

**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 March 25, 2014, commencing at 6:30 p.m.

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

The chair directed the recording secretary to call the roll:

Donald L. Brewer	--	absent for roll call
Mike Hopkins	--	present
Bill Kilquist	--	present
Jackie Hancock	--	present
Cheryl Graff	--	absent
John Sanders	--	present
Kayla Malone	--	present
Jake Rendleman	--	absent

Also present were: Mike Dreith, President; Brad McCormick, Vice-President for Business Services and College Facilities; Tim Daugherty, Vice-President for Administration; Deborah Payne, Vice-President for Instruction; John Huffman, College Legal Counsel; Steve O'Keefe, Director of College Relations; Donna Glodjo, Recording Secretary to the Board of Trustees; and other College personnel.

Ms. Hancock led the Pledge of Allegiance.

**INTERACTIVE SESSION WITH JOHN A. LOGAN COLLEGE STUDENT SENATE**

Acting Board Chair Hancock welcomed the John A. Logan College Student Senate officers and their advisor, Adrienne Barkley Giffin. Ms. Barkley Giffin thanked the board for starting their meeting early to accommodate the meeting with the Student Senate. Following introductions, she reported that in addition to leadership skills learned from various projects, the Student Senate members had attended a Leadership Conference in November. She then asked each officer to share an update on the projects they had been leading. The Course Resources group reported on a project to consolidate all information students would need for a class into one online teacher profile. A visual of a sample profile was presented. Regarding the topic of Cafeteria Prices, a meeting had been held with Chartwells which resulted in an agreement to implement a meal plan for students. Chartwells also offered a "happy hour" concept with reduced prices during a specific time period. A report on Service Projects indicated the Angel Tree project and the Thanksgiving Food Drive were very successful with excellent participation; a successful voter registration drive was held; and a blood drive is planned. The group in charge of Student Involvement on Campus is working on a project to post current and upcoming events in visible locations. The upcoming Springfest event will involve student clubs interacting with students through fun and informative activities. The Marketing Committee has created an "elevator speech" to tell students about the Student Senate and its function. A promotional video is being planned, and finals survival kits will be passed out during finals week. Student Trustee Kayla Malone stated she is on the Outreach Committee of the ICCB Student Advisory Committee, and that group has sponsored an

"Imagine Illinois" project. As part of that project, JALC students spent a Saturday morning at Barnes and Noble reading to children. A news clip featuring this event and Ms. Malone on WSIL Channel 3 was played for the board. The Student Senate concluded their meeting by announcing they were donating \$50.00 from their account to the American Association of Women in Community College's Change Scholarship in honor of the retirement of Dr. Deborah Payne. They also announced a \$50.00 donation to the Administrative Services Scholarship in honor of the retirement of Dr. Tim Daugherty. The students expressed their appreciation to both vice-presidents. The group also expressed appreciation for President Mike Dreith and his involvement and support of the Student Senate, student events, and all JALC students. President Dreith expressed his appreciation for the student input he receives, calling it mutually beneficial.

Acting Chair Hancock congratulated Kayla Malone on her perfect attendance award from the ICCB SAC. Ms. Hancock said she had attended the ICCB SAC banquet in Springfield and commented on the quality of the participating students.

Trustee Kilquist complimented the group on their efforts, saying he was very impressed.

Trustee Don Brewer arrived at 6:50 p.m.

#### **MINUTES OF THE FEBRUARY BOARD MEETING**

The minutes of the February 25, 2014 regular board meeting were previously distributed.

Mike Hopkins and Bill Kilquist moved and seconded approval of the minutes of the February 25, 2014 regular board meeting.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2999)

#### **TREASURER'S AND FINANCIAL REPORT (Appendix I)**

The treasurer's and financial report for the period ending January 31, 2014 was previously mailed.

Don Brewer and Bill Kilquist moved and seconded approval of the treasurer's and financial report for the period ending January 31, 2014.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3000)

#### **EXPENDITURE LIST (Appendix II)**

The expenditure list for the period ending February 28, 2014 was previously mailed.

Mike Hopkins and Bill Kilquist moved and seconded approval of the expenditure list for the period ending February 28, 2014.

Upon roll call, all members voted yes. Motion carried.  
(Resolution #16-3001)

## **RECOGNITION OF GUESTS**

Acting Chair Hancock welcomed back LOSA representative Frances Cobb.

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

None.

## **BOARD OF TRUSTEES REPORTS**

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

Acting Chair Jackie Hancock reported Dr. Jason Tanner, business professor, received the Post-Secondary Business Teacher Distinguished Service Award from the North Central Business Education Association. She shared positive comments she had heard regarding JALC's nursing program and JALC's music students. Ms. Hancock stated that the Continuing Education Department is now in charge of the Intergenerational Conference and complimented Dr. Barry Hancock and Emily Henson on an outstanding conference held recently. She also reported receiving excellent reports on the recent play, *Picasso*, and congratulated the actors and Director Mike Seagle.

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

Ms. Hancock reported main issues of concern at the recent ICCTA meeting were the FY 2015 budget, declining enrollments, and the wave of retirements. She reported all Illinois community colleges were represented at the Pension Reform Seminar. Ms. Hancock reported on the Reel Illinois project and on the ICCTA Awards process. She serves on the awards selection committee. Ms. Hancock reported that in an effort to save money, the ICCTA meeting normally held in November will be combined with the ACCT meeting in Chicago in October.

### **C. Southeast Region Trustees (SERT)**

Trustee Mike Hopkins reported the next Southeast Region Trustees meeting will be April 24 in the Robert L. Mees Village Centre.

### **D. John A. Logan College Foundation**

Ms. Hancock reported the Foundation Executive Committee had met and discussed scholarships and the upcoming kick-off for the President's Circle project.

### **E. Association of Community College Trustees (ACCT)**

No report.

### **F. Hiring Committee**

No report.

**G. Human Resources Committee**

No report.

**H. Athletic Advisory Committee**

There was no report from the committee, but Trustee Don Brewer stated the committee plans to meet one more time before Dr. Daugherty retires.

**I. Developmental Education Committee**

No report.

**J. Nursing Committee**

No report.

**K. Diversity Committee**

Ms. Hancock reported the next program sponsored by the Office of Diversity and Inclusion will address autism in our society.

**L. Board Building Committee**

Trustee Bill Kilquist reported an open house will be held for the new Campus Police facility on April 9.

**M. Board Policy Committee**

No report.

**N. Board Finance Committee**

No report.

**O. Campus Safety Committee**

No report.

**P. Awards and Naming Facilities Committee**

No report.

**Q. Student Trustee**

Student Trustee Kayla Malone thanked Jackie Hancock for attending the ICCB SAC banquet in Springfield. She reported on the Imagine Illinois project, an externship on leadership skills, and upcoming events at the College. She reported the College Scholar Bowl won regionals and will be

competing at the state level. The All-Illinois Academic Team banquet will be held April 1, and Ms. Malone and Anna Buetow will be honored.

## **GROUP/ASSOCIATION REPORTS**

### **A. Faculty Association Report**

Faculty member Jane Bryant thanked Vice-President Deborah Payne for working with the faculty both as dean and vice-president over the past several years and said she will be missed. Dr. Bryant thanked the board and administration for support of Model Illinois Government, reporting they had another outstanding year in Springfield. She expressed appreciation to instructor Mark Rogers for his work with Yoda Club and computer forensics. She reported that as a result of an award she received from the Center for Excellence, she and Mark Rogers had attended a Lilly Conference last fall. They brought back ideas on faculty learning communities and hope to get this going on campus in the fall. She noted this will work well with assessment and accreditation. Dr. Bryant complimented Clay Brewer and the Human Resources Staff for their assistance with a recent hiring process in the social science department.

### **B. Term Faculty Association Report**

Term Faculty Association representative Charles Rudolph stated they will miss the two retiring vice-presidents.

### **C. Logan Operational Staff Association Report**

LOSA representative Vicki Kelly congratulated Dr. Daugherty and Dr. Payne on their retirements.

## **OFFICERS' REPORTS**

### **A. Instructional Services Updates**

Vice-President for Instruction Deb Payne reported on the Closing the Gap conference held on campus on March 21, stating that over 300 teachers attended. This a collaborative effort with the PreK-20 Southern Illinois Education Alliance.

Dr. Payne reported meetings on dual credit are ongoing with the Carterville and Johnston City school districts. She reported on a grant project being discussed with Carterville schools. She complimented Mark Rogers and the Yoda Club on their successful computer tune-ups and other efforts they are involved in to raise funds for a forensics conference. Welding instructor Max Damron and the American Welding Society chapter are hosting a car show to honor the military on April 26, and proceeds will go to the Fisher House Foundation to benefit military families. Dr. Payne reported on a JALC student who has been granted a research grant for the summer, and distributed a handout giving the board an overview of grant activity at the College. She stated that new Dean Cindy Johnson has been working with offices that do institutional research, grants, assessment, and quality assurance to begin the transition into institution effectiveness. Remodeling will hopefully be done over the summer to create an office suite.

**B. Logan First in State in Enrollment**

President Dreith distributed a summary of spring headcount enrollments from the ICCB. He stated that while we are very pleased that John A. Logan College had the highest enrollment increase, that information is tempered with the fact that we are at 2,003 credit hours and noted there is work to be done.

**C. Retirement Wave in Illinois**

President Dreith spoke briefly about the retirement wave in Illinois. He referred to a report indicating the University of Illinois alone was expected to have 3,000 retirements. Dr. Dreith said the State Universities Retirement System has only 16 counselors and is being inundated with requests for information and consultations. He said John A. Logan College will be experiencing several retirements – some in very significant positions. He noted that this, combined with a proposed 13% cut in funding, could create a difficult situation. President Dreith stated we have to be very careful to evaluate each position coming open to see if there are reorganizations that would help save money.

President Dreith reported he and the vice-presidents had discussed formulation of a new Sustainable Financial Plan, using similar processes from the last Sustainable Financial Plan to look at all areas for possible cost cuts.

**D. Possible Dates for Dedication of Batteau Portrait**

President Dreith presented some possible dates to the board for dedication of the Bill Batteau portrait. After a brief discussion, there was a consensus that April 17 at 4:00 p.m. would be best.

**E. Student Learning Outcomes**

Vice-President Payne distributed copies of proposed new student learning outcomes which would replace the old general education goals. She stated these have been approved by College Council and are being given to the Board of Trustees for its perusal. They will appear on the agenda for board action at the next board meeting.

**CONSENT AGENDA**

Trustee Don Brewer requested that Item C on the Closed Session Agenda – Consideration of Title Change for Vice-President for Administration to Vice-President for Student Affairs and Community Education be pulled from the Closed Session Agenda and voted on separately.

**A. Waiver of Retirement Notification Requirements in Board Policies**

President Dreith recommended that the Board of Trustees waive retirement notification requirements in board policies through May 31, 2014 for Non-Teaching Professional and Non-Union Operational Staff, and approve waiver of notification requirements in collective bargaining agreements through May 31, 2014 if recommended by the administration, approved by the collective bargaining association, and reviewed and approved by College legal counsel.

**B. Student Trustee Election**

President Dreith recommended that the Board of Trustees officially approve the results of the March 5, 2014, election for a student member to the John A. Logan College Board of Trustees for 2014-2015 as listed below; declare Kayla Malone the winner of the election; and seat Ms. Malone for her second term on the Board of Trustees at the April board meeting. The election results were as follows:

<u>Candidate</u>	<u>Number of Votes</u>
Kayla Malone	33
Write-In Votes:	
Thomas Smith	1
Samantha Luecking	1
Jared Daugherty	<u>1</u>
Total Ballots Cast	36

The Board Chair called for a vote on Items A and B on the Closed Session agenda.

John Sanders and Mike Hopkins moved and seconded that the Board of Trustees approve Items A and B on the Closed Session agenda as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3002)

ITEM C (*Removed from Closed Session Agenda*):

**Consideration of Title Change for Vice-President for Administration to Vice-President for Student Affairs and Community Education**

President Dreith stated that in an effort to better clarify the duties and areas of responsibility of the job currently held by Dr. Daugherty, the administration is recommending the position title be changed from Vice- President for Administration to Vice-President for Student Affairs and Community Education.

Trustee Don Brewer stated he would like to know exactly what this means. He said he feels the current title states that it is the administration and this position becomes the acting president in the absence of the president. He felt the current title is appropriate and asked why the change is being considered. President Dreith stated that people outside the college believe the title Vice-President for Administration to be over finance, facilities, and human resources, noting this is the way it is at most colleges. He said the administration feels it makes sense for the title to reflect what the position actually does – which is overseeing the entire student services area along with workforce and community education. Dr. Dreith said he feels this will avoid much confusion as the College advertises this position. He noted the job description is basically the same and still calls for this position to be the No. 2 position as far as becoming acting president in the president’s absence. Trustee Brewer said he doesn’t feel this is something worth having a battle over, but would like to see the title remain the same. Acting Chair Hancock said she had checked with eight other colleges, and their titles for such a position were in line with the proposed new title. Vice-President for Business Services and College

Facilities Brad McCormick noted that many people in the state think the title “Vice-President for Administration” is his job. Dr. Daugherty said he runs into the same thing with people thinking he is the CFO.

President Dreith recommended and John Sanders and Mike Hopkins moved and seconded that the Board of Trustees approve changing the title of Vice-President for Administration to Vice-President for Student Affairs and Community Education.

A voice vote showed all in favor with the exception of Trustees Don Brewer and Bill Kilquist, who voted no. Motion carried.  
(Resolution #16-3003)

## **OLD BUSINESS**

### **A. Approval of New Board Policy (Appendix III)**

The Board Policy Committee had presented the following proposed new board policy to the Board of Trustees for first reading at the February board meeting:

#### Board Policy #3373 – Weapons and Firearms

The policy had been reviewed by legal counsel and the Campus Safety Committee, and was presented to the board for final approval. Trustee Sanders stated he feels this policy adequately addresses what John A. Logan needs to do with regard to the concealed carry laws.

President Dreith recommended and John Sanders and Bill Kilquist moved and seconded that the Board of Trustees approve new Board Policy #3373 – Weapons and Firearms as contained in Appendix III.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3004)

## **CLOSED SESSION**

Acting Board Chair Jackie Hancock stated it was desirable to hold a closed session to discuss the appointment, employment, and compensation of specific individuals; collective bargaining; and pending litigation; and that she would appreciate board action and a roll call vote to that effect.

Bill Kilquist and Don Brewer 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 voted yes. Motion carried.  
(Resolution #16-3005)

The meeting was declared in closed session at 7:40 p.m.

The meeting was declared back in regular session at 8:40 p.m.

**CLOSED SESSION MINUTES**

Mike Hopkins and Don Brewer moved and seconded that the Board of Trustees approve the content of the closed session minutes of February 25, 2014, but that these minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3006)

**PERSONNEL**

**Operational Staff**

President Dreith recommended that Megan Kiesling be employed as a part-time, grade II, learning resources clerk II (library) effective April 1, 2014.

**Non-Teaching Professional Staff**

President Dreith recommended the board consider the retirement request of Dean for Workforce Development and Community Education Phil Minnis effective May 31, 2014.

President Dreith recommended the board consider the retirement request of Director of Facility Scheduling Gail Rawson effective May 31, 2014.

**Full-Time Faculty**

President Dreith recommended that Michael McNally be employed as a full-time, tenure track faculty, history instructor for fall 2014.

President Dreith recommended approval of tenure for the 2014-2015 academic year for two full-time instructors who have completed three years of satisfactory, full-time employment with John A. Logan College:

<u>Employee</u>	<u>Full-Time Start Date</u>
Carla Haas	8/18/2011
Richard LaSalle	8/18/2011

President Dreith recommended approval of a change of retirement date for interpreter preparation instructor Paula Willig from August 31, 2014 to May 31, 2014.

**Term Faculty**

President Dreith recommended that Toni Norman be ratified as a part-time substitute instructor for supervising dentist at John A. Logan College effective February 19, 2014.

President Dreith recommended that Joseph Redenour be ratified as a part-time substitute instructor for supervising dentist at John A. Logan College effective February 14, 2014.

President Dreith recommended that Elizabeth Robinson be ratified as a part-time substitute instructor of heating and air conditioning at John A. Logan College effective February 19, 2014.

President Dreith recommended that Kristopher Whitlock be ratified as a part-time substitute instructor of emergency medical services at John A. Logan College effective March 3, 2014.

**Continuing Education Staff**

President Dreith recommended that Jessica Landes be ratified as a Computers for Kids instructor at John A. Logan College effective February 11, 2014.

President Dreith recommended that William Randall be ratified as a Photography (Beg.) at Home and Away instructor at John A. Logan College effective January 13, 2014.

John Sanders and Bill Kilquist moved and seconded that the Board of Trustees approve all personnel items as recommended with the exception of Item B-4 which had been removed from the agenda.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3007)

**ANNOUNCEMENTS**

None.

**ADJOURNMENT**

John Sanders and Mike Hopkins 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 #16-3008)

The meeting was duly adjourned.

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

Jackie Hancock, Acting Chair

Mike Hopkins, Secretary Pro Tempore