

BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT #523
Regular Meeting
May 10, 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, May 10, 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
Gabrielle Cultra, Student Trustee

MEMBERS ABSENT:

None

VISITOR(S) PRESENT:

F. William Nicklas – left at 6:08 pm
Bruce Griffith, KEC – left at 6:08 pm

Students Present

Jim Stewart
Ashley Heithoff
Xica McClain
Alex Romanelli
Alyssa Fritz
Rob Galick

STAFF PRESENT:

Greg Brink, Faculty; Laurie Borowicz, President; Chase Budziak, Faculty; Bette Chilton, Dean of Health & Education; Matthew Crull, Director of Institutional Research; Matt Feuerborn, Dean CT; Kevin Fuss, Vice President Institutional Effectiveness; Anne-Marie Green, Director Library Services; Sedgwick Harris, Vice President of Student Services; Kayte Hamel, Director of MPR; Jill Hansen, Accountant; Laurie Hoecherl, Faculty; Ami Irmen, Faculty; Kathy Jones, Purchasing Coordinator; Joanne Kantner, Dean AETP; LaCretia Konan, Coordinator of Employee Services; Mark Lanting, Vice President of Instruction; Jaime Long, Dean, ACSS; Cindy McCluskey, Executive Assistant to the President; RJ McGarry, Acting Director IT/CIO; Tania Nezirick, Faculty; Nancy Partch, Dean of Student Services; Sara Pohl, Dean MSB; Michelle Rothmeyer, Director AR&R; Kathy Schnier, Faculty; Mark Schwendau, Faculty; and Beth Young, Dean of Business Affairs and Interim CFO.

ADJOURN TO CLOSED
SESSION

On a motion by Ms. Watkins, seconded by Ms. Cultra, 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 Gabrielle Cultra.

The closed session began at 5:33 pm. and ended at 6:03 pm.

RESUME OPEN SESSION

The open session of the Board of Trustees meeting resumed at 6:06pm

STAFF APPOINTMENT

Mr. Johnson asked to rearrange the agenda and move the Special Assistant to the President for Strategic Partnerships from the consent agenda to this portion of the meeting.

Mr. Nicklas left the meeting at 6:08 pm.

On a motion by Dr. Hammon seconded by Ms. Mason, and on a roll call vote, the Board unanimously approved the appointment for F. William Nicklas as Special Assistant to the President for Strategic Partnerships. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Hammon, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Gabrielle Cultra.

COMMUNICATIONS

Letter from Phi Theta Kappa

- Congratulating the Alpha Rho Eta Chapter and Kishwaukee College as a 2016 Top 100 Chapter of Phi Theta Kappa.

Letter from SkillsUSA.

- This year at conference, our district has six gold medalists, one silver medalists, and one bronze medalist.

RECOGNITION OF SKILLSUSA STUDENTS

Mr. Greg Brink, Collision Repair Faculty and SkillsUSA Advisor introduced students that recently participated in SkillsUSA competition. Kishwaukee College had 15 students participate this year.

Mr. Brink and SkillsUSA students left at 6:18 pm.

WELCOME NEW STUDENT TRUSTEE

Ms. Cultra provided a brief summary of her background and stated she was very happy to be at Kishwaukee College and serving as the Student Trustee to the Board. She plans to transfer to U of I to study agriculture in the future.

COMMITTEE REPORTS

Audit Committee

Executive Committee - Minutes of March 22, 2016

Finance Committee

Foundation Liaison Report – Mr. Hayes provided the liaison report.

Mark Schwendau left at 6:50 pm.

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. During April, the House and Senate passed bills which would allow some funding to community colleges for base operating and equalization grants, along with MAP for students. Kishwaukee College received \$248,000 for our Fall ’15 MAP and it is being disbursed to the students on May 6, 2016. The College received \$1,108,570 for the base operating and equalization grants. The backlog of payments now totals \$2.9 million.

NEW BUSINESS – Auxiliary Enterprise Fund Budgets Review

Ms. Young prepared the preliminary FY17 budget for the Auxiliary Enterprise Funds. We are projecting a deficit budget in FY 17 with a net loss of \$192,754. Mr. Young explained the factors, which are contributing to this projected loss. Dr. Borowicz and Ms. Young discussed the factors, which are driving these funds into the red, and alternatives we are discussing to bring the Auxiliary Enterprise Fund into the black in future years.

A large portion of student fees are currently being utilized by athletics. We will continue to monitor this and make decisions in the future on athletic scholarships.

NEW BUSINESS – Adult Education Funding Proposal

As discussed last month, Mr. Lanting and Dr. Kantner are requesting financial support for adult education instruction and student support services for FY17. Their proposal is for \$110,000. This amount, combined with the federal funds received by the College, will allow for education and support to the most economically vulnerable individuals. The senior leadership team has approved the use of these funds for Adult Education.

The 100+ Women Who Care have given us some seed money to start this program.

NEW BUSINESS – Memorandum of Understanding with KCEA- Supplemental Retirement Plan

The Board was asked to approve an extension of the retirement date in the KCEA agreement by a memorandum of understanding.

On a motion by Ms. Watkins, seconded by Dr. Burke, and unanimously approved the KCEA request that we extend the existing language in the 2014-2017 Collective Bargaining Agreement for the College’s Supplemental Retirement Plan. Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Hammon, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Gabrielle Cultra.

NEW BUSINESS –
Board Member Discussion

Ms. Spears, Mr. Johnson and Dr. Borowicz met with local legislators at Lobby Day in Springfield. Ms. Spears and Mr. Johnson were selected to meet with Governor Rauner at Lobby Day. Ms. Spears reviewed information she received from meeting with the legislators and stated she believes the day was extremely well organized this year.

The nominating committee selected Ms. Spears to serve a second term as secretary to the ICCTA.

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

Our Gigi Campbell nomination and our outstanding faculty will be up for this award.

CONSENT AGENDA

The items in the Consent Agenda included:

- A. Minutes of Regular and Closed session of April 12, 2016*
- B. Report of Budgetary Revenues and Expenditures*
- C. Accounts Payable Recap*
- D. Cash and Investment Report*
- E. Staff Appointments for Full-Time Non-Bargaining Unit Staff
- F. Staff Resignations/Appointments
 - Resignations
 - Pat Olson, Coordinator, Literacy Program
 - Appointments
 - Probationary Full-Time Faculty –
 - Elena Lineberry, Biology, \$47,000 annually
 - Full-Time Administrator
 - Beth Young, Chief Financial Officer, \$100,000 annually
 - Interim Full-Time Administrator
 - Chase Budziak, Dean of Math/Science/Business, \$80,000 annually
 - Temporary Administrator
 - F. William Nicklas, Special Assistant to the President for Strategic Partnerships, \$35,000 (6 months)

On a motion by Mr. Doubler, seconded by Dr. Burke, 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 Gabrielle Cultra.

STUDENT REPRESENTATIVE’S
REPORT

Ms. Cultra provided the Student Representative’s Report to the Board.

PRESIDENT’S REPORT

Dr. Borowicz presented the President’s Report.

Highlights

- Charles Knippen, the President of National Honor Society of Leadership and Success was the keynote speaker at the NSLS Induction Ceremony. Advisor Allison von Ende said that Mr. Knippen wanted to recognize the chapter due to the outstanding accomplishments this semester. NSLS students logged over 100 hours of service and assembled 130 wellness packs from donated items to distribute to Tridestone Church in Chicago.
- Counselor Carla Johnson was recognized at the NSLS Induction with the Excellence in Service to Students award.

PRESIDENT'S REPORT
(cont'd)

- Nancy Partch has joined the DeKalb-Sycamore Area Transportation Transit Subcommittee. The committee is comprised of DeKalb, Sycamore and County transportation planners, IDOT, VAC, NIU and Kishwaukee College. The primary goal of the Transit Development Plan is the commitment to improved service and maintenance of current service span and coverage, along with modest expansion of service span and/or coverage.
- Tara Richardson, Bookstore Operations Assistant, received a scholarship from the National Association of College Stores (NACS) to be a participant in their leadership institute.
- Tim Lockman, Reference & Instruction Librarian, has recently released a new cd – "Castles in the Snow."

News Releases

Date Sent & Title

- April 1 - KC floral design AIR student workshop
- April 4 - KC summer/fall registration begins April 11 and 12
- April 5 - KC hosts Al Ritter presentation
- April 5 - KC annual Career Fair on April 20
- April 11 - KC hosts Ecosystems Presentation on April 21
- April 12 - KC holds annual Student Awards Day
- April 12 - Caregiver Care at KC (post-nursing event release)
- April 13 - KC Board bids farewell to Student Trustee
- April 14 - It does body good... (RTHS visit to cadaver lab with bio instructor Anne Oestreich)
- April 14 - Farmer selected 2016 Simon Essay winner at KC
- April 15 - KC offering BNA Train-the-Trainer hybrid course
- April 16 - KC hort students at NALP competition
- April 18 - Altrusa Scholarships given at Kish Awards Day
- April 19 – Early Childhood Center Open House at KC April 29
- April 21 - KC Collision Repair students get a taste of the working life
- April 21 - KC Annual Horticulture Plant Sale on May 6
- April 26 - KC Gallery hosts Student Art Show through May 12
- April 28 - Going Organic...in the lab at KC
- April 29 - KC Students get inside view of Woodward Rock Cut Facility
- April 29 - Six KC students take 1st place honors in state SkillsUSA
- April 29 - KC's Kimmel named 4-C Child Care Professional of the Year

Enrollment Update

We are currently down 8.8% overall for the current year. Enrollments for summer are up 6.6%, and next fall we are currently up 1%.

Legislative

- I continue to receive emails from Liz Brown tracking legislative issues.
- Kevin Fuss participates in weekly conference calls providing legislative updates.
- Met with Bob Pritchard (Apr 27)
- Attended Lobby Day in Springfield (May 4) – Tim Bivens, Tom Demmer

Meetings

- GREDCO – Jason Anderson (Apr 11)
- Creston School – Dr. Phil Anderson (Apr 13)
- DeKalb Chamber Leadership Academy (Apr 13)
- Senior Business Leadership Academy – Bruce Griffith (April 14)
- DCEDC Executive Committee Meeting (Apr 18)
- DeKalb Rotary (Evening) – Amanda Christensen (Apr 18)
- DeKalb Rotary Meeting (Early Bird) (Apr 19)
- KEC Governing Board Meeting (Apr 20)

PRESIDENT'S REPORT
(cont'd)

- Kishwaukee Kiwanis Club Meeting with Ken Doubler (Apr 20)
- Dr. Baker - NIU (Apr 21)
- Bruce Griffith and Mark Strauss (Apr 21)
- Karen Schmitt (Apr 22)
- DOWDC Steering Committee (Apr 27)
- Mike Cullen (Apr 26)
- Lunch with KEC Criminal Justice Students (Apr 28)
- Tim Michel & Sara Taylor (Apr 28)
- Panel: Lean in Book Review (Apr 30)
- ICCTA Meetings & Lobby Day (May 3-4)
- KEC General Partnership (May 6)

Union Meetings

- KCEA (Apr 28)
- KCSS (Apr 19, May 2)
- KCEA All Faculty Meeting (May 5)

Upcoming Meetings

- 100+ Women Who Care (May 9)
- Jamie Craven & Joe Burgess (May 9)
- Dr. Baker (May 11)
- INAM Grant - Closing Dinner – Harper College (May 12)
- KEC Governing Board (May 18)
- DCEDC Quarterly Board Meeting (May 19)
- ICCTA Annual Convention (June 2-4)
- Community Leaders Reception (June 8)
- Strategic Planning Listening Sessions
- May 2 - Sycamore High School Library
- May 24 – Rochelle Township High School Library
- May 25 – Genoa Kingston High School Library
- May 31 – DeKalb High School Forum Room
- Indian Creek High School (TBD)

Presidential Briefings

- May (1 Session):

Thursday, May 12, 2016: 2:30-3:30 pm – Jenkins Auditorium

Community Listening Session – A tentative schedule was distributed to the Board. We will send a finalized schedule when it becomes available. The Board is welcome to attend any of the sessions. We are hoping to host a breakfast session at Kishwaukee College (by invitation) in the near future.

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Those voting “aye” were: Bobbi Burke, Ken Doubler, Robert Hammon, Robert Johnson, Linda Mason, Kathy Spears, Kathy Watkins and student advisory vote Gabrielle Cultra.

The closed session began at 5:33 pm. and ended at 6:03 pm.

RESUME OPEN SESSION

The open session resumed at 8:35 pm.

ADJOURNMENT

With no further business coming before the Board, Mr. Johnson asked to adjourn the meeting at 8:36p.m. On a motion by Ms. Spears, seconded by Ms. Cultra, the Board voted unanimously to adjourn.

Secretary, Board of Trustees

Chair, Board of Trustees