

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 September 15, 2009 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. Diane Gallagher, Mr. David D. Shockey, Mr. Robert B. Urish, Mr. Doug Block, Mr. Jim Endress, and Mr. Austin Walker

The following members were absent: Mrs. Maurita Scharman

Also present: Dr. Joe Kanosky, President; Dr. Jeff Davidson, Vice President of Academic Services (departed 5:31 p.m.); Ms. Jill Janssen, Vice President of Administrative Services (departed 5:31 p.m.); Ms. Liz Gerber, Associate Vice President, Student Services (departed 5:31 p.m.); Mr. Steve Mihina, Faculty (departed 5:22 p.m.); Ms. Robbin Klein, FHN Family Counseling Center (departed 4:45 p.m.); Ms. Susan Atherton, HCC Foundation Executive Director (departed 4:55 p.m.); Mr. Pete Willging, Director of Marketing and Community Relations (departed 5:22 p.m.; returned 6:00 p.m.); Mr. Bob Wiederholtz, Manager, Custodial Services (departed 4:45 p.m.); Dr. Shannon Lizer, Associate Dean, Nursing and Allied Health (departed 4:45 p.m.); Ms. Chrislyn Senneff, Nursing Instructor (departed 4:45 p.m.); The Honorable Mike Boland, State Representative (departed 4:45 p.m.); Mr. Kurt Simpson, Director, Physical Plant & Maintenance (departed 4:45 p.m.); Mr. Roland Baier, On-Call Custodial/Maintenance Assistant (departed 4:45 p.m.); Mr. Gary Creger, Custodian (departed 4:45 p.m.); Mr. Brad Hart, Big Radio (arrived 6:00 p.m.); and Ms. Terri Grimes, Board Secretary.

APPROVAL OF AGENDA

Mr. Shockey requested that agenda item #IX-C-1 – Part-time Instructors/Overload, be moved from a consent item to a main motion to be voted on separately. Mr. Kroeger moved and Mr. Urish seconded the motion to approve the agenda, as amended. The vote being unanimous, the motion carried.

PUBLIC HEARING ON 2009 – 2010 BUDGET

At 4:02 p.m., Mr. Shockey announced that the next agenda item for the Board of Trustees was a public hearing to receive public comments on the 2009 – 2010 budget. He explained that all persons desiring to be heard would have an opportunity to present written or oral testimony.

Mr. Shockey asked if there were additional comments from the Trustees. There were no additional comments. Mr. Shockey then asked if any written testimony had been received concerning the issuance of the bonds, and Ms. Grimes stated that none had been received. Mr. Shockey asked if there was any oral testimony or if anyone from the public wanted to comment on the 2009 – 2010 budget. There were no public comments.

Mr. Shockey announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the 2009 – 2010 budget. Mr. Endress moved and Mr. Urish seconded the motion that the Public Hearing be finally adjourned. The roll call on the motion was as follows:

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

At 4:04 p.m., the Chairperson declared the motion carried and the Public Hearing was finally adjourned.

APPROVAL OF MINUTES

Mr. Block moved and Mrs. Gallagher seconded the motion to approve the minutes of the August 18, 2009 regular meeting, as presented. The vote being unanimous, the motion carried.

COMMENTS FROM REPRESENTATIVE MIKE BOLAND

Mr. Shockey introduced Representative Boland. He currently serves as Chair of the House Committee on Higher Education, and has ideas to promote access to higher education to “help young people get their foot in the door.” Representative Boland presented information on his proposal to create “Challenge Scholarships.” In order to be eligible for the scholarships, students would need to sign a pledge in eighth grade promising to stay away from thievery, gang activity, violent behavior, and drug or alcohol abuse that gets the student suspended from school or in trouble with the law. If the students successfully completed the criteria, they would be eligible for 30 semester hours free at a community college. Students could also use the scholarship at a four-year university, but would only get the equivalent to 30 semester hours at a community college. This would be open to career and transfer students, as well as developmental students. Representative Boland encouraged trustees to email, call or write him with ideas regarding the proposed Challenge Scholarship.

Representative Boland also stated that Governor Quinn is quite aware of the problem with MAP grants, and Representative Boland believes that there will be a supplemental appropriation to fund MAP grants next semester.

Mr. Shockey thanked Representative Boland for making the trip to Highland.

PUBLIC COMMENTS

There were no public comments.

INTRODUCTIONS

There were several introductions. Ms. Janssen introduced Mr. Kurt Simpson, Director of Physical Plant and Maintenance. Mr. Wiederholtz introduced Mr. Roland Baier, On-Call Custodial/Maintenance Assistant, and Mr. Gary Creger, Custodian. Dr. Shannon Lizer introduced Ms. Chrislyn Senneff, temporary full-time Nursing Instructor. Ms. Gerber introduced Ms. Robbin Klein, the new contractual counselor FHN Family Counseling Center. Mr. Shockey welcomed the new employees and thanked them for their hard work at HCC.

FOUNDATION REPORT

Mrs. Atherton announced that, in conjunction with the work being done for the Joey Stott family through the Extreme Makeover: Home Edition, the Foundation has created a scholarship to help Ms. Stott's children, with additional funds available for others to attend Highland. The College, Foundation, and U of I Extension will co-host the VIP tent tomorrow at the Extreme Makeover site. During the event, a live and silent auction will be held. Proceeds from Highland's portion of the auction will go to the Stott Endowment Fund, with proceeds from the Extension's portion going to supply preserving and canning equipment for the Stott house.

The Foundation Board held a retreat last week and discussed proposed changes to the bylaws, including term limits, size and composition of the Foundation Board, designations of emeritus and honorary status, and a change to the committee structure. The next Foundation meeting will be the annual meeting on October 22 from 6:00 to 9:00 p.m. at the Freeport Country Club. An Executive Committee meeting will be held sometime before the annual meeting.

Ms. Atherton reported that \$816,005.05 has been raised since July 1, 2009, including \$560,182 in gifts and pledges. Mr. Ray Stamm also recently contributed another \$127,000.

The Jo Daviess and Carroll County chairs of the capital campaign will each write letters of introduction to all individuals on the prospect research list. This will be the first step of starting the solicitation process. Mr. and Mrs. Roger (Jenny) Stoddard have scheduled an event in Jo Daviess County on Sunday, November 29 at Woodbine Bend. This will include a holiday trunk show, with the facilities, food and beverages funded by the Stoddards. A Carroll County event will be held at the new winery in Lake Carroll, hosted by Mr. and Mrs. Jim (Judy) Kaney and

Mr. and Mrs. Jeff (Robin Wilhelms) Saar. Mr. and Mrs. Todd (Glena) Weegens will host an event in Stephenson County.

Ms. Atherton closed her presentation by reminding trustees of the Scholarship Awards Ceremony on Sunday, September 27 in the Student/Conference Center.

CONSENT ITEMS

A. Academic (None)

B. Administration

1. New Job Description: Child and Parent Literacy Educator

Recommendation: That the Board of Trustees approve the new job description, as presented, for Child and Parent Literacy Educator with placement of the position at Range 29 on the Highland Salary Range Table. This is a non-exempt grant position and is included in the FY'10 Adult Education budget.

C. Personnel (None)

D. Financial (None)

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

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

Whereupon the Chairperson declared the motion carried.

MAIN MOTIONS

A. Academic (None)

B. Administration

1. First Reading – New Policy: Web Page Accessibility

Mrs. Gallagher moved and Mr. Block seconded the motion to approve the first reading of the new Web Page Accessibility policy, as presented. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

C. Personnel

1. Part-time Instructors/Overload

Dr. Davidson announced that there were two corrections on the Fine Arts instructor listing on page 5. The third listing for Mr. John Hartman on line nine (MUS161A – Theory 1) should be deleted. Mr. Allen Redford's MUS153A Intro to Audio class did not go this semester, so the listing on line 23 should be deleted.

Mrs. Gallagher moved and Mr. Urish seconded the motion to approve the list of part-time/overload instructors to teach during the Fall semester of 2009, as amended. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

D. Financial

1. 2009 – 2010 Budget

Mr. Endress moved and Mr. Kroeger seconded the motion to approve the Resolution providing for the adoption of the 2009 – 2010 budget. The roll call on the motion was as follows:

AYES: Endress, Kroeger, Gallagher, Shockey, Urish, Block
 NAYS: Walker

The vote being six ayes and one nay, the Chairperson declared the motion carried and the Resolution adopted.

2. Health Insurance Rates

Mr. Kroeger moved and Mr. Block seconded the motion that the Board of Trustees establish the following monthly rates for health insurance during FY'10, effective October 1, 2009, under the self-insured health plan:

Employee Only	\$ 600.40	Retiree Only	\$540.00
Family Plan	\$1,427.95	Retiree with Family Plan	\$1,105.00

The Employee Only and Family Plan rates are adjusted from current FY'10 rates approved by the Board of Trustees in June 2009. The Retiree rates are remaining at the current FY'10 rates approved by the Board of Trustees in June 2009 in keeping with the State University Retirement System levels.

Ms. Janssen stated that this 3% decrease in health insurance rates will be effective with the first paycheck in October. This reduction will save employees approximately \$30 per year if they have single coverage or \$75 per year if they have family coverage, but will also save the College budget approximately \$40,000. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

3. Payment of Bills and Agency Fund Report

Mrs. Gallagher moved and Mr. Block seconded the motion to approve the Resolution authorizing and directing Ms. Jill Janssen, Treasurer, to make payment and to transfer funds for August 2009 bills in the amount of \$1,349,187.15 and Automated Clearing House (ACH) debits of \$222,798.40. Transfers of funds for payroll amounted to \$642,179.16. The roll call on the motion was as follows:

AYES: Gallagher, Shockey, Urish, Block, Endress, Kroeger, 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 reported that next month's financials will include the permanent budget numbers which were approved earlier in today's meeting. The College has received the first quarterly payment from the State for this fiscal year. The fourth quarter payment from last fiscal year was received on September 8. Ms. Janssen does not expect the second quarter payment from the State to be received as fast as the first quarter payment, noting it could be three to four months behind.

Student Trustee

Mr. Walker announced that the Student Senate fall election has been held, and a retreat will be held on September 26. The Fall Jamboree, which was held on September 2, went very well.

ICCTA Representative

Mrs. Gallagher reported that the new ICCTA president is Ms. Barbara Oilschlager from the College of Lake County. Mrs. Gallagher received a template for letters to the editor to express concerns over the decrease in State funding, and noted that Ms. Grimes could email the letter to trustees if they are interested in sending a letter. Mrs. Gallagher would also like the Board to discuss the issue of lobbying and sending letters taking a position on certain issues.

Mrs. Gallagher also highlighted her written report. The Northwest Regional ICCTA meeting will be held next Tuesday, September 22, at Kishwaukee Community College. Mrs. Gallagher serves as the Chair of the ICCTA Awards Committee and reported that the committee has decided to eliminate the Pacesetter Award and Lifelong Learning Award, but will instead offer a Part-time Faculty Award and Professional Staff Award. She also reported that the ICCTA Finance Committee did not recommend an increase in dues this year.

Administration

Ms. Gerber reported that credit hours are currently up 12.82% from the Fall of FY'08, and 18.73% from the Fall of FY'07. She is working with Dr. Davidson to create an AQIP action project regarding alcohol and other drugs. As part of the project, a DUI simulator will be on campus to demonstrate to students the hazards of driving under the influence.

Ms. Janssen reported that the College has a written pandemic plan that would be used in the event of an H1N1 outbreak.

Dr. Kanosky announced that Mr. Dan Balz will be the featured speaker for the Baumgartner Issues Forum this Friday. The next regular meeting of the Presidents Council will be November 12 & 13 in conjunction with the November ICCTA meeting, which will be held the 13th & 14th. The Illinois Council of Community College Administrators annual conference will be November 18 – 20 in Springfield. Ms. Misty Thrumman, Dr. Thompson Brandt, and Ms. Carolyn Petsche will be giving a presentation on Highland's eWrite study during the conference.

Ms. Grimes announced that the event for past and present trustees held in conjunction with the November 21 basketball game has been moved to an evening event, due to a time change in the ballgame.

OLD BUSINESS

There was no old business.

CLOSED SESSION

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

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

At 5:49 p.m., the Chairperson declared a recess; the meeting resumed at 5:54 p.m.

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

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

At 6:00 p.m., the Chairperson declared the motion carried and the meeting in Open Session.

ACTION, IF NECESSARY

Mr. Urish moved and Mrs. Gallagher seconded the motion to approve the performance goals for Dr. Joe Kanosky for FY'10, as presented, and to review the goals on a quarterly basis. The roll call on the motion was as follows:

AYES: Block, Endress, Gallagher, Shockey, Urish, Walker
 NAYS: None

Whereupon the Chairperson declared the motion carried.

NEW BUSINESS

There was no new business.

DATES OF IMPORTANCE

The next regular Board meeting will be October 20, 2009 at 4:00 p.m. in the Robert J. Rimington Board Room in the Student/Conference Center.

ADJOURNMENT

Mrs. Gallagher moved and Mr. Block seconded the motion to adjourn the meeting. The vote being unanimous, at 6:01 p.m., the Chairperson declared the meeting adjourned.

Respectfully submitted,



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