MINUTES
OPEN SESSION
Thursday, April 17, 2014
BHC Conference Room
Galva, IL

BOARD OF TRUSTEES

Note: all informational reports and all Board Reports cited in these minutes can be found in the April 17, 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, April 17, 2014 at 6 p.m. in the Conference Room, East Campus, Galva, Illinois.

II. Roll Call

Present: Trustees Dorothy W. Beck, Donna M. Frye, Douglas L. Strand, Tim A. Black, Kylee L. Fox, David L. Emerick

Absent: Trustee John D. McCooley, Student Trustee David Edge.

Also Present: President Dr. Thomas Baynum, Executive Assistant to the President Karen Mowers; Vice Presidents Chanda Dowell, Leslie Anderson and Bettie Truitt; Project Manager Doug Hoenig; others from the employee community and from the public.

III. PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

IV. MINUTES

A. Approval of the Minutes of the Regular Meeting of March 13, 2014.

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

AYES: Trustees Beck, Black, Frye, Strand, Fox and Emerick.
ADVISORY VOTE: Student Trustee Edge was absent
NAYS: None
ABSENT: Trustee McCooley
Motion passed.

V. EMPLOYEE/PUBLIC COMMENT

A. Core Value Reflection
The Core Value Reflection example on Appreciation of Diversity was given by Dr. Baynum who discussed the Hispanic Chamber speaker series which Black Hawk helps to sponsor.

B. Faculty Senates
East Campus – Professor John Hartman recounted events on the campus and awards that have been earned by students. Hartman thanked Kathy Malcolm for the Title III mini-grants that allowed for the purchase of the IPads for the classrooms. On behalf of the EC faculty Senate, he thanked all of the retiring staff and faculty.

Quad Cities Campus – Dr. Traci Davis thanked the Board for quickly acting on the Emeritus nominations so that the college can honor people at graduation who are now retiring. The Senate is working on an effective way to evaluate faculty performance.

C. IFT Faculty & Pro Tech Unit
Professor Joan Eastlund gave an update on negotiations between the IFT and the Board Team: Many TA (tentative agreements) have been reached, but at this time, the talks appeared to be stalled. Administration has asked to move from interest-based to traditional bargaining. Professor Eastlund requested the opportunity to address the board in closed session and summarize their position.

Chair Emerick stated that the request had been made to address the BOT in closed session; the trustees agreed. Dr. Baynum asked that members of the Board team not be part of the discussion.

D. UAW - no report

E. IFT Adjunct Faculty – no report

F. Student Government Association / Student Leadership Council – no report

VI. BOARD REPORTS - CONSENT

A. Ratification of Expenditures for Period Ending March 31, 2014. BR#8628
B. Ratification of Expenditures for Preferred Vendors ending March 31, 2014. BR#8629
C. Acceptance of Illinois State Board of Education Growing Agricultural Science Teachers (GAST) Grant FY2014. BR#8630
D. Personnel Recommendation – Faculty
   a. Isabel Hansen – Retirement/Resignation.BR#8631
   b. Charlet Key – Retirement/Resignation. BR#8632
   c. Diana McCabe – Retirement/Resignation. BR#8633
   d. Karen Wilson –Resignation. BR#8634

Trustee Beck moved to approve BR# 8628, 8629, 8630, 8631, 8632, 8633, and 8634; Trustee Black seconded.

AYES: Trustees Beck, Black, Frye, Strand, Fox and Emerick.
ADVISORY VOTE: Student Trustee Edge was absent
NAYS: None
ABSENT: Trustee McCooley
Motion passed.

VII. BOARD REPORTS

A. Presentation of Resolution to Outgoing Student Trustee. BR#8635

Trustee Beck moved to approve BR# 8635; Trustee Strand seconded.

AYES: Trustees Beck, Black, Frye, Strand, Fox and Emerick.
ADVISORY VOTE: Student Trustee Edge was absent
NAYS: None
ABSENT: Trustee McCooley
Motion passed.

B. Revised Election Process of Student Board Member Quad-City Campus – 2014-2015. BR#8636

There was a brief discussion on the background of this board report. Because no student had run for the position within the original time frame, the process had been moved to allow for the election of a trustee prior to the May Board meeting. After the election is held, the new student trustee will be sworn in at a Special Open Meeting of the Board of Trustees preceding graduation on May 15. The Student Trustee will then participate in the commencement ceremony.

Trustee Beck moved to approve BR# 8636; Trustee Strand seconded.

AYES: Trustees Beck, Black, Frye, Strand, Fox and Emerick.
ADVISORY VOTE: Student Trustee Edge was absent
NAYS: None
ABSENT: Trustee McCooley
Motion passed

C. First Reading of Proposed Performance of Construction Vendors Policy for Board Policy Manual, Section 8.94. BR#8637

There was a brief discussion about the need for this new policy. It is a way to hold vendors accountable and It gives the board some backing if they decide not to go with the lowest bidder if there have been problems. No action was taken because it is a first reading of a policy.

D. Naming of the Dan E. Hoge Auditorium at the East Campus, Galva, Illinois. BR#8638

Trustee Frye moved to approve BR# 8638; Trustee Strand seconded.

AYES: Trustees Beck, Black, Frye, Strand, Fox and Emerick.
ADVISORY VOTE: Student Trustee Edge was absent
NAYS: None
ABSENT: Trustee McCooley
Motion passed

E. Pre-Approval to Award RFP for Swimming Pool Drain System Repaid, QC Campus. BR#8639

Trustee Beck moved to approve BR# 8639; Trustee Fox seconded.

AYES: Trustees Beck, Black, Frye, Strand, Fox and Emerick.
ADVISORY VOTE: Student Trustee Edge was absent
NAYS: None
ABSENT: Trustee McCooley
Motion passed

F. a. Personnel Recommendation – Professor Emeritus - Erskine Carter. BR#8640
Trustee Frye asked why this particular recommendation was coming to the Board. President Baynum explained that the recommendation came from Professor Carter's department and was approved by the Quad-City Faculty Senate. The Board Chair indicated his opposition to the recommendation. Trustee Beck noted many valuable contributions to the College over the twenty-seven years of his tenure.

Trustee Beck moved to approve BR# 8640; Trustee Fox seconded.

AYES: Trustee Beck
ABSTAIN: Trustee Fox
NAYS: Trustees Frye, Strand, Black, and Emerick.
ADVISORY VOTE: Student Trustee Edge was absent
ABSENT: Trustee McCooley
Motion was not passed

b. Personnel Recommendation – Professor Emerita - Isabel Hansen. BR#8641
Trustees noted many specific ways in which Professor Hansen had contributed to student success and to the College.

Trustee Frye moved to approve BR# 8641; Trustee Strand seconded.

AYES: Trustees Beck, Black, Frye, Strand, Fox and Emerick.
ADVISORY VOTE: Student Trustee Edge was absent
NAYS: None
ABSENT: Trustee McCooley
Motion passed

c. Personnel Recommendation – Professor Emerita - Charlet Key. BR#8642
Trustees expressed their admiration for Professor Key who guided the College library through many decades of change.

Trustee Frye moved to approve BR# 8642; Trustee Strand seconded.

AYES: Trustees Beck, Black, Frye, Strand, Fox and Emerick.
ADVISORY VOTE: Student Trustee Edge was absent
NAYS: None
ABSENT: Trustee McCooley
Motion passed

d. Personnel Recommendation – Professor Emeritus – Glenn Saddoris. BR#8643.
The Board noted his positive impact on necessary changes in Building Two. VP Dowell expressed her appreciation for his help on many agriculture faculty hiring committees.

Trustee Beck moved to approve BR# 8663; Trustee Strand seconded.

AYES: Trustees Beck, Black, Frye, Strand, Fox and Emerick.
ADVISORY VOTE: Student Trustee Edge was absent

NAYS: None
ABSENT: Trustee McCooley
Motion passed

e. Personnel Recommendation – Staff Emerita – Jolene Roete. BR#8644.
Trustee Frye noted in particular the skills she brought for many years to the successful College for Kids program.
Trustee Frye moved to approve BR# 8644; Trustee Strand seconded.
AYES: Trustees Beck, Black, Frye, Strand, Fox and Emerick.
ADVISORY VOTE: Student Trustee Edge was absent
NAYS: None
ABSENT: Trustee McCooley
Motion passed

VIII. PRESIDENT & ADMINISTRATION INFORMATIONAL REPORTS

A. President Activities - no questions.

B. Instructional Services
Dr. Truitt noted the ground breaking ceremony for the Health Sciences Center and the recent Adjunct Faculty Fair.

C. Student Services
There was a brief discussion about the information in the Career Services report.

D. Finance
VP Anderson discussed the budget forums that are being held in the coming month at various locations and times. BHC is working to create a balanced budget based on an anticipated 10% decrease in enrollment. She noted that BHC is still behind on receiving state money, but the College is expecting to receive all of the money from the State eventually except perhaps for the $1 million promised in 2009.

E. East Campus
VP Dowell answered a question on the EC well. The primary well is in Building B and there is a secondary well on campus. EC receives no water from the City of Kewanee.

F. Marketing Activities
There were no questions but Trustees commended the department on the awards that they won.

G. Administrative Services - no questions.

H. Human Resources
There was a general discussion about the impact of the SURS pension information. HR is filling positions as fast as possible after they are approved.

I. Planning and Institutional Effectiveness
Dr. Truitt spoke about the HLC conference, the AQIP cycle and how accreditation has changed. The conference was very helpful and packed with information. The Board will receive more information as it becomes available.

J. Foundations
East Campus Foundation – Executive Director Liz Breedlove spoke about the Wall of Fame induction event which raised $166,000 in cash and pledges for the Dan Hoge scholarship. The E4E committee has worked hard for months to get an outdoor sculpture, the model of which she displayed. She invited Board members to contribute to the E4E fund.

QC Foundation – There was a discussion of the Max Garcia program which was very well received. The Step Up for Students campaign is also underway. .

IX. BOARD POLICY REVIEW

A. Section 5. 0 Personnel Management – Second review – Some of the language appears to be ambiguous. This will be reviewed in July as some of this policy must be rewritten to conform to state law changes.

B. Section 6 & 7 – There was a discussion about the need to refer to Admininstration Guidelines to understand this section better. Questions came up on the following:
a. 6.30 – Academic Standards
b. 6.60 – Citizen Advisory Committees
c. 7.3 – Student organizations – Comments: BOT does not actually authorize them or keep track of them. To be considered: delete this section and provide an annual list
d. 7.42 – Achievement Awards . This category includes tuition waivers given to athletes, ag teams, presidential scholars, and many other course-related student activities. Chair Emerick indicated his interest in the Board's receiving an annual review of the names of recipients of these awards and of the amounts received because they are an expense to the college.
e. 7.46 – In-District Tuition for Employees of In-District Employers - The enrollment office has the procedure document for this because applicants have to meet certain criteria. That is tied to state statute.
f. 7.48 – Sr. Citizen Tuition Waiver Policy - These are designated for financially needy individuals over 65 years old.
g. 7.5 – Maintaining a Record of Student Complaints – Language here should be clarified. These records are a federal requirement.

There was a discussion about the format of the Policy statements, some of which include specific management guidelines and some of which do not.

X. MISCELLANEOUS

1. ICCTA report from Lisle, IL – Trustee Beck provided a written report and indicated her disappointment in the April meeting. Chair Emerick asked the Trustees to let Mrs. Mowers know if they intend to attend any ICCTA events as hotel space in particular is at a premium.

2. There was a discussion about a proposed July Summer Retreat. Chair Emerick proposed July 18 & 19, 2014 as the dates, beginning Friday evening and closing at 3 p.m. on Saturday. Any Board business to be handled in July could be brought in to the Retreat. This will be discussed further in May.

He announced there are also two sessions to be set for strategic planning with the facilitator. They will be set for part one in June and part two in July. One day will be four hours of going through data and the second session will be crafting it.

3. There will be a called meeting for the officers to prepare the Board Budget. It will be an open meeting and any trustee can attend.

4. Trustee Black will revise the self-assessment to include the date and name on the forms.

The Board took a recess at 8:18 p.m. to prepare for Closed Session.

The Board returned to Open Session at 10:26 p.m.
Present: Trustees Beck, Black, Frye, Strand, Fox and Emerick
ABSENT: Trustee McCooley and Student Trustee Edge.

Chair Emerick announced that Board photos will be taken in June after the Student Trustee is installed.

The board meeting adjourned at 10:35 p.m.

David L. Emerick, Jr., Chair Board of Trustees	Dorothy W. Beck, Secretary Board of Trustees