

**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 January 26, 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:

John Sanders	–	absent for roll call
Jake Rendleman	–	present
Bill Kilquist	–	present
Michael Hopkins	–	present
Jim Snider	–	present
John O’Keefe	–	present
Rachel Grasher	–	present
David Hancock	–	absent

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; John Huffman, 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 Board Chair Mike Hopkins led the Board in the Pledge of Allegiance to the flag.

Mr. Hopkins read a note from Board Chair David Hancock expressing his appreciation for all the prayers, emails, calls, cards, and the plant received from the College, and his regrets for being unable to attend the meeting.

**MINUTES OF THE NOVEMBER BOARD MEETING AND TAX LEVY HEARING**

The minutes of the November 24, 2009, regular Board meeting and tax levy hearing were previously distributed.

Jim Snider and John O’Keefe moved and seconded the approval of the minutes of the regular meeting and tax levy hearing of November 24, 2009.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2413)

**FINANCIAL REPORTS (Appendix I)**

The financial reports for the periods ending October 31, 2009, and November 30, 2009, were previously mailed.

Jim Snider and John O’Keefe moved and seconded the approval of the financial reports for the periods ending October 31, 2009, and November 30, 2009.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2414)

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

The lists of accounts payable for the periods ending November 30, 2009, and December 31, 2009, were previously mailed.

Jake Rendleman and Bill Kilquist moved and seconded the approval of the lists of accounts payable for the periods ending November 30, 2009, and December 31, 2009.

Upon roll call, all members voted yes. Motion carried.  
(Resolution #16-2415)

### **RECOGNITION OF GUESTS**

None.

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

None.

### **BOARD OF TRUSTEES REPORTS**

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

Trustee Jake Rendleman reported that the ICCTA will hold its next meeting in Washington, DC at the ACCT Legislative Summit. Mr. Rendleman noted that ICCTA is continuing to take an active role in trying to deal with the state budget situation. He stated that these problems are seriously affecting the universities as well as community colleges, and distributed some information furnished by ICCTA regarding the University of Illinois.

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

Trustee John O'Keefe stated that no information has been received from Rend Lake College regarding the next SERT meeting.

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

Jake Rendleman reported the Foundation Board had met earlier in the evening. President Mees reported 52 applications had been received for the position of executive director of the foundation, but only 50 met qualifications. He said application screening is currently in progress and the list of interviewees should be finalized by February 4. He said plans call for concluding interviews by February 19, and bringing a recommendation to the February 23 Board meeting.

Mr. Rendleman said that committees are also being formed to look at the board of director positions and examining ways to get the directors more involved. He said the Foundation's financial investments are improving – up about 22 percent. He reported the Italian Dinner will be held February 24 and the Wild Game Supper on February 5. Trustee Jim Snider reported the Foundation Annual Benefit will be held April 24.

**D. Association of Community College Trustees**

Trustee Jake Rendleman reported the ACCT Legislative Summit is coming up in early February, and said that he, John Sanders, and President Mees plan to attend. Dr. Mees distributed a copy of the booklet the group plans to present to legislators in Washington on federal issues of concern for community colleges, and briefly reviewed the contents. Trustee Bill Kilquist noted that in the past, almost all of the trustees have participated in this summit; however, due to concerns about the budget, several trustees chose not to go this year.

**E. Hiring Committee**

No report.

**F. Athletic Advisory Committee**

Trustee Bill Kilquist reported that a number of Athletic Advisory Committee meetings had been held in an effort to be pro-active during the funding shortage. He said the seriousness of the budget situation was discussed and Athletic Director Jerry Halstead had come up with various percentage cuts to present to the Board. Mr. Kilquist said the possibility of moving athletic programs from Division I to Division II was also discussed at length. He remarked that the program had done remarkably well in the Division I circles, and it is unfortunate that the budget situation is what it is. Mr. Kilquist said Mr. Halstead is conferring with other community college athletic directors to see what they are planning. He said John A. Logan College is looked at as being a leader in these difficult times. He noted the committee is very serious in addressing these problems and will likely be making some recommendations to the Board in the future.

**G. Developmental Education Committee**

Vice-President for Instruction Julia Schroeder reported that representatives from the Developmental Education Committee will be speaking at the Carterville School Board meeting in February. Dr. Schroeder reported that evaluations are currently being done on the College and Career Readiness project, and ICCB is hopeful that continued funding will be received.

**H. Nursing Committee**

Vice-President Schroeder reported that Director of Nursing Marilyn Falaster has been invited to attend a meeting with Southern Illinois Healthcare next week. She said that SIH is apparently no longer going to hire LPN students, and will only hire those with registered nursing certification. Dr. Schroeder said she still believes there is a place for LPNs in our hospitals. She said after Ms. Falaster's meeting, it will be important for the Nursing Committee to meet and discuss.

**I. Diversity Committee**

Vice-President Schroeder reported the Diversity Committee will meet in February.

**J. Student Trustee Report**

Student Trustee Rachel Grasher reported on upcoming Performance Series events; the Miss and Mrs. Volunteer pageants; and the Southern Illinois Teen Conference. She said the Student Senate will be holding its first meeting of the semester on the following Tuesday.

## **GROUP/ASSOCIATION REPORTS**

### **A. Faculty Association Report**

Faculty Association Representative Tim Baker stated that the group's thoughts and prayers are with Board Chair David Hancock. He thanked everyone for all the support he received from everyone at the College, and expressed how grateful he is to be able to come back from his tour of duty to his job at JALC.

Mr. Baker said the association understands what is going on with the state and the financial situation. He stressed that they want to work in partnership with the Board and administration. He paraphrased a section of the faculty contract that says changes that affect wages and conditions of employment must be worked out in conjunction with the association. He said the faculty does not want to just be notified of changes. They want to be part of the process.

Acting Board Chair Hopkins welcomed Mr. Baker back, and expressed his appreciation for his service.

### **B. Term Faculty Association Report**

DeSande R was present to represent the term faculty association. She asked about plans for term faculty office in the new Communication Wing. Vice-President McCormick stated that the original plans for offices have not been altered, and added that he will get copies of those plans to Mr. Montacue.

### **C. Logan Operational Staff Association Report**

LOSA Representative Judi Pastori reported on the group's funding raising project benefiting a LOSA member on medical leave. She said that the group raised enough to pay this employee's health insurance premiums through April.

## **OFFICERS REPORTS**

### **A. Board Building Committee**

Vice-President for Business Services and College Facilities Brad McCormick stated that an action item is on the agenda concerning creation of an east reflecting pool and a proposed change order to make this possible, pending advice from legal counsel.

Mr. McCormick reported that some soffit fell on the north side of the Community Health Education Complex because of water standing in it. He said no one was hurt and the damage is being evaluated.

### **B. Board Policy Committee**

Vice-President McCormick stated eight policies are being presented to the Board later on the agenda for first reading, and asked the Board to look at these before the next meeting.

### **C. Recognition of Men's Golf Team**

Vice-President for Administration Tim Daugherty reminded the Board that the following Saturday is Herrin Day at the men's and women's basketball games. He stated that between games, the men's golf team will be honored.

#### **D. Spring Enrollment**

Dr. Daugherty introduced Dean for Student Services Terry Crain. Mr. Crain gave the Board a report on current enrollment figures for spring semester. He noted that the tenth-day official figures will not be available until the following Monday. Mr. Crain said that as of this date, enrollment figures are over 7,000, at least a 10 percent increase over last spring's 6,287. Credit hours will be over 60,000 – up from last spring's 55,000 (approx.). Mr. Crain noted that a recent ICCB report showed that JALC's FTE enrollment over the last five years increased 12.5% (state average was 2.3%) and JALC's credit headcount enrollment led the state with a 42% increase over the last five years (state average was 0.2%). Jake Rendleman commented on the large Community Health Education Complex enrollment. Dr. Mees added that spring online enrollment is currently 2,579 – an increase of 26% over last spring.

#### **E. FY 2011 Operational Plan**

Vice-President Tim Daugherty distributed to the Board copies of the FY 2011 Operational Plan, noting that this is being presented a month earlier than normal in order to give the Board as much information as possible in the process of building the FY 2011 budget. Dr. Daugherty encouraged the Board to ask questions and let the administration know if they need more information.

Trustee John Sanders arrived at 7:40 p.m.

#### **F. Sustainable Financial Planning for Budget Cuts at John A. Logan College (Appendix III)**

A draft copy of the Sustainable Financial Planning for Budget Cuts at John A. Logan College document was distributed to the trustees. Vice-President Daugherty stressed that this is a living document and is not being presented for any action at this time. Dr. Daugherty said this process began in July of 2009 when the Board charged the administration to begin preparing a plan to address the financial situation created by the state budget. He said the Planning Council that was already in place, which had representation from the entire college community, was the appropriate committee to address this. That committee was expanded to include all division chairs throughout the instructional area. Dr. Daugherty noted the committee's first action was to establish Guiding Principles for making decisions. They then determined the steps for acquiring input from the entire institution. Next, senior leadership reviewed and prioritized the input received into three categories – efficiency, critical, or crisis. He said this process has resulted in the draft document being presented this evening, and will eventually result in the Board making decisions regarding these items. Dr. Daugherty stated the planning committee has endorsed this draft document.

Dr. Daugherty reviewed the Guiding Principles set forth in the planning document (see Appendix III.) He noted that the process of receiving input from across the College began in mid-November (2009), and 204 suggestions were received from across the institution. They were then summarized and evaluated and placed into categories. This information is now being presented to all groups of employees.

Dr. Daugherty addressed the categories in the plan which include efficiency, critical, and crisis modes, noting that the College has been operating for the most part in the efficiency mode since the beginning of fall semester. He stated that 65 to 70 percent of the 21 action items listed in the efficiency mode are already implemented or in the process of being evaluated and implemented. He said that, considering the lack of payments from the state, the College is now entering into critical mode. Dr. Daugherty noted there are now 21 items in the critical mode. He stated that seven items are included in the crisis mode, adding that when and if the College moves into crisis mode depends

on cash flow and the state budget situation. He clarified this will be President Mees' call as to when we get to this point. Dr. Daugherty went over the anticipated savings from the recommended cuts in each of the modes. Dr. Daugherty, Vice-President Brad McCormick, and Vice-President Julia Schroeder highlighted some of the items in each mode, explaining those that have already been implemented in the efficiency mode and explaining in-depth the evaluation processes that are taking place for those items which have not yet been implemented in each of the modes.

There was a lengthy discussion on what factors would determine which modes the College will be functioning in at given times. President Mees stressed the importance of this kind of planning in order to be prepared for whatever may come. He outlined many of the efforts that have been made to make state legislators aware of the seriousness of the situation. He said that John A. Logan College has received two of its state payments, but the prognosis is not good for receiving the remaining two payments totaling \$8 million. He explained the factors indicating the FY 2011 budget will be even worse. President Mees said the administration is talking with all employee groups and trying to come with the best decisions possible to address the situation.

Vice-President McCormick addressed the relationship of this plan to the budget. He stressed that the cash flow problem and the 2011 budget shortfall are separate problems, noting that if every action in the proposed plan is taken, it will still not solve the cash flow problems the College will have. Mr. McCormick gave the Board an in-depth report on what budget assumptions are showing and the cuts that will be required. He stated that he will talk later on the agenda about borrowing alternatives, noting that if the College doesn't receive its third quarter payment by the end of May, some type of borrowing will be necessary.

Acting Board Chair Mike Hopkins thanked Dr. Mees and the vice-presidents for their work on this very difficult issue. It was suggested that the Board of Trustees set a date for a special board meeting to further discuss the Sustainable Financial Plan.

Jake Rendleman and Jim Snider moved and seconded that the Board of Trustees schedule a special meeting for the purpose of discussing the Sustainable Financial Plan for Budget Cuts at John A. Logan College at 7:00 p.m., on Friday, February 12, in the Board Room of the Administration Building on the Carterville campus.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2416)

#### **G. 2010 Intergenerational Spring Conference**

Vice-President Julia Schroeder distributed information on an Intergenerational Spring Conference to be held on the College campus on March 8. She said the event will be titled "A Healthier Earth: A Healthier You" and the keynote speaker will be renowned researcher Dr. David Snowden. Dr. Schroeder added that several sponsors had been secured for the conference, saving costs for the College. She commended organizer Mabel Hayes for doing this. President Mees noted this fits with the project he has participated in with the National Governor's Policy Academy on Civic Engagement for Older Adults.

#### **H. SIU Agriculture Alumnus of the Year Award**

President Mees announced that trustee Jake Rendleman has been named Alumnus of the Year by the Southern Illinois University College of Agriculture. He will be honored at a banquet on February 26, and President Mees invited trustees to attend.

## **CONSENT AGENDA**

### **A. Approval of Illinois Dental Assistants Association Resolution (Appendix IV)**

President Mees recommended that the Board of Trustees support the efforts of the Illinois Dental Assistants Association by approving the Resolution (included as Appendix IV) proposed by the Illinois Dental Assistants Association and the Illinois Consortium of Dental Assisting Educators.

### **B. Approval of Memorandum of Agreement with Missouri Baptist University (Appendix V)**

President Mees that the Board of Trustees approve a Memorandum of Agreement with Missouri Baptist University (as contained in Appendix V) effective January 26, 2010.

Jake Rendleman and Jim Snider 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 #16-2417)

## **NEW BUSINESS**

### **A. Issuance of Requests for Proposals for Food Service Provider and Caterer for the College**

President Mees stated that a few months ago, the Board created an ad hoc committee to address food service concerns presented by the Student Senate. The committee met once and progress was reported back to the Board in the November, 2009 Board meeting. The initial plan was for the Student Senate to conduct an additional survey, this time including employees. During the committee meeting it was communicated that to get much of what was desired would require significant investment on the part of a food service vendor and to get that kind of investment would require a longer commitment to the vendor from the College. Presently, the contract with Chartwells (the Compass Group) is on a year-to-year basis with the College or Chartwells having the ability to terminate at the end of each year.

Vice-President Brad McCormick said it is the opinion of the administration that the College will ultimately find it necessary to get a longer term contract and a request for proposals (RFP) will be required to do so. He reported that on December 10th, Board Chair David Hancock, President Mees, Vice President McCormick and Gail Rawson, Director of Scheduling, met with David Porter of Porter Khouw Consulting, Inc. to discuss alternatives the College might consider to improve services. Porter Khouw Consulting specializes in food service planning and design. After that meeting, Mr. McCormick said it was apparent the College needed to proceed to the RFP stage without further delay in order to have our best chance of a summer transition with related facility modifications.

President Mees recommended and Bill Kilquist and John O'Keefe moved and seconded that the Board of Trustees approve the issuance of requests for proposals for the selection of a food service provider and caterer, and that the committee used to create the RFP document and select the provider(s) will be chaired by Gail Rawson, Director of Scheduling, with membership from a variety of campus and off-campus groups, including membership from the Student Senate.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2418)

**B. Approve Contract with Porter Khouw Consulting, Inc. (Appendix VI)**

Vice-President McCormick reported the College has historically spent in excess of \$150,000 per year for food service. This excludes any costs paid by students in the cafeteria or by other organizations utilizing the catering services for the conference center. Mr. McCormick said because the College alone will likely spend in excess of \$1.5 million over a ten year period and due to the varied needs of the campus, he and Board Chair David Hancock felt it prudent to utilize the expertise held by David Porter and his firm. He stated that total annual sales for Chartwells ranges between \$525,000 - \$550,000 with catering comprising 76% of sales. The proposal and scope of work is included as Appendix VI. Mr. McCormick noted the services provided by the firm will include:

- Planning
- Qualitative and Quantitative Market Research
- Interactive Work Sessions with Students, Staff and Community
- Presentation to Administration and/or Board of Trustees
- Strategic Plan Development
- Vendor Selection Services, Including Management Selection

Mr. McCormick explained that the fee of \$28,000 will be built into the RFP as the responsibility of the vendor selected, who will likely amortize it over the life of the contract. Reimbursables such as travel and meal costs will be paid by the College as they are incurred. The College presently receives \$40,000 - \$45,000 annually in commissions. The structure of the RFP document will determine potential commission increases.

President Mees recommended and Jim Snider and Jake Rendleman moved and seconded that the Board of Trustees authorize the administration to enter into a contract with Porter Khouw Consulting, Inc., for assistance in the process of selection of a food service provider and caterer, pending final review by legal counsel.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2419)

**C. Reflecting Pool Change Order (Appendix VII)**

Vice-President McCormick stated that on Friday, January 8th, the Board Building Committee met to review plans and estimates for a College requested change order to create a “reflecting pool” in the new courtyard area between the Communication Wing and building “C”. The design used was the same as that on the west end of campus that runs along the side of the conference center. (See Appendix VII.) Mr. McCormick stated the initial plans did not include this because it was thought the construction budget would not have room for the additional expense. Without this, the College would essentially have a ditch with rip rap that runs through the courtyard for approximately 125 feet. It was noted the sides would be too steep to maintain and, besides being an eyesore, it would be an opportunity for injuries.

Mr. McCormick stressed that the proposed reflecting pool, if constructed, needs to be done now before the Communication Wing is closed up. The cost is anticipated to be in excess of \$175,000. He noted that the change order would be funded through the restricted construction funds intended for this project and does not detract from or diminish the final phase of planned construction that includes cosmetology and dental remodeling and expansion.

Vice-President McCormick explained the original contract for the general contractor, Evrard-Strang Construction, Inc., was for the amount of \$6,211,301. Largely due to the bid documents error resulting in needed steel being considered as a change order (\$475,734), cumulative change orders to date have been \$561,520. Therefore, the reflecting pool change order will cause the cumulative change orders to exceed 10% of the total project. Mr. McCormick stated the reasons it is desirable to not bid this change order separately are primarily disruption to the existing worksite and necessary inclusion of modifications to the Communication Wing specifications affecting the headwalls, sidewalks and sidewalk lighting. He explained that to access the project site, the contractor will have to literally drive through the Communication Wing facility. Perhaps simultaneously, earth moving equipment will be working at the site and passing through the Communication Wing while the general contractor is using a crane to set steel. Utilizing different contractors will result in jurisdictional disputes and likely additional project delays.

The recommendation originally presented to the Board requested approval of a change order for the creation of the east reflecting pool not to exceed \$200,000, pending final legal review. However, College legal counsel John Huffman advised that in order for the College to remain in compliance with bidding statutes, it is his legal opinion that this must be bid. Therefore Vice-President McCormick rephrased the recommendation to allow the administration to put together the necessary bidding documents to bring back to the Board.

Jim Snider and John O'Keefe moved and seconded that the Board of Trustees authorize the administration to work with the Board Building Committee and legal counsel to proceed with preparation of bidding documents to publicly bid the creation of an east reflecting pool.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2420)

#### **D. Tuition Increase for FY 2011**

President Mees stated the present cash flow situation combined with the expectation of no increase in state funding and substantially less than normal increase in property tax revenue has created the necessity to increase tuition more than would have otherwise been considered acceptable. The last tuition increase approved by the Board of Trustees covered the fiscal years 2007-2009 with increases of \$3, \$4, and \$5 per credit hour. The minimum combined tuition and fee rate allowable under current law (110 ILCS 805/2-16.02) is \$75.61, which when rounded is equal to the current tuition rate of \$76. It was noted the actual language included in the legislation pertaining to the minimum rate is as follows:

*As of July 1, 2004, a community college district must maintain a minimum required combined in district tuition and universal fee rate per semester credit hour equal to 85% of the State average combined rate, as determined by the State Board, for equalization funding.*

Vice-President McCormick stated that because of the present turbulent financial situation in Illinois and the volatility in tuition rates across the state, the administration is recommending to only consider a one-year recommendation instead of a three year model as done in the past. The administration requested an increase of \$8 per credit hour to a new rate of \$84 per credit hour effective with the Summer 2010 semester. This equates to 10% above the minimum threshold allowed by law, which is a good target. Mr. McCormick pointed out that staying at 10% above the minimum required will help avoid the potential of 15% - 20% increases that might be required if we stayed at the minimum while the majority of the state increased dramatically. He noted there are a number of colleges reporting increases equal to

or greater than \$10 per credit hour. Some of the SICCM colleges have already taken action while others are pending at this time. For the current year, there are no colleges touching our district borders with lower rates and the proposed rate for FY 2011 would be the lowest rate of neighboring districts. The average self-reported rate increase of all Illinois community colleges for next year is \$7.50. The proposed SICCM combined rates are as follows:

<u>College</u>	<u>Combined Rate</u>	<u>Notes</u>
Kaskaskia	\$ 86.00	Proposed
Southeastern	\$ 85.00	Proposed
Rend Lake	\$ 88.00	Approved
Shawnee	\$ 84.00	Proposed but might increase to \$87
SWIC	\$ 85.00	FY2010 Rate, Proposal Not Ready
<b>Average</b>	<b>\$ 85.60</b>	

Vice-President McCormick reported the increase recommended would result in approximately \$550,000 in new net tuition revenue assuming no increase in enrollment or change in present scholarship and/or waiver practices.

There was some discussion among the trustees as to whether the \$8.00 increase would be sufficient. The consensus was that they wished to keep the cost minimal for the students at this time, and address any future increases only when absolutely necessary.

President Mees recommended and Bill Kilquist and John O’Keefe moved and seconded that the Board of Trustees approve increasing tuition at John A. Logan College \$8 per credit hour to a new rate of \$84 per credit hour effective summer 2010 semester.

Upon roll call, members voted as follows: John Sanders – yes; Bill Kilquist – yes; Jake Rendleman – yes; Jim Snider – yes; John O’Keefe – yes; Rachel Grasher – no; Mike Hopkins – yes. Motion carried. (Resolution #16-2421)

**E. Discussion of Cash Flow and Borrowing Alternatives (NO ACTION)**

Vice-President McCormick gave the Board an in-depth report on the most current cash flow forecast and the alternatives for borrowing that will be available to the Board. He stressed that unless there is a change from what is expected relative to the state payments, borrowing in some fashion will be required in May or June. He outlined the timeline for the various actions necessary, along with the characteristics of each instrument available to the Board. Vice President McCormick stated that he will work with the Board Finance Committee in the month of February to bring the preferred motion to the Board at the February Board meeting.

No action was taken on this item.

**F. Proposed Additions/Revisions to Board Policies (Appendix VII) (NO ACTION)**

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

- Board Policy #3610 – Emergency Response and Declaration (New Policy)
- Board Policy #5225 – Dismissal or Suspension
- Board Policy #5250 – Non-Teaching Professional Staff Course Work

Board Policy #5251 – Non-Union Operational Course Work  
Board Policy #5332 – Release Time  
Board Policy #7370 – Tuition Waivers  
Board Policy #7430 – Use of College Vehicles (New Policy)  
Board Policy #8430 – Release of Student Information and Access to Student Records

It was noted that 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 February Board meeting.

**G. Approval to Partner with Impact Agency, Inc. for Financial Friday Seminars**

President Mees announced that Associate Professor of Business David England has made a request for permission to work for Impact Agency, Inc., to arrange and deliver a schedule of financial speakers on a monthly basis. Impact Agency, Inc., is a Delaware Corporation formed in 1981 before Mr. England was employed at JALC. Mr. England is the majority owner of the Subchapter-S Corporation.

Dr. Mees explained that John A. Logan College and Impact Agency, Inc., will split the ticket price-revenue 50/50, and both parties will co-promote the events. Impact Agency, Inc. will be fully responsible for the speakers and contents. JALC will provide the facilities.

President Mees recommended and John O’Keefe and Jim Snider moved and seconded that the Board of Trustees give Associate Professor David England permission to work for Impact Agency, Inc., to arrange and deliver a schedule of financial speakers on a monthly basis as outlined above.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2422)

**CLOSED SESSION**

Acting Board Chair Mike Hopkins stated that it was desirable to hold a closed session to discuss the 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 Jim Snider 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 #16-2423)

The meeting was declared in closed session at 9:20 p.m.

The meeting was declared back in regular session at 10:00 p.m.

**CLOSED SESSION MINUTES**

Jim Snider and John O’Keefe moved and seconded that the Board of Trustees approve the content of the closed session minutes of November 24, 2009, but that these minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2424)

## **PERSONNEL**

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

President Mees recommended that Sheila Colombo be ratified as a temporary, stipend, community information coordinator at John A. Logan College effective January 1, 2010.

President Mees recommended that Tom Jordan be ratified as a temporary, stipend, community information coordinator at John A. Logan College effective January 1, 2010.

President Mees recommended that Tom Jordan be ratified as a temporary, stipend, NIMS coordinator at John A. Logan College effective January 1, 2010.

President Mees recommended that Tim Nation be ratified as a temporary, stipend, community information coordinator at John A. Logan College effective January 1, 2010.

### **Term Faculty**

President Mees recommended that Ruth Ann Barnstable be ratified as a part-time instructor of nursing effective December 30, 2009.

President Mees recommended that Aaron Carter be ratified as a part-time instructor of heating and air conditioning effective January 19, 2010.

President Mees recommended that Sheila Colombo be ratified as a part-time instructor of medical assistant effective January 19, 2010.

President Mees recommended that David Craig be ratified as a part-time instructor of education effective January 19, 2010.

President Mees recommended that Tara Eyestone be ratified as a part-time instructor of dental hygiene effective January 19, 2010.

President Mees recommended that Christian Heather Gerhard be ratified as a part-time instructor of biology effective January 19, 2010.

President Mees recommended that Linda Graves be ratified as a part-time instructor of accounting effective August 10, 2009.

President Mees recommended that William Gray be ratified as a part-time instructor of heating and air conditioning effective January 19, 2010.

President Mees recommended that Michael Scott Hefner be ratified as a part-time instructor of medical assistant effective January 19, 2010.

President Mees recommended that Lisa LaBotte be ratified as a part-time instructor of massage effective January 19, 2010.

President Mees recommended that Celena Lowes be ratified as a part-time instructor of medical assistant effective January 19, 2010.

President Mees recommended that Julia Mattison be employed as a part-time instructor of nursing effective February 1, 2010.

President Mees recommended that Keri McCoy be ratified as a part-time instructor of marketing effective January 19, 2010.

President Mees recommended that Annette Miner be ratified as a part-time instructor of medical assistant effective January 19, 2010.

President Mees recommended that Leslie Anne Morris be ratified as a part-time instructor of medical assistant effective January 19, 2010.

President Mees recommended that Elizabeth Petillot be ratified as a part-time instructor of music effective January 9, 2010.

President Mees recommended that Lisa Thomas be ratified as a part-time instructor of sociology effective January 19, 2010.

President Mees recommended that Debra Tindall be ratified as a part-time instructor of marketing effective January 19, 2010.

President Mees recommended that Arthur Walters be ratified as a part-time instructor of physics effective January 19, 2010.

President Mees recommended that Susan Zamora be ratified as a part-time instructor of electronics effective January 19, 2010.

### **Continuing Education Staff**

President Mees recommended that Ron Clark be ratified as an American history instructor at John A. Logan College effective January 25, 2010.

President Mees recommended that Victoria Clark be employed as a crocheted fabric basket instructor at John A. Logan College effective January 27, 2010.

President Mees recommended that Robert Musgrave be employed as an introduction to welding instructor at John A. Logan College effective January 28, 2010.

President Mees recommended that Marti Rider be employed as a yoga instructor at John A. Logan College effective January 26, 2010.

President Mees recommended that Jennifer Rose be ratified as a speechcraft instructor at John A. Logan College effective January 21, 2010.

President Mees recommended that Sarah Shoot be ratified as a mixed media collage instructor at John A. Logan College effective January 25, 2010.

President Mees recommended that Lorelei Stone be employed as a scrapbooking/rubber stamping instructor at John A. Logan College effective January 26, 2010.

President Mees recommended that Shannon Tuthill be ratified as a CPR instructor at John A. Logan College effective January 5, 2010.

President Mees recommended that Rocio Reyes Williams be ratified as a Spanish for kids instructor at John A. Logan College effective January 25, 2010.

**Grant Personnel**

President Mees recommended the Board of Trustees ratify the retirement of Linda Ellery, secretary III in Child Care Resource and Referral, effective January 1, 2010.

President Mees recommended the Board of Trustees consider the retirement request of Lauvenia Hill, mentor coordinator/advisor, effective July 1, 2010.

**Volunteer Personnel**

President Mees recommended the appointment of volunteers Sharon Brashear, Diana Cepsyte, Joseph Groves, Lisa Laird, Jennifer Mulnix, Sherri Murphy, and Kimberly Othman for Literacy.

Jim Snider and Jake Rendleman moved and seconded that the Board of Trustees approve all personnel items as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2425)

**ANNOUNCEMENTS**

None.

**ADJOURNMENT**

John Sanders and Jake Rendleman 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 #16-2426)

The meeting was duly adjourned.

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

\_\_\_\_\_  
Mike Hopkins, Acting Chair

\_\_\_\_\_  
Jim Snider, Secretary