

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, September 28, 2021, commencing at 6:00 p.m. The meeting was open to the public and available via Zoom.

The Board of Trustees observed a moment of silence in honor of Trustee Jake Rendleman's wife, Carolyn, who passed away on September 27.

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	-- not 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, Provost Melanie Pecord, Vice President Stacy Buckingham, 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

No report.

B. Athletics Advisory Committee

Trustee Bill Kilquist reported that approximately 70 percent of the student athletes are vaccinated. Logan Fitness recorded 385 visitors on September 20, the highest single day of visitors since COVID. In addition, Logan Fitness will host a promotional day on October 15 to increase awareness of the new 3D body scan machine.

C. Building, Grounds, and Safety Committee

Trustee Jake Rendleman reported that renovation work in C-Wing is complete aside from roller shades and window frosting. Concrete for the bike path is being poured along the east entrance, and tree removal on the IDOT right-of-way will begin in the next few weeks. The outfield fencing has been removed in preparation for the baseball and softball turf projects, and improvements to the F-Wing Courtyard should be completed in the next four weeks.

D. Board Policy Committee

Trustee Becky Borgsmiller reported that the Committee met on September 21 to review four policies. The Committee is recommending revisions to three of these policies for first reading.

E. Budget and Finance Committee

No report.

F. Integrated Technology Committee

Trustee Becky Borgsmiller reported that updates were presented to the Committee on September 14. Student laptop loaners are now available to be checked out in the library. The waitlist option on Jenzabar One should be up and running for spring enrollment, and the Early Alert system is being reconfigured and should be running by the end of October.

G. Illinois Community College Trustees Association (ICCTA)

Trustee Aaron Smith reported that he would be attending the ACCT Leadership Congress in San Diego with Chairman Kilquist and President Overstreet and will serve as the voting representative for the ACCT Board of Directors.

H. John A. Logan College Foundation

Trustee Jake Rendleman reported that the Foundation Office is gearing up for the 44th Annual JALC Foundation and US Bank Golf Classic on October 1. Overall sponsorship totals have doubled in the past five years, with \$31,600 raised in sponsorships this year. There are currently 30 teams and 42-hole sponsors for the tournament, and Vic Koenig Chevrolet is sponsoring the hole-in-one competition.

The Foundation office staff is in training for the new Award Spring Scholarship management system. The new online system is expected to go live on November 1.

Foundation Campus Grant applications will be accepted through October 31. More than \$50,000 is earmarked for grants this fall. The Foundation has awarded more than \$325,000 in campus grants since 2017.

I. Student Trustee

Student Trustee Victor Frankel reported that student clubs were well represented at Hunting and Fishing Days and demonstrated the diversity of interest and activities that John A. Logan College provides for its campus community and students. The rocket launch for the new STEM Club was a great success, and Student Senate voted in a new president at their meeting today.

FACULTY ASSOCIATION REPORTS

A. Faculty Association Report

Association President Robert McKenzie noted that the most significant concern is student retention, and they will continue to work with the COVID Task Force to keep students safe on campus.

B. Adjunct Faculty Association Report – No report.

C. Logan Operational Staff Association Report – No report.

EXECUTIVE LEADERSHIP TEAM REPORTS

A. Vice-President for Business Services Stacy Buckingham

Vice-President Buckingham reported that the College had received three base operating and equalization payments from the State for FY22 and the first installment of property taxes from three of five counties. The overall EAV growth this year was 2.63 percent among the five counties. Several projects are being brought forward on the Consent Agenda utilizing the institutional portion of the Higher Education Emergency Relief Funds.

B. Provost Melanie Pecord

Provost Melanie Pecord reported that the College would be launching a new RV for Beginners course through Community Education. Nathan Arnett, Dr. Stephanie Hartford, and Rachel Sveda-Webb will be presenting at two national conferences in the next few months. The John A. Logan College Choir will hold the first of two concerts this semester on October 15, and *The Odd Couple* will be presented in O'Neil Auditorium on November 12 – 14. The College is finalizing 18 new articulation agreements with McKendree University, which will allow additional opportunities for students to further their education. Recruitment teams will visit district high schools, and advisement for the spring semester will begin on November 1. An article submitted by Phi Theta Kappa was recently published in the 2021 edition of *Change Makers: Phi Theta Kappa Journal of Student Leadership*.

C. President Kirk Overstreet

President Overstreet expressed appreciation to everyone involved in preparing for entrance requirements on campus that will go into effect on September 29 to comply with the Governor's COVID-19 Executive Order. The COVID Task Force and COVID Incident Team worked diligently to develop procedures to ensure the safety of our campus for students and staff.

President Overstreet also expressed appreciation to the Hunting and Fishing Days Committee, which worked to bring the event back to campus this year. A First Responders and Veterans event was added this year, which will become a staple event for the future. A \$5 parking fee or donation of non-perishable food items was also implemented this year. Over 1,600 food items were collected and distributed to local food pantries, and half of the cash proceeds (\$5,000) were donated to the Sesser Valier Outdoorsman Club.

PRESENTATIONS – None.

INFORMATIONAL ITEMS – None.

CONSENT AGENDA

Chairman Kilquist asked if there were requests to pull any of the Consent Agenda items out for discussion and separate vote. There were no requests; however, there was some discussion to clarify Items C, E, and I, as requested by Trustees Rendleman, Poshard, and Frankel.

A. Emergency Notification System Repair

An agreement with Best Group to repair the College's emergency notification system at a total cost of \$34,390.

B. Proposals for Copier Lease

Approval to solicit proposals for a 60-month copier lease.

C. Outdoor Dining Furniture

Purchase and installation of outdoor dining furniture in the amount of \$153,953.02 from Haworth, Inc. utilizing the Omnia Partners Purchasing Cooperative, and \$23,889.40 from Stiles Office Solutions, Inc. Higher Education Emergency Relief Funds will fund the entire purchase.

D. Touchless Plumbing Fixtures

Purchase of touchless restroom fixtures and bottle-filling water fountains from Plumbmaster, a member of the BuyBoard Purchase Cooperative. The total cost of \$107,016.45 will be funded with Higher Education Emergency Relief Funds.

E. Classroom Furniture Purchase

Purchase and installation of moveable, solid-surface classroom furniture from Kimball Office, Inc. for \$1,252,147.24 and National Office Furniture, Inc. for \$204,338.70. Both purchases are under the Illinois Public Higher Education Cooperative Agreement and funded through the Higher Education Emergency Relief Funds.

F. Roller Shades for C-Wing

Purchase and installation of Levolor roller shades from Floorscapes for \$48,750.00. These shades will replace vertical blinds damaged in the fire and will be funded primarily with insurance proceeds.

G. Fabric Shade Purchase for Outdoor Dining Area

Purchase of fabric shading from Bliss Products and Services, Inc., for \$31,685.10, funded with Higher Education Emergency Relief Funds.

H. Tents and Staging for Hunting and Fishing Days

Payment to King's Food Service/KFS Events for \$31,087.50 for staging and tent rental, setup, and tear down for Hunting and Fishing Days.

I. Interim Appointment

Appointment of Jeremy Sargent as Interim Assistant Vice-President of Construction Planning and Facilities Management, effective September 1, 2021, through June 30, 2022.

J. Personnel Action Items (Appendix A)

Employment and ratification of personnel as presented in Appendix A.

K. Expenditure List

Approval of the Expenditure List for the period ending August 31, 2021.

L. Treasurer's and Financial Report

Approval of the Treasurer's and Financial Report for the period ending June 30, 2021.

M. Board of Trustee Meeting Minutes

Approval of the August 24, 2021, regular meeting minutes.

N. Content of Closed Session Minutes

Approval of the content of closed-session minutes from August 24, 2021, which will not be made available for public inspection at this time.

O. Board of Trustee Special Meeting Minutes

Approval of the August 27, 2021, special meeting minutes.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approves Consent Agenda Items A through O as presented.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4242)

NEW BUSINESS

A. Board Policy Revisions for First Reading (No Action)

Revisions to the following policies as recommended by the Board Policy Committee were presented for first reading:

Board Policy 5110 – General Hiring
Board Policy 5130 – Holidays
Board Policy 5331 – Academic Rank

These policy revisions will be made available to employees and presented for final approval by the Board of Trustees in October.

ANNOUNCEMENTS

None.

ADJOURNMENT

Jake Rendleman and Glenn Poshard 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 #16-4243)

The meeting duly adjourned at 6:40 p.m.

Respectfully submitted by Susan May, recording secretary to the Board.

A handwritten signature in black ink, reading "William J. Kilquist". The signature is written in a cursive style with a long horizontal line extending from the end.

William J. Kilquist, Chair

A handwritten signature in black ink, reading "Jacob Rendleman". The signature is written in a cursive style with a long horizontal line extending from the end.

Jacob "Jake" Rendleman, Secretary

PERSONNEL ACTION ITEMS**APPENDIX A**

A. OPERATIONAL STAFF		
Name	Position	Effective Date
Daniela Brooks	Full-Time, Grade IV, Administrative Assistant IV (Foundation)	09/16/21

B. NON-TEACHING PROFESSIONALS		
Name	Position	Effective Date
Michael Bush	Part-Time, Stipend, Head Women's Golf Coach	09/01/21
Matthew Crain	Part-Time, Stipend, Assistant Women's Basketball Coach	09/01/21
Tyler Smithpeters	Part-Time, Stipend, Sports Performance Coach	09/01/21

C. ADJUNCT FACULTY		
Name	Position	Effective Date
Patricia Burns	Massage Therapy Instructor	08/11/21
Nyghel Byrd	Applied Music Lessons Instructor	08/20/21
Stephen Hahn	Electronics Instructor	09/01/21
Lisa Johnson	Graphic Design Instructor	08/11/21
Mark Kuhns	EMT/EMS Instructor	08/11/21
Eugene Rodely	Business Instructor	08/11/21
Jeremy Sargent	Engineering Graphics Instructor	08/11/21
Benna Williams	Business Substitute Instructor	08/25/21

D. COMMUNITY EDUCATION/WORKFORCE DEVELOPMENT INSTRUCTORS		
Name	Type	Effective Date
Emma Raisanen	Community Education	08/23/21
William Ellis	Workforce Development	08/01/21

E. GRANT – NON-TEACHING PROFESSIONALS		
Name	Position	Effective Date
Hannah Mitchell	Part-Time, Grade II, Tutor	08/01/21
Paula Myers	Part-Time, Temporary, COVID Coordinator	08/30/21

F. GRANT – PART-TIME FACULTY		
Name	Position	Effective Date
Jorrell Bonner	Logan Academy Instructor	08/18/21
Lottie Jones	Mary Logan High School Instructor	08/30/21
Sally Parker	Mary Logan High School Instructor	09/13/21