

**MINUTES OF BOARD OF TRUSTEES REGULAR MEETING  
DISTRICT NO. 537  
RICHLAND COMMUNITY COLLEGE**

**May 17, 2016**

**CONVENING OF THE MEETING**

Call to Order The regular meeting was called to order at 5:30 p.m. Tuesday, May 17, 2016, in Conference Room E181 by Chairman Campbell. Chairman Campbell also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Bruce Campbell, Dr. Larry Osborne, Tom Ritter, Dale Colee, Dr. David Coopriders, Bishop Wayne Dunning, Randy Prince, Ashley Ronda

Trustees Absent: None

Also present: Dr. Charles Novak and other staff members

**MINUTES OF PREVIOUS MEETING**

The minutes of the regular meeting of April 19, 2016, had been distributed to the Board prior to this meeting.

**Prince moved to approve the minutes of the regular meeting of April 19, 2016. Dr. Osborne seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.**

**APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS**

Dr. Novak welcomed Dalton Collins, Jonathan Newlin, and Brittany Watts from the Media Club

**REORGANIZATION OF THE BOARD OF TRUSTEES AND AD HOC APPOINTMENTS**

**Appointment of Board Officers**

**Dr. Osborne moved and Trustee Colee seconded to recommend the following slate of officers for 2016-2017**

Bruce Campbell – Chairman  
Tom Ritter – Vice Chairman  
Dr. David Coopriders – Secretary

Chairman Campbell stated that the Ad Hoc Appointments would remain the same.

**Liaison to Richland Community College Foundation Board of Directors**

Randy Prince

**ICCTA Representative**

Dale Colee

**Audit Committee**

Dr. Coopridier and Tom Ritter

**Travel Committee**

Dr. Osborne and Randy Prince

**Nominating Committee**

Dr. Osborne and Bishop Dunning

**WRITTEN COMMUNICATIONS**

College Activities Report:

- College closed – May 27, June 3, 10, 17, 24
- Memorial Day – May 30 – College closed
- June 3 – Cromwell Radio, Talk 101 at 7:10 a.m.
- Saturday Produce Market Kick-off begins June 4 at 8:00 a.m. and continues through October 2016
- Summer Classes begin – June 6
- June 11 – 10:00 a.m. – 2:00 p.m. Saturday Registration at the Workforce Development Institute
- June 14 – WHOW 1520AM – “Around Central Illinois” – 8:40 a.m. – 9:00 a.m. and Pharmacy Facts with Friends – WSOY 1340AM – 5:00 p.m.
- Electronic Recycling - Progress City USA – June 18 from 9:00 a.m. to noon
- June 21 – Board of Trustees Meeting – located in S215 at 5:30 p.m.
- Finders Market – Progress City USA – June 23 and 24

## Personnel Update

### Retirements, Resignations, and Terminations

- Na'kia Akins, Teacher Assistant, Part-time, Early Childhood Development Center, effective, April 7, 2016
- Stacie Hanneken, Secretary, Adult Education, effective April 15, 2016
- Gianina Baker, Director, Institutional Effectiveness and Planning, President's Office, effective May 27, 2016

### New Employees

- Melinda Hall, Administrative Assistant, Project READ, effective May 9, 2016

## **SPECIAL REPORTS**

### **REPORT OF THE PRESIDENT**

1. Dr. Novak shared a plaque presented to Richland Community College from HVAC Excellence accrediting Richland's HVAC Program for another 6 years.
2. Dr. Novak reported that he attended a meeting in Springfield with Governor Rauner regarding the future of Excelon.
3. Dr. Novak reported that Teena Zindel-McWilliams was invited and attending a CQIN Planning meeting.
4. Dr. Novak reported that he continues to work the Capital Development Board about funding that is needed to complete the Student Success Center.
5. Dr. Jarmese Sherrod – presented Evolution of Richland Community College's Media Program
6. Greg Florian, Vice President of Finance and Administration, presented the Construction Report

### **REPORT OF ICCTA**

Dale Colee reported that the ICCTA Lobby Day was held on May 4, 2016, in Springfield. Highlights included the 50 year anniversary, bills that were discussed, and funding for community colleges with no budget.

### **REPORT OF STUDENT TRUSTEE**

Student Trustee Ashley Ronda reported on the upcoming events at Richland Community College. The activities are listed in the board book.

## **AGREEMENTS/CONTRACTS AUTHORIZED BY THE PRESIDENT FOR THE MONTH OF MARCH**

Dr. Novak signed an articulation agreement between Richland Community College and Kendall College enabling any Richland Community College student in good standing who has successfully completed the requirements for an Associate of Applied Science in Culinary Arts and/or Hospitality Management degree to transfer seamlessly, at the Junior level, to the appropriate Kendall College Bachelor of Arts academic program.

Dr. Novak signed the ADM Food Innovation Challenge Sponsorship Agreement for 2016.

## **CONSENT AGENDA**

A recommendation to approve Charge-backs for: Kelsy E. Gosda - Veterinary Technology – Parkland College – 2016 Fall Term through 2017 Summer Term; Callie Wildman - Agricultural Business - Grain Merchandising and Management – Parkland College – 2016 Term through 2017 Summer Term; and Nathaniel Mechling, Kinesiology – Sports Management – Transferable to the University of Illinois – 2016 Fall Term through 2017 Spring Term was presented to the Board.

A recommendation to approve a one year lease extension with Shippers Rental of Decatur, Illinois, for \$2000.00/month for one tractor and one trailer was presented to the Board.

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

## **OLD BUSINESS**

### **Foundation Update**

Richard McGowan, Executive Director, Foundation and Development, presented to the Board.

The Foundation Board of Directors met April 26 for its second quarterly meeting of the year.

The scholarship dinner was a success. The proceeds will be added to the William T. Eichenauer Endowed Scholarship Fund.

Unfortunately, the annual golf outing that was scheduled for May 13 has been postponed to June 10 due to wet course conditions at Hickory Point Golf Course. The proceeds from this

year's event will be directed to technology upgrades in lecture halls and other campus classrooms at the College.

New Foundation Board of Directors were elected to serve a three-year term.

- Brett Swallow, Chairman
- Myung Kim, Vice Chairman
- Dave Koshinski, Treasurer
- Dr. Alan Frigy, Secretary

The Directors elected the following to serve on the Board:

- Mark Avery, publisher of the Grain Journal (first term)
- Jennifer Preston, director of employee and labor relations for ADM(first term)
- Mike Sheehan, partner with Sickich Financial (first term)
- Myung Kim (extended term)

The chief focus of the Foundation has been the Capital Campaign for the Carroll Center for Business. With the funds raised to date, it is possible to commence designing the physical space of the new Center. Larry Foster, campaign chairman is meeting with potential campaign prospects and hopes to make final contacts by June 30.

Tricia Cordulack, Director of Scholarships and Alumni relations, has been preparing letters to award the Trustees Scholarship to eligible graduating seniors. For the first time, Trustee Scholars for the Fall 2016 semester will be required to take an Honors course or participate in an Honors Project as part of their educational experience at Richland Community College. This requirement will also affect Scherer Scholarship recipients beginning with recipients next fall.

## **NEW BUSINESS**

### **Tentative FY2017 Budget**

The tentative budget for Fiscal Year 2017 was distributed to the Board. The budget is available for public inspection in the Business Office for a minimum of 30 days prior to the Public Budget hearing on June 21, 2016.

### **Court of Claims**

A recommendation was made to the Board of Trustees authorizing the College Administration to file four claims in small claims court with the State to recover funds spent under each program contract for: Department of Corrections in the amount of \$411,022.91; Illinois Community College Board in the amount of \$137,075.00; Illinois Emergency Management Agency in the amount of \$29,705.53; Campus Safety Grant and Child Care Resources Services in the amount of \$5,778.12 for a total of \$583,581.62, was presented to the Board.

**Dr. Coopriider moved to approve the recommendation authorizing the College Administration to file a claim in small claims court with the State to recover funds spend under each program contract for: Department of Corrections in the amount of \$411,022.91; Illinois Community College Board in the amount of \$137,075.00; Illinois Emergency Management Agency in the amount of \$29,705.53; Campus Safety Grant and Child Care Resources Services in the amount of \$5,778.12 for a total of \$583,581.62. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.**

## **FINANCIAL REPORT**

### **Bills Payable**

The April 2016 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$960,083.24 for April 2016 was distributed to the Board prior to the meeting.

**Prince moved to ratify the April bills paid and approve the Financial Statement subject to audit. Dr. Osborne seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.**

## **ITEMS FROM THE BOARD**

Tom Ritter gave a Presidential Search Committee update. To date, the Committee has narrowed the candidates from 35 to 8. Virtual interviews will take place on May 24 and 25. Recommendations will be made to the Board of Trustees and candidates will be invited to Richland's campus the week of June 13, 2016.

## **EXECUTIVE SESSION**

**Dr. Coopriider moved to enter into closed session in accordance with 5 ILCS 120/2. (C) (1) "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of Richland Community College." Ritter seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.**

Meeting convened into closed session at 7:25 p.m.

Meeting reconvened into open session at 7:50 p.m.

**ADJOURNMENT**

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

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Dr. David Coopridier, Secretary