

**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 May 23, 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	–	present
John O’Keefe	–	present
Jake Rendleman	–	present
David Hancock	–	present
Bill Kilquist	–	present
Matthew Todd	–	present
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; Donna Glodjo, Recording Secretary to the Board of Trustees; and other College personnel.

**APRIL BOARD MINUTES**

The minutes of the regular meeting of April 18, 2006, were previously distributed.

Jake Rendleman and John O’Keefe moved and seconded the approval of the minutes of the regular meeting of April 18, 2006.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-1905)

**FINANCIAL REPORT (APPENDIX I)**

The financial report for the period ending March 31, 2006, was previously mailed.

Jake Rendleman and Carol Farner moved and seconded the approval of the financial report for the period ending March 31, 2006.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-1906)

**ACCOUNTS PAYABLE (Appendix II)**

The list of accounts payable for the period ending April 30, 2006, was previously mailed.

John O’Keefe and David Hancock moved and seconded the approval of the list of accounts payable for the period ending April 30, 2006.

Upon roll call, all members voted yes. Motion carried.  
(Resolution #16-1907)

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

Faculty member Tim Baker issued the following statement:

“I have known Dr. Schroeder for approximately twenty years. When I first met Dr. Schroeder, she was a part-time physics instructor, and we met in an area of the College that is now part of the machine-tool program. At one time it was a commons area. The only things there were some Pepsi machines and a study carrel – and there was her office. I knew her because she taught physics to my students. Eventually, Dr. Schroeder became a full-time math and physics instructor here at the College. She was a darn good teacher and I know this because I was her student. If you can teach me differential equations, you can teach anybody differential equations. Dr. Schroeder kept working to improve herself – she wasn’t a Dr. at that time and she wasn’t Schroeder at that time. She got her Ph.D., and we watched her become the assistant to the dean for instruction, and the associate dean for instruction, and finally she became the dean for instruction. During this time, she brought the College into the Illinois Articulation Initiative headlong whether we wanted to come or not – she did it. After Dr. Mees became the president of John A. Logan College, Dr. Schroeder, through a competitive search process, became the vice-president for instruction. And in my mind, there wasn’t another soul on this campus more qualified to be our vice-president for instruction. She is the only vice-president on this campus, I am convinced, that truly understands instruction.

“Working with Dr. Schroeder as the vice-president from my point of view, has been a very positive experience. It has been good for the Instructional Division. She makes sure that we have whatever resources that we need. If we need training, we get it if it’s necessary. Now, we don’t always agree with one another. Sometimes we disagree, but – I’ll tell you what – she has our respect, and I am convinced that we have her respect. I can’t say that for everybody here, but I can say that for her, I truly can. Whatever she says in our presence, when we are not present, she doesn’t change her story. I can’t say that for everybody here, but I can say that for her. She encourages us in the instructional division. She encourages us to develop new programs. She encourages us to develop new curriculum. She encourages us to work with new delivery systems. She encourages us to work with new constituent populations. She has vision. Her vision is based upon the needs and the desires of our constituent students. Her vision doesn’t promote herself. Now, I’m speaking from Tim Baker’s point of view, and I hope I’m speaking for you in the Instructional Division. She considers the welfare of the students first, then the welfare of the institution, and the welfare of the Instructional Division. I can’t say that for everybody, but I can say that for her. She demonstrates this commitment through her involvement in the strategic planning process. She has learned to develop ideas for this process through her “Conversations with Julia” program. She has brought together the various constituency groups on this campus – she has brought together the NTP’s, the term faculty, the full-time faculty, and the operational staff. Every person has an equal voice. Through her leadership, the Instructional Division is developing a component of *Logan at Fifty* called the FACE of John A. Logan College. She chairs the Instructional Advisory Committee that has three representative groups. They are the Instructional Division, the on-campus constituent groups, and the off-campus constituent groups. Her vision is to produce a learning-centered institution. Learning is the operative term – learning-centered is the operative term. Not teaching-centered, but learning-centered. And I respect that.

“So in conclusion, I would like to point out.....yes, she is an administrator – I’m the IEA president. She is a vice-president, but she is *our* vice-president. She has put together a very effective working, workable team. She has our respect, and I am convinced that we have her respect. There is not another single vice-president on campus that I believe understands instruction as well as she does. And I believe the Instructional Division stands with and in support of Dr. Schroeder and all of her efforts here at John A. Logan College. I thank you.” (*Applause.*)

Board Chair Don Brewer thanked Mr. Baker for his comments.

## **BOARD OF TRUSTEES REPORTS**

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

Trustee John O’Keefe reported that the next meeting of the ICCTA will be its annual convention on June 9 and 10 in Springfield.

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

Trustee O’Keefe stated that the Southeast Region Trustees group is working on a program for a fall meeting.

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

Board Vice-Chair Jake Rendleman reported that the Foundation Annual Golf Tournament will be coming up on June 23.

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

Mr. Rendleman reported that the next ACCT meeting will be in Orlando in October of this year, noting that everyone should have received some information by now.

### **E. Hiring Committee**

Trustee David Hancock stated that the Hiring Committee has made contacts and met with every organization on campus. He said that responses to the survey have been reviewed, and the committee is now at the point of sorting this information. He asked Trustee Sander to comment. Mr. Sanders said that very productive meetings were held with representatives from the different associations, and some excellent input was received.

### **F. Student Trustee**

Student Trustee Matthew Todd reported that finals are now over, and stated that there is not much to report at this time.

## **GROUP/ASSOCIATION REPORTS**

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

Faculty Association Representative Tim Baker reported that election of officers for the faculty association were held in April. He reported that he is the president, Roberta Brown is vice-president, Melanie Pecord is secretary, Brenda Erickson is treasurer, Lloyd Burtch is the new regional council

representative, Carla Bradley is the career at-large member, Maudie Graham is the transfer at-large member, and Laura Hines is the chief negotiator.

**B. Term Faculty Association Report**

Term Faculty Association Representative John Montacue stated that their association has no report at this time.

**C. Operational Staff Association Report**

Logan Operational Staff Association Representative Judi Pastori reported that another operational staff member, Susan May, has completed the OPAC certification (Office Proficiency Assessment and Certification). Ms. May is the second operational staff member to complete this certification and a couple more staff members are currently working toward it.

Ms. Pastori reported that LOSA member Judy Richardson of West Frankfort has had a recurrence of cancer and has to be off work for a while. She stated that her husband is also currently off work with an injury. Ms. Pastori reported that a fund raiser was held recently, raising over \$3,100 to keep Ms. Richardson's health insurance in force, as well as helping with living expenses.

**OFFICERS REPORTS**

**A. Construction Projects**

Vice-President for Business Services J. P. Barrington reported that the Title III project has been completed and the area occupied. He stated that a portion of that work was completed by the College staff and charged back to the general contractor.

Mr. Barrington reported that the new parking lot on the north side of the campus is completed, striped, and will be ready for fall semester when the security cameras are installed. He also reported that work is in progress in the Dining Room Annex and Room C110 for removal of carpet and tile (believed to contain asbestos). He said this will proceed very quickly and new carpet will be in these rooms right away. Mr. Barrington reported that the fountain in the pond is in operation again.

**B. Vending Contract**

Vice-President Barrington reported that the College chooses to exercise its option for the final year of the vending contract with Robertson Vending. He said that this is our last option year, and the contract will be re-bid next year.

**C. Health Insurance**

Vice-President Barrington reported that the Health Insurance Committee, which is made up of representatives from each employee group, voted unanimously to stay with Local Government Health Plan at an average premium increase of 11.2 percent on the overall premium. He said that all the dollar increases will be split 50/50 between the Board of Trustees and the employees.

**D. Summer Enrollment**

Vice-President Larry Peterson stated that enrollment figures for summer are strong to date, and are just slightly behind where the figures were at this time last year. He said there will be a full summer enrollment report at the June Board meeting.

Dr. Peterson stated that a PowerPoint presentation by Shannon Woodworth scheduled for tonight's meeting would not be given due to the fact that Mr. Woodworth was attending his daughter's graduation.

**C. Diversity Conference**

Vice-President for Instruction Julia Schroeder distributed a flyer on Proven Methods to Increase Diversity, a conference scheduled on campus on June 27. She stated that the Board will be receiving an invitation to the event, which is in conjunction with the SICCM partnership.

**D. Learning Resources Journal**

Vice-President Schroeder distributed a copy of the LRC newsletter, noting that the LRC offices have recently moved into their newly renovated facilities and are looking forward to starting training for faculty and staff.

**E. Chart on JALC Committee Decision-Making Process**

Dr. Schroeder stated that a committee was appointed last year from the College Council to review the standing and special committees as well as the by-laws of the College Council. Dr. Schroeder distributed a chart showing the flow of how committees answer to each other and move through the decision-making processes.

**F. Strategic Plan**

President Mees reported that the strategic plan is progressing very well, and that he is very pleased with where we are. He distributed an overview of *Logan at Fifty: A Strategic Plan for 2017 and Beyond*. Dr. Mees reported that 165 people have committed to participate in either the steering committee or the sub-committees involved in this process. He said that Dr. Schroeder has done a wonderful job of getting the instructional area off to a great start. Dr. Mees said he feels the final document will be something the College can be proud of. He said he will keep the Board informed.

**G. Update of State Budget**

President Mees reported that for the first time in four or five years, the College is seeing additional revenue in the state budget. He said that at this time, it appears the College will receive about \$850,000 in additional revenue. Dr. Mees said that many people were involved in urging our legislators to give more money to community colleges.

**H. Update on Maytag Closing**

President Mees stated that he and several staff members have been involved in numerous meetings over the past few weeks regarding the Maytag closing. He said the College is working very closely with Larry Woolard and the DCEO office in Marion, and also with Kathy Lively with Man-Tra-Con, in an effort to help these workers transition to other careers.

**I. David England DVD**

President Mees noted that each Board member has been given a copy of instructor David England's Investment Club Series DVD. He stated that the College is very proud of Mr. England's accomplishments.

Dr. Mees wished Mr. England the best of luck in the statewide competition for Outstanding Faculty Member at the ICCTA Convention in June.

**J. Mimi Alongi Baseball Memorabilia Collection**

President Mees announced that on May 30, the Mimi Alongi Baseball Memorabilia Collection will be unveiled at the College. He noted that this collection is very valuable and has never been displayed before. Dr. Mees said there will be hot dogs and apple pie in the Board room before the unveiling on the 30<sup>th</sup> and invited the Board members to attend. He said that Guy Alongi, his wife, Rose, and his mother, Dorothy, will be in attendance.

**CONSENT AGENDA**

**A. Bid – Hampden Model H-ACD-1 Air Conditioning Demonstrator (Appendix III)**

President Mees recommended that the Board of Trustees approve the low bid meeting specifications for the purchase of a Hampden Model H-ACD 1 Air Conditioning Demonstrator from Hampden Engineering Corporation of East Longmeadow, Massachusetts, in the amount of \$23,293; and that the administration be authorized to make this purchase for use in the heating and air conditioning instructional area.

**B. Bid – Exterior Window Cleaning (Appendix IV)**

President Mees recommended that the Board of Trustees approve the low bid meeting specifications from Fish Window Cleaning of Carbondale, IL, in the amount of \$14,130, for exterior window cleaning on campus effective July, 1, 2006, through June 30, 2007; and that the administration be authorized to issue a purchase order for these window cleaning services.

**C. Bid – PHS Compliance Work: Fire Alarm and Electrical Panel Upgrades (Attachment V)**

President Mees recommended that the Board of Trustees approve the low bid meeting specifications from Tech Electronics, Inc., of St. Louis, Missouri, in the amount of \$36,780, to replace existing fire alarm panels as part of Protection, Health, and Safety compliance, and that the Board authorize the contractor 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 \$3,678, plus direct costs associated with this project [This contract will be paid from the Operations and Maintenance Fund (Restricted) and will not impact the College operating budget]; and that the Board of Trustees reject all bids for the electrical panel upgrades due to the bids being over the approved Protection, Health, and Safety project budget.

**D. Customer Support Service Plan**

President Mees recommended that the Board of Trustees approve an agreement for customer support service with Education Solutions Development (ESD) for the period July 1, 2006, to June 30, 2007, for the amount of \$92,304.

**E. College Elevators (Appendix VI)**

President Mees recommended that the Board of Trustees authorize the administration to enter into maintenance contracts with ThyssenKrupp for maintenance of the College's seven elevators for the period July 1, 2006, through June 30, 2007, for the amount of \$14,432.16.

**F. Fire Alarm System (Appendix VII)**

President Mees recommended that the Board of Trustees authorize the administration to enter into contracts with Tech Electronic for maintenance of the College's fire alarm systems for the period July 1, 2006, through June 30, 2007, at a cost of \$8,410.

**G. Energy Management Systems (Appendix VIII)**

President Mees recommended that the Board of Trustees authorize the administration to continue a maintenance agreement for energy management systems maintenance for 2006-2007 with Johnson Controls for the amount of \$20,658.

**H. Approval of Preschool Cost Increase (Appendix IX)**

President Mees recommended that the Board of Trustees approve an increase in the tuition rate for children enrolled in the Logan Preschool by \$1.00 per day for toddlers and preschoolers, making the total tuition rate \$22.50 per day for toddlers and \$19.50 per day for preschoolers; and that the administration be authorized to implement these rates effective August 1, 2006.

**I. Approval of Blackboard Courseware License Fee and Hosting Fees**

President Mees recommended that the Board of Trustees approve continuation of the College's agreement with Blackboard to provide Blackboard Academic Suite software and ASP Services, and that the administration be authorized to pay the yearly Blackboard licensing fee of \$38,200, and the hosting services fee in the amount of \$45,800 (in monthly installments of \$3,816.17) for FY 06.

**J. Approval of Library Periodical Subscriptions (Appendix X)**

President Mees recommended that the Board of Trustees approve Popular Subscription Services as the College's provider of periodical subscriptions for the Learning Resource Center for the next three years, and that the administration be authorized to pay \$15,931.98 for the first year of this agreement.

**K. Approval of Cooperative Agreement Program with Rend Lake College (District #521) (Appendix XI)**

President Mees recommended that the Board of Trustees approve revisions to the College's Cooperative Agreement Program with Rend Lake College (District #521) as contained in Appendix XI. The revisions include adding Associate in Applied Science Degree in Construction Trades, Realtime Captioning Tech (Judicial Reporter), Tooling Manufacturing Technology, and Tourism Management, Certificates in Education Interpreting Professional (Online), Lodging Management, Medical Assistant, Realtime Captioning Tech (Scopist Reporter) to the programs Rend Lake College students may take at John A. Logan College. Cosmetology is being deleted.

Rend Lake College has added Certificate in Truck Driver Training and Associate in Science Degree in Radiological Technology, Surveying Technology, and Wireless Communication Technology to the programs John A. Logan College students may take at Rend Lake College. Graphic Design and Massage Therapy were deleted.

**L. Approval of Joint Agreement with Kaskaskia College (District #501) (Appendix XII)**

President Mees recommended that the Board of Trustees approve revisions to the College's Joint Agreement with Kaskaskia College as contained in Appendix XII. The revisions include adding Associate in Applied Science degree in Architecture Technology and Judicial Reporter, Certificates in Certified Medical Assistant, Educational Interpreting Professional, Scopist Reporter, to the programs that Kaskaskia students may take at John A. Logan Community College. Kaskaskia College has added certificates in Diagnostic Medical Sonography and Truck Driver Training to the programs that John A. Logan College students may take at Kaskaskia College.

Jake Rendleman and Bill Kilquist 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 #16-1908)

**NEW BUSINESS**

**A. Tuition Increase (Appendix XIII)**

President Mees stated that the Board Finance Committee met on May 10, 2006, to discuss the current status of the College's FY07 budget. He said the major portion of their discussion centered around the need and amount of a tuition increase for FY07. Mees pointed out that any tuition increase adopted for FY07 must be in place by June 1, 2006, to meet the state financial aid reporting guidelines established by the Illinois Student Assistance Commission. Presently John A. Logan College has a tuition rate of \$61 per credit hour which ranks as the fifth lowest tuition for Illinois Public Community Colleges. Based on survey information received as of May 9, 2006, 33 of the 39 Illinois Community Public College Districts have approved tuition increases for FY07. These increases range from \$2 to \$10 with an average increase of over \$5. Dr. Mees said that as we look forward to FY07 with known expenditure increases of \$844,273 for salary and benefit changes, plus anticipated increases for program expansion, utilities, supplies, etc., additional resources will be needed beyond the anticipated increase from the Illinois Community College Board and local real estate taxes. As discussed with and supported by the Finance Committee, President Mees recommended a \$3 per credit hour increase effective fall semester FY07 which is an increase of 4.9%, raising our tuition rate to \$64 per credit hour. With this increase, Mees said that John A. Logan College should remain at the fifth lowest tuition rate for the Illinois Public Community Colleges. In addition, Dr. Mees recommended that \$1 of the increase be allocated to technology replacement, upgrade, and expansion. He said that in FY01, \$3 of our tuition was allocated to technology replacement, upgrade, and expansion, adding that a worksheet is attached showing the estimated technology cost for the period FY07 to FY11. He cautioned that this is only an estimate and is subject to major technology shifts and increased student and instructional demands.

Vice-President Barrington added that this increase will allow the College to expand some programs while still having the fifth lowest tuition in the state – making John A. Logan College one of the best values in education in the State of Illinois. He called the Board's attention to Appendix XIII, noting that this information projects technology needs over the next five years. Trustee John Sanders asked for clarification of the state's requirements on tuition rates. Mr. Barrington said that we must be at 85 percent of the statewide average, noting that this increase will place us within those guidelines. Mr. Sanders asked how close we would be if we did not implement an increase. Mr. Barrington stated that we would probably not fall under the 85 percent, but he expressed concerns that, since the College is receiving the largest amount of equalization funding in the state, others in the state might



feel we are not doing our fair share in terms of tuition cost. Dr. O'Keefe remarked that he often gets comments at state meetings about how much equalization the College receives. Mr. Barrington said that we deserve it because we do the things equalization requires us to do – we have high enrollment and a large FTE generation compared to our EAV. Trustee Sanders asked what the overall result would be for the College if tuition is not increased. Mr. Barrington stated that if tuition is not increased, the College will be in a status quo situation at least for the next year and opportunities for program expansion would be eliminated. He added that if state funding does not improve in coming years, no tuition increase now could mean a much larger one in the future.

Jake Rendleman and John O'Keefe moved and seconded that the Board of Trustees approve a tuition increase of \$3 per credit hour, and that the administration be authorized to implement the new tuition rate of \$64 per credit hour effective fall semester 2006 (FY07), and that \$1 of that increase be allocated to technology replacement, upgrade, and expansion.

Upon roll call, all members voted yes. Motion carried.  
(Resolution #16-1909)

**B. Revision to Board Policy 5221A – Hours and Compensation (Appendix XIV)**

President Mees recommended that the Board of Trustees review the proposed revision to Board Policy 5221A – Hours and Compensation as included in Appendix XIV, and that the Board consider this policy revision for action at the June 27, 2006, meeting of the Board of Trustees.

**C. Establishment of Date and Time for Board Retreat**

Discussion was held on the most desirable date for a Board retreat.

John O'Keefe and David Hancock moved and seconded that the Board of Trustees hold a retreat on Monday, July 10, at 4:30 p.m., at the Giant City Lodge in Makanda, Illinois.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-1910)

**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.

John O'Keefe and Jake Rendleman 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 #16-1911)

The meeting was declared in closed session at 7:32 p.m.

The meeting was declared back in regular session at 11:37 p.m.

## **CLOSED SESSION MINUTES**

Carol Farner and John O'Keefe moved and seconded that the Board of Trustees approve the content of the closed session minutes of April 18, but that these minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-1912)

## **PERSONNEL**

### **Operational Staff**

President Mees recommended that Kathy Stokesberry be employed as a full-time, grade III, secretary III at John A. Logan College effective June 12, 2006.

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

President Mees recommended that Keith Kendrick be reappointed as Department Chair of Applied Technologies.

President Mees recommended that Keith Krapf be appointed as Department Chair of Life Science.

### **Full-Time Faculty**

President Mees recommended that Cheryl Thomas be employed as a full-time biology instructor effective August 17, 2006.

President Mees recommended that Sherry Sullivan be employed as a full-time education instructor effective August 17, 2006.

President Mees recommended that the Board of Trustees approve the retirement request of Mike Bitting effective May 31, 2007.

President Mees recommended the academic rank of assistant professor for psychology instructor Lloyd Burtch.

President Mees recommended the academic rank of assistant professor for art instructor Darby Ortolano.

### **Term Faculty**

President Mees recommended that Anthony Dennis be employed as a part-time instructor of mathematics at John A. Logan College effective June 12, 2006.

President Mees recommended that Joleen Kuhnert be ratified as a part-time instructor of dental hygiene at John A. Logan College effective May 1, 2006.

President Mees recommended that Leslie Morris be ratified as a part-time instructor of medical assisting at John A. Logan College effective April 25, 2006.

President Mees recommended that Donna Wear be employed as a part-time instructor of physical education at John A. Logan College effective June 12, 2006.

### **Continuing Education Staff**

President Mees recommended that Cavanaugh Gray be employed as a part-time instructor of young entrepreneurs program at John A. Logan College effective June 12, 2006.

President Mees recommended that J. C. Mitchell be employed as a part-time instructor of exploring legal issues for seniors at John A. Logan College effective June 12, 2006.

President Mees recommended that Debbie Motsinger be employed as a part-time instructor of flower pressing at John A. Logan College effective June 12, 2006.

President Mees recommended that Steven Schandl be employed as a part-time instructor of soccer at John A. Logan College effective June 12, 2006.

President Mees recommended that Robbie Stokes be employed as a part-time instructor of guitar at John A. Logan College effective June 12, 2006.

### **Grant Personnel**

President Mees recommended that Paula Browning be employed as a full-time, grade IV, accounting clerk IV at John A. Logan College effective June 7, 2006.

President Mees recommended that Jason Tanner be employed as a full-time, grade V, LRC professional development facilitator effective June 1, 2006.

President Mees recommended that the Board of Trustees approve the retirement of Charlena Bitting effective June 30, 2006.

Jake Rendleman and John O'Keefe moved and seconded that all personnel items be approved as recommended.

A voice vote showed all in favor with the exception of Trustee John Sanders who opposed. Motion carried.

(Resolution #16-1913)

### **ANNOUNCEMENTS**

None.

### **ADJOURNMENT**

Jake Rendleman and John Sanders 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 #16-1914)

The meeting was duly adjourned.

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

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Don Brewer, Chair

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Bill Kilquist, Secretary