

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

**February 21, 2012**

**CONVENING OF THE MEETING**

Call to Order The regular meeting was called to order on Tuesday, February 21, 2012, at 5:34 p.m. in Conference Room A/B of the College by Chairman Colee. Chairman Colee also recited the College Vision, Mission, and Core Values.

Roll Call

Members present: Amy Bliefnick, Bruce Campbell, Dale Colee, Dr. Larry Osborne, Emmett Sefton, and Paula Wood

Members absent: Rev. Wayne Dunning and Randy Prince

Also present: Dr. Gayle Saunders and other staff members

**MINUTES OF PREVIOUS MEETING**

The minutes of the regular meeting of January 17, 2012, had been distributed to the Board prior to this meeting.

**Campbell moved to approve the minutes of the regular meeting of January 17, 2012. Osborne seconded. Voice vote being all ayes, Chairman Colee declared the motion carried.**

**APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS**

**WRITTEN COMMUNICATIONS**

Correspondence from Mirinda Rothrock, President, Greater Decatur Chamber of Commerce, thanking Richland Community College for hosting a Chamber Business After Hours.

Correspondence from Albert Weidlich, expressing what a privilege it is to be a student at Richland Community College.

Correspondence from Lin Warfel, Parkland College trustee, thanking Richland for its hospitality as the host of the ICCTA East Central Region meeting held on February 6, 2012.

#### College Activities Report:

- 39<sup>th</sup> Annual Articulation Breakfast will be held on February 23, in the Shilling Center.
- Professional Development Day will be held on February 28.
- Partners' Salute luncheon will be held March 5. David Weber will be honored.
- College 101 will be held on March 8 in the Shilling Center.
- William T. Eichenauer Scholarship Dinner for the Culinary Arts will be held on March 24.

#### Progress City and Richland Special Events Report:

A summary of activity related to the Progress City outdoor exposition center and special events hosted by Richland scheduled during calendar year 2012 is included in the board book.

#### Personnel Update:

##### Full-Time Employee Retirement, Resignations, and Terminations

- Georganne Sadomytschenko, Assistant Director, Human Resources, effective January 27, 2012
- Chelsey Reitor, Child Care Assistant, Child Development Center, effective January 31, 2012
- Karen Becker, English Professor, Communications, Education, Humanities, and Fine Arts, effective June 1, 2012

##### New Employee

- George Wenthe, Construction Occupations Instructor, Logan Correctional Center, effective January 17, 2012

#### Construction Projects Status

A summary of current construction projects and the status of each is included in the board book.

## **SPECIAL REPORTS**

### **REPORT OF THE PRESIDENT**

**Worldwide Youth in Science and Engineering (WYSE) Competition** – Students from 13 area high schools participated in specialized testing on February 1.

**East Central Region Trustees Meeting** – Trustees from Richland Community College, Parkland College, Lake Land Community College, Danville Area Community College, Lincoln Land Community College, and Heartland Community College attended the East Central Region Trustees Meeting on February 6. David Baime, Senior Vice President, Government Relations and Research, American Association of Community Colleges, was the guest speaker. He presented the national issues of concern for community colleges.

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

**Illinois Community College Board (ICCB)** – Richland Community College will host an ICCB meeting on March 23.

**Paperless Board** – Amy Bliefnick, Dr. Larry Osborne, and Bruce Campbell volunteered to participate in the initial trial of the iPad format for the March board meeting. Hard copies of the Board Book will continue to be made until the transition to paperless is complete.

**Open Meetings Act Training** – All elected and appointed members of a public body must take the Attorney General's electronic Open Meetings Act training by December 31, 2012. Board members are asked to participate in the training as soon as practical.

**ADM Layoffs** – In response to the recent layoff announcement, Richland Community College has been in conversation with ADM, Economic Development Corporation, and Workforce Investment Solutions about support either by retraining or identifying current openings at other business.

**National Legislative Summit** – Trustees and staff traveled to Washington, D.C., to advocate on behalf of community colleges and students. Lisa Gregory, Executive Director of Public Information and Chief of Staff, provided an overview of the sessions and congressional visits that took place. A DVD highlighting Pell Grant students is available on Richland's YouTube link.

**College Spotlight** – Marcus Brown, Dean, Enrollment Services, and Carmin Ross, Director, Financial Aid and Veterans' Affairs, presented to the Board. The Financial Aid system has been restructured and staff expertise has increased. As a result, all staff are trained to accept and process financial aid information; finalize award at point of contact with student; receive and process veterans' information; and process student loan applications. Rotation of responsibilities within financial aid has created a broad knowledge of all processes. Changes in processes have resulted in improved student relationships, increased the number of students who are processed earlier, and reduced the number of visits to the financial aid office during peak months.

## **REPORT OF ICCTA**

Trustee Campbell distributed a copy of board highlights from the Legislative Summit and the legislative agenda for ICCTA for calendar year 2012. Trustee Campbell reported the next ICCTA meeting will be held on March 9-10, 2012, in Schaumburg, Illinois.

## **REPORT OF STUDENT TRUSTEE**

Student Trustee Paula Wood presented updates from Campus Life, Clubs, Honor Societies, and Organizations. Paula presented a video highlighting her attendance at the ACCT Legislative Summit in Washington, D.C.

## **AGREEMENTS/CONTRACTS AUTHORIZED BY PRESIDENT SAUNDERS FOR THE MONTH OF JANUARY 2012**

During the month of January, Dr. Saunders signed the Career and Technical Education Program Innovation Grant Agreement with the State of Illinois and the Articulation Agreements between Eastern Illinois University and Richland Community College.

## **EXECUTIVE SESSION**

Sefton moved that the Board 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. Campbell seconded. Voice vote being all ayes, Chairman Colee declared the motion carried. Meeting convened into closed session at 6:39 p.m.

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

## **CONSENT AGENDA**

### **Purchase Recommendation and Bid**

A recommendation to approve the purchase of the Sequestration Technology Educational Learning Array presentation equipment from existing Richland Community College computer/digital technology suppliers at a cost not to exceed \$71,000 in support of U. S. Department of Education project, was presented to the Board.

### **Charge Backs**

A recommendation to approve the charge back application of Courtney Wildman to attend Parkland College in the Agri-Business Grain Merchandising & Management AAS degree program from Fall 2012 – Spring 2013 was presented to the Board.

A recommendation to approve the charge back application of Jennifer Hudson to attend Parkland College in the Veterinary Technology AAS degree program for the Summer 2012 was presented to the Board.

### **Full Time Employment**

A recommendation to approve the employment of Brian Tucker, Director, Culinary Arts Institute, effective March 12, 2012, was presented to the Board.

### **Statement of Final Acquisition Costs Compliance**

A recommendation to authorize College administration to submit the Statement of Final Completion of State and Locally Funded Projects to the Illinois Community College Board was presented to the Board.

### **Authorization in Compliance with 5 Illinois Compiled Statutes 120/2.06 (Destruction of Closed Session Audio Recordings)**

A recommendation to authorize the destruction of the verbatim record of the July 20, 2010, closed session was presented to the board.

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

### **OLD BUSINESS**

#### **Foundation Board Meeting Report**

Richard McGowan, Foundation Executive Director, report to the Board. The Foundation Board of Directors met in January for its first quarterly meeting of the year. The Foundation transferred a sizeable amount to the College to satisfy obligations and student scholarships. The Foundation reported total assets in the amount of \$14,707,450. That figure is 3 ½ times greater than it was in 2001. The Foundation also approved 5 monetary requests from the College: Conversation on Race Summit, Partners in Education luncheon, Fifth Annual Black History Bowl, Fire Science field trip, and 12<sup>th</sup> Annual Diversity Conference.

In 2011, the Foundation awarded 568 student scholarships. The Foundation is working to streamline the scholarship application and award process. Tricia Cordulack, Director of Scholarships, has been working with the Business Office to put the scholarship applications online beginning Fall 2012.

A number of events are planned for spring, including the William T. Eichenauer Memorial Scholarship Dinner and the annual Golf Outing. Proceeds from the golf outing will benefit the new culinary dining room at Richland.

The Alumni Association is hosting a coffee event for alumni and their guests. Marquis Beverage will be on hand to share coffee history and recipes throughout the evening.

Cultivation efforts will continue with all major gift prospects from the successful Investing in our Future campaign.

**Consideration of Section 3.2(b) President's Employment Agreement**

**Bliefnick, as a representative of the Compensation Committee, moved to set the amount due the President as discussed during the executive session on February 21, 2012, pursuant to Section 3.2(b) of the President's employment agreement. Osborne seconded. Roll call vote being all ayes, Chairman Colee declared the motion carried.**

**NEW BUSINESS**

**Tenure Recommendations**

A recommendation to adopt Resolution No. 12-6 to grant tenure to Judy Miller, Instructor, Basic Nurse Assistant Training, was presented to the Board.

**Osborne moved to adopt Resolution No. 12-6 to grant tenure to Judy Miller, Instructor, Basic Nurse Assistant Training, as presented. Bliefnick seconded. Voice vote being all ayes, Chairman Colee declared the motion carried.**

**Recommendation for Approval of Fees for FY13**

A recommendation to approve the fees for fiscal year 2013 was presented to the Board. After a review of the current fees, several changes are being proposed to reflect current costs.

**Campbell moved to approve the fees for fiscal year 2013 as presented. Osborne seconded. Roll call vote being all ayes, Chairman Colee declared the motion carried.**

**Approval of Tuition Rates for Fiscal Year 2013**

A recommendation to approve the in-district tuition, in-state out-of-district tuition, out-of-state and international tuition, charge-back, variable tuition, online tuition, and fee rates and authorize the practice of charging in-district tuition to out-of-district students that are attending an educational institution in the college district was presented to the Board.

As part of the College's ongoing financial analysis and projections, staff review other community college tuition rates, proposed State funding allocations, EAV projections, and the statutory criterion for eligibility to receive Equalization Grant Funding. The College proposes a tuition adjustment of \$5 from \$91 to \$96 per credit hour.

The Illinois Administrative Rules of the Illinois Community College Board prescribe a formula for determining out-of-district tuition and charge-backs. This calculation is presented as part of the annual audit. The proposed rate for out-of-district tuition is

\$231, out-of-state and international tuition is \$363.33 and the charge-back rate is \$209.35 per credit hour.

As discussed at the Winter board retreat and after a review of the costs for AAS Nursing classes and tuition and fees from neighboring community college programs, it is recommended that the Board establish a variable tuition rate for AAS Nursing classes, as provided for in the Illinois Compiled Statutes Section 805/6-4a , at the rate of 120% of the College's standard tuition rate in accordance with residency requirements. That calculated rate for fiscal year 2013 is \$115 per credit hour for in-district students.

The Illinois Administrative Rules also allow community college districts to charge in-district tuition to out-of-district students who are attending an educational institution located within the College's district. Richland has not taken this action previously, but in an effort to serve our constituent base, it is recommended the Board authorize this practice.

In an effort to be regionally competitive with other higher education institutions, it is recommended that the Board adopt a standard online tuition rate that will be charged to students regardless of their residency.

**Bliefnick moved to approve the in-district tuition rate of \$96 per credit hour; in-state out-of-district tuition rate of \$231 per credit hour; out-of-state and international tuition rate of \$363.33 per credit hour; charge-back rate of \$209.35 per credit hour; variable tuition rate for AAS Nursing classes at 120% of the base tuition rate; online tuition rate of \$140 per credit hour, and fee rate of \$5.00 per credit hour, effective Summer Term 2012; and to authorize the practice of charging in-district tuition to out-of district students who are attending an educational institution located in the College district as presented. Osborne seconded. Roll call vote being all ayes, Chairman Colee declared the motion carried.**

## **FINANCIAL REPORT**

### **Treasurer's Report and Financial Statement**

The January 2012 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills for ratification in the amount of \$1,441,137.30 for January 2012 was distributed to the Board prior to the meeting.

**Bliefnick moved to ratify the January 2012 bills paid and approve the Financial Statement to be filed for audit. Campbell seconded. Roll call vote being all ayes, Chairman Colee declared the motion carried.**

**ITEMS FROM THE BOARD**

Trustee Osborne commended the Enrollment Services division on the phenomenal turnaround in the Student Services area.

Trustee Bliefnick informed the Board that President Saunders will be featured in the Wednesday's edition of the Herald & Review for her ten years of service at Richland Community College.

**ADJOURNMENT**

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

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Emmett Sefton, Secretary