

BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT #523  
Regular Meeting  
April 11, 2017

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 5:31 p.m. by Board Chair, Robert Johnson, on Tuesday, April 11, 2017, in the C-2175 Founders Boardroom.

ROLL CALL

MEMBERS PRESENT:

Bobbi Burke  
Ken Doubler  
Robert Hammon  
Robert Johnson  
Linda Mason  
Kathy Spears  
Kathy Watkins – attended via telephone conference call  
Gabrielle Cultra, Outgoing Student Trustee  
Philip Oliver, Newly Elected Student Trustee

MEMBERS ABSENT:

None

OTHERS PRESENT

None

STAFF PRESENT:

Laurie Borowicz, President; Chase Budziak, Interim Dean, MSB; Bette Chilton, Dean of Health & Education; Matt Crull, Director of Research; Samantha Dailey, Executive Director of Human Resources; Matt Feuerborn, Dean Career Technologies; Kevin Fuss, Vice President Institutional Effectiveness; Missy Gillis, Director Student Outreach & Educational Partnerships; Anne-Marie Green, Interim Dean Academic Support; Kayte Hamel, Executive Director of MPR; Jill Hansen, Director of Fiscal Services; Laurie Hoecherl, Faculty, Kathy Jones, Purchasing Coordinator; Joanne Kantner, Interim Executive Dean of Learning Services; Scott Kawall, Director Student Involvement; Steve Kimmel, Director of Early Childhood Center; LaCretia Konan, Director of Business & Training Partnerships; Keith Lamb, Director of Operations; Mark Lanting, Vice President of Instruction; Jaime Long, Dean ACSS; Cindy McCluskey, Executive Assistant to the President; RJ McGarry, Executive Director of IT; Bill Nicklas, Executive Director Foundation Development; Nancy Partch, Dean, Student Services; Michelle Rothmeyer, Interim Vice President of Student Services; Kathy Schnier, Faculty; Alison vonEnde, Coordinator of Student Activities

CLOSED SESSION TO DISCUSS PROBABLE, PENDING, OR IMMINENT LITIGATION, THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY OR LEGAL COUNSEL FOR THE PUBLIC BODY, AND COLLECTIVE BARGAINING NEGOTIATIONS RECOVENE OPEN SESSION

On a motion by Mr. Doubler, seconded by Ms. Mason, and on a roll call vote, the Board voted unanimously to adjourn 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 5:32 pm. and ended at 5:51 pm. Dr. Borowicz, Dr. Kantner, Ms. Dailey, Dr. Nicklas, Mr. Fuss, Ms. Rothmeyer, Mr. McGarry, Ms. Hamel, and Ms. McCluskey were invited to attend closed session.

The open session of the meeting resumed at 5:51 pm.

PRESENTATION: Instructional Technology

Tim Lockman provided the Board with a presentation on Instructional Technology. The Board thanked Mr. Lockman for the information provided.

Kathy Jones, Chase Budziak, and Jaime Long arrived at 5:52 pm

PRESENTATION: Instructional Technology (cont'd)

One of the initiatives that Dr. Borowicz is proud of is that we wanted to increase online instruction. She noted that we are making progress on that initiative. Faculty have really stepped forward to make this a wonderful product for our students. It is great to have a college community that embraces instruction for our learners.

Allison von Ende arrived at 6:12 pm.

COMMITTEE REPORTS

Audit Committee

Executive Committee - Minutes of February 28, 2017

Finance Committee

Foundation Liaison Report – Dr. Nicklas provided the Foundation Report.

INFORMATION & REPORTS – Comparison of Revenue & Expenditures FY'16 and FY'17

Mr. Fuss provided a report on the comparison of revenue and expenditures for FY'16 and FY'17.

Dr. Borowicz noted we had inadvertently left off the grants report this month, but would be sure to include it as a standard item on future agendas.

INFORMATION & REPORTS – Review of 5-Year Budget Projections

The Board was presented with a 5-Year Budget Projection for the College. We are currently ahead of the curve, but cannot predict exactly where state funding will be at in future years.

NEW BUSINESS – Athletics & Intramurals Update

Ms. Rothmeyer provided an update to the Board on Athletics and Intramurals at the College. She thanked Scott Kawall, Wilma Smith, and the entire team for their work on increasing recruitment of local student athletes. They are finalizing some additional coaching assignments, meeting with coaches and parents, and looking for a women's basketball coach. Intramurals have begun and the first event was well attended.

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 Dr. Nicklas 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. Doubler, seconded by Ms. Spears and on a roll call vote the Board approved Pernevlon Ellis - KCEA Bargaining Unit; Dr. David Paulson - Adjunct Faculty, Tracy Komadina – Support Staff, and Joseph Dahm - Other Professional Staff to receive the Board of Trustees Award of Excellence. 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 – Fees for Early Childhood Center

We annually review our fees for the full-day and hourly rates for the Early Childhood Education Center. Ms. Rothmeyer, 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 FY18. The full-day (5 days/week) rate would be increased by \$2.00 to \$43.00, the Full-day (1-4 days/week) rate would be increased by \$2.00 to \$45.00, and the hourly rate would be increased by \$0.40 to \$8.60/hour.

On a motion by Dr. Hammon seconded by Ms. Spears, and on a roll call vote, the Board approved the FY'18 Early Childhood Center Fee Schedule as noted above. 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 – Approval of Amended Contract

The Board was asked to approve an amended contract for Kevin Fuss, Vice President of Institutional Effectiveness. Mr. Fuss’s current contract was amended to end June 30, 2017. The Board will be asked to take action on a new FY18 appointment for Mr. Fuss later in the meeting and to approve a one-year agreement in his new position.

On a motion by Dr. Burke seconded by Ms. Mason, and on a roll call vote, the Board approved the amended contract for Mr. Fuss. 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 – Approval of Travel Expenses that Exceed the Maximum Allowable Reimbursement

There were no travel expenses that exceeded the maximum allowable reimbursement this month.

NEW BUSINESS - Approval of Travel Expenses for any Member of the Board of Trustees

There were no travel expenses for approval from any member of the Board of Trustees this month.

NEW BUSINESS - Approval of Reimbursable Expenses because of Emergency or other Extraordinary Circumstances

There were no travel expenses because of emergency or other extraordinary circumstances this month.

NEW BUSINESS – Policy Manual Revisions

Dr. Hammon made a motion that we waive the first reading of the policy manual revisions brought before the Board. Mr. Doubler seconded the motion and on a roll call vote the Board voted in favor of waiving the first reading of the policy manual changes and will take action tonight on the policy revisions presented. 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 – Policy Manual Revision – 3.24.02 Dual credit Tuition & Fees

The policy revision submitted for consideration addresses the need to update our policy regarding dual credit tuition and fees. On a motion by Dr. Hammon, seconded by Mr. Doubler and on a roll call vote, the Board approved the revisions to Board Policy 3.24.02 Dual Credit Tuition and Fees. 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

The Board had previously discussed holding a Board retreat once the elections were complete. The Board is now asking to have the administration look at some dates in June for scheduling the retreat. Ms. Mason will be unavailable June 12-17; Ms. Burke is unavailable June 20-27.

Dr. Hammon and Ms. Mason are both unavailable for the June 13<sup>th</sup> scheduled Board meeting. It was suggested that we do an online polling for dates that might work for scheduling the June Board meeting. We would approve any date change at the May 2, 2017, Board meeting. We could possibly due June 6<sup>th</sup> but will wait to see if everyone is available.

Mr. Johnson noted that the ICCTA Convention will be held the first weekend in June and will be in Bloomington Normal. Trustees will be offered two sessions, in which to complete their trustee training. They will cover the nine topics required for the trustee training. If you go to the first and the second sessions, you will have completed your four hours of required training.

The trainings will be video recorded in some fashion and made available to people who cannot attend the meeting.

## CONSENT AGENDA

The items in the Consent Agenda included:

- A. Minutes of Regular and Closed session of March 14, 2017
- B. Report of Budgetary Revenues and Expenditures\*
- C. Accounts Payable Recap\*
- D. Cash and Investment Report\*
- E. Supplemental Day Requests for FY18\*
- F. Summer 2017 Full-Time Faculty Appointments\*
- G. Staff Appointment for Full-Time Non-Bargaining Unit Staff\*
- F. Staff Resignations/Appointments
  - Resignations
    - Diane Reppin, Early Childhood Center
  - Appointments
    - Full-Time Administrators
      - Kevin Fuss, Vice President of Administration, \$120,000 annually
      - Anne-Marie Green, Director of Academic Support & Library Services, \$75,000 annually
      - M. Joanne Kantner, Vice President of Instruction, \$122,000 annually
      - Mary Ann Kolls, Director of Workforce & Community Education, \$70,000 annually
      - Mark Lanting, Director of Accreditation and Grants, \$90,000 annually
      - Michelle Rothmeyer, Vice President of Student Services, \$105,000 annually

On a motion by Dr. Burke, seconded by Ms. Mason, 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 stated she is hoping to share the message that we are not a failure because enrollments are down. Nationwide enrollments are down and we need to look at student success metrics. We need to make sure those that students who choose to come to Kishwaukee College are well taken care of. We will focus on our current students and making their experience a positive one while continue to work on growing enrollment.

Dr. Borowicz reviewed information from the Student Listening Sessions she recently held on the tuition increase for FY18. She felt the sessions were well received and we will continue to do sessions like this and would like ask our new student trustee, Philip Oliver, to encourage students to attend these sessions.

Dr. Borowicz stated that Western Illinois University has a strong online presence. Dr. Kantner will be leading the Western Illinois University initiative. Students who want face to face have a great option with Northern Illinois being in our back yard.

Dr. Borowicz has been involved with numerous internal meetings, including negotiations, and Mr. Nicklas has been able to step in and attend some community meetings in her place and has done well in representing the College.

Dr. Borowicz reminded the Board that on April 20<sup>th</sup>, Caite Localla from Robbins Schwartz, and on May 9<sup>th</sup> Ken Florey, from Robbins Schwartz will be on campus. Board members should let Ms. McCluskey know if they plan to attend either session.

PRESIDENT'S REPORT  
(cont'd)

Dr. Borowicz will attempt to set up legal meetings for lobby day.

The HLC strategy forum team is in place and we will be working with adjunct onboard training.

ADJOURNMENT

With no further business coming before the Board, Mr. Johnson asked to adjourn the meeting at 7:01 pm. On a motion by Ms. Cultra, seconded by Ms. Spears, the Board voted unanimously to adjourn.

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Secretary, Board of Trustees

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Chair, Board of Trustees