

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. Jim Endress, Chairperson, at 4:01 p.m. on February 25, 2020, 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: Mr. David Shockey, Mr. Doug Block, Mr. Jim Endress, Dr. Steve Jennings, Mr. Blake Musser (arrived 5:27 p.m.), Ms. Pennie Groezinger, and, Mr. Shawn Boldt (arrived 5:12 p.m.)

The following members were absent: Ms. Payton DeMichele

Also present: Mr. Tim Hood, President (departed 4:44 p.m.; returned 5:18 p.m.); Ms. Chris Kuberski, Executive Vice President; Ms. Jill Janssen, Vice President, Administrative Services; Mr. Scott Anderson, Vice President, Business, Technology and Community Programs; Ms. Liz Gerber, Vice President, Student Development and Support Services; Ms. Alexis Carpello, WTVO/Fox 39 (departed 4:44 p.m.); Ms. Ariel Majowski, WTVO/Fox 39 (departed 4:44 p.m.); Mr. Rich Bodee, WREX (departed 4:43 p.m.); Mr. Eric Piper, Auto Body Instructor (departed 4:44 p.m.); Ms. Sarah Goeke, Director, Columbia College Freeport Campus (departed 4:44 p.m.); Ms. Cristina Szterensus, Faculty (departed 4:44 p.m.; returned 5:36 p.m.; departed 5:39 p.m.); Ms. Kate Perkins, Faculty Senate (departed 4:44 p.m.; returned 5:36 p.m.); Mr. Steve Mihina, Faculty (departed 4:34 p.m.); Ms. Leslie Schmidt, Director, Marketing & Community Relations (departed 4:44 p.m.; returned 5:36 p.m.); Ms. Alyssa Stevens, Digital Media and Creative Specialist (departed 4:44 p.m.); Mr. Jim Yeager, Faculty (departed 4:44 p.m.); Mr. Areich Richardson, Student (departed 4:44 p.m.); Mr. Derek Schubert, Student (departed 4:44 p.m.); Mr. Brad Hart, Big Radio (arrived 5:36 p.m.); and, Ms. Terri Grimes, Board Secretary

APPROVAL OF AGENDA

Mr. Block moved and Mr. Shockey seconded the motion to approve the agenda, as presented. The vote being unanimous, the motion carried.

APPROVAL OF MINUTES

Dr. Jennings moved and Ms. Groezinger seconded the motion to approve the minutes of the January 28, 2020, regular meeting, as presented. The vote being unanimous, the motion carried.

PUBLIC COMMENTS

Ms. Cristina Szterensus provided public comments regarding the search process for a new College president. She stated that, in an effort to promote openness and transparency, and in the spirit of shared governance, the search committee must represent all groups on campus and beyond. The

search guidelines should be shared with all constituents, with each group being allowed to provide input and feedback. She believes the candidates for president should have a terminal degree, as it improves the chances of fundraising for the College. She believes the College needs to make sure there is a diverse candidate pool in a national search, including minority groups. Ms. Sztrensus stated that the College held meetings about the results from the Personal Assessment of the College Environment (PACE) survey, and the presidential search is an opportunity to renew trust and raise morale by all working together. She concluded her remarks by noting that the Higher Learning Commission Criterion #5 addresses shared governance, and it is of the essence that everyone work together on the search for a new College president.

INTRODUCTIONS

There were no introductions.

BUDGET REPORT

Ms. Janssen reported that Governor JB Pritzker's FY21 budget address was held on February 19. His proposal includes a \$14.9 million increase in the community college and adult education system, including a five percent increase in the Base Operating and Equalization grants, City Colleges of Chicago grant, and Adult Education grants, as well as the new Illinois Community College Apprenticeship grant. These funds are placed in reserve in the Governor's proposal and will only be released if voters approve a constitutional amendment to implement graduated income tax rates. The Governor's budget also increases MAP (Monetary Award Program) by \$50 million with 15 percent of the total MAP appropriation going to community college students. According to the Governor's office, this will result in free community college tuition for MAP-eligible Illinois students from families with incomes below \$45,000 who receive federal Pell grants. Ms. Janssen and Ms. Kathy Bangasser, Director of Financial Aid, are working with Ms. Sarah Warfield, Institutional Research Data Reporting Analyst, to see what the impact would be on the College. The Governor's budget does not include any capital construction recommendations, which require a 25 percent match. The state budget will be considered by the legislature in the upcoming months and will ideally be passed in June, as it was last year.

FOUNDATION REPORT

Mr. Endress reported that Mr. Jeff Reinke, Foundation Executive Director, was unable to attend today's meeting.

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 of 2020.

D. Financial (None)

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

AYES: Block, Endress, Jennings, Groezinger, Shockey
NAYS: None

Whereupon the Chairperson declared the motion carried.

MAIN MOTIONS

A. Academic

1. New Program: Commercial Applicator Certificate
Dr. Jennings moved and Ms. Groezinger seconded the motion to approve the new Commercial Applicator Certificate program, as presented. The roll call on the motion was as follows:

AYES: Endress, Jennings, Groezinger, Shockey, Block
NAYS: None

Whereupon the Chairperson declared the motion carried.

2. New Program: Horticulture Certificate
Dr. Jennings moved and Ms. Groezinger seconded the motion to approve the new Horticulture Certificate program, as presented. The roll call on the motion was as follows:

AYES: Jennings, Groezinger, Shockey, Block, Endress
NAYS: None

Whereupon the Chairperson declared the motion carried.

3. Resolution to Eliminate the Auto Body Repair and Hospitality Management Programs and Effect Honorable Dismissal Due to a Reduction in the Number of Faculty Members Needed to be Employed by Discontinuing a Particular Program
Dr. Jennings moved and Mr. Shockey seconded the motion to approve a Resolution eliminating the Auto Body Repair and Hospitality Management programs and effect concurrent honorable dismissals following completion of the program term of affected individuals. The roll call on the motion was as follows:

AYES: Groezinger, Shockey, Block, Endress, Jennings
NAYS: None

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

B. Administration (None)

C. Personnel

1. Extension of Temporary Compensation and Hours Increase for Coordinator, Business Training

Mr. Block moved and Mr. Shockey seconded the motion to approve the extension of a temporary increase in compensation of \$158.32 per pay period (based on 28 hours per week) for Ms. Rebecca Anderson, Coordinator, Business Training effective February 23, 2020. In addition, Ms. Anderson's hours will increase from 28 hours per week to full-time status. This temporary increase in hours and compensation will continue through April 4, 2020. The roll call on the motion was as follows:

AYES: Shockey, Block, Endress, Jennings, Groezinger
NAYS: None

Whereupon the Chairperson declared the motion carried.

D. Financial

1. First Reading – Tuition

Dr. Jennings moved and Mr. Shockey seconded the motion to consider for the first reading an increase in the in-district tuition rate from \$146.00 per credit hour to \$148.00 per credit hour effective Fall semester of 2020. In addition, it is recommended that the Board of Trustees considers for the first reading an increase in the senior citizen rate from \$110.00 to \$112.00 per credit hour effective Fall semester of 2020. The formulas for figuring out-of-district and out-of-state tuition remain unchanged. These rates will be calculated after Fall 2020 tuition rates at community colleges contiguous to Highland have been determined. The roll call on the motion was as follows:

AYES: Jennings, Shockey
NAYS: Block, Endress, Groezinger

The vote being two ayes and three nays, the Chairperson declared the motion failed.

2. Payment of Bills and Agency Fund Report

Dr. Jennings moved and Mr. Block seconded the motion to approve the Resolution authorizing and directing Ms. Jill Janssen, Treasurer, to make payments or transfers of funds for the January 2020 bills, including Board travel, in the amount of \$706,035.17, Automated Clearing House (ACH) debits W0000572 through W0000578 amounting to \$41,285.44, Other Debits D0000100 amounting to \$75.23,

and Electronic Refunds of \$5,164.81, with 1 adjustment of \$250.00, such warrants amounting to \$752,310.65. Transfers of funds for payroll amounted to \$768.857.34.

The roll call on the motion was as follows:

AYES: Endress, Jennings, Groezinger, Shockey, Block
NAYS: None

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

Treasurer's Report: Statements of Revenue, Expenditures and Changes in Fund Balance

There was no report.

Student Trustee

There was no report.

Audit & Finance Committee Chair

Mr. Shockey reported that the committee will meet on March 11, 2020, at 11:30 a.m.

Presidential Annual Review Committee

Mr. Endress reported that the committee has not met since the last regular Board meeting.

ICCTA Representative

Mr. Endress, Ms. Groezinger, Mr. Musser, and Mr. Boldt attended the ICCTA meeting during the National Legislative Summit in Washington, DC. The next ICCTA meeting is scheduled for March 13 at Heartland Community College, during which there will be a panel discussion on campus security. Mr. Endress reported that legislative counsel Mr. Tom Ryder is retiring, and Ms. Jessica Nardulli will continue as legislative counsel, with the assistance of Mr. Jim Reed, ICCTA Executive Director. Mr. Reed has extensive experience working with legislators, so ICCTA will not be filling Mr. Ryder's position at this time. Mr. Block noted that Highland is one of the three lowest in the State in Equalization funding, which is detrimental to us in a rural area, and Mr. Endress will bring this to ICCTA's attention, and Ms. Janssen will look into how long the Equalization formula has been the same. Mr. Block noted that, when the College receives \$50,000 in Equalization funding and Sauk Valley receives \$240,000, it is "grossly unfair." The only other way to increase revenue is through tuition or taxes.

Board Chair

Mr. Endress received an email from Mr. Jeff Reinke seeking active participation from at least one trustee on the Foundation's Development & Planned Giving committee in anticipation of the committee having a larger role in development. Currently Mr. Musser serves on the committee, and Mr. Reinke is hoping to have trustee representation at committee meetings. If another trustee would like to be added to the committee, please let Mr. Endress know. Mr. Endress concluded his report by announcing that discussions began at a special meeting regarding a successor for Mr. Hood.

Administration

Ms. Kuberski announced that the Regional Office of Education (ROE) will hold its March 9th meeting at Highland. The superintendents and ROE staff will spend two hours touring areas on campus. Senator Brian Stewart and Representative Andrew Chesney will also attend part of the meeting, and the College's Deans and Vice Presidents have been invited to attend that portion of the meeting. Ms. Kuberski believes this will be one of the best attended meetings due to the legislators attending. Dr. Jennings referred to Ms. Kuberski's administrative report regarding Nursing instructor Ms. Kay Sperry working on a doctorate in nursing, and Ms. Kuberski affirmed that the doctoral projects are submitted to her in advance.

Ms. Gerber reported that about 20 Freeport High School freshman academy teachers were on campus for a tour and hands-on activities. This was very well received.

Mr. Hood reported that the second annual Student Leadership Conference was held this past Saturday with great participation and speakers. Ms. Gerber stated that there were about 150 high school students and mentors, as well as 30 other students in attendance. She recognized Ms. Suzanne Miller, former Coordinator of Career Services, and Ms. Stacey Moore, Executive Assistant, as well as several business leaders for helping to make the event a success. Mr. Hood reported that on Lincoln's Birthday, high school students participated in Careers to Consider on campus. Mr. Anderson and several Highland faculty members, including Mr. Aaron Sargent, Ms. Kristin Stinnett, and Ms. Amy Chamberlin, and several part-time instructors participated in the event. Students were able to explore four different subject areas to learn about career opportunities. Mr. Hood reported that *Heathers, The Musical* will be performed on campus the first weekend in March. As a follow-up to action earlier in the meeting, Mr. Hood also noted that some of the College's programs have struggled with enrollment, and faculty members went to great lengths to recruit to try to remedy the situation. Enrollment is currently over what it was last year, and Mr. Hood has been very encouraged the last three weeks, noting that the percent of increase is currently one of the highest in the state of Illinois, and he hopes to maintain that.

Mr. Block referred to Ms. Janssen's administrative report and inquired about the College not being eligible for Title III or Title IV funds. Ms. Janssen reported that Ms. Kathy Bangasser was able to write for an exception based on enrollment numbers, which has been received.

Mr. Anderson reported that, as of February 25, there have been 385 enrollees in Lifelong Learning classes. This has been attributed to the last mailer that went out, which people seem to like.

Strategic Plan

Ms. Gerber reported that the February strategic plan report, which was sent to trustees, was provided by Mr. Thedford Jackson, Student Advisor, and Ms. Sam Schaible, Coordinator of Outreach, Dual Credit, and Pathways. The report provided information on their work with the Salvation Army and Joseph Pantry to serve an underrepresented population, which directly ties to strategic enrollment management.

At 4:44 p.m., the Chairperson declared a recess; the meeting resumed at 5:12 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, specific individuals who serve as independent contractors in an educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in an educational setting, or a volunteer 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: Jennings, Groezinger, Boldt, Shockey, Block, Endress
NAYS: None

At 5:14 p.m., the Chairperson declared the motion carried and the meeting in Closed Session.

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

AYES: Musser, Groezinger, Boldt, Shockey, Block, Endress, Jennings
NAYS: None

At 5:36 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 Mr. Musser seconded the motion to grant tenure to Sociology Instructor Julie Hartman-Linck. The roll call on the motion was as follows:

AYES: Groezinger, Boldt, Shockey, Block, Endress, Jennings,
Musser
NAYS: None

Whereupon the Chairperson declared the motion carried.

2. Appointment of Tenure

Dr. Jennings moved and Mr. Shockey seconded the motion to grant tenure to Agriculture Instructor Monica Pierce. The roll call on the motion was as follows:

AYES: Boldt, Shockey, Block, Endress, Jennings, Musser,
Groezinger
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 Spanish/English Instructor Cristina Szterensus. The roll call on the motion was as follows:

AYES: Shockey, Block, Endress, Jennings, Musser, Groezinger,
Boldt
NAYS: None

Whereupon the Chairperson declared the motion carried.

4. Resolution: Illinois Community College District #519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois (Highland Community College) Non-grant of Tenure

Dr. Jennings moved and Mr. Musser seconded the motion to approve the Resolution, as presented, to not grant tenure and not renew the employment contract of Jeffrey DeLay, and his employment shall terminate at the end of the Spring 2020 semester. The roll call on the motion was as follows:

AYES: Block, Endress, Jennings, Musser, Groezinger, Boldt,
Shockey
NAYS: None

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

B. **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**

No action was necessary.

OLD BUSINESS

Bike Path

Mr. Endress reported that the bike path memorandum of understanding (MOU) was not presented for approval today because the MOU is not ready to be signed. There is a paragraph in the current draft that states the Foundation agrees to give 11 acres of land to the Park District for the bike path and park, however, if someone wants to purchase the land, the Park District would have the right of first refusal. Mr. Endress noted that this paragraph has been in the agreement for at least a year. There is also a stipulation that if the tenant has already planted crops at the time of the transaction, the tenant is entitled to reimbursement. Mr. Endress stated that, from a historical perspective, if the

Foundation wants to sell the land, it requires the Foundation board and the Highland Board to approve the sale, but there is no way to assure the Park District of that. Mr. Endress will discuss this with Mr. Reinke. It was noted that the four addendums to the MOU have also not been received.

Presidential Search Process

Mr. Endress reported that, at the special meeting on February 18, 2020, trustees were given the opportunity to offer input regarding the process for selecting the new president. He has read the letters that were submitted by faculty, and earlier in today's meeting, another faculty member spoke during public comments. He believes it is in the Board's best interest to develop a process whereby feedback can be obtained from Highland faculty, staff, students, and others, as well as the community, which would also include feedback on the job description. The quarterly retreat is scheduled for March 11, and Mr. Endress would like to have a plan in place by then regarding the process. He requested that trustees provide feedback to Ms. Grimes by the end of the day on Friday regarding their thoughts on the search process, including the type of search, whether or not to hold forums and, if so, the number of forums, where they should be held, whether they should be open meetings (i.e., only two trustees attend each forum), the time of day and location for forums, and potential facilitator. The forums would be used as listening sessions, to gather input, with questions fed through the facilitator. Mr. Boldt suggested that the same person facilitate each forum and be the one responsible for summarizing the feedback. It was also suggested that perhaps the forums could be videotaped for future viewing.

NEW BUSINESS

There was no new business.

DATES OF IMPORTANCE

The next regular Board meeting is scheduled for March 24, 2020, at 4:00 p.m. in the Robert J. Rimington Board Room. The next quarterly Board retreat will be held on Wednesday, March 11, 2020, at 1:00 p.m. in room H-206. The Audit & Finance Committee will meet at 11:30 a.m. on March 11, just prior to the quarterly retreat.

ADJOURNMENT

Ms. Groezinger moved and Mr. Shockey 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