

**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 July 25, 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; Shannon Woodworth, Facilitator for Media Relations; Donna Glodjo, Recording Secretary to the Board of Trustees; other College personnel; citizens; and media representatives.

**JUNE BOARD MINUTES AND MINUTES OF BOARD RETREAT**

The minutes of the regular meeting of June 27, 2006, and the special meeting/retreat held on July 10, 2006, were previously distributed.

Jake Rendleman and John O’Keefe moved and seconded the approval of the minutes of the regular meeting of June 27, 2006, and the special meeting/retreat of July 10, 2006.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-1928)

**FINANCIAL REPORT (APPENDIX I)**

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

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

A voice vote showed all in favor. Motion carried.  
(Resolution #16-1929)

## **ACCOUNTS PAYABLE (Appendix II)**

The list of accounts payable for the period ending June 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 June 30, 2006.

Upon roll call, all members voted yes. Motion carried.  
(Resolution #16-1930)

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

Herb Russell, former Director of College Relations at the College, addressed the Board. He stated that the handbook for the Trustees Association warns that trustees who try to have family members hired by the College have a conflict of interest. Dr. Russell stated that he feels the taxpayers (and he) would like to know why the Board has chosen to ignore this. He said that if a trustee has hired a relative, promoted a relative, or held a job open for a relative that no one else could apply for, they are guilty of a conflict of interest and are endangering the accreditation of the College by pursuing their selfish interests.

Board Chair Don Brewer thanked Dr. Russell for his comments. There were no other comments.

## **PRESENTATION OF COCA-COLA SCHOLARSHIP WINNER**

President Mees announced that the winner of the Coca-Cola Scholarship is JALC student Cynthia Weatherly, and asked Dr. Deborah Payne to give the Board more information. Dr. Payne reported that Ms. Weatherly has won the \$1,000 award in a nationwide competition, noting that she is a sophomore majoring in dietetics and is completely responsible for financing her education. Dr. Payne said that this scholarship looks at academic achievement and community service. She said that for the last four years Ms. Weatherly has volunteered as a counselor at Camp Hope, a camp for young children living with HIV AIDS.

Board Chair Don Brewer and President Mees congratulated Ms. Weatherly, and she was applauded by those present.

## **BOARD OF TRUSTEES REPORTS**

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

Trustee John O'Keefe reported that he will be attending the Executive Council retreat of the ICCTA in early August.

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

Trustee John O'Keefe stated that the Southeast Region Trustees are currently planning for a meeting sometime in October of this year.

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

President Mees reported that the Foundation meeting earlier that evening had a good turnout. He remarked that the Foundation is very important to the College and provides great support. He said that he gave an overview of the Strategic Plan at the meeting. Vice-President Barrington reported

that the Foundation board approved an equipment request submitted by Instructional Services from Capital Campaign funds. He stated that the chair and vice-chair positions were re-appointed for another term, and several directors were also re-appointed for terms through 2009.

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

Trustee Jake Rendleman stated that the ACCT National Convention will be in Orlando October 11-14. He drew the Board's attention to information regarding travel arrangements that had been distributed, encouraging them to make arrangements as soon as possible.

Mr. Rendleman also announced that the Illinois Community Board had a ribbon-cutting earlier that day for their new office space in the Southern Illinois Collegiate Common Market (SICCM) building. He reported there was a good turnout from the community colleges, SIU, and area legislators. Mr. Rendleman said that two ICCB staff members will work out of that office.

**E. Board Hiring Committee**

Board Chair Don Brewer stated that since there is an agenda item regarding the work of the Board Hiring Committee under Old Business on the agenda, the committee's report will be heard in the discussion of that agenda item.

**F. Student Trustee**

Student Trustee Matthew Todd stated that there will be a heart walk coming up at the College in the near future, and that ideas are being welcomed to increase student and faculty participation in that event.

**GROUP/ASSOCIATION REPORTS**

**A. Faculty Association Report**

No report.

**B. Term Faculty Association Report**

No report.

**C. Logan Operational Staff Association Report**

LOSA representative Judi Pastori reported that all is well in "LOSA Land."

**OFFICERS REPORTS**

**A. Construction Projects**

Vice-President for Business Services J. P. Barrington reported that all construction projects are substantially complete. He stated that more Protection, Health, and Safety projects will be brought to the Board in the near future.

**B. College PowerPoint Presentation**

Vice-President for Administration Larry Peterson stated that due to technology issues, the PowerPoint presentation would be postponed until a later date.

**C. Fall Semester Enrollment**

Vice-President Peterson stated that some disturbing trends in enrollment have been reported from other community colleges in Illinois. He stated that John A. Logan College is currently ahead of last year's figures at this time in both head count and credit hours. Dr. Peterson said that there will be a final push with late registration, adding that he is confident that we will be in good shape with fall enrollment.

**D. Block Scheduling/Assistance to Displaced Area Employees**

Vice-President for Instruction Julia Schroeder distributed a brochure to the Board on the Associate of Arts degree in the block scheduling format. She pointed out that these courses are guaranteed to enable a student to complete an Associate of Arts degree in one year. She noted that Dr. Denise Crews' office had worked with Steve O'Keefe to create the brochure, and stated that additional advertising would be done including marketing to the Maytag employees who were laid off.

In answer to questions from Trustee Jake Rendleman regarding recent funds provided for displaced employees, Dr. Schroeder drew the Board's attention to a folder of materials including notes from the Transition Team dealing with assistance for laid-off workers, noting that the College will be active in this effort. She also distributed a document from the Department of Labor which was provided to the Maytag/Whirlpool employees that stated they will receive certification of eligibility to apply for trade-adjustment assistance (TAA.) Dr. Schroeder explained that this is a government program available to workers who lose their jobs as a result of increased imports. She said this document states that this is the case here, and as long as employees do not just quit, they will qualify for these benefits which may include training, job search assistance, and relocation assistance. Dr. Schroeder noted that it will be a great benefit to these people if they can complete JALC's Associate of Arts degree in one year and use some of the training benefits to go on to SIU and complete some hours there. She also stated that some of these displaced workers may also be interested in some of the College's career programs, noting that Man-Tra-Con is targeting the healthcare areas.

Dr. Schroeder distributed copies of some letters from students sharing their success stories and their appreciation for John A. Logan College and their instructors.

**E. Assessment Initiative**

Vice-President Schroeder introduced Dr. Brenda Erickson who gave the Board an update on the College's Assessment Initiative. Dr. Erickson had distributed a copy of the Annual Report for the Assessment Initiative. She noted that this is the tenth anniversary for the Assessment Initiative at John A. Logan College. She noted that the initiative has adopted a three-phase implementation plan for each of the College's eight general education goals. Dr. Erickson briefly explained this implementation plan, and added that she now believes a fourth phase is necessary to close the gap toward determining true program improvement. She said that application has been made to the Assessment Academy through the North Central Association to facilitate that effort.

Dr. Deborah Payne, dean for instruction, stated that the Higher Learning Commission Assessment Academy sent out applications because they have found that the majority of their site visitations for accreditation result in a focus visit or focus report for assessment. She said while we anticipate a

good accreditation visit, we must acknowledge that we could possibly need to do a focus report on assessment. Because of this, Dr. Payne said that we have made application, which will require a greater commitment on our part to take the Assessment Initiative from the implementation stage through the actual measurement of student learning. She said that we will probably know by August if the College has been accepted into that academy. Dr. Payne said that she is looking forward to this academy and noted that the request has been added into the Operational Plan that will be considered later in the agenda.

Dr. Erickson stated that assessment is an integral part of accreditation through the Higher Learning Commission. She said that, as part of the self-study, all constituents were asked about their perception of the assessment process. Dr. Erickson drew the Board's attention to the handout showing the results of these surveys.

Dr. Erickson noted two items that noted development of the Assessment Initiative. The first was the fact that reports to ICCB and IBHE were of a very high quality this year and were truly written about program improvement. She noted that this year's reports (thanks to Sheila Columbo) were about learning between two divisions – instructional services and administration. She congratulated Drs. Schroeder and Peterson on this collaborative effort. Dr. Schroeder said that the second indicator of development is in the documentation, noting that a comprehensive history of the Assessment Initiative from 1995 to the present has been prepared and is available in hard copy and on line at [www.jalc.edu/assessment\\_initiative/](http://www.jalc.edu/assessment_initiative/).

Dr. Erickson stated that the Assessment Initiative has plans for change, and outlined goals for 2006-2007 that include changes in the implementation process and how the program will be managed. Dr. Erickson said that she has announced her retirement from the Assessment Initiative using a three-year plan. She said that this year, the AAIC is charged with finding a new coordinator for the project.

#### **F. Report on Former Board Member**

President Mees reported that former trustee Les McCollum is now in a nursing home in Herrin, along with his wife, Ann. He gave the board a report on Mr. McCollum's condition, and noted that visits from family and friends are greatly appreciated. Dr. Mees stated that he has expressed the board and administration's well-wishes to Mr. McCollum's daughter, and added that she will keep us informed on his condition. He added that Mr. McCollum's daughter is currently checking into starting a scholarship through the JALC Foundation in her father's name.

#### **G. Graduation DVD**

President Mees distributed a DVD of this year's graduation ceremony furnished by instructor Paula Willig.

#### **H. Ethics Law**

President Mees stated that he has been informed that one of the problems with community colleges being classified as a state agency instead of a local unit of government under the new ethics ruling would include a requirement to log all daily work records for employees at the College. He noted that the universities have been fighting that, and stated that an item is on tonight's agenda to attempt to get this changed.

## **I. Strategic Plan**

President Mees stated that the “Logan at 50” Strategic Plan is proceeding very well. He said that the 28-member steering committee has met, and noted that 159 internal and external persons are involved in the various other committees involved in the process. Dr. Mees defined the purpose of the strategic planning effort as setting clear goals and direction for the institution based on the mission, vision, goals, and core values. He said the main focus will be on how we serve students. Dr. Mees said the sub-committees will develop strategic goals and a vision, and then develop an action plan to submit to the steering committee. He said the steering committee will be responsible for putting the plan together. Dr. Mees said the final document is expected to be 15-25 pages long – comprehensive, but concise. Dr. Mees distributed a binder to each Board member containing all the information on the strategic planning effort. He noted that this is a great thing for the College, and said that it should be complete by June of 2007 as we celebrate the College’s 40<sup>th</sup> anniversary.

## **J. Credit Hour Committee**

President Mees stated that the Credit Hour Committee which consisted of Trustee David Hancock, Board Attorney John Huffman and himself, spent a great deal of time addressing questions brought to the committee. He stated that answers have been arrived at, adding that ICCB has verified that the issues in question met all the state requirements. President Mees stated that the process has resulted in some better ways to handle professional development courses and make sure everyone involved is aware of how the process works. President Mees asked that the Board Chair keep this committee active in order to keep the Board updated on changes being made in all credit hour classes. He thanked Mr. Hancock and Mr. Huffman for all the time they had put in. Board Chair Brewer thanked the committee, and said that he agrees with the need to keep the committee intact a while longer for follow-up purposes.

## **OLD BUSINESS**

### **A. Revision of Board Policy #5110 – General Hiring Policy (Appendix IV)**

Board Hiring Committee Chair David Hancock stated that this committee was appointed to take a look at the hiring practices of John A. Logan College. He reported that the general hiring policies were reviewed completely, and a few changes were suggested to Board Policy #5110 and also to some of the forms used in the hiring processes. Hancock said that the first meeting of the Hiring Committee was on March 15, 2006, to organize. He said the committee has since met with representatives from all groups on campus and received input. He said the committee has addressed each of the three recommendations that the Conflict of Interest Committee had asked the hiring committee to look into. He reported that items discussed have been a nepotism policy, concerns about consistency in hiring practices, a defined point of entry for all applications, and the benefits of the practice of bringing department chairs into executive session to finalize hiring decisions. Hancock quoted statistics on the number of hires or re-hires at the College over the past year. He stated that the committee has reviewed over 50 different policies and hiring procedures from community colleges all over the United States. He pointed out that an ICCTA survey showed that most Illinois community colleges do not have a nepotism policy. Mr. Hancock said that the vice-presidents had assisted the committee in putting together a hiring procedures chart and stressed the importance of enforcing that.

Mr. Hancock read aloud the changes # 9 and #10 of the General Hiring Policy (Appendix IV). He noted that the nepotism policy being recommended is the most extreme and stressed that it will be up to the Board to adjust as they see fit. Mr. Hancock said the second issue the committee is addressing in this policy is full-disclosure. He stated that a third issue the committee addressed is that salary

information should be supplied to the Board for the position they are acting on so they have full knowledge and there are no surprises later. Mr. Hancock said that the fourth consideration has to do with courtesy interviews and the need for consistency and guidelines. Mr. Hancock said that the committee is asking for Board input at this time, stressing that it is not necessary to act on this policy tonight.

Board Hiring Committee member John Sanders commented on the amount and the quality of input they had received. He said that overall, the College's General Hiring Policy (#5110) was not a bad policy, and that the other hiring procedures in place were not bad procedures. However, Sanders said the major concerns had to do with uniformity and consistency in the implementation of these policies and procedures. He said that Dr. Peterson had spent a considerable amount of time and effort reviewing and developing more consistent administrative procedures to follow for all departments, noting that these procedures included more checks and balances and more oversight from the beginning to the end of the hiring process. Sanders reiterated Mr. Hancock's explanation that the changes recommended to the General Hiring Policy (#5110) had to do with nepotism and full disclosure. Sanders said that this is a tough issue, and not one that he feels should be voted on without time for consideration and discussion by the Board. He said that there are concerns of impressions of conflict of interest and things not being done correctly, as well as concerns about limiting the pool of applicants for future positions at the College by a strict nepotism policy. Sanders said that the attached policy is what the committee is presenting to the Board as its recommendation. He asked the Board to pay close attention to how "family" is defined. He emphasized that the full disclosure statement is not to exclude anyone – just to let everyone involved in the process know the relationship that party has with the applicant, noting that this also applies to the Board of Trustees. Sanders said these are two very important paragraphs for the Board to consider and commended the Board of Trustees for their willingness to look at this issue.

President Mees noted that some very important things proposed are a separate manual for hiring procedures to supplement the hiring policy, and a very thorough orientation for all search committee chairs. He reported that the Board Hiring Committee had a total of eight meetings lasting a minimum of 2-3 hours each, not including all the additional time each committee member spent outside the meetings. He stated that he feels a very thorough job has been done, and that the input from everyone on campus is appreciated.

Board Chair Don Brewer questioned the extensiveness of the exclusions in the proposed policy, expressing concerns that this might affect the caliber of candidates. Dr. Herb Russell indicated that he would like to speak at this point, and Chairman Brewer stated that this is not a discussion item for audience participation at this time. He stated that the opportunity for the audience to speak was before discussion on the agenda started. Vice-President for Instruction Julia Schroeder stated that from an instructional point of view, there are a limited number of applicants for particular types of positions now, and this indeed could pose some limitations to applicant pools. Trustee Carol Farner expressed concerns as to the effect this level of exclusion could have on getting qualified applicants for certain specialized areas such as nursing and dental assisting. President Mees stated that it would limit the numbers in all areas, but noted that the College usually has a nice-sized pool of very qualified applicants. He said it would be very difficult to place a quantitative number on how much these pools would be reduced by such extensive exclusions.

Mr. Hancock commented that of the 20 or more Illinois community colleges that did not have a nepotism policy, more than half of those had a statement that, although they did not have a nepotism policy in force, made some type of exclusions, and he read some of these examples to the Board.

Trustee Sanders pointed out that the total number of family members employed at the College is a relatively small number. He said that he feels the reasoning behind the broadness of the language in

the proposed policy is to put everyone on an equal plane. He said that what the committee is presenting is on the extreme end of the nepotism policies considered, adding that the committee thought it would be easier to start with this and then adjust the policy as the Board feels it should be. Trustee Rendleman asked for clarification as to who is included in the exclusion of student workers. Dr. Peterson stated that under this proposed policy, students who are eligible for Federal Title IV student work study funds would still be eligible to be employed at the College regardless of the nepotism policy. Mr. Hancock said that this statement could certainly be changed to exclude all student workers from the nepotism issue if that is what the Board wants to do.

Trustee John O'Keefe said that the greatest question appears to be the quality of applicants the College would receive if this policy were in force, commenting that this question cannot be answered because it is an unknown. Dr. O'Keefe stated that if this policy is approved and it is determined in a couple of years that the applicants pools are going down, the Board can revisit this issue. He said that the Board would just have to move forward, see what happens, and take another look at the policy later if necessary.

Trustee Rendleman expressed concerns about continuing education and part-time instructors, saying that this policy seems extreme in these areas.

Trustee John Sanders suggested that the Board present in writing to the President's Office any suggested changes that they would like to consider. He noted that another issue that the committee had discussed for inclusion in the nepotism part of the policy was the issue of "significant others."

Board Chair Brewer said that the objectives of presenting this policy to the Board were to see if this is a firm recommendation on the part of the committee (adding that he is hearing that it is), and if there is consensus on the recommendation (which he also feels he is hearing.) Mr. Hancock stated that he and Mr. Sanders were hoping to get more input from the Board on the recommended policy. He encouraged that anyone having any suggestions should put them in writing and get them to the President's Office. President Mees encouraged everyone present to feel free to give input between now and the next Board meeting.

Student Trustee Matt Todd asked if he would be excluded from this policy. John Sanders said that if a student is not on the Federal Work Study program and he has a relative who works here at the College, he would not be able to be a student worker under this proposed policy.

## **CONSENT AGENDA**

### **A. College Property and Liability Insurance Renewals (Appendix V)**

President Mees recommended that the Board authorize the administration to accept the Indiana Insurance renewal quotation for \$291,616 for the period of August 15, 2006, through August 15, 2007, through Consolidated Insurance Agency for the College's property and liability insurance.

Trustee John O'Keefe asked if there were any other bids. Vice-President Barrington stated that at last Board meeting, the Board approve the College entering into a five-year agreement with Indiana Insurance. He said that it was not put out for bid, explaining that the last time the College bid this, Indiana was the only bidder that met the entire package, they have been the College's carrier for twenty years, and this is not a required bid item. He noted that in the College's agreement with them, it is specified that they cannot raise our rates without definite history, and also noted that we didn't have to pay a consultant.

**B. Verizon Maintenance Contract**

President Mees recommended that the Board of Trustees approve the maintenance quote with Verizon for an amount of \$36,573.12, and that the administration be authorized to purchase this service from Verizon for support of the College's phone system.

**C. Intergovernmental Cooperative Agreement Between John A. Logan College and Southern Illinois University at Carbondale for Bus Service for FY 2007**

President Mees recommended that the Board of Trustees approve payment of \$16,444.57 for the agreement with Southern Illinois University-Carbondale for bus service for John A. Logan College students.

**D. Pell Grant Book Vouchers for Summer 2006 Semester**

President Mees recommended that the Board of Trustees approve payment to 710 Bookstore in the amount of \$18,181.96 for textbooks issued to Pell Grant students, and that the administration be authorized to make this payment.

**E. Approval of Southern Illinois Collegiate Common Market's Institutional Assessment Billing (Appendix VI)**

President Mees recommended that the Board of Trustees authorize the administration to make payment of \$35,000 to Southern Illinois Collegiate Common Market (SICCM) for John A. Logan College's share of costs of the SICCM programs for FY07.

**F. Approval of Joint Agreement Program with Shawnee Community College District #531 (Appendix VII)**

President Mees recommended that the Board of Trustees approve revisions to John A. Logan College's Joint Agreement Program with Shawnee Community College District #531 as contained in Appendix VII.

**G. Approval of Memorandum of Agreement Between John A. Logan College and West Kentucky Community and Technical College (Appendix VIII)**

President Mees recommended that the Board of Trustees approve a Memorandum of Agreement Between John A. Logan College and West Kentucky Community and Technical College as contained in Appendix VIII.

**H. Approval of an Agreement on Articulation and Cooperation Between Ellis College of New York Institute of Technology (NYIT) and John A. Logan College (Appendix IX)**

President Mees recommended that the Board of Trustees approve an Agreement on Articulation and Cooperation Between Ellis College of New York Institute of Technology and John A. Logan College as contained in Appendix IX.

Trustee O'Keefe asked about this agreement and the agreement in Item I, saying that he had not heard of this before. President Mees said that they are not well-known names in this area, but are highly respected institutions that are connected with the New York Institute of Technology. He said these institutions are trying to come up with on-line degrees for community college students whereby the community college student may take 90 hours at the community college and 30 hours with them for a

degree in certain areas. He said John A. Logan College is one of the selected institutions in Illinois to try this. Dr. Schroeder stated that she is very comfortable with these agreements, noting that Ellis College is regionally accredited, and Cardean University is nationally accredited.

Jake Rendleman asked why we don't do this with our own state institutions. He said that apparently the state institutions are not interested. Dr. Mees said he feels this will eventually happen with SIUC, but they are not quite willing or ready at this time.

**I. Approval of an Agreement on Articulation and Cooperation Between Cardean University and John A. Logan College (Appendix X)**

President Mees recommended that the Board of Trustees approve an Agreement on Articulation and Cooperation Between Cardean University and John A. Logan College as contained in Appendix X.

Jake Rendleman and Carol Farner 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 #16-1931)

**NEW BUSINESS**

**A. Approval of Resolution to Pursue Litigation Challenging the Application of the State Ethics Code (Appendix XI)**

President Mees stated that a resolution may be found in Appendix XI in support of pursuing litigation to reverse the Illinois Attorney General's opinion on application of the ethics code that says community colleges are state agencies and all employees are state employees for purposes of application of the ethics act. He said that the College of Du Page will be leading the litigation process, with other participating community colleges noted, and filing will be done in Du Page County. Dr. Mees added that the estimated cost to the College to participate in this litigation will be \$1,000.

It was noted that College Attorney John Huffman was the first in the state to call attention to the problem with this ruling for community colleges. Mr. Huffman stated that this is unfortunate legislation, adding that he didn't think the Illinois legislature intended to include community colleges. He stated that he had spoken with the Attorney General's Office that day, and they have indicated that just clarifying the legislation should be sufficient. He said the only thing the Attorney General is interested in is seeing that community colleges are under some ethics code, whether under the state or otherwise. Mr. Huffman strongly urged that community colleges seek amendatory legislation, and said that the Attorney General's Office also suggested this. Trustee John Sanders said that this was discussed at the recent ICCTA meeting – this should be a two-pronged approach. The lawsuit needs to be underway, and, at the same time, pressure needs to be placed on the legislature to redo the statute. Mr. Huffman said that under the current ruling, every community college employee -- from the president to a student worker - must give a detailed record of their actual time worked, and spoke to the problems this would create – especially for faculty. Trustee Rendleman commented that he falls under this ruling as a member of the ICCB, and has to record every detail of his day when he goes to state meetings. He said that this is problematic just for the small number of days he must do this, adding that he can only imagine how difficult this would be on an every-day basis.

President Mees recommended and David Hancock and John O'Keefe moved and seconded that the Board of Trustees approve the Resolution found in Appendix XI authorizing the College to join other

Illinois community colleges in pursuing litigation challenging the Illinois Attorney General's ruling on the state ethics code, and that the administration be authorized to participate in the cost of this litigation estimated at \$1,000.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-1932)

**B. Authorization to Develop a Financing Proposal for Additional Facilities**

Based on the discussion of the need for additional College facilities at the Board retreat held on July 10, 2006, Dr. Mees stated that it is the desire of the Board of Trustees that the Board Building Committee meet and discuss the building needs outlined in the RAMP document and develop a financing proposal. Vice-President Barrington stated that he had done some work in this direction in 2004, and said that he can get to work on updating this information and will be glad to get it together very quickly and meet with the Building Committee. Dr. Mees added that he has spoken with the Foundation about them joining in the effort to raise funds for future building projects, and said that they were very receptive.

President Mees recommended and Jake Rendleman and David Hancock moved and seconded that the Board of Trustees authorize the Board Building Committee to review the College building needs as outlined in the RAMP document and bring financing options to the Board of Trustees by October 2006.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-1933)

**C. Revision to Board Policy #8540 – Program Transfer Policy (Appendix XII) (For Consideration and Future Action)**

President Mees said a proposed revision to Board Policy #8540 – Program Transfer Policy is being recommended. He stated that the only revision is to change the administrator that the student must notify of his/her intent to transfer from the vice-president for instructional services to the dean for student services. Dr. Mees reported that this change has been discussed by the president and vice-presidents and has been approved by College legal counsel. He noted that both the existing and proposed versions of the policy are included as Appendix XII.

President Mees recommended that the Board of Trustees consider the revision to Board Policy #8540 – Program Transfer Policy as contained in Appendix XII, and that this policy be brought back to the Board for action at the August 22 Board meeting. All were in agreement.

**D. The Plan for FY 2007 and FY 2006 Progress Report (Attachment XIII)**

President Mees stated that since 1981, the College faculty, staff, administration, community representatives, Board of Trustees, and student body have prepared a planning document through the College Planning Council that attempts to establish a short-range and long-range plan with parameters that guide the College through the next two fiscal and academic years. The faculty, staff, and administration use the Plan as a guideline for procedures and operations throughout the year. The Planning Council includes all of the constituent groups representing the faculty, the professional staff, the operational staff, the community, the Board of Trustees, and the student body. This group examines information that is available to it from institutional sources, local government sources, state and national sources, and other professional areas. *The Plan* is specific with information that is available on a short-range basis, but its scope overall is very general, serving as a guideline for lower-

level departments at the College to make recommendations through the administrative structure, which, in turn, allows the administration to make recommendations for specific actions to the Board of Trustees. The budget committee of the Board of Trustees also deals with the concepts in *The Plan* in making its final recommendations to the entire Board. *The Plan* is intended to provide the necessary information and insight to assist the administration and the Board of Trustees to make necessary decisions. *The Plan* has been commended by the North Central Association of Colleges and Schools and by the Illinois Community College Board. *The Plan* is extremely effective in the College's effort for grantsmanship and has assisted in the pursuit of external funds.

President Mees recommended and Jake Rendleman and David Hancock moved and seconded that the Board of Trustees approve *The Plan* for FY 2007 and FY 2006 Progress Report as a planning guide for John A. Logan College (as contained in Appendix XIII), and that the administration be authorized to utilize *The Plan* with component units of the College for planning purposes for 2006-2007.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-1934)

### **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.

David Hancock 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 #16-1935)

The meeting was declared in closed session at 8:38 p.m.

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

### **CLOSED SESSION MINUTES**

John O'Keefe and Carol Farner moved and seconded that the Board approve the content of the closed session minutes of June 27, 2006, and July 10, 2006, but that the content of those minutes not be made available to the public at this time.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-1936)

### **PERSONNEL**

#### **Operational Staff**

President Mees recommended that the Board of Trustees consider the retirement request of Judy Korando effective January 31, 2007.

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

President Mees recommended that the Board of Trustees approve the employment of Christy McBride as a full-time, grade III, director of student success center.

### **Full-Time Faculty**

President Mees recommended that the Board of Trustees approve the employment of Greg Ferketich as a full-time, tenure-track, machine, robotics, and tool and die instructor.

President Mees recommended that the Board of Trustees consider the retirement of Harry Spiller effective July 31, 2008.

### **Term Faculty**

President Mees recommended that Kimberly Miller be ratified as a part-time certified medical assistant instructor at John A. Logan College effective May 23, 2006.

President Mees recommended that Carol Parker be ratified as a part-time instructor of cosmetology at John A. Logan College effective June 12, 2006.

President Mees recommended that Sherry Wunderlich be ratified as a part-time instructor of medical assisting at John A. Logan College effective July 20, 2006.

### **Continuing Education Staff**

President Mees recommended that Barbara Tyler be ratified as a part-time instructor of Pilates and fitness at John A. Logan College effective June 12, 2006.

### **Grant Personnel**

President Mees recommended that the Board of Trustees approve the employment of Deon Coleman for the position of full-time, grade V, PC Technician at John A. Logan College.

President Mees recommended that the Board of Trustees approve the retirement of Mary Ann Woolard effective October 31, 2006.

John Sanders 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 #16-1937)

### **ANNOUNCEMENTS**

President Mees reminded the Board that the Illinois Community College Board will meet on the John A. Logan College campus on Friday, September 15. He advised them that a dinner will be held at Mary's Restaurant in Herrin on Thursday evening, September 14, for the ICCB members and JALC trustees.

## **ADJOURNMENT**

John Sanders 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 #16-1938)

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