

**JOHN A. LOGAN COLLEGE**  
**Board of Trustees**  
**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, 2024, commencing at 6:00 p.m. The meeting was open to the public and streamed on the College's YouTube channel.

Vice-Chairman Aaron Smith called the meeting to order and directed the recording secretary to call the roll.

Rebecca Borgsmiller	-- present
Brent Clark	-- present
Bill Kilquist	-- not present
Mandy Little	-- present
Glenn Poshard	-- present
Jake Rendleman	-- present
Aaron R. Smith	-- present
Magnus Noble	-- present

Also present were President Dr. Kirk Overstreet, Legal Counsel Rhett Barke, Provost Dr. Stephanie Chaney Hartford, Vice-President of Business Services and CFO Dr. Susan LaPanne, Recording Secretary Susan May, and other College personnel.

Vice-Chairman Smith led the Board in the Pledge of Allegiance.

**OPPORTUNITY FOR PUBLIC COMMENTS**

There were no public comments.

**PRESENTATIONS**

Student Senate officers Selena Rogers, Lance Gates, and Anastasia Moroz presented a semi-annual report on Student Senate service projects and student involvement for 2023-2024. Student Senate distributed over 1,000 food items during their Thanksgiving Food Drive this year to five families and GED students, and the Angel Tree Drive funded Christmas gifts for 117 local children. Students also participated in the Clean SoIL Initiative and cleared approximately 10 miles along Route 13. Student Senate hosted a Coffee with a Cop and Counselor event and distributed over 200 tickets. The 2024 Student Voice Survey topic will be enhancing awareness of on-campus resources.

**Recognition of Student Trustee Magnus Noble**

Vice-Chairman Smith read a Resolution of Appreciation for Student Trustee Magnus Noble, noting his accomplishments and service that extended to all community college students through his service on the ICCB and IBHE Student Advisory Committees, in addition to his service as Student Trustee. Trustee Noble thanked the staff and the Board for the many opportunities afforded him during his tenure as Student Trustee.

## **BOARD OF TRUSTEES REPORTS**

### **A. Chairman's Report**

No report.

### **B. Athletics Advisory Committee**

Trustee Brent Clark thanked Athletic Director Greg Starrick and the administration for their support and the continued success of Logan Athletics.

### **C. Building, Grounds, and Safety Committee**

Trustee Jake Rendleman reported that a preconstruction meeting had been held for the Elevator Replacement project, and on-site work should begin in the next four weeks. All documents for the West Lobby Expansion project have been submitted and are being reviewed. Construction could start in late fall of 2024. Renovation of the C & E wing will begin on May 20 and should be completed in May 2025. Construction documents are progressing well on the CTE Renovation/Construction project. Bidding for this work will happen in June or July, with a tentative construction start in September.

### **D. Board Policy Committee**

Trustee Becky Borgsmiller reported that the Board Policy revisions are included on tonight's agenda for final action.

### **D. Budget and Finance Committee**

No report.

### **E. Decennial Committee**

Trustee Mandy Little reported that the Decennial Committee met today and approved the final report to be presented to the Board of Trustees in April. Trustee Little thanked Mr. Ben Craft of Carterville and Mr. Richard Glodich of West Frankfort for serving as community representatives on this Committee.

### **F. Integrated Technology (IT) Committee**

Trustee Mandy Little reported that the IT Planning Committee is currently reviewing the updated Information Security Plan, and employees are completing their annual required training on Information Security, Identity Theft Prevention, and Confidentiality Agreement sign-off. The Area of Rescue Assistance buttons have been replaced, and work is ongoing to hang appropriate signage around the installation areas. Information Technology staff are working on the setup and configuration of an Analytics framework for reporting and a Chatbot for the website. Scott Elliott added that the Chatbot has approximately 300 question/answer pairs and would allow current and prospective students to interact with the Chatbot to receive answers. A live agent feature is also available and will be rolled out after the automated responses are in place.

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

Trustee Aaron Smith reported that he will attend the ICCTA Lobby Day in Springfield, IL, on May 2.

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

Trustee Jake Rendleman reported that the Foundation Italian Dinner was a tremendous success, with nearly 300 people in attendance, including men's and women's athletes and coaches. Executive Director Staci Shafer expressed appreciation for the Board member's support.

## **I. Student Trustee**

Student Trustee Magnus Noble reported that the Student Senate held a focus group regarding course materials. Information that emerged from this group was that students were equally split regarding their preferences for physical vs. digital textbooks. Of the four options presented to the group, inclusive access, equitable access, textbook rental programs, and open educational resources (OER), the option most positively received was the OER. Students preferred a transitional situation that offered both OERs and a traditional bookstore. One positive feature of the OER is that they are printable, and the College currently provides free student printing. College affordability and support of OERs will be the focus of Student Advocacy Lobby Day in April. Student Trustee Noble added that the Student Senate had partnered with the Foundation to host a fundraising event on Thursday, June 13, to raise funds for the Foundation book fund recently established.

## **ASSOCIATION REPORTS**

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

Association President Dr. Jane Bryant expressed her concerns regarding Illinois House Bill 5020, which proposes to amend the Dual Credit Quality Act. This Act has been a staple for Illinois since 2010 to make higher education more affordable and accessible; however, over time, the law has been amended to lower the qualifications for high school teachers who instruct dual credit courses in their high schools. One of the concerns regarding HB5020 is the proposed creation of a committee to establish the dual credit instructor framework for priority career pathway courses, which may consider 2,000 hours of previous years of teaching experience equivalent to a master's degree for college teaching purposes. Dr. Bryant reported that for the spring semester of 2024, the College had 64 dual credit sections included in the course offerings, and only 22 sections were taught by full-time or adjunct faculty from JALC. Faculty around the state filed witness slips in opposition to HB 5020, and no action was taken on the bill at the March 21<sup>st</sup> committee meeting. Dr. Bryant asked the members of the Board to file written testimony and personal witness slips as concerned citizens who value the quality of higher education for each subsequent committee meeting where HB 5020 was on the docket.

## **EXECUTIVE LEADERSHIP REPORTS**

### **C & E Wing Construction Project**

President Overstreet reported that in an effort to avoid disrupting classes mid-semester, the College has moved the start date for the C & E Wing construction project to May 20, 2024.

### **Health Insurance**

The Health Insurance Committee has been meeting since the beginning of the fall semester and invited four brokers to discuss health insurance at an all-employee forum in February. President Overstreet noted that our current health insurance with TeamCare is excellent; however, all employees must take the coverage, even if they could be covered under a spouse plan. This requirement has been a hardship for new hires, especially in the ranks of early administrators. We wanted to give our employees a choice of taking our insurance in addition to providing options for coverage, and TeamCare did not have this option

available to us. The Committee selected two brokers that have presented proposals for a PPO package similar to the current package, an HRA package that would allow for a higher deductible at a lower cost to the employee, and an option to opt out of the College's insurance program. The Health Insurance Committee will gather more information from the two brokers, and we plan to have a recommendation to the Board in April.

### **American Association of Community Colleges Presentation**

President Overstreet attended the American Association of Community College conference, where JALC employees Cathrine Hoekstra, Emily Monti, and Kaylee Smith gave a presentation on morale utilizing data results from the CCSSEE survey and Fall Kick-Off. President Overstreet plans to share this presentation with all College employees.

### **Hospitality Management Program**

Provost Stephanie Chaney Hartford reported that the Hospitality Management Associate in Applied Science degree and Hospitality Management Operations Certificate were approved by the Higher Learning Committee for the fall program listing.

### **Dr. Barbara Patchett Eggstravaganza Event**

On March 24, the College hosted 200 children for the nursing department's Dr. Barbara Patchett Eggstravaganza, which focuses on children with neuro-diversity issues. This year marked the fifth year of the event.

### **Women's History Month**

The Women's History Month celebration will feature keynote speaker Carolin Harvey, Mayor of Carbondale. Dr. Marilyn Toliver and Dr. Jane Bryant will also be recognized for improving diversity, equity, and inclusion within their coursework.

### **Budget Process**

Vice-President and CFO Dr. Susan LaPanne reported that the budget process had been updated this year to conform with ICCB requirements to involve departments in creating the budget. The process consisted of utilizing the BudgetPak software for all continuing operation items and a new process for submitting requests for new initiatives. A series of three budget training videos were developed and disseminated to all employees explaining the new process. Participants were asked to include a business plan for their initiative that consisted of the benefit the College and students would derive from the initiative, the Strategic Plan pillar it aligned with, and the estimated time, effort, equipment, etc., associated with the initiative. The President's Cabinet will review and prioritize the new initiatives for this year and future years in accordance with the capacity available to produce a balanced budget. Dr. LaPanne hopes employees will feel more connected to the budget and alignment strategy through this process.

## **INFORMATIONAL ITEMS**

### **A. Personnel**

President Overstreet approved the retirement request of Ms. Christy Marrs, Director of Compensation and Benefits, effective May 1, 2024.

President Overstreet accepted the resignation of Mr. Clifford Higgerson, Mary Logan High School instructor, effective March 8, 2024, and Ms. Kylee Williams, Assistant Professor of Computer Information Systems, effective March 31, 2024.

## **CONSENT AGENDA**

Vice-Chairman Smith asked if there were any Consent Agenda items the Board would like to pull for further discussion or a separate vote. Hearing none, Consent Agenda Items A – M were presented for approval:

### **A. Student Trustee Election Results**

Approved the results of the March 6, 2024, Student Trustee Election for 2024-2025; declared Madilyn Kerrigan the election winner; and authorized Ms. Kerrigan's seating for a one-year term, effective April 15, 2024.

### **B. Medical Equipment and Supply Purchase**

Approved the purchase of medical equipment and supplies in the amount of \$34,754.90 from Laerdal Medical Corporation using the ICCB FY23 Trades School Grant Program funding for the Medical Assistant Program.

### **C. FY 2024 Office Laptop Purchase**

Approved the purchase of 38 Dell Office Laptops for \$62,715.66.

### **D. TimelyCare Contract**

Approved Year Two of the TimelyCare contract to be funded with the FY 2024 Mental Health State Appropriation and approved Year Three of the TimelyCare contract to be tentatively funded by future fiscal year Mental Health Appropriations if allocated, or College funds if not FY 2025 Mental Health Appropriations are received.

### **E. Virtual Reality Equipment Purchase**

Approved the purchase of the MILO Range Pro 4K VR Simulator for the Criminal Justice Program for \$45,140 from MILO using the ICCB FY 2024 CTE VR Grant funding.

### **F. Perkins Purchases for the Lending Library**

Approved the use of Perkins Grant funding allocations for the purchase of textbook and course materials for the Lending Library from A Book Company, LLC, dba: eCampus Bookstore, up to \$40,000 with ICCB approval, through the end of the fiscal year.

### **G. Make Space Storefront Glazing Project**

Approved the Maker Space Storefront Glazing project and awarded the bid to W. F. Stiff, Inc., a qualified and responsible bidder, for the total cost of \$28,821 funded entirely with FY 2024 Early Childhood Access Consortium for Equity (ECACE) grant funds.

### **H. JALC Dog Trot Cabin HVAC and Repair**

Approved the Dog Trot HVAC and Repair project and awarded the bid to HSG Mechanical Contractors, Inc. for a total cost of \$36,995.00. Funding is provided through a gift from the Harrison Bruce Foundation.

### **I. Commercial Outdoor Tent Rental for Hunting and Fishing Days**

Approved the tent rentals and awarded the bid to Herriott's Tents Rents Events, a qualified and responsible bidder, for a total cost of \$30,863.80.

**J. Personnel Action Items (Appendix A)**

Approved the employment and ratification of personnel as recommended by President Overstreet.

**K. Expenditure Report**

Approved the monthly Expenditure Report for the period ending February 29, 2024.

**L. Treasurer's & Financial Report**

Approved the Treasurer's and Financial report for the period ending January 31, 2024.

**M. Meeting Minutes**

Approved the minutes of the February 26, 2024, regular meeting of the Board of Trustees.

Mandy Little and Glenn Poshard moved and seconded that the Board of Trustees approve Consent Agenda Items A – M, as presented.

Upon roll call, all members present voted yes. Motion carried.

(Resolution #16-4348)

**OLD BUSINESS**

**A. Board Policy Revisions for Final Action**

Revisions to the following policies were presented to the Board of Trustees for first reading on January 23, 2024. Policy revisions were made available for employee comment and are now presented for final action. Trustee Rendleman asked for clarification regarding the deletion of Policy 8240, and it was noted that details regarding the acceptance of transfer and prior learning credit were merged into Administrative Procedures 803 and 804.

Board Policy 8317 – Title IX

Board Policy 8312 – Title IX for Students

Board Policy 8242 – Transferring Credit to John A. Logan College

Board Policy 8210 – College-Level Examination Program

Board Policy 8220 – Proficiency Credit

Board Policy 8240 – Acceptance of Vocational Credit

Board Policy 8241 – Accepting Advanced Placement

Jake Rendleman and Magnus Noble moved and seconded that the Board of Trustees approve the Board Policy revisions as recommended by the Board Policy Committee.

Upon roll call, all members present voted yes. Motion carried.

(Resolution #16-4349)

**NEW BUSINESS**

**A. College Health Insurance**

The College's current health insurance coverage with TeamCare Central States will expire on June 30, 2024, and requires a 90-day notice of intent to withdraw from coverage.

Magnus Noble and Mandy Little moved and seconded that the Board of Trustees grant permission to the Administration to notify TeamCare of the College's intent to withdraw from coverage, effective July 1, 2024.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4350)

**ADJOURNMENT**

Jake Rendleman and Magnus Noble moved and seconded that the regular meeting of the Board of Trustees be adjourned.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4351)

The meeting was duly adjourned at 8:09 p.m.

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



William J. Kilquist, Chairman



Jacob "Jake" Rendleman, Secretary

**APPENDIX A**  
**Personnel Action Items**

**A. Full-Time Professional Staff**

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date</u>
McLaughlin, Colleen	CCR&R Infant Toddler Specialist	\$50,000	04/01/2024
Rafe, Keisha	Athletic Services Coordinator	\$47,000	11/16/2023

**B. Full-Time Faculty**

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date</u>
Woodward, Jacee	Faculty (Biology)	\$47,032	08/12/2024
Lampley, Angela M.	Faculty (Medical Lab Technology)	\$70,627	08/12/2024
Jordan, Jennifer	Faculty (Surgical Technology)	\$68,197	08/12/2024

**C. Teamsters Staff**

<u>Name</u>	<u>Type</u>	<u>Salary</u>	<u>Effective Date</u>
Dodd, Jimmy	Building Maintenance	Per Contract	04/15/2024

**D. Executive Support Staff**

<u>Name</u>	<u>Type</u>	<u>Salary</u>	<u>Effective Date</u>
Brooks, Daniela	Executive Assistant II (Business Services)	\$46,795	03/16/2024

**E. Part-Time Staff**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Lange, Carl	Community Education Trainer	03/05/2024
Morse, Larry	Community Education Trainer	03/24/2024
Neace, Dustin	OSHA Trainer	03/16/2024
Beers, James	Adjunct Faculty (Music)	01/16/2024
Houseworth, Tristan	Adjunct Faculty (Health Sciences)	03/21/2024

**F. Volunteer**

<u>Name</u>	<u>Type</u>	<u>Effective Date</u>
Cole, Mason	Athletics	01/05/2024
Stickney, Allison	Adult Basic Literacy	01/12/2024
Degan, Margaret	Harrison Bruce Historical Village	03/01/2024