

MINUTES
President's Cabinet
January 24, 2013
Black Hawk College

Present: Dr. Thomas Baynum, Leslie Anderson, Dr. Dick Vallandingham, Karen Boyd, Kathy Malcolm, Chanda Dowell, John Meineke, Dr. Bettie Truitt, Kaye Quick, Karen Mowers

1. Core Value – Appreciation of Diversity – *We value the contributions 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. Vallandingham gave the reflection. He was in attendance at the MLK celebrations on Saturday and Monday. He expressed the thought that there is still work to be done every day but we are working with our students to teach this core value.

2. Approval of minutes from January 10 – Dr. Truitt noted that she was present at the meeting. Dr. Vallandingham made a motion to approve, Karen Boyd seconded, motion passed
3. Pool Vehicles – Kaye Quick gave a report on the research that she had done on pool vehicles. The report was compiled in July, 2012 so some of the information was out of date but still valuable. Ms. Quick looked at options for rental and maintaining the fleet. She also researched insurance, fuel, maintenance, scheduling, and other factors. Some of the options are not available to East Campus because there are no rental agencies close to the campus. After discussion, Dr. Baynum asked PC to make a statement of direction and support for the recommendation to maintain the current pool vehicles. All agreed to maintain the pool vehicles for now and continue to review the information for future changes.
4. Health Alliance – Dr. Baynum received a request from LMC to contact Health Alliance about problems BHC has been having with our plan. The letter was sent and we have been contacted by Health Alliance requesting a conference call to discuss the problems. BHC is putting together a formal plan for documenting the issues we have been happening. Dr. Baynum asked everyone to report any issues that have come up to their union representative before the Feb. 5. IOC meeting.
5. Return to Work Legislation – Karen Boyd recently had a meeting with Northern Illinois HR representatives and this bill was discussed. Dr. Baynum followed up with Dr. Peg Lee about an upcoming meeting where this will also be discussed. There is a possibility that there will be a bill to hold this legislation back for one year because of the confusion and difficulty for the community colleges that are impacted. Ms. Boyd and Dr. Baynum will be a report back on this issue.

6. Dr. Baynum asked to have summary reports of all conferences that Vice Presidents attend to PC so that everyone is aware of the main points of discussion and information given.
7. Student Housing – Dr. Baynum gave a summary of the Moline City Council meeting results and talked about what direction Bluffstone is planning to take at the present time with this project.
8. Outlook problems – Dr. Baynum reported that Jon Looney will be sending out a note concerning the problems that have been occurring and the solutions that are being implemented.
9. Student Services Center addition – Dr. Vallandingham discussed a problem with the room numbering that is being discussed. VP Dowell shared there is a similar problem at EC for the new Science Lab Addition. Room numbers are important for Banner, 911, ICCB reporting, and other reasons.
10. EC Facilities Master Plan meeting – VP Dowell reported on the facilities master planning meeting. After discussion, several problems were solved and some future projects were planned. VP Dowell recommended starting the bond program with a welding building and then move forward as needed. Whatever is left in bond funds would be used to start the vet tech program. Dr. Baynum suggested that a steering group from Administration, Finance, Mark Willett and Ray Jacobs be brought together to discuss this.
11. BOT agenda – There was a discussion on the agenda items. Dr. Truitt brought up some concerns about the BOT meeting schedule and the legal deadlines for tenure notification. Board reports will be prepared to meet the appropriate deadlines .
12. Tuition and Fees – VP Anderson and Director Malcolm gave us some background information on this topic from both financial services and statistical planning. VP Anderson presented the anticipated costs based on past history. The college attorney has been consulted on the use of TORT funds. Enrollment numbers play a primary role in the determination of setting tuition and fees. There was also a discussion on waivers and how that affects these numbers. Salary, benefits, insurance, and apportionment must also be considered but the exact numbers are unknown at this time. Dr. Truitt led a discussion on faculty positions and how they are assigned. It was suggested that PC have a strategy discussion before the budget talks in late March on goals and priorities. We want to be diligent and flexible in the use of funds. This is a tough decision and much time needs to be given to this discussion. PC will reconvene on Feb. 4 from 11 - 2 to meet on this topic exclusively. We have to be very careful on the use of the bonds in view of this discussion on money.
13. Position Status Report and approval of positions – The position status report was reviewed and there was a discussion on the positions brought forward for approval. This ties in with the

discussion by Dr. Truitt and the deans on faculty staffing for next year. This will be part of the meeting agenda on Feb. 4.

14. WEAVEonline – Ms. Malcolm said that she and VP Anderson have been working with Dr Baynum on Unit Plans and they want to follow the following guidelines:
 - 1) Not every budget has a unit plan
 - 2) At the discretion of their cabinet member, a budget manager will submit a plan or write it on the budget worksheet
 - 3) Ms. Malcolm cross referenced the unit plans from 2009 and which are to have a unit plan and which do not need to have a unit plan and handed out worksheets.

The rest of the agenda was suspended due to the time.

Karen Mowers taking notes.