

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

May 5, 2009

CONVENING OF THE MEETING

Call to Order The regular meeting was called to order at 5:34 p.m. Tuesday, May 5, 2009, 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, Carol Chiligris, Dale Colee, Rev. Wayne Dunning, Dr. Larry Osborne, Randy Prince, Emmett Sefton (Trustee to be seated), and Lucien Smith (Student Trustee to be seated)

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

MINUTES OF PREVIOUS MEETING

The minutes of the regular meeting of March 17, 2009, and special meeting of April 8, 2009, had been distributed to the Board prior to this meeting.

Chiligris moved to approve the minutes of the regular meeting of March 17, 2009, and the special meeting of April 8, 2009. Campbell seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

RECOGNITION OF RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT

The Faculty and Administration Collective Bargaining Teams were recognized for their dedication and hard work in successfully negotiating a new five-year Agreement with the full-time faculty.

RECOGNITION OF FORMER TRUSTEE, CAROL CHILIGIRIS

Board of Trustees recognized Carol Chiligris for 12 years of distinguished service to the Richland Community College Board.

REPORT FROM BOARD SECRETARY REGARDING ELECTION OF STUDENT TRUSTEE

Secretary Campbell reported to the Board regarding the election of the Student Trustee conducted March 17, 18, and 19, 2009, and indicated that Lucien Smith was duly elected and qualified to fill the 2009-2010 term of office commencing on May 5, 2009.

SWEARING IN AND SEATING OF STUDENT TRUSTEE FOR 2009-2010 – LUCIEN SMITH

Chairman Bliefnick administered the Oath of Office to Lucien Smith, the new student member of the Board of Trustees for 2009-2010, and formally seated him as a member of the Board.

RESULTS OF ELECTION HELD ON APRIL 7, 2009

Steve Bean canvassed the votes of the Consolidated Election held on April 7, 2009, 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 three candidates: Emmett Sefton (15,183 votes), Randall Prince (14,781 votes), and Bruce Campbell (18,133 votes). Accordingly, Emmett Sefton and Randall Prince 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. Bruce Campbell is duly elected and is qualified to be seated as a member of the Board of Trustees for Richland Community College District #537 for a two-year term.

OATH OF OFFICE AND SEATING OF TRUSTEE ELECTED IN THE CONSOLIDATED ELECTION – EMMETT SEFTON

Chairman Bliefnick administered the oath of office to Emmett Sefton and Randy Prince for six-year terms (2009-2015). Sefton and Prince were seated as members of the Board of Trustees.

Chairman Bliefnick administered the oath of office to Bruce Campbell for a two-year term (2009-2011). Campbell was seated as a member of the Board of Trustees.

REORGANIZATION OF BOARD OF TRUSTEES

Dismissal of Ad Hoc Appointments

Chairman Bliefnick disbanded the Ad Hoc Appointments of Carol Chiligris as ICCTA Representative, Dale Colee as the Liaison to the Richland Community College

Foundation, Dr. Larry Osborne and Bruce Campbell as the President's Compensation Committee, and Rev. Wayne Dunning and Randy Prince as the Audit Committee. All members were thanked for their service.

Election of Board Officers

The nominating committee appointed by Chairman Bliefnick presented recommendations on the 2009 officers (Chairman, Vice Chairman, and Secretary) for the Board of Trustees.

Randy Prince, as a member of the nominating committee, moved to recommend Amy Bliefnick as Chairman, Dale Colee as Vice Chairman, and Bruce Campbell as Secretary. Osborne seconded.

Chairman Bliefnick asked for further nominations from the floor. There were none.

Colee moved to close nominations and accept the recommendations of the nominating committee by acclamation. Campbell seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried.

Appointment of Liaison to Richland Community College Foundation Board of Directors

Chairman Bliefnick appointed Dale Colee as the Liaison to the Richland Community College Foundation. Dale Colee accepted the appointment.

Appointment of ICCTA Representative

Chairman Bliefnick appointed Bruce Campbell as the ICCTA Representative. Rev. Dunning requested to be the Alternate ICCTA Representative. Both accepted the appointment.

Appointment of President's Compensation Committee

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

Appointment of Audit Committee

Chairman Bliefnick appointed Emmett Sefton and Dale Colee to the Audit Committee. Both accepted the appointment.

Appointment of Nominating Committee

Chairman Bliefnick appointed Dr. Larry Osborne and Randy Prince to the Nominating Committee. Both accepted the appointment.

WRITTEN COMMUNICATIONS

1. Correspondence from Freda McClean, National Academic Advising Association, commending Deborah McGee for her participation in the recent Academic Advising Administrators' Institute.
2. Correspondence from Cary Peters, St. Teresa High School Board member, commending Richland for the great work it is performing for the community.
3. Notification that Greg Firkus, Director of Campus Safety, has successfully completed the three-hour basic Storm Spotter training in accordance with the Macon County Emergency Management Agency and the National Weather Service – Lincoln.
4. Certificate of Attendance awarded to Greg Firkus, Director of Campus Safety, for Incident Command System (ICS) training sponsored by the Illinois Fire Service Institute.
5. College Activities Report

Student Award Recognition Reception was held May 1. The event was well attended and was a wonderful night to celebrate the many accomplishments of Richland Community College students.

Retirement Reception for Ali Moshgi will be held on May 6. Ali will retire at the end of the semester.

The Annual Foundation Golf Tournament will be held on May 8. Proceeds will be used to support the Center for Sustainability and Innovation.

Commencement will be held on May 15 at the Decatur Civic Center at 7:00 p.m. The Health Professions Pinning Ceremony will be held prior to commencement.

9th Annual Conference on Diversity will be held on June 11 and 12. A community reception will be held on June 11 at 7:00 p.m. The conference will continue on June 12 at 8:30 a.m.

The Fiscal Year 2010 budget will be adopted at the next Board meeting, June 16.

6. Personnel Report

Full-Time Employment Resignation:

- Rebecca Lawson, Secretary, Career Services, Effective April 29, 2009

Part-Time Employment Resignation:

- Patricia Belote, Secretary, Health Professions, Effective June 1, 2009
- David Kidd, Youth Engagement Strategy Coordinator, Effective April 30, 2009

Full-Time Employments

- Melissa Sphar, Teacher's Assistant, Academy of Early Childhood Education, Effective April 23, 2009
- Jody Burtnett, Assistant Director, Financial Aid & Veterans' Affairs, Effective July 1, 2009

Part-Time Employment

- Gina Reischman, Program Coordinator, Decatur Community Partnership, Effective May 4, 2009

Temporary Appointment

- Richard Gschwend, Acting Director, Human Resources, Effective March 1, 2009

SPECIAL REPORTS

REPORT OF THE PRESIDENT

Illinois Mathematics Association of Community Colleges Award for Teaching Excellence – James Jones, Professor of Mathematics, received the Illinois Mathematics Association of Community Colleges Award for Teaching Excellence.

American Association of Community Colleges Annual Conference – Dr. Saunders traveled to Phoenix, Arizona, on April 3 to attend the 89th Annual American Association of Community Colleges conference. The theme of the conference was *Diversity: Our Vision, Our Value*.

The Adele P. Glenn Academy for Early Childhood Education – The ribbon cutting for The Adele P. Glenn Academy for Early Childhood Education was held on April 8.

NCA Higher Learning Commission Annual Meeting – The annual meeting of the NCA Higher Learning Commission was held in Chicago on April 18-20. Marcus Brown made a presentation at that meeting.

University of Illinois – Richland Community College has signed a lease for the University of Illinois Extension to be housed at the Center for Sustainability and Innovation. The agreement is for 5 years.

ICCTA Annual Convention – The Illinois Community College Trustees Association will host its annual convention on June 5 in Chicago, Illinois. Carol Chiligris will receive a

Certificate of Merit award at the noon luncheon. The Outstanding Faculty of the Year, Distinguished Alumnus, and Pacesetter award winners will be recognized at the evening banquet.

ACCT Leadership Congress – The ACCT Leadership Congress will be held on October 7-10, 2009, in San Francisco, California.

REPORT OF STUDENT TRUSTEE

Lucien Smith highlighted the activities in which members of the student body participated. On April 23, students traveled to Springfield to Student Advocacy Day. The students met with members of the Illinois legislature and lobbied for an increase in funding for community colleges across the State. On April 30, students sampled food items from 18 vendors and voted on items they would like to see in the cafeteria next fall. On May 2, the BSA had an end-of-the-year picnic at Fairview Park. Students were excited to learn of the gift made by the Scherer family and look forward to the reality of more students receiving scholarships.

REPORT OF AGREEMENT/CONTRACTS AUTHORIZED BY PRESIDENT SAUNDERS FOR THE MONTHS OF MARCH/APRIL 2009

During the months of March and April, Dr. Saunders signed six (6) documents that are listed in the Board Book, including the FY2009 Request for Additional Funds (Adult Education and Family Literacy), FY10 Adult Education and Family Literacy Grant request, Shelter Agreement with American Red Cross, Community College Educational Agreement, Agreement between University of Illinois and Richland for the Agriculture Online program, and the Affiliation Agreement with St. Mary's Hospital.

EXECUTIVE SESSION

Campbell moved that the Board enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (c) (1); for discussion of pending or probable litigation, as specified in Section 2 (c) (11); for discussion of purchase or lease of real property, as specified in Section 2 (c) (5); for collective negotiating matters, as specified in Section 2 (c) (2); and for self-evaluation, as specified in Section 2 (c) (16) of the Open Meetings Act. Prince seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.

Meeting convened into closed session at 6:12 p.m.

Meeting reconvened into open session at 6:48 p.m.

CONSENT AGENDA

Purchase Recommendations and Bids

A recommendation to purchase a pick-up truck for the BioFuels Trailer from Miles Chevrolet of Decatur, Illinois, for \$42,846.94, was presented to the Board.

Charge-Backs

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

Full-Time Employment

A recommendation to approve the employment of James Hess as Dean of the Business and Technology Division, effective July 1, 2009, was presented to the Board.

Request for Continuation of Full-Time Employment

A recommendation to approve the full-time employment continuation of Professor Larry Klugman was presented to the Board.

Authorization in Compliance with 5 ILCS 120/2.06 (Closed Session Minutes Audio Recording)

A recommendation to authorize the destruction of the audio recording of the September 18, 2007 and October 16, 2007, closed session meetings was presented to the Board.

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

OLD BUSINESS

Foundation Quarterly Report

Wegi Stewart, Executive Director, Foundation and Development, reported to the Board. The Foundation annual meeting was held on April 23, 2009.

Wegi thanked the Board for their support of Foundation events, including the Eichenauer Scholarship dinner. Over \$10,000 was raised during that event. The Scherer Celebration of Generosity was held April 29. The Industrial Technology wing was renamed in their honor. The golf outing will be held on May 8.

Kathy Carter will be attending 14 award ceremonies throughout the District to present this year's high school graduates with Richland Community College Foundation scholarships. Several new scholarships will be offered next fall.

Wegi attended the Association of Fundraising Professionals annual conference and presented a session on planning and feasibility studies.

Construction Report

Greg Florian, Vice President, Finance and Administration, reported to the Board regarding current construction projects.

July 31 has been established as the bid date for the Illinois Transportation Enhancement Program.

The walls have been painted, and the roof is installed at the Center for Sustainability and Innovation. College staff continue to meet with BLDD to finish the second floor.

The wind turbine has been ordered and scheduled for construction. A target completion date of early September has been established.

Three Protection, Health, and Safety Projects will begin when funding is received in summer 2009.

Richland Community College Sustainability and Fairview Park Plaza Center Reports

Doug Brauer, Vice President, Economic Development and Innovative Workforce Solutions, updated the Board.

Green classes have been initiated at the Fairview Park Plaza Center. Richland Community College is the representative for Illinois community colleges for the 25x25 Steering Committee. BLDD participated in a focus group regarding the layout of the Center for Sustainability and Innovation. An innovation curriculum is being developed with the help of Myung Kim.

College staff participated in the Agricultural Watershed Institute biomass harvest of the prairie grasses. A pre-application for a biomass grant was submitted in collaboration with a consortium of Decatur regional public/private investors.

The Fairview Park Plaza Center is experiencing increased space rentals, and the Internet connection has been completed. Two traffic safety classes will be moved to the Fairview site. Thirty noncredit classes are scheduled for the summer session.

BOARD POLICIES, PROPOSALS, AND CHANGES

General Policies – Section 5.1 – 5.15 – Third Reading/Adoption

Sections 5.1 – 5.15 is presented for a third reading and adoption.

Two new policies were added: Section 5.14 (Naming of College Owned Facilities) and Section 5.15 (Publications and Publicity).

Prince moved to approve Section 5 as presented. Osborne seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.

FINANCIAL REPORT

Tentative Budget

The tentative budget for Fiscal Year 2010 was distributed to the Board. The budget will be available for public inspection in the Business Office for a minimum of 30 days prior to the Public Budget Hearing on June 16, 2009.

Bills Payable

The March 2009, 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 \$1,895,936.19 for March 2009 was distributed to the Board prior to the meeting.

Prince 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.

ITEMS FROM THE BOARD

Trustee Campbell commended the Richland staff on the production of *In Real Life*.

ADJOURNMENT

Prince moved and Campbell seconded to adjourn the meeting at 7:30 p.m.

Bruce Campbell, Secretary