

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 March 24, 2009, commencing at 7:00 p.m.

The meeting was called to order by Board Chair Bill Kilquist.

The chair directed the recording secretary to call the roll:

Michael Hopkins	–	present
John Sanders	–	absent
Jake Rendleman	–	present
David Hancock	–	absent
John O’Keefe	–	present
Jim Snider	–	present
Rachel Grasher	–	present
Bill Kilquist	–	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; John Huffman, College Legal Counsel; Steve O’Keefe, Director for Communications and Marketing; Donna Glodjo, Recording Secretary to the Board of Trustees; and other College personnel.

MINUTES OF THE FEBRUARY BOARD MEETING

The minutes of the February 24, 2009, regular Board meeting and the meeting of the Board with the Student Senate were previously distributed.

Jim Snider and John O’Keefe moved and seconded the approval of the minutes of the regular meeting of February 24, 2009, and the meeting of the Board with the Student Senate.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2294)

FINANCIAL REPORT (Appendix I)

The financial report for the period ending January 31, 2009, was previously mailed.

Mike Hopkins and John O’Keefe moved and seconded the approval of the financial report for the period ending January 31, 2009.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2295)

ACCOUNTS PAYABLE (Appendix II)

The list of accounts payable for the period ending February 28, 2009, was previously mailed.

Jim Snider and Mike Hopkins moved and seconded the approval of the list of accounts payable for the period ending February 28, 2009.

Upon roll call, all members voted yes. Motion carried.
(Resolution #16-2296)

RECOGNITION OF GUESTS

None.

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

None.

PRESENTATION OF COCA-COLA SCHOLARSHIP

Board Chair Bill Kilquist and President Robert Mees presented John A. Logan College Student Courtney Butler with the \$1,000 2009 Coca-Cola Scholarship award.

BOARD OF TRUSTEES REPORTS

A. Illinois Community College Trustees Association (ICCTA)

Trustee Jake Rendleman reported on the March ICCTA meeting in Oak Brook, stating that it was a very good seminar. He also reported on a banquet for the Student Advisory Council where several student trustees were honored.

B. Southeast Region Trustees (SERT)

Trustee John O'Keefe reported the Southeast Region Trustees will meet March 30, at 6:30 p.m. at the Southeastern Illinois College Foundation Building.

C. John A. Logan College Foundation

No report.

D. Association of Community College Trustees

No report.

E. Hiring Committee

No report.

F. Athletic Advisory Committee

No report.

G. Developmental Education Committee

Trustee John O'Keefe stated that the Developmental Education Committee will make its next presentation at the Herrin school board meeting on April 13.

H. Student Trustee

Student Trustee Rachel Grasher reported on upcoming events including the Great Collaborators musical presentation, the Men's Health Conference on March 28, the Board of Trustees Candidate Forum on March 31, and the Stock Trading Summit on April 4. Ms. Grasher reported that a total of 42 student surveys were completed at Spring Fest, and an additional 500 surveys have been sent out. She noted that survey forms are also available in the Student Activities Office. She reported that \$110 was raised by the JALC Student Senate for the Illinois Center for Autism. A copy of the Student Senate's prioritized financial needs was distributed to the Board. It was discussed that the Board plans to continue meeting with the Student Senate on a quarterly basis.

APPOINTMENT OF COMMITTEE

Board Chair Bill Kilquist appointed a committee for the nomination of Board officers. He appointed Trustees John O'Keefe and Jim Snider to serve on this committee.

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

No report.

B. Term Faculty Association Report

No report.

C. Operational Staff Association Report

No report.

OFFICERS' REPORTS

A. Board Building Committee

Vice-President for Business Services and College Facilities Brad McCormick reported the Building Committee had met with the Carterville Street Department to discuss the Tippy Road project. He stated that plans for that project are approximately 85 percent complete, and noted that the Building Committee has asked that funding be pursued for the remaining funding for the project. He noted that any recommendations will be brought to the full Board for approval. He stated the project could be ready to bid within 30 days after finding available funding.

Vice-President McCormick reported that the College is now ready to begin Phase 2 of the Master Plan. The committee will take until the end of May or June to gather information, which will then be consolidated and put into the Master Plan to bring to the Board for approval by the end of the summer.

B. Board Finance Committee

Mr. McCormick reported the Board Finance Committee had met prior to the Board meeting to discuss the supplemental voluntary disability plan being presented for Board action on tonight's agenda. He said the committee supports the administration's recommendation.

C. Board Policy Committee

Vice-President McCormick reported that the Board Policy Committee continues to meet and bring policy revisions to the Board.

D. Health and Fitness Committee Update

After drawing the Board's attention to information on this year's commencement ceremony (May 15) and a news article on Athletic Director Jerry Halstead, Vice-President for Administration Tim Daugherty introduced Director of Continuing Education Greg Stettler and Aquatic Center Coordinator Chris Georgantas who gave a presentation to the Board on the activities of the Health and Fitness Committee. They gave an overview of the national American Heart Association Start! Walking program and announced that the College will kick off this initiative on campus on April 8, at 12 noon. They outlined the indoor and outdoor walking paths that are marked with the College's Start! Logo. The need for and potential benefits of this fitness program for both employees and employers were discussed. These walking paths will be open to the public. It was noted that the outdoor path had its origination with a cardio grant provided by the Illinois Department for Public Health which focused on fighting obesity by encouraging physical activity. The committee will have an informational table at the upcoming Employee Benefits Fair, and will emphasize the topic of cardio vascular health during the month of June, including offering a CPR course.

President Mees expressed his appreciation to Mr. Stettler and Mr. Georgantas and the committee for their efforts in this important initiative. He also thanked Mr. Stettler and Carla Haas for co-chairing the successful American Heart Association's Heart Walks held on our campus the last few years.

E. Civic Engagement of Older Adults

Vice-President for Instruction Julia Schroeder distributed a "Save the Date" notice for "A Day of Celebration and Conversation about the Civic Engagement of Older Adults" to take place at the Capitol in Springfield on May 11.

President Mees noted this is the second day of celebration of this kind, and fits into the plan of the National Governor's Association Policy Academy to provide more lifelong learning and civic engagement opportunities to older adults – including volunteering and part-time employment. He commented on the success of the College's Lifelong Learning efforts.

F. Construction Management Award

Vice-President Schroeder reported that the College's Construction Management program has received recognition from the U. S. Forest Service for its efforts in renovation of a building in the Crab Orchard Wildlife Refuge. She also reported that the Construction Management classes will start a Habitat for Humanity project in Murphysboro next week.

G. Update on Man-Tra-Con

Dr. Schroeder reported that members of her staff had met recently with Man-Tra-Con regarding the employees who recently lost their jobs at Circuit City. She stated that while the federal funding that was available for Maytag and TUMS employees is not available for these folks, the College and Man-Tra-Con are looking at ways to help these students. Dr. Daugherty added that the College will be holding a Job Fair on March 27, which will hopefully assist these people and current Man-Tra-Con students who are finishing up their classes in finding jobs.

H. Model Illinois Government Simulation

Vice-President Schroeder introduced Political Science Professor Jane Bryant who reported to the Board on the recent Model Illinois Government Simulation held in Springfield. She introduced 8 of the 15 students who participated, and commented on the various roles they played in the simulation. The students commented on their experiences and expressed appreciation for this opportunity. Ms. Bryant also announced that the Political Science Club will be holding a candidate forum for the Board of Trustees candidates on March 31.

Board Chair Bill Kilquist complimented the group on representing the College so well.

I. Information Update on Increases in Course Fees (Appendix III)

Vice-President Schroeder updated the Board on necessary increases/equalization of various course fees, and noted that these increases are listed in Appendix III.

J. Presidents' Council

President Mees reported the Presidents' Council had met recently in Oak Brook and elected new officers for next year. The president will be John Erwin from Illinois Central College; vice-president will be Jerry Weber from College of Lake County; and secretary-treasurer will be Gayle Saunders from Richland Community College. He said the committee structure of the Presidents' Council is being reorganized around the new IBHE Public Agenda and its goals. Dr. Mees reported that while in Oak Brook, he, Geof Obrzut of ICCB, Trustee Jake Rendleman, and others visited with Congressman Dan Lipinski, chair of the Research and Science Education Subcommittee in the House that controls around \$6.3 billion in grants. Dr. Mees said there is hope that some of this money can be obtained for community colleges.

President Mees also reported that the Illinois National Guard is hosting the Illinois community college presidents and other administrators at a dinner to thank them for opening their facilities over the state for re-integration ceremonies around the state for national guard member and their families. He noted that a reintegration program will be held on the John A. Logan campus on April 4.

K. Governor's Budget Address

President Mees reported that the Governor gave his budget address last week and is recommending a three percent increase in community college funding – approximately a \$9 million increase over this year. He said while this is good news, community colleges are still about \$97 million behind in their funding structure. Dr. Mees said that four grant areas will be focused on that need increased funding and are necessary to the economy – workforce development; student success grant; P-16 grant; and deferred maintenance grant. He stated the total amount of grant dollars lost in recent years amounts

to \$35 million. This will be the focus of a press conference in Springfield on March 26. Dr. Mees said funding for the Sustainability Network will also be a main focus, noting that Illinois is the first state to try to form this type of network. He noted that he was able to speak briefly on some of these issues at a Governor's press conference in Marion earlier that day, and said the current Governor is a supporter of community colleges and sustainability.

L. Rendleman Appointment

President Mees reported that Trustee Jake Rendleman has been appointed by the Governor to a 20-member tax-payer action board charged with looking at all expenditures paid out through state agencies and coming up with recommendations as to how the state can operate more efficiently. The board will meet for the first time on March 27.

M. Upcoming Events

President Mees reminded the Board of the annual Legislative Breakfast which is set for April 13 at 8:30 a.m. He also announced that the Board room will be open on election night, April 7, to monitor the election results.

N. Thank You Letter

Dr. Mees shared a letter with the Board from Dwight Hoffard thanking them for supporting the annual Hunting and Fishing Days at the College, and expressing how honored he was for his recent induction into the Illinois Outdoor Hall of Fame. Dr. Mees commended Mr. Hoffard for his dedication to the College and southern Illinois.

CONSENT AGENDA

A. Bid – Sixteen Precision TIC 225, Three Power MIG 350MP Push Model Welders, and Various Other Welding Equipment (Appendix IV)

President Mees recommended that the Board of Trustees approve the low bid meeting specifications for the purchase of the 16 Precision TIC 225, three (3) Power MIG 350MP push model welders, and various other welding equipment items for instructional welding classes in the amount of \$39,104 from Scott Gross Company, Inc. from Winchester, Kentucky, and that the administration be authorized to make this purchase.

B. Bid - Protection Health Safety Compliance Work 2009 - Mechanical/Electrical Upgrades (Appendix V)

President Mees recommended that the Board of Trustees approve the low bid meeting specifications from Southern Illinois Piping Contractors, Inc., of Carbondale, Illinois, in the amount of \$267,300 for the base bid and \$221,700 for the Alternate Bid M-1 (\$489,000 Total Bids) for mechanical work of removal of existing B-Wing air handler unit, installation of new rooftop unit, and replacing existing E-Wing pneumatic HVAC control system with DDC control system; as well as approve the low bid meeting specifications from Brown Electric, of Goreville, Illinois, in the amount of \$91,984 for the base bid and \$47,428 (\$139,412 total bids) for the Alternate Bid E-1 for electrical work to upgrade the existing electrical panels throughout the campus and replace existing fire alarm system in OFC Building; and that the Board authorize the contractors to begin the order process as soon as they receive the Notice of Award.

C. Gallagher Benefit Services, Inc. Supplemental Voluntary Disability Plan

President Mees recommended that the Board of Trustees authorize College personnel to participate in the Arthur J. Gallagher Benefits Services, Inc., Supplemental Voluntary Long Term Disability Plan.

D. Student Member to the Board of Trustees (Appendix VI)

President Mees recommended that the Board of Trustees officially canvass the March 4, 2009, election for a student member to the Board of Trustees, John A. Logan College, Community College District No. 530, Counties of Jackson, Williamson, Franklin, Perry, and Randolph, and State of Illinois, and, in accordance with that canvass, declare Rachel Grasher the winner of the student election to the Board of Trustees and seat Ms. Grasher for a one-year term on the Board of Trustees effective April 15, 2009, in accordance with Illinois law.

E. Approval of Closed Session Minutes for Availability for Public Inspection

President Mees recommended that the Board of Trustees approve the following closed session minutes to be made available for public inspection: November 28, 2006; March 27, 2007; May 27, 2008; August 26, 2008; November 25, 2008; and December 15, 2008.

F. Destruction of Verbatim Recordings of Closed Session

President Mees recommended that the Board of Trustees approve the destruction of the verbatim recordings of the closed session meetings through and including September 20, 2007.

Jim Snider 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 #16-2297)

OLD BUSINESS

A. Approval of Board Policy Revisions (Appendix VII)

President Mees reported the Board Policy Committee had submitted the following suggested Board Policy revisions to the Board of Trustees for the first reading at the February 24, 2009, Board meeting:

Board Policy #5220B – Minimum Requirements – Non-Teaching Professional Staff
Board Policy #7151 – Conflict of Interest
Board Policy #7280 – Records Retention

He pointed out that as a result of employee comments, the Board Policy Committee added some additional wording to Board Policy 5220B and it is in bold italics in the appendix. He stated that these policies are now being presented to the Board of Trustees for final action.

President Mees recommended and Mike Hopkins and John O'Keefe moved and seconded that the Board of Trustees approve revisions to Board Policies 5220B, 7151, and 7280 as contained in Appendix VII.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2298)

NEW BUSINESS

A. Proposed Board Policy Revisions (INFORMATIONAL ITEM) (Appendix VIII)

The Board Policy Committee submitted the following suggested Board Policy revision to the Board of Trustees for the first reading:

Board Policy #5110 – General Hiring Policy

This policy will also be made available to College employees for input and suggestions, and will be presented to the Board of Trustees for final action at the April meeting of the Board.

B. Establish Date and Time for Organizational Meeting of Board of Trustees

President Mees stated the College is required by Illinois statutes to hold its organizational meeting by May 5, 2009. He recommended that the Board consider holding its organizational meeting on Thursday, April 30, 2009, at 6:00 p.m., prior to the regular Board meeting.

Jake Rendleman and Mike Hopkins moved and seconded that the Board of Trustees hold its organizational meeting on Thursday, April 30, 2009, at 6:00 p.m., prior to the regular Board meeting.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2299)

CLOSED SESSION

Board Chair Bill Kilquist stated it is desirable to hold a closed session at this time 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 John O'Keefe 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 #16-2300)

The meeting was declared in closed session at 8:00 p.m.

The meeting was declared back in regular session at 9:45 p.m.

CLOSED SESSION MINUTES

Mike Hopkins and Jim Snider moved and seconded that the Board of Trustees approve the content of the closed session minutes of February 22, 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 #16-2301)

PERSONNEL

Operational Staff

President Mees recommended that Alisha McCann be employed as a full-time, grade I, assessment clerk I at John A. Logan College effective March 26, 2009.

President Mees recommended that Rebecca Davis be employed as a part-time, grade I, learning lab clerk I at John A. Logan College effective April 1, 2009.

President Mees recommended that Erin Poirier be employed as a part-time, grade II, learning resources clerk II at John A. Logan College effective April 1, 2009.

President Mees recommended that Kathryn Capps be employed as a full-time, grade IV, secretary IV (dean of instruction).

President Mees recommended that Marcia Schmalenberger be ratified as a pre-k teaching assistant substitute effective March 1, 2009.

President Mees recommended that Jessica Williams be ratified as a pre-k teaching assistant substitute effective March 1, 2009.

Non-Teaching Professional Staff

President Mees recommended the appointment of volunteer Robbie Musoiu for Literacy.

President Mees recommended that Cynthia Bartelsmeyer be ratified as a pre-K lead teacher substitute effective March 1, 2009.

President Mees recommended that Deidre Childers be ratified as a part-time, temporary, non-teaching professional as supervising dentist at John A. Logan College effective March 16, 2009.

President Mees recommended that Bryan Goldesberry be employed as a part-time, temporary, non-teaching professional as supervising dentist at John A. Logan College effective April 1, 2009.

President Mees recommended appointment of the following department chair positions for three year terms (FY2010-FY2013): Robert English – Physical Science Department; Keith Kendrick – Applied Technology Department; and Keith Krapf – Life Science Department.

President Mees recommend appointment of Sue Tresnak to teach at Purdy School during the spring 2009 session.

Full-Time Faculty

President Mees recommended that Nikki Borrenpohl be employed as a full-time, tenure track faculty, English instructor for fall 2009.

President Mees recommended that Kemberly Pinto be employed as a full-time, tenure track faculty, Spanish instructor for fall 2009.

Term Faculty

President Mees recommended that Paula Bennett be employed as a part-time instructor of health effective June 8, 2009.

President Mees recommended that Erin Brower be ratified as a part-time instructor of marketing effective March 16, 2009.

President Mees recommended that Mark Gauen be ratified as a part-time instructor of philosophy effective March 16, 2009.

President Mees recommended that Russell Martin be ratified as a substitute instructor of aquatics effective March 16, 2009.

Jim Snider 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 #16-2302)

ANNOUNCEMENTS

None.

ADJOURNMENT

John O'Keefe 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 #16-2303)

The meeting was duly adjourned.

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

Bill Kilquist, Chair

John O'Keefe, Secretary