

**MINUTES OF THE REGULAR MEETING**  
**OF THE**  
**BOARD OF TRUSTEES OF SPOON RIVER COLLEGE**

**Wednesday, November 20, 2019**  
**6:00 p.m.**

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, November 20, 2019, at 6:00 p.m. at the Spoon River College Conference Center, Canton Campus, Canton, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

Mr. Schleich, Chair, called the meeting to order at 6:00 p.m.

1.2 Roll Cal

Members Present:                    Mr. John Biernbaum  
   Mrs. Linda Butler  
   Mr. Jerry Cremer  
   Mr. Dave Maguire  
   Mr. Kevin Meade  
   Mr. Kent Schleich  
   Ms. Molly Linder

Members Absent:                    Mr. Phillip Murphy

Also present were Mr. Curt Oldfield, President; Mr. Brett Stoller, Vice President; Mr. Brad O'Brien, Dean, Career/Workforce Education; Mr. Colin Davis, Director, Foundation; Ms. Missy Wilkinson, Dean, Student Services; Ms. Holly Norton, Dean, Transfer Education; Ms. Angie Conklin, Developmental Reading Faculty; Ms. Bridget Loftus, Chemistry Faculty; Mr. Jim Sheff, Developmental Math Faculty; and Ms. Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Corey Sheff

1.3 Invocation

Mr. Biernbaum gave the invocation.

1.4 Welcome of Guests

Mr. Schleich welcomed the guests who were in attendance.

1.5 Public Comment

Mr. Schleich asked if any member of the audience would like to make a comment. There were no requests.

1.6 Approval of Minutes

1.6.1 October 23, 2019 Closed Session Minutes Review Committee Minutes

Following a motion by Mr. Maguire, seconded by Mrs. Butler, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the October 23, 2019 Closed Session Minutes Review Committee Minutes.

#### 1.6.2 October 23, 2019 Regular Meeting Minutes

Following a motion by Ms. Linder, seconded by Mr. Biernbaum, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the October 23, 2019 Regular Meeting Minutes.

#### 1.7 Report – ICCTA Representative

Mr. Maguire presented the following report:

At the ICCTA meeting earlier this month the association held several sessions including a morning Trustee Round Table, a luncheon with Lt. Gov. Juliana Stratton, and afternoon seminar on diversity, the meeting of the Government Relations Committee as well as a full meeting of the Board of Representatives.

During the morning Trustee Roundtable we covered two topics: 1) how colleges are addressing the increase in the state’s minimum wage; and 2) community college baccalaureate degrees. Considerable information was shared by the trustees in attendance with a recap to be available from ICCTA.

A luncheon keynote address by Illinois Lt. Governor Juliana Stratton focused on the administration’s pledge to work with community colleges to “propel higher education into the future.”

The afternoon seminar and panel discussion covered a discussion on “Expanding Diversity in the Classroom and Beyond.” Session panelists were Command Master Sergeant Major Howard Robinson of the Illinois National Guard, Marc Wiley, Board Chair of Prairie State College and members of the ACCT Diversity Committee, and Dr. Diana Del Rosario, Assistant Provost, College of DuPage.

During the Government Relations and Public Policy Committee and subsequent Board of Representative meetings, Tom Ryder, our Legislative Counsel, reviewed issues from the Fall Veto session and the upcoming General Assembly session in 2020.

The Board of Representatives unanimously adopted a six point ICCTA’s Legislative Goals for 2020. After considerable discussion, a proposal to include in the Legislative Goals a provision to allow community college districts to select a student from each campus within the district to sit on the local college board was tabled for further input from the colleges. At the same time there was discussion concerning House Bill 3944, submitted by State Representative Monica Bristow from Alton concerning student voting rights. The legislation is currently on second reading in the House.

There were written reports presented by ICCTA Executive Director Jim Reed and Illinois Community College Board Executive Director Dr. Brian Durham. Those are available on the ICCTA website along with other materials from the meeting.

The next ICCTA Board of Representatives meeting will take place in conjunction with the Community College National Legislative Summit, Washington, D.C. The meeting will be at 4 p.m. EST on Monday afternoon, February 10, 2020, at the Marriott Marquis Hotel in Washington, D.C. The meeting may also be available via conference call.

Included with the report is a list of upcoming meetings and dates that might be of interest.

### **UPCOMING DATES AND MEETINGS OF INTEREST:**

#### **DECEMBER 2019**

December 5 Illinois Student Assistance Commission meeting, Chicago  
December 5 – 6 State Universities Retirement System meetings, Chicago  
December 6 Illinois Community College Board meetings, Harry L. Crisp II Community College Center, Springfield  
December 10 Illinois Board of Higher Education meeting, DePaul University, Lincoln Park campus, Chicago

#### **JANUARY 2020**

January 24 Illinois Community College Board meetings, Harry L. Crisp II Community College Center, Springfield  
January 24 Illinois Community College Board Student Advisory Committee meeting, Parkland College, Champaign  
January 30 – 31 State Universities Retirement System meetings, location TBA

#### **FEBRUARY 2020**

February 9 – 12 Community College National Legislative Summit, Washington, D.C.  
February 10 ICCTA Board of Representatives meetings, Washington, D.C.

#### **MARCH 2020**

March 12 Illinois Council of Community College Presidents meeting / Joint session with Chief Academic Officers and Chief Student Services Officers, Heartland Community College  
March 12 - 13 State Universities Retirement System meetings, location TBA  
March 13 – 14 ICCTA Board of Representatives and committee meetings, Heartland Community College, Normal  
March 17 General primary election  
Illinois Board of Higher Education meeting, location TBA  
March 20 Illinois Community College Board meetings, Waubensee Community College, Sugar Grove  
March 20 Illinois Community College Board Student Advisory Committee meeting, Lincoln Land Community College, Springfield  
March 28 – 30 American Association of Community Colleges' 100th anniversary convention, National Harbor, Maryland

#### **APRIL 2020**

April 9 Illinois Student Assistance Commission, Chicago  
April 14 Phi Theta Kappa All-Illinois banquet. President Abraham Lincoln Hotel, Springfield

#### **JUNE 2020**

June 4 – 6 ICCTA's 50th anniversary convention, Chicago Marriott Downtown Magnificent Mile Hotel, Chicago

June 5	Illinois Council of Community College Presidents meeting, Chicago Marriott, Downtown Magnificent Mile Hotel, Chicago
June 9	Illinois Board of Higher Education meeting, Location TBA
June 18	Illinois Student Assistance Commission, Chicago

**OCTOBER 2020**

Oct 30 – Nov 3	Association of Community College Trustees Leadership Congress, Hyatt Regency Chicago
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Mr. Schleich asked if there are the votes to pass the student trustee issue. Mr. Maguire said it is on its second reading and is an interesting issue for Lewis & Clark College. The legislation would give the student trustee full voting rights except those that would be a direct conflict for students. It would give the student taxing and bonding authority. The second part proposed by Black Hawk is to have a student representative from each campus but didn't have a definition of what a campus is. There are still unanswered questions. Mr. Schleich said ICCTA doesn't support it. Mr. Maguire said ICCTA isn't comfortable putting it as a legislative goal. Mrs. Butler said there needs to be a cohesive plan. Mr. Maguire said there are a lot of questions left for consideration. Mr. Schleich said without ICCTA support, it wouldn't pass. Mr. Maguire said one of the legislative goals is to not pass legislation that interferes with the community college's board's right to govern itself.

1.8 Report – Student Government Representative

Ms. Molly Linder presented the following report:

The Speech and Debate Team competed at McHenry County College on October 26<sup>th</sup>, with three team members winning awards. Evie Taylor placed fourth in Poetry, Sam White finished sixth in Interviewing, and Vincent Hamilton ended up in the fifth place slot for After Dinner Speaking. The team will next compete at Elgin Community College on December 7<sup>th</sup>.

The SRC Theatre program/STAGE presented the comedy *Scapin the Schemer* November 8, 9, and 10, in the Taylor Hall Theatre on the Canton Campus. The show by the numbers:

- 12 current students participating as cast and/or crew
- 10 current SRC staff participating as cast and/or crew
- 7 members of the broader SRC district participating as cast and/or crew (including former SRC students or staff)
- 41 subscribers to the new joint subscription series between SRC Theatre and the SRC Community Chorus
- 190 total patrons visiting our campus to see three performances of the show

From Douglas Okey: "We plan to continue serving the cultural needs of our communities and invite all residents, including the Trustees, to come see what we have to offer. We extend our thanks to Trustee Molly Linder for heading up House and Tickets for the production. Our spring show, the 2013 drama *An Iliad*, will be presented February 28-March 1, 2020."

At HEAL's (Healthcare and Enthusiasts Leaders) regular monthly meeting, Graham Health System's Interim Director of HR and their recruiter along with the McDonough Medical Group Practice Manager all came to the meeting as special guests. The guests spoke to the students about job shadowing opportunities and PRN and part-time employment opportunities that they can take part in while going to school at SRC. There was also a great discussion on how to interview for a job in healthcare, and what Graham and MDH both look for in a healthcare employee. Yesterday, the HEAL Student Association in conjunction with SIU School of Medicine hosted Dr. Sacharitha Bowers, an Assistant Professor and Board Certified Dermatologist with SIU School of Medicine. Dr. Bowers spoke to students with a discussion entitled "Thinking about Medicine? Let's Talk."

Once again, Canton SGA has partnered with PEEPS and Phi Theta Kappa to sponsor a “Santa for Seniors” throughout the month of November. These organizations are collecting items for local senior citizens in need. Last year over 200 seniors benefited from the donations.

TRIO held their annual first-generation student day event on November 6. This event was in observance of the National First-Generation Student Day on November 8. Cake and punch was served to those in attendance. Pictures were taken of first-generation students, faculty and staff in attendance to recognize them. TRIO workshops this month were: FAFSA completion, a wellness challenge, Financial Aid Jeopardy!, and four-year transfer planning.

Two SRC Volleyball players received recognition for Region 24. Emily Richardson was selected to the Mid-West Athletic Conference All-Conference Team and the Region 24 All-Region Second Team. Richardson ended the season with 755 digs, currently placing her sixth in the nation among all Division II Junior Colleges. Hannah Burdess was selected to the Region 24 All-Region Second Team. Only 8 players in the whole region are selected to the first team and eight are selected to the second team. Congratulations to all of the volleyball players and Coach Barker on an exciting first season.

A Thanksgiving dinner and canned food drive was held today in Canton and Macomb. Student Government members hosted the event that brought in numerous cases of nonperishable food. The monetary donations and food collected will be delivered to local food pantries.

Macomb SGA also had a pie in the face contest during the Thanksgiving meal today. Biology faculty member Kristy Boggs and Nikki Rittenhaus were the lucky winners and enjoyed a whipped cream pie! All of the money raised will be used to support the Western Illinois Regional Council Project Santa to provide Christmas gifts for local children in need.

#### 1.9 Report – Spoon River College Foundation

Mr. Colin Davis presented the following report:

- Financial: Revenues: \$26,733.51
- The SRC Foundation Board met this morning at 7:30 a.m. via IVS.
- No action was taken this morning – this meeting was all discussion, committee/project updates.
- After typical minutes/financial reports, we showed a brief video from the Alumni Awards Reception that Sherri Rader has been working on in the Marketing Department. The video will likely be released in the coming weeks, but it was a good way to start the meeting, wrap-up that event, and remind everyone why we all do what we do. Thank you to the Trustees who were in attendance, and a special thank you to Trustee Butler for introducing Ramon Escapa.
- Discussion was held on the Three-Year Plan, which the Foundation updates annually, with a plan for the Executive Committee to take this morning’s discussion into account when creating a draft for approval at our January meeting.
- Additionally, we discussed all the things in the works for #GivingSPOONday, coming up Tuesday, December 3, and all the ways we’re looking to market the campaign, which we believe is likely our final time doing this campaign – at least on this date – though we are keeping the door open for now. Our goal this year is 200 separate gifts, and we’re looking to release our annual video early Monday morning.
- Unfortunately, due to a lot of factors (including just simply being stretched too thin in the Foundation), we decided to postpone the Turkey Trot to April. We felt that we weren’t doing or able to do currently what we needed to do to make it work, and the consensus was that doing it right was more important than when we do it. With that said, we’re exploring new dates right now. (Yes, it will have a different theme. Probably.)

- Finally, I made the plea to our Foundation Board that nearly 60 people are working hard with the Community Chorus – including several staff, faculty, Foundation Board members, and students – and they’d love to have even more of us from the college there to see and hear their hard work come to life at Canton’s First Christian Church. With that said, Saturday, December 7th’s show is sold out, but a few tickets remain for Sunday, December 8th’s performance. They’re \$10 each for general admission and support scholarships for our students. This year’s production includes a visual and musical adaptation of “Yes, Virginia, There Is a Santa Claus,” with Kate Fitzjarrald and BJ Stone playing Virginia O’Hanlon and Francis P. Church, respectively. Let me know if you are interested in attending, even if you can only attend the Saturday show, and I’ll see what I can do to make it happen for you (and perhaps one other person).
- The next meeting of the Foundation Board is scheduled for Wednesday, January 15 at 7:30 a.m.

#### 1.10 Report – Board Member Comments

Mr. Schleich asked if there were additional comments from Trustees.

Mr. Meade said several people have commented to him about the volleyball team and how the girls have supported the area high school volleyball teams. It is appreciated, and it is not something that every community college does. The public appreciates the efforts.

Mr. Biernbaum said he has been contacted by people commenting about the Career Expo and said it was the best one they have attended. JB said he has also had the opportunity to sit through Title IX training with some SRC staff, and the College was represented well.

Mr. Maguire said last Wednesday we had the opportunity to host the Lieutenant Governor at the Macomb Outreach Center. Dave said he had the opportunity to remind her that we have money in the capital budget to complete the facility she was in.

Mr. Schleich commented on the Foundation Alumni event, and he said it was a great event with great Trustee attendance. Colin’s wrap up that evening was exceptional. He thanked all of the staff involved in that event. It is a good showcase for SRC. Colin said that Lori Murphy is responsible for the planning of that event and does a great job. Dave said there are follow up stories hitting the media from that event, and he thanked whoever is doing that. Kent said there is also a lot of Facebook coverage as well. The timing of those posts are also well planned. Kudos to the staff responsible for that.

## 2.0 PRESIDENT’S REPORT

### 2.1 Communications

President Oldfield said he will pass along those compliments to Sherri Rader and Sally Shields. He thanked the Trustees for those comments.

President Oldfield reported that he attended the President’s Meeting where we had some similar conversations about the Trustee actions. They developed legislative priorities as well. President Oldfield said last week he attended the AACC Rural and Small Colleges Task Force. This was an opportunity for us to hear from Federal agencies that are granting agencies. The impact need was addressed that excludes the small and rural colleges. He said it appeared as though there were sympathetic ears, and they left with a better understanding of the challenge that we face.

President Oldfield said Bruce Beal is on the Foundation Board and has interested in putting signage at the Canton/Cuba blacktop, and President Oldfield shared three possible mock ups. The signage would have a permanent location where the message could be changed and create a high visible entrance. The samples he shared were drawn up as initial talking points. This is

very preliminary, but President Oldfield said he told Bruce he would present this to the Trustees to see if the Trustees are interested in pursuing this further. The costs are included, and President Oldfield told Bruce that the costs are prohibitive, and a fourth option has been proposed with a \$50,000 cost. The cost doesn't include lease agreements, etc. President Oldfield said Bruce wanted to see if the Trustees are supportive of this. President Oldfield asked the Trustees to let him know. Mrs. Butler asked if this is being proposed as a Foundation project. President Oldfield said yes, and Bruce said it would be nice if the Trustees kicked something in. President Oldfield said there would be permanent, ongoing costs for consideration as well. Mr. Maguire clarified that these are different designs. President Oldfield said yes. Trustee Cremer asked if there are any zoning issues. President Oldfield said that is being considered as well as IDOT restrictions. Mr. Biernbaum said for the \$50,000 what the purpose is? President Oldfield said Bruce's thought is that the entrance needs more visibility from the Canton/Cuba Blacktop. It would be similar to the sign that we have at the Macomb Outreach Center. Mr. Maguire said for perspective, what is the size of the MOC sign compared to these. Colin said these proposed signs would be bigger. President Oldfield said the \$50,000 would be without electricity, and this would require a quote for electrical. Colin said this is just step 1 of many, many more steps that would be a part of this potential project. Mr. Schleich asked if the Foundation is interested in this and has it been prioritized? Colin said it is in the Foundation's three year plan. Mr. Biernbaum said what does a sign project bump down. Colin said not necessarily anything, it's just an additional project. President Oldfield said it would be an additional fundraising project. Mr. Maguire said as he arrived tonight, he asked about the lighting at our drive. President Oldfield said we do have a light that is currently burned out along the College entrance drive. Mr. Stoller said there is not any extra lighting planned for the ball fields. Mr. Maguire said he was just thinking about that with increased traffic. President Oldfield said the ballfields will not have lights so those games will be over before dark. Mr. Schleich asked about feedback on the sign. Colin said it is not urgent. President Oldfield said he wanted to honor his commitment to bring it to the Trustees for their consideration. It could even be a Board Retreat topic. Mr. Cremer asked about considerations if we stayed on the side of the road where the electricity is. President Oldfield said that could save costs but mowing would be very difficult, and the water quality check station is there as well. We would still have to have a lease or property agreement. Mr. Maguire said we have been discussing for several years signage at that intersection because we have not had that. It is especially important for those who are coming to Campus for the first time.

2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of November 2019:

Payroll	\$ 457,704.46
Accounts Payable (excluding Travel)	436,633.00
Accounts Payable Travel Expenses	21,423.72
Accounts Payable BOT Travel Expenses	367.92
Electronic Payments (Health/Life Insurance)	4,945.32
Student Refunds – Accounts Payable	7,438.02
Student Refunds – Nelnet (electronic)	<u>93,430.22</u>
<b>TOTAL:</b>	<b>\$1,021,942.66</b>

Following a motion by Mrs. Butler, seconded by Mr. Cremer, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees authorized the following payments for the month of November 2019:

Payroll	\$ 457,704.46
Accounts Payable (excluding Travel)	436,633.00
Accounts Payable Travel Expenses	21,423.72
Accounts Payable BOT Travel Expenses	367.92
Electronic Payments (Health/Life Insurance)	4,945.32
Student Refunds – Accounts Payable	7,438.02
Student Refunds – Nelnet (electronic)	<u>93,430.22</u>

**TOTAL: \$1,021,942.66**

- 2.2.2 Adopt the PHS (Protection, Health, Safety) Project Resolution in the amount of \$168,000 for the renovation of the Biology Lab (T207) on the Canton Campus. Funds will be available in 2020 from the upcoming PHS tax levy.

President Oldfield presented both 2.2.2 and 2.2.3 for the Trustees to consider. President Oldfield said 2.2.2 is for the remodel of T207 at the Canton Campus. This remodel would be completed over the summer. If approved, the levy would be included in December. President Oldfield explained that item 2.2.3 is for tuck pointing at the Canton Campus. Every summer, we have been completing small sections to improve the mortar. Both of these items would figure into the PHS levy as a part of the full levy for the December action. Mr. Schleich asked if they will go back in to Taylor where the remodel was done with tuck pointing. Brett said that area is ok, and CTS also sends an expert to identify the bad areas to be addressed. President Oldfield said the area Kent references is some of a difference in mortar. As the lower section fades in the sun, it will improve.

Following a motion by Mr. Biernbaum, seconded by Mr. Maguire, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees adopted the PHS (Protection, Health, Safety) Project Resolution in the amount of \$168,000 for the renovation of the Biology Lab (T207) on the Canton Campus. Funds will be available in 2020 from the upcoming PHS tax levy.

- 2.2.3 Adopt the PHS (Protection, Health, Safety) Project Resolution in the amount of \$50,000 for tuck pointing on the Canton Campus. Funds will be available in 2020 from the upcoming PHS tax levy.

Following a motion by Mr. Cremer, seconded by Mrs. Butler, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees adopted the PHS (Protection, Health, Safety) Project Resolution in the amount of \$50,000 for tuck pointing on the Canton Campus. Funds will be available in 2020 from the upcoming PHS tax levy.

## 2.3 Institutional Planning

President Oldfield

- Assessment Results – Angie Conklin presented the following report:

Angie thanked the Trustees for the opportunity to present on Assessment. She reported on the HLC Report from October of 2001 and explained that the College received low scores on assessment of student learning. Specifically, “the Gen Ed Assessment (sampling of student work by course) did not comprehensively demonstrate that *each individual student*



mastered each competency by graduation.” Addressing Section V.C.3. of the HLC’s October 2001 report: “A progress report is required that details how the college’s publicly-stated general education core competencies can be acquired by all SRC students, regardless of the program of study. This report must: (1) identify specifically in which courses each of the core competencies will be addressed and measured in each program, and (2) identify how these competencies will be incorporated into the instructional curriculum.” Angie reported that following that report, the Assessment Committee was created:

- Committee members: administration, faculty, academic advisors
- Purpose: Determine how to gather data
- Committee members visited other community colleges
- Committee took time to establish:
  - How to gather information
  - Who should provide that information
  - What to do with the information
  - How to evaluate the process

In 2003, the Assessment Committee created the Degree Portfolio.

- Degree-seeking students, with the assistance of faculty and academic advisors, will develop and maintain portfolios of artifacts demonstrating general education competencies. These artifacts are papers, projects, videotapes, presentations, or other items showing student work done in courses successfully completed by the student. By the time of the student’s graduation, the portfolio will be complete, meaning it contains artifacts demonstrating all required competencies.

In the spring of 2004, a cohort group of all new, degree-seeking, full-time students matriculating in spring term 2004 on the Canton Campus graduated. The Assessment Committee examined the degree portfolios and discovered that the process was instructor-centered and completely invisible to the students. As a result, the Assessment Committee, in the Spring of 2005, met and determined a new pilot was needed. Twenty students were a part of this student-centered pilot. They were given portfolio checklists:

- Chose artifacts they wanted to use to demonstrate the general education competencies
- Kept in electronic form and hard copy

At certain points during their course of study, artifacts were rated by a team of evaluators using pre-established rubric criteria. Angie explained that we discovered students were not completing this and were seeing it as more work to do. As a result, in the fall of 2007, we met with advisors to promote assessment and how can advisors inform students about the portfolio requirement. We launched an Assessment newsletter which had information about proposed graduation requirements. In the spring of 2008, it was determined that all students must complete portfolio for graduation. The proposal was presented through Student and Academic Affairs and College Senate. The Assessment Committee examined/discussed portfolio storage. Two members of the Assessment Committee attended the Higher Learning Commission conference as well.

In the fall of 2008, HUM 110 was presented to teach students what to put in their portfolio. The proposal was presented to the Curriculum Committee and also College Senate. Portfolio information was presented to students at new student orientation as well as discussed during the Student Success course. HUM 110/Portfolios was a piloted capstone assessment course for the spring of 2009, and in the fall of 2009 was presented to students at new student orientation and that it was a requirement for graduation. Spring 2010 was the first graduation requiring portfolios for AA/AS degrees. The first group for reading and scoring of portfolios met over the summer. In spring 2011 the second group of reading/scoring of portfolios met. In spring 2012, we had students ready to graduate who had enrolled in HUM 110. All full-time faculty completed a Course Level Assessment Report. The English Department piloted Assessment of Program Outcomes. The third annual reading/scoring of portfolios was held over the summer.

In spring of 2013, the Assessment Committee reviewed the General Education Competencies and discovered that students thought that what was meeting a general competency really was not. The Committee reviewed the portfolio process, and the fourth annual reading/scoring occurred over the summer. Spring 2014 was the fifth and final year of reading/scoring portfolios. The Committee reviewed data from five years of portfolios and eliminated the degree portfolio graduation requirement and also eliminated HUM 110. As a result, the Committee also revised the General Education Competencies.

In the spring of 2015, course-level assessment of Student Learning was conducted by all full and part-time faculty. In the fall of 2017, we rolled out the General Education Assessment Plan, and this is what we are currently using. It is a three year cycle, and is faculty driven. The faculty self-select two GEC's to measure in three year periods. The General Education Assessment Plan is to track student achievement of the SRC General Education Competency (GEC) outcomes and take actions to improve teaching and student learning over time.

A student earning a degree from Spoon River College will be able to:

- Communicate effectively to achieve individual and organizational goals.
- Use critical, mathematical, and scientific methods to solve problems.
- Make responsible choices in a diverse world.
- Exhibit human empathy through appreciation of arts and creativity.
- Obtain and use information to make sound decisions.
- Work collaboratively with others to solve problems and achieve common goals.

The GEC's will be presented on a rotating three-year schedule. The Assessment Committee will evaluate the results from the schedule.

Many co-curricular activities are crucial to the student development process and should be assessed. In addition, many elements within institutional mission statements focus on areas of leadership, citizenship, and global diversity issues. These are not always part of a student's academic major. The pilot for 2017-2018 results did not give the information we wanted. As a result, it was revised for 2018-2019 to include Google forms – open-ended questions; emailed link; and anonymous. We received 71 responses which were sent to advisors of groups/athletics.

Currently, the Assessment Committee meets monthly and continues with the current assessment. In 2020-2021, the Committee will evaluate the General Education Assessment Plan.

Angie said assessment is an ongoing process. Mrs. Butler asked if this is an area that the college is required to report. Angie said yes, and we are hoping at our next visit we will score much better. Mr. Biernbaum asked if she thinks that will improve. Angie said yes. President Oldfield said the Higher Learning Commission was here in 2011-2012, and we had an electronic desk audit in 2014-2015, and HLC will be back in 2022. Angie said at the 2014 visit they spoke with Douglas Okey and he shared the portfolio process and that we discontinued it, and HLC was encouraged. They wanted to see that we tried something and found it didn't work so we were working to change that. Angie said we have to show proof. Mr. Biernbaum said the co-curricular piece is very interesting and important. The student connecting with the institution in any way is essential and the student will do better. He said what we can do at SRC to put those things in place is to find those connections. Angie said this is a good start for that. Mr. Maguire said he sees it as a multi-step process. Angie agreed and said in both the course level assessment and the GEC assessment the last question asked is will you do anything differently the next time you teach. We want to see the direct evidence that we can share with HLC. Mr. Maguire asked if our buy in by faculty is higher than most institutions. Angie said she doesn't know but what might be a factor is that some community colleges have a dedicated department, and we do not. Triton College has an Assessment Office, and Angie said she spoke with a person there and asked how they developed the assessment office. That person told Angie that HLC told Triton they had to add that office. Angie said the new process, even though it seems more

instructor driven, when we put it in the students' laps, they floundered and didn't do it and didn't graduate. We do not want that to happen. Mr. Biernbaum asked what GECs students struggle with the most. Angie said probably the critical, mathematical, and scientific method to solve methods. She said maybe also to make responsible choices in a diverse world. Angie said the challenge is how to tie this in. Jim Sheff said he teaches math, and he took on a challenge of choosing GEC IV in the classroom. Angie said this is also asking the instructors to think more creatively as well. She feels we have had great success with faculty involvement because of the professional development day piece in the fall. That information is collected from the faculty as well. Mr. Schleich asked about the governing unit of HLC and how do they assess the fact that you are not meeting GECs. President Oldfield said GECs are not measurable, but HLC wants to know how you as a college are learning and how you are taking feedback to improve. It is not that they expect you to demonstrate this to a measurable item but do you as a learning college have goals that you are teaching to. Do you seek feedback and use that feedback to make change. This is more about a change model for improvement. Mrs. Butler said they want you to have a process and document it. Angie said as long as we are showing and demonstrating learning, that's what HLC wants to see. President Oldfield said this is for two year, four year, master's degree, etc., colleges in 18 states. Angie said some larger universities break this out departmentally. Angie said she thinks HLC is just looking for the fact that we are doing something, gathering the data, and assessing it. Mr. Schleich commented on Triton and said they developed a department because they were forced to. What did HLC see with Triton to come to that? President Oldfield said HLC conducts interviews with students. Based on those answers, HLC targets red flags. Angie said the co-curricular component is to look at leadership skills. Mr. Maguire said we are on a different type of schedule with HLC than we used to be. President Oldfield said we are on a 10 year Open Pathway schedule. The interim review at year 4 is new. The Higher Learning Commission is our regional accrediting agency. They have the authority to give colleges and universities the authority to grant degrees and provide Federal financial aid. Our next visit is in March of 2022.

The Trustees thanked Angie for her report.

### 3.0 ADDITIONAL ITEMS

- January Retreat – President Oldfield reported that the date for the Board Retreat is scheduled for the same day as the Board meeting with a 9-9:30 a.m. start time and conclude around 4 p.m. with a 4:30 p.m. Board Meeting start time. President Oldfield asked the Trustees to submit agenda items.

Mr. Schleich said we are in Macomb for the December Board Meeting and asked about preferences for the dinner following the Board meeting. President Oldfield said there is a Business After Hours that night in Macomb that night and some thought maybe meeting earlier in the day in order to attend the Business After Hours would be better. A proposed 3 or 3:30 start time was suggested. President Oldfield asked for feedback from the Trustees with sufficient time if the Board Meeting time is changed.

- ### 4.0 CLOSED SESSION.
- In accordance with the Illinois Open Meetings Act (120/2, c.), the Board of Trustees will adjourn to Closed Session for: 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Mr. Schleich said there was not a call for Closed Session.

5.0 ADJOURNMENT

Following a motion by Mrs. Butler, seconded by Mr. Biernbaum, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, November 20, 2019 adjourned at 7:28 p.m.

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Mr. Kent Schleich, Chair

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Date

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Mr. Phillip Murphy, Secretary