

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

Wednesday, February 28, 2018
6:00 p.m.

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, February 28, 2018, at 6:00 p.m. in 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 6:00 p.m.

1.2 Roll Call

Members Present: Mrs. Gayle Blodgett
 Mrs. Linda Butler
 Mr. Jerry Cremer
 Mr. Dave Maguire
 Mr. Kevin Meade
 Mr. Kent Schleich
 Mr. Resham Singh, Jr.

Member Absent: Mr. Phillip Murphy

Also present: Mr. Curt Oldfield, President; Mr. Brett Stoller, Vice President, Administrative Services; Ms. Holly Norton, Dean, Transfer Education; Mr. Brad O'Brien, Dean, Career and Workforce Education; Ms. Missy Wilkinson, Dean, Student Services; Ms. Michelle Bugos, Director, Human Resources; Ms. Sally Shields, Coordinator, College Information; Mr. Colin Davis, Director, Foundation; Ms. Anna Stinauer, Coordinator, Institutional Research; Ms. Sarah Dalpiaz, Mathematics Faculty; Ms. Rebecca Sherwood, Nursing Faculty; Ms. Becca Werland, Developmental Faculty; and Mrs. Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Larry Eskridge, Canton Daily Ledger.

1.3 Invocation

Mr. Cremer offered the invocation.

1.4 Welcome of Guests

Mr. Schleich welcomed the guests who were in attendance.

1.5 Public Comment

Mr. Schleich asked if anyone present would like to address the Board.

There were no requests for public comment.

1.6 Approval of Minutes

1.6.1 January 19, 2018 Retreat Minutes

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

RESOLVED, That the Board of Trustees approved the January 19, 2018 Retreat Minutes.

1.6.2 January 19, 2018 Closed Session Minutes Review Committee Minutes

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

RESOLVED, That the Board of Trustees approved the January 19, 2018 Closed Session Minutes Review Committee Minutes.

1.6.3 January 24, 2018 Regular Board Meeting Minutes

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

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

1.7 Report – ICCTA Representative

Mrs. Blodgett presented the following report:

ICCTA released their 2018 Legislative Goals which Gayle said she will send to Julie to post on SharePoint. She summarized those goals and explained that they want to protect local control of community colleges, improve funding, fund capital projects, college insurance programs, and the BSN. Gayle said she found it interesting that there is a proposed community college tuition cap. Regarding FOIA, Gayle reported that there is a proposed amendment regarding settlements and severance packages granted to someone found to be accused of sexual harassment. There is a requirement to post the settlement on the website and publish in newspapers and include specifics. Gayle reported that this has been placed on the calendar for a second reading. Gayle reported on the Governmental Email Act and explained that it is to provide that all emails pertaining to college business be considered public information regardless of device used. The School Code amendment would require the offering of a course on black history, specifically that all students completing 8th grade or high school completed a course on black history.

Mrs. Blodgett reported that during budget hearings today, the U of I is not happy about comments made about why there would be students from Illinois not accepted or given enough economic incentive to attend the U of I.

Mr. Schleich said he read recently that there was a recommendation that the colleges be required to have the ICCTA report on agendas, so we are ahead of the game.

1.8 Report – Student Government Representative

Mr. Resham Singh, Jr., presented the following report:

Student Trustee voting will be held online March 6th and 7th. Two students are running for the student trustee position, and bios are available on our website.

For Spring 2018 SRC Theatre will present Sarah Ruhl's 2003 play *Eurydice*. The show is a contemporary take on the Orpheus story of Greek mythology, told from the point of view of Eurydice, Orpheus' wife. After dying and entering the world of the dead, Eurydice finds herself torn between returning to the world of the living or staying in the underworld with her beloved father. Ruhl's play is by turns lyrical, surreal, wistful, and heart-wrenching. *Eurydice* runs March 2-4, 2018.

Havana Center students enjoyed Valentine's Day cookies and were reminded to register for summer courses.

Workshop topics this month for TRIO students included:

- creating a résumé
- learning styles
- personal budgeting and
- proofreading/editing papers

TRIO students attended the "Dustin London: Inside Out" art exhibit at the WIU Art Gallery on February 22.

On Tuesday, February 27, Macomb student government members hosted Canton SGA members. The two groups socialized during dinner and then participated in team building activities. Students also discussed the upcoming student Advocacy Day in Springfield.

Two of the topics of concern for SGA were money and mental health care in light of the most recent shootings. They feel that rather than arming teachers, we should help students with coping.

The two Student Trustee candidates are Jacquelyn Curry and Parris Grace.

1.9 Report - Spoon River College Foundation

Mr. Colin Davis presented the following report:

- Financial
 - Revenues: \$24,933.10
- The SRC Foundation met Wednesday, February 21 at 7:30 a.m. via IVS.
- The majority of the meeting involved a review of part of the Foundation's investment portfolio, from representatives of Wells Fargo. This was simply a routine review, but the investment committee will meet later this year to ensure that the Foundation's financial portfolio remains on track for the goals and mission of the Foundation.
- The Foundation approved the final version of its 2017-2020 three-year operating plan, which lists goals and initiatives that the Foundation currently intends to complete by June 30, 2020. This is reviewed and updated each year as goals change and will be reviewed again following the 2018 Joint Boards Meeting this fall. A copy of the plan will be placed on the Foundation's website soon.
- With the coming end of the Foundation's fiscal year, a membership committee was formed with members to review and vet potential new members of the Foundation Board. Suggestions for potential board members to begin July 1 should be sent to the Foundation office by the end of March.
- A reminder that "Murder Among the Mateys," the 2018 version of the Murder Mystery Dinner, will be held March 24 at the MOC. This is our only Macomb fundraiser for the year, so we'd be grateful for your support, attendance, and promotion. Tickets are \$50 and include a plated meal, the opportunity to help solve the crime, and chance to bid on silent auction items. Find your best pirate costume and come join the fun!

- This year's President's Reception will be held on Thursday, April 26, at 5:30 p.m. in the Engle Hall Conference Center. This is our opportunity each year to thank all of our donors and to specifically honor donors who reached certain milestones in 2017.
- A special thank you to Gretchen Fuller and Dr. Tony Roberts, who showcased their talents at *Piano Potpourri* for the SRC Community Chorus. Funds benefitted the Vicki Murphy Memorial Scholarship, which will eventually become the sixth named endowment the Chorus has funded since its inception. Over 200 people crammed the First Christian Church to its capacity, and the chorus is already over halfway to funding the endowment.
- One final reminder to please help us promote to any interested prospective SRC student that the AY 18-19 scholarship application deadline is March 15. Applications can be found at www.src.edu/scholarships.

Mr. Schleich asked what percentage of the Foundation's investments are in stocks. President Oldfield said 22%. Colin said there is a lot of equity exposure. Kent asked about policy guidelines. Colin said there is an investment policy that has been updated within the last couple of years. Kent asked about vacancies on the Foundation. Colin said there will be up to three vacancies.

1.10 Report – Board Member Comments

Mr. Maguire commented that we have always partnered with the Macomb Chamber, and their annual Legislative Day is April 18, which is the same day as the Trustees Association's Legislative Day. The Macomb Chamber will be scheduling time with the IBHE. Dave said one of the issues of interest is the Governor's interest to shift the pension costs to the units of local government. There is a House resolution that has a total of 60 sponsors, and it is the opinion of the House that the shift to units of local government is wrong. That is a good thing for K-12s as well. Dave met with Ton Ryder and Jessica Nardulli, our state legislative counsel, and Mike Monaghan. The Trustees Association put forward a change in their sexual harassment policy, and the question was asked if boards could use it. Legal counsel has responded no. No two colleges have the same policy that can be used to be in compliance. Each board needs to look at the issue because boards have different HR policies within the institution. President Oldfield said the big question is also the training.

2.0 PRESIDENT'S REPORT

2.1 Communications

President Oldfield reported that on February 16 our Instructional Resource Committee hosted Professional Development Day for faculty and staff, and it was a fantastic day. We also took an employee group picture that day. It will be displayed in our campuses and centers.

President Oldfield shared that he has been nominated to serve on the executive committee of Presidents' Council. There are four presidents who make up that committee and the vote will take place next week.

Lastly, President Oldfield reported that we have received a proposed date from John Wood Community College to host the West Central Trustees Meeting. Julie will contact trustees regarding their availability.

2.2 Business and Finance Report

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

February Payroll	\$ 438,596.35
Accounts Payable (excluding Travel):	476,909.10
Accounts Payable Travel Expenses	4,799.64
Accounts Payable BOT Travel Expenses	-0-
Student Refunds – Accounts Payable	-0-
Student Refunds – Nelnet (electronic)	<u>184,496.63</u>

TOTAL: \$1,104,801.72

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

RESOLVED, That the Board of Trustees approved the following payments for the month of February 2018:

February Payroll	\$ 438,596.35
Accounts Payable (excluding Travel):	476,909.10
Accounts Payable Travel Expenses	4,799.64
Accounts Payable BOT Travel Expenses	-0-
Student Refunds – Accounts Payable	-0-
Student Refunds – Nelnet (electronic)	<u>184,496.63</u>

TOTAL: \$1,104,801.72

2.2.2 In-district tuition and fees effective fall 2018 semester.

President Oldfield said after the Board’s discussion at the January Board Retreat, the proposal is for a \$5 increase in in-district tuition which equates to about a 3% increase. There is no recommendation for increasing fees. Brett said \$5 still leaves a \$90,000 budget shortfall.

Mr. Schleich said the \$5 increase is a greater percentage on in district. President Oldfield said a percentage increase across the board could be an option increasing out of district and out of state, etc., by 3% as well. President Oldfield said Heartland Community College also had a \$5 increase. President Oldfield said this would be our smallest increase in the last three years. What helps that is that state payments are currently on schedule and goes back to some of Gayle’s earlier comments about the proposed legislation capping tuition.

Mrs. Blodgett asked about online and asked if students pay fees. President Oldfield said no. Gayle said dual credit don’t pay fees either. President Oldfield said correct. Gayle asked if it’s time to look at that. President Oldfield said we could certainly look at it further and have a recommendation for the Board at a later date. He feels it is worth investigating for online fees. Gayle also asked about dual credit and students only get that tuition rate if there is a faculty member at the school teaching the course. President Oldfield said yes. Gayle said that as we have more and more enrolling online, we have more support costs associated. Mr. Schleich asked about online tutors. Holly said we provide that for online students. Mr. Singh asked how much online tutoring is utilized. Holly said it used for English papers for the most part. Kent asked if online and dual credit students have access to the new multipurpose building. Missy said anyone enrolled in credit classes has access to the multipurpose building. Missy said we have a number of in-district students who take all of their classes online. President Oldfield said that the night classes of the 80s are now the online classes. Kent said we see high school students who are graduating from high school and SRC at the same time, so they are utilizing online classes. President Oldfield said yes. Mrs. Butler asked if we compare our tuition, are we on the high end. President Oldfield said yes. Gayle asked about

similar size schools. President Oldfield said of our peers we are tied with John Wood Community College and Carl Sandburg College. Shawnee Community College is quite a bit lower than us but their property tax rate is dramatically higher. Kent asked about out of state credit hours. Brett said there are 19, and our out of state and foreign tuition rates are the same. Kent asked what we do with scholarship athletes. Missy said we only pay a portion of the in-district rate and the student athlete is responsible for fees and the difference between in-district and online tuition. Missy said there are other community colleges that follow the same and yet others that pay 100%. Kent asked about a foreign student and said he spoke with WIU and learned that they wanted to cut their foreign student rate because foreign students cannot get residency. There seem to be more and more foreign students on sports teams, and if we have an interest in cultivating the student experience, he would like to consider that difference. President Oldfield said Dr. Htwe has talked numerous time about connecting Burmese students with SRC, especially now that we have The Villas. We would need to be comfortable with our federal compliance side before we dive too far into that. Brett said that dual credit students are not eligible for financial aid. Kent said this ties for the lowest increase in the last six years.

Following a motion by Mr. Meade for a \$5 in-district tuition increase effective with the fall 2018 semester, seconded by Mr. Cremer, and a roll call vote of six yeas and one nay (Mr. Singh, Jr.), it was,

RESOLVED, That the Board of Trustees approved a \$5 in-district tuition increase effective with the fall 2018 semester.

2.2.3 Out-of-district tuition and fees effective fall 2018 semester.

Following a motion by Mr. Maguire for a \$10 out-of-district tuition increase effective with the fall 2018 semester, seconded by Mr. Cremer, and a roll call vote of six yeas and one nay (Mr. Singh, Jr.), it was,

RESOLVED, That the Board of Trustees approved a \$10 out-of-district tuition increase effective with the fall 2018 semester.

2.2.4 Out-of-state tuition and fees effective fall 2018 semester.

Following a motion by Mrs. Butler for a \$10 per credit hour out-of-state tuition increase effective with the fall 2018 semester, seconded by Mr. Meade, and a roll call vote of six yeas and one nay (Mr. Singh, Jr.), it was,

RESOLVED, That the Board of Trustees approved a \$10 per credit hour out-of-state tuition increase effective with the fall 2018 semester.

2.2.5 On-line tuition and fees effective fall 2018 semester.

Following a motion by Mrs. Butler for a \$6 per credit hour increase in on-line tuition effective with the fall 2018 semester, seconded by Mrs. Blodgett, and a roll call vote of six yeas and one nay (Mr. Singh, Jr.), it was,

RESOLVED, That the Board of Trustees approved a \$6 per credit hour increase in on-line tuition effective with the fall 2018 semester.

2.2.6 Dual credit tuition and fees effective fall 2018 semester.

Following a motion by Mrs. Butler for no increase in dual credit tuition and fees effective with the fall 2018 semester, seconded by Mr. Singh, Jr., and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved no increase in dual credit tuition and fees effective with the fall 2018 semester.

2.2.7 Commercial Driver Training tuition and fees effective fall 2018 semester.

President Oldfield recommends that we keep our tuition and fees the same.

Following a motion by Mr. Singh, Jr., for no increase in Commercial Driver Training tuition and fees effective with the fall 2018 semester, seconded by Mrs. Butler, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved no increase in Commercial Driver Training tuition and fees effective with the fall 2018 semester.

President Oldfield thanked the Board for their deliberations and discussion on this difficult topic. Mrs. Butler also said that this can make Missy's job harder because of those students who indicate they do not enroll because of finances. President Oldfield said our property tax and tuition would look dramatically different if the State of Illinois would be fully funding its community colleges. Missy said one of the other areas we are working with students is to work with the College Foundation for financial assistance as well.

2.3 Institutional Planning

* Developmental Education Update – President Oldfield introduced Becca Werland, Developmental Faculty and Anna Stinauer, Coordinator, Institutional Research, and they presented the following report:

Becca said she asked Anna to assist because she crunched all of the numbers for this report.

Becca presented the Developmental English Redesign – Evaluation of Data – Fall 2015-Fall 2017. She said the reasons for the need for the redesign was the time to completion, preparation for other courses (students who struggle with writing), and loss of State funding. She reviewed the Accelerated Learning Program (ALP) and explained that it was developed in 2007 at the Community College of Baltimore County. It is a co-requisite model that pairs ENG099 Composition I Companion with Composition. It moves students through the developmental sequence faster and more efficiently as well as improves student success rates. It also improves student readiness for writing-intensive transfer-level courses, and reduces the stigma of developmental education and remediation. Becca presented the course description:

Composition I Companion: ENG 099 is a [3 credit hour] companion course that offers writing and learning support for students in a related section of ENG 101. Emphasis is placed on grammar, sentence clarity, thesis and paragraph development, effective writing strategies, critical thinking, and revising and editing.

Becca reported that prior to the redesign, only 62% of students continued to ENG101. She also presented ENG101 grades both before and after the redesign. Students receiving remediation are passing at a higher rate and are equipped with the skills to pass. She likes to think they are better writers. This is a very small sample size, and this spring semester is the 6th semester since the redesign. We need to look at graduation rates next. Mrs. Blodgett asked how this is reflected on a transcript. Missy said there are two separate courses, 099 and 101. 099 doesn't count for GPA calculation. Gayle asked if there are restrictions on developmental courses. Missy said there are but students would have to repeat and repeat. President Oldfield said there are proposals in the Higher Authorization Act, and Becca's efforts would help get students past

that obstacle. Becca said she feels the students are better prepared now. They don't have that sense of it being a waste of time. Gayle said it's almost like offering tutoring specifically for what they are working on. Gayle said from a faculty standpoint if they are teaching 099 and 101 they have to have a Master's degree. President Oldfield said yes. Becca said an eventual hurdle will be that developmental level courses are traditionally taught by bachelor degree teachers. It has been a little bit of a challenge with staffing. Holly reviewed staffing challenges and outcomes in Macomb. Gayle said her opinion is that it has to be the same person or team teaching to be successful. Mr. Meade asked what percentage of students are in developmental English. He assumes about 1/3. Becca said she isn't sure. President Oldfield said we have that number in our IPEDS report, and this presentation is just a fraction of students in developmental English. President Oldfield said this would be the upper level of developmental who would be able to benefit the most from this accelerated pace. Becca said we had students who have actually taken a lower level remedial course before this sequence. Becca said she also redesigned the basic writing model.

Mr. Maguire asked the average time to complete the sequence. Becca said it is one semester if they test into 099. If they test into basic writing, that is two semesters. President Oldfield said you have essentially eliminated a semester of development education because of this redesign and have saved students coursework time. Gayle asked if many of our non-transfer programs do not require 102. Becca said yes. Mrs. Butler said that Becca discussed students who encountered difficulties with writing. Becca said there are Gateway courses that we will be looking at for students in this program to look and see how they are doing. Linda said there are plans to track. Becca said yes.

Becca said she has fewer non-traditional students today than when she started teaching. Last semester she did not have a single non-traditional student, and this semester she only has a handful. Mr. Schleich asked if she has seen a difference in the number of students who need remedial help. Becca said yes, especially the lower level remedial writing.

Mr. Schleich thanked Becca and Anna for the informative presentation and is sure Becca is making a difference for students.

* Enrollment Management Report – Missy Wilkinson presented the following report:

Spring 2018 Tenth Day Enrollment

- Headcount total of 1,444 students. Full-time down 77 students and part-time up slightly.
- Credit hours down -6.12% or 845 hours compared to tenth day Spring 17. Total credit hours for Spring 18 tenth day was 12,955.
- Under 18 age group and dual credit showing an increase.
- 22-25, 31-40, and 41-50 age groups showing decrease.
First-time freshmen decrease as well

Missy reported that we have students enrolling at different times during the semester with first 8 week classes and second 8 week classes as well as 12 week classes, so that explains some of the fluctuations. Our efforts are to keep our students in the classroom and working with tutors and focus on success and completion.

Tenth Day

SP 2018 Un Dup				
As of 01/30/18				
	%	2018	2017 (10th Day)	Number Difference
Full Time	- 11.70%	581	658	-77
Part Time	0.58%	863	858	5
Total	-4.75%	1444	1,516	-72
Credit Hours	-6.12%	12955	13,800	-845
FTE	- 6.09%	864	920	-56

Updated

SP 2018 Un Dup			
As of 02/26/18			
	%	2018	2017
Full Time	- 11.68%	567	642
Part Time	5.42%	933	885
Total	-2.41%	1500	1537
Credit Hours	-5.20%	13016.5	13730
FTE	-5.14%	868	915

Open House Flyer – Missy distributed a flyer advertising our upcoming Open House on March 7 at the Canton Campus. She said that we have marketed this very heavily with the high schools, and she asked the Trustees to help spread the information. All areas of the College will be represented at this Open House. We really hope this is successful and plan to do this in Macomb as well and have a fall and spring Open House.

President Oldfield said we will have some nursing mannequins on display at the Open House, and those were made possible by a charitable donation through our Foundation.

2.3.1 Tenure recommendation for Rebecca Sherwood, Nursing Faculty, effective August 16, 2018.

President Oldfield recommended the Board grant tenure to Rebecca Sherwood, Nursing Faculty, effective August 26, 2018. He explained that she is unable to be with us tonight because she is meeting in conference with students in clinicals.

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

RESOLVED, That the Board of Trustees approved tenure for Rebecca Sherwood, Nursing Faculty, effective August 16, 2018.

3.0 ADDITIONAL ITEMS

There were no additional items for the Board’s consideration.

4.0 CLOSED SESSION. In accordance with the Illinois Open Meetings Act, Section 2 (c), the Board of Trustees will adjourn to Closed Session for the purposes of paragraph 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) 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.

Mr. Schleich said there was not a call for Closed Session.

5.0 ADJOURNMENT

Following a motion by Mr. Maguire, seconded by Mrs. Butler, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, February 28, 2018 adjourned at 7:44 p.m.

Mr. Kent Schleich, Chair

Date

Mr. Phillip Murphy, Secretary