

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 June 24, 2014, commencing at 7:00 p.m.

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	--	absent
Kayla Malone	--	present
Jake Rendleman	--	present

Also present were: Mike Dreith, President; Brad McCormick, Vice-President for Business Services and College Facilities; Tim Daugherty, Vice-President for Student Affairs and Community Education; John Huffman and 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 MAY BOARD MEETING, THE JUNE 17 RETREAT, AND THE JUNE 18 SPECIAL MEETING

The minutes of the regular board meeting of May 27, 2014; the retreat of June 17, 2014; and the special meeting of June 18, 2014 were previously distributed.

Jackie Hancock and Bill Kilquist moved and seconded approval of the minutes of the May 27, 2014 regular board meeting; the June 17, 2014 board retreat; and the June 18, 2014 special meeting.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3042)

TREASURER'S AND FINANCIAL REPORT (Appendix I)

The treasurer's and financial report for the period ending April 30, 2014 was previously mailed.

Cheryl Graff and Bill Kilquist moved and seconded approval of the treasurer's and financial report for the period ending April 30, 2014.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3043)

EXPENDITURE LIST (Appendix II)

The expenditure list for the period ending May 31, 2014 was previously mailed.

Mike Hopkins and Bill Kilquist moved and seconded approval of the expenditure list for the period ending May 31, 2014.

Upon roll call, all members voted yes. Motion carried.
(Resolution #16-3044)

RECOGNITION OF GUESTS

None.

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

None.

BOARD OF TRUSTEES REPORTS

A. **Comments by Board Chair** - No report.

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

Trustee Jackie Hancock reported she had attended the ICCTA Annual Convention and Awards Banquets in Springfield on June 6 and 7. JALC award nominees honored at the banquets were Outstanding Faculty Member Tom Chandler, Part-Time Faculty Member Monte Franklin, and Paul Simon Student Essay Contest winner Amy Butler. Ms. Butler won the statewide award. Several from JALC attended a seminar on student success offered at the convention. The Student Leadership Institute held concurrently with the convention had its largest and most diverse attendance ever. The next ICCTA meeting will be held September 12 and 13, and ICCTA will partner with ACCT in October as part of ACCT's Annual Leadership Congress in Chicago. Ms. Hancock reported that Vice-President Emeritus Deborah Payne was given a Certificate of Merit Award at the awards luncheon. Trustee Cheryl Graff had attended the convention and added that discussions were held regarding evidence-based student success strategies which will give the College a good starting point as we begin evaluating our student success.

C. **Southeast Region Trustees (SERT)** - No report.

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

Trustee Jackie Hancock reported on a successful Golf Classic fund raiser held recently by the John A. Logan College Foundation. She also reported on the recent dinner held in support of the President's Circle fund raising campaign, calling the campaign an excellent and worthwhile effort. Board Chair Rendleman stated the Golf Classic had two major sponsors this year – Old National Bank and Southern Illinois University. There were several hole-in-one sponsors, including Black Diamond Harley Davidson who donated a motorcycle won by Vince Hoffard who had a hole-in-one on #7. Mr.

Rendleman expressed appreciation to Staci Shafer, her staff, and all the corporate sponsors who made the golf tournament such a success.

E. **Association of Community College Trustees (ACCT)** - No report.

F. **Hiring Committee** - No report.

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

H. **Athletic Advisory Committee** - No report.

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

J. **Nursing Committee** - No report.

K. **Diversity Committee** - No report.

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

M. **Board Policy Committee** - No report.

N. **Board Finance Committee**

Trustee Mike Hopkins reported the Board Finance Committee had met prior to the board meeting and discussed fund balances, reviewed fund balance goals, reviewed actual balance fund, and looked at tuition and fee revenue in preparation for next year's budget. He stated there will be rough times ahead for the budget, but we will work through it. Mr. Hopkins reported Stacy Buckingham had received a Distinguished Budget Presentation Award from the Government Finance Officers Association for the third year in a row.

O. **Campus Safety Committee** - No report.

P. **Awards and Naming Facilities Committee**

Mike Hopkins said the Awards and Naming Facilities Committee will likely be bringing something to the board next month.

Q. **Student Trustee**

Student Trustee Kayla Malone introduced Phi Theta Kappa Vice-President of Membership Benetta Magruder who gave a video presentation on her trip to Australia and New Zealand with a delegation on midwifery and health care, calling it an unbelievable experience. Phi Theta Kappa officers were introduced and reported on nine awards the College's chapter had received at the PTK Regional Convention. Each award was briefly explained and they were on display in the board room. It was announced that Brandi Hush was inducted as regional vice-president of the Southern District of Illinois. Dr. Daugherty noted that these awards and honors are in addition to the national awards that were announced at an earlier board meeting.

Student Trustee Malone informed of upcoming events including blood drives and a band concert. She reported she attended and graduated from the ICCB Student Leadership Institute in Springfield in early June.

Board Chair Rendleman complimented all the students who participated in the Student Leadership Institute, and noted the amount of time they spent in meetings. He expressed the board's appreciation to Ms. Malone and the PTK students for all their efforts and hard work and the positive recognition they bring back to the College

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

Faculty Association Representative Adam Rubin reported on the membership of the new IEA Executive Committee. Members are: Eric Ebersohl, president; Keith Krapf, vice-president; Robyn Stevens, secretary; Adam Rubin, treasurer; Nikki Borrenpohl, regional representative; Mark Rogers, career member at large; and Matt Garrison, transfer member at large.

B. Term Faculty Association Report - No report.

C. Logan Operational Staff Association Report - No report.

OFFICERS' REPORTS

A. EnerNoc Case Study

Vice-President for Business Services and College Facilities Brad McCormick distributed copies of a case study from EnerNoc, a company the board hired over a year ago to help negotiate the best rates on energy. He noted that the key difference between this company and others looked into was their ability to provide tracking of consumption and streaming of data. Mr. McCormick said the resulting energy savings have been so good, EnerNoc asked if they could do the published case study on the College. They will also be doing a presentation about these results at a national conference in September.

B. CHEC Building Roof Replacement Update

Vice-President McCormick reported on the CHEC Building roof replacement project. He said the Capital Development Board had asked architects and engineers to do a second design on the roof project which included placing a different kind of material on the underneath side of the roof to hopefully better prevent future problems. This would have been approximately \$250,000 more, and CDB was advised the College could not afford to put any more money into the project. CDB had then contacted Mr. McCormick and advised they would pay for the upcharge on the design.

C. Illinois Electric Vehicle Tour

Vice-President McCormick said the College recently participated in the Illinois Electric Vehicle Tour, noting there was media coverage of the event. The College signed a pledge to promote and increase awareness of electric vehicle charging infrastructure.

D. Summer Enrollment

Vice-President for Student Affairs and Community Education Tim Daugherty reported summer tenth-day figures showed 3,564 students enrolled, compared to 3,440 the previous summer. However, he reported credit hours were 11,636 compared to 12,412 last summer. He noted this decrease in credit hours is a national trend and every effort is being made to determine what can be done to reverse it.

CONSENT AGENDA

A. Joint Agreement with Kaskaskia College District #501 (Appendix III)

President Dreith recommended that the Board of Trustees approve revisions to the joint agreement between John A. Logan College and Kaskaskia College as outlined in Appendix III.

B. Renewal of Agreements with Poshard Foundation and Women for Health and Wellness, Inc. (Appendix IV)

President Dreith recommended that the Board of Trustees approve continuation of John A. Logan College's agreements with the Poshard Foundation and Women for Health and Wellness, Inc. for another three year period ending June 30, 2017.

C. Prevailing Wage Act Requirements (Appendix V)

President Dreith recommended that the Board of Trustees approve the Prevailing Wage Act and the Resolution pertaining thereto; and that the administration be authorized to publish this Resolution and maintain the Resolution (listed below) and all related documents in the College file as required by statute:

RESOLUTION OF THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #530, COUNTIES OF WILLIAMSON, JACKSON, FRANKLIN, PERRY, AND RANDOLPH, AND STATE OF ILLINOIS ASCERTAINING THE PREVAILING RATE OF WAGES FOR LABORERS, WORKMEN AND MECHANICS EMPLOYED ON PUBLIC WORKS OF SAID COLLEGE

WHEREAS, the State of Illinois has enacted An Act regulating wages of laborers, mechanics, and other workers employed in any public works by the State, county, city, or any public body or any political subdivision or by anyone under contract for public works, approved June 26, 1941, codified as amended, 820 ILCS 130/1 et seq. (1993), formerly Ill. Rev. Stat., Ch. 48, par. 39s-1 et seq. and

WHEREAS, the aforesaid Act requires that the Board of Trustees of Community College District #530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph, and the State of Illinois investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said College employed in performing construction of public works, for said College.

NOW THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #530, COUNTIES OF WILLIAMSON, JACKSON, FRANKLIN, PERRY, AND RANDOLPH, AND THE STATE OF ILLINOIS:

SECTION 1: To the extent and as required by An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, county, city or any public body or any political subdivision or by anyone under contract for public works, approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics, and other workers engaged in construction of public works coming under the jurisdiction of the College is hereby ascertained to be the same as the prevailing rate of wages for construction work in Williamson County area as determined by the Department of Labor of the State of Illinois as of June 1, 2008 a copy of that determination being attached hereto and incorporated herein by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Departments June determination and apply to any and all public works construction undertaken by the College. The definition of any terms appearing in this Resolution which are also used in aforesaid Act shall be the same as in said Act.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of the College to the extent required by the aforesaid act.

SECTION 3: The Board of Trustees shall publicly post or keep available for inspection by any interested party in the main office of the College this determination or any revisions of such prevailing rate of wage. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

SECTION 4: The Board of Trustees shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The Board Treasurer shall promptly file a certified copy of this Resolution with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

SECTION 6: The Board Treasurer shall cause to be published in a newspaper of general circulation within the area a copy of this Resolution, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

D. Inter-Fund Loans

President Dreith recommended that the Board of Trustees approve the following inter-fund loans: \$75,000 from the working cash fund to the trust and agency fund and \$500,000 from the working cash fund to the restricted fund.

E. Insurance Package Renewal (Appendix VI)

President Dreith recommended that the Board of Trustees approve renewal of the College's general lines of insurance as presented by Neace Lukens in the amount of \$398,177.

F. Customer Support Service Plan

President Dreith recommended that the Board of Trustees authorize the administration to continue the agreement for customer support service with Education Solutions Development (ESD) for the period July 1, 2014, to June 30, 2015, for the amount of \$109,078.

G. ILEAS Intergovernmental Mutual Aid Agreement (Appendix VII)

President Dreith recommended that the Board of Trustees adopt the resolution approving the Illinois Law Enforcement Alarm System Mutual Agreement as included in Appendix VII.

H. Award of Bid for Replacement of Cooling Tower (Appendix VIII)

President Dreith recommended that the Board of Trustees award the contract for replacement of the "G" Building cooling tower to Heartland Mechanical Contractors in the amount of \$63,500.

I. Protection, Health, and Safety Application for Replacement of "A" Building Roof (Appendix IX)

President Dreith recommended that the Board of Trustees approve the Capital Project Application Form for Administration Building Re-Roofing using excess 2014 PHS tax levy funds per the Resolution below:

**RESOLUTION TO APPROVE
PROTECTION, HEALTH & SAFETY PROJECT**

WHEREAS, pursuant to the provision of the statutes of the State of Illinois, Community College District No. 530 (hereinafter referred to as John A. Logan College) is authorized to complete necessary projects dealing with health or safety of students, employees or visitors; and,

WHEREAS, the Board of Trustees of Community College District No. 530 (hereinafter referred to as the Board) has received reports from the administration as to the condition of facilities at John A. Logan College, as defined in 23 Illinois Administrative Code, Code, 1501.601; and,

WHEREAS, the Board has received a report from a licensed professional architect that there is one project at John A. Logan College which requires a relocation and remodel, as defined in 23 Illinois Administrative Code, Sec. 1501.601; and,

WHEREAS, the project recommended for relocation and remodel is:

Project Name: Administration Building Re-Roofing
Budget Amount: \$55,990

(All projects include architectural supervision of the projects from bidding through total completions and all work to be completed in a workmanlike manner.)

WHEREAS, all facilities described by the projects set forth are owned by John A. Logan College.

Now, be it resolved by the Board of Trustees of Community College District 530, as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the one project set forth above require alterations or repairs and are necessary to remove health or safety hazards to the students, employees, or visitors of John A. Logan College.
3. There are not sufficient funds available in the Operation and Maintenance Fund of John A. Logan College to complete the project set forth above.
4. The cost of the project set forth above, as determined in the certified estimate of a licensed architect, is not less than \$55,990.
5. The Administration is authorized to execute all documents, and to take all actions necessary, for approval and completion of these projects consistent with Illinois Rev. Stat. Ch. 122 Paragraph 103-20.3.01 and 23 Illinois Administrative Code Section

1501.608. Properly completed application forms shall be completed and forwarded to the President/CEO of the ICCB for approval of the above-referenced project.

J. Resource Allocation and Management Plan (RAMP) (Appendix X)

President Dreith recommended that the Board of Trustees approve the FY 2016 Resource Allocation and Management Plan as recommended by the Board Building Committee; and that the administration be authorized to submit this document to the ICCB and the IBHE with appropriate signatures.

K. Bid – Cleaning Services for Alongi Du Quoin Extension Center, West Frankfort Extension Center, and JALC Annex

President Dreith recommended that the Board of Trustees approve the low bid meeting specifications from Starshine Cleaning, Herrin, IL, in the amount of \$51,317.88 for cleaning the Alongi Du Quoin and West Frankfort Extension Centers, and the JALC Annex effective July, 1, 2014 through June 30, 2016; and that the board authorize the administration to issue a purchase order for cleaning services.

Don Brewer and Jackie 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. Motion carried.
(Resolution #16-3045)

OLD BUSINESS

A. Board Policy Revisions/Additions (Appendix XI)

The Board Policy Committee presented the following board policies to the Board of Trustees for first reading at its May 27 meeting. These policies were brought back to the board for final action:

- Board Policy 8310 – Student Rights and Responsibilities Handbook
- Board Policy 3114 – Diversity Statement (New)
- Board Policy 3372 – Zero Tolerance for Violence or Threatening Behavior (New)
- Board Policy 8315 – Student Disciplinary Action (New)

President Dreith recommended and Mike Hopkins and Jackie Hancock moved and seconded that the Board of Trustees approve revisions/additions to board policies as contained in Appendix XI.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3046)

NEW BUSINESS

A. Board Policy Revisions/Additions for First Reading (NO ACTION) (Attachment XII)

The Board Policy Committee presented changes/additions to the following board policies to the Board of Trustees for first reading:

- Board Policy 5221 – Non-Union Operational Staff Position Guidelines
- Board Policy 5221B – Non-Union Operational Salary Grades & Positions –
(RECOMMENDED FOR DELETION)
- Board Policy 8243 – Dual Credit and Dual Enrollment Courses *(NEW)*

These policies will also be made available to College employees for input and will be brought back to the board for final action at the July 22 board meeting.

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; and collective bargaining; 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 #16-3047)

The meeting was declared in closed session at 7:30 p.m.

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

Trustee Kilquist thanked the board and administration for the plant he received from the College during a recent hospital stay.

CLOSED SESSION MINUTES

Cheryl Graff and Don Brewer moved and seconded that the Board of Trustees approve the closed session minutes of May 27, 2014; June 17, 2014 (retreat); and June 18, 2014 (special meeting); but that these minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3048)

PERSONNEL

Operational Staff

President Dreith recommended Sara Petrowske be employed as a full-time, grade III, accounting clerk III (floater).

Maintenance/Building Staff

President Dreith recommended consideration of the retirement request of James F. Bell, maintenance staff, effective May 31, 2014.

Non-Teaching Professional Staff

President Dreith recommended Gary Spoerre be employed as a full-time, grade VI, director for curriculum and instruction.

President Dreith recommended Laurel Klinkenberg be employed as vice-president for instruction effective July 21, 2014.

Full-Time Faculty

President Dreith recommended consideration of the retirement request of Debra Hess, electronics instructor, effective May 31, 2015.

Term Faculty

President Dreith recommended that Bryan Crow be ratified as a part-time instructor of speech at John A. Logan College effective June 9, 2014.

President Dreith recommended that Jennifer Freitag be ratified as a part-time instructor of speech at John A. Logan College effective June 9, 2014.

President Dreith recommended that Deborah Holmgren be ratified as a part-time instructor of diagnostic medical sonography at John A. Logan College effective June 9, 2014.

President Dreith recommended that Treca McConnell be ratified as a part-time instructor of certified nursing assistant at John A. Logan College effective June 1, 2014.

President Dreith recommended that Heidi Zsido be employed as a part-time instructor of cosmetology at John A. Logan College effective August 18, 2014.

Grant Personnel

President Dreith recommended that Ashley Kelton be employed as a part-time adult basic education instructor at John A. Logan College effective July 1, 2014.

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

A voice vote showed all in favor. Motion carried.
(Resolution #16-3049)

CONSIDERATION OF PRESIDENT'S CONTRACT

Mike Hopkins and Jackie Hancock moved and seconded that the Board of Trustees approve extension of the President's contract by one year with a salary increase of 2.5% on the base.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3050)

ANNOUNCEMENTS

None.

ADJOURNMENT

Mike Hopkins and Jackie Hancock 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 #16-3051)

The meeting was duly adjourned.

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

Jake Rendleman, President

Cheryl Graff, Secretary