

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

**CALL TO ORDER/ROLL CALL**

A special meeting of the Board of Illinois Community College District No. 519 was called to order by Mr. Doug Block, Chairperson, at 4:22 p.m. on March 13, 2017, 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, Mr. Blake Musser, and Ms. Staci Hammer

The following members were absent: None

Also present: Dr. James Perry, Dr. Kathy Parkison, and Dr. Bonny Ball Copenhaver, Higher Learning Commission (HLC) Peer Reviewers; Dr. Andy Dvorak, Faculty; and Ms. Terri Grimes, Board Secretary

**PUBLIC COMMENTS**

There were no public comments.

**INTRODUCTIONS**

Trustees provided introductions to the HLC peer review team.

**OPENING COMMENTS**

Mr. Block relayed to the team that Mr. Endress is the Vice Chair of the Illinois Community College Trustees Association, and Mrs. Gallagher was recently honored as the recipient of the Association of Community College Trustees M. Dale Ensign Trustee Leadership award.

**GENERAL DISCUSSION**

The peer review team introduced themselves and asked trustees several questions, noting that the purpose of the visit is to help the College be the best institution it can be. Discussion centered on the goals of the strategic plan and if the goals are achievable and measureable; fiduciary responsibilities of the Board and whether lab fees are allocated to the area that generates the fees or whether they are included in the Operating Fund; and, how the College is juggling the loss of funding from the State. Mr. Block stated that the Board operates under Carver's Policy Governance and depends on staff and administration to handle day-to-day responsibilities, but trustees could discuss the distribution of fees at the next Board retreat. Trustees discussed the lack of State funding, noting that the good news for Highland is that we are receiving one of the lowest amounts of State funding because we are considered a rich district, so the percentage of State funding

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coming to the College is lower than what most other community colleges are receiving. Mr. Block reported that the Board is concentrating on handling and doing what we can with funding, and explained that the Executive Vice President is now more in charge of many things the President previously did, so that the President can spend more time on fundraising. The reviewers also highly suggested that the College have an HLC peer evaluator from the College. Dr. Joe Kanosky and Dr. Thompson Brandt both served in this capacity previously. The reviewers expressed their belief that this is vitally important to the understanding of accreditation, especially in assessment, and helps with communication within an institution and also with writing the next portfolio. The cost would be between \$1,000 and \$1,500, and the reviewers suggested that the first evaluator should be a faculty member.

### **OLD BUSINESS**

There was no old business.

### **NEW BUSINESS**

There was no new business.

### **ADJOURNMENT**

Mrs. Gallagher moved and Mr. Musser seconded the motion to adjourn the special meeting. At 5:34 p.m., the vote being unanimous, the Chairperson declared the motion carried and the meeting adjourned.

Respectfully submitted,



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