

**MINUTES
OPEN SESSION
Thursday, February 20, 2014
Black Hawk College
Black Hawk Board Room**



BOARD OF TRUSTEES

**Note: all informational reports and all Board Reports
cited in these minutes can be found in the February 20, 2014
Board Meeting Packet, available at**

<http://www.bhc.edu/about-us/board-of-trustees/agenda-packets>

I. Call TO ORDER

Chair David Emerick called the meeting to order on Thursday February 20, 2014 at 6 p.m. in the Black Hawk Board Room, Moline, Illinois.

II. Roll Call

Present: Trustees Dorothy W. Beck, Tim A Black, Donna M. Frye, John D. McCooley, Douglas L. Strand, David E. Edge, David L. Emerick

Absent: Trustee Kylee L. Fox.

Also Present: Executive Assistant to the President Karen Mowers; Vice Presidents Chanda Dowell, Leslie Anderson and Bettie Truitt; QC Senate President Traci Davis; EC Senate President John Hartman; Project Manager Doug Hoenig; others from the employee and student community and from the public.

III. PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

IV. MINUTES

Approval of the Minutes of the Regular Meeting of January 16, 2014.

Trustee Strand moved to approve the minutes, Trustee Beck seconded.

AYES: Trustees Beck, Black, Frye, Strand, McCooley and Emerick.

ADVISORY VOTE: Student Trustee Edge voted Aye

NAYS: None

ABSENT: Trustee Fox

Motion passed.

V. EMPLOYEE/PUBLIC COMMENT

A. Core Value Reflection

The Core Value Reflection on Respect was given by Dr. Bettie Truitt who noted that some of the best examples she has seen have come through the budget process. There have been opportunities throughout the organization to talk and make certain that the best decisions are being made on behalf of the college.

B. Faculty Senates

Quad Cities Faculty Senate – Dr. Traci Davis reported that the QC Senate has had a spirited discussion about dual enrollment with Dr. Truitt who provided the Senate with much useful information and background. The faculty is continuing to collect student learning data that is needed for Higher Learning Commission compliance.

EC Faculty Senate – Dr. Hartman read a statement expressing concern about and support for the College's dual credit programs. Jeanine Peterson, the new dual credit coordinator at the East Campus, will be working closely with the Senate. When made aware of a possible tuition increase, EC students have responded that such an increase is needed and that the tuition is reasonable. Dr. Hartman gave a list of upcoming events.

C. IFT Faculty & Pro Tech Unit – no report.

D. UAW Support Staff – no report.

E. IFT Adjunct Faculty Unit – no report.

F. Student Reports

The officers of The Quad Cities Student Leadership Council (formerly Student Government Association) spoke about the changes in name, organization and purpose, all intended to make the group more attractive and responsive to students. Tiffany Hamilton, Coordinator of Student Engagement, congratulated the students on working together to achieve this new vision.

East Campus - Student Trustee David Edge announce that the EC SGA is working on fund raising and listed several upcoming events to achieve that goal.

VI. BOARD REPORTS - CONSENT

A. Ratification of Expenditures for Period Ending January 31, 2014. BR#8591

B. Ratification of Expenditures for Preferred Vendors ending January 31, 2014. BR#8592

C. Ratification of Acceptance of the Illinois Community College Board Accelerating Opportunity I-CAPS Program FY2014. BR#8593

D. Ratification of Acceptance of Hubbell Waterman Foundation Additional Reskilling Grant Funds FY2014. BR#8594

E. Award of Contract for Horse Bedding. BR#8595

F. Approval of Fiscal Year 2014 Affirmative Action Plan. BR#8596

G. Personnel Recommendation –

1. Brooke Byers – Employment. BR#8597

2. Andrew Mansheim – Employment. BR#8598

3. Erskine Carter – Resignation/Retirement. BR# 8599

4. Jonathan Palomaki - Professional Development Leave for 2014-2015. BR#8600

Trustee Black moved to approve BR# 8591, 8592, 8593, 8594, 8595, 8597, 8598, 8599, 8600, and 8601; Trustee Beck seconded.

AYES: Trustees Beck, Black, Frye, Strand, McCooley and Emerick.

ADVISORY VOTE: Student Trustee Edge voted Aye

NAYS: None

ABSENT: Trustee Fox

Motion passed.

Board Report # 8596 was pulled from the agenda until the March Board Meeting so that some questions can be answered.

Trustee Frye moved to pull BR# 8596; Trustee Strand seconded.

AYES: Trustees Beck, Black, Frye, Strand, McCooley and Emerick.

ADVISORY VOTE: Student Trustee Edge voted Aye

NAYS: None

ABSENT: Trustee Fox

Motion passed.

VII. BOARD REPORTS

A. Proposed Promotions in Academic Rank for 2014-2015. BR#8602

Dr. Truitt explained the promotion process which begins at the department level, goes to the deans, and then is brought forward to the Academic Vice President.

Trustee Black moved to approve BR#8602; Trustee Beck seconded.

AYES: Trustees Beck, Black, Frye, Strand, McCooley and Emerick.

ADVISORY VOTE: Student Trustee Edge voted Aye

NAYS: None

ABSENT: Trustee Fox

Motion passed

B. Award of Contract for District-Wide Elevator/Lift Maintenance Service (March 1, 2014 – February 28, 2017). BR#8603

There was a discussion about which ones were being refurbished and which ones would be new. There was also a discussion about the warranty costs and how they were reported.

Trustee Frye moved to approve BR#8603; Trustee Beck seconded.

AYES: Trustees Beck, Black, Frye, Strand, McCooley and Emerick.

ADVISORY VOTE: Student Trustee Edge voted Aye

NAYS: None

ABSENT: Trustee Fox

Motion passed

C. Proposed Tuition Rates for Fiscal Year 2015. BR#8604

There were a few additional questions for VP Anderson who had provided detailed background information to the Board on February 18.

Trustee Beck moved to approve BR#8604; Trustee Strand seconded.

AYES: Trustees Beck, Black, Frye, Strand, McCooley and Emerick.

ADVISORY VOTE: Student Trustee Edge voted Aye

NAYS: None

ABSENT: Trustee Fox

Motion passed

- D. Award of Contracts for IT Department Relocation Project on the Quad Cities Campus. BR#8605

Trustee Frye moved to approve BR#8605; Trustee Beck seconded.

AYES: Trustees Beck, Black, Frye, Strand, McCoolley and Emerick.

ADVISORY VOTE: Student Trustee Edge voted Aye

NAYS: None

ABSENT: Trustee Fox

Motion passed

VIII. PRESIDENT & ADMINISTRATION INFORMATIONAL REPORTS

- A. President Activities – no report

- B. Instructional Services Report –

Dr. Truitt summarized the reports that had been presented for trustee review. Trustee Emerick spoke briefly about the SBDC report that was included in the packet.

- C. Student Services

Dr. Truitt noted the success already being achieved by the new Veteran Center on the Quad Cities campus.

- D. Finance

VP Anderson answered trustees' questions about reviewed the reports that were included in the packet. and answered questions. The College is now working with the State of Illinois to get back some of the money owed to the College.

- E. East Campus

VP Dowell invited everyone to the ground-breaking for the new Welding Center on March 5. Construction should start on March 15.

- F. Marketing report

There were some questions about the significance of hits on the website. Chair Emerick will get the answers for next month. Anyone can sign up for Google Alerts from the College.

- G. Administrative Services –

1. Dr. Truitt said that Gary Huber is working with the Deans to set acceptable standards of behavior for the athletes at the Villas. She will send the Code of Conduct to the trustees when it is complete.
2. ITS – Jon Looney reported that they are working on maintaining good coverage even with an employee shortage.
3. Progress Report - Doug Hoenig gave a brief update on the major projects.

H. Human Resources

There was a discussion on posted positions.

I. Planning and Institutional Effectiveness

The bulk of the last month has been spent working with supervisors on the HLC report and working with the AQIP plan. One report focusing on withdrawals and grade distributions came up for questions. Ms. Malcolm will find out what data goes into that report.

J. Foundation report

QC – Trustee Black gave the highlights from the written report.

EC – Trustee Emerick gave highlights of the written report. Both Foundations are struggling with the Stars Scholarship program but they will go live from March 1 – May 1. They are also working on spring events.

IX. BOARD POLICY REVIEW

Review of the Board Policy –Trustee Beck led this discussion. She briefly went over the points that had been noted for possible change in the Code of Conduct and sections One through Three. In the discussion on Section Four, some clarification appears to be needed in several areas. Trustee Frye volunteered to check on the status of each statute cited in board policy. Any changes that come up in these monthly discussions will be voted on at the July retreat. Trustee Frye reminded everyone that each change must be sited in a board report.

X. MISCELLANEOUS

A. Reports

1. Trustee Beck has been in contact with the ICCTA leadership and a presentation will be given on GISS.
2. Trustee Black gave his report on the ACCT Legislative Conference in Washington DC. He also announced that the ACCT is looking for volunteers for the leadership congress next fall in Chicago. BHC is working to get our jazz band on the schedule to perform.
3. March meeting location – There was a discussion about moving the location to the QC because many of the trustees are headed to Lisle the next day for a conference. There was a consensus to schedule the March meeting in the QC and the April meeting at the EC.
4. Other

There was a discussion about the ICCTA Award nominations and the fact that each must be submitted with a letter of support from the Board of Trustees. Chair Emerick, Trustee Beck and Karen Mowers will work with Marketing on these letters. The first nominations are due February 28 and the second group due March 28. There was a discussion on how the nominees were selected.

B. Board of Trustee Meeting Self-Assessment

Trustee Black presented a new form that he had compiled. There was a short discussion about it and one additional question will be included for the final form.

Motion to adjourn to Closed Session by Trustee Beck in accordance with Subsection 2(a) of the Open Meetings Act [5 ILCS 120/2(a)] to discuss: Employment/Appointment Matters [5 ILCS 120/2(C)(1)] Collective Negotiating Matters/Salary Schedules [5 ILCS 120/2(c)(2)] Pending Litigation [5 ILCS 120/2(c)(11) and Other Matters Identified by the OMA [5 ILCS 120/2(a)]: and seconded by Trustee Strand.

AYES: Trustees McCooley, Strand, Beck, Black, Fox, Frye, and Emerick

NAYS: None

ABSENT: Student Trustee Edge

Motion carried.

The Board took a recess at 8:27 p.m. to prepare for Closed Session.

The Board returned to open session at 10:45 p.m. and adjourned.

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

Dorothy W. Beck, Secretary
Board of Trustees