

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

May 15, 2007

CONVENING OF THE MEETING

Call to Order The regular meeting was called to order at 5:32 p.m. on Tuesday, May 15, 2007, in Conference Room A/B of the College by Chairman Prince. Chairman Prince also recited the College Vision, Mission and Core Values.

Roll Call

Members Present:

Amy Bliefnick (Trustee to be seated), Carol Chiligris, Rita Colee, Dale Colee (Trustee to be seated), Tim Dudley, Wayne Dunning, Dr. Larry Osborne, and Randy Prince

Members Absent:

Julie Curry and Kathy Irvin

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

MINUTES OF PREVIOUS MEETING

The minutes of the regular meeting of April 17, 2007, had been distributed to the Board prior to this meeting.

Osborne moved to approve the minutes of the regular meeting of April 17, 2007. Chiligris seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

New employees were introduced and welcomed to Richland Community College by the Board.

RESULTS OF ELECTION HELD ON APRIL 17, 2007

On January 1, 2006, Public Act 94-0647, abolished local canvassing boards and stated that canvassing would be done by the appropriate election authority. Steve Bean canvassed the votes of the Consolidated Election held on April 17, 2007, that included Macon, Logan, DeWitt, Christian, Moultrie, Piatt, Sangamon, and Shelby counties.

The canvass of the eight counties represented in the Consolidated Election for Richland Community College District #537 indicated the following votes for the seven candidates: Amy Bliefnick (8,662 votes), Dale Colee (5,002 votes), Jeanelle Norman (4,519 votes), Nate Gipson (3,574 votes), Melinda Westwater (3,364 votes), John Phillips (3,353 votes), and George Wells (1,846 votes). Accordingly, Amy Bliefnick and Dale Colee are duly elected and are qualified to be seated as members of the Board of Trustees for Richland Community College District #537 for six-year terms.

Chiligiris moved to accept the results of the April 17, 2007, Consolidated Election, which declared Amy Bliefnick and Dale Colee duly elected and qualified to be seated as members of the Board of Trustees for their respective terms of office. Osborne seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

OATH OF OFFICE AND SEATING OF TRUSTEES ELECTED IN THE CONSOLIDATED ELECTION – AMY BLIEFNICK AND DALE COLEE

Chairman Prince administered the oath of office to Amy Bliefnick and Dale Colee for six-year terms (2007-2013). Bliefnick and Colee were seated as members of the Board of Trustees.

Recognition of Former Trustee

Chairman Prince read and presented a service plaque to Rita Colee, along with her nameplate. The plaque recognized Rita Colee for her service on the Board of Trustees from 2001-2007.

Julie Curry will be presented a recognition plaque at a later time.

REORGANIZATION OF BOARD OF TRUSTEES

Dismissal of Ad Hoc Appointments

Chairman Prince disbanded the Ad Hoc Appointments of Carol Chiligiris as ICCTA Representative, Dr. Larry Osborne as the Liaison to the Richland Community College Foundation, Dr. Larry Osborne and Rita Colee as the President's

Compensation Committee, and Julie Curry and Tim Dudley who served on the Audit Committee.

Election of Board Officers

The nominating committee appointed by Chairman Prince presented recommendations on the 2007 officers (Chairman, Vice Chairman, and Secretary) for the Board of Trustees. The Board may vote the slate or by office.

The nominating committee recommended Randy Prince as Chairman, Dale Colee as Vice Chairman, and Amy Bliefnick as Secretary.

Chairman Prince stated the Board will appoint officers, office by office, voice vote.

Chairman Prince stated that nominations for Chairman of the Board were declared open.

Amy Bliefnick nominated Randy Prince as Chairman of the Board of Trustees. Osborne seconded.

Dunning moved to nominate Carol Chiligris as Chairman of the Board of Trustees. Chiligris seconded.

Chairman Prince asked if there were any further nominations for Chairman of the Board of Trustees. There were none.

Osborne moved to close the nominations for the office of Chairman of the Board of Trustees. Dudley seconded.

Osborne called the question. Bliefnick seconded. Voice vote being in favor of Randy Prince as Chairman of the Board of Trustees, Chairman Prince declared the motion carried.

Chairman Prince stated that nominations for Vice Chairman of the Board were declared open.

Dudley nominated Amy Bliefnick as Vice Chairman of the Board of Trustees. Osborne seconded.

Chiligris moved to nominate Dale Colee as Vice Chairman of the Board of Trustees. Dunning seconded.

Chairman Prince asked if there were any further nominations for Vice Chairman of the Board of Trustees. There were none.

Osborne moved to close the nominations for the office of Chairman of the Board of Trustees. Dudley seconded. Voice vote being in favor of Amy Bliefnick as Vice Chairman of the Board of Trustees, Chairman Prince declared the motion carried.

Chairman Prince stated that nominations for Secretary of the Board were declared open.

Osborne nominated Dale Colee as Secretary of the Board of Trustees. Chiligris seconded.

Chairman Prince asked if there were any further nominations for Secretary of the Board of Trustees. There were none.

Dudley moved to close the nominations for the office of Secretary of the Board of Trustees. Osborne seconded. Voice vote being in favor of Dale Colee as Secretary of the Board of Trustees, Chairman Prince declared the motion carried.

Appointment of Travel Committee

Chairman Prince appointed Carol Chiligris and Rev. Wayne Dunning to the Travel Committee. Both accepted the appointment.

Appointment of ICCTA Representative

Chairman Prince appointed Tim Dudley as the ICCTA Representative. Tim Dudley accepted the appointment.

Appointment of Liaison to Richland Community College Foundation Board of Directors

Chairman Prince appointed Amy Bliefnick as the Liaison to the Richland Community College Foundation. Amy Bliefnick accepted the appointment.

Appointment of President's Compensation Committee

Chairman Prince appointed Dale Colee and Dr. Larry Osborne to the President's Compensation Committee. Both accepted the appointment.

Appointment of Audit Committee

Chairman Prince appointed Rev. Wayne Dunning and Tim Dudley as the Audit Committee. Tim Dudley accepted the appointment. Rev. Dunning declined the appointment.

WRITTEN COMMUNICATIONS

1. Correspondence from Dennis Eller, Executive Director, American Red Cross, thanking Dr. Saunders for the use of the Shilling Center, without charge, for the Mass CPR Rally and the "We're Here Because of You" fundraiser.
2. Correspondence from the students, faculty, and staff of St. Patrick School thanking Dr. Saunders for Richland Community College's contribution of 30 credit hours to the school's auction.
3. Correspondence from Renee' Stivers, Decatur Leadership Institute representative, thanking Dr. Saunders for addressing the DLI class on November 30.
4. Correspondence from Stephen John, Executive Director, The Agricultural Watershed Institute, thanking Richland Community College for co-sponsoring the 3rd Annual Sangamon Watershed Celebration held on March 22, 2007.
5. College Activities Report:

Richland Community College will hold its 35th graduation ceremony on Friday, May 18, 2007. Board members are asked to be present at 6:30 p.m. at the Decatur Civic Center.

Lincoln Correctional Center graduation will be held on June 1, 2007, at 1:00 p.m.

GED graduation will be held on June 7, 2007, at 7:00 p.m. in the Shilling Auditorium.

Walking the Walk of Diversity Pre-Conference and Conference will be held on June 14-15, 2007, in the Shilling Salons and Auditorium

A Public Hearing for the Budget will be on June 19, 2007, at 5:15 p.m.
6. Memorandum from Deborah McGee, Director, Human Resources, regarding Personnel Updates.
 - Nancy Kerwood, Clerical Assistant, Enrollment and Retention Services, resigned her position, effective April 18, 2007.
 - Paul Mariman, Executive Director, Food Systems and Energy Initiatives, resigned his position, effective April 30, 2007.

- Jody Burtnett accepted the position of Administrative Assistant to the Vice President of Student and Academic Services, effective May 14, 2007.
- Sharon Sims accepted the position of Administrative Assistant to the Director of Human Resources, effective May 16, 2007.
- Teri Urbanowicz accepted the position of Operations Support Specialist, effective May 1, 2007.

SPECIAL REPORTS

REPORT OF THE PRESIDENT

A reception was held for the Richland Community College Graduating Class of 2007 on May 14, 2007.

The Annual Employee Recognition Reception was held on April 30, 2007.

The 2007 Retirees Reception was held on May 10, 2007, honoring Ray Parker, Randy Kircher, Cheryl Wilson, Elizebeth Munden, and Karen Zalkin.

The Annual Foundation Golf Tournament was held on May 11, 2007.

The House of Representatives and Congress passed a resolution honoring April as National Community College Month.

High School Follow-up Report – Fall 2006 – Cathy Sebok, Director, Recruitment and Outreach Services, presented information on the Fall 2006 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. The report contains some of the most frequently asked questions regarding the 17 high schools in the Richland District. Richland Community College enrolled 3,152 students for Fall 2006. Of that number, 337 students were recent high school graduates. Cathy stated that she continues to seek new opportunities to recruit high school students for Richland.

Strategic Plan Priorities Report – Teena Zindel-McWilliams, Executive Director, Institutional Effectiveness, gave a summary to the Board on the 2007 Strategic Plan Priorities. The plan is to roll out the new Strategic Plan in January 2008 for 2008-2010. Some of the current priorities may be carried over and incorporated into broader strategies. That three-year plan will include a timetable for completion that will be a more efficient way to operate. A final version of the 2007 Priorities will be available at the June board meeting.

REPORT OF STUDENT SENATE

Kathy Irvin, Student Trustee, was not present to give a report.

REPORT OF ICCTA

Carol Chiligris reported on the ICCTA Lobby Day activities. The Awards Banquet will be held on June 8 at 5:30 p.m. in Chicago, Illinois.

AGREEMENTS/CONTRACTS AUTHORIZED BY PRESIDENT SAUNDERS FOR THE MONTH OF APRIL 2007

During the month of April, Dr. Saunders signed two (2) documents that are listed in the Board Book. On April 2, 2007, Dr. Saunders signed the FY08 Adult Education and Family Literacy grant submission. On April 17, 2007, Dr. Saunders signed the Fiscal Year 2008 Special Grant Agreement for the Illinois Support, Training & Employment Program (ISTEP).

CONSENT AGENDA

Charge-Backs

A recommendation to approve two charge-backs for first-time enrollment were presented to the Board for approval.

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

OLD BUSINESS

Foundation Report

Wegi Stewart, Executive Director, Foundation and Development, reported to the Board. The quarterly meeting was held on April 26, 2007. The golf outing held on May 11 grossed over \$31,000, exceeding last year's revenue. Proceeds will be used for the Culinary Arts Program. Thirty-one teams played at Red Tail Run, with 41 hole sponsors.

Fifty trustee scholarships have been awarded to district high school graduates. Trustee Scholarships are awarded to high school seniors with a 3.5 or 4.37 GPA to attend Richland Community College tuition-free, as long as they maintain a 3.5 GPA. To date, the foundation has received 228 applications for Fall 2007.

The annual meeting of the Foundation will be held on July 12, 2007.

Construction Report

Greg Florian, Vice President of Finance and Administration, reported that construction of the Agribusiness and Occupational Technology Center is going well. The masonry work is complete. The roof on the atrium is in place. Concrete is being poured in the parking lot. Construction is on schedule. Hard hat tours are available upon request.

The sidewalk project and ADA ramp has been put on hold. The Child Care, Fitness Center, and Culinary Arts kitchen projects have received Illinois Community College Board approval. A meeting has been scheduled with the architects, and the bidding process will begin by late June.

The College is working with Chastain & Associates for the design and bid documents for the Illinois Transportation Enhancement Program (ITEP). Once the project has been designed, it will be turned over to the Macon County Highway Department.

State funding has been requested for three (3) College projects through RAMP. None of the projects have moved off the list in the last four years, so the College will continue to go forward on those and update the costs.

NEW BUSINESS

Authority to Retain a Bond Underwriter and Bond Counsel

A recommendation to authorize the College staff to enter into a contract with First Midstate, Inc. of Bloomington, Illinois, to serve as the Bond Underwriter was presented to the Board.

It also was recommended that the Board of Trustees authorize the College staff to enter into a contract with Chapman and Cutler, LLP, of Chicago, Illinois, to serve as the Bond counsel.

Dudley moved to approve First Midstate, Inc. of Bloomington, Illinois, as the Bond Underwriter and Chapman and Cutler, LLP, of Chicago, Illinois, as the Bond counsel as presented. Osborne seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

Resolution Authorizing Intervention in a Pending Property Tax Assessment Appeal

A recommendation to authorize the law firm of Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd., to file a Request to Intervene relating to an appeal filed by Amergen Energy Co./Exelon Generation Co., LLL, was presented to the Board.

Amergen Energy Co./Exelon Generation Co., LLL, has appealed to the Property Tax Appeal Board regarding the 2005 assessed valuation of its property in DeWitt County. The College has a revenue interest in the assessed valuation appeal and finds that intervention as a party in the assessed valuation proceeding is in the best interests of the College. The College has a right to intervene in the proceeding before the Property Tax Appeal Board in order to protect its revenue interests in the assessed valuation of the subject property.

Osborne moved to authorize the law firm of Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd., to file a Request to Intervene relating to the appeal of assessed valuation as presented. Chiligris seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

BOARD POLICIES, PROPOSALS, AND CHANGES

Staff Emeritus – Policy 3.8.2 – Second Reading

The Staff Emeritus Policy 3.8.2 was presented for a second reading. Policy 3.8.2 allows the College the opportunity to recognize retiring/retired who have demonstrated exemplary service over the course of their careers at Richland Community College. The policy was presented for a second reading and no action is recommended at this time.

Student Records – Policy 4.9.5 – First Reading

The Student Records Policy 4.9.5 was presented for a first reading. The Family Educational Rights and Privacy Act of 1974 and its accompanying regulations establish the rights of students, including rights pertaining to their educational records. Policy 4.9.5 will allow records of deceased students to be released to authorized representatives upon request. The policy was presented for a first reading and no action is recommended at this time.

FINANCIAL REPORT

Presentation of Tentative Budget and Financial Projections

A copy of the Tentative Budget for FY07 was distributed to the Board at the meeting. As required by statute, the budget will remain available for public

inspection in the Business Office for a minimum of 30 days prior to the June 19, 2007, Public Budget Hearing. The Board of Trustees will subsequently take action on the budget at the June 19, 2007, regularly scheduled Board meeting.

Bills Payable

The April 2007 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 \$1,010,381.97 for April 2007 was distributed to the Board prior to the meeting.

Dudley moved to approve the bills for payment and ratification as presented and to approve the Financial Statement to be filed for audit. Bliefnick seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

ITEMS FROM THE BOARD

Rev. Wayne Dunning welcomed Amy Bliefnick and Dale Colee to the Board. Rev. Dunning also welcomed and thanked Dr. Jeanelle Norman, Dr. Eddie Mabry, and Mrs. Mildred Bond from the NAACP for their support to the Richland Community College Board of Trustees.

Rev. Dunning urged the Board to continue to focus on the vision, mission, direction, and creed of Richland Community College District #537.

Trustee Dudley thanked the Board for his tenure as Board secretary.

Chairman Prince congratulated Tim Dudley on his graduation from Richland Community College on Friday.

ADJOURNMENT

Dudley moved and Osborne seconded to adjourn the meeting at 7:50 p.m.

Dale Colee, Secretary