

JOHN A. LOGAN COLLEGE
Carterville, Illinois

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 26, 2016, 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:

Cheryl Graff	-- not present
Bill Alstat	-- present
Jackie Hancock	-- present
Bill Kilquist	-- present
Jake Rendleman	-- present
Ray Hancock	-- present
Christine Lipe	-- present
Don Brewer	-- present

Also present were: Ron House, interim president; Brad McCormick, vice-president for business services and college facilities; Melanie Pecord, acting vice-president for instruction; Pat Hewson, college legal counsel; Steve O'Keefe, director of college relations; Susan May, recording secretary to the board of trustees; and other College personnel.

Board Chair Don Brewer led the board in the Pledge of Allegiance.

MINUTES OF THE JUNE BUDGET HEARING AND REGULAR JUNE BOARD MEETING

Minutes of the June budget hearing and regular meeting of June 28, 2016 were previously distributed.

Bill Alstat and Jackie Hancock moved and seconded approval of the minutes of the June budget hearing and regular meeting of June 28, 2016.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3372)

TREASURER'S AND FINANCIAL REPORT (Appendix I)

The treasurer's and financial report for the period ending May 31, 2016 was previously distributed.

Jake Rendleman and Bill Kilquist moved and seconded approval of the treasurer's financial report for the period ending May 31, 2016.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3373)

EXPENDITURE LIST (Appendix II)

The expenditure list for the period ending June 30, 2016 was previously distributed.

Jake Rendleman and Bill Alstat moved and seconded approval of the expenditure list for the period of June 30, 2016.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-3374)

RECOGNITION OF GUESTS

None.

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

None.

BOARD OF TRUSTEES REPORTS

- A. **Comments by Board Chair** – No report.
- B. **Awards and Naming Facilities Committee** – No report.
- C. **Illinois Community College Trustees Association (ICCTA)**

Trustee Jake Rendleman will be attending the executive retreat in Springfield on August 5, and Trustee Jackie Hancock will be attending meetings in Springfield on September 9 and 10. Board Chair Don Brewer thanked both of them for their representation at these important meetings.

- D. **John A. Logan College Foundation**

The Foundation is preparing for the 39th Annual Golf Classic, one of the oldest golf tournaments in southern Illinois. Thirty-four teams have registered for this event, and Trustee Jake Rendleman invited the board to consider participating as a hole sponsor for this event. The new online scholarship system, Academic Works, is live and will be used to disperse Fall 2016 scholarships.

- E. **Employment Services Committee** – No report.
- F. **Athletics Advisory Committee**

Board Chair Don Brewer reported that the committee met to discuss decisions in athletics. The College is currently in the market for a head baseball coach, head softball coach and athletic director. Plans are underway to hire the coaches as soon as possible. The administration and committee are very cognizant of Title IX obligations and will be looking closely at athletic expenditures.

G. Diversity Committee

The Diversity Committee is scheduled to meet in September.

H. Building, Grounds and Safety Committee – No report.

I. Board Policy Committee – No report.

J. Budget and Finance Committee – No report.

K. Integrated Technology Committee

Trustee Jackie Hancock stated that recommendations from the committee are included on the consent agenda.

L. Student Trustee

Trustee Christine Lipe reported on the full week of activities planned to kick off fall semester including free pizza and welcome kits for students at the First Day Bash on August 17. First Southern Bank was secured as a sponsor for the welcome kits. Phi Theta Kapa will host a customization station on August 19, Student Senate will sponsor a voter registration drive on August 23 and 24, and the annual Welcome Cookout organized by Student Activities is set for August 24.

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

Faculty Association President Richard Deutsch expressed his appreciation to the Board and administration for working with faculty in the reorganization of departments. He expressed the association's concern regarding faculty recalls, staffing, and accreditation.

B. Term Faculty Association Report

Association President Robert McKenzie reported that the Term Faculty Association approved the collective bargaining agreement, and he thanked the administration and Board of Trustees. He stated the Term Faculty Association also share the same concerns as full-time faculty.

C. Logan Operational Staff Association Report – No report

D. Logan Professional Staff Association Report

Association President Scott Wernsman stated they had met with administration for collective bargaining in July and will continue talks in August.

OFFICERS' REPORTS

A. Instructional Updates – Melanie Pecord

Acting Vice President for Instruction Melanie Pecord reported that the Cyber Security Team, Logan Defenders and YODA Club members will provide internet safety and bullying information at the Black Diamond Harley Davidson Backpack Day on August 6. The College is gearing up for the first meeting of fall semester on August 16, and staff is continuing to add additional dual credit course offerings at local high schools.

President Ron House announced that Southern Illinois University will offer a 300 level management Course on the campus of John A. Logan College this fall. President House expressed his appreciation of President Dunn and his staff, and the staff at John A. Logan College for their effort and cooperation.

CONSENT AGENDA

A. Insurance Renewals (Appendix III)

The College's general lines of insurance are up for renewal on August 15, 2016. Last year's premium for all lines, excluding athletic accident insurance provided through First Agency, was \$511,294. This proposed premium is \$504,751, a 1% decrease. A premium comparison sheet is included in the packet as Attachment III. Vice-President McCormick will have the entire renewal proposal available at the board meeting for anyone that wishes to review it. Per board action in recent months, there will be a request for proposals issued next spring for brokerage services.

Recommendation: That the Board of Trustees approve the insurance renewal presented by Assured Partners NL in the amount of \$504,751.

B. Athletic Insurance Renewal (First Agency)

The College has carried accidental injury coverage for athletes with First Agency for many years using policies from Mutual of Omaha Insurance Company tailored specifically for junior and community college athletic programs and from Guarantee Trust Life Insurance Company. The renewal quote for the basic coverage from \$0 - \$25,000 claims, effective August 1, 2016, is \$68,750 which reflects a 3% increase in premium due. In addition, the policy for the NJCAA endorsed catastrophic coverage for claims \$25,001 - \$5,000,000, effective August 1, 2016, has an increase of 19% to the current quote of \$6,730. The increase was due to a change of carrier because the previous carrier no longer insures athletic programs.

Recommendation: That the Board of Trustees approve the renewal of the athletic injury policies presented by First Agency in the combined total amount of \$75,480.

C. Approval of Financial Advisory Services Agreement with PMA (Attachment IV)

In anticipation of a future refinancing of the 2007 bond series (\$20 million at time of issue), the Financial Advisory Services Agreement shown as Attachment IV is presented for the Board's consideration. This was discussed by the Board Finance Committee at its meeting in July and is recommended by the committee. PMA was interviewed and recommended to the full board as the

advisor for the most recent bond issue. The vice-president for business services and college facilities will continue to share information relative to timing with the Board Finance Committee, in anticipation of presenting a recommendation to the full board at some point over the next 12 months. The purpose of the refinancing will be to take advantage of interest savings, while at the same time consider other financial needs of the college. This agreement may be terminated at any time by either party with or without cause and no payment is due to PMA unless a refinancing occurs.

Recommendation: That the Board of Trustees approve the Financial Advisory Services Agreement with PMA.

D. CampusEAI Hosting Agreement

Since August 2013, John A. Logan College has been under a three-year contract (approximately \$107,000 per year) with CampusEAI to host and manage the administrative systems. After reviewing usage and monitoring reports of these systems, John A. Logan College's IT department has been able to identify areas where we could reduce the current allocated resources, resulting in an approximate 30% savings to the College. With part of this savings, we are now able to move our student authentication component from in-house to CampusEAI hosting in order to provide greater availability to learning resources. As well, CampusEAI will provide off-site backups and greater retention times of critical systems. This is a tremendous asset as the College's IT department continues to improve disaster recovery options and business continuity. With these added services, the College will still see an approximate 15% savings.

Recommendation: That the Board of Trustees waive Board Purchasing Policy 7154, which requires public bidding on items/services greater than \$25,000 due to the exemption from bidding for technology/software services allowed in ILCS 805/3-27.1, and approve the contract with CampusEAI in the amount of "\$90,000" per year for five years pending legal review of the agreement.

Jake Rendleman and Bill Alstat moved and seconded approval of all items on the Consent Agenda as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3375)

NEW BUSINESS

A. Tuition and Fee Proposal for Spring 2017

President House recommended that Item A, Tuition and Fee Proposal for Spring 2017, be tabled until a future date.

CLOSED SESSION

Board Chair Don Brewer stated that it was desirable to hold a closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific individuals; and collective bargaining; and he would appreciate board action and a roll call vote to that effect.

Jake Rendleman and Bill Alstat moved and seconded that the regular meeting of the John A. Logan College Board of Trustees be declared in closed session.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-3376)

The meeting was declared in closed session at 7:25 p.m.

The meeting was declared back in regular session at 8:02 p.m.

APPROVAL OF RESIGNATION OF INTERIM VICE-PRESIDENT FOR ADMINISTRATION

President House recommended and Bill Alstat and Bill Kilquist moved and seconded that the Board of Trustees accept the resignation of Dr. Larry Peterson, interim vice-president for administration, effective August 1, 2016.

A voice vote showed all in favor. Motion Carried.
(Resolution #16-3377)

PERSONNEL

Operational Staff

President House recommended that Autumn Abbott be employed as a full-time, temporary, grade IV, financial aid specialist IV at John A. Logan College.

President House recommended that Marsha Grob be employed as a full-time, grade IV, testing services clerk at John A. Logan College.

President House recommended that Keisha Rafe be employed as a full-time, grade IV, administrative assistant IV (athletics) at John A. Logan College.

Ray Hancock and Jake Rendleman moved and seconded that the Board of Trustees approve all operational staff personnel as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3378)

President House recommended that the Board of Trustees approve the annual raise for non-union operational staff employed for FY 2017 in the amount of 3.0%. Per Board Policy 5221A, Hours and Compensation, the administration is recommending that non-union operational staff employed for

FY 2017 receive a 3.0% raise. Board policy states that the non-union operational staff receive the greater of the non-union NTP or LOSA raise. The LOSA raise for the FY 2017 per their labor contract is 3.0%

Jake Rendleman and Ray Hancock moved and seconded that the Board of Trustees approve the annual raises for non-union, operational staff employed for FY 2017 as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3379)

Maintenance/Building Staff – None at this time.

Campus Police Staff – None at this time.

Non-Teaching Professional Staff

President House recommended that Scott Wernsman be ratified as a full-time, grade V, director of partnerships and dual credit effective July 1, 2016.

Bill Alstat and Jake Rendleman moved and seconded that the Board of Trustees approve the ratification of director of partnerships and dual credit as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3380)

President House recommended that Stephanie Chaney-Hartford be employed as a full-time, grade XI, dean for academic affairs.

Jake Rendleman and Bill Kilquist moved and seconded that the Board of Trustees approve the employment of dean for academic affairs as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3381)

President House recommended the appointment of athletic director be tabled until a future date.

President House recommended department chair appointments for the FY 2017- FY 2019, three-year term:

Cheryl Thomas – Life and Physical Science
Lora Hines – Business, Computer Science and Math
Greg Walker – Applied Technologies
Matt Garrison – Communications, Humanities and Social Science
Pam Karns – Allied Health and Public Services

Ray Hancock and Bill Kilquist moved and seconded that the Board of Trustees approve the department chair appointments as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3382)

President House recommended that the Board of Trustees approve the annual salary increase for non-teaching professionals under contract for FY 2017 in the amount of 2.13%. The annual increase for non-union, non-teaching professional staff not represented by the Logan Professional Staff Association (LPSA) is determined by Board Policy 5220A to be 2.13%. This is the average of all full-time faculty employed at the Fall 2016 (FY2017) semester.

Bill Kilquist and Bill Alstat moved and seconded that the Board of Trustees approve the annual salary increase for non-teaching professional staff under contract for FY 2017 as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3383)

Full-Time Faculty

President House recommended and Ray Hancock and Jackie Hancock moved and seconded that the Board of Trustees approve the recall of rified faculty members Jane Bryant and Kathi Kibler.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3384)

Term Faculty

President House recommended that Jane Bryant be ratified as a part-time instructor of sociology at John A. Logan College effective June 13, 2016.

President House recommended that Kathi Kibler be ratified as a part-time instructor of psychology at John A. Logan College effective June 13, 2016.

President House recommended Helen Jeannine Coffey be ratified as a part-time instructor of cosmetology at John A. Logan College effective June 13, 2016.

President House recommended that Trent Crews be ratified as a part-time instructor of mathematics at John A. Logan College effective June 13, 2016.

President House recommended that Karla Duncan-Gunter be employed as a part-time instructor of biology at John A. Logan College effective August 15, 2016.

President House recommended that Alison Edmund be employed as a part-time instructor of biology at John A. Logan College effective August 15, 2016.

President House recommended that Sayword Edwards be employed as a part-time instructor of health information technology at John A. Logan College effective August 15, 2016.

President House recommended that Phillip Galli be employed as a part-time instructor of criminal justice at John A. Logan College effective August 15, 2016.

President House recommended that Elizabeth Grisley be employed as a part-time instructor of anatomy and physiology at John A. Logan College effective August 15, 2016.

President House recommended that Thomas Horan be employed as a part-time instructor of English at John A. Logan College effective August 15, 2016.

President House recommended that Ryan Horn be employed as a part-time instructor of criminal justice at John A. Logan College effective August 15, 2016.

President House recommended that Eric Howard be employed as a part-time instructor of criminal justice at John A. Logan College effective August 15, 2016.

President House recommended that Michael Kyle be employed as a part-time instructor of criminal justice at John A. Logan College effective August 15, 2016.

President House recommended that Todd Larson be employed as a part-time instructor of art at John A. Logan College effective August 15, 2016.

President House recommended that Michele Loyd be employed as a part-time instructor of mathematics at John A. Logan College effective August 15, 2016.

President House recommended that Glenn Parker be employed as a part-time instructor of dental hygiene at John A. Logan College effective August 15, 2016.

President House recommended that Mona Shehada be employed as a part-time instructor of CIS at John A. Logan College effective August 15, 2016.

President House recommended that Michael Stringston be employed as a part-time instructor of English at John A. Logan College effective August 15, 2016.

President House recommended that Jennifer Worthen be employed as a part-time instructor of dental hygiene at John A. Logan College effective August 15, 2016.

Jake Rendleman and Bill Alstat moved and seconded that the Board of Trustees approve the term faculty personnel as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3385)

Continuing Education Staff

President House recommended that Ameilia Robinson be employed as a body sculpt instructor at John A. Logan College effective August 29, 2016.

Ray Hancock and Jackie Hancock moved and seconded that the Board of Trustees approve the continuing education personnel as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3386)

Operational Staff – None at this time.

Non-Teaching Professional Staff – None at this time.

Full-Time Faculty – None at this time.

Part-Time Faculty – None at this time.

Volunteer Personnel – None at this time.

RETIREMENTS

Full-Time Faculty

President House recommended the approval of retirement request of Keith Krapf, assistant professor of biology, effective May 31, 2018.

Jake Rendleman and Ray Hancock moved and seconded that the Board of Trustees approve the full-time faculty retirement request as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3387)

ANNOUNCEMENTS – There were no announcements.

ADJOURNMENT

Bill Kilquist 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 #16-3388)

Respectfully submitted: Susan May, recording secretary to the Board of Trustees

Don Brewer, Chair

Jake Rendleman, Secretary