

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 in the Hancock Conference Center at Carterville, Illinois, on Tuesday, April 27, 2021, commencing at 6:35 p.m. The meeting was open to the public in accordance with COVID-19 guidelines and available via Zoom video.

The meeting was called to order by Chairman Bill Kilquist.

The Chairman directed the recording secretary to call the roll.

Rebecca Borgsmiller	-- present
Brent Clark	-- present
Bill Kilquist	-- present
Mandy Little	-- present
Glenn Poshard	-- present
Jake Rendleman	-- present
Aaron R. Smith	-- present
Victor Frankel	-- present

Also present were President Kirk Overstreet, Legal Counsel Rhett Barke, Vice-President Melanie Pecord, Interim Vice Presidents Stacy Buckingham and Clay Brewer, Recording Secretary Susan May, and members of the President's Cabinet.

Chairman Kilquist led the Board in the Pledge of Allegiance.

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

There were no public comments or questions.

BOARD OF TRUSTEES REPORTS

A. Chairman's Report

Chairman Bill Kilquist commented that he looks forward to serving each county in the John A. Logan College district to its fullest.

B. Athletics Advisory Committee

Chairman Bill Kilquist reported that the Athletics Advisory Committee met with Athletic Director Greg Starrick. There was some discussion about revitalizing a potential donation from the Harrison Bruce Foundation. Chairman Kilquist commended the men's basketball coaching staff and athletes for their efforts in getting to the National Championship. He noted that all of the athletic teams were doing exceptionally well, and with the current coaching staff, he expects John A. Logan College will go far again next year.

C. Building, Grounds, and Safety Committee

Trustee Jake Rendleman reported that the Board Building and Safety Committee met this month to discuss the Pedestrian Pathway Project, renovation of C and E wings, and the G-Building and Multi-Purpose roof replacement project. The roof project should bid the first week of May. Bids for the construction of the Pedestrian Pathway will likely occur in May or June.

The renovation of the first and second floor C-wing is near completion, and the move-in process has begun. Everyone is expected to be back in their offices by the end of May, excluding the admissions office, which will not return due to future construction projects.

The Baysinger Hensley Design Group (BHDG) is currently designing the West Lobby Expansion project. The Committee has met with the architects on two occasions to provide information and offer early direction. Survey crews and soil testing technicians have been on campus to gather information. The Board of Trustees will have an opportunity to review the three initial schematic designs in July. This review will be the first of three reviews for the Board throughout this design process. The overall design process is expected to last nine to twelve months.

D. Board Policy Committee

Trustee Mandy Little commented that the marked-up policy changes presented in March were shared with new Trustee Brent Clark for review before tonight's vote.

E. Budget and Finance Committee

Trustee Glenn Poshard reported that the Board Finance Committee met on April 6, 2021, including guests Kent Floros and Tammie Beckwith Schallmo. Ms. Buckingham informed the Committee regarding the original funding source for the Pedestrian Pathway Project match, including \$225,000 from the Liability, Protection, & Settlement Fund (Tort Fund 12) and \$30,000 from Operations & Maintenance-Restricted (Fund 03) for the Bell Tower relocation. Options to reallocate the funding source from Fund 12 to the bond fund were discussed. It was proposed to amend the Debt Certificate Resolution language approved by the Board in September 2020 to include a broader project description. Amending the resolution language does not affect the bond issue or tax levy but would provide a more comprehensive project description. There was discussion regarding the FY20 All Funds Summary and the summary of the FY21 budget by fund. The FY21 Liability, Protection, Settlement Fund depicts a deficit of \$255,555, which includes the \$225,000 allocated to the Pedestrian Pathway. This deficit would be reduced if the Pedestrian Pathway matching funds were reallocated to the bond fund.

The College was awarded approximately \$4 million for the institution portion in a second round of the Higher Education Emergency Relief Funds (HEERF). The Department of Education has released guidance for reimbursement of lost revenue. Ms. Buckingham will review potential sources of lost revenue for academic and auxiliary services.

FY22 budget planning is ongoing. Ms. Buckingham expressed two main concerns for consideration in the FY22 budget: replacing our current phone system and classroom furniture replacement plan. There was discussion on a lease option that would allow the College to acquire all equipment upfront and spread out payment over five years. More research is needed

to identify the best choice for a phone system and the availability of grant funds to supplement classroom furniture.

F. Integrated Technology Committee

Trustee Rebecca Borgsmiller reported that the FY21 student technology fees would be used to update display technologies in 25 classrooms, which is included on the agenda for approval. In FY22, the student technology fee high-level projects were approved by the Integrated Technology Committee and will be presented to vice-presidents and the President for review. The projects include curriculum management software, new computers and monitors for the DuQuoin Extension Center, and another round of classroom technology updates.

The internal training process validations are continuing for Jenzabar One, which is still on target to go live in mid-June. Technology and phone setups will be part of the move back in C-wing, and the technology purchases approved last month will be deployed this summer.

G. Illinois Community College Trustees Association (ICCTA)

Trustee Mandy Little reported that the Illinois General Assembly reconvened in Springfield last week for all in-person sessions and hybrid-virtual committees. The third reading deadline was Friday, April 23, and lawmakers quickly worked through hundreds of bills and many measures. Both chambers will recommit again this week to begin committee hearings on bills in the second chamber. Illinois will lose a Congress seat due to the results of the 2020 Census. It will become critical to continue meeting with legislators to ensure they understand the importance of John A. Logan College. Trustee Rendleman mentioned that the Trustee Training would be provided at the ICCTA Annual Convention scheduled for June 4-5, in Normal, IL. Board members sitting in years one, three, and five are scheduled to complete trustee training this year.

H. John A. Logan College Foundation

Trustee Jake Rendleman reported that Stewart Farris had established a \$25,000 endowment in memory of his late wife, Donna Farris. Donna was a member of the nursing faculty, and the scholarship will benefit a student in nursing. The Foundation will provide \$10,000 to assist with supply costs for the STEM camps this summer, which will focus on educating students and fueling their interest in science, technology, engineering, and math. The Foundation will also provide \$2,500 to cover video production costs for graduation. Trustee Rendleman urged the members of the Board to become ambassadors in the community to increase interest in endowments for the Foundation.

I. Student Trustee

Student Trustee Victor Frankel stated that it was his privilege to represent and advocate for the students guided by principles of equity and accessibility to ensure that the student community at John A. Logan is diverse, inclusive, and resilient. He will be working with faculty to ensure course textbooks and supplemental materials are available and align with the actual needs of the course. Student Activities will assemble Finish Strong bags for students, and the Theatre Program will record a live performance of Schoolhouse Rock via Zoom.

FACULTY ASSOCIATION REPORTS

A. Faculty Association Report

Association President Robert McKenzie congratulated the newly elected trustees.

B. Adjunct Faculty Association Report – No Report

C. Logan Operational Staff Association Report – No Report.

PRESIDENT'S CABINET REPORTS

A. Clay Brewer, Interim Vice-President for Administration

Dr. Brewer reported that the women's softball record is 33-9, and they have won 12 games in a row. The men's baseball program is 37-13. Both men's and women's golf programs have qualified for nationals.

The College will not hold an in-person employee recognition program this spring, but recipients will still receive service awards. The Office of Human Resources will plan for a face-to-face recognition in the fall.

B. Stacy Buckingham, Interim Vice-President for Business Services & College Facilities

Ms. Buckingham reported that SIU Headstart Program had expressed interest in continuing an existing arrangement with the College to lease space for their program. The College has had a good relationship with them and will propose a one-year renewal.

The College received a \$2.3 million Capital Development Board (CDB) project to renovate approximately 24,000 square feet in upper C-wing and 5,500 square feet in upper E-Wing. The College's share for this project is 25% (\$575,000). A CDB trust agreement will be brought to the Board for consideration this summer.

ServPro has started delivering contents to the upper C-Wing. The College continues to deal with a slow response from the insurance company.

The College has received ten state payments for base operating and equalization and 50 percent of CTE vocational grants. As of March 31, cash investments for operating funds are at 30 percent of our FY21 budgeted operating expenditures. Tuition and fee revenue is down 13 percent compared to the same period last year.

C. Dr. Melanie Pecord, Vice-President for Instructional Services

Dr. Pecord recognized Dr. Wayne Griffith, recently named the Illinois Association for Career and Technical Education Post-Secondary Teacher of the Year. Dr. Griffith was recognized for his leadership in establishing the agriculture program at John A. Logan College.

Associate Dean Christy Stewart presented information regarding high school orientation days. Typically high school students would come to campus for this orientation, but because of COVID, staff traveled to the high schools. Ms. Stewart noted that two \$500 scholarships for each high school are awarded during orientation days.

D. President Kirk Overstreet

The Strategic Planning Task Force was developed to establish a one-year plan. They are working on six pillars to move the College forward through the next year, including 1) Communication, 2) Community Engagement, 3) Culture and Morale, 4) Diversity and Inclusion, 5) Infrastructure and 6) Five-Year Strategic Plan. A Strategic Planning Committee will be formed next year, including members of the Board and the community to build the five-year plan.

The Data Task Force has been looking at data needs and a plan to utilize data. Math faculty member, Jennifer Jeter, canvassed faculty to develop success markers for data collection, which is expected to help with retention and completion.

INFORMATIONAL ITEMS

A. Logos for Adult Secondary Education Program (ASE) and Adult Basic Education (GED)

Logos were developed to help rebrand and identify the ASE and GED programs. The logos will be utilized for promoting the programs.

B. Personnel Informational Items

The Board was informed of Carla Campbell and Dennis White's retirement requests and the resignation of Lauren Surprenant.

CONSENT AGENDA

Chairman Kilquist asked if there were any items on the Consent Agenda that the Board would like to pull out to discuss and vote on separately. Trustee Brent Clark asked that Item L, Personnel Action Items, be pulled from the consent agenda for discussion in Executive Session.

A. Minutes of the March 23, 2021, Regular Meeting

B. Content of the March 23, 2021, Closed Session Minutes

C. Treasurer's and Financial Report for the period ending February 28, 2021

D. Expenditure List for the period ending March 31, 2021

E. Debt Certificate Resolution Amendment

The Board of Trustees approved the "RESOLUTION amending the resolution authorizing and providing for the issue of General Obligation (Limited Tax) Debt Certificates, Series 2020A, General Obligation (Limited Tax) Debt Certificates, Series 2020B, General Obligation (Limited Tax) Debt Certificates, Series 2020C, and General Obligation (Limited Tax) Debt Certificates, Series 2020D, of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry and Randolph and the State of Illinois, to expand the purposes for which the proceeds of such certificates may be used."

F. Pedestrian Pathway Project Additional Matching Funds Requirement

The Board of Trustees approved an additional matching commitment of \$143,938 for the Capital Development Board Pedestrian Pathway Project based on the total estimated project budget at the 100% Design Phase.

G. Repayment of Interfund Loans

The Board of Trustees approved the inter-fund repayment from the Restricted Purposes Fund in the amount of \$950,000 to the Working Cash Fund and from the Trust and Agency Fund to the Working Cash Fund in the amount of \$70,000.

H. Distance Learning Equipment Purchase

The Board of Trustees approved the purchase of distance learning equipment in the amount of \$54,717.15 to be funded through the Education Career Pathways Grant.

I. Classroom Technology Purchase

The Board of Trustees approved the purchase of classroom technology equipment using designated funding from student technology fees, totaling \$102,271.23.

J. Furniture Purchase for Learning Lab and Financial Aid

The Board of Trustees approved the purchase of furniture for the Learning Lab (\$24,514.82) and Financial Aid student waiting area (\$13,036.68) for a total purchase price of \$37,551.50.

K. Special Meeting for July

The Board of Trustees approved a special meeting in July to review and discuss schematic design information for the West Lobby Expansion project presented by BHDG Architects, Inc. The July meeting date will be posted in accordance with the Open Meetings Act.

Mandy Little and Aaron Smith moved and seconded that the Board of Trustees approve Consent Agenda Items A – K as presented.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4221)

OLD BUSINESS

A. Board Policy Revisions for Final Action

There was discussion among the Board to clarify policy revisions presented for final action.

Mandy Little and Brent Clark moved and seconded that the Board of Trustees approve the revisions to Board Policies as recommended by the Board Policy Committee.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4222)

EXECUTIVE SESSION

Chairman Kilquist stated that the Board of Trustees would take necessary action to adjourn into executive "closed" session pursuant to 5 ILCS 120-2(c) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

Mandy Little and Jake Rendleman moved and seconded that the Board of Trustees adjourn into executive "closed" session.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4223)

The meeting was declared in closed session at 8:11 p.m.

The Board returned to open session at 8:39 p.m.

PERSONNEL ACTION ITEMS (Item L.F pulled from the Consent Agenda for discussion)

Mandy Little and Aaron Smith moved and seconded that the Board of Trustees approve Consent Agenda Item F, Personnel Action Items as recommended.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4224)

ANNOUNCEMENTS

Trustee Glenn Poshard announced that he would be making a formal recommendation to reduce the number of meetings of the Board of Trustees for review and action.

ADJOURNMENT

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

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4225)

The meeting was duly adjourned at 8:46 p.m.

Respectfully submitted by Susan May, recording secretary.

A handwritten signature in black ink, appearing to read "William J. Kilquist". The signature is fluid and cursive, with a long horizontal stroke at the end.

William J. Kilquist, Chair

A handwritten signature in black ink, appearing to read "Jacob Rendleman". The signature is cursive and includes a long horizontal line extending to the right.

Jacob "Jake" Rendleman, Secretary