

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
November 12, 2015

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, November 12, 2015 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Melissa M. Olivero, Chair
Michael C. Driscoll, Vice Chair
Larry D. Huffman, Secretary
Laurie A. Bonucci
Jane E. Goetz
David O. Mallery
Everett J. Solon
Austin M. Burnette, Student Trustee

Members Absent:

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

MOMENT OF SILENCE

Ms. Olivero led a moment of silence in memory of Joanne Jalley, Library Technical Assistant, who fought a courageous battle with cancer.

APPROVAL OF AGENDA

It was moved by Dr. Driscoll and seconded by Mr. Solon to approve the agenda, as presented. Motion passed by voice vote.

PUBLIC COMMENT

None.

STUDENT RECOGNITION

The IVCC Women's Tennis team and their coach, Julie Milota, were present and recognized for their many accomplishments – Region IV Champions, National Qualifiers, Mercer Invitational – 2nd place, NJCAA - #2 position in National Poll, 4th place finish at the NJCAA Division III National Tournament in Peachtree, GA, and Coach Julie Milota was named Region IV Coach of the Year.

Each member of the team (Bailey Bradish, Katie Wellner, Abby Ruppert, Mariah Cavanaugh, Allison Kutz, and Ashley Ainsley) was recognized for their individual accomplishments.

CONSENT AGENDA

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

The following items were approved in the consent agenda:

Approval of Minutes – September 29, 2015 Finance Committee Meeting and October 8, 2015 Board Meeting

Approval of Bills - \$1,164,909.27

Education Fund - \$863,650.32; Operations & Maintenance Fund - \$107,446.97; Operations & Maintenance (Restricted Fund) - \$8,100.00; Auxiliary Fund - \$20,035.53; Restricted Fund - \$37,151.53; Audit Fund - \$3,400.00; and Liability, Protection and Settlement Fund - \$125,124.92

Treasurer's Report

Personnel

Approved the stipends for pay periods ending October 3, 2015 and October 17, 2015

PRESIDENT'S REPORT

Dr. Corcoran reported Mike Phillips was chosen as the Illinois Community College Faculty Association's instructor of the year award recipient. In mid-October, three accreditors from the National Association of the Education of Young Children (NAEYC) were on campus to thoroughly review the early childhood education program and, although a final report will not be received by the college until the spring, it was obvious to everyone during the exit meeting that the accreditors were impressed with the fine work of Diane Christianson and her support staff of long-time, part-time faculty Tammy Landgraf and Lynne Weber. The new outdoor signage that was ordered by the Business Office staff with the support of the Facilities Committee has been installed. The College keeps moving forward with activities regarding interest in expanding agriculture-education program offerings. There have been two meetings so far for steering committee members to provide input on the direction in which the College should be headed as well as a meeting with many of the high school ag program coordinators. The full group will meet again on December 14th to assess what themes have emerged in the way of (1) strengthening the transfer program and (2) possible niche markets for the College to consider such as precision agriculture, the business of agriculture, and sustainable small-farm agriculture. Regarding transfer opportunities for ag students, Dean Jason Emmert of the University of Illinois' College of ACES will be on campus November 16 to talk about IVCC's partnership with ACES -- including ag career opportunities, available financial aid, ag student organizations, and much more. All interested in hearing more were encouraged to attend on Monday, November 16 from 6:30 – 8 p.m. in CTC 124/125. Dr. Corcoran recognized the Athletic Department for the success of their first-time-ever Eagles Trivia Night contest on October 24. Thanks to 76 community sponsors and 286 trivia participants, the event raised over \$8,500. Cory Tomasson, Mark Grzybowski, coaches and student athletes did a fine job. Cory and Mark are researching the possibility of adding soccer

as a team sport to the Athletic program. Dr. Corcoran noted that community colleges should respond to the needs of the communities they serve. To that end, 10 district high schools have soccer as a sport as do 20 Illinois community colleges. Cory has administered a survey to 140 soccer players at local high schools and over 120 have indicated an interest in playing soccer at IVCC. A few months ago the College entered into an agreement with Interact Communications on a new marketing plan so that the College could grow enrollments. Possibly adding soccer to the lineup of team sports, just like adding to agriculture-program offerings, could possibly result in more students enrolling at IVCC as their first choice for higher education. The cost would be minimal. Although a formal recommendation to add soccer is not ready to be made, Dr. Corcoran wanted everyone to hear about this project now before the administration goes any further. The Manufacturing Career Expo held on October 22 was a big success because of a lot good people. There were 370 students from 13 high schools who began their day by touring facilities like Allegion, Black Brothers, Carus Corporation, Eakas Corporation, Flint Hills Resources, James Hardie Building Products, SABIC Innovative Plastics, and Vactor Manufacturing. The students were bused to campus where they were greeted by teams of IVCC program coordinators and industry representatives who talked about various careers in manufacturing while showcasing the training equipment in the Peter Miller Community Technology Center. This was the third manufacturing career expo in the Illinois Valley and from a continuous quality improvement standpoint, it just keeps getting better every year, especially with community leaders working together for a common cause. The 2015 volunteer committee members include Matt Baker, J Burt, Sarah Krisch, Ralph Moshage, Jennifer Scheri, Hugo Heredia, Phil Taylor, Sue Isermann, Jamie Gahm, Gerilynn Smith, Mike Schmidt, Steve Seaborn, Francie Skoflanc, Conrad Spurrison, Danielle Stoddard, Mary Stouffer, Pat Walters, Steve Wroblewski and Amy Decker.

COMMITTEE REPORTS

Dr. Larry Huffman reported the Audit/Finance Committee met on Tuesday, September 29, 2015 and the minutes are in the Board Book.

Dr. Driscoll reported the Planning Committee met on Tuesday, November 3. He thanked Deborah Anderson and Matt Suerth in preparing all the documents for the meeting. The first report was the ICCB Program Review Report. Programs reviewed were the Renewable Wind Energy Technology, Nursing (RN) and Practical Nursing (LPN), Certified Nursing Assistant (CNA), and Marketing. Wind energy enrollments have been down and the program is on a monitoring basis. Nursing and health programs are doing quite well especially with pass rates. The enrollments in the marketing program dropped but continue to generate revenue. The Humanities, Fine Arts and Social Sciences accounts for most of the dual credit hours. Vocational skills were reviewed as the cross disciplinary area. Credit hours have dropped but are consistent across the state. The National Student Clearinghouse Fall 2008 Cohort reports IVCC students have a significantly higher completion rate than the other community colleges reviewed. The Higher Learning Commission provides a Systems Appraisal Feedback Report which is a review of the College's Academic Quality Improvement Program. There were areas that needed improvement. Transitions of employees may have contributed to these areas, but Dr. Driscoll feels confident with Deborah Anderson leading the charge. The report noted several places where corrections are needed, but that is what Continuous Quality Improvement is all about. Institutions are required to have three action projects. One is proceeding slowly and the other two are favorable. The Key Performance Indicators (KPIs) have been trimmed from nine to six to better align with the AQIP goals. The

College plans to keep more metrics and manage the KPIs better. The National Community College Benchmark Project reported that IVCC excelled in several academic measure. IVCC has several areas of opportunity. The Community College Survey of Student Engagement (CCSSE) reported IVCC saw a decline in four of the five major categories with only one being significant. Changes in board policies were distributed for each member to review and give feedback to the chair of the committee.

Mr. Solon reported the Closed Session Minutes Committee met prior to the board meeting and reviewed closed session minutes lawfully closed under the Open Meetings Act.

Mr. Mallery noted he is unable to attend the ICCTA Representatives meeting being held on November 13 and 14. At the roundtable the community colleges share what they are doing to address the budget impasse. Some are rethinking their satellite centers, discussing the future of athletics by dropping their divisions to avoid offering student waivers. The ICCTA usually provides a summary of the meeting since Mr. Mallery is unable to attend.

2015 TENTATIVE TAX LEVY

It was moved by Dr. Huffman and seconded by Mr. Solon to adopt the Resolution approving a Tentative Tax Levy and Tentative Certificate of Tax Levy, as presented. Mr. Mallery found it disturbing with the plan to get as much as revenue as it can from the equalization tax so the College sets itself up for tax caps. Historically, in 2005 the equalization tax was at \$1.9 million. It took nine years to garner a \$1 million increase and now there is almost a \$1 million increase in one year. The law states that the College may levy this additional tax, but it doesn't say that it has to levy the whole amount. He asked the administration to take a couple steps back and rethink the increase and readjust the concept of getting as much as it can now to protect itself in the future. For this reason Mr. Mallery will not vote to support the tax levy. Dr. Huffman noted the IVCC budget is five percent of his total property tax bill. He has never known the Board to luxuriously spend dollars in the years he has been a Trustee. The Board has cut back and has not replaced employees who have left. The change in the special tax has significantly increased, but it is a reflection that all other community colleges have the ability to levy at higher amounts. IVCC is limited at .17 (.13 for Education Fund and .04 for Operations and Maintenance Fund). The IVCC Board reluctantly raises tuition because it has no other choice. It would have to cut programs significantly. Salaries and benefits make up 75 percent of the budget. The Board would have to let go of employees to have a substantial effect on the overall budget. With the state doing nothing and the Board not wanting to price students out of the market of higher education, Dr. Huffman did not see a \$6 increase in his property tax as asking for more than what the College needs. Motion passed by voice vote with Mr. Mallery voting "nay."

PURCHASE REQUEST – UPGRADE FOR BLACKBOARD ANALYTICS

It was moved by Dr. Driscoll and seconded by Ms. Goetz to purchase the Pyramid upgrade for the Blackboard Analytics system and installation, support and startup services from Blackboard Incorporated for \$36,395.00. Motion passed by voice vote.

PURCHASE REQUEST – IP PHONE SYSTEM/UNIFIED COMMUNICATIONS UPGRADE

It was moved by Dr. Huffman and seconded by Ms. Bonucci to contract with the Burwood Group Inc. for the hardware and software upgrade, installation, training and startup services for the Cisco IP phone system in the amount of \$65,423.00. Motion passed by voice vote.

BID RESULTS – ASBESTOS ABATEMENT FOR BLDG. A CHILLER/AIR HANDLER REPLACEMENT

It was moved by Mr. Solon and seconded by Ms. Goetz to accept the base bid from EHC Industries, Inc. – Wauconda, IL, in the amount of \$13,300, for the Asbestos Abatement for Building A Chiller/Air Handler Unit Replacement Project. Dr. Driscoll noted it would be nice to have a list of asbestos liabilities across the campus so the College could prioritize and move forward in a long-term manner. Cheryl noted it is time to conduct a study of the buildings so the College has an accurate list of where the asbestos material is located. It has been twenty years since the last study and the equipment for detecting asbestos has improved since then. Motion passed by voice vote.

REQUEST FOR PROPOSAL RESULTS – HEALTH INSURANCE

It was moved by Dr. Huffman and seconded by Ms. Goetz to continue with the current employee health insurance coverage through the Community College Insurance Cooperative. Mr. Mallery was pleased with the College's commitment to move forward with everyone on the High Deductible Health Plan. Motion passed by voice vote.

HIGH DEDUCTIBLE HEALTH PLAN/HEALTH SAVINGS ACCOUNTS

It was moved by Dr. Driscoll and seconded by Dr. Huffman to contribute to employee Health Savings Plans as presented for employees electing the High Deductible Health Plan beginning January 1, 2016 and to contribute to employee Health Reimbursement Accounts as stated above for employees electing the High Deductible Health Plan beginning January 1, 2016. Motion passed by voice vote.

TRUSTEE COMMENT

Ms. Olivero noted the KPIs on each action project in the Board Book is very helpful.

Dr. Huffman is thankful that IVCC is not financially strapped. These times are stressful for everyone. He is encouraged that the administration continues to keep looking for revenues and eventually the budget crisis will be resolved. The College has been concerned with its enrollment and adding a reasonable athletic program like soccer and reviewing the agriculture program offerings could get our enrollments going in a positive direction.

CLOSED SESSION

It was moved by Mr. Mallery and seconded by Dr. Huffman to convene a closed session at 7:10 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 7:15 p.m. On a motion by Dr. Huffman and seconded by Dr. Driscoll, the regular meeting resumed at 8:28 p.m. Motion passed by voice vote.

CLOSED SESSION MINUTES

It was moved by Ms. Bonucci and seconded by Mr. Burnette to approve and retain the closed session minutes of the October 8, 2015 Board meeting. Motion passed by voice vote.

OTHER

None.

ADJOURNMENT

Ms. Olivero declared the meeting adjourned at 8:28 p.m.

Melissa M. Olivero, Board Chair

Larry D. Huffman, Secretary