

Highland Community College
Board Retreat
March 2, 2011
Highland Community College Student/Conference Center
Room H-206
Freeport, Illinois

ROLL CALL/CALL TO ORDER

Mr. Shockey called the meeting to order at 9:00 a.m.

Members Present: Mr. Steve Kroeger (departed 12:45 p.m.), Mrs. Maurita Scharman, Mrs. Diane Gallagher, Mr. David Shockey, Mr. Doug Block, Mr. Jim Endress, and Mr. Dan Dick

Members Absent: Mr. Rob Urish

Guests Present: Mr. Pete Norman, Director of Athletics and Physical Education (departed 9:26 a.m.); Mr. Pete Willging, Director, Marketing & Community Relations (departed 11:00 a.m.)

Also Present: Dr. Joe Kanosky, President (departed 11:24 a.m.; returned 11:45 a.m.); Mr. Tim Hood, Vice President, Academic Services (departed 11:22 a.m.; returned 12:46 p.m.); Ms. Jill Janssen, Vice President, Administrative Services (departed 11:22 a.m.; returned 12:46 p.m.); Ms. Liz Gerber, Associate Vice President, Student Services (departed 11:22 a.m.; returned 12:46 p.m.); Rose Ferguson, Associate Vice President, Human Resources (departed 11:22 a.m.; returned 12:46 p.m.); Dr. Jeff Davidson, Director, Special Projects and Grant Research (departed 11:22 a.m.; returned 12:46 p.m.); and Ms. Terri Grimes, Board Secretary

OPENING REMARKS

Mr. Shockey thanked trustees for attending the Chamber's Rise 'n Shine breakfast this morning and Business After Hours last month. He stated it was interesting to see the insides of the decommissioned nacelles that were donated to the wind tech program. These are not new but are in usable condition. Dr. Kanosky also informed trustees that Mr. Dave Vrtol, wind technology instructor, has been elected to a national advisory council. Dr. Kanosky also noted that Mr. Urish was unable to attend today because he is participating in an economic development effort in Ogle County.

PUBLIC COMMENTS

There were no public comments.

ADMINISTRATIVE UPDATES

Update on Athletic Program Review

Mr. Pete Norman provided an update on the athletics programming. He reported that Highland offers six sports: Division I men's basketball, and Division II women's basketball, golf, volleyball, softball and baseball. Each sport is responsible for sponsoring their own fundraisers if they need money in addition to what is budgeted. Mr. Norman approves all fundraising ideas for the various sports. Mr. Norman reported his concern that our coaching staff is paid at the low end of the scale compared to some other Illinois community colleges, and Dr. Kanosky stated that the coaching salaries are based on a percentage of the faculty pay scale for someone with a master's degree and no experience. Assistant coaches are paid at one-half of what the full-time coach is paid, and the salaries are the same for both the men and women's sports.

The men's basketball team has a fans' club, which is run by Ron Henson, a local insurance agent and basketball fan. Mr. Endress suggested that it would be great to have a fans' club for all of the major sports rather than just men's basketball.

Dr. Kanosky, Mr. Norman, Ms. Janssen, Mr. Kurt Simpson, and Ms. Beth Groshans met to discuss issues that arose at a recent high school basketball tournament held on the College campus. Improvements have been made to the process for hosting these types of events, including having an on-call maintenance person available on-site during the event.

Ms. Gallagher suggested that we might want to consider having an admissions counselor at the basketball games who could answer questions about Highland and course offerings to increase our visibility at the games.

Tuition Discussion

Ms. Janssen presented information on a proposed increase in tuition effective with the Fall 2011 semester. Currently our tuition is \$94 per credit hour, with a \$7 per credit hour technology fee and \$2 per credit hour activity fee. Fee revenues are generally restricted to what they are, such as the \$7 technology fee goes to fund technology and the activity fee goes to fund student activities. Mr. Endress noted that the Eastland school district is exploring equipping all students with laptops to eliminate technology in the classroom. Ms. Janssen explained that the College has wireless in every building and is looking at having students get their email on their phone.

Mr. Block expressed a concern that the State does not reimburse for remedial classes, and he believes we need to address that issue. The number of students who take remedial classes at Highland is high compared to other community colleges in the state. Mr. Block stated that he will not support a \$5 increase in tuition unless we address some other issues, such as remedial education. Ms. Janssen reported that there is a study group of CFOs who are working on remediation at the state level and will then take their recommendation to the legislature. Ms. Gerber also reported that all high schools in our district will receive a report on how their students who entered Highland in the fall placed into classes and how they are doing in classes.

Mr. Kroeger stated that he personally believes that it is okay this year and next year to increase tuition at the higher end of the range because we put out a superior product, but we can't "keep going to the well automatically" every year and asking for an increase in tuition. Mrs. Scharman stated that she believes that the College has raised tuition consistently for several years and may be putting too much burden on the students. Mr. Dick stated that students do not believe a \$5 increase is too bad, but they are unaware of where the money from the fees goes. For example, there will be a comedian on campus next week, but students have to pay \$10 to attend, just like the public. Mrs. Gallagher suggested the College consider locking in tuition, which is good for public relations. Ms. Janssen will work with Ms. Grimes to have ICCTA conduct a "Quick Survey" on the topic.

Ms. Janssen concluded her presentation by stating that the College could consider a \$4 increase in tuition and dipping into reserves to balance the budget, but the current budget projections do not take into account any of the fluctuations in State funding.

Course Fees (Handout #1)

Mr. Hood presented information on proposed course fees effective with the Fall 2011 semester. He and the deans have looked carefully at the fees and are proposing that some be increased and some be decreased. Mr. Hood is also recommending that tickets for Fine Arts events be increased, stating that ticket prices have not increased since the Fall of 2005. In making this recommendation, ticket prices at other area venues were reviewed, and the College will still be below ticket prices at Timberlake Playhouse and Rock Valley College's Starlight Theatre. Mrs. Gallagher suggested that the College might want to consider a two-tiered ticket price, where people would receive a reduced price if they purchased in advance. Changes in course and miscellaneous fees will be presented to the Board for approval at the March 15 regular meeting.

At 10:40 a.m., the Chairperson declared a recess; the meeting resumed at 10:55 a.m.

AQIP

Dr. Davidson reported that we received our feedback from the Systems Portfolio that was submitted in November, and all in all, the report was more positive than our 2007 feedback, with no accreditation issues. We will need to respond to the written report within two weeks, and the AQIP Steering Committee will meet tomorrow to discuss the response. Mrs. Scharman questioned whether the AQIP process is worth the time and energy, and Dr. Davidson responded that it is now, but in the early years it was difficult. People are now talking the "quality lingo". Mr. Hood stated that the action projects are all things we should be working on anyway, regardless of accreditation, and it forces people to look at different perspectives.

Review of Ends Statements

Dr. Kanosky explained that each year the Board hears a presentation on our four ends statements: occupational preparation, workforce development, transfer, and recruitment & retention. The four ends statements were originally presented to the Board by Dr. Ruth Mercedes Smith, former president, as part of the Carver Policy Governance Model. Mrs. Scharman stated that she is

appreciative of the monitoring reports being distributed to the Board in advance of the meeting so trustees have an opportunity to review the information. Dr. Kanosky will send additional information to the Board on the ends statements and we will discuss this at a future meeting.

MAIN MOTIONS

First Reading – Tuition

Mr. Kroeger moved and Mrs. Gallagher seconded the motion to approve the first reading of an increase in the in-district tuition rate from \$94.00 per credit hour to \$99.00 per credit hour and in the senior citizen rate from \$71.00 to \$74.00 per credit hour effective with the Fall semester of 2011. The formula for figuring out-of-district tuition remains unchanged. Out-of-state tuition will be calculated after Fall 2011 tuition rates at community colleges contiguous to Highland have been determined. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried

CLOSED SESSION

Mr. Kroeger 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 action. The roll call on the motion was as follows:

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

At 11:17 a.m., the Chairperson declared the motion carried and the meeting in Closed Session.

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

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

At 12:15 p.m., the Chairperson declared the motion carried and the Closed Session ended.

ACTION, IF NECESSARY

No action was necessary.

At 12:17 p.m., the Chairperson declared a recess for lunch; the meeting resumed at 12:45 p.m.

BOARD UPDATES

Mr. Dick expressed a concern that the signs in the plastic holders in the restrooms all deal with mental health issues, and he suggested putting a more positive twist on the messages, such as upcoming activities.


NEW BUSINESS

- SURS 6% Exclusions
Ms. Ferguson provided an update on potential changes in SURS 6% exclusions. The House and Senate are trying to extend the sunset provisions for another five years. Ms. Ferguson will provide more information as details become available.
- Health Insurance Fund Balance
Ms. Janssen reported that health insurance premiums were reduced a couple years in a row; however, this year we have had about \$150,000 more in claims than we have collected. We could consider increasing the discount employees receive for keeping an acceptable score through our wellness program in order to reduce the Health Insurance Fund Balance. Ms. Janssen and Ms. Ferguson will meet with Cottingham and Butler in a couple weeks and will have more information at that point.
- Policy Governance
The Board's philosophy of using the Policy Governance Model will be reaffirmed at the March 15 regular meeting.
- Mission/Vision
Dr. Kanosky stated that the Board needs to conduct their regular review of the mission and vision. Mrs. Gallagher stated that she would suggest inserting the word "global," representing that we are all learning to be part of a global community. This topic will be discussed further at a future Board meeting.
- Snow Removal
Dr. Kanosky received an email from Stephen Holbert of Stephenson County Emergency Management asking the College to compile a list of the costs incurred associated with clearing snow during the recent snowstorm.

- Study Abroad
Mrs. Gallagher stated that she is looking for people who are interested in studying abroad through the Gilman International Scholarship.
- PTK Induction
Mr. Dick reported that the Phi Theta Kappa induction was held last Thursday and went very well. Approximately 40 students were eligible to be inducted, with nearly 30 attending. Dr. Kanosky provided a welcome, Mr. Hood provided a closing message, and Mr. Alan Wenzel was the keynote speaker.
- “One Book” Event
Dr. Kanosky announced that the Freeport Public Library held a “One Book” event on campus, with a couple hundred people attending.
- Student Death
One of our students tragically passed away over the weekend. The President’s Office sends flowers on behalf of the Board and the College in these circumstances.
- Upcoming Events
Dr. Kanosky thanked everyone for attending events on campus. Our men’s basketball team plays tonight. Softball and baseball seasons will be starting soon. Commencement will be held on campus on May 14.

ADJOURNMENT

Mrs. Scharman moved and Mr. Dick seconded the motion to adjourn the meeting. At 1:15 p.m., there being no further business, the Chairperson declared the motion carried and the meeting adjourned.



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