The Southeastern Illinois College Board of Trustees held its regular meeting on Tuesday, February 21, 2017 at 6:00 pm in the Rodney J. Brenner Board Room. On roll call, the following members were present: Blake Bradley, David Dennison, Debbie Hughes, Jim Ellis, Dr. Frank Barbre, Dr. Pat York, and Bridget Fitzpatrick, student trustee. Absent: Richard Morgan. Also present were: Dr. Jonah Rice, Chad Flannery, Gina Sirach, Lori Cox, Karla Lewis, Dr. Diane King, Barbara Potter, Andrew Oxford, and Lisa Dye.

Dr. York welcomed guests and allowed a time for comment.

Reports

Dr. Frank Barbre reported that in addition to the Illinois Community College Trustees Association (ICCTA) information included in this packet, that an intergovernmental agreement is being developed to allow Executive Director, Dr. Karen Hunter-Anderson to serve in the capacity of Executive Director to both the Illinois Community College Trustees Association (ICCTA) and the Illinois Board of Higher Education (IBHE). He noted that the financial situation continues to be discussed at the ICCTA meetings regarding no state budget and lack of funding for community colleges. He said there are three community colleges who have not paid their dues and as a result, ICCTA continues to reduce their budget especially in travel.

Dr. Rice reported that Southeastern Illinois College received the Big Business Award from the Saline County Chamber of Commerce and he showed the plaque that was received at a banquet held on February 16. He reported that funding in Illinois as according to Inside Higher Education indicates state support for higher education is rising moderately this fiscal year, with more than three-quarters of states posting increases on the way to countrywide percentage growth in the low single digits. Support across all states rose by 3.4 percent from the 2015-16 to 2016-17 fiscal years, according to preliminary data gathered in the latest Grapevine survey, which was released today. That’s an increase of approximately $2.75 billion, driving total state support to nearly $83.6 billion. However, Illinois remains mired in a multiyear budget standoff that has drastically affected public funding for higher education. Lawmakers have put only makeshift funding in place for the current fiscal year after allocating stopgap funding last year. Last year’s stopgap funding for higher ed in Illinois, roughly $817 million, was the equivalent of just 17 percent of funding that had been allocated in the last year Illinois had a full budget, the 2014-15 fiscal year, according to Palmer. Stopgap monies allocated so far for the current fiscal year, $1.4 billion, are higher but still only equal to 29 percent of 2014-15 levels. That will leave us with a deficit of 4 million dollars. He noted Zombie Apocalypse legislation was passed yet Springfield cannot pass a budget.
Dr. Rice reported the following on Legislative issues: Nursing Practice Act: We oppose LPN unfunded mandates; we must balance ADN/RN unfunded mandate with a variety of needs, especially due to lack of funding; ask for more than five years as that is really only three by 2022, so perhaps 2025 timeline for compliance; can push 1:8 timeline later; but we can’t tie to funding from the State. Grand Bargain is still alive as of this report creation, but it’s a long way from victory. We don’t expect any more money this year. Clock is ticking too fast and legislators are moving too slowly. Select pieces under the dome include: HB242 COLLEGE ADMISSION INQUIRIES (FLOWERS M) Creates the College Admission Inquiries Act. Provides that during the admission decision-making process, a college (defined as an institution of higher education authorized to confer degrees in this State and work-study programs offered by institutions of higher education) may not inquire about arrests that did not result in a criminal conviction and criminal convictions that have been sealed or expunged or make any inquiry or consider information about any arrest or criminal accusation of an individual that was followed by a termination of that criminal action or proceeding in favor of the individual. HIGHER ED- SEX VIOLENCE TRANSCR (ZALEWSKI M) Amends the Preventing Sexual Violence in Higher Education Act. Provides that certain higher education institutions shall note any violations of a comprehensive policy on any academic transcripts prepared for a student within 5 years following a finding of a violation. Provides that if a student transfers to another higher education institution, certain higher education institutions must also note the violation on any academic transcripts prepared within the 5 years following a finding of a violation. Limits the provisions to public universities and public community colleges. HB313 NURSE PRACTICE ACT-VARIOUS (FEIGENHOLTZ S) Amends the Regulatory Sunset Act. Extends the repeal of the Nurse Practice Act from January 1, 2018 to January 1, 2028. Amends the Nurse Practice Act. Defines "focused assessment", "full practice authority", "oversight", and "postgraduate advanced practice nurse". Changes references of "advanced practice nurse" and "APN" to "advanced practice registered nurse" and "APRN" throughout the Act. Replaces provisions regarding nursing delegation with provisions that prohibit specified actions. Provides other guidelines for delegation of nursing activities and medication administration. Makes changes to education program requirements, qualifications for licensure, the scope of practice, and continuing education for LPN and RN licensees. Provides that a written collaborative agreement is required for all postgraduate advanced practice registered nurses until specific requirements have been met. Provides that postgraduate advanced practice registered nurses may enter into written collaborative agreements with collaborating advanced practice registered nurses or physicians (rather than collaborating physicians or podiatric physicians). In provisions concerning prescriptive authority for postgraduate advanced practice registered nurses, sets forth the requirements for postgraduate advanced practice registered nurses to have prescriptive authority and the limitations of such authority. Makes changes to provisions concerning the grounds for disciplinary action under the Act. Requires the Department of Public Health to prepare a report regarding the moneys appropriated from the Nursing Dedicated and Professional Fund to the Department of Public Health for nursing scholarships. Makes other changes. Effective immediately. HB332 STUDENT DATA PRIVACY (DRURY S) Amends the School Code to add provisions concerning student data privacy. Amends the Illinois School Student Records Act. Makes changes to the definition provisions. Sets forth provisions allowing disclosure of student records to researchers at an accredited postsecondary educational institution
or an organization conducting research if specified requirements are met. Amends the Children's Privacy Protection and Parental Empowerment Act to change the definition of "child" to mean a person under the age of 18 (instead of 16). HB347 CITIZENS EMPOWERMENT ACT (MCSWEENEY D) Creates the Citizens Empowerment Act. Provides that electors may petition for a referendum at the next general election to dissolve a unit of local government. Sets forth the requirements for the petition, together with the form and requirements for the ballot referendum. Provides for the transfer of all real and personal property, and any other assets, together with all personnel, contractual obligations, and liabilities of the dissolving unit of local government to the receiving unit of local government. Amends the Election Code to provide exceptions for the Citizens Empowerment Act. Effective immediately. HB426 IMMIGRATION SAFE ZONES (WELCH E) Creates the Immigration Safe Zones Act. Provides that schools, medical treatment and health care facilities, and places of worship may not grant access to State and local law enforcement agencies that have entered into an agreement with United States Immigration and Customs Enforcement or undertake other joint efforts with federal, State, or local law enforcement agencies to investigate, detain, or arrest individuals for violation of federal immigration law, unless a court has issued a warrant and appropriate personnel have reviewed that warrant and have consented to access or unless required by law and appropriate personnel have consented. Prohibits employees of elementary and secondary schools and institutions of higher education from asking about a student's immigration status or that of the student's family members, with exceptions.

HB672 LABOR RELATIONS-RIGHT TO WORK (SKILLICORN A) Amends the Illinois Public Labor Relations Act. Removes language requiring employees who are not members of a representing labor organization to pay a proportionate share of the costs of the collective bargaining process, contract administration, and pursuing matters affecting wages, hours, and conditions of employment under a collective bargaining agreement. Provides that employees shall not be required to perform certain acts as a condition of obtaining or continuing public employment. Provides that an agreement, contract, understanding, or practice between or involving a public employer, labor organization, or exclusive representative that requires an employee to perform certain forbidden acts as a condition of obtaining or continuing public employment is unlawful and unenforceable. Removes language concerning fair share agreements in collective bargaining. Removes the term "fair share agreement". Makes conforming changes.

HB726 SCH CD/HIGHER ED-BLACK HISTORY (JONES T) Amends the School Code and various Acts relating to the governance of public universities and community colleges in Illinois. With respect to the requirement that the events of Black History be taught in every public elementary school and high school, provides that a student may not complete the 8th grade or graduate from high school without studying this material and that a school may meet this requirement through an online program or course. Requires every public institution of higher education and community college to offer a course studying the events of Black History. Allows public institutions of higher education and community colleges to meet the requirement by offering an online course. May be non-credit and online. HB782 NOTICES-ELECTRONIC PUBLICATION (SOSNOWSKI J) Amends the Notice By Publication Act. Provides that whenever a governmental unit, community college district, or school district is required to provide notice by publication in a newspaper by law, order of court, or contract, the governmental unit may publish the notice on an official government website instead of in a newspaper. Provides conditions
concerning the availability and format of the notice webpage. Repeals a Section concerning the placement of published notices on a statewide website and makes corresponding changes throughout the Act and in the Newspaper Legal Notice Act. Effective immediately. HB788 LOCAL GOV-UNFUNDED MANDATES (DEMMER T) Creates the Local Unfunded Mandate Exemption Act. Provides that all units of local government, school districts, and public colleges and universities may, by a majority vote of the governing body, exempt themselves from specified mandates that are unfunded if it is determined that it is not economically feasible to comply with the unfunded mandate. Provides for notice, public hearing, and other requirements in order for a governing body to exempt itself from any mandate. Prohibits exemption from federally required mandates, mandates pertaining to health and public safety, mandates pertaining to civil rights, and instructional mandates for school districts. Provides for appeal procedures by State agencies affected by exempted mandates. Amends the State Mandates Act. Provides that, if the Act conflicts with the Local Unfunded Mandate Exemption Act, the Local Unfunded Mandate Exemption Act controls. HB2370 CHILD CARE-INCOME THRESHOLD (HARPER S) Amends the Illinois Public Aid Code. Provides that notwithstanding any other provision of law or administrative rule to the contrary, beginning in fiscal year 2018, the specified threshold for working families must be no less than 185% of the then-current federal poverty level for each family size. Effective immediately. HB2376 FAMILY LEAVE INSURANCE PROGRAM (FLOWERS M) Creates the Family Leave Insurance Program Act. Requires the Department of Labor to establish and administer a Family Leave Insurance Program that provides family leave insurance benefits to eligible employees who take unpaid family leave to care for a newborn child, a newly adopted or newly placed foster child, or a family member with a serious health condition. Sets forth eligibility requirements for benefits under the Act including that the employee must (i) establish that he or she has been employed for at least 680 hours in employment during the employee's qualifying year and (ii) document that he or she has provided the employer with written notice of the employee's intention to take family leave. Defines "employer" to mean (a) any person, partnership, corporation, association, or other business entity that employs 50 or more employees for each working day during each of 20 or more calendar workweeks in the year in which the leave is to be taken or in the year immediately preceding the year in which the leave is to be taken; and (b) the State of Illinois and any other unit of local government. Contains provisions concerning disqualification from benefits; premium payments; the amount and duration of benefits; the recovery of erroneous payments; hearings; defaulted premium payments; elective coverage; employment protection; coordination of family leave; defined terms; and other matters. Amends the State Finance Act. Creates the Family Leave Insurance Account Fund. HB2404 CREDIT FOR PRIOR LEARNING (WILLIS K) Creates the Credit for Prior Learning Act. Requires each public university to submit its policies and procedures for students to earn credit for prior learning to the Board of Higher Education for review and approval and each community college to submit its policies and procedures for students to earn credit for prior learning to the Illinois Community College Board for review and approval. Provides that, at a minimum, these procedures shall include a listing of the types of documentation acceptable and the dates of inclusion for which prior learning is acceptable. Requires the Board of Higher Education and the Illinois Community College Board to adopt rules to permit public higher education institutions to award credit for prior learning after the assessment of prior learning experiences for documented learning that
demonstrates achievement of all terminal objectives for a specific course or courses. HB2462 EQUAL PAY ACT-WAGE HISTORY (MOELLER A) Amends the Equal Pay Act of 2003. Prohibits an employer from: (i) screening job applicants based on their wage or salary history, (ii) requiring that an applicant's prior wages satisfy minimum or maximum criteria, and (iii) requesting or requiring as a condition of being interviewed or as a condition of continuing to be considered for an offer of employment that an applicant disclose prior wages or salary. Prohibits an employer from seeking the salary, including benefits or other compensation or salary history, of a job applicant from any current or former employer. Limits defenses. Provides for penalties and injunctive relief. HB2470 SCH CD-TECHNICAL EDUCATOR TEST (WALSH L) Amends the Educator Licensure Article of the School Code. Provides that a career and technical educator or a part-time provisional career and technical educator endorsement may be issued to an applicant who, among other requires, has a minimum of 60 semester hours of coursework from a regionally accredited institution of higher education or an accredited trade and technical institution (rather than just a regionally accredited institution of higher education). Allows individuals seeking these endorsements to pass a test of basic skills or a test of work proficiency. Allows individuals holding a provisional career and technical educator endorsement to renew their endorsement more than one time. Reduces the semester hour requirement for a provisional career and technical educator endorsement from 20 to 15. Effective July 1, 2017. HB2794 VOCATIONAL ACADEMY-CHARTER SCH (FORD L) Amends the School Code and the Vocational Academies Act. Requires alternative schools and charter schools to establish vocational academies for students in grades 10 through 12, in partnership with school districts, community colleges, local employers, and community-based organizations. Sets forth requirements concerning these academies. Permits the State Board of Education to adopt any rules necessary to implement and administer these provisions. HB2816 MATERIALS REUSE-RECYCLING (SENTE C) Creates the Materials Reuse and Recycling Act. Provides that the Environmental Protection Agency shall require that for all new construction projects that at least 5% of the materials used for the construction project are reused materials. Provides that no municipality or county may adopt a building code that requires the use of all new materials in the building construction. Provides that any model building code adopted by a municipality or county must be adapted to allow for use of reused materials, recycled materials, and reclaimed materials. Provides that reuse of used, recycled, or reclaimed construction materials shall be allowed as of right in all municipal, county, or statewide building codes as of the effective date of the Act. Provides that the Agency shall prepare an annual report to the General Assembly on the amount of construction and demolition waste created in the State that includes specified information. Defines terms. Effective immediately. HB2825 UTILITY-ENERGY EFFICIENCY (COSTELLO J) Amends the Public Utilities Act. Provides that certain energy efficiency and demand-response plans administered by the Department of Commerce and Economic Opportunity that were approved by the Illinois Commerce Commission on or before the effective date of Public Act 99-906 for the period June 1, 2014 through May 31, 2017 shall continue to be in force and effect through December 31, 2017. Provides that the Department of Commerce and Economic Opportunity and each such utility is authorized to increase, on a pro rata basis, the energy savings goals and budgets approved in its plan to reflect the additional 7 months of the plan's operation. Provides that implementation of energy efficiency measures targeted at the public sector shall prioritize programming whose goal is to make local, State, and federal public
facilities more economical and environmentally responsible, and that such programming shall be contracted to State public universities and community colleges that have existing relationships with or experience serving public sector energy efficiency programs in the State. HB2858 PEACE OFFICER ACCOUNTABILITY (FLOWERS M) Creates the Peace Officer Accountability Act. Provides that before a peace officer is permitted to carry a firearm in the unit of government in which he or she is employed, the peace officer must either: (1) live in the unit of government in which he or she serves; or (2) complete 200 hours of specified work or training. Provides that the unit of government shall require each peace officer employed by the unit of government before entering upon the officer's duties to have a liability insurance policy. Provides that the public shall have access to all documents concerning promotions, which documents are subject to disclosure under the Freedom of Information Act. HB2939 CAMPUS FREE SPEECH (BREEN P) Creates the Campus Free Speech Act. Requires the governing board of each public university and community college to develop and adopt a policy on free expression; sets forth what the policy must contain. Requires the Board of Higher Education to create a Committee on Free Expression to issue an annual report. Requires public institutions of higher education to include in their freshman orientation programs a section describing to all students the policies and rules regarding free expression that are consistent with the Act. Contains provisions concerning rules, construction of the Act, permitted restrictions, and enforcement. HB2980 HIGHER ED-EXPENSE REFORM ACT (BATINICK M) Creates the Illinois College Expense Reform Act. Provides that public universities and community colleges are not subject to the provisions of the Illinois Procurement Code. Provides that the State Universities Civil Service Act does not apply to employees hired by public universities and community colleges after the effective date of the Act. Provides that the Prevailing Wage Act does not apply to construction projects by public universities or community colleges estimated at less than $300,000. Provides that the Prevailing Wage Act does not apply to noninstructional services contracted to third parties. Allows universities and community colleges to contract any non-instructional services to third parties. Allows the Board of Higher Education to adopt rules to implement the Act. Amends the Personnel Code. Exempts employees of community colleges from the provisions of the Code. Amends the Illinois Procurement Code, the State Universities Civil Service Act, and the Prevailing Wage Act to make conforming changes. Amends various Acts related to the governance of public universities and community colleges in Illinois. Provides that beginning with the 2018-2019 academic year, public universities and community colleges shall ensure that at least 80% of their incoming freshman classes are Illinois residents. SB85 LOCAL GOVT INSPECTOR GENERAL (CONNELLY M) Creates the Local Government Inspector General Act. Provides that the purpose of the Act is to establish an independent entity to which allegations of incompetence, neglect of duty, malfeasance in office, corruption, or official misconduct involving units of local government, including their officers, employees, and agents, or elected or appointed local officials, may be reported and investigated with the assistance of the Attorney General. Creates the Local Government Ethics Commission and the Office of the Local Government Inspector General and provides that members of the Commission and the Inspector General shall be appointed by the Governor with the advice and consent of the Senate. Sets forth the procedures of investigating a complaint and the issuing of reports. SB583 FINANCE-FEDERAL CONT APPROP (KOHLER D) Amends the State Finance Act. Creates an irrevocable and continuing appropriation for the distribution of any federal
funds received by the State for the purposes authorized by the federal government for those funds. Provides that federal funds shall be disbursed in accordance with any requirements imposed by the federal government and that nothing in the provisions shall be construed in such a way so as to avoid any requirements imposed by the federal government in disbursing funds to the State. Authorizes the State Treasurer and State Comptroller to make distributions of federal funds as provided. Effective immediately. SB887 ICCB-RESEARCH & TECH FUND (MCGUIRE P) Amends the Public Community College Act. Provides that the Illinois Community College Board may collect a fee to cover the cost of processing and handling individual student-level data requests pursuant to an approved data sharing agreement. Renames the ICCB Instructional Development and Enhancement Applications Revolving Fund to the ICCB Research and Technology Fund. Provides that the Fund shall receive all moneys received from processing requests for individual student-level data, and that money from the Fund shall be used for costs associated with maintaining and updating individual student-level data systems. Amends the State Finance Act to make a conforming change. Effective July 1, 2017. SB1612 COMM COLL-ELECTIONS (TRACY J) Amends the Public Community College Act. Provides that various petitions and filings must be filed with the county clerk or the county board of election commissioners, as the case may be, of the county in which the principal office of the community college board is located, rather than the secretary of the board of trustees. Makes conforming changes. He noted we have engaged in Legislative Outreach for support of the Higher Education Legislative Coalition.

Dr. Rice said that we have made great strides with the health insurance committee and commended the committee on their good work. He reported the committee has been meeting with the function to recommend health insurance changes to respective campus groups. The membership is comprised of Rice, Potter, Wright, Whitler, Lees, Murphy, Boots, Rodman, Neal, DeNeal. The goal of the committee is to respect a diversity of employee types and provide quality health insurance while saving funds for the College in a time of great financial stress. He noted the proposal of the committee is to: keep current BC/BS plan; eliminate Max 105; co-pay will continue to apply; and to educate employees on the Flexible Spending Account (FSA) and how that can help with the deductible. He said the benefits of this proposal is no loss of current income from payroll deductions; majority will see little impact; minority can benefit from FSA education and deductions; college can save an average (five-year) $111,789 to reduce the EOY debt due to the State’s budget impasse and neglect of higher education. He reported the Mary Jo Oldham Center for Child Study will host a 40th Anniversary celebration and fundraising kickoff on April 6, 4:30-6:30 p.m. The event will be held in the George T. Dennis Visual & Performing Arts Center Upper Lobby and Art Gallery. Invitations will soon go out to current and former students, parents, and staff, as well as SIC employees, retirees and Board members. Activities will include a children’s art show in the gallery, memory wall, photo booth, donation table with banner and pledge cards, silent auction, music, tours of the center, a light reception and more. Following the celebration, patrons will be encouraged to attend the Concert Choir’s free performance of Broadway and Beyond. After the event, postcards will be sent to further encourage donations. He noted a special thanks to Angie Wilson, Stacy Moore, Lori Sizemore and staff for working hard on this.
Dr. Rice also reported that the President’s Office reorganization includes Lisa Dye coming to the President’s Office for cross-training; Sky Fowler is in training for HR; and Angie Wilson and Melody Boots will be working on transition of Foundation and A and F duties.

He reported that Shawnee Community College missed the deadline to separate from SICCM so they will be tied to the program for one more year per the SICCM By-Laws. Rend Lake College, Kaskaskia College, and Southeastern Illinois College are now out of the SICCM program. A last ditch effort to convince Logan to work with the colleges in the area that have pulled out of SICCM and offer a more cost effective regional OTA program failed.

He reported that Southeastern Illinois College is still waiting for the emergency funds as appropriated by the State. One regional college reports they already received their funding. He noted he is working with cabinet on new enrollment goals and strategies given a diminishing high school population and declining State population to help with future funding. Energy Jobs Bill Webinar: I invited Dr. Weiss and Dean Sirach to a webinar on solar energy projects in Illinois. The funding for community colleges is doubtful.

Enrollment: We are down in headcount as well as credit hours, but the credit hours loss is less than the headcount. So, we seem to have fewer students taking more classes. At present, our credit hours stand at 4.5% down compared to last year, which was an increased year over the prior year. We did reduce the loss this spring from fall’s drop by about 2%. Other colleges have reported the following (rounded): Kishwaukee (-7% HC, -6% HC); Lakeland (-5% HC and -2% CH); McHenry (-4% HC, -7% CH); Sandburg (-2% HC, -1% CH); Wood (-7% HC, -5% CH); no reports on local colleges. The demographic this is most concerning is the young adult returning student, especially the 19-25 group.

Nursing Success and Probable Legislative Accreditation Mandate: The push from the north is to mandate ACEN accreditation. Most colleges in the south oppose this. SIC was one of only two colleges in the entire state that had a 100% pass rate in the ADN nursing certification test. Both colleges with perfect scores are NOT ACEN accredited. The average success rates on the exam were higher for non-ACEN colleges than for ACEN institutions. We have lobbied Rep. Phelps and Sen. Fowler on this issue. We have had numerous meetings and calls on this subject. Accreditation will cost us more money, most likely have fewer students in the program, and require increased credentialing. SIC is opposed to this, but the legislature will probably pass it due to pressure from northern nursing programs and nurses, many of whom are ACEN peer accreditors.

He noted that he has met with SICEA and that they had a positive informational meeting regarding budget and doing our best to maintain the heart of instruction. He also met with the classified staff regarding budget and doing our best to maintain sound services and he has met with division chairs to engage low enrollment and recruiting ideas.

Student trustee Bridget Fitzpatrick reported on student initiatives and club events.
Consent Agenda

A motion was made by Trustee Ellis and seconded by Trustee Barbre to approve the consent agenda which included the January 17, 2017 regular and closed session minutes, bi-annual review of closed session minutes, destroying tapes of the August 2015 closed session, the Treasurer’s report and the approval of bills for January 2017 which totaled $1,107,818.76 that included $464,540.99 in payroll. On roll call the following members voted:

Aye  Nay

Mr. Bradley
Mr. Dennison
Ms. Hughes
Mr. Ellis
Dr. Barbre
Dr. York
Ms. Fitzpatrick, Advisory Vote

All members voted aye. Motion carried.

Action Items

A motion was made by Trustee Dennison seconded by Trustee Hughes that the Board of Trustees approve the budget transfers as presented in the board packet.

All members voted aye. Motion carried.

A motion was made by Trustee Barbre seconded by Trustee Bradley to change the April Board Meeting date to April 24.

All members voted aye. Motion carried.

A motion was made by Trustee Hughes seconded by Trustee Ellis to approve the request to serve alcohol at the Annual Southeastern Illinois College Foundation Donor Reception that will be held on Friday, April 21, 2017.

All members voted aye. Motion carried.

A motion was made by Trustee Bradley seconded by Trustee Barbre for a change order request for the PHS roof replacement for the T building. The total cost of the change order is $19,554.44. The change order provides a safety railing for the work platform at the roof top for a cost of $2,265.56. Additionally, repairs were needed to the existing roof along the south side. It was less expensive to remove and replace the loose and lifting roofing than it was to repair the existing problem. When the roof was originally put on, it may not have been properly installed along the south side. The north side had been properly installed with no issuers. The cost to repair the south side was $4,553.36. This change order also includes at a cost for $12,735.52 to provide insulation and membrane replacement in addition to the quantity included in the base bid. When the contractor began taking the wet insulation out it was more than estimated in the bid. The contractor bid $7.59 per square foot for this extra work.
All members voted aye. Motion carried.

A motion was made by Trustee Hughes seconded by Trustee Bradley for a change order request for the PHS water tank repair and paint project. After an inspection, the engineer determined that the safety ladder did not need to be replaced. The ladder was cleaned, painted, and approved for use. The project cost was reduced by $9,000.

All members voted aye. Motion carried.

A motion was made by Trustee Ellis seconded by Trustee Hughes to use general obligation bond funds for a gymnasium sound system. The bid from Midwest Music Supply is for $23,975. The sound system would be in place before graduation. The college solicited bids from two other vendors, but each indicated that it would be a few months before a bid could be prepared.

All members voted aye. Motion carried.

A motion was made by Trustee Ellis seconded by Trustee Dennison to use the general obligation bond funds for the Charles Hearn Outdoor Education Complex. This would be for a capital construction project in the outdoor recreation complex for the purpose of recruiting students and to boost enrollment with the implementation of an indoor archery team. The maximum limit asked for is $95,000.

All members voted aye. Motion carried.

A motion was made by Trustee Bradley seconded by Trustee Hughes to update Board policy 2019 – reimbursement of travel, meal, and lodging expenses. The new policy has been drafted by our legal firm Robbins-Schwartz as a result of the Illinois General Assembly Public Act 99-0604, known as the “Local Government Travel Expense Control Act” legislation.

All members voted aye. Motion carried.

A motion was made by Trustee Bradley seconded by Trustee Barbre regarding the student loan fund signature card resolution. The student loan fund is an active fund that was set up to help students who apply get small advances to pay for gas and other incidentals to keep attending classes until their Federal Pell Grant check is issued. We are removing Emily Henson, Barbara Willmore, and David Wright from the signature card and adding Kyla Burford, Associate Dean of Student Services, Michelle Metten, Financial Aid Director, and Lisa Hite, Director of Business Services. On the bank resolution, you will notice that the bank only requires one signature on the check. However, our internal policy requires two signatures before the check is issued.

All members voted aye. Motion carried.

A motion was made by Trustee Barbre seconded by Trustee Ellis regarding the DRA Grant resolution. Due to the retirement of Dr. Dana Keating, the following resolution will need to be approved in order for Dr. Karen Weiss to have signatory power and have the authority to administer the grant.

All members voted aye. Motion carried.
Non-Action Items

The Board was presented with a new policy, Advanced Credit/Credit by Examination, for a first reading. This policy is necessary to be in compliance with Public Act 099-0624 (Section 5 (d)), which states that each institution of higher education shall publish its updated Advanced Placement examination and International Baccalaureate Diploma Programs subject core course gaining policy in accordance with the requirements of this section on its internet website before the beginning of the 2017-2018 academic year.

This proposed policy is a general policy which addresses all forms of Advanced Credit, including Advanced Placement (AP) and International Baccalaureate (IB), which are requirements of the above-mentioned Public Act.

A couple of letters of correspondence were presented to the Board.

There was no executive session held this month.

Personnel

A motion was made by Trustee Bradley seconded by Trustee Hughes to approve all items under personnel.

Approved the tenure of Sara DeNeal, Practical Nursing Instructor; approved the tenure of Kelsie Rodman, Business Instructor; approved re-employment of Aaron Aul, Physics Instructor for the 2017-2018 academic year; approved re-employment of Melisa Berendson, Associate Degree Nursing Instructor for the 2017-2018 academic year; approved the re-employment of Cory Garmane, Music Instructor for the 2017-2018 academic year; approved the re-employment for Brenda Knight, Health Occupations and CNA Coordinator for the 2017-2018 academic year; approved the Grants Resolution for the following employees: Lori Cox, Angie Dunk, Steffanie Ferrell, Tammy Kearn, Renee Loesche, Anita Lowery, Lolita Mack, Kelli Mahoney, Brent Maguire, Marcey Martin, Devona Morales, Britt Pavelonis, and Ben Ross; approved the resignation of Ericka Gwaltney, Food Service Manager effective February 28, 2017; approved Shirley Malone as the Interim Food Service Manager with an increase to her salary from $21,000 to $30,600 effective March 1, 2017; approved the transfer of Amy Spivey from the Perkins Specialist position to the Financial Aid Specialist position effective March 1, 2017 with no change in pay; approved Catherine Mieldezis as the Success Center/Testing Coordinator effective February 27, 2017 at a salary of $20.00 per hour up to 28 hours per week; approved Lisa Dye to be transferred from the Student Success Center Monitor position to the Executive Assistant to the President and Board at a salary of $27,000 effective February 1, 2017; approved Lisa Hite, Comptroller to be trained as the CFO with an additional $5,000 training compensation effective March 1, 2017; approved a job description revision for the Executive Assistant to the President and Board; approved a job description revision for the Executive Director of Marketing and Public Relations; approved a job description revision for the Director of Human Resources; approved a job description revision for the Communications and Public Relations Specialist; and approved a number of adjunct faculty recommendations.
All members voted aye. Motion carried.

**Adjournment**

There being no further business to discuss, Trustee Ellis made the motion to adjourn the meeting seconded by Trustee Barbre. All members voted aye. The meeting adjourned at 7:13 pm.