

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 May 16, 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, Mr. Blake Musser (departed 4:23 p.m.; returned 4:28 p.m.), Ms. Pennie Groezinger, and Ms. Abby Endress

The following members were absent: None

Also present: Mr. Tim Hood, President (departed 5:34 p.m.; returned 5:55 p.m.); Ms. Chris Kuberski, Executive Vice President (departed 5:14 p.m.); Ms. Jill Janssen, Vice President, Administrative Services (departed 5:14 p.m.); Ms. Liz Gerber, Vice President, Student Development & Support Services (departed 5:14 p.m.); Ms. Rose Ferguson, Associate Vice President, Human Resources (departed 5:14 p.m.); Ms. Kim Rampenthal, Director of Fundraising, HCC Foundation (departed 4:52 p.m.); Dr. Joe Kanosky, President Emeritus (departed 4:09 p.m.); Mrs. Jennifer Kanosky, Citizen (departed 4:09 p.m.); Mr. Steve Mihina, Faculty (departed 4:40 p.m.); Ms. Sarah Goeke, Director, Columbia College Freeport Campus (departed 4:52 p.m.); Mr. Benjamin Page, Student (departed 4:52 p.m.); Mr. Pete Willging, Director, Marketing & Community Relations (departed 5:04 p.m.); and, Ms. Terri Grimes, Board Secretary

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Dr. Jennings moved and Mr. Shockey seconded the motion to approve the minutes of the April 24, 2017, regular meeting, as presented. The vote being unanimous, the motion carried.

PUBLIC COMMENTS

Mr. Benjamin Page, a Highland student, expressed his concern with Highland's Code of Conduct, believing that it violates Title II. He specifically noted that nonprescription drugs are sold in the College bookstore, narcotics are used legally by people with disabilities, and stimulants, such as EpiPens, are used by people with allergies. Mr. Hood will meet with Mr. Page on Monday to discuss his concerns.

INTRODUCTIONS

There were no introductions.

PRESENTATION OF THE JOE AND JENNIFER KANOSKY HCC STUDENT TRUSTEE SCHOLARSHIP

Dr. Joe and Mrs. Jennifer Kanosky presented the Joe and Jennifer Kanosky HCC Student Trustee scholarship to Ms. Endress. This is the third time that the Kanoskys have awarded the \$1,000 scholarship.

FOUNDATION REPORT

Ms. Kim Rampenthal presented the Foundation report. She reported that 900 applications were received for Foundation scholarships prior to the April 1 deadline, and every student who applied has received a letter indicating they either did or did not receive the scholarship for which they applied. The Foundation has been receiving thank you notes for the donor from the scholarship recipients, which are a requirement of the scholarships. Applications for nursing and health related scholarships are due June 1. The 2017 Double Play Campaign is nearly at \$15,000 and runs through December 2017. The Alumni Association and Freeport Area Chamber of Commerce sponsored the May 1 Rise 'n Shine breakfast, which was held in the Natural Science Center. Those attending listened to music by the Royal Scots and also had the opportunity to tour the new chemistry lab. A Jazz Cabaret fundraiser was held at Eagle Ridge on May 4. The Foundation is working with the Development and Planned Giving Committee to review the College's strategic plan and see how they can help. The Leadership Golf Outing will be held on Monday, June 5, and the Shindig will take place on Saturday, August 19, with a Monopoly theme. Mrs. Gallagher and former trustee Ms. Whitney Zumdahl serve on the Events Committee.

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 2017.
- D. Financial (None)

Mr. Musser moved and Dr. Jennings seconded the motion to approve the consent items, as presented. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

MAIN MOTIONS

A. Academic (None)

B. Administration

1. Second Reading – New Policy 1.211: Community College Trustee’s Leadership Training

Mrs. Gallagher moved and Ms. Groezinger seconded the motion to approve for second reading new policy 1.211, Community College Trustee’s Leadership Training, as presented. The policy will be included in Chapter I, Board of Trustees, of the Policy Manual. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

C. Personnel

1. Appointment: Sociology Instructor

Mr. Musser moved and Dr. Jennings seconded the motion to approve the appointment of Dr. Julie Hartman-Linck as full-time Sociology Instructor in the Humanities, Social Sciences, and Fine Arts division beginning August 10, 2017, at an FY16 salary of \$86,997 (Ph.D., 9 years’ experience), plus appropriate fringe benefits. Since the FY18 faculty union contract has not yet been negotiated, this salary is based on the FY16 salary schedule. This appointment will replace the Sociology Instructor position that will become available due to Kim Goudreau’s retirement. This is a full-time faculty position and is within the FY18 budget. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

2. Appointment: Spanish/English Instructor

Mr. Musser moved and Dr. Jennings seconded the motion to approve the

appointment of Ms. Cristina Szterensus as full-time Spanish/English Instructor in the Humanities, Social Sciences, and Fine Arts division beginning August 10, 2017, at an FY16 salary of \$100,466 (MA+60, 27 years' experience), plus appropriate fringe benefits. Since the FY18 faculty union contract has not yet been negotiated, this salary is based on the FY16 salary schedule. This appointment will replace the Spanish/English instructor position that will become available due to Kent Johnson's retirement. This is a full-time faculty position and is within the FY18 budget. The roll call on the motion was as follows:

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

Whereupon the chairperson declared the motion carried.

3. Appointment: Math Instructor

Mr. Shockey moved and Ms. Groezinger seconded the motion to approve the appointment of Mr. James Morgan as full-time Mathematics Instructor in the Natural Science and Mathematics division beginning August 10, 2017, at an FY16 salary of \$52,118 (MS+0, 1 year experience), plus appropriate fringe benefits. Since the FY18 faculty union contract has not yet been negotiated, this salary is based on the FY16 salary schedule. This is a full-time faculty position and is within the FY18 budget. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

D. Financial

1. Payment of Bills and Agency Fund Report

Dr. Jennings moved and Mr. Endress seconded the motion to approve the Resolution authorizing and directing Ms. Jill Janssen, Treasurer, to make payments or transfers of funds for the April 2017 bills in the amount of \$736,953.27, Automated Clearing House (ACH) debits W0000418 through W0000421 amounting to \$8,985.72, Other Debits D0000066 amounting to \$159.29, and Electronic Refunds of \$12,819.00, with 13 adjustments of \$3,427.71, such warrants amounting to \$755,489.57. Transfers of funds for payroll amounted to \$550,695.01. The roll call on the motion was as follows:

AYES: Groezinger, Gallagher, Shockey, Block, J. Endress,
Jennings, 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

Mr. Shockey noted that there was impressive growth in the equalized assessed valuations that were shown on page 11.

Website

Mr. Hood met with Mr. Willging and Ms. Gerber and also discussed the website with Ms. Kuberski. There are many things in motion with the website so a report will be given at the upcoming retreat on June 7. There are things that need to be done to improve the website's overall quality, user friendliness, and promotion.

Student Trustee

Ms. Endress reported that a Student Leadership breakfast was held on April 28. At the breakfast, the Bert Tavenner award was presented to Ms. Jen Grobe, and the Student Senate Appreciation award was given to Ms. Janssen. Wellness week concluded on April 28, and there was a great turnout for the events held throughout the week. Ms. Gerber, Mr. Brian Moore, and Ms. Carolyn Petsche met with six students regarding the new requirement that students take the First Year Experience class and another meeting will be held. Ms. Endress concluded her report by noting that she will attend the ICCB Student Advisory Committee Student Leadership training on June 1 and 2.

Audit Committee Chair

Mrs. Gallagher reported that a meeting will be scheduled prior to the June 20 regular meeting.

ICCTA Representative

Mr. Endress reported that ICCTA held a one-day meeting in Springfield in conjunction with Lobby Day. Ms. Kathy Spears of Kishwaukee College had prearranged appointments with her senators, so Mr. Endress was able to meet with Senator Dave Severson and Mr. Tim Bivins. Senator Severson was not optimistic that anything relevant to the budget would be accomplished during Governor Rauner's term. Representatives Brian Stewart and Tony McCombie were on the House floor and unavailable. The slate of ICCTA officers for the upcoming fiscal year includes Mr. Fritz Larsen of Black Hawk College as Vice President, Mr. Tim Black of Black Hawk College as Secretary, and Ms. Maureen Broderick of Joliet Junior College as Treasurer. Mr. Jake Rendelman's term on the ICCB board is concluding and Governor Rauner requested three names for appointment to the six-year term. Mr. Mike Monaghan, Executive Director of ICCTA, requested Mr. Endress submit his name, although Mr. Endress has not yet done so. Mr. Jim Ayers, trustee from Parkland, has submitted his name. Mr. Endress concluded his report by stating that attendance at ICCTA meetings has been lagging.

Board Chair

Mr. Block learned through his Northwest Illinois Development Alliance meetings that Berner Food & Beverage and Snak King continue to look for employees. It is also good news that

MetLife is coming back to Freeport. Dr. Jennings asked if the College has worked with Berner on employee training, and Mr. Hood reported that the College has begun working toward that. Ms. Sarah Goeke also noted that she and Mr. Scott Anderson have been included on correspondence regarding MetLife. Mr. Block reminded everyone that job skills, including soft skills, are important in the workforce and the College should continue to do anything we can to help with training. Mr. Hood noted that those objectives will be included in the strategic plan and made clear that it is a priority for the College.

Administration

Ms. Kuberski reported that no word has been received from the Higher Learning Commission yet. The Accreditation Committee surveyed faculty about whether the College should continue as an AQIP college or move to Open Pathway. There were 15 responses and 80 percent felt that Open Pathway was better for us. This will be discussed at Cabinet and with other groups. Ms. Kuberski explained some of the differences between the two pathways and will send information to trustees. Ms. Kuberski has been visiting high schools regarding dual credit in order to communicate to high school faculty about the Higher Learning Commission's requirements for faculty qualifications. Letters will be sent to faculty by the middle of June requesting proposals for dual credit classes.

Ms. Janssen and her staff are gearing up for a busy time with the audit and building the FY18 budget.

Ms. Ferguson and her staff will begin work on health insurance open enrollment and FY18 letters of employment. Searches for a new Ag instructor and Speech instructor are coming to a close.

Highland hosted a job fair in cooperation with BEST, The Workforce Connection, and the Illinois Department of Employment Security, and Ms. Gerber reported that 29 employers set up booths at the job fair, which was geared towards employees from Dura. She expressed her appreciation to staff who manned the Highland booth and to Mr. Aaron Sargent, who talked about the Industrial Manufacturing program.

Mr. Hood thanked everyone for a wonderful graduation, noting that it was an honor to have Dr. Karen Hunter Anderson as the keynote speaker. She told Mr. Hood about the positive differences here and that she was very impressed by the College. Mr. Hood expressed his appreciation to Ms. Goeke for the commercial by Columbia College that congratulates Highland's graduates, and for the longstanding partnership with Columbia College.

OLD BUSINESS

There was no old business.

At 4:52 p.m., the Chairperson declared a recess; the meeting resumed at 5:02 p.m.

CLOSED SESSION

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

At 5:04 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: Shockey, Block, J. Endress, Jennings, Musser, Groezinger, Gallagher,
A. Endress
NAYS: None

At 5:57 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: Associate Dean, Nursing and Allied Health

Dr. Jennings moved and Mr. Musser seconded the motion to approve the appointment of Ms. Jennifer Grobe as full-time Associate Dean of Nursing and Allied Health division beginning July 1, 2017, at a salary of \$75,508, plus appropriate fringe benefits. Ms. Grobe will teach a maximum of 6 contact hours per semester as a part of this appointment. Her interim appointment approved by the Board on June 1, 2016, ends June 30, 2017. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

2. Appointment: Associate Dean, Natural Science and Mathematics
Mr. Musser moved and Ms. Groezinger seconded the motion to approve the appointment of Dr. Brendan Dutmer as Associate Dean of Natural Science and Mathematics division beginning July 1, 2017, at a salary of \$86,823, plus appropriate fringe benefits. Dr. Dutmer will teach a maximum of 9 contact hours per semester as a part of this appointment. His interim appointment approved by the Board on June 1, 2016, will end June 30, 2017, with salary and fringe benefits adjusted appropriately. The roll call on the motion was as follows:

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

Whereupon the Chairperson declared the motion carried.

- B. Collective Negotiation Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees

No action was necessary.

NEW BUSINESS

- A. Committee Appointments

Mr. Block appointed Trustees and staff to committees, as follows:

Audit and Finance

Diane Gallagher and Blake Musser, co-chairs

Jim Endress

Steve Jennings

Committee members will review bills and members will rotate every two years.

ICCTA

Jim Endress, Representative

Diane Gallagher, Alternate

Foundation Executive Committee

Doug Block
Tim Hood

Foundation Investment and Property

Jim Endress

Foundation Development & Planned Giving

David Shockey
Blake Musser
Tim Hood

Foundation Special Events

Diane Gallagher
Pennie Groezinger
Terri Grimes

Foundation Oversight

Doug Block
Jim Endress
Tim Hood


DATES OF IMPORTANCE

The next regular Board meeting will be held on Tuesday, June 20, 2017, at 4:00 p.m. in the Robert J. Rimington Board Room in the Student/Conference Center. The next quarterly Board retreat will be held on Wednesday, June 7, 2017, at 8:30 a.m. in room H-206 in the Student/Conference Center.

ADJOURNMENT

Dr. Jennings moved and Mr. Musser seconded the motion to adjourn the meeting. At 6:02 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