

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 June 22, 2010, commencing at 7:00 p.m.

The meeting was called to order by Acting Board Chair Mike Hopkins.

The chair directed the recording secretary to call the roll:

John Sanders	–	present
Jake Rendleman	–	present
Bill Kilquist	–	present
Michael Hopkins	–	present
Jim Snider	–	present
John O’Keefe	–	present
Mandy Little	–	present
David Hancock	–	absent

Also present were: Robert L. Mees, President; Brad McCormick, Vice-President for Business Services and College Facilities; Tim Daugherty, Vice-President for Administration; Julia Schroeder, Vice-President for Instruction; John Huffman, College Legal Counsel; Steve O’Keefe, Director of Community Relations and Marketing; Donna Glodjo, Recording Secretary to the Board of Trustees; and other College personnel.

Acting Board Chair Mike Hopkins asked the Board to join him in a moment of silence for Board Chair David Hancock. Mr. Hopkins then led the Pledge of Allegiance to the Flag.

MINUTES OF THE MAY BOARD MEETING

The minutes of the May 25, 2010, regular Board meeting were previously distributed.

Jim Snider and John O’Keefe moved and seconded the approval of the minutes of the regular meeting of May 25, 2010.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2484)

FINANCIAL REPORTS (Appendix I)

The financial report for the period ending April 30, 2010, was previously mailed.

Jim Snider and John O’Keefe moved and seconded the approval of the financial report for the period ending April 30, 2010.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2485)

ACCOUNTS PAYABLE (Appendix II)

The list of accounts payable for the period ending May 31, 2010, was previously mailed.

Bill Kilquist and John O'Keefe moved and seconded the approval of the list of accounts payable for the period ending May 31, 2010.

Upon roll call, all members voted yes. Motion carried.
(Resolution #16-2486)

RECOGNITION OF GUESTS

None.

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

None.

BOARD OF TRUSTEES REPORTS

A. Illinois Community College Trustees Association (ICCTA)

Trustee John Sanders reported that he, Jake Rendleman, and Student Trustee Mandy Little had attended the ICCTA Annual Convention in Springfield. He reported on the seminar presentations and on the awards banquet. Mr. Sanders announced that Trustee Jake Rendleman had received the Ray Hartstein Trustee Achievement Award, stating this was a very well-deserved award. He reported the Outstanding Faculty and Distinguished Alumnus awardees were also honored at the banquet.

Mr. Rendleman reported the Illinois Community College Board and Presidents' Council had also met in Springfield before/during the convention.

B. Southeast Region Trustees (SERT)

No report.

C. John A. Logan College Foundation

Jake Rendleman stated that he sits on the Foundation Executive Committee, and reported that many plans are underway. He said Staci Bynum is doing a great job leading the Foundation. Mr. Rendleman said the annual golf tournament will be held on Friday, June 25, and a total of 23 teams are currently signed up. President Mees said sponsorships for the tournament are already \$4,000 over last year. He commented that Ms. Bynum has been working hard at making contacts with potential scholarship donors, and reported that he has met with Ms. Bynum and Athletic Director Jerry Halstead about some cooperative efforts. President Mees stated he is very optimistic about the future of the Foundation.

D. Association of Community College Trustees (ACCT)

Trustee John Sanders reminded the Board of the upcoming Leadership Conference in Toronto in October, and reported that he will be attending an ACCT Board meeting at the end of July.

E. Hiring Committee

No report.

F. Athletic Advisory Committee

Trustee Bill Kilquist reported the Athletic Advisory Committee had met and discussed several issues. He stated the 2010-2011 housing contracts for student athletes were discussed, noting that each student will sign an individual lease for the respective apartments and be liable for any property damage that might occur. He said the rental agencies have been guaranteed payment from the College, but the College cannot enter into a contract with them.

Mr. Kilquist announced that a private donor has offered to do some things for the baseball program. He also reported that Athletic Director Halstead has sent out applications for corporate sponsorships for the message board. He said there are currently some problems with the message board, but hopes those issues will be rectified soon.

Trustee Kilquist reported the Athletic Fish Fry was held recently, adding that next year's event will be moved from the Carbondale Elks to the Herrin Elks. He also reported there have been some problems this year with athletes getting into trouble with law enforcement, adding that considering the number of athletes in our programs, the number has not been way out of line. He noted that he feels these issues were handled very well, and the coaches were on top of it. Mr. Kilquist stressed the importance of good relationships and communication with local law enforcement. He discussed the possibility of having a law enforcement breakfast once or twice a year.

Mr. Kilquist said new information has been received regarding changes in the method of evaluating Title IX. He said an evaluation will be conducted to be sure the College is in compliance. He noted the College has worked very hard over the past few years to come into compliance with Title IX, and has come a long way. Only one issue remains – the women's basketball locker room – which is on track to be taken care of.

Trustee Rendleman stated that the renovation project to move Athletic Department offices into the old aerobic center is coming along very well and is being done "in house."

Mr. Kilquist said it has been historic for the top two women's teams in the conference to be eligible to go to national tournaments. He said the committee felt this should be limited to just the top team.

Trustee John Sanders expressed his desire to see more local talent recruited to JALC athletics.

G. Developmental Education Committee

Acting Board Chair Mike Hopkins reported that representatives of the Developmental Education Committee made a presentation at the West Frankfort School Board meeting on June 21, stating the West Frankfort Board and superintendent seemed very appreciative. It was noted the committee has met with all but three of the district school boards.

H. Nursing Committee

Trustee John O'Keefe reported the Nursing Committee had met on June 16, and had a very good meeting. He said information was presented on the proposed legislation to force nurses to get a bachelor's degree within ten years or lose their license. Dr. O'Keefe said this legislation is absurd in

a situation where a serious shortage of nurses exists. Vice-President Schroeder stated that representatives attended from Congressman Costello and Senator Durbin's offices. Dr. O'Keefe reported another meeting will be held with all area (state) legislators invited.

I. Diversity Committee

No report.

J. Student Trustee

Student Trustee Mandy Little reported that *Rent* will be presented at the College on July 22, 23, and 24. She reported on the choir's trip to New York City, noting they had an opportunity to sing at the base of the Statue of Liberty and at Carnegie Hall during a tour. Ms. Little thanked the Board for sending her to the recent Student Leadership Conference in Springfield, and stated that she learned a lot and had a great time.

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

Faculty Association Representative Terri Rentfro shared a conversation with a former student that was very complimentary to the JALC faculty. Ms. Rentfro stated she had an opportunity over the past month to meet with many faculty members one-on-one and in committees, and it made her proud to be a member of this hard-working and dedicated group. She said the association looks forward to working cooperatively with the administration and board on mutual items of interest over the next few months.

B. Term Faculty Association Report

No report.

C. Logan Operational Staff Association Report

No report.

OFFICERS REPORTS

A. Board Building Committee

Vice-President for Business Services and College Facilities Brad McCormick reported the chiller replacement project is almost complete and has the potential to save the College \$30,000 a year. He said the new chiller has a 40-year life expectancy. Vice-President McCormick also reported that a lot of steel is going up on the Communication Wing, and the building should be taking shape much more quickly. He said a date has not yet been set on the groundbreaking for the Harrison-Bruce project, but will be set soon.

B. GED Graduation

Vice-President for Administration Tim Daugherty reported GED graduation was held June 21, with 70 people receiving GEDs. Twenty-three participated in the ceremony and Trustee Jake Rendleman presented the certificates.

C. Spring and Summer Enrollment Report

Vice-President Daugherty asked Dean for Student Services Terry Crain to report to the Board on spring and summer enrollment figures. Mr. Crain reported that summer enrollment is 3,676. This is the highest summer enrollment ever, up 9.6% over last summer. Credit hours are also up 7.7% over last summer, surpassing the 15,000 credit hour mark.

Mr. Crain reported tenth-day figures for spring semester show an enrollment of 7,162. He noted that many more people are added into all of the College's programs throughout the semester, i.e. adult ed, continuing ed, business and industry training. By the end of spring, Mr. Crain said the College had enrolled a total of 19,015 students in all programs.

Dr. Daugherty noted that online enrollment is up significantly this summer, approximately 20 percent over last year. One in four students is enrolled in an online class. He stated that a proposal is being submitted to the Higher Learning Commission to offer the Interpreter Prep program online.

D. New Projects for the Workforce Development Division

Dr. Daugherty introduced Dean for Workforce Development and Community Education Phil Minnis to report to the Board on two new projects in the Workforce Development Division.

Mr. Minnis distributed a flyer on the new Highway Construction Careers Training Program. He stated this program is funded by the Illinois Department of Transportation and is administered by the Illinois Community College Board. Eight community colleges in the state were chosen to conduct the training, JALC being one of them. John A. Logan College is responsible for IDOT District 9 which includes the 16 southernmost counties. Mr. Minnis said the College's grant for this year will be \$270,000. Training will prepare students for acceptance into the trade and will include 8 weeks of instruction (30 hours per week). The funding will allow for 45 students. Dean Minnis stated that students will receive \$5.00 per hour for each hour they are in class and will get a \$500 bonus upon successful completion. Tools and hard-toe boots will also be furnished. Students will be required to interact with the trades and the contractors. He outlined the criteria which includes a requirement that students be a female, minority, or disadvantaged individual. Mr. Minnis said Dennis White will serve as coordinator for the program, and an advisory committee will be formed. He stated that ICCB has a project director for the program. Target date for the first class is July 19. Trustee Jake Rendleman commented that Dr. Elaine Johnson of ICCB did a great job getting this program worked out.

Mr. Minnis then reported on the Sustainability Center. He stated that the name of the Illinois Community College Sustainability Network has been changed to the Illinois Green Economy Network. He said the vision of this effort is to get all community colleges in Illinois working toward sustainability/green initiatives. He stated that several JALC people were involved in getting this initiative started. The steering committee has hired an executive director, Lee Sharp, to head up the administrative core team that will oversee the initiative. Mr. Minnis reported that JALC is one of the twelve sustainability centers currently up and going, and noted that the mission of the centers is to develop green jobs, alternative energy, energy efficiency, both on campuses and in the communities. Funding has been allocated by the Governor through DCEO, and some money is available from the federal Departments of Energy and Education. The project currently has access to approximately \$2.5 million, and Mr. Minnis stated that a great deal more funding is expected for this initiative. He said the College has \$30,000 in subcontracts on campus, and another \$23,000 is promised that should be received for this year. Mr. Minnis said Tim Gibson is the College's sustainability coordinator and is also chair of the Green Committee. He said the JALC Sustainability Center is located in H205.

Mr. Minnis reported that Tim Gibson is working with Director of Communications and Marketing Steve O'Keefe to provide "Green Minutes" public announcements on radio.

E. Dental Assisting Program

Vice-President for Instruction Julia Schroeder reported that test results are in for students who sat for the dental assisting test, and 24 of 24 students passed – a 100% pass rate. She stated this is a real attribute to Kathy Gibson and the College's Dental Assisting Program.

F. Graphic Design Program

Vice-President Schroeder introduced graphic design instructor Ron Parks who gave the Board a report on that program. A booklet was distributed to the Board put together by the graphic design students on John A. Logan College programs. Mr. Parks explained each of the various designs in the booklet and pointed out special effects and techniques used by the students. He noted this project was done by second-semester freshmen students.

G. Presidents' Council

President Robert Mees reported the Illinois Presidents' Council met prior to the ICCTA convention in Springfield and honored retiring presidents. He stated most of the meeting discussion focused on the budget. Dr. Mees said the group was pleased with the cooperation from the Governor's Office and the Comptroller's Office in extending funding and reducing problems with cash flow. He said serious concerns remain about the FY 2011 budget.

H. Destination Development

President Mees reported that he, Jake Rendleman, Phil Minnis, Darren Pulley, and Dennis White had traveled to Springfield to lobby on the day the Illinois Senate passed the bill for the destination development project in Marion. He said the Governor is scheduled to sign the legislation in Marion the following day. Dr. Mees encouraged everyone to attend that signing. He said the College has been very involved in this process and strong relationships have been formed with the developers. Dr. Mees gave the Board a brief update on the proposed development and expressed appreciation to our legislators for making this possible.

CONSENT AGENDA

A. Customer Support Service Plan

President Mees recommended that the Board of Trustees authorize the administration to continue the agreement for customer support service with Education Solutions Development (ESD) for the period July 1, 2010, to June 30, 2011, for the amount of \$103,872.

B. Prevailing Wage Act Requirements (Appendix III)

President Mees recommended that the Board of Trustees approve the Prevailing Wage Act and the Resolution pertaining thereto, and that the administration be authorized to publish this Resolution and maintain the Resolution and all related documents in the College file as required by statute.

C. Transfer of Interest Earned from Working Cash Fund Monies

President Mees recommended that the Board of Trustees authorize the transfer of the interest earned in the working cash fund through June 30, 2010, in the anticipated amount of \$5,000 to be transferred to the educational purposes fund to be used for the general educational needs of the College, and that the College treasurer be authorized to make the necessary entries to affect such a transfer.

D. Inter-fund Loans

President Mees recommended that the Board of Trustees approve the following inter-fund loans as of June 30, 2010: \$75,000 from the working cash fund to the trust and agency fund, and \$1,500 from the working cash fund to the audit fund.

E. Resource Allocation and Management Plan (RAMP) (Appendix IV)

President Mees recommended that the Board of Trustees approve the Resource Allocation and Management Plan for John A. Logan College for FY 2012, and that the administration be authorized to submit this document to the ICCB and the IBHE with appropriate signatures.

F. Adoption of National Incident Management System (NIMS)

President Mees recommended that the Board of Trustees adopt the following resolution as provided which formerly designates NIMS as the emergency planning, preparation, and response structure used for emergencies and disasters:

RESOLUTION

A RESOLUTION ADOPTING THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS):

WHEREAS, Homeland Security Presidential Directive / HSPD-5 establishes the National Incident Management System (NIMS); and

WHEREAS, the NIMS establishes a single, comprehensive approach to domestic incident management to ensure that all levels of government across the nation have the capability to work efficiently and effectively together using a national approach to domestic incident management; and

WHEREAS, the NIMS provides a consistent nationwide approach for federal, state and local governments to work together to prepare for and respond to, and recover from domestic incidents regardless of the cause, size or complexity; and

WHEREAS, the NIMS provides for interoperability and compatibility among federal, state, and local capabilities and includes a core set of concepts, principles, terminology and technologies covering the incident command system, unified command, training, management of resources and reporting; and

WHEREAS, beginning October 1st, 2004, all federal departments and agencies shall make adoption of the NIMS a requirement for providing Federal preparedness assistance through grants, contracts or other activities to local governments.

NOW, THEREFORE, BE IT RESOLVED BY JOHN A. LOGAN COLLEGE,
COMMUNITY COLLEGE DISTRICT #530, AS FOLLOWS:

SECTION ONE: That John A. Logan College finds that it is the best interest of the students, employees and residents of Community College District #530 to adopt the National Incident Management System (NIMS) as its system of preparing for and responding to disaster incidents.

SECTION TWO: That the Vice-President of Business Services and College Facilities is hereby directed to take any and all reasonable, necessary, and proper action to carry out the intent and purposes of this Resolution.

SECTION THREE: That this Resolution be spread at length upon the minute records of the College and shall be known as Resolution Number 16-2487.

This Resolution is hereby adopted at a regular meeting of the Board of Trustees of John A. Logan College on the 22nd day of June, 2010.

G. Computer Purchases

President Mees recommended that the Board of Trustees approve the quote of \$124,537.50 for the purchase of 125 computers from 710 Bookstore, and that the administration be authorized to purchase this equipment.

H. Approval of Joint Agreement for Educational Cooperation With Illinois Eastern Community Colleges District #529 (Appendix V)

President Mees recommended that the Board of Trustees approve the Joint Agreement for Educational Cooperation between Illinois Eastern Community Colleges District #529 and John A. Logan College District #530 effective fall semester, 2010.

I. Approval of Joint Agreement for Educational Cooperation With Kaskaskia College District #501 (Appendix VI)

President Mees recommended that the Board of Trustees approve the Joint Agreement for Educational Cooperation between Kaskaskia College District #501 and John A. Logan College District #530 effective fall semester, 2010.

J. Joint Agreement for Educational Cooperation With Rend Lake College District #521 (Appendix VII)

President Mees recommended that the Board of Trustees approve the Joint Agreement for Educational Cooperation between Rend Lake College District #521 and John A. Logan College District #530 effective fall semester, 2010.

K. Joint Agreement for Educational Cooperation With Shawnee Community College District #531 (Appendix VIII)

President Mees recommended that the Board of Trustees approve the Joint Agreement for Educational Cooperation between Shawnee Community College District #531 and John A. Logan College District #530 effective fall semester, 2010.

L. Joint Agreement for Educational Cooperation With Southeastern Illinois College District #533 (Appendix IX)

President Mees recommended that the Board of Trustees approve the Joint Agreement for Educational Cooperation between Southeastern Illinois College District #533 and John A. Logan College District #530 effective fall semester, 2010.

M. Joint Agreement for Educational Cooperation With Southwestern Illinois College District #522 (Appendix X)

President Mees recommended that the Board of Trustees approve the Joint Agreement for Educational Cooperation between Southwestern Illinois College District #522 and John A. Logan College District #530 effective fall semester, 2010.

N. Expenditure of Athletic Scholarship Housing Money

President Mees recommended that the Board of Trustees approve the expenditure of athletic scholarship housing money for 2010 fall semester and 2011 spring semester for John A. Logan College women's basketball, men's basketball, and baseball in the amount of \$130,194.88 to Aspen Court-SIU, LLC; for softball in the amount of \$13,775; and for volleyball in the amount of \$8,000; and that the administration be authorized to make payments in accordance with the scholarship agreements established.

Jake Rendleman and Bill Kilquist moved and seconded that all items on the Consent Agenda be approved as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2487)

OLD BUSINESS

A. Proposed Additions/Revisions to Board Policies (Appendix XI)

Two Board Policy revisions had been previously presented to the Board for its perusal and those policies were presented for final action. Vice-President Brad McCormick drew the Board's attention to an additional recommended change in Board Policy 7420—Travel on College Business. The change involved changing per diem language in the policy and placing detailed information on per diem in a new Administrative Procedure.

President Mees recommended and Jim Snider and Bill Kilquist moved and seconded that the Board of Trustees approve revisions to Board Policy 5141-Retirement Benefits and Board Policy 7420-Travel on College Business as contained in Appendix XI.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2488)

NEW BUSINESS

A. John A. Logan College Master Plan (NO ACTION)

Vice-President for Business Services and College Facilities Brad McCormick stated that last summer, the College completed Phase I of the Facility Master Plan, which covered the minimum requirements

of the Illinois Community College Board. The Phase II Master Plan is now completed and was provided to the Board of Trustees in draft form for its first reading. Vice-President McCormick noted this plan contains all planned or “wished for” new facilities and renovations to existing facilities or infrastructure. In addition, an extensive list of maintenance projects necessary in the future has been provided to assist with planning. He said the plan will also be posted to the College Intranet site for employees to review and provide comment. Mr. McCormick asked that any suggestions for change be communicated to him prior to the July Board agenda due date. At the July Board meeting, the plan will be presented for approval by the Board.

CLOSED SESSION

Acting Board Chair Mike Hopkins stated it was desirable to hold a closed session to discuss the appointment, employment and compensation of specific individuals, purchase of real property, and pending litigation; and asked for Board action and a roll call vote to that effect.

John O’Keefe 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 #16-2489)

The meeting was declared in closed session at 8:03 p.m.

The meeting was declared back in regular session at 9:14 p.m.

CLOSED SESSION MINUTES

Bill Kilquist and Jake Rendleman moved and seconded that the Board of Trustees approve the content of the closed session minutes of May 25, 2010, but that these minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2490)

PERSONNEL

Operational Staff

President Mees recommended the Board of Trustees consider the retirement request of Learning Resources Clerk Mildred Weatherford effective August 31, 2010.

Maintenance/Building Staff

President Mees recommended the Board of Trustees consider the retirement request of Custodian Jack Buckingham effective September 1, 2010.

Term Faculty

President Mees recommended that Patricia Rutter be ratified as a part-time instructor of art effective June 14, 2010.

President Mees recommended that Son Ok Kang be ratified as a part-time instructor of biology effective June 14, 2010.

Continuing Education Staff

President Mees recommended that Debra Goddard be employed as a part-time, stipend, faculty advisor at John A. Logan College effective July 1, 2010.

President Mees recommended that MacKenzie Hooker be employed as a kids class-“Hogwarts Academy for Muggle” instructor at John A. Logan College effective June 29, 2010.

President Mees recommended that Bob Loftus be employed as a part-time, stipend, faculty advisor at John A. Logan College effective July 1, 2010.

President Mees recommended that Brian Norman be ratified as a golf instructor at John A. Logan College effective April 8, 2010.

Grant Personnel

President Mees recommended that Gary Spoerre be employed as a full-time, grade II, Perkins Coordinator effective July 1, 2010.

Volunteer Personnel

President Mees recommended the appointment of volunteer Chastady Bennett for Literacy.

John Sanders and Bill Kilquist moved and seconded that the Board of Trustees approve all personnel items as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-2491)

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 #16-2492)

The meeting was duly adjourned.

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

Mike Hopkins, Acting Board Chair

Jim Snider, Secretary

