

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

September 15, 2009

CONVENING OF THE MEETING

Call to Order The regular meeting was called to order at 5:40 p.m. Tuesday, September 15, 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, Dale Colee, Rev. Wayne Dunning, Dr. Larry Osborne, Randy Prince, and Emmett Sefton

Also present: Dr. Gayle Saunders and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the regular meeting of August 18, 2009, had been distributed to the Board prior to this meeting.

Osborne moved to approve the minutes of the regular meeting of August 18, 2009. Prince seconded. Voice vote being all ayes, Chairman Bliefnick declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

WRITTEN COMMUNICATIONS

1. Correspondence from Jane Angelis, Director and Editor, Intergenerational Initiative & Continuance Magazine, thanking President Saunders for her support of the Day of Celebration and Conversation on the Civic Engagement of Older Adults
2. Correspondence from Dr. Elaine Johnson, Vice President, Academic Affairs & Workforce Development, Illinois Community College Board, advising that the Power Generation-Nuclear program has been approved
3. College Activities Report

Wind Turbine Ribbon Cutting ceremony will take place on September 24, 2009.

Willie Wonka performances will be held on September 18, 19, 20, 25, 26, and 27.

“My Life is Average” performances will be held on October 16, 17, 18, 23, 24, and 25.

The next Board of Trustees meeting will be held on October 20 at the Hope Academy, starting with a community reception at 5:00 p.m.

Richland Community College Foundation scholarship reception and program will be held on October 25 at 1:30 p.m. A reception will follow.

4. Personnel Report

Full-Time Employment Termination:

- Kristina Paden, Child Care Center Teacher, effective August 10, 2009

Part-Time Employment:

- Todd Hauser, Multimedia Advisor for Student Media, effective September 4, 2009

SPECIAL REPORTS

REPORT OF THE PRESIDENT

Trustee Scholars Thank You Letters – Letters received from the Trustee Scholars were circulated to board members for review.

National Small Farm Conference – As part of the National Small Farm Conference, Richland’s student farm and facility will be showcased during the *Developing Sustainable Farming Systems* tour on September 17.

Patriot Day – Patriot Day was observed on Friday, September 11. Tony Vespa and the Fire Science students set up a display in the Mueller Student Center.

Culinary Arts Dining Room – The Richland Community College Culinary Arts Dining Room has opened. Twice a month dinner and lunch will be offered. The next seating will be an Italian dinner buffet on September 24.

President’s Council Meeting – Dr. Saunders attended the President’s Council as Secretary Treasurer for the first time on September 11.

Retirement Reception – The retirement reception for Jane Johnson will be held on September 29, 2009, at 5:30 p.m.

Association of Community College Trustees – Dr. Saunders will travel to San Francisco on October 7 – 10, 2009, to attend the Association of Community Colleges Trustees Leadership Congress

Darrell Worley Concert/Farm Progress Show Report – The concert was well attended. A full report will be made at the Brush College LLC meeting on October 20.

College Spotlight – Marcus Brown, Dean, Enrollment Services, presented to the Board. The College 101 program is designed to help parents transition their students to Richland Community College. Session topics include enrollment, cost, expectations, and support services. It is an opportunity to meet the faculty, staff and other students.

REPORT OF ICCTA

Bruce Campbell attended the Illinois Community College Trustees Association meeting on September 11-12, 2009, in Springfield, Illinois. The next meeting will be November 13-14, 2009, in Chicago, Illinois. A reception will be held for Illinois Community College Administrators and Trustees on November 19 at the Governor's Mansion.

REPORT OF AGREEMENT/CONTRACTS AUTHORIZED BY PRESIDENT SAUNDERS FOR THE MONTH OF AUGUST 2009

During the month of August, Dr. Saunders signed six (6) documents that are listed in the Board Book, including the Affiliation Agreement between Richland Community College and St. Mary's Hospital for EMT120 and EMT240 for Fall 2009; the Dual Credit Agreement between Decatur Area Technical Academy and Richland Community College for the 2009-2010 school year; a request from the Fairview Park Plaza Center for an event; an Agreement between Mt. Zion Community Unit 3 School District and Richland Community College to serve as an observation site for students in the Associate Degree Nursing and Practical Nursing Programs; the Cooperative Agreement between Richland Community College and Illinois Department of Human Services; the Career and Technical Education Program Perkins Postsecondary Grant Agreement for Fiscal Year 2010.

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 6:47 p.m.

CONSENT AGENDA

Charge-Backs

A recommendation to approve one charge-back for first-time enrollment was presented to the Board for approval.

Full Time Employment Change

A recommendation to approve the full time employment change of Deborah McGee as Director of Student Development, Enrollment Services, was presented to the Board.

Authorization in Compliance with 5 Illinois Compiled Statutes 120/2.06

A recommendation to authorize the destruction of the verbatim record of the March 11, 2008, closed session, was presented to the Board.

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

OLD BUSINESS

Construction Report

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

The ITEP Grant will be bid shortly. The final grading and landscaping of the Center for Sustainability and Innovation will be completed in the next two weeks. The second floor build out recommendation will be presented to the board this evening. The wind turbine is complete. The Protection, Health, and Safety Projects will be bid around November 7. Discussions are underway for renovation of the Learning Resource Center training room.

Sustainability Report

Dr. Doug Brauer, Vice President, Economic Development and Innovative Workforce Solutions, reported to the Board.

The sustainability assessment is complete. The recommendations will be forwarded to a CIP Team. The Nuclear Energy Program has been reactivated. The mobile biofuels lab

was on display at the Illinois State Fair for two weeks. Mini-seminars were held during the Farm Progress Show. Several credit and non-credit programs are being developed.

Agribusiness Applied Technology Park Report

Dr. Doug Brauer, Vice President, Economic Development and Innovative Workforce Solutions, reported to the Board.

The overall Agribusiness Applied Technology Park (AATP) project includes the creation of a Request for Proposal (RFP) for a developer who will design, finance, build, lease, and manage the facility development. The Foundation is integral in dealing directly with the AATP.

Recommendation for Approval of Bids for Richland Community College Center for Sustainability Second Floor Build Out

A recommendation to award the bid for the Center for Sustainability and Innovation Second Floor Build-Out and alternate bid items to Associated Constructors Company, Inc., of Bloomington, Illinois, for a total cost of \$240,300, was presented to the Board.

The project has been developed to include sound absorbing ceiling material, a movable glass partition, tempered glazing on the walls, and a storage shed. The recommendation includes a base bid and four alternate items.

Sefton moved to authorize the College Administration to award the bid for the Center for Sustainability and Innovation Second Floor Build-Out and alternate bid items to Associated Constructors Company, Inc., of Bloomington, Illinois, for a total cost of \$240,300, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried.

NEW BUSINESS

Approval of Engineering Services for a Campus Energy Master Plan

A recommendation to contract with Henneman Engineering, Inc., of Champaign, Illinois, to develop an energy management plan, for a total cost of \$49,000, was presented to the Board.

Campbell moved to authorize the College Administration to contract with Henneman Engineering, Inc., of Champaign, Illinois, to develop an energy management plan, for a total cost of \$49,000, as presented. Prince seconded. Roll call vote being all ayes, Chairman Bliefnick declared the motion carried.

FINANCIAL REPORT

Bills Payable

The August 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 \$1,390,430.94 for August 2009 was distributed to the Board prior to the meeting.

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

ITEMS FROM THE BOARD

Trustee Bliefnick acknowledged Jane Johnson on her retirement and thanked her for her years of service to Richland Community College.

Trustees Bliefnick, Prince, and Sefton commended Richland staff for another successful Farm Progress Show and concert.

ADJOURNMENT

Campbell moved and Osborne seconded to adjourn the meeting at 7:16 p.m.

Bruce Campbell, Secretary