

MINUTES OF THE BOARD OF TRUSTEES
REGULAR MEETING
SOUTHEASTERN ILLINOIS COLLEGE
3575 COLLEGE ROAD, HARRISBURG, IL 62946
AUGUST 13, 2019 – 6:00 PM

The Southeastern Illinois College Board of Trustees held its regular meeting on Tuesday, August 13, 2019 in the Rodney J. Brenner Board Room. On roll call, the following members were present: Dr. Pat York, Mr. Blake Bradley, Mr. David Dennison, Mrs. Debbie Hughes, Mr. Jim Ellis, Mr. Richard Morgan, Dr. Frank Barbre, and Miss Bridget Payne. Also present were: Mrs. Lisa Hite, Mrs. Gina Sirach, Dr. Karen Weiss, Mrs. Sara DeNeal, Ms. Toni Perkins (from US Bank), Dr. Jonah Rice, and Mrs. Lisa Dye.

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

ICCTA Report – Dr. Barbre

Dr. Barbre attended the ICCTA Executive Committee in Marion on August 2nd and 3rd. John A. Logan College hosted this meeting. Dr. Barbre is the Chair of the Legislation on Public Policy Committee this year. Dr. Barbre informed the Board that Shawnee Community College will be hosting the Southeast Region Trustees meeting in late October.

SICEA – Sara DeNeal

This summer, Cory Garmane was able to attend a conference for the Illinois chapter of the American Choral Director's Association held at Illinois State University in Normal. He was able to attend this conference thanks to the funding provided by the PDP grant from the college. This fall semester will bring some exciting collaborations with SIC and other area schools. A Halloween concert will be performed here at SIC on October 24th at 7:00 and will be performed again at Rend Lake College on October 25th at 7:00. A collaborative concert featuring the SIC Concert Choir and Community Choir with Harrisburg High School's jazz band, concert band, and choir is scheduled for December 8th at 2:00. Ralph Boots and Robbie Lindhorst spent the summer recruiting for the Diesel Tech and Powersports programs. SIC sponsored awards for the motocross event at the Saline County fair and handed out trophies and t-shirts to the winners. Sara DeNeal had art students help to install the grand opening exhibit in the Ella Elizabeth Hise Museum of Regional Art.

Dr. Rice's Report

Doug Cottom donated new lockers for the bowling team. Thanks to Karla Lewis' work, \$25,000 has been raised for the Learning Commons remodeling project by the SIC Foundation, Gary Jones, Cave in Rock Ferry, Ferrell Hospital, Clearwave Communication, and Tri-State Business Equipment. Other businesses may contribute as well in the near future. The ADN program has 100% pass rates. We had two full day of in-service including training, division meetings, and key committees working to engage their assignments. The fence is up all around the shooting range. We still need to add some dirt to the range, and install the overhead shelter. The range is now

certified for police training and we expect to have an increase in training opportunities. The Cabinet Retreat was July 24th and we engaged committee work, board policy review, HLC review, strategic planning, and online proctoring venues. Ferrell Hospital contacted us and wants us to partner with them on Dueling Pianos again this year. We will co-host this fundraiser at the Catholic Church in Ridgeway in February. Dr. Rice has met with Cabinet to discuss our adherence to many of the principles to the Guided Pathways approach promoted by many organizations across the country. While not mandated in Illinois, SIC does engage most of the major tenets of Guided Pathways. We will focus on increased student tracking (non-red flag students), foster a more stringent stream lining of math according to major, along with other engagements. Guided Pathways is a paradigmatic shift in higher education and is much more European to some extent. Implementation of these elements will take a while as we shift in phases, but we hope to have a substantial completion in the next 36-48 months. This is a big issue that effects our English and math classes. As of today, credit hour enrollment is up at 1.76%, and we are 3% down in head count. Fewer students are taking more hours. We expect to be down in head count and/or credit hours as expected with the smallest high school class in our history coming in this fall. We expect to normalize a bit with some of our new initiatives. Student Satisfaction Survey: We scored overall above 85% in all services and instruction areas and only 5% reported being dissatisfied. That was out of about 120 students surveyed last spring, a statistically significant sample. We will make lower scoring areas a priority (e.g., face to face class availability, Cafeteria, etc.). Dual Credit at Stanley Center: We will meet with NCOE and CWC school officials in a few weeks to discuss new dual credit opportunities at the Center with existing facilities. We may need the enrollment and can possible fashion some plans if their enrollment will sustain the programs. We are calling this Phase I. For Phase II, Dr. Rice asked the Board for their thoughts. We face a red budget this year and possibly next year as well, but Dr. Rice would like the Board to consider the use of available funds to possibly construct a multi-purpose facility on the north side of the existing facility if conversations with the White County schools yield significant interest in making the Center a CTE hub for the county. We could offer a variety of CTE courses and employ reliable staff to teach. This would be less expensive than Phase III (State project). Phase III is the welding and mechanics addition from the State. This is a \$2 million total project. SIC met with Saline County Conservancy District today to discuss the rental of our water tower. This will be an action item at the September BOT meeting with several options presented to vote on. The Ella Elizabeth Hise Museum of Regional Art will be ready for the grand opening on August 23rd. Senator Fowler will be in attendance as well as representatives from US Senators. Dr. Rice credited Ed Fitzgerald for all of his hard work overseeing this construction project.

Student Trustee Report

Orientation for the athletes was on August 12th. Student Ambassadors handed out t-shirts and planners in the A/B lobby on August 12th. The Back to School Bash is scheduled for September 11th. Clubs and organizations will be recruiting during the Back to School Bash and free food will be served. A new club, National Professional Agricultural Student Organization has been started by Rachel Parish and Bridget Payne. Stockmen's Association and Farm Credit Insurance are interested in donating money to help this club with startup costs. Online orientation was provided for students taking online classes.

Consent Agenda

A motion was made by Trustee Ellis, seconded by Trustee Bradley to approve the Consent Agenda which included the July 2019 minutes, destroying tapes of the August 2017 closed session, the Treasurer's Report and the approval of bills for July 2019 which totaled \$1,483,238.47 which included \$577,598.58 in payroll. On roll call all members voted aye. Motion carried.

A motion was made by Trustee Hughes seconded by Trustee Bradley to approve the reimbursement of travel, meal, and lodging expenses for Dr. Barbre and Mr. Ellis to travel to Springfield for the ICCTA meeting on September 12 & 13. The estimated expenses are \$1,500.00. On roll call all members voted aye. Motion carried.

Action Items

A. Resolution providing for the issue of General Obligation Refunding Bonds, Series 2019, of the District, for the purpose of refunding certain outstanding bonds of the District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.

The bonds sold at an interest rate of 1.88%, and the savings to tax payers was \$197,328.00. The buyer was US Bank and representative Toni Perkins from Marion was here to introduce herself on behalf of the bank.

A motion was made by Trustee Bradley, seconded by Trustee Dennison, to approve the issue of General Obligation Refunding Bonds.

All members voted aye. Motion carried.

B. Approve Board Policy Revision #6003 Drug and Alcohol Free Workplace.

A motion was made by Trustee Morgan, seconded by Trustee Barbre to approve this Board Policy revision.

All members voted aye. Motion carried.

C. Approve Board Policy Revision #6005 No Smoking.

A motion was made by Trustee Bradley, seconded by Trustee Hughes to approve this Board Policy revision.

All members voted aye. Motion carried.

D. Approve Board Policy Revision #9010 Drug and Alcohol Abuse.

A motion was made by Trustee Barbre, seconded by Trustee Bradley to approve this Board Policy revision.

All members voted aye. Motion carried.

E. Approve Board Policy Revision #2007.1 Self-Review.

A motion was made by Trustee Ellis, seconded by Trustee Barbre to approve this Board Policy revision.

All members voted aye. Motion carried.

F. Approve Curriculum Report.

A motion was made by Trustee Bradley, seconded by Trustee Hughes to approve the Curriculum Report.

All members voted aye. Motion carried.

Non-Action Items

A. Board Policy Revision #7004.1 Alcohol.

This policy revision is due to statute change and the Saline County Board update regarding their alcohol policy. Legal has reviewed this for us. This is a first reading and will be an action item at the September meeting.

B. Committee Structure

This is a draft version with minor changes so that we are in compliance with HLC. A mission statement has been created for each committee.

C. Program Review.

This is a five year review to keep us compliant with the ICCB.

D. Correspondence.

Thank you letters were received from Jim Reed (ICCTA's new Executive Director) and Kathleen Curphy (Shawnee Community College's new Interim President).

E. Tentative Budget FY20.

General Funds consisting of the Education and the Operations & Maintenance Fund show a deficit of \$416,873 before emergency contingency allowances. The Liability, Protection, and Settlement Fund (Tort Fund) shows a fund balance increase of \$14,536. Once again insurance rates have dropped, our unemployment rate dropped 17.8% this past year, and the workers compensation rate has dropped for the past 5 years in a row. The ending estimated reserve balance of \$847,127 will provide us with a little under one years' worth of reserve, safely under the 2 years max amount we can maintain in this fund balance according to our legal counsel. The \$3,175,899 fund balance decrease in the Restricted Building Fund is due to the remaining construction costs and endowment fund transfer to the foundation for the Hise Museum and the FY19 approved Protection, Health, and Safety projects from previously recorded PHS bond funds of \$2.87M. The \$60,629 decrease in fund balance in the Restricted Purposes Fund is mainly due to the required match for the economic development state grant and the competitive teams travel expense. We have a positive ending fund balance in all funds even if we spend the \$150,000 in emergency contingency in the

general funds. The projected total General Operating Fund Revenue for FY20 of \$11.4M has a slight increase of 1.6% over FY19 estimated ending total. Lisa Hite is estimating a slight increase in local taxes and a small drop in corporate person property replacement tax. Details for FY2020 appropriated state revenue: Credit Hour is \$1,084,300 which is \$55,840 more than last year. Equalization is \$2,993,560 which is \$25,030 more than last year. A Veterans Grant of \$154,100, same as last year, and Small College grant of \$64,516 which is \$48,604 less than last year make up the \$218,616 under Additional ICCB grants; however, we still haven't received \$149,218 Veterans Grant for FY19. Regarding Tuition & Fee revenue: Lisa Hite estimated credit hours to drop about 3% however the increase to Technology and Facility Fees should make up for the loss. Lisa Hite is estimating we will end about the same as FY19, a little over \$4.3M. In FY2019, we budgeted \$11.5M in General Operating Fund Expenditures excluding contingency. The estimated end of year numbers on this worksheet total \$10.4M; however, once end of year accruals are posted it will be closer to \$11.3M, so we should end the year in the black (approximately \$200K). FY2020 budgeted expenditures (excluding contingency) total \$12.3M, an increase of approximately \$800K over the FY2019 budget. Each program area includes increases due to salaries and cost of living. For example: Instructional Support- new instructors in the area of Psychology, Cosmetology, and Nursing. Additional instructional and equipment costs are to be incurred for the Outfitter, Power Sports, Welding, and OWL programs. Academic Support- addition of Learning Commons Resource Specialist, LRC Furniture Student Services - Student Worker wages and equipment repairs Auxiliary Services- Startup of Competitive Shooting Team. Operation & Maintenance- # of construction projects - Athletics Batting Cage, Grounds Drainage Repairs, Door & Window repairs, HVAC Annual Maintenance Institutional Support- IT computer purchases, Software Contractual Fees. The change in the total unrestricted fund balance is forecasted to be a deficit of \$463,544. Lisa Hite would like this FY20 Tentative Budget to be reviewed. Please see Lisa Hite with any questions. Any changes to this budget will be reported at the September 17th Board Meeting.

Personnel

A motion was made by Trustee Barbre, seconded by Trustee Bradley to approve all items listed in Personnel.

All members voted aye. Motion carried.

Approved transfer of Payroll Clerk to Learning Commons Paraprofessional; approved transfer of Student Resource Assistant to Student Success Center Assistant; approved to hire part-time Student Resource Assistant; approved adjunct faculty.

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 7:02 pm.