

JOHN A. LOGAN COLLEGE
Carterville, Illinois 62918

BOARD OF TRUSTEES

Regular Meeting

Tuesday, October 27, 2009

6:30 P. M.

Board Room

Administration Building

AGENDA

I. CALL TO ORDER

II. ROLL CALL

PLEDGE OF ALLEGIANCE

INTERACTIVE SESSION WITH THE JOHN A. LOGAN COLLEGE STUDENT SENATE

PRESENTATION OF PRESIDENTIAL SCHOLARS

- III. MINUTES OF THE SEPTEMBER BOARD MEETING (Voice Vote)** — Minutes of the September 22, 2009, Board meeting are enclosed with this packet for the Board of Trustees' consideration and action.

- IV. FINANCIAL REPORT (Attachment I) (Voice Vote)** — The financial report for the period ending August 31, 2009, is enclosed for consideration and action.

- V. ACCOUNTS PAYABLE (Attachment II) (Roll Call Vote)** — The list of accounts payable for the period ending September 30, 2009, is enclosed for consideration and action.

VI. RECOGNITION OF GUESTS

VII. OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

VIII. BOARD OF TRUSTEES REPORTS

A. Illinois Community College Trustees Association (ICCTA) — John Sanders

B. Southeast Regional Trustees (SERT) — John O'Keefe

C. John A. Logan College Foundation — Jake Rendleman/Jim Snider

D. Association of Community College Trustees (ACCT) — John Sanders

E. Hiring Committee — John Sanders

<u>Bidders for General Work</u>	<u>Base Bid A Amount</u>	<u>Base Bid B Amount</u>
Schimpf Construction, Inc. Carbondale, IL	\$129,331.00	\$46,486
Evrard-Strang Construction, Inc. Marion, IL	\$135,669.10	\$42,295
W.F. Stift, Inc. Marion, IL	\$139,400.00	\$54,300
Johannes Construction, Inc. Centralia, IL	\$139,900.00	\$42,000
J & L Robinson Construction, Inc. Carbondale, IL	\$148,287.00	\$47,844
Fager-McGee Commercial Construction Murphysboro, IL	\$154,800.00	\$49,700
Morgan Commercial Structures Murphysboro, IL	\$150,664.00	\$43,858

Base Bid A includes demolition of all remaining dugouts and reconstruction of larger baseball dugouts and a larger storage area for softball. Base Bid B includes only replacement of destroyed dugouts with same size and materials.

Recommendation: That the Board of Trustees approve the low Base Bid A meeting specifications for the replacement of the baseball and softball dugouts in the amount of \$129,331 from Schimpf Construction, Inc., of Carbondale, Illinois, and that the Board authorize the contractors to begin the order process as soon as they receive the Notice of Award; also, that the administration be authorized to compensate Image Architects, Inc., for any architect services for this project at a cost of \$12,287 plus direct costs associated with this project. This contract will be paid using funds from the Operations and Maintenance (Restricted) Fund as well as the insurance reimbursement and not the new construction bond funds.

B. Approval of New Curriculum for Certificate Program – Energy Management Systems

Approval is requested for a new six hour Career Curriculum Certificate Program – Energy Management Systems at John A. Logan College. This certificate program is offered as part of the Associate in Applied Science (AAS) degree in heating and air. The energy management systems certificate is very much in need by all heating and air conditioning contractors and by every single homeowner worldwide. This “green” certificate will instruct heating and air technicians on how to make current heating and cooling systems more efficient, keep them running at their maximum potential and also present new ideas on how to make new homes and current homes energy efficient with the use of solar energy.

Recommendation: That the Board of Trustees approve the new Energy Management Systems Certificate Program for implementation in spring semester 2010.

C. Approval of 2010-2011 and 2011-2012 Instructional Calendars (Attachment IV)

Approval is requested for the 2010-2011 and 2011-2012 Instructional Calendars for John A. Logan College. These calendars were presented and approved at the September 24, 2009, College Council meeting.

Recommendation: That the Board of Trustees approve the 2010-2011 and 2011-2012 Instructional Calendars as contained in Attachment IV.

D. Approval of Closed Session Minutes for Availability for Public Inspection

The closed session minutes through August of 2009 have been reviewed by College legal counsel, and a determination was made as to which of these minutes could be made available for public inspection. The content of these minutes has been previously approved by the Board.

Recommendation: That the Board of Trustees approve the following closed session minutes to be made available for public inspection: July 24, 2007; September 30, 2008; February 2, 2009; and May 26, 2009.

E. Destruction of Verbatim Recordings of Closed Session

In compliance with revisions made to the Open Meetings Act, the Board of Trustees has kept a verbatim tape recording of all closed sessions since January of 2004. The law states that the verbatim recording of a closed meeting may be destroyed after 18 months upon approval of the Board. The Board of Trustees has periodically approved destruction of recordings in accordance with this time frame. College legal counsel has recommended that the Board now approve destruction of the closed session recordings through March 24, 2008.

Recommendation: That the Board of Trustees approve the destruction of the verbatim recordings of the closed session meetings through and including March 24, 2008.

XII. OLD BUSINESS

A. Revisions to Board Policies (Attachment V) (Voice Vote)

At the September 22, 2009, Board meeting, the Board Policy Committee submitted the following suggested Board Policy revision to the Board of Trustees for the first reading, and it is now being presented for final approval:

Board Policy 8312 – Sexual Harassment of Students

Revised Board Policy 8311 – Removal From Clinical was pulled from final action by the Board at the September meeting. The Board had asked that this policy be further revised to include all allied health programs – not just the nursing program. These changes have been made and this policy is also being re-submitted to the Board for final approval

Recommendation: That the Board of Trustees approve revisions to Board Policies 8312 (Sexual Harassment of Students); and 8311 (Removal from Clinical) as included in Attachment V, and that the administration be authorized to implement these policies immediately.

XIII. NEW BUSINESS

A. Annual College Audit (Attachment VI) (Roll Call Vote)

The annual audit for John A. Logan College for FY09 (2008-09) has been completed by Kemper CPA Group LLP. In addition, Brad McCormick and Kimberly Walker met with the College Audit Committee (consisting of Trustees Jim Snider and Michael Hopkins) on Friday, October 23, 2009, and they will be prepared to share regarding that discussion. In addition, Ms.

Walker will be at the Board meeting to present an oral summary of the audit and will respond to any questions from the members of the Board of Trustees. (See Attachment VI.)

Recommendation: Subject to the presentation by Ms. Kimberly Walker and to any questions by the Board of Trustees, the Administration recommends that the annual audit be accepted by the Board of Trustees.

B. Proposed Revisions to Board Policies (Attachment VII) (NO ACTION AT THIS TIME)

The Board Policy Committee is presenting the following proposed Board Policy revisions to the Board of Trustees for the first reading:

Board Policy #3367 – Identity Theft Prevention

Board Policy #7370 – Tuition Waivers

Board Policy #8151 – Satisfactory Academic Progress, Probation and Suspension

Board Policy #8170 – Early Admission

Copies of these proposed revised policies may be found in Attachment VII. These policies will also be made available to College employees for input and suggestions, and will be brought back to the Board of Trustees for final action at the November Board meeting.

C. Board Retreat

The Board of Trustees has discussed holding a retreat on November 2, 2009, at 5:00 p.m., in the College's Terrace Dining Room.

Recommendation: That the John A. Logan College Board of Trustees hold a Board retreat on Monday, November 2, 2009, at 5:00 p.m., in the College's Terrace Dining Room.

D. PERSONNEL

1. Support Personnel

a. Operational Staff

Ratification of part-time preschool substitute.

- b. **Maintenance/Building Staff** – None at this time.
- c. **Security Staff** – None at this time.

2. **Professional Staff**

- a. **Non-Teaching Professional Staff** – None at this time.
- b. **Full-Time Faculty**
Consideration of retirement request.
- c. **Term Faculty** – None at this time.
- d. **Continuing Education Staff** – None at this time.

3. **Grant Personnel**

- a. **Operational Staff** – None at this time.
- b. **Non-Teaching Professional Staff** – None at this time.
- c. **Full-Time Faculty** – None at this time.
- d. **Term Faculty**
Ratification of two part-time adult basic education instructors.

4. **Volunteer Personnel**

- a. Appointment of volunteer for Literacy.

XIV. **ANNOUNCEMENTS**

XV. **ADJOURNMENT**