

BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT #523
Regular Meeting
April 12, 2016

CALL TO ORDER

The regular meeting of the Board of Illinois Community College District #523, held at Kishwaukee College, Malta, Illinois, was called to order at 5:30 p.m. by Board Chair, Robert Johnson, on Tuesday, April 12, 2016, in the C-2175 Conference Room.

ROLL CALL

MEMBERS PRESENT:

Bobbi Burke
Ken Doubler
Robert Johnson
Linda Mason
Kathy Spears
Kathy Watkins
Ben Shank, Student Trustee

VISITOR(S) PRESENT:

Rhonda Gillespie, Daily Chronicle

MEMBERS ABSENT:

Robert Hammon

STAFF PRESENT:

Laurie Borowicz, President; John Acardo, Director of Human Resources; Dominica Blalock, Faculty Bette Chilton, Dean of Health & Education; Matthew Crull, Director of Institutional Research; Kevin Fuss, Vice President Institutional Effectiveness; Sedgwick Harris, Vice President of Student Services; Kayte Hamel, Director of MPR; Marshall Hayes, Executive Director of Foundation; Laurie Hoecherl, Faculty; Ami Irmien, Faculty; Joanne Kantner, Dean AETP; Mark Lanting, Vice President of Instruction; Jaime Long, Dean, ACSS; Cindy McCluskey, Executive Assistant to the President; RJ McGarry, Acting Director IT/CIO; Nancy Partch, Dean of Student Services; Sara Pohl, Dean MSB; Michelle Rothmeyer, Director AR&R; Cynthia Stonesifer, Director of Financial Aid; and Beth Young, Dean of Business Affairs and Interim CFO.

ADJOURN TO CLOSED
SESSION

On a motion by Mr. Shank, seconded by Dr. Burke and on a roll call vote, the Board unanimously adjourned to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of *specific* employees of the public body or legal counsel for the public body, probable, imminent or pending litigation and collective bargaining negotiations.

Those voting "aye" were: Bobbi Burke, Ken Doubler, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Ben Shank.

The closed session began at 5:30 pm. and ended at 7:10 pm.

RESUME OPEN SESSION

The open session of the Board of Trustees meeting resumed at 7:15 pm

COMMUNICATIONS

Letter from Neal Mckenna, Retired Math Faculty

PRESENTATIONS

Ellucian Go – Kayte Hamel & Michelle Rothmeyer

ICCTA PAUL SIMON ESSAY
CONTEST WINNER

Each year at the April Board meeting the Board is presented with a student selected by the English Department as the College's entrant in the Paul Simon Student Essay Contest. This annual contest is sponsored by the community colleges around the state and the Illinois Community College Trustees Association (ICCTA). This year's winner is Jeri-Lamia Farmer Ms. Farmer was recognized by the Board and will receive the tuition refund awarded to her as the College's local selection.

Ms. Farmer received a reimbursement of \$3,474.00, which represents her tuition and fees for the Spring 2016 semester. Her essay will be entered in the statewide contest where the eventual winner will receive a \$500 tuition scholarship from the ICCTA for the Fall 2016 semester.

On a motion by Ms. Spears, seconded by Ms. Watkins the Board voted unanimously to approve reimbursement for Ms. Farmer for the Spring 2016 semester. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Ben Shank.

COMMITTEE REPORTS

Audit Committee – Minutes of September 29, 2015
Executive Committee - Minutes of February 23, 2016
Finance Committee
Foundation Liaison Report

INFORMATION & REPORTS –
Comparison of Revenue &
Expenditures FY’15 and FY’16

Ms. Young reviewed the comparison of revenue and expenditures for FY’15 and FY’16. The backlog of payments now totals \$3,748,532.

NEW BUSINESS – Board of
Trustees Awards of Excellence

Each year the Board of Trustees recognizes employees in several categories who have made significant contributions to the institution through their assigned duties and responsibilities, through efforts going beyond their regular assignments, through providing exceptional leadership in helping the College to fulfill its mission and achieve its vision, or who have made significant contributions to the community through their service. The Board received a memo from Mr. Hayes that identified the individuals nominated for this year’s Awards of Excellence and the recipients being recommended by the selection committees in each category. The recipients will be honored at the Employee Appreciation Reception.

On a motion by Mr. Shank, seconded by Ms. Watkins and on a roll call vote the Board approved Tim Lockman - KCEA Bargaining Unit; Dennis Johnson, Amy Johnson, Pam Pascolini - Adjunct Faculty, Toni Gabriel – Support Staff, and Michelle Allen - Other Professional Staff to receive the Board of Trustees Award of Excellence. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Ben Shank.

NEW BUSINESS – Fees for Early
Childhood Center

We annually review our fees for the full-day and hourly rates for the Early Childhood Education Center. Ms. Partch and Mr. Kimmel’s recommendations, along with supporting background information and rationale, were provided for the Board. The recommendation was for a slight increase in the full-day and hourly rates for FY17. The full-day (5 days/week) rate would be increased by \$1.00 to \$41.00, the Full-day (1-4 days/week) rate would be increased by \$1.00 to \$43.00, and the hourly rate would be increased by \$0.20 to \$8.20/hour.

On a motion by Ms. Mason seconded by Dr. Burke, and on a roll call vote, the Board approved the FY’16 Early Childhood Center Fee Schedule as noted above. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Ben Shank.

NEW BUSINESS – Out-of-District
and Out-of-State Tuition

Dr. Borowicz provided information on changing our out-of-district and out-of-state tuition. Our in-district tuition was previously set by the Board at \$129.00 per credit hour, our out-of-district tuition will be 2x that amount at \$248.00 per credit hour and our out-of-state will be 3x the in-district tuition making it \$387.00. The Board was in favor of the recommended changes.

NEW BUSINESS – Letter of
Recommendation to Support Kathy
Spears

The Board approved a letter of support for Kathy Spears for the position of ICCTA Secretary.

On a motion by Ms. Watkins, seconded by Dr. Burke, and unanimously approved the Board is sending a letter of support for Kathy Spears – ICCTA Secretary. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Johnson, Linda Mason, Kathy Spears, and Kathy Watkins and student advisory vote Ben Shank.

NEW BUSINESS – Approval of
Resignation Agreement Robert
Galick

The Board tabled this agenda item until next month.

NEW BUSINESS –
Board Member Discussion

Mr. Johnson encouraged Ms. Spears to seek additional positions with the ICCTA and thanked her for her service to the organization.

The College has been asked to sponsor the ICCTA June Convention. The Board felt the College is not in a position to sponsor this year. The Board would instead like to offer trustees to make a private donation for the sponsorship. The Board asked that those trustees wishing to donate funds for the sponsorship do so at the May 10th Board meeting.

Ms. Mason will present the John Roberts Award at Graduation.

CONSENT AGENDA

The items in the Consent Agenda included:

- A. Minutes of Regular and Closed session of March 8, 2016*
- B. Report of Budgetary Revenues and Expenditures*
- C. Accounts Payable Recap*
- D. Cash and Investment Report*
- E. Supplemental Day Requests for FY17
- F. Summer 2016 Full-Time Faculty Appointments
- G. Staff Appointments for Full-Time Non-Bargaining Unit Staff
- F. Staff Resignations/Appointments
 - Probationary Full-Time Faculty – Heather Heilman, Nursing, \$53,000 annually
 - Full-Time Administrator – RJ McGarry, Director of Information Technology, \$90,000 annually
 -

On a motion by Mr. Shank, seconded by Mr. Doubler, and on a roll call vote, the Board unanimously approved the Consent Agenda. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Ben Shank.

STUDENT REPRESENTATIVE’S
REPORT

Mr. Shank provided the Student Representative’s Report to the Board.

APPRECIATION TO OUTGOING
STUDENT TRUSTEE

The Board thanked Ben Shank for her service to the Board and provided him with a plaque recognizing his service to the College.

SEATING OF NEW STUDENT
TRUSTEE

The newly elected student trustee is Gabrielle Cultra. The Board welcomed Gabrielle and introductions were made. On a motion by Ms. Spears, seconded by Dr. Burke and on a voice vote, the Board seated Gabrielle Cultra as the student representative for the 2016-2017 school year.

PRESIDENT'S REPORT

Dr. Borowicz presented the President's Report.

Highlights

- Kevin Fuss was invited to present at the March meeting of the DeKalb Area Retired Teachers Association. His presentation provided a history of the College as well as current highlights and challenges. The group expressed their appreciation for the information and expressed a desire to invite College representatives to future meetings.
- Miles Halpern, Art Faculty had an essay published in a catalog that will accompany an art exhibition at the Research House for Asian Art, in conjunction with the School of the Art Institute of Chicago. The exhibition is called Analog RAM: The Return of Active Memory. The show opens this Friday, and runs from April 8-29th.
- Michelle Erickson-Goettl and Miles Halpern collaborated between Ceramics and Life Drawing. The classes joined for the first time to do figure sculpting with plasticine clay.
- Kacy Abeln was the recipient of the 2016 Dennis-Ross Outstanding Speech & Debate Coach Award, given annually to one university or community college coach considered to be the most outstanding coach of the year. This is the second state or national coach of the year award won by a Kishwaukee College coach in the last 5 years (Chase Budziak, 2013).
- Dariana Mahaffey, Coordinator of Youth-WIOA, was elected to be the Vice Chair of the Networking for Families (NFF) organization. NFF is a group of social service providers who meet monthly to help improve the lives of DeKalb County's low-income citizens.
- OC Imageworks submitted the Kishwaukee College Collision Repair full-length video to the AVA Digital Awards competition. The video won a Platinum Award, the highest honor, for Video Production in the Education/College/ Trade Category. Only 14% of those that entered received this honor. The video was produced through a great partnership with OC Imageworks and was spearheaded by Laura Chiavini, Creative Communications Specialists in Marketing & Public Relations.
- Food Security Summit: Combating Hunger in DeKalb County. The nursing students are organizing a poverty simulation with the NIU nursing students, Northern Illinois food bank and Live Healthy DeKalb to be held on Wednesday, April 27th at the DeKalb County Outreach building.
- Kayte Hamel, Director of Marketing & Public Relations, was re-elected and appointed as the National Council for Marketing & Public Relations District 3 Director at the National Conference held in St. Louis, Missouri, March 13-15. District 3 consists of Illinois, Indiana, Michigan, Ohio and Wisconsin. This is Hamel's second two-year term.

News Releases

Date Sent & Title

March 2 - KC hosts healthcare speaker Barb Bancroft
 March 4 - KC Phi Theta Kappa Honor Society inducts new members
 March 7 - 100+ Women Who Care donates to KC Adult Ed
 March 8 - I.D.E.A. high school drafting competition held at Kishwaukee College
 March 9 - KC hosts The Big Read: Public Read & Family Night on March 24
 March 9 - KC Board approves RIF plan
 March 10 - KC's Crull guest presenter for Ruffalo Noel Levitz webinar
 March 10 - KC Speech/Debate Team places 5th in State
 March 11 - KC Health Occupations boast high state exam pass rates for grads
 March 11 - Applications available for 2016-17 KC Achievement Awards
 March 14 - Kinzinger flies by KC
 March 15 - KC SkillsUSA students qualify for state
 March 15 - Anonymous gift benefits KC Family Literacy Program and Learning for Life
 March 17 - KC Foundation Scholarship applications due April 8
 March 17 - KC Art Gallery hosting Alumni Art Show
 March 22 - Kishwaukee College, NIU sign Tech Program transfer agreement

PRESIDENT'S REPORT
(cont'd)

March 23 - Exploring Careers at Kish College (8th grade career fair)
March 23 - KC to hold inventory reduction auction April 7
March 24 - Women and Politics presentation at KC on March 31
March 24 - That's a lot of diapers (nursing diaper collection for We Care Clinic)
March 29 - KC hosting Shakespeare presentation on April 7
March 31 - KC Speech and Debate place 4th at National Tournament

Enrollment Update

We are currently down 8.8% overall for the year.

Senior Leadership Team held an enrollment retreat on March 21st to begin prioritizing ideas for enrollment growth.

Legislative

- I continue to receive emails from Liz Brown tracking legislative issues.
- Kevin Fuss participates in weekly conference calls providing legislative updates.
- I had lunch with Bob Pritchard on March 8th.

Meetings

- Kish Health System Formal Affair (Mar 5)
- Proudly DeKalb (Mar 7)
- Political & Community Leaders Meeting – Tim Struthers (Mar 8)
- Dave & Suzanne Juday (Mar 9)
- ICCTA/ICCCP Meetings, Lombard, IL (March 10-13, 2016)
- Presentation with Bob Johnson at ICCTA Meeting (Mar 11)
- Dr. Sam, Elgin Community College (Mar 15)
- Tom Crouch & Dr. Horn (Mar 15)
- Enrollment Retreat – Senior Leadership Team (Mar 21)
- BOT Executive Committee Meeting (Mar 22)
- Career Etiquette Day Luncheon (Mar 22)
- Opportunity House (Mar 23)
- NIU Transfer Agreement Signing (Mar 24)
- Terry & Sherrie Martin (Mar 31)
- Phil Gerner (Apr 4)
- Administrators Breakfast (Apr 5)
- Sam Cavnar (Apr 5)
- Student Recognition Banquet (Apr 5)
- Sycamore Rotary with Bob Hammon (Apr 6)
- Paul Borek (Apr 6)
- Alumni Reception (Apr 7)
- Bill Nicklas & Bruce Griffith (Apr 8)

Union Meetings

- KCEA (Mar 10, Apr 5,)
- KCSS (Apr 7)

Upcoming Meetings

- JCERT Site Visit (Apr 11)
- Jason Anderson (GREDCO) (Apr 11)
- Dr. Phil Robertson (Apr 13)
- Alumni Reception (Apr 7)
- DeKalb Chamber Leadership Academy (Apr 13)
- Bruce Griffith Senior Business Leadership (Apr 14)
- Staff Development Day – No Classes (Apr 15)
- DCEDC Exec Committee Meeting (Apr 18)

PRESIDENT'S REPORT
(cont'd)

- DeKalb Rotary Club (Apr 18)
- KEC Governing Board Meeting (Apr 20)
- Kishwaukee Kiwanis with Ken Doubler (Apr 20)
- Dr. Baker (Apr 21)
- Strategic Planning Listening Sessions – May/June

Presidential Briefings

April (2 Sessions)

Wednesday, April 13, 2016: Session 1 – 1:30-2:15 pm – Jenkins Auditorium

Thursday, April 14, 2016: Session 2 – 2:30-3:15 pm – Jenkins Auditorium

ADJOURNMENT

With no further business coming before the Board, Mr. Johnson asked to adjourn the meeting at 8:40 p.m. On a motion by Mr. Shank, seconded by Dr. Burke, the Board voted unanimously to adjourn.

Secretary, Board of Trustees

Chair, Board of Trustees