

BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT #523
Regular Meeting
March 8, 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, March 8, 2016, in the C-2175 Conference Room.

ROLL CALL

MEMBERS PRESENT:

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

VISITOR(S) PRESENT:

Scott Zach, WLBK Radio
Rhonda Gillespie, Daily Chronicle

MEMBERS ABSENT:

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 Hammon, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Ben Shank.

Dr. Borowicz, John Acardo and Cindy McCluskey were invited to attend the closed session. The closed session began at 5:32 p.m. and ended at 6:15 pm.

RESUME OPEN SESSION

The open session of the Board of Trustees meeting resumed at 6:18 pm

COMMUNICATIONS

None

COMMITTEE REPORTS

Audit Committee

Executive Committee - January 26, 2016

Finance Committee

Foundation Liaison

- This year the Kishwaukee College Foundation will be participating in the "Give Local DeKalb County" campaign, which will be held on May 3rd. Give Local is sponsored by DeKalb County Community Foundation and DeKalb County Nonprofit Partnership. It is a nationwide event that encourages residents in DeKalb County to support local nonprofits through a 24-hour online giving option. Match money of up to \$50,000 is available.
- The Foundation is pleased to announce that Tom & Sue Choice have completed their pledge to establish an endowed fund. The endowment is currently valued at

COMMITTEE REPORTS
(cont'd)

\$12,000 and the proceeds will be made available to the College in the form of an unrestricted fund. We thank them for their generosity.

- The Foundation is also happy to report that Goodwill of Northern Illinois has recently made a donation of \$7,000 in order to upgrade their expendable fund into an endowed fund. Their fund is used to support students with disabilities. We also thank them for their support and generosity.
- 100+ Women Who Care recently presented a check for \$10,900 to the Foundation (See Handout). The funds will be used to support Kishwaukee College Adult Education Programs. Joanne Kantner was on-hand to accept the check on behalf of AETP. Thank you to Evelina Cichy and Linda Mason for helping to secure that gift for Kishwaukee College.
- On April 7th the College Health & Education Division will host a workshop designed to support and educate professional caregivers. The workshop is entitled Taking Care of You and will feature nationally renowned speaker; Barb Bancroft (See Handout). The cost of the event is \$30 but any graduate of Kishwaukee College will receive a discount of \$15. A reception for Kish alums will be held after the workshop.

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 \$3,341,263.

NEW BUSINESS – Tuition & Fee
Recommendation

This month the tuition and fee recommendation is based on the discussion and direction provided by the Board at its February meeting. Dr. Borowicz noted that we continue to be sensitive to the economic climate in which we find ourselves, and are aware of the Board's long-standing position on keeping tuition and fee costs for students reasonable and affordable. However, to maintain the quality of the direct instruction and direct services provided to students, we are recommending a tuition increase of \$10 per credit hour with no increase in the Technology Fee or Student Activity fee. Ms. Young provided EAV estimates for our counties. We are estimating we will be up 3% in EAV's for 2016, and 0% for 2017.

On a motion by Dr. Hammon seconded by Mr. Doubler, and on a roll call vote, the Board voted to increase the per credit hour tuition rate by \$10.00. In-district tuition would be \$129.00 per credit hour effective with the Summer 2016 semester. The technology fee will remain unchanged at \$6.00 per credit hour and the activity fee will remain unchanged at \$6.00 per class. Those voting "aye" were: Bobbi Burke, Ken Doubler, Robert Hammon, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Ben Shank.

NEW BUSINESS – Variable
Tuition Proposal – Radiologic
Technology

In response to the increasing cost of providing a Radiologic Technology Program and the limited availability of financial resources to support the continued excellence of our program, the Radiologic Technology faculty, Dean Bette Chilton, and Vice President Mark Lanting have studied the feasibility of variable tuition for Radiologic Technology courses. Included in your packet is a comprehensive proposal to phase in the assessment of 200% of the regular tuition rate each year to radiologic technology courses. This would generate an additional estimated \$57,327.59 in FY '17 and \$95,229.09 in FY '18. We are asking for Board approval to implement the recommended variable tuition policy for Radiologic Technology courses.

On a motion by Dr. Hammon, seconded by Dr. Burke and on a roll call vote, the Board unanimously approved the variable tuition rate of 200% for radiology technology in FY17. Those voting "aye" were: Bobbi Burke, Ken Doubler, Robert Hammon, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Ben Shank.

NEW BUSINESS – Policy Manual
Revision – 3.24.02 Dual Credit
Tuition & Fees

Dr. Borowicz noted the College is looking to strengthen its relationships with our K12 partners and increasing the amount of dual credit courses offered at district high schools. In examining our current Board policy on dual credit costs, we are finding that the one-half

NEW BUSINESS – Policy Manual
Revision – 3.24.02 Dual Credit
Tuition & Fees

tuition cost for the course is a barrier for enrollment. Especially for students who are economically disadvantaged. The Senior Leadership Team is proposing that all dual credit students (career and transfer) be charged a flat \$50.00 registration fee. This fee would be waived for students currently receiving free or reduced price lunch at their high school. This timeline for implementation is anticipated to be Fall of 2017.

On a motion by Dr. Hammon, seconded by Ms. Mason, and on a roll call vote, the Board approved the revisions to Board Policy 3.24.02 Dual Credit Tuition & Fees. Those voting "aye" were: Bobbi Burke, Ken Doubler, Robert Hammon, Robert Johnson, Linda Mason, Kathy Spears, and student advisory vote Ben Shank. Kathy Watkins abstained from voting.

NEW BUSINESS –
Recommendation for Naming of
Facilities

At its May 8, 2012, regular meeting, the Board approved a Facilities Naming Policy. The objective of this policy is “to assure an appropriate reflection of the history of the institution as well as consistency, fairness, fitting recognition and good value in exchange for the honor or privilege of name association with a physical aspect of Kishwaukee College.”

Two circumstances generally give rise to a naming tribute: Naming in Recognition of Distinguished Service may honor a gift of time or talent that has had a significant positive impact on the College over an extended period of years. Such honor will typically be recommended no less than one year following the end of the individual’s service to the College. This recognition may also be the result of a gift of monetary value to the College Foundation.

As per the policy, an ad hoc steering committee consisting of the College President, Foundation Executive Director and a member from both the Board of Directors and the Board of Trustees will be formed upon notice of any naming opportunities. Upon the recommendation of the steering committee, the College Board of Trustees will have final authority for any naming, memorial, or tribute decision.

The Ad Hoc Naming Committee conducted a meeting on February 24, 2016. After considering recent significant pledges and contributions to the College Foundation, and consistent with the criterion established by the Foundation for naming opportunities, the Committee is recommending the following naming opportunity: Rename the College Boardroom the Founders Boardroom for gifts made by Robert Johnson and Bill Mullins in honor of the original seven members of the Kishwaukee College Board of Trustees.

Should the Board approve this recommendation, appropriate signage will be fabricated and installed consistent with our current campus signage plan. The money will be used for an endowment. Marshall has reached out to heirs of the original board and may have additional participants

On a motion by Dr. Hammon, seconded by Mr. Doubler, and on a voice call vote, the Board unanimously approved the recommendation for the following naming opportunity: Rename the College Boardroom the Founders Boardroom for gifts made by Robert Johnson and Bill Mullins in honor of the original seven members of the Kishwaukee College Board of Trustees. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Hammon, Linda Mason, Kathy Spears, and Kathy Watkins and student advisory vote Ben Shank. Robert Johnson abstained from voting.

NEW BUSINESS – Statement on
Final Construction Compliance –
Boiler Replacement Conference
Center

At the conclusion of a major construction project, the ICCB requires the Board to approve a Statement of Final Construction Compliance. It is worth noting that overall, the project came in 7.26% below budget. We are recommending the Board approve this resolution.

On a motion by Ms. Watkins, seconded by Dr. Burke, and on a voice vote, the Board voted unanimously to approve the statement on final construction compliance – Boiler Replacement Conference Center. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Hammon, Robert Johnson, Linda Mason, Kathy Spears, and Kathy Watkins and

student advisory vote Ben Shank.

NEW BUSINESS – Appointing
Treasurer & Approval of
Treasurer’s Surety Bonds

The Board was asked to appoint Beth Young, Dean of Business Affairs/CFO as the College’s Treasurer and to approve the treasurer’s security bonds.

On a motion by Ms. Watkins, seconded by Ms. Mason, and on a roll call vote, the Board voted unanimously to approved appointing Beth Young as the Treasurer and approved the treasurer’s surety bonds. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Hammon, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Ben Shank.

NEW BUSINESS – Approval of
Recommended Reorganization/
Reduction in Force KCEA

The Board was asked to approve the recommended reorganization/reduction in force for KCEA.

On a motion by Dr. Hammon, seconded by Dr. Burke, and on a roll call vote, the Board voted unanimously to approve the Recommended Reorganization/Reduction in Force for KCEA. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Hammon, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Ben Shank.

NEW BUSINESS – Approval of
Recommended Reorganization/
Reduction in Force KCSS

The Board was asked to approve the recommended reorganization/reduction in force for KCSS.

On a motion by Ms. Spears, seconded by Ms. Mason, and on a roll call vote, the Board voted unanimously to approve the Recommended Reorganization/Reduction in Force for KCSS. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Hammon, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Ben Shank.

NEW BUSINESS – Approval of
Recommended Reorganization/
Reduction in Force for Non-
Bargaining Unit Staff

The Board was asked to approve the recommended reorganization/reduction in force for Non-Bargaining Unit Staff.

On a motion by Mr. Doubler seconded by Dr. Hammon, and on a roll call vote, the Board voted unanimously to approve the Recommended Reorganization/Reduction in Force for Non-Bargaining Unit Staff. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Hammon, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Ben Shank.

Comments from the Board on the
Reduction in Force

Mr. Johnson stated that the reduction in force is an unfortunate thing to have happen at the College, but noted that it is happening all over the state. Mr. Johnson added that it is too bad that the people we have elected in Springfield are not providing the funding that the College needs. The Board understands that many of our staff will have added responsibilities and they want to let everyone know that they appreciate the efforts being made to fill the gap. We have no idea when and if this will all end; however, plans are in place to make it through the next fiscal year.

Mr. Johnson stated that the Board appreciates what the staff members on the RIF list have done for the College and what you will do if you are not on the list. It is a sad day for the Board and the College as a whole.

NEW BUSINESS – Approval of
Resignation Agreement
Reorganization/Reduction –
Michele Bolden

The Board was asked to approve the resignation agreement reorganization/reduction in force for Michele Bolden.

On a motion by Dr. Hammon, seconded by Mr. Doubler, and on a roll call vote, the Board voted unanimously to approve the resignation agreement reorganization/reduction in force for Michele Bolden. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Hammon, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Ben Shank.

NEW BUSINESS – Approval of Resignation Agreement Reorganization/Reduction – Michael Wackt

The Board was asked to approve the resignation agreement reorganization/reduction in force for Michael Wackt.

On a motion by Dr. Burke, seconded by Mr. Doubler, and on a roll call vote, the Board voted unanimously to approve the resignation agreement reorganization/reduction in force for Michael Wackt. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Hammon, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Ben Shank.

NEW BUSINESS – Board Member Discussion

Dr. Borowicz and Mr. Johnson will be presenting on the Presidential Search Process at this week’s ICCTA meeting.

The Board will be sending a letter to employees that are being RIF’d thanking them for their service to the College.

CONSENT AGENDA

The items in the Consent Agenda included:

- A. Minutes of Regular and Closed session of February 9, 2016*
- B. Report of Budgetary Revenues and Expenditures*
- C. Accounts Payable Recap*
- D. Cash and Investment Report*
- E. Faculty Appointments for Full-Time KCEA Bargaining Unit for FY17
- F. Staff Resignations/Appointments

On a motion by Ms. Watkins, seconded by Ms. Spears, and on a roll call vote, the Board unanimously approved the Consent Agenda. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Hammon, 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

PRESIDENT’S REPORT

Dr. Borowicz presented the President’s Report.

Highlights

- Kishwaukee College was one of two institutions selected to present at the 2016 Ruffalo Noel-Levitz Webinar on usage of the Student Satisfaction Survey for best practices on survey implementation and data usage. Matthew Crull of the Office of Institutional Research will lead the presentation discussing statistical improvements that occurred at the College and next steps for planning using the most recent data gathered from student focus groups.
- Joanne Kantner, Dean of AETP, in collaboration with Sonya Armstrong and Norm Stahl from NIU co-authored an article that was selected to receive the Outstanding Research Publication in the field of development education from the *Journal of Developmental Education*.
- Terry Lyn Funston, received a certificate of completion from the Center for the Study of Race & Equity in Education from the University of Pennsylvania. The institute was for current students in higher education, student affairs, and community college leadership doctoral programs. Terry Lyn participated in four session where each of the focuses was concerned with bringing a racial equity lens to doctoral research.
- Jill Hansen was elected Treasurer for the upcoming year during the Genoa Chamber’s Annual Meeting.
- Kevin Fuss was invited to serve as a judge for the DeKalb County Excellence in Education awards. The awards are administered through a partnership between the DeKalb County Community Foundation and the DeKalb County Regional Office of Education with special thanks to Yvonne Johnson for her philanthropic support. The awards will be presented March 14 at 5:30pm in the Conference Center at the College.

PRESIDENT'S REPORT (cont'd)

News Releases

Date Sent	Title
2-1	KC Gardeners Pathway returns February 27
2-1	CTE Month: Meet Evan Froehlich (Emergency Medical Services student)
2-1	KC announces Fall 2015 Part-Time Student Honors List
2-2	KC and IMEC offer "Breakfast Briefing" on February 17
2-3	3M awards stethoscopes to KC nursing students
2-4	KC Clinic offers spa services for the public
2-8	KC's Continuing Education schedule online
2-9	CTE Month: A Tale of Two Melissas! (Two Horticulture students who work in Floral department at HyVee)
2-12	KC needs Adult Literacy Volunteers
2-16	CTE Month: Paul Deutsch, Mechanical Engineer
2-16	Partnering for health! (Nursing students at Grand Victorian Health Fair)
2-17	KC students win awards at ILCA (Illinois Landscape Contractors Association)
2-18	Coming full circle with Jackie Cleven at KC (Profile of Education program alum who is now teaching adjunct)
2-23	KC Speech and Debate Team having solid spring season
2-23	Change in GED minimum score
2-25	Chris Sawlsville: making the circuit at KC (Electronics student profile)
2-29	KC offers Journal Making for Big Read at DeKalb Public Library

Enrollment Update

We are currently down 8.8% overall for the year.

Legislative

- Dr. Borowicz has been receiving numerous emails from Liz Brown tracking legislative issues.
- Kevin Fuss participates in weekly conference calls providing legislative updates.
- Dr. Borowicz discussed state funding with Bob Pritchard at Genoa Chamber meeting

Meetings

- From the Heart – Gala of Giving, Rochelle (Feb 5)
- Laurie Pillen, RTHS, Academic Achievement Awards (Feb 9)
- Presidential Briefing (Feb 10)
- Mike Cullen (Feb 10)
- Presidential Briefing (Feb 11)
- Presidential Student Briefing (Feb 11)
- Doug Moeller, 18-21 Transition Programs (Feb 11)
- Unity Rally at NIU (Feb 11)
- Proudly DeKalb – Brett Brown, Doug Moeller, Mary Hess (Feb 15)
- NIU TV Interview (Feb 15)
- Northern Illinois P20 Executive Committee Meeting (Feb 16)
- Rose Treml, Sycamore Chamber (February 16)
- Northern Illinois Presidents Meeting (Feb 16)
- KEC Governing Board Meeting (Feb17)
- PTK Class Presentation (Feb 17)
- NIU Women's Basketball Professional Women's Event (Feb 17)
- DCEDC Quarterly Meeting (Feb 18)
- Enterprise Zone Designation Advisory Committee Meeting (Feb 18)
- Genoa Chamber Annual Meeting (Feb 18)
- WLBK Radio Interview (Feb 19)
- Rochelle Rotary (Feb23)
- Bruce Griffith (Feb 23)

PRESIDENT'S REPORT
(cont'd)

- GREDCO Meeting (Feb 24)
- WRHL Interview (Feb 24)
- B95 Interview (Feb 25)
- Sycamore High School Dual Credit Parents Meetings (Feb 25)
- Joe Burgees, Genoa Kingston High School (Feb 26)
- Proudly DeKalb – Frank Roberts, NIU Leaders (Feb 29)
- Dr. Baker, NIU (Mar 2)
- Anne Marie Gaura, DeKalb City Manager (Mar 3)

Union Meetings

- KCEA (Feb 2, Feb 5, Feb 24, Feb 26)
- KCSS (Feb 2, Feb 8, Mar 1)

Upcoming Meetings

- Kish Health System Formal Affair (Mar 5)
- Proudly DeKalb (Mar 7)
- Political & Community Leaders Meeting – Tim Struthers (Mar 8)
- ICCTA/ICCCP Meetings, Lombard, IL (March 11-13, 2016)
- DCEDC Exec Committee (Mar 14)
- Dr. Sam, Elgin Community College (Mar 15)
- KEC Governing Board Meeting (March 16)
- Enrollment Retreat – Senior Leadership Team (Mar 21)
- BOT Executive Committee Meeting (Mar 22)
- Opportunity House (Mar 23)

Note: Laurie will be off campus March 16-18 and March 24-April 1

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*
- May (1 Session)
 - Tuesday, May 12, 2016: 1:30-2:15 pm – *Jenkins Auditorium*

ADJOURNMENT

With no further business coming before the Board, Mr. Johnson asked to adjourn the meeting at 7:10 p.m. On a motion by Mr. Shank, seconded by Dr. Burke. Shank, the Board voted unanimously to adjourn.

Secretary, Board of Trustees

Chair, Board of Trustees