

# 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, April 26, 2022, commencing at 6:00 p.m. The meeting was open to the public and available via Zoom.

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

Also present were President Kirk Overstreet, Legal Counsel Rhett Barke, Provost Melanie Pecord, Vice President Stacy Buckingham, Recording Secretary Susan May, and other College personnel.

Chairman Kilquist led the Board in the Pledge of Allegiance.

## **SEATING OF STUDENT TRUSTEE JEREMIAH BROWN**

Jeremiah M. Brown was sworn in as the 2022-2023 Student Trustees by Chairman Kilquist.

## **OPPORTUNITY FOR PUBLIC COMMENTS**

There were no public comments.

## **BOARD OF TRUSTEES REPORTS**

### **A. Chairman's Report**

No comments.

### **B. Athletic Advisory Committee**

Trustee Brent Clark commented on the departure of Kyle Smithpeters, who has led a successful men's basketball program that has been competitive at the national level for many years. Trustee Rendleman added that the Athletic Program has had the community's support for many years, and he is hopeful for continued quality leadership for Logan Athletics.

### **C. Building, Grounds, and Safety Committee**

Trustee Jake Rendleman reported that the Building, Grounds, and Safety Committee met this month to discuss the Elevator and Mezzanine Project, Hoffard Pond dredging, ionization unit installation, and the Pedestrian Pathway Project. The Capital Development Board (CDB) finalized the design contract with BHDG Architects for the West Lobby Expansion. Project meetings will be held during the design

phase, which should conclude in June 2023. The CDB has authorized Architechniques to begin additional design work for the Elevator and Mezzanine project that will accommodate the West Lobby Expansion mezzanine level. Burke Electric completed the installation of energy-efficient lighting for the corridor and gymnasium, funded through an IGEN grant. Approximately 1,000 new classroom desks and chairs have been installed in the B, C, and E wings of the College. The 30 x 50 outdoor fabric shade has been installed in the Waterfall Courtyard, and flooring in the shower area of Logan Fitness will be recoated with a slip-resistant epoxy. Most of the necessary equipment for the G Building transformer and switch replacement has arrived after delays due to COVID and will be installed over Memorial Day weekend.

Trustee Jake Rendleman also commended the work of the Historical Village volunteer gardeners. Volunteers can earn a Master Gardener and Master Naturalist certification as part of the College's cooperative agreement with the University of Illinois Extension Center.

**D. Board Policy Committee**

Trustee Rebecca Borgsmiller reported that revisions to four policies were included on the agenda for final approval, and the Committee is scheduled to meet in May.

**E. Budget and Finance Committee**

Trustee Aaron Smith reported that the Budget and Finance Committee met with the Kemper CPA Group to review the 2021 audit and introduced Ms. Ashley Norton from Kemper to present the audit information to the Board.

**2021 Audit Presentation by Kemper CPA Group, LLP**

Ms. Norton reported that the 2021 Audit issued a clean opinion over the financial statements, and no deficiencies were noted in internal control over the financial reporting of financial statements. The College complied, in all material respects, with the types of compliance requirements for each major federal program.

Instances of non-compliance were reported in three separate findings related to Return of Funds in Student Financial Aid, Control over Disbursements to Students, and Consumer Information Reporting. These findings were considered significant deficiencies, and there were no material weaknesses. The audit also contained the College's response to each of these findings.

Trustee Smith pointed out that most of the preliminary test work for the audit was done in May 2021, and since that time, the College has brought in Campus Works to address internal issues in the financial aid area. President Overstreet added that new efficient models had been implemented over the past six months, and the College has worked hard to automate systems to keep up with constantly changing rules and regulations regarding financial aid.

Trustee Glenn Poshard noted that the fact that there were no significant material deficiencies on the financial side of the audit speaks well of the administration. He also pointed out that the College's total indebtedness of \$31,215,000 was well within the legal debt limit of \$56 million.

Chairman Kilquist noted that this is Kemper's third year with the College. The College's practice is to select a different auditing firm every four years to ensure audits are done correctly without favoritism.

**F. Integrated Technology Committee**

Trustee Rebecca Borgsmiller reported that the Integrated Technology Committee met in April. Document Manager has been upgraded to a new platform, and the Committee continued their discussion regarding registration software for Logan Fitness and Community Education. Severe weather maps have been added to the website, and the Office of Institutional Effectiveness and Research is now sending out daily registration reports.

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

Trustee Aaron Smith reported that the Executive Committee would meet on April 29, and registration was still open for the ICCTA Annual Convention in Chicago on June 9 and 10, 2022.

**H. John A. Logan College Foundation**

Trustee Rendleman reported that he and Staci Shafer attended the Black Diamond Harley Davidson scholarship banquet held at Kokopelli Golf Course. Certificates for \$1,000 scholarships were presented to high school students within the community college districts of John A. Logan, Rend Lake, Southeastern, and Shawnee. Black Diamond and the district College Foundations provide funding for the scholarships, and over the last 15 years, Black Diamond has contributed over \$700,000.

High schools have completed the selection process for scholarship recipients, and Foundation Board members will present certificates to the students at Honor's Nights for each high school.

Priority Staffing has established a new \$1,000 scholarship for students entering the trades field.

**I. Student Trustee**

Student Trustee Jeremiah Brown stated that he was happy to be seated as Student Trustee to voice issues and concerns on behalf of the John A. Logan College students. Jeremiah is majoring in Automotive Services Technology with plans to transfer to SIU-C for his Bachelor's Degree.

**ASSOCIATION REPORTS**

**A. Faculty Association**

Faculty Association President Robert McKenzie reported that the Executive Committee had met with the administration to discuss winter session. New IEA Association officers elected this year included Jane Bryant, President; Brennan Stover, Vice-President; Joseph Dethrow, Secretary; Andrew Carr, Treasurer; Dr. Heather Hampson, IEA Representative; Rebecca Corbitt and George Bricker, Members-at-Large. Trustee Rendleman requested that the new officers introduce themselves to the Board next Fall.

**B. Adjunct Faculty Association**

No report.

**C. Logan Operational Staff Association**

No report.

## **EXECUTIVE ADMINISTRATORS' REPORTS**

### **A. FY22 Payments Received**

Vice-President Stacy Buckingham reported that FY22 state payments continue to be on track, totaling \$2.7 million in base operating payments and \$5.4 million for equalization. The College received \$316,950 in supplemental state funds and additional FY22 supplemental funding allocations for base operating and equalization. The second half of the ICCB Vocational Formula grant was received, totaling \$381,000, and 99.9 percent of property tax payments have been collected on the levy amounts.

### **B. Tuition Revenue**

Tuition revenue is down approximately \$440,000, or 4.6 percent, compared to last year. Fifty percent of the upcoming summer semester revenue will be included in the final 2022 numbers for tuition and fees.

### **C. FY23 Budget**

The initial budget development process for FY23 is complete, and the second phase, including a review by the administration, is underway. The State has not released individual college allocations for FY23, which is impacted by credit hour generation two years prior and other funding variables such as EAV property tax values in our district.

### **D. Phi Theta Kappa Awards**

Provost Pecord reported that John A. Logan College's chapter of Phi Theta Kappa received the Distinguished Top 100 Chapters and a Top 100 Designation out of 1,230 chapters, based on the College project and Honor's in Action. Provost Pecord congratulated Advisor Adrienne Barkley Giffin and the PTK association for their achievements.

### **E. Student Success**

Provost Pecord reported that two students completed an extensive research project on community health and social media through an independent study course at the College and were asked to present their research at a national conference this summer.

### **F. Monthly Newsletter**

Dr. Steve O'Keefe will be launching a monthly newsletter posted on the website after each Board meeting to provide an additional way to communicate with faculty, staff, students, and the community.

### **G. Promise Program**

President Overstreet met with Superintendent Daniel Booth to discuss a new Promise Program for sixth, eighth, and tenth graders. He is working on the details with Executive Director Staci Shafter and expects to pilot this program in Carbondale next fall.

### **H. Strategic Long-Range Plan**

The Strategic Long-Range Plan Task Force has met to review strategic pillars, the College mission statement, and values. The Steering Committee, including external constituents, will review their work on May 19 before it is presented to the Board in June.

## **I. Congressionally Directed Spending Awards**

President Overstreet reported that the College submitted a funding request for a hospitality center and updated facilities for allied health care programs through Senator Duckworth and Senator Durbin Congressionally Directed Spending Awards.

## **J. Enrollment**

President Overstreet reported that the College is working on new initiatives to help increase enrollment by targeting the adult population. Currently, duplicated enrollment number comparisons are trending well.

## **PRESIDENT'S CABINET REPORTS**

Assistant Vice-President for Institutional Effectiveness and Research Jordan Mays reported that daily registration reports are posted on SharePoint for faculty and staff. In addition, two of the first-phase data dashboards are complete and available for public viewing on the Institutional Effectiveness and Research web page.

## **STUDENT SENATE ANNUAL REPORT**

Former Student Trustee Victor Frankel and Student Senate President Veronica Griswold reported on the accomplishments of the Student Senate over the past year. Student Senate was reconstituted with representatives throughout campus and engaged in assessing student needs through comment boxes and student surveys. These needs were voiced through meetings with administrators, focus groups, and committee representation. The annual Thanksgiving Food Drive provided food to five students, and 150 children in the southern Illinois region received gifts from the Angel Tree Christmas project. New Initiatives implemented among student clubs included Coffee with a Cop, Coffee with a Counselor, and Lunch with Leaders. Artwork from the Earth Day Art and Photo Contest was posted on the Student Senate Facebook page. Key insights gained this year were that operational flexibility is necessary for innovation and changing times, and personal connections are essential to ensure consistent engagement.

## **INFORMATIONAL ITEMS**

### **A. Classroom Technology**

The Integrated Technology Committee will utilize approximately \$194,000 in student technology fees to upgrade more than 50 classrooms in FY23. Upgrades include dual 24" displays for instructors, 5000+ lumen projectors, screens, and hardware to control multiple outputs.

### **B. Retirements**

President Overstreet approved a change in the retirement date for Dawn Ellemeyer from May 1, 2023, to June 1, 2022.

## **CONSENT AGENDA**

Chairman Kilquist asked if there were any Consent Agenda items the Board would like to pull and vote on separately. Legal Counsel Rhett Barke noted that Item C should be pulled from the Agenda. Consent Agenda items A, B, D, E, F, G, H, & I were presented to the Board for approval:

**A. Repayment of Interfund Loans**

Interfund loan repayments of \$1,200,000 from the restricted purposes fund to the working cash fund; \$70,000 from the trust and agency fund to the working cash fund; \$650,000 from the restricted operations and maintenance fund to the working cash fund; and \$700,000 from the liability, protection, and settlement fund to the working cash fund.

**B. Pedestrian Pathway Matching Funds**

Additional matching funds commitment of \$403,914 for the Pedestrian Pathway Project funded with bond funds; and authorize the Capital Development Board to proceed with contract awards to W.J. Burke Electric and Samron Midwest Contracting, Inc.

**D. Personnel Action Items (Appendix A)**

Recommendations by President Overstreet for the employment and ratification of personnel as provided in Appendix A.

**E. Expenditure Report**

Approval of the expenditure report for the period ending March 31, 2022.

**F. Treasurer's and Financial Report**

Approval of the Treasurer's and Financial Report for the period ending February 28, 2022.

**G. Minutes of March 19, 2022, Special Meeting for Board Retreat**

Approval of minutes from the March 19, 2022, special meeting for a Board Retreat.

**H. Content of Closed Session Minutes of March 19, 2022**

Approval of the content of closed session minutes of the March 19, 2022, Board Retreat, but that these minutes not be made available for public inspection at this time.

**I. Minutes of February 22, 2022, Regular Meeting**

Approval of minutes from the February 22, 2022, regular meeting of the Board of Trustees.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approve Consent Agenda Items A, B, D, E, F, G, H, and I as presented.

Upon roll call, all members present voted Yes. Motion carried.  
(Resolution #16-4260)

**Item C Removed from the Consent Agenda**

**C. Collective Bargaining Agreement with Fraternal Order of Police**

Legal Counsel Rhett Barke reported that the College had reached a tentative agreement with the Fraternity of Police, but the contract draft was not complete. This item is removed until details of the contract can be provided for review.

## **OLD BUSINESS**

### **A. Board Policy Revisions for Final Action**

Revisions to the following policies were presented to the Board in March for first reading and were made available to College employees for input.

- BP 3350 – Official Publications
- BP 8310 – Student Rights & Responsibilities Handbook
- BP 8313 – Academic Honor Code
- BP 8315 – Student Disciplinary Action

Rebecca Borgsmiller and Brent Clark moved and seconded that the Board of Trustees approve the Board Policy revisions presented by the Board Policy Committee.

Upon roll call, all members present voted Yes. Motion carried.  
(Resolution #16-4261)

## **NEW BUSINESS**

### **A. Approval of 2021 Audit**

Glenn Poshard and Aaron Smith moved and seconded that the Board of Trustees approve the 2021 audit as presented.

Upon roll call, all members present vote Yes. Motion carried.  
(Resolution #16-4262)

## **ANNOUNCEMENTS**

Trustee Glenn Poshard invited the Board to attend the Young Hearts with Goals on Purpose Banquet on Saturday, May 21, 2022, at The Marion Pavilion.

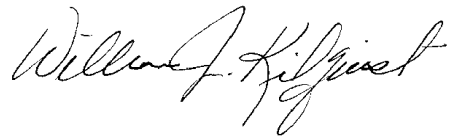
## **ADJOURNMENT**

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 #16-4263)

The meeting was duly adjourned at 7:41 p.m.

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

A handwritten signature in cursive script that reads "William J. Kilquist". The letters are fluid and connected, with a prominent loop at the end of the last name.

William J. Kilquist, Chairman

A handwritten signature in cursive script that reads "Jacob Rendleman". The signature is more compact and stylized than the one above, with a long horizontal line extending from the end.

Jacob "Jake" Rendleman, Secretary



## APPENDIX A

Recommendations by President Overstreet for the employment and ratification of personnel approved by the Board of Trustees:

<b>A. Non-Teaching Professionals</b>			
<b>Name</b>	<b>Position</b>	<b>Type</b>	<b>Effective Date</b>
Hilary Johnson	Advisor/Counselor	Full-time	04/01/22
Nicole Rains	Advisor/Counselor	Full-time	04/01/22
Shannon Newman	Associate Director of Purchasing and Auxiliary Services	Full-time	05/02/22
Kaylee Smith	Associate Manager of Admissions and Records	Full-time	04/01/22
<b>B. Full-Time Faculty</b>			
<b>Name</b>	<b>Position</b>	<b>Type</b>	<b>Effective Date</b>
Torrey Holland	Physics Faculty (Temporary)	Full-Time, Temporary	Fall 2022
<b>C. Adjunct Faculty</b>			
<b>Name</b>	<b>Position</b>	<b>Effective Date</b>	
April Goeke	Art Instructor	03/14/22	
Taylor Rogers	Physical Education Development/Education Instructor	02/21/22	
<b>D. Community Education/Workforce Development Instructors</b>			
<b>Name</b>	<b>Type</b>	<b>Effective Date</b>	
Timothy Simmons	Workforce Development	02/28/22	
Braylee Watson	Community Education	02/16/22	
Megan Wilson	Community Education	01/23/22	
<b>D. Grant – Operational Staff</b>			
<b>Name</b>	<b>Position</b>	<b>Type</b>	<b>Effective Date</b>
Kamaria Calahan	CCR&R Specialist	Full-time	04/07/22
<b>F. Grant – Part-Time Faculty</b>			
<b>Name</b>	<b>Position</b>	<b>Effective Date</b>	
Khiry Brown	Logan Academy Instructor	04/06/22	
<b>G. Volunteers</b>			
<b>Name</b>	<b>Position</b>	<b>Effective Date</b>	
Chad Quigley	Athletics Volunteer	03/18/22	