



HEARTLAND  
COMMUNITY COLLEGE

**MINUTES OF THE REGULAR MEETING OF THE  
HEARTLAND COMMUNITY COLLEGE BOARD OF TRUSTEES  
December 10, 2019**

Members present: Mary Campbell, Jeff Flessner, Janet Hood, Pat Hardesty, Nicci Van Dyke

Members absent: Gregg Chadwick, Becky Ropp, Tom Whitt

Others present: Keith Cornille, Rick Pearce, Sarah Diel-Hunt, Doug Minter, Kelli Hill, Scott Bross, Jenny Crones, Anna Catterson, Steve Fast, Brad Kafer, Barb Leathers, Sharon McDonald, Bob Shaw, Rachelle Stivers, Traci Van Prooyen, Lenore Sobota, Laura Mai

Vice Chair Jeff Flessner called the Regular Meeting of the Board of Trustees of Heartland Community College to order at 6:00pm at Heartland Community College in Normal. Roll call was followed by the Pledge of Allegiance. Ms. Campbell was named acting secretary.

**ADOPT AGENDA**

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

**PUBLIC COMMENT**

There was no public comment.

**PUBLIC HEARINGS**

Tax Levy Hearing

Vice Chair Flessner declared the public hearing open to receive public comments on the "Resolution Regarding Estimated Amounts Necessary To Be Levied For The Year 2019" and the Certificate of Tax Levy. There were no written or oral testimonies, and all persons desiring to be heard had the opportunity to present written or oral testimony with respect to this issue.

**Ms. Janet Hood moved to adjourn the hearing. Mr. Pat Hardesty seconded. A voice vote was unanimous. Motion approved.**

Public Hearing on the Bond Issue

Vice Chair Flessner declared the public hearing open to receive public comments on the proposal to sell \$10,500,000 Funding Bonds for the purpose of funding and paying claims against the District. The reasons for the proposed issuance of the Bonds are to pay claims against the District consisting of General Obligation Debt Certificates (Limited Tax), Series 2019, used to finance various capital and technology projects and equipment. There were no written or oral testimonies, and all persons desiring to be heard had the opportunity to present written or oral testimony with respect to this issue.

**Ms. Janet Hood moved to adjourn the hearing. Mr. Pat Hardesty seconded. A voice vote was unanimous. Motion approved.**

## PRESIDENT'S REPORT

Dr. Keith Cornille reported on the following:

**The Annual Report**, which is at your places, demonstrates the exceptional work and accomplishments of HCC's incredible faculty, staff and students; all whom are committed to one goal: student success. The report has been sent to numerous college and community stakeholders.

**Minimum Wage and Fair Labor Standards Act.** As of January 1: The first phase of the state minimum wage goes into effect and will impact 114 Heartland employees; the \$33,000 financial impact has already been accounted for in the budget. The federal Fair Labor Standards Act (FLSA) will update the earnings threshold (equivalent to \$35,568 annually for a 12-month employee) to exempt certain positions from the overtime pay requirements. Information sessions with impacted employees and college-wide communications have already occurred.

### College Spotlight: Canvas Update

Dr. Traci Van Prooyen, Associate VP, Academic Affairs, reported on the transition from BlackBoard to Canvas, the new Learning Management System (LMS). This conversion has been a collaborative effort between the Information Technology and Online Learning and Instructional Technologies departments. Special thanks to Dr. Anna Catterson, Director of Online Learning and Instructional Technologies, Brad Kafer, IT Project Manager, and Scott Bross, Chief Information Officer, for their help. The LMS is a one-stop-shop software application system to deliver content, gather and grade assignments, and provide feedback to students. As of January 1, all courses will be transitioned to Canvas.

Dr. Catterson provided an overview of Canvas from student and faculty perspectives and highlighted a few differences between BlackBoard and Canvas. She demonstrated the Dashboard, the Home Page, and other tools including the Immersive Reader and a plagiarism detector. Approximately 94% of students enrolled in online courses have downloaded the Canvas Mobile Application on their Smartphones and help requests to the Help Desk have been on a downward trend over the course of the semester.

### Student Success Spotlight: Online Learning and Supports

Dr. Van Prooyen reported on a variety of supports offered to online students to prepare them for the rigors of online learning. Using video clips, she simulated some of these experiences that were delivered to students in a non-traditional format and described below.

Jenny Crones, Assistant Director, Tutoring Services, presented a video of a virtual tutoring session with a student practicing for a speech class. Online tutoring has been offered for over a year in 165 classes, and it is provided in both live virtual sessions and through email.

Rachelle Stivers, Director, Library and Information Services, noted the library's online services and presented a video with Christina Norton and Jill Harper, Information Services Librarians, simulating the "Chat with a Librarian" service from both the librarian and student perspectives.

Also presented was a virtual interview featuring Dr. Catterson and Kylie Bryant, HCC student, that was recorded with Zoom, a virtual meeting platform, and saved in Canvas Studio.

Nicci Van Dyke, Student Trustee, discussed her experiences taking online classes including the importance of a good work ethic because "online classes don't equal easy."

## CABINET REPORTS

Dr. Rick Pearce, Provost and VP, Academic Affairs, reported on the campus visit by the Accreditation Commission for Education in Nursing (ACEN). Their draft report was all positive with zero findings and no interim reporting due. They noted HCC's self-study was probably the best they had ever encountered.

Dr. Sarah Diel Hunt, VP, Enrollment and Services, reported receiving a Community Champion award from YouthBuild McLean County recognizing the collaborative partnership with HCC.

Dr. Diel-Hunt reported the Pantagraph's Player of the Year, Camden Brown, has signed to play for Hawks men's soccer team next year. Head Soccer Coach Jovany Macias and Assistant Coach Gabe Carreno are to be commended for helping make Hawks soccer more visible in the community.

Dr. Diel-Hunt reported the Heartland Hawks Drama Club held its inaugural performance last week. Faculty Advisor Rhys Lovell did a great job with this group.

## FINANCIAL REPORT

Mr. Doug Minter noted the financial planning timeline is now a regular part of the finance packet. Monthly reports from the new software are working well (one glitch was discovered and corrected). The final step of the biennial capital and technology fund will be included on the January Board agenda.

## TRUSTEES' REPORTS

### ICCTA

No report.

### Student Trustee

Ms. Nicci Van Dyke reported the Physical Therapy Assistant program at HCC collected 2,646 pairs of shoes this fall as part of a program to help individuals world-wide start businesses. The Textbook Swap donation days collected 25 books, and the Heartland Activities Committee held de-stress week. Ms. Van Dyke thanked members of the Cabinet for attending a recent Senate meeting.

### Calendar of Upcoming Events, Updates and Announcements

Vice Chair Jeff Flessner noted the Calendar of Upcoming Events is available to the Board; a correction was made to the All College Kick-off: start time is 8:15am and location is the WDC.

## CONSENT AGENDA ACTION ITEMS

**Ms. Janet Hood moved to: approve the ratification of bills paid during November 2019, the minutes of the regular Board meeting of November 19, 2019, the 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 Board of Trustees 2020 regular meeting schedule as provided. Mr. Pat Hardesty seconded. A roll call vote was unanimous. Motion approved.**

## NON-PERSONNEL ACTION ITEMS

### Connect Transit

Mr. Pat Hardesty moved to approve a half-year Universal Access Service Agreement with the Bloomington-Normal Public Transit System d/b/a Connect Transit for the term January 1, 2020 to June 30, 2020 at an estimated cost of \$49,500, but subject to quarterly review and adjustment based on actual ridership. Ms. Janet Hood seconded. A roll call vote was unanimous. Motion approved.

### Tax Levy Resolution

Ms. Janet Hood moved to adopt the "Resolution Regarding Amounts Necessary To Be Levied For The Year 2019" and Certificate of Tax Levy as presented. Mr. Pat Hardesty seconded. A roll call vote was unanimous. Motion approved.

## CLOSED SESSION

Mr. Pat Hardesty moved to enter into closed session at 7:16pm to consider probable or imminent litigation. Ms. Janet Hood seconded. A roll call vote was unanimous. Motion approved.

Vice Chair Jeff Flessner reconvened the regular meeting at 7:36pm

## PERSONNEL ACTION ITEMS

### Monthly Personnel Actions

Ms. Janet Hood moved to approve the monthly personnel actions as presented. Mr. Pat Hardesty seconded. A roll call vote was unanimous. Motion approved.

### Faculty Sabbatical Leave Recommendation

Mr. Pat Hardesty moved to approve a sabbatical leave as provided for in the collective bargaining agreement. Approval is for a one-semester sabbatical for Sharon Migotsky, Professor of Humanities for the Spring 2021 semester. Ms. Janet Hood seconded. A roll call vote was unanimous. Motion approved.


### Non-Faculty Sabbatical Leave Recommendation

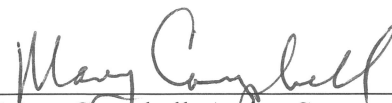
Mr. Pat Hardesty moved to approve sabbatical leave for Brie Weaver and Amanda King, Child Development Specialists in the Child Development Lab, for the Spring 2020 semester. Ms. Janet Hood seconded. A roll call vote was unanimous. Motion approved.

## ADJOURNMENT

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

The meeting was adjourned at 7:37pm.

  
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Jeff Flessner, Vice Chair

  
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Mary Campbell, Acting Secretary

\*Note: The student vote is advisory only