

JOHN A. LOGAN COLLEGE
Board of Trustees
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, May 23, 2023, 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
Magnus Noble	-- present

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

Chairman Kilquist led the Board in the Pledge of Allegiance.

OPPORTUNITY FOR PUBLIC COMMENTS

There were no public comments.

BOARD OF TRUSTEES REPORTS

A. Chairman's Report

Chairman Kilquist set committee assignments for the next two years and assigned Student Trustee Magnus Noble as a substitute member.

B. Athletics Advisory Committee

Trustee Brent Clark reported that Volleyball finished second in the conference and held a 3.85 GPA for the spring semester. Men's baseball finished 43-17 with their second Region 23 Championship. Fourteen players received their Associate Degrees and have been recruited to play at the next level. Softball ended its season with a 43-16 record and a strong 3.65 GPA, and both men's and women's golf teams advanced to the National Tournament. Women's basketball is actively recruiting players in the southern Illinois area for next year.

C. Building, Grounds, and Safety Committee

Trustee Jake Rendleman reported that they have begun moving faculty and staff offices in preparation for the C & E Wing renovation project that could start this fall. The College is waiting for the Capital Development Board to provide a bid date for the Elevator and Mezzanine project. Two

sidewalks were added to the gravel islands in front of athletics, and an ADA ramp was installed at the West Lobby entrance to provide accessible drop-off for buses. The gymnasium floor is being resurfaced with fresh stain and classic graphics.

D. Board Policy Committee

Trustee Becky Borgsmiller reported that revisions to Board Policies 5220 and 5310 are presented for final action tonight.

E. Budget and Finance Committee

Trustee Aaron Smith reported that the Committee met to review the tentative budget on May 15.

F. Integrated Technology Committee

Trustee Rebecca Borgsmiller reported that the Committee was undergoing restructuring and shared an update on projects within the Information Technology Department. Implementation and corresponding integrations are ongoing for Anthology Outcomes, eCampus Bookstore, Retention Model, Communications Module, and Accessibility Information Management. Additional ongoing projects include the migration to new server hardware for the security camera system, the installation of campus police alert buttons, updates and expansion to the public address system, ClearWave Fiber internet and hardware upgrade, Childcare Resource and Referral's migration to the GoTo phone system, and classroom modernization upgrade projects.

G. Illinois Community College Trustees Association (ICCTA)

Trustee Aaron Smith reported that he had been appointed to serve as Illinois' ACCT statewide coordinator. Senator Dale Fowler, the Senate Higher Education Committee co-chair, spoke at the ICCTA Lobby Day he attended with Trustee Mandy Little, Student Trustee Magnus, and President Overstreet.

H. John A. Logan College Foundation

Trustee Jake Rendleman reported that the Foundation awarded \$315,840 in scholarships to 154 local high school students. They will also provide \$3,000 to purchase Welcome Back t-shirts for students this fall. The Foundation will host its 46th Annual Golf Classic on October 13, 2023. A team is participating in the Herrin Festa Bocce Ball Corporate Tournament, and plans are underway to host another retirees' event in July.

G. Student Trustee

Student Trustee Magnus Noble reported that Student Senate hosted a catering event for Buildings and Grounds and Police Department employees on campus. Student Senate will review the preliminary results of the Student Voice Survey.

ASSOCIATION REPORTS

A. Faculty Association Report

Association President Jane Bryant reported that negotiations are winding down, and the Association encouraged the Board to attend the employee forum on May 31 regarding instructional division reorganization.

B. Adjunct Faculty Association – No report.

C. Logan Operational Staff Association Report – No report.

EXECUTIVE LEADERSHIP REPORTS

FY 2024 Tentative Budget

Vice-President Stacy Buckingham reported that upon approval by the Board of Trustees, the tentative budget would be put on public display for 30 days, and a public hearing would be held in June. The tentative budget includes operating revenue projections of \$30,692,404, which is up 4.88 percent over last year's budget. This estimate is based on a flat credit hour generation with the \$5.00 tuition increase applied. Ms. Buckingham projected a conservative increase in state budget amounts, which is only an estimate as we await the actual allocations from ICCB. Interest projections are increased based on the current climate. Estimated operating expenditures are \$33,995,095, which is 3.3 percent up from last year. This year's budgeted deficit in Operating Funds is \$3.3 million, which is down 9.37 percent compared to the previous year's \$3.6 million budget deficit. This is not where we want to be, but we are trending in the right direction. The Operating Fund balance goal listed in Administrative Procedure 772 is targeted at 25% or not less than three months of the average operating expenses. Upon review of our last two audited fiscal years, we project to finish at 26.87% of our most recent average operational expenditures, which is above the targeted 25%. Ms. Buckingham thanked the budget managers and Associate Controller Colby Chamness for their assistance. There was additional discussion regarding the variables that may contribute to reducing the budgeted deficit in future years, including health insurance, utilities, and extension center costs.

Academic Affairs

Assistant Provost Stephanie Chaney Hartford reported that they continue to register students for the fall and have three new student orientation days scheduled for the summer. Dr. Hartford also mentioned that the College would host 128 high school students through the ICCB-funded College Bridge Program this summer, which targets students challenged with barriers and obstacles. All students who attend will receive a laptop for their orientation course, and we will make every effort to bring them on campus as full-time students in the fall.

President Overstreet

President Overstreet thanked Stacy Buckingham and her team for their work on the budget. He noted that it is difficult to beat a legacy deficit while building programs to attract new students and tending to campus maintenance.

President Overstreet also thanked everyone who assisted with the two graduation ceremonies. He commented that graduation was a great success and is the culmination of what we do and why we are here.

The second annual Cabinet Plus retreat will be held on June 7 and 8, where we will discuss tactics and strategies for FY 2024 and review the Strategic Enrollment Management Plan.

We look forward to welcoming Dr. Susan LaPanne as Vice-President for Business Services and CFO and Ms. Stephanie Harner as Assistant Vice-President for Human Resources upon ratification by the Board this evening.

Enrollment

Assistant Vice-President Jordan Mays reported that enrollment numbers are compared weekly to the same week of registration last year. For summer, we are about 9.9% up in headcount and 2.6% up in credit hours. For Fall, we are about 2.6% up in headcount and 5.8% up in credit hours.

PRESENTATIONS

Mr. Jordan Mays reported that the College had a 49 percent response rate for the Employee Satisfaction Survey sent out in March. This is the first survey conducted by an external company and includes comparisons with 52 other colleges. Mr. Mays highlighted topics within the survey that had a statistically different comparison. This information will be reviewed during the Cabinet Retreat to help identify areas for improvement and incorporate strategies and tactics for improvement in FY 2024.

INFORMATIONAL ITEMS

A. Personnel Informational Items

President Overstreet accepted the resignations of Jaime Garcia, Campus Safety Officer, effective April 28, 2023; Mary Penrod, Custodian, effective May 1, 2023; Randel Penrod, Custodian, effective May 8, 2023; Travis Hicks, Campus Policy Law Enforcement Specialist/Academic Advisor, effective May 9, 2023; Drew Middleton, Specialist 2, effective May 12, 2023; Tammy Gwaltney, Associate Director of Grants and Program Initiatives, effective June 1, 2023; and Megan Moseley, Manager of Human Resources, effective June 30, 2023.

B. Decennial Committee on Local Government Efficiency

Chairman Kilquist asked that the Board of Trustees take formal action to convene a Decennial Committee on Local Government Efficiency. Chairman Kilquist appointed Trustee Mandy Little to chair the Committee and confirmed that Mr. Tom Miller would serve as one of the residential members. Decennial Committee meetings will be held during the regular meetings of the Board of Trustees in September 2023, April 2024, and November 2024.

Brent Clark and Aaron Smith moved and seconded that the Board of Trustees approve the establishment of a Decennial Committee on Local Government Efficiency as recommended by Chairman Kilquist.

Upon roll call, all members present voted yes. Motion carried.
Resolution #16-4312

CONSENT AGENDA

Chairman Kilquist asked if there were any Consent Agenda items the Board would like to pull for further discussion or a separate vote. Hearing none, Consent Agenda items A – I were presented for approval.

A. Bulk Laptop Purchase for College Bridge Students

Approved the purchase of approximately 100 laptops using a JALC-approved, competitively bid vendor contract for a total cost not to exceed \$75,000.

B. Award of Bid for Cooling Tower

Approved a cooling tower repair project and awarded the bid to HSG Mechanical Contractors, Inc., a qualified and responsible bidder, for the Base Bid, plus Alternate #1 and #2, at a total cost of \$152,416.00.

C. Assistant Vice-President of Human Resources

Approved the recommendation of President Kirk Overstreet to appoint Ms. Stephanie Harner as Assistant Vice-President of Human Resources, effective August 1, 2023.

D. Vice-President for Business Services and CFO

Approved the recommendation of President Kirk Overstreet to appoint Dr. Susan LaPanne as Vice-President of Business Services and CFO, effective August 1, 2023.

E. Personnel Action Items (Appendix A)

Approved the employment and ratification of personnel as recommended by President Kirk Overstreet.

F. Expenditure Report

Approved the expenditure report for the period ending April 30, 2023.

G. Treasurer's and Financial Report

Approved the Treasurer's and Financial Report for the period ending March 31, 2023.

H. Minutes of the Organizational Meeting

Approved the minutes of the April 25, 2023, organizational meeting of the Board of Trustees.

I. Minutes of Regular Meeting

Approved the minutes of the April 25, 2023, regular meeting of the Board of Trustees.

Glenn Poshard and Aaron Smith moved and seconded that the Board of Trustees approve Agenda Items A – I as presented.

Upon roll call, all members present voted Yes. Motion carried.
(Resolution #16-4313)

OLD BUSINESS

A. Board Policy Revisions

Revisions to the following policies were presented to the Board of Trustees and College employees in April for the first reading. No comments or questions were posed regarding the proposed revisions.

Board Policy 5520 – Professional Staff Position Guidelines
Board Policy 5310 – Hiring Policy for Full-Time Faculty

Becky Borgsmiller and Brent Clark moved and seconded that the Board of Trustees approve revisions to Board Policy 5520 and 5310 as presented.

Upon roll call, all members present voted Yes. Motion carried.
(Resolution #16-4314)

NEW BUSINESS

In accordance with state law, Illinois Community College Board Administrative Rules, and normal operating procedures at John A. Logan College, the administration presented the tentative budget for FY 2024, effective July 1, 2023, through June 30, 2024.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees accept the tentative 2023-2024 (FY24) budget to be made available for public inspection, approve the Resolution and Notice of Public Hearing, and authorize the administration to meet all legal requirements concerning the advertising of the tentative budget and public hearing.

Upon roll call, all members present voted yes. Motion carried
(Resolution #16-4315)

ANNOUNCEMENTS

Trustee Jake Rendleman distributed tumblers to the members of the Board purchased to support the fundraising efforts for Heating and Air Instructor Mr. Jason Stutes in his battle with cancer.

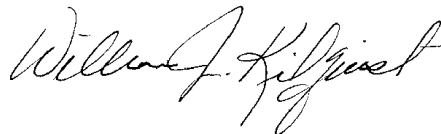
ADJOURNMENT

Mandy Little and Aaron Smith 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 #16-4316)

The meeting was duly adjourned at 7:31 p.m.

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



William J. Kilquist, Chairman



Jacob "Jake" Rendleman, Secretary

APPENDIX A Personnel Action Items

A. FULL-TIME OPERATIONAL STAFF			
Name	Position	Salary	Effective Date
Patricia Jaramillo-Hyson	Administrative Assistant 2 (Recruitment and Student Life)	\$17.00/hour	05/16/23
Jacob Peeler	Campus Safety Officer	\$15.06/hour	05/15/23
Mathew Ray	Building Maintenance	\$25.55/hour	05/15/23
B. FULL-TIME PROFESSIONAL STAFF			
Name	Position	Stipend	Effective Date
Scott Wernsman	Interim Dean of Career & Technical Education and Workforce Training	\$350.00 Stipend Per Pay	05/01/23 – 06/30/2023
C. PART-TIME STAFF			
Name	Type	Effective Date	
Mary Hines	Adjunct Faculty (Psychology)	06/05/23	
Emily Bjornberg	Community Education Instructor (Logan Fitness)	04/16/23	
Heather Pierce	Community Education Sub Instructor (Logan Fitness)	02/15/23	
Jarrett Glenn	Fitness Desk Attendant	04/06/23	