

**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 March 28, 2017, commencing at 6:30 p.m.

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

The chair directed the recording secretary to call the roll:

Cheryl Graff	-- present
Jackie Hancock	-- present
Ray Hancock	-- present
Bill Kilquist	-- not present
Glenn Poshard	-- present
Jake Rendleman	-- not present
Christine Lipe	-- present
Don Brewer	-- present

Also present were: Ron House, president; Brad McCormick, vice-president for business services and college facilities; Melanie Pecord, acting vice-president for instruction; John Huffman, College legal counsel; Shannon Woodworth, public relations specialist; Susan May, recording secretary to the board of trustees; and other College personnel.

**INTERACTIVE SESSION WITH THE STUDENT SENATE**

Board Chair Brewer welcomed the John A. Logan College Student Senate officers and their advisor, Adrienne Barkley Giffin, for an interactive session with the Board. Senate officers presented updates on the following activities: Love Logan Day, Springfest, Roll Call Informational Flyers, student videos, and blood drives. Student Senate officers also reported on their collaboration with the Information Technology department to make improvements to the myJALC portal. April is sexual assault awareness month, and the Women's Center will be on campus to hold a presentation for students. Events to raise awareness about the Higher Learning Commission reaccreditation process took place during the fall and spring semesters. Student Senate also sponsored an initiative to distribute letters of encouragement written by John A. Logan College students to high school seniors during tour days. Adrienne Barkley-Giffin thanked the Board for this opportunity and stated that it is a great experience for the students. President House commented that it had been a delight working with the students this year. Board Chair Don Brewer thanked the Student Senate for their service.

Chair Brewer and President House then presented Christine Lipe with a plaque in appreciation for her service as Student Trustee over the past year.

**APPOINTMENT OF SECRETARY PRO TEMPORE**

Chair Don Brewer stated it was necessary to appoint a secretary pro tempore in the absence of Board Secretary Jake Rendleman. Chair Brewer appointed Cheryl Graff to serve as secretary pro tempore.

Jackie Hancock and Glenn Poshard moved and seconded approval of the appointment of Trustee Cheryl Graff as secretary pro tempore.

Upon roll call, all members voted present voted yes. Motion carried.  
(Resolution #16-3489)

**MINUTES OF THE PUBLIC HEARING AND REGULAR FEBRUARY BOARD MEETING**

Minutes of the public hearing and the regular meeting of February 28, 2017, were previously distributed.

Cheryl Graff and Jackie Hancock moved and seconded approval of the minutes of the public hearing and regular meeting of February 28, 2017.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3490)

**TREASURER’S AND FINANCIAL REPORT (Appendix I)**

The treasurer’s and financial report for the period ending January 31, 2017, was previously distributed.

Glenn Poshard and Ray Hancock moved and seconded approval of the treasurer’s and financial report for the period ending January 31, 2017.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3491)

**EXPENDITURE LIST (Appendix II)**

The expenditure list for the period ending February 28, 2017, was previously distributed.

Ray Hancock and Cheryl Graff moved and seconded approval of the expenditure list for the period ending February 28, 2017.

Upon roll call, all members presented voted yes. Motion carried.  
(Resolution #16-3492)

**RECOGNITION OF GUESTS**

None.

## **OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS**

Emeritus faculty Barbara James spoke about the importance of retention work on campus and shared some national statistics on retention. Trustee Cheryl Graff asked if these retention numbers differentiated between community college students desiring to acquire a particular skill versus community college students attending to complete an associate degree. Ms. James could not recall such a distinction being made. Trustee Ray Hancock stated that there had been a national push to increase retention for years. However, many students enroll in community college courses for purposes aside from earning a degree.

Emeritus faculty Gary Caldwell inquired about the upcoming Higher Learning Commission team visit. Ms. Percord reported that she and President House have been working with the team chair to finalize the schedule for the visit which, will be shared at a campus-wide meeting and made available to the public before the visit.

## **BOARD OF TRUSTEES REPORTS**

### **A. Comments by Board Chair**

Board Chair Don Brewer stated he would give a brief report at the next board meeting including information from the Illinois Community College Trustees Association.

### **B. Awards and Naming Facilities Committee** – No report.

### **C. Illinois Community College Trustees Association (ICCTA)**

Trustee Jackie Hancock reported that ICCTA Trustee Roundtable participants discussed recent college layoffs and reductions-in-force at the March meeting in Palatine. Several Senate bills were presented including a two-year statewide property tax freeze, public pension reform, bachelor of science in nursing degrees offered through community colleges, immigration safe zones, and term limits for school board and community college board members. One hundred and five seats will be open in the April 4<sup>th</sup> election for trustees in Illinois. Ms. Hancock stated that she was one of three retiring trustees acknowledged at the March meeting. The next meeting is scheduled for April 26, and the Annual Convention will be held in June. Ms. Hancock stated that she has enjoyed serving on the Diversity Committee at ICCTA and being part of the ICCTA award system.

### **D. John A. Logan College Foundation** – No report.

### **E. Employment Services Committee** – No report.

**F. Athletics Advisory Committee**

Board Chair Don Brewer commented that the Board has advocated for the recruitment of local athletes for many years. The Athletic Department has experienced budget cuts this past year, and athletic housing will no longer be funded by the College beginning Fall 2017.

**G. Diversity Committee**

Trustee Jackie Hancock reported that the committee hosted a panel discussion of women in labor and business during National Women's History Month. A World, Music, and Food Day including music entertainment, ethnic food booths, and displays from other countries is scheduled for April 19. Ms. Hancock stated that she would personally have a display on the country of Jordan.

**H. Building, Grounds and Safety Committee – No Report.**

**I. Board Policy Committee**

Trustee Ray Hancock reported that a meeting is scheduled in April to review a new Fraud and Abuse policy.

**J. Budget and Finance Committee – No report.**

**K. Integrated Technology Committee**

Trustee Jackie Hancock stated that the Integrated Technology Committee voted at their last meeting to accept the JALC Information Security Plan.

**L. Student Trustee**

Student Trustee Christine Lipe reported that the Community Band and Orchestra Spring Concert is scheduled for April 23. Ms. Lipe thanked the Board for being very welcoming and kind to her during her service as Student Trustee over the past year.

**GROUP/ASSOCIATION REPORTS**

**A. Faculty Association Report**

Association representative Keith Krapf reported that the Association and administration had met for an impact bargaining session this spring and collective bargaining will begin in April.

**B. Term Faculty Association Report**

Association President Stephen Constantine reported the Association had a very successful meeting with administration.

**C. Logan Operational Staff Association Report (LOSA)**

LOSA President Tracie Zoller congratulated Chair Don Brewer on behalf of the Association for his many years of service to the College.

**OFFICERS' REPORTS**

**A. Higher Learning Commission Update**

Acting Vice-President Melanie Pecord reported that the HLC Team members have been reviewing the Assurance document and are working on a schedule for the team visit in April.

**B. Student Services Update**

Ms. Pecord reported the Student Services Team visits with the district high schools have been very positive. Advisement for summer and fall is underway, and high school seniors will be welcomed during campus visits in April. Last year, approximately 47 percent of District high school seniors were recruited. Other activities this spring include Discovery Days, High School Business Contest and Writing Contest.

**CONSENT AGENDA**

**A. Student Trustee Election**

President House recommended that the Board of Trustees officially approve the results listed below of the March 8, 2017, election for a student member to the John A. Logan College Board of Trustees for 2017-2018; declare Timothy McDaniel the winner of the election; and authorize the seating of Mr. McDaniel at the April board meeting for a one-year term.

<u>Candidate</u>	<u>Number of Votes</u>
<b>Timothy McDaniel</b>	<b>31</b>
Aaron Wright	5
Samuel Ramirez	2
Sofia Ramirez	2
Brian Aaron	1
Ethan Ashby	1
Courtney Haseker Deaton	1
Mandy Little	1
Emily Rath	1
Brandon Robinson	1
"None"	<u>12</u>
<b>TOTAL VOTES CAST</b>	<b>58</b>

**B. EIFS and Window Replacement Bid Award (Appendix III)**

President House recommended that the Board of Trustees approve the administration's recommendation to award the base bid plus Alternates 1 and 2 for the PHS project to replace exterior surfaces and windows along "Old E-Wing," and to provide other weather sealing repairs in "New E-Wing" to Fager-McGee Commercial Construction Incorporated for the total amount of \$390,500.

**C. ACH Origination Agreement (Appendix IV)**

President House recommended that the Board of Trustees authorize the administration to accept the Corporate Banking Resolution and enter into an ACH Origination Agreement with Du Quoin State Bank.

Ray Hancock and Glenn Poshard moved and seconded that the Board of Trustees approve consent agenda items A, B, and C.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3493)

**NEW BUSINESS**

Vice-President for Business Services and College Facilities Brad McCormick reported that the resolution presented in Item A represented a combination of the issuance of the working cash fund bonds up to \$5.5 million and an additional \$15 million dollars to refund prior bonds that were issued in 2007. The resolution in Item B allows for the money for the refunding to be placed in an escrow account that can be used to pay off the 2007-issued bonds as they mature. Trustee Ray Hancock stated that this is good for the taxpayers. Mr. McCormick confirmed that this action accomplishes the goal of keeping the tax levy from increasing beyond what is already set. This action also allows the College to refund existing bonds issued in 2007 at a lower interest rate, use the savings from the lower interest, and change the amortization schedule, so the taxpayers do not pay a higher tax levy.

**A. RESOLUTION providing for the issue of not to exceed \$20,500,000 General Obligation Bonds of the District for the purposes of increasing the working cash fund and refunding certain outstanding bonds of the District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchasers thereof (Appendix V).**

Cheryl Graff and Glenn Poshard moved and seconded that the Board of Trustees approve the resolution providing for the issuance of General Obligation Bonds as presented in Appendix V.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-3494)

- B. RESOLUTION authorizing and directing the execution of an Escrow Agreement in connection with the issue of General Obligation Refunding Bonds of the District (Appendix VI).**

Glenn Poshard and Cheryl Graff moved and seconded that the Board of Trustees approve the resolution directing the execution of an Escrow Agreement as presented in Appendix VI.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-3495)

- C. Organizational Meeting of Board of Trustees**

Jackie Hancock and Cheryl Graff moved and seconded that the Board of Trustees set the date and time for its organizational meeting at 6:30 p.m. on Tuesday, April 25, 2017; and that the administration be authorized to post the proper public notice.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3496)

In fulfilling the obligations of the chair according to Board Policy, Board Chair Don Brewer appointed Jake Rendleman and Glenn Poshard to the Nominating Committee for the election of board officers.

- D. Health Information Technology Program**

President House recommended that this item be tabled until additional information is available.

- E. Personnel**

**Operational Staff**

President House recommended that Jovita Alcaraz be employed as a full-time, grade III, early childhood specialist III at John A. Logan College.

Ray Hancock and Cheryl Graff moved and seconded that the Board of Trustees approve the operational staff as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3497)

**Non-Teaching Professional Staff**

President House recommended that Therese Cain be ratified as a part-time, preschool lead teacher substitute effective March 1, 2017.

President House recommended that Cheryl McCann be ratified as a part-time, preschool lead teacher substitute effective March 1, 2017.

Cheryl Graff and Jackie Hancock moved and seconded that the Board of Trustees approve the non-teaching professional staff as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3498)

### **Full-Time Faculty**

President House recommended that Kristin Yosanovich be employed as full-time, tenure-track faculty, nursing instructor, effective Fall 2017.

Glenn Poshard and Ray Hancock moved and seconded that the Board of Trustees approve the full-time faculty hire as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3499)

President House recommended that the following full-time, tenured faculty members be offered contracts for the 2017-2018 academic year:

<b><u>Employee</u></b>	<b><u>Full-Time Start Date</u></b>
Nathan Arnett	08/15/02
Jane Bryant	08/19/04
Thomas Chandler	08/14/08
William Connell	01/12/09
Sheri Cook	08/16/07
Nancy Crowell	08/14/08
Max Damron	08/17/06
Joseph Dethrow	08/18/05
Richard Deutsch	08/14/03
Eric Ebersohl	08/17/87
James Elliott	08/18/05
Robert English	08/20/92
Donna Ford	08/15/96
Jo Forer	08/18/94
Matt Garrison	08/18/05
Maudie Graham	08/16/01
James Gundlach	08/18/94
Heather Hampson	08/16/07
Pamala Hays	08/18/94
Lora Hines	08/18/94
Julie Horecker	08/17/95
Jennifer Jeter	08/16/07
Denis Junge	08/22/89
Pamela Karns	02/01/00
Kathi Kibler	08/19/99
Perry Knop	01/19/93

<u>Employee</u>	<u>Full-Time Start Date</u>
Mikeal Kos	08/20/09
Keith Krapf	08/19/91
Richard LaSalle	08/19/10
Valerie Newberry	01/03/00
Denise Orrill	08/16/07
Martha Peebles	08/15/13
Debra Russell	08/14/08
Mikolaj Sawicki	08/19/93
Robyn Stevens	08/19/04
Jason Stutes	08/16/07
Jason Tanner	08/16/07
Cheryl Thomas	08/17/06
Marilyn Toliver	08/20/92
Sue Trammell	08/16/01
Drew Tucker	01/14/08
Greg Walker	08/17/00

Cheryl Graff and Ray Hancock moved and seconded that the Board of Trustees approve the full-time tenured faculty contracts for the 2017-2018 academic year as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3500)

President House recommended that the following full-time, non-tenured faculty members who have not completed three years of employment with John A. Logan College, but have been evaluated positively, be offered one year, non-tenured contracts for the 2017-2018 academic year:

<u>Employee</u>	<u>Full-Time Start Date</u>
George Bricker	08/19/15
Christine Froemling	08/19/15
Erin McGuire	08/17/15
Robert McKenzie	08/17/16
Terri Pursell	01/11/17
Kylee Williams	01/12/16

Ray Hancock and Jackie Hancock moved and seconded that the Board of Trustees approve the full-time non-tenured faculty contracts for the 2017-2018 academic year as presented.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3501)

President House recommended that the following full-time, non-tenured faculty members who have completed three years of satisfactory, full-time employment with John A. Logan College be re-employed and awarded tenure for the 2017-2018 academic year:

<u>Employee</u>	<u>Full-Time Start Date</u>
Robert Craig	08/18/14
Jason McFarland	08/18/14
Valarie Shaw	08/18/14

Cheryl Graff and Glenn Poshard moved and seconded that the Board of Trustees approve the full-time non-tenured faculty contracts and award tenure for the 2017-2018 academic year as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3502)

President House recommended that the following 12-month, full-time, tenured faculty member be offered a contract for the 2017-2018 academic year:

<u>Employee</u>	<u>Full-Time Start Date</u>
Adam Rubin	07/01/08

Glenn Poshard and Ray Hancock moved and seconded that the Board of Trustees approve the 12-month full-time tenured faculty contract for the 2017-2018 academic year as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3503)

### **Term Faculty**

President House recommended that Keith Kendrick be ratified as a part-time instructor of auto service technology effective March 8, 2017.

Cheryl Graff and Glenn Poshard moved and seconded that the Board of Trustees approve the term faculty as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3504)

### **Part-Time Grant Faculty**

President House recommended that Ricardo Corcho be ratified as a part-time adult secondary education instructor effective March 13, 2017.

President House recommended that Johanna Haas be ratified as a part-time ABE/GED instructor effective February 9, 2017.

Ray Hancock and Glenn Poshard moved and seconded that the Board of Trustees approve the part-time grant faculty as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3505)

### **ANNOUNCEMENTS**

Trustee Jackie Hancock stated that it has been an honor to serve as trustee over the past several years. It has been a learning experience to be in the classrooms, talk to the staff and students, and be a part of this team. She has enjoyed serving on various committees and representing John A. Logan College at the Illinois Community College Trustees Association meetings.

### **ADJOURNMENT**

Cheryl Graff and Glenn Poshard moved a 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 #16-3506).

The meeting was duly adjourned at 7:21 p.m.

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

Don Brewer, Chair

Jake Rendleman, Secretary