

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 28, 2006, commencing at 7:00 p.m.

The meeting was called to order by Board Chair Don Brewer.

The chair directed the recording secretary to call the roll:

John Sanders	–	present
Carol Farner	–	absent
John O’Keefe	–	present
Jake Rendleman	–	present
David Hancock	–	present
Bill Kilquist	–	present
Matthew Todd	–	absent
Don Brewer	–	present

Also present were: Robert L. Mees, President; Larry Peterson, Vice-President for Administration; J. P. Barrington, Vice-President for Business Services; Julia Schroeder, Vice-President for Instruction; John Huffman, College Legal Counsel; Steve O’Keefe, Director for Communications and Marketing; Shannon Woodworth, Facilitator for Media Relations; Donna Glodjo, Recording Secretary to the Board of Trustees; other College personnel, citizens, and media representatives.

Board Chair Don Brewer asked for a moment of silence in memory of former trustee Les McCollum who passed away recently, and for trustee Carol Farner who is dealing with a serious illness.

OCTOBER BOARD MINUTES

The minutes of the regular meeting of October 24, 2006, were previously distributed.

Jake Rendleman and David Hancock moved and seconded the approval of the minutes of the regular meeting of October 24, 2006.

A voice vote showed all in favor. Motion carried.
(Resolution #16-1970)

FINANCIAL REPORT (Appendix I)

The financial report for the period ending September 30, 2006, was previously mailed.

Jake Rendleman and David Hancock moved and seconded approval of the financial report for the period ending September 30, 2006.

A voice vote showed all in favor. Motion carried.
(Resolution #16-1971)

ACCOUNTS PAYABLE (Appendix II)

The list of accounts payable for the period ending October 31, 2006, was previously mailed.

John O’Keefe and Bill Kilquist moved and seconded the approval of the list of accounts payable for the period ending October 31, 2006.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-1972)

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

None.

BOARD OF TRUSTEES REPORTS

A. Illinois Community College Trustees Association (ICCTA)

Trustee John O’Keefe reported that the ICCTA held a meeting in Chicago in November. He said that issues discussed included the pending lawsuit regarding interpretation of the Ethics Act and changes in election laws. Mr. Rendleman made comments on the seminars and noted there was some conversation as to whether community colleges are receiving proper respect from the IBHE. There was some further discussion on this issue.

B. Southeast Region Trustees (SERT)

Nothing to report.

C. John A. Logan College Foundation

Nothing to report.

D. Association of Community College Trustees (ACCT)

Trustee Jake Rendleman reminded the Board of the ACCT Legislative Summit coming up in February in Washington, DC. He said that an ICCTA meeting will also be held in Washington in conjunction with this conference. Mr. Rendleman announced that Tom Bennett, past president of the ICCTA, is now secretary of the ACCT. He noted that about five people from Illinois are now involved in the ACCT.

E. Hiring Committee

Trustee David Hancock reported that the Hiring Committee had met on November 20. He noted that the committee has been expanded to include representatives from each employee group. Items discussed at that meeting included the possible easing up on the extent of family members included in the nepotism policy; a suggestion that deans be put on the sign-off sheet for employee hires; suggestions about posting and distribution of policies; and discussion indicating that the new overall hiring procedures are working well. Mr. Hancock said that the committee had recommended that the

Director of Human Resources be added to the Hiring Committee. Board Chair Brewer concurred that this is appropriate and directed that this appointment be made.

Committee member and trustee John Sanders clarified that there are no actual policy changes being recommended at this time. President Mees said the overall consensus is that the new policy and procedures are working well. There is some concern that the nepotism portion of the policy could be too rigid, but no one feels there should be a recommendation for changes at this time.

F. Student Trustee

No report.

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

Faculty Association Representative Tim Baker introduced Dr. Brenda Erickson to give that association's report. On behalf of the JALC Faculty Association, Dr. Erickson read a letter that had been sent to the Hiring Committee and, earlier, to Dr. Mees. The letter expressed concerns that the new hiring policy's definition of family could possibly narrow the pool of candidates and perhaps disallow the most qualified person from being selected. The letter encouraged the committee to explore other policies and discover other language that addresses this so that reverse discrimination does not occur and the best qualified applicant is not excluded.

B. Term Faculty Association Report

No report.

C. Logan Operational Staff Association Report

Logan Operational Staff Association Representative JaDean Towle announced that their organization is honored to be the first union on campus to be nominated for a Center for Excellence Award. Trustee Rendleman stated that, as a member of the Excellence Committee, he feels the committee is not getting the input they should from all groups on campus as far as rewarding outstanding performance. He stressed the importance of recognizing the many people on campus who are doing an outstanding job.

OFFICERS REPORTS

A. Pushcart Prize for Poetry

Vice-President for Instruction Julia Schroeder reported that term faculty member Ken "Fog" Gilbert has received the prestigious Pushcart Prize for poetry. She passed around a copy of a magazine in which his work is recognized. Dr. Schroeder stated that Mr. Gilbert has taught at the College for about 14 years and has been publishing his work since 1979.

B. Update on Whirlpool/Maytag Project

Vice-President Schroeder reported that a minimum of 250 displaced Whirlpool/Maytag workers will be on campus as full-time students during spring semester. She said that this is making many new demands not only on the Instructional Services Division, but also on the Student Services Division. Dr. Schroeder expressed concerns about being able to hire enough term faculty members to teach the additional classes. Vice-President J. P. Barrington announced that some minor renovation has been done in the old aerobic center to provide Man-Tra-Con with a couple of offices and an area where the Maytag people can gather for support, tutoring, etc. President Mees reported that he had attended a Workforce Board One-Stop Committee meeting that morning and everyone there was very complimentary of this effort by the College. Vice-President Schroeder also noted that two counselors will be housed in this area to assist these students.

C. Dual Credit

Vice-President Schroeder announced that Cheryl Diedrick is present to report on dual credit. All eleven district high schools are currently participating in the College's dual credit program. Dr. Schroeder stated that she and Ms. Diedrick have met with contacts from high schools and will be making visits to the high schools and promoting the new on-line degree. Dr. Schroeder said that Steve McLaughlin has prepared a one-hour orientation class that will help prepare these high school students to take on-line classes. She reported that the orientation class will be recommended for all high school sophomores and juniors and will be tuition free. She said that students have been cautioned to not sign up for more than one on-line class per semester. Dr. Schroeder noted that there will be an item later on the agenda regarding the College's broadband expansion and discussed how important this would be in enabling students to properly utilize the Blackboard platform.

Cheryl Diedrick distributed a packet to the Board containing information on dual credit. She discussed the growth of the program since 2001, and announced that the current year dual credit enrollment is 596 students for fall and 1,529 for spring. Ms. Diedrick summarized information on the classes being offered on the high school campuses and shared statistics on the breakdown of the various types of classes. She noted the transition benefits of the program, stating that it reaches students who might have never otherwise taken college classes. Ms. Diedrick also noted the tuition savings to these students. Dr. Schroeder stated that Ms. Diedrick does a great job with the program, adding that the high school contacts highly compliment her efforts. Ms. Diedrick reported that the program will receive approximately \$33,000 from ICCB this year.

Trustee David Hancock asked about the expansion of the broadband. Dr. Schroeder said that the only solution to the problem is the expansion recommended later on the agenda, and spoke to some of the difficulties students and faculty are experiencing. There was some additional discussion as to how adequate the recommended expansion would be for future needs and whether or not inappropriate usage by students could be restricted.

D. Information from Administrative Services

Vice-President for Administration Larry Peterson distributed a folder of public relations materials for the Board's information. He drew particular attention to the Civil War Lecture Series and complimented Steve O'Keefe and Barry Hancock for their efforts in putting this together. Trustees O'Keefe, Hancock, and Rendleman commented favorably on the event.

Dr. Peterson announced that Steve O’Keefe has been named to the ICCB Economic Impact Study Advisory Committee.

E. Ethics Training

Dr. Peterson announced that the College has had over 800 employees complete the ethics training that is so controversial around the state. He commended the College’s employees for their positive attitude and willingness to complete this training. Dr. O’Keefe commented on the confusion over this issue statewide, adding that the consensus seems to be that the colleges should do the training to cover themselves.

F. Fire in Theater Area

Vice-President for Business Services reported that a small, late night fire had occurred in the theater area, and a College maintenance worker had responded quickly. The employee did an excellent job in extinguishing the fire, saving the College from extensive damage. Mr. Barrington reported that the Carterville Fire Department came to the scene and loaned their equipment to help clear the smoke from the building.

G. Upcoming Events

President Mees reminded the Board that the Christmas dinner will be held at Bogey’s Restaurant on December 5, at 6:30 p.m. He also announced the upcoming Performance Series event, *A 1940’s Radio Christmas*; the Annual Holiday Luncheon on December 21; filing dates for board petitions January 29-February 5; and the Higher Learning Commission visit February 5-7. Dr. Mees stated that the Rend Lake College Foundation will be having a 40th Anniversary Dinner on December 7.

OLD BUSINESS

A. Debt Certificates

President Mees stated that information related to a Debt Certificate Resolution for \$20,000,000 has been previously provided to each Board member, and that the issue was presented to the Board of Trustees for consideration at its October 24, 2006, meeting. The Board had elected to table action on this item at the October meeting.

David Pistorius, vice-president of First Midstate, Inc., was present and addressed the Board. Mr. Pistorius stated that the debt certificates are sold, and were placed at an interest rate of 4.5 percent on the debt certificate amount. He said this is the first step in the process. The debt certificates are an installment contract that constitute a claim for the school. Upon closing, the College will place the \$20 million in an account, earn some money on that, and then the funding bond process will begin. Mr. Pistorius said that a recommended time line would begin the funding bond process in early January. He explained that this is a three-step process – a resolution of intent must be adopted, a public hearing must be held, and a bond resolution meeting must take place –probably in February. He stated that the actual funding bonds won’t be sold until about two weeks before that February meeting, and that is when the final interest rate for the bonds will be known. Once the funding bonds are issued and those monies come in, Mr. Pistorius stated that will pay the debt certificate off. The invested money from the debt certificates will then be available for the building project. President Mees stated that Mr. Pistorius has the resolution forms with him and will present them for signature if the Board approves.

Trustee Sanders asked what will happen if the resolution is not approved. Mr. Pistorius replied that both the College and his company will have egg on their face because the debt certificates are sold. He stated that this has never happened to him in 54 years in the business, but if it did, he would have to go back to the buyers and try to solve the situation with them – basically unravel the deal. Mr. Sanders said that this was not exactly how it was presented to him. Mr. Sanders stated that he is still not in favor of doing this without any public input.

President Mees recommended and David Hancock and John O’Keefe moved and seconded that the Board of Trustees approve a Debt Certificate Resolution for \$20,000,000, and retain Chapman and Cutler as bond counsel and First Midstate, Inc., as underwriter.

Upon roll call, those members present voted as follows: John Sanders – no; John O’Keefe – yes; Jake Rendleman – yes; David Hancock – yes; Bill Kilquist – yes; and Don Brewer – no. The motion carried.

(Resolution #16-1973)

B. Approval of New Board Policies: #3111 – Statement of Philosophy; #3112 – Statement of Core Values; and #3113 – Statement of Vision (Appendix III)

President Mees noted that at its October meeting, the Board of Trustees was presented new Board policies as follows:

- #3111 - Statement of Philosophy
- #3112 - Statement of Core Values
- #3113 - Statement of Vision

The Board was asked to review these policies for action at this month’s meeting. Dr. Mees pointed out that copies of the proposed policies are included as Appendix III.

President Mees recommended and John O’Keefe and David Hancock moved and seconded that the Board of Trustees approve Board Policy #3111–Statement of Philosophy; Board Policy #3112–Statement of Core Values; and #3113–Statement of Vision as contained in Appendix III.

A voice vote showed all in favor. Motion carried.
(Resolution #16-1974)

CONSENT AGENDA

A. Pell Grant Book Vouchers for Fall 2006 Semester

President Mees recommended that the Board of Trustees approve payment to 710 Bookstore in the amount of \$203,258.70 for textbooks issued to Pell Grant students, and that the administration be authorized to make this payment.

B. Revision to College Grading Scale

President Mees recommended that the Board of Trustees approve changing the College’s grading scale from 5.0 to 4.0 beginning fall semester 2007, and that all policies and documents be revised to reflect this change.

C. Approval of Memorandum of Understanding Between John A. Logan College and Mid-Continent University (Appendix IV)

President Mees recommended that the Board of Trustees approve a Memorandum of Understanding between John A. Logan College and Mid-Continent University to become educational partners as outlined in Appendix IV, and authorized the administration to evaluate/review this document annually.

D. Bid – 2007 Sport Utility Vehicle for Campus Safety (Appendix V)

President Mees recommended that the Board of Trustees approve the low bid meeting specifications for the purchase of a 2007 sport utility vehicle for Campus Safety in the amount of \$16,988.75 from Vogler Motor Company, Inc., of Carbondale, IL, and that the administration be authorized to make this purchase. Trustee Jake Rendleman noted that the reason for the large difference between the bids submitted is because they are not for the same type of vehicle.

E. Bid – 2007 Four Wheel Drive Tractor (Appendix VI)

President Mees recommended that the Board of Trustees reject the bid for a 2007 four-wheel drive tractor due to an error in the bid specifications.

F. Bid–Protection, Health and Safety Compliance Work - 2007–Replace Air Handler in the Administration Building (Appendix VII)

President Mees recommended that the Board of Trustees approve the low bid meeting specifications from Heartland Mechanical Contractors, Inc., of Murphysboro, Illinois, in the amount of \$166,660 for air handler replacement in the Administration Building, and that the Board authorize the contractors to begin the order process as soon as they receive the Notice of Award; also, that the administration be authorized to compensate Image Architects, Inc., for any architectural services for this project at a cost of \$16,666 plus direct costs associated with this project. These contracts will be paid from the Operations and Maintenance Fund (Restricted) and will not impact the College operating budget.

G. Approval of Internet Bandwidth Expansion (Appendix VIII)

President Mees recommended that the Board of Trustees authorize the expansion of the College's Internet bandwidth to a DS3 level not to exceed 45 megabytes with the understanding that this expansion will be done only as College needs dictate. Dr. Mees also recommended that the Board of Trustees authorize the administration to purchase a bandwidth shaping appliance in an amount not to exceed \$15,000, and to develop a new staff position in the Information Technology Department.

H. Approval of Agreement with Egyptian Building and Construction Trades Council (Appendix IX)

President Mees recommended that the Board of Trustees approve the revised agreement between the College and Egyptian Building and Construction Trades Council as contained in Attachment IX, for the period December 1, 2006, through November 30, 2009.

I. Electricity Purchase Authority

President Mees recommended that the Board of Trustees authorize the President and Vice President for Business Services to enter into an agreement for the purchase of electricity in the manner they feel

is most effective for the College. Vice-President Barrington explained that an actual cost could not be given because the vendors will not hold a price for longer than 48 hours. He stated that six vendors have offered proposals. He said that if the College did not opt to go on the open market, Ameren has indicated their rates will go up close to 60 percent.

Jake Rendleman and John O'Keefe moved and seconded that the Board of Trustees approve all items on the Consent Agenda as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-1975)

NEW BUSINESS

A. Adoption of 2006 Tax Levy (Appendix X)

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 the positive outcome of the tax levy 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 \$4,528,119 be levied as a tax for educational purposes; that \$754,686 be levied as a tax for operations and maintenance purposes; that \$1,392,847 be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act; that \$210,099 be levied as a special tax for Social Security and Medicare insurance purposes; that \$1,000 be levied as a special tax for audit purposes; and that \$279,327 be levied as a special tax for protection, health, and safety purposes, for a total of \$7,166,078 on an equalized assessed valuation of the taxable properties of said District for the year 2006 to be collected in the year 2007; and that the levy for the year 2006 be allocated 50% for Fiscal Year 2007 and 50% for Fiscal Year 2008.

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 Jake Rendleman and Bill Kilquist 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 present voted yes. Motion carried.
(Resolution #16-1976)

B. Approval of Employee Training Agreement with the State of Illinois Department of Juvenile Justice (Appendix XI)

President Mees recommended and David Hancock and John O'Keefe moved and seconded that the Board of Trustees approve an agreement for employee training with the State of Illinois Department of Juvenile Justice for employee training through the College's Center for Business and Industry as outlined in Appendix XI.

A voice vote showed all in favor, with the exception of Trustee Bill Kilquist who abstained.
Motion carried.
(Resolution #16-1977)

C. Approval of Special Board Meeting (Appendix XII)

President Mees said it is necessary to hold a special Board meeting early in January for the purpose of adopting a Resolution of Intent to Issue Funding Bonds to pay off the Debt Certificate which was issued for a \$20,000,000 capital improvement project at John A. Logan College. (See Appendix XII.) After some discussion, it was determined that the best date would be Thursday, January 4, 2007, at 5:00 p.m.

President Mees recommended and John O'Keefe and Jake Rendleman moved and seconded that the Board of Trustees hold a special Board meeting on January 4, 2007, at 5:00 p.m. for the purpose of adopting a Resolution of Intent to Issue Funding Bonds.

A voice vote showed all in favor. Motion carried.
(Resolution #16-1978)

D. Change of Regular Meeting Date of the Regular January 2007 Board Meeting

Due to scheduling conflicts, President Mees stated that it is desirable to change the date of the regular January Board meeting from January 23, 2007, to January 30, 2007, or to another date that would be more desirable to the majority of the Board. After some discussion, it was determined that January 30 would be a desirable date.

President Mees recommended and Jake Rendleman and Bill Kilquist moved and seconded that the Board of Trustees change the date of the regular January Board meeting from January 23 to January 30, 2007, at 7:00 p.m.

A voice vote showed all in favor. Motion carried.
(Resolution #16-1979)

CLOSED SESSION

Board Chair Don Brewer stated that it is desirable to hold a closed session at this time to discuss appointment, employment, and compensation of specific individuals; and pending litigation; and that he would appreciate Board action and a roll call vote to that effect.

Jake Rendleman and Bill Kilquist 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 present voted yes. Motion carried.
(Resolution #16-1980)

The meeting was declared in closed session at 8:15 p.m.

The meeting was declared back in regular session at 11:05 p.m.

CLOSED SESSION MINUTES

John O'Keefe and Jake Rendleman moved and seconded that the Board of Trustees approve the content of the closed session minutes of October 24, 2006, but that these minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.
(Resolution #16-1981)

AMENDMENT TO PREVIOUS ACTION

John Sanders and John O'Keefe moved and seconded that "consideration of personnel actions" be added as an additional purpose for the special board meeting to be held on January 4, 2007.

A voice vote showed all in favor. Motion carried.
(Resolution #16-1982)

PERSONNEL

Operational Staff

President Mees recommended that Rebecca Dycus be employed as a full-time, grade III, secretary III, at John A. Logan College.

Maintenance/Building Staff

President Mees recommended that the employment status of maintenance staff member Darrell Presley be changed from temporary to permanent effective December 4, 2006.

Security Staff

President Mees recommended that Devin Reno be employed as a part-time, grade I, campus safety officer at John A. Logan College.

President Mees recommended that Wesley Stoffel be employed as a part-time, grade I, campus safety officer at John A. Logan College.

Full-Time Faculty

President Mees recommended that the Board of Trustees consider the retirement request of Roberta Brown effective July 31, 2008.

President Mees recommended the academic rank of professor for history instructor Tom Carroll.

President Mees recommended the academic rank of professor for nursing instructor Julie Horecker.

President Mees recommended that Dr. John Kaeser be employed as a full-time, temporary dental hygiene instructor at John A. Logan College.

Term Faculty

President Mees recommended that Allen Mezo be ratified as a part-time instructor of speech at John A. Logan College effective August 17, 2006.

President Mees recommended that Anna Randolph be ratified as a part-time instructor of sociology at John A. Logan College effective August 17, 2006.

Continuing Education Staff

President Mees recommended that Emily Bade be employed as a part-time instructor of knitting at John A. Logan College effective January 23, 2007.

President Mees recommended that Aimee Cole-Steele be ratified as a part-time instructor of tax preparation at John A. Logan College effective September 11, 2006.

President Mees recommended that Jon Ford be employed as a part-time instructor of Aikido at John A. Logan College effective January 23, 2007.

President Mees recommended that Lydia Waligorski be employed as a part-time instructor of art at John A. Logan College effective January 22, 2007.

Grant Personnel

President Mees recommended that Deborah Waller be employed as a full-time, grade III, secretary III at John A. Logan College.

President Mees recommended that Jo Ellen Hileman be employed as a part-time adult basic education instructor at John A. Logan College effective January 2, 2007.

President Mees recommended that Sherri Samuel be employed as a part-time adult basic education instructor at John A. Logan College effective January 2, 2007.

President Mees recommended that Debra Stratton be employed as a part-time adult basic education instructor at John A. Logan College effective January 2, 2007.

John Sanders and John O'Keefe moved and seconded that the Board of Trustees approve all personnel items as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-1983)

ANNOUNCEMENTS

Dr. Mees reminded the Board again of the Christmas Dinner on December 5.

ADJOURNMENT

John Sanders and Bill Kilquist 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 #16-1984)

The meeting was duly adjourned.

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

Don Brewer, Chair

Bill Kilquist, Secretary