

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 25, 2008, 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	–	present
John O’Keefe	–	present
Jim Snider	–	present
Matthew Todd	–	present
Bill Kilquist	–	present

Also present were: Robert L. Mees, President; Brad McCormick, Vice-President for Business Services and College Facilities; Phil Minnis, Interim 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 REGULAR FEBRUARY BOARD MEETING AND THE SPECIAL MEETING OF MARCH 11, 2008

The minutes of the regular Board meeting held on February 26, 2008, and the special meeting of March 11, 2008, were previously distributed.

Jim Snider and John O’Keefe moved and seconded the approval of the minutes of the regular Board meeting of February 26, 2008, and the special meeting of March 11, 2008.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2157)

FINANCIAL REPORT (Appendix I)

The financial report for the period ending January 31, 2008, was previously mailed.

David Hancock and Mike Hopkins moved and seconded the approval of the financial report for the period ending January 31, 2008.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2158)

ACCOUNTS PAYABLE (Appendix II)

The list of accounts payable for the period ending February 29, 2008, was previously mailed.

Jim Snider and Mike Hopkins moved and seconded the approval of the list of accounts payable for the period ending February 29, 2008.

Upon roll call, all members voted yes. Motion carried.
(Resolution #16-2159)

RECOGNITION OF GUESTS

None.

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

None.

BOARD OF TRUSTEES REPORTS

A. Illinois Community College Trustees Association (ICCTA)

Trustee John O'Keefe reported that the last meeting of the ICCTA was in Oak Brook on March 14 and 15. He noted that it was a very good meeting, with topics such as diversity and remedial education being discussed.

Trustee David Hancock reported that he sat in on a committee meeting in Oak Brook on campus safety, and said that the situation involving a pellet gun on the John A. Logan College campus was one of the items discussed.

Trustee Rendleman stated that the next ICCTA meeting will be April 29, followed by Lobby Day on April 30 in Springfield.

B. Southeast Region Trustees (SERT)

Dr. O'Keefe reported that the Southeast Region Trustees meeting will be held at Southeastern Illinois College on April 10. He noted that Jake Rendleman will be the speaker. Trustee Rendleman stated that he will speak on the relationship between the ICCTA and the ICCB. Mr. Rendleman reported that President Mees will also be giving a presentation at that meeting.

C. John A. Logan College Foundation

Jake Rendleman stated that the Foundation has given out many scholarship recently, and reported that the awarding of the first Ken Gray Scholarship in West Frankfort was a nice event. He reported that Robert Streuter of Murphysboro, past president of the foundation, had passed away recently.

D. Association of Community College Trustees (ACCT)

No report.

E. Hiring Committee

Trustee David Hancock said that the Hiring Committee plans to meet next month.

F. Athletic Advisory Committee

No report. A meeting will be held in April.

G. Student Trustee

Student Trustee Matt Todd gave his final report to the Board of Trustees. He reported on upcoming events and said that the Student Senate is putting together another student survey. Mr. Todd thanked the Board and administration for their support over the past two years. He noted that some of the accomplishments for the students during his tenure included a new water fountain, the text messaging system, an ATM machine, and centralized posting of information for students. He emphasized that these projects were completed because of teamwork and cooperation. Mr. Todd said it had been a pleasure serving as Student Trustee.

Board Chair Bill Kilquist complimented Mr. Todd, calling him an outstanding student trustee who represented the students very well. Mr. Kilquist and President Mees presented Matt Todd with a plaque in honor of his outstanding service to the Board of Trustees.

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

No report.

B. Term Faculty Association Report

No report.

C. Operational Staff Association Report

Logan Operational Staff Association Representative Jadean Towle reported that the LOSA member who had been off work with cancer is able to be back at work as of March 3.

OFFICERS REPORTS

A. Purchase Card Information

Vice-President for Business Services and College Facilities Brad McCormick distributed a detailed transaction listing of purchase card use, adding that this report will be provided to the Board

monthly until the end of the trial period in June. He noted that this will be a good accountability system until the Board decides the future of the system.

B. Board Policy Committee

Vice-President McCormick reported that the Board Policy Committee is still working on the 7000 series of the Board Policy Manual. He stated that the committee has also found it necessary to focus on a few personnel policies in the 5000 series. The committee hopes to have some of these revisions ready to bring to the Board in the near future.

C. Building Project

Vice-President McCormick showed the Board the latest architectural renderings of the Communication (B to E-wing) addition and gave an in-depth explanation of the structure and surrounding areas. Mr. McCormick stated that we are about \$1.6 to \$1.8 million short of being able to afford the top floor shown for addition, noting that in order for this floor to become a reality, bids will have to come in very low or there must be an influx of more money into the capital project.

D. 1,000 Win for Director of Athletics/Head Baseball Coach

Vice-President for Administration Phil Minnis reported that on March 10, 2008, Coach Jerry Halstead experienced his 1,000th career win. Coach Halstead was presented a plaque by Board Chair Bill Kilquist and President Mees in honor of this accomplishment.

Board Chair Bill Kilquist commented on the response his daughter received when she approached Coach Angie Jilek about coming to John A. Logan College, and expressed his appreciation to Coach Jilek for the excellent assistance and advice she gave his daughter.

E. Methamphetamine Abuse Project/Conference

Vice-President Minnis distributed a flyer describing the 5th Annual Meth Conference to be held at the College the following week, noting that approximately 400 people have signed up for the conference to date. He stressed that conference-related activities regarding meth abuse go on year round. Mr. Minnis recognized Michelle Hamilton as chair of the Meth Conference Committee and the Williamson County Meth Coalition Committee.

Mr. Minnis also recognized Ms. Hamilton for her appointment to the board of the Shawnee Health Service.

F. Service Learning Project

Vice-President for Instruction Julia Schroeder reported on a service learning project by Instructor Jenece Bishop and her English classes called the “Bunny Fund.” The students raise funds to purchase Easter baskets, bunnies, and books to deliver to the Williamson County Child Advocacy Center, the Women’s Center, the Lighthouse Shelter, Family Crisis Center, Marion Memorial Hospital, and other needy children in the area. Dr. Schroeder complimented Ms. Bishop on this effort.

G. News from the Learning Resource Center

Dr. Schroeder distributed the latest copy of the newsletter from the Learning Resource Center, and also announced that the College is now an iTunes university and pointed out the link now available to access this.

H. Volunteer Newspaper

Vice-President Schroeder distributed the latest issue of the *Volunteer* student newspaper and encouraged the Board to look at the excellent articles. She complimented sponsor Katy Carl and her students.

I. Man-Tra-Con

Vice-President Schroeder stated that a Transition Team meeting was held recently, and it was reported that a number of Man-Tra-Con students will be graduating this spring.

J. Model Illinois Government

Vice-President Schroeder introduced political science instructor Jane Bryant who introduced John A. Logan College student Andrew Erbes. Mr. Erbes was recently selected as Outstanding House Floor Member at Model Illinois Government in Springfield, and was also elected as Speaker of the House for the 2009 simulation.

K. Presidents' Council

President Bob Mees reported that Presidents' Council met March 13 in Oak Brook, stating that it was a very informative meeting focusing on state funding. Dr. Mees stated that the budget being proposed by the governor is the same as the budget for FY08, and noted that we are back at FY02 funding levels. Dr. Mees stated that tuition has increased 60 percent over the past six years, with a statewide average tuition rate of \$81 compared to \$51 six years ago. Dr. Mees stressed the seriousness of the budget picture and the need for more state funding. He reported that the Speaker of the House is holding 19 budget hearings around the state, and said that Vice-President McCormick had prepared an excellent PowerPoint presentation for the hearing held in Marion. Dr. Mees reported that the Ethics Act legislation to maintain local control of community colleges has been introduced again, has been approved in the House, and will be going to the Senate sponsored by Senator Maloney. Dr. Mees also reported on the access being made available through the Illinois State Library for 24-hour library coverage for approximately \$300-\$500 per year. He said many colleges will take advantage of this as online instruction increases. Dr. Mees reported that Western Illinois University is offering the state's first Bachelor of Arts degree online, which will include 80 hours at a community college and the rest at the four-year institution. This was endorsed by the Presidents' Council and the Chief Academic Officers.

L. Ken Gray Scholarship Presentation

President Mees reported that the presentation ceremony for the first Ken Gray Scholarship went very well with over 100 attendees. He added that several donations have been received since that presentation.

M. Legislative Breakfast

President Mees reported that the Legislative Breakfast will be held April 21 at 8:30 a.m. in the Batteau Room, and will serve as a kick-off for Lobby Day in Springfield on April 30.

N. Education Council 100

Trustee Rendleman reported that the Education Council 100 will be awarding President Mees with a Certificate of Merit Award at its Annual Dinner on April 9.

CONSENT AGENDA

A. Student Member to Board of Trustees (Appendix III)

President Mees recommended that the Board of Trustees officially canvass the March 5, 2008, 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, 2008, in accordance with Illinois law.

Student Matthew Todd introduced the newly elected student trustee, Rachel Grasher, who was in the audience.

B. 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: April 18, 2006, and January 30, 2007.

C. 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 26, 2006.

D. Library Reference & Circulation Desk (Appendix IV)

President Mees recommended that the Board of Trustees approve the low bid meeting specifications for the purchase of a reference and circulation desk for the library in the amount of \$11,145.00 from WKI: Wilson Kitchen, Inc., from Harrisburg, Illinois, and that the administration be authorized to make this purchase.

E. Rebid - Sprinkler Work for the Addition to the Community Health Education Complex (Appendix V)

President Mees recommended that the Board of Trustees approve the low bid meeting specifications from Automatic Fire Sprinkler, L.L.C., of Normal, Illinois, in the amount of \$28,900 for the rebid of the sprinkler work on the addition to the Community Health Education Complex, and that the Board authorize the contractors to begin the order process as soon as they receive the Notice of Award.

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 #16-2160)

NEW BUSINESS

A. Illinois Sustainable University Compact (Appendix VI)

President Mees reported that the Sustainability or “Green” Committee has spent quite a lot of time evaluating the Illinois Sustainable University Compact and whether or not John A. Logan College is ready to join with other colleges and universities across the state in making such a commitment to the environment and our communities. The “compact” provided represents the committee’s consensus of what are reasonable institutional goals which could be accomplished by the end of 2010. Though Logan has long operated with a good environmental consciousness, these goals do represent a significant additional institutional and employee commitment toward incorporating sustainable thinking into our organizational culture. Some of the commitments will require sacrifice and changed behavior on the part of employees and even our vendors. This compact was presented at the last College Council meeting and approved. The Board Building Committee reviewed the compact and, after one revision was made, endorsed the Illinois Sustainable University Compact containing eight (8) goals. (See Appendix VI.)

President Mees recommended and Jake Rendleman and John O’Keefe moved and seconded that the Board of Trustees authorize President Mees to proceed with the Illinois Sustainable University Compact as contained in Appendix VI, and that this document serve to inform future strategic planning and facility master planning processes.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2161)

B. Midwest Energy Alliance, LLC (Appendix VII)

President Mees reported that the College has budgeted just over \$1 million in electricity and natural gas (Ameren and Tylex) for this fiscal year. In August 2008, the present agreement with Tylex expires and in December 2008, the agreement with Ameren expires. Given the magnitude of this expenditure and the complexity and risk in the energy markets, the Vice-President for Business Services and College Facilities feels it would be irresponsible of him to tell the Board of Trustees that he can navigate this independently. Therefore, the administration is requesting that the Board of Trustees allow the Vice-President for Business Services and College Facilities to contract with Midwest Energy Alliance to evaluate both of these markets and determine if the College is doing the best it can in both. Vice-President McCormick stated that the primary contact in this company is BJ Hilton. BJ has been working with a number of Illinois community colleges for a long time and has provided good results. Vice-President McCormick has personally used BJ in a consulting role in the past for capital projects that involved a large energy component. Her fees are based upon our volume of usage and for this contract would be based upon our historical natural gas use. It is estimated that her fees would be approximately \$2,500 for the evaluation. A brochure and a contract are included as Appendix VII.

President Mees recommended and Jim Snider and John O’Keefe moved and seconded that the Board of Trustees authorize the administration to contract with Midwest Energy Alliance to evaluate both the electric and natural gas markets and determine if the College is doing the best it can in both.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2162)

C. Resolution for Driving on Campus Roads with Service Vehicles

President Mees reported that in response to questions of the legality of using golf carts on the John A. Logan College campus, College legal counsel has researched the matter and determined that John A. Logan College may authorize by resolution the operation of electronic vehicles on roadways under its jurisdiction so long as they determine that the public safety will not be jeopardized. Legal counsel has recommended the following resolution be adopted by the Board of Trustees:

RESOLUTION

WHEREAS, Illinois Law (625 ILCS 5/11-142 6.1) provides that a unit of local government may authorize, by Resolution, the operation of golf carts on roadways under its respective jurisdiction; and

WHEREAS, John A. Logan College utilizes a variety of utility vehicles as service units (including but not limited to John Deere Gators, Kawasaki Mules and E-Z Golf Carts) as service units in the maintenance, grounds, heating and air conditioning, and campus safety departments; and

WHEREAS, the Board has determined that considering the speed, character of traffic, and roadways on the campus, golf carts may safely travel on or across the roadway.

NOW THEREFORE, in regular meeting assembled, the Board of Trustees hereby authorizes the operation of service vehicles (commonly known as golf carts) on roadways of the John A. Logan College Campus by employees for College purposes.

In order to use the service vehicles/golf carts on the roadways of John A. Logan College Campus, the vehicle must have all the equipment as specified by state law.

Date: _____

Chairman

President Mees recommended and David Hancock and Mike Hopkins moved and seconded that the Board of Trustees adopt the above Resolution for driving on campus roads with service vehicles/golf carts by employees for College purposes as recommended by College legal counsel

A voice vote showed all in favor. Motion carried.
(Resolution #16-2163)

CLOSED SESSION

Board Chair Bill Kilquist stated that it is desirable to hold a closed session at this time 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.

David Hancock 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 present voted yes. Motion carried.
(Resolution #16-2164)

The meeting was declared in closed session at 7:55 p.m.

The meeting was declared back in regular session at 9:15 p.m.

CLOSED SESSION MINUTES

John O'Keefe and David Hancock moved and seconded that the Board of Trustees approve the content of the closed session minutes of February 26, 2008, but that these minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2165)

Jake Rendleman and Mike Hopkins moved and seconded that the Board of Trustees approve the content of the closed session minutes of March 11, 2008, but that these minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2166)

PERSONNEL

Operational Staff

President Mees recommended that Kristen Patrick be employed as a full-time, grade III, secretary III (continuing education) effective March 21, 2008.

President Mees recommended that Gretchen Kohlhaas be employed as a full-time, grade III, student financial assistance specialist III effective April 9, 2008.

President Mees recommended that Rhonda Tanner be employed as a full-time, grade III, word processing operator III effective April 10, 2008.

President Mees recommended that Melissa Inman be employed as a full-time, grade IV, secretary IV (dean of student services) April 21, 2008.

President Mees recommended that Cynthia Fields be employed as a substitute for the pre-school.

Non-Teaching Professional Staff

President Mees recommended that Matthew Yusko be employed as a full-time, grade IV, assessment coordinator May 1, 2008.

President Mees recommended the employment of volunteers Linda Miller, Stephanie Morris, Stephanie Waldrop, and Mia Wright Phillips for literacy.

President Mees recommended that Michelle Parker-Clark be ratified as a full-time, grade V, retention facilitator effective March 17, 2008.

Full-Time Faculty

President Mees recommended that Debra Lewis be employed as a full-time tenure track faculty, dental hygiene instructor effective August 14, 2008.

President Mees recommended that the Board of Trustees approve the academic rank of assistant professor for Mark Rogers.

President Mees recommended that the Board of Trustees approved the academic rank of professor for Dianna Reusch.

Term Faculty

President Mees recommended that Robert Musgrave be ratified as a part-time instructor of psychology at John A. Logan College effective March 17, 2008.

President Mees recommended that Eugene White be ratified as a part-time instructor of psychology at John A. Logan College effective March 17, 2008.

Continuing Education Staff

President Mees recommended that Janeen Plumer be ratified as a manual communication (sign language) instructor at John A. Logan College effective January 22, 2008

President Mees recommended that Jeffrey Ledbetter be ratified as a CPR instructor at John A. Logan College effective February 6, 2008.

President Mees recommended that Bernie Stacka be employed as a Reiki instructor at John A. Logan College effective June 9, 2008.

President Mees recommended that Jim Taylor be employed as a stock market instructor at John A. Logan College effective June 9, 2008.

Grant Personnel

President Mees recommended that Emily Hookham be ratified as a part-time, grade V, assistant coordinator of literacy at John A. Logan College effective March 10, 2008.

President Mees recommended that Randy Davis be employed as a full-time, grade IV, community information coordinator effective April 1, 2008.

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

Trustee David Hancock noted that Janeen Plumer who is on the agenda as a continuing education instructor is his daughter, but since this is a part-time continuing ed position, it does not fall under the restrictions outlined in hiring policies.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2166)

ANNOUNCEMENTS

None.

ADJOURNMENT

Mike Hopkins and David Hancock 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 #16-2167)

The meeting was duly adjourned.

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

Bill Kilquist, Chair

John O'Keefe, Secretary