

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 Tuesday, March 26, 2019, commencing at 7:00 p.m.

The meeting was called to order by Chair Bill Kilquist.

The Chair directed the recording secretary to call the roll:

Rebecca Borgsmiller	-- present
Ray Hancock	-- present
Mandy Little	-- present
William Orrill	-- present
Glenn Poshard	-- present
Jake Rendleman	-- not present
Hanna David	-- present
Bill Kilquist	-- present

Also present were: Ron House, president; Brad McCormick, vice-president for business services and college facilities; Melanie Pecord, acting vice-president for instructional services, Rhett Barke, legal counsel, Susan May, recording secretary to the Board of Trustees; and other College personnel.

Chair Bill Kilquist led the Board in the Pledge of Allegiance.

MINUTES OF THE REGULAR FEBRUARY BOARD MEETING

Minutes of the regular meeting of February 26, 2019, were previously distributed.

Bill Orrill and Glenn Poshard moved and seconded that the Board of Trustees approve the minutes of the February 26, 2019, Board of Trustees regular meeting.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3848)

TREASURER'S AND FINANCIAL REPORT (Appendix I)

The treasurer's and financial report for the period ending January 31, 2019, was previously distributed.

Glenn Poshard and Mandy Little moved and seconded that the Board of Trustees approve the treasurer's and financial report for the period ending January 31, 2019.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3849)

EXPENDITURE LIST (Appendix II)

The expenditure list for the period ending February 28, 2019, was previously distributed.

Bill Orrill and Glenn Poshard moved and seconded that the Board of Trustees approve the expenditure list for the period ending February 28, 2019.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-3850)

RECOGNITION OF GUESTS – None.

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS – None.

BOARD OF TRUSTEES REPORTS

A. Comments by Board Chair

Chair Kilquist commented on the positive news articles about John A. Logan College recently printed in the *Southern Illinoisan* and local newspapers.

B. Athletics Advisory Committee

No report.

C. Building, Grounds, and Safety Committee

No report.

D. Board Policy Committee

No report.

E. Budget and Finance Committee

Trustee Glenn Poshard reported that the committee met on March 19. The current auditing firm has reached the end of the three-year audit cycle, and the administration recommended not extending the audit agreement with the current firm due to the substantial increase in cost for a one-year renewal. The committee recommended that the administration proceed with the issuance of a request for proposals for auditing services.

Vice-President McCormick shared financial projections with assumptions for fiscal years 2019 – 2022 and stated that a surplus of \$500,000 - \$1 million is still anticipated for fiscal year 2019. Mr. McCormick displayed a graph depicting the audited year-end Operating Fund balances expressed as a percentage of annual expenditures for the period of FY2000 to FY2018. The second highest fund balance was recorded in fiscal year 2018, which represents that the College has been able to put things back together despite the two years of the budget impasse situation. Budget assumptions for FY2020 are based on flat tuition and fees anticipated for year-end 2019 and assume no increase in tuition or enrollment. Mr. McCormick is exploring options of a technology finance package that may be part of the recommended FY2020 budget to address several technology purchases that have been identified, not just for the Enterprise Resource Planning, but for other instructional software and equipment needs.

The Site and Construction Master Plan was discussed from a financial perspective. The College received a lot of great ideas from the eight employee forums and will look for an approach that will include several sources of funding to address the demand to invest in facilities in the near future. Mr. McCormick researched eight peer institutions and noted that John A. Logan College had the second lowest levy-supported debt in that group. The percentage of the College's tax levy in support of debt is 21.6 percent, and the average percentage in the peer group is 32.8 percent.

in response to an emergency capital request issued by ICCB for deferred maintenance and safety, the College submitted a proposal in the amount of \$760,000 to provide a protected sidewalk from the main campus to the Community Health Education Complex and athletic fields.

F. Integrated Technology Committee

Trustee Rebecca Borgsmiller reported that the College will participate in a pilot test of ProctorU, a software used to proctor exams for online courses. The John A. Logan College Foundation funded a grant to purchase charging stations, which will include twelve semi-permanent stations located throughout campus and 40 portable charging sets that can be checked out.

G. Illinois Community College Trustees Association (ICCTA)

Trustee Mandy Little attended the ICCTA meeting earlier this month that included discussion on state legislative issues affecting Illinois community colleges. Twenty-four applications were received for the ICCTA executive director position and interviews will begin in April, and nominations for 2019-2020 ICCTA officer positions will be accepted through April 22. An ICCTA mobile app was discussed as a way to appeal to members and increase participation with the association. The Governor will appoint a new trustee representative to the Illinois Community College Board, and ICCTA is seeking a gubernatorial proclamation and legislative resolution to recognize April as Community College month. A chair academy will be held at Heartland Community College in June to provide professional development for young administrators and faculty, and the Association of Community College Trustees will be celebrating 50 years at their Leadership Congress this fall.

H. John A. Logan College Foundation

Trustee Mandy Little reported that the John A. Logan Foundation Golf Classic is set for Friday, August 16th at the Crab Orchard Golf Course, and US Bank will be the title sponsor. The second annual Buffalo Tro will be held on the Friday before the start of Hunting and Fishing Days in September.

I. Student Trustee

Student Trustee Hanna David reported that the Logan Defenders will host a Cyber Banquet on May 11 with guest speakers Amanda Joyce from the Strategic Cyber Security Analysis and Research and Illinois State Representative Dave Severin. Tickets are being sold as a fundraiser for the Cyber Security Club. Applications for Student Senate officers are being accepted for the FY2020 academic year. Phi Theta Kappa students will attend the national convention in Florida, where acting Vice President Melanie Pecord will receive the Distinguished College Administrator Award, and Club Advisor Adrienne Barkley Giffin will receive the PTK Distinguished Chapter Advisor award. A panel discussion on "What's at stake: When Visionary Women Must Act: was held to commemorate National Women's National History Month.

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

Instructional and Student Services Division Year in Review

Acting Vice-President Melanie Pecord presented highlights of the Instructional and Student Services Division over the past year. Engagement in district high schools through freshman orientation, placement testing, and dual credit registration continue to be a large part of the College's recruitment efforts. Recruitment teams are also visiting junior high schools. The College's outreach efforts draw over 1,000 high school students to campus through the ACES Competition (formerly WYSE), Discovery Days, FFA Day, Healthcare Showcase and Applied Technology Days, High School Writing and Art Competition and summer camps offered through Community Education. A new event, Ag Mechanics Day, is planned to take place this fall.

Internal efforts implemented this year include a partnership between academic advisement and instruction. Academic advisors sit in on courses and attend department meetings to gain first-hand knowledge to share with students. Continued efforts to personally contact each student on the purge list has resulted in reducing the number of students dropped for non-payment from 800 to 150. The College's Early Alert System notifies advisors of student absences which gives them an opportunity to reach out to increase student retention. The Veteran's Affairs Office serves approximately 114 veterans, and the Diversity and Inclusion Office continues to provide speakers and activities to promote a diverse student culture.

The College's nursing program is on track to be accredited by the Accreditation Commission for Education in Nursing. This year, ninety students graduating in the Associate Degree Nursing and Licensed Practical Nursing programs received a 100 percent pass rate on the NCLEX exams. The Diagnostic Medical Sonography program received accreditation through 2024, and the new Agriculture Program, including eight new courses approved by the Illinois Articulation Initiative, will be accepting students for Fall 2019. The College recently hired a full-time instructor for the EMS program and will work to receive accreditation for this program. Online enrollment continues to trend upward, and online options for dual credit with a study hall component are now available to high school students. Construction Management and HVAC students continue to help with Habitat for Humanity projects.

State-led initiatives that have impacted the College include a grant to establish a welding apprenticeship and Perkins V funding that allows funds to be used for visits to fifth-grade students. John A. Logan College will participate at the state level in Perkins V planning and improving the Career and Technical Education program approval process. A leadership grant in the amount of \$50,000 was awarded to dual credit for the Criminal Justice Program, which will provide an opportunity to offer Spanish through distance learning to high school students in Trico and Crab Orchard.

Challenges encountered by the College include changes to the high school teacher competency requirements for dual credit proposed by the Illinois Community College Board and Illinois Department of Higher Education that do not correspond with Higher Learning Commission standards. The College also continues to look for innovative ways to increase the recruitment of non-traditional students.

Community involvement is ongoing through attendance at chamber meetings and student club projects. The Nursing Club will host the second annual Eggstravaganza egg hunt designed for children with visual, hearing, motor, or cognitive needs. The Boy and Girl Scouts look to our cybersecurity students to receive their cybersecurity patches. The College has increased its social media presence on Facebook, Instagram, Twitter, and Snapchat under #LifeatLogan. Currently, Facebook is the number one social media platform utilized by students at John A. Logan College, and in some instances, the College’s social media platforms have increased 300 percent. Ms. Pecord concluded her report emphasizing the importance of the Instructional and Student Services Divisions functioning as a team to impact student success.

Comments from President Ron House

President House reported that the College is working on the student articulation agreement with Southern Illinois University-Edwardsville to include an online BSN in nursing degree. He commented that the College is in a much better financial situation than we were a couple of years ago and commended the faculty and staff that continue to work together for the betterment of the curriculum and services we provide.

CONSENT AGENDA

A. Student Trustee Election

President House recommended that the Board of Trustees officially approve the results provided below of the March 6, 2019 election for a student member to the John A. Logan College Board of Trustees for 2019-2020; declare Hanna David the winner of the election; and authorize the seating of Ms. David at the April board meeting for a one-year term.

<u>Candidates</u>	<u>Number of Votes</u>
Hanna David	100
Write-In Votes:	
Andrew Aldrich	1
Patrick Enmorty	1
Gabriel Gohery	1
Trevor Herzog	2
Dylan Kramp	1
Seth Loyd	1
Brock Mills	1
Reagan Tilley	<u>1</u>
Total Ballots Cast	109

B. Statement of Final Construction Completion

President House recommended that the Board of Trustees approve the Statement of Final Completion to be submitted to ICCB for the project listed below:

<u>Project Name</u>	<u>Project Budget</u>	<u>Actual Expenditures</u>
Lab C237 Renovations	\$194,281	\$100,106

Mandy Little and Bill Orrill 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 #16-3851)

NEW BUSINESS

Operational Staff

President House recommended that Kasey Waldrop be employed as a full-time, grade III, admissions specialist III at John A. Logan College.

President House recommended that Claudia Merrett be ratified as a part-time, grade II, administrative assistant II (Southern Illinois Wellness) at John A. Logan College effective March 18, 2019.

President House recommended that Nathan Lieber be ratified as a part-time lifeguard at John A. Logan College effective March 11, 2019.

President House recommended that Kenneth Sizemore be ratified as a part-time lifeguard at John A. Logan College effective March 18, 2019.

Glenn Poshard and Bill Orrill moved and seconded that the Board of Trustees approve the operational staff as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3852)

Non-Teaching Professional Staff

President House recommended that Chad Mulholland be employed as a full-time, grade VII, coordinator of grounds at John A. Logan College.

Bill Orrill and Mandy Little moved and seconded that the Board of Trustees approve the non-teaching professional staff as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3853)

Full-Time Faculty

President House recommended that Jared Burde be employed as a full-time, tenure track faculty, physics instructor at John A. Logan College effective Fall 2019.

Bill Orrill and Glenn Poshard moved and seconded that the Board of Trustees approve the full-time faculty as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3854)

Term Faculty

President House recommended that Zachary Hostetter be employed as a part-time instructor of nursing at John A. Logan College effective June 10, 2019.

Mandy Little and Bill Orrill moved and seconded that the Board of Trustees approve the term faculty as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3855)

Community Education Staff

President House recommended that Casey Macabulos be ratified as a personal training instructor at John A. Logan College effective February 28, 2019.

President House recommended that Deborah Reimer be employed as a Pound instructor at John A. Logan College effective March 27, 2019.

Bill Orrill and Mandy Little moved and seconded that the Board of Trustees approve the community education staff as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3856)

Workforce Development Staff (50% College/50% Grant)

President House recommended that Ben Absher be employed as a CPR instructor at John A. Logan College effective Spring 2019.

President House recommended that Caroll Basham be employed as a Highway Construction Careers Training Program instructor at John A. Logan College effective Spring 2019.

President House recommended that Dianne Gaertner be employed as a CPR instructor at John A. Logan College effective Spring 2019.

Glenn Poshard and Bill Orrill moved and seconded that the Board of Trustees approve the workforce development staff as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3857)

Part-Time Grant Faculty

President House recommended that Julie Chapman be ratified as a part-time ASE instructor at John A. Logan College effective February 11, 2019.

Bill Orrill and Mandy Little moved and seconded that the Board of Trustees approve the part-time grant faculty as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3858)

Resignations/Retirements

Operational Staff

President House recommended that the Board of Trustees accept the resignation of Maria Moore, learning lab specialist III, effective March 8, 2019.

President House recommended that the Board of Trustees accept the resignation of Kristy Neville, admissions specialist III, effective February 28, 2019.

President House recommended that the Board of Trustees accept the retirement request of Colette Russell, administrative assistant V for nursing, effective January 1, 2020.

Non-Teaching Professional Staff

President House recommended that the Board of Trustees accept the requirement request of Carolyn Gallegly, director of student success, effective July 1, 2019.

President House recommended that the Board of Trustees accept the retirement request of Rita Harriss, coordinator of student financial assistance, effective July 1, 2019.

President House recommended that the Board of Trustees accept the retirement request of Joe Hines, coordinator of student recruitment, effective October 1, 2019.

President House recommended that the Board of Trustees accept the retirement request of Don Priddy, director of emergency planning and risk management, effective July 1, 2019.

President House recommended that the Board of Trustees accept the retirement request of John Reeder, academic advisor/counselor, effective July 1, 2019.

Security Staff

President House recommended that the Board of Trustees accept the retirement request of Sam Miller, campus safety officer, effective January 1, 2020.

President House recommended that the Board of Trustees accept the retirement request of Danny Zoller, law enforcement officer, effective January 1, 2020.

Glenn Poshard and Mandy Little moved and seconded that the Board of Trustees accept the retirements and resignations as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3859)

ANNOUNCEMENTS

Trustee Mandy Little announced that the ICCTA Executive Committee Retreat will be held at John A. Logan College on August 2 and 3, 2019.

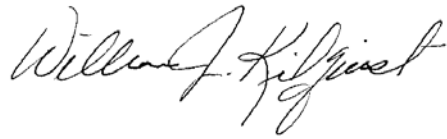
ADJOURNMENT

Bill Orrill and Glenn Poshard 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 #16-3860)

The meeting was duly adjourned at 8:03 p.m.

Respectfully submitted: Susan May, Recording Secretary to the Board of Trustees

A handwritten signature in cursive script that reads "William J. Kilquist".

William J. Kilquist, Chair

A handwritten signature in cursive script that reads "Mandy Little".

Mandy Little, Secretary