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

Wednesday, May 27, 2015
6:00 p.m.

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, May 27, 2015, in Room C, Macomb Outreach Center, 2500 East Jackson, Macomb, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

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

1.2 Roll Call

Members Present: Mrs. Linda Butler
Mr. Rick Klinedinst
Mr. Dave Maguire
Mr. Rusty Melhouse
Mr. Phil Murphy
Mr. Kent Schleich
Mr. Brendon Bauman

Member Absent: Mrs. Gayle Blodgett

Also present were Mr. Curt Oldfield, President; Dr. Randy Greenwell, Vice President, Instruction and Student Services; Mr. Brett Stoller, Vice President, Administrative Services; Ms. Missy Wilkinson, Dean, Student Services; Ms. Holly Norton, Dean, Transfer Education; Ms. Velvet Powell, Director, Community Outreach; Mr. Colin Davis, Director, Foundation; Ms. Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Ms. Jacqueline Covey, The McDonough County Voice.

1.3 Invocation

Mrs. Butler gave the invocation.

1.4 Welcome of Guests

Mr. Maguire welcomed the guests who were in attendance.

1.5 Public Comment

Mr. Maguire asked if there were any requests to address the Board. There were no requests.

1.6 Consent Agenda

Mr. Maguire asked if any Board member would like to withdraw any items from the Consent Agenda for consideration and/or discussion under the Regular Agenda. No items were withdrawn.
Following a motion by Mr. Melhouse, seconded by Mrs. Butler, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved Consent Agenda items: 1.7.1 April 29, 2015 Regular Meeting Minutes; 2.2.1 authorized the following payments for the month of May 2015: Accounts Payable $422,748.23; Student Refunds $324,106.11; Payroll $555,218.60; **TOTAL: $1,302,072.94**; and 2.3.1 approved the of Kalah Kazmerski to the position of Office Assistant, Student Support Services Grant, at an hourly rate of $9.25, effective June 15, 2015. This is a full-time, Classified Staff position.

1.7 Approval of Minutes

1.7.1 April 29, 2015 Regular Meeting Minutes

This item was approved under the Consent Agenda.

1.8 Report – ICCTA Representative

Mr. Maguire presented the following report:

While we have not had a full meeting of the Trustees Association since our last board meeting, there have been numerous conference calls and conversations on issues of concern currently before the State Legislature.

The two major issues we have recently been focused on are the proposed state budget and legislation concerning new procurement guidelines for community colleges. The deadline date for the close of the legislative session is Sunday May 31, 2015.

As of today, the State budget that is working through the House reflects a six to seven percent reduction for higher education but reflects somewhat flat funding for community colleges. Likewise the Senate today is also considering budget bills but we are not sure they are in complete concurrence with the House’s version. The budget that is being discussed for adoption is strictly along party lines. The democrat majority has acknowledged that the proposed budget reflects a three to almost four billion dollar shortfall. At this moment there is no action on any legislation to increase revenues and there much speculation as to what might happen if an unbalanced budget it adopted and sent to the Governor. Conventional wisdom is that it could be a very long summer.

The legislation that is currently being considered that would impact community college procurement is Senate Bill 1334. The legislation would require community colleges to adhere to the mandates of the State Business Enterprise Program. The bill has passed the Senate, is on second reading in the House and could be called for final vote at any time. The legislation establishes 20% of the college’s total budget as a goal for minority and disabled vendor purchasing for each of six personal services items. Those areas being 1) Accounting, 2) Insurance, 3) Legal Services, 4) Information Technology, 5) Architectural/Engineering, and 6) Banking/Investments.

The legislation is a significant unfunded mandate, creates new bureaucratic requirements, impacts participation in cost reducing consortia and limits the ability of locally elected boards to select professional services. It is significant to note that this legislation is an attempt to circumvent the authority of a unit of local government. No other units of local government are included in the Business Enterprise Program. This legislation imposes state agency operating requirements on local government without any consideration or deference to local concerns.
In the next couple of days the association will continue to work on these two issues along with any other last minute items that may arise during the closing days of the legislative session. We will attempt to keep you apprised of any actions as they develop.

The Trustees Association will meet next week for the annual meeting recognizing faculty, business partners and others who have contributed to the system over the year. Friday will include new trustee orientation and a special panel with the Governor’s new Secretary of Education, the Chairman of the Illinois Community College Board, and the new Director of the Illinois Department of Employment Security.

**Upcoming dates and meetings of interest:**

- **June 5-6, 2015** - ICCTA Annual Convention and Board of Representatives meeting, Schaumburg, IL
- **September 11–12, 2015** - ICCTA Board of Representatives and committee meetings, President Abraham Lincoln Hotel, Springfield
- **November 13–14, 2015** - ICCTA Board of Representatives and committee meetings, Hyatt Regency Hotel, Schaumburg, IL

Mr. Murphy asked about anticipated revenue and expenses during the tuition discussion. Curt said even if we are flat funded with the State, and not considering the 2.25% reduction from the Governor’s Office, we would have been down about $225,000 from the State because of our enrollment two years ago. You then take the 2.25% reduction for an additional $30,000 reduction. Phil said we anticipated what for the revenue with the tuition increase. Brett said he anticipated down 15%. We are pretty close.

Dave said the good news is that at the state level there is proposed flat funding for community colleges. We will just have to see how it plays out.

Mr. Schleich said he thinks there would be a lot of opposition for SB1334. Dave said all of the community colleges, except one, are opposed to the bill. Linda has asked if the House has considered it at all. Curt said it passed out of the Senate and is in committee with the House. Dave said if Representative Turner adds an amendment, the House version is not in agreement with the Senate version. Curt said the biggest disadvantage for us is the fact that being in a rural area our local business opportunities to keep our business local do not meet some of the proposed requirements which means we have to go out of district which upsets our taxpayers who would like for us to keep our business in district. Dave said why community colleges were selected is unknown. Curt said we already have the equivalent of one full time position with our current reporting requirements.

1.9 **Report – Student Government Representative**

Mr. Brendon Bauman presented the following report:

Students finished the spring semester with Flippin’ for Finals in Canton and Macomb. Students enjoyed pancakes served by the administration and staff. Brett did a great job making pancakes! President Oldfield did a nice job as well. He thanked Randy and Missy as well.

The *Kaleidoscope* was released at the annual Coffee Spoon in Canton and Macomb on May 6. The Coffee Spoon also included students and a few faculty who read or entertained the audience with musical performances.

Commencement was held on Saturday, May 16. Close to 300 students applied for graduation during the 2014-2015 academic year with 126 walking through the ceremony.
163 students were named to the President’s Honor Roll in recognition of their academic achievement during the Spring 2015 semester for completing 12 credit hours or more of college-level classes during the semester and earning a grade point average of 3.6-4.0.

133 students were named to the Dean’s Honor Roll for the Spring 2015 Semester for completing 12 credit hour or more of college-level classes and earning a grade point average of 3.0-3.5.

1.10 Spoon River College Foundation

Mr. Murphy presented the following report:

Phil reported that the Foundation met last Wednesday with:

- Financial
  - Revenues: $7438.19
    Phil said he will ask for a full year of revenue and expenses for a comparison.
- Annual Board Meeting held May 20, 2015 at IVS:
  - Final meeting for Directors Martha Harr and Susie McMillen
  - Election of new Foundation Board members
    - Randy Bell, Havana
    - Daryle Coleman, Cuba
    - Mitch Coonradt, Canton
    - Dr. Tami Roskamp, Rushville
  - Election of new Executive Committee
    - Bruce Beal, Chair
    - John Finn, Vice-Chair
    - Vinnie Cufaude, Secretary
    - Wendy Martin, Treasurer
    - Gary Davis, Immediate Past Chair
  - Reviewing and amending of by-laws
    - Revision allowing Foundation Board to consist of up to 17 members (currently up to 15)
    - Revision to term limitations – 2 three-year terms, but added possibility of being re-appointed as Director following a one-year absence from Foundation Board
    - Both resolutions passed with no dissent
  - 2015-2016 budget approved
- Three-year operating plan:
  - Current operating plan rolled forward until fall
  - Foundation Board looks forward to working with the Board of Trustees to determine direction and lay out new three-year operating plan
- Specifics on Golf Outing – Colin Davis reported that the date is July 31 at Wee-Ma-Tuk. Tee off is set for Noon. The committee met two weeks ago and another meeting is scheduled for next week. It is a great committee, and Colin said he is thankful for their help. We are in the process of securing sponsors and teams. If you know of someone or would like to have a team, please let Colin know. A mailing was sent to individuals who have participated over the last three years. We have new prospective participants who will be contacted by committee members. Colin also reported that the net proceeds from the Golf Outing will be split between Athletics and Foundation Unrestricted. The cost is $75 per individual and $300 per team.
- Plug for SRC Community Chorus production of 25th Annual Putnam County Spelling Bee: June 5 (sold out), June 6 (3 p.m. and p.m.), and June 7 (3 p.m.), all at SRC Theater in Taylor Hall. Tickets still available for matinee shows ($12 each); please encourage friends and relatives to come and laugh from start to finish – all proceeds from show go to SRC Foundation.
*New Foundation Board Members*

President Oldfield reported that as was presented in the Foundation Report, new Foundation Board Members are:

Randy Bell (Havana), Daryle Coleman (Cuba), Mitchell Coonradt (Canton), and Dr. Tami Roskamp (Rushville). Also, President Oldfield expressed congratulations to the new Executive Committee – Bruce Beal (Chair), John Finn (Vice-Chair), Vinnie Cufaude (Secretary), Wendy Martin (Treasurer) and Gary Davis (Immediate Past Chair).

1.11 Board Member Comments

Mr. Schleich commented that Commencement went very well, and he congratulated Missy and her staff for a job well done. Missy said there is a team of staff who work on the event.

There were no other comments from the Trustees.

2.0 PRESIDENT'S REPORT

2.1 Communications

President Oldfield thanked Student Services and SRC staff who helped make Commencement a success. It was a nice event, and it was nice to have our students and staff recognized. He thanked everyone for assisting with the event.

President Oldfield asked Brett Stoller to project the update of the Strategic Plan which was included on SharePoint. There are some objectives that do not have action items tied with them yet and will be addressed during this next academic year. Curt said this could be reviewed in depth at the Board’s Retreat.

Mr. Klinedinst asked where the new building fits in the Strategic Plan. Curt said it is addressed under Goal 5, letter B. Randy and Brett are working on a fiscally sound plan. Rick asked where recruitment falls in the Plan. Curt said Goal 1 and the piece he is always hesitant about is to have us just focus on the recruitment aspect, so we talk about the overall success of students implying that recruitment is a part of that. We have to have the students here. It is not a specific item in the plan for Recruitment. Phil asked for a key for the acronyms. Rick asked if we have seen success in moving some of our classes in Rushville to evening. Curt said enrollment is growing in Rushville, but we know we will never see large class sizes. That is not the intent for Rushville and not to have it as a full offering, and it is listed as a Center which limits some degree completion. But, because of our IVS system, Rushville students can complete a degree. The biggest challenge continues to be to have students. Holly continues to work with Rob Kirkham to develop hybrid offerings as well. Rick asked about dual credit. Who is our dual credit coordinator? Curt said we have a staff person supervised by Randy Greenwell. Sarah Phillips visits with high schools and is the point of contact for dual credit. Rick asked if we have seen success in moving some of our classes in Rushville to evening. Curt said instructors are required to have a Master’s Degree as well as 15 hours in the field and as faculty retire, that limits what and how much we can teach. Some schools simply don’t have enough interest from students for a variety of reasons. Some schools are much more aggressive in promoting this with their students. We try to be as flexible as possible to help meet those dual credit needs. We have offered early bird classes, for example, which meet at 7 a.m. There is a lot of variety. Lewistown and Cuba both do a very nice job as well as VIT, Rushville, and Astoria. We would like to see a larger number from both Canton and Macomb. Rick asked about the degree requirement. Curt said that is a state requirement because they are actually teaching a college level course.

President Oldfield said Velvet Powell would report on the Macomb Outreach Center.
Macomb Outreach Center Update – Velvet Powell presented the following report:

**Macomb Community Outreach Center Update**

- Last December I reported that the MOC was up across the board in all areas of tracking (Total Hours, Total Users, Total Groups, & Total Revenue). We are again still up in all areas of tracking.
- We are now averaging almost 1,020 users per month (931 in December when I last reported).
- January bookings were at an all-time high. We had 29 groups and our average for January has been about 17 groups.
- Compared to this time last year (January-May) we are up by 1147 users and currently have 29 more groups booked.
- About 68% of our users are at the MOC for rentals. The rest are for SRC classes, events, and meetings.
- Some of the larger rentals so far this year: United Way-2 day (292), Sullivan Auction (170), Macomb Salvation Army (150), U of I Garden Day (125), SRC Phi Theta Kappa (155)

**Community Outreach Classes & Events Update**

- **Spring 2015**
  - Enrollment is up from last Spring. We had 142 course offerings and trained 1,046 people. (Spring 2014 was 144 offerings and 881 served)
  - Of our Spring offerings, it was about a 50/50 split as far as Leisure courses vs. Workforce classes.
  - Pearson Vue testing is on the rise. In 2014, we proctored 206 exams. So far in 2015 we are already at 165 exams proctored. We could easily double last year’s numbers.
- **Summer 2015**
  - Summer Youth Program is currently being promoted across the district. It’s for those entering 1st-6th grades.
    - Canton, June 8-11, 9 a.m. -Noon. Currently has 58 kids signed up
    - Havana, June 19, 9 a.m. -Noon. Currently has 17 kids signed up
    - Macomb, July 13-16, 9 a.m. -Noon. Just started registration.
    - Rushville, July 24, 9 a.m. -Noon. Just started registration.
  - Job Fair/Volunteer Fair is set for Friday, June 12th in Macomb. Approximately 10 businesses are signed up to attend so far. The cost is free to participants but there is a fee of $10 to the businesses. This money will be used to purchase gift certificates for a prize drawing as an incentive to attend.
    - A job fair was held April 29th in Canton with success. It had 18 employers, six service agencies and about 70 attendees.
- **Fall 2015**
  - Loss of DCEO grant means no more FREE technology classes.
  - Plans have begun and classes are being scheduled.
    - Schedules have already been set for Food Service, Pearson Vue Testing, Retirement Learning Institutes, Photography Classes, and WorkKeys testing.
    - Pharmacy Technician Program will be held in Canton or Macomb depending on interest.
    - Goodwill partnership will continue and provide FREE Job Skills classes in Canton, Macomb, and Havana to those that are seeking employment or a job change.

Mr. Maguire asked about the Pearson Vue tests. Velvet said there are three: GED, teacher testing, and Cisco certifications. We currently do not offer certification testing. Mr. Klinedinst
asked about increased usage and what she attributes that to. Velvet said it is a little bit of everything – marketing, word of mouth, and cost. Evaluations from users continue to be very positive. Velvet is trying to attract events from out of town to the MOC. Dave said Velvet also serves on the Board of Directors at the Macomb Chamber of Commerce, so that serves us well. Rick asked about a cost issue. Velvet said we continue to be very affordable and could revisit our pricing.

President Oldfield thanked Velvet for her report. He explained that the loss of the DCEO grant is the result of the reduction from the Governor.

2.1.2 Naming Rights Policy

President Oldfield explained that we need this addition to Board Policies. This is a combination of naming policies from community colleges across the country, and he summarized what he thinks works best for us. The ultimate idea is for us as an organization to have the operating guidelines as we meet with a donor who may be interested in a naming and for us to be consistent but also flexible to meet the needs of donors. The Board also needs to ability to make exceptions as well. Mrs. Butler asked about a timeline. Curt said if there are no major changes tonight, he would like to see Board action, and if not, he would like action at the June Meeting. Mr. Melhouse asked if this is for permanent naming. Curt said yes, permanent. The Foundation has in its Bylaws if you were to do a sponsorship of some kind. Linda said she thought about existing buildings. The cost of the Havana and Rushville Centers don’t meet the requirements. Curt said there is an avenue for Trustees to take into consideration certain situations. Linda said as with any policy it’s probably better to address exceptions specifically instead of having exceptions. Rick asked where the funds would go. Curt said the College cannot accept a gift, so it would have to go to the Foundation. Dave said he would imagine a person would rather make the donation to the Foundation because of the tax issue. Curt said he can amend that portion of the policy to specify the gift to the Spoon River College Foundation. Linda asks where this fits in the entire Board Policy structure or is it a Foundation policy or a College policy. Curt said his plan is that once the SRC Trustees adopt it as a Board policy then it would be presented to the Foundation for policy consideration as well.

Mrs. Butler said she would like to see the modifications and this presented at the June Board Meeting for consideration. Linda said there should also be a paragraph that says the Foundation has no authority to set the policy for make changes, but the Foundation adopts the policy.

Mr. Schleich asked if the Multi-Purpose Building is a new building or an athletic facility. President Oldfield said the goal is to have multiple naming opportunities with a building. Curt said he wanted to allow flexibility. Phil said some places name gyms and also then the floors. Kent asked about the ranges in figures. The Board wouldn’t want to get itself in a situation where we might have two people from a local community who would like to each name a facility. The Board wouldn’t want to have to make a decision. Corporate sponsorships are certainly a possibility as well. Curt said he wants to be careful so as to not limit Colin’s options as he visits with potential donors. Curt said allowing the framework of this to fit while maintaining flexibility is key. Brett asked if Kent thinks there should be a few more clarifications to spell out specifics so as to not potentially have multiple sponsors who want the same thing. Curt said the challenge is that we don’t have the physical facility yet to know how specific to be. Linda asked if the administration would then develop a target pricing list for donations. Curt said yes. He would plan to work with Colin to develop a list, and until we have that framework, it’s tough to say what the value is for a donation. Rusty asked if this is something that Keith Braskich should review. Curt said Keith is our labor attorney but we could certainly have the college attorney review the document before the Trustees take action. Curt said we
could also put this on the timeline for periodic review. Linda asked if we would be open to considering a potential donor who is an alcohol vendor or a politician. Curt said those discussions have occurred but that was not included in this proposed policy as a prohibition. Curt will have the College attorney review the policy and specifically address language to address prohibitions.

Mrs. Butler asked about a final determination. It would have to be a vote of the Board, so the language should be included as well. Phil asked if we would consider donations that would include requirements. Curt said in the draft under item 4C and the exact nature, etc., he could expand the language but not be too restrictive. Certainly, there could be gift rejections if we don’t feel we could meet those requirements. Kent asked if there is any place in the document that would give direction if there was the occasion to name a facility for someone connected to the College versus a business. Curt said the Board could always choose to do a non-monetary naming. Kent said even if there are dollars associated, could the Board give preference to someone formerly associated with the College. Curt said the Board could certainly have that flexibility. The challenge would be with donors who made a monetary donation. There is nothing that addresses that specifically.

President Oldfield said this item will be revised and also reviewed by legal counsel before it is presented to the Board for consideration at the June Board of Trustees meeting.

2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of May 2015:

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payroll</td>
<td>$555,218.60</td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>422,748.23</td>
</tr>
<tr>
<td>Student Refunds</td>
<td>324,106.11</td>
</tr>
<tr>
<td><strong>TOTAL:</strong></td>
<td><strong>$1,302,072.94</strong></td>
</tr>
</tbody>
</table>

This item was approved under the Consent Agenda.

2.2.2 Contract with Corporate Clean, Peoria, Illinois, for custodial services for the Canton, Macomb, Macomb Outreach Center, Havana, and Rushville locations in the amount of $177,444 annually, effective July 1, 2015 through June 30, 2016, which is the same as the current year. Funds are available in the Building fund.

President Oldfield said the dollar amount reflects a 0% increase. Mr. Klinedinst asked if the services are the same. Curt said yes.

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

RESOLVED, That the Board of Trustees approved a contract with Corporate Clean, Peoria, Illinois, for custodial services for the Canton, Macomb, Macomb Outreach Center, Havana, and Rushville locations in the amount of $177,444 annually, effective July 1, 2015 through June 30, 2016, which is the same as the current year. Funds are available in the Building fund.

2.2.3 Contract with Elam Private Detective, Inc., Canton, Illinois, at an hourly rate of $15.25. The purpose of this contract is to provide evening security coverage for the Canton Campus and the Macomb Campus. The effective date is July 1, 2015 through June 30, 2016. Funds are available in the Liability fund.
Mr. Schleich asked about the hours. Brett said in the beginning coverage was until midnight, but we have moved that back since we no longer have late evening classes.

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

RESOLVED, That the Board of Trustees approved a contract with Elam Private Detective, Inc., Canton, Illinois, at an hourly rate of $15.25. The purpose of this contract is to provide evening security coverage for the Canton Campus and the Macomb Campus. The effective date is July 1, 2015 through June 30, 2016. Funds are available in the Liability fund.

2.2.4 Approve expenditure to not exceed $130,000 for the establishment of welding in Macomb. Funds are available in the Capital Reserve Fund.

President Oldfield presented this item and explained that this welding program would be in the northwest corner of this facility of the Macomb Outreach Center. We have a matching grant through USDA Rural Development. Mr. Murphy asked how much area would be used. Curt said we are modeling it after the Canton lab. Brett said roughly 2,000 square feet. The corner allows outside access and the addition of one small restroom. Rick asked if that would change the management of this building. Curt said it will be the same as we have for night instructors. The faculty would be in charge of locking. The Macomb security guard is at the Johnson facility only. Curt said we are working on self-contained ventilation units for a closed welding facility. Linda asked about the timeframe. Curt said we would like to deliver classes this fall. Kent asked about the need and enthusiasm. Curt said it appears to be a need and businesses with welders continue to talk about their needs. We hope to be able to help but certainly not meet the market demands. Dave said one major manufacturing employer, Whalen Manufacturing, has expanded and could benefit. Dave asked about construction. Curt said the majority will be done by our staff. Rusty asked about that space once the building is completed. Curt said you have the option to have the lab remain and have the architects work around the facility. Curt said an actual vocational or career technical center that could house welding as well as others which would mean the equipment would be moved out. Randy said the equipment is portable.

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

RESOLVED, That the Board of Trustees approved an expenditure to not exceed $130,000 for the establishment of welding in Macomb. Funds are available in the Capital Reserve Fund.

Mr. Murphy said we have other ideas that we have discussed about use of those funds. Brett said this is the first time we have tapped those funds.

2.3 Institutional Planning

- Enrollment Management Team – Missy Wilkinson presented the following report on Major Counts and Retention Statistics:

Missy reported on Transfer Major Counts and explained that this is for students who transfer after completing their courses at SRC. The top five transfer areas are: Health Science (Nursing), Communications, Biology, Business, and Criminal Justice. She also reviewed Career Major Counts by programs. Missy also explained that Career Retention Rates by department code are different than major codes. Nursing Assistant is a certificate program. Regarding
certificate counts, Missy explained that students can be in certificate programs and merge into programs.

Randy Greenwell reported on Retention and Recruitment and reviewed what is being done to improve retention and recruitment:

- Coordinator of Perkins and Secondary Programs – works with curriculum in high schools.
- Advisors assigned to dual credit – two advisors whose primary responsibilities include enrollment of high school students in dual credit classes.
- 12 week classes.
- Full selection of Hybrid Courses – Mr. Murphy asked about enrollment. President Oldfield said nearly 25%.
- Division Chairs – help promote integration of students in the department.
- Laddered Curriculum – small successes with certificate completions toward goal of degree completion.

Randy also explained that we have active advisory councils, which are comprised of groups of industry professionals. The purpose of the advisory councils is to help us provide curriculum which is relevant to the profession.

Mr. Melhouse asked if laddered certificates are recognized by business and industry. Randy said yes, it is industry recognized with relevant certificates. Many schools, ten or twelve years ago, had an LPN program and an RN program, but the two programs weren’t married. Now certificates marry the programs so that a student can stop as an LPN and later return for the RN. Health Science is another area of example. There are numerous certificate possibilities along the way towards completing the degree. Certificates lead to employment. Kent said Randy mentioned that numbers are being reviewed. He asked about how those numbers are recorded. Missy said we work with our Institutional Research person who we tell what we are looking for and he grabs that data. It is a pretty involved process. Missy said the Enrollment Management Team and Institutional Effectiveness committee are reviewing those numbers.

- Facilities Update – Brett Stoller presented the following report:

Brett said there was a contractor meeting today, and the roof work continues on the multi-purpose building. The lower roofs around the locker rooms and entrance are 100% complete. They are nearing completion with the exterior block wall. Interior wall work has started. Brett said hopefully in the next week or so the exterior brick work will begin. All of the electrical, plumbing, and mechanicals are being roughed in. Phil asked if work is on schedule. Brett said no. The rain has really been an issue. The inside work is going very well. Curt said if you drive by the building you will see the spray on vapor barrier. It is green and won’t be visible. Rick asked about the target date. Brett said Spring 2016, and explained that it is a CDB project so we are at the mercy of CDB. Brett said we will be in there for graduation next spring. Dave said he read the RFP for the Art in Architecture. Curt said there are durability parameters.

Brett reported that there was a preconstruction meeting today on the parapet walls with work to begin in a couple of weeks. The Taylor parapets will be removed, and Leander has that bid and will have people on site anyway, and we will work with the same project manager. The tuck pointing in Centers will begin in the next couple of weeks as well. Everything should be done before August.

2.3.1 Approve the appointment of Kalah Kazmerski to the position of Office Assistant, Student Support Services Grant, at $9.25 an hour, effective June 14, 2015. This is a full-time Classified Staff position.

This item was approved under the Consent Agenda.
3.0 ADDITIONAL ITEMS

- Board of Trustees Retreat – Date

Mr. Maguire said we would like to try to start pulling dates together for the upcoming Board Retreat. President Oldfield said he has received some dates from Trustees that will not work. Dave said Gayle indicated she prefers a Friday for a Retreat. Linda said the 10th and 24th would be out for her. Rusty said he is gone the 17th through the 26th. Curt said the Board Policy says the Retreat is January and July. Phil said July is better for him after the 10th. Curt said the other option would be to consider having the Retreat on the day of the July Board Meeting. Rusty said he is gone and would miss the Board Meeting. Rusty asked about July 16. July 15th was proposed and discussed. Curt will check with all Trustees and attempt to finalize the date. Typically the Retreat is scheduled from 9 a.m. to 3 p.m. The Location would be Macomb since the January Retreat was held in Canton.

4.0 CLOSED SESSION. In accordance with the Illinois Open Meetings Act, Section 2, Subsection c, 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; and 2). Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

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

5.0 ADJOURNMENT

Following a motion by Mrs. Butler, seconded by Mr. Melhouse, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, May 29, 2015 adjourned at 8:12 p.m.

__________________________________
Mr. Dave Maguire, Chair

Month DD, YYYY

__________________________________
Mrs. Gayle Blodgett, Secretary