

# **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 August 28, 2012, 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	-- absent for roll call
Jim Snider	-- present
Jackie Hancock	-- present
John Sanders	-- present
Joe Venable	-- present
Michael Hopkins	-- present

Also present were: Mike Dreith, President; Brad McCormick, Vice-President for Business Services and College Facilities; Tim Daugherty, Vice-President for Administration; Deborah Payne, 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.

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

### **MINUTES OF THE JULY BOARD MEETING**

The minutes of the July 24, 2012, regular board meeting and budget hearing were previously distributed.

Jim Snider and Jackie Hancock moved and seconded approval of the minutes of the July 24, 2012, regular board meeting and budget hearing.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2793)

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

The financial report for the period ending June 30, 2012, was previously mailed.

Jackie Hancock and John O'Keefe moved and seconded the approval of the financial report for the period ending June 30, 2012.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2794)

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

The list of accounts payable for the period ending July 31, 2012, was previously mailed.

Don Brewer and John O'Keefe moved and seconded approval of the list of accounts payable for the period ending July 31, 2012.

Upon roll call, all members voted yes. Motion carried.  
(Resolution #16-2795)

## **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 and Trustee Jake Rendleman had recently attended the ICCTA Executive Committee retreat in Quincy, Illinois. Mr. Sanders said he had attended the retreat at the invitation of ICCTA to the Association of Community College Trustees (ACCT) board of directors. He reported the next ICCTA seminar will be in Springfield on September 14 and 15, and Trustee Jackie Hancock plans to attend.

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

No report.

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

No report.

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

Trustee Sanders reported the Association of Community College Trustees Annual Leadership Congress in Boston is coming up in October and registration is the second highest in ACCT's history.

### **E. Hiring Committee**

There was no report from the hiring committee, but Trustee Sanders said a committee meeting will be scheduled in the near future.

**F. Human Resources Committee**

No report.

**G. Athletic Advisory Committee**

No report.

**H. Developmental Education Committee**

No report.

**I. Nursing Committee**

No report.

**J. Diversity Committee**

Trustee Jackie Hancock reported that Bea Young had been on campus and presented a summary of her findings showing a need for diversity, inclusion, and understanding. Ms. Hancock reported the Educational Programming Office is sponsoring a presentation on the Underground Railroad: Literacy and Freedom on September 26.

**K. Student Trustee**

Student Trustee Joe Venable reported the Student Senate will hold an open house on August 29. The senate would also like to meet with the Board of Trustees prior to the October 23 meeting. Mr. Venable also reported on an upcoming drive; Mix It Up Day; and upcoming Performance Series events.

**GROUP/ASSOCIATION REPORTS**

**A. Faculty Association Report**

No report.

**B. Term Faculty Association Report**

No report.

**C. Logan Operational Staff Association Report**

No report.

## **OFFICERS' REPORTS**

### **A. Presentation of GFOA Meritorious Budget Award to Stacy Buckingham**

President Mike Dreith presented a plaque to Dean for Financial Operations Stacy Buckingham from the Government Finance Officer Association (GFOA). That organization had awarded the College the Distinguished Budget Presentation Award for FY 2012. The award is the highest form of recognition in governmental budgeting, and Ms. Buckingham was credited for the work she invested to make this possible.

### **B. Presentation of Recycling Certificate for Roof Foam**

Vice-President for Business Services and College Facilities Brad McCormick showed the board a certificate the College had received as a result of its sustainability efforts. In the roofing project this summer, over 16,000 pounds of foam insulation were removed and recycled, along with a large amount of rubber roofing membrane. A total of 90 percent of the project was recycled.

### **C. Fall Semester Enrollment**

Vice-President for Administration Tim Daugherty reported that as of the previous day, figures show fall enrollment up 50 students over last fall. He said this is bucking the state trend which is showing decreases. Dr. Daugherty said current credit hour figures also show an increase of 100 credit hours over last fall.

### **D. Sherry Summary Appointment**

Vice-President Daugherty reported Director of Student Financial Assistance Sherry Summary had been appointed to the Illinois Student Assistance Commission (ISAC) MAP Formula Committee. Dr. Daugherty said Ms. Summary represents the state's community colleges and noted this is a very important committee. He reported that Ms. Summary is also president of the state's professional organization for financial aid officers.

### **E. Update on Plaque for Les McCollum Room**

Director of Community Relations and Marketing Steve O'Keefe distributed copies of a proof he had received of the bronze plaque to hang outside the Les McCollum Room. He said he will be working with Mr. McCollum's daughters regarding the plaque and possible dates for the dedication ceremony.

### **F. Online Enrollment and Dual Credit**

Vice-President for Instruction Deborah Payne reported dual credit enrollment is showing 1,330 credit hours, up slightly from last year. She noted that more credit hours will be gained in the spring from classes that run a full academic year. Dr. Payne reported that online enrollment is down slightly from last year with 2,616 enrollments and an unduplicated count of 1,543.

**G. Four-Day Instructional Week**

President Mike Dreith reported he had hosted a forum the previous day to get input on the four-day instructional calendar and the possibility of shifting back to a five-day week. Over 100 faculty, staff, and students were in attendance at the one-hour forum. Dr. Dreith reported several faculty members had stated that while they love their Fridays off, they understand it might be better for the students and creation of credit hours to shift back to the five-day week. He said he plans to visit several classes to get input from students regarding this issue, and hopes to bring a recommendation to the board next month.

**H. Diversity**

President Dreith said he had held conversations with some of the champions of diversity on campus to discuss his passion for inclusion and has met twice with a committee of African-American leaders to discuss how diversity in hiring can be strengthened. He expressed appreciation to College legal counsel John Huffman for his assistance in putting the community group together. Dr. Dreith noted that fall enrollment figures show a spike in African-American enrollment with over 700 minority students now on campus – about 12 percent.

Trustee Don Brewer distributed a handout from the State Board of Education regarding improvements in ACT test scores. He commented that while he recognizes the remediation problems that exist, he still feels the public schools are doing a pretty good job. Mr. Brewer noted that community colleges were created as open door institutions.

**CONSENT AGENDA**

**A. Approval of Blackboard Renewal**

President Dreith recommended that the Board of Trustees approve payment to Blackboard for FY 2013 license, hosting services, and storage in the amount of \$138,446.00 for the third year of the College's three-year contract with Blackboard.

**B. Adoption of Resolution Clarifying Williamson County Enterprise Zone Property Tax Abatement Incentive**

President Dreith recommended that the Board of Trustees adopt the following resolution as provided for the clarification of the Enterprise Zone Property Tax Abatement Incentives:

**RESOLUTION**

WHEREAS, a Resolution was adopted on October 25, 2011, by the John A. Logan College board that limited incentives of the Williamson County Enterprise Zone. The new incentive offered by the participating taxing bodies in Williamson County was approved by the State of Illinois on June 13, 2011, and includes the new language for Section VI as listed below:

**Section VI**

(c) Such abatement shall be at the rate 100% of the value of the improvements for the assessment year in which the improvements are made, 80% for the second year, 60% for the third year, 40% for the fourth year and 20% for the fifth year. The provisions of this five year abatement apply only to improvements (new construction/renovations/rehabilitation) which start on or after the effective date of the extension, which will be July 1, 2011. This incentive is in effect from July 1, 2011 to June 30, 2016.

Section VI is being clarified by establishing the schedule of incentives below to ensure the intent of the ordinance is followed without any misunderstanding.

**Clarifications:**

Since the assessment year follows the calendar year (January – December) and the assessed value for the assessment is always listed as January 1, there could be improvements made and assessed between July 1, 2016 and December 31, 2016 that are eligible for this abatement. This is possible due to the fact that the assessed value will be recorded as of January 1, 2016 and the incentive state *“Such abatement shall be at the rate of 100% of the value of the improvements for the assessment year in which the improvements are made”*.

It is possible for a new improvement to receive a partial assessment for a given assessment year and then have the additional increased value assessed the following assessment year. In these cases the tax abatement benefit will be applied based on the assessment year for each separate increase. (ex. Company A starts on a \$1,000,000 improvement, but only gets half way through construction in 2013, and the assessment shows an increase in value of \$300,000. This \$300,000 increase will start its abatement for the 2013 assessment year and will be eligible for 4 years of abatement. In 2014 company A completes the construction resulting in an additional \$700,000 increase in the assessed value. This \$700,000 increase will start its abatement in 2014 and will be eligible for three years of abatement.)

Due to the June 30, 2016 end date of this incentive not every improvement will be able to receive a full five years of abatement.

A schedule describing the applicable abatement is below.

1. July 1, 2011 to December 31, 2011-- Such abatement shall be at the rate of 100% of the value of the improvements for the assessment year in which the improvements are made, 80% for the second year, 60% for the third year, 40% for the fourth year, and 20% for the fifth year.
2. January 1, 2012 to December 31, 2012--Such abatement shall be at the rate of 100% of the value of the improvements for the assessment year in which the improvements are made, 80% for the second year, 60% for the third year, 40% for the fourth year, and 20% for the fifth year.
3. January 1, 2013 to December 31, 2013--Such abatement shall be at the rate of 100% of the value of the improvements for the assessment year in which the improvements are made, 80% for the second year, 60% third year, 40% for the fourth year. The fifth assessment year the value will be beyond June 30, 2016 and will not be eligible for tax abatement.
4. January 1, 2014 to December 31, 2014-- Such abatement shall be at the rate of 100% of the value of the improvements for the assessment year in which the improvements are made,

80% for the second year, 60% third year. The fourth and fifth assessment years the value will be beyond June 30, 2016 and will not be eligible for tax abatement.

5. January 1, 2015 to December 31, 2015-- Such abatement shall be at the rate of 100% of the value of the improvements for the assessment year in which the improvements are made, 80% for the second year. The third, fourth and fifth assessment years the value will be beyond June 30, 2016 and will not be eligible for tax abatement.

6. January 1, 2016 to December 31, 2016--Such abatement shall be at the rate of 100% of the value of the improvements for the assessment year in which the improvements are made. The second, third, fourth and fifth assessment years the value will be beyond June 30, 2016 and will not be eligible for tax abatement.

This Resolution is hereby adopted at a regular meeting of the Board of Trustees of John A. Logan College on the 28th day of August, 2012.

John Sanders and Jim Snider 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 #16-2796)

## **NEW BUSINESS**

### **A. Approval of Strategic Plan Process**

President Dreith spoke briefly of the need for a strategic plan for the College, stating it is absolutely vital for the College's continuing accreditation, will include an environmental study valuable to marketing and enrollment management, will be valuable to the budgeting process, and – most of all – will tie together all the College's efforts to ensure student success. He introduced Tom Wunderle of Wunderle Consulting Inc. who presented an overview of the development of a proposed three-year strategic plan. Wunderle explained the work proposed for John A. Logan which will include a comprehensive environmental scan which would be strategically aligned with the College's mission and values. The deliverable will be a document which is "actionable and developed from an inclusive process."

In answer to questions from the board, Vice-Presidents Daugherty and Payne explained the new Higher Learning Commission's accreditation processes and time line. Trustee John O'Keefe said he would like someone to go over the HLC requirements in depth as compared to the past processes, either at the board retreat or a future board meeting.

Trustee Jake Rendleman arrived.

President Dreith recommended and John O'Keefe and Jackie Hancock moved and seconded that the Board of Trustees engage Wunderle Consulting Inc. to conduct a three-year strategic plan for John A. Logan College at a cost of \$60,000.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2797)

**B. Consideration and Action on a Resolution Amending a Resolution Adopted by the Board of Trustees on November 28, 2006, Authorizing Issuance of Debt Certificates of the District (Appendix III)**

Vice-President Brad McCormick reported the purchase of the Southern Illinois Surgical Appliance building in West Frankfort is scheduled to close on September 3rd. As previously approved by the Board Building Committee and in order to clearly document the board's approval of the use of funds in the amount of \$595,000 from the 2007 bond issue for the purchase of the facility, Vice-President McCormick stated the resolution amending the original resolution is presented as Appendix III.

President Dreith recommended and Jim Snider and Jackie Hancock moved and seconded that the Board of Trustees approve a resolution (Appendix III) amending a resolution adopted by the Board of Trustees on November 28, 2006, authorizing issuance of debt certificates of the district.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2798)

**C. Approval of Time and Date for a Board of Trustees Retreat**

The Board of Trustees had previously expressed a desire to hold a retreat during the month of September. Board Chair Mike Hopkins stated that upon polling the board, the best time and date for the retreat appeared to be Wednesday, September 19, at 6:00 p.m. He noted that ICCTA Executive Director Mike Monaghan will be able to attend to facilitate the retreat.

Jackie Hancock and Don Brewer moved and seconded that the John A. Logan College Board of Trustees hold a retreat on September 19, 2012, at 6:00 p.m. in the Robert L. Mees Village Center on the College's Carterville, Illinois campus.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2799)

**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; collective bargaining; and pending litigation; and said he would appreciate board action and a roll call vote to that effect.

Jim Snider and Joe Venable 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 #16-2800)

The meeting was declared in closed session at 7:40 p.m.



The meeting was declared back in regular session at 9:15 p.m.

Vice-President Brad McCormick recognized JALC maintenance worker Eric Hollman who has been hired as a structural engineer with Cannon Design in St. Louis. Mr. McCormick shared Hollman's success story with the board, noting his path from John A. Logan College student/student worker to full-time maintenance employee while earning a bachelor's degree in civil engineering and nearing completion of his master's degree. The board applauded Mr. Hollman.

### **CLOSED SESSION MINUTES**

Don Brewer and John O'Keefe moved and seconded that the Board of Trustees approve the content of the closed session minutes of July 24, 2012, but that these minutes not be made available for public inspection at this time.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-2801)

### **PERSONNEL**

#### **Operational Staff**

President Dreith recommended that Christina Baine-Snyder be employed as a full-time, grade II, copy machine operator/stockroom clerk II effective September 17, 2012.

President Dreith recommended that Rosalind Johnson be employed as a full-time, grade IV, secretary IV (Dean for Financial Operations) effective September 17, 2012.

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

President Dreith recommended that Christy Marrs be employed as a full-time, grade 7, director of compensation and benefit services effective September 1, 2012.

President Dreith recommended that Beth Blumenstock be employed of full-time, grade 3, disability support services coordinator effective September 10, 2012.

President Dreith recommended that Cheryl Trench be employed as a stipend, Historical Village lead docent at John A. Logan College effective September 1, 2012.

President Dreith recommended that Matt Yusko be employed as a full-time, grade 2, advisor at John A. Logan College effective September 4, 2012.

President Dreith recommended that Christy McBride be employed as a full-time, grade 7, director of testing services at John A. Logan College effective September 4, 2012.

#### **Full-Time Faculty**

President Dreith recommended the academic rank of associate professor for business instructor Lora Hines.

President Dreith recommended that the Board of Trustees approve the contract with the JALC IEA for academic years 2012-2013 and 2013-2014 as proposed (Appendix IV). The contract is two years in length with an average increase of 2.78% and 2.15%, respectively (average 2.46%).

### **Term Faculty**

President Dreith recommended that Timothy Baker be ratified as a part-time instructor of electronics at John A. Logan College effective August 16, 2012.

President Dreith recommended that Sabrina Banks be ratified as a part-time instructor of emergency management services at John A. Logan College effective August 16, 2012.

President Dreith recommended that Brian Bechtel be ratified as a part-time instructor of physical education at John A. Logan College effective August 16, 2012.

President Dreith recommended that Monyshka Harpalani be ratified as a part-time instructor of Spanish at John A. Logan College effective August 16, 2012.

President Dreith recommended that Michael Hooks be ratified as a part-time instructor of criminal justice at John A. Logan College effective August 16, 2012.

President Dreith recommended that Karen Jennings be ratified as a part-time instructor of business at John A. Logan College effective August 16, 2012.

President Dreith recommended that Vicki Ladd be ratified as a part-time instructor of mathematics at John A. Logan College effective August 16, 2012.

President Dreith recommended that Linda Patrick be ratified as a part-time instructor of business at John A. Logan College effective August 16, 2012.

President Dreith recommended that Robin Pauls be ratified as a part-time instructor of construction management at John A. Logan College effective August 16, 2012.

President Dreith recommended that Desiree Poland be ratified as a part-time instructor of diagnostic medical sonography at John A. Logan College effective August 16, 2012.

President Dreith recommended that Nancy Elizabeth Saunders be ratified as a part-time instructor of biology at John A. Logan College effective August 16, 2012.

President Dreith recommended that Jennifer Sherry be ratified as a part-time instructor of dental hygiene at John A. Logan College effective August 16, 2012.

President Dreith recommended that Anthony Tate be ratified as a part-time instructor of biology at John A. Logan College effective August 16, 2012.

President Dreith recommended that Amber Williamson be ratified as a part-time instructor of music at John A. Logan College effective August 16, 2012.

### **Continuing Education Staff**

President Dreith recommended that Brenda Baker be employed as a computers for older beginners instructor at John A. Logan College effective September 10, 2012.

President Dreith recommended that Bonnie Brackett be employed as an empowered aging for baby boomers and seniors instructor at John A. Logan College effective September 13, 2012.

President Dreith recommended that Debra Motsinger be employed as a flower pressing for all instructor at John A. Logan College effective September 11, 2012.

President Dreith recommended that Michael Neubert be employed as a world religion survey instructor at John A. Logan College effective September 10, 2012.

President Dreith recommended that Linda Odum be employed as an upholstery instructor at John A. Logan College effective September 10, 2012.

President Dreith recommended that Mary Jane Stoffel be employed as an Adobe Photoshop with digital imaging instructor at John A. Logan College effective September 14, 2012.

President Dreith recommended that Brian Wilson be employed as a “What’s So Funny?” comedy film critique 101 instructor at John A. Logan College effective September 20, 2012.

### **Grant Personnel**

President Dreith recommended that Susan Arnould be employed as a full-time, temporary, grade III, early childhood assistant III effective September 1, 2012.

President Dreith recommended that Melissa Case be employed as a full-time, temporary, grade 1, adult secondary education counselor/facilitator at John A. Logan College effective September 1, 2012.

President Dreith recommended that Francie Morhet be employed as a full-time, temporary, grade 1, adult basic education counselor/facilitator at John A. Logan College effective September 1, 2012.

### **Volunteer Personnel**

President Dreith recommended the appointment of volunteers Elise Foster, Amber Jarvis, Janet Johnson, Carrie Lewis, Penny Lingner, Jessica Mesler, Samuel Milligan, and Amy Moon for Literacy.

### **Approval of Non-Teaching Professional Staff Compensation**

President Dreith recommended that the Board of Trustees approve and apply raises to currently employed NTP’s in accordance with Board Policy 5220A and Board Resolution #16-2633 effective July 1, 2012.

### **Approval of Vice-President Compensation**

President Dreith recommended that the Board of Trustees approve and apply raises to currently employed vice-presidents in accordance with Board Policy 5220A effective July 1, 2012.

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 #16-2802)

### **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 #16-2803)

The meeting was duly adjourned.

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

Mike Hopkins, Chair

Jackie Hancock, Secretary