

JOHN A. LOGAN COLLEGE
Carterville, Illinois 62918

BOARD OF TRUSTEES

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

AGENDA

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. MINUTES OF THE FEBRUARY 24, 2009, BOARD MEETING (Voice Vote) — Minutes of the February 24, 2009, regular Board meeting and the meeting of the Board with the Student Senate are enclosed with this packet for your consideration and action.**
- IV. FINANCIAL REPORT (Attachment I) (Voice Vote) — The financial report for the period ending January 31, 2009, is enclosed for your consideration and action.**
- V. ACCOUNTS PAYABLE (Attachment II) (Roll Call Vote) — The list of accounts payable for the period ending February 28, 2009, is enclosed for your consideration and action.**
- VI. RECOGNITION OF GUESTS**
- VII. OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS**

PRESENTATION OF COCA-COLA SCHOLARSHIP
- 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**

I. APPOINTMENT BY BOARD CHAIR OF A COMMITTEE FOR NOMINATION OF BOARD OFFICERS

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**
- B. Tim Daugherty**
 - **Health Fitness Committee Update (Walking Trail) by Greg Stettler**
- C. Julia Schroeder**
 - **Update on Man-Tra-Con**
 - **Model Illinois Government Simulation by Jane Bryant**
 - **John A. Logan College Start! Program by Chris Georgantas**
 - **Information Update on Increases in Course Fees (Attachment III)**
- D. Robert L. Mees**
 - **Presidents' Council**
 - **Governor's Budget Address**
 - **Legislative Breakfast**
 - **Election Night**

XI. CONSENT AGENDA (Voice Vote)

- A. Bid – Sixteen Precision TIC 225, Three Power MIG 350MP Push Model Welders, and Various Other Welding Equipment (Attachment IV)**

Specifications were prepared and advertised according to board policy for the purchase of 16 Precision TIC 225, three (3) Power MIG 350MP push model welders, and various other welding equipment items for Instructional Welding. (See Attachment IV.) Bids were opened at 2:00 p.m. on Monday, March 16, 2009. The results follow:

Bidders**Bid Amount**

Scott Gross Company, Inc.
321 Venable Road
Winchester, KY 40391-0000

\$39,104.00

Recommendation: That the Board of Trustees approve the low bid meeting specifications for the purchase of the 16 Precision TIC 225, three (3) Power MIG 350MP push model welders, and various other welding equipment items for instructional welding classes in the amount of \$39,104 from Scott Gross Company, Inc. from Winchester, Kentucky and that the administration be authorized to make this purchase.

B. Bid - Protection Health Safety Compliance Work 2009 - Mechanical/Electrical Upgrades (Attachment V)

Bid specifications were prepared and advertised according to board policy for the bid of the Protection Health Safety Compliance Work 2009 - Mechanical/Electrical Upgrades. (See Attachment V.) 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 12, 2009. The results follow:

<u>Bidders for Mechanical Work</u>	<u>Bid Amount</u>	<u>Alternate Bid NO.M-1</u>	<u>TOTAL</u>
Heartland Mechanical Contractors, Inc. Murphysboro, IL	\$285,300	\$231,650	\$516,950
Southern Illinois Piping Contractors, Inc. Carbondale, IL	\$267,300	\$221,700	\$489,000
J & J Sheet Metal Pomona, IL	\$307,000	\$221,500	\$529,500

<u>Bidders for Electrical Work</u>	<u>Bid Amount</u>	<u>Alternate Bid NO.E-1</u>	<u>TOTAL</u>
Colombo Electric, Inc. Herrin, IL	\$267,900	\$49,600	\$317,500
Brown Electric Goreville, IL	\$91,984	\$47,428	\$139,412
Keith Martin, Inc. Johnston City, IL	\$98,660	\$44,800	\$143,360
W.J. Burke Electric Co. Murphysboro, IL	\$108,500	\$59,500	\$168,000

Recommendation: That the Board of Trustees approve the low bid meeting specifications from Southern Illinois Piping Contractors, Inc., of Carbondale, Illinois, in the amount of \$267,300 for the base bid and \$221,700 for the Alternate Bid M-1 (\$489,000 Total Bids) for

mechanical work of removal of existing B-Wing air handler unit, installation of new rooftop unit, and replacing existing E-Wing pneumatic HVAC control system with DDC control system; as well as approve the low bid meeting specifications from Brown Electric, of Goreville, Illinois, in the amount of \$91,984 for the base bid and \$47,428 (\$139,412 total bids) for the Alternate Bid E-1 for electrical work to upgrade the existing electrical panels throughout the campus and replace existing fire alarm system in OFC Building; and that the Board authorize the contractors to begin the order process as soon as they receive the Notice of Award.

C. Gallagher Benefit Services, Inc. Supplemental Voluntary Disability Plan

Arthur J. Gallagher worked with the State Universities Retirement System (SURS) to design a Voluntary Long Term Disability (VLTD) plan that would supplement the 50% SURS disability benefit and to provide coverage for employees who do not meet the SURS requirement of two (2) years of service credit in the case of sickness. After 90 days or the end of accumulated sick time, this supplemental policy would increase the SURS disability benefit by an additional 15% or to 65% of an employee's base salary up to a maximum of \$8,000 per month. All active, full-time employees would be eligible to participate through an employee paid payroll deduction. This plan has been in existence since 1995. Reliance Standard is the insurance carrier for this program.

In accordance with Board Policy #7192--Payroll Deductions, any company seeking to offer an additional disability insurance policy through a payroll deduction must represent ten (10) College employee participants and be approved by the Board Finance Committee. Therefore, a meeting is being conducted with the Board Finance Committee prior to the regular Board of Trustees meeting.

Recommendation: That the Board of Trustees authorize College personnel to participate in the Arthur J. Gallagher Benefits Services, Inc. Supplemental Voluntary Disability Plan.

D. Student Member to the Board of Trustees (Attachment VI)

In accordance with Illinois law, a student election was held on March 4, 2009, to select a student member to the Board of Trustees for a one-year term. The results of the election indicate that Rachel Grasher was chosen as the student representative to the Board of Trustees. It is necessary for the Board of Trustees to canvass the election and authorize the seating of Ms. Grasher at the April meeting of the Board. Ms. Grasher's new term will officially begin April 15, 2009. The results of the election are included in Attachment VI.

Recommendation: That the Board of Trustees officially canvass the March 4, 2009, 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, and, in accordance with that canvass, declare Rachel Grasher the winner of the student election to the Board of Trustees and seat Ms. Grasher for a one-year term on the Board of Trustees effective April 15, 2009, in accordance with Illinois law.

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

The closed session minutes through February 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: November 28, 2006; March 27, 2007; May 27, 2008; August 26, 2008; November 25, 2008; and December 15, 2008.

F. 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 September 20, 2007.

Recommendation: That the Board of Trustees approve the destruction of the verbatim recordings of the closed session meetings through and including September 20, 2007.

XII. OLD BUSINESS

A. Approval of Board Policy Revisions (Voice Vote)(Attachment VII)

The Board Policy Committee submitted the following suggested Board Policy revisions to the Board of Trustees for the first reading at the February 24, 2009, Board meeting:

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 VII. As a result of employee comments, the Board Policy Committee added some additional wording to Board Policy 5220B and it is in bold italics in the attachment. 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 5220B, 7151, and 7280 as contained in Attachment VII.

XIII. NEW BUSINESS

A. Proposed Board Policy Revisions (INFORMATIONAL ITEM – NO ACTION AT THIS TIME) (Attachment VIII)

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

Board Policy #5110 – General Hiring Policy

Copies of the proposed revision may be found in Attachment VIII. This policy 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 April meeting of the Board.

B. Establish Date and Time for Organizational Meeting of Board of Trustees (Voice Vote)

The College is required by Illinois statutes to hold its organizational meeting by May 5, 2009. As you are aware, changes in election laws made prior to the 2007 election have transferred the responsibility of canvassing the Board election to the County Clerks instead of the local board. The Williamson County Clerk (who is responsible for providing us with the final canvass of the April 7 election) has indicated that she intends to canvass on April 23, and will then forward the results to the College. I would recommend that the Board consider holding its organizational meeting on Thursday, April 30, 2009, at 6:00 p.m., prior to the regular Board meeting.

Recommendation: That the Board of Trustees hold its organizational meeting on Thursday, April 30, 2009, at 6:00 p.m., prior to the regular Board meeting.

C. PERSONNEL

1. Support Personnel

a. Operational Staff

- (1) Employment of full-time, grade I, assessment clerk I.
- (2) Employment of part-time, grade I, learning lab clerk I.
- (3) Employment of part-time, grade II, learning resources clerk II.
- (4) Employment of full-time, grade IV, secretary IV (dean of instruction).
- (5) Ratification of two pre-k teaching assistant substitutes.

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

c. Campus Safety Staff – None at this time.

2. Professional Staff

a. Non-Teaching Professional Staff

- (1) Appointment of volunteer for Literacy.
- (2) Ratification of pre-k lead teacher substitute.
- (3) Ratification of two part-time, temporary, non-teaching professionals as supervising dentists.
- (4) Appointment of three department chair positions for three year terms (FY2010-FY2013).
- (5) Appointment of teacher at Purdy School during the spring 2009 session.

b. Full-Time Faculty

(1) Employment of full-time, tenure track faculty, English instructor for fall 2009.

(2) Employment of full-time, tenure track faculty, Spanish instructor for fall 2009.

c. Term Faculty

Employment of four 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 – None at this time.

XIV. ANNOUNCEMENTS

XV. ADJOURNMENT