

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, October 24, 2023, commencing at 6:00 p.m. The meeting was open to the public and streamed on the College's YouTube channel.

The meeting was called to order by Vice-Chairman Aaron Smith.

The Vice-Chairman directed the recording secretary to call the roll.

Rebecca Borgsmiller	-- present
Brent Clark	-- not present
Bill Kilquist	-- not present
Mandy Little	-- present
Glenn Poshard	-- present
Jake Rendleman	-- present
Aaron R. Smith	-- present
Magnus Noble	-- present

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

Vice-Chairman Smith 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 – No report.

B. Athletics Advisory Committee

Vice-Chairman Aaron Smith reported that Logan's Volleyball team clinched the Great Rivers Athletic Conference with a perfect 16-0 record and will advance to the Region 24 tournament. This is the third undefeated season for the Vols. Logan Baseball completed its fall scrimmage, and eight players have committed to Division 1 programs. The men's basketball program hosted its Seventh Annual Midwest Jamboree at the SIU Rec Center, which consisted of 16 teams throughout the Midwest, with over 60 coaches from four-year universities in attendance. The men's basketball team was ranked #4 in the country by the NJCAA pre-season poll. The women's basketball team successfully participated in two jamborees and will host their first home game on November 15. Softball finished their season with mostly Division I schools and have started individual workouts in preparation for the spring campaign.

C. Building, Grounds, and Safety Committee

Trustee Rendleman reported that the C & E Wing Renovation project received bids within budget. Work on this project is anticipated to begin during Christmas break and continue through 2024. The 50% Design Submittal has been reviewed for the West Lobby Expansion project, and the 75 percent drawings are in production. Construction is estimated to begin in September 2024. The Baseball and Softball Training Facility floor plans are approximately 70% complete. Construction should begin in May 2024 and be ready for use by March 2025. The College is reviewing quotes for a door access control system for Logan Fitness, which could be installed in the next two months.

D. Board Policy Committee

Trustee Rebecca Borgsmiller reported that the Committee met on October 24 and recommended five policy revisions for the first reading.

E. Budget and Finance Committee

Trustee Aaron Smith reported that they will reschedule a Board Financial Committee with Vice-President and CFO Dr. Susan LaPanne.

F. Decennial Committee

Trustee Mandy Little reported that the Decennial Committee met this evening and agreed to bring nine intergovernmental agreements forward to study efficiencies and report recommendations regarding efficiencies and increased accountability. The Committee will review data sets for the agreements at the next meeting in January.

G. Integrated Technology Committee

Trustee Mandy Little reported that the Information Technology team had been working on several integrations, including Simple Syllabus, Franklin University Data Sync, and the integration for Timely Care, pending Board approval. Alex Hayes is the new Network Systems Manager, and Luke Nicholas is the newest Technology Support Technician. Implementation will begin for a backup and recovery system for Microsoft Exchange, SharePoint, and the Teams environments. Three employees attended the 2023 Educause conference, which delivered many informational sessions addressing technology issues such as Cybersecurity, Data Governance and Management, and Recruiting and Retaining IT Talent.

H. Illinois Community College Trustees Association (ICCTA)

Trustees Aaron Smith and Jake Rendleman attended the ACCT Leadership Congress in Las Vegas. Trustee Rendleman commented that he attended several good presentations on returning adults to the community college.

I. John A. Logan College Foundation

Trustee Rendleman reported that 33 teams would participate in the Foundation Annual Golf Classic, which secured \$36,000 in sponsorships, a new record for the 46-year tournament. The Foundation staff will assist students with completing scholarship applications at their Subs and Scholarship event.

J. Student Trustee

Student Trustee Magnus Noble will attend the Illinois Community College Student Activities Association (ICCSAA) Fall Student Leadership Conference at Lewis & Clark Community College. The College will host the ICCB Student Advisory Committee meeting on November 14.

ASSOCIATION REPORTS

A. Faculty Association Report

IEA Faculty Association President Jane Bryant reported the College hosted a STEM Day last Friday, with 80 students from area high schools competing in a spaghetti bridge-building contest. West Frankfort won the competition by building a bridge holding 34 pounds out of one pound of spaghetti. Dr. Bryant also thanked Dr. Hartford for adding information regarding open educational resources to the classes for students.

EXECUTIVE LEADERSHIP REPORTS

President Kirk Overstreet

Staff attended many conferences this month, including Educause and the National Alliance of Concurrent Enrollment Partnerships (NACEP). President Overstreet stated that these are essential events for staff to be involved in to keep up with best practices and develop skills to better serve the community of learners at John A. Logan College.

President Overstreet attended the National Cyber Security Education Conference and Executive Leadership Forum at Moraine Valley Community College this month. John A. Logan College is one of five colleges and universities in the state with the Center of Academic Excellence in Cybersecurity (CAE-C) designation. The federal government has approximately \$1 trillion in cyber security and training grants, and it was reported that over one million positions are open for cyber security operators, with an average six-figure salary. Many of these positions can be attained with a certificate, and as we build on this program, we will work to provide pathways to these types of jobs.

President Overstreet met with Business Manager Jerry Womick, Laborer's Local 773, to discuss shared goals and will continue to work with the laborers to increase opportunities to partner in training and education. He also attended the Workforce Summit in Marion and spoke about the upcoming Career and Technical Education building and plans for rebooting workforce education programs.

The Foundation announced that the Altekruze Endowment would offer twelve \$6,000 scholarships for students entering science, technology, engineering, and mathematics (STEM) study. President Overstreet thanked Professor Cheryl Thomas and Student Life for the work that went into the STEM Day program.

Community Events

This year, the Nursing Department and Fitness Center joined forces to host the Not-So-Scary Trick or Treat and Pumpkin Plunge events. It was estimated that 700-800 students attended the event.

Enrollment Activities

Provost Dr. Stephanie Chaney Hartford reported that the College has a robust offering of fast-track class opportunities, including online four-week classes, eight-week classes, 12-week classes, and the traditional 16-week classes.

Recruitment Activities

Career and Technical Education (CTE) faculty participated in the Regional Office of Education #21 High School Career Fair at The Pavilion in Marion. CTE Advisors are going to the classroom to bring advisement opportunities closer to the students, which has proven successful. Applied Tech Day is scheduled for November 3 and will bring district high school students on campus to explore different programs.

Staff are visiting the district high schools to help students complete Federal financial forms. A High School Partners breakfast was held for school counselors and principals to update them about services offered at the College. They toured the Student Success Center, including the new relaxation room and the mental health counseling services available to students.

Faculty Presentations

Nursing faculty Dr. Erin McGuire and Dr. Heather Hampson presented their Eggstravaganza and Not-So-Scary Trick or Treat events at the Organization for Associate Degree Nursing (OADN) Conference in San Diego. These service learning events provide a non-traditional pediatric clinical option at the ADN level.

Business Services

Vice-President Dr. Susan LaPanne reported that Business Services is reworking tactics aligned with the Strategic Plan for FY 2024. Dr. LaPanne stated that she has discovered additional tactics within current processes to prevent fraud and cost inefficiencies that will align the Business Services Division to support the institution.

Health Benefits Survey

Dr. LaPanne reported that a survey had been distributed to gather employee input regarding their health insurance. The Health Insurance Committee is looking to identify what health insurance coverage will meet the needs of our employees and offer as much choice as possible. The College's current insurance is mandatory, which has impacted some potential employees. We are proactively working to move this along before the conclusion of our current contract, which is July 1.

Student Senate

Dr. Adrienne Barkley Giffin introduced co-advisor Joshua Cannon and Student Senate members Ms. Selena Rogers, Mr. Ryan Zell, and Ms. Anastasia Moroz. Student Senate President Selena Rogers reported that membership is up from last year, with 11 members. She reiterated that the purpose of the Student Senate is to present the student body's needs, conduct service projects, and encourage student involvement at JALC. The cost of course materials was one of the student needs highlighted in the 2022-2023 survey, and they have collaborated with the administration to analyze data and find solutions. Student Senate member Ryan Zell reported that the Student Senate participated in the Clean Soil initiative as one of their community service projects this semester. Other projects include the Thanksgiving Food Drive, which will donate to Logan students in need, and the Angel Tree, which will serve approximately 100 children. Student Senate member Anastasia Moroz reported that the Student Senate encourages student involvement by hosting and participating in campus events, encouraging involvement and collaboration with campus clubs, and bringing awareness of student events and opportunities for the students. The Board thanked the students for their leadership at John A. Logan College.

Strategic Long-Range Plan

Assistant Vice-President Jordan Mays presented the completion percentages for the first quarter of the Strategic Long-Range Plan that had been distributed to the Board. Mr. Mays noted that completion rates for the tactics were all within the 20-25 percent range, as expected for the end of the first quarter, September 30, 2023.

Completion percentages reported for tactics aligned with the four pillars included Student Success (26.74%); Arts, Culture, and Community Engagement (21.54%); Career and Economic Development (22.89%); and Organizational Culture (23.69%). Percentage of completion for tactics aligned with the FY

2024 institutional goals included Goal 1-Cultivate a Healthy and Safe Community (25.41%); Goal 2-Define and Use Data to Support Student Success (25.37%); Goal 3-Implement Practices that Promote JALC Core Values (24.20%); Goal 4-Position JALC as a Strategic Partner (24.01%); Goal 5-Provide Internal and External Communication (19.59%); and Goal 6-Support a Diverse, Equitable, and Inclusive Environment (28.88%). Mr. Mays commented that the completion rate for Goal 5 was a little lower since many of the tactics for this goal are scheduled to occur in the second quarter.

Mr. Mays noted that the number of offices reporting for FY 2024 increased from 11 to 16 by adding in Assistant Provost and Dean levels. A cost category has also been added for each tactic the administration will expand upon over the next three years of the five-year plan.

INFORMATIONAL ITEMS

A. Personnel

President Overstreet accepted retirement requests from the following: Paul Crawford, coordinator of corporate occupational health and safety training, effective December 1, 2023; Catherine Hagler, Child Care Resource and Referral administrative assistant I, effective January 1, 2024; and Christy Stewart, assistant provost for student affairs, effective May 1, 2024.

President Overstreet accepted the resignation of Rick Herrin, campus police law enforcement officer, effective September 24, 2023.

CONSENT AGENDA

Vice-Chairman Smith 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 – L were presented for approval.

A. Phlebotomy Certificate

Approved a new Phlebotomy Certificate, effective Fall 2024.

B. Truck Purchase for Grounds Department

Approved the 2024 Ford Super Duty F350 purchase from National Auto Fleet Group for the quoted price of \$55,861.20.

C. Milestone Systems Security Camera Software

Approved a three-year maintenance agreement for Milestone Systems CarePlus for security camera management for \$29,106.77.

D. Course Cost-Sharing Agreement with Southeastern Illinois College

Approved a cost-sharing agreement with Southeastern Illinois College for commercial driving license courses.

E. Timely Care

Approved the purchase of Timely Care services at an annual cost of \$44,650, which includes an implementation fee of \$10,000 and an annual fee of \$34,650, based on current enrollment.

F. Revision to 2023-2024 Academic Calendar

Approved a revision to the 2023-2024 Academic Calendar to include a special holiday closure for Monday, April 8, 2024.

G. Promotions

Ratified the promotion of Ms. Manar Qasem to Assistant Manager of Financial Aid Systems at a salary of \$50,000, effective September 1, 2023.

H. Personnel Action Items (Appendix A)

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

I. Expenditure Report

Approved the monthly expenditure report for the period ending September 30, 2023.

J. Treasurer's and Financial Report

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

K. Minutes of Regular Meeting

Approved the minutes of the September 19, 2023, regular meeting of the Board of Trustees.

L. Content of Closed Session Minutes

Approved the content of the closed session minutes of September 19, 2023, but said minutes are not available for public inspection at this time.

Mandy Little and Magnus Noble 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 #16-4329)

NEW BUSINESS (No Action)

A. Board Policies for First Reading

The Board Policy Committee presented revisions to five policies for the first reading. The revisions will be made available to College employees for input and presented for Board action in November.

2710 – Formulation of Policy

3240 – Dental Hygiene Clinic Policy for Basic Dentistry Services

5141 – Retirement Benefits

5220 – Professional Staff Position Guidelines

7311 – Definition of In-District Residency for Tuition and Credit Hour Claim Purposes

ADJOURNMENT

Mandy Little and Magnus Noble 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 #16-4330)

The meeting was duly adjourned at 7:51 p.m.

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

A handwritten signature in black ink, appearing to read "William J. Kilquist". The signature is written in a cursive style with a long horizontal line extending to the right.

William J. Kilquist, Chairman

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

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>
Alex Hayes	Assistant Manager of Network Systems	\$45,000	10/01/2023
John Nicholas	Technology Support Technician	\$40,000	10/01/2023
Kenneth Stoner	Manager of Workforce Education	\$62,500	10/16/2023
Rollie Hawk	Risk Manager	\$60,000	10/16/2023
Lottie Jones	Counselor/Facilitator for Mary Logan High School	\$40,000	10/16/2023

B. Part-Time Staff

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Rachel Wagner	Lifeguard	09/08/2023
Nicholas Bartelsmeyer	Private Swim Instructor	09/16/2023
Curtis Caldwell	Private Swim Instructor	09/18/2023