

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 July 25, 2017, commencing at 7:00 p.m.

The meeting was called to order by Board Chair Bill Kilquist.

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

Rebecca Borgsmiller	-- present
Cheryl Graff	-- not present
Ray Hancock	-- present
Mandy Little	-- present
Glenn Poshard	-- present
Jake Rendleman	-- present
Timothy McDaniel	-- present
Bill Kilquist	-- present

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

Chair Kilquist led the Board in the Pledge of Allegiance.

MINUTES OF THE PUBLIC HEARING AND REGULAR JUNE BOARD MEETING

Minutes of the public hearing and regular meeting of June 27, 2017 were previously distributed. Trustee Jake Rendleman requested that a correction be made to the minutes of the regular meeting under the Foundation Report.

Ray Hancock and Mandy Little moved and seconded approval of the minutes of the public hearing and regular meeting of June 27, 2017, with the noted correction.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3558)

TREASURER'S AND FINANCIAL REPORT

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

Jake Rendleman and Glenn Poshard moved and seconded approval of the Treasurer's and Financial Report for the period ending May 31, 2017.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3559)

EXPENDITURE LIST

The expenditure list for the period ending June 30, 2017 was previously distributed.

Jake Rendleman and Ray Hancock moved and seconded approval of the Expenditure List for the period ending June 30, 2017.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-3560)

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**

Chair Bill Kilquist reported that the 1st Annual John A. Logan College Softball Golf Tournament will be held at Keller's Crossing on August 4, 2017.

C. **Building, Grounds and Safety Committee** – No report.

D. **Board Policy Committee**

Trustee Ray Hancock reported that the Board Policy Committee met on July 24, 2017, to review a proposed new policy and revisions to several existing policies. Recommendations will be submitted for first reading in August.

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

F. **Integrated Technology Committee**

Trustee Becky Borgsmiller reported that the Integrated Technology Committee is scheduled to meet on for September 6, 2017.

G. Student Trustee

Student Trustee Timothy McDaniel reported that the John A. Logan College Community Band will present a Summer Pops Concert in O'Neil Auditorium on July 30th.

H. John A Logan College Foundation Report

Trustee Jake Rendleman reported that the Foundation raised \$18,500 from the Black Diamond Harley Davidson summer concert fundraiser. Foundation Director Staci Shafer is collaborating with Black Diamond regarding another concert fundraiser in October.

The 40th Annual JALC Foundation US Bank Golf Classic is set for Friday, August 11, at Crab Orchard Golf Course in Carterville. Sponsorships from Southern Illinois Healthcare and Architechniques will provide a beverage insulator and golf towel for each golfer.

A 50th Anniversary Celebration dinner is being planned for Friday, November 3, 2017. The dinner will provide an opportunity to celebrate John A. Logan College and the milestones reached throughout the years. Information regarding additional events planned for Saturday, November 4, will be forthcoming.

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

Faculty Association President Richard Deutsch reported that contract bargaining is ongoing and thanked the Impact Bargaining Team for their work on behalf of the RIF'd faculty.

B. Term Faculty Association Report – No report.

C. Logan Operational Staff Association Report – No report.

OFFICERS' REPORTS

A. HLC Final Report

Vice-President Melanie Pecord reported that the College received the final report from the Higher Learning Commission (HLC). HLC will submit this report to the Institutional Actions Council (IAC) in September for recommendation of reaffirmation. A copy of the report has been sent to College employees and will be available on the College's website next week. Ms. Pecord expressed her appreciation to all of the individuals that put their time and effort into this reaffirmation process. Trustee Glenn Poshard congratulated President House for this exceptional report.

B. Diversity Report

Ms. Pecord reported that the Illinois Community College Diversity Commission was recently approved by the ICCCA and will have their first meeting in November. The Diversity and Inclusion Office also

continues to reach out to underrepresented and minority students' to assist with their transition to college.

C. Information Security Annual Report

Vice-President Brad McCormick introduced R. J. Sussman, director of IT policy, resources and communications, to present the annual Information Security Report as required by Board Policy 3367, Identity Theft Policy and Prevention Program. Mr. Sussman emphasized the importance of information security and summarized both direct and indirect costs associated with a data breach. He addressed three aspects of data security including the Information Security Plan (ISP), Payment Card Industry Data Security Standard Compliance (PCI DSS) and Identify Theft Prevention.

The first version of the College's Information Security Plan was approved by the Integrated Technology Committee in March 2017. This plan, mandated by the Gramm-Leach-Bliley Act (GLBA), is necessary for the College's participation in federal financial aid programs and outlines processes to guard against identify theft, malware, hacking, and other security threats. A copy of the Information Security Plan was provided to the Board.

The College is in the process of evaluating new payment processing service providers. The number one requirement in a new provider is that all cardholder data be encrypted with card readers. Possible implementation dates, based on cyclical billing and payment activity, are November 2017 or April 2018.

Identify Theft Prevention Training, which has been mandatory for all student workers since 2010, will be mandatory for all College employees on an annual basis in accordance with Red Flag Rules. Module 1 of the Information Security/Identify Theft Prevention Training will be conducted on August 15th, and made available for employees through the Desire2Learn platform.

D. Treasurer's Report

Vice-President Brad McCormick presented information depicting the impact of the governor's veto override on the FY2018 budget. The override included some funding allocated for FY2017, which will impact the beginning balance of the FY2018 proposed tentative budget. Mr. McCormick discussed the net change to the supplemental revenue and surplus/deficit in the operating and auxiliary funds for FY2017 and FY2018. Mr. McCormick also provided a historical perspective of state revenue funding in comparison to the College's highest state-revenue year (FY2010), and discussed the steady decline in state revenue received in the last eight fiscal years.

E. Comments from President Ron House

President House commended everyone for the hard work that went into the Higher Learning Commission reaffirmation and stated that collectively, each employee of the College had a role in the preparation for the visit at some level.

President House also stated that while he is pleased with the revenue allocation from the state, he is also aware that this budget will do very little to offset the funding lost over the last two fiscal years. He noted that the College remains in a strong cost-saving mode and continues to look at additional cost-saving measures and ways to generate more revenue.

CONSENT AGENDA

A. Award Contract for Baseball Complex Renovations

President House recommended that the Board of Trustees award the contract for the baseball complex renovations for the base bid, plus alternates #1 and #4, to ATG – Ram Industries, LLC as the lowest responsible bidder in the amount of \$335,300.

B. Award of Building Automation System (BAS) Control Replacement Project - Protection, Health, and Safety Funds (Appendix III)

President Ron House recommended that the Board of Trustees award the general contract to Brown Electric, Inc. of Goreville, Illinois, in the amount of \$103,704; and accept the proposal from Johnson Controls, Inc. for sole-source controls in the amount of \$219,347; to include control systems for this project at a total cost of \$323,051.

C. Approval of Service Contract for Johnson Controls, Inc.

President Ron House recommended that the Board of Trustees approve a five-year service contract under unit pricing in the Building Automation System control replacement project in the amount of \$186,240, to be paid across years two through six (five-year period) following project completion.

D. EnerNOC Energy Procurement Services and Energy Intelligence Software (Appendix IV)

President House recommended that the Board of Trustees approve the three-year agreement provided in Appendix IV with EnerNOC for energy procurement services and the use of the Energy Intelligence Software.

E. Tuition and Fee Certification for ICCB (Appendix V)

President House recommended that the Board of Trustees approve and certify the tuition rates for the 2017-2018 year with the Illinois Community College Board as shown in Appendix V.

F. Approval of Partnership Agreement with VisitSI for Southern Illinois Hunting & Fishing Days (Appendix VI)

President House recommended that the Board of Trustees approve the partnership agreement with VisitSI for the 2018 Southern Illinois Hunting and Fishing Day event as presented in Appendix VI.

G. Renewal for Insurance Package

President House recommended that the Board of Trustees authorize the administration to finalize the College's general lines of insurance package that is up for renewal on August 15, 2017, without reduction in coverage as presented by Assured Partners NL, in an amount not to exceed an aggregate premium of \$455,397, which represents a minimum of 10% decrease.

Jake Rendleman and Ray Hancock moved and seconded that the Board of Trustees approve all items on the Consent Agenda as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3561)

PERSONNEL

Operational Staff

President House recommended that Emaleigh Brock be ratified as a part-time lifeguard at John A. Logan College effective July 1, 2017.

President House recommended that Cole Landon be ratified as a part-time lifeguard at John A. Logan College effective July 1, 2017.

President House recommended that Erika Riley be ratified as a part-time lifeguard at John A. Logan College effective July 16, 2017.

Jake Rendleman and Ray Hancock moved and seconded the approval of the Operational Staff as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3562)

Non-Teaching Professional Staff

President House recommended that Kara Gilbert be employed as a full-time, grade IV, staff accountant.

Mandy Little and Ray Hancock moved and seconded the approval of Kara Gilbert as full-time, grade IV, staff accountant.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3563)

Full-Time Faculty

President House recommended that Bart Pulliam be employed as a full-time, tenure track faculty, construction management instructor at John A. Logan College effective Fall 2017.

Glenn Poshard and Jake Rendleman moved and seconded the approval of Bart Pulliam as a full-time, tenure-track faculty for construction management effective Fall 2017.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3564)

Recall of RID'd Faculty

President House recommended that the following tenured faculty be recalled for the Fall 2017 semester:

Cheryl Barrall – Education
Nikki Borrenpohl – English
David Cochran – History

Mandy Little and Glenn Poshard moved and seconded the approved of the recall of RIF'd faculty for Fall 2017 semester as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3565)

Continuing Education Staff

President House recommended that Sandra Burroughs be ratified as a CPR instructor at John A. Logan College effective July 1, 2017.

President House recommended that Brenda Mummert be employed as a CPR instructor at John A. Logan College effective August 1, 2017.

President House recommended that Catriona Reddington be ratified as a Private Swim Lessons instructor at John A. Logan College effective July 1, 2017.

President House recommended that John Reeder be employed as an e-Bay – Tricks of the Trade instructor at John A. Logan College effective September 6, 2017.

Jake Rendleman and Ray Hancock moved and seconded the approval of the Continuing Education staff as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3566)

Part-Time Grant Faculty

President House recommended that Lisa Davison be ratified as a part-time ABE/GED instructor for the Alongi Du Quoin Extension Center effective July 5, 2017.

Jake Rendleman and Ray Hancock moved and seconded the approval of the part-time grant faculty as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3567)

ANNOUNCEMENTS – None.

ADJOURNMENT

Jake Rendleman and Mandy Little moved and seconded that the regular meeting of the John A. Logan College Board of Trustees be adjourned.

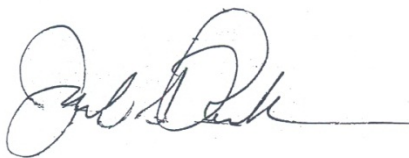
A voice vote showed all in favor. Motion carried.
(Resolution #16-3568)

The meeting was duly adjourned at 8:05 p.m.

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

Handwritten signature of William J. Kilquist in cursive script.

William Kilquist, Board Chair

Handwritten signature of Jake Rendleman in cursive script.

Jake Rendleman, Board Secretary