

**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 Thursday, May 23, 2024, commencing at 6:00 p.m. The meeting was open to the public and streamed on the College's YouTube channel.

Chairman Bill Kilquist called the meeting to order and directed the recording secretary to call the roll.

|                     |                |
|---------------------|----------------|
| Rebecca Borgsmiller | -- present     |
| Brent Clark         | -- not present |
| Bill Kilquist       | -- present     |
| Mandy Little        | -- present     |
| Glenn Poshard       | -- present     |
| Jake Rendleman      | -- present     |
| Aaron R. Smith      | -- present     |
| Madilyn Kerrigan    | -- 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.

Chairman Kilquist led the Board in the Pledge of Allegiance.

**SEATING OF STUDENT TRUSTEE FOR 2024-2025**

Chairman Kilquist swore in Madilyn Kerrigan, who will serve as the student trustee for 2024-2025.

**OPPORTUNITY FOR PUBLIC COMMENTS**

There were no public comments.

**PRESENTATIONS**

Dr. Anthony Zarinana, volunteer coach for the John A. Logan College Forensics Team, shared the team's success during their first year of competition. Communication instructor Dr. Pat Izdik serves as the director of the Forensics Team, along with volunteer coaches Dr. Anthony Zarinana, Dustin Myers, and Jon Gunzel. The team competed at the National Speech Championship at the University of Illinois Chicago, placed in seven events, and captured the National Two-Year College title in Sweeps. Team members in attendance included Mischa O'Connell, Mia Bogdanskyy, Kellen Colson, and Alberta Grinston. Each member addressed the Board and expressed their appreciation for the skills and benefits gained through their JALC Forensics experiences.

**BOARD OF TRUSTEES REPORTS**

**A. Chairman's Report**

No report.

**B. Athletics Advisory Committee**

Chairman Kilquist reported that the John A. Logan athletes had an overall GPA of 3.47 for the spring semester. The JALC Baseball team finished with a record of 46-12, the most wins since 1994. The JALC Softball team ended their season with a record of 49-11, which is the best in program history. The Women's Golf team is competing this week at the NJCAA National Tournament in Florida. Logan Fitness moved to 24/7 access on May 16, and over 350 members have opted into the 24/7 access.

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

Trustee Jake Rendleman reported that the Board Building Committee met on May 23, 2024. Construction to replace the Elevator in the West Lobby will begin in July. Construction on the C & E Wing Renovation started May 20 and should run through July 2025. A partition will soon be built in the C & E Wing corridor for the asbestos abatement. Construction documents are progressing for the CTE Renovation/Construction, and the project should be ready for bidding in late summer or early fall. The B-Wing renovation project will begin in the next few weeks, and will renovate the entire lower level for the surgical technology, medical lab technology, and sonography programs. Trustee Glenn Poshard asked about the asbestos abatement, and Jeremy Sargent affirmed that all of the asbestos abatement was designed by an asbestos abatement designer certified through the Illinois Department of Public Health.

**D. Board Policy Committee**

No report.

**D. Budget and Finance Committee**

Trustee Aaron Smith reported that he and Dr. Poshard met with President Overstreet and Vice-President LaPanne to review the tentative budget.

**E. Decennial Committee**

Trustee Mandy Little noted that the final report of the Decennial Committee is presented on tonight's agenda for Board approval.

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

Trustee Mandy Little reported that the electronic door access to Logan Fitness is up and running. The Alertus automated tornado warning was successfully activated, and the integration of Paymerang, a vendor payment solution for the Business Office, is complete. Some new initiatives under review include a physical off-site Disaster Recovery Datacenter, workflow solutions for forms and digital signatures, and a curriculum and catalog management.

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

Trustee Aaron Smith reported that he and President Overstreet attended Lobby Day and met with representatives from our region. They discussed bringing back the Legislative Breakfast at the College to have an additional touch point for discussion with our representatives.

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

Trustee Jake Rendleman reported that the Foundation will host an event at the Marion Elks Club for JALC Retirees on June 13. The Foundation is partnering with the Student Senate to host a Hawaiian Luau Fundraiser to benefit the student book fund in July. A \$100,000 scholarship endowment for students in Nursing has been received in addition to a \$25,000 scholarship endowment for students in the new Surgical Technology program.

## **I. Student Trustee**

Student Trustee Madilyn Kerrigan reported that Springfest went well, and they will work to remedy the noise level for students in the library. Phi Theta Kappa attended an international conference and was named in the top 50 of nearly 1,300 chapters.

## **ASSOCIATION REPORTS**

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

Faculty Association Vice-President Brennan Stover thanked the Board members who completed witness slips for the HB 5020 bill. The Association is working with the administration to resolve issues with the new health insurance plans.

## **EXECUTIVE LEADERSHIP REPORTS**

### **Health Insurance**

President Kirk Overstreet reported that the Health Insurance Committee began meeting in October to select an insurance broker, and upon the Committee's recommendation, the College engaged with USI Insurance Services. The plans are with Blue Cross Blue Shield and will work similarly to the prior plan. Open enrollment, including informational sessions with the broker, has begun, and the plan is to enroll everyone by June 6 so insurance cards can be ready for July 1. President Overstreet stated that Dr. Susan LaPanne and Stephanie Harner were integral in getting this off the ground along with the Committee work. Trustee Glenn Poshard reiterated that this was a committee-driven process, open to any vendor to apply, and individuals could realize significant savings from most plans. This provider provides flexibility and allows employees to opt out of the coverage if they have insurance through another means.

### **Graduation**

President Overstreet thanked the Board of Trustees for their support during this academic year and those who participated in the graduation and the nurse pinning ceremonies. Provost Hartford added that 239 students participated in the two graduation ceremonies, and the College conferred 501 degrees and certificates this semester.

### **Higher Learning Commission (HLC) Quality Initiative**

The HLC Task Force, comprised of representatives from across campus, chose strategic planning as the HLC Quality Initiative that will be completed in the next two years.

### **Articulation Agreements**

Provost Hartford reported that John A. Logan College has 215 articulation agreements with 15 educational institutions. In the last two years, the College added 129 new articulation agreements. All Associate in Arts and Associate in Science degrees will transfer to over 15 majors at Southern Illinois University Carbondale.

### **General Store**

Vice-President Dr. Susan LaPanne announced that the General Store is now open and operating through a point-of-sale (POS) system that is PCI-compliant at a very high level. This system will enable us to market merchandise in the General Store, athletic events, and other venues throughout the campus.

## **INFORMATIONAL ITEMS**

### **A. Personnel**

President Overstreet approved the retirement requests of Gary Tendick, Assistant Director of Institutional Research, effective May 1, 2024; Rebecca Caraker, Testing Services Administrative Assistant, effective July 1, 2024; Dr. Jane Beyler, Assistant Professor of Psychology, effective June 1, 2025, Dr. Jane Bryane, Professor of Political Science, effective August 1, 2025, and a change in retirement date for Karla Tabing, effective May 1, 2024.

President Overstreet accepted the resignations of Christopher Maynor, Building Maintenance, effective April 15, 2024; Melissa Luttenbacher, Health and Safety Coach, effective May 10, 2024; and Dylan Stanton, Campus Safety Officer, effective May 15, 2024.

### **B. Invoice Automation Software**

President Overstreet informed the Board that the College has engaged with Paymerang software for one year at a cost of \$800 per month.

## **CONSENT AGENDA**

Chairman Kilquist 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 – Y were presented for approval:

### **A. Approval of Decennial Committee Report**

Approved the final report of the Decennial Committee in accordance with Public Act 102-1088. The report will be submitted to the applicable county clerk's offices and posted for public viewing. Upon completion of this action, the Decennial Committee will be dissolved.

### **B. Full-Time Faculty Academic Rank**

Approved the academic rank promotions recommended by the Faculty Rank Promotion Committee: George Bricker, Assistant Professor of Electronics, and Robert McKenzie, Assistant Professor of Chemistry.

### **C. Tool Cart Purchase for Auto Services Technology Program**

Approved the purchase of two maintenance tool carts and two individual tool kits from Snap-On Industrial at a cost of \$30,643.82, funded through the FY24 Rev Up EV Grant.

### **D. Training Bench for Auto Services Technology Program**

Approved the purchase of a 100v Electric Vehicle Training Bench from Legacy EV at a cost of \$39,075.00, funded through the FY24 Rev Up EV Grant.

### **E. Specialized Technology Classroom Upgrades**

Approved the purchase of specialized technology equipment updates and additions, not to exceed \$265,000, funded with FY24 student technology fees.

### **F. Final Payment for Services to Southern Illinois College Common Market (SICCM)**

Approved the payment of the FY 2024 bill from SICCM, in the amount of \$154,385, for services delivered to John A. Logan College.

**G. Fund Transfer for West Lobby Project Trust Account**

Authorized the transfer of \$985,420 from the 2020 Bond Series to the Trust Account for the West Lobby Project in order for the Capital Development Board to allow the bid to be released.

**H. Repayment of Interfund Loans**

Approved the interfund loan repayments from the Student Activity Fund in the amount of \$70,000 and from the Restricted Purposes Fund in the amount of \$1,300,000 to the Working Cash Fund.

**I. Compressor Unit Replacement**

Approved the renovation project for the Communication Wing basement level and awarded the bid to W. F. Stift, Inc., for a total cost of \$365,000, using donated funds in Fund 03 from the Deaconess Health System.

**J. Renovation to Communication Wing Basement Level**

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

**K. Technology for Communication Wing Renovation Project**

Approved technology for the Communication Wing renovation project for a total cost of \$81,408.92.

**L. Harrison Bruce Player Development Center**

Approved a construction contract with Samron Midwest Contracting of \$2,659,298 for the construction of the Harrison Bruce Player Development Center. This project is funded by a donation from the Harrison Bruce Foundation and the JALC Athletics Department fundraising.

**M. Jenzabar One Renewal**

Approved five-year agreements starting July 1, 2024, for Jenzabar One, at a total cost of \$1,597,488, and Campus Marketplace, at a total cost of \$248,653.

**N. ADP Software**

Approved a contract for ADP Services to the College at a cost of \$174,596.25 for each of the first two years.

**O. College Health Insurance**

Approved the College's engagement with the USI health insurance broker as recommended by the Health Insurance Committee and the administration, effective July 1, 2024.

**P. Employment of Assistant Provost of Student Affairs**

Ratified the employment of Dr. Rachel Sveda-Webb as Assistant Provost of Student Affairs, effective May 1, 2024.

**Q. Student Affairs Reorganization**

Approved promotions within the Student Affairs Division, effective July 1, 2024: April Martinez, Director of Enrollment Management; Kaylee Smith, Registrar; Abby Porter, Manager of Dual Credit and Partnerships; and Donnie Winget, Manager of Counseling Services.

**R. Promotion of Manager of Curriculum and Instruction**

Approved the promotion of Ms. Emily Monti to Director of Academic Programs and Accreditation at a salary of \$75,000, effective July 1, 2024.

**S. Promotion of Manager of Workforce and Community Education**

Approved the promotion of Mr. Ken Stoner to Associate Director of Workforce and Community Education at a salary of \$70,000, effective July 1, 2024.

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

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

**U. Expenditure Report for March 31, 2024**

Approved the monthly expenditure list for March 1 – 31, 2024.

**V. Expenditure Report for April 30, 2024**

Approved the monthly expenditure list for April 1 – 30, 2024.

**W. Treasurer's and Financial Report for February 29, 2024**

Approved the Treasurer's and Financial report for the period ending February 29, 2024.

**X. Treasurer's and Financial Report for March 31, 2024**

Approved the Treasurer's and Financial report for the period ending February 29, 2024.

**Y. Meeting Minutes**

Approved the minutes of the March 26, 2024 regular meeting.

Jake Rendleman and Glenn Poshard moved and seconded that the Board of Trustees approve Consent Agenda Items A – Y, as presented.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4352)

**NEW BUSINESS**

**A. Tentative Budget for FY 2025**

Vice-President Dr. Susan LaPanne reported that the tentative budget represents a spending plan to achieve the mission of the College and support the programs we offer. The estimated revenue budget is largely anticipated from governmental sources, which depend on what is enacted at the state level. Revenue from property taxes represents a five percent increase year over year, and the estimate for Corporate Personal Property Replacement Tax is estimated at a 30 percent decrease this year. While there is no increase in tuition rates, revenue from tuition and fees is estimated at a three percent increase based on a one percent increase in enrollment.

Another elevation in revenue and expenses results from a requirement by the Governmental Accounting Standards Board (GASB) regarding Subscription-Based Information Technology Arrangements (SBITA). This increase represents \$1.3 million as both a revenue and expense.

Salary and employee benefits comprise 65 percent of the expenditures, comparable to our constituents. We also have a significant expense related to transfers. The Education Fund transfers just over \$2 million to the Auxiliary Enterprises Fund for activities such as vending, the eCampus Online Bookstore, the General Store, Logan Fitness, Athletics, and specific events the College hosts throughout the year. The Liability Protection and Settlement Fund has a very reasonable fund balance, which ensures that risk management and cyber-security activities are well covered.

Vice-President LaPanne completed a compliance review with Administrative Procedure 772, which is the Board's requirement that the College retain a fund balance level of at least 25 percent or three months of operating fund expenditures in unrestricted status within Operating Funds 01 and 02. We are currently in good compliance at 28.6 percent.

Trustee Aaron Smith and Chairman Kilquist commended Dr. LaPanne for her work on the budget and the educational information received tonight.

Glenn Poshard and Mandy Little moved and seconded that the Board of Trustees accept the tentative 2024-2025 budget to be made available for public inspection, and approve the Resolution and Notice of Public Hearing, and authorize the administration to meet all legal requirements concerning the advertisement of the tentative budget and public hearing.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4353)

#### **ADJOURNMENT**

Mandy Little and Aaron Smith moved and seconded that the regular meeting of the Board of Trustees be adjourned.

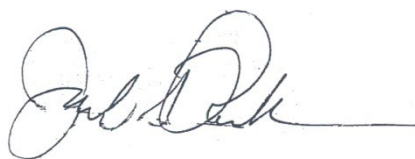
Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4354)

The meeting was duly adjourned at 8:00 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> |
|---------------------|---|---------------|-----------------------|
| Taylor, Jessica     | Associate Director of Payroll             | \$80,000      | 04/01/2024            |
| Aydt, Wayne         | Coordinator of Tutoring Services          | \$49,500      | 04/11/2024            |
| Moody, James "Gary" | Assistant Bursar                          | \$60,000      | 05/01/2024            |
| Hurst, Dawn         | Coord. of Purchasing & Auxiliary Services | \$48,550      | 05/16/2024            |

**B. Full-Time Faculty**

|              |                    |          |            |
|--------------|--------------------|----------|------------|
| Joshua Gross | Instructor of Math | \$58,043 | 08/08/2024 |
|--------------|--------------------|----------|------------|

**C. Teamsters**

|             |                      |            |            |
|-------------|----------------------|------------|------------|
| Dodd, Jimmy | Building Maintenance | \$32.50/hr | 04/15/2024 |
|-------------|----------------------|------------|------------|

**D. Part-Time Staff**

|                      |  |  |            |
|----------------------|--|--|------------|
| Wooldridge, Steve    | Community Education Trainer                    |  | 02/20/2024 |
| Deponai, Caleb       | Head Lifeguard                                 |  | 05/16/2024 |
| Goodpastor, Chad     | Logan Fitness Instructor                       |  | 04/18/2024 |
| Calvin, Madison      | Logan Fitness Weekend Supervisor               |  | 05/01/2024 |
| Vukadinovich, Sonya  | Adjunct Faculty (Health Sciences & Nursing)    |  | 04/08/2024 |
| Myers, Dustin        | Adjunct Faculty (Computer Information Systems) |  | 03/18/2024 |
| Szynkowski, Brittany | Adjunct Faculty (Biology)                      |  | 06/03/2024 |
| Robinson, Brad       | Adjunct Faculty (EMT)                          |  | 04/18/2024 |

**E. Volunteer Staff**

|                  |                    |  |            |
|------------------|--------------------|--|------------|
| Lingle, Juliette | Historical Village |  | 05/01/2024 |
|------------------|--------------------|--|------------|