

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

**BOARD OF TRUSTEES**

Regular Meeting

Tuesday, September 28, 2010

7:00 p.m.

Board Room

Administration Building

**AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**OFFICIAL SEATING OF NEWLY APPOINTED TRUSTEE CHERYL GRAFF**

- III. MINUTES OF BOARD RETREAT, REGULAR AUGUST BOARD MEETING, AND SPECIAL BOARD MEETING (Voice Vote)** – Minutes of the August 17, 2010 Board retreat; regular August 24, 2010 Board meeting; and special meeting of September 14, 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 July 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 August 31, 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 – Jake Rendleman
- G. Developmental Education Committee – John O’Keefe/Mike Hopkins
- H. Nursing Committee – John O’Keefe
- I. Diversity Committee – John Sanders
- J. Student Trustee – Mandy Little

IX. GROUP/ASSOCIATION REPORTS

- A. Faculty Association Report – Terri Rentfro
- B. Term Faculty Association Report – John Montacue
- C. Logan Operational Staff Association Report – Judi Pastori

X. OFFICERS’ REPORTS

- |    |                 |    |                                                                                   |
|----|-----------------|----|-----------------------------------------------------------------------------------|
| A. | Brad McCormick  | -- | <u>Board Building Committee</u>                                                   |
|    |                 | -- | <u>Board Policy Committee</u>                                                     |
|    |                 | -- | <u>Board Finance Committee</u>                                                    |
| B. | Tim Daugherty   | -- | <u>Fall 2010 Enrollment Report (<i>Dean for Student Services Terry Crain</i>)</u> |
|    |                 | -- | <u>Planning Process for FY 2012</u>                                               |
| C. | Julia Schroeder | -- | <u>Diversity (<i>Toyin Fox</i>)</u>                                               |
|    |                 | -- | <u>Gallaudet Partnership (<i>Valerie Barko</i>)</u>                               |
| D. | Robert L. Mees  | -- | <u>Presidents’ Council</u>                                                        |
|    |                 | -- | <u>Generations Serving Generations Summit on Aging and Education</u>              |

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

**A. PHS Budget Modifications**

The Board of Trustees approved PHS Project Roof Replacement – C Wing Phase I 530-T-2043-1109 (\$515,200) and PHS Project Water Service Main Replacement 530-T-2044-1109 (\$42,400) at its November 24, 2009 meeting. After working with our engineer and potential contractors to bring the Water Service Main Replacement project in at the budget proposed and approved by ICCB, we are simply unable to get the scope of work accomplished with this amount of money. The scope of work has not changed. The cost is simply going to be higher than previously estimated.

The Roof Replacement project came in significantly under estimates, so that project budget could be reduced by the equal amount of \$10,000 and would not change our overall request.

**Recommendation:** That the Board of Trustees in accordance with ICCB guidelines approve the budget increase of the PHS Project Water Service Main Replacement 530-T-2044-1109 (\$42,400) by \$10,000 and decrease the PHS Project Roof Replacement – C Wing Phase I 530-T-2043-1109 (\$515,200) by \$10,000.

**B. Purchase of Office Computers**

The College needs to purchase 79 office computers and one laptop for faculty and staff as part of the four year replacement cycle as specified in the College's Technology Plan and Financial Sustainability Plan.

**Recommendation:** That the Board of Trustees approve the quote of \$69,078.19 for the purchase of 80 computers for faculty and staff from 710 Bookstore, of Carbondale, Illinois, and that the administration be authorized to purchase this equipment.

**C. Gallaudet University Regional Center Agreement FY 2011 (Attachment III)**

Approval is requested for an agreement between Gallaudet University and John A. Logan College for the period of October 1, 2010 to September 30, 2011. Gallaudet desires to facilitate its extension services in the Midwest states and agrees to jointly operate the Midwest Regional Center (GURC). This regional center will address the educational, professional, and vocational needs of deaf and hard of hearing people from birth through life, their families, and the professionals who work with them as identified by schools and agencies in the Midwestern region and as approved by the two institutions.

**Recommendation:** That the Board of Trustees approve the Regional Center Agreement for FY 2011 between Gallaudet University and John A. Logan College effective October 1, 2010, pending approval by College legal counsel.

**D. Blackboard Renewal**

Approval is requested for the renewal of the Blackboard license, ASP hosting, and 500 GB total storage in the amount of \$128,365. This assumes a three-year contract, with increases estimated to be five percent each year over the next two years.

**Recommendation:** That the Board of Trustees approve payment to Blackboard for 2010 license, hosting and storage in the amount of \$128,365.

**XII. OLD BUSINESS**

**A. Adoption of 2010-11 Budget (Roll Call Vote)**

The tentative budget for the 2010-11 academic year was approved at the August meeting and a public meeting will be held at 6:30 p.m., September 28, 2010, in the College Board Room. Based on the results of the hearing, I would recommend the following resolution be adopted by the Board of Trustees:

WHEREAS the Community College Board of John A. Logan College District No. 530, Counties of Williamson, Jackson, Franklin, Randolph, and Perry, and the State of Illinois caused to be prepared in tentative form a budget and the secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon, and whereas a public hearing was held as to such budget on the 28th day of September, 2010. Notice of hearing was given at least thirty days prior thereto as required by law and all other legal requirements have been complied with.

NOW THEREFORE BE IT RESOLVED by the Community College Board of said District as follows:

SECTION 1 -- That the fiscal year of the Community College District be and the same is hereby fixed and declared to be beginning July 1, 2010, and ending June 30, 2011, and

SECTION 2 -- That the budget containing an estimate of amounts available in each fund separately and of expenditures from each, and same is hereby adopted as the budget of this Community College District for the said fiscal year.

**Recommendation:** That the Board of Trustees adopt the 2010-2011 budget as presented in tentative form at the August 24, 2010, Board meeting and as available for public inspection under state law, and that the administration be authorized to implement this budget effective July 1, 2010.

**B. Proposed Revision to Board Policy (Attachment IV) (Voice Vote)**

The Board Policy Committee presented the following proposed Board Policy revision to the Board of Trustees for the first reading at the August 24 Board meeting:

Board Policy #7290 – Naming Physical Components of John A. Logan College

Copies of the proposed revision may be found in Attachment IV. This policy has been made available to College employees for input and suggestions, and is now being brought back to the Board of Trustees for final action.

**Recommendation:** That the Board of Trustees approve revisions to Board Policy #7290— Naming Physical Components of John A. Logan College as contained in Attachment IV.

### **XIII. NEW BUSINESS**

#### **A. Proposed Revisions/Additions to Board Policies (Attachment V) (NO ACTION)**

The Board Policy Committee is submitting the following proposed Board Policy revisions/additions to the Board of Trustees for the first reading:

- Board Policy #5332 – Release Time
- Board Policy #7311 – Definition of In-District Residency for Tuition and Credit Hour Claim Purposes
- Board Policy #7380 – Senior Citizen Courtesy Cards (Recommended for Deletion)
- Board Policy #3371 – Sex Offender Registration Policy (NEW)
- Board Policy #8560 – Involuntary Medical Withdrawal (NEW)

Copies of the proposed revisions/additions may be found in Attachment V. These policies will also be made available to College employees for input and suggestions, and will be brought back to the Board of Trustees for final action at the October 26 Board meeting.

#### **B. Appointment of Voting Delegate to ACCT Leadership Congress (Voice Vote)**

John A. Logan College is entitled to one vote during the annual Association of Community College Trustees Leadership Congress, October 20-23, 2010, in Toronto. The Board of Trustees designates the voting delegate and an alternate if necessary. Only one trustee is traveling to this year's congress.

**Recommendation:** That the Board of Trustees designate John Sanders as John A. Logan College's voting delegate to the ACCT Leadership Congress, October 20-23, 2010, in Toronto.

#### **C. Naming of College Facilities (Voice Vote)**

The Board of Trustees has expressed a desire to name Room B53 in honor of the late Carol Farner. Ms. Farner passed away in December 2006 while serving on the John A. Logan College Board of Trustees. She was elected to the Board in 1997, and served as chair from 2003-2005. Ms. Farner was an active member of the John A. Logan College Community Band, and the consensus was that Room B53 – the band room – would be an appropriate room to bear her name.

**Recommendation:** That the Board of Trustees approve the naming of Room B53 at John A. Logan College the Carol J. Farner Room in honor of Ms. Farner's outstanding service and dedication.

**D. Approval to Proceed with Bell Tower Project (Voice Vote)**

Some preliminary planning has taken place to install a bell tower at the west entrance of the College campus. A private donor has come forward to fund this project, and the administration is seeking Board approval to proceed with the bell tower project.

**Recommendation:** That the Board of Trustees authorize the administration to proceed with a project to install a bell tower at the west entrance of the College campus with the understanding this project will be fully funded from a private source.

**E. Length of Terms – April 5, 2011 Consolidated Election (Voice Vote)**

In the April 5, 2011 consolidated election, three seats will be open for membership on the John A. Logan College Board of Trustees. The Board of Trustees and College legal counsel have expressed a desire to use this election to rectify the unbalance in the staggering of trustee terms due to an error which occurred some time ago.

Historically, Board of Trustees members have been elected on a staggered basis every two years, with a pattern of two trustee seats on the ballot one year, then three seats on the ballot in the next election, and then back to two seats in the following election (each term being six years.)

In the November, 1993 election, the seat of a trustee who resigned should have been placed on the ballot for a two-year unexpired term. However, it was erroneously placed on the ballot for a full six-year term. This upset the balance of the staggering of terms and has been problematic ever since.

Thus, it is desirable to place two seats on the ballot in April 2011 for full six-year terms, and one seat for a two-year term. This would put the staggering of the terms back in the intended balance. College legal counsel has conferred with the legal staff at the State Board of Elections and this procedure was agreed upon. The five county clerks in the JALC district have also been notified. The Board of Trustees needs to formally ratify this decision.

**Recommendation:** That the Board of Trustees approve placing two trustee seats on the ballot in the April 5, 2011 Consolidated Election for full six-year terms, and one seat on the ballot in the April 5, 2011 election for a two-year term in order to rectify the unbalance in the staggering of terms due to an error which occurred in the November 1993 election.

**F. Appointment to Fill Vacancy on Board of Trustees (Roll Call Vote)**

The Board of Trustees has the responsibility to make an appointment to fill a vacancy on the Board left by the passing of David Hancock. This appointee will serve until the April 5, 2011 consolidated election.

**Recommendation:** That the Board of Trustees make an appointment to fill the vacancy left by the passing of David Hancock.

## **G. PERSONNEL**

### **I. Support Personnel**

#### **a. Operational Staff**

- (1) Consideration of retirement request.
- (2) Consideration of collective bargaining agreement between the John A. Logan College Board of Trustees and John A. Logan College Operational Staff Association, IEA-NEA, pending approval of College legal counsel and ratification by the bargaining group.

#### **b. Maintenance/Building Staff**

- (1) Employment of full-time, Teamsters, custodian.
- (2) Consideration of collective bargaining agreement between the John A. Logan College Board of Trustees and Teamsters Local Union 347 (Maintenance Staff), pending approval of College legal counsel and ratification by the bargaining group.

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

### **2. Professional Staff**

#### **a. Non-Teaching Professional Staff**

Employment of full-time, grade II, associate director of network infrastructure.

#### **b. Full-Time Faculty**

Consideration of seven retirement requests.

#### **c. Term Faculty**

Ratification of 12 term faculty members.

#### **d. Continuing Education Staff**

Ratification/employment of two continuing education staff members.

### **3. Grant Personnel**

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

**b. Non-Teaching Professional Staff**

Employment of a full-time, grade II, highway construction careers training program mentor/transition coordinator at John A. Logan College.

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

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

**4. Volunteer Personnel**

Appointment of volunteers for Literacy.

**XIV. ANNOUNCEMENTS**

**XV. ADJOURNMENT**