

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

June 20, 2017

PUBLIC HEARING FOR BUDGET

A Public hearing for the FY2018 budget was held at 5:15 p.m. in the Exhibit Hall of NSEC. There were no comments from the public, and the hearing adjourned at 5:41 p.m.

CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:42 p.m. Tuesday, June 20, 2017, in the Exhibit Hall of NSEC by Chairman Ritter. Chairman Ritter also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Bruce Campbell, Tom Ritter, Dr. David Coopridner, Jim Underwood, Randy Prince, Bishop Wayne Dunning, Dale Colee, and Lee Trimble

Trustees Absent: None

Also present: Dr. Cris Valdez and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the regular meeting of May 16, 2017 had been distributed to the Board prior to this meeting.

Prince moved to approve the minutes of the regular meeting of May 16, 2017. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed Ryan Voyles from the Herald and Review, Cassandra Smith from WSOY, and Brittania Schreurs

WRITTEN COMMUNICATIONS

College Activities Report

- Summer Celebration – Office of Student Engagement – June 20 – 8:00 a.m. – 11:30 a.m.

- DPS61 Summer Camp – June 21-23, 26-30 - NSEC
- Vietnam Veterans Debut – June 24 – 8:00 a.m. – SC28
- ESPY Awards with Neuhoff Media – June 25 – 4:00 p.m. – Shilling Education Center
- GED Graduation – June 28 – 3:00 p.m. – Shilling Salons
- Saturday Produce Market – June 24, July 1, 8, 15 – 8:00 a.m. – NSEC Parking lot
- Blood Drive – July 6 – 10:00 a.m. – 2:00 p.m. – Shilling Center
- Second Saturday Registration – July 8 – 10:00 a.m. – 2:00 p.m. – WDI
- Da Boys Entertainment Talent Show – July 8 – 3:00 p.m. – Shilling Auditorium
- Tech – Go Camp – July 10 – 14, 17-20 – NSEC
- Ice Cream Social – July 11 – 10:00 a.m. – Prairie Grill
- Nursing Accreditation Visit – July 17 – SC01
- Board of Trustees Meeting – located in Exhibit Hall at 5:30 p.m. – July 18
- Other activities listed in the Board Book

Personnel Update

Retirements, Resignations, and Terminations

- Tara Baker, ECE Teacher, Part-time, effective May 31, 2017
- Andrew Blackburn, ECE Teacher's Assistant, Part-time, effective May 31, 2017
- Shirley Bon, Administrative Assistant, Academic Support, effective May 31, 2017
- Kimberly Brummett, Director, Early Childhood Education, effective May 31, 2017
- Cherilynn Evans, ECE Teacher's Assistant, Part-time, effective May 31, 2017
- Carolyn Fabian, College Operator, Part-time, effective May 31, 2017
- Chris Ferrill, Math Faculty, effective May 31, 2017
- Wendy Filchak, ECE Teacher, effective May 31, 2017
- Diane Fleming, College Operator, effective May 31, 2017
- Jacqueline Hagan, Administrative Assistant, Marketing, effective May, 31, 2017
- Neal Leihser, Tech Services Specialist II, effective May 31, 2017
- Thomas Morrow, Philosophy Faculty, effective May 31, 2017
- Lenora Reed, Accounting Tech, Student Receivables, effective May 31, 2017
- Lori Shimizu, ECE Teacher, Part-time, effective May 31, 2017
- Kolbi Templin, Accounting Tech, Operations, effective May 31, 2017
- John Wylder, Information Services Coordinator, LRC, effective May 31, 2017

SPECIAL REPORTS

1. Greg Florian, Vice President of Finance and Administration, presented the Construction Report

REPORT OF ICCTA

Bishop Dunning and Jim Underwood attended the ICCTA meeting in Bloomington-Normal on June 2 and 3rd. They each completed the Trustee Training and reported on agenda items, including Open Meetings Act, Confidentiality, Board Ethics and the State Budget crisis. Bishop Dunning has been elected to the ICCTA Diversity committee.

REPORT OF STUDENT TRUSTEE

Student Trustee Lee Trimble gave a verbal report of events at Richland Community College

AGREEMENTS/CONTRACTS AUTHORIZED BY THE PRESIDENT FOR THE MONTH OF JUNE

Dr. Valdez signed an Articulation Agreement between Richland Community College and the Board of Trustees of Illinois State University

FOUNDATION REPORT

Randy Prince reported that as of June 1, 2017 the annual revenue is up 9% over the last year. The Foundation has received 401 gifts to date. The #ILGiveCommunity Campaign raised over \$12,000 to support Project READ. The Foundation is working with Faculty to purchase a chair in honor of Larry Klugman. To date, \$300 of the \$400 needed has been collected. Matt Nabor of Dunn Company has been nominated for the Foundation Board of Directors. Upcoming Foundation Events include: Foundation Annual Meeting Dinner – July 25 5:30 – Country Club of Decatur, Back to School Billiards – August 12 – 6:00 p.m. - Starship Billiards, Foundation Golf Outing – September 15 – 11:00 a.m. shot gun start – Hickory Point Golf Course

CONSENT AGENDA

It was recommended that the Board of Trustees authorize the destruction of the verbatim records of the December 14, 2015, closed session audio tape.

Prince moved to approve the consent agenda item, as presented. Dr. Coopriker seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

OLD BUSINESS

2018 FISCAL YEAR BUDGET

Greg Florian, Vice President, Finance and Administration, presented the Fiscal Year 2018 budget to the Board. As required by statute, the tentative budget has been available for public inspection since May 16, 2017. Funding sources have been identified for all expenditures requested in the balanced budget.

Campbell moved to adopt Resolution No. 17-12, Adopting Fiscal Year 2018 Budget, as presented. Prince seconded. Roll Call vote being all ayes, Chairman Ritter declared the motion carried.

NEW BUSINESS

COMPLIANCE WITH PREVAILING WAGE ACT – RESOLUTION NO. 17-13

A recommendation to adopt Resolution No. 17-13, Compliance with Prevailing Wage Act, was presented to the Board.

The Resolution supports the Department of labor's finding. The Department of Labor's finding for the eight counties in the Richland District are available in the President's Office.

Dr. Coopriider moved to adopt Resolution No. 17-13, Compliance with Prevailing Wage Act, as presented. Underwood seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

ANNUAL STATE FUNDED CAPITAL REQUEST – RESOURCES ALLOCATION MANAGEMENT PLAN (RAMP) DOCUMENT

A recommendation to authorize College administration to file a Resource Allocation Management Plan (RAMP) with 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 project seeking 75% funding by the state. This year the College requests state capital funding consideration for two projects: Innovative Learning Arts Renovations, and Life Sciences/Health Profession Addition.

Campbell moved to authorize the 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 Ritter declared the motion carried.

RECOMMENDATION TO PURCHASE VIRTUAL IV SIMULATOR

A recommendation was presented to the Board to approve the purchase of the IV Simulator from Laerdal Medical Corporation at the price of \$17,991.25.

Prince moved to approve the purchase of the IV Simulator from Laerda Medical Corporation at the price of \$17,991.25, as presented. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

AUTHORIZATION TO TRANSFER INTEREST EARNING OF WORKING CASH FUNDS – RESOLUTION NO. 17-14

A recommendation to adopt Resolution No. 17-14, Transferring the Interest Earnings of the Working Cash Fund, was presented to the Board.

The resolution provides that the Board of Trustees authorize the Treasurer of the College to transfer 100% of the interest earned from Working Cash Fund to the Education Fund to be used for necessary and ordinary expenses of the College.

Prince moved to adopt Resolution No. 17-14, Transferring the Interest Earning of the Working Cash Fund, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

STUDENT SUCCESS CENTER

The Capital Development Board notified the College on June 14, 2017 that since no budget will be in-place before the end of the fiscal year (June 30, 2017), the Student Success Center project would be shut down. Upon restarting the project this past January, the State incurred \$521,481 in additional costs. This increase is roughly 10% of the total project cost.

Now, the Student Success Center is approximately 60% completed with 40% billed as of the last pay request. Of the total \$5.4 million construction cost \$2.2 has been paid. The remainder to be paid is \$3.2million. The project is at a critical stage with 50% of the roof completed, no exterior windows or doors installed, and all of the exterior masonry substrata exposed.

The Capital Development Board staff also notified the College that they would be willing to enter into an intergovernmental agreement whereby Richland could fund the remainder of the project with local funding and if funding would be appropriated in the future, the College would be reimbursed.

If Richland determined that it is in the best interest of the College and continued the project with local funds, Richland would be responsible for funding construction that is remaining to be done after June 30. That cost is estimated near \$3 million.

It is recommended that the Board reject the offer to enter into an intergovernmental agreement with the Capital Development Board to fund construction of the Student Success Center.

Prince moved to not enter into the intergovernmental agreement with the Capital Development Board to fund construction of the Student Success Center, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

BOARD POLICES, PROPSALS, AND CHANGES

Board of Trustees Section 1.0 was presented for third reading and adoption. Section 1.0 sets out general guidelines for the Board of Trustees as found in the Illinois Public Community College Act (110 ILCS 805), Elections (10 ILCS 5), and Open Meetings Act (5 ILCS 20). The policy has been reviewed and no action is necessary at this time.

Dr. Coopriider moved to adopt Board of Trustees Section 1.0, as presented. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

Board Policies 4.6.1, 4.7.2.2, and 4.7.2.5 were presented for third reading and adoption. The Illinois Community College Board now requires that community colleges recognize and accept credits from high schools that offer the International Baccalaureate Program. This curriculum and assessment program is an alternative to Advance Placement Programs. Currently, no high schools in the Richland District use the International Baccalaureate Program.

Policy 4.6.1 includes International Baccalaureate in the list of designations for recognition on the student transcript. Policy 4.7.2.5 describes the program and indicates how credits will be shown on the transcript.

Changes in Policy 4.7.2.2 are recommended to reflect a title change for the DSST Prometrics examination, which allows student to obtain college credit based on their learning outside of the classroom.

These policies have been reviews by the Academic Standards Committee, the Institutional Effectiveness Group, and the President's Cabinet.

Prince moved to adopt Board Policies 4.6.1, 4.7.2.2, and 4.7.2.5, as presented. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The May 2017 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$872,750.18 for May 2017 was distributed to the Board prior to the meeting.

Prince moved to ratify the May bills and travel expenditures paid and approve the Financial Statement subject to audit. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

REPORT OF THE PRESIDENT

- Cris thanked Tracy for the student profiles that she and the Marketing team have been producing. He encouraged the Trustees to look at the current student profiles and promote this good work throughout the community. Spotlights can be viewed at richland.edu/spotlight.
- Marcus and Julie Pangrac attended a meeting with 15 faculty and administrators from Illinois State University to discuss the use/integration of Project READ. They are very interested in collaborating and using this program in their Student Teaching program. This was another great opportunity to promote the good things that are happening at Richland Community College.
- ICCTA Survey – Richland participated in a recent ICCTA survey regarding the losses in personnel since the beginning of the State budget impasse. It was noted that we have reduced our personnel by 27 percent in the last two years due to lack of funding.
- Cris attended the A.S.C.E.N.D. Youth Enrichment Program Graduation on June 3. This is a program started by Dr. Jarmese Sherrod to help student transition into Richland. Three of the students that she worked with will attend Richland in the Fall and have received scholarships.

ITEMS FROM THE BOARD

Bishop Dunning sent kudos to Dr. David Larrick for his enthusiasm expressed in the Discovery Camp being held on the Richland campus. Dr. Larrick met with a group of 25, gave a tour, and provided education about the NSEC center. Richland has some great things happening and Bishop Dunning is very pleased to be a part of it.

EXECUTIVE SESSION

None

ADJOURNMENT

Prince moved and Colee seconded to adjourn the meeting at 6:54 p.m.

Bishop Wayne Dunning, Secretary