MINUTES
OPEN SESSION
February 18, 2010

Black Hawk COLLEGE

BOARD OF TRUSTEES

I. CALL TO ORDER

Vice Chair Evelyn Phillips called the meeting to order on Thursday, February 18, 2010, at 6 p.m. in the Black Hawk Room on the Quad-Cities Campus of Black Hawk College, 6600 34th Avenue, Moline, Illinois.

II. ROLL CALL

Present:	Trustees John T. Ahern, Sonia R, Berg, Donna M. Frye, Michael F. O'Brien, Evelyn L. Phillips, Diana K. Shreck; Student Trustee Kate S. Longley
Absent:	Trustee Steven J. Ballard
Others Present:	President Richard Underbakke Vice Presidents Rose M. Campbell, Chanda R. Dowell, Dick Vallandingham Interim Vice President Leslie Anderson Executive Secretary to the President Cindy Schrock

III. CLOSED SESSION

Trustee Ahern moved to go into closed session in accordance with Section 2(c)(1)(2)(5)(6)(11) of the Open Meetings Act. Items for discussion can consist of employment matters, collective negotiating matters, pending litigation, and purchase/sale/lease of College assets. Trustee Berg seconded. The Board met in closed session from approximately 6 to 6:45 p.m.

IV. RECONVENE OPEN SESSION

Vice Chair Phillips reconvened the open session on February 18, 2010, at approximately 7:00 p.m.

Present:	Trustees John T. Ahern, Sonia R, Berg, Donna M. Frye, Michael F. O'Brien, Evelyn L. Phillips, Diana K. Shreck; Student Trustee Kate S. Longley
Absent:	Trustee Steven J. Ballard
Others Present:	President Richard Underbakke Vice Presidents Rose M. Campbell, Chanda R. Dowell, Dick Vallandingham Interim Vice President Leslie Anderson Executive Secretary to the President Cindy Schrock

V. MINUTES

Trustee Ahern moved to approve the minutes of the open session of the regular meeting of December 17, 2009; Trustee Berg seconded.

AYES: Trustees Ahern, Berg, O'Brien, Phillips
ABSTAIN: Trustees Frye and Shreck
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

VI. EMPLOYEE / PUBLIC COMMENT

A. Core Value Reflection

The core value reflected upon was *Caring and Compassion – In our interactions with each other, we will strive to be kind, considerate, and empathic as we work toward our collective and separate goals.* This core value was recently practiced at BHC when students needed access to resources in the Learning and Resource Center on the East Campus, some staff members heard their concerns; and in less than a day, the library amended their hours to accommodate students better.

B. Faculty Senates

East Campus Faculty Senate President Jeff Hawes recognized retiring faculty and staff. He reviewed some of the student activities taking place on campus. The ag intern grants are continuing as well the organic grant.

Quad-Cities Campus Faculty Senate President Ken Nickles reported that things have smoothed out since the committees changed their reporting. All forms are updated and the Senate constitution is now on the internet. A supplemental instruction session for math is being set up.

C. IFT Faculty & Pro Tech

Joan Eastlund recognized the retirements that are list on the agenda commenting that they are outstanding senior faculty. She also remembered the two retirements that went before the Board in December. Administration and Board members were encouraged to commit to replacing the faculty with full-time faculty wherever possible. Professor Eastlund will be taking students to Springfield for the Model Illinois Government session next week. Students will work on actual bills while simulating government at work.

D. UAW Support Staff

Gloria Nelson recognized the retiring faculty and commented that staff member Linda Jacobs has been a long standing UAW member. Tiffany Thompson attended the recent AQIP workshop in Lisle; and Ms. Nelson is please that general staff people are being involved in these kinds of activities.

E. IFT Adjunct Faculty -- No report.

F. SGA

SGA President Amber Edgeworth handed out a written report on the Quad-Cities Campus SGA activities for December 2009 through February 2010 and goals for the upcoming academic year. Board members thanked the students for their excellent job in representing Black Hawk College during the legislator breakfast.

G. Others

Lauren Simer will be leaving Black Hawk College to take a position at Greenville Technical College in South Carolina. She commented that Black Hawk College has been very good to her and thanked everyone. It will be hard for her to leave an excellent staff, but Greenville has some wonderful opportunities for her.

VII. PRESIDENT &ADMINISTRATION INFORMATIONAL REPORTS

A. President

Digital Bridge Spectrum Corp. just wired the payment of $122,500 due Black Hawk College in connection with the EBS spectrum lease reassignment.

Dr. Underbakke has requested time with federal lawmakers to gain support for a sustainable energy proposal submitted by Dr Gardner. I want to be sure they know what initiatives Black Hawk is actively pursuing in alternative and renewable energies and what BHC offers students and the state.

Last night John Ahern, Dr. Gardner, Matt Pappas, and Dr. Underbakke met with the Kewanee Foundation Board regarding the proposed changes in foundation structure..

There are a number of colleges around the state that are having special meetings, emergency budget sessions, and even implementing "crisis level budgeting." Decisions resulting from these discussions will ultimately be detrimental to students, student success, and in the long term, the college. There are community colleges and universities around the state claiming they cannot meet payroll through the end of this year. Dr. Underbakke has held in-depth discussions with Interim Vice President Anderson and Dr. Gene Gardner related to the College's financial situation. The College is stable, and cash flow will not be a problem for BHC.

Budget managers have been told to plan for a flat budget; however, the College also needs to budget increased expenditures for raises estimated at $400,000 and other increases in costs. Budgeting revenues from the state and local sources will be flat as well. In this evening's Board packet, there is a proposed increase of $4 in tuition with flat enrollment projected. This will generate an estimated $500,000 additional revenue.

The Washington Legislative Summit has been rescheduled for March 10-12. Trustee Shreck and Student Trustee Longley will attend. Trustee Ballard and O'Brien may attend. Dr. Underbakke will attend also.

B. Instruction and Information Technology

Vice President Campbell introduced the new Dean of Instruction and Student Learning, Dr. Charles Abasa-Nyarko. Dr. Abasa-Nyarko has a BA in political science with economic from the University of Ghana, a MA in political science from Brigham Young University, and a PH.D. in international studies from University of South Carolina. Most recently he held the position of Vice President of Academic Affairs at Bunker Hill Community College in Massachusetts. The College is pleased and fortunate to have Dr. Abasa-Nyarko join its staff.

1. Brenda Brown gave a presentation on short-term career programs offered through the Business and Community Education Center (BCEC). In FY09, over 7,000 registrants were served in 787 classes. The College uses local knowledge experts as instructors on a majority of these programs. New program possibilities include traffic safety school, health database management, dog/pet grooming, gerontology, green technology careers, chiropractic front office, and teen camps that will engage students.

2. National Science Foundation Engineering Grant – Department Chair Glenn Saddoris gave a report on the NSF grant and showed an example of a prototype product that was made by students using a 3-D Rapid Prototyping Printer that was purchased with grant funds. A learning module was also created for junior and senior high school students.

   Assistant Professor Ravi Manimaran showed an instructional compact disk developed by BHC faculty and a local firm. The disk incorporates educational teaching tools in a multi-dimensional format. Each scene depicts main components that are involved in the production of a particular energy alternative (wind, solar, geothermal or biomass). The CD is presented to science teachers and is being used to encourage students to enroll in Black Hawk College programs. Trustee O'Brien will investigate the possibility of the Deere Foundation viewing this training technology.

C. Student Services

1. BHC's headcount is up over 10 percent from last year. District-wide there were 5,635 students enrolled on the 10th day which equals 63,000 credit hours. New this year is the availability of Pell funds for summer classes. Some new initiatives include Presidential Scholars and supplemental instruction through special projects funding, which is an effective tool for retention. The College is shifting more to day students and traditional classes.

D. Finance

1. Report from Bond Representative
Kevin Heid from First Midwest Bank gave an overview of the bond process. He complimented Interim VP Anderson on the financials of the College. Moody's commented on the College's strong financial position over the last two years as well. BHC has maintained a Moody rating of A2. The net interest cost of the bonds is 2.899 percent, which is an outstanding rate.

2. Financial Operations of the College for Period Ending December 31, 2009.
BR #7845

3. Financial Operations of the College for Period Ending January 31, 2010.
BR #7848

Interim VP Anderson reported on the need for a Board Report on the March agenda to approve an amount above the original. There may be a need for a procedure change to avoid this in the future.

WQPT's transition to WIU is ongoing with an anticipated completion by March 31, 2010. It is still not known when WQPT will vacate the premises; however the College is still receiving rent payments.

The FY11 budget process is underway and a status report will be given at the April Board meeting. The budget be made available to the public in May for a June adoption.

E. East Campus – No report.

F. Facilities
Director of Facilities John Kidwell retired effective February 16. This position will be re-examined before it is filled. The Kewanee Community Education Center is now 100 percent complete; the electrical upgrades on the Quad-Cities Campus and paving, concrete stair, and lighting replacement are 100 percent complete as well.

G. Human Resources – No report.

H. Planning and Institutional Effectiveness
There will be a legislative reception hosted by the Lincoln Foundation honoring the 2009 Lincoln Award for Performance Excellence winners. Trustees have been invited to attend the reception. The College has received congratulatory letters from legislators upon winning this award. A team from BHC has attended the first required AQIP workshop. It was quite evident that Black Hawk College was extremely prepared for this workshop, which is a testimonial to all the work the College has done. The next step in this process is to finalize two or three action projects. A web page will be developed to showcase the projects.

Ms. Malcolm shared the Key Indicators Report, Connecting with Learners, which measures student satisfaction. The Dashboard system was used to measure these indicators. The results of the Fall

2009 survey were compared to the Fall 2007 survey and the national benchmark. Indications are that BHC ranks above its benchmark and shows continual improvement in meeting student satisfaction.

I. Foundations

Trustee Berg gave the following report for the Quad-Cities Foundation:

- There was a new endowed scholarship in January -- Lowell N. Johnson Foundation $53,500. The Heritage Society (Planned Giving Recognition Society) will be resurrected. There is one new member to date. Several meetings are set up to share information with interested individuals/couples. The Foundation welcomes visits with trustees regarding planned gift opportunities.

- The employee "Make a Difference" Campaign was launched February 1, with $20,200 pledged or gifted in the first two weeks of the campaign. This reflects 30 percent full-time employee giving. The goal is 100 percent employee giving.

- Second round on Mini Grants takes place February 19. Deadline was extended due to low interest. A total of $15,000 will be disbursed for the fiscal year.

- Awarded 32 additional scholarships to students totaling $8,200 this semester bringing the FY10 total to $62,650.

- The November 14 Hawk Hustle had 177 participants and 30 volunteers and netted $3,069 for fitness initiatives.

- The Leaders Under 40 (LU) Luncheon was December 3. It is underwritten by DHCU Community Credit Union. Forty-eight (48) guests attended. Revenue received was $1,700 with all going to the LU40 Scholarship. The Leaders Under 40 Event will be April 29, at the i wireless Center. Sponsorships to date equal $17,750 , which is up 8 percent from 2009. Nominations are due February 26.

J. SBDC/ITC/PTAC/BTC – No report.

VIII. CONSENT ITEMS

A. Instruction & Student Services

1. Award of Contract to Continue Consortium of Academic and Research Libraries in Illinois Library Databases Services. **BR #7855**

   Recommendation was made to approve an award of contract for the continuation of research database services through the Consortium of Academic and Research Libraries in Illinois (CARLI) in the amount of $10,520.99.

2. Ratification of Acceptance of the Illinois Community College Board Early School Leaver Transition Grant – FY2010. **BR #7851**

   Recommendation was made to ratify the acceptance of this grant in the amount of $50,277. Due to funding cuts, this grant will run for 8 months rather than 12. The Early School Leaver Transition Grant provides School to Work opportunities for high school dropouts between the ages of 16 and 21 through a related class and supervised, paid, work-based learning activities.

3. Ratification of Acceptance of the Illinois Community College Board Bridges to Health Care Development Grant – FY2010. **BR #7850**

Recommendation was made to ratify acceptance of the Bridges to Health Care Development Grant in the amount of $22,500. This grant will provide funds to identify and document methods to better prepare students to successfully transition into postsecondary education and employment.

4. Election of Student Board Member 2010-2011 – Quad-Cities Campus. **BR #7871**
Recommendation was made to adopt the procedures for selecting a student trustee. The upcoming term will be for a Quad-Cities Campus student.

Trustee O'Brien moved to approve all items under Instruction & Student Services; Student Trustee Longley seconded.

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

B. Administration & Finance

The following Board Reports were acted upon separately: BRs 7872, 7873, 7858, 7853, 7856.

1. Ratification of Expenditures for Period Ending December 31, 2009. **BR #7843**
Recommendation was made to ratify bills totaling $6,775,616.29 and payroll expenditures of $2,048,604.14 for the month of December 2009.

2. Ratification of Expenditures for Preferred Vendors December 2009. **BR #7844**
Recommendation was made to ratify expenditures for preferred vendors for the month of December 2009 in the amount of $47,163.35.

3. Ratification of Expenditures for Period Ending January 31, 2010. **BR #7846**
Recommendation was made to ratify bills totaling $2,294,169.56 and payroll expenditures of $1,835,009.52 for the month of January 2010.

4. Ratification of Expenditures for Preferred Vendors January 2010. **BR #7847**
Recommendation was made to ratify expenditures for preferred vendors for the month of January 2010 in the amount of $99,033.73.

5. Award of Contract for Telecommunications Services. **BR #7859**
Recommendation was made to award a contract for a five-year period to AT&T Opteman in the amount of $4,676.69 per month. This is a volume discount contract to implement a fiber Opteman solution for five years and will enable future bandwidth growth.

6. Award of Contract for Installation of Telecommunications Equipment (Quad-Cities Campus) **BR #7854**
Recommendation was made to approve an award of contract installation of telephone and voicemail systems at the Quad-Cities Campus, including training from TCE of Davenport, Iowa, in the amount of $235,171.92; additional labor of $30,000 not to exceed 200 hours provided by H2IT of Rockford, Illinois, and network equipment in the amount of $60,616.04 for an overall project cost of $325,787.96, including the 5% project contingency of $16,289.40 (amount not to exceed $342,077.00).

7. Award of Contract for SunGard UDC Adapter and Services for Google Gmail. **BR #7856**
Recommendation was made to award a contract for purchase of the SunGard UDC Adapter and Services for Google Gmail, including first year maintenance, to SunGard Higher Education Corporation of Malvern,

Pennsylvania, in the amount not to exceed $39,130. This work will be an upgrade to g-mail only in myBlackhawk. The current email system will be discontinued.

Trustee Ahern moved to approve BR 7856; Trustee Shreck seconded.

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

8. Award of Contract for Work Flow System Training. **BR #7852**

Recommendation was made to award a contract for training and implementation services to SunGard SCT of Malvern, Pennsylvania, in an amount not to exceed $39,820.00 with funding to come from the FY2010 Title III Grant funds. This will complete the student service-centered process improvement Banner modules.

9. Membership Investment Payment to Illinois Quad City Chamber of Commerce. **BR #7860**

A new model for economic development in the Quad Cities has been created called Quad-Cities First. The Quad City Development Group has been replaced by this new entity, with the Chambers retaining their identities. Black Hawk formerly paid dues to the QCDG and the Chamber. Recommendation was made to approve the payment of annual dues to the Illinois Quad City Chamber of Commerce in the amount of $30,000. With that $30,000 investment, the College will receive prominent sponsorship/advertising at major Chamber functions; an advertising credit of $5,000; and various complimentary passes for events during the year. A breakdown comparing membership costs to the Chamber and the QCDG to the new structure shows an overall savings of $8,580.

10. Proposal for Programming and Concept Design Services for Capital Improvements of the First Stop Center, Bookstore, and Library Addition (Quad-Cities Campus). **BR #7872**

Recommendation was made to approve the proposal for programming and concept design services from BLDD Architects, Inc., of Bloomington, Illinois, for capital improvements of the First Stop Center, Bookstore, and Library addition on the Quad-Cities Campus in an amount not to exceed $16,000.

Clarification was made on what services were being offered under BRs 7872 and 7873. BLDD is the College architect. BLDD will also charge traditional reimbursable expenses for printing, mileage, meals, and overnight accommodations. There will be several meetings scheduled with all staff for discussions with the architects. Trustee Frye asked if the College is suspending any current remodeling plans. The response was a review of what the College is working toward with regard to making student services more accessible to students. President Underbakke said major remodeling plans have been stopped. Some small projects may continue if there is an immediate need.

Trustee Ahern moved to approve BR 7872; Trustee Berg seconded.

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

11. Proposal for Services Related to the Capital Improvements of the First Stop Center, Bookstore, and Library Addition and Remodel (Quad-Cities Campus). **BR #7873**

Recommendation was made to approve the proposal for services related to capital improvements of the First Stop Center, Bookstore, and Library Addition and Remodel from BLDD Architects, of Bloomington, Illinois, in the amount not to exceed $50,000.

Trustee Berg moved to approve BR 7873; Trustee O'Brien seconded.

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

12. Proposed Tuition Rates and Mandatory Fees for 2010-2011. **BR #7858**

Recommendation was made to adopt the following tuition and fee rates beginning with the Summer 2010 semester:

Tuition:	
In-district residents	$ 85.00
Illinois out-of-district residents	193.00
Iowa contiguous county residents	119.00
All other out-of-state residents	193.00
Online courses (Illinois residents)	99.00
Online courses (Out-of-state reside	119.00
Fees:	
Instructional Materials Fee	2.00
Auxiliary Fee	3.00
Technology Fee	4.50

Trustee Shreck wants students to be aware that the Trustees don't take raising tuition lightly. She applauded administration on their efforts in keeping costs down and putting the College in the good financial position it is in. This increase will still give BHC a "bang for their buck."

Trustee Berg moved to approve BR 7858; Trustee Ahern seconded.

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

13. 2010 Summer/Fall Enrollment Advertising Expenditures with Henry Russell Bruce. **BR #7861**

Recommendation was made to accept the marketing and advertising expenditures for the 2010 Summer/Fall enrollment campaign from Henry Russell Bruce in the amount of $37,298.

14. Award of Contract for Purchase of Instructional Furniture for Room QC 2-111W (Quad-Cities Campus). **BR #7857**

Recommendation was made to accept the award of contract for purchase of furniture for the Quad-Cities Campus Room 2-111W from Computer Comforts, Kemah, Texas, in an amount not to exceed $13,085.00 (which includes 5% contingency).

15. Consideration and Action on a Resolution Authorizing the Issuance of General Obligation Community College Bonds. **BR #7853**

Recommendation was made to approve the Resolution authorizing the issuance of funding bonds of $20,000,000 with the proceeds used to repay the debt certificates issued by the College on December 3, 2009, up to the amount of $20 million, and to authorize the Board Chair, Secretary, and Treasurer to execute all necessary documents to complete this transaction on behalf of the College.

Trustee Ahern commented that this is a very financially sound move for the College to take. He congratulated Interim VP Anderson for her work and keeping the College's Moody's rating good. He said this money will be spent wisely.

Trustee Ahern moved to approve BR 7853; Trustee Shreck seconded.

AYES: Trustees Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: Trustee Frye; motion carried.

Trustee Ahern moved to approve all items under Administration & Finance except BRs 7872, 7873, 7858, 7853, and 7856*; Student Trustee Longley seconded.*

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

C. Personnel

1. Proposed Promotions in Academic Rank for 2010-2011. **BR #7849**

Recommendation was made to approve the following promotions effective the first day of the 2010-2011 fall term:

INSTRUCTOR TO ASSISTANT PROFESSOR

Cheryl Ballantyne
Krisann Bergo-Brown
Virginia Irintcheva
Trudy Starr
Jenni Wessel-Fields

ASSISTANT PROFESSOR TO ASSOCIATE PROFESSOR

Marilynn Bartels	Galen Leonhardy
Deana Bobzien	Diana McCabe
Heather Carlson	Donald Mosier
Jeffry Hawes	Toni Smith
Jamie Hill	

ASSOCIATE PROFESSOR TO PROFESSOR

Darryl Beckett	Charles Leland
Wendy Bock	Catherine Melear
Douglas Davidson	Lisa Miotto
Coleman Harris	Torria Norman
Amy Kolker	Zaiga Thorson

Trustee Shreck acknowledged the faculty on their promotions and thanked them for their good work, and commented this is a good way to reward them for their hard work.

Trustee Shreck moved to approve BR 7849; Trustee Ahern seconded.

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

2. Personnel Recommendation – Dorothy Beck – Resignation/Retirement **BR #7863**

Dorothy Beck, Professor and Department Chair of the Humanities, Languages, and Journalism Department, has been a faculty member since September of 1969. She has served on various Black Hawk College Committees throughout the years and has provided college leadership in strategic planning, student learning assessment, online learning, foundation initiatives, and accreditation processes. As Chair, she has worked to ensure the delivery of high quality instruction, has embraced innovative changes, and has continued to support student learning as a core value of the College. Recommendation was made to approve Dorothy Beck's retirement effective May 31, 2010.

Trustee Ahern said Dorothy Beck is a poet, historian, and theologian. Only one other person he knows meets those skills – Thomas Merton. She has left an indelible mark. She wrote the 50-year history of Black Hawk College and teaches an excellent theological class.

Trustee Ahern moved to approve BR 7863; Trustee Berg seconded.

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

3. Personnel Recommendation – William Anderson – Resignation/Retirement **BR #7864**

William Anderson, Professor in the Humanities, Languages, and Journalism Department, has been a faculty member since August of 1993. He has worked on numerous projects throughout his Black Hawk College career and has been dedicated to student success. Recommendation was made to approve William Anderson's retirement effective May 31, 2010.

Trustee Ahern was very impressed with William Anderson and especially in his journalism. He was active with the newspaper and humanities and languages. He was a real asset to incoming 101 students. He will be missed.

Trustee Berg moved to approve BR 7864; Student Trustee Longley seconded.

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

4. Personnel Recommendation – Paula Loft – Resignation/Retirement **BR #7865**

Paula Luft, Professor and Assistant Department Chair for the Liberal Arts and Science Department, has been a faculty member since August of 1983. She has provided leadership in numerous capacities throughout her Black Hawk College career and has

been instrumental in leading several initiatives including service as coordinator of dual enrollment for East Campus. Recommendation was made to accept Paula Luft's retirement effective May 31, 2010.

Trustee Berg thanked Paula Loft for her service.

Trustee OP'Brien moved to approve BR 78653; Trustee Berg seconded.

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

5. Personnel Recommendation – Janene Blodgett – Resignation/Retirement
BR #7867

Janene Blodgett, Professor in the Liberal Arts and Science Department, has been a faculty member since August of 1979. She has provided instructional leadership in the delivery of biology courses to hundreds of students throughout her tenure. She has championed numerous activities including the East Campus Founders' Scholars Award Banquet and has been active on the East Campus Foundation Board. Recommendation was made to accept Janene Blodgett's retirement effective May 31, 2010.

A comment was made that it is nice to see this length of service. She was a one-woman biology department for the East Campus.

Trustee O'Brien moved to approve BR 7867; Trustee Shreck seconded.

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

6. Personnel Recommendation – Carla Hillman – Resignation/Retirement
BR #7868

Carla Hillman, Professor in the Liberal Arts and Science Department, has been a faculty member since August of 1980. She has provided leadership to students through her coordination of the East Campus Phi Theta Kappa Chapter and campus support of student activities. She has served as director of the Teaching/Learning Center and has championed numerous activities including League of Women Voters campus events. Recommendation was made to accept Carla Hillman's retirement/resignation effective May 31, 2010.

Trustee Phillips said Carla Hillman was head of forum days before elections each year. Student Trustee Longley had her as an instructor and said she is a very patient instructor. "Bless the souls that are excited about math." Trustee Ahern said she reminded him of the hostess with the mostess and was very much on the ball -- always on top of her game.

President Underbakke said it is a sad day for an institution when you lose this many long-term faculty members.

Trustee Ahern moved to approve BR 7868; Trustee Berg seconded.

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

7. Personnel Recommendation – Nicole Banks – Employment. **BR #7869**
An illness in the Department of Humanities, Languages and Journalism has resulted in the need to continue a one-semester, term contract position at the Quad-Cities Campus. Nicole Banks is being recommended for appointment to a second semester, term contract for the spring 2010 semester. Recommendation was made to approve the one-semester, term contract position for Nicole Banks.

Trustee Shreck said this is another example of "growing our own."

Trustee Berg moved to approve BR 7869; Trustee O'Brien seconded.

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

8. Personnel Recommendation – Bruce Boyd – Employment. **BR #7870**
The U.S. Department of Labor grant has received an extension to further Logistics programming at Black Hawk College. This extension has provided an opportunity to continue a one-semester, term contract position for a Logistics instructor at the Quad-Cities Campus. Recommendation was made to appoint Bruce Boyd to a second semester, term contract for the spring 2010 semester.

Trustee Berg commented that Mr. Boyd is a BHC graduate.

Trustee Ahern moved to approve BR 7870; Trustee Berg seconded.

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

9. Professional Development Leave for 2010-2011. **BR #7862**
Recommendation was made to approve the PDL request of Zaiga Thorson for the 2011 Spring Semester contingent upon available funds in the 2010-2011 College budget to support the leave and the department's ability to deliver the faculty member's scheduled instructional workload for the term without hiring additional full-time faculty.

Vice President Campbell confirmed that there is money available for the leave. It is an excellent program for faculty and potentially the students.

Trustee Ahern moved to approve BR 7862; Trustee Berg seconded.

AYES: Trustees Frye, Ahern, O'Brien, Phillips, Shreck, Berg
ADVISORY VOTE: Student Trustee Longley
NAYS: None; motion carried.

IX. MISCELLANEOUS

A. Communications & Trustees Reports
1. Illinois Community College Trustees Association

The next ICCTA meeting will be March 19 and 20.

2. Black Hawk College Foundation Report

The Foundation is planning for the Leaders Under 40 event in April.

Black Hawk East College/East Campus Foundation Report

There will not be a Leaders Under 45 event this year. The Foundation is progressing toward a reorganization of their structure and work continues on equine scholarship donations.

3. Other

Trustee Ahern reported that he was able to follow the Board agenda and reports on his laptop this evening. Four community colleges are currently paperless, and he would like to see a cost proposal for BHC to go paperless. Cindy Schrock will work on this project.

B. Board of Trustee Meeting Self-Assessment

X. ADJOURN

Trustee Berg moved to adjourn; Student Trustee Longley seconded. All ayes. The meeting adjourned.

Evelyn L. Phillips, Vice Chair
Board of Trustees

Sonia R. Berg, Secretary
Board of Trustees