

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 March 16, 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, Mrs. Diane Gallagher, Mr. David Shockey, Mr. Robert B. Urish, Mr. Jim Endress, and Mr. Austin Walker

The following members were absent: Mr. Doug Block

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 4:32 p.m.; returned 5:22 p.m.); Dr. Steve Jennings, Faculty (departed 4:32 p.m.); Mr. Steve Mihina, Faculty (departed 4:32 p.m.); Ms. Lynda Shiro, Faculty (departed 4:04 p.m.); Dr. Shannon Lizer, Associate Dean, Nursing and Allied Health (departed 4:04 p.m.); Mr. Brad Hart, Big Radio (arrived 5:26 p.m.); and Ms. Terri Grimes, Board Secretary.

APPROVAL OF AGENDA

Mr. Urish moved and Mr. Walker seconded the 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 February 23, 2010 regular meeting, as presented. The vote being unanimous, the motion carried.

PUBLIC COMMENTS

There were no public comments.

INTRODUCTIONS

Dr. Shannon Lizer introduced Ms. Lynda Shiro, new nursing instructor.

FOUNDATION REPORT

Mrs. Atherton was unable to attend today's meeting, so there was no Foundation report.

CONSENT MOTION

A. Academic (None)

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 Spring semester of 2010.

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

AYES: Scharman, Gallagher, Shockey, Urish, Endress, Kroeger, Walker

NAYS: None

Whereupon the Chairperson declared the motion carried.

MAIN MOTIONS

A. Academic (None)

B. Administration

1. **Second Reading – Revised Policy: Contracts**

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

AYES: Gallagher, Shockey, Urish, Endress, Kroeger, Scharman,
Walker

NAYS: None

Whereupon the Chairperson declared the motion carried.

2. **First Reading – Revised Policies: Technology Use, Electronic Communication, and Information Technology Services Acceptable Use Guidelines**

Mr. Urish moved and Mr. Endress seconded the motion to approve the second reading of the revised Technology Use, Electronic Communication, and Information Technology Services Acceptable Use Guidelines, as presented. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

3. Acceptance of Bid: 2010 Paper Supply

Mr. Endress moved and Mr. Urish seconded the motion to approve the bid from Midland Paper, Rockford, Illinois in the amount of \$19,563 for the annual paper supply. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

C. Personnel (None)

D. Financial

1. Course and Miscellaneous Fees

Mr. Kroeger moved and Mrs. Scharman seconded the motion to approve the course and miscellaneous fees, as presented, effective with the Fall 2010 semester. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

2. Payment of Bills and Agency Fund Report

Mrs. Scharman 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 February 2010 bills in the amount of \$861,520.76 and Automated Clearing House (ACH) debits of \$188,913.22. Transfers of funds for payroll amounted to \$651,702.06. The roll call on the motion was as follows:

AYES: Kroeger, Scharman, Gallagher, Shockey, Urish, Endress,
Walker
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 noted that we received the third payment from the State, and we anticipate we will still receive the fourth payment, but it will be late.

Student Trustee

Mr. Walker reported that Student Senate and Student Trustee elections will be held on April 7 and 8, 2010. A Battle of the Bands will be held tomorrow night.

ICCTA Representative

Mrs. Gallagher reported that the next ICCTA meeting will be held in Oak Brook on March 19 & 20. The featured speaker will be Dr. Todd Winters of Southern Illinois University. Mrs. Gallagher also announced that Lobby Day has been moved to May 5.

ADMINISTRATION

Ms. Gerber reported that summer enrollments are currently up, with head count up 38% and credit hours up 41%.

Dr. Kanosky informed trustees that the Work Keys earmark that Congressman Don Manzullo was trying to get in the budget may be eliminated. At Congressman Manzullo's suggestion, Dr. Kanosky will contact Senator Richard Durbin to inquire as to the availability of funds.

The Foundation Campaign Management Committee met at noon today. A nursing wing video will be recorded tomorrow and will be available on DVD. The video should be completed by mid-April.

Dr. Kanosky noted that a copy of the 2009 Employee Survey Executive Summary and complete report was included in the trustees' folders, however, identifiable comments have been removed. It is anticipated that the survey will be administered earlier this year.

OLD BUSINESS

There was no old business.

CLOSED SESSION

Mr. Urish moved and Mr. Endress 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, 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, Endress, Kroeger, Walker
NAYS:	None

At 4:32 p.m., the Chairperson declared the motion carried and the meeting in Closed Session.

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

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

At 5:22 p.m., the Chairperson declared the motion carried and the meeting in Open Session.

ACTION, IF NECESSARY

No action was necessary following the Closed Session.

NEW BUSINESS

There was no new business.

DATES OF IMPORTANCE

The next regular meeting of the Board of Trustees will be on Tuesday, April 20, 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, June 2, 2010. Trustees discussed the need to hold a retreat in each of the other three counties in the Highland district.

Dr. Kanosky reminded trustees that graduation will be held on campus and he believes the new location will work out nicely.

ADJOURNMENT

Mrs. Gallagher moved and Mr. Urish seconded the motion that the meeting be adjourned. At 5:29 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