

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, September 19, 2023, commencing at 6:00 p.m. The meeting was open to the public and available on the College's YouTube channel.

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, Provost Stephanie Chaney Hartford, Vice President Susan LaPanne, Recording Secretary Susan May, and other College personnel.

Chairman Kilquist led the Board in the Pledge of Allegiance. The Board of Trustees observed a moment of silence for the Benton and West Frankfort high school students involved in the tragic automobile accident over the weekend.

OPPORTUNITY FOR PUBLIC COMMENTS

There were no public comments.

BOARD OF TRUSTEES REPORTS

A. Chairman's Report

Trustee Jake Rendleman reported that he and Mandy Little had been working on the annual evaluation for the President and the Board. The CEO of the Illinois Trustees Association, Jim Reed, will prepare the review documents and evaluate the results. Mr. Reed will oversee the evaluation of the President and the Board at a time to be determined. Trustee Little recommended coordinating this meeting with the Southeast Regional Trustees meeting the first week in November.

B. Athletics Advisory Committee

Trustee Brent Clark reported that Volleyball is off to a great start with a 14-2 record and is presently first place in the GRAC Conference. Approximately 2,500 people will attend the Logan Baseball showcase this weekend, including 35 teams. Logan Baseball will also host their annual Golf fundraising event on October 7.

Over 100 athletes from 30 surrounding high schools participated in the men's basketball Fall League last Sunday. Twelve teams will participate in the 7th Annual Midwest JUCO Jamboree at the SIU Rec Center on Sunday, October 15. Men's and women's golf teams have succeeded in their fall tournaments. The new women's basketball coach, Charlie Jones, hit the ground running and has high expectations for his team this year. Logan Fitness has 1,082 active community members and 1,032 people registered for fall classes. In the first month of the fall semester, 525 students utilized the Logan Fitness facility.

C. Building, Grounds, and Safety Committee

Trustee Rendleman reported that tents were up for Hunting and Fishing Days as maintenance, grounds, and custodial staff worked hard to prepare for this weekend's event. A pre-bid meeting for the C & E Wing renovation project was held, and bid openings will occur in mid-October. The architects reviewed the 50 percent design submittal for the West Lobby Expansion project, which will be submitted to the Capital Development Board in the coming weeks. Floor plans for the baseball and softball training facility are approximately 50 percent complete, and construction could begin in May 2024.

D. Board Policy Committee

Trustee Rebecca Borgsmiller reported that the Committee met on September 19 and reviewed five policies that will be brought forward for the first reading in October.

E. Budget and Finance Committee

No report.

F. Decennial Committee

Trustee Mandy Little reported that the Decennial Committee will meet at 5:30 p.m. on Tuesday, October 24. Members of the Board of Trustees and community members Richard Glodich of West Frankfort and Tom Miller of Murphysboro will serve on this Committee. The focus of the Committee will be intergovernmental agreements and how funds are utilized to serve students and community members.

G. Integrated Technology Committee

No report.

H. Illinois Community College Trustees Association (ICCTA)

Trustee Aaron Smith attended the annual Executive Committee meeting in Springfield and reported that the Association is in excellent shape financially and doing good work. A board election will be held at the ACCT Leadership Congress, and Mr. Smith is hopeful to have two Illinois trustees represented on the ACCT Board.

I. John A. Logan College Foundation

Executive Director Staci Shafer reported that the Foundation budgeted \$20,000 for campus grant awards this semester to provide program enhancements for special services not typically funded through the College's budgeting process. Since 2017, the Foundation has awarded \$291,404 in campus grants. The Foundation has awarded a little over \$1.5 million in student scholarships and recently received a donation of valuable land. Profits from the sale of this land will benefit the building trades programs. The Foundation Golf Classic is coming up on October 27, and title sponsors for the event are Ullico and US Bank.

G. Student Trustee

Student Trustee Magnus Noble reported that the focus for Student Senate this year will be the cost of course materials and textbooks, a topic of interest in all student bodies across the state. Data on the cost of course materials and textbooks was presented at the ICCB Student Advisory Committee meeting. Mr. Noble was elected to serve as the non-traditional student board member on the Student Advisory Committee for the Illinois Board of Higher Education and has invited Toyin Fox, Director of Diversity Equity Inclusion and Access, as a guest speaker at one of the meetings. The next ICCB Student Advisory Committee meeting will be held at John A. Logan College on Tuesday, November 14. Mr. Noble invited the Board to come and observe the meeting.

ASSOCIATION REPORTS

A. Faculty Association Report

IEA Faculty Association President Jane Bryant reported that faculty are off to a great start. Tenth-day reports have been turned in, and mid-term grades have been entered for block courses. She added that grades are being entered instead of pass/fail at mid-term as part of the Student Enrollment Management Plan. Mr. Pat Izdik, a full-time speech instructor, has formed a speech team with competitions beginning soon. Faculty members Pat Izdik, Tom Chandler, Cornelius Fair, Phillip Brewer, and Anthony Zarinana presented "Teaching from the Heart: The Role of Emotional Expression in Classroom Instruction" at the Illinois Communications in Theatre Association this past weekend. Trivia ran all day on the digital media televisions in the cafeteria and E-wing lobbies to celebrate Constitution Day. IEA UniServ Director Rachel Tollett will present on Unions and the Constitution on Wednesday. STEM Day will be held on campus on October 20 from 9 – 2. This is the second year for this event, inviting district high school students to participate in the engineering challenge and break-out sessions, including science, technology, engineering, and mathematics.

EXECUTIVE LEADERSHIP REPORTS

President Kirk Overstreet

President Overstreet recently attended the Illinois Council of Community College Presidents (ICCCP) meeting that covered several topics, including free speech on campus and the ICCCP's Marketing Initiative. Efforts are continuing to create manufacturing training hubs across the state to provide the appropriate training for industry in Illinois. In conjunction with these efforts, John A. Logan College is planning a conference for southern Illinois Career and Technical Education instructors and area presidents in the spring semester to focus on our role within this initiative and examine how to pull resources to serve our communities. Lewis and Clark President Dr. Ken Trask and welding faculty will present information on their competency-based education program. The Council is looking closely to build standards across the state for competency-based education and prior-learning assessments, which are great ways for students to get credentialed quickly using their experience.

Enrollment

This fall, our full-time, degree-seeking student headcount is up 1.6 percent and 2.9 percent in credit hours. Overall enrollment for all groups was down about 4.6 percent in headcount. This is just a snapshot in time as we continue to focus on retention and completion to build on our real enrollment numbers. The end-of-term credit hour comparisons for the summer semester increased by 5.92 percent (6,680 credit hours) for the first time in 12 years.

Other Items of Interest

President Overstreet has met with Mayors Mike Absher, Steve Frattini, Josh Downs, and Doug Dobbins to discuss what the College can do for our communities. There has been an expressed interest in developing a Police Academy. President Overstreet will be meeting with a lobbyist tomorrow to continue our efforts in bringing this to life at John A. Logan College.

Hunting and Fishing Days will be held on the College's campus this weekend, including the Lt. Dan Finke Memorial Veteran's Appreciation event on Sunday.

President Overstreet thanked Dr. Glenn Poshard for sharing his stories from his book, *Son of Southern Illinois*, at the book signing held last week.

President Overstreet has asked his executive team, Dr. Hartford and Dr. LaPanne, to provide some final data regarding the changes in Academic Affairs and overall changes that have taken place across campus since he arrived almost three years ago. Much has been accomplished, including a re-haul of the Financial Aid Office, the creation of the Provost Division, changes in the Business Office, the development of Shared Governance, new strategic long-range planning, the Strategic Enrollment Plan, and much more. All of these efforts have been made to align our work better and focus on our main thing – enriching lives.

Academic Affairs Organization Update

Provost Stephanie Chaney Hartford reported that Academic Affairs has been reorganized into three divisions: Career and Technical Education and Workforce Training, Health Sciences and Nursing, and Arts and Sciences. This structure has allowed us to group like categories and subjects to benefit from working together. The Career and Technical Education and Workforce Training includes faculty and subjects within career and technical education, Highway Construction Training, Occupational Health Safety Training, and Community Education programs. Health Science and Nursing brings all health science programs together with nursing to share resources and faculty. Affiliation agreements guide all medical programs; now, one person can oversee these agreements. Adding an assistant dean in this area also satisfies the accreditation body's recommendation received during the nursing's first accreditation visit. The Arts and Sciences area covers students pursuing a bachelor's degree. It has brought like programs together, including childhood education with other education programs and the Interpreter Preparation Program with foreign language. Provost Hartford added that overall, there is a dramatic shift from where students were five years ago, and if we want to be successful, we must meet the students where they are. We are addressing mental health issues, food insecurities, and homelessness. As we head towards our HLC reaffirmation in 2027, this alignment of programs will better fulfill our requirements for HLC and program review.

JALC Spotlight

As part of the Strategic Enrollment Plan, a spotlight event will be held on Tuesday, October 24, to target non-traditional students with an evening event to showcase the different programs offered at John A. Logan College.

Analysis of Headcount Related to Non-Teaching Professional Staff

Dr. Susan LaPanne presented the results of a study she completed to review the organizational structure within Academic Affairs. Dr. Lapanne's report was derived from payroll information that compared changes from 2020 to 2023 in the full-time non-teaching professional staff job classification. This comparison would show the headcounts and the type of investment the College has put into the revised organizational structure to create a more agile institution. The headcount for this group included 92

employees in 2020, 93 in 2021, 98 in 2022, and 90 in 2023. Retirement incentive payouts were deducted to reflect genuine salaries paid, and each year's wages were restated into FY 2023 dollars for comparison. The overall change depicted a negative two in headcount and a decrease in salary from what would have been paid for a headcount of 92 in 2020 (6,975,852) to the actual cost for 2023 (6,586,372). This investment shows that by being more agile and ensuring we have the right size, title, and pay for individuals within this structure, we have effectively decreased by \$400,000. The average salaries per headcount were \$75,824 in 2020 vs. \$73,182 in 2023. Dr. Susan LaPanne concluded that this data tells her that the classification of full-time non-teaching professionals is not growing but is strategically shuffling professional talent at the College by reassigning and realigning as opposed to adding new.

External Financial Audit

Dr. Susan LaPanne reported that the external financial audit has started, and the auditors will be on campus for 2-3 weeks. The fieldwork is for the Foundation and the College, and the Federal Office of Management and Budget (OMB) requires a single audit, including federal grants. This year, we have over \$16 million in Federal grants, a significant revenue source. Dr. LaPanne added that the auditors will look for material weaknesses caused by systems lacking control and significant deficiencies, which are errors or omissions that the auditors believe would be found in the normal course of controls. She was pleased to report that last year, the College had only two minor deficiencies, and she expects these two deficiencies will be reviewed and passed through without incident.

Extension Centers

Dr. LaPanne reported that the West Frankfort and DuQuoin Extension Centers are being reviewed for cost savings. President Overstreet met with the mayor of DuQuoin to seek input about opportunities that could help to provide higher utilization and better cost control for the center.

Hunting and Fishing Days

Dr. LaPanne reported that this would be her first Hunting and Fishing Days. She has been both overwhelmed and impressed with the enormity of this event and the number of departments within the institution that participate and are responsible for making this event a success.

General Store

The General Store is closing in on an electronic point-of-service system and should be up and running soon.

Shared Governance

Dr. Rachel Sveta-Webb, chair of the Shared Governance Council, reported on the first year's accomplishments and the state of Shared Governance. Membership of the Shared Governance Council comprises selected individuals from each of the College's employment groups and student representatives. The main goal of Shared Governance has been to facilitate communication on campus. During its first year, A Shared Governance webpage has been established that provides a place to communicate with faculty and staff through agenda requests and conversations with individual employee groups. There is also a place on the agenda for an open forum for members to bring forth comments from individuals. Recommendations received through Shared Governance are reported to the President's Cabinet. Dr. Webb stated that chairing this Council has been a great experience, and she is looking forward to success in the second year.

INFORMATIONAL ITEMS

A. Personnel

President Overstreet accepted the resignation of George A. Reed, part-time law enforcement officer, effective August 24, 2023.

President Overstreet informed the Board of position title updates not associated with a level upgrade or monetary value, effective July 1, 2023: Toyin Fox, Director of Diversity, Equity, Inclusion, and Access, and Rick Burkett, Online Education Coordinator.

B. Academic Calendar Updates

The 2024-2025 Academic Calendar was updated to address new faculty association contract language regarding professional development for faculty that will take place before the semester begins rather than during the semester.

C. PowerFAIDS Subscription

President Overstreet informed the Board of the annual subscription for the PowerFAIDS software application from CollegeBoard. The subscription cost for eight licenses is \$27,621.04 and within the FY24 approved budgeted amount of \$31,000.

D. Nursing Student Kits

The FY 2024 PATH Grant allocated funds for nursing kits for both LPN and ADN nursing students. The College will purchase 162 nursing student kits for \$38,200 with the allocated PATH Grant funds.

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 – J were presented for approval.

A. Appointment of Board Treasurer

Approved the appointment of Dr. Susan LaPanne, Vice-President for Business Services/CFO, to serve as the Board Treasurer effective September 1, 2023.

B. Pool Deck and Floor Resurfacing

Approved the project to repair, resurface, and repaint the decks and floors of the Logan Fitness Aquatic Center lap pool and therapy pool and authorized the administration to award the bid to the lowest responsible bidder at a cost not to exceed \$70,000 using non-PHS Operational and Maintenance Restricted Funds approved with the FY24 budget.

C. Communication Building Third Floor SIH Remodel

Approved renovations included within the lease agreement with Southern Illinois Healthcare for the third floor of the Communication Building and authorized the administration to award the bid to the lowest responsible bidder at a cost not to exceed \$50,000, using non-PHS Operations and Maintenance Restricted funds approved with the FY24 budget.

D. Promotions

Approved the promotion of Ms. JaDean Towle to Scholarship Manager at a salary of \$55,000, effective August 16, 2023.

E. Recommendation for Assistant Dean of Career and Technical Education

Approved the employment of Ms. Catherine Hoekstra as Assistant Dean of Career and Technical Education at a salary of \$65,000, effective October 1, 2023.

F. Recommendation for Assistant Provost of Academic Affairs

Approved the employment of Dr. Nathan Arnett as Assistant Provost of Academic Affairs, at a salary of \$113,000, effective October 1, 2023.

G. Personnel Action Items (Appendix A)

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

H. Expenditure Report

Approved the expenditure report for the period ending August 31, 2023.

I. Treasurer's and Financial Report

Approved the treasurer's and financial report for the period ending July 31, 2023.

J. Minutes of Regular Meeting

Approved the minutes of the August 22, 2023, regular meeting of the Board of Trustees.

Jake Rendleman and Aaron Smith moved and seconded that the Board of Trustees approve Agenda Items A – J as presented.

Upon roll call, all members present voted Yes. Motion carried.
(Resolution #16-4326)

EXECUTIVE SESSION

Chairmen Kilquist stated that it was desirable to take action to adjourn into a closed session at this time pursuant to 5 ILCS 120/2(c) to discuss pending litigation.

Mandy Little and Brent Clark moved and seconded that the Board adjourn into closed session in accordance with 5 ILCS 120/2(c).

Upon roll call, all members present voted Yes. Motion carried.
(Resolution #16-4327)

The Board adjourned into a closed session at 8:03 p.m.

The Board returned to open session at 8:25 p.m.

ADJOURNMENT

Mandy Little and Brent Clark 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 #16-4328)

The meeting was duly adjourned at 8:26 p.m.

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

A handwritten signature in cursive script that reads "William J. Kilquist".

William J. Kilquist, Chairman

A handwritten signature in cursive script that reads "Jacob Rendleman".

Jacob "Jake" Rendleman, Secretary

APPENDIX A
Personnel Action Items

A. Full-Time Professional Staff

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date</u>
Haley Rhoads	Coordinator of Veteran's Services and Financial Aid	\$40,000	TBD

B. Part-Time Staff

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Maria Andersen	Fitness Desk Attendant	08/16/23
Sophie Hill	Fitness Desk Attendant	08/16/23
Natalia Montano	Aquatic Instructor	08/26/23
Nicole Szidik	Fitness Instructor	08/26/23

C. Volunteers

<u>Name</u>	<u>Type</u>	<u>Effective Date</u>
Jaret Brewer	Golf Coach	08/29/23

D. Stipend

<u>Name</u>	<u>Type</u>	<u>Effective Date</u>
Joseph Dethrow	One-year appointment – Department Chair for Business, Computer Science, and Math	08/01/23