

J O H N A . L O G A N C O L L E G E
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 February 23, 2016, commencing at 7:00 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	-- absent
Bill Alstat	-- absent for roll call
Jackie Hancock	-- present
Bill Kilquist	-- present
Jake Rendleman	-- present
Ray Hancock	-- present
Brandi Husch	-- present
Don Brewer	-- present

Also present were: Ron House, Interim President; Brad McCormick, Vice-President for Business Services and College Facilities; Larry Peterson, Interim Vice-President for Administration; Laurel Klinkenberg, Vice-President for Instruction; Pat Hewson, College Legal Counsel; Steve O'Keefe, Director of College Relations; Donna Glodjo, Recording Secretary to the Board of Trustees; and other College personnel.

Board Chair Don Brewer led the board in the Pledge of Allegiance.

APPOINTMENT OF SECRETARY PRO TEMPORE

Board Chair Don Brewer stated that due to the anticipated unavailability of board secretary Jake Rendleman, it had been necessary to previously commit to the appointment of Trustee Bill Alstat as secretary pro tempore in order to fulfill important signature requirements. Even though Mr. Rendleman returned from a trip early and was in attendance at the meeting, Mr. Brewer said he must follow through with his commitment and officially appoint Trustee Alstat as secretary pro tempore.

Ray Hancock and Bill Kilquist moved and seconded that Trustee Bill Alstat be appointed as secretary pro tempore.

Upon roll call, all members present voted yes. Motion carried
(Resolution #16-3283)

MINUTES OF THE PUBLIC HEARING AND REGULAR JANUARY MEETING

The minutes of the public hearing on funding bonds and the regular meeting of January 26, 2016, were previously distributed.

Jake Rendleman and Bill Kilquist moved and seconded approval of the minutes of the public hearing on funding bonds and the regular meeting of January 26, 2016.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3284)

TREASURER'S AND FINANCIAL REPORT (Appendix I)

The treasurer's and financial report for the period ending December 31, 2015, was previously mailed.

Jake Rendleman and Ray Hancock moved and seconded approval of the treasurer's and financial report for the period ending December 31, 2015.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3285)

EXPENDITURE LISTS (Appendix II)

The expenditure list for the period ending January 31, 2016, was previously mailed.

Ray Hancock and Bill Kilquist moved and seconded approval of the expenditure list for the period ending January 31, 2016.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-3286)

RECOGNITION OF GUESTS

Student Trustee Brandi Husch introduced her husband, Captain Philipp Hüsich of the German Army, who was in the audience.

PUBLIC AUDIENCE FOR QUESTIONS/COMMENTS

Chairman Brewer advised those present that the meeting regarding personnel actions has been scheduled for Wednesday, March 2, 2016. He said an extremely large crowd is expected at that meeting and the board wants to be as fair as it possibly can to allow time for public comments regarding these issues at that meeting. Mr. Brewer said the board will try to hear everyone who wants to speak on March 3 and will ask that speakers limit comments to 3-5 minutes. He noted that if comments become too redundant, the board chair reserves the right to move on to the next person. Chairman Brewer stressed that the board wants to hear what people have to say and will be as fair as it possibly can.

A group representing the John A. Logan College Choral and Chamber Ensembles addressed the board regarding the importance of John A. Logan College full-time faculty to students' lives, and asked the Board of Trustees to seek other solutions to the budget crisis other than laying off full-time faculty.

Chairman Brewer stated that the Board of Trustees shares the students' love for John A. Logan College and its faculty. Trustee Jackie Hancock expressed her appreciation for the comments received, and her love for the College. She assured those present that decisions will not be made lightly. Trustee Ray

Hancock encouraged everyone to talk to district legislators, noting that elected officials have put party and their own elected positions above the people of Illinois.

BOARD OF TRUSTEES REPORTS

A. Comments by Board Chair (given under Public Audience for Questions/Comments)

B. Awards and Naming Facilities Committee

Trustee Bill Kilquist reported the ceremony for the Darren Pulley Atrium was held recently and stated it was very well-attended and very touching.

C. Illinois Community College Trustees Association (ICCTA)

Trustee Jackie Hancock reported the next ICCTA meeting will be March 11 and 12 in Lombard, Illinois. Trustee Bill Kilquist said he had received an email from ICCTA that afternoon announcing that Chicago State University plans to cancel spring break and accelerate the end of the semester before their school runs out of cash. He noted that we are not in this bad predicament alone.

Trustee Bill Alstat arrived at 7:15 p.m.

D. John A. Logan College Foundation

Trustee Jake Rendleman reported a Foundation President's Circle Luncheon is being planned for April; the Foundation will once again partner with Walker's Bluff for a car show at Walker's Bluff in June; and the Foundation Golf Classic is set for June 17 at Crab Orchard Golf Course. The Foundation is also considering partnering with Rent One Park to host a country concert in August.

E. Employment Services Committee -- No report.

F. Athletics Advisory Committee -- No report.

G. Diversity Committee

Trustee Jackie Hancock reported that she and Trustee Ray Hancock had attended a Diversity retreat on February 3 at the Carterville Community Center. Discussions included function of diversity committees, accomplishments, challenges of today, and goals and action plans.

H. Building, Grounds, and Safety Committee -- No report.

I. Board Policy Committee

Trustee Ray Hancock reported the Board Policy Committee had met and some policies will be presented later on the agenda for first reading.

J. Budget and Finance Committee

Trustee Bill Alstat reported the Finance Committee (he and Trustee Cheryl Graff) had met with Vice-President McCormick and the other officers and were briefed on financial matters to be discussed later on the agenda.

K. Integrated Technology Committee

Trustee Jackie Hancock reported the Integrated Technology Committee had met the previous day and discussed the Technology Strategic Plan. She reported Vinnie Zicoello had led the discussion on progress thus far and the importance of using the plan for making informed decisions for the future.

L. Student Trustee

Student Trustee Brandi Husch reported the Student Senate held a voter registration drive on February 3, registering 35 students to vote. She reported the Mr., Ms., and Mrs. John A. Logan College Pageant was held February 13 and announced the winners. One student has filed to run for student trustee, Kym Rangitsch. The election will be held March 9, and the ballot will also have a write-in option. Ms. Husch reported on a recent student drive to sign postcards in support of MAP grant funding and overall higher education funding. These postcards (143) were signed and sent to Springfield. She also announced upcoming club events, Springfest, and the PTK induction ceremony. Chapter members had selected the following JALC employees to be inducted as honorary PTK members: Jodi Hart (full-time faculty); Kyler Cook (term faculty); and Angela Calcaterra (non-teaching professional). Student Senate is continuing a snack shop in the E-wing lounge to raise money for next year's Angel Tree and will have concession stands at the spring play and the spring musical. Ms. Husch thanked the students who spoke earlier in the meeting regarding the full-time faculty members, adding that she supports what they said.

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

Faculty Association Representative Eric Ebersohl introduced Matt Garrison, full-time instructor of English and chief IEA negotiator who read a prepared statement to the Board of Trustees expressing faculty concerns regarding impending layoffs due to the budget impasse. Mr. Garrison shared some alternative suggestions that would have less calamitous effects. He said the State of Illinois is not entirely to blame for the current situation, adding that the College shares blame for what he called dubious managerial decisions over the years. He stressed the vital role of full-time faculty in providing the necessary elements for student success and spoke of the potential threat to the College's accreditation by the disintegration of tenure track faculty lines. Mr. Garrison called the potential faculty cuts a short-sighted solution failing to focus on the needs of the College's students. He pleaded with the board to recall all full-time faculty subjected to RIFs in the days to come for the sake of the students. He concluded by stating the Full-Time Faculty Association will not idly accept these reductions in force, but will re-double its efforts to put all members back to work by entering into impact bargaining, championing efforts toward combined impact bargaining with other labor units on campus, and pursue a favorable resolution to the fullest extent of the law using all the resources available through the Illinois Education Association.

B. Term Faculty Association Report

Term Faculty Association Representative Charles Rudolph stated the Term Faculty Association is as concerned about the future of the College as the rest of the groups on campus. He stated the term faculty members are just as committed to the students and are qualified.

C. Logan Operational Staff Association Report – No report.

D. Logan Professional Staff Association Report

Logan Professional Staff Association Representative Angie Calcaterra dittoed statements made by Mr. Garrison and Mr. Rudolph and reported the LPSA is in the middle of contract negotiations.

OFFICERS' REPORTS

A. Recognition of IGEN Sustainability Champion Awardee

Vice-President for Business Services and College Facilities Brad McCormick recognized Director of Buildings and Grounds Tim Gibson on his receipt of the first ever Sustainability Champion Award given by the Illinois Green Economy Network for his outstanding commitment and unwavering dedication to incorporating sustainability into the John A. Logan College campus; for his collaboration and leadership and unparalleled contributions to IGEN. Vice-President McCormick noted that Mr. Gibson is widely recognized across the entire state of Illinois for his efforts.

B. Treasurer's Report

Vice-President McCormick drew the board's attention to two items appearing later on the agenda. One was the final step in the process to create a trust from which the College can pay its obligation to retirees for some reimbursement of health insurance premium after retirement. He noted this has been a struggle for the College for many years, and has become an operating fund expense. The action recommended later on the agenda, if approved, will finalize that process and will put the College in the position of no longer having to expend operating fund dollars to meet that obligation.

Vice-President McCormick explained that the second financial related item appearing later on the agenda is a preparation item that he hopes the College does not have to use. It is authorization by the board for the administration to issue tax anticipation warrants at a rate of 2.15% interest up to \$5 million. The authorization extends for a period of six months. If the College should need that for cash flow purposes, the board would have already authorized it. He stressed that while he hopes we do not have to use this, it will be good to have the preparation in place should it become necessary.

CONSENT AGENDA

A. Student Trustee Election

President House recommended that the Board of Trustees, in accordance with board policy, College administrative procedures, and the laws of the State of Illinois, approve the following resolution to conduct an election for a student member to the Board of Trustees on March 9, 2016.

BE IT RESOLVED that the election of one student member to the Board of Trustees, John A. Logan College, Community College District No. 530, in accordance with board policy, the College's administrative procedures, and the laws of the State of Illinois, for a term of one year on said Board, is hereby authorized to be held on March 9, 2016; and the recording secretary to the Board of Trustees and the Director of Student Activities are authorized to perform any and all acts necessary to hold such an election.

The results of the election will be made available at the March 22 meeting of the Board of Trustees and the winner will be seated at the April meeting.

ITEM B – ENGAGEMENT OF CONSULTING FIRM FOR GRANT WRITING PURPOSES WAS PULLED FROM THE CONSENT AGENDA FOR DISCUSSION AND ACTED UPON SEPARATELY (see below).

C. Statement of Final Construction Completion

President House recommended that the Board of Trustees approve the Statement of Final Construction Completion for the projects listed below:

<u>Project Name</u>	<u>Project Budget</u>	<u>Actual Expenditures</u>
Renovate CHEC 2 nd Floor	\$513,902	\$531,341.12
Building B Roof Replacement	\$391,000	\$212,405.01

Jake Rendleman and Ray Hancock moved and seconded that the Board of Trustees approve Items A and C as presented on the Consent Agenda.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3287)

**ITEM B (*Removed from Consent Agenda for separate discussion and action*)
Engagement of Consulting Firm for Grant Writing Purposes**

President Ron House stated it was desirable to engage the consulting firm of Noble Sutton, LLC, to prepare a grant application to the U. S. Department of Labor as part of the Strengthening Working Families Initiative. This grant may be written for up to \$4 million. If funded, the College will receive about 40% of the grant for administrative purposes. The cost for writing the application is \$4,000. If funded, the consulting firm will receive 6% of the funded amount. Dr. House explained this is not the ideal way for the College to develop grants, but since the College does not have an active, full-time grant writer on campus, this engagement will allow the College to take advantage of this opportunity. There was a brief, clarifying discussion on what is considered an administrative indirect cost and what part of the grant money would go to the actual program.

Bill Kilquist and Jake Rendleman moved and seconded that the Board of Trustees engage the consulting firm of Nobel Sutton, LLC, to prepare a grant application to the U. S. Department of Labor as part of the Strengthening Working Families Initiative for a cost of \$4,000 and, if funded, the consulting firm will receive 6 % of the funded amount.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3288)

NEW BUSINESS

- A. RESOLUTION providing for the issue of \$5,100,000 Taxable General Obligation Community College Bonds, Series 2016, of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph and State of Illinois, for the purpose of paying claims against said Community College 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 purchaser thereof. (Appendix III)**

Board Chair Don Brewer announced that the next item for consideration was the issuance of \$5,100,000 general obligation bonds to be issued by the District pursuant to Article 3A of the Public Community College Act for the purpose of paying claims against the District and recommended that the Board of Trustees consider the adoption of a resolution providing for the issue of said bonds and the levy of a direct annual tax sufficient to pay the principal and interest thereon. Pertinent terms of said proposal and bonds were provided, along with the resolution included as Appendix III.

Bill Alstat and Jake Rendleman moved and seconded that the Board of Trustees approve the resolution included as Appendix III providing for the issue of \$5,100,000 Taxable General Obligation Community College Bonds, Series 2016, for the purpose of paying claims against 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 purchaser thereof.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-3289)

- B. RESOLUTION authorizing the issuance of not to exceed \$5,000,000 2015 Tax Anticipation Warrants in anticipation of the collection of taxes levied for the year 2015 by the Board of Trustees for educational and operations and maintenance purposes and authorizing the sale of said warrants to First Southern Bank. (Appendix IV)**

Chairman Brewer announced that in view of the financial condition of the District, an item is presented for the proposed issuance of not to exceed \$5,000,000 tax anticipation warrants to be issued by the District in anticipation of the collection of taxes levied for the year 2015 for educational and operations and maintenance purposes and recommended that the Board of Trustees consider the adoption of a resolution authorizing the issuance of said warrants. He explained that the resolution presented as Appendix IV sets forth the parameters for the issuance of said warrants and sale thereof to First Southern Bank by designated officials of the District.

Trustee Alstat asked if it becomes necessary to use this option, will the board be notified in advance. Vice-President McCormick stated that he will work with the Finance Committee before moving forward. He added that one of the requirements in order to be tax exempt, is that he show a cash flow requirement that demonstrates that the need exists. He cannot ask for this without a documented need and cash flow forecast, or it would be taxable at a higher interest rate. Mr. McCormick clarified that the action the board is being asked to take is for a period of six months.

Trustee Ray Hancock expressed his appreciation for the forward thinking of the administration in order to keep the College functioning.

Ray Hancock and Bill Alstat moved and seconded that the Board of Trustees approve the resolution included as Appendix IV, authorizing the issuance of not to exceed \$5,000,000 2015 Tax Anticipation Warrants in anticipation of the collection of taxes levied for the year 2015 by the Board of Trustees for educational and operations and maintenance purposes and authorizing the sale of said warrants to First Southern Bank.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-3289)

C. Board Policy Revisions for First Reading (Appendix V) (NO ACTION)

The Board Policy Committee had met and presented the following board policy revisions to the Board of Trustees for first reading:

- Board Policy 2410 – Meetings of the Board
- Board Policy 3363 – Chronic Infectious Disease Policy
- Board Policy 3364 – Sexual Harassment
- Board Policy 3410 – Authorization and Approval of Relationships with Institutions and Agencies (DELETION)
- Board Policy 3511 – Discrimination/Equal Opportunity Grievance Policy for John A. Logan College Employees
- Board Policy 5112 – Tenure Definitions
- Board Policy 5142 – Emeritus Status
- Board Policy 5143 – Purchase of Service Credit: Non-Teaching Professional and Non-Union Operational Staff
- Board Policy 5510 – Hiring Policy Governing Community Education
- Board Policy 5520 – Policies for Adult and Community Education Personnel
- Board Policy 8152 – Financial Aid Standards of Progress
- Board Policy 8314 – Withdrawal from Class
- Board Policy 8410 – Student Attendance Policy
- Board Policy 5220A – Non-Teaching Professional Staff Compensation
- Board Policy 5221A – Non-Union Operational Hours and Compensation
- Board Policy 5251 – Non-Union Operational Course Work
- Board Policy 5276 – Military Leave

The proposed revisions are included as Appendix V. These will be made available to employees for input and will be brought back to the board for final action at the March 22, 2016 board meeting.

D. Special Board Meeting

Chairman Brewer announced it is necessary to schedule a special meeting of the Board of Trustees for the purpose of consideration of personnel actions. The suggested date and time of the special meeting was Wednesday, March 2, 2016, at 7:00 p.m. in O'Neil Auditorium. Chairman Brewer explained that the reason for calling the special meeting was the expected absences of two trustees at tonight's meeting. It was the feeling of the board that the importance of personnel actions to be addressed warranted the presence of all trustees.

Bill Kilquist and Jackie Hancock moved and seconded that the Board of Trustees call a special meeting for the purpose of consideration of personnel actions on March 2, 2016, at 7:00 p.m. in O'Neil Auditorium.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3290)

E. PERSONNEL

Operational Staff

President House recommended that Kathryn White be employed as a full-time, grade III, administrative assistant III (advisement) effective March 1, 2016.

President House recommended that Katie Sandusky be ratified as a part-time, lifeguard effective January 27, 2016.

President House recommended consideration of the retirement request of Tracy Elliott, athletics administrative assistant, effective September 1, 2016.

Campus Police Staff

President House recommended that Courtney Christian be ratified as a part-time, campus safety law enforcement officer effective January 18, 2016.

Non-Teaching Professional Staff

President House recommended that Susan May be employed as a full-time, grade VI, assistant to the president effective March 1, 2016.

Term Faculty

President House recommended that Heather Abell be ratified as a part-time instructor of speech at John A. Logan College effective January 13, 2016.

President House recommended that Ibrahima Coulibaly be ratified as a part-time instructor of economics at John A. Logan College effective January 13, 2016.

President House recommended that Kari Ellet be ratified as a part-time instructor of business at John A. Logan College effective January 13, 2016.

President House recommended that Catherine Field be ratified as a part-time instructor of sociology at John A. Logan College effective January 13, 2016.

President House recommended that Scott Wernsman be ratified as a part-time instructor of business at John A. Logan College effective February 8, 2016.

Continuing Education Staff

President House recommended that Debra Fosse be ratified as a Silversneaker Circuit instructor at John A. Logan College effective January 26, 2016.

President House recommended that Debra Fosse be ratified as a Silversneaker Classic instructor at John A. Logan College effective January 26, 2016.

President House recommended that Deloris Hale be ratified as an Experiencing the Fun in Painting instructor at John A. Logan College effective January 20, 2016.

Volunteer Personnel

President House recommended the appointment of volunteer Mike Koehler for Continuing Education.

Ray Hancock and Bill Kilquist moved and seconded that the Board of Trustees approve all personnel items as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3291)

ANNOUNCEMENTS

At the request of Student Trustee Brandi Husch on behalf of the Student Senate, Chairman Brewer recommended and Jake Rendleman and Bill Alstat moved and seconded that the Board of Trustees change the time of the April 26, 2016 board meeting to 6:30 p.m. in order to accommodate an interactive session with the John A. Logan College Student Senate.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3292)

ADJOURNMENT

Jake Rendleman and Bill Kilquist 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 #16-3293)

The meeting was duly adjourned.

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

Don Brewer, Chair

Bill Alstat, Secretary Pro Tempore