I. CALL TO ORDER
Chair Evelyn Phillips called the special meeting to order at 6 p.m. at the Black Hawk Board Room, QC Campus, 6600 34th Avenue, Moline, Illinois, 61254.

II. ROLL CALL


Absent: Trustee Donna M. Frye, Student Trustee Kylee Fox.

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. OATH OF OFFICE
Chair Evelyn Phillips administered the Oath of Office to Incoming Trustee Jerry Lack. He was then seated at the board table.

Trustee Lack gave a brief introduction. He shared he is looking forward to serving with the staff, faculty and students at BHC.

V. APPROVAL OF MINUTES
Trustee Beck asked that all minutes reflect the student advisory vote

A. Trustee Emerick moved to approve the minutes of the Special Open Meeting of April 12, 2012; Legislative Breakfast. Trustee Berg seconded.

AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
ADVISORY VOTE: Student Trustee Fox absent.
NAYS: None, motion carried.
B. Trustee Berg moved to approve the minutes of the Regular Open Meeting of April 19, 2012. Trustee Beck seconded.
   AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
   ADVISORY VOTE: Student Trustee Fox absent.
   NAYS: None, motion carried.

C. Trustee Emerick moved to approve the minutes of the Special Open Meeting Budget Workshop May 4, 2012. Trustee Berg seconded.
   AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
   ADVISORY VOTE: Student Trustee Fox absent.
   NAYS: None, motion carried.

D. Trustee Beck moved to approve the minutes of the Special Open Meeting of May 22, 2012. Trustee Berg seconded.
   AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
   ADVISORY VOTE: Student Trustee Fox absent.
   NAYS: None, motion carried.

E. Trustee Phillips moved to approve the minutes of the Regular Open Meeting of May 24, 2012. Trustee Emerick seconded.
   AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
   ADVISORY VOTE: Student Trustee Fox absent.
   NAYS: None, motion carried.

VI. EMPLOYEE/PUBLIC COMMENT

A. Core Value Reflection
   Fairness: We will endeavor to be consistent and evenhanded in our policies and procedures and dealings with others. VP Anderson shared that the SGA Senator Retreat was held today and Tiffany Hamilton talked to the senators about the procedures and policies of Black Hawk College. She explained why we have them and why things are done the way they are. It helps to show fairness to everyone by following the rules.

B. Faculty Senate
   EC Faculty Senate President Jeff Hawes gave a quick update. The faculty senate officers will be meeting soon to plan the next academic year. They are looking at student retention, student involvement on the campus, and new initiatives for the Faculty Senate. They would like to work with students to strengthen and embolden them to be involved and do well in class. They are working on completing various grants.

C. IFT Faculty & Pro Tech
   Joan Eastlund welcomed Trustee Lack to the Board. She congratulated the Administration for another fine graduation ceremony this year. She also addressed the pension issue that is still in the legislature.

D. UAW Support Faculty
   Gloria Nelson also welcomed Trustee Lack to the Board. Gloria shared that she thought the graduation ceremony had changed a little and she was pleased with the changes. The music is always inspiring and Mr. Palalomki does a good job.
E. IFT Adjunct Faculty
   No report.

F. SGA
   There was no report because they were attending a retreat.

G. Others
   None.

H. Student Recognitions
   None.

VII. PRESIDENT & ADMINISTRATION INFORMATIONAL REPORTS

A. President
   1. President’s Activities, April 1 – April 30, 2012. Dr. Baynum shared his activity calendar for the month. He highlighted the AACC conference that he attended. One of the most exciting things from the conference was the release of the AACC report from the 21st Century Commission on the Future of Community Colleges, Reclaiming the American Dream.

   Dr. Baynum shared the seven recommendations that were made by the commission:
   1) for all community colleges to increase completion rates 50% by 2020. BHC is in good stead to address this.
   2) to dramatically improve college readiness so that students do not enter in developmental courses but are ready for college work.
   3) to close the American skills gap by focusing on technical and skill education – enhance the workforce offerings with ladder programs, with certificate programs, and advanced certificate programs
   4) to refocus the community college mission and redefine our role – to work collaboratively and not just focus on student access
   5) to invest in support structures that allow partnerships with businesses
   6) to target private and public investments – through grants, etc.
   7) to implement policies that show transparency.

   Trustee Beck shared that there are similar discussions going on about the high school level at the conference she and Trustee Berg attended in NYC.

B. Instruction and Information Technology
   1. Oxford University Press Update - Dr. Baynum shared a written report from Dr. Campbell. Our ESL department was chosen to be part of this filming. This came about because of our consortium with Moline High School. We are working to make sure the skills transfer from K-12 to BHC.

C. Student Services
   1. Connecting with Community – Dr. Baynum shared that this written report was sent by Dr. Armstrong. Trustee Emerick thanked Dr. Vallandingham for another successful graduation this year.

D. Finance
   Ms. Anderson handed out the 2013 proposed budget. She reminded Board members that numbers cannot be changed but the verbiage in the report can be changed.
Regarding the Financial Operations of the College, she said that April revenue is up because of the way property tax is recorded. $1.5 million is what the state is behind right now for the base operating payments. The Illinois Veterans Grant has about $143,000 outstanding at this point. We still have not received the money for the Sustainable Technology Building from the State.

Trustee Emerick commended VP Anderson on the roll out of the program at the budget meeting on May 4. It was time well spent. Trustee Beck echoed Trustee Emerick’s thoughts and felt that it was one of the most important pieces of information that she received.

E. East Campus/Marketing
Trustee Emerick thanked VP Dowell and the EC graduation committee for their hard work. Trustee Beck thanked VP Dowell for the Ag Awards Banquet. She said it was funny and enlightening. VP Dowell shared that everyone worked very hard and she would be passing on the kind words.

F. Facilities/Auxiliary Services/Police Department
VP Phillips shared that we want to show off our campuses to the students and provide a good place both in the physical buildings and in the education in the classroom.

G. Human Resources
Ms. Boyd shared that the included report has an incorrect revision date but the information is correct. There are committees interviewing everyday and HR is filling the positions as quickly as possible.

H. Planning and Institutional Effectiveness
Ms. Malcolm is working with HLC because the Systems Portfolio is now due November 1, 2012 instead of June 1st, 2013. Dr. Baynum is very committed to the process and because of the Lincoln-Baldridge program, BHC is ready to meet this deadline. Dr. Baynum shared that the AQIP Steering Committee is very pleased with the work that Ms. Malcolm is doing.

I. Foundations
No QC report

EC report – Ms. Breedlove, EC Director, provided a written report.

J. SBDC/ITC/PTAC/BTC
No report

VIII. BOARD REPORTS
A. Ratification of Expenditures for Period Ending April 30, 2012. BR#8320
There was a brief discussion about the BHC Chamber membership.

*Trustee Berg moved to approve. Trustee Emerick seconded.*

AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
ADVISORY VOTE: Student Trustee Fox absent.
NAYS: None, motion carried.

B. Ratification of Expenditures for Preferred Vendors April 30, 2012. BR#8231
There was a brief discussion about the contract with the college attorney. We do not have an end date. By statute, it is not required to rebid every 5 years as has been done
with other contracts. BHC has a 30 day notice from either side in order to end services. It was suggested that we put together a sample RFP to be considered to bid for services.

**Trustee Beck moved to approve. Trustee Emerick seconded.**

AYES: Trustees Beck, Emerick, Berg, Lack, Phillips

ADVISORY VOTE: Student Trustee Fox absent.

NAYS: None, motion carried.

C. Compensation Adjustment for Professional Staff – FY2013. BR#8322

**Trustee Beck moved to approve. Trustee Berg seconded.**

AYES: Trustees Beck, Emerick, Berg, Lack, Phillips

ADVISORY VOTE: Student Trustee Fox absent.

NAYS: None, motion carried.


Dr. Baynum shared this report was prepared for May 24. The date will be changed to Wednesday, May 30.

**Trustee Emerick moved to approve with date correction. Trustee Berg seconded.**

AYES: Trustees Beck, Emerick, Berg, Lack, Phillips

ADVISORY VOTE: Student Trustee Fox absent.

NAYS: None, motion carried.

E. Ratification of Acceptance of Funds for Perkins Postsecondary Grant from the Illinois Community College Board FY2013. BR#8324

**Trustee Beck moved to approve. Trustee Emerick seconded.**

AYES: Trustees Beck, Emerick, Berg, Lack, Phillips

ADVISORY VOTE: Student Trustee Fox absent.

NAYS: None, motion carried.

F. Award of Contract for Vending Services. BR#8325

**Trustee Beck moved to approve. Trustee Berg seconded.**

AYES: Trustees Beck, Emerick, Berg, Lack, Phillips

ADVISORY VOTE: Student Trustee Fox absent.

NAYS: None, motion carried.

G. Acceptance of Illinois Risk Fund Safety and Education Grant for Safety Equipment and Training Materials. BR#8326

**Trustee Berg moved to approve. Trustee Emerick seconded.**

AYES: Trustees Beck, Emerick, Berg, Lack, Phillips

ADVISORY VOTE: Student Trustee Fox absent.

NAYS: None, motion carried.

H. Administrative Organization – FY2013. BR#8327

Dr. Baynum shared that the Executive duties of Dr. Campbell’s position will be dropped from the job description and some of the competencies will change. Marketing will report directly to Dr. Baynum. The VP of Administration will lead the IT team, and payroll will move from HR to Finance. The two new deans will be appointed and Dr. Rivera will change to Dean of Business & Technology. Ms. Nicke and Dr. Vallandingham do not change their duties.
The Dean of Business & Technology will have the fewest faculty to oversee because it is primarily working in the community and with the Worknet Center. The interim deans will be in place through the spring semester.

Dr. Baynum has had discussions with faculty, department chairs, unions, the support staff and administration about these changes. There seems to be good support.

**Trustee Beck moved to approve. Trustee Berg seconded.**

AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
ADVISORY VOTE: Student Trustee Fox absent.
NAYS: None, motion carried.

I. Proposed Calendar of Regular Board Meetings for June 2012 – May 2013. BR#8328

There was a discussion about the location of some of the meetings. Any time trustees travel, they are trying to be good stewards of College money and their travel is a small part of the budget. Trustee Berg thanked Dr. Baynum for being consistent on setting the dates.

**Trustee Berg moved to approve. Trustee Beck seconded.**

AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
ADVISORY VOTE: Student Trustee Fox absent.
NAYS: None, motion carried.

J. Award of Contract for District Roads and Parking Lot Upgrades, Phase II. BR#8329

**Trustee Berg moved to approve. Trustee Beck seconded.**

AYES: Trustees Beck, Emerick, Berg, Phillips
PRESENT: Trustee Lack
ADVISORY VOTE: Student Trustee Fox absent.
NAYS: None, motion carried.

K. Award of Contract for Copper and Fiber Relocation at Quad-Cities Campus. BR#8330

**Trustee Emerick moved to approve. Trustee Berg seconded.**

AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
ADVISORY VOTE: Student Trustee Fox absent.
NAYS: None, motion carried.

L. Award of Contract for Long Distance Phone Services Three-Year Contract. BR#8331

**Trustee Berg moved to approve. Trustee Beck seconded.**

AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
ADVISORY VOTE: Student Trustee Fox absent.
NAYS: None, motion carried.

M. Personnel Recommendations

1. Jody Lindstrom – Employment. BR#8332

**Trustee Berg moved to approve. Trustee Beck seconded.**

AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
ADVISORY VOTE: Student Trustee Fox absent.
NAYS: None, motion carried.

2. Deana Bobzien – Resignation. BR#8333

**Trustee Berg moved to approve. Trustee Emerick seconded.**

AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
ADVISORY VOTE: Student Trustee Fox absent.
NAYS: None, motion carried.
3. Beth Snook – Resignation. BR#8334
   Trustee Berg moved to approve. Trustee Beck seconded.
   AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
   ADVISORY VOTE: Student Trustee Fox absent.
   NAYS: None, motion carried.

4. Don Boysen – Granting of Staff Emeritus Status. BR#8335
   There was a brief discussion about Don. It was stated that it has been a wonderful presence to have the BHC police with us at our meetings. Don has been an excellent policeman over the years and he will be missed. He has been a great policeman at BHC.
   Trustee Emerick moved to approve. Trustee Berg seconded.
   AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
   ADVISORY VOTE: Student Trustee Fox absent.
   NAYS: None, motion carried.

5. Bill Collins – Granting of Staff Emeritus Status. BR#8336
   It was shared that the same things said about Don could also be said about Bill. He has always been very gracious. He has worked well as president of the union and it is sad to see him go.
   Trustee Berg moved to approve. Trustee Beck seconded.
   AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
   ADVISORY VOTE: Student Trustee Fox absent.
   NAYS: None, motion carried.

6. Sally Doran – Granting of Staff Emeritus Status. BR#8337
   There was a brief discussion about Sally. It was shared that she has been a gem to work with and she works hard. She has been helpful and she is so gracious. It will be hard to replace Sally because she has so much knowledge.
   Trustee Emerick moved to approve. Trustee Berg seconded.
   AYES: Trustees Beck, Emerick, Berg, Lack, Phillips
   ADVISORY VOTE: Student Trustee Fox absent.
   NAYS: None, motion carried.

7. Appointment of Dr. Bettie Truitt as interim Vice President of Instruction. BR#8338
   There was a brief discussion about this appointment. Board members have heard great things about what she does and how she works with the faculty and students.
   Trustee Emerick moved to approve. Trustee Beck seconded.
   AYES: Trustees Beck, Emerick, Lack, Phillips
   ADVISORY VOTE: Student Trustee Fox absent.
   NAYS: None, motion carried.

IX. BOARD INFORMATION/ITEMS
A. Appointment of Board Liaison to BHC East Campus Foundation
   Chair Phillips shared that Trustee Emerick has requested to be named to this appointment and he would be good for this task.
   Trustee Lack moved to approve. Trustee Beck seconded.
   AYES: Trustees Beck, Emerick, Lack, Phillips
   ADVISORY VOTE: Student Trustee Fox absent.
   NAYS: None, motion carried.
B. Appointment of Board Member to Service on Audit Committee
Chair Phillips stated that a new appointment needed to be made to the audit committee because of the resignation of former Trustee John Ahern. She shared she would like to have her name submitted for consideration. Trustee Emerick is already on the committee and two are needed to serve.

*Trustee Lack moved to approve Trustee Phillips for the audit committee.*
*Trustee Emerick seconded.*
AYES: Trustees Beck, Emerick, Lack, Phillips
ADVISORY VOTE: Student Trustee Fox absent.
NAYS: None, motion carried.

C. Update on ICCTA and Lobby Day
Dr. Baynum shared about the ICCTA Meeting and Lobby Day. Trustees Beck and Emerick were able to attend. They were able to meet with Pat Verschoore, Darin LaHood, and Mike Jacobs and also left cards with Rep. Morthland and Rep. Moffitt who were on the legislative floor. The discussions centered around pension reform, shifting the cost to the college, and benefit reform that we are beginning to see come through and the college insurance program. ICCTA did a nice job of preparing information and attendees presented a unified front for the college and the state.

D. ICCTA Meeting and Convention Schedule
Dr. Baynum announced a meeting this week in Bloomington. Trustee Emerick and Lack will be attending with him. Dr. Hawes has been recognized as a nominee for the outstanding faculty award so he was congratulated.

Motion to adjourn Trustee Emerick, Trustee Beck second.

Evelyn L. Phillips, Chair
Board of Trustees

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