

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

**BOARD OF TRUSTEES**

Regular Meeting

Tuesday, May 24, 2011

7:00 p.m.

Board Room

Administration Building

**AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**III. MINUTES OF APRIL ORGANIZATIONAL AND REGULAR BOARD MEETINGS (Voice Vote) –**

Minutes of the April 28, 2011, organizational and regular Board meetings 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 March 31, 2011, is enclosed for consideration and action.**

**V. ACCOUNTS PAYABLE (Attachment II) (Roll Call Vote) – The list of accounts payable for the period ending April 30, 2011, 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 Region Trustees (SERT) – John O'Keefe**

**C. John A. Logan College Foundation – Jake Rendleman**

**D. Association of Community College Trustees (ACCT) – John Sanders**

**E. Hiring Committee – John Sanders/Mike Hopkins**

- F. Athletic Advisory Committee – Jake Rendleman/Mike Hopkins
- G. Developmental Education Committee – John O’Keefe/Mike Hopkins
- H. Nursing Committee – John O’Keefe
- I. Diversity Committee – John Sanders/Jackie Hancock
- J. Student Trustee – Mandy Little

## IX. GROUP/ASSOCIATION REPORTS

- A. **Faculty Association Report** – Terri Rentfro
- B. **Term Faculty Association Report** – John Montague
- C. **Logan Operational Staff Association Report** – Vicki Kelly

## X. OFFICERS' REPORTS

- |    |                 |    |   |
|----|-----------------|----|---|
| A. | Brad McCormick  | -- | <u>Board Building Committee</u>                                     |
|    |                 | -- | <u>Board Policy Committee</u>                                       |
|    |                 | -- | <u>Sustainable Financial Plan Quarterly Report (Attachment III)</u> |
| B. | Tim Daugherty   | -- | <u>Higher Learning Commission Pathway Committee Update</u>          |
| C. | Julia Schroeder | -- | <u>Nursing (Marilyn Falaster)</u>                                   |
| D. | Robert L. Mees  | -- | <u>Lobby Day</u>  |
|    |                 | -- | <u>FY 2012 Budget Update</u>  |

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

- ### A. Athletic Housing Contracts

The College has scholarship agreements with members of the athletic teams who contract with off-campus housing providers. The contracts for 2011 fall and 2012 spring semesters with **Aspen Court-SIU, LLC**, Carbondale, Illinois total **\$130,194.72** (women's basketball \$36,288, men's basketball \$36,288, baseball \$57,618.72).

**Recommendation:** That the Board of Trustees approve the housing contracts for John A. Logan College women's basketball, men's basketball, and baseball for 2011 fall semester and 2012 spring semester in the amount of **\$130,194.72 to Aspen**

**Court-SIU, LLC**, and that the administration be authorized to make payments in accordance with the schedule established with the lease agreements.

**B. FY 2012 Instructional Calendar (Attachment IV)**

Approval is requested for changes to the FY 2012 Instructional Calendar for fall semester, 2011. Proposed modifications include adding a fall break Saturday through Tuesday, October 8–11, 2011, and reducing the Thanksgiving break to Wednesday through Saturday, November 23–26, 2011. Changes are being requested as a result of the amended instructional calendar recently posted for Southern Illinois University-Carbondale.

**Recommendation:** That the Board of Trustees approve the revised FY 2012 Instructional Calendar as presented in Attachment IV.

**C. Joint Agreement with Illinois Eastern Community Colleges, District #529**

John A. Logan College currently has a joint agreement with Illinois Eastern Community Colleges, District #529 for the expressed purpose of providing additional educational programs to the students of each district involved in this agreement.

Changes to the list of educational programs that **John A. Logan College will receive students into from Illinois Eastern Community Colleges** include:

- **Programs Removed:** Architectural Technology; Educational Interpreting Professional (Online) AAS Degree/Certificate; Tourism Management AAS Degree

Changes to the list of educational programs that **Illinois Eastern Community Colleges will receive students into from John A. Logan College** include:

- **Programs Added:** Agricultural Technology/Business AAS Degree, Alternative Fuels Certificate; Gunsmithing AAS Degree/Certificate; Professional Ag Applicator, Certificate; Turf and Landscape Design, Certificate.

**Recommendation:** That the Board of Trustees approve the above revisions to the joint agreement with Illinois Eastern Community Colleges, District #529

**D. Joint Agreement with Kaskaskia College, District #501**

John A. Logan College currently has a joint agreement with Kaskaskia College, District #501 for the expressed purpose of providing additional educational programs to the students of each district involved in this agreement.

Changes to the list of educational programs that **John A. Logan College will receive students into from Kaskaskia College** include:

- **Programs Removed:** Architectural Technology; Educational Interpreting Professional (Online) AAS Degree/Certificate); Tourism Management AAS Degree; Welding Technology AAS Degree.
- **Programs Added:** Medical Billing and Coding, Certificate; Sustainable Systems, Certificate (pending ICCB approval FL 11)

Changes to the list of educational programs that **Kaskaskia College will receive students into from John A. Logan College** include:

- **Programs Added:** Cardiac-Interventional Radiography, Certificate; Cisco Networking, Certificate; Computed Tomography, Certificate; Horticulture Science, AAS Degree (pending ICCB approval); Network Security Administration, Certificate; Network Administration, AAS Degree; Vascular-Interventional Radiography, Certificate; Web Development & Administration, AAS Degree.

**Recommendation:** That the Board of Trustees approve the above revisions to the joint agreement with Kaskaskia College, District #501.

#### **E. Joint Agreement with Rend Lake College, District #521**

John A. Logan College currently has a joint agreement with Rend Lake College, District #521 for the expressed purpose of providing additional educational programs to the students of each district involved in this agreement.

Changes to the list of educational programs that **John A. Logan College will accept students into from Rend Lake College District** include:

- **Programs Removed:** Educational Interpreting Professional (Online) AAS Degree/Certificate); Tourism Management AAS Degree.
- **Programs Added:** Cardiac Medical Sonography, Advanced Certificate; Information Systems and Accounting, AAS Degree; Medical Billing and Coding, Certificate; Sustainable Systems, Certificate (pending ICCB approval FL 11).

Changes to the list of educational programs that **Rend Lake College will accept students into from John A. Logan College** include:

- **Programs Added:** Agriculture, AS Degree/Certificate; Architectural Technology, AAS Degree/Certificate; Architectural CAD, Certificate; Baking and Pastry Arts, Certificate; Computer Programming, AAS Degree; Computer Programming—Programming with Visual Basic, Certificate; Enology (wine making), AAS Degree; Horticulture, AAS Degree; Horticulture—Turf Management, Certificate; Industrial Maintenance Technician, Certificate; Wireless Communications Technology—Electronics for Wireless Communication, Certificate; Wireless Communications Technology—Land-Based Communication Systems, Certificate; Viticulture (grape growing), AAS Degree/Certificate.

**Recommendation:** That the Board of Trustees approve the above revisions to the joint agreement with Rend Lake College, District #521.

**F. Joint Agreement with Shawnee Community College, District #531**

John A. Logan College currently has a joint agreement with Shawnee Community College District #531 for the expressed purpose of providing additional educational programs to the students of each district involved in this agreement.

Changes to the list of educational programs that **John A. Logan College will receive students into from Shawnee Community College:**

- **Programs Removed:** Architectural Technology, Educational Interpreting Professional (Online) AAS Degree/Certificate); Medical Language Specialist, Certificate; Tourism Management AAS Degree.
- **Programs Added:** Auto Collision Technology, AAS Degree/Certificate; Sustainable Systems, Certificate (pending ICCB approval FL 11); Aquatics/Swimming/Lifeguard Certification, Courses; 6BIN 408 Pharmacy Technician Certification, 1.6 Course.

Changes to the list of educational programs that **Shawnee Community College will receive students into from John A. Logan College** include:

- **Programs Removed:** Master Trails Steward, Certificate
- **Programs Added:** Industrial Maintenance Chemical, Certificate; Major Appliance Repair, Certificate.

**Recommendation:** That the Board of Trustees approve the above revisions to the joint agreement with Shawnee Community College, District #531.

**G. Joint Agreement with Southeastern Illinois College, District #533**

John A. Logan College currently has a joint agreement with Southeastern Illinois College, District #533 for the expressed purpose of providing additional educational programs to the students of each district involved in this agreement.

Changes to the list of educational programs that **John A. Logan College will receive students into from Southeastern Illinois College** include:

- **Removed:** Architectural Technology, Educational Interpreting Professional (Online) AAS Degree/Certificate); Tourism Management, AAS Degree.
- **Added:** Industrial Controls, Certificate; Industrial Electronics Maintenance, Certificate; Industrial Maintenance Engineering, Certificate; Industrial PLC Systems, Certificate; Industrial PLC Systems—PLC Technician, Certificate; Sustainable Systems, Certificate (pending ICCB approval FL 11).

Changes to the list of educational programs that **Southeastern Illinois College will receive students into from John A. Logan College** include:

- **Added:** Biofuels Technology & Sustainability, Certificate; Carpentry and Building Trades, Certificate; Web Development, Certificate.

**Recommendation:** That the Board of Trustees approve the above revisions to the joint agreement with Southeastern Illinois College, District #533.

#### **H. Joint Agreement with Southwestern Illinois College, District #522**

John A. Logan College currently has a joint agreement with Southwestern Illinois College District #522 for the expressed purpose of providing additional educational programs to the students of each district involved in this agreement.

Changes to the list of educational programs that **John A. Logan College will receive students into from Southwestern Illinois College** include:

- **Programs Removed:** Educational Interpreting Professional (Online) AAS Degree/Certificate; Tourism Management, AAS Degree.
- **Programs Added:** Energy Management Systems, Certificate; Green Technology, Certificate; HVAC Green Technologies, Certificate.

Changes to the list of educational programs that **Southwestern Illinois College will receive students into from John A. Logan College** include:

- **Programs Added:** Aviation Maintenance Technology, AAS Degree; Aviation Maintenance Technology—Airframe & Powerplant, Certificate; Aviation Maintenance Technology—Airframe, Certificate; Aviation Maintenance Technology—Power Plant, Certificate; Aviation Management, AAS Degree; Aviation Private Pilot, Certificate; Floral Design, Certificate; Food Service, Certificate; Food Service and Management, Certificate; Networking Design and Administration, AAS Degree; Network Associate, Certificate; Psychiatric Rehabilitation, Certificate; Radiologic Technology, AAS Degree.

**Recommendation:** That the Board of Trustees approve the above revisions to the joint agreement with Southwestern Illinois College, District #522.

#### **I. Customer Support Service Plan**

Cost for basic software support with Education Solutions Development (ESD) will not increase for fiscal year 2012 and the College's monthly charge will remain at \$8,656.

The College has been running APECS software in some form since 1981 and has a tremendous investment in training, knowledge, and historical data that cannot be replaced for a dollar figure anywhere near what we are presently paying for APECS software and support. We feel with the major dependence our institution has on our computer system,

we must keep it running as effectively and efficiently as possible. As a result of this service plan, we will continue to receive:

- Hotline Telephone Support
- Updates to APECS programs
- Support via E-mail
- Web Help Support
- Remote Diagnostics

We continue to monitor the improvements that ESD makes in the system through new releases, updates, federal and state mandated updates and other enhancements to the APECS product.

**Recommendation:** That the Board of Trustees authorize the administration to continue the agreement for customer support service with Education Solutions Development (ESD) for the period July 1, 2011, to June 30, 2012, for the amount of \$103,872.

**J. Network Switch Upgrades**

In order to be able to meet ongoing and future College needs as part of the Sustainability and Technology Plans, Information Technology is recommending a plan to upgrade the switches used within the network. The College currently uses Cisco switches that will not be supported past 2015. Thus, it is important to begin a switch replacement process that will last for seven or eight years. The oldest Cisco switches will be replaced each year. For FY 2012, seven 48 port switches will replace fourteen 24 port switches in E127. The new switches will include Power over Ethernet (PoE) capability so that Voice over Internet Protocol phones can be implemented during this seven or eight year replacement cycle.

Quotes for seven Juniper EX4200 48 port switches have been gathered.

**Recommendation:** That the Board of Trustees approves the purchase of seven Juniper EX4200 48 port switches from CDW-G for the amount of \$64,457.75 as part of the Technology Plan, and that the administration be authorized to purchase this equipment.

**K. Network Equipment (Storage Area Network (SAN))**

Purchase of a Storage Area Network (SAN) would provide the College several benefits. Each employee would be provided a secure directory on the SAN to store work files. This directory would be accessible only by the employees and Information Technology system administrators. Data on the SAN would become part of the backup plan, to tape stored off-site in the event of a disaster and in "snapshot" form on disk. The snapshot function would allow files to be restored quickly in the event users inadvertently delete data. In using the SAN, the College's physical security of data will be improved as the SAN will reside in a controlled environment. A centralized configuration will also provide more effective methods to encrypt and secure user data than the present state where users store data locally on their computer's hard drive. Files on the SAN could be accessed securely from off-campus via Virtual Private Network (VPN) allowing flexibility for employees to access needed data.

**Recommendation:** That the Board of Trustees approve the purchase of a Storage Area Network from 710 Bookstore, Carbondale, Illinois for the amount of \$55,314.43, and authorize the administration to purchase this equipment.

**L. Computer Purchases**

One hundred sixty-seven computers need to be purchased using the agreement the College has with Dell and 710 Bookstore to fill needs in academic areas. These computers will replace older machines in academic labs in accordance with the Sustainable Financial and Technology Plans, and are to be in place by fall semester 2011. Specifically, 21 desktop computers each will be used to replace machines in each Short Term Instruction lab H123 and H125, 26 in Secretarial lab E130, and 25, 21 and 22 in Business labs E132, E201 and E203 respectively. Labs that use laptops being replaced are Geology lab G106A (2), Physics lab G122 (21), and Dental labs D169 (2) and D174A (6).

**Recommendation:** That the Board of Trustees approve the quote of \$177,482.65 for the purchase 167 computers from 710 Bookstore, Carbondale, Illinois, and that the administration be authorized to purchase this equipment.

**M. Smart Classroom Equipment for the Communication Wing**

In accordance with Board Policy #7154, Sec. 2, Item #e and 110 ILCS 805/3-27.1, Item f, which exempts bidding for purchases of telecommunications and inter-connect equipment, the administration is requesting to purchase the Smart Classroom equipment for the new Communication Wing from Central Indiana Marketing in the amount of \$179,027. This equipment is for 26 classrooms and one conference room.

**Recommendation:** That the Board of Trustees approve this purchase of Smart Classroom equipment for 26 classrooms and one conference room from Central Indiana Marketing in the amount of \$179,027, and authorize the administration to purchase this equipment.

**N. Permission to Utilize Joint Purchasing Contracts for Furniture**

Board Policy 7154, Purchasing and 110 ILCS 805/3-27.2, Joint Purchases, provide for use of joint purchasing contracts. Historically, joint purchasing has been utilized for furniture and equipment associated with occupancy of newly constructed or renovated spaces. The administration is requesting approval for this method of purchasing to equip the new Communication Wing. The College would be using the State of Illinois pricing schedule with the vendor, Virco. The estimated cost for all furnishings, classroom, lounge, and office, is \$210,194.62.

**Recommendation:** That the Board of Trustees approve this method of purchasing classroom, lounge and office furnishings for the new Communication Wing, and authorize the administration to proceed with the purchase from Virco in the amount of \$210,194.62.



**O. Treasurer's Bond**

The Treasurer's Bond that the Board of Trustees has in effect on Brad McCormick is up for renewal. This bond in the amount of \$5,000,000 is issued by Liberty Mutual Surety through Consolidated Insurance Agency, Inc. of Carbondale. 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 ICCB office. The premium for this term of June 27, 2011 to June 27, 2012 is \$4,500 and is paid from Liability and Protection Funds. The premium is the same amount as last year's premium.

**Recommendation:** That the Board of Trustees approve the Treasurer's Bond with Liberty Mutual Surety in the amount of \$5,000,000 for the premium of \$4,500, and that the administration is authorized to implement this bond coverage as required by law.

**XII. OLD BUSINESS**

**A. Establishment of Time, Date, and Place for Board Retreat**

At its April 28 meeting, the Board of Trustees voted to have a Board retreat, with the date, time, and place to be determined later. The Board has now determined that Thursday, June 9, will be the best date. The retreat will begin at 5:15 p.m. at Kindling Restaurant in Carterville.

**Recommendation:** That the Board of Trustees hold a retreat on June 9, 2011, at 5:15 p.m. at Kindling Restaurant in Carterville, and that the recording secretary be authorized to prepare the proper notice.

**XIII. NEW BUSINESS**

**A. Board Policy Revisions (Attachment V) (NO ACTION)**

The Board Policy Committee is making recommendations for revisions to the following Board Policies:

Board Policy 2310 – Duties of the Board of Trustees

Board Policy 7420 – Travel on College Business

These proposed revisions are attached for first reading by the Board of Trustees. The revisions will also be made available to all employees to allow opportunity for input. The revised policies will be brought back to the Board for action at the June meeting.

**B. PERSONNEL**

**I. Support Personnel**

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

b. **Maintenance/Building Staff** - None at this time.

c. **Security Staff** - None at this time.

2. **Professional Staff**

a. **Non-Teaching Professional Staff** - None at this time.

b. **Full-Time Faculty**

(1) Employment of full-time, tenure track faculty, biology (anatomy & physiology) instructor for fall 2011.

(2) Employment of full-time, tenure track faculty, business instructor for summer 2011.

c. **Term Faculty**

Employment of three part-time instructors.

d. **Continuing Education Staff**

Employment of six continuing education instructors.

3. **Grant Personnel**

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

b. **Non-Teaching Professional Staff**

(1) Consideration of retirement request.

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

d. **Part-Time Faculty** - None at this time.

4. **Volunteer Personnel** - None at this time.

XIV. **ANNOUNCEMENTS**

XV. **ADJOURNMENT**