

JOHN A. LOGAN COLLEGE
Carterville, Illinois 62918

BOARD OF TRUSTEES

Regular Meeting
Tuesday, November 28, 2006
7:00 P.M.
Board Room
Administration Building

AGENDA

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. MINUTES OF OCTOBER BOARD MEETING (Voice Vote) -- Minutes of the regular board meeting of October 24, 2006, are enclosed with this mailing for your consideration and action.**
- IV. FINANCIAL REPORT (Attachment I) (Voice Vote) — The financial report for the period ending September 30, 2006, is enclosed for your consideration and action.**
- V. ACCOUNTS PAYABLE (Attachment II) (Roll Call Vote) — The list of accounts payable for the period ending October 31, 2006, is enclosed for your consideration and action.**
- VI. OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS**
- VII. BOARD OF TRUSTEES REPORTS**
 - A. Illinois Community College Trustees Association (ICCTA) -- John O'Keefe**
 - B. Southeast Regional Trustees (SERT) -- John O'Keefe**
 - C. John A. Logan College Foundation -- Jake Rendleman/David Hancock**
 - D. Association of Community College Trustees (ACCT) -- Jake Rendleman**
 - E. Hiring Committee -- David Hancock**
 - F. Student Trustee — Matthew Todd**
- VIII. GROUP/ASSOCIATION REPORTS**
 - A. Faculty Association Report — Tim Baker**
 - B. Term Faculty Association Report — John Montacue**
 - C. Operational Staff Association Report -- JaDean Towle**

IX. OFFICERS REPORTS

- A. Julia Schroeder – Update on Whirlpool/Maytag
 - Dual Credit (Cheryl Diedrick)
- B. Bob Mees – Presidents' Council
 - Board Christmas Dinner

X. OLD BUSINESS

A. Debt Certificates (Roll Call Vote)

Information related to a Debt Certificate Resolution for \$20,000,000 has been previously provided to each Board member, and the issue was presented to the Board of Trustees for consideration at its October 24, 2006, meeting. The Board elected to table action on this item at the October meeting. This item is now being presented for action. David Pistorius, vice-president of First Midstate, Inc., will be bringing the resolution to the meeting.

Recommendation: That the Board of Trustees approve a Debt Certificate Resolution for \$20,000,000, and retain Chapman and Cutler as bond counsel and First Midstate, Inc., as underwriter.

B. Approval of New Board Policies: #3111 – Statement of Philosophy; #3112 – Statement of Core Values; and #3113 – Statement of Vision (Attachment III) (Voice Vote)

At its October meeting, the Board of Trustees was presented new Board policies as follows:

- #3111 - Statement of Philosophy
- #3112 - Statement of Core Values
- #3113 - Statement of Vision

The Board was asked to review these policies for action at this month's meeting. Copies of the proposed policies are included as Attachment III.

Recommendation: That the Board of Trustees approve Board Policy #3111–Statement of Philosophy; Board Policy #3112–Statement of Core Values; and #3113–Statement of Vision as contained in Attachment III.

XI. CONSENT AGENDA (Voice Vote)

A. Pell Grant Book Vouchers for Fall 2006 Semester

Each semester, the College issues vouchers to students who are eligible to receive federal Pell Grant funds so that those students may obtain their textbooks at the beginning of the semester before they actually receive their federal scholarships. This is a College initiative that has worked out well the past fourteen years and has enhanced instruction and learning for many

students. 710 Bookstore issues textbooks to the students based on the vouchers that are approved by the Financial Aid Office and the College must reimburse the bookstore when the College receives the federal aid for the students. That federal aid has now been received. A total of 477 students availed themselves of the Pell Grant book vouchers for the first and second periods for fall semester 2006 for a total amount of \$203,258.70.

Recommendation: That the Board of Trustees approve payment to 710 Bookstore in the amount of \$203,258.70 for textbooks issued to Pell Grant students, and that the administration be authorized to make this payment.

B. Revision to College Grading Scale

The College's Student Life Committee has recommended changing the current 5.0 grading scale to a 4.0 grading scale. John A. Logan College is one of very few institutions still on the 5.0 grading scale. As a result, the Admissions and Financial Aid Offices spend a tremendous amount of dealing with the issue.

Recommendation: That the Board of Trustees approve changing the College's grading scale from 5.0 to 4.0 beginning fall semester 2007, and that all policies and documents be revised to reflect this change.

C. Approval of Memorandum of Understanding Between John A. Logan College and Mid-Continent University (Attachment IV)

It is desirable to enter into a Memorandum of Understanding between the College and Mid-Continent University. This Memorandum of Understanding formally recognizes that John A. Logan College and Mid-Continent University are active educational partners, committed to providing greater educational opportunities and services for students transferring between institutions. The purpose of this Memorandum of Understanding is limited to Mid-Continent University's Advantage Program (Management). It provides a structure through which transfer articulation on all levels can be supported. Mid-Continent University will be responsible for student admissions to its program. Mid-Continent students' eligibility for financial aid will be determined by Mid-Continent University in accordance with Mid-Continent's financial aid procedures. John A. Logan College will provide Mid-Continent University with one classroom for evening instruction and one office.

The effect of this Memorandum of Understanding will be evaluated/reviewed every year following the date of this document. The information obtained from this evaluation component will be used to improve the transfer process for the benefit of students.

Recommendation: That the Board of Trustees approve a Memorandum of Understanding between John A. Logan College and Mid-Continent University to become educational partners as outlined in Attachment IV.

D. Bid – 2007 Sport Utility Vehicle for Campus Safety (Attachment V)

Specifications were prepared and advertised according to Board policy for the purchase of a 2007 sport utility vehicle for Campus Safety. (See Attachment V.) Bids were opened at 2:00 p.m. on Friday, November 3, 2006. The results follow:

<u>Bidders</u>	<u>Bid Amount</u>
Vogler Motor Company, Inc. (2007 Ford Explorer) 1170 E. Main Street Carbondale, IL 62901	\$16,988.75
Vic Koenig Chevrolet (2007 Chevrolet Tahoe) 1040 E. Main Street Carbondale, IL 62901	\$26,614.83

Recommendation: That the Board of Trustees approve the low bid meeting specifications for the purchase of a 2007 sport utility vehicle for Campus Safety in the amount of \$16,988.75 from Vogler Motor Company, Inc., of Carbondale, IL, and that the administration be authorized to make this purchase.

E. Bid – 2007 Four Wheel Drive Tractor (Attachment VI)

Specifications were prepared and advertised according to Board policy for the purchase of a 2007 four wheel drive tractor. (See Attachment VI.) Bids were opened at 2:15 p.m. on Friday, November 3, 2006. The results follow:

<u>Bidders</u>	<u>Bid Amount</u>
Herschel Johnson Implement, Inc. Rural Route 3, Box 40 Albion, IL 62806	\$16,700.00

During the pre-bid meeting on October 27, 2006, it was discovered that the specifications listed manufacturer's model numbers were in different tractor classifications. Based on discussion with legal counsel, the proper course of action is to reject any bids received on the current specifications, develop new specifications, and re-bid for approval at the January, 2007 Board of Trustees meeting.

Recommendation: That the Board of Trustees reject the bid for the 2007 four wheel drive tractor due to an error in the specifications.

F. Bid-Protection, Health and Safety Compliance Work - 2007-Replace Air Handler in the Administration Building (Attachment VII)

Bid specifications were prepared and advertised according to Board policy for Protection, Health and Safety Compliance Work 2007 to replace the air handler in the Administration Building. (See Attachment VII.) Bids were received and opened in the Office of the Vice President for Business Services at 2:00 p.m., Tuesday, November 14, 2006. The results follow:

<u>Bidders for HVAC Work</u>	<u>Bid Amount</u>	<u>Alternate Bid Bid Amount</u>
Heartland Mechanical Contractors, Inc. Murphysboro, IL	\$161,600	\$5,060

<u>Bidders for HVAC Work, cont.</u>	<u>Bid Amount</u>	<u>Alternate Bid Bid Amount</u>
Quality Sheet Metals, LLC Carbondale, IL	\$177,469	\$2,500

Although these items exceeded our original budget, an amended budget has been processed through the Illinois Community College Board and is included in this attachment and recommended by the college's architect.

Recommendation: That the Board of Trustees approve the low bid meeting specifications from Heartland Mechanical Contractors, Inc., of Murphysboro, Illinois, in the amount of \$166,660 for air handler replacement in the Administration Building, 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 architectural services for this project at a cost of \$16,666 plus direct costs associated with this project. These contracts will be paid from the Operations and Maintenance Fund (Restricted) and will not impact the College operating budget.

G. Approval of Internet Bandwidth Expansion (Attachment VIII)

The College's instructional programs have continued to expand the use of Internet service. The additional student use as well as training being done through the Title III Grant will lead to additional use of the College's Internet service. In addition, the College is planning to have a complete on-line degree program effective fall semester 2007. Presently, the College has a bandwidth of 6 megabytes using four T-1 connections. The recommendation from the Information Technology Department (see Attachment VIII) shows the cost of increasing bandwidth at various levels and the appropriate cost. Bandwidth changes will only be made as College needs dictate. The one-time charges shown on the attached worksheets do not reoccur for subsequent bandwidth changes. These changes will also require the addition of one staff member plus the purchase of a bandwidth sharing appliance.

Recommendation: That the Board of Trustees authorize the expansion of the College's Internet bandwidth to a DS3 level not to exceed 45 megabytes. This expansion will be done only as College needs dictate. Authorization is also recommended to purchase a bandwidth shaping appliance in an amount not to exceed \$15,000, and to develop a new staff position in the Information Technology Department.

H. Approval of Agreement with Egyptian Building and Construction Trades Council (Attachment IX)

It is desirable for the College to extend the agreement (see Attachment IX) between the Egyptian Building and Construction Trades Council and the Board of Trustees of John A. Logan College for construction projects for the period December 1, 2006, through November 30, 2009. This agreement has been used in the College's major construction projects through the Capital Development Board, as well as locally funded construction projects and has worked well. The agreement will be required in the specification for any construction project in excess of \$50,000. Changes to the agreement are typed in bold and were reviewed by the College's legal counsel. This agreement will not limit the work that can be done by the

College staff. The agreement will be forwarded to our architectural firm for use in future construction specifications.

Recommendation: That the Board of Trustees approve the revised agreement between the College and Egyptian Building and Construction Trades Council as contained in Attachment IX, for the period December 1, 2006, through November 30, 2009.

I. Electricity Purchase Authority

Due to the deregulation of electricity cost effective January 2, 2007, there has been a new market created on energy purchasing that moves on a daily basis. Attempts to have individual companies guarantee pricing until a Board meeting can be held to approve the purchase have been unsuccessful. Companies have indicated that a maximum of three days, or until a second quote is requested from them, is the longest they will hold a price quote. With these restrictions in play, we have not been able to finalize electricity pricing. Legal counsel has reviewed this recommendation which came out of a Board Finance Committee meeting on November 15, 2006.

Recommendation: That the Board of Trustees authorize the President and Vice President for Business Services to enter into an agreement for the purchase of electricity in the manner they feel is most effective for the College.

XII. NEW BUSINESS

A. Adoption of 2006 Tax Levy (Attachment X) (Roll Call Vote)

A public hearing to approve a proposed property tax levy increase is to be held on November 28, 2006, at 6:30 p.m. Based on a positive outcome of the tax levy hearing, it is recommended that the Board of Trustees adopt the following resolution:

BE IT RESOLVED BY THE Board of Trustees of Community College District No. 530, counties of Williamson, Jackson, Franklin, Randolph and Perry, and the State of Illinois, that all legal requirements have been complied with, and said Community College District No. 530 requires the following tax levy: That \$4,528,119 be levied as a tax for educational purposes; that \$754,686 be levied as a tax for operations and maintenance purposes; that \$1,392,847 be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act; that \$210,099 be levied as a special tax for Social Security and Medicare insurance purposes; that \$1,000 be levied as a special tax for audit purposes; and that \$279,327 be levied as a special tax for protection, health, and safety purposes, for a total of \$7,166,078 on an equalized assessed valuation of the taxable properties of said District for the year 2006 to be collected in the year 2007; and that the levy for the year 2006 be allocated 50% for Fiscal Year 2007 and 50% for Fiscal Year 2008.

BE IT FURTHER RESOLVED that the secretary or his designee, of said Board of Trustees of Community College District No. 530 is hereby authorized and instructed to file certificates of tax levy in accordance with Chapter 122, Section 103.20.5 of the Revised Statutes of the State of Illinois with the County Clerks of Williamson, Jackson, Franklin, Randolph and Perry Counties, State of Illinois.

Recommendation: That, based on a positive outcome of the tax levy hearing, the Board of Trustees adopt the above resolution certifying the tax levy for Community College District No. 530, and that certificates of tax levy be properly filed so taxes can be extended and collected by the County Clerks.

B. Approval of Employee Training Agreement with the State of Illinois Department of Juvenile Justice (Attachment XI) (Voice Vote)

It is desirable for the College to enter into an agreement with the State of Illinois Department of Juvenile Justice for employee training to be provided through the Center for Business and Industry. This is similar to the agreement the College has entered into previously with the Department of Corrections. The Department of Juvenile Justice was recently created as a separate department, and has asked the College to provide training in terms with the agreement contained in Attachment XI.

Recommendation: That the Board of Trustees approve the agreement for employee training with the State of Illinois Department of Juvenile Justice for employee training through the College's Center for Business and Industry as outlined in Attachment XI.

C. Approval of Special Board Meeting (Attachment XII) (Voice Vote)

It is necessary to hold a special Board meeting on January 2, 2007, or another date that would be more desirable to the majority of the Board, for the purpose of adopting a Resolution of Intent to Issue Funding Bonds to pay off the Debt Certificate which was issued for a \$20,000,000 capital improvement project at John A. Logan College. (See Attachment XII.)

Recommendation: That the Board of Trustees hold a special Board meeting on January 2, 2007, (or another more desirable date) for the purpose of adopting a Resolution of Intent to Issue Funding Bonds.

D. Change of Regular Meeting Date of the Regular January 2007 Board Meeting (Voice Vote)

Due to scheduling conflicts, it is desirable to change the date of the regular January Board meeting from January 23, 2007, to January 30, 2007, or to another date that would be more desirable to the majority of the Board. Please bring your calendars to the Board meeting so that a definite date may be set.

Recommendation: That the Board of Trustees change the date of the regular January 2007 Board meeting from January 23 to January 30 or another more desirable date.

E. PERSONNEL

1. Support Personnel

a. Operational Staff

Employment of a full-time, grade III, secretary III.

b. Maintenance/Building Staff

Change of one employee's status from temporary to permanent.

c. Security Staff

Employment of two part-time, grade I, campus safety officers

2. Professional Staff

a. Non-Teaching Professional Staff – None at this time.

b. Full-Time Faculty

Consideration of retirement request.

Approval of two changes in academic rank.

c. Term Faculty

Employment of two term faculty members.

d. Continuing Education Staff

Employment of four continuing education staff members.

3. Grant Personnel

a. Operational Staff

Employment of full-time, grade III, secretary III.

b. Non-Teaching Professional Staff – None at this time.

c. Full-Time Faculty – None at this time.

d. Term Faculty

Employment of three part-time adult basic education instructors.

XIII. ANNOUNCEMENTS

XIV. ADJOURNMENT