

MINUTES OF THE BOARD OF TRUSTEES
PUBLIC HEARING
SOUTHEASTERN ILLINOIS COLLEGE
3575 COLLEGE ROAD, HARRISBURG, IL 62946
RODNEY J. BRENNER BOARD ROOM
SEPTEMBER 17, 2019; 6:00 P.M.

The Southeastern Illinois College Board of Trustees held a public hearing meeting on Tuesday, September 17, 2019, beginning at 6:00 p.m. in the Rodney J. Brenner Board Room. On roll call, the following members were present:

Dr. Pat York
Debbie Hughes
Jim Ellis
Richard Morgan
Dr. Frank Barbre
Bridget Payne

Also present were: Sara DeNeal, Lisa Hite, Chad Flannery, Gina Sirach, Dr. Karen Weiss, Dr. Jonah Rice, and Lisa Dye.

Dr. York noted that at this time the Board would review the FY2020 Legal Budget that was presented as the tentative budget at the August meeting. Lisa Hite reported there had been no changes to the tentative budget as reported at the August meeting.

Dr. York asked if there were any comments from the public or audience. There being no public comments, a motion was made by Trustee Hughes seconded by Trustee Morgan to instruct the secretary to file record of the proceedings.

On roll call the following members voted:

Aye _____ Nay

Dr. Pat York
Debbie Hughes
Jim Ellis
Richard Morgan
Dr. Frank Barbre
Bridget Payne

All members voted aye. Motion carried.

There being no further business to discuss, Trustee Ellis made the motion to adjourn the public hearing seconded by Trustee Barbre. All members voted aye. The meeting adjourned at 6:02 pm.

MINUTES OF THE BOARD OF TRUSTEES
REGULAR MEETING
SOUTHEASTERN ILLINOIS COLLEGE
3575 COLLEGE ROAD, HARRISBURG, IL 62946
SEPTEMBER 17, 2019 – 6:02 PM

The Southeastern Illinois College Board of Trustees held its regular meeting on Tuesday, September 17, 2019 in the Rodney J. Brenner Board Room. On roll call, the following members were present: Dr. Pat York, Mrs. Debbie Hughes, Mr. Jim Ellis, Mr. Richard Morgan, Dr. Frank Barbre, and Miss Bridget Payne. Also present: Mrs. Gina Sirach, Dr. Chad Flannery, Dr. Karen Weiss, Mrs. Lisa Hite, Mrs. Sara DeNeal, Dr. Jonah Rice, and Mrs. Lisa Dye.

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

ICCTA Report – Dr. Barbre

The September 13 & 14 ICCTA meeting in Springfield began with two round table discussions. The first topic was associate degrees from community colleges and how they are different from associate degrees from four-year institutions. Community colleges can adjust programs, certificates, and associate degrees to fit the needs of our area. We need to remind ourselves to be flexible. The second topic was about rogue board members. Examples are long term board members that don't attend or participate in the monthly board meetings, and board members who come in with an agenda to get rid of the board chair or president. Some boards are dealing with this now and it is something to be aware of. The afternoon session focused on cannabis, which is now legal in Illinois, and how community colleges are dealing with it. Kentucky has 57,000 acres of cannabis or hemp growing. Illinois has 20,000 acres of hemp being grown. There will be 11 grants available in Illinois regarding cannabis or hemp. All Illinois colleges can apply for these grants and 3 of the grants might be worth us applying for. The point is that there are 8 to 10 occupations relating to cannabis/hemp that need an associate degree to get a good paying job in this area. ICCB is ready to look at curriculum in regards to this. Entire programs are not necessary, we could just offer a few courses on this subject. This is here to stay. The danger is that hemp and recreational marijuana are grey matters of the law being put through at the same time. Hemp is much easier to deal with than marijuana is. Dr. Barbre reported that Shawnee Community College will host the Southeast Region Trustees Meeting on October 29th.

SICEA – Sara DeNeal

The softball team used fundraising money to purchase new benches for both dugouts. They hosted four regional travel ball teams in early September which brought potential students on our campus for possible recruitment. They will partner with Rend Lake College, Olney College, and John A. Logan College on October 20th to conduct a softball camp as a fundraiser, exposure, and recruitment tool.

Dr. Rice's Report

Dr. Rice has met with academic staff to discuss options for class offerings in Carmi and a cooperative project may be worked out. He attended the ICCCP retreat/meeting last week in Springfield where he shared details from the retreat survey with the attendees. Nearly all presidents responded to the survey and the number one concern was enrollment declines, followed by dual credit and budget concerns. Reaccreditation from HLC was a common concern as evidenced in the survey as well. The survey will help ICCCP plan its legislative agenda. In enrollment news, SIC is up slightly in credit hours and more so in head count. Enrollment increases are due to custom training and programs like bowling and Kentucky in roads. Our degree seeking and certificate seeking population remains flat overall. The Hise opening went well thanks to many employees and community members. The parental support program at the CSC did not come to fruition as much as we would have liked. We will adjust accordingly and involve additional staff if needed. We are over budget and have had some meetings to engage ideas for cost saving measures for FY21. We will plan a meeting within the next two weeks for the Board subcommittee to meet regarding cost saving measures. "The Governor's top budget people sent out a memo this week to agency directors giving them a heads up about what will be required in their annual budget request submissions." Details from Rich Miller were shared and validated with officials at ICCCP. Three directives were given: 6.5% cut in operations; reduce statutorily created boards and commissions by 10%; and to identify two efficiency and savings ideas to eliminate or streamline cost. Thanks to Karla Lewis, almost \$40,000 has been received in donations for the Learning Commons renovation. We will need to spend nearly \$250K next year to get approximately \$750K from CDB funds for HVAC work. Chief Justice, Lloyd Karmeier from the Illinois Supreme Court will visit SIC during Constitution Week. Thank you to Matt Lees for making this happen. Our five year reaffirmation visit is this fall. This is like a mini-HLC visit. We have been working on data collection and submission for this visit. Dr. Rice met with SICF at their quarterly meeting where their account fund growth rate key performance indicators were discussed and compared with cohorts. Arbitration has been scheduled for February 10th and 11th. The cost of the grievance so far is \$45,000. The \$20,000 arbitration cost will be split between SICEA and SIC. SICF has provided a new north lot sign for the College. We have found an instructor to teach a six week CDL class. We may be able to use Jenzebar as an early alert system instead of Starfish, which would be a cost savings to us. The trap shooting range is in the process of being cleared off. We will host the Shawnee Marathon. The Governor has signed 608 bills and vetoed 8 bills. The bills he signed have to do with open meetings act, work place transparency, gender violence, mental health, single bathrooms, statewide CTE agreements, student board member votes, etc. We will have to stay informed and keep our policies up to date.

Student Trustee Report

BASIC will host their annual See You at the Pole event on September 25th. Student Ambassadors helped with the Pierce Crask cultural arts concert. Student Government's inauguration is September 26th. The Back to School Bash turned out well.

Consent Agenda

A motion was made by Trustee Ellis, seconded by Trustee Barbre to approve the Consent Agenda which included the August 2019 minutes, destroying tapes of the September 2017 closed session, the Treasurer's Report and the approval of bills for August 2019 which totaled \$1,639,840.74 which included \$318,533.26 in payroll. On roll call all members voted aye. Motion carried.

On roll call all members voted to approve the reimbursement of travel, meal, and lodging expenses for Mr. Ellis to travel to San Francisco for the ACCT Annual Leadership Congress October 15-19. He along with Rend Lake College representatives were invited to speak on inter-board collaborations and sharing agreements. The estimated expenses are \$3,625.00. On roll call all members voted aye. Motion carried.

Action Items

Dr. York asked the Board to combine action items A – G for the vote. A motion was made by Trustee Barbre, seconded by Trustee Hughes to approve action items A – G. All members voted aye. Motion carried.

A. Approve Resolution to Adopt FY2020 Budget.

B. Approve Board Policy Revision #7004.1 Alcohol.

C. Approve Board Policy Revision #4024 Email Retention.

D. Approve Hise Museum Change Order Number 3.

E. Approve PHS Flooring Replacement Change Order Numbers G-2 and G-3.

F. Approve PHS Lighting Repairs Change Order Number E-1.

G. Approve PHS Bond Project Replace Walk-In Cooler and Freezer.

H. Approve Fee Increase for CDL Courses.

Dr. Weiss said fees have not increased in the last 5 years and that SIC is the least expensive school providing this course. The course cost including tuition and fees is \$2,400.

A motion was made by Trustee Hughes, seconded by Trustee Ellis to approve fee increase for CDL courses.

All members voted aye. Motion carried.

I. Approve BOT Meeting Date Change.

Jim Reed, Executive Director of ICCTA is available on this date to meet with us.

A motion was made by Trustee Barbre, seconded by Trustee Hughes to approve BOT meeting date change from October 22 to October 24.

All members voted aye. Motion carried.

J. Approve Organizational Chart for TRIO/SSS Program (Grant-Funded).

Dr. Rice said that we will have to resubmit for this grant this year.

A motion was made by Trustee Hughes, seconded by Trustee Barbre to approve organizational chart for TRIO/SSS program (Grant-Funded).

All members voted aye. Motion carried.

K. Approve Curriculum Report.

A motion was made by Trustee Ellis, seconded by Trustee Barbre to approve curriculum report.

All members voted aye. Motion carried.

L. Approve CTE Advisory Committee Members for Spring 2019.

A motion was made by Trustee Hughes, seconded by Trustee Morgan to approve CTE advisory committee members for spring 2019.

All members voted aye. Motion carried.

Non-Action Items

A. Board Policy Revision #9017 Student Cell Phone and Other Electronic Device.

Dr. Rice said only minor changes have been made to update this policy.

B. Board Policy Revision #2016 Student Board Member.

Dr. Rice said this adjustment is being made to align with current law pertaining to publically elected board members. It also empowers the student at the time of the swearing-in ceremony.

C. Board Policy Revision #6018 College Logo and Seal Usage.

Marketing has updated this policy for us.

D. Board Policy Revision #3005 Prevailing Wage Laws of Illinois.

Pursuant to Public Act 100-1177, adoption of Illinois Department of Labors' prevailing wage rates is no longer necessary effective June 1, 2019.

E. Board Policy Revision #4020 Copyright Compliance.

The College's copyright policy has not been updated for 13 years, since 2006. During that time, copyright regulations have changed and this policy update reflects those changes.

F. Board Policy Revision #6022 Identity Theft Prevention.

Minor changes have been made that include our new email phishing training program for employees and the review period has been revised to be less rigid (from annual to as needed).

G. Board Policy Revision #5019 Sabbatical Leave.

This update avoids repetition and directs to the CBA with SICEA.

H. Board Policy Revision #9009 Student's Right to Know and Campus Security Act.

This policy is being revised to more accurately reflect current practice and clarify staff roles.

I. Board Policy Deletion #4017 Production, Use and Distribution of Video Tapes and Materials.

This policy can be deleted because it refers to telecourse materials, which we have not offered for many years.

J. Mental Health Early Action on Campus Act.

This law goes into effect on July 1, 2020. Colleges must be ready to implement several measures in the 2020-2021 academic year. We will have to provide student access to licensed therapists.

K. Review October Board Retreat.

ICCTA's Executive Director, Jim Reed will be our guest speaker at the board retreat on October 24th. Additionally, the Board will engage in results from their self-evaluation.

L. Modification of Academic Calendar for Spring 2019.

Sara DeNeal said that several faculty members would like to change the date of the staff development day planned for Friday, March 6th. The rationale is that some faculty members do not work on Fridays and have vacations planned. Plus, there is an expo being set up that same day. Dr. Rice said that we need that time for face-to-face evacutrack training, face-to face stop the bleed training, and face-to –face fire extinguisher training. Administration said by switching, a disparity day between faculty who do teach on Friday could occur. Plus, it is possible some students could lose up to two Friday's with the switch (if Friday teaching faculty had to take a personal day for vacation). The Cabinet will evaluate.

M. Correspondence.

Letters were received from the United States Department of Education showing our Pell Grant eligibility, Sharon Tanner thanking SIC for partnering with Daughters of the American Revolution to promote Constitution Week, and from Lynda Clemmons expressing appreciation for the Ella Elizabeth Hise Museum of Regional Art.

Personnel

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

All members voted aye. Motion carried.

Approved Director of Nursing and Allied Health job description revision; approved transfer of Director of Nursing and Allied Health to Administrative Director of Nursing and Allied Health; accepted retirement of Events Facilitator; accepted retirement of Records Specialist; accepted resignation of Curator and Events Assistant; accepted resignation of TRIO/SSS Program Specialist; approved TRIO/SSS Retention Specialist job description (grant-funded); approved Grant Accounting Manager/Accountant job description; approved Executive Dean of Academic Services job description revision; approved leave of absence for Nursing Instructor; approved to hire part-time Food Service 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 7:38 pm.