

# 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 September 27, 2011, commencing at 7:00 p.m.

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

The chair directed the recording secretary to call the roll:

Don Brewer	-- present
John O'Keefe	-- present
Jake Rendleman	-- present
Jim Snider	-- present
Jackie Hancock	-- present
John Sanders	-- present
Mandy Little	-- absent
Michael Hopkins	-- 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; Pat Hewson, 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.

Board Chair Hopkins led the Pledge of Allegiance to the Flag.

### **MINUTES OF THE AUGUST BOARD MEETING, PUBLIC HEARING, AND SEPTEMBER 7 SPECIAL MEETING**

The minutes of the public hearing and regular Board meeting held on August 23, 2011, and the special Board meeting held on September 7, 2011, were previously distributed. Trustee Jackie Hancock noted that the minutes of the public hearing on August 23, 2011, need to state that she was present. The recording secretary will make that correction.

Jake Rendleman and John O'Keefe moved and seconded the approval of the minutes of the public hearing (as corrected) and the regular meeting held on August 23, 2011, and the special meeting held on September 7, 2011.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2664)

### **FINANCIAL REPORTS (Appendix I)**

The financial report for the period ending July 31, 2011, was previously mailed.

Jim Snider and Jake Rendleman moved and seconded the approval of the financial report for the period ending July 31, 2011.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2665)

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

The list of accounts payable for the period ending August 31, 2011, was previously mailed.

Don Brewer and John O'Keefe moved and seconded the approval of the list of accounts payable for the period ending August 31, 2011.

Upon roll call, all members voted yes. Motion carried.  
(Resolution #16-2666)

## **RECOGNITION OF GUESTS**

None.

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

A large group of area citizens who regularly use the John A. Logan College tennis courts addressed the Board. The group expressed concerns regarding the condition of the tennis courts and nets. They respectfully requested that the College direct some funding toward resurfacing the tennis courts, repainting lines, and repairing or replacing the nets. A signed petition was presented to the Board secretary, along with some information on possible grants that might help fund such a project.

## **BOARD OF TRUSTEES REPORTS**

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

Trustee John Sanders reported on the recent ICCTA meeting in Springfield. He said the group heard a presentation from the State Universities Retirement System on proposed changes.

Trustee Jake Rendleman reported on the recent ICCB meeting in Chicago. He said one of the main issues discussed was retirees' health insurance. The state is wanting to cease its participation in the program, and the ICCTA and ICCB are prepared to stay on top of this very serious situation. Other topics discussed were performance based funding and articulation.

Trustee Sanders commented that the dues Illinois community colleges pay to ICCTA are really paying off, because that organization is really on top of these issues.

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

Trustee John O'Keefe stated that we are waiting on confirmation from Shawnee College of a date for the next Southeast Region Trustees meeting.

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

Trustee Rendleman reported the JALC Foundation is busy preparing for the General Logan Jam which will take place in Herrin on October 1. The Foundation currently has more than \$20,000 in sponsorships, the VIP tent is full with a total of 16 tables of 8, and advance ticket sales are stronger than last year. Mr. Rendleman said more than \$30,000 in free advertising has been received from

sponsors at River Radio. In addition, there will be a check presentation from Silkworm for \$25,000 to establish the Silkworm Scholarship.

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

Trustee John Sanders said the ACCT Annual Leadership Congress will be held in Dallas October 12-15. A few trustees are going and will report at the next Board meeting.

**E. Hiring Committee**

No report.

**F. Athletic Advisory Committee**

There was no committee report, but Trustee Jake Rendleman reported on current schedules and statistics from each of the active athletic teams. He also reported the Black Diamond Harley Davidson raffle was kicked off at Hunting and Fishing Days the previous weekend and tickets are on sale in the Athletic Office.

**G. Developmental Education Committee**

Vice-President Julia Schroeder said there is no report from the committee. She distributed brochures on College and Career Readiness and reported a team is in Springfield for training on modularizing what the College is doing with its developmental courses.

**H. Nursing Committee**

No report.

**I. Diversity Committee**

No report from the committee. Dr. Schoeder commented that an excellent and well-attended "Lunch and Learn" event was held on campus recently.

**J. Student Trustee**

Student Trustee Mandy Little was unable to attend the meeting. She had left a written report which was distributed to the Board. Board Chair Mike Hopkins noted that Ms. Little, on behalf of the Student Senate, had requested an interactive session with the Board of Trustees at 6:30 p.m. on October 25.

Jackie Hancock and John O'Keefe moved and seconded that the time of the October 25 Board of Trustees meeting be changed to 6:30 p.m. to accommodate an interactive session with the John A. Logan College Student Senate.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2667)

## **GROUP/ASSOCIATION REPORTS**

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

Faculty Association Representative Terri Rentfro stated their association is hearing the same concerns previously mentioned regarding pensions and retiree health insurance, and is ready to mobilize if necessary.

Ms. Rentfro reported the Physical Science Department, along with Dr. Schroeder, brought in someone from NASA to hold a Lunar Certification workshop at the College. The dental hygiene and dental assisting students will be conducting Project Smile on October 21, providing free dental services to children. She also reported the Spanish classes are getting ready to do their biannual service learning project helping clean the Union-Jackson County migrant farm worker housing. Ms. Rentfro reported that JALC art instructor Drew Tucker is working with some art students to do a mural at the Ford garage in Marion.

### **B. Term Faculty Association Report**

No report.

### **C. Logan Operational Staff Association Report**

LOSA Representatives Vicki Kelly and Frances Cobb were present, but had no report.

## **OFFICERS' REPORTS**

### **A. Board Building Committee**

Vice-President for Business Services and College Facilities Brad McCormick said the Board Building Committee had not met during the past month, but would be scheduling a meeting soon.

Mr. McCormick gave the Board an update on current construction projects. The Historical Village is scheduled to have a punchout list created the following Friday. Some dirt work remains to be done. Dwight Hoffard's staff has disassembled the old storefront at its original site, and it will be reassembled in the Historical Village before the end of November. The Harrison Foundation has requested there be no activity in the village until the storefront is complete and the dedication is held. Mr. McCormick said he hopes to have the dedication ceremony before the College breaks for Christmas. He reported the Communication Wing is essentially finished on the inside with the exception of hanging smart boards and cleanup. Courtyard work is finished and some dirt work remains to be done on the street side of the building. The current contractor is responsible for finishing the curb, entry road and sidewalk for the pervious parking lot, and the rest of the work will be bid out. Bids will be presented to the Board for awarding at the October meeting.

Vice-President McCormick informed the Board that due to the resignation of Director of Accounting Corina Horn, he would like to discontinue the quarterly report on the sustainable plan. He stated that Ms. Horn had created that report, noting that it involves so many ledger and account numbers it would be very difficult for someone else to grab onto this and complete the report in November. Mr. McCormick said he feels we have gotten the good out of this reporting process, and said unless

the Board objects, he would like to cease doing this report. There were no objections from the Board.

#### **B. Fall 2011 Enrollment Report**

Vice-President for Administration Tim Daugherty introduced Dean for Student Services Terry Crain to give the Board a report on enrollment figures for fall 2011. Mr. Crain reported the fall 2011 enrollment was 6,257 – 8% down from last fall's 6,787. Credit hours are a little over 53,000 – down 10% from last fall's 59,000+ credit hours. He had distributed a comprehensive Tenth Day Enrollment Report to the Board, and noted several articles had also been distributed showing similar enrollment trends locally, statewide, and nationally. Mr. Crain drew the Board's attention to a graph included in their materials, noting the huge economic-downturn-driven enrollment spike in 2009. He stated that if the College had experienced a normal enrollment growth pattern – without the 2009 spike – this fall's enrollment is about where it would have been anticipated to be at this time. He said it is important, however, that we do not go any lower. Vice-President Daugherty said some focus groups were formed on campus and students who were purged for non-payment were contacted in efforts to find out possible causes for the enrollment downturn. He said that no one issue was identified, but as a whole, the current economic situation is the major culprit, i.e., students are having to work more hours leaving less time for classes, sources such as ManTraCon have no funds, and problems with the MAP grant application process have caused students to not get that funding. Dr. Daugherty said the College's Recruitment and Retention Committee has been divided into two groups to come up with plans for recruiting and retaining students. The first draft of the Enrollment Management Plan should be available in December. The final plan is expected to be ready to present to the Board in the spring. Trustee Rendleman asked about the makeup of the committees. Dr. Daugherty said the College has had a Recruitment and Retention Committee for many years, made up of approximately 30 faculty and staff from all areas of the institution. Diverse student focus groups are also involved. Dr. Daugherty said the Student Senate also has representation on the committee.

There was some discussion on the amount of funding lost for each credit hour reduction. Mr. McCormick said that if the 10% reduction in credit hours persists in the spring, the net tuition impact would be \$70,000 for every one percent of credit hour reduction. He said the administration has been communicating with staff that items they have wished for in the annual operational plan are unlikely to occur. Vice-President Daugherty said the Sustainable Financial Planning Committee has reconvened and is working on receiving suggestions from across campus on possible cost savings to be considered for implementation. Recommendations in this new phase of the Sustainable Financial Plan are expected to be brought to the Board for evaluation prior to the beginning of the budgeting processes next year.

#### **C. OASIS Training Program**

Vice-President for Instruction Julia Schroeder introduced Director of Special Projects Mabel Hayes who gave the Board a report on the OASIS Intergenerational Tutoring Training Program. Ms. Hayes thanked Dr. Mees and Dr. Schroeder for letting her be a part of this initiative which allows her to recruit and train volunteers and work with the population of seniors. She noted a couple of issues that tied in with the College and Career Readiness program. The OASIS program allows volunteer tutors to go in and work with students in grades K-4 to improve reading and communication skills. Each participating school identifies the students they want to participate in the program. The volunteers are persons 50 years of age and older; they receive 12 hours of training (only 3 hours for retired teachers), select a community they wish to tutor in, and are sent to the school with all the

materials they need. Ms. Hayes shared some statistics about students who are reading below grade level. She stated the OASIS initiative started with the Generations Serving Generations project that President Mees has been so actively involved in. It is supported by the Macy's Foundation, and the College has been able to secure several grants to purchase materials. It takes \$30 to train a tutor and provide them with materials. Ms. Hayes said her Intergenerational Learning mailing list consists of over 300 people, and 52 of those persons have already become involved in this project. She said a way is currently being sought to provide background checks and fingerprinting for the volunteers at no cost, and indicated a possible solution may have been found. She called the project a win-win situation for the College, the elementary schools, and the participating senior volunteers. Ms. Hayes left a handout with the Board on the OASIS program and encouraged them to contact her with questions.

#### **D. Summit on Aging, Education, and Service**

President Mees said he attended the Second Annual Summit on Aging, Education, and Service, entitled "How Can I Help" recently. He said this initiative is building momentum, adding that this effort to utilize retirees to provide volunteer services is extremely important in these economic times. Dr. Mees said the OASIS program is a great example of how this can be accomplished. The pilot with JALC school districts is off to a tremendous start. President Mees said Ms. Hayes did a presentation on OASIS at the summit, and he and Dr. Schroeder did a presentation on College and Career Readiness. Dr. Mees said the main goal coming out of the summit meeting is to come up with a five-year plan to mobilize the talents of older adults in Illinois.

Dr. Mees reported the Lifelong Learning Coalition presented some awards at the summit. Mabel Hayes was the recipient of two awards – a third-place award for intergenerational/tutoring programs for the OASIS program and a second-place award for a brochure she created for the Encore Career program. Ms. Hayes shared some additional information on the Encore Career program.

#### **E. Presidents' Council**

President Mees reported Presidents' Council met on September 9 and discussed performance based funding, retiree health insurance, and articulation. Dr. Mees said the funding formula is being looked at again, and this is a major concern. He stressed the importance of staying involved and giving proper input into this issue.

#### **F. Sustainability Grant**

President Mees stated the College is part of the statewide IGEN Network on sustainability. Word has been received that President Obama has awarded the state \$19.7 million over the next three years to promote sustainability initiatives and train the workforce. Dr. Mees said it is not yet known how much the College will benefit from this grant. He said JALC under the coordination of Tim Gibson had done a great job with sustainability.

## **CONSENT AGENDA**

### **A. Blackboard Renewal**

President Mees recommended that the Board of Trustees approve payment to Blackboard for FY 2012 license, hosting services, and storage in the amount of \$133,283.00.

### **B. Purchase of Office Computers**

President Mees recommended that the Board of Trustees approve the quote of \$114,985.40 for the purchase of 100 computers for faculty and staff from 710 Bookstore, of Carbondale, Illinois; and that the administration be authorized to purchase this equipment as part of the four year replacement cycle as specified in the College's Technology Plan and Financial Sustainability Plan.

### **C. Extension of Agreement with Kemper CPA Group LLC**

President Mees recommended that the Board of Trustees approved extending the College's agreement with Kemper CPA Group LLC for auditing services for one additional year.

### **D. Protection, Health & Safety (PHS) Projects Approval (Appendix III)**

President Mees recommended that the Board of Trustees authorize the administration to proceed with the necessary planning for Roof Replacement C-Wing Phase 3 and Original E-Wing; Repair Existing Boilers (retubing); and Asbestos Abatement, Gym Floor and Campus Wide Hazardous Materials Survey protection, health and safety projects, including submitting the required applications to the Illinois Community College Board and the employment of Image Architects, Inc., in further preparation of plans and specifications; and adopt the following Resolution:

#### **RESOLUTION TO APPROVE PROTECTION, HEALTH & SAFETY PROJECTS**

**WHEREAS**, pursuant to the provision of the statutes of the State of Illinois, Community College District No. 530 (hereinafter referred to as John A. Logan College) is authorized to complete necessary projects dealing with health or safety of students, employees or visitor; and,

**WHEREAS**, the Board of Trustees of Community College District No. 530 (hereinafter referred to as the Board) has received reports from the administration as to the condition of facilities at John A. Logan College, as defined in 23 Illinois Administrative Code, Code, 1501.601; and,

**WHEREAS**, the Board has received a report from a licensed professional architect that there are two projects at John A. Logan College which require repairs and alterations, as defined in 23 Illinois Administrative Code, Sec. 1501.601; and,

**WHEREAS**, the projects recommended for repair and alterations are:

1. Roof Replacement C-Wing Phase 3 and Original E-Wing		
A.	Roof Replacement (C-Wing Phase 3)	\$232,600
B.	Roof Replacement (Original E-Wing)	107,100
C.	Contingency - 10%	34,000
D.	A/E Compensation & Reimbursable	<u>37,400</u>
	Project Total	<u>\$411,100</u>
2. Repair Existing Boilers (Retubing)		
A.	Chiller Replacement	\$60,000
B.	Contingency - 10%	6,000
C.	A/E Compensation & Reimbursable	<u>6,600</u>
	Project Total	<u>\$72,600</u>
3. Asbestos Abatement, Gym Floor and Campus Wide Hazardous Materials Survey		
A.	Remove Existing Gym Floor	\$14,700
B.	Remove Asbestos Moisture Barrier	98,000
C.	Install Pourable Fill	80,900
D.	Campus Wide Hazard Materials Survey	70,000
E.	Contingency - 10%	26,400
F.	A/E Compensation & Reimbursable	<u>29,000</u>
	Project Total	<u>\$323,000</u>
	<b>Total</b>	<b><u>\$806,700</u></b>

(All projects include architectural supervision of the projects from bidding through total completions and all work to be completed in a workmanlike manner.)

**WHEREAS**, all facilities described by the projects set forth are owned by John A. Logan College.

Now, be it resolved by the Board of Trustees of Community College District 530, as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the two projects set forth above require alterations or repairs and are necessary to remove health or safety hazards to the students, employees, or visitors of John A. Logan College.
3. There are not sufficient funds available in the Operation and Maintenance Fund of John A. Logan College to complete the project set forth above.
4. The cost of the projects set forth above, as determined in the certified estimate of a licensed architect, it not less than \$806,700.
5. The administration is authorized to execute all documents, and to take all actions necessary, for approval and completion of these projects consistent with Illinois Rev. Stat. Ch. 122 Paragraph 103-20.3.01 and 23 Illinois Administrative Code Section 1501.608.



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

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2668)

## **NEW BUSINESS**

### **A. Revisions to Board Policies (Appendix IV) (No Action)**

The Board Policy Committee presented proposed policy revisions to the Board of Trustees for first reading. The proposed revisions included the following:

- 3240 – Dental Hygiene Clinic Policy for Basic Dentistry Services
- 5220 – Professional Staff Position Guidelines
- 5223 – Teaching Load for Non-Teaching Professional Staff

Copies of the above revisions are included in Appendix IV with changes in bold type or highlighted. These proposed revisions will be brought back to the Board for final approval at the October Board meeting.

Trustee Jake Rendleman stated he would like the Board Policy Committee to look at creating a policy on emeritus status for Board of Trustees members.

### **B. Temporary Elimination of Policies Relative to Non-Teaching Professionals**

The president and vice-presidents recommended that the Board of Trustees eliminate certain policies related to the compensation, minimum requirements and grade assignments of non-teaching professionals in order to give the Board Policy Committee appropriate time to review such policies and to make recommendations to the Board for further action.

President Mees recommended and John Sanders and John O’Keefe moved and seconded that the Board of Trustees temporarily eliminate the following Board Policies as they relate to the compensation, minimum requirements, and grade assignment of non-teaching professionals:

- 5220A – Non Teaching Professional Staff Compensation
- 5220B – Minimum Requirements – Non-Teaching Professionals
- 5220C – Non-Teaching Professionals Salary Grades and Positions;

and that while the policies are eliminated, compensation, minimum requirements, and grade assignments for non-teaching professionals shall be approved by the Board of Trustees based upon recommendations of the president.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2669)

### **C. Appointment of Voting Delegate to ACCT Leadership Congress**

Board Chair Mike Hopkins stated that John A. Logan College is entitled to one vote during the annual Association of Community College Trustees Leadership Congress, October 12-15, 2011, in Dallas, and asked the Board of Trustees to designate the voting delegate and an alternate.

John O'Keefe and Don Brewer moved and seconded that the Board of Trustees designate John Sanders as John A. Logan College's voting delegate to the ACCT Leadership Congress, October 12-15, 2011, in Dallas, and that Mike Hopkins be designated as the alternate.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2670)

### **CLOSED SESSION**

Board Chair Mike Hopkins stated it was desirable to hold a closed session to discuss the appointment, employment, and compensation of specific individuals; student disciplinary cases; and pending litigation.

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 #16-2671)

The meeting was declared in closed session at 8:25 p.m.

The meeting was declared back in regular session at 10:00 p.m.

### **CLOSED SESSION MINUTES**

Jackie Hancock and Don Brewer moved and seconded that the Board of Trustees approve the content of the closed session minutes of August 23, 2011, and September 7, 2011; but that these minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2672)

### **PERSONNEL**

#### **Operational Staff**

President Mees recommended that Dawn Pinkston be employed as a full-time, grade III, admissions specialist III effective October 3, 2011.

President Mees recommended that Jessica Sowers be employed as a full-time, grade III, admissions specialist III effective October 11, 2011.

### **Maintenance/Building Staff**

President Mees recommended that Ramon Campos be employed as a part-time, Teamsters, custodian effective October 1, 2011.

President Mees recommended that Jason Mueller be employed as a part-time, Teamsters, custodian effective January 1, 2012.

### **Security Staff**

President Mees recommended that Eddie Holland be employed as a part-time, campus safety law enforcement officer at John A. Logan College effective September 28, 2011.

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

President Mees recommended that Chris Willis be ratified as a stipend, NIMS coordinator at John A. Logan College effective September 1, 2011.

President Mees recommended that the title of the Director of Human Resources be changed to Executive Director of Human Resources with no change in salary.

### **Full-Time Faculty**

President Mees recommended approval of the academic rank of associate professor for computer information systems and electronics instructor Mark Rogers.

### **Term Faculty**

President Mees recommended that Tina Avery be ratified as a part-time substitute instructor of Zumba at John A. Logan College effective August 18, 2011.

President Mees recommended that Sheryl Bleyer be ratified as a part-time substitute instructor of computer science at John A. Logan College effective September 20, 2011.

President Mees recommended that James Bynum be ratified as a part-time instructor of English at John A. Logan College effective August 18, 2011.

President Mees recommended that Charles Charlet be ratified as a part-time instructor of computer information systems at John A. Logan College effective August 18, 2011.

President Mees recommended that Dave Edgington be ratified as a part-time instructor of electronics at John A. Logan College effective August 18, 2011.

President Mees recommended that Linda Falat be ratified as a part-time substitute instructor of aquatics at John A. Logan College effective August 18, 2011.

President Mees recommended that Christie Goodman be ratified as a part-time instructor of Zumba at John A. Logan College effective August 18, 2011.

President Mees recommended that Bethany Gray-Shaw be employed as a part-time substitute instructor of massage therapy at John A. Logan College effective September 28, 2011.

President Mees recommended that Janell Kobler be ratified as a part-time instructor of Zumba at John A. Logan College effective August 18, 2011.

President Mees recommended that Dennis Lunt be ratified as a part-time instructor of philosophy at John A. Logan College effective August 18, 2011.

President Mees recommended that Lauren Macklin be ratified as a part-time instructor of biology at John A. Logan College effective August 18, 2011.

President Mees recommended that Ashley N. Maher be ratified as a part-time instructor of diagnostic medical sonography at John A. Logan College effective August 18, 2011.

President Mees recommended that Gene Mitchell be ratified as a part-time instructor of electronics at John A. Logan College effective August 18, 2011.

President Mees recommended that Ian Nicolaides be ratified as a part-time instructor of biology at John A. Logan College effective August 18, 2011.

President Mees recommended that John Profilet be ratified as a part-time instructor of mathematics at John A. Logan College effective August 18, 2011.

President Mees recommended that Suri Rajan be ratified as a part-time instructor of mathematics at John A. Logan College effective August 18, 2011.

President Mees recommended that Jason Rix be ratified as a part-time instructor of machining at John A. Logan College effective August 18, 2011.

President Mees recommended that Eugenia Sauerbrunn be ratified as a part-time instructor of humanities at John A. Logan College effective August 18, 2011.

President Mees recommended that Michael Seltzer be ratified as a part-time instructor of English at John A. Logan College effective August 18, 2011.

President Mees recommended that Abdallah Talafha be ratified as a part-time instructor of mathematics at John A. Logan College effective August 18, 2011.

President Mees recommended that Debra Lynne Thompson-Cundiff be ratified as a part-time instructor of Zumba at John A. Logan College effective August 18, 2011.

President Mees recommended that Donald Thrapp be employed as a part-time substitute instructor of massage therapy at John A. Logan College effective September 28, 2011.

President Mees recommended that Jennifer Worthen be employed as a part-time instructor of dental hygiene at John A. Logan College effective September 28, 2011.

### **Continuing Education Staff**

President Mees recommended that James Maxwell be ratified as a real estate broker pre-license course instructor at John A. Logan College effective September 7, 2011.

### **Grant Personnel**

President Mees recommended that Stacey Silver-Teutrine be ratified as a part-time adult secondary education instructor at John A. Logan College effective September 19, 2011.

### **Volunteer Personnel**

President Mees recommended the appointment of volunteers Gloria Beers, F. Diane Cranick, Patricia E. Elsaid, and Bridget Walsh for Literacy.

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 with the exception of Trustee Don Brewer who abstained. Motion carried.  
(Resolution #16-2673)

### **ANNOUNCEMENTS**

None.

### **ADJOURNMENT**

John Sanders and Jackie 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 #16-2674)

The meeting was duly adjourned.

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

Mike Hopkins, Chair

Jackie Hancock, Secretary