

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

June 15, 2010

PUBLIC HEARING FOR BUDGET

A Public Hearing for the FY2011 Budget was held at 5:21 p.m. in Conference Room A/B of the College. There were no comments from the public, and the hearing adjourned at 5:36 p.m.

CONVENING OF THE MEETING

Call to Order The regular meeting was called to order at 5:37 p.m. Tuesday, June 15, 2010, 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, Emmett Sefton, and Leah Dinh

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

MINUTES OF PREVIOUS MEETING

The minutes of the regular meeting of May 18, 2010, had been distributed to the Board prior to this meeting.

Prince moved to approve the minutes of the regular meeting of May 18, 2010. Osborne seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

New employees were introduced to the Board.

WRITTEN COMMUNICATIONS

1. Correspondence from Susan Van Kollenburg, Vice President for Meetings and Communications, Higher Learning Commission, thanking Dr. Saunders for her contribution to the 115th Higher Learning Commission Annual Conference.

2. Correspondence from Carissa Stengel, Communications and Marketing Director, United Way, thanking Dr. Saunders for participating in its Celebration of Excellence event.

3. College Activities Report

Each Saturday through October 16, the Richland Student Farms will host a Fresh Produce Market from 7:00 a.m. to noon, in the Shilling Parking Lot.

An Adjunct Faculty Recruitment event will be held on June 17. Individuals attending learn about teaching opportunities available to them in their area of expertise.

The Investing in Our Future campaign celebration will be held on Thursday, June 24, at 6:00 p.m. at the Horticulture Gardens and Patio.

Lincoln Correctional Center graduation will be held on June 25, 2010, at 1:00 p.m.

The College is closed July 5, in observance of Independence Day.

Macon County Relay for Life will be held on the College campus on July 16-17. Approximately 500 walkers from 50 different teams will be participating.

The Foundation Annual Dinner and Meeting will be held on July 29 at the Country Club of Decatur.

The next Board meeting will be held on July 20, at 5:30 p.m.

4. Personnel Updates

Full-Time Employment:

- Leanne Brooks, Coordinator, Mathematics Enrichment Center

5. Construction Report

The Innovations Lab is substantially finished. A ribbon cutting will held for the Center for Sustainability and Innovation. BLDD has been approved as the recommended architect for the Student Success Center.

SPECIAL REPORTS

REPORT OF THE PRESIDENT

Summer Semester – Dr. Saunders reported that Summer Semester began June 7, with a significant increase in enrollment.

Diversity Conference – The Diversity Conference was, once again, a huge success with over 200 participants.

Summer Board Retreat – The Summer Board Retreat will be held on Wednesday, June 23, 2010, at the Fairview Park Plaza Center.

College Spotlight – Culinary Arts Institute – Chef LJ Klink presented a PowerPoint to the Board which featured the first graduates of the Culinary Arts Institute and the trip to China.

Strategic Plan Quarterly Update – Teena Zindel-McWilliams, Assistant to the Vice President, Student and Academic Services, presented the June 2009 Strategic Plan Priorities update.

High School Follow-Up Report – Fall 2009 – Marcus Brown, Interim Vice President, Student and Academic Services, presented information on the Fall 2009 High School Follow-up Report. The purpose of the report is to provide feedback regarding District #537 high school students/graduates who enroll at Richland.

REPORT OF ICCTA

Dale Colee attended the ICCTA Annual Convention and Awards luncheon held on June 4, 2010. IBEW Local 146 received the Business/Industry Partnership Award.

REPORT OF THE STUDENT TRUSTEE

Leah Dinh attended the Student Leadership Institute held on June 3-5, in Springfield, Illinois. The activities for the summer months are listed in the Board Book.

REPORT OF AGREEMENT/CONTRACTS AUTHORIZED BY PRESIDENT SAUNDERS FOR THE MONTH OF MAY 2010

During the month of May, Dr. Saunders signed three (3) documents that are listed in the Board Book, including a request for Bark! The Musical held on May 13; a request from HER for an event held on May 13; and the Illinois Community College Board Adult Education and Family Literacy FY2010 Request for Additional Funds in the amount of \$2,500.

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); for collective negotiating matters, as specified in Section 2 (c) (2); and for self-evaluation, as specified in Section 2 (c) (16) of the Open Meetings Act. Osborne seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.

Meeting convened into closed session at 6:20 p.m.

Meeting reconvened into open session at 7:20 p.m.

CONSENT AGENDA

Charge-Back

A recommendation to approve one charge-back for first-time enrollment was presented to the Board.

Full-Time Employment

A recommendation to employ Shelly Baldwin as Medical/Surgical Nursing Instructor, effective August 16, 2010, was presented to the Board.

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

A recommendation to approve the Amended and Restated Employment Agreement of Dr. Gayle Saunders as President of Richland Community College, effective July 1, 2011, was presented to the Board.

Sefton moved to approve the Amended and Restated Employment Agreement of Dr. Gayle Saunders, effective July 1, 2011, as presented. Osborne seconded. Roll call vote being seven ayes, and one nay, Chairman Bliefnick declared the motion carried.

OLD BUSINESS

Agreement for Professional Services – Henneman Engineering, Inc.

A recommendation to authorize College administration to enter into an Agreement for Professional Services with Henneman Engineering, Inc., for engineering, design, and other professional services for the heating and cooling system, in the amount of \$197,600, was presented to the Board.

Osborne moved to authorize College administration to enter into an Agreement for Professional Services with Henneman Engineering, Inc., for engineering, design, and other professional services, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried.

Renewal of Food Service Contract

A recommendation to authorize College administration to contract with Elliott's Canteen Services of Decatur, Illinois, to provide food service, catering, and vending services for an additional five-year term and commissions to be paid at 15% of gross vending sales, was presented to the Board.

Sefton moved to authorize the College administration to contract with Elliott's Canteen Services of Decatur, Illinois, for an additional five-year term and commissions to be paid at 15% of gross vending sales, as presented. Prince seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried.

NEW BUSINESS

Presentation of Fiscal Year 2011 Budget

Greg Florian, Vice President, Finance and Administration, presented the Fiscal Year 2011 budget to the Board. As required by statute, the tentative budget has been available for public inspection since May 14, 2010. Funding sources have been identified for all expenditures requested in this balanced budget.

Prince moved to adopt Resolution No. 10-12, Adopting Fiscal Year 2011 Budget, as presented. Osborne seconded. Roll vote being all ayes, Chairman Bliefnick declared the motion carried.

Compliance with Prevailing Wage Act – Resolution No. 10-13

A recommendation to adopt Resolution No. 10-13, Compliance with Prevailing Wage Act, was presented to the Board.

The resolution supports the Department of Labor's findings. The Department of Labor's findings for the eight counties in the Richland District are available for review in the President's Office.

Campbell moved to adopt Resolution No. 10-13, Compliance with Prevailing Wage Act, as presented. Dunning seconded. Roll call being all ayes, Chairman Bliefnick declared the motion carried.

Annual State Funded Capital Request – Resource Allocation Management Plan (RAMP) Document

A recommendation to authorize College administration to file a Resource Allocation Management Plan (RAMP) with the Illinois Community College Board and certify that funds are, or will be, available was presented to the Board.

The RAMP document includes the request for new construction projects seeking 75% funding by the state. This year, the College requests state capital funding consideration for four projects. They include the Global Agribusiness Center/National Bioenergy Education Center, Community Education Center, Business Education Center Addition and Renovations, and Workforce Development Center.

Sefton moved to authorize College administration to file a Resource Allocation Management Plan (RAMP) with the Illinois Community College Board and to certify that funds are, or will be, available, as presented. Prince seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried.

FINANCIAL REPORT

Bills Payable

The May 2010 Treasurer's Report and Financial Statements were presented to and discussed with the Board.

Lists of bills for payment and ratification in the amount of \$859,677.50 for May 2010 were 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. Prince seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried.

Review of Minutes of Previous Closed Sessions

A recommendation for continued confidentiality of closed (executive) session minutes was presented to the Board.

Campbell moved that the Board of Trustees approve the continued confidentiality of the closed session minutes, as presented. Sefton seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.

ITEMS FROM THE BOARD

Trustee Colee expressed his appreciation to Trustees Prince and Osborne on the President's contract.

ADJOURNMENT

Dunning moved and Dinh seconded to adjourn the meeting at 7:37 p.m.

Bruce Campbell, Secretary