Highland Community College
Board Retreat
December 5, 2012
Highland Community College Student/Conference Center
Room H-206
Freeport, Illinois

ROLL CALL/CALL TO ORDER

Mr. David Shockey, Board Chair, called the meeting to order at 8:36 a.m.

Members Present:  Mrs. Diane Gallagher, Mr. David Shockey (departed 12:50 p.m.),
Mr. Rob Urish, Mr. Doug Block, Mr. Jim Endress, Dr. Steve Jennings,
Ms. Whittney Zumdahl (departed 12:40 p.m.), and Ms. Jenny Farmer
(departed 8:57 a.m.; returned 10:56 a.m.)

Members Absent:  None

Guests Present:  Ms. Christie Lewis, Coordinator, Staff Development and HRIS (departed
10:42 a.m.)

Also Present:  Dr. Joe Kanosky, President; Mr. Tim Hood, Vice President, Academic Services (departed 11:04 a.m.; returned 11:46 a.m.); Ms. Jill Janssen, Vice President, Administrative Services (departed 11:04 a.m.; returned 11:46 a.m.); Ms. Liz Gerber, Associate Vice President, Student Services (departed 11:04 a.m.; returned 11:46 a.m.); and Ms. Terri Grimes, Board Secretary

Dr. Kanosky announced that this is the last week of classes and finals begin next week. All three performances of the Madrigal Dinner were sold out, and several of the Madrigal performers went to West Carroll for a performance, which was attended by approximately 150 people. The College also hosted a men’s basketball tournament this past weekend.

PUBLIC COMMENTS

There were no public comments.

ADMINISTRATIVE UPDATES

Tuition and Universal Fees
Ms. Janssen provided information on the technology fee, noting that the current fee of $7 per credit hour has not been raised since 2009. She is proposing that it be raised by $4 per credit hour, to $11 per credit hour, in order to cover costs, which include technology and two ITS positions. The activity fee is currently $2 per credit hour and she is proposing to raise it to $5 per credit hour. Overall, this would be a $7 increase in fees to be effective in FY’14. A $15 per semester
registration fee for credit-bearing classes was also implemented in the Spring semester. Ms. Zumdahl suggested that the College might consider asking students to share in the cost of their membership to the YMCA, suggesting perhaps students pay a $10 fee per semester to support their membership. She asked that Ms. Janssen provide trustees with data on implementation of such a fee.

Ms. Janssen also discussed a proposed increase in tuition. Currently the State average for tuition and universal fees is $108, while Highland is at $114. Mr. Block expressed his concern about the payment processes, asking if they have been tightened too much. Ms. Janssen explained that each semester there are due dates when students must pay in order to not have their classes dropped. If a student registered at the beginning of registration, they could have up to six months to pay before they would be dropped. During this time, there are a series of phone calls and other contacts that are made in order to avoid dropping the students for nonpayment. In the Fall semester, payments were due in late September, with classes beginning around August 20. Ms. Janssen explained that students with financial aid are taken off the drop list prior to the drop, as well as those students who are in a payment plan or whose employers pay for their classes. A student could have almost a full year to pay before their unpaid bill would go to collections. Ms. Janssen stated that we currently have approximately $1.2 million in unpaid student accounts that are in collections. Mr. Block requested that Ms. Gerber and Ms. Janssen look at the payment plan processes to see if there might be an opportunity to gain credit hours by loosening the policies. A suggestion was also made that perhaps we could guarantee students a seat in classes for which they have registered but are on a waiting list if they paid their tuition in full. Mrs. Gallagher also suggested the College consider web courses for those classes have waiting lists, such as Anatomy and Physiology.

**SURS Annuitant Return to Work Provisions**

Ms. Christie Lewis, Coordinator of Staff Development and HRIS, provided an overview of the SURS Annuitant Rehire Act. Under the Act, an annuitant becomes “affected” once they work 18 or more paid weeks (cumulative) after August 1, 2013 and they have received compensation during an academic or SURS year that is greater than 40% of the highest annual rate of earnings earned prior to retirement. If a SURS covered employer employs an “affected” annuitant, the employer must pay to SURS an amount equal to the retiree’s monthly annuity, multiplied by 12. Ms. Lewis reviewed several options for how the College could deal with this issue, including the possibility of not rehiring any SURS annuitants. Mr. Block asked if the College could meet its academic goals without rehiring SURS annuitants, and Dr. Kanosky responded that it may be difficult to do so in some areas. Mr. Endress requested that Ms. Lewis provide trustees with information on the current SURS retirees who are employed by the College, their position, and what they are being paid, as well as employees who may be affected in the future. The issue will be discussed again at the March retreat. Trustees will be asked to make a determination as to which option the College should adopt in order to deal with this issue, either at the March retreat or regular March Board meeting.

At 10:14 a.m., the Chairperson declared a recess; the meeting resumed at 10:28 a.m.
CLOSED SESSION

Mr. Block 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: Shockey, Urish, Block, Endress, Jennings, Zumdahl, Gallagher
NAYS: None

At 10:29 a.m., the Chairperson declared the motion carried and the meeting in Closed Session.

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

AYES: Urish, Block, Endress, Jennings, Zumdahl, Gallagher, Shockey, Farmer
NAYS: None

At 11:45 a.m., the Chairperson declared the motion carried and the Closed Session ended.

ACTION, IF NECESSARY

No action was necessary.

At 11:46 a.m., the Chairperson declared a recess for lunch; the meeting resumed at 12:17 p.m.

NEW BUSINESS

CollegeNOW

There are currently seven students from Pecatonica High School attending Highland through the CollegeNOW agreement, with an additional seven to 10 students who will attend Highland in the Fall. Dr. Kanosky reminded trustees that Pecatonica School District pays the College $5,000 per student to attend. Durand School District will also vote to approve a CollegeNOW agreement. If approved, the agreement will then be presented to our Board for approval at the December regular meeting. Dr. Kanosky explained that Durand School District is part of Rock Valley College’s district, but the College has an agreement with Rock Valley, which allows Durand students to attend Highland.
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NIOIN Program
Dr. Kanosky sent a letter to FHN regarding ending NIOIN (Northern Illinois Online Initiative for Nursing). Mr. Hood and Ms. Donna Kauke, Associate Dean of Nursing and Allied Health, are looking at an option whereby the College could offer online nursing courses. Dr. Kanosky noted that at least one Rockford hospital will not hire ADNs. Kishwaukee Community College is applying for National League for Nursing (NLN) certification and cannot be a part of a consortium, such as NIOIN.

Miscellaneous Updates
The State may begin looking at fund balances when determining funding for K-12 schools. Trustees were reminded to keep an eye on potential pension legislation.

BOARD UPDATES

Long-Term Planning
Mr. Shockey led trustees in a discussion on long-term planning, specifically where the College wants to be in five to 10 years. He asked trustees to think about what our students, buildings, campus, staff, compensation and benefits, and the Board may look like at that time. He also asked trustees to think about how the Board may help predict and guide the College into the future.

ADJOURNMENT

Mr. Urish moved and Mr. Endress seconded the motion to adjourn the meeting. At 1:42 p.m., there being no further business, the Chairperson declared the motion carried and the meeting adjourned.

Respectfully submitted,

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