

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 June 15, 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 (arrived 4:05 p.m.), Mr. David Shockey, Mr. Robert B. Urish, and Mr. Doug Block

The following members were absent: Mr. Jim Endress and Mr. Daniel Dick

Also present: Dr. Joe Kanosky, President; Dr. Jeff Davidson, Vice President, Academic Services (departed 5:42 p.m.); Ms. Jill Janssen, Vice President, Administrative Services (departed 5:42 p.m.); Ms. Liz Gerber, Associate Vice President, Student Services (departed 5:42 p.m.); Ms. Rose Ferguson, Associate Vice President, Human Resources (departed 5:42 p.m.); Mr. Pete Willging, Director, Marketing & Community Relations (arrived 4:04 p.m.; departed 5:09 p.m.; returned 6:02 p.m.); Dr. Steve Jennings, Retired Faculty (departed 5:09 p.m.); Mr. Steve Mihina, Faculty (departed 5:09 p.m.); Ms. Susan Atherton, Executive Director, HCC Foundation (departed 4:09 p.m.); and Ms. Terri Grimes, Board Secretary.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Mr. Block moved and Mr. Urish seconded the motion to approve the minutes of the May 18, 2010 regular meeting, as presented. The vote being unanimous, the motion carried.

PUBLIC COMMENTS

There were no public comments.

INTRODUCTIONS

There were no introductions.

FOUNDATION REPORT

Ms. Atherton highlighted the June 10, 2010 Executive Director's report (see attached), which was distributed to trustees with the Board packet last week, and will be distributed to all faculty and staff after the meeting today. The Foundation golf outing was held on June 7, 2010 raising about \$20,000 before expenses, and she anticipates that a \$10,000 profit will be made after expenses. This year's proceeds have been designated to support the Leadership Institute and Jo Daviess Forum. A letter to the editor will be submitted to *The Journal-Standard* to thank the golfers, volunteers, and sponsors of the golf outing. Ms. Atherton commended Mr. Shockey and Dr. Davidson for participating in the event, and thanked Dr. Kanosky for his assistance throughout the day.

Mr. Urish, Dr. Kanosky, Ms. Atherton, Mr. Jim Berberet and Mr. Todd Weegens met today to discuss the upcoming special performance of "Grease" on July 18, which will be a fundraiser for the capital campaign. Ms. Atherton hopes to send out 600 invitations and encouraged trustees to submit additional names of people who should be invited to the event.

Dr. Kanosky requested that Ms. Atherton supply the Board with a graph report of monetary donations. Ms. Atherton stated that she has the report completed and will provide it to Ms. Grimes to send to trustees.

CONSENT MOTION

A. Academic

1. Curriculum & Instruction Committee Report

Recommendation: That the Board of Trustees approve the report of the course and curriculum changes for the July 1, 2009 through June 30, 2010 period, as presented.

B. Administration (None)

C. Personnel

1. New Job Description: Coordinator, Medical Assistant Program

Recommendation: That the Board of Trustees approve the new job description for Coordinator, Medical Assistant Program, as presented, with placement at Range 40 on the Highland Salary Range Table. This is an exempt professional position. Funding for this position is included in the FY'11 budget.

D. Financial

1. Part-time Instructors

Recommendation: That the list of part-time/overload instructors, as presented, be approved to teach during the Summer semester of 2010.

2. Resolution: Prevailing Rate of Wages
Recommendation: That the Board of Trustees adopt the Resolution regarding the prevailing rate of wages, as presented.

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

AYES: Scharman, Gallagher, Shockey, Urish, Block, Kroeger
 NAYS: None

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

MAIN MOTIONS

A. Academic (None)

B. Administration

1. First Reading – Revised Policy: Financial Aid
 Mrs. Gallagher moved and Mr. Block seconded the motion to approve the first reading of the revised Financial Aid policy, as presented. The roll call on the motion was as follows:

AYES: Gallagher, Shockey, Urish, Block, Kroeger, Scharman
 NAYS: None

Whereupon the Chairperson declared the motion carried.

C. Personnel

1. Appointment, Physics Instructor
 Dr. Kanosky noted that the last sentence of the agenda item should state that the appointment is due to the “nonrenewal” of a full-time Physics Instructor, rather than the “resignation.”

Mr. Urish moved and Mrs. Scharman seconded the motion that the Board of Trustees approve the appointment of Mr. Alan O’Keefe as full-time Physics Instructor in the Natural Science and Mathematics division beginning August 12, 2010 at an FY’10 salary of \$49,862 plus appropriate fringe benefits (MS+0, 3 years experience). Since the FY’11 faculty union contract has not yet been negotiated, this salary is based on the FY’10 salary schedule and is within the FY’11 budget. This is a full-time faculty position. This appointment and hire is due to the nonrenewal of a full-time Physics Instructor. The roll call on the motion was as follows:

AYES: Shockey, Urish, Block, Kroeger, Scharman, Gallagher
 NAYS: None

Whereupon the Chairperson declared the motion carried.

D. Financial

1. Service Road Agreement

Mr. Kroeger moved and Mr. Block seconded the motion to renew the three-year lease agreement between Highland Community College, Freeport School District #145, and the YMCA for the maintenance of the service road, as presented. The roll call on the motion was as follows:

AYES: Urish, Block, Kroeger, Scharman, Gallagher, Shockey
 NAYS: None

Whereupon the Chairperson declared the motion carried.

2. Health Insurance Rates

Mrs. Gallagher moved and Mr. Urish seconded the motion to establish the following monthly rates for health insurance during FY'11 under the self-insured health plan as listed below:

Employee Only	\$ 588.39	Retiree Only	\$540.00
Family Plan	\$1,399.39	Retiree with Family Plan	\$1,105.00

The Employee only and Family Plan rates are 2% lower than those adopted in October of FY'10. The Retiree rates are adjusted to be in keeping with the State Universities Retirement System levels.

Ms. Janssen explained that by lowering the health insurance rates, our health insurance fund balance would be lowered by \$295,000, bringing it more within recommended levels. Mr. Kroeger stated that he understands that the health insurance fund balance is high at this point, but average health care costs have increased nine percent. He anticipates that there will be more cost shifting, and there is no way to know what to expect as we move forward. Mr. Block stated that a criticism during negotiations has been that there is excess money in the health insurance fund balance, but he is also concerned about the future.

The roll call on the motion was as follows:

AYES: Block, Scharman, Gallagher, Shockey, Urish
 NAYS: Kroeger

The vote being five ayes and one nay, the motion carried.

3. Provision of Mental Health Assessments Agreement

Mr. Kroeger moved and Mrs. Scharman seconded the motion to approve the agreement between Highland Community College and FHN Family Counseling Center for the provision of student mental health assessments, consultation, and training at a rate of \$85.00/hour for a minimum of five hours per week and a maximum of 10 hours per week while classes are in session. The roll call on the motion was as follows:

AYES: Kroeger, Scharman, Gallagher, Shockey, Urish, Block
 NAYS: None

Whereupon the Chairperson declared the motion carried.

4. University of Illinois Extension Lease Agreement

Mr. Urish moved and Mr. Block seconded the motion that the Board enter into a lease agreement with the University of Illinois Extension for occupancy by the University of Illinois Extension – Stephenson County of approximately 2,090 square feet of space in the Community Services Center for the period of July 1, 2010 through June 30, 2011, at an annual rate of \$22,230.20. 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: Scharman, Gallagher, Shockey, Urish, Block, Kroeger
 NAYS: None

Whereupon the Chairperson declared the motion carried.

Mr. Block stated that he believes the College is fortunate to have access to the University of Illinois Extension by having them on our campus.

5. Consideration and Action on a Resolution Providing for an Installment Purchase Agreement and Authorizing and Providing for the Issuance of General Obligation Debt Certificates (Limited Tax) for the College

Mr. Shockey announced that the next item of business was the consideration of a Resolution providing for an Installment Purchase Agreement for the purpose of providing technology upgrades and altering, repairing, renovating and equipping the District's facilities, all for community college purposes, and authorizing the issuance of the District's General Obligation Debt Certificates (Limited Tax), Series 2010, evidencing the rights to payment under said Agreement and providing for the sale of said certificates. Mr. Shockey presented the Resolution, copies of which were made available to all in attendance at the meeting who requested a copy:

RESOLUTION authorizing and providing for an Installment Purchase Agreement for the purpose of paying the cost of purchasing real or personal property, or both, in and for Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois, and authorizing and providing for the issue of \$1,750,000 General Obligation Debt Certificates (Limited Tax), Series 2010, of said Community College District, evidencing the rights to payment under such Agreement, prescribing the details of the Agreement and Certificates, and providing for the security for and means of payment under the Agreement of the Certificates.

Mrs. Gallagher moved and Mr. Block seconded the motion that said Resolution be adopted, as presented.

Dr. Kanosky stated that the Board has discussed this at their most recent retreat. In addition, the College Council has looked at items that might be funded through the bonds. The tax rate will be balanced to remain about the same.

After a full discussion, the Chairman directed that the roll be called for a vote upon the motion to adopt said Resolution. The roll call on the motion was as follows:

AYES:	Gallagher, Shockey, Urish, Block, Kroeger, Scharman
NAYS:	None

Whereupon the Chairperson declared the motion carried and said Resolution adopted, approved, and signed the same in open meeting and directed the Secretary to record the same in full in the records of the Board of Trustees of Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois, which was done.

6. Payment of Bills and Agency Fund Report

Mr. Urish moved and Mr. Kroeger seconded the motion to approve the Resolution authorizing and directing Ms. Jill Janssen, Treasurer, to make payment and to transfer funds for May 2010 bills in the amount of \$525,972.11, Automated Clearing House (ACH) debits of \$192,112.76, and Electronic Refunds of \$1,274.68, with 15 adjustments of \$2,133.66, such warrants amounting to \$717,225.89. Transfers of funds for payroll amounted to \$667,285.27. The roll call on the motion was as follows:

AYES: Shockey, Urish, Block, Kroeger, Scharman,
Gallagher
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 reported that Corporate Personal Property and Replacement Tax (CPPRT) is 68% of the total budgeted for FY'10. This is a State-based tax and it is unknown if the payments will be received or delayed. Dr. Kanosky stated that there is currently a proposal for community colleges to receive funding payments on a monthly basis rather than a quarterly basis.

Mr. Block expressed a concern that we need to use the bond money judiciously because four or five years down the road, we may not be able to keep the tax rate the same.

Student Trustee

Mr. Dick was unable to attend the meeting today, but Mr. Shockey read Mr. Dick's written report, which is attached.

ICCTA Representative

Mrs. Gallagher attended the Illinois Community College Trustees Association's (ICCTA) annual meeting and announced that Mr. Eric Dietmeier was recognized as Highland's outstanding faculty nominee. At the meeting, ICCTA's new slate of officers was approved: Mr. Dave Harby, President; Mr. Jim Ayers, Vice President; Mr. James Polk, Secretary; and Mr. Bob Johnson, Treasurer. Immediate Past-President, Ms. Barb Oilschlager, will stay on as ex-officio. Mrs. Gallagher reported that ICCTA will not raise dues this year, but will instead use reserves.

Mrs. Gallagher thanked Mr. Willging for his assistance in preparing a letter to the editor about community colleges. She reminded trustees that award nominations are due for the Association of Community College Trustees (ACCT) awards. All ICCTA award winners are forwarded automatically to ACCT for consideration for the national awards, but Illinois community colleges are encouraged to submit other nominations.

Mrs. Gallagher encouraged trustees to get their reservation information in to Ms. Grimes in advance for the ICCTA and ACCT meetings so that the College can take advantage of early registration discounts. She reminded trustees of the ACCT annual congress that will be held October 20 – 23, 2010 in Toronto. Dr. Kanosky informed trustees that Ms. Grimes will become the president of ACCT's Professional Board Staff Network at the Toronto meeting.

ADMINISTRATION

Ms. Gerber requested that trustees review the enrollment report provided in their folders.

Ms. Ferguson announced that Public Act 096-0266 requires that community colleges provide a salary and benefits report to the Illinois Board of Higher Education on or before July 1 of each year to be posted on the State website. Dr. Kanosky stated that the State is continuing to ask community colleges for more and increasingly complex data.

Dr. Kanosky joined representatives of Freeport School District #145 on a visit to Belvidere to learn about the "Running Start" program, a joint effort between Rock Valley College and Belvidere School District. Through this collaboration, high school students can earn their high school and associate of arts degrees at the same time. Illinois Valley Community College has also recently implemented the program with a private school. Dr. Kanosky stated that, of the 2,800 students at both Belvidere High Schools, 50 qualified for the program. Freeport School District is currently investigating the program.

When Ms. Janssen was reviewing the loop road agreement with Freeport School District #145, she learned that the school district would like to expand their parking lot at the Jones-Farrar Early Learning Center. Dr. Kanosky stated that we will look at swapping the Kiwanis Drive entrance, which we do not currently own, with some of the land the school district needs for the parking lot.

Dr. Kanosky concluded his report by announcing that the Northern Illinois University broadband initiative is moving forward, which includes fiber to connect all the FHN facilities. In the future, it would also connect to all area high schools and HCC West.

OLD BUSINESS

There was no old business.

At 5:09 p.m., the Chairperson declared a recess; the meeting resumed at 5:14 p.m.

CLOSED SESSION

Mr. Urish moved and Mr. Kroeger seconded the motion to move into Closed Session for the purposes of discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees; collective negotiating matters between the public body and its employees or their representatives; probable, imminent or pending litigation; and the semi-annual review of all Closed Session minutes and tapes, 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:	Urish, Block, Kroeger, Scharman, Gallagher, Shockey
NAYS:	None

At 5:14 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: Block, Kroeger, Scharman, Gallagher, Shockey, Urish
 NAYS: None

At 6:02 p.m., the Chairperson declared the motion carried and the meeting in Open Session.

ACTION, IF NECESSARY

Mr. Kroeger moved and Mr. Urish seconded the motion that the verbatim audio recordings of the Closed Sessions of June 17, 2008; July 23, 2008; September 3, 2008; September 16, 2008; October 21, 2008; November 18, 2008; and, December 3, 2008 may now be destroyed, pursuant to the Open Meetings Act, and that the minutes that were previously closed remain closed at this time and unavailable for public inspection. The roll call on the motion was as follows:

AYES: Kroeger, Scharman, Gallagher, Shockey, Urish, Block
 NAYS: None

Whereupon the Chairperson declared the motion carried.

NEW BUSINESS

There was no new business.

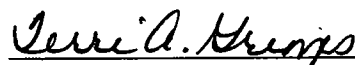
DATES OF IMPORTANCE

The next regular Board meeting is scheduled for Tuesday, July 20, 2010 at 4:00 p.m. in the Robert J. Rimington Board Room in the Student/Conference Center on the Highland campus. The meeting will be preceded by a budget work session at 3:00 p.m. The next Board retreat will be held in Jo Daviess County, tentatively at the Eagle Ridge Property Owners' Association, on September 1, 2010.

ADJOURNMENT

Mrs. Gallagher moved and Mr. Block seconded the motion to adjourn the meeting. At 6:04 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