

MINUTES  
OPEN SESSION  
Thursday, February 16, 2012



BOARD OF TRUSTEES

**I. Call to Order**

Chair Evelyn Phillips called the meeting to order on Thursday, February 16, 2012, at 6:00 p.m., in the Black Hawk Board Room, Quad City Campus, Moline, Illinois.

**II. Roll Call**

Present: Trustees John T. Ahern, Dorothy W. Beck, Mike Boland, Donna M. Frye, David L. Emerick, Jr., Evelyn L. Phillips, Student Trustee Morgan Nelson

Absent: Trustee Sonia R. Berg

Others Present: President Thomas Baynum  
Vice Presidents Leslie Anderson, Dr. Rose M. Campbell, Chanda R. Dowell, Michael R. Phillips. Dr. Richard Vallandingham; Executive Assistant to the President Karen Mowers

**III. Pledge of Allegiance**

**IV. Minutes**

**A. Trustee Ahern moved to approve the minutes of the open session of December 15, 2011; Student Trustee Nelson seconded.**

*AYES: Trustees Beck, Emerick, Frye, Ahern, Phillips*

*ADVISORY VOTE: Student Trustee Nelson*

*NAYS: None, motion carried.*

**B. Trustee Ahern moved to approve the minutes of the open session of January 24, 2012; Student Trustee Nelson seconded.**

*AYES: Trustees Beck, Emerick, Frye, Ahern, Phillips*

*ADVISORY VOTE: Student Trustee Nelson*

*NAYS: None, motion carried.*

**V. EMPLOYEE/PUBLIC COMMENT**

**A. Core Value Reflection**

The core value highlighted was Appreciation of Diversity: *We value the contribution of others who have talents and abilities, beliefs and traditions, actions and behaviors that are different than our own. We value the divergence of thoughts and ideas that make an institution of higher learning the center for the development of human potential.* Dr. Campbell shared that she was proud of the way that BHC is a diverse group. 19.5 % is the average of diversity on national campuses and Black Hawk is at 25.25%.

B. Faculty Senates

The representative for the Quad City Campus Faculty Senate shared that there will be some emeritus nominations coming forward tonight and there will be several more coming soon. There are a lot of changes coming very soon at Black Hawk College.

C. IFT Faculty & Pro Tech

Joan Eastlund shared that the professor emeritus nominations and promotions are true benchmarks in their careers and they do appreciate the honor of moving up the path of the education ladder. Joan also shared she had an opportunity to explain the reasoning financially for raising tuition and fees. The people with which she was speaking did not seem to be too upset to see a raise in tuition.

D. UAW Support Staff – No report.

E. IFT Adjunct Faculty – no report

F. SGA

The QC SGA President shared how much the students appreciated Dr. Baynum coming two times to talk to them about the tuition issue. They have also passed a new constitution. SGA has used MyBlackHawk to advertise their events and reach more students. They have also begun using Facebook through marketing and are reaching more students. A new gathering of student leaders from all clubs on campus was held today and more than 30 student leaders were present which represented 20 clubs. The purpose of the panel is to listen to more student clubs so that they can come together and advertise what they are doing and support each other. The SGA officers are present in the SGA office so students can come and talk to them. The new SGA has increased the participation of students. Voting will be taking place soon for next year and it is hoped to have more students vote this year. The SGA is working hard to make better working relationships with the officers, the Chieftain, and clubs. Sponsor Tiffany Hamilton said that she has been very excited to work with these students and they have done a lot to give the SGA a breath of fresh air.

G. Others – No report.

H. Special Recognition

Doug Lamb, Assoc. Professor introduced two students. Carol Keenan is a non-traditional older student and she waited to come to college because of her physical limitations. She will soon be getting her Associate's degree. The next student introduced was Cassidy Carman. She also was a Student Commitment to Excellence award winner and she is still pursuing her degree at Carl Sandburg College.

**VI. PRESIDENT & ADMINISTRATION INFORMATIONAL REPORTS**

A. President

Dr. Baynum shared highlights of the trip to Washington, DC. The delegation was able to meet with almost all of the legislators at the national level and talk to them about the

legislative issues that are important to us. Most of the issues had to do with Pell Grants and student loans. The issues revolved around students, success, and their needs.

BHC representatives were asked to meet with the QC Chamber group that was also in Washington, D.C. at the same time. The meetings helped to make it clear that BHC wants to be at the table to look at new programs and to serve business and industry. Dr. Baynum shared that our student trustee had the opportunity to speak at every meeting.

Dr. Baynum shared that he wants to focus on one issue at each board meeting. We want to make sure that we look at the students. We are working on a series of reports that will help us get an overview of the impact that we have on our community and our success rates.

#### B. Instruction and Information Technology

Dr. Campbell spoke about the health care programs offered at BHC. Brenda Brown and Glenda Nicke have done a great job of getting the health care and tech programs that are needed in the community and are a benefit to the college.

Our new Sustainability Energy building was given an award by the Radish Magazine. We should be having classes in that building beginning this fall. Dr. Rivera and Mike Phillips are to be congratulated for their diligence on this.

Dr. Bettie Truitt was introduced and she gave a presentation on the partnership between BHC and WIU. There are nine linkage agreements with WIU. The linkage agreements allow BHC students to take most of their classes at BHC but also have some courses at WIU. This is a clearly defined course list that they can take at WIU and we keep a majority of their classes here at BHC. It is a win-win for BHC and the students. For non-linkage programs, they are taking all their courses at BHC and nothing at WIU until later where they can come in at the locked tuition level. The degrees are closely monitored.

Dr. Truitt shared that Trustee Beck was helpful in working with a campus wide effort in putting together a master course schedule so that we know that certain courses are offered at a specific time. Trustee Boland commented that it is a compliment to BHC that we are able and willing to work together with WIU. Trustee Beck shared that Dr. Truitt and our teaching faculty have done a wonderful job to help WIU understand what a great school BHC is and how we can work with them. As WIU is settling in, BHC went with the nine highest enrollment programs for cooperation. Dr. Campbell acknowledged the Students Services, Financial Aid, and other departments at BHC for working hard to make this happen. Dr. Rivera, Dr. Truitt, and Kathy Malcolm are serving on committees at WIU to help keep these connections.

#### C. Student Services

Dr. Vallandingham shared that the last several months have been spent on researching a change in the enrollment calendar and how that has changed the student behavior. They are looking through the eyes of a student in a first year experience. We will be seeing lots of information going out especially to the non-traditional students to help them compete and be successful.

Joanna Dye, Director of Financial Aid, was introduced to give a presentation. Financial Aid departments are required to do a lot of reports. ICCB is helping cover some late payments from the state but no one is sure how long they can help. The economy is bad and we are looking at how the department at BHC can get more students to apply and get them in on time. They also consolidated the office staff to the QC Campus and people from here travel to EC as needed. All of the processing is now done in one location and it has cut down on duplication and training and has increased the number of students being served. My BlackHawk is also making a big difference.

Joanna announced she will be taking over the presidency of the state financial aid group and she will be the first community college president in over 10 years.

#### D. Finance

Ms. Anderson handed out a memo on e-governance. She shared she will be bringing the proposed budget in May and the final budget in June for approval.

Ms. Anderson shared that the Financial Operating reports are much larger this month. They are much more detailed and also being shown in graphs. They will now give the cash reconciliation each month instead of once per quarter. The new format is more complete and user friendly. The other report given is the P-Card statement. The consensus among trustees was that they like seeing that report so it will continue.

#### 1. Financial Operations of the College for Period Ending December 31, 2011. **BR #8260 A & B**

*Trustee Ahern moved to approve BR #8260 A & B; Trustee Boland seconded.*

*AYES: Trustees Boland, Beck, Emerick, Frye, Ahern, Phillips*

*ADVISORY VOTE: Student Trustee Nelson*

*NAYS: None; motion carried.*

#### 2. Financial Operation of the College for Period Ending January 31, 2012. **BR #8275 A&B**

*Trustee Ahern moved to approve BR #8275 A & B, Student Trustee Nelson seconded.*

*AYES: Trustees Boland, Beck, Emerick, Frye, Ahern, Phillips*

*ADVISORY VOTE: Student Trustee Nelson*

*NAYS: None; motion carried.*

#### E. East Campus/Marketing – No report.

#### F. Facilities/Auxiliary Services/Police Department

Mr. Phillips shared that the Sustainable Building has 90 % of the frame complete. The building should be finished in May and ready to be used in the fall.

The Business office renovation was approved in December but Mr. Phillips found out that the two bidders were disqualified by ICCB and it was felt that it was in the best interest of the college to re-bid. The re-bid price was approximately \$100,000 lower than the original price.

#### G. Human Resources

Ms. Boyd shared that the department is starting the spring recruiting season and they also kicked off the eleven month banner training. The Department is looking forward to a single version instead of the five systems they are currently using. One March 12, there will be Staff Recognitions with 35 full-time staff equaling 545 years of service to BHC and twelve part time staff equaling 125 years of service.

#### H. Planning and Institutional Effectiveness

Ms. Malcolm shared about the ICCB Recognition status. Every five years BHC must go through an assessment. We have begun that work with 13 teams doing audits. We are on the fast track so March 6 & 7 will be the evaluation. The last cycle BHC went through showed compliance with everything but they did have some suggestions and they were implemented.

#### I. Foundation – Directors/Board Reps

Ms. Cain reported that \$191,000 has been raised so far in the Step Up for Students Campaign. The Heritage Society is a planned giving group and is creating a legacy to the campus. This year, 285 students applied and 108 students received an average of \$600 each in scholarships. There is now an on-line application procedure with EC. Applications doubled when they went to on-line. June 26 is the board mixer for both foundations.

EC foundation – Trustee Ahern gave the following report:

There was a meeting in January and they decided to space out their board meetings through the year. The Ag business club can use donations on their taxes now so that is helping. The board has given Liz the charge to bring in more direct money.

#### J. SBDC/ITC/PTAC/BTC

Vicky Miller gave a presentation on PTAC. The office opened 7 years ago and there was no office before for the ten counties in the NW region. She serves about 300 clients. She takes the government regulations and requirements and makes it more simple for her clients to understand. \$763million in contracts have been gained through the PTAC and over 4,400 have attended the classes. This is a great impact for BHC in the community.

Trustee Ahern said he has heard from numerous people about the excellent program hosted by Bobby Schilling. BHC is a “high-class venue with great folks”. Vicky was very proud of BHC on that day. We had a great representation of local legislators and a good representation from the BHC board. Trustee Emerick shared that at many of the Washington DC receptions they attended, this was brought up in the conversations. Vicky was thanked for her work on the meeting. Trustee Beck shared she was impressed with how many that attended got their start at BHC.

## VII. Consent items:

### A. Instruction & Student Services

1. Acceptance of Illinois State Board of Education Growing Agriculture Science Teachers (GAST). BR # 8262

***Trustee Beck moved to approve BR #8262, Trustee Boland seconded.***

*AYES: Trustees Boland, Beck, Emerick, Frye, Ahern, Phillips*

*ADVISORY VOTE: Student Trustee Nelson*

*NAYS: None; motion carried.*

### B. Administration & Finance

**A request was made to act upon BR# 8258, 8259, 8273, 8274, 8267, 8268 and 8277 together.**

1. Ratification of Expenditures for Period Ending December 31, 2011. BR #8258
2. Ratification of Expenditures for Preferred Vendors December 31, 2012. BR #8259
3. Ratification of Expenditures for Period Ending January 31, 2012. BR #8273
4. Ratification of Expenditures for Preferred Vendors January 31, 2012. BR #8274
5. Acceptance of Proposed Tuition Rates and Mandatory Fees for Fiscal Year 2012. BR #8265.
6. Awarding of Contract for Elevator Upgrades at the Quad Cities and East Campuses. BR #8267.
7. Approval to Proceed with the Science Lab at East Campus. BR #8268
8. Acceptance of Vendor for Data Warehouse Contract. BR #8277
9. Disposition of Closed Session Minutes and Audio Tapes. BR #8278

***Trustee Boland moved to approve BR #8258, 8259, 8273, 8274, 8267, 8268 and 8277; Trustee Emerick seconded.***

*AYES: Trustees Boland, Beck, Emerick, Frye, Ahern, Phillips*

*ADVISORY VOTE: Student Trustee Nelson*

*NAYS: None; motion carried.*

***Trustee Ahern moved to approve BR #8278 with the correction of only minutes and audio tapes older than 18 months will be disposed of; Trustee Emerick seconded.***

*AYES: Trustees Boland, Beck, Emerick, Frye, Ahern, Phillips*

*ADVISORY VOTE: Student Trustee Nelson*

*NAYS: None; motion carried.*

There was discussion on BR #8265. Dr. Baynum shared that much soul-searching was done on this subject because of the impact on students. The college needs to consider this because of a lack of appropriate funding from the state. Where we should have gone for an increase of \$12, we will go into BHC cash reserves to get the additional money we need. Student Trustee Nelson met with students on her campus and also on the QC campus. Many students she spoke to were for the increase and felt it was a great college and worth the extra cost. Dr. Vallandingham and his staff are looking at ways to help student get money and the foundations are looking for more scholarships. We will be looking at our working cash and using it to balance the budget. This is

not good for long term but for one year, it will work. Increased enrollment is a way to keep tuition down and we are looking for ways to make this happen as well.

*Trustee Ahern moved to approve BR #8265; Trustee Emerick seconded.*

*AYES: Trustees Beck, Emerick, Frye, Ahern, Phillips*

*ADVISORY VOTE: Student Trustee Nelson*

*NAYS: Trustee Boland; motion carried.*

## **B. Personnel**

**A request was made to act upon BR# 8270, 8271 and 8272 together.**

1. Proposed Promotions in Academic Rank for 2012 – 2013. **BR #8266**
2. Granting Professor Emeritus Status – Nelson Lay – 2012. **BR # 8269**
3. Granting Professor Emerita Status – Sally Flesch – 2012. **BR #8263**
4. Personnel Recommendation – M. Gwen Johnson – Resignation/Retirement. **BR #8270**
5. Personnel Recommendation – Reginald White – Resignation/Retirement. **BR #8271**
6. Personnel Recommendation – Jeff Rose – Employment. **BR #8272**

*Trustee Frye moved to approve BR #8270, 8271 and 8272; Student Trustee Nelson seconded.*

*AYES: Trustees Boland, Beck, Emerick, Frye, Ahern, Phillips*

*ADVISORY VOTE: Student Trustee Nelson*

*NAYS: None, motion carried.*

Proposed Promotions in Academic Rank for 2012 – 2013. **BR #8266**

Trustee Beck shared a comment that BHC is quite a bit different from other community colleges in the state. She approves of this and this process makes this one of the things that sets BHC apart and it is appreciated by the faculty.

*Trustee Ahern moved to approve BR #8266; Trustee Emerick seconded.*

*AYES: Trustees Boland, Beck, Emerick, Frye, Ahern, Phillips*

*ADVISORY VOTE: Student Trustee Nelson*

*NAYS: None, motion carried.*

Granting Professor Emeritus Status – Nelson Lay – 2012. **BR # 8269**

Trustee Beck shared that Nelson Lay is highly regarded and came to BHC at a time when PE was required as part of a degree. He did a lot of changing when the state changed guidelines. It is sad to see someone leaving of this quality.

*Trustee Ahern moved to approve BR #8269; Trustee Beck seconded.*

*AYES: Trustees Boland, Beck, Emerick, Frye, Ahern, Phillips*

*ADVISORY VOTE: Student Trustee Nelson*

*NAYS: None, motion carried.*

Granting Professor Emerita Status – Sally Flesch – 2012. **BR #8263**

Trustee Frye shared that looking at the BR, it was amazing at all Sally did while here at BHC.

*Trustee Frye moved to approve BR #8263; Student Trustee Nelson seconded.*

*AYES: Trustees Boland, Beck, Emerick, Frye, Ahern, Phillips*

*ADVISORY VOTE: Student Trustee Nelson*

*NAYS: None, motion carried.*

## **VII. MISCELLANEOUS**

### **1. Illinois Community College Trustees Association**

Trustee Emerick reported on the trip to Washington, D.C. Senator Durbin challenged BHC to go out and continue to sell ourselves and the fact that we are a valuable institution and can help students gain success in life. ICCTA will be coming out with information to put our name out there as an institution that can do the job cheaper and with more respect in the work place. It was a very interesting trip.

### **2. Board Chair Announcements**

Chair Phillips announced that there is a report from Matt Pappas available for Trustees to read.

Chair Phillips also asked Trustees to remember to turn in expense reports to Karen Mowers.

### **3. Other**

#### **a) Presidential Inaugural Plans**

Trustee Emerick and Trustee Beck met with Ms. Dowell and Dr. Campbell to begin plans for the inauguration event in September. The committee is looking at several possible events and the need for several committees. The inauguration is set for September 29 at the iWireless Center from 10 AM– Noon.

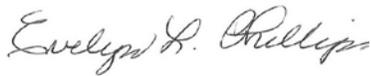
b) The possibility of workshops involving BHC trustees and school boards in District 503 on the topic of student success was discussed. Trustee Beck shared that since BHC would like to be a partner with the local schools, she would like to set up a workshop with someone who can help us work better with the school districts before students get here. A workshop such as this will showcase BHC as a forerunner in this endeavor and will also provide more opportunities for contact with BHC. The coordinator of these workshops will make sure that all schools in the district are included.

Dr. Baynum is working with superintendents on curriculum but we need their boards to give the superintendents guidance and to help them facilitate and work with the faculty. Dr. Baynum will take charge of this and work with the college level administration and the high school administration.

c. Novus Agenda

Ms. Anderson handed out a memo of the process BHC has gone through to this point with Novus Agenda. The recommendation to BHC is to go ahead with this program for institutional meetings. Trustee Beck said that in terms of public meetings, it makes sense to let everyone who is attending the meetings see exactly what BOT members see. Those that want paper can still have paper and the board books will still be filled. BHC will do a trial first to see if this will work.

*Trustee Ahern moved to adjourn; the meeting was adjourned.* Karen Mowers recording notes.



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Evelyn L. Phillips, Chair  
Board of Trustees



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David L. Emerick, Jr., Secretary  
Board of Trustees