

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 May 26, 2015, 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 | -- present |
| Jackie Hancock | -- present |
| Bill Kilquist | -- absent |
| Jake Rendleman | -- present |
| Ray Hancock | -- present |
| Brandi Husch | -- present |
| Don Brewer | -- 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; Laurel 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.

On behalf of the Board of Trustees, former Board Chair Jake Rendleman presented retiring Vice-President for Student Affairs and Community Education Tim Daugherty an engraved crystal bowl in honor of his service to education and to John A. Logan College. Dr. Daugherty thanked the Board of Trustees for the opportunity and blessing of serving the College over the past seven years.

Chairman Don Brewer presented Immediate Past Chair Rendleman with a plaque in appreciation of his service as board chair for the past two years. Mr. Brewer commented on the importance of Mr. Rendleman's service at the state level as well.

MINUTES OF THE ORGANIZATIONAL MEETING AND REGULAR APRIL BOARD MEETING

The minutes of the organizational meeting and regular board meeting of April 28, 2015 were previously distributed.

Bill Alstat and Cheryl Graff moved and seconded approval of the minutes of the organizational meeting and regular board meeting of April 28, 2015.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3171)

TREASURER’S AND FINANCIAL REPORT (Appendix I)

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

Cheryl Graff and Jake Rendleman moved and seconded approval of the treasurer’s and financial report for the period ending March 31, 2015.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3172)

EXPENDITURE LIST (Appendix II)

The expenditure list for the period ending April 30, 2015 was previously mailed.

Jake Rendleman and Ray Hancock moved and seconded approval of the expenditure list for the period ending April 30, 2015.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-3173)

RECOGNITION OF GUESTS

None.

PUBLIC AUDIENCE FOR QUESTIONS/COMMENTS

None.

BOARD OF TRUSTEES REPORTS

A. Comments by Board Chair

Board Chair Don Brewer reported that he and Vice-Chair Kilquist had met with President Dreith for the purpose of narrowing down the number of board committees. The number has been reduced to seven, and a chair has been named for each committee. Chairman Brewer noted that when committees meet, it is not necessary for all the vice-presidents to be at every meeting unless it is that vice-president’s specific area. He said the president is welcome to attend any committee meeting he wishes. Mr. Brewer said if the administration has business to bring to a committee, they should contact the committee chair.

Mr. Brewer reminded the board that they had agreed two months ago to let the administration bring their recommendations to the board as a whole concerning all the budget cuts recommended for the coming year. He said if someone wants to present a recommendation to a committee for information, that is fine; however, the intent was for the administration to bring recommendations to the board regarding ways to save money in the coming year.

B. Illinois Community College Trustees Association (ICCTA)

Trustee Jake Rendleman reported the annual meeting of the ICCTA will be held in Schaumburg, IL on June 4-6. He plans to attend, along with President Dreith and the College's Outstanding Part-Time Faculty Nominee. Mr. Rendleman will serve as the College's voting delegate at that meeting.

C. John A. Logan College Foundation

Trustee Rendleman reported the John A. Logan College Foundation board had met earlier that evening. The treasurer's report indicated an increase of approximately \$200,000 over this time last year. An investment review was also given at the meeting. Mr. Rendleman reported on upcoming Foundation-sponsored events including a concert by *Blend*, a car show at Walker's Bluff, and the Annual Golf Classic. He reported the Finance Committee of the Foundation is working to develop a special committee for various donations for special funds. A commitment has been received from the Harrison-Bruce Foundation to provide a press box for the baseball field this year, and a commitment next year for the softball field. The total investment by the Harrison-Bruce Foundation amounts to approximately \$200,000. Mr. Rendleman reported the new bridge in the Waterfall Courtyard was donated by E. T. Simonds with help from the Foundation. He also announced the Foundation is looking for new board members.

D. Employment Services Committee

Board Chair Brewer reported the former Hiring Committee and Human Resources Committee have been combined into an Employment Services Committee. That committee had not had a chance to meet and there was no report.

E. Athletics Advisory Committee

Board Chair Brewer said the Athletics Advisory Committee had not met recently, but will be meeting in the near future. He welcomed Cheryl Graff to the committee and said it is good to have a female on that committee.

F. Diversity Committee

Trustee Jackie Hancock reported May 14 was the induction ceremony for the National Society of Leadership and Success. Plans are being made for a diversity conference next year. Work is continuing on budgets and community partnerships. The next meeting will be October 23.

G. Building, Grounds, and Safety Committee

Chairman Brewer noted this committee has combined the former Board Building Committee and the Campus Safety Committee. The committee had not met and there was no report.

H. Board Policy Committee

The Board Policy Committee had not met and there was no report.

I. Budget and Finance Committee

Trustee Cheryl Graff said the Budget and Finance Committee is scheduled to meet on June 10.

J. Integrated Technology Committee

Chairman Brewer stated that Trustee Bill Kilquist has agreed to serve on the Integrated Technology Committee along with Jackie Hancock. Trustee Jackie Hancock said there are several technology items appearing later on the agenda for board action. She reported that Chief Information Technology Officer Mark Kinkade is resigning his position at the College and will speak to the board later in the meeting.

K. Student Trustee

Student Trustee Brandi Husch reported on recent student activities including *Logan's Got Talent* and Phi Theta Kappa's *Logan Lowdown*. Ms. Husch turned the meeting over to Phi Theta Kappa officers who reported on a recent international conference and the awards the chapter won. The College was in the top 50 chapters worldwide. Ms. Husch thanked outgoing PTK president Europe Doan for her leadership, service and support. Board Chair Brewer thanked the group for the excellent way they have represented the College and congratulated them on a very successful year.

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

Faculty Association Representative Eric Ebersohl reported grades were due for the spring semester that day, marking the end of the academic year for the faculty. He reported the Writing Center will be providing services for students for the first time during the summer semester.

B. Term Faculty Association Report

No report.

C. Logan Operational Staff Association Report

No report.

D. Logan Professional Staff Association Report

No report.

OFFICERS' REPORTS

A. Community Engagement Activity Report

Vice-President Tim Daugherty presented a report on Community Engagement Activities at John A. Logan College. He drew the board's attention to a portion of the report showing activities by category and number of attendees for 2012, 2013 and 2014. In calendar year 2014, a total of

109,057 individuals participated in activities at JALC – up from 108,000 the previous year. Dr. Daugherty noted this is great evidence to present in our Higher Learning Commission report to show that the College is open, accessible, and serving the Logan community. He encouraged to look at the remainder of the report which gave more in-depth details of what the various activities were and who attended them. Dr. Daugherty gave credit to Adrienne Barkley Giffin for creating the report.

B. Operating Plan for Community Health Education Complex

Dr. Daugherty presented a handout to the board showing the proposed model for the Community Health Education Complex (CHEC) for 2015-2016. He noted this is in response to the board's directive to come up with a proposal for how to move forward with operation of the CHEC building. Dr. Daugherty first reported on the system used last semester which created public service classes for individuals to enroll in. That system was very cumbersome and needed to be modified. Dr. Daugherty said the proposed model will move to a membership basis with options of monthly, by semester, or a one day pass. He went over the membership fees, and briefly explained the Silver Sneakers program that will help offset the fees for seniors. Continuing education courses will still be offered (i.e., yoga, arthritis aquatics, Zumba, swimming lessons). Transfer courses will be established and offered to target traditional students. Extra events will be offered which will bring in additional revenue. Dr. Daugherty said the Higher Reach and Red Canyon systems will still be used – Higher Reach for registration, scheduling, and billing, and Red Canyon for handling/monitoring patrons entering and exiting.

Recommended staffing will include the CHEC director, CHEC secretary, three head lifeguards, student worker lifeguards, student worker gym monitors, evening CHEC supervisor, and custodial. Dr. Daugherty noted the biggest staffing change involves replacing the former term faculty monitors with trained work-study students. This will result in a savings of approximately \$64,000. Trustee Rendleman asked about certifications for the student worker monitors such as CPR. Dr. Daugherty said these safety/CPR certifications will be a requirement to work in the facility.

Trustee Bill Alstat asked if this was part of the plan for budget cuts presented at the February board meeting. Vice-President McCormick said what was presented to the board in February was the goal of eliminating any need to subsidize the Community Health Education Complex. That was most likely to occur through an external partnership, but at this point in time, there are no opportunities for external partnerships. Therefore, the break-even goal expressed in the plan will not occur during the first year. Mr. McCormick said he expects in the neighborhood of a quarter of a million dollar subsidy will still be necessary even with the adjustments just reported by Dr. Daugherty. He said the facility is still the best deal around for patrons. At some point, Vice-President McCormick said student fees will be evaluated (year three). He concluded that until revenues are increased or costs are decreased further through a partnership, the break-even point will be hard to attain. Mr. Alstat asked if cost cuts are being made anywhere other than in personnel. Dr. Daugherty stated that the direct savings to the CHEC facility during the coming year will be the \$64,000 in personnel changes. Vice-President McCormick said he feels there is potential for us to generate more revenue in the new membership model than there was in the old model of collecting fees for a course. This, however, will not be known for a while. There was a brief discussion on the possibility of partnerships for use of the rehab facility. Dr. Daugherty stressed the main focus will be on generating a revenue model rather than additional cuts at this time. He said in another two to three years, plans call for looking at ways to get more of our traditional students using the facility. If we

are successful with that, a fee would be imposed which would help close the gap. Vice-President Daugherty gave a detailed explanation of the staffing changes and duties in response to questions from Mr. Alstat. Mr. Alstat said he does not see how the College can break even on the CHEC facility. He asked if we are going to get to a certain level and say this is the best we can do. Vice-President McCormick said there is no way we can break even in FY 2016, noting use of some of the facilities will be lost between July and October. He believes having to subsidize \$150,000 to \$200,000 is about the best we can hope to do without adding a student fee down the road. At some point the board will have to decide what they are comfortable with relative to the subsidy of the CHEC operation. Mr. McCormick pointed out that if we had continued to operate the CHEC facility as it was at the time state funding was lost, we would be losing close to \$600,000. He stated that the FY 2016 general ledger is being created in a manner that will provide very precise accounting of every activity, and is being set up as an auxiliary enterprise so the revenue generated by that facility is very easily identifiable as well as the cost. In the past, the credit hour association was hard to segregate out because it went into the general operating fund. Going forward, the board will have very good accountability over the performance of the CHEC facility. Trustee Ray Hancock commented on the magnitude of a conversion such as this. He complimented the administration on a well-thought-out plan.

Relatedly, Vice-President McCormick reported a project coordination meeting is scheduled with the Illinois Capital Development Board regarding the roof replacement at the CHEC facility, and the notices to proceed have been issued by the state. Project activity is expected to begin the fourth week in June.

C. Higher Learning Commission Accreditation Update

Vice-President for Instruction Laurel Klinkenberg reported committees have been working hard on the Higher Learning Commission re-accreditation over the last three months and are gaining momentum. Evidence is being gathered for all the criteria. The twelve-member steering committee has a work day scheduled for June 22 to evaluate evidence submitted to date and identify where more is needed. She called the process an hour-glass approach – the evidence is gathered by all the committees, comes in to the steering committee where it is validated, and then will go back out to the campus life community to make sure they have opportunity to give additional input. She noted that surveys are an additional means of gathering information, and asked Eric Pulley to report on a survey he has compiled for Criterion One. Mr. Pulley said he currently has 106 responses to the Criterion One survey pertaining to the College mission, which is good for such a busy, end-of-year time. Dr. Klinkenberg noted the trustees had an HLC newsletter at their places, and a written report had been distributed as Attachment III with the board materials.

Board Chair Brewer thanked Dr. Klinkenberg for the HLC report. He said the board is very interested and concerned and asked if there will be an update at every board meeting. Dr. Klinkenberg confirmed there will be updates at every meeting and asked permission to invite co-chairs from the steering committee to present to the board.

D. Course Lab Fee Changes

Vice-President Klinkenberg reported lab fees for certain courses are being analyzed and standardized. She distributed a list of changes for the Criminal Justice program.

CONSENT AGENDA

A. Follett IncludED Program for Cosmetology (Appendix IV)

President Dreith recommended that the Board of Trustees authorize the College to use the Follett IncludED Program to distribute all required course material for the Cosmetology program to students effective fall 2015 semester as outlined in the Program Implementation Plan included as Appendix IV.

B. Award of Contract for Lab C237 Renovations (Appendix V)

President Dreith recommended that the Board of Trustees award the remodel contract for the C237 biology lab to W. F. Stift of Marion, IL, for the lowest responsible bid of \$61,700; and that the project be funded from remaining capital bond proceeds from the 2007 bond issue.

C. Award of Contract for Purchase of Security Cameras (Appendix VI)

President Dreith recommended that the Board of Trustees award the contract for provision of security cameras to Com Squad of Lebanon, IL, for the lowest responsible bid of \$145,000.

D. Computer Replacements (Academic Computing Lab and Desktop) (Appendix VII)

President Dreith recommended that the Board of Trustees approve the purchase of 136 academic computing lab computer replacements and 34 desktop computers from Dell in the amount of \$118,209.50 .

E. Desktop Computer Purchases for Newly Created E230 Computer Lab (Attachment VIII)

President Dreith recommended that the Board of Trustees approve the purchase of desktop computers from Dell in the amount of \$14,602.35 to equip the newly created E230 Computer Lab using Program Improvement Grant (PIG) funds.

F. Revision to Chartwell's Contract (Food Service) (Appendix IX)

President Dreith recommended that the Board of Trustees approve the revisions the College's contract with Chartwell's (food service) as shown in Appendix IX.

G. Approval of Closed Session Minutes for Availability for Public Inspection

President Dreith recommended that the Board of Trustees accept the recommendation of legal counsel that none of the closed session minutes reviewed through February 24, 2015 be made available for public inspection at this time.

H. Destruction of Verbatim Recordings of Closed Session

President Dreith recommended that the Board of Trustees accept the recommendation of legal counsel to approve destruction of the verbatim recordings of closed session meetings through and including October 22, 2013.

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

A voice vote showed all in favor with the exception of Bill Alstat who abstained. Motion carried.
(Resolution #16-3174)

NEW BUSINESS

A. Banking Services Proposal

Vice-President Brad McCormick reported requests for proposals for banking services were sent to 23 financial institutions. Proposals were received from 4 banks: Du Quoin State Bank, First Financial Bank, First Southern Bank, and Peoples National Bank. He explained the proposal received from First Financial Bank was not accepted as there was no signed Contract for Banking Services included with the proposal. The proposals received from Peoples National Bank and First Southern Bank did not comply with bid specifications due to failure to tie the interest earnings rate to the Fed Funds rate. The proposal received from Du Quoin State Bank was evaluated and contained the following: payment of an interest earnings rate on collected balances based on the Fed Funds Target rate plus .10% along with no assessment of monthly service charges. The interest earnings rate would be adjusted quarterly each year of the contract. Du Quoin State Bank has provided banking services to the College for the past 11 years. Due to this working relationship, Du Quoin State Bank has displayed their experience and reliability in serving the College's banking needs.

President Dreith recommended and Bill Alstat and Ray Hancock moved and seconded that the Board of Trustees authorize the administration to accept the banking proposal submitted by Du Quoin State Bank. The bank's proposal will provide banking services to the College for a three year period beginning July 1, 2015 through June 30, 2018 with a provision for a two-year continuation under the same terms and conditions of the contract, at the sole option of the College.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3175)

B. Resource Scheduling System Purchase (Appendix X)

Vice-President McCormick stated that for the past couple of years, the College has been operating the Scheduler Plus room scheduling software on a server purchased in 2005. The software has not been updated because support from the vendor stopped long ago. The only way to regain support was to purchase the latest version, which is a hosted solution, meaning it is not installed on a server on this campus. Last fall, a committee solicited proposals from technology vendors for a technology tool to be used for the scheduling of classrooms and others spaces on the campus. The solution recommended by the committee, as well as the Integrated Technology Committee, was EMS. EMS is the scheduling tool used by SIU Carbondale. Vice President McCormick, then attempted negotiations on price and was unable to get the cost down to what was budgeted in FY 2015. It was hoped that the purchase could be delayed until the FY 2016 budget, but a failure of the server this week makes that not possible. The cost of replacing the scheduling technology as a hosted solution that does not require server installation on this campus is \$52,948, which includes annual

maintenance of \$9,548. Implementation costs are estimated at between \$15,500 - \$27,000. This is considered an emergency purchase. Mr. McCormick stated that without a replacement, the College is back to manual space scheduling for non-classroom space and an inability for distributed scheduling for functional areas like Business & Industry. Trustee Bill Alstat asked if the delay in replacement had been due to budget or was it just forgotten. Vice-President McCormick said it was definitely not forgotten, and explained that trying to get through this budget year without the additional expenditure was part of the reason. Along with budget concerns, part of the delay was also due to not wanting to add to the tremendous IT staff load during the Jenzabar implementation. However, when the server died, it left no options. Mr. Alstat asked if there are more potential issues like this. Vice-President McCormick said there are a few more servers needing to be replaced. He said he has a lengthy list of projects within the network infrastructure of the College that need to be addressed, along with issues finding qualified staffing. Mr. Alstat asked where the money will come from for this emergency purchase. Mr. McCormick said it will have to be transferred from other budget areas whose dollars have not been used.

President Dreith recommended and Ray Hancock and Jake Rendleman moved and seconded that the Board of Trustees approve the purchase of resource scheduling technology from Event Management Systems at the cost shown in Appendix X.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3176)

CLOSED SESSION

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

Ray Hancock and Cheryl Graff 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 #16-3177)

The meeting was declared in closed session at 8:14 p.m.

The meeting was declared back in regular session at 10:21 p.m.

COMMENTS FROM CHIEF INFORMATION TECHNOLOGY OFFICER

Board Chair Don Brewer introduced Chief Information Technology Officer Mark Kinkade to address the board regarding IT needs. Mr. Kinkade reported on problems with IT staffing, noting three instances where jobs were posted for a number of weeks with either no applicants or no candidates meeting minimum requirements. One position has remained vacant. Unfortunately, the department is down to one person handling network needs which presents a work load that is far too much. Mr. Kinkade stressed the importance of getting this person additional resources. He said the demand is there at this point to potentially look to a consulting firm for help. A contract had been sent to Vice-President McCormick to evaluate for outsourcing until we can get qualified candidates in the future. Vice-

President McCormick said he doesn't think what Mr. Kinkade is asking requires board action because of thresholds in our board policies regarding contracts. He said that – out of desperation created by not being able to find qualified applicants – we are going to have to lean on contractual services to get the functions taken care of.

Mr. Kinkade said it was mentioned earlier that there were approximately 580 events per year scheduled on campus. He noted that those events are basically handled with one person, with two others responsible for 1200 campus computers, and 300 classrooms. At least one more person – maybe two – are needed to maintain the number of computers on campus. He stated that incoming freshmen at JALC and their folks believe they are coming to a college that has adequate computers, networks, and labs; so the College really has no choice but to address these needs. Mr. Kinkade said it is a never-ending demand for money to manage the computer operations and meet the expectations of students. He felt that for the college to remain competitive, it must come to grips with this and make the necessary investments for the future.

President Dreith thanked Mr. Kinkade and expressed his appreciation for his time and efforts at the College. Board Chair Don Brewer said the board feels very blessed to have had Mr. Kinkade. Mr. Kinkade said he had thoroughly enjoyed his time at the College and thanked the board for its commitment and support to the IT department and the students. He stated a big part of the reason for his resignation from the College is because of medical concerns with the progression of his Parkinson's Disease. He concluded by stating he wants what is best for John A. Logan College. The board and administration applauded Mr. Kinkade.

CLOSED SESSION MINUTES

Jake Rendleman and Cheryl Graff moved and seconded that the Board of Trustees approve the content of the closed session minutes of April 28, 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 #16-3178)

PERSONNEL

Operational Staff

President Dreith recommended that Susan Arnould be ratified as a preschool substitute effective May 15, 2015.

President Dreith recommended that Nicole Mathis be ratified as a full-time, administrative assistant III (advisement) effective May 4, 2015.

President Dreith recommended that Heather Chandler be employed as full-time, grade IV, administrative assistant IV (associate dean for instruction) effective June 8, 2015.

President Dreith recommended that Sondra Walker be employed as full-time, grade V, administrative assistant to the president V effective June 1, 2015.

President Dreith recommended that the Board of Trustees approve annual raises for non-union operational staff employed for FY 2016 in the amount of 2.75%.

Non-Teaching Professional Staff

President Dreith recommended that the following non-teaching professional staff members who have served at the College less than three years be offered one-year contracts through June 30, 2016:

| <u>Employee</u> | <u>Full-time Start Date</u> | <u>Changed</u> |
|---|---------------------------------|----------------|
| Michelle Andolsek | 09/15/14 | |
| Michael Coffman | 08/01/13 | |
| Stachia Cullers | 01/18/00 | 03/02/15 |
| Carolyn Gallegly (50% College/50% Grant) | 11/16/12 | |
| Tim Gibson | 06/01/10 | 07/28/14 |
| Travis Geske | 09/16/13 | 11/01/14 |
| Emily Henson (62.5%) | 09/01/11 | 05/20/13 |
| Susan May | 01/07/02 | 11/16/12 |
| Donald Priddy | 04/22/13 | |
| Krystal Reagan | 01/02/13 | |
| Christy Stewart | 06/23/14 | |

President Dreith recommended that the following non-teaching professional staff members who have three or more years of service be offered contracts through June 30, 2018:

| <u>Employee</u> | <u>Full-time Start Date</u> | <u>Changed</u> |
|-------------------------|---------------------------------|----------------|
| Adrienne Barkley Giffin | 04/03/00 | |
| Valerie Barko | 07/23/07 | |
| W. Craig Batteau | 09/12/94 | 07/23/97 |
| Clay Brewer | 03/05/01 | |
| Stacy Buckingham | 02/01/90 | 08/01/95 |
| Lauralyn Cima | 02/13/91 | |
| Terry Crain | 09/22/86 | |
| Marilyn Falaster | 12/16/99 | |
| Kay Fleming | 08/19/91 | |
| Michelle Hamilton | 08/12/96 | |
| Barry Hancock | 07/29/96 | 03/25/98 |
| Mark Henson | 06/01/01 | |
| Johnna Herren | 04/21/99 | 07/01/07 |
| Stacy Holloway | 07/10/90 | 09/16/97 |
| Lisa Hudgens | 06/11/84 | 11/01/84 |
| Christy Marrs | 09/07/94 | 10/18/99 |
| Christy McBride | 07/22/96 | |
| Elizabeth Myatt | 09/28/09 | 11/01/11 |

| <u>Employee</u> | <u>Full-time Start Date</u> | <u>Changed</u> |
|------------------|---------------------------------|----------------|
| Chris Naegele | 07/02/07 | |
| Steve O'Keefe | 07/01/97 | |
| Beth Porritt | 05/26/99 | 07/01/10 |
| Eric Pulley | 09/22/93 | |
| Staci Shafer | 04/16/10 | |
| Jason Snider | 10/18/99 | |
| Gregory Stettler | 09/06/95 | |
| Sherry Summary | 07/16/07 | |
| Judith Vineyard | 08/18/97 | |
| Roger Von Lanken | 07/01/09 | 07/01/10 |
| Dennis White | 10/11/95 | |
| Tim Williams | 08/16/91 | 01/01/98 |
| Susan Zamora | 08/06/07 | |

President Dreith recommended that the following employees who are on non-teaching professional stipend contracts be offered a continuation contract if their special services are required through 2016:

| <u>Employee</u> | <u>Title</u> |
|-------------------------|--------------------------------|
| Adrienne Barkley Giffin | Phi Theta Kappa Advisor |
| Tracy Elliott | Coordinator of Athletic Events |
| Thomas Ferris | Head Men's Golf Coach |
| William Glenn | Head Women's Golf Coach |
| Brandyn McGhee | Choral Sound Technician |
| Cheryl Trench | Historical Village Lead Docent |
| Jessica Whitehead | Assistant Volleyball Coach |

President Dreith recommended that the following non-teaching professional staff member who has three or more years of service be considered for a contract extension upon approval to return to work:

| <u>Employee</u> | <u>Full-time Start Date</u> |
|-----------------|---------------------------------|
| Darren Pulley | 01/14/91 |

President Dreith recommended that the following employee be offered a contract through August 31, 2015:

| <u>Employee</u> | <u>Full-time Start Date</u> |
|-----------------|---------------------------------|
| Adeline Wilson | 08/24/82 |

President Dreith recommended that the following employee be offered a contract through April 30, 2016:

| <u>Employee</u> | <u>Full-time Start Date</u> |
|-----------------|---------------------------------|
| Donna Glodjo | 04/28/94 |

President Dreith recommended that the following employee be offered a contract through June 30, 2017:

| <u>Employee</u> | <u>Full-time Start Date</u> |
|-----------------|---------------------------------|
| Jerry Halstead | 09/14/82 |

President Dreith recommended Interim Dean for Workforce Development and Community Education Kay Fleming be employed as Dean for Workforce Development and Adult Education effective June 1, 2015.

President Dreith recommended Associate Dean for Community Education Barry Hancock be employed as Dean for Community Education and assume the responsibilities associate with the Community Health Education Complex effective June 1, 2015.

President Dreith recommended Aquatic Center Coordinator Bradley Griffith be employed as Director of Community Health Education Complex effective June 1, 2015.

President Dreith recommended Assistant Coordinator of Community Education April Stanly be employed as Associate Director of Community Education and report to the Dean for Community Education effective June 1, 2015.

President Dreith recommended a change of reporting status for Director of Continuing Education Greg Stettler to report to the Interim Associate Dean for Corporate Education effective June 1, 2015.

President Dreith recommended consideration of a one-year contract extension for the Vice-President for Instruction.

President Dreith recommended that the Board of Trustees approve the annual non-union salary increase for non-teaching professionals under contract for FY 2016 in the amount of 2.56%.

Term Faculty

President Dreith recommended that Thomas Banks be ratified as a part-time instructor of EMS at John A. Logan College effective April 20, 2015.

President Dreith recommended that Harriet Dee Harp be employed as a part-time instructor of nursing at John A. Logan College effective June 15, 2015.

President Dreith recommended that Lisa Wharton be ratified as a part-time instructor of massage therapy at John A. Logan College effective April 30, 2015.

Continuing Education Staff

President Dreith recommended that Joyce Fisher be employed as an Essential Oils 101 and Beyond instructor at John A. Logan College effective June 15, 2015.

President Dreith recommended that Jeraldine Frey be employed as a Yoga instructor at John A. Logan College effective June 16, 2015.

President Dreith recommended that Debra Goddard be employed as a part-time, stipend, faculty advisor at John A. Logan College effective July 1, 2015.

President Dreith recommended that Bob Loftus be employed as a part-time, stipend, faculty advisor at John A. Logan College effective July 1, 2015.

President Dreith recommended that Emily Tanner be employed as a Hiking in Southern Illinois instructor at John A. Logan College effective June 2, 2015.

President Dreith recommended that Emily Tanner be employed as an Outdoor Fitness instructor at John A. Logan College effective June 16, 2015.

President Dreith recommended that Emily Tanner be employed as a Beginning Weight Training instructor at John A. Logan College effective June 16, 2015.

President Dreith recommended that Karen Tomanovich be employed as an Introduction to Computers instructor at John A. Logan College effective June 15, 2015.

Grant Personnel

President Dreith recommended that Deanna Veteto be employed as a full-time, grade I, grant, administrative assistant I (Child Care Resource & Referral) effective June 1, 2015.

President Dreith recommended that the following non-teaching professional grant staff members be offered renewal contracts through June 30, 2016, contingent upon available grant funding:

| <u>Employee</u> | <u>Start Date</u> | <u>Changed</u> |
|------------------------|--------------------------|-----------------------|
| Crystal Hosselton | 12/01/10 | 11/01/11 |
| Sharon Lehner | 05/01/15 | |
| Lori Longueville | 11/15/90 | |
| Jacqueline McGee (75%) | 03/25/98 | |
| Amanda Pass | 05/18/15 | |
| Colleen Springer | 07/01/13 | |
| Karla Tabing | 08/29/91 | |

Volunteer Personnel

President Dreith recommended the appointment of volunteers Jason Bischoff, Corrin Evans, Eleni Gebre, and Patricia McCann for Literacy.

Cheryl Graff and Bill Alstat moved and seconded that the Board of Trustees approve all personnel items as recommended.

Trustee Jake Rendleman clarified that these were all recommendations from the President. Board Chair Brewer said it is incumbent that the Employee Services Committee and perhaps the Board Policy Committee take a look at the hiring policy to make sure there are no inconsistencies.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3179)

ANNOUNCEMENTS

None.

ADJOURNMENT

Jake Rendleman and Bill Alstat 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 #3180)

The meeting was duly adjourned.

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

Don Brewer, Chair

Jake Rendleman, Secretary