

JOHN A. LOGAN COLLEGE
Carterville, Illinois

Minutes of the regular meeting of the Board of Trustees of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph, State of Illinois, held at Carterville, Illinois, on January 23, 2018, commencing at 7:00 p.m.

The meeting was called to order by Board Chair Bill Kilquist.

The Board Chair directed the recording secretary to call the roll:

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|---------------------|------------|
| Rebecca Borgsmiller | -- present |
| Cheryl Graff | -- present |
| Ray Hancock | -- present |
| Mandy Little | -- present |
| Glenn Poshard | -- present |
| Jake Rendleman | -- present |
| Timothy McDaniel | -- present |
| Bill Kilquist | -- present |

Also present were: Ron House, president; Brad McCormick, vice-president for business services and college facilities; Melanie Pecord, acting vice-president for instructional services, Pat Hewson, College legal counsel; Shannon Woodworth, public relations specialist; Susan May, recording secretary to the board of trustees; and other College personnel.

Chair Kilquist led the Board in the Pledge of Allegiance. A moment of silence was observed for the victims of the Marshall County High School shooting in Benton, Kentucky.

MINUTES OF THE NOVEMBER BOARD RETREAT AND REGULAR NOVEMBER BOARD MEETING

Minutes of the November 8, 2017, board retreat and regular meeting of November 28, 2017, were previously distributed.

Cheryl Graff and Mandy Little moved and seconded approval of the minutes of the November 8, 2017 board retreat and regular meeting of November 28, 2017.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3637)

CLOSED SESSION MINUTES

Mandy Little and Glenn Poshard moved and seconded that the Board of Trustees approve the content of the closed session minutes of November 8, 2017, and November 28, 2017, but that these minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3638)

TREASURER’S AND FINANCIAL REPORT (Appendix I)

The treasurer’s and financial reports for the period ending October 31, 2017, and November 30, 2017, were previously distributed.

Jake Rendleman and Cheryl Graff moved and seconded approval of the treasurer’s and financial reports for the period ending October 31, 2017, and November 2017.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3639)

EXPENDITURE LIST (Appendix II)

The expenditure lists for the period ending November 30, 2017, and December 31, 2017, were previously distributed.

Cheryl Graff and Mandy Little moved and seconded approval of the expenditure lists for the period ending November 30, 2017, and December 31, 2017.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-3640)

RECOGNITION OF GUESTS – None.

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

IEA Representative Bret Seferian reported that the IEA Association will sponsor a bus to Springfield to attend the Governor’s budget address on February 14.

BOARD OF TRUSTEES REPORTS

Comments by Board Chair

Chair Bill Kilquist commended the administration on their decision to close the campus due to the recent inclement weather.

Athletics Advisory Committee – No report.

Building, Grounds and Safety Committee – No report.

Board Policy Committee – No report.

Budget and Finance Committee

Trustee Cheryl Graff reported that the committee will meet in February.

Integrated Technology Committee

Trustee Rebecca Borgsmiller reported that discussion at the December committee meeting included the security risk associated with outdated software, operating system options, and new charging stations for students to charge laptops and computers. Information Technology staff continue to work on ongoing transcript issues and will meet the new Jenzebar contact person via phone. The new credit card system for the CHEC building will go live in March and April. The IT Strategic Plan Committee would like to make a recommendation to the vice-presidents to bring back professional development training for all employees of the College.

Illinois Community College Trustees Association (ICCTA)

Trustee Mandy Little reported that the ICCTA will hold a conference call meeting on February 3, and the next meeting will be held in Lisle, Illinois on March 9-10. Ms. Little noted that most of the meetings have been held in Lisle, and she plans to discuss the meeting location on behalf of the southern state colleges. Student Advocacy Day will be held on April 12, and Lobby Day is scheduled for April 18, in Springfield, Illinois.

John A. Logan College Foundation

Trustee Jake Rendleman reported that the 42nd Annual Italian Dinner will be held on Wednesday, January 31. The executive director of the Foundation continues to raise money for the 50th Anniversary Scholarship. The goal of this scholarship is set for \$50,000, but the response has been slow. The Foundation will host a Legacy Planning Seminar with representatives from US Bank in the spring. The Foundation Executive Committee has established monthly meetings and the full Foundation Board will meet on a quarterly basis.

Student Trustee

Student Trustee Timothy McDaniel reported that the music group Blend will host their farewell concert at John A. Logan College on January 27. Half of the proceeds from this event will be donated to the John A. Logan Choir. Current fundraising events include a Valentine’s Day raffle for the Choir, weekly pizza fundraisers for Phi Theta Kappa, and weekly snack and drink fundraisers for Student Senate. The Student Senate raised over \$5,800 for the Angel Tree gift drive which provided Christmas gifts for 300 local children.

GROUP/ASSOCIATION REPORTS

Faculty Association Report

Association representative Keith Krapf reported that faculty are looking forward to the start of spring semester.

Term Faculty Association Report – No report.

Logan Operational Staff Association Report – No report.

OFFICERS' REPORTS

Diversity Report

The Diversity and Inclusion Office sponsored a welcome table with resources for student success during the month of January. Special events have been planned for February, Black History Month, and the Advisory Committee will be meeting this week.

Nursing Program Pass Rates

The nursing program pass rates for 2017 were 94 percent for the Associate Degree Nursing program and 98 percent for the Practical Nursing Program. Acting Vice President Pecord commended the nursing faculty for their continued success.

Instructional and Student Services Year in Review

Acting Vice President Melanie Pecord presented information to the Board highlighting the efforts of the Instructional and Student Services Divisions over the past year. College staff have been working to build relationships and visibility with the district high schools. Some of the recruitment efforts included freshman orientation, testing and dual credit registration on high school campuses, and advisor/department partnerships. In Fall 2017, 696 high school graduates attended John A. Logan College, which was a record high of 52.8 percent. Over the past 25 years, the average percentage of high school graduates has been 40.3 percent. Ms. Pecord noted that the College's recruitment efforts have been successful at the high school level, but additional measures are needed to increase the recruitment of non-traditional students.

John A. Logan College continues to be present in the community through chamber meetings, clubs, and organizations. The Nursing Department will sponsor the first annual Easter egg hunt for special needs children. Additional activities and events are ongoing to encourage positive employee and student culture.

Programs at the College in a state of growth and high demand include Certified Nursing Assistant, Computer Forensics and Cyber Security, Criminal Justice, Emergency Medical Services, Nursing, and Heating and Air Conditioning. New programs under consideration include Agriculture, Culinary Arts/Hospitality, Graphic Design, and Recreation and Sports Management. Current state-led initiatives at the College include developmental course offerings for math and English, changes in student placement, expansion of dual credit/dual enrollment, career pathways, and internships/apprenticeships. A Transitional Math Summit will be held in February and a Dual Credit Summit is planned for March 1.

Ms. Pecord concluded her presentation noting some future challenges for the College including technology needs, classroom updates, student retention, and student textbook costs. The Student Services and Instructional Divisions will continue to evaluate and establish goals on an annual basis.

There was additional discussion regarding the agriculture program, College and Career Readiness, and decline in enrollment. Ms. Pecord confirmed that the College is looking to add a transfer and career agriculture program through a partnership with SIUC. She also noted that there are a variety of issues that may affect enrollment. Trustee Glenn Poshard shared his concern regarding the perception that a degree in higher education is no longer valuable. He added that arts and humanities, history, and sociology courses help create rounded and well educated individuals. Students can come to John A. Logan College to gain job skills and learn what it takes to be great citizens.

Moody's Investors Service Rating Action

Vice-President McCormick presented a press release from Moody's Investors Services that affirmed the A3 bond rating and removed the negative outlook for John A. Logan College. Moody's report stated that the primary reason for removing the negative outlook was due to the College's credit strengths including a large and diverse tax base, low debt burden, and a healthy district-side liquidity. Even though the College is not currently issuing bonds, the rating is important because the College is still being evaluated based on their financial stability by the Higher Learning Commission as well as bond investors. This rating information is also updated on the Electronic Municipal Market Access (EMMA) website as part of a requirement through the Securities and Exchange Commission. Mr. McCormick stated that the removal of a negative outlook on the College's rating is a very positive thing.

FY18 Budget Overview

Vice-President McCormick reported that the overall status of the FY18 budget is very good. The Expenditure Report for the period ending November 30, represents 42 percent of the fiscal year. At this point in time, the College has spent an aggregate 37 percent of the budget monies.

CONSENT AGENDA

A. Approval of Instructional Calendar for FY 2020 (Appendix III)

President House recommended that the Board of Trustees approve the instructional calendar for FY 2020. This calendar is in accordance with ICCB Administrative Code and encompasses fall semester 2019, spring semester 2020, and summer semester 2020.

B. Approval to Develop Construction Specifications and Permission to Solicit Bids for the SIH Clinic at the Community Health Education Complex (CHEC) (Appendix IV)

President House recommended that the Board of Trustees authorize the administration to develop construction specifications and solicit bids for the renovation of the CHEC facility to house a Southern Illinois Healthcare clinic. A proposed floor plan for the clinic was included in Appendix IV.

Jake Rendleman and Glenn Poshard moved and seconded that the Board of Trustees approve consent agenda items A and B as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3641)

NEW BUSINESS

A. Personnel

Operational Staff

President House recommended that Wanjiku Njuguna be employed as a full-time, grade IV, financial aid specialist IV.

President House recommended that Morgan Holycross be ratified as a part-time lifeguard effective January 16, 2018.

President House recommended that Talyssa Melgoza be ratified as a part-time lifeguard effective November 27, 2017.

Cheryl Graff and Mandy Little moved and seconded that the Board of Trustees approve the operational staff personnel as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3642)

Maintenance/Building Staff

President House recommended that Roger Banovz be ratified as full-time custodian, effective December 18, 2017.

President House recommended that David McCroy be ratified as a full-time custodian, effective December 18, 2017.

President House recommended that Greg Murphy be employed as full-time custodian.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approve the maintenance/building staff as recommended.

A voice vote showed all in favor, with the exception of Trustee Rebecca Borgsmiller, who voted no. Motion carried.
(Resolution #16-3643)

Non-Teaching Professional Staff

President House recommended that Chelsea Qualls be employed as a full-time, grade IV, associate director of scholarships for the Foundation at John A. Logan College.

Cheryl Graff and Glenn Poshard moved and seconded that the Board of Trustees approve the employment of Chelsea Qualls as full-time, grade IV, associate director of scholarships.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3644)

President House recommended that Pat Jackson be ratified as a full-time, temporary, grade VIII, director of financial assistance, effective January 3, 2018.

Jake Rendleman and Glenn Poshard moved and seconded that the Board of Trustees approve the ratification of Pat Jackson as full-time, temporary, grade VIII, director of financial assistance, effective January 3, 2018.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3645)

President House recommended that Rachel Sveda-Webb be ratified as a full-time, temporary, grade III, coordinator of student financial assistance, effective January 16, 2018.

Mandy Little and Cheryl Graff moved and seconded that the Board of Trustees approve the ratification of Rachel Sveda-Webb as full-time, temporary, grade III, coordinator of student financial assistance effective, January 16, 2018.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3646)

President House recommended that Shannon Woodworth's employment status be changed to full-time public relations specialist, effective March 1, 2018.

Jake Rendleman and Glenn Poshard moved and seconded that the Board of Trustees approve to change of employment status of Shannon Woodworth to full-time public relations specialist, effective March 1, 2018.

A voice vote showed all in favor, with the exception of Rebecca Borgsmiller, who voted no. Motion carried.
(Resolution #16-3647)

Full-Time Faculty Approval of Academic Rank

President House recommended that the Board of Trustees approve the academic rank of professor for English instructor Nicole "Nikki" Borrenpohl.

President House recommended that the Board of Trustees approve the academic rank of associate professor for English instructor Robyn Stevens.

President House recommended that the Board of Trustees approve the academic rank of associate professor for English instructor Matt Garrison.

Mandy Little and Glenn Poshard moved and seconded that the Board of Trustees approve the academic rank for full-time faculty as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3648)

Term Faculty

President House recommended that Wendy Bressner be ratified as a part-time instructor of sociology at John A. Logan College effective January 10, 2018.

President House recommended that Kari Graff be ratified as a part-time instructor of massage therapy at John A. Logan College effective January 10, 2018.

President House recommended that Katherine Ital be ratified as a part-time instructor of medical assisting at John A. Logan College effective January 10, 2018.

President House recommended that Colleen McLaughlin be ratified as a part-time instructor of early childhood education at John A. Logan College effective January 10, 2018.

President House recommended that David Miller be ratified as a part-time instructor of computer science at John A. Logan College effective January 10, 2018.

President House recommended that Erin Sagaskie be ratified as a part-time instructor of mathematics at John A. Logan College effective January 10, 2018.

President House recommended that Rana Salameh be ratified as a part-time instructor of computer science at John A. Logan College effective January 16, 2018.

President House recommended that Bailey Shaw be ratified as a part-time instructor of English at John A. Logan College effective January 10, 2018.

President House recommended that Wanda Smith be ratified as a part-time instructor of early childhood education at John A. Logan College effective January 10, 2018.

President House recommended that Jason Snider be ratified as a part-time instructor of accounting at John A. Logan College effective January 10, 2018.

President House recommended that Dustin Solomon be ratified as a part-time instructor of nutrition at John A. Logan College effective January 10, 2018.

President House recommended that Dennis White be ratified as a part-time instructor of industrial maintenance at John A. Logan College effective January 10, 2018.

Cheryl Graff and Ray Hancock moved and seconded that the Board of Trustees approve the term faculty personnel as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3649)

Continuing Education Staff

President House recommended that Valerie Bethel be ratified as a Real Estate Pre License instructor at John A. Logan College effective January 22, 2018.

President House recommended that Melissa Frankel be employed as a part-time Blogging and Web Design instructor at John A. Logan College effective January 23, 2018.

Jake Rendleman and Cheryl Graff moved and seconded that the Board of Trustees approve continuing education staff as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3650)

Operational Grant Staff

President House recommended that Wendy Wallace be employed as a full-time, grant, CCRR license-exempt monitor at John A. Logan College.

Cheryl Graff and Jake Rendleman moved and seconded that the Board of Trustees approve the operational grant staff as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3651)

Volunteer Personnel

President House recommended the appointment of volunteers Shae Davidson, Kathleen Jones, Suzanne McCann, and Harry Pope for literacy.

President House recommended the appointment of volunteer Emily White for the Community Health Education Complex.

Glenn Poshard and Mandy Little moved and seconded that the Board of Trustees approve the volunteer personnel as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3652)

Resignations/Retirements

Operational Staff

President House recommended that the Board of Trustees accept the resignation of Suzanne Koehner, CHEC specialist III, effective January 4, 2018.

Non-Teaching Professional Staff

President House recommended that the Board of Trustees accept the resignation of Viola Brown, database administration, effective January 31, 2018.

Cheryl Graff and Glenn Poshard moved and seconded that the Board of Trustees accept the resignations as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3653)

ANNOUNCEMENTS – None.

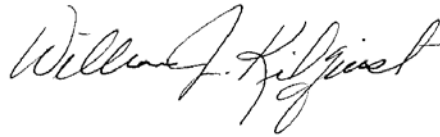
ADJOURNMENT

Mandy Little and Jake Rendleman 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 #16-3654)

The meeting duly adjourned at 8:07 p.m.

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



William J. Kilquist, Chair



Jacob "Jake" Rendleman, Secretary