

**MINUTES OF THE REGULAR MEETING OF THE  
HEARTLAND COMMUNITY COLLEGE BOARD OF TRUSTEES  
June 20, 2017**

Members present: Mary Campbell, Gregg Chadwick, Jeff Flessner, Don Gibb, Pat Hardesty, Janet Hood

Members absent: Becky Ropp, Renee Vaessen

Others present: Rob Widmer, Rick Pearce, Doug Minter, Kelli Hill, Sarah Diel-Hunt, Scott Bross, Jd Davis, Becky Gropp, Jim Hubbard, Ryan Knox, Sharon McDonald, Daryl Menke, Jane Miller, Bob Shaw, Lenore Sobota of *The Pantagraph*, Laura Mai

Chair Gregg Chadwick called the Regular Meeting of the Board of Trustees of Heartland Community College to order at 6:00pm at Heartland Community College in Normal. The roll call was followed by the Pledge of Allegiance. Chair Chadwick appointed Ms. Janet Hood as Secretary Pro Tem.

**ADOPT AGENDA**

**Ms. Janet Hood moved to adopt the agenda. Mr. Jeff Flessner seconded. A voice vote was unanimous. Motion approved.**

**PUBLIC COMMENT**

There were no public comments.

**STAFF REPORTS**

College Spotlight: Physical Therapist Assistant Program

Dr. Daryl Menke, Faculty-Physical Therapist Assistant (PTA), reported the inaugural PTA Pinning Ceremony was held in May and 15 students graduated. He also reported on the four-year process culminating in accreditation for the PTA program through June of 2022. The process will be repeated in the fall of 2021 to seek another 10 years of accreditation. Dr. Menke acknowledged Ms. Jane Miller, Instructional Chair Allied Health and soon-to-be Interim Dean of Health and Human Services, for starting the PTA program in 2012. Dr. Menke noted there are clinical contracts with 31 different sites within approximately a 90-mile radius of Heartland. Dr. Menke described future opportunities, including plans for an articulation agreement with Northern Illinois University that will allow students to pursue Bachelor of Science in Health Sciences degrees.

Athletics Overview and Update

Mr. Ryan Knox, Director of Fitness and Recreation Center and Athletics, gave an overview and update on athletics. Some of the improvements he mentioned included changes to the attendance policy, mandatory study tables, athlete participation in community service activities, and advising workshops. These efforts to ensure student success have resulted in higher retention and completion rates. Mr. Knox is working with three first-year coaches and one previous coach. He also described department policy to

recruit locally and gains made with in-district/regional athletes recruitment, future initiatives such as an alumni donation drive, and many early successes including the highest cumulative spring GPA in eight years. Mr. Knox responded to questions about possible expansion of athletics programs at Heartland.

### Athletics Overview and Update

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### Credit Enrollment Summer 2017

Dr. Rick Pearce, VP for Learning and Student Success, reported that summer enrollment is down about 5% in both headcount and credit hours. He noted that summer numbers are much smaller than regular semester terms and small fluctuations can significantly impact the percentage. Although this is the second year summer enrollment is down, it is not necessarily an indicator of lower future enrollments. More instructor training for on-line classes is underway to help meet demand for online classes.

### Financial

Mr. Doug Minter, VP of Business Services, reported approximately \$168,000 has been drawn from the contingency funds. The Revenues and Expenditures Reports show the Sales and Service Fees as well as Contractual Services to be higher than budgeted due to greater than anticipated volume with a contractual online training provider. Staff anticipates breaking even for the year despite budget challenges such as absorbing \$300,000 in MAP grants and \$100,000 in Adult Education state funding, both of which staff hope are temporary situations.

### Recognition & Correspondence

President Widmer noted a thank you letter to the Challenger Learning Center (CLC) from St. Andrew Catholic School in Rock Falls, Illinois. Approximately 25 5<sup>th</sup> and 6<sup>th</sup> grade students participated in an event at the CLC in May.

### Cabinet/Other

President Widmer reported the Challenger Learning Center was inducted into the Illinois Aviation Hall of Fame recently. A Spirit of Flight Award at a May banquet recognized the CLC's achievements and contributions to aviation, space flight and scientific pursuits.

Ms. Kelli Hill, VP of Continuing Education and Advancement, noted examples of collaboration across departments including offering professional development opportunities. The Continuing Ed staff and the Nursing Department offered a CEU opportunity on campus for nurses. There are

preliminary conversations about similar internal collaboration to benefit the Physical Therapist Assistant students; the Athletics Department is working with the Development Office to reach out to Heartland alums; and Continuing Ed is reaching out to the community as highlighted in a *Pantagraph* article on the Youth Build Program.

Mr. Scott Bross, Chief Information Officer, reported the IT staff is ready to include the trustees' @heartland.edu accounts in the e-mail system upgrade and migration to Office 365. Instructions will be e-mailed but it should be an easy process.

## **TRUSTEE REPORTS**

### **ICCTA**

Mr. Don Gibb reported that three trustees completed four hours of mandatory trustee leadership training; Ms. Campbell commented favorably on the training. Mr. Gibb reported on the ongoing lack of a state budget, the legislators' sessions, and the special session called by the governor. He noted Senator Bill Brady's proposed companion bills dealing with the budget, on which President Widmer also commented. The ICCTA meets in September.

### **Student Trustee**

No report.

### **Other**

Ms. Mary Campbell commented on the solar power project at the YWCA and shared some information with staff.

Chair Chadwick noted a suggestion made during the ICCTA trustee training to have the consent agenda motion language cover all items included in the action item. This change has been made in an effort to be as transparent as possible.

## **CONSENT AGENDA**

**Mr. Don Gibb moved to approve the ratification of bills paid during May 2017; travel expenditures by members of the Board of Trustees and travel expenditures that exceed maximum reimbursable rates by Heartland Community College employees submitted since the last meeting of the Board of Trustees; the minutes of the regular meeting May 16, 2017 of the Board of Trustees, the Prevailing Wage Resolution, and the FY2017 Transfer Resolutions. Ms. Janet Hood seconded. A roll call vote was unanimous. Motion approved.**

### **Prevailing Wage Resolution**

**To adopt the Prevailing Wage Resolution as presented in Board Item 7.4.**

### **FY2017 Transfer Resolutions**

**To adopt the resolutions authorizing transfer of monies from the Working Cash Fund and Operations and Maintenance Fund as presented.**

## **NON-PERSONNEL ACTION ITEMS**

### **FY2018 Tentative Budget**

**Ms. Janet Hood moved to adopt the attached FY2018 Tentative Budget Resolution thereby approving the tentative budget for fiscal year 2018, establishing September 19, 2017, as the hearing date for the FY2018 Tentative Budget, directing the budget be available in tentative form for public inspection, and specifying publication of appropriate notice of availability for inspection and public hearing. Mr. Jeff Flessner seconded. A roll call vote was unanimous. Motion approved.**

### **FY2019 RAMP Capital Request**

**Ms. Janet Hood moved to approve the Heartland Community College FY2019 RAMP Capital Request for funding to replace selected roadway and parking lot infrastructure, and authorize submission of the FY2019 RAMP Capital Request to the Illinois Community College Board for consideration in the State of Illinois FY2019 Capital Budget. Mr. Don Gibb seconded. A roll call vote was unanimous. Motion approved.**

### **FY2018 Connect Transit System Universal Access Service Agreement**

**Mr. Pat Hardesty moved to approve a Universal Access Service Agreement with the Bloomington-Normal Public Transit System d/b/a Connect Transit for the term July 1, 2017 to June 30, 2018 at an estimated cost of \$80,500, but subject to quarterly review and adjustment based on actual ridership. Mr. Jeff Flessner seconded. A roll call vote was unanimous. Motion approved.**

### **Wind Turbine Services Contract**

**Mr. Jeff Flessner moved to approve a 5-year wind turbine services contract to Vestas-American Wind Technology for the total of \$54,900 for the first year with established annual increases thereafter based on the Consumer Price Index for All Urban Consumers. Ms. Janet Hood seconded. A roll call vote was unanimous. Motion approved.**

## **CLOSED SESSION**

**Ms. Janet Hood moved to enter into closed session at 7:24pm to consider personnel matters, purchase or lease of property; and pending litigation. Mr. Don Gibb seconded. A roll call vote was unanimous. Motion approved.**

Chair Gregg Chadwick reconvened the regular meeting at 7:54pm.

## **PERSONNEL ITEMS**

### **Personnel Actions**

**Ms. Janet Hood moved to approve the monthly personnel actions. Mr. Jeff Flessner seconded. A roll call vote was unanimous. Motion approved.**

Employee Compensation Effective July 1, 2017

**Mr. Don Gibb moved to approve to approve employee compensation for classified, professional/technical, full-time faculty, and administrative employees as presented and generally reflecting a 2.5 percent annual base compensation increase effective July 1, 2017 and continuing through the first to occur of separation of service or June 30, 2018. Mr. Jeff Flessner seconded. A roll call vote was unanimous. Motion approved.**

Adjunct Faculty Promotions

**Ms. Janet Hood moved to approve to approve the promotion of the following adjunct faculty members into the identified tier (see attached list). Mr. Jeff Flessner seconded. A roll call vote was unanimous. Motion approved.**

Vice President of Business Services Contract

**Mr. Jeff Flessner moved to approve the attached contract for Douglas E. Minter, Vice President of Business Services, with an annual base compensation of \$139,916 effective July 1, 2017 and continuing through the first to occur of separation of service or June 30, 2018. Ms. Janet Hood seconded. A roll call vote was unanimous. Motion approved.**

Vice President of Continuing Education and Advancement

**Mr. Jeff Flessner moved to approve the attached contract for Kelli Tillery Hill, Vice President of Continuing Education and Advancement, with an annual base compensation of \$134,152 effective July 1, 2017 and continuing through the first to occur of separation of service or June 30, 2018. Mr. Pat Hardesty seconded. A roll call vote was unanimous. Motion approved.**

Vice President for Learning and Student Success

**Ms. Janet Hood moved to approve the attached contract for Richard R. Pearce, Vice President for Learning and Student Success, with an annual base compensation of \$147,522 effective July 1, 2017 and continuing through the first to occur of separation of service or June 30, 2018. Mr. Jeff Flessner seconded. A roll call vote was unanimous. Motion approved.**

**ADJOURNMENT**

**Mr. Pat Hardesty moved to adjourn. Ms. Janet Hood seconded. Motion was approved with a voice vote.**

The meeting was adjourned at 7:59pm.

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Gregg Chadwick, Chair

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Ms. Janet Hood, Secretary Pro Tem

\*Note: The student vote is advisory only