

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

**BOARD OF TRUSTEES**

Regular Meeting  
Tuesday, February 27, 2007  
7:00 P.M.  
Board Room  
Administration Building

**AGENDA**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. MINUTES OF JANUARY BOARD MEETING/PUBLIC HEARING (Voice Vote) --**  
Minutes of the public hearing and regular board meeting of January 30, 2007, are enclosed with this mailing for your consideration and action.
- IV. FINANCIAL REPORT (Attachment I) (Voice Vote) —** The financial report for the period ending December 31, 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 January 31, 2007, 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. Athletic Advisory Committee — Bill Kilquist**
  - G. 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. J. P. Barrington**
  - **Board Building Committee Report**
  - **Special Events Committee Report**
- B. Larry Peterson**
  - **Spring Semester Enrollment Report** (*Dean for Student Services Terry Crain*)
  - **Logan Days** (*Mike Jones, Curator of Logan Museum in Murphysboro*)
  - **Joe Baldwin** (*Associate Dean for Community Education Barry Hancock*)
- C. Julia Schroeder**
  - **MAN-TRA-CON**
  - **Block Scheduling**
  - **Write Place (Attachment III)**
- D. Bob Mees**
  - **Higher Learning Commission Site Visit**

## **X. OLD BUSINESS**

- A. Revisions to Board Policy #2121–Procedures for Election of Board Officers and Board Policy #2130–Board Committees (Voice Vote) (Attachment IV)**

It was discussed at the January 30 meeting of the Board that it is desirable to change the wording of Board Policy #2121–Procedures for Election of Board Officers to reflect the appropriate time frames for election of board officers at the Board’s organizational meeting (following the Board elections in odd numbered years.) The proposed change to Board Policy #2130–Board Committees suggests changing the composition of Board ad hoc committees to two trustees instead of three. (See Attachment IV.) It was agreed that the Board would peruse these proposed revisions for action at the February 27 meeting.

**Recommendation:** That the Board of Trustees approve revisions to Board Policy #2121–Procedures for Election of Board Officers and Board Policy #2130–Board Committees as contained in Attachment IV, and that these changes be made effective immediately.

**B. Consideration and Action on a Resolution Providing for the Issuance of General Obligation Community College Bonds (Roll Call Vote)**

At its November 28 meeting, the Board of Trustees approved a debt certificate resolution for \$20,000,000 as the initial step to acquire funds for a proposed major building project. The funding bond process began at the January 4 special meeting of the Board when it approved a Resolution of Intent to Issue Funding Bonds to pay off the debt certificates, and authorized the publishing of the required public notices. A public hearing on the College's intent to issue \$20,000,000 funding bonds was held at 6:30 p.m. on January 30, 2007, prior to the regular Board meeting. No petitions were received. It is now time to take the final step in the funding bond process which is to approve a resolution for the issuance of the \$20,000,000 General Obligation Bonds.

**Recommendation:** That the Board of Trustees approve a resolution providing for the issuance of \$20 million general obligation community college bonds.

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

**A. Treasurer's Bond**

The Treasurer's Bond that the Board of Trustees has in effect on J. P. Barrington is up for renewal. This bond in the amount of \$5,000,000 is issued by Liberty Bond Services through Consolidated Insurance Agency, Inc., of Carbondale, Illinois. It is required by law that such a bond be on file in each of the counties of the district, the office of the regional superintendent of schools, and the Illinois Community College Board office. The premium for this term – March 29, 2007 to March 29, 2008 – is \$4,250 and is paid from Liability and Protection Funds. Last's year premium was \$3,750.

**Recommendation:** That the Board of Trustees approve the Treasurer's Bond with Liberty Bond Services in the amount of \$5,000,000 for the premium of \$4,250, and that the administration be authorized to implement this bond coverage as required by law.

**B. Symantec Norton Anti-Virus and Ghost Imaging Maintenance**

The College uses two Symantec software products: Norton Anti-Virus to protect servers and PCs from viruses and malware and Ghost which is used to maintain hard drives on PCs. Information Technology is seeking to combine both of these maintenance contracts into a three year agreement, saving the College more than \$6,000 over what separate one-year agreements would cost. The anti-virus and ghost imaging is part of the Technology Plan.

**Recommendation:** That the Board of Trustees approve the purchase of three years of Symantec maintenance from Magik Technology Solutions for an amount of \$10,560, and that the administration be authorized to make this purchase.

**C. Surplus Property (Attachment V)**

In according with Board Policy #7240, approval is requested to advertise for bids on surplus property consisting of a 2000 Dodge van, 1980 GMC dump truck, 1992 Ford pick-up truck, and Minolta 3700 Fax machine as listed on the attached sheets. (See Attachment V.)

**Recommendation:** That the Board of Trustees authorize the administration to advertise for bids on surplus property items as listed in Attachment V.

**D. Payment to Higher Learning Commission (Attachment VI)**

Enclosed as Attachment VI is an invoice from the Higher Learning Commission for the cost of their evaluation visit for continued accreditation February 5-7, 2007. The total amount owed is \$13,247.00. Since the amount is over \$10,000, Board approval is required for payment.

**Recommendation:** That the Board of Trustees approve payment of \$13,247.00 to the Higher Learning Commission for the cost of their evaluation visit for continued accreditation.

**E. Payment to Day Care Centers from Preschool for All Grant (Attachment VII)**

John A. Logan College entered into a grant agreement with the Illinois State Board of Education in August of 2006 and received funding in the amount of \$420,000 for "Preschool for All Children Ages 3 to 5 Years." A copy of the grant agreement along with a letter from the IBHE explaining how the money in the sub-budgets should be disbursed is included as Attachment VII. Board approval is requested to pay each of the day care centers involved – Small World Child Development Center, Malone's Early Learning Center, and Yellow Brick Road Learning Adventure – \$71,901 as approved in the grant. The signed budget document (also attached) was completed on February 5, 2007.

**Recommendation:** That the Board of Trustees approve payment of \$71,901 to each of the following day care centers: Small World Child Development Center, Malone's Early Learning Center, and yellow Brick Road Learning Adventure, as approved in the IBHE Preschool for All Children Grant.

**F. Student Trustee Election**

The Board of Trustees is required by Illinois law to establish the procedures and set the date each year for the election of a student member to the Board of Trustees. Petitions for election have been made available to students and have been received in the Office of the President and the Board of Trustees in the administration building on the College's Carterville campus. 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 7, 2007. 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, and this election is hereby ordered to be held on March 7, 2007. 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 canvassed at the March meeting of the Board of Trustees and the new student trustee will be seated at the April meeting.

**Recommendation:** That the Board of Trustees approve the resolution to conduct an election for a student member to the Board of Trustees on March 7, 2007, and that the administration and the recording secretary to the Board of Trustees be authorized to conduct this election in accordance with the above resolution and the laws of the State of Illinois.

**G. Approval of Educational Resource, Inc. Fees**

Educational Resources, Inc. (ERI) fees cover the assessment package for both the practical nursing and associate degree nursing program. The student fees are collected to cover the actual costs, but the College writes the check to ERI. There is a total of 175 students for spring semester.

**Recommendation:** That the Board of Trustees approve payment of fees to Educational Resources, Inc., in the amount of \$10,500.00, to cover the assessment package for the practical nursing and associate degree nursing programs.

**XII. NEW BUSINESS**

**A. Change of Date of April Board of Trustees Meeting**

Due to a conflict with ICCTA Lobby Day activities, it is desirable to change the date of the regular April Board of Trustees meeting. A poll of the trustees showed Monday, April 30, 2007, to be the most desirable date for the April meeting.

**Recommendation:** That the Board of Trustees approve changing the date of the April meeting of the John A. Logan College Board of Trustees from Tuesday, April 24, to Monday, April 30, 2007, and that the administration be authorized to give the proper public notice.

## **B. PERSONNEL**

### **1. Support Personnel**

a. **Operational Staff** – None at this time.

b. **Maintenance/Building Staff**

(1) Employment of full-time janitor.

c. **Campus Safety Staff** – None at this time.

### **2. Professional Staff**

a. **Non-Teaching Professional Staff**

(1) Approval of unpaid, volunteer coaches for the Spring 2007 season.

b. **Full-Time Faculty**

(1) Approval of full-time, tenured faculty members contracts for the 2007-08 academic year:

(2) Approval of re-employment and awarding of tenure for the 2007-08 academic year for full-time, non-tenured instructors who have completed three years of satisfactory, full-time employment with John A. Logan College.

(3) Approval for full-time, non-tenured faculty members who have not completed three years of employment with John A. Logan College, but have been evaluated positively, to be offered one year, non-tenured contracts for the 2007-08 academic year:

(4) Approval of academic rank of professor for faculty member.

(5) Approval of two full sabbatical leave requests for spring semester 2008.

(6) Approve of retirement request.

c. **Term Faculty**

(1) Employment of part-time instructor of physics at John A. Logan College.

(2) Ratification of part-time instructor of construction management at John A. Logan College.

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** – None at this time.

**XIII. ANNOUNCEMENTS**

**XIV. ADJOURNMENT**