

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 22, 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	-- present
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; Susan May, Recording Secretary to the Board of Trustees; and other College personnel.

Board Chair Don Brewer led the board in the Pledge of Allegiance and also exercised a moment of silence for the victims in Brussels.

In exercising the prerogative of the Board Chair, Don Brewer announced that he was moving the order of the agenda so that the Board of Trustees reports will be the very last item on the agenda.

MINUTES OF THE FEBRUARY BOARD MEETING AND MARCH 2 SPECIAL BOARD MEETINGS

Minutes of the regular meeting of February 23, 2016, and the special meetings of March 2, 2016, were previously distributed.

Ray Hancock and Bill Kilquist moved and seconded approval of the minutes of the regular meeting of February 23, 2016 and the special meetings of March 2, 2016.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3299)

TREASURER’S AND FINANCIAL REPORT (Appendix I)

The treasurer’s and financial report for the period ending January 31, 2016, was previously mailed.

Cheryl Graff and Bill Kilquist moved and seconded approval of the treasurer’s and financial report for the period ending January 31, 2016.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3300)

EXPENDITURE LIST (Appendix II)

The expenditure list for the period ending February 29, 2016, was previously mailed. Trustee Bill Kilquist commented the he noticed there was still a lot of travel at a time when we are cutting back. He commented that he thought we should try to cut back as much as we can on travel including airfare and hotel expense. Board Chair Don Brewer commented that it was an excellent point and that most have done that and it should be continued.

Jake Rendleman and Ray Hancock moved and seconded approval of the treasurer’s and financial report for the period ending January 31, 2016.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-3301)

RECOGNITION OF GUESTS

No guests were recognized.

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

Student Trustee Brandi Husch stood to make a comment, but was asked by Board Chair Don Brewer to defer her comments to the Board of Trustees Report section of the agenda since she is considered a member of the Board of Trustees. Chairman Brewer referred to attorney Hewson who confirmed that her comments should be made as a member of the Board and not a member of the public.

OFFICERS’ REPORTS

A. Treasurer’s Report

Vice-President McCormick reported that he and his staff continue to monitor the financial position looking at funds on hand and percentage of operating expenses covered by these funds. The process for the budget for 2017 has started, which is the first time in his career he has started a budget process before the previous year is funded. Budget officers are being asked to prepare two budgets for 2017; with the first budget being considered a posterity budget, and a second budget that would be in place should something break loose with the budget impasse that might provide for needs to a greater degree. This process will continue through May.

Mr. McCormick also reported that operating funds spending at the end of January is down 10.2 percent compared to last year. This is evidence that budget officers, staff, faculty and all employees are trying to pull the reigns back. A 10 percent reduction from last year's spending is a good thing.

Mr. McCormick said he will be working with the Board Finance Committee in the next few months to develop three policies that would serve as a guide in the budget development process. The first policy being developed is the Fund Balance Policy. Historically since 2008 we have had fund balance goals, but they have not been expressed in board policy. The other policies that will be brought to the Policy Committee include a Debt Management Policy and Balanced Budget Policy.

CONSENT AGENDA

A. Award of Contract to Clearwave Communications for Voice and Data Proposal (Appendix III)

President House recommended that the Board of Trustees approve the contract proposed by Clearwave Communications in the amount of \$4,830 per month for a period of five (5) years for voice and data proposal.

B. Disposal of Network Switches & Routers

President House recommended that the Board of Trustees approve the request for the sale/disposal of the Cisco and Juniper Networking Hardware, and authorize the administration to sell this equipment to CMS Communications in the amount of \$16,500.

C. Student Trustee Election

President House recommended that the Board of Trustees approve the results of the March 9, 2016, election for a student member to the John A. Logan College Board of Trustees for 2016-2017 as listed below; declare Christine Lipe the winner of the election; and authorize the seating of Ms. Lipe at the April board meeting for a one-year term.

<u>Candidate</u>	<u>Number of Votes</u>
Christine Lipe	22
Megan O'Leary	20
Alexis Weimar	6
Ethan Sisk	4
Brandi Husch	3
Erica Reeves	1
Leslie Hancock	1
Josh Cannon	1
Kym Rangitsch	1
Danae Price	1
Nathan Jean	1
Malek Gossett	1

Grace Boyd	1
Austin Eberhart	1
Mary Dean	1
Ty Smith	1
Anthony Archione	1
Thomas Slavin	1
Mandy Little	1
“None”	<u>14</u>
 TOTAL VOTES CAST	 83

Jake Rendleman and Jackie Hancock moved and seconded approval of all items on the Consent Agenda as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3302)

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

OLD BUSINESS

A. Board Policy Revisions (Appendix IV)

Trustee Ray Hancock reported that the board policies presented for approval have been available for review over the last month. Four policies were pulled for further review by the Board Policy Committee. No comments were received on the remainder of the policies listed for approval.

Board Chair Don Brewer commented that he had a few technical questions on the four policies that were pulled for further review, but noted that he didn't think there would be any major obstacles to overcome.

Ray Hancock and Jake Rendleman moved and seconded approval of the Board Policy revisions as recommended by the Board Policy Committee.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3303)

NEW BUSINESS

A. Award of Auditor Request for Proposals

Trustee Cheryl Graff reported that the Budget and Finance Committee met on Monday, March 14, 2016, to discuss proposals received for an auditor. Kevin Frost from the John A. Logan College Foundation also attended this meeting because the Foundation uses the same auditor as the College. Bids were put out for proposal because we were at the end of the second audit cycle with the current auditing firm who could not rebid. Vice-President McCormick discussed the

criteria and process used to rank the two proposals received, and the committee unanimously approved the recommendation to award the audit bid to RSM US LLP.

Trustee Bill Kilquist said it disturbed him that we had to go to St. Louis to find an auditor, and questioned why we couldn't continue to use the same auditor. Vice-President McCormick clarified that board policy states that after two audit cycles, the auditing firm is ineligible for consideration for the next auditing cycle. Mr. McCormick also stated that the request for proposals was mailed directly to all local firms within our district. Trustee Bill Kilquist commented that he had contacted a local firm, and they explained that because of reorganization they could not submit a bid. Trustee Cheryl Graff stated that she thought manpower was a factor that limited some local auditors from submitting a bid.

Trustee Jake Rendleman commented that he was aware of new legislation requirements for auditors and asked if the company being recommended met this criteria. Trustee Cheryl Graff confirmed that this was all included in the request for proposals, and verified that all legislative requirements will be met by this firm.

Bill Alstat and Cheryl Graff moved and seconded approval of the audit bid to RSM US LLP for the three-year, all-inclusive maximum price of \$185,800.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3304)

B. Dental Assisting and Dental Hygiene Programs

President Ron House reported that a lot of time had been spent on discussing the future of the Dental Assisting and Dental Hygiene programs. It is being recommended that the Dental Hygiene program be continued through the end of the fall semester of 2017. This will allow all students currently enrolled in Dental Hygiene and Dental Assisting the opportunity to become Hygienist should they choose to do that.

President House also recommended that we continue the Dental Assisting Program through the summer of 2017. A new class will be admitted for Fall 2016, however this class will not have the opportunity to become Hygienist. This additional year of the Dental Assisting Program will allow time to continue to study this program.

President House stated that the College is looking at the possibility of these programs becoming cooperative programs within the Southern Illinois Collegiate Common Market. Currently, there is not information on the status of this possibility, but it will continue to be explored.

President House added that there will be at least two faculty members recalled to teach the dental programs out. Trustee Bill Alstat questioned if this would reduce the total number of faculty reductions approved at the last meeting and make us short on the reduction in funds needed. Dr. House confirmed that this would reduce the total number of reductions when they are called back, but we have received a number of retirements, and the tradeoff should be approximately even.

Trustee Ray Hancock commented that President House's statement was very clear and he would like to emphasize that this is not necessarily the end of these programs. He stated that they may exist after a year or two and they may not, and that everything we are doing right now is contingency emergency.

Cheryl Graff and Jake Rendleman moved and seconded approval of the recommendation that the Dental Hygiene program continue through Fall 2017 semester and then be suspended as a John A. Logan College program. The Dental Assisting program will continue through Summer 2017 semester. The last class of Dental Assisting students will not have the option of continuing into the John A. Logan College Dental Hygiene program.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3305)

C. Computer-Aided Drafting Program

President House recommended that the Computer-Aided Drafting program be suspended at the end of the Spring 2017 semester. This will provide ample opportunity for students currently enrolled in the program to finish.

Bill Alstat and Bill Kilquist moved and seconded approval of the recommendation that the Computer-Aided Drafting program be suspended at the end of Spring 2017 semester.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3306)

D. Technology Plan (Appendix V)

Before speaking to the Technology Plan, Vice-President McCormick acknowledged the contributions of Vinny Zicoello who was present in the audience. He stated that Vinny has been with the College nearly six months in the capacity of the leader in the IT department and has provided documentation supporting the completion of the goals set forth for the first six-month period of the proposal approved by the board last September. Mr. McCormick continued to state that the College has greatly benefited by his contributions and he wanted to publicly thank Vinny for that. He confirmed that the College will continue to carry on with the projects placed in motion.

Regarding the Technology Plan, Vice-President McCormick stated that there had been confusion as to whether this was a three-year or a five-year plan. He confirmed that the Technology Plan is a three-year plan for fiscal years 2017, 2018, and 2019. Mr. McCormick added that although there are budget estimates within the plan, projects included can only be funded if there are appropriate financial means to do so. Any project in this plan would have to come back to the board if it is a \$25,000 transaction just like any other time.

Mr. McCormick stated that this is an information only item to inform the board that the plan exists and is a very good document that has been reviewed by the Integrated Technology Committee.

E. PERSONNEL

Operational Staff

President House recommend that Tracie Zoller be ratified as a full-time, grade IV, administrative assistant IV (institutional research) effective February 10, 2016.

Maintenance/Building Staff – None at this time.

Campus Police Staff – None at this time.

Non-Teaching Professional Staff

President House recommended that Angel Marjanovich be employed as a full-time, grade II, basic skills tutor (math).

President House recommended that Craig Tessone be ratified as a part-time, preschool lead teacher substitute effective February 12, 2016.

Ray Hancock and Bill Kilquist moved and seconded approval of the recommendation of Operational Staff and Non-Teaching Professional Staff as presented.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3307)

Full-Time Faculty

President House recommended that the following full-time, tenured faculty members be offered contracts for the 2016-2017 academic year:

<u>Employee</u>	<u>Full-Time Start Date</u>
Nathan Arnett	08/15/02
Kathleen Carl	08/20/90
William Connell	01/12/09
Sheri Cook	08/16/07
Shayne Crawshaw	08/18/94
Nancy Crowell	08/14/08
Max Damron	08/17/06
Mike DeMattei	08/17/00
Joseph Dethrow	08/18/05
Richard Deutsch	08/14/03
Eric Ebersohl	08/17/87
James Elliott	08/18/05
Scott Elliott	08/20/98
Robert English	08/20/92
Donna Farris	08/17/95

<u>Employee</u>	<u>Full-Time Start Date</u>
Janet Followell	08/17/06
Donna Ford	08/15/96
Jo Forer	08/18/94
Matt Garrison	08/18/05
Kathirave Giritharan	08/20/90
Heather Hampson	08/16/07
Pamala Hays	08/18/94
Lora Hines	08/18/94
Julie Horecker	08/17/95
Denis Junge	08/22/89
Keith Kendrick	08/19/99
Perry Knop	01/19/93
Mikeal Kos	08/20/09
Keith Krapf	08/19/91
Doris Malone	01/12/09
Valerie Newberry	01/03/00
Denise Orrill	08/16/07
Kemberly Pinto	08/20/09
Joseph Roach	08/16/07
James Mark Rogers	08/17/06
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
Greg Walker	08/17/00

Ray Hancock and Jackie Hancock moved and seconded approval of the recommendation of full-time faculty contracts as presented.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3308)

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 2016-2017 academic year:

<u>Employee</u>	<u>Full-Time Start Date</u>
Robert Craig	08/18/14
Christine Froemling	08/19/15

<u>Employee</u>	<u>Full-Time Start Date</u>
Erin McGuire	08/17/15
Valarie Shaw	08/18/14
Kylee Williams	01/12/16

Bill Alstat and Bill Kilquist moved and seconded approval of the recommendation of full-time non-tenured faculty contracts as presented.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3309)

President House recommended that the following full-time, non-tenured instructor who has completed three years of satisfactory, full-time employment with John A. Logan College be re-employed and awarded tenure for the 2016-17 academic year:

<u>Employee</u>	<u>Full-Time Start Date</u>
Martha Peebles	08/15/13

Cheryl Graff and Jake Rendleman moved and seconded approval of the recommendation of full-time faculty contract and awarded tenure as presented.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3310)

Term Faculty

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

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

President House recommended that Lisa Davison be ratified as a part-time instructor of Nutrition at John A. Logan College effective March 7, 2016.

President House recommended that Nancy Elliott be ratified as a part-time instructor of mathematics at John A. Logan College effective January 14, 2016.

President House recommended that Nicholas Fleming be ratified as a part-time instructor of speech at John A. Logan College effective March 9, 2016.

President House recommended that Megan Hall be ratified as a part-time instructor of nutrition at John A. Logan College effective March 1, 2016.

President House recommended that Paul Melvin II be ratified as a part-time instructor of economics at John A. Logan College effective February 9, 2016.

Continuing Education Staff – None at this time.

Grant Personnel – None at this time.

Volunteer Personnel

President House recommended the appointment of volunteers Gene Anderson, Joseph Cervantez, Courtney Cravens, Dustin Deluca, Nikko Glasper, and Stephen Haust for Continuing Education.

Ray Hancock and Jackie Hancock moved and seconded approval of the recommendation of term faculty and volunteer personnel as presented.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3311)

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

Faculty Association Representative Eric Ebersohl reported that the full-time faculty association remains deeply troubled by the impact that the already approved layoffs will have on this institution and most importantly the students. He stated there is concern about the dramatic impact these layoffs will have on enrollment in future semesters, and has heard from many community members who question the credibility of this institution without our well respected and effective full-time faculty. He also expressed serious concerns about how the depth of these layoffs will put future accreditation in jeopardy by eliminating most of the Assessment Academy Team, as well as many members and a few chairs of the HLC Steering Committees. He continued to state that it is confusing and problematic that the layoff strategy was developed without the influence and knowledge of the classroom experts, faculty. Faculty have been assured that the administration and board want nothing more than to recall all faculty and stated that faculty respectfully request a voice in future decision-making deliberations. He reported that faculty are cautiously optimistic that ongoing contract and impact negotiations will demonstrate this administration's willingness to provide some meaningful reassurances for the rified faculty specifically, and therefore for the whole association as well.

B. Term Faculty Association Report – No report.

C. Logan Operational Staff Association Report – No report.

D. Logan Professional Staff Association Report

Logan Professional Staff Association Representative Angie Calcaterra stated that they look forward to continuing contract bargaining and beginning layoff negotiations.

BOARD OF TRUSTEES REPORTS

A. Comments by Board Chair – No report.

B. Awards and Naming Facilities Committee – No report.

C. Illinois Community College Trustees Association (ICCTA)

Trustee Jake Rendleman reported that he attended the ICCTA meeting in Lombard, Illinois, and provided copies of the ICCTA Roundtable discussion notes from November 13, 2015. This document included items of consideration in managing the crisis caused by the budget impasse and Trustee Rendleman noted that the College has considered all of the items mentioned. The document also addressed topics discussed at the March meeting, including how each college is dealing with no funding from the State of Illinois. At this meeting one of the major colleges in the north reported that they were not giving MAP grants because it only affected one percent of their students. Trustee Rendleman said that approximately fifteen percent of our students are affected by MAP funds. Trustee Rendleman also pointed out that regardless of how bad things seem to be in Illinois; Illinois is number one in the nation for transferring students to four-year institutions.

Trustee Rendleman reported that the BSN program was also a major discussion point within the President's Council and ICCTA. The President's Council and President Charlotte Warren of Lincoln Land Community College are very supportive of community colleges offering a BSN. Trustee Rendleman stated that he has discussed the probability of this coming in the future with Marilyn Falaster.

In conclusion, in an effort to do his part regarding travel expenses, Trustee Rendleman stated that he would not be turning in his paperwork for mileage or per diem reimbursement for his trip to ICCTA.

Trustee Jackie Hancock commented that she was not able to attend this conference; however, she is still active in ICCTA. Most recently she has been involved in the ICCTA awards selection. The annual awards banquet will be held in Springfield this year on June 3rd and 4th, and they are working to conserve costs to attend.

Board Chair Don Brewer responded to the comment by Trustee Rendleman in terms of board travel, and stated that board travel has been an issue with some people recently. He commented that during his tenure on the board, he has made one trip, which he considers a weakness as a board member. He is thankful that we do have board members that have made these trips to represent John A. Logan College and many times taking their time, weekends, and in many cases like Trustee Rendleman, their own money.

Trustee Ray Hancock commented that many of these meetings are very important, especially the meetings that go to Washington, D.C. to meet with our legislatures.

D. John A. Logan College Foundation

Trustee Jake Rendleman reported that the Foundation will be partnering with Black Diamond Harley Davidson in Marion for a major concert and fund raiser this summer. The members of the Foundation Executive Committee were guaranteed that they will not lose any money on this event.

The Foundation is in the process of implementing a new scholarship management database, Academic Works, that will make the process of applying for scholarships much more user friendly for our students. This program is scheduled to be up and running in time for the summer semester.

The Alumnus of the year is Dr. Mark Whitehead, a well-known chiropractor in Marion. Dr. Whitehead will be honored during our upcoming graduation ceremony.

E. Employment Services Committee – No report.

F. Athletics Advisory Committee

Board Chair Don Brewer reported that he and Trustee Cheryl Graff plan to schedule a meeting in the very near future.

G. Diversity Committee

Trustee Jackie Hancock reported that March is Women’s History Month and there will be a panel presentation including conversations across generations honoring women in public service and government on Tuesday, March 29.

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

I. Board Policy Committee

Trustee Ray Hancock reported earlier in the meeting.

J. Budget and Finance Committee

Trustee Cheryl Graff reported on earlier in the meeting.

K. Integrated Technology Committee

Trustee Jackie Hancock complimented all who have worked on technology and agreed that the input of Vinny Zicoello will be missed.

Before the final report by the student trustee, Board Chair Don Brewer presented a plaque to Student Trustee Brandi Husch for her service on the board. Chair Brewer noted that she had not always agreed with the board, but stood up for what she believed and stated that no one could doubt her tenacity or commitment she had made in terms of time.

L. Student Trustee

Student Trustee Brandi Husch reported that this was her last board meeting as Student Trustee and thanked the students at John A. Logan College for allowing her the opportunity to serve as their voice this past year. She stated that through serving on campus, Student Senate and at the state level, she had gained leadership roles that have not only enhanced her thought skills, but have cultivated her view not only of the Illinois Higher Education system, but Illinois politics.

Student Trustee Husch stated that it had been an honor to work for fellow students, but her love for this position had been destroyed at an executive meeting on March 3rd by the very members of the board she had served with. At this time, Board Chair Don Brewer announced that the Student Trustee was out of order and violating the sanctity of an executive session, and referred to attorney Patrick Hewson. Attorney Hewson confirmed that there is an obligation of a sitting board member to take the oath of office that what happens in executive session and in closed session is exactly that; it stays in closed session for discussion among the board members. Student Trustee Husch asked if things could be brought up in closed session that did not relate to the agenda for going in to closed session? Attorney Hewson stated that this was a separate and distinct matter that is not right for discussion in open session by a sitting board member.

Student Trustee Husch continued stating that she could not with a clear conscience sit among a board and go through the motions and remain complacent. She commented that the values of this College are supposed to be integrity, compassion, and respect, which she did not see present here. She stated that students that come here and change their lives, no matter their past, and educators that invest in their success, represent the real spirit of John A. Logan College.

ANNOUNCEMENTS

President House commented that two retirement requests on the agenda had been inadvertently left off of the personnel motions. These retirement requests will be acted upon at the April 26, 2016, Board of Trustees meeting.

ADJOURNMENT

Jake Rendleman and Bill Alstat moved and seconded the adjournment of the board meeting at 7:45 p.m.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3312)

The meeting was duly adjourned.

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

Don Brewer, Chair

Jake Rendleman, Secretary