

**MINUTES OF BOARD OF TRUSTEES REGULAR MEETING
DISTRICT NO. 537
RICHLAND COMMUNITY COLLEGE
ONE COLLEGE PARK – DECATUR, ILLINOIS 62521**

July 21, 2009

CONVENING OF THE MEETING

Call to Order The regular meeting was called to order at 5:34 p.m. Tuesday, July 21, 2009, in Conference Room A/B of the College by Chairman Bliefnick. Chairman Bliefnick also recited the College Vision, Mission and Core Values.

Roll Call

Members Present: Amy Bliefnick, Bruce Campbell, Dale Colee, Rev. Wayne Dunning, Dr. Larry Osborne, Randy Prince, and Emmett Sefton

Absent: Lucien Smith

Also present: Dr. Gayle Saunders and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the regular meeting of June 16, 2009, had been distributed to the Board prior to this meeting.

Sefton moved to approve the minutes of the regular meeting of June 16, 2009. Campbell seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

WRITTEN COMMUNICATIONS

1. Correspondence from State Representative Mike Boland thanking Dr. Saunders for her hospitality during his recent campus visit.
2. Correspondence from Doug Zemke, Millikin University President, enclosing a list of transfer students from Richland Community College who were awarded a Millikin degree during the 2008-09 academic year.
3. College Activities Report

Foundation Annual Board Meeting and Dinner will be held on July 23.

Fall convocation will be held on August 10.

Trustees Scholars Orientation Program will be held on August 12 in the Mueller Student Center.

Welcome Back reception will be held on August 13 at the Beach House.

The Decatur Correctional Center graduation will be held on August 14.

4. Personnel Report

Full-Time Employment Resignations:

- Carol Rogers, Executive Secretary, President's Office, Effective July 6, 2009
- Cathy Marx, Library Technical Assistant II, Enrollment Services, Effective July 14, 2009
- David Bolduc, Audio/Visual Specialist, Enrollment Services, Effective August 28, 2009

Employment Changes:

- Linda Hays, Executive Administrative Assistant, Economic Development and Innovative Workforce Solutions, Effective July 1, 2009
- Jill Jenkins, Secretary, Enrollment Services, Effective July 1, 2009
- Susan Webster, Secretary, Campus Life, Effective July 1, 2009

SPECIAL REPORTS

REPORT OF THE PRESIDENT

Illinois Jobs Now Plan – Governor Pat Quinn signed the \$31 billion Illinois Jobs Now Plan (Capital Bill). Funding for the Student Success Center renovations was part of the Capital Bill.

Fiscal Year 2010 – Governor Pat Quinn signed the Illinois State Budget for 2010. The Adult Education Grants were funded at 50%. The funding for the Department of Corrections Educational Program is uncertain. The Veterans' Grant has yet to be funded.

Fall Enrollment – Fall 2009 enroll is up 20%. An adjunct faculty recruitment seminar is scheduled for July 22.

Center for Sustainability and Innovation – The University of Illinois Extension has become tenants of the first floor of the building. Planning has begun for the second floor space.

Mobile Biofuels Lab – The mobile biofuels lab has been delivered and was on display at the Main Entrance.

Retirement Reception – A retirement reception will be held for Shelba Donoho, who is retiring after 20 years of service in the Health Professions programs.

Continuous Quality Improvement Network – The Continuous Quality Improvement Network Summer Institute will be held on July 30-August 2 in Dearborn, Michigan. The focus will be on innovation, after Thomas Edison's Five Principles of Innovation.

College Spotlight – Kona Jones, Director of Online Learning, presented an Online Learning presentation to the Board. The online learning program has experienced a 26.36% increase in enrollment since 2008. Over 1200 students used Angel (learning management system) during Summer 2009. Students receive mandatory online orientation and participate in an Introduction to Online Learning Workshop. The goal to offer an online Associate in Arts degree will be realized by Spring 2010.

REPORT OF ICCTA

Bruce Campbell reported that the next meeting will be September 11-12, 2009, in Springfield, Illinois.

REPORT OF STUDENT TRUSTEE

The Student Trustee was not available for a report.

REPORT OF AGREEMENT/CONTRACTS AUTHORIZED BY PRESIDENT SAUNDERS FOR THE MONTH OF JUNE 2009

During the month of June, Dr. Saunders signed four (4) documents that are listed in the Board Book, including the Cost Reimbursement Contract with County of Macon Workforce Investment Solutions/Summer Youth Jobs Program, Cooperative Agreement with Kaskaskia College, Land Access Permission to Perform Geophysical Survey, and Affiliation Agreement with St. Mary's Hospital.

EXECUTIVE SESSION

Campbell moved that the Board 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. Sefton seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.

Meeting convened into closed session at 6:02 p.m.

Meeting reconvened into open session at 7:09 p.m.

CONSENT AGENDA

Charge-Backs

A recommendation to approve five charge-backs for first-time enrollments was presented to the Board for approval.

Full-Time Employment

A recommendation to approve the employment of Judy Miller as CNA Nursing Instructor, Health Professions Division, effective August 10, 2009, was presented to the Board.

Authorization in Compliance with 5 ILCS 120/2.06 (Closed Session Minutes Audio Recording)

A recommendation to authorize the destruction of the audio recording of the December 18, 2007, and January 15, 2008, closed session meetings was presented to the Board.

Campbell moved to approve the consent agenda items as presented. Osborne seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.

OLD BUSINESS

Revised College Calendar for Spring Semester 2010

A recommendation to adopt changes to the Spring 2010 semester calendar was presented to the Board.

The Calendar Committee has recommended changes to the Spring 2010 calendar to begin classes on Wednesday, January 13, 2010, and move the Professional Development Day to March 10.

Sefton moved to approve the revised college calendar for Spring Semester 2010 as presented. Osborne seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.

Construction Report

Greg Florian, Vice President, Finance and Administration, reported to the Board regarding current construction projects.

The Illinois Transportation Enhancement Program will be bid in September. There are a few items left to complete at the Center for Sustainability and Innovation. Carpet has been installed in the main lobby, and the landscaping has been designed. The wind turbine project is progressing as scheduled, with a target completion date of late August. The Protection, Health, and Safety Projects will begin shortly.

Richland Community College Sustainability Report

Doug Brauer, Vice President, Economic Development and Innovative Workforce Solutions, updated the Board.

Course development has begun for a Sustainable Agriculture Production Program. The Mobile Biofuels Laboratory will be exhibited at the Illinois State Fair. Non-credit sustainability classes are listed in the Board Book.

NEW BUSINESS

Recommendation to Reactivate Power Generation Nuclear AAS Degree Program – Engineering Technologies Division

A recommendation to authorize the College administration to submit a request for reactivation of the Power Generation Nuclear AAS degree and certificate programs was presented to the Board.

Administrative Rules of the Illinois Community College Board allow a program to be reactivated if there is a demonstrated labor market demand and supply shows a need for graduates of the program. Changes were made to the number of credit and lab hours required to complete the degree and courses will begin in the Fall 2009 semester.

Prince moved to authorize College administration to submit a request for reactivation of the Power Generation Nuclear AAS degree and certificate programs, as presented. Campbell seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.

Authorization to Contract with IONA Group for Professional Services

A recommendation to authorize the College administration to enter into a contract with IONA Group of Morton, Illinois, for evaluation, research, design and construction of an interactive education kiosk, in an amount not to exceed \$60,000 was presented to the Board.

Sefton moved to authorize the College administration to enter into a contract with IONA Group of Morton, Illinois, for evaluation, research, design and construction of an interactive education kiosk, in an amount not to exceed \$60,000, as presented. Osborne seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried.

Agreement for Professional Services – BLDD Architects, Inc.

A recommendation to authorize the College administration to enter into an Agreement for Professional Services with BLDD Architects, Inc., for engineering, design, and other professional services for the second floor build-out of the Center for Sustainability and Innovation, in the amount of \$36,000 was presented to the Board.

The expanded work necessary to design the second floor space of the Center for Sustainability and Innovation is beyond the original scope of the building construction. BLDD Architects, Inc., will provide the architectural, engineering, and project administration services required for the build-out of the second floor space in accordance with LEED criteria.

Prince moved to authorize College administration to enter into an Agreement for Professional Services with BLDD Architects, Inc., for engineering, design, and other professional services for the second floor build-out of the Center for Sustainability and Innovation, in the amount of \$36,000, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried.

FINANCIAL REPORT

Bills Payable

The June 2009, 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 \$871,719.88 for June 2009 was distributed to the Board prior to the meeting.

Campbell 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 Bliefnick declared the motion carried.

ITEMS FROM THE BOARD

The Business Services staff was congratulated on its effort on the 2009 and 2010 budgets.

Trustee Sefton commented that the Summer Board Retreat was a knowledgeable experience and the time was well spent.

ADJOURNMENT

Osborne moved and Prince seconded to adjourn the meeting at 7:55 p.m.

Bruce Campbell, Secretary