

# **JOHN A. LOGAN COLLEGE**

## **Carterville, IL 62918**

Minutes of the regular meeting of the Board of Trustees of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph, State of Illinois, held at Carterville, Illinois, on November 23, 2010, commencing at 7:00 p.m.

The meeting was called to order by Acting Board Chair Mike Hopkins.

The chair directed the recording secretary to call the roll:

Jaclyn Hancock	-- present
Cheryl Graff	-- present
John Sanders	-- present
Jake Rendleman	-- present
Jim Snider	-- present
John O'Keefe	-- present
Mandy Little	-- present
Michael Hopkins	-- present

Also present were: Robert L. Mees, President; Brad McCormick, Vice-President for Business Services and College Facilities; Tim Daugherty, Vice-President for Administration; Julia Schroeder, Vice-President for Instruction; Rhett Barke and Pat Hewson, College Legal Counsel; Steve O'Keefe, Director of Community Relations and Marketing; Donna Glodjo, Recording Secretary to the Board of Trustees; and other College personnel.

Acting Chair Hopkins led the Pledge of Allegiance to the Flag.

### **MINUTES OF THE OCTOBER BOARD MEETING**

The minutes of the October 26, 2010 Board meeting and public hearing were previously distributed.

Jake Rendleman and John O'Keefe moved and seconded the approval of the minutes of the October 26, 2010 regular Board meeting.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2544)

### **FINANCIAL REPORTS (Appendix I)**

The financial report for the period ending September 30, 2010 was previously mailed.

Jim Snider and John O'Keefe moved and seconded the approval of the financial report for the period ending September 30, 2010.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2545)

## **ACCOUNTS PAYABLE (Appendix II)**

The list of accounts payable for the period ending October 31, 2010, was previously mailed.

John O’Keefe and Jake Rendleman moved and seconded the approval of the list of accounts payable for the period ending October 31, 2010.

Upon roll call, all members voted yes. Motion carried.  
(Resolution #16-2546)

## **RECOGNITION OF GUESTS**

None.

## **OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS**

None.

## **BOARD OF TRUSTEES REPORTS**

### **A. Illinois Community College Trustees Association (ICCTA)**

Trustee John Sanders asked Trustee Jake Rendleman to report, since he attending the most recent meeting of the ICCTA. Mr. Rendleman reported on the ICCTA meeting held November 12 and 13 in Oak Brook, stating it was a very good meeting. He reported on a good presentation by interim IBHE Executive Director Don Sevener. President Mees also commented that Mr. Sevener’s presentation was excellent, noting that he is very supportive of community colleges and has a good handle on what the problems are and how to deal with them. Mr. Rendleman reported that a presentation/resolution was made honoring retiring executive assistant Sherrie Kimble. He distributed and briefly commented on a report prepared by the ICCB showing what the state owes each community college. He pointed out that outside of City Colleges, the three colleges owed the most by the state are Illinois Eastern, John A. Logan, and Southwestern Illinois College. Mr. Rendleman said another item of concern statewide is changes made in the basic skills testing for students going into teacher education. He outlined some of the changes and the results to date, and the potential effects on community college students.

### **B. Southeast Region Trustees (SERT)**

Trustee John O’Keefe reported the Southeast Region Trustees had met at Rend Lake College on November 16. He said it was a good meeting, but the news received on the state budget was not good. He expressed concerns that the new basic skills testing requirements would increase the number of remedial students. Vice-President Julia Schroeder reported that John A. Logan College students who were tested scored much higher than the state average. She noted that in the past, students who had to take the basic skills test repeatedly, were unable to pass the state certification test later, adding that this was partial justification for some of the testing changes. However, she stated that the IBHE was not aware of some of the changes and are upset. They are working with ICCB to put together an education panel meeting to address the situation. Dr. O’Keefe commented

on information received reporting the tremendous cost of remedial, non-credit courses to community colleges.

**C. John A. Logan College Foundation**

Trustee Rendleman said there is little to report at this time. Some discussions have been held on possible fund raisers for next year and a membership drive for Foundation board members.

**D. Association of Community College Trustees (ACCT)**

No report.

**E. Hiring Committee**

No report.

**F. Athletic Advisory Committee**

Trustee Jake Rendleman thanked Athletic Director Jerry Halstead for conducting a tour of the newly renovated athletic offices for the Board of Trustees. The group also toured the women's athletic facilities which are now up to Title IX standards. Mr. Rendleman reported the women's volleyball team finished 2<sup>nd</sup> to Iowa Western in the district tournament and were region and Great Rivers Athletic champions, going 8-0 in the league and 29-7 overall. He also reported that women's basketball is off to a 4-1 start and men's basketball is currently 4-2. The brick masons have begun laying brick on the baseball backstop project. The next Athletic Department fund raiser will be the bowling tournament on January 23.

**G. Developmental Education Committee**

Trustee John O'Keefe stated there are only two district school boards remaining for the Developmental Education Committee to visit and make presentations to. These meetings will probably take place sometime in February.

**H. Nursing Committee**

Vice-President Schroeder said nothing new had occurred with the Nursing Committee. She introduced Director of Nursing Marilyn Falister who reported on the new online hybrid nursing program through Man-Tra-Con. She said the first group of six graduates will be taking boards in December, noting that these are working LPNs. She explained this program is designed for working LPNs or those who have work experience. Ms. Falister said the program will work more directly with theory education with Shawnee College. That instruction will also be offered to Rend Lake if they choose to accept it. Dr. O'Keefe asked if the BSN versus RN conflict is gaining momentum. Ms. Falister said that she had recently attended a meeting with other directors in the state, and everyone is in agreement that nurses should get their BSN, but that it should not be an entry requirement. She said there is an ongoing push that has been present for many years to require the BSN, and said that the community college ADN programs must stay on their toes and make their legislators aware. There was some discussion on how devastating this could be to hospitals and health care facilities, considering the current shortage of nurses.

**I. Diversity Committee**

Trustee John Sanders reported that Bea Young & Associates met with the Diversity Committee and gave them an overview of what their group could do for the College in terms of assessment and advisement. He said the presentation was excellent. Vice-President Schroeder stated the cost of having the group was very reasonable. Trustee Jackie Hancock gave the Board a brief summary of the topics discussed in the presentation and group sessions. Mr. Sanders said he felt the presentation was very worthwhile and that the College should consider offering this or an expanded version to larger groups on campus.

**J. Student Trustee**

Student Trustee Mandy Little reported the *Dickens Dinner* will be held December 10 and 11. She said the Thanksgiving Food Drive was complete and donations were enough to feed 12 John A. Logan College students and five GED students. Student Senate committees are meeting with their contacts and the Student Senate/Student Trustee Office is now open in C202C. She reported the Angel Tree project is now accepting donations. Ms. Little stated that she attended the ICCB Student Advisory Committee meeting in Oak Brook, reporting that the Legislative Committee of that group chose College and Career Readiness as its issue for Student Advocacy Day. The SAC group outreach project will be the 911 Memorial – each College will attempt to raise \$1,000 to have pavers for each of the Illinois community colleges at the memorial site. She also announced the Student Trustee now has a Facebook site. Trustee Rendleman said that as chairperson of the SAC Legislative Committee, Ms. Little reported to the trustees in Oak Brook and did an excellent job.

**GROUP/ASSOCIATION REPORTS**

**A. Faculty Association Report**

No report.

**B. Term Faculty Association Report**

No report.

**C. Logan Operation Staff Association Report**

Frances Cobb said that LOSA has no report, but the group wishes everyone a safe and happy Thanksgiving.

**OFFICERS' REPORTS**

**A. Use of Collection Agency for Student Receivables**

Vice-President for Business Services and College Facilities Brad McCormick stated that one of the goals in the College's Sustainable Financial Plan is to improve student receivables by 20 to 30 percent. One of the action steps is to clean out old receivables that are uncollectible (which has been done) and to begin using a collection agency to get the remainder owed. He commented this

is something community colleges have not done historically, thinking that it is better not to offend anyone and risk losing the state money. Mr. McCormick stated that now, the College's tuition rate represents 39 percent of the total revenue, and we cannot afford to not collect what is due the College. He said that Dean for Business Services Kim Dixon and her staff have settled on an organization called Midwest Collection Agency, a softer-approach company that works on commission. He stated that Lakeland College uses this organization. Mr. McCormick said he wants to let the Board know this before it goes any further to be sure it is OK to proceed. In answer to questions by Trustee Jim Snider, Mr. McCormick stated that a total of \$1.8 million was identified out of the bad debt allowance as money that would be very old and unable to be recovered. Anything over five years was considered uncollectible and this has been taken out of the administrative system. It was estimated that approximately \$500,000 remains active. It was the consensus of the Board that the administration should proceed with using the collection agency to recover outstanding student receivables.

## **B. Construction Updates**

Vice-President McCormick reported good progress is being made on the Communication Wing, with weekly meetings and coordination meetings ongoing with good attendance. The use of the project manager has been very good for the process. Mr. McCormick reported roofing material had been laid on the roof the previous week. He said workers are racing the weather to get the building enclosed. Substantial completion is projected for the second or third week in July, allowing use of the building for fall semester. Mr. McCormick said the Vice-President for Instruction has built a fall semester schedule that depends on the building being complete. The project is 64 percent complete at this time (meaning the College has paid 64% of the obligation).

Mr. McCormick reported the building of the replica of the Harrison House in the Historical Village is progressing well, with windows installed and brick work expected to begin the following week.

Vice-President McCormick reported the Starbucks Volunteer Express Café has been in operation for about two weeks and has proven very popular. He said this is a part of the \$250,000 investment Chartwells agreed to make, with the remainder to go into the renovation of the dining and food service areas. He noted the renovation will change the cafeteria quite a bit.

Mr. McCormick reported the Protection, Health, Safety Roof Project for C-Building that was previously approved by the Board has now been approved by ICCB and is set for pre-bid meetings and bids during the month of December with bids to be awarded at the January 2011 Board meeting.

The maintenance building replacement (as a result of the snow fall two years ago) is in the Consent Agenda later in the meeting. He explained that the recommendation for that item will have to be changed. He stated that \$100,000 of the construction bond money for this project has to pass through DCEO, and he had just learned that this could take some time. Therefore, the portion of the recommendation that asks the Board for permission to bid with awards to be made at the January meeting will have to be eliminated, and the recommendation will have to ask for permission to complete bid specifications and advertise upon notification of award from DCEO.

**C. Midwest Gallaudet University Regional Center**

Vice-President for Instruction Julia Schroeder reported the ribbon cutting for the Midwest Gallaudet University Regional Center was held earlier that day, stating that it was very well attended. Dr. Schroeder introduced Sheri Cook who will be the director of the center. Ms. Cook stated that since the Board had already heard a report at a previous meeting about the regional center, she would like to speak about the people the center will be serving. She said there are approximately 35 million deaf and hard of hearing people in the United States. The purpose of the partnership is to be sure deaf and hard of hearing people from birth to adulthood are given the services they need. She noted that Gallaudet University is very well known in the world for their top research and resources. Ms. Cook shared statistics with the Board underscoring the need for these services. She added that the services are also for families, professionals who work with deaf and hard of hearing, interpreters, and teachers. She encouraged anyone who knows someone who might need the center's service to contact her. Ms. Cook said she has held one deaf culture workshop and intends to hold another in December or January. She thanked those who had attended the ribbon cutting and stated that many of the attendees at the ribbon cutting ceremony were local deaf and hard of hearing students as well as volunteer students learning American Sign Language at Marion High School. Trustee Jake Rendleman said he was impressed to learn that day that Gallaudet University was established by President Abraham Lincoln in 1863, and is funded by the federal government through the Department of Education. Trustee Jackie Hancock said she was pleased to learn that students at Marion High School could take sign language as a foreign language prep and get dual credit at John A. Logan. Dr. Schroeder said that Sheri Cook is the person responsible for making this happen. She expressed her belief that this partnership will be successful, and said there is no doubt that the College has the best director for the program. Vice-President Schroeder said that the center has a web link on the College's home page. President Mees reiterated Dr. Schroeder's comment that the College has an outstanding director in Sheri Cook. He said this center is receiving great support from the Governor's Office, and it is an honor to have this partnership with the premier university of this type in the world.

**D. Sustainable Financial Planning for Budget Cuts at John A. Logan College Progress Report (Appendix III)**

Board Chair Mike Hopkins stated that Vice-President for Administration Tim Daugherty had provided the Board with a progress report on the Sustainable Financial Plan in their material. He asked Dr. Daugherty to give the Board some brief details, and said the Board will go over the plan in much more detail at a special meeting in December.

Dr. Daugherty noted that two documents were distributed to the Board -- one a progress report showing actions taken to date on each item in the Sustainable Financial Plan, and the other a depiction of the financial savings realized because of the steps taken in the plan. Vice-President McCormick reported that to date, savings of \$830,000 have been realized. He noted that not all items have been implemented and some have been implemented for a shorter period of time. He said that 26 percent of the total savings called for in the entire plan (including the crisis mode which we are not yet in) has been realized. Forty-one percent of everything we have begun to measure has been realized. He stated the plan has been very effective.

Dr. Daugherty noted that the accountability reports to the Board are very helpful for the process, since it brings any problems to light that need correction. There was brief discussion on some

problems that had been identified and are being corrected in the area of athletics. Dr. Daugherty briefly went over the details of the athletic department reductions called for in the plan. Trustee Sanders stated his desire that the College will eventually have more in-district athletes. Trustee Jim Snider asked if the Board could have a report of how many athletes are now being provided housing as compared to a year ago. It was stated that this information will be made available at the December meeting. Mr. Snider also asked if a breakdown on travel reduction could be presented at the December meeting. Vice-President McCormick noted that a \$78,000 reduction has been experienced in travel to date, and stated that he can give the Board all travel budgets by object code at the December meeting. President Mees commented that his travel and the Board of Trustees' travel has been reduced greatly.

Board Chair Hopkins encouraged the Board to let Dr. Mees know if there is a topic they would like to discuss at the December special meeting.

Vice-President McCormick stated that, regarding the athletic department reductions, the athletic department has been given the autonomy by the Board to make its own decisions about what cuts will be made to meet the reduction goal. He reminded the Board that there is a second year involved in the plan regarding this, and the Board has the option to make that decision again, depending on how well things go. He stressed that part of the conversation in December will revolve around what to do next year. Dr. Daugherty said that if the College is determined to be in crisis mode (it is now in critical mode), there are additional items listed in crisis mode to be implemented and those expectations are included in the overall numbers being given in the reports. Dr. Daugherty also encouraged the trustees to let him know if they have any questions on the report between now and the December meeting. He gave a brief overview of the Sustainable Financial Plan process to bring the two new trustees up to date.

Vice-President McCormick stressed the significance of the total dollars saved. He said that for the College to keep from having to borrow money (when the state is \$7.2 million behind in its payments) and still operate and fulfill its mission is a tremendous accomplishment. Trustee Sanders commented that this is an excellent plan and shared that many of the trustees he meets at conferences indicate their schools are not being nearly this proactive. He commended the administration and all employees who have been instrumental in this process.

President Mees noted that Vice-Presidents McCormick and Daugherty have made several presentations throughout the state on the Sustainable Financial Plan. As a result of one of their presentations, the College received an Innovation Award from the Illinois Council of Community College Administrators (ICCCA).

#### **E. Financial Aid Issues**

Vice-President Daugherty reported that for fall semester, the College vouchered \$544,328 in MAP grants. To date the College has not received that money from the state. He said that ISAC is counting on tobacco money to pay for the MAP grants. Dr. Daugherty said the College has covered the amount for fall, but we will have a similar number of students who will qualify for MAP grants in the spring for a similar cost. He said that while the College cash-flowed the amount for fall, a hard decision will have to be made regarding whether we can do that for spring. In answer to questions from the Board, Dr. Daugherty clarified that if the College cannot cover this amount for spring and the money does not come through from the state, the students will not see that benefit toward

their tuition. He said most students who get MAP grants also get Pell grants which would take care of most tuition. Dr. Daugherty said if the College determines it cannot cover the MAP grant amounts, each eligible student will be notified early in the semester that the state has not paid, and that they should not anticipate that the College can apply the award to their account if the state does not pay. He said that last spring, the Map grant was applied at the end of the semester and refunds were given to the students. Vice-President McCormick said the question is how much and how long we can carry this receivable from the state. He noted that the \$7.2 million owed the College from the state does not include the amounts for the MAP grant. John Sanders expressed concerns about the hardship the uncertainty would create for students. Dr. Daugherty said with the College's cash flow situation, more pressure is put on the College if we try to carry this. Trustee Sanders said he understands the situation, but is just concerned about how much notice students are given. Dr. Daugherty said notice can be given in January pending the Board's decision, adding that he just wants the Board to be aware. Trustee Snider asked if this is something that can be discussed at the December meeting and the consensus was that it could. Student Trustee Mandy Little asked if she should bring the MAP grant issue up to the ICCB Student Advisory Committee to possibly organize another rally in Springfield. Vice-President McCormick stated that the difference between this year's situation and last year is that last year, the Governor said the state was not putting it in the budget. This year, they are saying it is in the budget – they are just not paying it. President Mees said he feels Ms. Little should definitely take this to the SAC executive committee.

Vice-President Daugherty informed the Board that, as part of the Sustainable Plan, institutional support of student work study was reduced by \$100,000. He said at the federal level, Federal Work Study funds were also reduced by almost the same amount. Current projections show the federal work study money will be expended by mid-December. The institutional dollars will kick in at that point. It is estimated that by April, the institutional work study money will be spent. Dr. Daugherty stated that, with the Board's consensus, plans are to notify instructors and supervisors that once we reach the point where the budgeted work study dollars are spent, that is it. He said in the past, departments have been allowed to transfer money from other funds to supplement their work study, but it is recommended this not be done because it would negate any savings we would have experienced. Dr. Daugherty said in his notification, he will suggest that work study hours be stretched by re-arranging student work schedules in order to get through until May. He said two areas are exempt from this – the CHEC building lifeguards and the IT department (keeping computer labs open.) He said that people will be unhappy and there will be issues, so he wanted to be sure the Board is approving of these actions.

Trustee John O'Keefe expressed his concerns that the state financial situation will balloon instead of stabilizing. Vice-President McCormick said assumptions are that we may not receive the fourth quarter payment from last fiscal year until May, and would not begin receiving current fiscal year payments until July – and that would only be about three-fourths of what is owed. This would be a year behind, and we would only receive three-fourths of what we are supposed to receive.

Vice-President Daugherty also informed the Board that the Department of Education has notified the College its student loan default rate is now 24.7 percent. This is the second-highest rate in the State of Illinois. He explained the default rate is determined by measuring the percent of borrowers who default within the first two years after they borrow the money. This has been made worse by the fact that Congress has extended the time frame from two years to three years. This extension has increased the percentage of our default rate. Dr. Daugherty explained that if an institution's rate crosses the 25 percent mark, it is put on a watch list for two years and if the percentage is not



reduced, the institution will lose Pell grants, Federal Work Study, all Title IV programs, and puts the state qualification for MAP in jeopardy. The new legislation has extended that percentage to 30 percent. He said an estimate has been done and next year, the College will exceed the 30 percent rate. Dr. Daugherty said the College has carefully reviewed its default management plan, and it has the same plan as everyone in the state and across the nation. He said we have been told by the Department of Education that our default management plan is too stringent and are having to take off some of the things the College has been trying to do to reduce the problem. He said this handcuffs us from bringing the default rate down. Dr. Daugherty explained that if a student applies for a loan, meets the financial qualifications, and is not on academic suspension, the College is obligated to process the loan as long as we are in the program. He said 42 percent of the students who default are transfer students – mostly from SIU, but we must bear the default rate. Twenty-eight percent of the students who default are from far-away metro areas. He reported that the College gave out 245 loans last year and 86 defaulted. Dr. Daugherty said this issue creates the need for another difficult decision because it impacts students. However he said that if we continue in the program and cannot bring the default rate down, over 2,000 students could be put in jeopardy with Pell grants, work study, etc. which would significantly impact the College's enrollment. In answer to questions from the Board, Dr. Daugherty said there are approximately ten other community colleges in Illinois who are no longer participating in the student loan program because of these issues. He said that if the student loan program is discontinued, there are still options for students to borrow through private lending programs which require them to qualify. He said the Board needs to understand that discontinuing the student loan program could impact some of the College's high-cost programs and non-traditional students; however, it was pointed out again that this impact would not be nearly as large as potentially losing Pell grant programs and the other previously mentioned funding. It was the general consensus of the Board that the College basically has no choice but to discontinue the student loan program. Trustee Snider asked when this would take effect. Dr. Daugherty said the College is obligated through the spring, but could make it effective with summer semester. It was determined that this would be put on the January 2011 agenda for action by the Board.

#### **F. State Budget**

President Mees said the state budget was the main topic at the last Presidents' Council meeting. He stated there is good possibility the College will not receive any funding until May of next year. Currently, community colleges in Illinois are owed \$138 million by the state, and the universities are owed approximately \$600,000. Dr. Mees said universities are now getting money faster than community colleges. He said the Presidents' Council, ICCTA, and ICCB plan to start putting more pressure on the Governor and comptroller to get some money rolling, and will put together definitive lists of all the negative impacts the situation is having on community colleges.

#### **G. Bell Tower Project**

President Mees reported he has a signed commitment from the donors to fund the bell tower project. He said that Stan Cristoph from the foundry will be on campus on November 30 to decide on the tower location and final details, and invited trustees to come out and meet him. Dr. Mees showed the Board the final design for the tower, and stated that this will all be run through the Foundation. The money will be paid over a three-year period and no College or Foundation dollars will be used. Dr. Mees said he feels this will be a great accent to the campus entrance.

#### **H. Generations Serving Generations**

Dr. Mees reported that local discussions were held recently on Generations Serving Generations. He and Jane Angelis met with the editorial staff of the *Southern Illinoisan*, and the paper has written two excellent articles on the topic. Dr. Mees said this effort has evolved over the past three years and focuses on volunteering throughout the educational system. He said there are 2,000,000 retirees over 60 in Illinois, and only seven percent of those people volunteer. Sixty-eight percent have said they would volunteer if asked. This initiative is seeking to come up with a model program that schools can use to tap into these potential volunteers.

#### **I. ACCT Annual Legislative Summit**

President Mees stated the ACCT Annual Legislative Summit will be held February 13-16 in Washington, DC. He said it is very important that the College is represented at the summit and takes advantage of the opportunity to meet with all our legislators. He encouraged anyone interested in going to contact Donna by December 5, and noted that two credit vouchers from last year's cancelled summit may be used.

### **CONSENT AGENDA**

It was requested that Item B – Request to Seek Bids for Grounds Maintenance Facility be removed from the Consent Agenda and acted upon separately.

#### **A. Special Issue Construction Bond**

President Mees recommended that the Board of Trustees approve renewal of the Special Issue Construction Bond the Board has in effect on Brad McCormick with Brokers= Risk Placement Service, Inc. in the amount of \$5,000,000 for the premium of \$2,576, and that the administration be authorized to proceed with this bond coverage.

#### **B. *Request to Seek Bids for Grounds Maintenance Facility (Removed from Consent Agenda. See Below.)***

#### **C. Modification to John A. Logan College's IRS Section 125 Plan Document**

President Mees recommended that the Board of Trustees approve modification to John A. Logan College's IRS Section 125 Plan Document to include voluntary contributions from the employee on a pre-tax basis due to the addition of the health savings account and high deductible health plan.

#### **D. Health Savings Account Depository**

President Mees recommended that the Board of Trustees accept a proposal from Old National Bank to serve as the single depository for the new health savings account into which the College will deposit funds consisting of both employee and College contributions.

**E. Addendum to Joint Agreement with Shawnee Community College District #531 (Appendix IV)**

President Mees recommended that the Board of Trustees approve an addendum to the existing joint agreement John A. Logan College has with Shawnee Community College District #531 to add Heating/Air Conditioning Technology to the list of programs that John A. Logan College agrees to accept students into from Shawnee Community College.

Jake Rendleman and John O'Keefe moved and seconded that the Board of Trustees approve all items on the Consent Agenda with the exception of Item B, which needed to be voted on separately.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2547)

**Request to Seek Bids for Grounds Maintenance Facility**

As explained earlier in the meeting by Vice-President McCormick, it was necessary to change the recommendation of President Mees on the request to seek bids for replacing the grounds maintenance facility at John A. Logan College from what was originally listed on the agenda to the following:

President Mees recommended that the Board of Trustees authorize the administration to proceed with the completion of bid specifications and advertise for bidders for replacement of the grounds maintenance facility ***following notification from DCEO.***

John Sanders and Mandy Little moved and seconded that the Board of Trustees approve the President's amended recommendation.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2548)

**NEW BUSINESS**

**A. Adoption of 2010 Tax Levy (Appendix V)**

A public hearing to approve a proposed property tax levy increase was held prior to the Board meeting at 6:30 p.m. Based on a positive outcome of that hearing, President Mees recommended that the Board of Trustees adopt the following resolution:

BE IT RESOLVED BY THE Board of Trustees of Community College District No. 530, counties of Williamson, Jackson, Franklin, Randolph and Perry, and the State of Illinois, that all legal requirements have been complied with, and said Community College District No. 530 requires the following tax levy: That \$5,674,500 be levied as a tax for educational purposes; that \$945,800 be levied as a tax for operations and maintenance purposes; that \$1,206,600 be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act; that \$237,000 be levied as a special tax for Social Security and Medicare insurance purposes; that \$70,000 be levied as a special tax for audit purposes; and that \$779,800 be levied as a special tax for protection, health, and safety purposes, for a total of \$8,913,700 on an equalized assessed valuation of the taxable properties of said District for the

year 2010 to be collected in the year 2011; and that the levy for the year 2010 be allocated 50% for Fiscal Year 2011 and 50% for Fiscal Year 2012.

BE IT FURTHER RESOLVED that the secretary or his designee, of said Board of Trustees of Community College District No. 530 is hereby authorized and instructed to file certificates of tax levy in accordance with Chapter 122, Section 103.20.5 of the Revised Statutes of the State of Illinois with the County Clerks of Williamson, Jackson, Franklin, Randolph and Perry Counties, State of Illinois.

President Mees recommended and Jim Snider and Jake Rendleman moved and seconded that the Board of Trustees adopt the above resolution certifying the tax levy for Community College District No. 530, and that certificates of tax levy be properly filed so taxes can be extended and collected by the County Clerks.

Upon roll call, all members voted yes. Motion carried.  
(Resolution #16-2549)

#### **B. Special Board Meeting**

The Board of Trustees expressed desire to hold a special meeting during the month of December for the purpose of discussing future planning for the College.

Cheryl Graff and Jackie Hancock moved and seconded that the Board of Trustees hold a special meeting on Tuesday, December 14, at 6:30 p.m. in the Board Room of the Administration Building for the purpose of future planning for the College, and that the recording secretary be authorized to handle the appropriate public notice.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2550)

#### **C. Board Officers**

Jake Rendleman and John Sanders moved and seconded that, due to the vacancy left by the passing of Board Chair David Hancock, the Board of Trustees officially declare Mike Hopkins the Board chair and Jim Snider the Board vice-chair.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2551)

Jim Snider and Cheryl Graff moved and seconded that the Board of Trustees elect John O'Keefe as Board secretary.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2552)

## **CLOSED SESSION**

Board Chair Mike Hopkins stated that it was desirable to hold a closed session to discuss the appointment, employment, and compensation of specific individuals; purchase of real property; and pending litigation; and that he would appreciate Board action and a roll call vote to that effect.

Jake Rendleman and Mandy Little moved and seconded that the regular meeting of the John A. Logan College Board of Trustees be declared in closed session.

Upon roll call, all members voted yes. Motion carried.  
(Resolution #16-2553)

The meeting was declared in closed session at 9:00 p.m.

The meeting was declared back in regular session at 10:50 p.m.

## **CLOSED SESSION MINUTES**

Mandy Little and John O'Keefe moved and seconded that the Board of Trustees approve the content of the closed session minutes of September 28, 2010 and October 26, 2010, but that these minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2554)

## **PERSONNEL**

### **Operational Staff**

President Mees recommended that Brant Wingerter be employed as a full-time, grade V, desktop technology technician at John A. Logan College effective January 3, 2011.

### **Maintenance/Building Staff**

President Mees recommended that Robert Eairheart be ratified as a part-time, temporary, Teamsters, custodian at John A. Logan College effective November 1, 2010.

President Mees recommended that Mary Rhodes be employed as a full-time, Teamsters, custodian at John A. Logan College.

### **Non-Teaching Professional Staff**

President Mees recommended that Kristin Shelby be employed as a full-time, grade II, disability support services coordinator effective January 10, 2011.

### **Full-Time Faculty**

President Mees recommended the academic rank of assistant professor for mathematics instructor Jennifer Jeter.

### **Term Faculty**

President Mees recommended that Kim Berger be employed as a part-time instructor of interpreter preparation effective January 18, 2011.

President Mees recommend that Steve Falcone be ratified as a part-time instructor of humanities effective October 11, 2010.

President Mees recommended that Rachel Fox be employed as a part-time instructor of swim effective January 18, 2011.

President Mees recommended that Tamara Ward be employed as a part-time instructor of interpreter preparation effective January 18, 2011.

### **Continuing Education Staff**

President Mees recommended that Steve Carrington be employed as a computer maintenance instructor at John A. Logan College effective January 27, 2011.

### **Grant Personnel**

President Mees recommended that Crystal M. Hosselton be employed as a part-time, grade II, adult secondary education counselor/facilitator at John A. Logan College effective December 1, 2010.

President Mees recommended that Amanda Pass be employed as a part-time, grade II, adult basic education counselor/facilitator at John A. Logan College effective December 1, 2010.

President Mees recommended that Heather Wilkin be employed as a part-time, grade II, adult basic education counselor/facilitator at John A. Logan College effective December 16, 2010.

President Mees recommended that Misti Harrison be employed as a full-time, grade II, Gallaudet University Regional Center coordinator effective December 20, 2010.

### **Volunteer Personnel**

President Mees recommended the appointment of volunteers Jasmine Ball, Gena Faulkner, Matt Kimmel, and M. Joan McDermott for Literacy.

John Sanders and Mandy Little moved and seconded that the Board of Trustees approve all personnel items as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2555)

## **ANNOUNCEMENTS**

None.

## **ADJOURNMENT**

John Sanders and Mandy Little moved and seconded that the regular meeting of the John A. Logan College Board of Trustees be adjourned.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2556)

The meeting was duly adjourned.

Respectfully submitted: Donna Glodjo, Recording Secretary to the Board of Trustees

Mike Hopkins, Chair

John O'Keefe, Secretary