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

Wednesday, September 28, 2016
6:00 p.m.

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, September 28, 2016, at 6:00 p.m. at Spoon River College, 706 Maple Avenue, Room 100, Rushville, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

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

1.2 Roll Call

Members Present: Ms. Gayle Strode Blodgett – arrived at 6:10 p.m.
Ms. Linda Butler
Mr. Rick Klinedinst
Mr. Dave Maguire
Mr. Rusty Melhouse
Mr. Phil Murphy
Mr. Kent Schleich
Mr. Josiah Williams

Also present were Mr. Curt Oldfield, President; Mr. Brett Stoller, Vice President, Administrative Services; Ms. Missy Wilkinson, Dean, Student Services; Ms. Sarah Gray, Director, Business and Auxiliary Services; Ms. Kay Norton, English Faculty; Mr. Brian Dalpiaz, Math Faculty; Mr. Rob Kirkham, Director, Rushville Center; and Ms. Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Mr. Dick Wells and Ms. Sara McKenna, Wipfli, LLP; Mr. Don Norton; and Mr. Bruce Beal.

1.3 Invocation

Mr. Kirkham 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 comments from the audience. There were no requests for public comment.

Mr. Maguire noted that there is not a Consent Agenda this evening. We are in the process of making changes in order to be in compliance with some State Statutes over the next few months.

1.6 Approval of Minutes

1.6.1 August 24, 2016 Regular Meeting Minutes
Following a motion by Mrs. Butler, seconded by Mr. Murphy, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the August 24, 2016 Regular Meeting Minutes.

Mr. Maguire would like to rearrange the agenda. Item 2.2.2 will be considered at this point. There were no objections from the Trustees.

2.2.2 Accept the General Audit report as prepared by Wipfli, LLP, for FY16.

Mr. Oldfield introduced Sara McKenna who presented the audit. Sara also introduced Dick Wells who started off the presentation.

The auditor’s opinion will be found throughout the report for compliance issues. The opinion on Page 1 is unqualified and a clean opinion. Pages 4-11 are the management discussion analysis area which is required supplementary information. Mr. Wells encouraged the Trustees to review that section. It highlights and compares the last three years. Page 12 is the Statement of Net Assets of the College. This page shows the total assets of the College. He reviewed assets and liabilities as compared to last year. Deferred inflows were also reviewed. Overall the net position is $6.1 million compared to $6.2 as of June 30, 2015. Page 13 shows how the change in net position took place. Mr. Wells also reviewed revenues and expenditures. One of the main differences was the change in capital grants from last year to this year. Pages 14-15 is the Statement of Cash Flows. He reviewed beginning cash, operating activities, financing activities, capital and related financing activities, and investing activities. Pages 16-32 includes a significant amount of schedules and narratives in support of balances in the financial statements. He encouraged the Board to review those footnotes. Pages 24-27 footnote four is the debt footnote. Pages 52-55 is the schedule of changes and fund balance. There is an overall loss in fund balance after taking adjustments for depreciation, capital outlay, and debt activity. Pages 56-57 is the Auxiliary Fund summary and the majority growth is related to the Bookstore. The Print Shop and Nursing exams showed small profits as well.

Auditor Sara McKenna said she was on the audit this year and reviewed some changes from last year. There were a couple of restatements from last year. She reviewed Page 13 and the change in the net position regarding scholarships. She reviewed the changes in order to make comparable statements. The other change they made was related to the premium on bonds. That did impact the beginning net position for 2015 by $249,000, and that is included on page 13. Page 74 is the Schedule of Expenditures of Federal Awards. They tested Financial Aid as the program which represented about 91%. There was one finding on internal control on financial reporting, and it related to journal entries. Since there had not been a formal review, that was viewed as a deficiency. She understands that changes have already been made to correct that.

Mr. Murphy said he would expect as new auditors to review different things. Mr. Wells said year over year they mix their testing because it is impossible to test everything. Sara said there was a meeting with Brett and Sarah Gray on the business advice letter as well. Sarah Gray said she appreciated the auditors this year because changing auditors is a big undertaking. She appreciated the team, and they all worked well together. It was a good experience, and the findings will only make us better.

Mr. Klinedinst said the findings referenced have been reported as changed. Sara said next year the new process will be evaluated. Sarah Gray said we now have in place a
review of entries by others. Sara McKenna said they will ask for responses to that finding and follow through next year.

President Oldfield recognized Sarah Gray and her staff for making this transition a very smooth one as well as the staff from Wipfli.

Sarah Gray said the Business Advice Letter referenced the Bookstore and recommended some additional controls as well as inventory. We are already working with our current software provider to address some inventory issues.

Mr. Maguire said there was a memo from Brett in response to the audit with comments on some items. On the second page of Brett’s memo, he included the plans to address recommendations from the auditors.

Mr. Klinedinst thanked the staff.

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

RESOLVED, That the Board of Trustees accepted the General Audit report as prepared by Wipfli, LLP, for FY16.

1.7 Report – ICCTA Representative

Mr. Dave Maguire gave the following report:

Our last meeting of the Illinois Community College Trustees Association was September 10-12, 2015 in Springfield. An electronic summary was sent out by Director of Communications, Kim Villanueva and is also available on the Association’s website.

We learned during the meeting that Association Executive Director Michael Monaghan had taken ill just before the meeting and a result has been out of the office pending full recovery. He is now back in the office half days with a full recovery anticipated.

We had a full meeting with covering legal/legislative updates, the trustee round table, a conversation with State Senator Chapin Rose, preview of the college presentations at ACCT, update on pending actions affecting our colleges and our regular board of representatives meeting.

Representatives from the firm of Robbins Schwartz presented on selected new laws affecting community colleges, new issues on handling employee claims, an update on the Business Enterprise Act compliance and in conjunction with our Legislative Council gave a legislative update. A copy of the materials they distributed is available for your review.

During the Trustees Roundtable, two major topics of concerns, as determined by the trustees in attendance, were covered. The first topic, prompted by some problems developing at specific institutions, was the practical relationship between the college president and the boards of trustees. Several ideas were shared by a variety of the trustees in attendance with offers of materials to be shared by various college boards. The second topic covered a Board of Trustees relationship with the College Foundation. There were five or six questions raised to be discussed and frankly we ran out of time to cover all of the items. It should be noted that the November 11 Legal and Legislative Update will feature discussion of new laws affecting college foundations.
State Senator Rose during his comments urged trustees to invite local lawmakers on campus this fall. President Oldfield and I had a follow up discussion concerning that idea and plan to see what can be arranged.

Several colleges gave a preview of their presentations scheduled for the ACCT National Conference in October. It gave trustees locally an opportunity to see presentations on sustainability and student success at much less cost.

Discussions during the meeting centered on the Association’s plans to provide the mandatory trustee training as required by Public Act 99-0692. The committee chaired by past president Bob Johnson is working with staff to have a program in place by the time the new law goes into effect. The Association is designated by statute as a provider of the training though other groups may be interested in providing the service at a substantial cost to the colleges. The Association’s hope is to work out a method that meet the requirements at a reasonable cost the colleges.

A major item of discussion during the meetings was the ability to offer the Bachelor of Science in Nursing (BSN) at Illinois community colleges. We heard that we are quickly moving towards a time when the BSN will become the acceptable credential for nursing. President Ramage, President of the president’s Council, indicated that Illinois does not have the capacity for the number of students who want the degree and that the Associates Degree Nursing may eventually be replaced with the BSN. To highlight the need, he told us that Carle Medical this year has imported approximately 200 nurses from the Philippines to meet their need. Trustee Rich Anderson is heading up the Association’s committee, and we anticipate that the Illinois Senate may hold subject matter hearings this fall. The committee plans to give an update at the November meeting.

There is all kinds of speculation as to what will and will not happen in the next couple of months concerning funding for colleges. No one really knows what is going to happen but everyone is pretty much in agreement that we are on hold until after the November elections. At that point we might have a better idea what the plans will be for the Spring Legislative Session.

The next ICCTA Meeting will be November 11-12, 2016 at the Chicago Marriott Naperville Hotel in Naperville, Illinois.

I have included with my report a list of upcoming meetings that might be of interest.

**Upcoming dates and meetings of interest:**

**October 5 – 9, 2016**  
Association of Community College Trustees' Leadership Congress  
New Orleans, Louisiana

**November 3, 2016**  
ICCTA Southeast Region meeting  
Southeastern Illinois College, Harrisburg

**November 11 – 12, 2016**  
ICCTA Board of Representatives and committee meetings  
Chicago Marriott Naperville Hotel, Naperville

**November 15 – 17, November 29 – 30 and December 1, 2016**  
Illinois General Assembly veto session  
State Capitol, Springfield
February 4 or 6, 2017
ICCTA West Central Region meeting
Blackhawk College, Galva

February 13 – 16, 2017
Community College National Legislative Summit
Washington, D.C.

March 10 – 11, 2017
ICCTA Board of Representatives and committee meetings
Location TBA

April 2017 - May 2017
ICCTA Lobby Day
Date TBA
State Capitol, Springfield

June 2 – 3, 2017
ICCTA annual convention
Location TBA

1.8 Report – Student Government Representative

Mr. Josiah Williams gave the following report:

September has been a busy month for students at SRC.

A number of student groups have represented SRC in area high school homecoming and festival parades. A special thank you to Havana student, Dewayne Johnson, for wearing the Sheldon suit in the unseasonably warm weather during the Havana homecoming parade.

The Learning Resource Center offered a hands on Time Management workshop. Students participated in activities that helped them determine where they were wasting time, how they could better utilize time, and how to put together a realistic daily plan in order to get the most out of each day. Student evaluations reported that students enjoyed the workshop and didn’t realize how much time there we actually wasting in their day putting second things first.

SRC Post-secondary Agricultural Students (PAS) hosted the Section XII FFA Forestry Contest on Tuesday, September 20th at the Arboretum. 40 FFA members throughout the area were in attendance. Midwest Central FFA placed first and Farmington was second.

TRIO students went to Springfield for a cultural trip. The students visited the Abraham Lincoln Museum and the New Salem Historic Site.

Canton SGA has been working hard to recruit new members. Members were present at new student orientation and the Fall Snapper Bash, where membership benefits were promoted. This promotion appeared to be successful, as eight (8) new student members joined this fall. Officer elections were held for the 2016-17 academic year. Canton SGA President elect is Shelby Postin, Vice-President Zoe Zimmerman, and Secretary Ivory Hungerford. Currently, members are planning events and activities for the upcoming year, blood drives, voter registration drive, canned food drive, just to name a few.

The Macomb Student Government Association held a blood drive with Mississippi Valley Regional Blood Center on Tuesday, September 23rd with 25 student donors. Officers for the Macomb SGA will be elected early October.
Students were encouraged to not be STRESSED ("desserts" spelled backwards) and to utilize the Learning Resource Center services, as they enjoyed ice cream sundaes, pumpkin bars, and cupcakes this week.

Havana students celebrated Chocolate Day with treats.

Kay Norton is the new (returning!) faculty advisor for the Macomb-Rushville Nu Delta Chapter. The Chapter participated in the Macomb Snapper Bash Activity Fair and will have its first scheduled meeting of the semester tomorrow, September 29. Newly invited members are returning application materials daily!

To kick off the fall film series and current College theme, *Education: For What It’s Worth*, students attended the screening of *Education, Inc.*, a documentary about how money and politics are changing our schools.

Cross country members collected items needed for the Humane Society of Fulton County, gave them as a donation, and spent two (2) hours running and playing with the animals. Check out our Facebook page for pictures. The team has steadily improved during the season, and Coach Andrea Thomson is jumping into recruiting for the 2017-18 class.

Baseball is nearing the end of their fall season. The team has been very competitive so far this fall.

Softball still has a few weeks of their fall season left. The team has played top level competition, such as: Bradley, University of Illinois, Eastern Illinois University, Northwestern, Western Illinois, and University of Wisconsin-Green Bay.

The Athletic Department is hosting a Paint ‘n Sip fundraiser on October 14th at Wee-Ma-Tuk Country Club. Seats must be reserved in advance and seating is limited.

For the upcoming November election, SGA has planned **Promote the Vote** events including: Joe Glenn, Political Science adjunct instructor for the Macomb Campus, will present a “Your Vote Matters” workshop over the lunch break on Thursday, September 29th. Mr. Glenn will talk about the importance of the student vote, help answer questions about the election and voting process.

Next week, information on where and how to register to vote will be available on all sites, as well as, voter registration drives in Canton and Macomb.

Mr. Klinedinst asked Josiah if he attended the film series. Josiah said he did not because of homework obligations.

1.9 Report – Spoon River College Foundation

Mr. Phil Murphy presented the following report:

- SRC Foundation Board met on Wednesday, September 14 at 7:30 a.m. via IVS.
- Financial – Revenues $26,564.27
- Reminder and final figures indicated that the Golf Outing raised approximately $21,000 – another successful fundraiser!
- “Horsin’ Around Havana” event was a success with more than 150 attendees with many Havana area residents in attendance. A little more than $10,650 was raised.
- SRC Community Chorus production of *Bleacher Bums* raised $1,680 towards their next endowed scholarship.
- Received status of student housing with President Oldfield will update us on later in the meeting.
• Board members nominated an individual for the Outstanding Service Award which will be announced at the Alumni event on October 29.
• Macomb committee met and discussed several possible options for a fundraising event in Macomb in the near future. More information will be available at a later date.
• Established an “Emergency Hardship Fund” committee. This fund is designed to assist students who may need some one time and/or temporary financial assistance. Examples may be transportation or school supplies to ensure class attendance and participation. The committee will establish regulations, procedures, etc., and will meet next month to finalize.
• “Giving Tuesday” a fundraising activity that was initiated last year will be held again this year in November. More information will be forthcoming.
• Reminder of the joint meeting of the Foundation Board and Trustees is scheduled for October 26.

1.10 Report – Board Member Comment

There were no comments from Board members.

1.11 Appoint Mr. Brett Stoller and Ms. Andrea Thomson as the designees of Board Secretary Gayle Blodgett to handle the details of the Board of Trustees election to be held on Tuesday, April 4, 2017. The offices of Mr. Stoller and Ms. Thomson are located in the Centers Building of the Canton Campus.

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

RESOLVED, That the Board of Trustees appointed Mr. Brett Stoller and Ms. Andrea Thomson as the designees of Board Secretary Gayle Blodgett to handle the details of the Board of Trustees election to be held on Tuesday, April 4, 2017. The offices of Mr. Stoller and Ms. Thomson are located in the Centers Building of the Canton Campus.

2.0 PRESIDENT’S REPORT

2.1 Communications

President Oldfield said that Trustee Maguire mentioned in his report the discussion about Bachelor Degrees, especially the BSN. There continues to be more pressure from the Illinois Hospital Association because of the nursing shortage across the state. In order for community colleges to have authorization, the Illinois Legislature would have to rewrite a part of the code to address this. Financial issues are also being discussed. On the student side, research shows that schools in the US that have gone to BSN degrees have showed a much higher success and completion rate.

This discussion on the BSN will continue. Senate hearings will be held on the subject, and the responses will be interesting. Some community colleges are already committed to moving forward. President Oldfield said his position is that we still need to research the issue because we are fortunate to have baccalaureate completion opportunities very close to us. We have not heard the need from our local hospitals as have some other areas.

Mrs. Blodgett asked about these programs being self-supporting. The current associate degree programs are not self-supporting, so in that situation, how would that impact the cost of those programs. President Oldfield said there will probably be a differentiation in tuition. You would accept the students in the ADN program and then they would transition to the BSN with a different tuition cost. Gayle asked if our students in the past have had good success in transferring? President Oldfield said our success rate has been very high, and the majority of our students also seek jobs right away. He feels the challenge there is not the academic preparedness but the financial aspect. We do not have a lot of students who are walking across
the stage with their ADN and moving right to the BSN. Mr. Maguire said part of the discussion that occurred was there are some presidents and colleges who agree that the student who is in the workplace and wants to be a nurse can’t devote the four years for a BSN so the ADN is the only option. Gayle said her concern is that at some point the four year programs are going to turn their backs on those who transfer in because they want them from the start. President Oldfield said currently the need for Peoria hospitals is such that they can’t educate enough in their own systems to fill the needs. Many BSN completion programs are online.

President Oldfield reminded the Trustees to respond to a request for availability for a February West Central Trustees Meeting. Please let Julie know what date works best for you.

President Oldfield said that a regular part of the Board Meeting in Rushville is a Rushville Center Report. Rob Kirkham presented the following report:

I want to welcome you to the Rushville Center. Your annual visit is always one of the highlights of the fall. You, individually and as a board, have been incredibly supportive through the years and I am grateful.

There are always several things that I comment on each fall and they are all here. Our ESL program is doing well. Our GED program continues to open new doors for people whose futures would be much less positive without us.

We continue to reach out to the local school youth through dual credit, class field trips, and summer youth programs. One of our junior high science teachers moved to Camp Point Central last year. He received permission to bus 80 junior high science students to Rushville for an astronomy field trip this spring. We coupled with the local Princess Theater because we couldn’t hold them all at the center. I had the opportunity to talk about community colleges and highlight Spoon River, along with their local John Wood of course. They were out of district, but they came to us and asked. I couldn’t just ignore what SRC has to offer. We also continued to offer several field trips to our center for local grade school students. I am grateful for the teachers who support us and use these field trips to encourage their students to consider us when they are ready for college.

We have now been a part of Community Outreach for a couple of years. I value teams. I am grateful for the team that works with Velvet. I was originally a little apprehensive, being the only guy in the department. They have been a great group to work with. I expanded some of my astronomy classes by adding a night photography class and traveling to the other SRC locations. I have been able to teach on all sites and the others have blessed the Rushville Center with their talents. Andrea and I had an observation night set up while you were having a trustee meeting in Canton several months ago. Our Retirees Learning Institute is small, but continues to add a few people. This year’s speakers were especially good.

Debbie is a great help with running the bookstore. The departmental chairs are also great with helping with the spring classes and finding teachers.

I could spend my moments giving more updates, but I would like instead talk about something else. There is one update that overshadows all others. Each year I prepare for this report by reading over the previous reports from my first year onward. I relive the ups and downs. While reading over these reports I noticed a word that has been reoccurring for the past three years at least. The word is “challenge”. The staff at the center has changed several times over the past few years, as have the departments we serve under and our chain of leadership. The most influential change of all was the instability of our local school administration. Much of last year’s report was dedicated to it. This center is heavily affected by what happens across the street. I hoped the instability was finished when I reported last year, but there was one more change yet to come, the high school principal. I may have miscounted, but I believe our local school district has had seven acting district superintendents and five acting high school principals within a four year
period. Missy reported to this board that we were attempting to raise my profile in the local school. There were a few times in there where I wondered if the local school was working with us or against us. During that stretch our attendance took hit after hit.

I believe those days may be starting to fade into the past. I am included, not only at college nights and parent nights, but often at faculty socials, fish fries, breakfasts, etc. This gives me the opportunity to casually rub shoulders with our teachers and talk about the college. We have several local teachers who believe in us so strongly that they not only plug us in their classes, they open opportunities to talk with other teachers who may not be as enthusiastic. The local administration also seems very supportive. They have been making policies that make it easier for students to attend SRC. This encouragement not only helps with our dual credit students, it carries over into new graduates. It helps to lessen the stigma of attending a local community college.

We are small. One or two students make a big percentage change for us. Our part-time registrations are a little down, but all other categories are up. At 88.89% our full-time gains more than offset our part-time losses. Our overall credit hours are 12.22% above last year. I talked with a prospective new student yesterday and I meet with another on Monday. It really isn’t enough to do cartwheels yet. We still have a long way to go to erase some of the losses over the past few years, but it does feel good to have a year when we are up in just about everything. Our relationship with our local schools feels more stable.

I don’t know how our dual credit numbers fit with these figures, but it is good to see more of them in our building this year. Our early bird English and philosophy classes are the two face to face classes most attended by dual credit students. The English class usually has a dual credit majority. Our seniors take that as their final English class. Our philosophy class usually has about a 50/50 split between dual credit and traditional students. Our fall English 101 class has 26 students. We had to get special permission to add that many. Kay Norton is working on a plan to encourage the English students to return for a summer speech class. Our Introduction to Philosophy class has 22 students. Last year we had to drop that class due to low enrollment.

That’s the one big take from this report. Our other programs are doing well. Our biggest weakness was getting into our local school system. One year does not make a trend. Our numbers from this year are modest at best, but they are a modest change in the right direction. Last year my report emphasized that Spoon River would work to intentionally improve its relationship with the local school. This year’s report emphasizes that we are starting to see a change. That is hopeful.

The Board thanked Rob for his report. Rick thanked Rob for his work on improving the relationships with the schools.

President Oldfield reported that he has met with his mentor in July and has ongoing conversations on updates and communications with the Board of Trustees. In addition, he asked for other items from the Trustees for him to gain from a mentor moving forward. Tom Ramage, President of Parkland College, is President Oldfield’s mentor. Mr. Klinedinst said he would like for the Trustees to send suggestions to Dave and for Dave to provide those items to President Oldfield. President Oldfield said Julie send out a reminder to the Trustees asking for the items to be submitted to Dave.

- Strategic Plan Update: President Oldfield

The 2017-2020 goals have been shared and feedback was collected from the attendees of the Faculty Professional Development day in August and the Staff Professional Development day in September. These objectives are being combined and a final listing of objectives for the Board to approve will be ready at the October Board meeting.
2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of September 2016:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Payroll (3 pays)</td>
<td>$690,908.94</td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>$546,273.60</td>
</tr>
<tr>
<td>Student Refunds</td>
<td>$42,298.58</td>
</tr>
</tbody>
</table>

**TOTAL:** $1,279,481.12

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 authorized the following payments for the month of September 2016:

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</table>

**TOTAL:** $1,279,481.12

2.2.3 Acknowledge recommendation from SRC Foundation Board of selection of developer for potential student housing.

President Oldfield recognized Bruce Beal, Chair of the Foundation, who will share information with the Trustees on housing. Bruce thanked the Board for having him at the meeting. He reported that at the last Foundation meeting the Foundation signed an engagement letter with Bluffstone Builders to build a housing facility at Spoon River College in Canton. They are in the process of working on development and lease agreements but it is going to be a turnkey operation. They will come in and build it, develop it, staff it, and assist with recruitment of students to fill the facility. Students will have first priority. The proposal is to build 84 beds with 21 apartments. They came up with the number based on survey results with the local students. Some said they would be happy to share rooms; others not. It will also have a 3,000 square foot club house/student activity center that will have a laundromat, tv/meeting room, ping pong tables, etc. They will require the land to develop this with, so the Foundation will need to work with the Trustees on that transfer. Once that is done, the Foundation will be in a position to negotiate with Bluffstone and negotiate a lease. They would like that done by December. They will ask for a 30 year lease and will secure a 30 year loan on the financing. They are also going to seek a tax abatement. They are proposing to pay a portion of the tax for five years, a higher portion for the next five years, and after 11 years pay all of the tax. The big plus has to do with affordability. They are very nicely appointed facilities. All appliances, sofas, beds, and other furnishings will be included as well.

The cost will be $3,500 per academic year if shared with another student which equates to $350 a month and includes utilities and internet. Private rooms will be $5,000 per academic year equates to $500 per month and also includes utilities and internet. They have summer term options as well as a weekly rate. Bruce said the Foundation is very excited about this. Site work is expected to begin in March and modular units would be set in April and May with completion in July for August occupancy of 2017. It is a very aggressive schedule but Bluffstone is confident with the timeline.

Mr. Schleich asked about the modular building – is that when working on the project? Bruce said they proposed partnering with Homeway Homes, so while the ground work is
being done, Homeway would be building the modular one story pieces to set in place in April and May. President Oldfield said Carl Sandburg College, Black Hawk College, and one in Springfield have been done in this manner by Bluffstone.

President Oldfield said the next step for the Board is for the Board to acknowledge the recommendation of the Foundation. The Foundation has entered into an agreement, but the Board would acknowledge the agreement. The College needs to keep at an arm's length. The next step would be for a land transfer.

Mr. Murphy said the presentation was very well done and there was a lot of confidence.

Following a motion by Mrs. Butler, seconded by Mrs. Blodgett, and a roll call vote of seven yeas and one abstention (Mr. Klinedinst) approval, it was,

RESOLVED, That the Board of Trustees acknowledged the recommendation from SRC Foundation Board of selection of developer for potential student housing.

Mr. Maguire said the next opportunity for discussion is how the Board wishes to proceed with the land necessary for the project. President Oldfield said he prefers one land transfer and also said that he fears that 84 beds won’t be enough and will require another project. The initial footprint of Phase 1 would be somewhere between 2.2 and 3.2 acres depending on parking lot size, club house, and arrangement of the facilities. The addition of one unit would require 2 acres, and that totals 5 acres. The College is in a 160 acre section, and it has not ever been subdivided before. The Plat Act would be required for the survey and establish a subdivision. President Oldfield said he proposes a 5 acre subdivision for the project. He said that he and the developer and Brett agree that the best placement is the area along the county highway to the north end of our property close to the arboretum. The area would require minimal excavation for the 5 acre development. It would sit north of the multipurpose facility on the western border of the county highway. Mrs. Blodgett said that would be in the area where the old caretaker house was. Brett provided an aerial map for the Board to reference for placement of the housing. Mr. Melhouse asked if sidewalk or walkways can be placed over geothermal wells. Curt said yes, you just can’t drive over them. Mr. Murphy asked about athletic fields. President Oldfield then outlined where space is still available to support baseball and softball diamonds. Mr. Schleich asked about fencing the property. President Oldfield said we would have to have those types of concerns addressed in the agreement. The Board will want to contemplate concerns to be addressed in the developer agreement. Bruce Beal said the developer will also ask for the College take care of the grass mowing and snow removal on the parking lots. President Oldfield said we would probably have to negotiate a rate to do that. Brett said snow removal is one thing but the grass work is another issue. Mr. Melhouse said that would be the Foundation’s issue if the property is transferred to the Foundation. Mr. Maguire said for something like this to be of benefit, there has to be access. Mr. Murphy said you shouldn’t do sidewalks until the students have walked a path. Dave said the College wants to protect its footprint. President Oldfield said that’s why the discussions are occurring in stages and asked the Trustees to give thoughtful consideration to concerns. Mrs. Butler said one of her questions is if there has been any discussion about protecting the arboretum from unintended use. President Oldfield said that is a consideration that has to be a part of this. Mrs. Blodgett said she would want to look closely at the access to the arboretum. Dave asked if it would be possible at the next board meeting to have a couple of items staked out, and then the Board could physically review the property. Curt said that can occur at any time. Dave said the next meeting seems like a logical time with the Foundation to meet on site and walk the path. Dave said he and Bruce need to establish the agenda for the joint meeting, and suggested that they discuss the agenda with President Oldfield. Linda said in order for the Board to consider the issue could the Board have a written legal opinion as well as a list of steps to be completed. Curt said the first step our attorney recommended was the parcel survey, and we should probably have the survey completed soon. Linda asked who pays that cost. President Oldfield thought the College would pay and then work an arrangement with the Foundation. Mr. Schleich asked if President Oldfield is confident on the five acres so you don’t have to complete another survey. Curt said we have a couple of surveyors who could recommend placement. Dave asked if we have to deal with any subdivision ordinances. Curt said since this is a first subdivision, you don’t have to. A second subdivision would require additional work and timeframes. Kent asked if the developer has a plan for security. Bruce said yes. There will be onsite cameras and a contract with a security agency for evening security. They will have onsite resident advisors as well. Kent asked if we will
have to upgrade our security. Bruce said he thinks the developer wants to work out some details of the security with the College and pay their portion of the expense. Kent said he feels we will have to look at our security levels based on access to the College. Curt said our buildings lock at 10 p.m., and we are monitored by the County Sheriff’s office after that. Dave asked if one of the caveats on the Bluffstone issue is that you have to be a student at SRC to rent in this facility. Bruce said it is, but they are in the business to fill the facility, and if they can’t fill it with students they will fill it with townspeople. Curt said he understands Kent’s fence issues and thinks we can work with the developer on that. Linda doesn’t feel there needs to be a walkway. Curt said he thinks the majority of the students will drive to campus. Rick said he thinks it is important to ask Bluffstone about fencing. Curt said he is sure they have addressed this with other colleges where they have housing.

Dave asked the Trustees to provide comments and concerns to President Oldfield as soon as possible in order to develop the agenda for the joint meeting with the Foundation in October. Gayle said she agreed with Bruce that the pricing is very reasonable. Rick said the Foundation Chairman recently received some good news. Bruce has been appointed as a circuit judge and will take the bench on October 19.

President Oldfield thanked Bruce and the Foundation for their support of this housing issue moving forward. Bruce thanked him and said it is exciting to have the full support of the Board of Trustees.

2.2.4 OPENING OF THE 2016-2017 BUDGET HEARING

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 the opening of the 2016-2017 Budget Hearing.

Mr. Maguire said the floor is open for the hearing. President Oldfield turned the item over to Brett for review with the Trustees.

Mr. Stoller said the budget has been placed in the library for review. He said our assumptions are a 2% decrease in enrollment. We are doing well for fall. We have an 11% increase in taxes due to the equity tax, but State funding is budgeting down 25% from what we should have received from last year. We have, with the stop gap budget, been funded roughly 50% through the end of the year, and we have received some of those funds. If we don’t receive any more, we will be short because we are only budgeting 25% less from what we received last year. Salaries and the 3% salary increase was based on the contracts with the two unions, and we also have health insurance and a 10% increase estimated for insurance. Our budget goes July to June 30 and our health insurance goes January to December. Our 10% increase is a comfortable estimate. All of the budget is balanced except for the audit fund because we levy for the revenue in the audit fund in December, and we went out for a new audit firm that came in higher but we have reserves in the fund so we can adjust that back up. We continue to see decreases in State funding. In FY98 State funding was 38.7% and this year we are budgeting 9%. We are expecting under $1 million for the first time ever. We budgeted our expenses to match our expected revenue, so we are balanced. If we see things happen in the January/February timeframe, we may need to make some modifications.

Mr. Murphy asked about the reserve. Brett said we borrowed from it but have repaid that amount. We still have $3.5 million.

Mr. Murphy asked about the salary for the Vice President of Academic Services. Brett said we still have that in the budget. President Oldfield said we are at the point where we need to look to refill that position with a search starting after the first of the year with a July 1 start date. We need to move forward. Brett has absorbed a lot, but Curt worries about the lack of depth at the administrative level. Mrs. Butler is asking about the timeframe. Curt said that timeframe works in an academic schedule the best. Mrs. Blodgett asked if it would make sense to get the word out there because a lot of people look over break. Linda asked if you could do an early release saying applications are being accepted and reference the timeframe. Curt said the same type of timeline could be used as when the Board conducts a Presidential search. Mr. Klinedinst asked if we look internally first and then decide to post? Curt said we could and said he has been reviewing that internally but
has not had anyone express interest. The credentials of what you are looking for would be somewhat unique, and we do not have someone with the experience. Gayle would post it with the intent that anyone is able to apply. Phil asked if a PhD is preferred or required. Curt would suggest preferred. Dave acknowledged that part of the discussion is that we will be moving ahead with the filling of the academic Vice President position.

President Oldfield gives kudos to Brett and Sarah for providing a balanced budget while managing during what is the most fiscally challenging time the College has ever faced. Linda agreed with President Oldfield. Brett said he would give kudos to Sarah for her daily diligence.

2.2.5 CLOSING OF THE 2016-2017 BUDGET HEARING

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

RESOLVED, That the Board of Trustees approved the closing of the 2016-2017 Budget Hearing.

2.2.6 Approve the Resolution for Approval of the 2016-2017 Budget.

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

RESOLVED, That the Board of Trustees approved the Resolution for Approval of the 2016-2017 Budget.

2.3 Institutional Planning

* Enrollment Management Team – Missy Wilkinson presented the following report:

Missy presented the Fall 10th Day numbers report. She indicated that we are down 101 in total headcount and down 31 hours in total credit hours. Missy explained that full-time headcount is students enrolled in 12 hours or more. We have 10 more students than last year. We have higher numbers in our athletic department this year as well as an increase in the Linkages program with WIU. Mr. Melhouse asked about the Linkages program. Missy explained that most Linkages students are from out of this area and were accepted at WIU but weren’t able to do the tuition and room and board. They pay our full-time tuition and live in the WIU dorms once they meet the residency requirements, and we use their in-district address. Missy also reported on part-time headcount and indicated that we have fewer dual credit students due to one of our bigger high schools no longer allowing students to take English 101 and 102. We are working with that school district to get that changed. The gender breakdown has remained consistent, and we see a spike in the 18-21 age group. President Oldfield said we have not received the 10th Day report from ICCB which will show the enrollment numbers from other colleges. Missy also reported the following Student Facts:

- We have students attending from three states outside of Illinois: Florida, Minnesota, and Texas.
- Oldest student is 76 from Canton and enrolled in a VSK community leadership course.
- Youngest student is 15 from Cuba and enrolled in two dual credit Ag classes.

Mr. Klinedinst thanked Missy for the positive news. Mr. Maguire congratulated Missy and the enrollment team because in the beginning the numbers weren’t looking good, and Missy has presented some encouraging numbers. Missy said it is a group effort.

* Facilities Update – Brett Stoller presented the following report:
Mr. Stoller said the weeds have been mowed at the new building. There has been some work going on – just some roof work. The first step is for all of the contractors to determine their additional costs for the restart. That information goes to the architect who submits that to CDB who said they turn that around in a couple of weeks. Once approved, all of that will be paid for out of the State. Once that all passes, then work can get started again. Gayle asked if the State is going to give us more money. Brett said the State will pay the contractors extra money for restarting the project. Gayle said so the efforts to shut the building down to save money is actually costing the State more. Brett said the State will reimburse the College for the local match that we fronted last fall.

President Oldfield said we did have an alum on campus working on the project. This SRC graduate has his own spray foam insulation company, and he was the contractor who provided that work on the decking on the roof. It was nice to have another alum on that project. President Oldfield also reported that he has been working with the Art in Architecture group. We are required to have a percentage of the project that the State will pay be represented by art. We have had one artist visit, and another artist is scheduled to visit. We expect the third to schedule a visit as well. The art will be displayed inside the front doors of the lobby area. The artists eligible for the project had to be on the Illinois Humanities Council list of artists. Linda asked what the requirements are once the art is in place. Curt said we are required to keep it but isn’t sure how long. We are also required to clean the art.

2.3.1 Approve the appointment of Rebecca Sherwood to the position of Nursing Faculty, effective January 17, 2017, at an annual salary of $51,123. This is a full-time faculty position.

President Oldfield said Rebecca is tenure track and would carryover the first year of her employment, and we would proceed with that timeline for the tenure.

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

RESOLVED, That the Board of Trustees approved the appointment of Rebecca Sherwood to the position of Nursing Faculty, effective January 17, 2017, at an annual salary of $51,123. This is a full-time faculty position.

3.0 ADDITIONAL ITEMS

There were no additional items for the Board’s consideration.

4.0 CLOSED SESSION. In accordance with the Illinois Open Meetings Act, the Board of Trustees will adjourn to Closed Session for paragraph 1). The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity; 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; and (6) the setting of a price for sale or lease of property owned by the public body.

Mr. Maguire indicated that there was not a call for Closed Session.
5.0 ADJOURNMENT

Following a motion by Mrs. Butler, seconded by Mr. Melhouse, and a roll call vote of unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, September 28, 2016, adjourned at 8:23 p.m.

________________________________________
Mr. Dave Maguire, Chair

Date

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Mrs. Gayle Blodgett, Secretary