

**JOHN A. LOGAN COLLEGE**  
**Carterville, Illinois 62918**

**BOARD OF TRUSTEES**

Regular Meeting  
Tuesday, February 24, 2009  
7:00 P. M.  
Board Room  
Administration Building

**AGENDA**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. MINUTES OF THE FEBRUARY 2, 2009, BOARD MEETING (Voice Vote) —** Minutes of the February 2, 2009, regular Board meeting are enclosed with this packet for your consideration and action.
- IV. FINANCIAL REPORT (Attachment I) (Voice Vote) —** The financial report for the period ending December 31, 2008, is enclosed for your consideration and action.
- V. ACCOUNTS PAYABLE (Attachment II) (Roll Call Vote) —** The list of accounts payable for the period ending January 31, 2009, is enclosed for your 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 O'Keefe**
  - 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) -- Jake Rendleman**
  - E. Hiring Committee -- David Hancock**
  - F. Athletic Advisory Committee — Bill Kilquist**
  - G. Developmental Education Committee — John O'Keefe/Mike Hopkins**
  - H. Student Trustee — Rachel Grasher**

**IX. GROUP/ASSOCIATION REPORTS**

- A. Faculty Association Report — Mark Rogers**
- B. Term Faculty Association Report — John Montague**
- C. Operational Staff Association Report -- Deana Smith**

**X. OFFICERS REPORTS**

- A. Brad McCormick**
  - **Board Building Committee**
  - **Board Policy Committee**
  - **Board Finance Committee**
  - **Campus Safety Committee**
- B. Tim Daugherty**
  - **Higher Learning Commission Accreditation Monitoring Report Update**
  - **Community Nights at Basketball Games (*John Homan*)**
- C. Bob Mees**
  - **Sustainability Network**
  - **Legislative Breakfast**

**XI. CONSENT AGENDA (Voice Vote)**

**A. PHS Statement of Completion**

Image Architects, Inc. has reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and certified that to the best of their knowledge the following Protection, Health Safety project has been constructed within the original or amended budget and has met applicable plans, codes and specifications:

<u>Project Name</u>	<u>Project Budget</u>	<u>Actual Expenditures</u>
Replacement Electrical Panels - Phase 1	\$151,511.00	\$74,640.38

**Recommendation:** That the Board of Trustees approve the Statement of Final Construction Compliance on the Protection, Health Safety project for replacement electrical panels - Phase I as listed above.

**B. Request for Proposals for FY09 Audit**

The College will be requesting proposals for the College and Foundation audits for the fiscal year ending June 30, 2009.

A group consisting of Kim Dixon, Dean for Financial Operations; Mike Hopkins and Jim Snider, Board Finance Committee members; Mark Kochan, Chair of the Foundation Audit Committee; and Vice-President Brad McCormick will review and bring a recommendation to the March Board meeting.

**Recommendation:** That the Board of Trustees authorize the administration to send Requests for Proposals to various CPA firms and bring the committee's recommendation to the Board for final approval at the March Board of Trustees meeting.

### **C. Student Trustee Election**

It is recommended that the election of the student member to the Board of Trustees of John A. Logan College, Community College District No. 530, be conducted on Wednesday, March 4, 2009. The following resolution for this election is recommended:

**BE IT RESOLVED** that an election to elect one student member to the Board of Trustees, John A. Logan College, Community College District No. 530, in accordance with Board Policy, the College's administrative procedures, and the laws of the State of Illinois, to a term of one year on said Board, is hereby ordered to be held on March 4, 2009. This election is to be held in accordance with the laws of the State of Illinois contained in the Community College Act, and the recording secretary of the Board of Trustees is instructed and authorized to perform any and all acts necessary to hold such an election.

The results of the election will be made available at the March meeting of the Board of Trustees and the winner will be seated at the April meeting.

**Recommendation:** That the Board of Trustees, in accordance with Board Policy and the laws of the State of Illinois, approve the above resolution to conduct an election for a student member to the Board of Trustees on March 4, 2009.

### **D. Pell Grant Book Vouchers for Spring 2009 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 eighteen 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 federal aid is received by the College for the students. That federal aid has now been received. A total of 982 students availed themselves of Pell Grant book vouchers for spring semester 2009, for a total amount of \$367,750.25.

**Recommendation:** That the Board of Trustees approve payment to 710 Bookstore in the amount of \$367,750.25 for textbooks issued to Pell Grant students for spring semester 2009, and that the administration be authorized to make this payment.

## **XII. OLD BUSINESS**

### **A. Board Policy Revisions (Attachment III) (Voice Vote)**

The Board Policy Committee submitted the following suggested Board Policy revisions to the Board of Trustees for the first reading at the February 2, 2009, Board meeting:

Board Policy #5285 – Life Insurance  
Board Policy #7210 – Facility Policy  
Board Policy #7220 – Operational Hours of Campus  
Board Policy #7240 – Disposal of Surplus Equipment  
Board Policy #8510 – Board Scholarships

Copies of the proposed revisions may be found in Attachment III. These policies are now being presented to the Board of Trustees for final action.

**Recommendation:** That the Board of Trustees approve revisions to Board Policies 5285, 7210, 7220, 7240, and 8510 as contained in Attachment III.

## **XIII. NEW BUSINESS**

### **A. Board Policy Revisions (Attachment IV) (INFORMATIONAL ITEM – NO ACTION AT THIS TIME)**

The Board Policy Committee is submitting the following suggested Board Policy revisions to the Board of Trustees for the first reading:

Board Policy #5220B – Minimum Requirements – Non-Teaching Professional Staff  
Board Policy #7151 – Conflict of Interest  
Board Policy #7280 – Records Retention

Copies of the proposed revisions may be found in Attachment IV. These policies will also be made available to College employees for input and suggestions, and will be presented to the Board of Trustees for final action at the March meeting of the Board.

### **B. Change of Date of April Board of Trustees Meeting (Voice Vote)**

At the last Board meeting there was discussion regarding the fact that ICCTA meetings and Lobby Day had been scheduled for April 28 and 29, 2009, thus presenting a conflict with the regular April JALC Board meeting date of April 28. The date that appears most desirable to hold the April meeting is Thursday, April 30.

**Recommendation:** That the Board of Trustees approve changing the date of the April Board of Trustees meeting from April 28, 2008, to Thursday, April 30, 2008, at 7:00 p.m. in the Board Room of the Administration Building, and that the administration be authorized to post the proper notices of this change.

## C. PERSONNEL

### 1. Support Personnel

#### a. Operational Staff

Employment of part-time, grade II, secretary II at John A. Logan College.

#### b. Maintenance/Building Staff – None at this time.

#### c. Security Staff – None at this time.

### 2. Professional Staff

#### a. Non-Teaching Professional Staff

Appointment of volunteer for Literacy.

#### b. Full-Time Faculty

- (1) Approval of contracts for full-time, tenured faculty members for the 2009-10 academic year.
- (2) Re-employment for the 2009-10 academic year and awarding of tenure for full-time, non-tenured instructors who have completed three years of satisfactory, full-time employment with John A. Logan College.
- (3) Approval of one-year, non-tenured contracts for the 2009-10 academic year full-time, non-tenured faculty members who have not completed three years of employment with John A. Logan College, but have been evaluated positively.
- (4) Approval of contracts for the 2009-10 academic year for three 12-month, full-time, tenured faculty members.
- (5) Approval of new academic rank for full-time faculty member.

#### c. Term Faculty

Approval of employment/ratification of six term faculty members.

#### 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**

Employment of one part-time adult secondary education instructor.

**XIV. ANNOUNCEMENTS**

**XV. ADJOURNMENT**