The Southeastern Illinois College Board of Trustees held its regular meeting on Tuesday, August 17, 2010, at 6:00 p.m. in the Rodney J. Brenner Board Room in Harrisburg, Illinois. On roll call, the following members were present: JoAnna Lane, Gary Allen, Jim Ellis, Richard Morgan, Dr. Frank Barbre, Dr. Pat York, and Nicole Trepanier, student trustee. Absent: Chuck Hearn. Also present were: Dr. Jonah Rice, Donna Patton, Karen Weiss, Brian Surprenant, Dr. Dana Keating, Lori Cox, Debbie Suh, Stacy Moore, Kimberly Rapp, Tim Walker, and Barbara Potter.

Dr. York welcomed guests and allowed a time for comments from the audience.

**Reports**

Dr. Barbre, ICCTA Representative, reported the next meeting of the ICCTA Board of Representatives will be held September 10 and 11 at the President Abraham Lincoln Hotel in Springfield.

Debbie Suh, SICEA President, said she had nothing new to report, but the bargaining process is moving forward and the association is working positively with the administration.

Dr. Jonah Rice, Interim President, reported the State has created, via legislation, a commission to examine how higher education funding could be changed. The commission is made up of legislators and higher education representatives, including Terry Bruce of IECC and Mike Monaghan of the ICCTA. The commission has met once already and is to meet four more times before they present their findings and recommendations. They will explore models such as what is done in Ohio and other similar states. We are following this very closely. I have been in contact with Terry Bruce to provide support and lend any assistance. He noted the Board has received via e-mail a pocket guide published by trustees and alumni of higher education urging current trustees to engage in more cost cutting measures and holding the line on tuition. I would like to highlight that Southeastern did engage these recommendations in our sustainability plan and implementation. We plan on following the impact of the reductions this year. He said Senators Murray and Harkin are still urging the US Congress to pass legislation that would provide $26 billion to states for K-12 (to save instructional positions) and Medicaid payments. While not direct aid to higher education, this could free up funding for higher education if Medicaid supplemental funding is provided. Of course, to put this amount of federal aid in perspective, half of it represents the accumulated debt of just Illinois for FY 11. He noted he has worked with multiple offices on campus to assimilate data on our retention and completion data and processes per request from Senator Durbin. The senator is also analyzing retention and completion data from for-profit colleges and universities. Recent press releases highlight his concern with these for-profit institutions because of their high student debt accumulation among other concerns related to retention, completion, and job security. We expect some legislation in the near future and will monitor the situation. He reported the governor made additional cuts to the state budget, including reductions to student scholarships (not MAP). Such scholarship
programs cut included the Illinois Future Teacher Corps. We will monitor any additional impact on SIC. He reported that he and Lori Cox met with Allan Nicholas, director of the Shawnee National Forest, to discuss Destination Development impact on our region and possible new venues for partnerships. They discussed employment trends in outdoor professions and possible curriculum tied to future developments in the SNF. This completes the series of meetings Lori and I had with outdoor recreation officials and possible training needed to support future impact of the destination development in Williamson County. He noted he was nominated and elected to be the Vice-Chair of SICCM at our last meeting. This regional consortium of colleges and universities is poised to increase shared programs and explore new venues for growth of member institutions. Dr. Cheng and I discussed such proposals at our meeting on SIC’s campus last month. I have also been in discussion with other members of the SICCM board about these possibilities. I will meet with the new SICCM chair in the coming weeks to discuss the ideas as well. He reported on the recent visit of Dr. Rita Cheng, SIU Chancellor, and noted the discussions with Dr. Cheng and her staff were very positive. New and exciting possibilities may occur in the future. The SIC staff, in particular Barb Potter, helped greatly with the event which, as Dr. Cheng said, “Set the bar high for other community colleges” when they host their own events later this fall. Dr. Rice updated the Board on the upcoming 50th Anniversary Celebration. He said the Golden Anniversary Committee has completed multiple tasks in preparation for our year-long celebration. The special anniversary day, September 12, 2010, is the kick-off event of our celebration. He said the Foundation Executive and Finance Committee met in late July in a regular quarterly meeting. The VA bid was awarded to an Arkansas Company which will build on property owed by the Wal-Mart Corporation near the new Wal-Mart in Harrisburg. The SICF EF Committee will begin strategy sessions to increase rental space. Restructuring ideas for the SICF were also discussed with SICF leadership. He reported the evening administrator structure has been modified and continued modification and improvements have been made, on a trial basis, for evening administrator duties after holding discussions/negotiations with our security firm. This was a data driven decision based on changing needs of the institution. He reported he plans to meet with Dr. Larry Fillingham in the near future to discuss possible training opportunities on a regional basis. The impetus of the possible training stems from high school teacher requests for English writing improvement. This might also relate to best practices training to assist with standardized testing including the Prairie State Achievement Test (taken in 11th grade and includes ACT, Work Keys (reading, applied math, etc.), Writing Requirement, etc.). He noted Mr. Morgan invited him to the Athletic Booster Club meeting last Thursday but the meeting has been postponed. He noted that he, Dr. Keating, and Dean Weiss are working on scheduling a meeting with the new director and the new superintendent of the Department of Juvenile Justice. He reported a group of Southeastern Illinois College staff along with board member Mr. Jim Ellis and some local economic development business leaders have scheduled a visit to tour the Abengoa ethanol plant in Mt. Vernon, Indiana on September 24. Dr. Rice also shared an update on the SIC Website committee work. He noted a committee representing a cross-section of the functional areas of the college has been formed to address immediate website concerns and chart a course for the future.

Dr. Keating, Vice President of Academic Affairs, reported on the following: Training on the Laser Shot equipment was held on July 27. In attendance were: Sheriff Keith Brown, Officer Billy Duncan, Officer Jarrod Campbell, Chuck Doan (MTU#15), Tracy Kane (Firearms Instructor), Donna Hearn, Brian Surprenant, Andrew Dunaway, Andrew Oxford, Greg
McCulloch, Karen Weiss, Ralph Boots, and myself. A schedule of a variety of courses is now being marketed throughout the district. Classes will be held on campus from August 16 through October 8. At that point, the equipment will be utilized by the MTU 15 and law enforcement agencies until March 11. It will then come back to campus in mid-March for classes until the following October. The Title Three grant application has been submitted. We now await announcement of who will receive the awards. Dr. Bond, Dr. Rice and I have worked with the University of Illinois to complete a Two-Plus-Two Articulation Agreement with the College of Agriculture, Consumer and Environmental Sciences (ACES). The HLC Monitoring Report is nearing completion and a draft will be shared with the Board in the near future. I will be speaking to a group of home-schooled students and parents on August 5th. The group will meet here on campus for a presentation on dual credit and dual enrollment opportunities. The Assessment Team (“A-Team”) met on July 12, and finalized plans for the coming academic year. A calendar for the year was developed, which brings back four face-to-face meetings of the committee for the year, rather than a 100% electronic process. The actual assessment planning and reporting format will remain as it has been. It has proven to be successful, as evidenced by the strong reviews received by the HLC peer review team. However, the A-Team has made some slight revisions to the peer review process for both the assessment plans and t reports. Now that the assessment process has been in place for several years and has become successfully institutionalized, it was the general consensus of the A-Team that the peer review process could be modified by requiring each plan and report to be reviewed by a peer group (sub-group of the Assessment Committee) on a three-year cycle rather than every year. This system would be similar to the ICCB Program Review schedule. This schedule will ensure that over the three year cycle, every program/service area will have its Assessment Plans/Results Reports reviewed using the peer review process. Additionally, the peer review groups would consist of three members of the Assessment Committee rather than five. The Vice President for Academic Affairs Office will oversee and manage the assessment process, with the a-Team serving in a leadership advisory role. The first meeting of the full Assessment Committee will be held on August 13.

Mr. Surprenant, Dean of Academic Services, reported the WISBDC held a HAZWOPER workshop at the Carmi campus throughout the week of July 5-9. Randy Questelle was the instructor, and this class served several area businesses. The Guardian Center rented the distance-education room on July 28 for a teleconference. He noted the 2010 program review report is included in the board packet. The information contained in this report is a summary of the program review that took place. ICCB requires us to maintain the entire program review on file and is subject to their review.

Mr. Walker, Vice President of Administration and Business Affairs, reported on the following: $2.489M in FY 2010 Bond Funds have been added to the college’s local bank accounts. These are funds available for operational use should it become necessary to use these resources; we are currently in a test project to modify the duties of evening administrators. Due to improvements in communication, attendance of major events by cabinet members and slight changes in evening class enrollments we are testing using evening administrators for the first two weeks of class only. At the end of the period the group will meet to identify and discuss any areas of concern of the semester at hand. Currently the Security Supervisor is on duty from 2:00 to 10:00 p.m.; building package is now on hand and truss are up for the roofing for the outdoor classroom. The
project is still on schedule to complete by the end of the month; the south bleacher project has been approved by the ICCB and is now waiting final approval by the Illinois Capital Development Board; at the request of the Pope County Clerk, Mr. Walker noted that he presented a brief summary of the bond issues recently executed by the college at the recent Pope County Board meeting.

Ms. Weiss, Dean of Career and Technical Education, reported on the following: the Short-Haul Dump-Truck class, which we are offering in partnership with Crossroads, was highlighted on WSIL a few weeks ago as part of their “Job Seekers” story/program. This has generated a lot of interest and we have taken well over 70 phone calls and mailed out over 50 packets of information regarding the course. I am pleased to report that both the August and October classes are full (with 6 each), and we have several on the waitlist. Thanks to Greg Keller, Marketing, who developed the press release which was picked up by WSIL. Dean Weiss, along with several other faculty and staff, participated in the LaserShot training held on-campus July 27th; Dean Weiss, Lori Cox WISBDC Director, and several local business leaders, attended a luncheon meeting with Dr. Cheng, newly hired Chancellor at SIU-C, her husband, Joanna Lane, and other SIU-C representatives on Wednesday, July 28th; Dean Weiss attended an employment and re-training informational session for Noble Energy employees at the Windsor Oaks Hotel in Grayville, IL. Noble Energy is located in Crossville, IL, and employ a number of White County (in-district) residents. She provided literature and information on SIC and the programs that are offered; she attended the Illinois Mining Institute’s annual meeting (vendor exhibits) at Rend Lake College on Wednesday, August 11th; she noted interviews for the part-time CTE Liaison and Transition Coordinator (recruiter) were conducted August 11th and a candidate has been submitted for Board approval; she noted she participated in the August Academy (orientation) for adjunct faculty, held Thursday, August 12th; she noted a few more Fire Trainings have been scheduled with Riverview Mine out Waverly, KY in August; Through our PCCS group, we are applying for a Programs of Study (POS) Implementation Grant worth up to $25,000. The grant deadline was August 12th, and we should hear from ICCB by August 27th if our grant application is one of 10 from across the state that is selected. This grant provides funding to develop, implement, and evaluate programs of study, which help to align secondary and post-secondary curriculum to provide a seamless transition from high school to college, and ultimately, employment.

Dr. Sarah Bond, Executive Dean of Student Affairs was absent but presented the following written report: On July 8, SSS/TRIO participants and two of the SSS staff toured the USI campus in Evansville, IN; an Interview Skills Workshop, presented by Marilyn Ellis, was offered to TRIO/SSS program participants on July 20th; the State Approving Agency reviewed the Veterans Affairs files on Wednesday, July 21st. With a few minor adjustments, the files were found to be in good order; the 3rd “New” New Student Orientation was held on Thursday, July 22nd with 43 participants; TRIO/SSS participants attended a musical production of “Hairspray” at the Marion Civic Center on July, 22; the 4th “New” New Student Orientation was held on Thursday, July 29th with 55 participants. The Athletic Orientation will follow a similar format on Friday, August 13th with approximately 60 participants. A full review of the “New” New Student Orientation is forthcoming. Preliminary numbers show a comparison of 244 student served in FY11 using the pilot program versus 111 students served in FY10 using the traditional program; Southeastern Illinois College Face book is up and running. Dr. Cathy Robb, Tabitha Neal, Amy
Lowery and Kim Hughes currently serve as the administrators of the account; the Women’s Basketball Team held a tournament fundraiser July 30th & July 31st; With the focus of providing the best student service while understanding the fiscal crisis of our State, the Student Affairs re-engineering project is well underway. Dr. Bond provided organizational charts to illustrate personal and structural movements reflecting September 2008, July 2009 and August 2010.

Ms. Lori Cox, Director of the Workforce and Small Development Center, reported on the following WISBDC initiatives for 2010-11: she noted the WSBDC grant was refunded at a level funding for the next six months; the WSBDC was awarded a $40,000 Bridging the Digital Divide grant and have already received the funding. The money will pay for laptops, supplies and an employee to teach computer classes in the college district; we are continuing to work with partners putting on the Sustainable Living Conference in October at the Dixon Springs Center. This will be a two-day workshop with classes, demonstrations, and activities on topics such as energy efficiency, bee keeping, organic gardening and business development; we are working with the City of Carmi and the Carmi Chamber on a Downtown Revitalization Project; we are working with Southern Illinois Tourism, The Shawnee National Forest and The Illinois Dept. of Conservation in addition to area tourism industry business about the possibility of the Vacation/Education Program, Agritourism Programs, and Outdoor Recreation Programs; and she and her staff are working out the details for a Community Farmers Market that will serve the area from May through October to provide fresh vegetables.

Ms. Donna Patton reported that her office wrote and disseminated 6 press releases (Bass Tourney Results/Correctional ed transfer, Angie Dunk story/Board Meeting release/Short-haul trucking/Rita Cheng visit); wrote and placed 6 classifieds (Gallatin GED teacher/adjunct Math 151/Adjunct math 144/White County Custodian/Seniors Art teacher/Digital Divide—Connect SI Coordinator; set up-coordination for highly successful WSIL Short Haul trucking story; attended weekly Rotary lunch; attended Foundation Exec./Finance meetings and also Quarterly meeting; met with Harrisburg Daily Register team to organize and put together a keepsake 50th anniversary tab to appear September 7th in Daily Register, Eldorado Journal, Carmi Times, Herald Enterprise, and Hardin County Independent; worked with Judy Comer to finalize and start hanging the 50th banners in Student Center, VPAC, G building/Carmi Center and Foundation Center; Judy comer and I finalized all creative for the Carmi and Harrisburg billboards to celebrate 50 years of excellence; worked with Kellye Whittler and the Community Cultural Arts committee to finalize FY11 programs; distributed FY11 TALONS and tee shirts; meetings with LaMar outdoor to produce a new vinyl banner for the billboard we have in the field on Route #13 and also Foundation Center space rental for billboard; We have received notice that the Veterans Affairs outpatient clinic will not be located at the Foundation Center; working closely with executive and building committees to now develop further and market the Center rental vacancies; working with Dr. Rice and Exec. Committee on the hiring of an Institutional Advancement Officer; FY 09 audit completed; working with Dave Wright to get a schedule for Foundation planning purposes for all bills to be generated to the Foundation; budget being developed; rekeying of building is now completed; meeting with Tolley regarding selling of 3 McIlrath lots; taking inventory and labeling of all inventory in Center (furniture/computers/chairs, desks, equipment etc.); prep work for Exec./Finance committee and also for the Quarterly Board meeting; training of Dawn Money on QuickBooks ongoing.
Ms. Nicole Trepanier, student trustee, reported that since the semester has just begun, student clubs and organizations will be meeting soon. She noted the Back to School Bash is scheduled for Wednesday, September 22.

Mr. Richard Morgan, trustee and booster club liaison, reported that the booster club meeting for August had been postponed, but at the last meeting discussion was held regarding the annual athletic fundraising dinner.

**Consent Agenda**

A motion was made by Mr. Ellis and seconded by Ms. Lane to approve the July 20, 2010 regular and closed session minutes, the bi-annual review of closed session minutes, destroy the January 2009 closed session tape, to approve the treasurers report, and the July bills in the amount of $1,146,818.70 which included $679,442.04 in payroll. On roll call, the following members voted:

<table>
<thead>
<tr>
<th>Aye</th>
<th>Nay</th>
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<tr>
<td>Ms. Lane</td>
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<td>Mr. Allen</td>
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<td>Mr. Ellis</td>
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<td>Mr. Morgan</td>
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<td>Dr. Barbre</td>
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<td>Dr. York</td>
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<td>Ms. Trepanier (advisory vote)</td>
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**Action Items**

**RAMP 2012**

A motion was made by Dr. Barbre and seconded by Mr. Morgan that the Board of Trustees approve the Resource Allocation and Management Plan (RAMP) application for 2012. Each year the Illinois Community College Board requires re-submission of the application which pertains to capital projects to be funded by the state. The RAMP project continues to be the Carmi/White County Vocational Building.

All members voted aye. Motion carried.

**Chargeback Request**

A motion was made by Ms. Lane and seconded by Mr. Allen that the Board of Trustees approve a chargeback request received from Christina Baird of Harrisburg to enroll in the Health Information Technology program at John A. Logan College for the 2010 academic year.

All members voted aye. Motion carried.
Request to Implement Alcohol Policy

A motion was made by Mr. Allen and seconded by Dr. Barbre that the Board of Trustees approve a request received from the Foundation to serve alcohol at their annual board meeting. The SIC Foundation would like to host their annual board meeting and dinner in the Private Dining Room on Tuesday, November 9, 2010. They are requesting permission to serve alcohol at the dinner which according to Board policy 7004.1 Alcohol Policy: Applications to serve alcoholic beverages at a conference or convention must be made to the Southeastern Illinois College Board of Trustees at least sixty (60) days prior to the event.

All members voted aye. Motion carried.

Non-Action Items

Election Information for 2011

Upcoming 2011 election information was shared with the Board. The state of Illinois' Election and Campaign Finance Calendars for 2010 and 2011 have been amended due to recently enacted legislation, Public Act 96-1008 (Senate Bill 3012), effective July 6. This legislation alters the time period for petition filing (both candidate and referenda), withdrawals, filling vacancies, objections, ballot certification, and the submission of public questions. In each instance, the new dates are moved to an earlier point in the calendar by 1 or more weeks than previously published.

The new 2011 election calendar apply to the April 5 community college trustee elections. Important dates include:

- September 21, 2010: First day to circulate petitions for new party, independent and nonpartisan candidates
- December 13 – 20, 2010: Filing period
- January 18, 2011: Last day for governing body to pass resolution to place referenda on ballot (Referenda that can be initiated by the governing body)
- January 27, 2011: Last day for local election official to certify candidates

The two board members whose terms will expire in 2011 are Mr. Chuck Hearn and Dr. Frank Barbre.

Bookstore Book Rental Report

Mrs. Stacy Moore, Director of Auxiliary Services, was present to discuss book rental issues. Mrs. Moore shared with the Board that Southeastern currently buys textbooks back for 50% of the new book price and 40% of the used book price. She noted a total rental program will not be feasible for several reasons but she will be watching and evaluating trends of the rental market as it continues to evolve.

Budget Report
Mr. Walker reported that work continues on the budget and he hopes to present a tentative budget at the September board meeting after the board sub-committee has had an opportunity to review.

Closed Session

A motion was made by Ms. Lane and seconded by Mr. Allen to convene into closed session as allowed by the Open Meetings Act, 5 ILCS 120/2, Section C, Sub-Section (1) appointment, employment, and compensation of specific employees, (2) negotiations, (5) acquisitions of property, and (9) student discipline. The board went into closed session at 7:19 p.m. On roll call, the following members voted:

Aye Nay
Ms. Lane
Mr. Allen
Mr. Ellis
Mr. Morgan
Dr. Barbre
Dr. York
Ms. Trepanier (advisory vote)

A motion was made by Mr. Ellis and seconded by Mr. Allen to reconvene into open session at 9:00 p.m.

Personnel

A motion was made by Mr. Allen and seconded by Mr. Morgan that the Board of Trustees approve the following personnel items:

Title Change for Interim President

Approved the title be changed from Interim President to President for Dr. Jonah Rice effective August 17, 2010.

Professional Internship – Student Affairs

Approved a professional internship request for Mrs. Emma Lane for the Fall 2010 semester.

Resignation of Personnel Assistant

Accepted the resignation of Alisa Adams effective August 20, 2010.

Employ Part-time Custodian - Carmi
Approved the employment of Marna Rister as the part-time custodian at the David L. Stanley Center in Carmi effective August 18, 2010 at a rate of pay of $8.50 per hour for 12 – 16 hours per week.

Employ Part-time CTE Liaison and Transition Coordinator

Approved the employment of Lori Blumenstock as the part-time CTE Liaison and Transition Coordinator for a salary of $18.00 per hour up to 28 hours per week effective August 23, 2010.

Employ Digital Divide and Connect SI Coordinator

Approved the employment of Annalese Racheter as the full-time (10-months only) Digital Divide and Connect SI Coordinator for a salary of $25,000 effective September 1, 2010.

Employment of Adjunct Faculty

Approved the following list of adjunct faculty:

**Fall 2010**

<table>
<thead>
<tr>
<th>Name</th>
<th>Course(s)</th>
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<tr>
<td>Bean, Vicki</td>
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Adjournment

There being no further business to discuss, a motion was made by Mr. Morgan and seconded by Dr. Barbre to adjourn the meeting. The meeting adjourned at 9:00 p.m.