

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 Tuesday, February 26, 2019, commencing at 7:00 p.m.

The meeting was called to order by Chair Bill Kilquist.

The Chair directed the recording secretary to call the roll:

Rebecca Borgsmiller	-- present
Ray Hancock	-- present
Mandy Little	-- present
William Orrill	-- present
Glenn Poshard	-- not present
Jake Rendleman	-- absent for roll call
Hanna David	-- present
Bill Kilquist	-- present

Trustee Jake Rendleman arrived at 7:03 p.m. Also present were: Ron House, president; Brad McCormick, vice-president for business services and college facilities; Melanie Pecord, acting vice-president for instructional services, Rhett Barke, legal counsel, Susan May, recording secretary to the Board of Trustees; and other College personnel.

Chair Bill Kilquist led the Board in the Pledge of Allegiance.

MINUTES OF THE REGULAR JANUARY BOARD MEETING

Minutes of the regular meeting of January 22, 2019, were previously distributed.

Bill Orrill and Mandy Little moved and seconded that the Board of Trustees approve the minutes of January 22, 2019, Board of Trustees regular meeting.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3831)

TREASURER'S AND FINANCIAL REPORT (Appendix I)

The treasurer's and financial report for the period ending December 31, 2018, was previously distributed.

Jake Rendleman and Bill Orrill moved and seconded that the Board of Trustees approve the treasurer's and financial report for the period ending December 31, 2018.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3832)

EXPENDITURE LIST (Appendix II)

The expenditure list for the period ending January 31, 2019, was previously distributed.

Bill Orrill and Mandy Little moved and seconded that the Board of Trustees approve the expenditure list for the period ending January 31, 2019.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-3833)

RECOGNITION OF GUESTS – None

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS – No public comments.

BOARD OF TRUSTEES REPORTS

A. Comments by Board Chair

Chair Bill Kilquist expressed his appreciation to the members of the Board for their attendance at the annual Foundation Italian Dinner.

B. Athletics Advisory Committee – No report.

C. Building, Grounds, and Safety Committee

Trustee Jake Rendleman reported that the committee met in February and received an update on inclement weather procedures and the brine application equipment purchased this year. Eight informational forums were held on campus to gain input from employees as part of the Facility Master Planning process. An ad hoc committee will meet in March to review the outcomes of the forum discussions. A new full-time grounds coordinator position has been made possible by a salary offset funded through a grant from the Illinois Green Economy Network. Vice-President McCormick will meet with the Illinois Capital Development Board in March regarding architect selection for the Student Services elevator replacement project. The Energy Assessment and Feasibility Report from SEDAC (Smart Energy Design Assistance Center) identified 13 energy cost reduction measures recommended for the College and indicated that Logan is 10 percent below the median energy usage per square foot for universities and colleges. A copy of the 2016 Sustainability Report developed by Tim Gibson, director of building and grounds, was distributed to the Board. A new report will be prepared for 2019 this spring.

D. Board Policy Committee – No report.

E. Budget and Finance Committee – No report.

F. Integrated Technology Committee – No report.

G. Illinois Community College Trustees Association (ICCTA)

Trustee Mandy Little reported that a seminar on trends in community colleges and higher education will be presented at the March ICCTA meeting in Naperville. The ICCTA Executive Director position has posted with an application deadline of March 18. Higher education was pleased with Governor Pritzker's budget address that proposed a \$137 million in new dollars for higher education. ICCTA will be keeping a close eye on state legislative issues affecting Illinois community colleges including bills associated with the Illinois pension law. Ms. Little will attend the Southwest Regional Trustees

meeting in Kaskaskia and encouraged everyone to make plans to attend Lobby Day in Springfield on May 1.

H. John A. Logan College Foundation

Trustee Jake Rendleman reported that the 43rd Annual Foundation Italian Dinner was held tonight and typically serves around 400 people. This year, tickets were made available to students at a reduced price and sold by members of the Student Senate. Proceeds from the student ticket sales were donated to Student Senate. The 2019 ICCTA Distinguished Alumnus nomination was awarded to Melisa Adkins, chief executive officer at Heartland Regional Medical Center and 2002 graduate of John A. Logan College. The Foundation awarded \$54,045 in Campus Grants this year and nearly \$115,000 over the past two years. A \$25,000 donation was recently received from Frank Cluck and the FDC Foundation for scholarships and an emergency fund for students established by Mr. Cluck.

I. Student Trustee

Student Trustee Hanna David reported that the keynote speaker for the Phi Theta Kappa Induction Ceremony will be Trustee Mandy Little, and honorary memberships will be awarded to Denise Gilberto (term faculty), Dr. David Cochran (full-time faculty), Toyin Fox (non-teaching professional), and Christina Gilroy (assisting staff). This semester Student Senate members are working to improve communication with students and increase student awareness of school events. Phi Theta Kappa members met with the administration to discuss ways to increase student attendance. Logan Defenders participated in a Collegiate Cyber Defense Competition, and second-year cyber security students will attend the Women in Cyber Security Conference in Pittsburg, PA. The Political Science Club is hosting a series on Politics in the Cinema, entries are being solicited for the ICCTA Paul Simon Essay contest, and submissions for the *Expressions Magazine* will be accepted through March 8.

GROUP/ASSOCIATION REPORTS

- A. **Faculty Association Report** – No report.
- B. **Term Faculty Association Report** – No report.
- C. **Logan Operational Staff Association Report** – No report.

OFFICERS' REPORTS

Associate Degree Nursing and Practical Nursing NCLEX Pass Rates

Acting Vice-President Melanie Pecord reported that the College's Associate Degree Nursing and Licensed Practical Nursing students scored a 100 percent pass rate on the NCLEX licensure examination for 2018. This is the first time in the history of the College that both programs (approximately 90 total students) received a 100 percent pass rate.

Smart Energy Design Assistance Center (SEDAC)

Vice-President McCormick reported that fifty percent of the salary for Tim Gibson, director of building and grounds, would be funded through the Illinois Green Economy Network (IGEN) for sustainability efforts across the state to assist with the Illinois Green Economy Network.

Impact of Minimum Wage Law

Vice-President McCormick reported that the annual cost to the College in the first year that increases the minimum wage to \$10 per hour would be \$139,000. This increase mainly affects student workers and lifeguards. The culminating annual cost for the year that increases the wage to \$15 per hour is estimated at \$709,600. The estimated six-year cumulative cost to the College at full implementation in 2025, is \$1.9 million, which is one percent of the total College operating fund expenditures. This assumption does not take into account any other wage inflation, which is likely to occur.

Mid-Year Financial Status

Vice-President McCormick reported that as of December 31, 2018, the College is carrying \$26,314,311 in all funds, and the total operating fund balance is \$10,725,613. This balance is 40.3 percent of last year's total audited operating expenditures, and within the fund balance goal of 25-50 percent set forth in Administrative Procedure 772, Fund Balance Goals. The working cash fund brings \$7.5 million to the current fund balance and includes \$5.5 million of working cash fund bonds. Currently, 46 percent of the budget has been spent at 50 percent of the year. The end of year expectation, based on underspend, is a surplus of \$500,000 to \$1 million. Vice President McCormick stated that he is pleased with the financial position of the College.

Comments from President Ron House

President Ron House reported that Acting Vice-President for Instruction Melanie Pecord had been selected by the national organization of Phi Theta Kappa to receive the Distinguished College Administrator Award. This award recognizes college administrators for their outstanding support of student success by recognizing academic achievement, leadership, and service of Phi Theta Kappa members. Dr. House congratulated Ms. Pecord for this national recognition.

CONSENT AGENDA

Item B, The Nature Conservancy Lease, and Item D, Instructor Course/Cost Sharing Agreement were pulled from the Consent Agenda for further discussion and separate action.

A. Request to Dispose of Surplus Equipment (Appendix III)

President House recommended that the Board of Trustees approve the request to dispose of surplus equipment valued at \$5,000 or greater through the customary method of placing it in an online auction environment through GovDeals.com.

C. Purchase of Welding Equipment

President House recommended that the Board of Trustees authorize the administration to award the bid for specified welding equipment for the creation of a mobile welding lab to the lowest responsible bidder following public advertisement, not to exceed \$160,000.

E. Purchase and Installation of Softball Press Box

President House recommended that the Board of Trustees approve the purchase and installation of an announcer stand for the softball field in the amount of \$56,500, plus 10% contingency for unforeseen conditions.

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

President House recommended that the Board of Trustees accept the recommendation of legal counsel that none of the closed session minutes reviewed through November 27, 2018, be made available for public inspection at this time.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approve Consent Agenda Items A, C, E, and F.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3834)

Items B and D pulled from the Consent Agenda for discussion and separate action:

B. The Nature Conservancy Lease (Appendix IV)

President House recommended that the Board of Trustees approve the lease of the C143 office suite to The Nature Conservancy at \$1,415 per month (\$16,980 per year) commencing on March 1, 2019, with an option for termination by either party upon a 90-day notification period.

President House stated that The Nature Conservancy is a national organization that promotes the conservation of national resources and it is their desire to open an office location in southern Illinois. The College will not have a working relationship with the organization, but will merely rent office space. A cancellation clause by either party is included in the lease agreement.

Mandy Little and Bill Orrill moved and seconded that the Board of Trustees approve Consent Agenda Item B as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3835)

D. Instructor/Course Cost Sharing Agreement (Appendix V)

President House recommended that the Board of Trustees approve the instructor/course cost-sharing agreement between John A. Logan College and Rend Lake College effective Spring 2019.

Acting Vice-President Melanie Pecord clarified that this agreement is specific to health information technology courses for the spring semester only. Instructors slated to teach these courses at John A. Logan College were unable to fulfill their commitment, and due to the course offering times, the College was unable to secure additional competent to render instructors. It was in the best interest of the students to partner with Rend Lake College to provide the required courses needed to complete their certificate program on time.

Jake Rendleman and Bill Orrill moved and seconded that the Board of Trustees approve Consent Agenda Item D as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3836)

OLD BUSINESS

A. Tuition Proposal (Appendix VI)

President House recommended that the Board of Trustees approve the recommendation to hold all FY2020 tuition rates at the FY2019 level with the exception of the international tuition, which will be reduced from \$383 to \$193 per credit hour.

Mandy Little and Bill Orrill moved and seconded that the Board of Trustees approve the tuition proposal for FY2020 as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3837)

NEW BUSINESS

Operational Staff

President House recommended that Megan Kiesling be employed as a full-time, grade III, Learning Resources Clerk III at John A. Logan College.

Jake Rendleman and Bill Orrill moved and seconded that the Board of Trustees approve the full-time, grade III, Learning Resources Clerk as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3838)

President House recommended that Jodie Hines be employed as a full-time, grade III, veteran’s clerk at John A. Logan College. Ms. Hines has excellent references, and she has an Associate in Arts degree from JALC.

Mandy Little and Bill Orrill moved and seconded that the Board of Trustees approve the full-time, grade III, veteran’s clerk as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3839)

Full-Time Faculty

President House recommended that the Board of Trustees approve contracts for the 2019-2020 academic year for the following full-time, tenured faculty members:

<u>Full-Time Employee</u>	<u>Start Date</u>
Molly Alter	08/16/12
Cheryl Barrall	08/14/03
Jane Beyler	08/14/08
Nicole Borrenpohl	08/20/09
Jane Bryant	08/19/04
Thomas Chandler	08/14/08
David Cochran	08/16/01

<u>Full-Time Employee</u>	<u>Start Date</u>
William Connell	01/12/09
Sheri Cook	08/16/07
Robert Craig	08/18/14
Nancy Crowell	08/14/08
Joseph Dethrow	08/18/05
Richard Deutsch	08/14/03
James Elliott	08/18/05
David Evans	08/14/08
Donna Ford	08/15/96
Jo Forer	08/18/94
Matt Garrison	08/18/05
Heather Hampson	08/16/07
Pamala Hays	08/18/94
Lora Hines	08/18/94
Julie Horecker	08/17/95
Jennifer Jeter	08/16/07
Pamela Karns	02/01/00
Kathi Kibler	08/19/99
Perry Knop	01/19/93
Mikeal Kos	08/20/09
Richard LaSalle	08/19/10
Jason McFarland	08/18/14
Erin McGuire	08/17/15
Valerie Newberry	01/03/00
Denise Orrill	08/16/07
Martha Peebles	08/15/13
Kemberly Pinto	08/20/09
Joseph Roach	08/16/07
James Mark Rogers	08/17/06
Debra Russell	08/14/08
Valarie Shaw	08/18/14
Robyn Stevens	08/19/04
Jason Stutes	08/16/07
Jason Tanner	08/16/07
Cheryl Thomas	08/17/06
Marilyn Toliver	08/20/92
Jennifer Watkins	08/14/08

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approve the full-time tenured contracts for the 2019-2020 academic year.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3840)

President House recommended that the Board of Trustees approve one year, non-tenured contracts for the 2019-2020 academic year for 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:

<u>Full-Time Employee</u>	<u>Start Date</u>
Esmarie Boyles	08/15/18
Andrew Carr	08/15/18
Aaron Carter	08/15/18
Rebecca Corbit	08/15/18
Adam Dahmer	08/15/18
Carey Gerber	08/16/17
Jacob Wayne Griffith	08/15/18
Leslie Harmon-McKenzie	01/14/19
Jason Hedrick	08/15/18
Prachi Parashar	08/15/18
Bart Pulliam	08/16/17
Brennan Stover	08/16/17
Kristin Yosanovich	08/16/17
Crystal Young	08/16/17
Carlyn Zimmermann	08/15/18

Mandy Little and Bill Orrill moved and seconded that the Board of Trustees approve one year, non-tenured contracts for the 2019-2020 academic year as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3841)

President House recommended that the Board of Trustees approve one-year contracts and award tenure for the 2019-2020 academic year for the following full-time, non-tenured faculty members who have completed three years of satisfactory, full-time employment with John A. Logan College:

<u>Full-Time Employee</u>	<u>Start Date</u>
George Bricker	08/19/15
Robert McKenzie	08/17/16
Kylee Williams	01/12/16

Mandy Little and Jake Rendleman moved and seconded that the Board of Trustees approve one-year contracts and award tenure for the 2019-2020 academic year as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3842)

Term Faculty

President House recommended that David Brad Cullum be ratified as a part-time instructor of math at John A. Logan College effective January 14, 2019.

President House recommended that Arlene Transue be ratified as a part-time, substitute instructor music at John A. Logan College effective January 14, 2019.

Bill Orrill and Ray Hancock moved and seconded that the Board of Trustees approve the term faculty instructors as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3843)

Community Education Staff

President House recommended that Bailey Barrows be employed as a substitute Yoga and Aquatics instructor at John A. Logan College effective February 26, 2019.

President House recommended that Rebecca Jones be ratified as a substitute Swim instructor at John A. Logan College effective January 28, 2019.

President House recommended that LaRita Sullivan-Nance be employed as a Photography – Outdoors, Wildlife, and Birding instructor at John A. Logan College effective March 13, 2019.

President House recommended that Kali Weisenberger be ratified as a Post-Injury Aquatic Strength and Conditioning instructor at John A. Logan College effective January 21, 2019.

Bill Orrill and Mandy Little moved and seconded that the Board of Trustees approve the Community Education staff as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3844)

Workforce Development Staff (50% College/50% Grant)

President House recommended that Logan Cobb be employed as a CPR instructor at John A. Logan College effective Spring 2019.

President House recommended that April Deer be employed as a CPR instructor at John A. Logan College effective Spring 2019.

Bill Orrill and Jake Rendleman moved and seconded that the Board of Trustees approve the Workforce Development staff as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3845)

Volunteer Personnel

President House recommended that the Board of Trustees approve the appointment of volunteer Mary Pulliam for the historical village.

Jake Rendleman and Bill Orrill moved and seconded that the Board of Trustees approve the volunteer personnel as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3846)

ANNOUNCEMENTS – None.

ADJOURNMENT

Jake Rendleman and Mandy Little moved and seconded that the regular meeting of the Board of Trustees be adjourned.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3847)

The meeting was duly adjourned at 8:00 p.m.

Respectfully submitted: Susan May, recording secretary for the Board of Trustees.



William J. Kilquist, Chair



Mandy Little, Secretary