CONVENING OF THE MEETING

Call to Order  The regular meeting was called to order at 5:34 p.m. Tuesday, March 20, 2007, in Conference Room A/B of the College by Chairman Prince. Chairman Prince also recited the College Vision, Mission and Core Values.

Roll Call

Members Present:

Carol Chiligiris, Rita Colee, Julie Curry, Tim Dudley, Rev. Wayne Dunning, Michelle Jorgensen, Dr. Larry Osborne, and Randy Prince

Also present: Dr. Gayle Saunders, President, Attorney Darrell Woolums, and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the regular meeting of February 20, 2007, had been distributed to the Board prior to this meeting.

Osborne moved to approve the minutes of the regular meeting of February 20, 2007. Colee seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

New employees were introduced to the Board.

RECOGNITION OF FORMER STUDENT TRUSTEE

Chairman Prince read and presented a service plaque to Michelle Jorgensen, along with her nameplate. The plaque recognized Michelle Jorgensen for her service on the Board of Trustees for the 2006-2007 term.

WRITTEN COMMUNICATIONS

1. Correspondence from William A. Kersten, Senior Vice President, Automotive Service Excellence (ASE), indicating that Richland Community College’s
automobile technician training program has met the criteria for recertification in all areas.

2. Correspondence from Franklin University forwarding tuition compensation for courses taken by students in Franklin University’s Community College Alliance program during the Fall 2006 term.

3. Memorandum from Karla Jordan, Marketing Specialist, regarding the College Activities Report:
   - The President’s Ball will be held March 24, celebrating 35 years of Educational Excellence with the community.
   - The Tenure and Promotion Dinner will be held April 17 at 5:00 p.m. in Shilling Salon I.
   - The April Board meeting will be held on April 17 at 6:15 p.m.
   - A Job Fair will be held on April 18 in the Shilling Salons from 1:00 – 6:00 p.m.

4. Memorandum from Deborah McGee Director, Human Resources, regarding Personnel Updates:
   - Mindy Peterson resigned from her position as Coordinator, Partners in Education, effective March 16, 2007.
   - Raymond Parker will retire from his position as Microcomputer Technician, effective June 29, 2007, after 13 years.
   - Elizebeth Munden will retire from her position as Secretary III, Human Resources, effective March 30, 2007, after 16 years.

5. Memorandum from Wegi Stewart, Executive Director, Foundation and Development, regarding the Foundation Updates.
   - The Third Dollars for Scholars Golf Tournament will be held May 11, 2007, at Red Tail Run Golf Course and will benefit the Culinary Arts Program.
   - The Foundation has received funds to establish an endowment for nursing scholarships from the Gilbert Breighner Estate.

SPECIAL REPORTS

REPORT OF THE PRESIDENT

Dr. Saunders reported the following:

An Articulation Agreement between Eastern Illinois University and Richland Community College was signed on March 20, 2007, for a baccalaureate Nursing (BSN) degree (BSN) at EIU.
House Bill 3504, which amends the State Officials and Ethics Act to classify community college districts as units of local government, passed out of the House State Government and Administration Committee unanimously (11-0). Representatives Flider and Mitchell have been contacted by Richland Community College and asked to place themselves on the bill as co-sponsors.

Student Senate elections were held on March 7 and 8. Kathy Irvin was elected Student Trustee and will be seated at the April 17 Board meeting.

The annual Partners in Education Salute was held on March 15. Richland Community College was recognized by Partners in Education for the Outstanding Business Partner Award. Macon County Valedictorians also were recognized.

Richland Community College will hold commencement exercises on Friday, May 18, at the Decatur Civic Center. Board members are asked to be present by 6:30 p.m.

Nathan Carroll has been named Alumnus of the Year. Russ Gowin has been named Pacesetter of the Year. Professor Robert Grindy has been named Outstanding Faculty of the Year. Joanne Waller has been named Adjunct Faculty of the Year.

**College Spotlight – Honors Council Conference**

Professor Dr. Laurie Hughes and Associate Professor Rosemarie King presented to the Board regarding Honors opportunities at Richland Community College. The purpose of the Honors Opportunity Program is to encourage academically talented, motivated students to pursue knowledge, both in breadth and depth, in order to achieve their maximum potential. The Program provides special courses with small enrollments in Communications, Humanities, Natural Science, and Social Science. Four students in the Honors program recently participated in the statewide Honors Council of Illinois Regional Conference at North Central College in Naperville.

**New Strategic Plan**

Teena Zindel-McWilliams, Executive Director, Institutional Effectiveness, presented to the Board. Teena shared an outline of the strategic planning process for the coming year. The 2003-2006 plan served as a map for College activities and initiatives. The College faculty and staff worked far beyond the plan with the students and citizens of the District. The 2008-2011 Strategic Plan will be constructed in a different way than the previous plan. Using the priorities model as an example, sub goals will be organized so they can be moved from year to year with ease. Professor Fred Ellis and Teena will serve as team leaders for the two-part project. A 2007 Strategic Planning Calendar was shared with the Board and explained. The current Environmental Scan is available on the Richland Community College website. The Environmental Scan Team, made up of stakeholders across the College, has started work and plans to have a final version by
June 1, 2007. A Strategic Planning Team will be created. White papers will be written to be used for focus groups for discussion during the fall staff development week. The goal is to bring the 2008-2011 Strategic Plan to the Board in December 2007. The project will take the College into the next decade.

REPORT OF ICCTA

Carol Chiligiris reported to the Board. The ICCTA meeting was held March 9-10, 2007, in Schaumburg, Illinois. William Rainey Harper College hosted a reception and tour of its new Avanté Center for Science, Health Careers, and Emerging Technologies. Board members are encouraged to contact our District Senators and Representatives to sponsor House Bill 3504 and Senate Bill 589. There was no additional news on the DuPage County lawsuit. Col. Jill Morgenthaler, the Governor’s deputy chief of staff for public safety, discussed how community colleges can assist in strengthening Illinois' response to emergency situations. Col. Morgenthaler stressed the importance of creating an Associate’s Degree in Homeland Security. The next meeting is April 24-25, 2007, in Springfield, Illinois.

Rev. Wayne Dunning reported that Dr. Robert Brueder, President of William Rainey Harper College, discussed Harper’s initiative to develop a pilot baccalaureate degree program.

REPORT OF STUDENT TRUSTEE

Michelle Jorgensen, Student Trustee, reported to the Board. An RCC student was awarded a $2,000 scholarship by the Student Senate to offset the expenses for the Study Abroad Program trip to Kenya.

The ICCTA was thankful for community college students who collected a U-haul load of goods donated by Illinois community colleges and taken to Mississippi in response to the Katrina Storm emergency response.

Michelle thanked the Board for the opportunity to serve with them for the past year and stated that it was a great learning experience.

Agreements/Contracts authorized by President Saunders for the month of February 2007

On February 5, 2007, Dr. Saunders signed the Affiliation Agreement between St. Mary's Hospital and Richland Community College for EMT 200. On February 5, 2007, Dr. Saunders signed the Affiliation Agreement between St. Mary's Hospital and Richland Community College for EMT 120. On February 16, 2007, Dr. Saunders signed the Clinical Affiliation Agreement between Carle Foundation (Urbana, Illinois) and Richland Community College. On February 26, 2007, Dr. Saunders signed the Cooperative Agreement between Swann Center (Champaign, Illinois) and Richland Community
College. On February 27, 2007, Dr. Saunders signed the Amendment to Subcontract Agreement between Bradley University (Peoria, Illinois) and Richland Community College to amend a prior agreement dated December 8, 2004.

EXECUTIVE SESSION
Dudley moved to enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (c) (1); for discussion of pending or probable litigation, as specified in Section 2 (c) (11); for discussion of purchase or lease of real property, as specified in Section 2 (c) (5); and for self-evaluation, as specified in Section 2 (c) (16) of the Open Meetings Act. Curry seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

Meeting convened into closed session at 6:17 p.m.

Meeting reconvened into open session at 7:30 p.m.

OLD BUSINESS

Construction Report

Greg Florian, Vice President of Finance and Administration, updated the Board on the current construction projects and the status of each.

The construction of the AgriBusiness and Occupational Technology Center is taking shape. Steel for the atrium is finally on site and has been set along with the roof framing. The roof on the classroom and lab areas should be completed by the end of March. The atrium area will be roofed shortly after the main building is completed.

The Protection, Health, and Safety Projects are on hold until the projects are revised.

The ADA Access for All project, Fitness Center, Child Care, and Culinary Arts additions have been drafted and sent to the Illinois Community College Board for approval. The College is securing a contract with Chastain & Associates for the design and bid documents for the Illinois Transportation Enhancement Program (ITEP). The project will be administered by the Macon County Highway Department.

NEW BUSINESS

RECOMMENDATIONS OF FACULTY PROMOTION IN RANK FOR 2007-2008

The faculty members recommended for promotion in rank have met the promotional criteria approved by the Board in the Policy Manual. It was recommended that the Board adopt the following eleven (11) resolutions authorizing promotion in academic
Resolution No. 07-10 promoting Lynn Hudson from Assistant Professor to Associate Professor
Resolution No. 07-11 promoting Crystal Kitchens from Instructor to Assistant Professor
Resolution No. 07-12 promoting Dr. Laurie Hughes from Associate Professor to Professor
Resolution No. 07-13 promoting Gil Rocha from Associate Professor to Professor
Resolution No. 07-14 promoting Joyce Clay from Associate Professor to Professor
Resolution No. 07-15 promoting Virginia Ostermeier from Assistant Professor to Associate Professor
Resolution No. 07-16 promoting Mary Ann Riedell from Instructor to Assistant Professor
Resolution No. 07-17 promoting Terri Scroggins from Assistant Professor to Associate Professor
Resolution No. 07-18 promoting Steven Austin from Assistant Professor to Associate Professor
Resolution No. 07-19 promoting Janilyn Kocher from Assistant Professor to Associate Professor
Resolution No. 07-20 promoting Carol Stokes from Assistant Professor to Associate Professor

Colee moved to approve resolutions 07-10, 07-11, 07-12, 07-13, 07-14, 07-15, 07-16, 07-17, 07-18, 07-19, and 07-20, as presented. Osborne seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

Recommendation to Grant Professor Emeritus Status

A recommendation to grant Professor Emeritus status to Karen Baird, Steven Dyer, Jolene Wiegard, and Frank Wiesenmeyer, retired or retiring faculty members, as specified in Professor Emeritus Policy 3.9, was presented to the Board.

The policy allows the College the opportunity to recognize retired or retiring faculty members who made meritorious and significant contributions to the value of Richland Community College.

Chiligiris moved to grant Professor Emeritus status to Karen Baird, Steven Dyer, Jolene Wiegard, and Frank Wiesenmeyer, as specified in Professor Emeritus Policy 3.9, as presented. Osborne seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.
Authorization for Payment of Fees

A recommendation to authorize payment of legal fees was presented to the Board.

As part of a current investigation, the Office of the Executive Inspector General has been and will be conducting interviews with Board of Trustee members and Richland Community College employees. To avoid a conflict of interest, the Board and employees may be required to seek legal counsel other than current College counsel.

Osborne moved to approve the legal fees for current Board of Trustees and current employees associated with the current investigation by the Office of the Executive Inspector General, as presented. Curry seconded. Roll call vote being seven ayes and one nay (Dunning), Chairman Prince declared the motion carried.

BOARD POLICIES, PROPOSALS, AND CHANGES

Official Functions – Policy 2.2.11 – Second Reading

The Official Functions Policy 2.2.11 is presented for a second reading. The revisions to Policy 2.2.11 will clarify specifically the Board’s policy regarding reimbursement of business expenses, including alcohol.

This policy has been submitted to the Policy and Communications Committee, Institutional Effectiveness Group (IEG), and the President’s Cabinet prior to the second reading in March. No action is recommended at this time.

Chronic Communicable Diseases – Policy 3.5.1 – Second Reading

Prohibited Gifts and Political Activity – Policy 3.5.7 – Second Reading

Employee Safety and Risk Management – Policy 3.5.10 – Second Reading

Policy 3.5.1, 3.5.7, and 3.5.10 are new or revised policies and are being presented for a second reading.

An additional statement has been added to the Chronic Communicable Disease policy since the first reading. The statute, 745 ILCS 45 and 77 Ill. Admin. Code 690 et. al., are now a part of the policy to support the language that entities (colleges and universities) are required to include in a chronic communicable disease policy as defined by state law. This statement has been included for clarity.

The policies have been reviewed by the College’s Employee Relations and Development Committee (ERDC) and the Policy and Communications Committee will review the policies. No action is recommended at this time.
FINANCIAL REPORT

Bills Payable

The February 2007 Treasurer’s Report and Financial Statement were presented to and discussed with the Board.

A list of bills for payment and ratification in the amount of $766,700.81 for February 2007 was distributed to the Board prior to the meeting.

Colee moved to approve the bills for payment and ratification as presented and to approve the Financial Statement to be filed for audit. Osborne seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

ITEMS FROM THE BOARD

Rita Colee commented that it is wonderful to promote faculty.

Rev. Wayne Dunning thanked Tim Dudley and Randy Prince for their service on the Electoral Board last month. Decisions were made in the best interest of the College.

Randy Prince congratulated Dr. Gayle Saunders for being the Salute Honoree at the Partners in Education Salute on March 15, 2007. Dr. Saunders was honored because of her outstanding commitment and support of both business and education.

Randy Prince congratulated the Decatur Eisenhower Panthers basketball team, the Maroa-Forsyth Trojans for the unprecedented events of two state championships in two different sports in one year, and the Lutheran School Association on their win at the State Scholastic Bowl championship.

Tim Dudley stated that Ben Cochran was recognized as the Student of the Month at the Breakfast Optimists Club.

ADJOURNMENT

Curry moved and Jorgensen seconded to adjourn the meeting at 7:56 p.m.

Tim Dudley, Secretary