

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
September 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, September 10, 2015 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Melissa M. Olivero, Chair (entered the meeting at 6:42 p.m.)
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
Sue Isermann, Associate Vice President for Academic Affairs
Mark Grzybowski, Associate Vice President for Student Services
Walt Zukowski, Attorney

APPROVAL OF AMENDED AGENDA

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

PUBLIC COMMENT

None.

CAMPUS UPDATE – EMPLOYEE DEMOGRAPHICS REPORT

Glenna Jones, Director of Human Resources, presented IVCC's demographics for fiscal year 2015 along with fiscal years 2013 and 2014. She compared the percentages for each racial/ethnic group with IVCC's district population, IVCC students, and IVCC employees. In fiscal year 2015, new hires were White/Non-Hispanic and predominantly female. The applicant pool was 8.9 percent minority with an increasingly larger number of applicants not responding. It is believed the percentage of "not responding" is high because applicants are not completing the entire application process. Applitrack (a new on-line applicant system) was implemented in February 2014 and since then the College has received 1460 applications. Human Resources has received no complaints on using Applitrack. IVCC's exposure for potential retirees has been evaluated during the past


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three years. Based on spring 2015 data for full-time faculty, 48 out of 83 employees have 10+ years of service and are age 45 or older. SURS provided data indicating 71 of 188 full-time employees are eligible to retire as of December 31, 2015. This included nine administrators, 29 faculty, and 32 support staff. Other services provided by the Human Resources department include professional development, employee evaluations, employee recognition, and wellness through programs, activities, and resources.

CONSENT AGENDA

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

The following items were approved in the consent agenda:

Approval of Minutes – August 13, 2015 Board meeting and August 26, 2015 Facilities Committee meeting

Approval of Bills - \$1,698,819.91

Education Fund - \$942,792.24; Operations & Maintenance Fund - \$131,039.38; Operations & Maintenance (Restricted Fund) - \$24,258.72; Auxiliary Fund - \$495,505.75; Restricted Fund - \$17,354.63; Audit Fund - \$3,675.00; and Liability, Protection and Settlement Fund - \$84,194.19

Treasurer's Report

Personnel

Approved the stipends for pay periods ending August 8, 2015 and August 22, 2015

Bid Results – Printing Supplies


Accepted the bid from The Office Pal – Lakewood, NJ for printing supplies in the amount of \$22,176.39

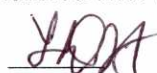
Consortium Purchase – Rock Salt

Approved to purchase 280 tons of rock salt from Cargill Incorporated Salt Division through the Illinois Department of Central Management Services at \$63.36 per ton, delivered, for a total of \$17,740.80

PRESIDENT'S REPORT

Dr. Corcoran reported Sue Isermann received wonderful news from the Illinois Manufacturers Association that the Department of Labor German Apprenticeship-model grant that the IMA submitted on behalf of approximately 10 community colleges and a number of manufactures in each college district has been approved for \$3.9 million. Details are still forthcoming and will be shared with everyone once everything is in the College's hands, but the goal of having an exemplary apprenticeship program for manufacturing careers up and running for the fall 2016 session is now very achievable and there is no doubt that this should help enrollments. Sue and her team of Dr. Anderson, Jamie Gahm, Jennifer Scheri and Tim Bias were commended for a job well done. The Ag program steering committee held its first meeting on August 24 and another meeting is being planned that will invite feedback and direction from high school ag program coordinators.


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The response to this project has been very encouraging and exciting. The Foundation's 21st Century Scholars dinner on September 3 was successful thanks to the hard work of Fran Brolley, Donna Swiskoski, and Janice Corrigan. Next on the agenda for the Foundation is the annual scholarship recognition event on September 17—always a highlight of the year watching the magic that can instantly be sparked between the donors and their scholarship recipients. Dr. Corcoran recently told Bill and Dian Taylor--two of the Foundation's most loyal benefactors--Fran, Donna, Janice and the Foundation board of directors are really doing a fine job of developing a culture of giving that will benefit IVCC students for generations to come. Interact Communications staff will be on campus next week working with a number of employees on a new outreach approach and marketing plan. Wallethub.com recently announced their 2015's Best and Worst Community Colleges listing and IVCC scored favorably at No. 10 out of 48 Illinois community colleges based on cost and financing, classroom experience, education outcomes, and career outcomes. Chances are high that Interact Communications will be happy to show the College how to effectively incorporate these kinds of highlights into new marketing strategies.

COMMITTEE REPORTS

Mr. Mallery reported the Facilities Committee met and discussed the two PHS Projects for tax year 2015 which the Board will take action on later in this meeting. The Facilities Committee was led on a tour of the expansion of the library, cyber café, and student life space along with EMS and Forensics labs and classrooms. They received a brief update on the 911 communication center. The sanitary, sewer, and water costs will be higher than expected to the site that was discussed previously with the Board. The cost will probably be the same at whatever site is selected on campus. Mr. Mallery believes seeking other sources of funding might be a solution. There are now five entities in the communication center (LaSalle, Peru, Oglesby, Bureau County and Mendota). The plan is still taking shape. External way-finding signage was presented to the Committee to be placed around the campus which will match existing signs. This was an item for information since the cost is less than \$10,000. Ms. Bonucci was very impressed on the proposed upgrades for the Lecture Hall – D225. Upgrades include a larger smart board, ceiling material and wall covering material to improve room acoustics, along with lowering the ceiling. Reconfiguring the front of the room to better accommodate ADA accessibility will also result in additional seating. A center aisle will be added to facilitate better access to seating and ease in evacuating if needed. Mr. Mallery noted he is unable to attend the ICCTA meeting this weekend. One important issue as a result of the College of DuPage is a proposal to have mandatory regular state audits of community colleges.

FACULTY APPOINTMENT – AMBER KNOWLTON, NURSING INSTRUCTOR

It was moved by Mr. Solon and seconded by Ms. Goetz to approve the appointment of Amber Knowlton as a Nursing Instructor assigned to the Division of Health Professions for the 2015-2016 academic year, with placement on the salary schedule at Step B-6, \$46,792. Ms. Bonnie Campbell, Director of Nursing noted she had a great pool of candidates and Amber is very excited to start her career at IVCC. Motion passed by voice vote.

BID RESULTS – TREASURER'S BOND

It was moved by Ms. Goetz and seconded by Dr. Huffman to accept the bond proposal from R. J. Galla through Liberty Surety First for three years at \$29,743. Motion passed by voice vote.


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PROTECTION, HEALTH, AND SAFETY PROJECTS FOR TAX YEAR 2015

It was moved by Dr. Driscoll and seconded by Mr. Burnette to approve two Protection, Health, and Safety projects as presented for a combined total cost of \$1,576,454, (Building D Chiller/Air Handler Replacement - \$923,830 and Lecture Hall D225 Renovations - \$652,624) and authorize submission of the appropriate resolutions for each to the Illinois Community College Board. Funding will be \$1,497,000 from the PHS Levy plus \$80,000 from information technology reserves and student technology reserves for the Lecture Hall D225 Renovation. Motion passed by voice vote.

CASH FARM #8842 LEASE RENEWAL-2016

It was moved by Mr. Solon and seconded by Ms. Goetz to renew the lease with Chris Kolodziej at \$380.00 per acre on 149 acres for annual lease payment of \$56,620 for 2016. Motion passed by voice vote.

BID RESULTS – AUDIO-VISUAL OVER INTERNET PROTOCOL EQUIPMENT

It was moved by Dr. Driscoll and seconded by Ms. Goetz to accept the bid from Conference Technologies, Inc. – Maryland Heights, MO for audio-visual over internet protocol equipment in the amount of \$79,458.98. Motion passed by voice vote.

PURCHASE REQUEST – EXPANSION FOR THE COLLEAGUE STORAGE AREA NETWORK (SAN)

It was moved by Dr. Driscoll and seconded by Dr. Huffman to purchase a Dell EqualLogic PS6100X, 14.4TB disk array for the amount of \$24,068.34. Mr. Mallery had questions on the overall use of Colleague. The administration answered his questions and he believes the College needs to continue to move forward with its commitment. Motion passed by voice vote.

PURCHASE REQUEST – COLLEAGUE FA~LINK MODULE

It was moved by Mr. Burnette and seconded by Ms. Bonucci to purchase, from Trimdata Corp, the Colleague FA~Link Module for \$10,000, and installation, support, and startup services, including travel expenses, for \$6,000. Motion passed by voice vote.

PURCHASE REQUEST – OSHA SAFETY TRAINING CLASSES

It was moved by Dr. Driscoll and seconded by Mr. Solon to expend an estimated \$30,000 for OSHA safety training classes from 2BSafe, Inc. for fiscal year 2016. Motion passed by voice vote.

PURCHASE REQUEST – CYBER CAFÉ AND STUDENT LIFE SPACE FURNITURE

It was moved by Mr. Solon and seconded by Mr. Mallery to purchase the furniture for the Cyber Café and Student Life Space from KI through the IPHEC (Illinois Public Higher Education Cooperative) in the amount of \$88,846.12. Mr. Burnette is very excited about the furniture. He personally thinks it is very modern, unique, and forward looking. The Student Life Space is going to be a great addition and very conducive to student life at IVCC. Motion passed by voice vote.


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ILLINOIS VALLEY FEDERATION OF SUPPORT STAFF LOCAL #6561 NOTICE TO BARGAIN

It was moved by Ms. Bonucci and seconded by Ms. Goetz to authorize the administration to begin contractual negotiations with the Illinois Valley Federation of Support Staff Local #6561. Mr. Mallery had concerns for the staff who are in the unit who did not want to be in it. Those who did not want to be in the unit need to have their interests represented. Motion passed by voice vote.

TRUSTEE COMMENT

Ms. Bonucci is happy to be a part of the Agriculture Education Steering Committee. The first meeting was held on Monday, August 24 and she was pleased to see a good turnout. Everyone had strong opinions and a lot of data was shared to take it on to the next phase.

CLOSED SESSION

It was moved by Ms. Goetz and seconded by Mr. Burnette 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) student discipline; 3) probable litigation; 4) collective negotiations; and 5) closed session minutes. Motion passed by voice vote.

After a short break, the Board entered closed session at 7:17 p.m. On a motion by Dr. Driscoll and seconded by Ms. Bonucci, the regular meeting resumed at 8:36 p.m. Motion passed by voice vote.

CLOSED SESSION MINUTES

It was moved by Mr. Solon and seconded by Ms. Bonucci to approve and retain the closed session minutes of the July 9, 2015 Board meeting. Motion passed by voice vote.

OTHER

Mr. Solon noted the credit hours are down according to the financial report in the Board Book. This amounts to a lot of money. He was concerned but applauded the administration on their recommendation to make cuts and still provide services. Mr. Mallery believes there needs to be discussion on reduction of faculty and programs. Those discussions will be taking place in the next few months and recommended action will be brought to the Board in February. Mr. Solon asked if the administration checked on the cost of the printing supplies through a consortium. The administration checked on the price through a consortium and also sought their own bids and the College's bidding process proved to be less expensive.

ADJOURNMENT

Ms. Olivero declared the meeting adjourned at 8:40 p.m.



Melissa M. Olivero, Board Chair



Larry D. Huffman, Secretary