

**ILLINOIS VALLEY COMMUNITY COLLEGE**  
**Board of Trustees**

**Minutes of Regular Meeting**  
**December 10, 2015**

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, December 10, 2015 in the Board Room (C307) at Illinois Valley Community College.

**Members Physically Present:** Michael C. Driscoll, Vice Chair  
Larry D. Huffman, Secretary  
Laurie A. Bonucci  
Jane E. Goetz  
David O. Mallery  
Everett J. Solon (entered the meeting at 6:40 p.m.)  
Austin M. Burnette, Student Trustee (entered the meeting at 6:40 p.m.)

**Members Absent:** Melissa M. Olivero, Chair

**Others Physically Present:** Jerry Corcoran, President  
Cheryl Roelfsema, Vice President for Business Services and Finance  
Deborah Anderson, Vice President for Academic Affairs  
Mark Grzybowski, Associate Vice President for Student Services  
Walt Zukowski, Attorney

In the absence of Board Chair, Melissa Olivero, Dr. Driscoll called the meeting to order at 6:30 p.m.

**PUBLIC HEARING**

This being the time and place published for a Public Hearing regarding the FY2015 Tax Levy, Dr. Driscoll called for questions and/or comments from the audience. Since there were no questions and/or comments, Dr. Driscoll called for a motion to close the Public Hearing. It was moved by Dr. Huffman and seconded by Ms. Bonucci to close the Public Hearing. Motion passed by voice vote.

**APPROVAL OF AGENDA**

It was moved by Ms. Goetz and seconded by Dr. Huffman to approve the agenda, as presented. Motion passed by voice vote.

**PUBLIC COMMENT**

None.

## **CONSENT AGENDA**

It was moved by Dr. Huffman and seconded by Ms. Goetz to approve the consent agenda, as presented. Motion passed by voice vote.

The following items were approved in the consent agenda:

Approval of Minutes – November 3, 2015 Planning Committee Meeting; November 12, 2015 Closed Session Minutes Committee Meeting; and November 12, 2015 Board Meeting

Approval of Bills - \$2,242,693.97

Education Fund - \$709,515.28; Operations & Maintenance Fund - \$106,863.63; Operations & Maintenance (Restricted Fund) - \$8,804.36; Bond & Interest Fund - \$1,264,375.00; Auxiliary Fund - \$57,249.55; Restricted Fund - \$7,780.99; Audit Fund - \$7,500; and Liability, Protection and Settlement Fund - \$80,605.16

Treasurer's Report

Personnel

Approved the stipends for pay periods ending October 31, 2015 and November 14, 2015

## **PRESIDENT'S REPORT**

Dr. Corcoran reported the work that is wrapping up in the cyber café and student center is drawing quite a bit of attention. The substantial completion phase has passed and is nearing final acceptance on December 21. A grand opening of all areas impacted by Phase 3 of the major construction project is being planned for Tuesday, January 19<sup>th</sup> at 11 a.m. Those areas include student-life space plus labs for EMS and forensics programs--located in the lower level of Building D--and some new all-purpose classrooms nearby. Dr. Corcoran congratulated everyone who played a role in designing and supporting these areas. The students will be very impressed when they arrive for the first day of spring semester classes on January 14. Since the Board's next regularly scheduled meeting is also set for January 14, Dr. Corcoran encouraged board members who would like a tour to arrive 45 minutes early for a very informal walk-through. The November 20<sup>th</sup> IVCC Foundation Hall of Fame induction ceremony honoring Ray Brolley, Ralph Scriba, and Buckacre was a great success. Approximately 400 attended – Donna Swiskoski, Janice Corrigan, Rosie Lynch, Vince and Fran Brolley provided a wonderful program. Dr. Corcoran thanked Jane Goetz for attending and representing the Board. Mr. Scriba and his son, Jim, visited earlier in the day and they were incredibly impressed with the College's fine work and commitment to providing first-class facilities to match its top-notch faculty and staff. The fall 2015 Honorspalooza held on December 2<sup>nd</sup> was outstanding. Adam Oldaker and Nora Villarreal do a wonderful job every year of leading the Honors Program and guiding students while preparing to showcase their capstone projects. As Dr. Corcoran had discussed at a previous meeting of the Audit/Finance Committee, several members of the faculty have begun working on sabbatical leave request proposals with their deans that will have Fiscal Year 2017 implications. As is always the case, there is a need to evaluate each in terms of benefits to the College, our students and the faculty member. Cost to the institution is definitely a factor. The deadline for submitting requests is March 15. At the Illinois Manufacturers' Association annual luncheon which Dr. Corcoran attended last week (IVCC was one of only six community colleges to receive a \$25,000 award from the IMA Foundation), he had

the chance to hear Governor Rauner speak who made it sound like it very well could be four more months before a state budget is approved. This kind of uncertainty means so much of what the College would like to do is on hold for now; however, one of the sabbatical requests he has seen looks promising and could result in the college saving money, so we're hopeful that by the time the Board meets in April, the administration will know more about both the Fiscal Years 16 and 17 budgets and be in a solid position to recommend approval of at least one sabbatical request. The work done by Interact Communications to help build enrollments has been well received by staff and those leading the enrollment task force (i.e., Fran Brolley and Mark Grzybowski) are guiding the development of immediate and long-term outreach plans. Details will be provided in the spring as part of a campus update for the Board. The agriculture program development steering committee will be meeting next week to hear about themes that emerged while visiting with various stakeholder groups. Everyone appears to be eager and optimistic about breathing new life into the ag transfer program and uncovering niche markets for certificates and AAS degrees. This will also be a campus update. Also under the heading of strategies for rebuilding enrollments, the senior administration plans to discuss with the board's audit/finance committee the possibility of offering an incentive to high-performing high school graduates who have also completed a substantial number of college credits the opportunity to enroll immediately at IVCC and earn their associate's degree on a full-time basis for free. Dr. Corcoran is proud of the Running Start program that started at Marquette Academy years ago which has led to nine high school graduates earning their diploma and associate degrees simultaneously; three more will graduate in the spring with college degrees and eight are enrolled as juniors. However, in order to take this program to scale the College might need to modify it and offer waivers for qualified students with a solid g.p.a. This might be the ticket for boosting the number of people earning college credentials in IVCC's district. Although there is no recommendation for tonight, Dr. Corcoran is looking forward to discussing this with the Audit/Finance Committee in February. Dr. Corcoran reported last night's massage therapy graduation ceremony was a very classy event. Nine graduates were in attendance as were their loved ones. Cherie Monterastelli and her colleagues in Dean Bonnie Campbell's Health Professions Division were commended for a job well done.

## **COMMITTEE REPORTS**

None.

## **2015 TAX LEVY**

It was moved by Dr. Huffman and seconded by Ms. Goetz to adopt the Tax Levy Resolution, Certificate of Tax Levy, Resolution of Intent, Notice of Intent to Levy an Additional Tax, and Certificate of Compliance with the Truth and Taxation Act, as presented.

Student Advisory Vote: "Aye" – Mr. Burnette. Roll Call Vote: "Ayes" – Mr. Solon, Ms. Bonucci, Ms. Goetz, Dr. Huffman, and Dr. Driscoll. "Naye" – Mr. Mallery. Motion carried.

## **FACULTY APPOINTMENT – DR. ANDREW P. SEEGER, WORLD LANGUAGES INSTRUCTOR**

It was moved by Dr. Huffman and seconded by Ms. Bonucci to approve the appointment of Dr. Andrew P. Seeger as World Languages Instructor assigned to the Division of Humanities, Fine Arts, and Social Sciences, with placement on the salary schedule at Step G-8, \$60,854 annualized, effective January 13, 2016. Motion passed by voice vote.

**FACULTY RETIREMENT – DIANE CHRISTIANSON, EARLY CHILDHOOD EDUCATION PROGRAM COORDINATOR/INSTRUCTOR**

It was moved by Mr. Solon and seconded by Ms. Bonucci to accept with regret Diane Christianson's request for retirement effective August 1, 2016 and wish her a long, happy, and healthy retirement. It was noted Diane is a very valuable employee. She has done an incredible job and will be missed. The Board wished her well. Motion passed by voice vote.

**STAFF APPOINTMENT – MS. JENNIFER SCHERI, INTERIM DIRECTOR OF CONTINUING EDUCATION AND BUSINESS SERVICES**

It was moved by Dr. Huffman and seconded by Ms. Goetz to approve the appointment of Jennifer Scheri as Interim Director of Continuing Education and Business Services, with additional compensation of \$400 per pay period until a new director is employed, effective December 28, 2015. Dr. Corcoran noted that Ms. Scheri will do a great job. Motion passed by voice vote.

**PURCHASE REQUEST – IP PHONE SYSTEM HARDWARE UPGRADE**

It was moved by Dr. Huffman and seconded by Ms. Goetz to approve the purchase of the hardware needed to upgrade the current Cisco IP phone system from the Burwood Group, Inc., for \$26,878.20. Motion passed by voice vote.

**MEN'S & WOMEN'S SOCCER**

It was moved by Ms. Goetz and seconded by Mr. Burnette to approve adding Men's and Women's Soccer as intercollegiate sports without waivers at the Division III level to begin with the Fall semester of 2016. Dr. Corcoran expressed his appreciation of the work done by Cory Tomasson and Mark Grzybowski. Mr. Mallery voted against adding soccer. Motion passed by voice vote.

**BOARD POLICIES (FIRST READING)**

In reviewing board policies, the administration recommended revisions to a number of policies including a new board policy. In accordance with Board Policy 1.21 - Policy Formulation and Adoption, any revisions to existing board policies or the adoption of a new policy must stand for reading at two regularly scheduled meetings of the Board. The revisions were presented to the Board Planning Committee and Board members were asked to submit their comments to the administration prior to voting in January. No action was taken on these policies at this meeting.

**SCHEDULE OF REGULAR MEETING DATES AND TIMES**

It was moved by Mr. Mallery and seconded by Mr. Solon to approve the following dates for 2016 and provide public notice of this schedule. All meetings will take place at 6:30 p.m. in Room C307, the Board Room, on the campus of Illinois Valley Community College, 815 North Orlando Smith Road, Ogleby, Illinois. Motion passed by voice vote.

Thursday, January 14, 2016  
Thursday, February 11, 2016  
Thursday, March 10, 2016  
Thursday, April 14, 2016  
Thursday, May 12, 2016  
Thursday, June 9, 2016

Thursday, July 14, 2016  
Thursday, August 18, 2016  
Thursday, September 8, 2016  
Thursday, October 13, 2016  
Thursday, November 10, 2016  
Thursday, December 8, 2016

### **SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES**

It was moved by Ms. Bonucci and seconded by Dr. Huffman to release closed session minutes of the June 11, 2015 Closed Session Minutes Committee meeting and the June 11, 2015 (President's Contract, Vice President's Contracts, Part-time Faculty Pay Scale, and Coaches Salary Schedule) Board meeting. Motion passed by voice vote.

### **TRUSTEE COMMENT**

Under Items for Information, Mr. John Immel submitted his letter of retirement. Dr. Huffman noted that Mr. Immel has been associated with the College for 42 years. He was a high school counselor and consistently referred students to IVCC. All of his children attended IVCC. He also does radio ads for the College. Dr. Huffman pointed out that he exemplifies many who work part-time for the College, do fine work, and are deserving of our recognition.

### **CLOSED SESSION**

It was moved by Dr. Huffman and seconded by Ms. Goetz to convene a closed session at 6:55 p.m. to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) probable litigation; 3) collective negotiations; and 4) closed session minutes. Motion passed by voice vote.

After a short break, the Board entered closed session at 6:58 p.m. On a motion by Dr. Huffman and seconded by Ms. Goetz, the regular meeting resumed at 8:31 p.m. Motion passed by voice vote.

### **CLOSED SESSION MINUTES**

It was moved by Ms. Bonucci and seconded by Ms. Goetz to approve and retain the closed session minutes of the November 12, 2015 Closed Session Minutes Committee and the November 12, 2015 Board meeting. Motion passed by voice vote.

### **OTHER**

None.

### **ADJOURNMENT**

Dr. Driscoll declared the meeting adjourned at 8:32 p.m.

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Melissa M. Olivero, Board Chair

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Larry D. Huffman, Secretary