The Southeastern Illinois College Board of Trustees held its regular meeting on Tuesday, July 19, 2011, at 6:00 p.m. in the Rodney J. Brenner Board Room in Harrisburg, Illinois. On roll call, the following members were present: Gary Allen, Jim Ellis, Dr. Pat York, JoAnna Lane, Chuck Hearn, Richard Morgan, and Shawna Browning (student trustee). Absent: Dr. Frank Barbre. Also present were: Dr. Jonah Rice, Karen Weiss, Brian Surprenant, Dr. Dana Keating, Tim Walker, and Greg Keller.

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

**Reports**

Dr. Barbre submitted in his written report that there was no ICCTA meeting this month. The next ICCTA meeting is scheduled for September 9-10, 2011, in Springfield, Illinois.

Dr. Rice reported the following: Our existing ANGEL contract expires in one year, on June 30, 2012. The parent company of ANGEL, Blackboard, was just bought out by Providence Equality, the company that owns the Banner ERP system. The ANGEL platform will remain unchanged until the fall of 2014, if we choose to continue the contract. Karla Lewis attended ILCCO's "LMS Days" conference at Parkland College two weeks ago, which was organized by Jeff Newell of ICCB/ILCCO. There are about a dozen community colleges in Illinois using ANGEL, so we are all facing the decision of what to do when ANGEL reaches its "end of life" date. The group saw demos from five LMS providers: Desire2Learn (D2L), MoodleRooms, Blackboard, Canvas, and Pearson/eCollege. All of the platforms seemed viable, but SIC personnel think it's also time for us to take another look at Jenzabar's LMS module to see if it has matured over the past few years to be able to support the various types of content we utilize for our online courses. If SIC went the Jenzabar CMS route, we wouldn't have to pay another $15K for interfacing like we just did for Angel and Jenzabar resulting in even more potential cost savings. Additionally, some faculty are already using Jenzabar instead of Angel for their hybrid courses. Additionally, the reduction of log ins for students would be a benefit. Our goal is to someday perhaps have students only to need one log in for all access at SIC. We have heard that Jenzabar had made some substantial improvements to their CMS. U.S. Department of Education (the Department), require institutions that participate in the student financial assistance programs authorized under Title IV of the Higher Education Act of 1965, as amended (the HEA), to report certain information about students who enrolled in Title IV-eligible educational programs that lead to gainful employment in a recognized occupation (GE Programs). Those regulations also provide that institutions must disclose to prospective students certain information about their GE Programs. Finally, the new regulations require an institution to notify the U.S. Secretary of Education (the Secretary) if it wishes to add additional GE Programs to its list of Title IV-eligible programs. Dr. Keating and I participated in a FERPA webinar this past Thursday and have also engaged our legal team as we streamline our process and procedures while maintaining...
full compliance with the Federal government. We have begun work on direct mail campaigns and will work on audience segmentation in order to maximize our marketing dollar. A community survey created by a subcommittee of the Strategic Planning Committee will be distributed to a representative population of our district as part of our environmental scanning process. Results will be forthcoming. Student Affairs is working to streamline paperwork and procedures. Dr. Keating and her group has done much. The much anticipated Rodney J. Brenner Memorial Buddy Bass Tournament will take place next Saturday (July 23), headquartered at the Golconda Marina. The tournament boasts $8,000 in prize money to the top five finishing teams. First place will pay a whopping $3,250, second place $2,250, third place $1,250, fourth place $750, and fifth place $500. The Big Bass competition will pay 100 per cent. Tournament Directors Herman Adkerson and Tricia Johnson are looking forward to the tournament that will begin at first light and end at 2:00 p.m. Fishing will be on the Smithland Pool and there will be a five fish limit. If you are interested in fishing in the Rodney J. Brenner Memorial Buddy Bass Tournament, call (618) 252-5400, ext. 2120 or toll free at 866-338-2742. Entry fee is $150 per team which includes the Big Bass competition and release boat fee. The AACC has appointed a commission to examine the challenges and opportunities confronting the nation’s largest and fastest-growing higher education sector. The commission will engage the national call for CCs to educate an additional 5 million students with degrees by 2020 during an economic downturn when budgets are being reduced in higher education, including financial aid to students. As AACC Director Bumpus stated: “We do not intend to be timid or superficial in confronting the hard choices and need for innovative thinking our leaders face in the coming decades. We will focus the collective intellect of the commission on such issues as use of disruptive technologies to speed learning and the redesign of structures, calendars and processes to better match the needs of our increasingly diverse student population. We will also not shy from criticism.” SIC has applied for a State grant to fund summer work programs for teens. We await the news of the grant application. The following message was reported to us regarding the collaborative grant application among regional CCs: “The Senate Finance Committee recently concluded its markup of the South Korea free trade act, and neither Sen. Hatch nor any other senator offered an amendment to repeal the TAA Community College and Career Training program. This, no doubt, is due in large part to the tremendous response from so many of you to yesterday’s alert. While no amendment was offered today, we expect that there will be a need to protect this program again. The response to our alert reminded many senators just how important the TAACCCT program is to their constituent colleges, and will therefore be very helpful in any future battles.” Four trophies were displayed during the board meeting that were won by the SIC competitive shooting team, including the Collegiate National Championship from the recent tournament at Sparta. The team finished second in skeet and first in two other categories. The college is still waiting on equalization money, at least a quarter behind. Colleges in total are owed $90 million in outstanding FY 11 payments, and the lapse date has been extended to December 31. SIC is expected to take a hit in equalization money, as declining property values in northern areas mean more schools are splitting up the equalization “pot.” Dr. Rice also provided the following Foundation updates: Meeting with Lori Cox and new small business development consultant to devise a business/marketing plan for the foundation center. Staffing—proposal will be presented to the Foundation Board members on July 14 for a position titled Foundation Center Coordinator. This position will include management and marketing of the foundation center, along with administrative duties with the foundation and foundation center. We are proposing a part time, 25 flexible hours, no benefits. This position will split time at the foundation center and
the college, depending on weekly needs. This position will be paid by the foundation. The search committee has invited 3 qualified individuals to interview for the position of Institutional Advancement Controller/Accountant on July 19, 2011. This will be open until filled, if other resumes come in and the committee feels they are qualified, we will extend an interview. Working with the Foundation Board this week to discuss separating resources from college and making this a foundation position, paid by the foundation to further help keep the arm’s length from the college and the foundation a separate entity. Kemper is finalizing audit from 2009-2010 Fiscal Year, should have updates in a few weeks. Gail Knop is providing additional support and assistant in the interim while we are searching for a new staff member to fill the Institutional Advancement Controller/Accountant position. Working with Joe Pearson on developing a scholarship in memory of Dr. Warren Tuttle. I provided him with information regarding the nursing program and costs associated with degree and certifications. Will keep you posted on further developments. New scholarship (possibly annual) Marc E. Henning Memorial scholarship in the amount of $2K with another $2K in the recipients second year at SIC. Working on terms and conditions with donor. We are proposing new initiatives for Alumni and Friends association. Will be meeting with Bosco Watson, and other Alumni and Friends advisory board members, along with Dr. Rice on July 18, to discuss the goals and direction in which the association will be moving towards in the future. Several fundraisers are on tap: SIC Rodney J. Brenner Buddy Bass Tournament 2011. Event is on Saturday, JULY 23, 2011. Joan Ferrell Memorial Golf Tournament 2011 has been rescheduled to Friday, September 23, 2011 at the Saline County Golf and Country Club. SIC Fantasy Auction is set for Saturday, November 19, 2011. Forming committee and meeting will be set for last week of July, date TBD. Brainstorm all logistics, program, etc. and focusing on a new scholarship, recognition for volunteerism and philanthropy, community member who supports SIC, outstanding alumni, etc. New initiatives include: Facebook page for Foundation/Alumni. Utilize to market upcoming events, gather stories from alumni, ways to give, and much more. Timeline is August. Dr. Rice also reported on Lori Cox’s WISBDC/Community Education items, including: Entrepreneurship Symposium August 9-11 at WISBDC funding by the DRA. Honor Roll Academy – I have met with teachers and have collected 4th quarter honor roll list from most of the area schools. Darlene Boards, Debbie McGowan (Harrisburg) and Lori Quigley (Eldorado) and I will meet again in Aug to solidify plans for this Feb. 2012 event. Saline County Chamber – Working on a Reindeer Run to promote the “Shop Saline County” theme. Working with Women In the Outdoors for a fall retreat. Comic Convention on campus August 27. Gearing up for Heritage Festival with less than 10 spots left at this time. Working on DRA grant for Youth Entrepreneurship Camp for next summer. Working on new marketing and branding for revamped College for Kids – this will be called WHIZ Kids and we will work on expanded and new programming.

Dr. Keating reported the following: A deal of time and effort these past few weeks has gone into the search process to fill the three open positions in Student Affairs. A new student orientation session is scheduled for July 28. As you will recall, all of the district high schools brought their seniors to campus earlier in the spring for registration and orientation. This orientation session is to provide this same opportunity for all students who have registered after that time. Fall registration is on-going at this time. I am proud to announce that Kristen DePriest of Harrisburg placed 5th with her Small Business Plan at the Phi Beta Lambda Nationals in Orlando, FL. Her competition included both a written report (business plan) and an oral presentation. Placing first at the state level qualified Kristen to compete in this event at the nationals. Kristen had to
compete not only with other community colleges but four-year colleges and universities as well. We are so proud of her!! Thanks to Karen Keasler and her great work with PBL, and to Matt Lees for attending the conference in Orlando with Kristen. Plans are in the works for all of the back to school activities, such as the adjunct faculty orientation, back to school in-service day, athletic orientation, etc. I met with a representative from Indiana Wesleyan University. He shared materials on on-line degree options for non-traditional students. I also have a meeting scheduled with the new representative from Mid-Continent University on July 12. A number of student affairs staff members will be participating in a week of Jenzabar training the week of July 11th. This training was made possible through Title III funds and will be greatly beneficial to all involved. I will be attending a FERPA online training session on July 14. This information will then be used to train other staff members.

Brian Surprenant distributed copies of the 2011 Performance Review report for the board members’ perusal.

Tim Walker reported the following: During the first week of July we received the state funding information that provides us with operating revenue estimates needed to complete the FY 2012 budget. We are working on final entries before compiling the account information for the construction of the budget. SIC expects to see a total reduction in funding of $433,020, with most of the decrease coming from a loss in equalization funding. For the main campus roofing project, the award letter was presented to Lakeside Roofing of Collinsville, Illinois after we negotiated a $20,000 reduction in Alternate Bid No. 1, which is for the repair of the vertical metal panel walls above the specified roof repair section if the college deems the repairs necessary after evaluation occurring after the old roof removal. White County roof repair project was started on July 11, 2011 ahead of original schedule. Project is expected to complete on July 22, 2011. Business office construction project is complete. The Business Office Team could like to thank the Board of Trustees and President Rice for the support for this project to better serve the students and staff of the college. The required pre bid meeting for the Deaton Gym bleacher project was held with the Capital Development Board on Wednesday, July 13, 2011. Bids will be received by the end of July. The project goal is to complete the installation prior to FY 2012 graduation. As a commitment to and requirement of the Campus Security Act and the SIC Campus Emergency Operation Plan we are planning a “table top” emergency response drill for early August 2011. The initial plan is to conduct an exercise for a response to a natural disaster such as tornado or earthquake. The drill will feature a NIMS response by the administration and likely a table top session for the Campus Emergency Response Team. A full briefing will be provided. The Carmi RAMP project will be presented for Board consideration at the July Board meeting. Financial estimates will be updated per state standards and that will be a slight modification to the narrative in order to update the needs assessment. The bookstore will be conducting a committee review of a presentation by a major higher education bookstore vendor, Acadamos, on July 20, 2011. The committee will continue to explore best opportunities for better service to the college community of students and faculty. The MJOCCS this month received $120,000 in grants from the Illinois Board of Education for our Pre-K program. This was an increase of $2,400 in the amount of funds received for the grant in FY 2011. We are glad to see a grant fund going in the right direction. The college has received an equalization and credit hour payment for FY 2012, despite not having been paid all of the expected FY 11
payments. The college’s cash report looks good, with $8.6 million in operating/working funds, $2.5 million in emergency operating funds and $4.2 million in unrestricted funds.

Karen Weiss reported the following: A vendor has been selected for the SAN project, and approved at last month’s Board meeting. Work continues with the SAN project. The ANGEL/Jenzabar interface project has been completed. This has been a most-anticipated project which will provide for more efficiency when downloading information from the College’s administrative software to the online course management system. Most recently the College’s Website Committee interviewed five (5) vendors for the website redesign project. A recommendation from the Committee will be brought before the Board for approval within the next few months. Title III funds are available to assist with the website project in Years 2 and 3. Work with online development of student services functions continues, however, we are awaiting input from the new Dean of Enrollment Services and Registrar to complete Year 1 activities. Our external evaluator site visit has been scheduled for August 25-26, 2011. Dr. David Caffey with Pinnacle Evaluation Services will serve as our Title III grant’s external evaluator. Dr. Caffey was instrumental in working with Dr. Keating on the College’s Title III application. The FY12 Perkins Grant application has been completed and submitted. The plan has been tentatively approved, with minor revisions requested. These revisions have been made and re-submitted for approval. The POS-PTR grant has been completed for FY11. The final report is due to ICCB by October 15, 2011. At this time, we are awaiting word from ICCB as to whether there will be funding available to continue with the PTR grants in FY12. The Innovation grant has been completed for FY11. The final report will be due as well in October, 2011. We are currently awaiting FY12 allocations for this grant, along with the ICCB Program Improvement Grant (PIG). These allocations have not been posted as of yet. I represented SIC at an ICCB College Readiness workshop in Springfield on Friday, June 24th. The 1st Annual Cosmetology Student Showcase: Trends in Fashion & Fantasy was held Friday, July 8th in the VPAC. We currently have a Fire Brigade Training scheduled with Wildcat Mines for July 25th. The college held 20 training sessions featuring 148 trainees between August 2010 and April 2011.

**Consent Agenda**

A motion was made by Mr. Hearn and seconded by Mr. Morgan to approve June 21st and June 30th regular and closed session minutes, approve to destroy tapes of the November 2009 closed session, approve the treasurer’s report, and the June 2011 bills in the amount of $1,426,104.32, which included $600,447.17 in payroll. On the roll call, the following members voted:

**AYE**
- Ms. Lane
- Mr. Allen
- Mr. Hearn
- Mr. Ellis
- Mr. Morgan
- Dr. York

**NAY**
- Ms. Lane
- Mr. Allen
- Mr. Hearn
- Mr. Ellis
- Mr. Morgan
- Dr. York
**Action Items**

**RAMP 2013**

A motion was made by Mr. Allen and seconded by Mr. Ellis to accept the RAMP 2013 proposal.

Each year, the Illinois Community College requires re-submission of the Resource Allocation and Management Plan (RAMP), which pertains to capital projects to be funded by the state. SIC is again requesting funding for the construction of an extension campus site in Carmi to offer vocational and occupational education to citizens residing in the northernmost areas of the college district. The budget for the proposed building would be $1,862,200, with SIC providing $465,000 in local matching money.

All members voted aye. Motion carried.

**Chargeback**

A motion was made by Ms. Lane and seconded by Mr. Hearn to accept the following chargeback requests:


All members voted aye. Motion carried.

**Non-Action Items**

**Budget Update:**

All budget hearings are complete and we just received feedback from the ICCB on funding for FY12. Given personnel leaves and late work on the budget from Springfield, we anticipate the tentative budget to be presented to the Board at the next month’s meeting (August). The final budget for adoption will be in September. We plan on meeting with the Board Finance Committee soon to review the tentative budget. We do anticipate a very tight budget this year given the steep reduction in Equalization funding for FY12 from the ICCB. Board contingency planning should help the College reach our goal of a black budget for FY12 despite the reductions in funding. Given the continuing financial crisis in the state as well as the work being done on the funding formula and performance-based pay, we anticipate continued tight funding for the upcoming years.

**Correspondence**

The following correspondence was shared with the Board:
Closed Session Requested

A motion was made by Mr. Ellis and seconded by Mr. Morgan that the Board 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 6:18 p.m. On roll call, the following members voted:

AYE

Ms. Lane
Mr. Allen
Mr. Hearn
Mr. Ellis
Mr. Morgan
Dr. York

NAY

A motion was made by Mr. Hearn and seconded by Mr. Allen to reconvene into open session at 6:38 p.m.

Personnel

A motion was made by Mr. Ellis and seconded by Ms. Lane to approve the following personnel items:

Employ High School Recruiter/Dual Credit Coordinator:

Approved the employment of Kyla Burford as full-time High School Recruiter/Dual Credit Coordinator at an annual salary of $32,000 with an effective start date of approximately August 1, 2011.

Employ Outdoor Recreation and Tourism Business Specialist:

Approved the employment of Daniel King as the Outdoor Recreation and Tourism Business Specialist for a salary of $35,000 with an effective start date of July 25, 2011.

Employ Accountant:

Approved the employment of Lisa Hite as an Accountant for a salary of $32,000, with an effective start date of August 1, 2011.

Full-time Non-Collective Bargaining Staff Annual Cost of Living Increase:
Approved the recommendation for a 1.88% minimum base increase not to exceed a 2.3% maximum base increase on a sliding scale for all full-time, non-bargaining staff.

Employ adjunct faculty:

Approved the employment of the following adjunct faculty:

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<td>Smith, Christine</td>
<td>Fitness Center Monitor (As Needed)</td>
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<tr>
<td>Poole, Aaron</td>
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**Adjournment**

There being no further business to discuss, a motion was made by Mr. Morgan and seconded by Mr. Ellis to adjourn. The meeting adjourned at 6:40 p.m.