

**MINUTES OF THE REGULAR MEETING OF THE
COMMUNITY COLLEGE BOARD OF TRUSTEES
February 18, 2020**

Members present: Mary Campbell, Gregg Chadwick, Jeff Flessner, Janet Hood, Pat Hardesty, Becky Ropp, Tom Whitt, Nicci Van Dyke

Members absent: none

Others present: Keith Cornille, Rick Pearce, Doug Minter, Kelli Hill, Sarah Diel-Hunt, Scott Bross, Traci Van Prooyen, Amy Pawlik, Steve Fast, Sharon McDonald, Bob Shaw, Lenore Sobota-The Pantagraph, Joe Deacon-WGLT, 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.

ADOPT AGENDA

Chair Chadwick added item 5.3. Health Insurance Update to the President's Report on the agenda. **Ms. Janet Hood moved to adopt the agenda as changed. Ms. Becky Ropp seconded. A voice vote was unanimous. Motion approved.**

PUBLIC COMMENT

None.

PRESIDENT'S REPORT

Dr. Keith Cornille reported. Prior to this meeting, the Board held a retreat to discuss the Strategic Enrollment (SEM) Plan. Conversation will continue to clarify the Board's interests in an end statement regarding to the number of individuals the college should be serving. The Health Insurance Update was moved to this meeting from the retreat agenda due to lack of time during the retreat.

Campus Visit from the Department of Education. Scott Stump, Assistant Secretary of Career, Technical and Adult Education, visited on February 14. Several guests from the ICCB and ISBE as well as Congressman Rodney Davis were here to greet him. Mr. Stump met with Dr. Pearce, deans, administrators, faculty, and students to discuss HCC's Career and Technical Education programs and solicit thoughts and input on our needs; he also toured the Health Science, Industrial Maintenance, Technology facilities, and the Child Development Center.

Upcoming Updates. During the next several months, we will provide updates and reports on the Facilities Master Plan, the Inclusion and Diversity Task Force, Work Ready programs, and efforts to provide training/education to local companies/businesses such as Rivian and Brandt.

Presidential Task Force on Financial Sustainability Update

One year ago a task force made up of Board members, faculty, students and administration was charged with providing the President with a set of recommendations to inform Board Policy and Administrative standards related to furthering the financial sustainability and long term financial/budget planning for the College. The Task Force members became educated and informed on the issues and developed a series of recommendations related to Total Tax Rate, Debt Management, and Reserve Funds, which were approved at a special Board meeting in September. Next month the team will finalize its work by recommending Board policy language for Residency, Out of District/Out of State/ In District Tuition Rates, and Universal and Fees.

Board Policy Revision 1st Reading: Leaves

As part of the College's strategic initiative to deepen employee engagement in the community and to give employees flexibility to participate in volunteer activities, Board Policy 6.9 Leaves is presented for a first reading. It recommends adding paid volunteer leave as an employee benefit. Staff will bring it back next month for a second reading and, if approved, operational details would provide that Regular full-time employees may use up to eight hours of paid time-off annually and regular part-time employees may use up to four hours of paid time-off annually to volunteer for charitable, community service, and educational support organizations. Volunteer leave time will not carry over if unused and cannot be used for any other purpose.

Health Insurance Update (Previously scheduled for the February 18, 2020 Retreat)

The Insurance Review Team is completing work started last spring on employee insurance coverage at HCC and exploration of best practices to address medical insurance costs. The Board Finance Committee will now join the effort to develop a set of recommendations to address cost containment, plan design, premiums, and self-insurance fund balance management.

Barb Leathers, Executive Director, Human Resources, reported on the team's work to gather and analyze data to help inform recommendations to be made to the Board. She reviewed details about the medical insurance plan and laid the foundation to gather input from the Board for the self-insurance fund reserves. She reviewed the team composition, responsibilities, and goals. She reviewed premiums by insurance type (dental, vision, medical and term life), and premium sharing by the College and employees. She provided a detailed explanation of each type of insurance, premiums, medical claims trends, and plan costs compared to collected premiums with the objective to ensure long-term viability of the self-insurance reserve fund. The Insurance Review Team will conduct an insurance benefits survey, review employee insurance renewals, develop recommendations for FY21, and develop strategic recommendations for the self-insurance fund.

CABINET REPORTS

Kelli Hill, VP, External Relations, reported on (preliminary) results from the Caterpillar 3-year grant for 579 Livingston County pre-high school students to visit the Challenger Learning Center next year. Another similarly-focused, 1-year grant from Growmark will support 330 students. The FunnyRaiser ticket sales already exceed 350 tickets. Open houses are scheduled March 3 at HCC Pontiac and March 5 at HCC Lincoln. The HCC Lincoln Advisory Team met in January. Dr. Rick Pearce, Provost and VP, Academic Affairs, reported the Pontiac Township High School Dual Credit Earth Science class, led by Paul Ritter, participated in the "30% of Land and Water

Preserved by 2030” Summit with their project, “Operation Endangered Species,” to help save the extirpated alligator snapping turtle species by re-introducing them to waters in Illinois.

FINANCIAL

Doug Minter, VP, Business Services and Institutional Effectiveness, noted the financial planning timeline is now a regular part of the financials packet, and new items are boldfaced. He noted that, at this moment, the projected deficit is substantially less than budgeted. An additional report combining the two operating funds will be added to upcoming packets to better present the operating budget projection.

Construction Projects Update

Mr. Minter noted highlights from the Construction Projects Update related to the varying levels of certainty for some state funded projects.

TRUSTEE REPORTS

ICCTA

Mr. Tom Whitt reported the next meeting of the ICCTA is scheduled in March at HCC.

American Association of Community Colleges - National Legislative Summit Report

Trustees Whitt and Van Dyke and Dr. Cornille attended the National Legislative Summit in Washington, DC earlier in February. Ms. Van Dyke attended a student session where students were encouraged to contact legislators using social media; Ms. Van Dyke was pleased with the resulting communication. Mr. Whitt reported that during the three-day trip the Illinois delegation met with senators and representatives to discuss a number of issues, which he found to be informative and worthwhile.

Student Trustee

Ms. Van Dyke reported renovations of the Student Commons Building Room 1602 are complete. The Alternative Spring Break to Washington, DC, has 28 students signed up. Former Student Trustee, Josh Crockett, is running for the position of Student Trustee at Illinois State University.

Calendar of Upcoming Events

Chair Chadwick noted the Calendar of Upcoming events is available.

CONSENT AGENDA ACTION ITEMS

Ms. Becky Ropp moved to approve the ratification of bills paid during January 2020; to approve the minutes of the regular Board meeting of January 21, 2020; and to approve and release the closed session minutes of the Board meetings, to extend non-disclosure of the recordings, and to authorize and direct the Board Secretary to destroy such recordings after 18 months as presented. Mr. Tom Whitt seconded. A roll call vote was unanimous. Motion approved.

Semi-Annual Closed Session Minutes and Recordings: To approve and release the closed session minutes of the following Board meetings (except for portions of such minutes that

have been redacted for the reason that the need to maintain confidentiality continues to exist), and to extend non-disclosure of the recordings of the closed session portions of the Board meetings set forth below for the reason that the need to maintain confidentiality continues to exist, and to authorize and direct the Board Secretary to destroy such recordings after 18 months on or after the identified dates: Regular Board meeting of September 17, 2019; authorized destruction March 17, 2021. Regular Board meeting of October 15, 2019; authorized destruction April 15, 2021. Regular Board meeting of December 10, 2019; authorized destruction June 10, 2021. There were no closed sessions in July, August, or November, 2019.

NON-PERSONNEL ACTION ITEMS

Farm Ground Lease of College Real Property

Mr. Tom Whitt moved to approve the recommendation to lease approximately 80 acres of farm ground to Mr. Jerome Denzer of Bloomington, Illinois for the crop years 2020 and 2021. Ms. Janet Hood seconded. A roll call vote was unanimous. Motion approved.

Tuition and Fees Recommendation

Ms. Becky Ropp moved to establish the Heartland Community College per credit hour tuition and fees rate at a total of \$163 per credit hour effective with the summer term of FY2021, as follows: Tuition \$155.00, Student Life Fee \$7.00. Program Development and Facilities Enhancement Fee \$1.00. Mr. Tom Whitt seconded. A roll call vote was unanimous. Motion approved.

Parking Lots, Roads, and Sidewalks Pavement Repair Deferred Maintenance Project

Ms. Janet Hood moved to approve a Parking Lots, Roads, and Sidewalks Pavement Repair Deferred Maintenance Project and its Project Application to the Illinois Community College Board (ICCB). Ms. Becky Ropp seconded. A roll call vote was unanimous. Motion approved.

CLOSED SESSION

Ms. Janet Hood moved to enter into closed session at 7:36pm to consider personnel matters. Mr. Tom Whitt seconded. A roll call vote was unanimous. Motion approved.

Chair Gregg Chadwick reconvened the regular meeting at 7:36pm.

PERSONNEL ACTION ITEMS

Personnel

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

Tenure Recommendation

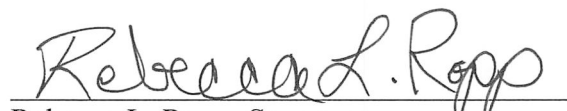
Ms. Janet Hood moved grant tenure to the following faculty members effective with the Fall 2020 semester: Wayne Bass, Humanities, Liberal Arts and Social Sciences Division; Paul Kelson, Accounting, STEM-Business Division; Angela Kerr, Biology, STEM-Business Division; Martha Stearns, Medical Assistant, Health Sciences Division; Stephanie Turner, Physical Therapist Assistant, Health Sciences Division. Mr. Tom Whitt seconded. A roll call vote was unanimous. Motion approved.

ADJOURNMENT

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

The meeting was adjourned at 7:43pm.


Gregg Chadwick, Chair


Rebecca L. Ropp, Secretary

*Note: The student vote is advisory only