

**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 February 24, 2015, commencing at 7:00 p.m. in the Tarvin/Crisp Rooms of the Conference Center.

The meeting was called to order by Board Chair Jake Rendleman.

The chair directed the recording secretary to call the roll:

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

Also present were: Mike Dreith, President; Tim Daugherty, Vice-President for Student Affairs and Community Education; Brad McCormick, Vice-President for Business Services and College Facilities; Lauren Klinkenberg, Vice-President for Instruction; Don Prosser, 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 Rendleman led the Pledge of Allegiance.

**MINUTES OF THE JANUARY BOARD MEETING**

The minutes of the regular board meeting of January 27, 2015 were previously distributed.

Jackie Hancock and Bill Kilquist moved and seconded approval of the minutes of the regular board meeting of January 27, 2015.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3128)

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

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

Cheryl Graff and Mike Hopkins moved and seconded approval of the treasurer's and financial report for the period ending December 31, 2014.

Trustee Bill Kilquist said at the last board meeting he had questions regarding some of the transaction detail compared to the travel analysis report. He had since received an explanation from Vice-President McCormick and asked Mr. McCormick to share his explanation to the rest of the board. Vice-President McCormick explained that a significant amount of the College's purchasing – especially travel – is done by use of a purchasing card. He noted this is the most accountable form of purchasing due to its limitations and the fact that the Board of Trustees is given a report each month of every transaction conducted. In answer to Mr. Kilquist's question as to why the P-card transaction report did not match up with the travel analysis report given to the board, Mr. McCormick said the travel report does match the expenditure report given to the board for that same month. However the purchasing card transaction report gets to the board one month faster; it will match the next month's expenditure and travel analysis reports. Vice-President McCormick said if it is important for all these reports to match, his staff can slow down the purchasing card report by one month and bring it to the board so it is in sync with the other reports. This is a matter of the board's pleasure.

Mr. Kilquist said in going through the purchasing card report transactions, he had added up approximately \$23,000 in travel expense, along with \$2,000 to \$3,000 in pizza. He said the travel needs to get under control and everyone needs to think before making a purchase. Mr. Kilquist said he had spoken with President Dreith and the president will now approve all out-of-state travel. Kilquist said until travel is brought under control, he will keep voting no on the treasurer's and financial report.

A voice vote showed all in favor with the exception of Bill Kilquist who voted no. Motion carried. (Resolution #16-3129)

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

The expenditure list for the period ending January 31, 2015 was previously mailed.

Mike Hopkins and Cheryl Graff moved and seconded approval of the expenditure list for the period ending January 31, 2015.

Upon roll call, all members voted yes with the exception of Bill Kilquist who voted no. Motion carried. (Resolution #16-3130)

### **RECOGNITION OF GUESTS**

None.

### **BOARD OF TRUSTEES REPORTS**

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

None.

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

Trustee Jackie Hancock reported the Illinois Council of Community College Presidents has formed recommendations regarding community colleges offering an applied baccalaureate degree. A vote will be taken at the next meeting of the ICCTA which will be March 13 and 14, and will require a two-

thirds vote to pass. Ms. Hancock also reported on items discussed at the ICCTA meetings in Washington, DC in February, including legislative priorities and President Obama's American College Promise proposal. She said plans are underway to celebrate the 50<sup>th</sup> anniversary of the Illinois community college system, either April 29 (Lobby Day) or June 5 and 6 at the ICCTA state convention.

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

Trustee and Southeast Region Chair Cheryl Graff reported two April dates are being looked at for the next Southeast Region Trustees meeting.

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

Trustee Jackie Hancock reported the Foundation board meeting was held earlier that evening. Members of Phi Theta Kappa and sponsor Adrienne Barkley Giffin were present at that meeting. Ms. Hancock shared compliments made by President Dreith to Ms. Barkley Giffin at the Foundation meeting regarding the excellence of her efforts with PTK. Other discussion at the Foundation meeting included STEM scholarships, the successful Italian Dinner, and upcoming events.

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

Trustee John Sanders reported the ACCT National Legislative Summit was held earlier in the month in Washington, DC; however, no one from the College attended the summit.

**F. Hiring Committee** – No report.

**G. Human Resources Committee** – No report.

**H. Athletics Advisory Committee** – No report.

**I. Developmental Education Committee** – No report.

**J. Nursing Committee** – No report.

**K. Diversity Committee**

Trustee Jackie Hancock reported on a diversity program held earlier that day dealing with spiritual and cultural examples in West Central Africa. Another program will be held March 3 entitled "Beyond Ferguson: A Perspective." A Diversity Planning Committee meeting is scheduled for March 5.

**L. Board Building Committee** – No report.

**M. Board Policy Committee**

Trustee John Sanders reported the Board Policy Committee had not met, but some policies are appearing later on the agenda for final action by the board.

- N. **Board Finance Committee** – No report.
- O. **Campus Safety Committee** – No report.
- P. **Awards and Naming Facilities Committee** – No report.
- Q. **Integrated Technology Committee**

Trustee Jackie Hancock reported on switch replacements, replacement of wireless access points and addition of new access points, and enhanced wireless security. She said students and faculty are very pleased with these improvements. The wireless network has a new name “Logan Live”. She reported Jenzabar is on schedule. Financial Aid has gone live and progress is being made on the student portal which will go live in the summer.

R. **Student Trustee**

Student Trustee Kayla Malone asked if the Board of Trustees would be willing to meet with the Student Senate at the beginning of the March 24 meeting. There was a consensus to do this and action was taken to change the time of that meeting later on the agenda.

She reported Springfest will take place the next day; the four student trustee candidates have made campaign videos; the student trustee election will take place March 4; Phi Theta Kappa spring induction will be held March 3; the Political Science Club will hold a Board of Trustees candidate forum; Gamer’s Club will hold a gaming tournament fund raiser February 26; Model Illinois Government is coming up the next weekend; and the choir is holding a yard sale fund raiser on February 28. The next Performance Series event will be *Lend Me a Tenor* on March 5 and 6. Board Chair Rendleman complimented Kayla, the PTK group and their sponsor on their outstanding presentation to the Foundation.

**GROUP/ASSOCIATION REPORTS**

A. **Faculty Association Report**

CIS Instructor and Business Department Chair Melanie Pecord presented a statement on behalf of the Faculty Association. Ms. Pecord acknowledged the gravity of the financial crisis facing the College, and thanked the board and administration for asking for employee input. She noted that, as evidenced by the over 400 suggestions received, employees do want to weather the financial situation as a team. Ms. Pecord said she felt everyone in the room had the best interest of the college and the students in mind, and wants the College to come out of this greater and stronger. She said the employees do comprehend the magnitude of the decisions that will be made and the fact that they will have immediate and far-reaching consequences. Ms. Pecord said she hopes when these decisions are made, considerations will include our core values, the strategic plan, and the mission of the College. She reminded of the importance of student success, stressing that educating students must come first. She spoke of the long history of affordable, high quality education JALC has provided, adding that this must be continued. Ms. Pecord also spoke of the pride and passion of the faculty as they give students what they need to be successful in life. She again acknowledged the difficulty of the decisions facing the board and administration and urged them to make these decisions with our

students in mind. She concluded with a quote from John A. Logan, "To education must we look," and challenged the board to do this for our students.

**B. Term Faculty Association Report**

Term Faculty Association Representative Charles Rudolph reported the Term Faculty Association is sponsoring the John Montague Scholarship through the John A. Logan College Foundation.

**C. Logan Operational Staff Association Report**

No report.

**D. Logan Professional Staff Association Report**

LPSA Representative Angie Calcaterra reported the group has not yet been able to meet for negotiations. Their recently scheduled meeting was cancelled due to weather.

**OFFICERS' REPORTS**

**Administration's Recommendations for Balancing FY 2016 Budget**

President Dreith stated the College faces unprecedented financial challenges, and that Vice-President Brad McCormick will be presenting recommendations of the administrative team to the Board of Trustees. Dr. Dreith noted this is a comprehensive plan with many facets and timelines. All employees of the College were invited to submit ideas on how to save money and 422 suggestions were received. Grouped together, the leading areas employees recommended for cutting included athletics, administration, and the CHEC building. Those ideas were processed in meetings with various employee groups. The administration then used this information to produce the recommended action being presented to the board. Dr. Dreith said the College's core values were used in the formation of this plan.

Vice-President for Business Services and College Facilities Brad McCormick said parts of this presentation have been seen by some employees. Over the past three months, he has been meeting with employees in "Fiscal Friday" meetings to keep them informed. His presentation will be posted on the College's SharePoint site for employees to access.

Mr. McCormick said the College's task is to find a way to increase revenue or decrease expenses to cover what is anticipated to be a \$3,618,718 deficit in the FY 2016 budget year. He said the objective is to provide a plan that would allow the board to consider a balanced budget in June. He stressed it is certainly the board's prerogative to choose to approve any of these recommendations. The administration believes this plan allows for \$3,711,803 in new revenue and expense reductions in FY 2016. This is built on the assumption the community college system may face a 10% reduction in funding statewide. Mr. McCormick said there is very little buffer built in to the plan – the only buffer that could occur would be if the state does less than a 10% rescison.

Vice-President McCormick said only three actions were being requested at this board meeting:

- A tuition rate request of \$109 per credit hour
- Retrenchment affecting 4 positions

- Approval of a retirement incentive policy and corresponding MOUs with collective bargaining groups

All other recommendations in the plan requiring action by the Board of Trustees will be brought back to the board in a future meeting for the board's consideration.

Mr. McCormick continued to present recommendations as follows:

Discretionary Expense Reduction – A 2016 budget target of a 22% reduction in discretionary expenditures has been communicated to budget officers, with goals based on FY 2014 actual spending. He went over the categories included in discretionary spending. An additional \$518,893 of reductions are anticipated in the categories of waivers, scholarships, transfers to restricted building fund for small construction and utilities. The 2016 goal is \$1,384,706 total reduction in discretionary spending.

Athletics Recommendations – Effective FY 2016, there is a target of reduction in discretionary spending for athletics equal to 22%, exclusive of tuition and fee scholarships and human resource spending (\$114,000). Beginning in the 2015-2016 academic year, it is proposed to move assistant coaching responsibilities from full-time to stipend positions when possible (\$80,886). The administration is recommending the following action items be included on a spring 2015 board meeting agenda as independent action items:

- Elimination of the golf teams following the 2015-2016 academic year
- No College dollars to be paid for housing commitments beginning with new recruits for the 2016-2017 academic year.
- Movement to Division II for all sports teams effective 2017-2018 academic year.

Refining of Health Insurance Subsidy for Retirees – Vice-President McCormick said annual payments from the operating funds to retirees for reimbursement of a portion of health insurance costs in FY 2014 was \$349,326. He noted these payments are required according to board policy and negotiated labor contracts. He said while actions have been taken to limit the growth of the liability, the fact remains that it is an “unfunded liability” and will continue to consume general operation fund dollars. The administration is recommending the issuance of general obligation bonds to remove this annual expense from the general operating funds thereby creating a trust fund from which to issue future payments. The current actuarially determined net other post-retirement benefit obligation liability is \$3,597,759. Mr. McCormick said the administration plans to make this recommendation formally to the board later this year.

Elimination of Future Community Health Education Complex (CHEC) Operational Subsidy – The administration recommends the authorization to take actions necessary to eliminate the need to subsidize the operations at the Community Health Education Complex (CHEC) for FY 2016. Vice-President McCormick notes that without change, a \$250,000 subsidy is anticipated. In FY 2016, the CHEC building will be considered an “auxiliary enterprise” in the accounting system. As such, any gap between revenue and expenses will result in an additional transfer from the general operating funds. Mr. McCormick said the administration will provide recommendations to eliminate the need to subsidize the CHEC at a future Board of Trustees meeting.

Tuition Recommendation – Vice-President McCormick said in spring 2014, the Board of Trustees had approved tuition increases for fiscal years 2015 and 2016 using CPI. That action would result in a \$2 increase (\$99 to \$101) effective summer 2015. In fall 2014, the board also approved a technology fee of

\$5 per credit hour for modernization of the College's network and the digital security camera project. Mr. McCormick said loss of revenue due to a decline in enrollment and anticipated reduction in statewide funding requires additional tuition revenue. The additional revenue needed is \$579,025 and requires a total tuition increase of \$10 per credit hour (\$109). He pointed out that at \$109 per credit hour, plus the \$5 technology fee, John A. Logan College is expected to be the 6<sup>th</sup> lowest community college in Illinois and in the lowest 15% of the state. The anticipated FY 2016 statewide average for tuition and fees is \$123.82 per credit hour. Vice-President McCormick presented a chart showing who pays the tuition. It showed only 36% of tuition charged is paid by a private party. The College receives the money for 66% of each tuition dollar charged. The result is for each dollar of raised tuition, there is a total net revenue change of \$72,378.

Other Assumptions – Other assumptions included in the plan were:

- Repayment of program assessments from SICCM in the amount of \$217,900
- Reduction of \$100,000 (from \$408,366) for stipends paid to employees in FY 2016
- Reduction in tuition and fee forgiveness
- Target of \$80,000 in new revenue in Workforce Development
- Target of \$100,000 reduction in scholarships and waivers

Additional Retirement Incentive – Mr. McCormick said in April, 2010, the Board of Trustees approved a “One-Time Additional Retirement Incentive”, Board Policy 5144, to find personnel savings through retirements. He noted revisions to that policy are being presented for board action later on the agenda, and briefly summarized details of the new incentives. He noted Memorandums of Understandings will have to be entered into with labor groups. Due to the unpredictability of the response, it is not possible to estimate the savings associated with these incentives at this time.

Savings Associated with Attrition and Personnel Related Savings – Vice-President McCormick reported total estimated savings associated with attrition to date is \$820,474. There is potential for this to grow due to the retirement incentive, but not guaranteed. He presented charts showing attrition savings by employee classification through budgeted positions that were left vacant during FY 2015. Another chart was presented showing savings from attrition and position eliminations for FY 2016. He stated total savings related to natural attrition and recommended elimination of positions for FY 2016 is \$991,172. The recommended elimination of positions of 3 non-teaching professionals and 1 faculty member will provide savings of \$170,698. The administration will also be reviewing the practice of extending non-teaching professional contracts. A recommendation is expected at the June board meeting.

Vice-President McCormick spoke of some factors not in the budget plan, including the possibility of a greater than 10% community college system reduction for FY 2016; possible shift of pension system funding to the local level; possible savings from retirement incentive due to its unpredictability; administrative structure considerations possible due to the upcoming retirement of the vice-president of student affairs and community education; and the possibility of continued enrollment decline.

Mr. McCormick restated the major components of the recommended actions:

- Approval of tuition rate of \$109 effective summer 2015;
- Approval of additional retirement incentive, making additional attrition savings possible;
- Elimination of 4 positions;
- Movement of post-employment benefits to a trust fund through a bond issue;
- Taking actions necessary to avoid the need to subsidize CHEC;

- Discretionary spending reductions of 22%;
- Immediate reductions in athletic spending equal to 22% and actions to be considered later to impact future (beyond FY 2016) spending on athletics;
- Holding of personnel-related savings associated with attrition; and
- Identification of non-teaching professional positions not required to fulfill the mission of the College in the long term.

Vice-President McCormick concluded his presentation by stating the administration's goal has been to present recommendations necessary to present a balanced budget for FY 2016. He pointed out the deficit expected if no action is taken by the administration or Board of Trustees is estimated to be \$3,618,378, fed by:

- continued decline in credit hour generation resulting in \$850,000 ICCB loss if system is flat funded;
- significant tuition and fee revenue lost due to the enrollment decline – greater than \$900,000;
- anticipated 10% funding reduction; and
- seed money of \$275,000 included for new programs.

The total change in the College's financial position if all actions and recommendations are acted upon will result in \$3,711,803.

Board Chair Rendleman asked President Dreith on behalf of the board if this is the complete recommendation of he and the three vice-presidents. President Dreith reported that it is. He stated his team left the last meeting with clear direction that they needed to give a complete plan of what needed to be done regarding the budget situation at the College. With lots of input from many sources (including employee groups), the plan presented is the recommendation the administration feels comfortable with.

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

Board Chair Rendleman asked that any comments be limited to the three action items from the budget plan that the board will be acting on later in the meeting (tuition increase, retirement incentive, and reduction in force). He said when the other recommendations are brought to the board for action, it is his desire that there be opportunity given for comments and questions at that time.

Terri Rentfro, representing the Faculty Association, addressed the administration and Board of Trustees. She stressed the faculty are here primarily for the students, noting that her vision for the College is an inverted triangle with students at the top. She shared personal stories about students to underscore the relationships between faculty members and their students. Ms. Rentfro felt the faculty members would fall right beneath the students in the inverted triangle concept – educating, encouraging, and championing these students to be the best they can be. She gave examples of some extraordinary acts of dedication and involvement by JALC faculty members. Ms. Rentfro felt the third tier of her inverted triangle concept would be the administration and staff who make sure the College works. All tiers are very important, but all should support that top tier of students – the reason the College exists. Ms. Rentfro expressed her understanding of the current financial situation and the very difficult decisions facing the administration and Board of Trustees. On behalf of the faculty, Ms. Rentfro asked the board to consider the action items being presented later on the agenda. She stated the faculty and staff

provide a quality product to JALC students, and we need to consider that quality in conjunction with the cost. While no one wants to see increases, if that is what must be done to continue the College's mission, Ms. Rentfro said it must be considered. She pointed out that if the \$10 per credit hour tuition increase is approved, John A. Logan College will still be the sixth lowest in the state. Out of 48 colleges statewide, she felt this is still a bargain for our students. Ms. Rentfro said she hopes this increase, along with the other recommendations being addressed, will contribute to closing the budget deficit and allow John A. Logan to continue being a leader in quality, low cost education. Taking the current budget issues into consideration, Ms. Rentfro said the faculty believes it is essential for the College to continue developing new programs in order to help reverse the credit hour decline. She encouraged looking at new ways to market new programs as well as existing programs. She concluded by expressing her desire to see the College continue to be a leader in quality, affordable education for students.

### **CLOSED SESSION**

Board Chair Jake Rendleman stated it was desirable to hold a closed session to discuss the appointment, employment, and compensation of specific individuals; collective bargaining; and sale of real property; and that he would appreciate board action and a roll call vote to that effect.

Bill Kilquist and Jackie Hancock 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 #16-3131)

The meeting was declared in closed session at 8:05 p.m.

The meeting was declared back in regular session at 9:15 p.m.

### **CONSENT AGENDA**

#### **A. Student Trustee Election**

President Dreith 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 4, 2015:

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 4, 2015; 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.

#### **B. Approval of Health Information Technology Program**

President Dreith recommended that the Board of Trustees approve the transition of an Associate in Applied Science degree program in Health Information Technology currently offered by SICCM to John A. Logan College effective fall semester 2015.

**C. Approval of Instructional Calendar for FY 2016 (Appendix III)**

President Dreith recommended that the Board of Trustees approve the instructional calendar for FY 2016 as contained in Appendix III.

Jackie Hancock and Mike Hopkins moved and seconded that the Board of Trustees approved all items on the Consent Agenda as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3132)

**OLD BUSINESS**

**A. Revisions/Additions to Board Policies (Appendix IV)**

The Board Policy Committee had presented proposed board policy revisions/additions to the Board of Trustees for first reading at the January board meeting as follows:

- Board Policy 7172 – Financial Management and Office of Management and Budget  
Circulars (NEW)
- Board Policy 7173 – Lobbying Policy (NEW)
- Board Policy 7174 – Institutional Research Policy (NEW)
- Board Policy 7154 – Purchasing
- Board Policy 7311 – Definition of In-District Residency for Tuition and Credit Hour Claim  
Purposes

These policies had been made available for employee input and were brought back to the board for final action.

President Dreith recommended and Cheryl Graff and Bill Kilquist moved and seconded that the Board of Trustees approve revisions/additions to board policies as contained in Appendix IV.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3133)

**B. Lab C237 Renovation Project (Appendix V)**

The Board Building Committee had recommended to the Board of Trustees that the board authorize the administration to solicit bids to remodel Lab C237. Vice-President McCormick reported the estimated budget for the project is \$194,281 to be paid for by the remaining funds from the 2007 capital bond issue. No operating funds are anticipated to be used in this project. The Lab C237 area is to be remodeled for use by the Biology Department, after years of use as a lab space by Cosmetology. Originally designed for use by the Biology Department in the 1980s, the existing lab service sinks are small, and do not provide for accessible use, and the existing built-in tables do not provide for adequate accessibility per the Illinois Accessibility Code, or the 2010 ADA Guidelines. In addition, the use of laboratory gas is no longer needed, so the existing gas lines and valves should be removed so as not to create a danger to the users of the space. If approved by the board, Vice-

President McCormick said the lab renovation would begin sometime in late spring. The ICCB Capital Project Application Form was included in the board's packet as Appendix V.

President Dreith recommended and Jackie Hancock and Bill Kilquist moved and seconded that the Board of Trustees approve the ICCB Capital Project Application as included in Appendix V for the Lab C237 (biology lab) renovation project and authorize the administration to solicit bids.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3134)

**C. CHEC Locker Room Renovations (Appendix VI)**

The Board Building Committee had recommended to the Board of Trustees that the board authorize the administration to solicit bids to remodel the Community Health Education Complex (CHEC) locker rooms. Vice-President McCormick explained that the estimated budget for the project is \$564,449 to be paid for through a combination of the final remaining funds from the 2007 capital bond issue and PHS funds remaining from prior years' tax levy. No operating funds are anticipated to be used in this project. The existing Locker Rooms at the Community Health Education Complex (CHEC) Building are not adequately serving the needs of the users. The floor areas in the locker rooms and shower spaces are a hazard to the public, and do not meet the requirements of the Illinois Accessibility Code, nor does it comply with the 2010 ADA Guidelines. Therefore the flooring in the locker rooms, entry areas, and shower areas will be replaced with materials meeting these requirements. The ventilation system at the CHEC facility, for some years, was improperly installed, forcing caustic air into the locker rooms from the adjacent natatorium. Mr. McCormick said this has been remedied under a separate project, but the damage has been done to the surfaces and anchorage systems of the steel toilet and shower partitions, shower drains and controls, and the grab bars. These will have to be replaced as the grab bars, both at the walls and those connected to the partitions have begun to rust and break loose from the wall. These conditions will not let them support the required loads and forces required of them in the ADA codes. Additionally, in the CHEC building, the amount of accessible water closets is deficient as are the number of accessible lockers and dressing spaces, based on the 2010 ADA Guidelines.

If approved by the board, Vice-President McCormick said the locker room remodel would occur in summer 2015, in conjunction with the replacement of the aquatic center roof. The ICCB Capital Project Application form was included in the board's packet as Appendix VI.

President Dreith recommended and Don Brewer and Bill Kilquist moved and seconded that the Board of Trustees approve the ICCB Capital Project Application as included in Appendix VI for CHEC Locker Room Renovations and authorize the administration to solicit bids.

Trustee John Sanders expressed concerns about the amount of the project and asked Vice-President McCormick to further explain. Vice-President McCormick said a significant component of the cost is protection, health, safety (PHS) dollars left over from a prior tax levy that can only be used for PHS projects. He noted there is a sizable alternate in the project that would only be funded if there was an external source. This combination of PHS funds and the alternate that would only be funded from external sources drives the project cost for our restricted bond funds down substantially. Mr. McCormick also clarified this recommendation is only to send the application in to the ICCB (which is necessary to qualify for PHS dollars) and to solicit bids; it does not mean the board is bound to fund

or approve the project. Bid results are expected to come back to the board for consideration at the April board meeting.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3135)

## **NEW BUSINESS**

### **A. Tuition Recommendation**

It was noted that in spring of 2014, the Board of Trustees approved tuition increases for fiscal years 2015 and 2016 using CPI. Vice-President McCormick said this would result in a \$2.00 increase (\$99 to \$101) effective summer 2015. In fall 2014, the Board of Trustees had approved a technology fee of \$5 per credit hour – modernization of the College’s network, which will also support the digital security camera project. Mr. McCormick said loss of revenue due to decline in enrollment and anticipated reduction in statewide funding requires additional tuition revenue. Additional revenue needed is \$579,025 and requires a total tuition increase of \$10 per credit hour (\$109). At \$109 per credit hour, plus the \$5 technology fee (\$114 per hour total), Mr. McCormick said John A. Logan College is expected to be the 6<sup>th</sup> lowest cost community college in Illinois and in the lowest 15% of the state. The anticipated FY 2016 statewide average for tuition and fees is \$123.82 per credit hour.

President Dreith recommended and Jackie Hancock and Bill Kilquist moved and seconded that the Board of Trustees establish tuition at the rate of \$109 per credit hour effective summer 2015.

Trustee Bill Kilquist said his initial concern was the possibility of dropping enrollment due to the tuition increase. He spoke of the plight of Southern Illinois University Carbondale, noting they are going to have to considerably increase their tuition, and said it is possible John A. Logan College could see some increase in students because of this. Trustee Sanders said while there is no data to show whether a tuition increase will hurt our credit hours, he feels that the College is still providing a quality product for students. He felt that if increasing tuition were the only solution being proposed to our budget problems, it would not be good. However, that is certainly not all the administration is recommending, and Mr. Sanders said he will support the increase.

Upon roll call, all members voted yes with the exception of Student Trustee Kayla Malone who voted no. Motion carried.  
(Resolution #16-3136)

### **B. Revision of Board Policy 5144 – Additional Retirement Incentive (First Reading) (Appendix VII)**

In April 2010, the Board of Trustees approved a One-Time Additional Retirement Incentive, Board Policy 5144, to find personnel savings through retirements. As part of the administration’s recommendations to balance the FY 2016 budget, proposed revisions to that policy were presented in Appendix VII. Board Chair Rendleman explained that while this would normally be just the first reading for this policy revision, it is desirable for the board to waive the second reading and go ahead with approval of this policy.

President Dreith recommended and Mike Hopkins and John Sanders moved and seconded that the Board of Trustees waive the requirement of two readings for board policy approval and approve the revisions to Board Policy 5144 – Additional Retirement Incentive effective immediately.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3137)

Mike Hopkins and John Sanders moved and seconded that the administration be authorized to incorporate Board Policy 5144 – Additional Retirement Incentive into Memorandums of Understanding with collective bargaining units.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3138)

### **CLOSED SESSION MINUTES**

Jackie Hancock and Bill Kilquist moved and seconded that the Board of Trustees approve the content of the closed session minutes of January 27, 2015, but that these minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3139)

### **PERSONNEL**

#### **Approval of Head Women's Softball Coach**

President Dreith recommended and Mike Hopkins and Cheryl Graff moved and seconded that Angela Jilek be approved as head women's softball coach effective July 1, 2015. Separate action with a roll call vote was requested for this personnel item.

Upon roll call, members voted as follows: Jackie Hancock – yes; Cheryl Graff – yes; John Sanders – no; Don Brewer – abstain; Mike Hopkins – yes; Bill Kilquist – no; Kayla Malone – yes; and Jake Rendleman – yes. Motion carried.  
(Resolution #16-3140)

### **APPROVAL OF REMAINING PERSONNEL AGENDA ITEMS**

#### **Maintenance/Building Staff**

President Dreith recommended that Beau Baker be ratified as a full-time, temporary, custodian at John A. Logan College effective February 9, 2015.

President Dreith recommended that David Wilson be ratified as a full-time, temporary, custodian at John A. Logan College effective February 19, 2015.

### **Non-Teaching Professional Staff**

President Dreith recommended that Stachia Cullers be employed as a full-time, grade VII, director of literacy at John A. Logan College effective March 2, 2015.

President Dreith recommended that Amanda Shelby be approved as head women's basketball coach effective April 1, 2015.

President Dreith recommended that Kay Fleming be approved as interim Dean of Workforce Development and Community Education effective February 16, 2015.

President Dreith recommended that Michelle Hamilton be approved as interim Associate Dean of Workforce Education effective February 16, 2015.

President Dreith recommended consideration of the retirement request of Marty Hawkins, women's basketball coach/academic advisor, effective March 31, 2015.

President Dreith recommended consideration of the retirement request of Jerry Halstead, athletic director and head baseball coach, effective June 30, 2017.

President Dreith recommended consideration of the retirement request of Tim Daugherty, vice-president for student affairs and community education effective May 31, 2015.

### **Full-Time Faculty**

President Dreith recommended that the following full-time, tenured faculty members be offered contracts for the 2015-16 academic year:

<b><u>Employee</u></b>	<b><u>Full-Time Start Date</u></b>
Nathan Arnett	08/15/02
Cheryl Barrall	08/14/03
Cheryl Bernhardt	08/15/96
Jane Beyler	08/14/08
Nicole Borrenpohl	08/20/09
Debra Boyke	08/14/08
Jane Bryant	08/19/04
Kathleen Carl	08/20/90
Thomas Chandler	08/14/08
Stephanie Chaney-Hartford	08/16/01
David Cochran	08/16/01
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

<u>Employee</u>	<u>Full-Time Start Date</u>
Joseph Dethrow	08/18/05
Richard Deutsch	08/14/03
Michiko Eberle	08/19/92
Eric Ebersohl	08/17/87
Charles Ellett	08/19/93
James Elliott	08/18/05
Scott Elliott	08/20/98
Robert English	08/20/92
David A. Evans	08/14/08
Donna Farris	08/17/95
Janet Followell	08/17/06
Donna Ford	08/15/96
Jo Forer	08/18/94
Della Fulk	08/20/98
Matt Garrison	08/18/05
Kathy Gibson	08/20/98
Kathirave Giritharan	08/20/90
Maudie Graham	08/16/01
James Gundlach	08/18/94
Carla Haas	08/18/11
Heather Hampson	08/16/07
Leila Jo Hart	08/19/92
Pamala Hays	08/18/94
Marilyn Haywood	08/16/07
Lora Hines	08/18/94
Julie Horecker	08/17/95
Sharon Jenkins	07/01/08
Jennifer Jeter	08/16/07
Denis Junge	08/22/89
Pamela Karns	02/01/00
Keith Kendrick	08/19/99
Kathi Kibler	08/19/99
Perry Knop	01/19/93
Mikeal Kos	08/20/09
Keith Krapf	08/19/91
Richard LaSalle	08/19/10
Lisa Majewski	08/14/08
Doris Malone	01/12/09
Valerie Newberry	01/03/00
Denise Orrill	08/16/07
Ronald Parks	08/22/89
Melanie Pecord	08/15/96
Kemberly Pinto	08/20/09
Terri Rentfro	08/18/86
Joseph Roach	08/16/07

<u>Employee</u>	<u>Full-Time Start Date</u>
James Mark Rogers	08/17/06
Diane Rudolph	08/20/09
Debra Russell	08/14/08
Mikolaj Sawicki	08/19/93
Robyn Stevens	08/19/04
Jason Stutes	08/16/07
Sherry Sullivan	08/17/06
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
Jennifer Watkins	08/14/08

President Dreith recommended that the following full-time, non-tenured instructors who have completed three years of satisfactory, full-time employment with John A. Logan College be re-employed and awarded tenure for the 2015-16 academic year:

<u>Employee</u>	<u>Full-Time Start Date</u>
Molly Alter	08/16/12
Trenton Crews	07/09/12

President Dreith 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 2015-16 academic year:

<u>Employee</u>	<u>Full-Time Start Date</u>
Helen Jeannine Coffey	08/18/14
Robert Craig	08/18/14
Eric Heiple	01/13/14
Abel Kinser	08/15/13
Amy Mathes	08/15/13
Jason McFarland	08/18/14
Michael McNally	08/18/14
Jose Mendez	08/15/13
Martha Peebles	08/15/13
David Sackris	08/15/13
Valerie Shaw	08/18/14

President Dreith recommended that the following 12 month, full-time, tenured faculty members be offered contracts for the 2015-16 academic year:

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

President Dreith recommended that the following 12 month, full-time, continuing faculty member be offered a contract for the 2015-16 academic year:

<u>Employee</u>	<u>Full-Time Start Date</u>
Sara Foster	07/16/2013
Glenn Parker	06/09/2014

### **Term Faculty**

President Dreith recommended that Debra Gregory be ratified as a part-time instructor of nutrition at John A. Logan College effective January 21, 2015.

President Dreith recommended that Jacob Huffstutler be ratified as a part-time instructor of physics at John A. Logan College effective January 21, 2015.

President Dreith recommended that Martha Roberts be ratified as a part-time instructor of speech at John A. Logan College effective January 21, 2015.

President Dreith recommended that Casey Robinson be ratified as a part-time instructor of chemistry at John A. Logan College effective January 21, 2015.

President Dreith recommended that Robert Swearingen be ratified as a part-time instructor of music at John A. Logan College effective January 21, 2015.

President Dreith recommended that Jamie Walczak-Wilson be ratified as a part-time instructor of English at John A. Logan College effective January 21, 2015.

President Dreith recommended that Paula Willig be employed as a part-time instructor of interpreter preparation at John A. Logan College effective May 18, 2015.

### **Continuing Education Staff**

President Dreith recommended that Kelli Abell be ratified as a Zumba instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Josh Boren be ratified as a Group Swim Lessons (Beg) instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Josh Boren be ratified as a Group Swim Lessons (Inter) instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Emily Drone be ratified as a Group Swim Lessons (Beg) instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Emily Drone be ratified as a 1-on-1 Swim Lessons instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Zack Essex be ratified as a Group Swim instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Kathy Faulkner be ratified as a Fit for Life Stretching and Toning instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Kathy Faulkner be ratified as a Walking for Fitness instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Jane Fiorenzi be ratified as a Group Swim Lessons (Beg) instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Jane Fiorenzi be ratified as a Group Swim Lessons (Inter) instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that LeeAnn Jones be ratified as a 1-on-1 Swim Lessons instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Karla Klueter be ratified as an Arthritis Aquatics instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Rebecca Kolar be ratified as an Aqua Toning Aerobics – Shallow instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Kathleen Kronos be ratified as an Aqua Toning and Aerobics – Shallow/Deep instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Fae Ragan be ratified as a Pilates instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Derrick Snider be ratified as a 1-on-1 Swim Lessons instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Mia Stock be ratified as an Advanced Swimming instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Mia Stock be ratified as a Competitive Youth Swimming instructor at John A. Logan College effective January 26, 2015.

President Dreith recommended that Mia Stock be ratified as a Group Swim Lessons (Inter) instructor at John A. Logan College effective January 26, 2015.

**Grant Personnel**

President Dreith recommended that Jessica Bertolozzi be ratified as a part-time adult education instructor at John A. Logan College effective February 3, 2015.

**Volunteer Personnel**

President Dreith recommended the appointment of volunteers Charles Rick Ellett and Eric Heiple for Athletics.

President Dreith recommended the appointment of volunteer Mariela Agrawal for Diversity.

President Dreith recommended the appointment of volunteers Heidi R. Bacon, Jean Kaya, Jonathan Larkin, Cheyanne Lovellette, and Mike Lund for Literacy.

**Reduction in Force**

As a part of the administration's recommendations to balance the FY 2016 budget, President Dreith recommended the following position eliminations:

Non-Teaching Professional Staff:

- Kyle Surprenant, assistant baseball coach, effective July 1, 2015
- Morgan Chester, reference librarian, effective July 1, 2015
- Bradley Griffith, aquatic coordinator, effective July 1, 2015

Full-Time Faculty:

- David Michael Seagle, effective June 1, 2015

John Sanders and Cheryl Graff moved and seconded that the Board of Trustees approve all personnel items as recommended. A roll call was requested.

Upon roll call, all members voted yes. Motion carried.  
(Resolution #16-3141)

**CHANGE OF TIME OF MARCH BOARD MEETING**

John Sanders and Bill Kilquist moved and seconded that the time of the March 24, 2015, Board of Trustees meeting be changed from 7:00 p.m. to 6:30 p.m. in order to accommodate an interactive meeting with the John A. Logan College Student Senate.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3142)

**ANNOUNCEMENTS**

None.

**ADJOURNMENT**

John Sanders and Cheryl Graff 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 #16-3143)

The meeting was duly adjourned.

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

Jake Rendleman, Chair

Cheryl Graff, Secretary