

MINUTES OF THE BOARD OF TRUSTEES  
REGULAR MEETING  
SOUTHEASTERN ILLINOIS COLLEGE  
3575 COLLEGE ROAD, HARRISBURG, IL 62946  
APRIL 24, 2018 – 6:00 PM

The Southeastern Illinois College Board of Trustees held its regular meeting on Tuesday, April 24, 2018 in the Rodney J. Brenner Board Room. On roll call, the following members were present: Dr. Pat York, David Dennison, Debbie Hughes, Jim Ellis, Richard Morgan, and Dr. Frank Barbre. Also present were: Dr. Karen Weiss, Gina Sirach, David Wright, Lisa Hite, Chad Flannery, Karla Lewis, Lori Cox, Dr. Jonah Rice, and Lisa Dye.

Dr. York welcomed guests and allowed a time for comment.

On behalf of the Board, Dr. York presented David Wright a gift and a plaque for his 23 years of dedicated service to SIC. David will be retiring at the end of this month.

**ICCTA Report – Dr. Barbre**

At the ICCTA Conference/Lobby Day discussion was on BSN and whether or not community colleges should be able to offer it. The discussion also included other baccalaureate degrees and whether or not community colleges should be able to offer those as well. The finance committee met to discuss ICCTA dues. The dues have not increased in the last 4 or 5 years. Mike Monaghan's staff has gone from 5 employees to 2. This committee decided to recommend a 1% increase in dues and a \$100 fee for all community colleges. This increase will include the mandatory trustee training that is required every 1<sup>st</sup>, 3<sup>rd</sup>, and 5<sup>th</sup> year. The Higher Education Consolidation Bill is no longer active. The Dual Credit Bill is still active and we hope that community colleges are the first to serve dual credit – before the universities do. Tom Ryder, legislative council for ICCTA explained that at the time of the March primary, 40 legislatures in the State had resigned, or lost seats in the vote. Dr. Barbre said it is like throwing them all out and starting over, and that we are losing some good people like, David Reis. There will be a big change at the State level next year. On Lobby Day, Dr. Barbre, Mr. Ellis, and Dr. York met with Senator Pat McGuire and Senator Chapin Rose, who are both supporters of community colleges. Senator Chapin Rose supports change in higher education and the discussion revolved around consolidation. ICCTA provided stickers for members to wear to the Capitol on Lobby Day that said 65/15 (meaning community colleges educate 65% of higher education students with only 15% of the budget they were supposed to get). State funding for SIC is a must. Dr. Barbre said that they also met with Senator Fowler and Representative Phelps-Finnie, who are both supporters of community colleges.

**SIC's Employee Report – Karla Lewis**

The Faculty Association will host its annual after graduation celebration at Morello's on the patio. Appetizers will be provided. Administrators and Board members are invited and welcomed. Karla Lewis and Debbie Suh attended the "Instruction + Technology = Engagement" workshop/retreat at Richland Community College on April 6. The workshop showcased 12 new free or low-cost

technologies that can be used in education as well as two in depth discussion sessions on “Engaging Student with Technology” and “Digital Literacy” for students. Very worthwhile day. These new technologies will be the basis of workshop(s) presented to our faculty by Karla and Debbie in the fall 2018 semester. Media Services will be undergoing a department name change to “*Online Learning & Educational Technology*” to more accurately represent our function. The name change will provide much needed clarity for students and staff. The Faculty Association held its annual officer election on April 12, 2018. Results were as follows: President-Elect: Sara DeNeal term (1 year): Aug 1, 2018 – July 31, 2019 + Subsequent Presidential Term (2 years): Aug 1, 2019 – July 31, 2021. Sara will accompany Karla Lewis during presidential activity from Aug 1, 2018 to July 31, 2019, at which time Sara will become the acting president. Vice President: Jennifer Roehm-Scheffer term (2 years): Aug 1, 2018 – July 31, 2020 *Retiring Vice President: Ralph Boots* Treasurer: Kelsi Bond-Rodman term (2 years): Aug 1, 2018 – July 31, 2020 *Retiring Treasurer: Diane King*. Officers who will be serving the second year of their current terms: President: Karla Lewis term: Aug 2017 – July 2019 and Secretary: Maggie Calcaterra term: Aug 2017 – July 2019.

Dr. Karen Weiss left at 6:25 p.m. to attend Honors Night.

### **Dr. Rice's Report**

Due to the upcoming election, it is possible that the State might pass a budget as both sides seem to want it. The Dual Credit Bill probably will not pass and even if it did, the Governor has indicated he would not sign it. Senator Chapin Rose knows his Higher Education Consolidation Bill probably will not pass, but acknowledged that conversation needs to happen. Student Services has been doing a great job in recruiting especially in our neighbor states. Next month, Dr. Rice will attend a meeting at Illinois State University to discuss higher education with Dr. Ramage, Dr. Avendano, Dr. Maimon, Dr. Dunn and Dr. Dietz. We need to re-invent our library, making it into a learning commons center. Funds from Title III (possibly granted this fall) would be very helpful, as would PHS funds (although not a lot of the work would fall into this category), and the Master Facilities Plan already has this update in the plan. Gary Jones will be working this summer to weed out old and unused books. Dr. Rice had a good meeting with Mr. Hise last week. Seven contractors have looked into the Hise project and hopefully all seven will turn in a bid by the April 30<sup>th</sup> deadline. Dr. Rice asked the Board if they would like to have a special called Board meeting to discuss the bids. After some discussion, the Board decided to wait until the next regular meeting scheduled for May 15<sup>th</sup>. CFI scores are good with a 4.01 rating. Student Government has taken over the care of the food pantry and it is running very efficiently. Lori Cox was on TV3 promoting the new Power Sports and Taxidermy programs. Both programs go to the curriculum committee tomorrow. The cadaver for our biology lab is scheduled to arrive next week. Work on gravel erosion on the campus has been done. Archie Blair is doing a great job recruiting for the bowling team. He's recruiting from Harrisburg, Norris City, Herrin and other cities in the entire region. All of our in-district school superintendents except one have been met with (the last one will be competed soon). Nineteen employees have been trained on the armed intruder notification system and it will be activated this week. The diesel club will possibly sponsor the painting of the fire truck. A new poster promoting SIC and its top rankings has been designed. The men's baseball team is 3<sup>rd</sup> out of 10 in the conference as is the women's basketball team at the end of the season.

The five year accreditation of the diesel mechanic program received glowing remarks. We are tracking recruiting, retention, and completion. Our results show that every three years we are losing 46 high school graduates. SIC is getting smaller. Student Services continues doing one-on-one outreach for the purpose of keeping students here. SIC is doing great work tracking graduation rates, attrition rates, etc. The TRIO grant is coming up for renewal soon.

### **Student Trustee Report**

Lisa Dye distributed a hand out of this report. Art Club: NYC Trip in May with Theta Sigma Phi; Circle K: Pay It Forward event at the end of April; Cosmetology: Nashville Hair Show in May; Math & Science: Annual Club trip – Chattanooga, TN; Nursing Club: Nurses Pinning Ceremony in May prior to Commencement; PBL: State competition results; Phi Theta Kappa: Spring Induction on April 12; Speech Team: Phi Rho Pi Daytona Beach, FL; Student Ambassadors: Student Orientations, Kids Fair, Producers, Art Receptions and Grill'n and Chill'n; Student Government: Food Pantry Fundraiser – close to 2000 items, Ameren \$1000 grant to the pantry, Holiday World in June; Theatre: The Producers on April 20-22, NYC Trip in May with the Art Club.

### **Consent Agenda**

A motion was made by Trustee Ellis seconded by Trustee Barbre to approve the Consent Agenda which included the March 22, 2018 minutes, destroying tapes of the July 2016 closed session, the Treasurer's Report and the approval of bills for March 2018 which totaled \$920,305.63 which included \$537,133.17 in payroll. On roll call the following members voted:

Aye \_\_\_\_\_ Nay

Dr. Pat York  
David Dennison  
Debbie Hughes  
Jim Ellis  
Richard Morgan  
Dr. Frank Barbre

All members voted aye. Motion carried.

### **Reimbursement of Travel, Meal and Lodging Expenses**

A motion was made by Trustee Hughes seconded by Trustee Dennison to approve the reimbursement of travel, meal, and lodging expenses for Board members. On roll call the following members voted:

Aye \_\_\_\_\_ Nay

Dr. Pat York

David Dennison  
Debbie Hughes  
Jim Ellis  
Richard Morgan  
Dr. Frank Barbre

All members voted aye. Motion carried.

### **Action Items**

A motion was made by Trustee Barbre seconded by Trustee Hughes to award bid for sewage lagoon upgrades to KRB Excavating, Inc.

All members voted aye. Motion carried.

A motion was made by Trustee Ellis seconded by Trustee Dennison to award bid for security services to Securitas. Ed Fitzgerald, David Wright, and Lisa Hite completed a review of three bids and all agreed that Securitas looked to be the most favorable even though they were not low bidder. After meeting with Securitas management to discuss additional questions with regard to their procedures and qualifications the three decided this would be the best choice.

All members voted aye. Motion carried.

A motion was made by Trustee Hughes seconded by Trustee Ellis to approve donation of push pull welding system to Harrisburg High School. Mr. Morgan asked if we had checked with other school districts to see if any of them could benefit from the donation. Dr. Rice answered no. Mr. Morgan said that a \$48,000 push pull welding system was a big donation. Mr. Morgan abstained from the vote.

All other members voted aye. Motion carried.

A motion was made by Trustee Barbre seconded by Trustee Hughes to approve health safety projects phase 2 change order number 1.

All members voted aye. Motion carried.

A motion was made by Trustee Dennison seconded by Trustee Morgan to approve curriculum report.

All members voted aye. Motion carried.

A motion was made by Trustee Ellis seconded by Trustee Barbre to approve budget transfer requests.

All members voted aye. Motion carried.

### **Non-Action Items**

Third Party collection Agency

In order to further reduce our bad debt expense, the business office will begin using the services of Williams & Fudge, Inc., a third party collection agency based out of Rock Hill, South Carolina. On March 21, Lisa Hite and Angela Carter met with a Williams & Fudge representative and discussed the procedures necessary to start utilizing their services. We currently just use the Illinois Debt Recovery System (IDROP) to help with outstanding student receivables. Utilizing this firm in addition to IDROP will allow us to collect outstanding child study center receivables as well as student receivable that IDROP could not collect. The General Services Agreement for this collection service follows as well as a listing of Illinois colleges and universities that are clients of Williams & Fudge. Ms. Hughes and Mr. Dennison asked about the fees. Lisa Hite responded that when the student receivable is placed with the collection agency, the agency will receive 23% of the amount collected if collected within 3 months. If the collection is received after 3 months, the agency's fee is 25%.

#### Board Policy #3004 Revision – Position Descriptions (First Reading)

This policy has not been addressed in several years and needs to be revised. This is a first reading and will be presented at the next Board of Trustees Meeting for a second reading and action item.

#### Board Policy #3001 Revision – Organizational Charts (First Reading)

This policy has not been addressed in several years and needs to be revised. This is a first reading and will be presented at the next Board of Trustees Meeting for a second reading and action item.

#### Special Board Meeting for Hise Museum Bids

Bids are due April 30<sup>th</sup>. The Board decided earlier in this meeting not to have a special called meeting for the purpose of viewing the bids. They will meet at the next regularly scheduled meeting on May 15<sup>th</sup> to discuss the Hise Museum Bids.

#### HLC Reaccreditation

Dr. Karen Weiss put together a timeline and activity schedule for the Board to view regarding the HLC Reaccreditation process.

#### Cadaver Lab Policies and Procedures

Jason Fitzgerald put together policies and procedures for use of the Cadaver Lab by Biology 261 and 262 (Human Anatomy I and II) classes.

#### IECC Upward Bound Agreement

Illinois Eastern Community College was awarded an Upward Bound grant in FY17. This grant focuses on intervention strategies to reach at-risk or special populations of high school students to encourage transition into higher education. At the time, we were unaware that IECC had included Carmi-White County High School in their grant application until we were alerted to this last fall during a high school guidance counselor meeting. [Crossville lies within IECC's college district, and Crossville residents attend CWCHS due to the consolidated school district.] Since this time, we have been in discussions with IECC staff to rectify this situation, or at the very least, come up with a workable solution agreeable to both SIC and IECC. IECC did contact the Department of Education requesting a change in the original application to remove CWCHS and replace with

another high school within IECC's district, however, the DOE denied the request. Included in the BOT packet is a final agreement/MOU which outlines specific action steps that IECC will take to provide SIC critical student enrollment information. Dr. Barbre and Dr. Rice both thanked and complimented everyone involved in helping to rectify this situation.

### Saline Valley Conservation District

This will be an action item at the next Board of Trustees Meeting. First it will be looked at by our legal counsel. SIC will pay \$4.00 per thousand gallons of water, which is cost plus a little and sign a 20 year contract. Dr. York said to have cost increases put into writing and have legal check it out. Mr. Ellis asked David Wright if he was happy with paying \$4.00. David Wright responded yes.

### Closed Session

A motion was made by Trustee Hughes seconded by Trustee Dennison to convene into closed session as allowed by the Open Meetings Act 5 ILCS 120/2, Section C, Sub-Section (1) appointment, employment, and compensation of specific employees, (2) negotiations,(7) sale or purchase of securities, investments, or investment contracts, and (11) litigation. The board went into closed session at 7:25 p.m.

On roll call, the following members voted:

Aye \_\_\_\_\_ Nay

Dr. Pat York

David Dennison

Debbie Hughes

Jim Ellis

Richard Morgan

Dr. Frank Barbre

A motion was made by Trustee Ellis seconded by Trustee Barbre to reconvene into open session at 7:45 p.m.

### Personnel

A motion was made by Trustee Hughes seconded by Trustee Dennison to approve all items under personnel. Approved employment of Erica Griffin as Director of Business Services. Approved employment of Davis Phelps as Part-Time Archery Range Technician. Approve employment of Nancy Sutton as Part-time "As-Needed" Clerical Position for David L. Stanley White County Center. Approve employment of Arla Murphy as Business Development Specialist. Approve Adjunct Faculty as recommended. All members voted aye. Motion carried.

### Adjournment

There being no further business to discuss, Trustee Morgan made the motion to adjourn the meeting seconded by Trustee Barbre. All members voted aye. The meeting adjourned at 7:47 p.m.