

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

**February 22, 2011**

**CONVENING OF THE MEETING**

Call to Order The regular meeting was called to order at 5:34 p.m. Tuesday, February 22, 2011, 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, Leah Dinh, Rev. Wayne Dunning, Dr. Larry Osborne, Randy Prince, and Emmett Sefton

Also present: Dr. Gayle Saunders and other staff members

**MINUTES OF PREVIOUS MEETING**

The minutes of the regular meeting of January 18, 2011, had been distributed to the Board prior to this meeting.

**Sefton moved to approve the minutes of the regular meeting of January 18, 2011. Osborne seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.**

**WRITTEN COMMUNICATIONS**

1. Correspondence from S. Richard Fedrizzi, President, U. S. Green Building Council, congratulating the College on achieving Leadership in Energy and Environmental Design (LEED®) Platinum certification for the Center for Sustainability and Innovation.
2. College Activities Report

Professional Development Day was held on February 22, 2011. A number of experts from outside the College community came together to talk about College safety and security.

College 101 will be held March 3, 2011. This is an opportunity for high school sophomores, juniors, seniors, and their parents to learn all about Richland, starting with the admissions process, dual credit, Foundation scholarships, and financial aid.

Decatur Correctional Center Graduation will be held on March 4, 2011, at 1:00 p.m.

The Partners in Education Salute will be held March 7, 2011, at noon. Ritchie and Sandra Barnett will be honored at this event.

The Annual Pancake and Sausage Breakfast will be held March 8, from 7:30 – 10:30 a.m.

The Black History Bowl will be held March 10-11, 2011, sponsored by the Black Student Association.

### 3. Personnel Report

#### **Retirements:**

Sarah Hobson – Duplication Center Technician – effective February 28, 2011  
Sandy Hassinger – Accounting Technician – effective March 31, 2011

#### **Position Changes:**

April Cramer – Accounting Technician – effective February 1, 2011

#### **New Employee:**

Shirley Bond – Administrative Assistant, Communications, Education, Humanities, and Fine Arts – effective February 7, 2011

### 4. Construction Report

The planning process has begun for the Student Success Center to remodel and extend the North wing. The next step is to work with the architects to start designing the services. Once the project reaches the program development stage, it will be put on hold until the State funds are released.

The Shilling Lobby project is complete except for the ticket door. A protection, health & safety project is on this month's agenda to upgrade the lighting. The energy management system and energy master plan bids have been received and a recommendation for a contractor is also included on this agenda.

The roofing project has been awarded to Joiner Roofing and is expected to start when the weather stabilizes. The Culinary Arts Coffee Shop project will be completed by the end of March.

## **SPECIAL REPORTS**

### **REPORT OF THE PRESIDENT**

**Worldwide Youth in Science and Engineering (WYSE) Competition** – Approximately 200 high school students in the Richland District participated in specialized testing on February 9.

**Faculty of the Year Committee** – Trustee Dunning volunteered to serve on the Full-Time and Adjunct Faculty of the Year selection committee.

**ACCT** – Delegates from Richland Community College traveled to Washington, DC, on February 13-17 for the Community College National Legislative Summit. Several Congressional offices were visited. The delegates attended a number of keynote sessions.

**College Spotlight** – Kathy Carter, Director, Scholarships and Alumni Development, presented a video to the Board highlighting scholarship recipients and Richland alumni events.

### **REPORT OF ICCTA**

Trustee Bliefnick attended the ICCTA meeting held in Washington, DC. She reported that ICCTA is working on 5 issues. The issues include auto transfer of credits to 4-year colleges; supporting the associate nursing program and opposing the BSN in 10 project; funding college insurance for retirees; supporting the Governor's proposal to borrow money; and opposing the ISAC proposal.

Trustee Prince added that time was spent with Congressman Shimkus and other congressional staff members.

### **REPORT OF STUDENT TRUSTEE**

Student Trustee Leah Dinh reported on upcoming campus events and updates. Student Senate and Student Trustee elections will be held March 29-30.

### **AGREEMENTS/CONTRACTS AUTHORIZED BY THE PRESIDENT**

Dr. Saunders signed five agreements in the month of January 2011, including the 2010-2011 Annual Review of the National Electrical Contractors Association (NECA)/International Brotherhood of Electrical Workers (IBEW) Local 146 Joint Apprenticeship and Training Committee (JATC) Cooperative Training Agreement; the Career and Technical Education Program Innovation Grant Agreement with the Illinois Community College Board; a request from Economic Development and Innovative Workforce Solutions for a DMH Hearts Around the World event on January 22, 2011;

the 2010-2012 Annual Review of Ameren Illinois-Cooperative Training Programs; and the SSS/TRiO Annual Performance Review for the 2009-2010 academic year.

## **CONSENT AGENDA**

### **Charge Backs**

A recommendation to approve two charge-backs was presented to the Board for approval.

**Sefton moved to approve the consent agenda items as presented. Prince seconded. Voice being all ayes, Chairman Bliefnick declared the motion carried.**

## **OLD BUSINESS**

### **Foundation Quarterly Report**

Richard McGowan, Executive Director, Foundation and Development, addressed the Board. The Foundation Development Committee is tasked with reviewing annual events and ongoing fundraising programs as well as renewed efforts to cultivate major gift support for the College.

The Nominating Committee has prepared a slate of nominees to fill open positions on the board and a slate of officers.

The third annual William Eichenauer Memorial Scholarship Dinner is scheduled for Saturday, March 26. The proceeds will be directed to scholarships in the Culinary Arts program.

The annual golf outing will be held on May 6 at Hickory Point Golf Club and will benefit the new Student Café in the Mueller Student Center.

The Scholarship and Alumni Development Office has selected Brett Swallow, Senior Vice President for Hickory Point Bank & Trust, as the College's distinguished alumnus for 2011.

The Foundation section of the new Richland website has been updated, reflecting a comprehensive listing of Foundation and Alumni Development programs and activities.

### **Approval of Bid for the Energy System Renovation**

A request for approval to contract with Burdick Plumbing & Heating of Decatur, Illinois, for the Energy System Renovation Project was presented to the Board.

Three (3) bids were received. Burdick Plumbing & Heating of Decatur, Illinois, submitted the low bid at \$1,677,270.

**Dunning moved to authorize the College administration to award the bid to Burdick Plumbing & Heating of Decatur, Illinois, for the Energy System Renovation, in the amount of \$1,677,270, as presented. Osborne seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried.**

**Recommendation for Approval of Bid – Temperature Control System**

A request for approval to contract with ECSI of Peoria, Illinois, for the Temperature Control System was presented to the Board.

Two (2) bids were received. ECSI of Peoria, Illinois, submitted the low bid at \$189,939.

**Prince moved to authorize the College staff to enter into a contract with ECSI of Peoria, Illinois, to replace the Temperature Control System, for the base bid and alternate item in the amount of \$189,939, as presented. Osborne seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried.**

**Approval of Protection, Health, and Safety Project**

A recommendation to approve Resolution No. 11-13 to complete a protection, health and safety project; authorize the College administration to submit an application to the Illinois Community College Board for review; and to authorize administration to enter into a contract with BLDD Architects to provide professional architectural and engineering services was presented to the Board.

The project identified addresses the need to repair and replace the lighting and ceiling tiles in the Lobby and Salon areas of the Shilling Community Education Center. The damage to the ceiling tiles has been certified as a threat to the structural integrity by BLDD Architects, and replacement of the lighting will provide greater energy efficiency.

**Prince moved to authorize the College administration to submit the protection, health, and safety project to the Illinois Community College Board for review and approval; and authorize administration to contract with BLDD Architects to provide professional architectural and engineering services not to exceed \$10,000, as presented. Osborne seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried.**

**Approval of Agreement – Pipeline and Access Easement Use for CO<sub>2</sub> Sequestration Project**

A recommendation to approve the pipeline and access easement request in support of the U. S. Department of Energy project CO<sub>2</sub> Capture from Biofuels Production and Sequestration in the Mt. Simon Sandstone, Phase II, DE-FE-0001547, was presented to the Board.

The agreement supports the U. S. Department of Energy, National Energy Technology Laboratory project CO<sub>2</sub> Capture from Biofuels Production and Sequestration in the Mt. Simon Sandstone, Phase II, DE-FE-0001547, of which the College is a partner.

**Prince moved to approve the pipeline and access easement request in support of the U. S. Department of Energy project CO<sub>2</sub> Capture from Biofuels Production and Sequestration in the Mt. Simon Sandstone, Phase II, DE-FE-0001547, as presented. Sefton seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.**

**Approval of Request for Pore Space Rights for CO<sub>2</sub> Sequestration Project**

A recommendation to approve the pore space rights request in support of the U. S. Department of Energy project CO<sub>2</sub> Capture from Biofuels Production and Sequestration in the Mt. Simon Sandstone, Phase II, DE-FE-0001547 was presented to the Board.

The agreement supports the U. S. Department of Energy, National Energy Technology Laboratory project CO<sub>2</sub> Capture from Biofuels Production and Sequestration in the Mt. Simon Sandstone, Phase II, DE-FE-0001547, of which the College is a partner.

**Sefton moved to approve the pore space rights request in support of the U. S. Department of Energy project CO<sub>2</sub> Capture from Biofuels Production and Sequestration in the Mt. Simon Sandstone, Phase II, DE-FE-0001547, as presented. Dunning seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.**

**Approval to Construct National Sequestration Education Center**

A recommendation to approve the National Sequestration Education Center project and scope was presented to the Board.

The building construction is funded by the U. S. Department of Energy, National Energy Technology Laboratory project CO<sub>2</sub> Capture from Biofuels Production and Sequestration in the Mt. Simon Sandstone, Phase II, DE-FE-0001547, of which the College is a partner.

**Campbell moved to approve the National Sequestration Education Center project and scope and direct the administration to submit a request for approval to the Illinois Community College Board, as presented. Dunning seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.**

## **NEW BUSINESS**

### **Tenure Recommendations**

Dr. Saunders recommended to the Board that the following resolutions granting tenure to five full-time faculty members be adopted: Resolution No. 11-8 granting tenure to Richard Harmon, Instructor; Resolution No. 11-9 granting tenure to Andrew Hynds Instructor; Resolution No. 11-10 granting tenure to Jerald Klinkenberg, Instructor; Resolution No. 11-11 granting tenure to Dr. Christopher Merli, Assistant Professor; and Resolution No. 11-12 granting tenure to Aaron Sarff, Instructor.

**Prince moved to approve tenure resolutions 11-8 through 11-12, as presented. Osborne seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.**

### **Recommendation for Approval of Fees for FY12**

A recommendation to approve an increase in fees for the 2011-2012 academic year was presented to the Board. The proposed increases will become effective with the Summer 2011 term.

**Osborne moved to approve the increases for the proposed fees, effective summer 2011, as presented. Prince seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried.**

### **Approval of Tuition Rates for Fiscal Year 2012**

A recommendation to approve the proposed tuition rate of \$91 per credit hour, effective Summer 2011 term, was presented to the Board.

As part of the College's ongoing financial analysis and projections, staff reviewed other community college tuition rates, proposed State funding allocations, and the statutory criteria for eligibility to receive Equalization Grant funding. At this time, the College is proposing a tuition increase of \$6.50 from \$84.50 to \$91 per credit hour. The standard academic fee of \$4.50 will increase \$0.50 to \$5, making the tuition and fees cost per credit hour \$96. This rate will become effective Summer 2011 term.

**Dunning moved to approve the in-district tuition rate of \$91 per credit hour, in-state out-of-district tuition rate of \$289.87 per credit hour, out-of-state tuition rate of \$415.42 per credit hour, and the charge-back rate of \$206.87 per credit hour, and the academic fee rate of \$5 per credit hour, effective Summer Term 2011, as presented. Osborne seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried**

## **FINANCIAL REPORT**

### **Bills Payable**

The January 2011 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 \$1,265,966.49 for January 2011 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. Colee seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried.**

## **EXECUTIVE SESSION**

**Campbell moved to enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (c) (1); for the purpose of discussing collective negotiating matters, as specified in Section 2 (c) (2); for discussion of purchase or lease of real property, as specified in Section 2 (c) (5); for discussion of pending or probable litigation, as specified in Section 2 (c) (11); 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 7:25 p.m.

Meeting reconvened into open session at 8:35 p.m.

## **ADJOURNMENT**

**Prince moved and Osborne seconded to adjourn the meeting at 8:35 p.m.**

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Bruce Campbell, Secretary