

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 October 12, 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: Mrs. Maurita Scharman (arrived 4:05 p.m.), Mrs. Diane Gallagher, Mr. David Shockey, Mr. Rob Urish, Mr. Doug Block, Mr. Jim Endress, and Mr. Daniel Dick

The following members were absent: Mr. Steve Kroeger

Also present: Dr. Joe Kanosky, President; Dr. Jeff Davidson, Vice President, Academic Services; Ms. Jill Janssen, Vice President, Administrative Services (arrived 4:05 p.m.; departed 4:44 p.m.); Ms. Liz Gerber, Associate Vice President, Student Services; Ms. Rose Ferguson, Associate Vice President, Human Resources; Mr. Nathan Hensal, Director, ITS for Network, Desktop, and AV Support (departed 4:05 p.m.); Mr. Peter Fink, ITS Technician (departed 4:05 p.m.); Mr. Dan Rowe, Wipfli (departed 4:17 p.m.); Mr. Steve Mihina, Faculty (departed 4:47 p.m.); Mr. Kurt Simpson, Director, Physical Plant & Maintenance (departed 4:25 p.m.); Mr. Brad Hart, Big Radio (arrived 5:25 p.m.); and Ms. Terri Grimes, Board Secretary.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Mr. Endress moved and Mrs. Gallagher seconded the motion to approve the minutes of the September 1, 2010 Board Retreat, and the September 21, 2010 Audit Committee, budget work session, and regular meeting, as presented. The vote being unanimous, the motion carried.

PUBLIC COMMENTS

There were no public comments.

INTRODUCTIONS

Mr. Nathan Hensal introduced Mr. Peter Fink, new ITS Technician.

FOUNDATION REPORT

There was no report.

AUDIT REPORT

Ms. Janssen introduced Mr. Dan Rowe of Wipfli, formerly Lindgren, Callihan, Van Osdol, & Co. Ltd. (LCV). Mr. Rowe explained that LCV merged with Wipfli, which is the 24th largest auditing firm in the nation.

Mr. Rowe reviewed the final audit, noting that he and Mr. Greg Dunham met with the Audit Committee on September 21, 2010 to present a preliminary draft. He stated that the College received an unqualified or “clean” opinion. There were four adjustments made during the audit, which he described as a “respectable amount.” He concluded his report by thanking Ms. Janssen and her staff for their cooperation during the audit.

CONSENT MOTION

A. Academic

1. Affiliation Agreement Between OSF Healthcare System’s Saint Anthony College of Nursing and Highland Community College’s Nursing Program
Recommendation: That the Highland Board of Trustees approve the affiliation agreement between OSF Healthcare System’s Saint Anthony College of Nursing and Highland Community College’s Nursing Program, as presented.

B. Administration (None)

C. Personnel

1. Part-time Instructors/Overload
Recommendation: That the list of part-time/overload instructors, as presented, be approved to teach during the Fall semester of 2010.

D. Financial (None)

Mr. Urish moved and Mrs. Scharman seconded the motion to approve the Consent Items, as presented. The roll call on the motion was as follows:

AYES: Scharman, Gallagher, Shockey, Urish, Block, Endress, Dick
NAYS: None

Whereupon the Chairperson declared the motion carried.

MAIN MOTIONS

- A. Academic (None)
- B. Administration (None)
- C. Personnel (None)
- D. Financial

1. FY'10 Annual Audit

Mr. Block moved and Mrs. Gallagher seconded the motion to accept the annual audit for FY'10, as presented. The roll call on the motion was as follows:

AYES: Gallagher, Shockey, Urish, Block, Endress, Scharman, Dick
 NAYS: None

Whereupon the Chairperson declared the motion carried.

Dr. Kanosky expressed his thanks to Ms. Janssen and her staff, stating that an unqualified or "clean" audit is a great accomplishment.

2. Honeywell Service Contract

Mrs. Gallagher moved and Mr. Urish seconded the motion that the Highland Community College Board enter into a service agreement with Honeywell Building Solutions for temperature control and automation maintenance services. The service agreement will cover the period November 1, 2010 through October 31, 2015, at the rate of \$36,832 annually for the first three years, \$37,937 for year four, and \$38,696 for year five. The Board further authorizes the College President and Board Secretary to execute the agreement by appropriate signatures. The roll call on the motion was as follows:

AYES: Shockey, Urish, Block, Endress, Scharman, Gallagher, Dick
 NAYS: None

Whereupon the Chairperson declared the motion carried.

3. Maxient LLC Web-based Software

Mr. Endress moved and Mrs. Gallagher seconded the motion that the Board of Trustees approve the contract with Maxient LLC in the amount of \$16,000 for a three-year service agreement that will allow the College to utilize web-based software to expand our Early Alert program and track student academic alerts,

academic integrity and code of conduct concerns. The roll call on the motion was as follows:

AYES: Urish, Block, Endress, Scharman, Gallagher, Shockey, Dick
 NAYS: None

Whereupon the Chairperson declared the motion carried.

4. Payment of Bills and Agency Fund Report

Mrs. Scharman moved and Mr. Dick seconded the motion to approve the Resolution authorizing and directing Ms. Jill Janssen, Treasurer, to make payment and to transfer funds for September 2010 bills in the amount of \$1,151,245.19, Automated Clearing House (ACH) debits of \$169,376.29 and Electronic Refunds of \$44,389.82 with 6 adjustments of \$886.10, such warrants amounting to \$1,364,125.20. Transfers of funds for payroll amounted to \$690,103.72. The roll call on the motion was as follows:

AYES: Block, Endress, Scharman, Gallagher, Shockey, Urish,
 Dick
 NAYS: None

Whereupon 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

Ms. Janssen stated that December 31, 2010 is the deadline for the State to pay what is still owed to Highland and other community colleges from FY'10, although that could change.

Student Trustee

Mr. Dick reported that the College will celebrate Alcohol Awareness Week at the end of the month. Two vehicles will be on campus in a "fake wreck" to send the message to students to not drink and drive. On October 29, the Chamber Singers will sponsor a "Monster Mash Dance" on campus. The "Diversity at Its Best" group will be selling donuts on campus and is planning a talent show in November. The Student Senate will also sponsor another "Battle of the Bands" in December.

ICCTA Representative

Mrs. Gallagher stated that she was pleased to have representatives of the four other community colleges in our ICCTA Northwest region on campus for the dinner and meeting last week. At the meeting, ICCTA President & CEO Mike Monaghan presented an update on funding and the State budget. Each community college shared a best practice, and Kishwaukee shared an interesting program for adjunct faculty. Mr. Scott Anderson shared information on the WorkKeys program, and tours of the Wind Turbine Technician Training Center and the Ray and Betty Stamm Health

Science Nursing wing were also offered. The next ICCTA meeting will be November 12 & 13 in Oak Brook.

As part of an ICCTA Diversity Committee initiative, Mrs. Gallagher asked trustees to rate how the College values diversity. Ms. Gerber stated that the College has a Diversity Committee on campus that is chaired by Dr. Thompson Brandt. The committee has worked on several projects, including increasing the number of minority students on campus, starting a mentoring program for minority students, and sponsoring a minority students' roundtable with Dr. Kanosky last month. Ms. Ferguson stated that the Affirmative Action Committee will offer more intense training for members and others who want to sit on search committees. More discussion on diversity will take place at the December retreat, when the Board will complete the ICCTA diversity survey.

ADMINISTRATION

Ms. Gerber reported that enrollments are currently up slightly over FY'09 and FY'07. Data on 10th day enrollments will be delivered this month and will allow us to compare our numbers with other community colleges in the State. Ms. Gerber also announced that the notepad holder at each of the trustee's places is a token of appreciation that is given out to guidance counselors, superintendents and principals throughout the district from the Admissions and Records department.

OLD BUSINESS

There was no old business.

CLOSED SESSION

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

AYES:	Endress, Scharman, Gallagher, Shockey, Urish, Block, Dick
NAYS:	None

At 4:47 p.m., the Chairperson declared the motion carried and the meeting in Closed Session.

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

AYES:	Scharman, Gallagher, Shockey, Urish, Block, Endress, Dick
NAYS:	None

At 5:25 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 Mrs. Gallagher to serve as the Board's representative to the Health Insurance Committee. Mr. Block will serve as alternate. Mr. Shockey also announced that there will be two performances of the Madrigal dinner on December 10 and 11. Trustees who are interested in attending should contact Ms. Grimes.

DATES OF IMPORTANCE

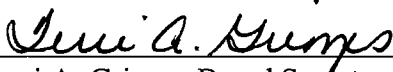
Dr. Kanosky reminded trustees that he and Ms. Grimes, Mr. Shockey and Mr. Urish will attend the Association of Community College Trustees' annual congress in Toronto later this month.

The next regular meeting of the Board of Trustees will be on Tuesday, November 16, 2010 at 4:00 p.m. in the Robert J. Rimington Board Room in the Student/Conference Center on the Highland campus. The next quarterly Board Retreat will be held on December 1, 2010 at 8:30 a.m. in room H-206 on the Highland Community College campus.

ADJOURNMENT

Mr. Urish moved and Mr. Block seconded the motion to adjourn the meeting. At 5:30 p.m., there being no further business, the Chairperson declared the motion carried and the meeting adjourned.

Respectfully submitted,



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