

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

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 4:04 p.m. on February 20, 2018, 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. Doug Block, Mr. Jim Endress, Dr. Steve Jennings, Mr. Blake Musser, Ms. Pennie Groezinger, and Ms. Abby Endress (departed 5:14 p.m.)

The following members were absent: Mr. David Shockey

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 & Support Services; Ms. Rose Ferguson, Associate Vice President, Human Resources; Ms. Juliet Moderow, Faculty (departed 5:44 p.m.); Ms. Pat Dunn, Director of Operators, HCC Foundation (departed 4:15 p.m.); Ms. Pam Harrison, Office Coordinator (departed 4:15 p.m.); Ms. Kathryn Ruble, Foundation Administrative Assistant (departed 4:15 p.m.); Ms. Kathy Bangasser, Director, Financial Aid (departed 4:15 p.m.); Ms. Lisa Elsner, Financial Aid Assistant (departed 4:15 p.m.); Ms. Leslie Schmidt, Director, Marketing & Community Relations (departed 5:44 p.m.; returned 6:36 p.m.); Ms. Joan Miller, Coordinator, Academic Technology Resources (departed 4:15 p.m.); Ms. Meredith Schoonhoven, Academic Technology Resources Assistant (departed 4:15 p.m.); Ms. Kate Perkins, Faculty (departed 5:44 p.m.; returned 6:36 p.m.); Ms. Jennifer Roser, Faculty (departed 5:44 p.m.; returned 6:36 p.m.; departed 6:47 p.m.); Ms. Elaine Palmer, Transfer Coordinator/Academic Advisor, Project Succeed (departed 4:11 p.m.); Mr. David Esch, Faculty (departed 5:44 p.m.; returned 6:36 p.m.); Mr. Jeff Reinke, Executive Director, HCC Foundation (departed 5:44 p.m.); Mr. Brad Hart, Big Radio (arrived 5:14 p.m.; departed 5:44 p.m.); and, Ms. Terri Grimes, Board Secretary

APPROVAL OF AGENDA

Mr. Endress moved and Dr. Jennings seconded the motion to amend the agenda by removing item IX-D-3 – University of Illinois Extension – Stephenson County Lease Agreement for Fiscal Year 2019 Lease from the agenda, as the lease is not yet ready. The roll call on the motion was as follows:

AYES:	Block, J. Endress, Jennings, Musser, Groezinger, Gallagher, A. Endress
NAYS:	None

Whereupon the Chairperson declared the motion carried.

APPROVAL OF MINUTES

Dr. Jennings moved and Mrs. Gallagher seconded the motion to approve the minutes of the January 16, 2018, regular meeting, as presented. The vote being unanimous, the motion carried.

PUBLIC COMMENTS

Ms. Elaine Palmer, Project Succeed Transfer Coordinator/Academic Advisor, presented comments opposing the tuition increase that will be presented to trustees for first reading later in the meeting. She provided trustees with an information sheet, noting that if students took 15 credit hours, it would only leave them \$470 in their Pell grant to cover books and fees, including the activity and technology fees. She explained that students must also pay a registration fee. In addition, some students are required to pay other fees, such as fees for online and hybrid classes, as well as program-specific fees for Cosmetology, Auto Mechanics, and other programs. She noted that the proposed tuition increase would equate to \$105 more for students taking 15 credit hours, and when talking about students who are extremely low income, the increase is a lot. She expressed her hope that trustees reconsider the recommendation to increase tuition. Mr. Block thanked Ms. Palmer for providing the additional background information.

INTRODUCTIONS

Three new employees were introduced, including Financial Aid Assistant Ms. Lisa Elsner, Academic Technology Resources Assistant Ms. Meredith Schoonhoven, and Foundation Administrative Assistant Ms. Kathryn Ruble.

BUDGET REPORT

Ms. Jill Janssen reported that the College continues to use established, clear goals for the budget. She would like to discuss with trustees the level of fund balance that is acceptable moving into FY19, including how long trustees are comfortable with a low fund balance. She noted that in developing the budget, she communicates widely and receives input from budget managers. She explained that revenue is categorized by source, and revenue increases as a result of increasing enrollments, tuition, and fees. Expenses are categorized by object or program, and the College could look at the cost of programs or the budget as a whole. Four options to consider for the budget include 1) allocating more to reserves; 2) maintaining the current budget levels; 3) decreasing the budget; or 4) no longer allocating money to a program or area. The goal is to determine the fund balance level that trustees can live with. Tuition will be discussed again at the March retreat.

Related to the strategic plan goal of maintaining and sustaining the Auxiliary Fund, Ms. Janssen reported that Bookstore staff have discussed ways to increase profitability. Profits from the Auxiliary Fund sustain areas such as the theatre and athletics. The Cafeteria Manager and Ms. Janssen have been shopping for food suppliers and are looking at consortia to try to get the biggest discount. There are also add-ons in terms of marketing that companies can offer. Ms. Janssen is also reviewing the credit card costs and considering implementing fees for use of credit cards. Governor Bruce Rauner's budget includes passing on the pension costs to educational institutions including K-12, community colleges, and universities. At this point,

Ms. Janssen is unsure what that will mean for the College. Depending on how much is passed on, it could be anywhere from \$1,250,000 to \$6 million. The Governor has also proposed flat funding for community colleges and full funding of the Veterans' grant. Mrs. Gallagher asked if the College was considering a referendum, noting that the College would be one of many that would look to that possibility. Ms. Janssen reported that West Carroll is currently going for a referendum.

FOUNDATION REPORT

Mr. Jeff Reinke reported Ms. Kathryn Ruble has begun in the Foundation office as Foundation Administrative Assistant. Ms. Kim Rampenthal has resigned as Director of Fundraising effective February 23. Her position has been posted and interviews are currently taking place. Mr. Reinke reported that last year just under \$40,000 was raised in corporate partnerships, and to-date there have been seven commitments and \$34,000 raised, with eight additional asks totaling \$50,000 in process. The goal is to generate \$100,000 in corporate partnerships. Mr. Reinke encouraged trustees to let him know if they are aware of companies that would like to partner with the Foundation. Mr. Reinke hopes to have all corporate partnerships secured by May 1. He noted that athletics is not included in the Case for Support because Athletic Director Mr. Pete Norman is a great fundraiser and it would be good to keep that program separate at this time. There have been or will be six coffees throughout the four-county district to introduce area ag leaders to Mr. Justin Ebert and Ms. Monica Pierce, Highland's Ag Instructors. Through the coffees, approximately 50 – 60 new prospects have been identified, and the goal is to raise \$570,000 for the Ag program. The annual Shindig will be held on September 29 and will include online bidding this year. Mr. Reinke is working on securing Foundation board and trustee giving, and a full report on the percentage of giving will be provided at the next Board meeting. Mr. Reinke concluded his report by announcing that four new Foundation board members have been appointed, including Mr. Kerry Hoops, Mr. Bill Green, Ms. J. R. Schaffner, and Mr. Lowell Crow.

CONSENT ITEMS

- 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 2018.
- D. Financial (None)

Mr. Endress moved and Ms. Groezinger seconded the motion to approve the consent item, as presented. The roll call on the motion was as follows:

AYES: J. Endress, Jennings, Musser, Groezinger, Gallagher, Block, A. Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

MAIN MOTIONS

A. Academic

1. CollegeNOW Agreements Between Highland Community College and Dakota High School, Forreton High School, Lena-Winslow High School, Orangeville High School, Pearl City High School, and Warren High School

Dr. Jennings moved and Ms. Groezinger seconded the motion to approve the CollegeNOW agreements, as presented, for students attending Dakota, Forreton, Lena-Winslow, Orangeville, Pearl City, and Warren high schools. The roll call on the motion was as follows:

AYES: Jennings, Musser, Groezinger, Gallagher, Block,
J. Endress, A. Endress
NAYS: None

2. CollegeNOW Agreements Between Highland Community College and Freeport High School and Pecatonica High School

Dr. Jennings moved and Mr. Endress seconded the motion to approve the CollegeNOW agreements, as presented, for qualified students attending Freeport High School (FHS) and Pecatonica High School (PHS). The roll call on the motion was as follows:

AYES: Musser, Groezinger, Gallagher, Block, J. Endress,
Jennings, A. Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

B. Administration

1. Second Reading – Revised Policy 1.23: Board Self-Evaluation

Mr. Endress moved and Ms. Groezinger seconded the motion to approve for second reading revised policy 1.23 Board Self-Evaluation, as presented. The policy is included in Chapter I, Board of Trustees, of the Policy Manual. The roll call on the motion was as follows:

AYES: Groezinger, Gallagher, Block, J. Endress, Jennings,
Musser, A. Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

2. Second Reading – New Policy 2.001: Dual Credit Course Offerings
Mr. Musser moved and Mr. Endress seconded the motion to approve for second reading new policy 2.001 Dual Credit Course Offerings, as presented. The policy is proposed to be included in Chapter II, Instruction, of the Policy Manual. The roll call on the motion was as follows:

AYES: Gallagher, Block, J. Endress, Jennings, Musser,
Groezinger, A. Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

3. Second Reading – New, Revised, and Unchanged Policies: Policy Manual Chapter IV, Personnel
Mr. Endress moved and Mr. Musser seconded the motion to approve for second reading the new and revised policies in Chapter IV of the Policy Manual, and affirm for second reading the unchanged policies in Chapter IV of the Policy Manual, as presented. The roll call on the motion was as follows:

AYES: Block, J. Endress, Jennings, Musser, Groezinger,
Gallagher, A. Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

4. First Reading – Revised Policy 4.17: Leave, Military
Mr. Musser moved and Ms. Groezinger seconded the motion to approve for first reading revised policy 4.17 Leave, Military, as presented. The policy is included in Chapter IV, Personnel, of the Policy Manual. The roll call on the motion was as follows:

AYES: J. Endress, Jennings, Musser, Groezinger, Gallagher,
Block, A. Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

5. First Reading – Revised Policy 4.131: Leave, Family and Medical Leave Act (FMLA)
Ms. Groezinger moved and Mr. Musser seconded the motion to approve for first reading revised policy 4.131 Leave, Family and Medical Leave Act (FMLA), 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, Musser, Groezinger, Gallagher, Block,
J. Endress, A. Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

6. First Reading – Revised Policy 4.223: Tuition Waivers

Mr. Musser moved and Mr. Endress seconded the motion to approve for first reading revised policy 4.223 Tuition Waivers, as presented. The policy is included in Chapter IV, Personnel, of the policy manual.

Dr. Jennings asked if tuition waivers are a negotiated item, and Ms. Ferguson reported that the changes do not impact the agreement.

The roll call on the motion was as follows:

AYES: Musser, Groezinger, Gallagher, Block, J. Endress,
Jennings, A. Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

C. Personnel

1. Appointment: Coordinator, Upward Bound

Mr. Musser moved and Mrs. Gallagher seconded the motion to approve the appointment of Ms. Sarah Leif as full-time Coordinator, Upward Bound, beginning January 18, 2018, at an annual salary of \$36,000, plus appropriate fringe benefits. This is a full-time, exempt professional position and is within the FY18 Upward Bound grant budget. The roll call on the motion was as follows:

AYES: Groezinger, Gallagher, Block, J. Endress, Jennings, Musser
A. Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

2. Appointment: Director, Marketing & Community Relations

Ms. Groezinger moved and Mr. Endress seconded the motion to approve the appointment of Ms. Leslie Schmidt as full-time Director, Marketing & Community Relations, beginning January 29, 2018, at an annual salary of \$60,055, plus appropriate fringe benefits. This is a full-time, exempt administrative position and is within the FY18 budget. The roll call on the motion was as follows:

AYES: Gallagher, Block, J. Endress, Jennings, Musser,
Groezinger, A. Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

Ms. Schmidt was introduced to trustees by Mr. Hood.

3. Revised Job Description: Student Retention Specialist

Mr. Musser moved and Mrs. Gallagher seconded the motion to approve the revised job description for Student Retention Specialist, as presented, with placement remaining at range 34 on the Highland Salary Range Table. This is a non-exempt support staff position and is included in the FY18 College budget. The roll call on the motion was as follows:

AYES: Block, J. Endress, Jennings, Musser, Groezinger,
Gallagher, A. Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

4. Revised Job Description: Testing and Career Services Specialist

Mr. Musser moved and Mr. Endress seconded the motion to approve the revised job description for Testing and Career Services Specialist, as presented, with placement remaining at range 30 on the Highland Salary Range Table. This is a non-exempt support staff position and is included in the FY18 College budget. The roll call on the motion was as follows:

AYES: J. Endress, Jennings, Musser, Groezinger, Gallagher,
Block, A. Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

5. Revised Job Description: Coordinator, Testing Center

Mr. Endress moved and Mr. Musser seconded the motion to approve the revised job description for Coordinator, Testing Center, as presented, with placement remaining at range 38 on the Highland Salary Range Table. This is a non-exempt support staff position and is included in the FY18 College budget. The roll call on the motion was as follows:

AYES: Jennings, Musser, Groezinger, Gallagher, Block,
J. Endress, A. Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

6. Revised Job Description: Fine Arts Technical Coordinator

Dr. Jennings moved and Mrs. Gallagher seconded the motion to approve the revised job description for Fine Arts Technical Coordinator, as presented, with placement at range 44 on the Highland Salary Range Table. This is an exempt

professional position. The roll call on the motion was as follows:

AYES: Musser, Groezinger, Gallagher, Block, J. Endress,
Jennings, A. Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

D. Financial

1. First Reading – Tuition

Dr. Jennings moved and Mr. Musser seconded the motion to consider for the first reading an increase in the in-district tuition rate from \$141.00 per credit hour to \$148.00 per credit hour effective Fall semester of 2018. In addition, it is recommended that the Board of Trustees considers for the first reading an increase in the senior citizen rate from \$106.00 to \$111.00 per credit hour effective Fall semester of 2018. The formulas for figuring out-of-district and out-of-state tuition remain unchanged. These rates will be calculated after Fall 2018 tuition rates at community colleges contiguous to Highland have been determined.

Mr. Endress stated that he does understand the tuition issue from both the student and financial side, but he cannot support the increase at this time, and the College must think of ways to do this for less than the recommended increase of \$7.

Ms. Endress reported that students are not excited about the increase, especially given the recent increase in the technology fee and other fees, and students do not understand why they need to keep paying more and more. Mr. Block reported that at least one major employer will not be giving bonuses or salary increases this year, so he understands what is happening in the community, and he expressed his appreciation to Ms. Palmer for her comments earlier in the meeting regarding the tuition increase. Mrs. Gallagher noted that it is unfortunate that students who complete their education and pay their bills bear the burden for those who do not. Mr. Hood asked trustees for a sense of their feelings on the level of fund balance the College should have, as that has something to do with the recommended tuition increase. Mr. Block replied that the challenge is that the College has never had a fund balance as low as nine percent, and reminded trustees that ICCB's recommendation is a fund balance of 20 percent or so. Mr. Endress noted that there is the issue of not being able to see what the State will do with pension reform, and that the pension situation is not the fault of education. He continued by stating that the State legislature bankrupted the system and to put it on the backs of educational institutions is unconscionable, to say the least. Mr. Endress also expressed his belief that the trustees need to meet with legislators. Mrs. Gallagher also noted that tuition on the "other side of the river" is higher.

The roll call on the vote was as follows:

AYES: Gallagher, Jennings
NAYS: Groezinger, Block, J. Endress, Musser, A. Endress

The vote being two ayes and five nays, the motion failed.

2. Resolution Identifying Work Contracts to an Installment Purchase Agreement Heretofore Entered Into by Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois
Mr. Musser moved and Ms. Groezinger seconded the motion to approve the following Resolution, as presented:

RESOLUTION identifying work contracts to an Installment Purchase Agreement heretofore entered into by Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois.

The roll call on the motion was as follows:

AYES: Gallagher, Block, J. Endress, Jennings, Musser,
Groezinger, A. Endress
NAYS: None

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

4. Payment of Bills and Agency Fund Report
Mrs. Gallagher 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 January 2017 bills in the amount of \$990,388.27, Automated Clearing House (ACH) debits W0000454 through W0000458 amounting to \$9,360.68, Other Debits D0000076 amounting to \$27.90, and Electronic Refunds of \$4,001.93, with 8 adjustments of \$1,821.44, such warrants amounting to \$1,001,957.34. Transfers of funds for payroll amounted to \$428,025.33. The roll call on the motion was as follows:

AYES: Block, J. Endress, Jennings, Musser, Groezinger,
Gallagher, A. Endress
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
There was no additional report.

Student Trustee

Ms. Endress reported that Student Senate distributed carnations during the week of Valentine's Day. She attended ACCT's National Legislative Summit and will share information on her experience at the Board retreat. An inter-organizational meeting was held and went well, and the group plans to collaborate more and encourage students to be more involved on campus.

Audit & Finance Committee Co-Chairs

Mrs. Gallagher announced that the Audit & Finance Committee will meet on March 7 at 2:00 p.m.

ICCTA Representative

Mr. Block reported that he received a letter from ICCTA suggesting that community college boards add an ICCTA report to their meeting agenda, which the College already does.

Mr. Endress reported that ICCTA met via conference call the first Saturday in February. There were 57 attendees from Illinois at the ACCT National Legislative Summit. During the National Legislative Summit, ICCTA organized a group meeting with Senator Tammy Duckworth and Senator Dick Durbin, and Highland trustees also met with Congresswoman Cheri Bustos. The next ICCTA meeting will be held on March 9 and 10, and Mr. Endress believes the educational topic will be the relationship between community college boards and foundation boards.

Board Chair

There was no report.

Administration

Ms. Kuberski reported that there is currently a proposal for an assessment mentor differential. Under the proposal, four key faculty members would serve as a mentor in their respective division for course and program level assessment. The proposal is currently being discussed with Faculty Senate. The assessment mentors have begun reviewing forms and processes. There is a general education assessment meeting every two weeks, and good progress is being made. The target is to implement the pilot assessments between the tenth and fifteenth week of the semester. Three faculty will attend the Illinois Assessment Fair on Friday, and two faculty will be attending the Higher Learning Commission annual meeting in April. Ms. Kuberski is working with local high schools to create a transitional math summit in September. In accordance with the Post-secondary Workforce Readiness Act, transitional math must be offered at high schools, and Freeport High School is currently running a pilot program. This initiative also connects to the P-20 Network, with the goal to reduce remediation. Ms. Kuberski also reported that a work group has been formed to explore and research planned retirement.

Ms. Janssen reported that efforts have been amped up on flu prevention. Information will be sent out to faculty, staff, and students, and Ms. Jen Grobe, Associate Dean of Nursing and Allied Health, will put out masks in common areas in case people want to wear them. Mrs. Gallagher inquired about campus security, and Ms. Janssen reported that she has been working with Sergeant Bob Sutter to look into additional training. The Emergency Response Team will view a demo of a potential training program on Friday. Ms. Gerber also reported that she, as well as Sergeant Sutter and Deputy Erin Korte present a session for First Year Experience Seminar students on Run Hide Fight. Mrs. Gallagher expressed her belief that it would be important for the public to be aware of the College's emergency preparedness.

Ms. Ferguson announced that the ADP upgrade has been completed with a few small glitches, but overall things are going well.

Ms. Gerber, Mr. Jeremy Bradt, Ms. Kuberski, Ms. Schmidt, and Dr. Misty Thrumen attended a strategic enrollment management (SEM) workshop on February 12, which dovetails nicely with recruitment and retention efforts.

Mr. Hood reported that he has been in contact with the CEO of 160 Driving Academy, who has told Mr. Hood that there are state regulations which would not allow them to offer an abbreviated CDL program for our Ag students. Mr. Hood believes there are other community colleges in the State who are doing this. He has a tentative agreement with the CEO to discount the current CDL program by \$500 in order to serve our Ag students, with half coming from the College's proceeds and half coming from 160's proceeds. If they are unwilling to do this, Mr. Hood wonders if there is someone else who would be willing to do so. He hopes to have more information by the March retreat. Mr. Jeff Reinke and Mr. Hood are optimistic about recent conversations with some donors and believe that these donors are excited about partnering with the College. Mr. Hood does not want to leave any part of the College functions out of the Foundation's Case for Support and the upcoming campaign. The new campaign includes seven pillars, each representing an area of the College that touches students. The Linking Talent with Opportunity grant was funded for \$675,000. Two-thirds of the amount will go to Rock Valley College over three years, and the College will receive the other one-third. This will provide funding to hire new coordinators – two for Rock Valley College and one for Highland – to cultivate relationships between K-12, business and industry, and community colleges. Highland becomes a full partner in year two, so we have the rest of the year to plan. Internal and external stakeholders are currently being brought in to the discussions to talk about which stackable credentials will be added to create pathways that will lead to technical positions in the area. In addition, Mr. Hood and others are meeting with representatives from The Workforce Connection, NIDA, and industry leaders to discuss a grant that could be up to \$500,000 and lines up nicely with the goals and objectives of the Linking Talent with Opportunity grant. Mr. Hood will disseminate information to campus about the grant, including sending information to the Deans, VPs, and Ms. Kate Perkins, as Faculty Senate President. Mr. Hood had hoped to present the recommendation for action at this meeting regarding acquiring the International Preservation Studies Program, but now hopes to bring it to the March regular meeting. He believes this could bring up to 200 new students to the College this calendar year. According to Mr. Matthew Toland, current consultant and former director of the program, there are 10 confirmed classes that will begin as early as April, with four more later. In addition, there are 11 other possible classes that may be offered. These students pay much more than regular tuition – up to \$1,000 for up to five days. Mr. Hood expects that all upfront costs will be recouped in the first year, and classes will not run if they are not profitable. Mrs. Gallagher reminded Mr. Hood that the Jo Daviess County tourism group publishes a visitors' guide and may be willing to list the International Preservation Studies classes. Mr. Hood believes that the strategic plan goal of a 25 percent increase in enrollment over the next five years could be realized in less than half that time. The Protection, Health, and Safety (PH&S) group continues to meet, and the solar project remains a priority. The group will have their first visit to a solar array in early March. Mr. Hood also noted that the Galena School District is looking into solar panels.

OLD BUSINESS

There was no old business.

At 5:44 p.m., the Chairperson declared a recess; the meeting resumed at 5:58 p.m.

CLOSED SESSION

Mr. Endress moved and Dr. Jennings seconded the motion to move into Closed Session for the purposes 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: J. Endress, Jennings, Musser, Groezinger, Gallagher, Block
NAYS: None

At 6:00 p.m., the vote being unanimous, the Chairperson declared the motion carried and the meeting in Closed Session.

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

AYES: Jennings, Musser, Groezinger, Gallagher, Block, J. Endress
NAYS: None

At 6:36 p.m., the Chairperson declared the motion carried and the Closed Session ended.

ACTION, IF NECESSARY

- A. 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

1. Appointment of Tenure

Dr. Jennings moved and Ms. Groezinger seconded the motion to grant tenure to Physics and Engineering Instructor David Esch. The roll call on the motion was as follows:

AYES: Musser, Groezinger, Gallagher, Block, J. Endress, Jennings
NAYS: None

Whereupon the Chairperson declared the motion carried.

2. Appointment of Tenure

Dr. Jennings moved and Mr. Endress seconded the motion to grant tenure to Nursing Instructor Cassie Mekeel. The roll call on the motion was as follows:

AYES: Groezinger, Gallagher, Block, J. Endress, Jennings, Musser
NAYS: None

Whereupon the Chairperson declared the motion carried.

3. Appointment of Tenure

Dr. Jennings moved and Ms. Groezinger seconded the motion to grant tenure to Criminal Justice Instructor Jennifer Roser. The roll call on the motion was as follows:

AYES: Gallagher, Block, J. Endress, Jennings, Musser, Groezinger
NAYS: None

Whereupon the Chairperson declared the motion carried.

4. Appointment of Tenure

Dr. Jennings moved and Mr. Musser seconded the motion to grant tenure to Hospitality Management Instructor Evan Talbert. The roll call on the motion was as follows:

AYES: Block, J. Endress, Jennings, Musser, Groezinger, Gallagher
NAYS: None

Whereupon the Chairperson declared the motion carried.

NEW BUSINESS

The April regular Board meeting conflicts with a meeting of the Illinois Council of Community College Presidents, as well as an ICCTA meeting. A recommendation will be presented to trustees at the March regular meeting to move the meeting to April 19, 2018, at 4:00 p.m.

Ms. Kate Perkins, Faculty Senate President, offered a correction to her Faculty Senate written report, noting that in the paragraph about the Psychology Club, the name should be Shannon Pauley, not Molly Shannon. The Forensics team, led by Speech Instructor Mr. Bill Lucio, did well at a tournament held at Harper College over the weekend. Ms. Grimes sent an email to trustees yesterday with the results of the tournament. Mr. Lucio and the Forensics team also sponsored a Falling in Love with Forensics event. In addition, faculty sponsored a faculty night at a basketball game and will also have a faculty night at the performance of Sense and Sensibility on March 8. Mrs. Gallagher suggested that perhaps some of our Forensics students could perform at the ICCTA annual meeting in June.

Mr. Block reported that in the ICCTA newsletter, it was stated that there is now a recommendation to offer the opportunity to all Illinois community colleges to be able to offer a BSN, if they so choose.

Mr. Endress stated that during the February ICCTA conference call, ICCB's Executive Director Ms. Karen Hunter Anderson reported that all community colleges had received their FY17 funds, and Senator Bill Brady of Bloomington made a similar comment. Ms. Hunter Anderson later realized that the statement was incorrect. Mr. Endress also noted that there are currently three bills proposed that would restrict travel for everyone at community colleges and universities except those traveling to safety conferences.

Mr. Endress also stated that in Washington, DC he learned about Highland's student body's reaction to the proposed tuition increase. Ms. Endress shared her observations with Mr. Endress but he believes she should share her observations with all trustees. He proposed giving her a spot on the retreat agenda to share her observations from the students' perspectives. He noted that if she shared her observations at the March retreat, it would give administration time to gather information to be able to provide answers to the questions or provide accurate information at the March regular meeting. Ms. Grimes will discuss this with Ms. Endress. Mr. Endress believes that this opportunity should be provided annually, much like a debrief or exit interview. Mr. Block stated that he would like to create a method for student issues to be discussed during the year, rather than later in the Student Trustee's term.


DATES OF IMPORTANCE

The next regular Board meeting will be held on March 20, 2018, at 4:00 p.m. in the Robert J. Rimington Board Room. The next quarterly Board retreat will be held on March 7, 2018, at 8:30 a.m. in room H-206 in the Student/Conference Center.

ADJOURNMENT

Dr. Jennings moved and Ms. Groezinger seconded the motion to adjourn the meeting. At 6:54 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