



HEARTLAND
COMMUNITY COLLEGE

**MINUTES OF THE SPECIAL MEETING OF THE
HEARTLAND COMMUNITY COLLEGE BOARD OF TRUSTEES
March 31, 2020**

Members present (virtual format): Mary Campbell, Gregg Chadwick, Jeff Flessner (arrived 5:18pm), Pat Hardesty, Janet Hood, Becky Ropp, Tom Whitt, Nicci Van Dyke

Members absent: none

Others present (virtual format): Keith Cornille, Rick Pearce, Doug Minter, Kelli Hill, Sarah Diel-Hunt, Wayne Bass, Terrance Bond, Scott Bross, Steve Fast, Jim Hubbard, Barb Leathers, Sharon McDonald, Amy Pawlik, Kelly Stogner, Traci Van Prooyen, Josh Woods, Katie Boland, Jason Kubichan & Jeff Sronkoski & Michael Lundeen of Legat Architects, Lenore Sobota-Pantagraph, Howard Packowitz-WEEK, Joe Deacon-WGLT, Laura Mai

Chair Gregg Chadwick called the Meeting of the Board of Trustees of Heartland Community College to order at 5:00pm. The meeting was conducted online in a virtual format with all meeting content and public comments, via phone or otherwise, being recorded. The roll call was followed by the Pledge of Allegiance.

ADOPT AGENDA

Ms. Becky Ropp moved to adopt the agenda. Mr. Tom Whitt seconded. A voice vote was unanimous. Motion approved.

PUBLIC COMMENT

No public comment. (Access to make public comment was provided online via a Zoom link and through a local phone number.)

CONSENT AGENDA ACTION ITEMS

Ms. Janet Hood moved to approve the ratification of bills paid during February 2020; minutes of the Board Retreat and Regular Board meeting February 18, 2020; final 2021-2022 and draft 2022-2023 academic calendars; attached resolution regarding the preparation of the Heartland Community College Fiscal Year 2021 (July 1, 2020 - June 30, 2021) Budget; and Statement of Final Completion related to the project to Replace Data Center Air Conditioning Systems. Ms. Becky Ropp seconded. A roll call vote was unanimous. Motion approved.

NON-PERSONNEL ACTION ITEMS

Audit Firm Engagement FY20

Ms. Becky Ropp moved to approve engagement of the firm of Wipfli, LLP to conduct the FY2020 College audit with a proposed FY2020 audit fee of \$53,000. Mr. Tom Whitt seconded. A roll call vote was unanimous. Motion approved.

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Board Policy Revision 2nd Reading: Leaves

Ms. Janet Hood moved to approve the Board Policy with the revision as presented. Ms. Becky Ropp seconded. A roll call vote was unanimous. Motion approved. (Mr. Flessner joined the meeting in time to vote.)

New Program Approval: Career and Technical Education Program

Mr. Jeff Flessner moved to approve the new certificate programs in Business Technology, Computer Networking Technology and Industrial Technology. Mr. Tom Whitt seconded. A roll call vote was unanimous. Motion approved.

PERSONNEL ACTION ITEMS

Personnel

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

PRESIDENT'S REPORT

Dr. Keith Cornille reported the May 2020 commencement ceremony would be conducted virtually and graduates will be invited to walk across the stage next year (May 2012); a final decision regarding summer classes will be announced tomorrow; at the April board meeting, the President's Financial Sustainability Task Force will have a recommendation for policy language on tuition and residency. Special thanks to Wayne Bass and Jim Hubbard for their leadership with Facilities Master Planning.

Later in the meeting, Dr. Cornille added the following: Ryan Knox, Director, Fitness Recreation Center and Athletics, was nominated for NJCAA Athletic Director of the Year; Tim Bill, Executive Director, Marketing and Public Information, and his Marketing and Public Information Team received a 2nd Place Silver award from the National Council for Marketing and Public Relations in the Print/Catalog category for 2019 Rosie the Riveter catalog cover.

Facilities Master Plan Update

Michael Lundeen, Principal, Associate Director of Higher Education and Architect, and Jeffrey Sronkoski, Principal and Director of Higher Education, both with Legat Architects, provided an update and answered questions on Parts 1 and 2 of the Facilities Master Plan.

Mr. Lundeen described the master plan process: Part 1 Inventory and Assessment, Part 2 Concept Development and Prioritization, Part 3 Master Plan Development.

In Legat's experience, Part 1 is usually what takes half the work and time. Mr. Lundeen listed Major Activities during Part 1 and explained how Inventory and Assessment of College property helped identify how buildings are used, and how classroom use changes at different times of the day. Use of HCC classrooms and teaching labs was compared to average peak and average total hour benchmarks.

Mr. Lundeen addressed a question about how to plan as more classes go online. Dr. Pearce addressed a question about the use of the Normal Readiness Center (NRC) by primary users (the National Guard, MTU8 and Emergency Medical Technician program participants) and noted the College is exploring accommodating the HCC music program in the NRC. Mr. Lundeen noted the NRC numbers did not significantly skew the average hours of building use on campus.

An Environmental Scan by Northern Illinois University gathered demographic and economic data as well as projections on jobs in the district. This scan is being used by the College to conduct a Community Scan to “look forward” and identify programs and needs that affect the district today and into the future.

Mr. Lundeen described the process of assimilating approximately 400 interview requests collected from 77 separate interview groups into approximately 200 interview requests. The requests were categorized (e.g., Academic) and reviewed by the FMP Steering Committee using specific Scoring Criteria. He described the Development of Objectives that resulted in 18 Objectives (e.g., Agricultural Program Complex). The list of Objectives briefly described each Objective and ways of accomplishing the Objective.

Dr. Cornille responded to a question about any need to re-evaluate the plan in light of the current world situation (Coronavirus pandemic) and noted the FMP Steering Committee is scheduled to have a conversation on April 10.

Mr. Lundeen asked the Board if any Objectives were missing and a comment was made about the expansion of the Fitness and Recreation Center (FRC). Jim Hubbard, Executive Director of Facilities, noted that is included in the Objective for Student Life Improvements.

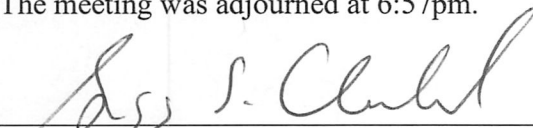
Mr. Lundeen responded to a question about whether Signage and Way Finding qualified as an objective by noting it is definitely part of a bigger picture. Mr. Lundeen found it surprising to have identified so many Objectives on such a young campus, but the items are pretty typical. He noted that some of the campus spaces don't function as well as they might. There was a suggestion to group some of the objectives into categories then prioritize them over time. Mr. Lundeen and Mr. Sronkoski suggested groupings such as Student and Community Engagement and Academic Supports.

Dr. Cornille indicated another Zoom meeting with the media immediately follows this Board meeting.

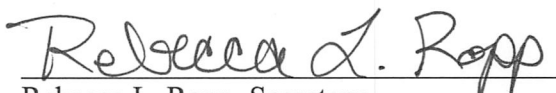
ADJOURNMENT

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

The meeting was adjourned at 6:57pm.



Gregg Chadwick, Chair



Rebecca L. Ropp, Secretary

*Note: The student vote is advisory only