

**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 4:01 p.m. on March 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. David Shockey, Mr. Doug Block, Mr. Jim Endress, Mr. Blake Musser, Ms. Pennie Groezinger, and Ms. Abby Endress

The following members were absent: Dr. Steve Jennings

Also present: Mr. Tim Hood, President; Ms. Chris Kuberski, Executive Vice President; Ms. Jill Janssen, Vice President, Administrative Services (departed 6:03 p.m.); Ms. Liz Gerber, Vice President, Student Development & Support Services (departed 6:03 p.m.); Ms. Rose Ferguson, Associate Vice President, Human Resources (departed 6:03 p.m.); Ms. Elaine Palmer, Transfer Coordinator/Academic Advisor, Project Succeed (departed 4:21 p.m.); Ms. Stacy Sammul, Student Senate President (departed 5:07 p.m.); Mr. Scott Anderson, Dean, Business & Technology (departed 4:35 p.m.); Ms. Sarah Goeke, Director, Columbia College Freeport Campus (departed 5:29 p.m.); Mr. Alan Nowicki, Faculty (departed 5:47 p.m.); Mr. Scott Johnson, RL Johnson Associates (departed 5:06 p.m.); Mr. Kurt Simpson, Director, Facilities and Safety (departed 5:06 p.m.); Ms. Leslie Schmidt, Director, Marketing & Community Relations (departed 5:47 p.m.); Ms. Julie Hartman-Linck, Faculty (departed 5:47 p.m.); Mr. Jeff Reinke, Executive Director, HCC Foundation (departed 5:47 p.m.); Ms. Kate Perkins, Faculty (arrived 4:09 p.m.; departed 5:47 p.m.); Mr. Brad Hart, Big Radio (arrived 5:09 p.m.; departed 5:47 p.m.); Mr. Steve Mihina, Faculty (departed 4:48 p.m.); and, Ms. Terri Grimes, Board Secretary

**APPROVAL OF AGENDA**

Mr. Endress moved and Ms. Groezinger seconded the motion to approve the agenda, as presented. The vote being unanimous, the motion carried.

**APPROVAL OF MINUTES**

Mrs. Gallagher moved and Mr. Shockey seconded the motion to approve the minutes of the February 20, 2018, regular meeting, as presented. The vote being unanimous, the motion carried.

**PUBLIC COMMENTS**

Ms. Elaine Palmer, Project Succeed Transfer Coordinator/Academic Advisor, provided comments opposing the tuition increase that will be presented to trustees for third reading later in the meeting. She expressed concerns about some staff having had their hours cut, staff not receiving

raises, furlough days taken without pay, an increase in health insurance premiums, and reduced benefits. She also said that some staff have paid their own expenses to conferences because they would not be reimbursed. She stated that, due to the financial uncertainty, she does not understand Mr. Hood's recent increase of \$14,000, plus a four percent raise the second and third years of his contract, and she stated it is a "kick in the teeth to staff and students alike." She noted that students already have a hard time paying tuition and fees, and she urged trustees not to approve the increase. Ms. Stacy Sammul spoke on behalf of Highland students. She reported that students held a forum on Wednesday and there were stories of how the increase will affect them. One student is working three jobs and only gets four hours of sleep per night. She asked trustees to please reconsider the raise because of the impact it will have on students. Some students will not be able to stay at Highland, and enrollment is already down. Ms. Samull reported that her financial aid only pays for tuition, and her books are another \$600. A tuition increase will have a huge impact on her of approximately \$180 per semester and she may not be able to eat some days. Mr. Alan Nowicki expressed concerns that, in the 25 years he has been at Highland, the number of people in his department have remained the same, while the College has gone from one Vice President to four, and he has heard that another person will be promoted to a fifth Vice President position. Mr. Nowicki also discussed the PH&S project that had been previously proposed, noting that the project would have added money to the general fund of approximately \$100,000 per year but the committee turned it down. He expressed his belief that it is "sickening" to now ask for a tuition increase.

Mr. Block thanked all for their comments and stated that there is also another side to the story. Trustees have met with Faculty Senate to discuss the salary issues and he is more than happy to talk with others about it at a later time.

## **INTRODUCTIONS**

Ms. Gerber noted that Ms. Sarah Leif, new Upward Bound Coordinator, was not at the meeting today and will be introduced at another meeting.

## **BUDGET REPORT**

Ms. Jill Janssen reported that the College continues to use established, clear goals for the budget. During the student tuition forum, students shared personal stories and the way a tuition increase would impact them. Currently the State of Illinois owes the College \$175,000 for FY17, and the State has been paying the FY18 allocation on time. Ms. Janssen has scheduled meetings with budget managers on April 9, 11, and 12. This year budget managers will be asked to identify the strategic plan goal that their budget request addresses. Again this year, the College will be using zero-based budgeting for travel and meeting expenses. Ms. Endress, Ms. Groezinger, Mr. Hood, Mr. Kurt Simpson, Dr. Brendan Dutmer and Ms. Janssen visited the City of Galena's City Hall rooftop array and their wastewater treatment plant land array in early March. Ms. Janssen contacted the National Renewable Energy Lab, which is the entity that assisted Parkland Community College, to obtain a no-cost, neutral review of the financial and economic impact that a solar array would have on campus. Mr. Kurt Simpson has identified potential locations, and the next steps are for the work group to determine their top suggestions for array size, location, and financing arrangement, and then possibly create a request for proposal if the project is feasible and details can be determined. Ms. Madonna Keeney, Bookstore Manager, has been meeting

with faculty members to assist them with the Fall book adoption process and to provide information about lower-cost textbook options.

### **FOUNDATION REPORT**

Mr. Jeff Reinke began his report by announcing that there is no doubt that philanthropy will play a key role in where Highland will go in the next five to 10 years, and he noted that all Highland trustees are engaged in some form of development with the Foundation. The Foundation is moving forward with the Corporate Partnership Program and has raised \$63,000 of the \$100,000 goal, with another \$46,000 in the pipeline. Last year just over \$40,000 was raised in corporate partnerships. Efforts are being made on the Case for Support, and \$180,000 has been committed to date as a result of the Ag Case for Support. Six ag-related coffee events were held throughout the district with 39 prospects identified and seven meetings scheduled as a result. Thanks to Ag Instructors Mr. Justin Ebert and Ms. Monica Pierce for their assistance. The Foundation Golf Outing will be held on June 4. Last year, 119 golfers were part of the event, and Mr. Reinke asked trustees to help recruit others. Ms. Lisa La Sala, the Foundation's new Director of Fundraising, will begin on April 2. She has been Executive Director of the American Red Cross for the last eight years and is familiar with Stephenson County and surrounding counties. Mr. Reinke will be asking Ms. La Sala to schedule one on one meetings with trustees.

### **CONSENT ITEMS**

- A. Academic (None)
- B. Administration
  - 1. April 2018 Regular Board Meeting Date and Time Change  
*Recommendation:* It is recommended that the Board of Trustees reschedule the April 2018 regular meeting from Tuesday, April 18, 2018, at 4:00 p.m. to Tuesday, April 11, 2018, at 8:00 a.m. The meeting will be held in the Robert J. Rimington Board Room (H-228) located on the second floor of the Student/Conference Center on the Highland Community College campus in Freeport, Illinois.
- 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)

Ms. Grimes noted a correction to the agenda item rescheduling the April regular Board meeting. The original meeting date should be April 17, not April 18, and the proposed date should be Wednesday, April 11, not Tuesday.

Mr. Musser moved and Mr. Endress seconded the motion to approve the consent items, as

amended. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

## MAIN MOTIONS

### A. Academic

1. Highland Community College and Columbia College of Missouri Course to Course Articulation Agreement Plans Leading to a Bachelor of Science in Nursing Degree

Mr. Musser moved and Mrs. Gallagher seconded the motion to approve the course to course articulation agreement, as presented, to support the seamless transition of Highland students completing their Associate of Applied Science – Associate Degree in Nursing program at Highland to Columbia College of Missouri for completion of a Bachelor of Science in Nursing. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

2. Contract Award: Welding Certification Program Services

Mr. Musser moved and Mr. Shockey seconded the motion to approve the five-year contract with the Federal Bureau of Prisons, as presented, for the provision of Welding Certification Program Services to be rendered for the Administrative United States Penitentiary in the amount of \$226,540.00. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

### B. Administration

1. Second Reading – Revised Policy 4.17: Leave, Military

Mr. Endress moved and Ms. Groezinger seconded the motion to approve for second 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: Musser, Groezinger, Gallagher, Shockey, Block,  
J. Endress, A. Endress  
NAYS: None

2. Second Reading – Revised Policy 4.131: Leave, Family and Medical Leave Act (FMLA)

Mr. Musser moved and Ms. Groezinger seconded the motion to approve for second 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: Groezinger, Gallagher, Shockey, Block, J. Endress,  
Musser, A. Endress  
NAYS: None

Whereupon the Chairperson declared the motion carried.

3. Second Reading – Revised Policy 4.223: Tuition Waivers

Mr. Shockey moved and Mr. Musser seconded the motion to approve for second reading revised policy 4.223 Tuition Waivers, as presented. The policy is included in Chapter IV, Personnel, of the policy manual. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

C. Personnel

1. Appointment: Automotive Technology Instructor

Mr. Musser moved and Ms. Groezinger seconded the motion to approve the appointment of Ms. Kristin Stinnett as full-time Automotive Technology instructor in the Business and Technology Division beginning August 16, 2018, at an FY19 salary of \$50,761 (based on MA+0, 0 years' experience), plus appropriate fringe benefits. This is a full-time faculty position and is within the FY19 budget. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

D. Financial

1. Third Reading – Tuition

Mr. Musser moved and Mr. Shockey seconded the motion to consider for the third reading an increase in the in-district tuition rate from \$141.00 per credit hour to \$145.00 per credit hour effective Fall semester of 2018. In addition, it is recommended that the Board of Trustees considers for the third reading an increase in the senior citizen rate from \$106.00 to \$109.00 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 rates at community colleges contiguous to Highland have been determined.

Ms. Endress reported that there was a student forum on tuition last Wednesday. The event was well attended and students asked good questions. She stated that the College has a legacy of being student centered, and she believes a no vote would show students that the Board supports them. Mrs. Gallagher stated that every trustee is in the corner of students, and she is proud of the quality of the faculty and facilities. She also noted a big difference in 10<sup>th</sup> day enrollment numbers compared to other colleges. She does not want the College to reduce quality, and in order to save money, the College will need to reduce programs or people. If we do not do what is best for students, we will not be known. Mr. Shockey noted that the trustees are the only group that is accountable to the taxpayers if the College goes broke, and it will be a combination of things that will save the College. The old paradigm does not work, and the College needs new ideas and new ways to create revenue. Mr. Musser echoed Mr. Shockey's comments. The old paradigm that our forefathers agreed to is not sustainable anymore, and the College is "kicking the can down the road" by raising tuition. Mr. Musser noted that the College must get creative. There is already amazing creativity going on but we cannot do it on the backs of students. Ms. Groezinger noted that we must work collaboratively with faculty, staff, students, community members, and others. Mr. Block reported that there has not been any trustee in favor of a tuition increase, and he agrees with Ms. Groezinger that everyone must come together. Mr. Block concluded his remarks by encouraging Ms. Endress to tell students about her good experience at Highland. He also noted that each one percent increase in enrollment equates to approximately \$50,000.

The roll call on the motion was as follows:

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

The vote being one aye and six nays, the motion failed.

2. University of Illinois Extension – Stephenson County Lease Agreement for Fiscal Year 2019

Ms. Groezinger moved and Mr. Musser seconded the motion that the Highland Community College Board enters into a lease agreement with the University of Illinois Extension for occupancy by the University of Illinois Extension – Stephenson County of approximately 2,477 square feet of space in the Community Services Center, at the following annual rates:

\$32,647.53 for the period July 1, 2018 through June 30, 2019 (FY19)  
\$33,300.48 for the period of July 1, 2019 through June 30, 2020 (FY20)  
\$34,049.74 for the period of July 1, 2020 through June 30, 2021 (FY21)

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

Whereupon the Chairperson declared the motion carried.

3. Lease Contract for Postage and Mailing Machine

Mr. Endress moved and Mr. Musser seconded the motion to approve the lease contract, as presented, with Mail Finance, a Neopost USA Company, through Brent's Mailing Equipment, at a monthly cost of \$285 for 63 months, for the use of a postage and mailing machine. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

4. Interfund Transfer from the Auxiliary Fund to the Operating Fund

Mr. Endress moved and Mr. Musser seconded the motion to approve the transfer of \$680 from the Auxiliary Fund to the Operating Fund. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

5. Interfund Transfer from the Educational Fund to the Restricted Purposes Fund

Mr. Shockey moved and Mr. Musser seconded the motion to approve the transfer

of \$10,996.21 from the Educational Fund to the Restricted Purposes Fund. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

6. Use of Funds from the Agency Fund for YMCA Pool Wall Repairs and Vapor Barrier

Mrs. Gallagher moved and Mr. Musser seconded the motion to approve the use of funds from the Agency Fund for the repair of the brick walls that surround the swimming pool and the application of a moisture vapor barrier to prevent future damage to walls. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

7. Acceptance of Estimate for YMCA Pool Wall Repairs and Vapor Barrier

Mr. Musser moved and Mrs. Gallagher seconded the motion to accept the estimate from Winter Construction to complete the repair of the brick walls that surround the swimming pool and the application of a moisture vapor barrier to prevent future damage to walls at an estimated cost of \$47,720.00. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

8. Approval of Statement of Final Construction Compliance: Campus-Wide Security Camera System Project

Mr. Musser moved and Ms. Groezinger seconded the motion to approve the Statement of Final Construction Compliance for the Campus-Wide Security Camera System project, completed during 2017. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.



9. Approval of Statement of Final Construction Compliance: Lighting Replacement Project (Security Lighting Upgrade)  
Mr. Endress moved and Mrs. Gallagher seconded the motion to approve the Statement of Final Construction Compliance for the Lighting Replacement Project (Security Lighting Upgrade) completed during 2016. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

10. Approval of Statement of Final Construction Compliance: NFPA 70E Arc Flash Regulatory Compliance Project  
Ms. Groezinger moved and Mrs. Gallagher seconded the motion to approve the Statement of Final Construction Compliance for the NFPA 70E Arc Flash Regulatory Compliance project completed during 2018. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

11. Approval of Statement of Final Construction Compliance: MUA Replacement Project at Building "H"  
Mr. Musser moved and Mr. Shockey seconded the motion to approve the Statement of Final Construction Compliance for the MUA Replacement at Building "H" project completed during 2016. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

12. Acceptance of Quote for Protection, Health, and Safety Project: Air Quality and Building Materials Safety  
Mr. Shockey moved and Mr. Musser seconded the motion to authorize acceptance of the quote from Public Health and Safety Inc. of Chicago, IL for \$49,967.80 for the Air Quality and Building Materials Safety testing and analysis. This quote aligns with the budget for the project. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

13. Acceptance of Bid for Protection, Health, and Safety Project: Building "F" Room #10 ADA Accessibility

Mr. Musser moved and Ms. Groezinger seconded the motion to authorize acceptance of the low Base Bid and Alternate Bid #1 meeting specifications from Larson & Larson Builders, Loves Park, IL for \$67,575 for the Building "F" Room #10 ADA Accessibility Project. This bid aligns with the projected budget for the project. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

14. Acceptance of Bid for Protection, Health, and Safety Project: Hazardous Sidewalk Replacement

Mrs. Gallagher moved and Mr. Shockey seconded the motion to authorize acceptance of the low base bid meeting specifications from O'Brien Civil Works, Mt. Morris, IL for \$338,770 for the Hazardous Sidewalk Replacement Project. This bid aligns with the projected budget for the project. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

15. Appointment of Auditor for Fiscal Year 2018

Mrs. Gallagher moved and Mr. Musser seconded the motion to approve that the firm of Wipfli be retained to perform the annual audit for Fiscal Year 2018 at a cost not to exceed \$46,500. The audit will encompass all funds of Highland Community College including State and Federal grant programs. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

16. Approval of Contract for Acquisition of International Preservation Studies Center (IPSC) Program

Ms. Groezinger moved and Mr. Musser seconded the motion to approve the Asset Purchase Agreement, as presented, for acquisition of the International Preservation Studies Center (IPSC) program at a purchase price of \$50,000. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

17. Payment of Bills and Agency Fund Report

Mr. Endress moved and Mr. Musser seconded the motion to approve the Resolution authorizing and directing Ms. Jill Janssen, Treasurer, to make payments or transfers of funds for the February 2017 bills in the amount of \$577,966.90, Automated Clearing House (ACH) debits W0000459 through W0000462 amounting to \$7,368.78, and Electronic Refunds of \$49,996.74, with 2 adjustments of \$328.39, such warrants amounting to \$635,044.03. Transfers of funds for payroll amounted to \$535,886.50.

Mr. Endress noted that the bills included travel reimbursement for himself, Mrs. Gallagher, and Student Trustee Ms. Endress.

The roll call on the motion was as follows:

AYES: Gallagher, Shockey, Block, J. Endress, Musser,  
Groezinger, 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 held a forum with State Representative candidates on March 13, which was well-attended, as well as a forum on the proposed tuition increase. Student Senate is currently preparing for Student Senate and Student Trustee elections. Advocacy Day will be held on April 12, and students will focus on funding of MAP grants. Ms. Groezinger is working on the ICCTA Alumni Awards Committee, and Mrs. Gallagher suggested it might be good for students to read the stories of the alumni who are nominated for the award.

#### Audit & Finance Committee Co-Chairs

Mrs. Gallagher reported that the Audit & Finance Committee met on March 7, and the next meeting will be June 6, 2018, at 2:00 p.m.

#### ICCTA Representative

Mr. Endress reported on the recent ICCTA meeting on March 10 & 11 in Lisle, Illinois. The afternoon education session included a presentation entitled "Governing Boards and Affiliated Organizations: Risks and Rewards." At the meeting, Mr. Tom Ryder, ICCTA Legislative Counsel, reported that State funding decreased from \$347 million in FY02 to \$268 million in FY18. In FY02, 26.7 percent of community college funding came from the State, 44.7 percent from property taxes, and 28.9 percent from tuition, compared to FY17 when only 16.6 percent of funding came from the State, 43.9 percent from property taxes, and 39.5 percent from tuition. The Northwest Region ICCTA meeting will be held on Thursday, April 5, at Sauk Valley Community College. Mrs. Gallagher reported that Governor Bruce Rauner wants to shift another \$50 million in pension liability to community colleges, although many legislators are saying the shift will not happen. Mr. Endress reported that Dr. Karen Hunter Anderson, ICCB Executive Director, provided an update on State funding at the ICCTA meeting and reported that now community colleges have been paid to the 85 percent level by the State for FY17, and Ms. Janssen has confirmed that Highland is about at that level. The College is also on target for FY18 State funds. The next ICCTA meeting will be held on April 17, and Lobby Day will be held on April 18. Mr. Endress' last meeting as ICCTA president will be June 1 and 2 in Springfield. Mr. Endress and Mrs. Gallagher will provide their meeting notes from the March ICCTA meeting to Ms. Grimes to forward to Trustees.

#### Board Chair

There was no report.

#### Administration

Ms. Kuberski reported that the Illinois General Assembly has declared March 18 – 24 as Dual Credit Week. Ms. Kuberski attended the Illinois Community College Chief Academic Officers' meeting last Friday and the CAOs have been working on a proposal to the Illinois Council of Community College Presidents regarding using the same cut scores for reading, English, and math across the state, which is in line with the Post-secondary Workforce Readiness Act (PWRA). The Act encourages high schools to reach out to community colleges to offer transitional math classes, and Ms. Kuberski recently met with representatives of Pearl City High School to discuss this. Common placement scores would be beneficial for students, and Ms. Kuberski anticipates this will be in place this Fall. Community colleges are encouraged to have multiple measures to place students, including the ACT, SAT, and placement tests. A Transitional Summit will be held on September 21 at Highland, and Regional Superintendent Mr. Aaron Mercier has been very helpful in getting the information out. Ms. Kuberski will also send information to Forreston, Oregon, and Aquin high schools. Faculty curriculum maps and program assessments were due last Friday. Ms. Kuberski will send out assessment reports and highlight the progress being made by faculty. She believes the College will have the data needed by the end of the semester. Dr. Brendan Dutmer is working with Galena High School on dual credit qualifications for Calculus with the hope to offer this to Pearl City High School also via the LifeSize equipment.

Mrs. Gallagher reported that ACCT contacted her, and she and Ms. Groezinger videotaped promotional videos for Community College Month. Mrs. Gallagher suggested that perhaps letters to the editor could be submitted to local newspapers.

Ms. Janssen reported that the Emergency Response Team had a busy month, most recently dealing with the bus accident. The insurance agency for the bus company came to campus and met one-on-one with those affected and provided documentation.

Ms. Ferguson announced that a professional development event was held this morning with the focus on communication. The event was well received.

Ms. Gerber's focus has been on helping the athletes, students, and employees who were affected by the bus accident, and she expressed her appreciation for the previous planning the Emergency Response Team had done. She thanked Ms. Leslie Schmidt, Athletic Director Mr. Pete Norman, the coaches, Ms. Janssen, and the President's Office for all coming together to support our students.

Mr. Hood reported that the men's basketball team lost against a powerhouse team last night. There was standing room only at the viewing event held at Eilert's. The men's bowling team was the NJCAA national champs, and Mr. Jeff Johnson, Director of Bowling, received calls and texts from all over including pro bowlers. Two Chemistry students, Ms. Jenna Lafferty and Mr. Keaton Lawson Wolf, former Student Trustee Staci Hammer, Dr. Brendan Dutmer, and Mr. James Gustafson presented at the American Chemistry Society conference in New Orleans earlier this month on some graduate-level work they are doing. Highland's Forensics Team will be going to the national tournament again, and the Ag Club competed in Louisville, where Ms. Groezinger's son, Drew, placed second in his event. Mr. Hood noted that, more and more, the College is being nationally and internationally recognized. Mr. Hood, Ms. Groezinger, Mrs. Gallagher, and others attended the Tri-County Economic Development Alliance (TCEDA) annual meeting, and Mr. Hood had five critical conversations with key people at the meeting. He believes those conversations will reap benefits of at least another several hundred students who would not have enrolled if it were not for those conversations. At the TCEDA meeting, Ms. Groezinger was recognized as one of the officers in a business that has been doing business for 100 years or more. Mr. Hood noted that earlier Mr. Reinke had discussed the success of Ag in terms of the fundraising campaign, and Mr. Hood stated that Mr. Reinke is doing an excellent job of cultivating the momentum of that program that had already begun. Student Senate President Ms. Stacy Sammul was in the recent productions of "Sense and Sensibility," which were phenomenal, and Mr. Hood encouraged trustees to support our students' work.

## **OLD BUSINESS**

### Faculty Senate Report

Ms. Kate Perkins, Faculty Senate President, reported that faculty have had a series of meetings to "take the temperature" of assessment and everybody is on board and ready to go.

At 5:47 p.m., the Chairperson declared a recess; the meeting resumed at 6:00 p.m.

### **CLOSED SESSION**

Mr. Shockey 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 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: Shockey, Block, J. Endress, Musser, Groezinger, Gallagher, A. Endress  
NAYS: None

At 6:02 p.m., the vote being unanimous, the Chairperson declared the motion carried and the meeting in Closed Session.

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

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

At 7:04 p.m., the Chairperson declared the motion carried and the Closed Session ended.

### **ACTION, IF NECESSARY**

No action was necessary following the Closed Session.

### **NEW BUSINESS**

Mr. Endress requested that the College schedule a legislative luncheon with our legislators, including Representative Brian Stewart, Senator Tim Bivins, Senator Neil Anderson, and Representative Tony McCombie to discuss issues such as the BSN effort, FY17 State funds, and the pension shift, and Mr. Block suggested that Ms. Sammul and Ms. Endress take the same message to Springfield. It was also suggested that students be invited to the meeting with legislators. Ms. Grimes will work with the legislators to schedule the event.

### **DATES OF IMPORTANCE**

The next regular Board meeting will be held on April 11, 2018, at 8:00 a.m. in the Robert J. Rimington Board Room. The Northwest Region ICCTA meeting will be held on April 5, 2018, at Sauk Valley Community College.

**ADJOURNMENT**

Ms. Groezinger moved and Mr. Musser seconded the motion to adjourn the meeting. At 7:12 p.m., there being no further business, 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