

MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF TRUSTEES OF SPOON RIVER COLLEGE

Wednesday, November 14, 2018
6:00 p.m.

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, November 14, 2018, at 6:00 p.m. at the Spoon River College Conference Center, Canton Campus, Canton, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

Mr. Schleich, Chair, called the meeting to order at 6:01 p.m.

1.2 Roll Cal

Members Present: Mrs. Linda Butler
 Mr. Jerry Cremer
 Mr. Dave Maguire
 Mr. Kevin Meade
 Mr. Kent Schleich

Members Absent: Ms. Gayle Blodgett
 Mr. Phillip Murphy
 Ms. Parris Grace

Also present were Mr. Curt Oldfield, President; Mr. Brett Stoller, Vice President, Administrative Services; Mr. Brad O'Brien, Dean, Career and Workforce Education; Mr. Colin Davis, Director, Foundation; Ms. Sarah Dalpiaz, Mathematics Faculty; Ms. Bridget Loftus, Chemistry Faculty; Mr. Douglas Okey, English Faculty; Ms. Amy Rutledge, Biology Faculty; and Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Mrs. Virginia Vasen; Larry Eskridge, Canton Daily Ledger; and Ms. Missy Towery, Spoon River Partnership for Economic Development.

1.3 Invocation

Mr. Maguire gave the invocation.

1.4 Welcome of Guests

Mr. Schleich welcomed the guests who were in attendance.

1.5 Public Comment

Mr. Schleich asked if any member of the audience would like to make a comment. There were no requests.

1.6 Approval of Minutes

1.6.1 October 24, 2018 Regular Meeting Minutes

Following a motion by Mr. Cremer, seconded by Mr. Meade, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the October 24, 2018 Regular Meeting Minutes.

Mr. Schleich said there is a call for Closed Session at the end of the meeting with no action expected.

1.7 Report – ICCTA Representative

Mrs. Blodgett was absent. Mr. Maguire presented the following report:

ICCTA Report November 14, 2018

At the ICCTA meeting last weekend the Association held several sessions including a morning Trustee Round Table, a luncheon honoring Dr. Karen Hunter Anderson, the retiring Executive Director of ICCB, legal, legislative and ethics updates and presentations by attorneys with Robbins Schwartz, an initial meeting of the ICCTA Executive Director Search Committee, a meeting of the Government Relations Committee as well as a full meeting of the Board of Representatives.

The presentations by the firm of Robbins Schwartz covered:

- Open Meetings Act and Freedom of Information Act Updates

- Election Law Updates

- Ethics Act- Gift Ban Updates

- Public Pension Changes (3% limitation)

- Collection Bargaining Considerations under 3% limitation & Fair Share Post-Janus

A couple of copies of the presentation materials can be made available.

At the Government Relations and Public Policy Committee and the Board of Representative meetings we discussed the results of the November 6, 2018 midterm elections and the impact on community colleges. We were reminded that ICCTA will hold a legislative conference call on November 16 at 10-11 a.m. to share how trustees can welcome and orient newly elected legislators.

We heard an update on the baccalaureate degree in nursing (BSN) initiative. Trustees are encouraged to engage in dialogue with local healthcare providers about the demand for skilled nurses. We learned that the Illinois Community College Board will introduce legislation in the spring 2019 session regarding group purchasing, set-asides for minority-owned businesses, grant funding for apprenticeship programs, and a clean-up of adult education statutes.

We heard a report on the findings of ICCTA's fall 2018 member survey, which garnered 85 responses. We approved revised criteria for ICCTA's Distinguished Alumnus Award and Outstanding Adjunct Faculty Member Award, and reinstatement of the Lifelong Learning Award and Pacesetter Award for 2019. We agreed to hold a "hybrid" in-person/telephonic ICCTA Board of Representatives meeting on Monday afternoon, February 12, 2019, in conjunction with the 2019 National Legislative Summit in Washington, D.C. We reviewed an interim report from the ICCTA Bylaws Committee. Trustees will be asked to vote on suggested revisions in March 2019.

We were updated on ICCTA's executive director search. RFPs have been sent to several search firms and agreed to delegate hiring authority for ICCTA's next executive director to the ICCTA Executive Committee. We learned that leaders of the Illinois Council of Community College Presidents will meet soon with their public four-year counterparts to discuss such issues as Monetary Award Program grants, the new 3% end-of-year salary caps, ideas for keeping college students in-state, and articulation/transfer issues. We were informed that ICCTA's November

10 Trustee Roundtable participants discussed three topics (how to work together to promote trades and workforce development; how trustees interact with the student body -- including "Tacos with Trustees;" and what additional options can ICCTA offer for trustee education) and developed 10 Takeaways to share with their local boards.

The next ICCTA Board of Representatives meeting will take place on Monday afternoon, February 12, 2019, via conference call and in-person at the Marriott Marquis Hotel in Washington, D.C.

UPCOMING EVENTS

NOVEMBER 2018

- Nov. 13-15 Illinois General Assembly veto session
- Nov. 15-16 Illinois Council of Community College Administrators / Illinois Community College Faculty Association fall conference, Embassy Suites, East Peoria
- Nov. 27-29 Illinois General Assembly veto session
- Nov. 30 Illinois Community College Board meetings, Harry L. Crisp II Community College Center, Springfield

DECEMBER 2018

- Dec. 4 Illinois Board of Higher Education meeting, Joliet Junior College, Joliet
- Dec. 6 Illinois Student Assistance Commission meeting, Chicago
- Dec. 6-7 State Universities Retirement System meetings, location TBA
- Dec. 10-17 Nominating petition filing period for the April 2, 2019 consolidated election (including community college trustee seats)

JANUARY 2019

- Jan. 9 101th Illinois General Assembly convenes, State Capitol, Springfield
- Jan. 18 Illinois Community College Board meetings, Harry L. Crisp II Community College Center, Springfield
- Jan. 24-25 Illinois Council of Community College Presidents meetings, Parkland College, Champaign
- Jan. 31 State Universities Retirement System meetings, location TBA
ICCB Student Advisory Committee meeting, via conference call

FEBRUARY 2019

- Feb. 1 State Universities Retirement System meetings, location TBA
- Feb. 10-13 Community College National Legislative Summit, Washington, D.C.
- Feb. 12 ICCTA Board of Representatives meeting, via conference call & in-person, Marriott Marquis Hotel, Washington, D.C.
- Feb. 22 Nominations deadline for ICCTA's Distinguished Alumnus, Equity and Diversity, Gary W. Davis Ethical Leadership, Gigi Campbell Student Trustee Excellence, Professional Board Staff Member, and Ray Hartstein Trustee Achievement awards

Mr. Schleich said he thought that the Governor had a transition team. Dave said he has but those aren't necessarily the people who will be in the offices doing the work. President Oldfield said typically there is a political transition team as well as a staffing transition team, and those staffers stay on.

Mr. Maguire said at the State meetings, President Oldfield is becoming very prominent in those meetings, and he is the Vice Chair of the Presidents Council. President Oldfield said one of those conversations is the transfer challenges with universities. Dave said there were a lot of questions from Trustees, and President Oldfield fielded those questions along with the current President of the Presidents' Council.

1.8 Report – Student Government Representative

Ms. Parris Grace was not in attendance. The following Student Government report was provided for the meeting minutes:

Several Macomb SGA members partnered with Phi Theta Kappa and had a joint bowling team for the “Bowl for Kids’ Sake” to raise money for Big Brothers Big Sisters.

Macomb SGA held a Boo Bash Spirit Week October 29-November 1.

Canton SGA partnered with Canton PEEPS to hold a fundraiser for student Kayleigh Bruner and her family. Kayleigh and family lost their home and many of their personal belongings to Hurricane Michael. Thank you for the generous donations-SRC employees, students, and thank you to the Ag Department who donated pumpkin sale proceeds to the Bruner family.

Canton SGA has partnered with PEEPS and Phi Theta Kappa to sponsor a “Santa for Seniors” throughout the month of November. These organizations are collecting items for local senior citizens in need. Last year over 200 seniors benefited from the donations.

TRIO held an event for the National First-Generation College Student Celebration Day on November 7. First-generation students, faculty, and staff that attended were recognized with buttons and a photo opportunity. Cake and punch were served.

TRIO students participated in an Adopt a Classroom service project at Lincoln Elementary in Macomb. Students read a book about Thanksgiving and did a craft with first grade classroom students.

TRIO workshops for the first part of November included: taking effective notes; balancing school, family and life.

A Thanksgiving dinner and canned food drive was held today in Canton and Macomb. Student Government members hosted the event that brought in numerous cases of nonperishable food. The monetary donations and food collected will be delivered to local food pantries.

Phi Theta Kappa’s “All Children Deserve Crayons” annual school supply drive began today on the Canton Campus. School supplies will be donated to assist local elementary educators to restock their classroom supplies.

1.9 Report – Spoon River College Foundation

Mr. Colin Davis presented the following report:

Revenues since the last meeting total \$19,291.13. Colin thanked everyone who was able to attend the Alumni Reception and Athletic Hall of Fame banquet. It was a wonderful reception with a lot of compelling stories. The Foundation meets next week on the 21st. Lastly, Colin shared a video for Giving Tuesday. This video will be launched tomorrow. Kudos to Brendon Bauman for his work on this video. Colin also thanked the baseball and softball team members who were featured in the video. Lastly, Colin said the theme for the campaign this year is what our students can be when you add the donor to the mix.

Mr. Schleich seconded Colin’s remarks about the Alumni dinner. It was a great event.

1.10 Report – Board Member Comments

There were no additional comments from Board members.

2.0 PRESIDENT'S REPORT

2.1 Communications

President Oldfield recognized Andrea Thomson, our new Human Resources Director. Andrea was our Human Resources Generalist prior to this position. President Oldfield said Andrea is doing a fantastic job, and he encouraged all to meet her. Andrea is also a designated person to handle the election in addition to her Human Resource duties. Petition packets are available for circulation.

President Oldfield said kudos to Mr. Okey, the director of the student's production of Hamlet. Mr. Eskridge had a nice article in the Daily Ledger on the play. Our students did an exceptional job and did a great job bringing a classic to life. President Oldfield recognized Mr. Okey for his time and commitment. The students should be commended for their hard work as well.

President Oldfield reported that today was our Thanksgiving dinners in Canton and Macomb sponsored by SGA and includes a canned food drive. The Canton Cafeteria prepared the meal in Canton and Whitehouse in Macomb.

PTK is doing a school supply fundraiser. Becca Werland is coordinating this effort. We also have a Santa for Seniors collection going on now as well. President Oldfield thanked the faculty and students for their work.

2.1.1 Hannah Neuendorf, Human Resources Generalist: annual salary \$38,026.56; effective November 12, 2018. Full-time, Professional Support position.

President Oldfield reported this item to the Trustees. Hannah was previously employed as our Dual Credit Coordinator. Hannah is currently splitting time between Human Resources and Dual Credit for the next couple of weeks.

2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of November 2018:

Payroll	\$ 506,884.00
Accounts Payable (excluding Travel)	610,745.78
Accounts Payable Travel Expenses	11,580.30
Accounts Payable BOT Travel Expenses	325.46
Student Refunds – Accounts Payable	3,872.53
Student Refunds – Nelnet (electronic)	<u>111,033.00</u>
TOTAL:	\$1,244,441.05

Following a motion by Mr. Maguire, seconded by Mrs. Butler, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees authorized the following payments for the month of November 2018:

Payroll	\$ 506,884.00
Accounts Payable (excluding Travel)	610,745.78
Accounts Payable Travel Expenses	11,580.30
Accounts Payable BOT Travel Expenses	325.46
Student Refunds – Accounts Payable	3,872.53
Student Refunds – Nelnet (electronic)	<u>111,033.00</u>
TOTAL:	\$1,244,441.05

- 2.2.2 Conduct a public hearing for the issuance of funding bonds for the purpose of paying claims against the District.

Mrs. Butler made a motion to open the Public Hearing for the issuance of funding bonds for the purpose of paying claims against the District. Mr. Cremer seconded the motion, and following a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees opened the public hearing for the issuance of funding bonds for the purpose of paying claims against the District.

Mr. Schleich said the public hearing is open and asked for questions or comments. Mr. Maguire said this was discussed at the last Board Meeting and is the mechanism we use for bonds. President Oldfield said this is the hearing for the debt certificates. There is a 30 day period with final action expected at the January Board Meeting.

Mrs. Butler made a motion to close the Public Hearing for the issuance of funding bonds for the purpose of paying claims against the District. Mr. Meade seconded the motion, and following a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees closed the public hearing for the issuance of funding bonds for the purpose of paying claims against the District.

- 2.2.3 Resolution declaring the intention to issue funding bonds for the purpose of paying claims against the District.

President Oldfield presented this item for the Board's consideration.

Following a motion by Mr. Meade, seconded by Mr. Cremer, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the Resolution declaring the intention to issue funding bonds for the purpose of paying claims against the District.

- 2.2.4 Approve the 2018 Amended Intergovernmental Property Tax Abatement Agreement - Canton Fulton County Enterprise Zone.

President Oldfield introduced Missy Towery, Executive Director, Spoon River Partnership for Economic Development. President Oldfield said he is asking the Board to approve the 2018 Amended Intergovernmental Property Tax Abatement Agreement - Canton Fulton County Enterprise Zone. This was presented to the trustees in October. Missy said she would be happy to answer any questions. Mr. Maguire asked if there were any changes. Missy said no. Mrs. Butler asked if there have been any objections. Missy said so far there have been no objections. There have been some good questions but no objections. One question is if there will be 20 projects in the next few years. Missy said the reality is no.

Following a motion by Mr. Maguire, seconded by Mrs. Butler, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the 2018 Amended Intergovernmental Property Tax Abatement Agreement - Canton Fulton County Enterprise Zone.

- 2.2.5 Adopt the PHS (Protection, Health, Safety) Project Resolution in the amount of \$221,290 for the replacement of the roof of the Macomb Campus building on Johnson Street. Funds will be available in 2019 from the upcoming PHS tax levy.

President Oldfield presented this item for the Board's consideration. Funding will be split – part from the PHS tax levy along with funds awarded from the State of Illinois. Mrs. Butler asked if we have to wait until funds from the State are released before we move forward. President Oldfield said yes. Mr. Cremer asked about when the project will begin. President Oldfield said the hope is as soon as the CDB releases the funds. CDB was to begin work on projects in September. President Oldfield said realistically it may not happen in July as we hope. Linda said the second issue is when the funds are released, where are we in the work options for contractors.

Following a motion by Mr. Cremer, seconded by Mr. Maguire, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees adopted the PHS (Protection, Health, Safety) Project Resolution in the amount of \$221,290 for the replacement of the roof of the Macomb Campus building on Johnson Street. Funds will be available in 2019 from the upcoming PHS tax levy.

2.3 Institutional Planning

- Career and Workforce Education Report – Brad O'Brien presented the following report:

Mr. O'Brien thanked the Board for the opportunity to report on advisory committees. He said that the purpose of a program advisory committee is as follows: "Quality CTE programs have close ties with business and industry. These partnerships are critical to ensuring programs meet current occupational needs. Program Advisory Committees, which are required for CTE Programs of Study, are one of the most effective ways to establish and strengthen these partnerships." (Carl D. Perkins Career and Technical Education Improvement Act S.250, 109th Cong., 6 (2006) (enacted), Section 122(c)(5), Section 134(b)(5).

Brad reviewed advisory committee membership and said the committees are comprised of leaders in local industry for the career pathway; SRC faculty and administrators; members of the secondary community; members of other post-secondary institutions; members of local economic development; and members of industry related groups and boards. Brad said the goals are as follows:

- Each career program will have an advisory committee or at the least, a group of advisors.
- Committees will meet at least once a year. Meetings will be held twice a year as programs grow.

Brad reported on Advisory Roundtables, which he said are new this year. We are currently using industry roundtables as a step towards creating an advisory committee for particular career pathways. We currently have the following Roundtables: Agriculture, manufacturing, Medical Laboratory Technician, and Construction Management. Roundtables evolve into Advisory Committees.

Brad reported on the 2018 Advisory Committee meetings. He said the Diesel and Power Systems Technology committee meet in March and September of each year. The main order of business in March is the interviewing and awarding of specific DPST scholarships to current students. The following businesses are represented on the following committees:

- Diesel and Power Systems Technology
 - Altorfer
 - Fliginger Equipment
 - Kleine Implement
 - Heil Enterprises
 - John Deere Dealers
 - Monmouth Implement
 - DOT Foods
 - BNSF
 - Stelter-Hofreiter

- Health Occupations Careers
 - Spoon River College
 - Graham Medical Group
 - McDonough District Hospital
 - Memorial Hospital
 - Heartland Nursing Home
 - WIU SON
 - McDonough Medical Group
 - Wesley Village
 - Renaissance Care Center

- Agriculture Roundtable
 - Western Grain Marketing
 - Pioneer
 - Crop Production Services
 - Martin Sullivan
 - Citizens Bank
 - SRC faculty and staff
 - Fulton County Farm Bureau
 - Ipava State Bank
 - Compeer Financial
 - Cuba High School
 - Family Farms

- Manufacturing Roundtable
 - NTN-Bower
 - Yetter Manufacturing
 - Vaughan and Bushnell
 - Midwest Control Products
 - Tracer Industries
 - ROE
 - SRC Staff
 - Western Illinois Workforce Office
 - Macomb High School
 - Rushville-Industry High School
 - Macomb High School
 - Astoria High School
 - Havana High School

- Medical laboratory Technician
 - SRC Staff
 - Graham Hospital HR and Lab
 - McDonough District Hospital HR and Lab
 - Unity Point Lab
 - Mason District Hospital Lab

- Construction Management (invited to December 13 Roundtable)
 - SRC Staff
 - River City Construction
 - MidCentral Illinois Regional
 - Council of Carpenters
 - MidIllinois Painting and Drywall
 - Laverdiere Construction
 - Bradley University
 - Western Illinois University
 - Local High Schools

In conclusion, Brad said we gather all of the information shared during a meeting and use that information to work towards continuous quality improvement in each program. This happens through curriculum changes, additions, and deletions as programs evolve.

Mr. Schleich asked about a date for Ag. Brad said that group will meet again in the Spring. Kent said the next step is to set up committees? Brad said the committees within the program and we will be establishing those. Those folks for the roundtables are considered to be the committee. Brad said he is very interested in suggestions for the committees. Mr. Maguire said one of the discussion items at the Trustee roundtable is to get trade unions involved. It was interesting to hear the

frustrations from some of the Trustees getting the trade unions involved. Brad said he is getting a lot of help from the trades union on the Construction Management. Brad said the Mid Central Illinois Regional Council of Carpenters has been very helpful as well.

- 2.3.1 Approve the appointment of Sarah Strode to the position of Nursing Faculty at an annual salary of \$47,794, effective January 16, 2019. This is a full-time faculty position.

President Oldfield presented this item for the Board's consideration. He said Sarah has great experience and has been teaching part-time for us this fall as well. Sarah replaces Penny Pollock who left us this fall, so with Sarah we will be back to full staff.

Following a motion by Mrs. Butler, seconded by Mr. Cremer, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the appointment of Sarah Strode to the position of Nursing Faculty at an annual salary of \$47,794, effective January 16, 2019. This is a full-time faculty position.

3.0 ADDITIONAL ITEMS

- January Retreat – President Oldfield said we typically do the semi-annual retreats in January and July. He suggested Friday, January 11, Friday, January 18, and Wednesday, January 23 (the date of the regular monthly Board Meeting. Linda Butler said she is not available on January 11. Mr. Schleich asked about having the Retreat the day of the Board Meeting. President Oldfield said we could have a start time of 10 a.m. and go until 4 p.m. and have a Board Meeting start time of 4:30. This would all be held at the Canton Campus. President Oldfield said this would be a good time to have an agenda items for the Retreat to review the roles and responsibilities of the Trustees. We can use the information provided by Robbins Schwartz. President Oldfield also asked Trustees to submit agenda items for the January Retreat. It was the consensus of the Trustees to hold the Retreat on the day of the January Board Meeting. President Oldfield said changing the meeting time in January for the Regular Board Meeting date to 4:30 p.m. will require board action at the December meeting.

Mr. Maguire said he has talked with President Oldfield about attending the National Legislative Summit in Washington, DC. Mrs. Butler said that is a good opportunity to meet with our legislators. Mr. Schleich said that travel would require board action in December.

- 4.0 CLOSED SESSION. In accordance with the Illinois Open Meetings Act (120/2, c.), the Board of Trustees will adjourn to Closed Session for: 1) 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.

Mr. Schleich said there is a call for Closed Session, and action is not expected. Mr. Schleich read the allowance for the Closed Session:

Allowance 11: Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

Following a motion by Mrs. Butler, in accordance with the Illinois Open Meetings Act (120/2, c.), the Board of Trustees will adjourn to Closed Session for allowance 11 as read by Chairman Schleich. Mr. Maguire seconded the motion, and following a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees adjourned to Closed Session at 6:54 p.m. for the following purpose: Illinois Open Meetings Act (120/2, c.), allowance 11: Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

The Spoon River College Board of Trustees returned to Open Session at 7:10 p.m.

5.0 ADJOURNMENT

Following a motion by Mr. Meade, seconded by Mrs. Butler, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, November 14, 2018 adjourned at 7:10 p.m.

Date

Mr. Kent Schleich, Chair

Mr. Phillip Murphy, Secretary