

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 4:00 p.m. on November 15, 2011 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. Diane Gallagher (arrived 4:02 p.m.), Mr. David Shockey, Mr. Rob Urish, Mr. Doug Block, Mr. Jim Endress, Dr. Steve Jennings, and Ms. Whitney Zumdahl

The following members were absent: Ms. Chelsey Kaiser

Also present: Dr. Joe Kanosky, President; Mr. Tim Hood, Vice President, Academic Services (departed 5:09 p.m.); Ms. Jill Janssen, Vice President, Administrative Services (departed 5:09 p.m.); Ms. Rose Ferguson, Associate Vice President, Human Resources (departed 5:33 p.m.); Ms. Liz Gerber, Associate Vice President, Student Services (departed 5:09 p.m.); Mr. Pete Willging, Director, Marketing & Community Relations (departed 4:49 p.m.; returned 5:47 p.m.); Ms. Nancy Barker, Coordinator, Instructional Technology (departed 4:16 p.m.); Mr. Jim Berberet, Interim Executive Director, HCC Foundation (departed 4:11 p.m.); Mr. Steve Mihina, Faculty (departed 4:49 p.m.); Mr. Brad Hart, Big Radio (arrived 5:47 p.m.); and Ms. Terri Grimes, Board Secretary.

APPROVAL OF AGENDA

Dr. Jennings moved and Mr. Block seconded the motion to approve the agenda, as presented. The vote being unanimous, the motion carried.

PUBLIC HEARING – TAX LEVY

At 4:01 p.m., Mr. Shockey announced that the next agenda item would be a public hearing to receive public comments on the 2011 tax levy. He stated that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto. He asked if there were any additional comments from the members of the Board, and there were none. He then asked if the Board Secretary had received any written testimony, and Ms. Grimes responded that no written testimony had been received. Mr. Shockey asked if anyone from the public wanted to present any oral testimony or any public comments concerning the 2011 tax levy, and there were none.

Mr. Shockey stated that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the tax levy. Mr. Urish moved and Mr. Endress seconded the motion that the Hearing be finally adjourned. The roll call on the motion was as follows:

AYES: Shockey, Urish, Block, Endress, Jennings, Zumdahl, Gallagher
 NAYS: None

At 4:03 p.m., the vote being unanimous, the Chairperson declared the motion carried and the Public Hearing adjourned.

APPROVAL OF MINUTES

Mr. Endress moved and Mr. Urish seconded the motion to approve the minutes of the October 25, 2011 regular meeting and special meeting, as presented.

PUBLIC COMMENTS

There were no public comments.

INTRODUCTIONS

There were no introductions.

FOUNDATION REPORT

Mr. Berberet reported that the new signs for the Charles Endress Classroom, the Betty Stamm Simulator Lab, the James "Jim" Schneiderman Physical Assessment Lab, and the Bill and Lois Fieldsend Student Lounge have been installed in the Ray and Betty Stamm Health Science Nursing Wing. Mr. Berberet anticipates that the donor wall will be up in the Spring, at which time an unveiling will be held.

Cash and pledges to the major gifts campaign have totaled \$2,182,063, up \$3,000 since the last Board meeting. The campaign will be "going public" early next year, when the Foundation will be contacting over 1,000 people who have not been major donors. To-date, 2,632 raffle tickets have been sold, generating a profit of \$3,100. Tickets will continue to be sold until the \$10,000 drawing at the December 4th Madrigal Dinner. Currently 75 of 128 seats have been sold for the December 4th dinner. Guests attending this special performance will have their picture taken with the king and queen and will receive other special items for the premium ticket price.

Mr. Berberet reported that the Foundation co-sponsored an equine science open house with over 50 attendees in addition to Highland faculty and staff. He continues to work with Mr. Hood and Dr. Thompson Brandt to begin a "Friends of the Fine Arts," and is also working with Mr. Alan Wenzel and Dr. Brandt on a 20th anniversary celebration for the Leadership Institute. The Foundation will sponsor the second annual "Shindig" next year at a location to be announced soon. The McNess property continues to generate some interest from potential buyers, with four showings in the last two weeks.

Dr. Kanosky thanked Mr. Berberet for distributing his written report to the entire faculty and staff following the Board meeting.

CONSENT ITEMS

A. Academic (None)

B. Administration (None)

C. Personnel

1. Part-time Instructors/Overload

Recommendation: That the part-time/overload instructors listed be approved to teach during the Fall semester of 2011.

D. Financial (None)

Mrs. Gallagher moved and Mr. Block seconded the motion to approve the consent item, as presented. The roll call on the motion was as follows:

AYES: Urish, Block, Endress, Jennings, Zumdahl, Gallagher, Shockey
 NAYS: None

Whereupon the Chairperson declared the motion carried.

MAIN MOTIONS

A. Academic

1. Approval for Submission of Substantive Change Application to the Higher Learning Commission

Mr. Block moved and Mr. Urish seconded the motion to approve the Substantive Change Application to the Higher Learning Commission. Mr. Hood and Ms. Nancy Barker explained that this will allow the College to offer an Associate of Arts degree entirely online. The application is the first step in the process to obtain approval from the Higher Learning Commission to offer this online degree. The roll call on the motion was as follows:

AYES: Block, Endress, Jennings, Zumdahl, Gallagher, Shockey,
 Urish
 NAYS: None

Whereupon the Chairperson declared the motion carried.

B. Administration

1. First Reading – Revised Policy: College Colors

Mr. Endress moved and Ms. Zumdahl seconded the motion to approve for first reading the revision to Policy 1.02 – College Colors, as presented. The roll call on the motion was as follows:

AYES: Endress, Jennings, Zumdahl, Gallagher, Shockey, Urish,
Block
NAYS: None

Whereupon the Chairperson declared the motion carried.

2. First Reading – Revised Policy: Financial Aid Code of Conduct

Mr. Urish moved and Dr. Jennings seconded the motion to approve for first reading the revision to Policy 5.082 – Financial Aid Code of Conduct, as presented. The roll call on the motion was as follows:

AYES: Jennings, Zumdahl, Gallagher, Shockey, Urish, Block,
Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

3. First Reading – New and Revised Policies: Policy Manual Chapter IV – Personnel

Mr. Block moved and Mrs. Gallagher seconded the motion to approve for first reading the new and revised policies in Chapter IV of the Policy Manual, and reaffirm for first reading the unchanged policies in Chapter IV of the Policy Manual, as presented. The roll call on the motion was as follows:

AYES: Zumdahl, Gallagher, Shockey, Urish, Block, Endress,
Jennings
NAYS: None

Whereupon the Chairperson declared the motion carried.

C. Personnel (None)

D. Financial

1. Education and Building Levy

Ms. Janssen referred trustees to the handout in their folders which replaces pages 118 and 119 in the Board packet. She explained that after the Board packet had been mailed, she realized that she had increased Protection, Health, and Safety by \$50,000 and that wasn't taken into account in the original action item.

Mr. Urish moved and Dr. Jennings seconded the motion to approve the revised Resolution, as presented, providing for the levy of educational purposes taxes in the amount of \$5,480,000 and building purposes taxes in the amount of \$1,460,000 for the year 2011 to be collected in the year 2012; and that the levy for the year 2011 be allocated 50% for FY'12 and 50% for FY'13.

AYES: Gallagher, Shockey, Urish, Block, Endress, Jennings,
Zumdahl
NAYS: None

Whereupon the Chairperson declared the motion carried and the Resolution adopted.

2. Insurance Levy

Dr. Jennings moved and Mr. Block seconded the motion to approve the Resolution, as presented, providing for a special tax levy in the amount of \$890,000 to cover the cost of purchasing insurance under 745 ILCS 10/9-107 of the Tort Immunity Act, for the year 2011 to be collected in the year 2012; and that the levy for the year 2011 be allocated 50% for FY'12 and 50% for FY'13. The roll call on the motion was as follows:

AYES: Shockey, Urish, Block, Endress, Jennings, Zumdahl,
Gallagher
NAYS: None

Whereupon the Chairperson declared the motion carried and the Resolution adopted.

3. Audit Levy

Mr. Endress moved and Mr. Urish seconded the motion to approve the Resolution, as presented, providing for a special tax levy in the amount of \$44,000 to cover the cost of an annual audit under 110 ILCS 805/3-22.1 of the Public Community College Act of the State of Illinois, for the year 2011 to be collected in the year 2012; and that the levy for the year 2011 be allocated 50% for FY'12 and 50% for FY'13. The roll call on the motion was as follows:

AYES: Urish, Block, Endress, Jennings, Zumdahl, Gallagher,
Shockey
NAYS: None

Whereupon the Chairperson declared the motion carried and the Resolution adopted.

4. Social Security and Medicare Levy

Mr. Block moved and Ms. Zumdahl seconded the motion to approve the Resolution, as presented, providing for a special tax levy in the amount of \$157,000 to cover the cost of Social Security and Medicare under 40 ILCS 21-101 of the Social Security Enabling Act for the year 2011 to be collected in the year 2012; and that the levy for the year 2011 be allocated 50% for FY'12 and 50% for FY'13. The roll call on the motion was as follows:

AYES: Block, Endress, Jennings, Zumdahl, Gallagher, Shockey,
Urish
NAYS: None

Whereupon the Chairperson declared the motion carried and the Resolution adopted.

5. Payment of Bills and Agency Fund Report

Dr. Jennings moved and Mr. Urish seconded the motion to approve the Resolution authorizing and directing Ms. Jill Janssen, Treasurer, to make payment and to transfer funds for October 2011 bills in the amount of \$1,848,965.91, Automated Clearing House (ACH) debits of \$207,258.40 and Electronic Refunds of \$238,317.04 with 6 adjustments of \$344.43, such warrants amounting to \$2,294,196.92. Transfers of funds for payroll amounted to \$636,714.08. The roll call on the motion was as follows:

AYES: Endress, Jennings, Zumdahl, Gallagher, Shockey, Urish,
Block
NAYS: None

Whereupon the Chairperson declared the motion carried and the Resolution adopted.

REPORTS

Treasurer's Report and Comparison of Budget with End-of-Year Projections

Ms. Janssen pointed out that the College has been reimbursed from the State of Illinois for expenses related to the 2011 winter blizzard. This is shown in the Operating Funds as "Other Illinois Sources."

Student Trustee

There was no report.

ICCTA Representative

Mrs. Gallagher reviewed her monthly written report. She noted that at the ICCTA meeting she learned that "students taking no math in their senior year had a zero percent chance of graduation success in college." Ms. Gerber stated that the College is hoping to have a speaker on preparedness at our Opening Days activities, and Mr. Hood will find out more information on

this when he meets with other chief academic officers later this week. Dr. Kanosky stated that perhaps it could be more accurately stated that the likelihood of success is decreased if students do not take a math class their senior year of high school.

Mrs. Gallagher also provided information on the Freedom of Information Act and Open Meetings Act, noting that trustees will be required to take training on the Open Meetings Act beginning January 1, 2012. Mrs. Gallagher concluded her presentation by stating that the Awards Committee of ICCTA voted to have a new award for professional board staff members. Award nominations will be due on March 24 and will follow the same criteria that ACCT uses.

Administration

Dr. Kanosky announced that Ms. Ferguson recently soloed on her journey to become a licensed pilot. Ms. Janssen recently graduated with her MBA, and Ms. Grimes completed her term as President of ACCT's Professional Board Staff Network and graduated with her bachelor's degree.

Mr. Hood reported that the proposed online degree that trustees approved earlier in today's meeting will provide students with more learning opportunities and will reach students that we normally would not reach.

OLD BUSINESS

There was no old business.

CLOSED SESSION

Mr. Block moved and Dr. Jennings 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 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:	Jennings, Zumdahl, Gallagher, Shockey, Urish, Block, Endress
NAYS:	None

At 4:49 p.m., the Chairperson declared the motion carried and the meeting in Closed Session.

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

AYES:	Zumdahl, Gallagher, Shockey, Urish, Block, Endress, Jennings
NAYS:	None

At 5:45 p.m., the Chairperson declared the motion carried and the Closed Session ended.

ACTION, IF NECESSARY

No action was necessary.

NEW BUSINESS

Mr. Shockey appointed Mr. Urish and Mrs. Gallagher to the Foundation Oversight Committee, and Mr. Endress to the Foundation Investment Committee. Additional discussion on these committees will take place at the November 30 Board Retreat.

Dr. Kanosky reminded trustees that the Dakota high school volleyball team won the state championship, and the Dakota and Aquin football teams are still in the playoffs.

DATES OF IMPORTANCE

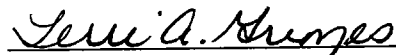
The next regular meeting of the Board of Trustees will be held on Tuesday, December 20, 2011 at 4:00 p.m. in the Robert J. Rimington Board Room in the Highland Community College Student/Conference Center.

The next quarterly Board retreat will be held on Wednesday, November 30, 2011 at 8:30 a.m. in the Student/Conference Center, room H-206.

ADJOURNMENT

Dr. Jennings moved and Mr. Urish seconded the motion to adjourn the meeting. At 5:50 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