

JOHN A. LOGAN COLLEGE
Carterville, Illinois 62918

BOARD OF TRUSTEES

Regular Meeting

Tuesday, March 23, 2010

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

III. MINUTES OF THE MARCH 2 BOARD MEETING AND THE SPECIAL BOARD MEETING OF MARCH 16, 2010 (Voice Vote) — Minutes of the March 2, 2010, Board meeting and the special meeting of March 16, 2010, 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 January 31, 2010, is enclosed for consideration and action.

V. ACCOUNTS PAYABLE (Attachment II) (Roll Call Vote) — The list of accounts payable for the period ending February 28, 2010, 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

- F. Athletic Advisory Committee — Bill Kilquist/Jake Rendleman
- G. Developmental Education Committee — John O’Keefe/Mike Hopkins
- H. Nursing Committee – John O’Keefe/David Hancock
- I. Diversity Committee – John Sanders/David Hancock
- J. Student Trustee — Rachel Grasher

IX. GROUP/ASSOCIATION REPORTS

- A. Faculty Association Report — Jane Bryant
- B. Term Faculty Association Report — John Montague
- C. Operational Staff Association Report — Judi Pastori

X. OFFICERS REPORTS

- A. Brad McCormick
 - Board Building Committee
 - Board Finance Committee
- B. Tim Daugherty
 - Implementation of Sustainable Financial Planning for Budget Cuts at John A. Logan College:
 - Meeting with Implementation Team
 - Summer Work Schedule
 - Institutional Student Work Study Reduction
 - Student Tuition Waivers
 - Late Registration Fee
 - Athletic Department Budget Reductions
- C. Julia Schroeder
 - Update on Fees and Variable Tuition
 - Community Health Education Complex
 - Model Illinois Government (*Jane Bryant*)
 - Virtual Assistant Program (*Brenda Erickson*)
- D. Robert L. Mees
 - Presidents’ Council
 - Update on State Budget for FY 2010 and FY 2011
 - Reception for New SIUC Chancellor Rita Cheng on April 12 at 6:30 p.m.

XI. CONSENT AGENDA (Voice Vote)

A. Health Insurance Recommendation from Health/Life Insurance Committee (Attachment III) (Voice Vote)

The Health/Life Insurance Committee met several times recently for the purpose of discussing ways to hold premium increases for FY 2011 to around 10%. After looking at several different plan modifications, on March 2, 2010, the committee unanimously voted to replace the current HMO plan with a High Deductible Health Plan (HDHP) combined with a Health Savings Account (HSA). In addition, slight modifications were made to the Open Access and PPO plans. The result is a more varied spectrum of choices with costs to the employees and college that will be spread from high, medium, and low, depending upon which plan employees choose. By replacing the HMO with the HDHP and HSA option, it is expected that increases might be slowed as employees voluntarily choose to migrate to that choice. The impact of this is not expected to be felt in FY 2011; however, because it will take time for employees to feel comfortable choosing the lower cost option, the HSA will be funded at the same 40%/60% split as is health insurance premiums, but the College's portion will be funded as a match beginning in year two. In year one, the College match will occur in lump sum to ease employee fears of not being able to afford initial costs. A copy of the full proposed schedule of benefits, excluding dental and vision, is included in this packet. (See Attachment III.) Rates will not be determined until April or May.

Recommendation: That the Board of Trustees approve the recommendation of the College's Health/Life Insurance Committee to offer the College employees the Open Access, a modified PPO, and HDHP with HSA plans for FY 2011.

B. Student Member to the Board of Trustees (Attachment IV)

In accordance with Illinois law, a student election was held on March 3, 2010, to select a student member to the Board of Trustees for a one-year term. The results of the election indicate that Mandy Little was chosen as the student representative to the Board of Trustees. It is necessary for the Board of Trustees to approve the election results and authorize the seating of Ms. Little at the April meeting of the Board. Ms. Little's new term will officially begin April 15, 2010. The results of the election are included in Attachment IV.

Recommendation: That the Board of Trustees officially approve the results of the March 3, 2010, election for a student member to the Board of Trustees, John A. Logan College, Community College District No. 530, Counties of Jackson, Williamson, Franklin, Perry, and Randolph, and State of Illinois; declare Mandy Little the winner of the student election to the Board of Trustees; and seat Ms. Little for a one-year term on the Board of Trustees effective April 15, 2010, in accordance with Illinois law.

C. Approval of Protection Health Safety Project for Replacement of Chillers and Lighting Upgrades

A grant has been received from DCEO to assist in the funding necessary to replace the chiller system and for replacement of lighting in the gymnasium and multi-purpose room. The total project is anticipated to be less than \$200,000 and would be funded from Protection Health Safety funds left over from past projects. Energy payback for this project is four years or less.

and will reduce our energy expenses by more than \$30,000 per year. The Protection Health Safety application will be presented to the Board at the meeting on Tuesday.

Recommendation: That the Board of Trustees approve the Protection Health Safety application for replacement of chillers and lighting upgrades.

XII. OLD BUSINESS

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

The Board Policy Committee presented the following proposed Board Policy revisions to the Board of Trustees for the first reading at the March 2, 2010 Board meeting:

- Board Policy 2380 – Student Board Member
- Board Policy 3361 – Copyright Protection
- Board Policy 5220A – Non-Teaching Professional Staff Compensation
- Board Policy 5411 – Salary Schedule for Non-Traditional Teaching Modes--
(Recommended for deletion as a Board Policy and content will be moved into an Administrative Procedure)

Copies of these proposed revisions may be found in Attachment V. These policies have been made available to College employees for input and suggestions, and are now being brought back to the Board of Trustees for final action.

Recommendation: That the Board of Trustees approve revisions to the above listed Board Policies as contained in Attachment V.

B. The Plan for FY 2011

Since 1981, the College faculty, staff, administration, community representatives, Board of Trustees, and student body have prepared a planning document through the College Planning Council that attempts to establish a short-range and long-range plan with parameters that guide the College through the next fiscal and academic year. The faculty, staff, and administration use The Plan as a guideline for procedures and operations throughout the year. The Planning Council includes all of the constituent groups representing the faculty, the professional staff, the operational staff, the community, the Board of Trustees, and the student body. This group examines information that is available to it from institutional sources, local government sources, state and national sources, and other professional areas. The Plan is specific with information that is available on a short-range basis, but its scope – overall – is very general, serving as a guideline for lower-level departments at the College to make recommendations through the administrative structure, which, in turn, allows the administration to make recommendations for specific actions to the Board of Trustees. The budget committee of the Board of Trustees also deals with the concepts in The Plan in making its final recommendations to the entire Board. The Plan is intended to provide the necessary information and insight to assist the administration and the Board of Trustees to make necessary decisions. The Plan has been commended by the North Central Association of Colleges and Schools and by the Illinois Community College Board. The Plan is extremely effective in the College's efforts for grantsmanship and has assisted in the pursuit of external funds.

A draft copy of The Plan was presented to the Board of Trustees as an informational item at the January 26, 2010 Board meeting and a revised copy was presented at the March 2 meeting for the Board's review.

Recommendation: That the Board of Trustees approve The Plan for FY 2011 (as presented at the March 2 Board meeting) as a planning guide for John A. Logan College, and that the administration be authorized to utilize The Plan with component units of the College for planning purposes for 2010-2011.

C. Food Services and Catering RFP (Attachment VI) (NO ACTION)

When the administration's request to solicit proposals for food service and catering was approved, a verbal commitment was made to the Board to provide a copy of the Request For Proposals (RFP) document. That document is included for your review as Attachment VI. Unless directed otherwise at the Board meeting, the administration will initiate the process to solicit proposals with the goal of awarding a contract at either the April or May Board meeting. Legal counsel has reviewed the document.

XIII. NEW BUSINESS

A. Bid – Harrison House Reconstruction and New Village Centre Julia Harrison Bruce Historical Village (Voice Vote)

Bid specifications were prepared and advertised according to Board policy for the Harrison House Reconstruction and New Village Centre Julia Harrison Bruce Historical Village. Bids were received and opened in the Office of the Vice President for Business Services and College Facilities at 2:00 p.m., Thursday, March 11, 2010. Bids are listed below.

<u>Bidders-General</u>	<u>ALT. Bid Bid Amount</u>	<u>ALT. Bid NO. G-1</u>	<u>NO. G-2</u>	<u>TOTAL</u>
Schimfp Construction Carbondale, IL	\$1,025,000	\$1,200	\$9,900	\$1,036,100
W.F. Stift, Inc. Marion, IL	\$908,000	\$3,200	\$10,340	\$921,540
Evrard-Strang Const. Marion, IL	\$820,000	\$4,500	\$10,000	\$834,500
H.E. Mitchell, Const. Harrisburg, IL	\$994,700	\$3,000	\$10,000	\$1,007,700
Johannes Const. Centralia, IL	\$968,000	\$1,500	\$10,000	\$979,500
J & L Robinson Dev. & Const. Carbondale, IL	\$956,678	\$1,275	\$9,935	\$967,888

<u>Bidders-Plumbing Work</u>	<u>Bid Amount</u>
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H & E, Inc. Carbondale, IL	\$88,800
Teal Mechanical Contr. Marion, IL	\$95,216
A-1 Plumbing Marion, IL	\$101,500
F.W. Plumbing Benton, IL	\$77,950

<u>Bidders-HVAC Work</u>	<u>Bid Amount</u>
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Heartland Mechanical Contr. Murphysboro, IL	\$145,034
Howton Sheet Metal Carrier Mills, IL	\$124,183
F & F Mechanical, Inc. Marion, IL	\$149,424
J & J Sheet Metal Pomona, IL	\$112,600

<u>Bidders-Electrical Work</u>	<u>Bid Amount</u>
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Keith Martin, Inc. Johnston City, IL	\$109,000
Brown Electric, Inc. Goreville, IL	\$126,206
F. W. Electric, Inc. Benton, IL	\$118,790
W. J. Burke Electric Murphysboro, IL	\$124,500

Recommendation: That the Board of Trustees approve the low bids meeting specifications from Evrard-Strang Construction of Marion, Illinois for the general work in the amount of \$834,500 total for the base bid and alternate bids G-1 and G-2; F. W. Plumbing of Benton, Illinois for the plumbing work in the amount of \$77,950 for the bid; J & J Sheet Metal of Pomona, Illinois for the heating, ventilating/air conditioning work in the amount of \$112,600 for the bid; Keith Martin, Inc. of Johnston City, Illinois for the electrical work in the amount of \$109,000 for the bid; and 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 \$96,395 plus direct costs associated with the project. The Fred G. Harrison and the Julia Harrison Bruce Foundations

have already provided \$250,000 toward this project and will provide an additional \$725,384 for a total of \$975,384. Including contingency and architect and engineering fees, the College's maximum financial obligation will be \$364,299. Discussions are ongoing with the architect, the Foundations, and the contractors for the purpose of reducing the College's obligation.

B. Approval of Notice of Public Hearing for Working Fund Cash Bonds (Roll Call Vote)

The Board Finance Committee met on Tuesday, March 16th at 6:15 p.m. to develop a recommendation regarding the issuance of debt for cash flow purposes. As has been previously discussed, the College is watching SB2615, Community College Working Cash Fund, because of its impact both on our ability to issue Working Cash Fund Bonds, as well as, our ability to negotiate lines of credit with local financial institutions. It passed the Senate on March 10, 2010 with a vote of 50 to 4 in favor and has moved on to the House where it is in Rules Committee.

The administration's perception of previous discussions is, though the Board of Trustees would prefer to not increase taxes, the College might be forced to issue Working Cash Fund Bonds to meet cash flow demands. The Board Finance Committee will be developing a recommendation that addresses this issue in advance of the March 23rd Board meeting. If that recommendation includes taking the steps necessary to allow for such issuance of debt, then a public hearing will be required. Once the public hearing has occurred, a window of three (3) years is created during which the College can choose to issue some or all of its legal issuance capacity. The College could then, with a seven (7) day notice, take the final steps to issue the bonds with cash to be received within three (3) weeks from that action.

The administration is requesting ability to issue up to \$10,000,000 Working Cash Fund Bonds.

NOTICE OF PUBLIC HEARING

Notice is hereby given by the Board of Trustees of John A. Logan College, Community College District No. 530, in the counties of Franklin, Jackson, Perry, Randolph and Williamson, and State of Illinois, will hold a public hearing on the 27th of April, 2010, at 6:30 o'clock p.m. The hearing will be held in the John A. Logan College Board of Trustees Board Room, Administration Building, on the John A. Logan College campus, Carterville, Illinois, in Community College District No. 530. The purpose of the hearing will be to receive public comments on the proposal to issue working cash fund bonds in the amount of \$10,000,000.

Dated this 23rd day of March, 2010, by the Board of Trustees of Community College District No. 530 in the counties of Franklin, Jackson, Perry, Randolph and Williamson, and State of Illinois.

By: _____
Jim Snider, Secretary

Recommendation: That the Board of Trustees hold a public hearing on April 27, 2010, at 6:30 p.m. for the purpose of informing the public of the Board's intent to issue working cash fund bonds in an amount up to \$10,000,000.

C. PERSONNEL

1. Support Personnel

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

b. **Maintenance/Building Staff**

Employment of full-time, Teamsters, building maintenance III staff member.

Employment of full-time, Teamsters, building maintenance staff member.

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

2. Professional Staff

a. **Non-Teaching Professional Staff**

(1) Ratification of temporary, stipend, staff accountant.

(2) Employment of executive director of the John A. Logan College Foundation.

b. **Full-Time Faculty** – None at this time.

c. **Term Faculty**

Ratification of three 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**

(1) Employment of part-time, grade II, community information coordinator at John A. Logan College.

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

d. **Term Faculty** – None at this time.

4. Volunteer Personnel

(1) Appointment of volunteer for Literacy.

XIV. ANNOUNCEMENTS

XV. ADJOURNMENT

