

**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 26, 2009, commencing at 7:00 p.m.

The meeting was called to order by Board Chair David Hancock.

The chair directed the recording secretary to call the roll:

John Sanders	–	present
Jake Rendleman	–	present
Bill Kilquist	–	absent
Michael Hopkins	–	present
Jim Snider	–	present
John O’Keefe	–	present
Rachel Grasher	–	present
David Hancock	–	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 ORGANIZATIONAL AND REGULAR APRIL BOARD MEETING**

The minutes of the April 30, 2009, organizational meeting and the regular Board meeting were previously distributed.

Jim Snider and John O’Keefe moved and seconded the approval of the minutes of the organizational and regular meetings of April 30, 2009.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2327)

**FINANCIAL REPORT (Appendix I)**

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

Mike Hopkins and Jim Snider moved and seconded the approval of the financial report for the period ending March 31, 2009.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2328)

**ACCOUNTS PAYABLE (Appendix II)**

The list of accounts payable for the period ending April 30, 2009, was previously mailed.

John O’Keefe and Mike Hopkins moved and seconded the approval of the list of accounts payable for the period ending April 30, 2009.

Upon roll call, all members voted yes. Motion carried.  
(Resolution #16-2329)

### **RECOGNITION OF GUESTS**

President Mees announced that the John A. Logan men’s golf team had won the national championship, and were honored at a reception the previous Saturday. He congratulated Coach Tom Ferris and the team on this outstanding accomplishment. The trophy was displayed in the Board Room. Athletic Director Jerry Halstead commented on the excellent job the team and Coach Ferris did representing the College. Coach Ferris spoke briefly to the group, recapping the tournament events, praising his team, and expressing his appreciation for all the support he and the team has received. The Board applauded Coach Ferris.

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

None.

### **BOARD OF TRUSTEES REPORTS**

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

Trustee John O’Keefe reported that the ICCTA Annual Convention will be held in Chicago on June 5 and 6. Trustee Rendleman noted that this is the meeting where Pacesetters, Distinguished Alumni, and Outstanding Faculty Members from across the state are honored. He stated the ICCB and Presidents’ Council will also get together at this meeting.

Board Chair David Hancock read a letter to the Board from ICCTA announcing that Dr. Mees has been selected as the recipient of the Outstanding Advocacy Award for 2009. The Board applauded Dr. Mees.

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

Dr. O’Keefe stated that the Southeast Region Trustees will meet again in the fall but there are no details available at this time.

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

President Mees reported that the annual Foundation golf outing is still on for June 19. He reported that the Foundation had to cancel the annual benefit event scheduled for May 9 due to the storm. People who had already bought tickets to the event are being given an option to get a refund or make a donation.

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

Trustee Jake Rendleman stated that anyone wanting to attend the ACCT national convention in San

Francisco should let Donna know. He commented briefly on pending legislation at the national level. Board Chair David Hancock encouraged trustees to get their reservations in as soon as possible to ensure all attendees are able to get rooms at the convention hotel.

**E. Hiring Committee**

No report.

**F. Athletic Advisory Committee**

No report.

**G. Developmental Education Committee**

Vice-President Schroeder stated that the Developmental Education Committee is scheduled to give a presentation at a Herrin School Board meeting on June 22.

**H. Nursing Committee**

Dr. O'Keefe reported that the Nursing Committee had a very productive meeting with the CEOs and nursing department heads of Heartland Regional Hospital and Southern Illinois Healthcare. He described some of the cooperative efforts that are being discussed. Dr. Schroeder said a one-page document is being prepared as a handout to be distributed to nurses that might be interested in teaching for John A. Logan College. Trustee David Hancock stated that he feels that these well-planned meetings have resulted in communications being much improved between the two area hospitals. Dr. Schroeder reported that the next committee meeting will be in the fall, and they hope to have legislators present at that meeting. There was a lengthy discussion on the problems of attracting nursing instructors and the nursing crisis in general. Concerns were also expressed about the SIU 3+1 baccalaureate nursing program, and the effect this would have on JALC's ADN program, as well as clinical space concerns. Trustee John Sanders suggested that the Veterans Administration Hospital be included in future meetings with area hospitals.

**I. Diversity Committee**

No report.

**J. Student Trustee**

No report.

**K. Committee Appointments by Board Chair (Appendix III)**

Board Chair David Hancock announced committee appointments to serve a one-year term, and a complete list of those committee assignments may be found in Appendix III. Mr. Hancock asked that any trustee who cannot attend a committee meeting contact him, and he will attend in their place.

**GROUP/ASSOCIATION REPORTS**

**A. Faculty Association Report**

No report.

**B. Term Faculty Association Report**

No report.

**C. Logan Operational Staff Association Report**

Judi Pastori stated LOSA has approved an MOU on health insurance.

Board Chair David Hancock remarked that Vice-President McCormick had put an Emergency Operations Committee in force and NIMS training has been in progress for the past few months. He said that as a result of this, the way the recent storm was handled by the JALC team was the best he had ever seen anywhere. He expressed a great deal of gratitude to Mr. McCormick and his team of people who got the College up and running again. He also thanked Steve O'Keefe for his work with the press during that time.

President Mees added that the response of the JALC team was unbelievable during the aftermath of the storm, and commented on the successful operations under the incident commanders. Dr. Mees also expressed appreciation to David Hancock for lending his expertise in working with the insurance adjuster. Dr. Mees commented at length on how these events brought everyone together. He reported that damages from the storm appear to total approximately \$250,000.

Vice-President McCormick commented on the dedication of the campus safety and facility staff who made personal sacrifices in leaving their problems at home and putting in the long hours required to get the campus running again.

**OFFICERS REPORTS**

**A. Board Policy Committee**

Vice-President for Business Services and College Facilities Brad McCormick noted that eight board policies are being submitted to the Board this evening for final action and briefly explained the proposed changes. He stated that other policies are being submitted for the first reading and gave a recap of those.

**B. Board Building Committee**

Vice-President McCormick reported the Phase II Master Planning Committee has met for the second time. Two more meetings are scheduled for that group.

He reported that in spite of the weather, progress is being made on construction of the Communication Wing. Mr. McCormick stated there is a meeting scheduled the following day with Evrard-Strang Construction to discuss some steel problems.

Vice-President Tim Daugherty clarified some of the changes being recommended to the Board Policy having to do with in-district residency.

**C. Board Finance Committee**

Vice-President McCormick reported the Board Finance Committee had met and reviewed the tentative budget for FY 10. The tentative budget will be brought to the June Board meeting.

**D. Health Insurance Committee**

Mr. McCormick reported that renewal rates for health insurance were approved by the Community College Insurance Cooperative at its April meeting. Each college in the coop has a different rate depending on the plan benefits and the claims of the college. He noted that claims between \$0 and \$30,000 for JALC employees amounted to 99.6 cents for every \$1.00 in premium paid for the first six months. The aggregate premium increase is 11.92%. The employer will carry 12.17% as its share, and employees will carry 11.54% (averages on all plans.) Mr. McCormick noted that this rate includes a 5% reserve, and stated this will hopefully create a 5% reserve in the bank at the end of FY 10 to offset future increases. He reported the total being paid for employee health insurance at JALC for FY 10 will be \$4,153,908 – 7.5% of the College’s operating budget. Vice-President McCormick said that the Health Insurance Committee has looked at this, and all but two employee groups have MOUs regarding this. He stated that the Health Insurance Committee will be looking at emergency room use (with a possible raised deductible for emergency room use when another alternative could have been chosen), and increased participation in wellness activities as issues to be addressed in the coming year. Mr. McCormick reminded the Board that when the change to the Community College Insurance Cooperative was approved, it was expressed as a five-year internal commitment so we could see the effects of managing our health care over that time period. He remarked that, overall, employees seem to be well-pleased with the coop.

**E. Athletic Housing**

Vice-President for Administration Tim Daugherty stated that at the last Board meeting, the need to make a change in housing for the College’s athletes was discussed. He reported that state regulations require that these services must be bid, and stated that requests for bid have gone out, a pre-bid meeting will be held on May 28, and final bids are due on June 4. He sought affirmation from the Board that the president can poll the Board after the June 4 opening in order to expedite the process. Jake Rendleman requested that the Athletic Advisory Committee meet on this after the bid opening.

**F. Update on Man-Tra-Con**

Vice-President for Instruction Julia Schroeder reported that Man-Tra-Con has received an additional \$2.1 million which will be utilized to work with placement and case workers. They will be meeting with JALC’s student services department and faculty advisors.

**G. Increase in Course Fees**

Vice-President Schroeder reported that 15 Humanities Department courses in the art and music areas will have changes in fees – 12 will be increases and 3 will be decreases.

**H. Update on Legislative Agenda**

President Mees reported the Illinois House and Senate passed a capital bill awarding community colleges \$357 million. He stated they went down through the top 15 projects on the Capital Development Board list, and went back and picked up some temporary facility requests. President Mees said he is hopeful some money will be put into deferred maintenance grants, noting this was a top priority on the Presidents’ Council and ICCTA’s agendas. He stated the Governor will not sign the capital bill until the regular budget is worked out. Dr. Mees noted that more money is also needed for workforce development, P-16/dual credit, and the Student Success Grant. He reported on the extensive lobbying efforts taking place in the state, and stated that he will keep the Board informed.

## **I. 2009 Commencement**

President Mees reported that 2009 Commencement went very well. He said it was one of the largest in history, adding that the ceremony was particularly important to many of the Maytag and TUMS displaced workers who graduated.

## **CONSENT AGENDA**

### **A. Bid - Protection Health Safety Compliance Work 2009 - Exterior Weatherproofing (Appendix IV)**

President Mees recommended that the Board of Trustees approve the low bid meeting specifications for Protection Health Safety Compliance Work (Exterior Weatherproofing) from Evrard-Strang Construction, Inc. of Marion, Illinois, in the amount of \$125,000 for the base bid; \$4,900 for the Alternate Bid G-1; \$2,900 for the Alternate Bid G-2; and \$22,189 for Alternate Bid G-3 (\$154,989 Total Bids); and that the Board authorize the contractors to begin the order process as soon as they receive the Notice of Award; also, that the administration be authorized to compensate Image Architects, Inc., for any architectural services for this project at a cost of \$15,498 plus direct costs associated with the project. It was noted that these contracts will be paid from the Operations and Maintenance Fund (Restricted) and will not impact the College operating budget.

### **B. Customer Support Service Plan**

President Mees recommended that the Board of Trustees approve the agreement for customer support service for basic software support with Education Solutions Development (ESD) for the period July 1, 2009, to June 30, 2010, for the amount of \$103,872.

### **C. Fire Alarm System**

President Mees recommended that the Board of Trustees authorize the administration to continue contracts with Tech Electronic for maintenance of the College's fire alarm systems for the period July 1, 2009, through June 30, 2010, at a cost of \$9,396.

### **D. Energy Management Systems**

President Mees recommended that the Board of Trustees authorize the administration to continue the energy management system maintenance agreements for 2009-2010 with Johnson Controls for the amount of \$22,432.

### **E. College Elevators**

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, 2009, through June 30, 2010, for the amount of \$17,680.

### **F. Approval of New Curriculum – ASL Deaf Studies – 65 Credit Hours**

President Mees recommended that the Board of Trustees approve the new ASL Deaf Studies curriculum (Associate in Applied Science) effective January, 2010.

**G. Educational Interpreting Professional – 63 Credit Hours**

President Mees recommended that the Board of Trustees approve the new Educational Interpreting Professional curriculum (Associate in Applied Science) effective January, 2010.

**H. Temporary Approval for New Green Technology Certificate Program**

President Mees recommended that the Board of Trustees give temporary program approval for three years for the Green Technology Certificate Program effective August, 2010.

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 #16-2330)

**OLD BUSINESS**

**A. Revisions to Board Policies (Appendix V)**

President Mees said the Board Policy Committee submitted the following suggested Board Policy revisions to the Board of Trustees for the first reading at the April 30 Board meeting:

- Board Policy #7191 – Compensation Deferrals
- Board Policy #7311 – Definition of In-District Residency for Tuition and Credit Hour Claim Purposes
- Board Policy #8120 – Admission Requirements for Allied Health Programs
- Board Policy #8151 – Satisfactory Academic Progress, Warning, Probation and Suspension
- Board Policy #8152 – Satisfactory Academic Progress for Financial Assistance and Veterans Recipients
- Board Policy #8160 – Policy for Students Entering Classes as Open Entry and Open Exit Students

These policies have been made available to College employees for input and suggestions, and are now being presented to the Board of Trustees for final action.

President Mees recommended and John O’Keefe and John Sanders moved and seconded that the Board of Trustees approve revisions to Board Policy 7191, 7311, 8120, 8151, 8152, and 8160 as contained in Attachment V.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2331)

**NEW BUSINESS**

**A. Proposed Revisions to Board Policies (INFORMATIONAL ITEM) (NO ACTION AT THIS TIME) (Appendix VI)**

The Board Policy Committee submitted the following suggested Board Policy revisions to the Board of

Trustees for the first reading:

- Board Policy #5280 – Health Insurance
- Board Policy #8110 – Admission to John A. Logan College
- Board Policy #8171 – Limited Admission of International (Foreign) Students
- Board Policy #8210 – College Level Examination Program
- Board Policy #8230 – Credit Hour Determination
- Board Policy #8241 – Accepting Advanced Placement Credit

These policies 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 June meeting.

### **CLOSED SESSION**

Board Chair David Hancock stated 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 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 voted yes. Motion carried.  
(Resolution #16-2332)

The meeting was declared in closed session at 8:10 p.m.

The meeting was declared back in regular session at 9:30 p.m.

### **DISCUSSION OF POSSIBLE BOARD RETREAT**

Board Chair David Hancock stated that the Board would like to have a retreat in July. Some possible dates were discussed and it was noted that someone from ICCTA would need to be present. Mr. Hancock stated that at this retreat, there will be no reports from the vice-presidents or president. It will be a session for discussion and self-evaluation by the trustees. He encouraged the vice-presidents and College legal counsel to be present. The date and time will be confirmed and placed on the June Board agenda for action.

### **CLOSED SESSION MINUTES**

Jake Rendleman and John O’Keefe moved and seconded that the Board of Trustees approve the content of the closed session minutes of April 30, 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 #16-2333)

### **PERSONNEL**

#### **Operational Staff**

President Mees recommended that Sarah Attutis be employed as a part-time, grade II, learning resources clerk II at John A. Logan College effective June 8, 2009.

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

President Mees recommended that Deon Coleman be employed as a full-time, grade II, (50% college/50% grant), associate director of network infrastructure effective June 1, 2009.

President Mees recommended that Sharon Johnson be employed of full-time, grade II, (50% college/50% grant), learning lab – Title III coordinator effective June 1, 2009.

President Mees recommended the appointment of volunteer Amanda Bradley for Literacy.

President Mees recommended that Robert Fester be employed as a full-time, grade III, director of veterans services at John A. Logan College effective July 1, 2009.

President Mees recommended that Paige Kirkpatrick be employed as a part-time, stipend, assistant baseball recruiting coach at John A. Logan College effective July 1, 2009.

President Mees recommended that Todd Poe be employed as a part-time stipend, assistant baseball coach at John A. Logan College effective July 1, 2009.

President Mees recommended the Board of Trustees consider the retirement request of Art Walters effective October 31, 2009.

### **Full-Time Faculty**

President Mees recommended that Diane Rudolph be employed as a full-time, tenure track faculty, computer science/physics instructor effective August 19, 2009.

### **Term Faculty**

President Mees recommended that Sandra Gant be employed as a part-time instructor of nursing effective June 8, 2009.

### **Continuing Education Staff**

President Mees recommended that Polly Daggett be employed as a crocheting for beginners instructor at John A. Logan College effective June 8, 2009.

President Mees recommended that Eileen Doman be employed as an acrylic folk art instructor at John A. Logan College effective June 9, 2009.

President Mees recommended that Laura Ebersohl be employed as a “Let’s go to Walt Disney World” instructor at John A. Logan College effective June 11, 2009.

President Mees recommended that Tammy Head be employed as a “How to Create Your Own Stimulus Package” instructor at John A. Logan College effective June 9, 2009.

President Mees recommended that Candice Lahr be employed as a novel writing instructor at John A. Logan College effective June 16, 2009.

President Mees recommended that Allen Mezo be employed as a karate instructor at John A. Logan College effective June 8, 2009.

President Mees recommended that Debbie Motsinger be employed as a flower pressing instructor at John A. Logan College effective June 8, 2009.

President Mees recommended that Maria Taylor be employed as a Spanish communication skills for teachers instructor at John A. Logan College effective June 29, 2009.

President Mees recommended that Jennifer Wilson be employed as a computers for older beginners instructor at John A. Logan College effective June 8, 2009.

President Mees recommended that Steve Wooldridge be employed as a calligraphy instructor at John A. Logan College effective June 11, 2009.

Jake Rendleman 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 #16-2334)

### **ANNOUNCEMENTS**

None.

### **ADJOURNMENT**

John Sanders and Jim Snider 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 #16-2335)

The meeting was duly adjourned.

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

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David Hancock, Chair

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Jim Snider, Secretary