

# JOHN A. LOGAN COLLEGE

Carterville, Illinois

## BOARD OF TRUSTEES

Regular Meeting

Tuesday, July 27, 2010

7:00 p.m.

Board Room

Administration Building

## AGENDA

### I. CALL TO ORDER

### II. ROLL CALL

### PLEDGE OF ALLEGIANCE

III. MINUTES OF JUNE BOARD MEETING (Voice Vote) – Minutes of the June 22, 2010, Board meeting 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 May 31, 2010, is enclosed for consideration and action.

V. ACCOUNTS PAYABLE (Attachment II) (Voice Vote) – The list of accounts payable for the period ending June 30, 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 Region 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 – 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** – Judi Pastori

## **X. OFFICERS' REPORTS**

- |    |                 |    |  |
|----|-----------------|----|--|
| A. | Brad McCormick  | -- | <u>Board Policy Committee</u>  |
|    |                 |    | <u>Board Building Committee</u>  |
| B. | Tim Daugherty   | -- | <u>John A. Logan College Named Military Friendly School for 2011</u>                 |
| C. | Julia Schroeder | -- | <u>Service Learning Project – JALC Police Department <i>(by Brenda Erickson)</i></u> |
| D. | Robert L. Mees  | -- | <u>Update on State Funding and FY 2011 Budget</u>                                    |

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

- ### **A. College Property And Liability Insurance Renewals (Attachment III)**

The College's property and casualty insurance coverage renewal premium quote from Indiana Insurance through Consolidated Insurance Agency of Carbondale, Illinois, for the period August 15, 2010 to August 15, 2011 is \$342,245. Renewal premiums for property, general liability, school leaders errors and omissions, sexual misconduct, law enforcement, inland marine, commercial crime and business auto, \$8 million umbrella, and terrorism total \$171,044 which is \$1,128 more than last year's premiums. Previous Board action locked in the multiplier used to quantify risk related to property/casualty for a period of five years and this is the College's final year. Workers' Compensation insurance increased by \$4,095 from \$167,106 last year to \$171,201 this year, with the experience modification going from .85 to an experience modification of .86 this year.

Indiana Insurance previously offered \$20,000,000 for earthquake insurance, but is currently reducing that coverage to \$10,000,000 with the new policy period. Consolidated

Insurance Agency, Inc. is quoting \$10,000,000 excess earthquake insurance through Mount Hauley Insurance for an additional premium of \$15,846.90. (See Attachment III.)

All coverages are through Consolidated Insurance Agency, Inc., in Carbondale, IL, and the total premium increase is a .0625% increase over last year's premiums.

**Recommendation:** That the Board of Trustees authorize the administration to accept the Indiana Insurance renewal quotation for \$342,245 and the \$10,000,000 excess earthquake insurance thru Mount Hauley Insurance in the amount of \$15,846.90 for the period of August 15, 2010 through August 15, 2011. This coverage will be through Consolidated Insurance Agency.

**B. Renewal Athletic Team Insurance & Student Malpractice Insurance**

The First Agency insurance renewals for catastrophic and accident insurance is presented for the Board's consideration. The renewal for the NJCAA endorsed catastrophic insurance component contains no increase at an annual premium of \$4,078. However, the premium for the accident policy increased from \$45,188 to \$46,996. The increase, \$1,808, is associated with anticipated medical inflation of 4%. The First Agency is providing the policy through Guarantee Trust Life Insurance Company.

First Agency specializes in providing catastrophic and accident insurance to targeted student groups and is used by most community colleges in the southern half of Illinois.

The student malpractice insurance is also through Consolidated Insurance Agency, Inc. and the Healthcare Providers Service Organization. The insurance premium is based on the number of students enrolled in healthcare related classes. Last year's premium was \$9,503 (900 students) for this coverage. The premium for the student malpractice insurance coverage from August 17, 2010 to August 17, 2011 is \$9,925 (939 students).

**Recommendation:** That the Board of Trustees approve the renewals for catastrophic and accident insurance by First Agency and authorize the administration to purchase the athletic team insurance coverage through Consolidated Insurance Agency, Inc. and First Agency, Inc. of Kalamazoo, MI, in the amount of \$51,074; and the student malpractice insurance through Consolidated Insurance Agency and Healthcare Providers Service Organization in the amount of \$9,925.

**C. Bid--Athletic Team Transportation (Attachment IV)**

Bid specifications were prepared and advertised according to Board Policy for 2010-2011 busing transportation for the College's athletic teams. Bids were received and opened in the Office of the Vice-President for Business Services and College Facilities at 2:00 p.m., Tuesday, July 13, 2010. The total amount for the athletic team transportation bid was \$90,430. The results for each sport are attached with the bid specifications. The bid was reviewed by the athletic department. This amount is \$4,831 more than last year's bid. (See Attachment IV.)

**Recommendation:** That the Board of Trustees approve the low bid meeting specifications from Southwestern Illinois Bus Company, LLC of Chester, Illinois for athletic team

transportation for the 2010-2011 fiscal year in the amount of \$90,430 and that the administration be authorized to accept this bid.

**D. West Frankfort Extension Center Lease Agreement**

The lease for the West Frankfort Outlet Mall space expires July 31, 2010. The lease was renegotiated for five (5) years with an option to terminate annually, which was not previously permitted. In addition, the lease has a built-in increase of the monthly cost of \$50 at the end of each year. The monthly lease rate is \$1,150 per month plus utilities. Legal counsel has reviewed the document.

**Recommendation:** That the Board of Trustees approve the renegotiated agreement between Pat De Santis and the College for the West Frankfort Extension Center lease.

**E. John A. Logan College Phase II Master Plan**

There have been only slight adjustments to Phase II of the Construction Master Plan since its first presentation last month. Those adjustments include the addition of the Board of Trustees and administration at the time of adoption and some slight rewording of funding sources. There have been no requests for modification from any employees or Board members since its first presentation and the posting to the College's website.

**Recommendation:** That the Board of Trustees approve the John A. Logan College Phase II Master Plan as presented at the June 22, 2010, Board meeting with the above noted adjustments.

**F. Athletic Baseball Field Brick Wall Project**

Athletic Director Jerry Halstead has received a verbal commitment from a donor to pay the cost of materials to build a 162' brick wall 3' in height from dugout to dugout at the baseball field. The wall would replace the chain link fencing by adding netting to the top of the brick wall, thereby increasing visibility from behind the backstop. Image Architects has worked with Jerry Halstead and Dwight Hoffard to create the specifications and project budget. The cost of materials, excluding the laying of the foundation, is estimated to be \$7,153 with additional costs for supervision, foundation, and labor to be \$12,290. Though some verbal statements have been made about the possibility of apprentices laying the brick, Tom Caliper of Egyptian Building Trades Council has informed us this is unlikely. According to Tom, even if the brick layers apprenticeship program would agree, the timing would not fit with our construction schedule.

The Board Building Committee is recommending the Board consider approval of this project with a minimum contribution of \$7,000 to cover materials, with the remainder to be paid through the Foundation Athletic Fundraising Account. The total anticipated project cost is \$19,443. The project will be awarded to local contractors through direct negotiations and will not be bid as it is below both policy and statutory bidding thresholds. There is a possibility that some of the work may be performed as a donation from local contractors. However, for approval purposes, it is best to assume no donations by contractors.

**Recommendation:** That the Board of Trustees grant approval to the administration to proceed with the Brick Wall project for the baseball field as presented.

**XII. NEW BUSINESS**

**A. PERSONNEL**

**I. Support Personnel**

**a. Operational Staff**

- (1) Ratification of part-time, grade I, learning lab clerk I.
- (2) Employment of full-time, grade III, learning resource clerk III.
- (3) Employment of full-time (30 hours per week), grade III, secretary III (West Frankfort Extension Center).
- (4) Consideration of two retirement requests

**b. Maintenance/Building Staff**

- (1) Consideration of retirement request.
- (2) Rescind action taken on March 16, 2010, to honorably dismiss a janitor as a result of reduction in force, and retain that individual (retroactive to July 1, 2010) due to vacancies created by retirements.

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

**2. Professional Staff**

**a. Non-Teaching Professional Staff**

- (1) Employment of full-time, grade III, director of emergency planning & risk management.
- (2) Consideration of retirement request.

**c. Full-Time Faculty**

Consideration of two retirement requests.

**d. Term Faculty**

Ratification/employment of three term faculty members.

e. **Continuing Education Staff**

Ratification/employment of four continuing education staff members.

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. **Part-Time Faculty**

Employment of part-time adult secondary education instructor.

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

XIII. **ANNOUNCEMENTS**

XIV. **ADJOURNMENT**

