

**REGULAR MEETING**  
**BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 519**  
**Counties of Stephenson, Ogle, Jo Daviess and Carroll**

**CALL TO ORDER**

The regular meeting of the Board of Illinois Community College District No. 519 was called to order by Mr. David D. Shockey, Chairperson, at 4:01 p.m. on January 19, 2010 in the Robert J. Rimington Board Room (room H-228) in the Highland Community College Student/Conference Center, 2998 West Pearl City Road, Freeport, Illinois in said district.

**ROLL CALL**

The following members were present: Mr. Steve Kroeger, Mrs. Maurita Scharman (departed 5:20 p.m.), Mrs. Diane Gallagher, Mr. David D. Shockey, Mr. Robert B. Urish, Mr. Doug Block, Mr. Jim Endress, and Mr. Austin Walker

The following members were absent: None

Also present: Dr. Joe Kanosky, President; Dr. Jeff Davidson, Vice President, Academic Services; Ms. Jill Janssen, Vice President, Administrative Services; Ms. Liz Gerber, Associate Vice President, Student Services; Ms. Rose Ferguson, Associate Vice President, Human Resources; Mr. Pete Willging, Director, Marketing & Community Relations (departed 5:20 p.m.; returned 5:48 p.m.); Dr. Shannon Lizer, Associate Dean, Nursing and Allied Health (departed 4:13 p.m.); Ms. Maggie White, Faculty (departed 4:13 p.m.); Mr. Scott Anderson, Dean, Business & Technology (departed 5:10 p.m.); Mr. Bob Wiederholtz, Manager, Custodial Services (departed 4:13 p.m.); Mr. Arnold Clark, On-Call Custodian (departed 4:13 p.m.); Ms. Kathy Bangasser, Director, Financial Aid (departed 4:13 p.m.); Ms. Pat Dunn, Foundation Assistant (departed 4:05 p.m.); Ms. Barb Price, Financial Aid Specialist (departed 4:11 p.m.); Ms. Beth Koeller, Director, Columbia College Freeport Campus (departed 4:30 p.m.); Mr. Dana Zimmerman, Coordinator, Career Services/Student Advisor (departed 5:10 p.m.); Mr. Steve Mihina, Faculty (departed 5:20 p.m.); Mr. Karl Richards, Enrollment Outreach Specialist (departed 4:13 p.m.); Mr. Brad Hart, Big Radio (arrived 5:48 p.m.); and Ms. Terri Grimes, Board Secretary.

**APPROVAL OF AGENDA**

Mr. Endress moved and Mrs. Scharman seconded the motion to approve the agenda, as presented. The vote being unanimous, the motion carried.

### **APPROVAL OF MINUTES**

Mr. Urish moved and Mr. Block seconded the motion to approve the minutes of the December 2, 2009 Board Retreat and the December 15, 2009 Regular Meeting, as presented. The vote being unanimous, the motion carried.

### **PUBLIC COMMENTS**

There were no public comments.

### **FOUNDATION REPORT**

Ms. Pat Dunn presented the Foundation report, on behalf of Ms. Atherton, who was unable to attend due to illness. Ms. Dunn reported that the capital campaign began in July 2008 and phases one and two are now complete. Currently the Foundation has \$1,234,549 in confirmed gifts and pledges for the major gifts campaign. Ms. Dunn also reported that the Foundation provided funds to the College for the July 2009 and January 2010 debt certificate payments amounting to \$454,231.25. Two fund-raising and friend-raising events were held in December. Mrs. Gallagher inquired whether the Foundation could provide the Board with a report of the three-, four-, and five-year pledges, and Ms. Dunn said that she has the information and will make it available.

### **INTRODUCTIONS**

Several new or returning faculty and staff were introduced by supervisors, including Ms. Maggie White, Ms. Barb Price, Mr. Arnie Clark, and Mr. Karl Richards. Dr. Shannon Lizer also announced that Ms. Chrislyn Senneff was unable to attend the meeting today because of her teaching responsibilities.

### **CONSENT MOTIONS**

There were no consent motions.

### **MAIN MOTIONS**

A. Academic (None)

B. Administration

1. Second Reading – Revised Policy: Nepotism

Mr. Urish moved and Mrs. Gallagher seconded the motion to approve the second reading of the Nepotism policy, as presented. The roll call on the motion was as follows:

AYES: Scharman, Gallagher, Shockey, Urish, Block, Endress,  
Kroeger, Walker  
NAYS: None

Whereupon the Chairperson declared the motion carried.

2. Second Reading – Revised Policy: Public Information

Mrs. Gallagher moved and Mrs. Scharman seconded the motion to approve the second reading of the revised Public Information policy, as presented. The roll call on the motion was as follows:

AYES: Gallagher, Shockey, Urish, Block, Endress, Kroeger,  
Scharman, Walker  
NAYS: None

Whereupon the Chairperson declared the motion carried.

3. Board Meeting Schedule

Mr. Walker moved and Mr. Endress seconded the motion to approve the list of regular meeting dates for the period of January through December 2010, as presented. It was also recommended that, due to schedule conflicts, the February 2010 meeting be changed to the fourth Tuesday of the month (February 23, 2010) and the October 2010 meeting be changed to the second Tuesday of the month (October 12, 2010). The regular meeting dates are as follows:

January 19, 2010	July 20, 2010
February 23, 2010 (fourth Tuesday)	August 17, 2010
March 16, 2010	September 21, 2010
April 20, 2010	October 12, 2010 (second Tuesday)
May 18, 2010	November 16, 2010
June 15, 2010	December 21, 2010

The roll call on the motion was as follows:

AYES: Shockey, Urish, Block, Endress, Kroeger, Scharman,  
Gallagher, Walker  
NAYS: None

Whereupon the Chairperson declared the motion carried.

C. Personnel

1. Seniority Lists

Mr. Urish moved and Mr. Kroeger seconded the motion to approve the seniority lists, as presented, for each full-time Highland faculty member which show the

services each faculty member is competent to render. The roll call on the motion was as follows:

AYES: Urish, Block, Endress, Kroeger, Scharman, Gallagher,  
Shockey, Walker  
NAYS: None

Whereupon the Chairperson declared the motion carried.

#### D. Financial

##### 1. Tuition

Ms. Janssen provided some background on factors that were taken into consideration in making the tuition recommendation. She stated the College tries to stay within the State average so we qualify for the Equalization Grant. She surveyed other colleges and it looks like the State "average" per credit hour will be around \$100. Some community colleges in Illinois are increasing tuition in both the summer and fall semesters. She met with Student Senate and, although they agreed that no one likes to hear about an increase, almost all of the Student Senate members who were at the meeting understood the need. She said the College could look at variable tuition rates, but would need to determine how that could be implemented using our current software system.

Mr. Block asked how many students we will lose if we increase tuition. He also noted that tuition should be based on our financial situation and not being "average." Dr. Kanosky also reassured trustees that the recommendation will be brought back for a second reading and, if needed, a third reading before final approval.

Mr. Kroeger moved and Mrs. Scharman seconded the motion to approve the first reading of an increase in the in-district tuition rate from \$84.00 per credit hour to \$94.00 per credit hour and in the senior citizen rate from \$58.00 to \$71.00 per credit hour effective Fall semester of 2010. The formula for figuring out-of-district tuition remains unchanged. Out-of-state tuition will be calculated after Fall 2010 tuition rates at community colleges contiguous to Highland have been determined. The roll call on the motion was as follows:

AYES: Block, Endress, Kroeger, Scharman, Gallagher, Shockey,  
Urish, Walker  
NAYS: None

Whereupon the Chairperson declared the motion carried.

2. Copier Lease and Provision of Repair & Maintenance Services

Mr. Block moved and Mr. Urish seconded the motion to authorize administration to enter into a lease agreement with De Lage Laden Public Finance LLC (a financing partner for Nexus Office Systems, Inc.) for the lease of seven Canon copiers at a cost of \$75,359.33 over the three-year lease period. It is further recommended that the Board approve the provision of repair and maintenance services for the new copiers, in addition to the current copiers on campus provided by Nexus Office Systems, at an annual cost of \$19,980. Funding for the lease, repair and maintenance services is included in the FY'10 budget.

Mr. Block raised a concern about not bidding the copiers, and Ms. Gerber replied that technology does not need to be bid. In addition, she stated that there is a lot of networking that must take place between all the desktop computers and the copiers. If we bid the item and another service provider won the bid, it would cost us much more to reconfigure our internal infrastructure.

Mr. Urish questioned what we could do as a College to reduce or limit the amount of copies that are printed. Mr. Walker noted that students do not have unlimited access to printing documents, but receive a set amount of copies per semester and after they reach that limit, they are required to purchase more.

Mr. Kroeger asked if it would be cheaper to purchase the copiers outright rather than leasing. Ms. Janssen stated that with the proposed lease agreement, there is no penalty for pre-payment and it is likely that the College will pay the lease off early.

The roll call on the motion was as follows:

AYES:	Endress, Kroeger, Scharman, Gallagher, Shockey, Urish, Block, Walker
NAYS:	None

Whereupon the Chairperson declared the motion carried.

3. Payment of Bills and Agency Fund Report

Mr. Endress reviewed the bills. He noted that one check was written to his daughter for reimbursement for food for a Student Senate activity, so he requested that another trustee make the motion to approve the bills.

Mr. Kroeger moved and Mrs. Gallagher seconded the motion to approve the Resolution authorizing and directing Ms. Jill Janssen, Treasurer, to make payment and to transfer funds for December 2009 bills in the amount of \$636,238.55 and Automated Clearing House (ACH) debits of \$156,671.35. Transfers of funds for payroll amounted to \$669,639.77. The roll call on the motion was as follows:

AYES: Kroeger, Scharman, Gallagher, Shockey, Urish, Block,  
Walker  
NAYS: None  
ABSTAIN: Endress

With the vote being seven ayes, no nays and one abstention, the Chairperson declared the motion carried and the Resolution adopted.

## **REPORTS**

### Treasurer's Report and Statements of Revenue, Expenditures and Changes in the Fund Balance

Mr. Block asked what the College's risk was for MAP funding, and Ms. Janssen stated that the College has been reassured that we will receive MAP funding on a regular schedule. The College issued Working Cash bonds which will help with cash flow; however, we may need to look at issuing Working Cash bonds again if the State situation doesn't improve. Dr. Kanosky reported that funding for veterans should be okay because the Illinois Community College Board previously set aside \$7 million to cover the Illinois Veterans' Grant. He also noted that community colleges and trustees went on record as supporting an income tax increase to help alleviate the State funding situation.

### Occupational Preparation Monitoring Report

Mr. Scott Anderson and Mr. Dana Zimmerman presented the monitoring report. Mr. Anderson reported that the College continues to do well in licensure rates. Mr. Zimmerman reported that Freeport's unemployment rate for November 2009 was 14%, while the state rate was 10.5%. County-wide, Stephenson County was at 12.2% in November, while Ogle County was at 12.9%, Jo Daviess County at 9.5% and Carroll County at 11.5%. Partners for Employment is currently serving 180 people this semester, of which 150 are dislocated workers.

### Student Trustee

Mr. Walker reported that the High School Servant-Leadership Program will help package 10,000 meals for the children of Haiti this Saturday from 9:00 to 11:00 a.m. in H-201. Student Senate is sponsoring "Highland's Got Talent" on February 24 and 25 from 11:00 a.m. to 1:00 p.m., with proceeds going to the nursing wing. Mr. Walker reminded trustees of the Black History Month event on February 13. He concluded his report by announcing that Mr. Dan Dick, a member of Student Senate, will represent the College at the Illinois Community College Board's Student Advisory Committee meeting this Friday and Saturday.

### ICCTA Representative

Mrs. Gallagher reported that ICCTA President Barb Oilschlager drafted a letter to the editor to the State Comptroller requesting fairness in funding. The next ICCTA meeting will be held during the National Legislative Summit in Washington, DC in February. Mrs. Gallagher reminded trustees that the deadline for nominations for ICCTA's Student Excellence, Trustee Achievement, and Alumnus awards is February 26.

Mrs. Gallagher and Dr. Kanosky attended the Galena Rotary Roundtable last week. During the event, positive comments were made about Highland's dual enrollment program.

### **OLD BUSINESS**

There was no old business.

### **CLOSED SESSION**

Mr. Urish moved and Mrs. Gallagher seconded the motion to move into Closed Session for the purposes of discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees; collective negotiating matters between the public body and its employees or their representatives; and probable, imminent or pending litigation, pursuant to the Open Meetings Act, and to return to Open Session for possible action. The roll call on the motion was as follows:

AYES: Scharman, Gallagher, Shockey, Urish, Block, Endress, Kroeger, Walker  
 NAYS: None

At 5:20 p.m., the Chairperson declared the motion carried and the meeting in Closed Session.

Mr. Urish moved and Mr. Kroeger seconded the motion to end the Closed Session. The roll call on the motion was as follows:

AYES: Gallagher, Shockey, Urish, Block, Endress, Kroeger, Walker  
 NAYS: None

At 5:48 p.m., the Chairperson declared the motion carried and the meeting in Open Session.

### **ACTION, IF NECESSARY**

No action was necessary.

### **NEW BUSINESS**

Mr. Shockey appointed Mr. Kroeger and Mr. Urish to review the Closed Session minutes in 2010.

Dr. Kanosky reported that the College held a moment of silence at Opening Days in memory of Mrs. Norma Lestikow, nursing faculty who passed away recently, and had a separate moment of silence for faculty and staff who have lost loved ones recently.

Mr. Shockey noted that there was an editorial on Highland's funding situation in this morning's Journal-Standard and a copy of the editorial was at each trustee's place at the table.

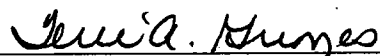
**DATES OF IMPORTANCE**

The next regular meeting of the Board of Trustees will be on Tuesday, February 23, 2010 at 4:00 p.m. in the Robert J. Rimington Board Room in the Student/Conference Center. The next quarterly Board retreat will be held on Wednesday, March 10, 2010.

**ADJOURNMENT**

Mr. Endress moved and Mr. Urish seconded the motion to adjourn the meeting. The vote being unanimous, at 5:50 p.m., the Chairperson declared the motion carried and the meeting adjourned.

Respectfully submitted,



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Terri A. Grimes, Board Secretary  
Illinois Community College District No. 519