

**JOHN A. LOGAN COLLEGE**  
**Carterville, Illinois**

**BOARD OF TRUSTEES**

Regular Meeting

Tuesday, November 22, 2011

7:00 p.m.

Board Room

Administration Building

**AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**III. MINUTES OF THE OCTOBER 19 SPECIAL MEETING AND REGULAR OCTOBER BOARD MEETING (Voice Vote)** – Minutes of the October 19, 2011, special meeting and the regular meeting of October 25, 2011, are enclosed with this packet for the Board of Trustees' consideration and action.

**IV. FINANCIAL REPORT (Attachment I) (Voice Vote)** – The financial report for the period ending September 30, 2011, is enclosed for consideration and action.

**V. ACCOUNTS PAYABLE (Attachment II) (Roll Call Vote)** – The list of accounts payable for the period ending October 31, 2011, is enclosed for consideration and action.

**VI. RECOGNITION OF GUESTS**

**VII. OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS**

**VIII. BOARD OF TRUSTEES REPORTS**

**A. Illinois Community College Trustees Association (ICCTA)** – John Sanders

**B. Southeast Region Trustees (SERT)** – John O'Keefe

**C. John A. Logan College Foundation** – Jake Rendleman/Mike Hopkins

**D. Association of Community College Trustees (ACCT)** – John Sanders

**E. Hiring Committee** – John Sanders/Mike Hopkins

- F. Athletic Advisory Committee – Jake Rendleman/Mike Hopkins
- G. Developmental Education Committee – John O’Keefe/Mike Hopkins
- H. Nursing Committee – John O’Keefe/Don Brewer
- I. Diversity Committee – John Sanders/Jackie Hancock
- J. Student Trustee – Mandy Little

**IX. GROUP/ASSOCIATION REPORTS**

- A. Faculty Association Report – Terri Rentfro
- B. Term Faculty Association Report – John Montacue
- C. Logan Operational Staff Association Report – Vicki Kelly/Frances Cobb

**X. OFFICERS’ REPORTS**

- A. Brad McCormick -- Board Building Committee  
-- Board Policy Committee
- B. Tim Daugherty -- Governor’s Sustainability Award
- C. Julia Schroeder -- Comments from Dr. Schroeder
- D. Robert L. Mees -- President’s Council Retreat

**XI. CONSENT AGENDA (Voice Vote)**

**A. Approval of Instructional Calendars FY-2013 and FY-2014 (Attachment III)**

Approval is requested for the John A. Logan College Instructional Calendars for FY-2013 and FY-2014. Both calendars were approved by College Council on October 26, 2011.

**Recommendation:** That the Board of Trustees approve the instructional calendars for FY-2013 and FY-2014 as included in Attachment III.

**B. Authorize Solicitation of Bids for Maintenance Building Construction**

After a couple of years in waiting, the College received the authorized grant from DCEO for \$100,000 for the construction of the maintenance building on the north end of campus, replacing a maintenance shed that collapsed under snow weight a few years ago. The building will provide for a heated shop area for equipment maintenance, storage space for equipment and hazardous chemicals, and an office for the Coordinator of Grounds. The

grant will not be sufficient to cover all costs and will require up to \$50,000 of funding from the restricted building fund (not bond funds). Due to the fact there is no board meeting in December, and depending upon the bidding results, Vice-President McCormick may request a phone poll relative to the award of contract sometime in late December.

**Recommendation:** That the Board of Trustees authorize the solicitation of bids for construction of a 3,200 square ft. maintenance building.

**C. Approval of Memorandum of Agreement between John A. Logan College and SIUC Board of Trustees (Attachment IV)**

A proposed Memorandum of Agreement between John A. Logan College and SIUC is included in Attachment IV for the Board's review and consideration. This agreement allows for concurrent enrollment in baccalaureate completion degrees. John A. Logan students who meet the standards of the agreement will have an opportunity to concurrently enroll in approved SIUC programs which will be taught by SIUC on the John A. Logan campus as well as online.

**Recommendation:** That the Board of Trustees authorize a Memorandum of Agreement between John A. Logan College and the SIUC Board of Trustees for the offering of concurrent enrollment and baccalaureate completion degrees.

**D. Approval of Closed Session Minutes for Availability for Public Inspection**

The closed session minutes through September 27, 2011, have been reviewed by College legal counsel, and a determination was made as to which of these minutes could be made available for public inspection. The content of these minutes has been previously approved by the Board.

**Recommendation:** That the Board of Trustees approve the following closed session minutes to be made available for public inspection: October 21, 2008; August 24, 2010; June 9, 2011; September 7, 2011 special meeting; and September 27, 2011 continued meeting. (Additional dates may be provided by College legal counsel at the Board meeting.)

**E. Destruction of Verbatim Recordings of Closed Session**

In compliance with revisions made to the Open Meetings Act, the Board of Trustees has kept a verbatim tape recording of all closed sessions since January of 2004. The law states that the verbatim recording of a closed meeting may be destroyed after 18 months upon approval of the Board. The Board of Trustees has periodically approved destruction of recordings in accordance with this time frame. College legal counsel has recommended that the Board now approve destruction of the closed session recordings through March 23, 2010.

**Recommendation:** That the Board of Trustees approve the destruction of the verbatim recordings of the closed session meetings through and including March 23, 2010.

## **XII. NEW BUSINESS**

### **A. Adoption of 2011 Tax Levy (Attachment V) (Roll Call Vote)**

A public hearing to approve a proposed property tax levy increase is to be held on November 22, 2011, at 6:30 p.m. Based on a positive outcome of the tax levy hearing, I recommend that the Board of Trustees adopt the following resolution:

BE IT RESOLVED BY THE Board of Trustees of Community College District No. 530, counties of Williamson, Jackson, Franklin, Randolph and Perry, and the State of Illinois, that all legal requirements have been complied with, and said Community College District No. 530 requires the following tax levy: That \$5,670,700 be levied as a tax for educational purposes; that \$945,100 be levied as a tax for operations and maintenance purposes; that \$1,123,000 be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act; that \$220,600 be levied as a special tax for Social Security and Medicare insurance purposes; that \$50,000 be levied as a special tax for audit purposes; and that \$806,700 be levied as a special tax for protection, health, and safety purposes, for a total of \$8,816,100 on an equalized assessed valuation of the taxable properties of said District for the year 2011 to be collected in the year 2012; and that the levy for the year 2011 be allocated 50% for Fiscal Year 2012 and 50% for Fiscal Year 2013.

BE IT FURTHER RESOLVED that the secretary or his designee, of said Board of Trustees of Community College District No. 530 is hereby authorized and instructed to file certificates of tax levy in accordance with Chapter 122, Section 103.20.5 of the Revised Statutes of the State of Illinois with the County Clerks of Williamson, Jackson, Franklin, Randolph and Perry Counties, State of Illinois.

**Recommendation:** That, based on a positive outcome of the tax levy hearing, the Board of Trustees adopt the above resolution certifying the tax levy for Community College District No. 530, and that certificates of tax levy be properly filed so taxes can be extended and collected by the County Clerks.

### **B. Land Donation to Illinois Department of Transportation for Greenbriar Intersection (Attachment VI) (Roll Call Vote)**

Illinois Department of Transportation is scheduled to let bids in March 2012 for the expansion of the Illinois Route 13 and Greenbriar intersection. The majority of the right of way needed is on the west side of our present property, running north toward the baseball diamond. This expansion will require additional right of way to be donated to the state by John A. Logan College. The attachment documents and resolution will provide for such donation.

**Recommendation:** That the Board of Trustees approve the resolution to donate needed right of way to the Illinois Department of Transportation, and authorize the administration to sign all necessary documents to accommodate the transfer of property.

**C. Approval of Proposed New Board Policies (Attachment VII) (NO ACTION)**

The Board Policy Committee is presenting proposed new board policies to the Board of Trustees for first reading. The proposed policies are as follows:

- 2140 -- Trustee Emeritus (New Policy)
- 8313 -- Academic Honor Code (New Policy)

Copies of the above policies are included in Attachment VII. These proposed policies will be brought back to the Board for final approval at the January board meeting.

**D. PERSONNEL**

**I. Support Personnel**

- a. **Operational Staff** - None at this time.
- b. **Maintenance/Building Staff** - None at this time.
  - (1) Employment of full-time, Teamsters, building maintenance I staff member
  - (2) Ratification of part-time, temporary, Teamsters, custodian
- c. **Security Staff** - None at this time.

**2. Professional Staff**

- a. **Non-Teaching Professional Staff**
  - (1) Employment of full-time, grade I, staff accountant.
  - (2) Approval of salary increase for the president from January 1, 2012, to June 30, 2012.
  - (3) Retirement of president effective June 30, 2012.
  - (4) Completion of reorganization in Administration Building
- b. **Full-Time Faculty** - None at this time.
- c. **Term Faculty**

Ratification/employment of six term faculty members.
- d. **Continuing Education Staff**

Employment of one continuing education staff member.

**3. Grant Personnel**

a. **Operational Staff** - None at this time.

b. **Non-Teaching Professional Staff**

Employment of part-time adult secondary education counselor/facilitator .

c. **Full-Time Faculty** - None at this time.

d. **Part-Time Faculty** - None at this time.

**4. Volunteer Personnel**

(1) I recommend the appointment of volunteers for Literacy.

**XIII. ANNOUNCEMENTS**

**XIV. ADJOURNMENT**