

**MINUTES  
OPEN SESSION  
August 19, 2010**



**BOARD OF TRUSTEES**

**I. CALL TO ORDER**

Chairman Steve Ballard called the meeting to order on Thursday, August 19, 2010, at 6:05 p.m., in the Dr. Charles O. Warthen Conference Room at the Community Education Center, 404 East 3rd Street, Kewanee, Illinois.

**II. ROLL CALL**

Present: Trustees John T. Ahern (via phone), Steven J. Ballard, Sonia R. Berg (via phone), Donna M. Frye, Michael F. O'Brien, Evelyn L. Phillips, Diana K. Shreck;  
Student Trustee Nicole Ince  
Absent: None (2 Trustees attended via phone)  
Others Present: President Richard Underbakke  
Vice Presidents Rose M. Campbell, Chanda R. Dowell, Richard Vallandingham  
Chief Financial Officer Leslie Anderson  
Executive Secretary to the President Cindy Schrock  
Attorney Matt Pappas

**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 consisted of employment matters, collective negotiating matters, pending litigation, and purchase/sale/lease of College assets; Trustee Frye seconded.*

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

**IV. RECONVENE OPEN SESSION**

Chairman Ballard reconvened the open session on August 19, 2010, at approximately 7:03 p.m.

**V. MINUTES**

*Trustee Frye moved to approve the minutes of the open session of the regular meeting of June 17, 2010; Trustee Phillips seconded.*

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

**VI. EMPLOYEE / PUBLIC COMMENT**

A. Core Value Reflection

The Core Value highlighted was Responsibility: *We will be accountable, dependable, and reliable as we follow through on our commitment to teaching excellence, student learning, and service to others.* The example given was it is the College's responsibility to provide information on the College's finances to everyone who would have an interest or is a stake holder. The College's budget process keeps that responsibility in mind.

**B. Faculty Senates**

1. East Campus – Faculty Senate President Jeff Hawes reported on behalf of the Quad-Cities and the East Campus Faculty Senates. Both Senates held a joint orientation meeting. Faculty is excited about students coming back. Recruitment is a top priority and the Senates are involved in working with secondary districts and the marketing department. Program development continues with locally sustained foods and the ag initiative on the East Campus. Students have served in internships with the renewable energy program on the East Campus. The Board was thanked for their support in hiring replacement faculty. Both Senates share the same vision for the College.

**C. IFT Faculty & Pro Tech**

Joan Eastlund welcomed back to the College Mike Phillips. Ms. Eastlund looks forward to a good semester and are pleased to see revenues and enrollments are up. Faculty had a successful assembly day. There are several issues that need to be addressed – she looks at the issues as problems to solve, not battles to win.

**D. UAW Support Staff**

Ms. Nelson also welcomed Mike Phillips back. Ms. Nelson commented that the two employees up for Staff Emeritus awards are very hard working and dedicated employees. Ms. Nelson thanked Karen Boyd for bringing on campus Weight Watchers at Work as a wellness initiative.

**E. IFT Adjunct Faculty -- No report.**

**F. SGA**

Student Trustee Ince reported that Black Hawk College has been recognized as a “military friendly” school. Stephanie Allers was recognized for her involvement as the advisor for the military club on the Quad-Cities Campus.

**G. Others -- No report.**

**VII. PRESIDENT & ADMINISTRATION INFORMATIONAL REPORTS**

**A. President**

President Underbakke introduced and welcomed back Mike Phillips, Vice President for Administration, and new employee Liz Breedlove, Executive Director of the Black Hawk East College Foundation.

Black Hawk College has been named by GI Jobs as a military friendly school for 2011, which places BHC in the top 15% of schools nationally. Some of the criteria for this distinction are opportunities for military dependants, social networking activities, clubs for veterans and families, as well as financial support for veterans and families.

President Underbakke is closely monitoring actions around the statehouse as it affects Black Hawk College. It is very difficult to predict what might happen and details change

with regularity. The College has received the first state payment for FY 2011 and the 3<sup>rd</sup> and 4<sup>th</sup> quarter FY10 CTE grant of \$132,685.00. Approximately \$2 million in equalization payments is still due. Veterans grant funds were reduced by \$5.2 million. Black Hawk enrolled 169 veterans this year.

Recently, for-profit colleges have been in the news. Several lawmakers are scrutinizing them mostly because of a substantial increase in student loans given to students at private colleges.

One of the Black Hawk College Alumni Hall of Fame inductees, Chad Pregracke, was grand prize winner of Mitchum's Hardest Working Person in America contest.

Trustees were asked how involved they wished to be in the College's Strategic Planning process. It was the consensus of the Trustees that they not be involved in the development of the plan but have a chance to review and approve it.

#### B. Instruction and Information Technology

Vice President Campbell gave the following report. Congratulations to BHC faculty Chris Bachelder and Catherine Melear for their leadership in the pursuit of national accreditation for BHC's Child Development program to meet the standards BHC had to prove compliance in five accreditation standards. As a result of the site visit, the National Association for the Education of Young Children has awarded BHC's Associate of Applied Science Child Development Degree Program with NAYEC Early Childhood Associate Degree Accreditation.

BHC has more than 1500 sections on the books at the start of fall classes. Last year, there were 7000 (6090) students in credit classes for the spring semester. For the last fiscal year BHC served 2000 adult education students, 7061 enrollments in the Business and Community Education Center, and 1894 enrollments in customized training programs. BHC employs 129 full-time teaching faculty members, more than 200 adjuncts and more than 50 presenters, which indicates that Black Hawk College is a big operation.

#### C. Student Services

Vice President Vallandingham gave the following report: Enrollment numbers continue to look very positive with possibility of a near 10% increase in enrollment. The changes made to the enrollment calendar continue to show great success with 80%+ of students enrolling and paying during Priority Enrollment, which ended July 26. This enables the College to deal with those students using Last Minute Enrollment with the same student-learning focused approach. This is exemplified by the fact that the Quad-Cities Campus advisors will have conducted over 1,000 individual advising sessions in their offices during the two-week Last Minute Enrollment period. Enrollment trends continue to be monitored, but it appears that there is an increase in new students and an increase in the number of credit hours per student.

Along with the change to the enrollment calendar, the continuum of student service functions have been incorporated into a student-learning model focused on student retention. Recruitment efforts are individualized for prospects and include pre-admission advising components. Recruiters are using the Presidential Scholars program, along with other student leadership opportunities, to promote Black Hawk College as a college of choice with outstanding academic offerings. New students are directed to the Smart Start Orientation which focuses on student engagement and student success strategies. All students are encouraged to connect with Academic

Advising where they become active participants in their own educational planning and implementation process. The development of an Early Alert for faculty and the Early Alert response from student services has shown to be very effective in increasing student success. In addition, full implementation of the Academic Progress Policy is providing focused interventions for students in academic difficulty. Students are responding extremely positively to numerous activities initiated by Student Engagement/Student Life as demonstrated by increased student involvement.

Grants are being used to supplement the College's retention efforts. The Title III grant is supporting part of the Early Alert system and on-line resources. The Student Support Services grant will continue to support TRIO and tutoring, along with a new Supplemental Instruction initiative. The Student Success grant will provide additional support for adult education and ESL students transitioning to credit classes, will allow for additional access for students with disabilities, and will support training opportunities related to ethnic/minority student support.

A district-wide student services symposium is being discussed to insure coordination of services between QC and East campus staff.

D. Finance

CFO Anderson reported that the auditors have completed their audit. She cautioned that the College still has \$2 million in receivables from the state for equalization. The quarterly cash reconciliation report was reviewed. The finance procedure manual was given to Trustees. Trustees were asked for input on the financial plan that was given to them in July. No input was received. The year-end financial operations for FY10 was reviewed. Also reviewed was the one month period ending July 31. Both reports show an increase in revenue and a decrease in expenditures from the previous year. CFO Anderson also gave Trustees a recap of the new BHC Money Card/ID card that has recently been instituted at the College.

Trustee Ahern is concerned with finances in the year 2012. He requested a committee be formed to look at possible receivables. It was noted that this is an element in the strategic planning process and the financial plan includes some assumptions for 2012 and 2013. Trustee Ahern wants to be sure the Trustees are aware of what is coming at the College, as it is serious.

E. East Campus – No report.

F. Facilities – No report.

Vice President Phillips shared his report called "BHC Facility Project Vital Signs August 2010." Facilities projects were reviewed as follows:

Large Projects Priorities (Tentative Dates)

1. Building 2 Sustainability Addition, Dr. Campbell to lead planning this fall.
2. Wind Generation East Campus, construction to begin spring 2011.
3. QC First Stop, to begin upon completion of Building 2.
4. District Wellness/Fitness Center renovations, to begin upon completion of Building 1.

Small projects (Tentative dates)

1. Exterior Signage: In planning, construction spring 2011
2. QC Building 1 Stairwell Updates: Holiday break 2010-2011
3. Main stairwell from fourth floor to tunnel.

4. Stairwell from upper lobby to lower lobby.
5. District Restroom remodel: construction fall 2010 .
6. East Campus Auditorium: Planning in progress, construction summer 2011
7. QC Building 1 Auditorium: Planning to begin fall 2010, construction summer 2011
8. District Faculty Office Updates: Dr. Campbell to lead planning.
9. District Street and Lot repairs: Planning to begin fall 2010, construction summer 2011.

Capital Renewal Funds/Bond

1. Restroom renovation near payroll. (Currently not ADA compliant.)
2. Payroll, Accounting, Purchasing reconfiguration

G. Human Resources – No report.

H. Planning and Institutional Effectiveness

Work is beginning on the strategic plan.

I. Foundations

Liz Breedlove gave the following report on the East Foundation. Her main function is to fundraise and manage the Foundation assets. Her experience is in fundraising, and she has served as an adjunct faculty member and understands the needs and challenges of the College. Prairie Point Apartments is at 96 percent occupancy. During the 2010 academic year, 38 students have been awarded \$57,000 in budgeted scholarships. Several more endowed scholarships will be given out. There will be a scholarship recognition banquet on October 5. A recent golf outing netted \$8,210 for athletic scholarships.

J. SBDC/ITC/PTAC/BTC

The annual review from the Department of Commerce and Economic Opportunity shows the SBDC/ITC/PTAC met or exceeded expectations for the year. The PTAC program has been very busy preparing people to work with the Thomson Prison when it reopens.

## VIII. CONSENT ITEMS

A. Instruction & Student Services

1. Award of Contract for Purchase of Solar/Wind Energy Training System. **BR #7950**

The Solar/Wind Energy training system is a hands-on educational tool that demonstrates how solar and wind energies are generated, transmitted, and stored. Purchasing of the training system supports one of the outcomes of the National Science Foundation's "Innovations in Engineering Technology Education" grant, which is to incorporate advanced, high-interest learning tools and equipment into the College's Engineering Technology Sustainable Energy Certificate program. Use of the training system will benefit current sustainable energy students to learn about the history, fundamentals, installation, operation, maintenance, and service of alternative energy systems. Recommendation was made to approve the award of contract to Advanced Technology Consultants, Inc., of Northville, Michigan, in the amount of \$14,745 with funding from the Restricted Purposes fund.

2. Ratification of Acceptance of Subcontractor Agreement No. 10-026001 with Southwestern Illinois College, District 522 – FY2011. **BR #7979**

Black Hawk College is a member of, and participates in, the Illinois Community College Sustainability Network (ICCSN), now called Illinois Green Education Network (IGEN). IGEN is the recipient of an Illinois Department of Commerce and Economic Opportunity (DCEO) grant to be administered by Southwestern Illinois College (SWIC). SWIC is awarding Black Hawk College a subcontractor agreement for \$16,705. Activities include community college participation in IGEN and for support towards a sustainability professional to be employed on the subcontractor college campus. This professional is to develop sustainability initiatives on campus, attend IGEN meetings, and collect and disseminate data. Recommendation was made to ratify acceptance of the subcontractor agreement with SWIC in the amount of \$16,705.

3. Ratification of Acceptance of Subcontractor Agreement No. 10-2003027 with Southwestern Illinois College District 522 – FY2011. **BR #7980**

The IGEN is also the recipient of second Illinois Department of Commerce and Economic Opportunity (DCEO) grant to be administered by Southwestern Illinois College (SWIC). SWIC is awarding Black Hawk College a subcontractor agreement for \$14,000 for support toward the purchase of equipment and materials, and for education and outreach activities. Recommendation was made to ratify acceptance of the grant.

4. Acceptance of Student Success Grant – FY 2010 -- Illinois Community College Board. **BR #7982**

The Student Success Grant is used to improve successful transition to postsecondary education, retention, and student learning outcomes for students with social, economic, physical, or developmental disabilities and/or academic deficiencies that make it difficult to adapt to a college environment. Recommendation was made to accept the grant in the amount of \$216,640 for FY 2010.

5. Acceptance of Student Support Services Grant – FY 2010 – U.S. Department of Education. **BR #7981**

The Student Support Services Grant is to enhance academic skills, increase retention and graduation rates, facilitate students' entrance into four-year colleges or universities, and foster an institutional climate supportive of the success of students. Recommendation was made to accept the grant in the amount of \$333,087 for FY 2010

*Trustee Ahern moved to approve all items under Instruction & Student Services; Trustee Shreck seconded.*

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

## B. Administration & Finance

It was decided by the Trustees that the Board Report of Award of Contract for District-Wide Restroom Renovations, BR #7958, would be tabled until the September Board meeting. This will give administration a chance to investigate the best bid to accept.

*Trustee Ahern moved to table BR #7958 until the September Board meeting; Trustee Frye seconded.*

AYES: Trustees Shreck, Berg, Frye, Ahern, O'Brien, Phillips, Ballard  
ADVISORY VOTE: Student Trustee Ince

NAYS: None; motion carried.

*Trustee Ahern moved to approve BR #7978; Trustee Shreck seconded.*

Trustee Ahern commented that he was happy this issue has come to a conclusion.

AYES: Trustees Shreck, Berg, Frye, Ahern, O'Brien, Phillips, Ballard

ADVISORY VOTE: Student Trustee Ince

NAYS: None; motion carried.

1. Ratification of Expenditures for Period Ending June 30, 2010. **BR #7963**

Recommendation was made to ratify bills for June 2010 totaling \$1,815,678.16 and payroll expenditures of \$1,870,217.54.

2. Ratification of Expenditures for Preferred Vendors June 2010. **BR #7964**

Recommendation was made to ratify bills for preferred vendors for June 2010 in the amount of \$106,775.20.

3. Ratification of Expenditures for Period Ending July 31, 2010. **BR #7966**

Recommendation was made to ratify bills for July 2010 totaling \$1,522,479.75 and payroll expenditures of \$1,960,634.71.

4. Ratification of Expenditures for Preferred Vendors July 2010. **BR #7967**

Recommendation was made to ratify bills for preferred vendors for July 2010 in the amount of \$110,399.87.

5. Illinois Community College Trustees Association Dues for 2010-2011. **BR #7971**

Recommendation was made to approve the payment of \$18,148 to the Illinois Community College Trustees Association for the 2010-2011 year.

6. Assignment of Duties and Responsibilities in Conducting Non-Partisan Board of Trustees Election (Leslie T. Anderson, Chief Financial Officer). **BR #7962**

Recommendation was made to assign Leslie T. Anderson, CFO, the duties and responsibilities in conducting the Board of Trustees non-partisan elections.

7. Black Hawk College External Web Site Project with Henry Russell Bruce (HRB). **BR #7957**

Recommendation was made to accept the proposal from Henry Russell Bruce to develop and implement a new BHC external web site at a cost of \$21,600 with funds to come from the Marketing Department budget.

8. Award of Contract for Purchase of Cisco Equipment. **BR #7960**

Recommendation was made to approve the award of contract to purchase Cisco equipment to H2IT in the amount of \$58,901.34 with funding to come from 2010 infrastructure bond funds.

9. Award of Contract for District-Wide Restroom Renovations. **BR #7958**

This item was tabled.

10. Award of Contract for Purchase of Library Lighting Fixtures. **BR #7954**

Recommendation was made to approve the award of contract for purchase of library lighting fixtures on the Quad-Cities Campus to Graybar of Davenport, Iowa, in the amount of \$20,860 with funds to come from 2010 bonds. A comment was made that it is good that the BHC maintenance personnel will be doing this work.

11. Award of Contract for Purchase of Telecommunications Boring Services. **BR #7961**

Recommendation was made to approve the award of contract for Telecommunications Boring Services to Art-O-Lite Electric Company in the amount of \$19,490 with funds coming from 2010 infrastructure bonds funds. This will increase bandwidth services and provide fiber conduit at the Rock Island Technology Center and Outreach. Trustee Frye commented that she is pleased that there is no need to go through the bakery to lay the conduit.

12. Award of Contract for Purchase of Bandwidth Services. **BR #7956**

Recommendation was made to approve the award of contract to Illinois Century Network in the amount of \$33,122.28 with funding from restricted operations telecommunications funds. This service will expand base internet bandwidth services for both campuses. Trustee Frye congratulated staff involved in this project.

13. Acceptance of the Black Hawk East College Foundation Agreement. **BR #7978**

Recommendation was made to approve the agreement with the Black Hawk East College Foundation which reflects changes in operations and relationship between BHC and the Foundation. One change is the College now employs the Executive Director of the Foundation.

14. Award of Contract for Packet Shaper Device. **BR #7959**

Recommendation was made to approve the award of contract for the Packet Shaper Device to Information Systems Group, Inc., in the amount of \$47,624 with funds from the 2010 Infrastructure bonds. This device is needed to manage bandwidth.

15. Submission of Additional Protection, Health and Safety Projects to the Illinois Community College Board. **BR #7974**

Recommendation was made to submit to the Illinois Community College Board one additional project funded under Protection, Health, and Safety funds – the East Campus generator which includes installation of an emergency generator and associated electrical work.

16. Award of Contract for East Campus Generator. **BR #7975**

Recommendation was made to approve the award of contract for the East Campus generator project, to Tri-City Electric of Davenport, Iowa, in the amount of \$128,268 with a 10 percent contingency of \$12,800 with funding to come from previously approved Protection, Health, and Safety funds.

17. Amended Capital Application for Protection, Health and Safety Project II East Campus Well Controls. **BR #7973**

Black Hawk College is required by the Illinois Community College Board (ICCB) to submit an amended Capital Application for approval whenever a contractor's proposed bid for work exceeds or is less than the College estimate by (5%) or more. The College architect's initial estimate for the FY2010 Protection, Health and Safety (PHS) Project II East Campus Well Controls was \$244,400. The recommended total funds to be allocated for the entire project is \$149,745, which is less than the ICCB approved amount by \$94,655. During the design phase of the project, it was determined that the upgrades to the chlorine room and flushing hydrants were not required and were subsequently removed from the project. Recommendation was made to approve the submission of the amended application.

18. Award of Contract for East Campus Well System Controls. **BR #7972**

An assessment and evaluation of the current water supply was performed by the Illinois Environmental Protection Agency (IEPA). As a result of that report, improvements are requested. Recommendation was made to approve the award of contract for the Well System Controls on the East Campus to Ragan Mechanical of Davenport, Iowa, in the amount of \$115,950, with a 10 percent contingency of \$11,595, for a total project cost of \$127,545, with funds to come from the FY 2010 Protection, Health and Safety tax levy.

19. Lease Extension for Space at Work Net Center.

The College has leased the premises at 4703 16th Street in Moline since March 1997. The original lease term was for five (5) years. The College has subsequently extended the lease through February 28, 2011. Six months notice is required by the lease if the College is to extend the lease beyond that point. Negotiations have been undertaken with the Lessor to extend the lease for a new lease period of March 1, 2011 through February 28, 2013. The original intent of utilizing this facility remains in place. The need still exists for the College to be located and involved with the other state agencies. This facility is also used by other parts of the College such as the Small Business Development Center, International Trade Center, Procurement Technical Assistance Center, and the Business Training Center. Recommendation was made to approve the extension of this lease between BHC and Sung Kuang Lin.

20. Award of Contract for Administrative Software Maintenance for FY 2011. **BR #7976**

Each fiscal year, the College needs to renew the administrative software maintenance with SunGard Higher Education (formerly SunGard SCT), of Malvern, Pennsylvania, owners of the Banner software and related systems. Recommendation was made to approve the award of contract for this maintenance to SunGard Higher Education Corporation of Malvern, Pennsylvania, in an amount not to exceed \$154,536 with funds coming from FY 2011 restricted funds.

21. Award of Contract for Purchase of Cisco Systems, Inc. Maintenance Agreement Service. **BR #7977**

Each year the College procures services and support for all installed Cisco equipment. This service and support, referred to as "SMARTnet," includes software upgrades as well as maintenance and product support. The contract is an annual agreement. Recommendation was made to approve the proposal of H2IT for entering of a one-year contract during FY2011 for Cisco Systems, Inc. support and services in an amount not to exceed \$24,300.96 with funding from Restricted Funds.

Trustee Ahern moved to approve **all items under Administration & Finance except BR #7958 and BR #7978**; Trustee Berg seconded.

AYES: Trustees Shreck, Berg, Frye, Ahern, O'Brien, Phillips, Ballard

ADVISORY VOTE: Student Trustee Ince

NAYS: None; motion carried.

C. Personnel

1. Granting Staff Emerita Status – 2010 – Brenda Carmichael. **BR #7970**

Brenda began her career with Black Hawk College twenty years ago as a part-time secretary in the Word Processing Department. She also worked in the Purchasing Department. In 1996, she became an Academic Service Center Secretary where she served the faculty and students in the Computer Science, Economics, and Business and Office Careers departments. She retired in May 2010. The instructors and department heads she served said it would be hard to find someone as willing to go above and beyond to meet deadlines and get the job done. She was able to anticipate the needs of the faculty and kept a high level of technology know-how to serve the technology instructors. She also assisted students in any way she could. As was stated in her letter of nomination, "She was well aware of the difficulties many of our students face, and she would go beyond the expected to offer assistance whenever she could." It is the recommendation of the College President that the Board of Trustees approves the granting of Staff Emerita status to Brenda Carmichael effective in May 2010.

2. Granting Staff Emerita Status – 2010 – Val McShan. **BR #7969**

Val started at Black Hawk College as a part-time clerk typist in 1986. Within a few months, she entered full-time employment holding a variety of positions. In 1991, she joined the Enrollment Services staff and retired on June 30, 2010, as Enrollment Services Specialist – Registration/Records. Val's extensive experience at Black Hawk College and within Enrollment Services made her a valuable asset to the College and those she served. The following was taken from the letter of nomination submitted on her behalf: "Val epitomized several of our core values. She embodied caring and compassion. Val was one of those employees that faculty and staff alike were comfortable going to when they needed help. . . She treated students with respect at all times and treated each student with fairness." It is the recommendation of the College President that the Board of Trustees approves the granting of Staff Emerita status to Val McShan effective June 30, 2010.

3. Personnel Recommendation – Nicole Banks – Employment. **BR #7944**

It is the recommendation of the College President that the Board of Trustees approves the appointment of Nicole Banks at the rank of instructor for the tenure-track English position in the Humanities, Languages, and Journalism Department at the Quad-Cities Campus beginning with the fall 2010 semester.

4. Personnel Recommendation – Donald Gano – Employment. **BR #7945**

It is the recommendation of the College President that the Board of Trustees approves the appointment of Donald Gano at the rank of instructor for the tenure-track criminal justice/law enforcement position in the Engineering, Computer, Logistics, Law Enforcement and Apprenticeship Technologies Department at the Quad-Cities Campus beginning with the fall 2010 semester.

5. Personnel Recommendation – Jenna Haenggi – Employment. **BR #7946**

It is the recommendation of the College President that the Board of Trustees approves the appointment of Jenna Haenggi at the rank of instructor for the tenure-track mathematics position in the Liberal Arts and Science Department at the East Campus beginning with the fall 2010 semester.

6. Personnel Recommendation – John Depoe – Employment. **BR #7947**

It is the recommendation of the College President that the Board of Trustees approves the appointment of John DePoe at the rank of instructor for a one semester term-contract to teach philosophy in the Humanities, Languages, and Journalism Department at the Quad-Cities Campus beginning with the fall 2010 semester.

7. Personnel Recommendation – Nina DeBisschop – Employment. **BR #7948**

It is the recommendation of the College President that the Board of Trustees approves the appointment of Nina DeBisschop at the rank of instructor for the tenure-track ESL/Developmental English position in the Humanities, Languages, and Journalism Department at the Quad-Cities Campus beginning with the fall 2010 semester.

8. Personnel Recommendation – Katie Rushing-Anderson – Employment.  
**BR #7949**

It is the recommendation of the College President that the Board of Trustees approves the appointment of Katie Rushing-Anderson at the rank of instructor for the tenure-track biology position in the Liberal Arts and Science Department at the East Campus beginning with the fall 2010 semester.

9. Personnel Recommendation – Joel Riley – Resignation/Retirement. **BR #7951**

It is the recommendation of the College President that the Board of Trustees accepts the resignation/retirement of Professor Joel Riley, effective January 1, 2011.

10. Personnel Recommendation – Sharon Smith – Employment. **BR #7952**

It is the recommendation of the College President that the Board of Trustees approves the appointment of Sharon Smith at the rank of instructor for the tenure-track English position in the Liberal Arts and Science Department at the East Campus beginning with the fall 2010 semester.

11. Personnel Recommendation – Bruce Boyd – Resignation. **BR #7953**

It is the recommendation of the College President that the Board of Trustees approves the resignation of Bruce Boyd as instructor in the Engineering, Computer, Logistics, Law Enforcement, and Technologies Department to assume the position of BHC Associate Dean of Sustainable Energies/Careers effective June 1, 2010.

*Trustee Ahern moved to approve all items under Personnel; Trustee Phillips seconded.*

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

**IX. MISCELLANEOUS**

A. Communications & Trustees Reports

1. Illinois Community College Trustees Association

Trustees Frye and Phillips will be attending the next ICCTA meeting September 10 and 11.

2. Black Hawk College Foundation

3. Black Hawk East College/East Campus Foundation

4. Other

Trustee Ahern congratulated Trustee O'Brien on his son's Little League team win. Condolences were given to Trustee Phillips on the loss of her brother.

B. Board of Trustee Meeting Self-Assessment

**X. ADJOURN**

*Trustee O'Brien moved to adjourn; Trustee Frye seconded. All ayes. The meeting adjourned at 8:15 p.m.*



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Steven J. Ballard, Chair  
Board of Trustees



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Sonia R. Berg, Secretary  
Board of Trustees