 101 – The Basics instructor at John A. Logan College effective June 25, 2018.

President House recommended that Taunya Fricke be ratified as a Building a Creative Business with Your Own Hands instructor at John A. Logan College effective June 14, 2018.

Mandy Little and Bill Orrill moved and seconded that the Board of Trustees approve the continuing education staff as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3734)

Volunteer Personnel

President House recommended the appointment of volunteers Michelle Ambrosio and Sam Stearns for literacy.

Bill Orrill and Mandy Little moved and seconded that the Board of Trustees approve the volunteer personnel as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3735)

ANNOUNCEMENTS – None.

ADJOURNMENT

Mandy Little and Bill Orrill 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 #16-3736)

The meeting was duly adjourned at 8:11 p.m.

Respectfully submitted: Susan May, Recording Secretary to the Board of Trustees



Jake Rendleman, Acting Chair



Mandy Little, Secretary