

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

Prior to the regular meeting, trustees were given a demonstration of the new SimMan, located in the Ray and Betty Stamm Health Science Nursing Wing. Ms. Jen Grobe, Coordinator of the Nursing Program and Lab, and Ms. Donna Kauke, Dean of Health, Natural Science and Mathematics, provided a hands-on demonstration of the functions of the new simulator.

CALL TO ORDER/ROLL CALL

The regular meeting of the Board of Illinois Community College District No. 519 was called to order by Mr. Doug Block, Chairperson, at 4:02 p.m. on May 17, 2016, 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.

The following members were present: Mrs. Diane Gallagher, Mr. David Shockey, Mr. Doug Block, Mr. Jim Endress, Dr. Steve Jennings, Ms. Whitney Zumdahl (departed 5:15 p.m.), Mr. Blake Musser, and Ms. Staci Hammer

The following members were absent: None.

Also present: Mr. Tim Hood, President; Ms. Chris Kuberski, Executive Vice President; Ms. Jill Janssen, Vice President, Administrative Services; Ms. Liz Gerber, Vice President, Student Development and Support Services; Ms. Rose Ferguson, Associate Vice President, Human Resources; Ms. Sarah Goeke, Director, Columbia College Freeport Campus (departed 4:54 p.m.); Ms. Kim Rampenthal, Director of Fundraising, HCC Foundation (departed 4:54 p.m.); Mr. Jim Berberet, Executive Director, HCC Foundation (departed 4:54 p.m.); Mr. Kurt Simpson, Director, Facilities & Safety (departed 4:26 p.m.); Mr. Pete Willging, Director, Marketing & Community Relations (arrived 4:09 p.m.; departed 4:54 p.m.); Mr. Steve Mihina, Faculty (departed 4:37 p.m.); and, Ms. Terri Grimes, Board Secretary

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Ms. Zumdahl moved and Mr. Shockey seconded the motion to approve the minutes of the April 8, 2016, special meeting, and the April 26, 2016, special and regular meetings, as presented. The vote being unanimous, the motion carried.

PUBLIC COMMENTS

There were no public comments.

INTRODUCTIONS

There were no introductions.

FOUNDATION REPORT

Mr. Jim Berberet presented this month's Foundation report. He reported that there are many proposals out for donations to support the Hospitality Management and Agriculture programs, as well as Manufacturing Day, which will be held next fall. The Double Play Campaign has raised around \$22,000, with a match pool of \$50,000. Over 600 applications were received for 150 scholarships, and letters have been sent out to those who applied. The deadline for nursing scholarship applications is June 1. The Foundation and the Stephenson County Bar Association co-sponsored a Continuing Legal Education (CLE) seminar for attorneys on April 28 with 31 attorneys from the College district attending the seminar to learn from four experts who provided advice in the area of estate planning. The Highland Alumni Association sponsored the Freeport Area Chamber of Commerce's Rise 'n Shine breakfast on May 4 with over 70 people in attendance. A donor thank you event was held on May 11 at Woodbine Bend, featuring a preview concert by members of Highland's combined chorus, who are currently touring Germany and Austria. Mr. Berberet concluded his report by reminding trustees of the Foundation's Leadership Golf Outing on June 6, and Shindig VI: "Luau at King's Island" on August 20 at the home of Scott and Kathy King.

CONSENT ITEM

A. Academic (None)

B. Administration (None)

C. Personnel

1. Part-time Instructors, Overload, and Other Assignments

Recommendation: That the list of part-time instructors, overload, and other assignments be approved, as presented, for the Spring semester of 2016.

D. Financial (None)

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

AYES: Shockey, Block, Endress, Jennings, Zumdahl, Musser, Gallagher, Hammer
NAYS: None

Whereupon the Chairperson declared the motion carried.

MAIN MOTIONS

A. Academic (None)

B. Administration

1. First Reading – New Policy 3.26: Student Optional Disclosure of Private Mental Health Information

Ms. Zumdahl moved and Mr. Musser seconded the motion to approve for first reading new policy 3.26, Student Optional Disclosure of Private Mental Health Information, as presented. The policy will be included in Chapter III, Student, of the Policy Manual. The roll call on the motion was as follows:

AYES: Block, Endress, Jennings, Zumdahl, Musser, Gallagher,
Shockey, Hammer
NAYS: None

Whereupon the Chairperson declared the motion carried.

2. Second Reading – New Policy 2.18: Dual Credit Substitute Instructors

Mr. Endress moved and Ms. Zumdahl seconded the motion to approve for second reading new policy 2.18, Dual Credit Substitute Instructors, as presented. The policy will be included in Chapter II, Instruction, of the Policy Manual. The roll call on the motion was as follows:

AYES: Endress, Jennings, Zumdahl, Musser, Gallagher, Shockey,
Block, Hammer
NAYS: None

Whereupon the Chairperson declared the motion carried.

3. Second Reading – Revised Policy 4.041: Rehiring of Employees

Mr. Musser moved and Mr. Shockey seconded the motion to approve for second reading revised policy 4.041, Rehiring of Employees, as presented. The policy is included in Chapter IV, Personnel, of the policy manual. The roll call on the motion was as follows:

AYES: Jennings, Zumdahl, Musser, Gallagher, Shockey, Block,
Endress, Hammer
NAYS: None

Whereupon the Chairperson declared the motion carried.

D. Financial

1. Appointment: Interim Dean, Humanities, Social Sciences, and Fine Arts
Dr. Jennings moved and Mr. Endress seconded the motion to approve the appointment of Mr. Jim Phillips as full-time interim Dean of Humanities, Social Sciences, and Fine Arts division beginning July 5, 2016, and extending through August 9, 2017, at a salary of \$88,153 over the length of this appointment, plus appropriate fringe benefits. Such salary shall be in lieu of any other salary and benefits Mr. Phillips would be entitled to receive under his current faculty position. Mr. Phillips will teach the Leadership Institute and Leadership Forum classes as a part of this appointment. This is an Administrative appointment and is necessary due to the continued vacancy in the division following the closing of the most recent search for a replacement. This interim appointment will end no later than August 9, 2017. The roll call on the motion was as follows:

AYES: Zumdahl, Musser, Gallagher, Shockey, Block, Endress,
Jennings, Hammer
NAYS: None

Whereupon the Chairperson declared the motion carried.

2. Resolution Supporting the Request by the Helm Group for a Commercial Property Tax Abatement
Dr. Jennings moved and Mr. Musser seconded the motion to formally support the request by the Helm Group to expand the City of Freeport/Stephenson County Enterprise Zone by at least an additional 1.0 acres to an area 400 feet South of U. S. Business Route 20 at 2283 U. S. Business Route 20 East to facilitate a project to build a new Information Technology (IT) building, which will expand the company's CAD workforce in the Stephenson County area. It is further recommended that the Board approves the Resolution, as presented, allowing for a tax abatement for taxes on real property located in the Enterprise Zone resulting in an increase in assessed valuation, which is attributable to the construction of improvements and/or to the renovation or rehabilitation of existing improvements, subject to the limitations outlined in the Resolution, and authorizes the Board Chair to send a letter of support to the City of Freeport/Stephenson County Enterprise Zone Committee. The roll call on the motion was as follows:

AYES: Musser, Gallagher, Shockey, Block, Endress, Jennings,
Zumdahl, Hammer
NAYS: None

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

2. Acceptance of Bid: Protection, Health, and Safety Project – Student/Conference Center (Building “H”) Make-Up Air Unit Replacement

Ms. Zumdahl moved and Mr. Musser seconded the motion to authorize acceptance of the low base bid meeting specifications from Loescher HVAC, Freeport, IL for \$64,000 for the Student/Conference Center (building “H”) Make-Up Air Unit Replacement Project. This bid aligns with the projected budget for the project. The roll call on the motion was as follows:

AYES: Gallagher, Shockey, Block, Endress, Jennings, Zumdahl,
Musser, Hammer
NAYS: None

Whereupon the Chairperson declared the motion carried.

3. Payment of Bills and Agency Fund Report

Mr. Endress moved and Dr. Jennings seconded the motion to approve the Resolution authorizing and directing Ms. Jill Janssen, Treasurer, to make payments or transfers of funds for the April 2016 bills in the amount of \$729,116.82, Automated Clearing House (ACH) debits W0000364 through W0000367 amounting to \$9,148.49, Other Debits D0000055 amounting to \$136.10, and Electronic Refunds of \$46,476.98, with 5 adjustments of \$1,549.00, such warrants amounting to \$783,329.39. Transfers of funds for payroll amounted to \$576,447.61. The roll call on the motion was as follows:

AYES: Shockey, Block, Endress, Jennings, Zumdahl, Musser,
Gallagher, Hammer
NAYS: None

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

REPORTS

Treasurer’s Report: Statements of Revenue, Expenditures, and Changes in Fund Balance

Ms. Janssen reported that the College has received the State funding for the Fall 2015 Monetary Award Program (MAP) plus \$378,000 in the Operating funds.

Student Trustee

Ms. Hammer reported that Student Senate held their Spring retreat for new and re-elected Senate members at Rafters. Ms. Hammer will be the College’s ICCB Student Advisory Committee member this year and will attend the Student Leadership Seminar in Springfield in June. The graduates’ picnic was held earlier this month, and Mr. Hood was one of the volunteers in the dunk tank.

Audit Committee Chair

Mrs. Gallagher reported that the audit will begin in June.

ICCTA Representative

Jim reported that Senate Bill 2048 has been approved, which would move funding for community colleges and universities from 27 percent to 60 percent, which is the amount of funding that Chicago State University received. Governor Bruce Rauner has indicated he will sign the bill if it is presented to him. ICCTA's executive committee met with Governor Rauner and learned that he is a fan of community colleges. Three issues were the focus of ICCTA Lobby Day: 1) a celebration of the 50th anniversary of community colleges serving Illinois; 2) funding for FY16 and FY17; and, 3) local control of community colleges. Mr. Endress had a positive meeting with Senator Tim Bivins and Representative Brian Stewart, and also met with Senator Neil Anderson, who serves a portion of the Highland district. Mr. Endress was not able to meet with Representative Mike Smiddy, who also serves a portion of the Highland district. Mr. Endress reported that some community colleges that previously were not paying their ICCTA dues have now done so. He has been asked to chair a task force to revamp ICCTA's budget. Mr. Endress appeared before the ICCTA Nominating Committee and at the June ICCTA meeting, he will be nominated for vice president of ICCTA. Ms. Kathy Spears will be nominated for secretary, and Mr. Fritz Larson will be nominated for treasurer. Mrs. Gallagher will be honored with ICCTA's Ray Hartstein Trustee Achievement Award at the ICCTA annual convention in June. ICCTA has restructured the event to a shorter time frame and has reduced the cost considerably. Mr. Endress encouraged trustees to let Ms. Grimes know if they wanted to attend the event. Reservations are due tomorrow.

Board Chair

There was no report.

Administration

Ms. Kuberski reported that she is glad that the Dean of Humanities, Social Sciences, and Fine Arts has been hired.

Ms. Ferguson announced that the College is looking for part-time agriculture instructors.

Ms. Gerber reported that the graduation was a nice event even though it had to be held inside. There was a good turnout for the graduates' picnic. Ms. Gerber also announced that the VFW had planned on giving two scholarships to students attending Highland, but has increased the number of scholarships to three. Mr. Endress reported that he attended Eastland High School's awards night and Mr. Bill Moll presented seven scholarships of \$2,500 each for students who are coming to Highland. Mr. Endress noted that there were approximately 40 graduating and more than 50 percent indicated that they planned to attend Highland. Mrs. Gallagher thanked Ms. Gerber, Mr. Berberet, and Ms. Rampenthal for the opportunity to participate in the strategic planning focus group. There were many positive comments about Highland.

Mr. Hood reminded trustees of the Leadership Institute graduation on Wednesday night. He thanked those who have picked up extra responsibilities as a result of the reductions in force. He congratulated Mr. Endress on his nomination of vice chair of ICCTA, as well as Ms. Gallagher

on being the recipient of the Ray Hartstein Trustee Achievement Award, the highest award given by ICCTA. He thanked Ms. Grimes, Mr. Willging, and others who wrote the award nomination. Mr. Hood reported that Honors Convocation was very nice and he thanked all who had a part in planning the event. Graduation was held inside and was a phenomenal event, despite temperatures outside being around 39 degrees. Mr. Alex Jansen was recognized at the Friends of Fine Arts scholarship event and some of the phenomenal work he has done was showcased during the event. Mr. Hood attended Durand High School's graduation on Sunday to congratulate the CollegeNOW students who graduated. He also attended the Manufacturing Advisory Committee meeting this morning. The College received a nice grant from the Freeport Community Foundation to invest in equipment for distance learning for dual credit, and Mr. Block reported that this grant will be huge to help local school districts. Mr. Hood concluded his report by passing around a recent copy of the *Galena Gazette* which featured a picture of Mrs. Gallagher.

At 4:54 p.m., the Chairperson declared a recess; the meeting resumed at 5:05 p.m.

CLOSED SESSION

Ms. Zumdahl moved and Dr. Jennings seconded the motion to move into Closed Session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity; and, collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, 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: Block, Endress, Jennings, Zumdahl, Musser, Gallagher, Shockey,
Hammer
NAYS: None

At 5:06 p.m., the vote being unanimous, the Chairperson declared the motion carried and the meeting in Closed Session.

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

AYES: Endress, Jennings, Musser, Gallagher, Shockey, Block, Hammer
NAYS: None

At 5:36 p.m., the Chairperson declared the motion carried and the Closed Session ended.

ACTION, IF NECESSARY

No action was necessary following the Closed Session.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Dr. Jennings passed around an article from the *Apple Core* newspaper that featured a picture and article on Mr. Hood's Lifelong Learning "Fishing to Catch Fish" class at Apple Canyon Lake. Mr. Hood reported that 21 people from three states attended the class.

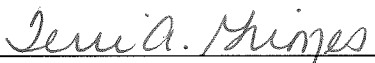
DATES OF IMPORTANCE

The next regular Board meeting will be held on Tuesday, June 21, 2016, 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 1, 2016, at 8:30 a.m. in room H-206 in the Student/Conference Center.

ADJOURNMENT

Mr. Endress moved and Mr. Musser seconded the motion to adjourn the meeting. At 5:38 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