

JOHN A. LOGAN COLLEGE
Carterville, Illinois 62918

BOARD OF TRUSTEES

Regular Meeting
Tuesday, April 18, 2006
7:00 P.M.
Board Room
Administration Building

AGENDA

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. MINUTES OF MARCH BOARD MEETINGS (Voice Vote) -- Minutes of the regular board meeting of March 27, 2006, were previously mailed for your consideration and action.**
- IV. FINANCIAL REPORT (Attachment I) (Voice Vote) — The financial report for the period ending February 28, 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 March 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 Montague**
 - C. Operational Staff Association Report — Judi Pastori**

IX. OFFICERS REPORTS

- A. J. P. Barrington** – Construction Projects
- B. Larry Peterson** – Job Fair (Lisa Hudgens, Director of Placement)
 - High School Junior Awards – Wednesday, May 3, 2006 (Conference Center)
 - Honors Night – Monday, May 8, 2006 (7:00 p.m., Conference Center)
 - Commencement – Friday, May 12, 2006 (7:00 p.m., Gymnasium)
 - Athletic Department Fish Fry – Thursday, May 18, 2006
- C. Julia Schroeder** – Electronic Catalog (Dr. Schroeder and Rebecca Borgsmiller)
 - Political Science Student Activities
 - Retirement Reception, May 15, 2006, 11:30 a.m.
- D. Bob Mees** – Lobby Day
 - State Budget Update
 - Higher Learning Commission (Visit by HLC Liaison John Taylor on May 17-18)

X. CONSENT AGENDA (Voice Vote)

A. Repayment of Inter-Fund Loans

At the June 28, 2005 Board of Trustees' meeting, it was approved that the following inter-fund loans would be made in accordance with the Illinois Public Community College Act, Illinois Compiled Statutes, Chapter 110, Act 805/3-34 effective June 30, 2005. We are now requesting Board approval to pay back these loans during the 2005-2006 budget year as follows:

- Inter-fund loan from the Working Cash Fund to the Trust and Agency Fund in the amount of \$50,000;
- Inter-fund loan from the Working Cash Fund to the Liability, Protection and Settlement Fund in the amount of \$250,000.

Recommendation: That the Board of Trustees approve inter-fund loan repayments from the Trust and Agency Fund in the amount of \$50,000; and from the Liability, Protection and Settlement Fund in the amount of \$250,000 to the Working Cash Fund.

B. Bid – Cleaning Services for Alongi and West Frankfort Extension Centers (Attachment III)

Bid specifications were prepared and advertised according to Board policy for cleaning services for the Alongi Du Quoin and West Frankfort Extension Centers. Bids were received and opened in the Office of the Vice President for Business Services at 2:00 p.m., Wednesday, March 15, 2006. (See Attachment III.) The results follow:

<u>Bidders</u>	<u>Bid Amount Alongi Center Monthly</u>	<u>Bid Amount West Frankfort Center Monthly</u>	<u>Bid Amount Combined Annually</u>
Starshine Cleaning & Maintenance Joshua & Lula Boyd 721 South 14 th Street Herrin, IL 62948	\$16,658.00	\$8,982.04	\$25,640.24
Quality Clean Janitorial Services Russell D. Marti 388 Fiddler Ridge Drive Murphysboro, IL 62966	\$17,820.00	No Bid	No Bid

The lowest bid equates to an annual savings of \$3,360.00 below the current cleaning costs.

Recommendation: That the Board of Trustees approve the low bid meeting specifications from Starshine Cleaning and Maintenance, Herrin, IL, in the amount of \$25,640.24, for cleaning the Alongi Du Quoin and West Frankfort Extension Centers effective July, 1, 2006, through June 30, 2007; and that the Board authorize the administration to issue a purchase order for cleaning services.

C. Bid–Gym Floor Covering System (Attachment IV)

Bid specifications were prepared and advertised according to Board policy for a gymnasium floor covering system. Bids were received and opened in the Office of the Vice President for Business Services at 2:00 p.m., Tuesday, March 21, 2006. (See Attachment IV.) The results follow:

<u>Bidder</u>	<u>Bid Amount</u>
Covermaster Inc. 100 Westmore Drive, Unit 11D Rexdale, Ontario Canada	\$14,938.00

Recommendation: That the Board of Trustees approve the low bid meeting specifications for the purchase of the gymnasium floor covering system in the amount of \$14,938 from Covermaster, Inc., of Rexdale, Ontario, Canada; and that the administration be authorized to make this purchase.

D. Bid–Title III LRC Office & Conference Furniture (Attachment V)

Bid specifications were prepared and advertised according to Board policy for the purchase of office and conference room furniture for the newly remodeled LRC training area. Bids were received and opened in the Office of the Vice President for Business Services at 2:00 p.m., Friday, March 24, 2006. (See Attachment V.) The results follow:

<u>Bidder</u>	<u>Bid Amount</u>
Haley Office Equipment, Inc. 1107 North Court Marion, IL 62959	\$13,502.00
Tri-State Business Equipment, Inc. 204 East Locust Harrisburg, IL 62946	\$8,896.00
Office Max 12046 Lackland Road St. Louis, MO 63146	\$10,469.69
Stiles Office Solutions 601 Industrial Park Road Carbondale, IL 62901	\$9,553.06

Recommendation: That the Board of Trustees approve the low bid meeting specifications for the purchase of the Title III LRC office and conference room furniture in the amount of \$8,896 from Tri-State Business Equipment, Inc., of Harrisburg, IL; and that the administration be authorized to make this purchase using Title III Remodel Grant funds.

E. Bid–Painting Exterior Handrails, Doors & Frames (Attachment VI)

Bid specifications were prepared and advertised according to board policy for cleaning, preparing, priming, as needed, and painting exterior handrails, doors and frames. (See Attachment VI.) Bids were received and opened in the Office of the Vice President for Business Services at 2:00 p.m., Wednesday, March 29, 2006. The results follow:

<u>Bidders</u>	<u>Bid Amount</u>
Pard Painting 622 N. Oakland Carbondale, IL 62901	\$17,414
EES Enterprises 705 West Madison Street Herrin, IL 62948	\$43,518

Recommendation: That the Board of Trustees reject all bids due to the cost being over the budgeted amount for this project.

F. Bids - Audio/Visual Equipment for Seven Smart Classrooms (Attachment VII)

Bid specifications were prepared and advertised for audio/visual equipment for 7 smart classrooms for the instructional area. Two classrooms are for the Construction Management program and the remaining five are for regular classrooms. (See Attachment VII.) The bid was opened at 2:30 p.m., Wednesday, March 29, 2006. The results of the bid opening follow:

<u>Bidders</u>	<u>Bid Amount</u>
CIM Audio Visual 1100 W. Lloyd Expressway Evansville, IN 47708	\$55,436.95

Recommendation: That the Board of Trustees approve the low bid meeting specifications for audio/visual equipment for 7 Smart Classrooms as submitted by CIM Audio Visual of Evansville, Indiana, for an amount of \$55,436.95 to be purchased with Title III Grant funds; and that the administration be authorized to make this purchase.

G. Purchase of Academic Software (Attachment VIII)

In order to teach web page design courses, Instructional Services has requested the newest version of MacroMedia Dreamweaver 8.0. Information Technology has gathered quotes from vendors for 75 licenses and a two-year maintenance agreement that will allow for keeping the software up to date. At the end of the two-year maintenance agreement period, the College can opt to continue maintenance, thus eliminating the need to purchase new licenses again. This software is part of the Technology Plan.

Recommendation: That the Board of Trustees approve the purchase of MacroMedia Dreamweaver 8.0 academic software from Insight of Bloomingdale, Illinois, for an amount of \$11,211; and that the administration be authorized to make this purchase.

H. Long Distance Telephone Service (Attachment IX)

Requests for proposals went out to eleven long distance carriers. Proposals were received from four providers, including Clearwave Communications, PowerNet Global, Verizon, and Qwest, who is our current long distance provider. However, Clearwave Communications and PowerNet Global did not meet our specifications. Clearwave Communications could not provide all the monthly billing reports that we required per our proposal. PowerNet Global could not provide a 36 month agreement also required per our specifications.

The analysis of Verizon and Qwest is included in Attachment IX. Qwest submitted the low bid with an average long distance rate of 3.83 cents per minute. Our previous average rate with Qwest was 4.57 cents per minute. Qwest has provided the College with good long distance service during their time as our long distance provider.

Recommendation: That the Board of Trustees authorize the administration to enter into a three year agreement with Qwest to provide long distance telephone service to the College at an average rate of 3.83 cents per minute.

I. Purchase of Virtual IV Computer/Software/Module for Nursing

It is desirable to purchase a Virtual IV module for use in the College's nursing labs. This Virtual IV will allow students practice time to develop high quality skills before working on patients. The module meeting our specifications is available from Laerdal Medical Corporation in the amount of \$12,530.00, and would be purchased with Perkins Grant funds.

Recommendation: That the Board of Trustees approve the purchase of Virtual IV equipment/software for use in the College's nursing program for the amount of \$12,530.00, and that the administration be authorized to make this purchase from Perkins Grant funds.

J. Pell Grant Book Vouchers for Spring 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 fifteen 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 830 students availed themselves of Pell Grant book vouchers for spring semester 2006 for a total amount of \$268,946.05.

Recommendation: That the Board of Trustees approve payment to 710 Bookstore in the amount of \$268,946.05 for textbooks issued to Pell Grant students, and that the administration be authorized to make this payment.

XI. NEW BUSINESS

A. PERSONNEL

1. Support Personnel

a. Operational Staff

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

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

c. Security Staff – None at this time.

2. Professional Staff

a. Non-Teaching Professional Staff

Employment of full-time, grade III, director of activities and cultural events.

b. Full-Time Faculty

Approval of new academic rank for two faculty members.

c. Term Faculty

Employment of part-time instructor of dental hygiene.

d. Continuing Education Staff

Employment of three 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 – None at this time.

XII. ANNOUNCEMENTS

XIII. ADJOURNMENT