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| Date: **05.17.23** Board of Trustees Meeting  RE: **Board Meeting Minutes**  Location: Board room, Student Administrative Center, 1301 South 48th Street, QY, IL 62305  1. **Call to Order/Appointment of Assistant Secretary**  The **05.17.23** Board of Trustees meeting was called to order in the Board room, Student Administrative Center, 1301 South 48th Street, Quincy, IL 62305, at 6:00 p.m. by Mr. Andy Sprague**,** vice-chair. Mr. Spragueappointed Ms. Benz assistant secretary.    2. **Roll Call**  Ms. Benz called roll:   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Ms. Gregory |  |  | x |  | | Ms. Greger |  |  | x |  | | Mr. Hess |  |  |  | x | | Mr. Sprague |  |  | x |  | | Ms. Hawley |  |  | x |  | | Dr. Greenwell |  |  | x |  | | Mr. Fischer |  |  | x |  | | Mr. Rhea |  |  | x (via phone) |  | | Voice Vote |  |  |  |  |   **Attendees:** Dr. Bryan Renfro,Ms. Leah Benz, Mr. Josh Welker, Ms. Tracy Orne, Dr. Laurel Klinkenberg, Mr. Dave Hetzler, Ms. Norma Klingele, Ms. Rachel Hansen, Ms. Barbara Holthaus, Mr. Dan Stupavsky, and Mr. Sam Tedrow.  3. **Pledge of Allegiance; Mission Statement** – Ms. Kaydence Gregory read the mission statement which states JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.  4. **Introductions** - Ms. Nora Klingele, Director of Fiscal Services  5. **Special** **Report –** None  6. **Consideration of Items from the Floor -** At the April 26, 2023, meeting, items 6.2 and 6.3 were tabled. Item 6.2 was selection/appointment of Board of Trustees Committees. Mr. Rhea, via phone, share that appointment to the Finance and Audit Committee would remain as Mr. Don Hess, and Dr. Randy Greenwell. Appointment to the Curriculum Committee will be Mr. Larry Fischer and Ms. Angela Greger. ICCTA representative will be Mr. Andy Sprague and alternate Ms. Paula Hawley. No objections were noted.  7.  **Public and/or Employee Comment** - None    8.1 **ICCTA/West Central Region Report – *Ms. Paula Hawley, ICCTA representative*, *Mr. Don Hess, alternate –*** No report for May.  8.2 **Board Executive Committee Report** **– *Mr. Andy Sprague, Ms. Paula Hawley, Mr. Bob Rhea, Mr. Larry Fischer, (alternate).*** The Executive Committee met on Thursday, May 11, 2023, in room C252 at 1:30. Attendees were Mr. Bob Rhea, Mr. Larry Fischer, and Ms. Paul Hawley, (via Zoom).  Mr. Andy Sprague was absent.  The committee discussed the May agenda items.   * **Consent Agenda were:** * Regular Board minutes, bills, travel expenditures * Financials April * Curriculum items   Mr. Rhea noted his appointments for the Board sub committees that were left vacant due to two trustees being absence at the April meeting.   * **Grants**   The board discussed the five grant submissions being presented on the agenda for May.   * **Personnel**   Discussion was held on a creation of a new position, Dean of External Relations and Communication, a status change of the grant officer, a reorganizational change in Public Relations/Advancement departments and an appointment of an Interim Dean of Students/Enrollment Management.   * **Business Agenda**   No Business agenda items are being presented. Discussion was held on the formation of a Decennial Committee on Local Governmental Efficiency Act.   * **Discussion Items**   The committee heard Administrations plans to implement additional staff compensation as presented by an outside consultant who analyzed all staff positions.  Adjustments were calculated to account for compression.  Board retreat agenda was reviewed.  Commencement ceremony process was shared.  The committee was reminded that training for all Board members will be held in the upcoming months. Mr. Rapp and Mr. Renfro will meet to establish the criteria.  8.3 **Board Curriculum Committee Report** – The Curriculum Committee met on Monday, May 15, 2023. Attending virtually via zoom were Ms. Paula Hawley, trustee; Mr. Andy Sprague, trustee; Dr. Laurel Klinkenberg, vice president of instruction; Dr. Bryan Renfro, president; Ms. Kristina Johnson, note taker.  Course changes in Computer Science and Business noted minor title changes and updates to course description were revised to align with our 4-year institutional partners.  Articulation agreements are being collaborated with our four-year institutions to ensure our students have a streamlined path of completion.  8.4 **Board Finance and Audit Committee Report** – ***Dr. Randy Greenwell, Mr. Don Hess*** –The Finance and Audit Committee met on Wednesday, May 17, 2023, at 11:00 a.m., at John Wood Community College. Present were Randy Greenwell; trustee, Bryan Renfro; president, Josh Welker; dean of business services & institutional effectiveness, Nora Klingele; director of fiscal services, and Jenny Venvertloh; note taker.  The committee reviewed the following:   * Bills for Payment - The bills were reviewed and will be recommended for payment. * Approval of Travel Requests – The committee reviewed the out of district travel forms that have been submitted and recommended them for approval. * Financials - The financials were reviewed and will be recommended for approval. * Board Budget – The budget was reviewed. * Review & Discuss Investments - The investment report was reviewed. Proposals for CD rates will be sent out to obtain new CD’s. * Other– An overview of the compensation plan was presented. Costs associated with the changes from the plan will be embedded in the FY24 budget that will be presented next month.   8.5 **Student Trustee Report** – ***Ms. Kaydence Gregory*** – In old business, students went to the Cardinal game in St. Louis of which Dr. Renfro attended also. This event is open to all students across campus. End of year award banquet was held. Numerous individuals received awards for their service from this last year. Mr. Gregory received outstanding freshman of the year. Some activities were held to destress during final weeks which included smashing a car and games, and free coffee from Trio office.  In new business SGA summer retreat is schedule for the officers July 5-6. Camp Trail Blazer event for all SGA members will be held this fall at the boy scout camp.  8.6 **Administration Report** – ***Dr. Renfro*** – JWCC is celebrating the 48th annual graduation ceremony on Friday. Dr. Renfro shared an estimated 235 students are expected to walk this year. This number compares to 185 in 2022, 174 in 2019, 173 in 2018 and 150 in 2017. Of the 235 197 will received an Associate in Arts, 1 an Associate in Fine Arts, 3 an Associate in Engineering Science, 37 an Associate in Science, and 111 an Associate in Applied Science. College for Life will award 1 certificate. Addition to associate degrees 174 certificates will be awarded.  Nursing pinning will be held on Thursday, May 18. An estimated 23 A.D.N. students and 21 L.P.N. students are expected to receive their pin.  The board heard about the partnership with GREDF and QAVTC for the Career & Technical Signing Day Launch. Over 13 students and 8 business partners participated.  Hannibal innovation movement continues to move forward. Another meeting is scheduled.  Quincy Chamber Diversity, Equity, and Inclusion hosted their academy on the Quincy campus. Dr. Renfro was asked to serve on the panel of this academy.  Trail Blazer baseball team has experience success this year. They earned a spot in the first round of the Region 24 District tournament. Highlights of the team is Coach Hightower reached his 100-win career mark, an all-time program high of 19 conference wins, a program record of 68 team home runs, and a young gentleman, Payton Mansfield set the single season home run record of 23.  Dr. Renfro shared the Workforce Development Center project is progressing on schedule. Construction on the inside of the building is moving forward. A ribbon cutting date has not yet been identified.  9. **Consent Agenda**  **Consent business**  9.1Request approval of 04.26.23 Board regular meeting minutes  9.2 Request approval of bills for payment for April **Finance and Audit Committee**  9.3 Request approval of monthly financial statements for April **Finance and Audit Committee**  9.4 Request approval of trustee and employee travel expenditures for April **Finance &** **Audit** **Committee**  **9.5** Request approval of the curriculum items as presented in the packet  **MOTION:**  *Request approval of the consent agenda items*  Moved by: Dr. Greenwell  Seconded by: Ms. Greger  **Discussion:**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Ms. Gregory | x |  |  |  | | Ms. Greger | x |  |  |  | | Mr. Hess |  |  |  | x | | Mr. Sprague | x |  |  |  | | Ms. Hawley | x |  |  |  | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Mr. Rhea | x (via phone) |  |  |  | | Voice Vote |  |  |  |  |   10. **Grant Items All three grants were approved under one motion.**  **MOTION:** *Authorization to submit a grant application to Illinois Community College Board/Il Department of Human Services for Early Childhood Access Consortium for Equity RE: $616,693.68*  Moved by: Ms. Gregory  Seconded by: Ms. Hawley  **Discussion:** In response to the shortage of quality childcare providers in Illinois, this statewide plan will streamline, coordinate, and improve accessibility of early childhood degree pathways. This will be the 3rd year of the three-year grant and will focus on incumbent early childhood workforce and the employers of childcare educators.  **MOTION:** *Authorization to submit an application to the Illinois Community College Board for Pipeline for the Advancement of the healthcare Workforce (IPATH) RE: $312,095*  **Discussion:** This grant is to create, support, and expand the opportunities of individuals in the nursing pathway and select healthcare pathways to obtain credentials and degrees that allow them to enter and/or advance their careers in the fields of CNA, LPN/RN, CMA, and Surgical Tech. In year 2, all EMS programs will also be eligible under the PATH grant.  **MOTION:** *Authorization to submit an application to the Illinois Department on Aging for the Illinois Department on Aging RSVP grant: RE: $50,364*  **Discussion:** Illinois Department on Aging RSVP Grant provides funding for salaries, program support and volunteer recognition for the Adams, Brown, and Pike County RSVP program. These funds will be used to meet the matching funding needed for the AmeriCorps Seniors annual grant.  **MOTION:** *Authorization to submit an application to the Illinois Community college Board for FY24 Perkins grant RE: $171,087*   1. **Discussion:** Perkins V is a federally funded grant awarded through the state that provides funds for CTE programs. The grant helps strengthen the relationship between secondary, post-secondary and industry. The relationships created between these sectors allows education to remove barriers and create exposure in the Career and Technical fields. Award of this grant allows JWCC to purchase equipment in CTE departments and provide services to students in CTE programs.   **MOTION:** *Authorization to submit an application to the Illinois Board of Higher Education for the Illinois Cooperative Work Study grant RE: Range $12,000-$15,000*   1. **Discussion:** JWCC provides a workforce education link between classroom studies and on-the-job real-world experience by partnering with local employers. Salaries for 10-14 student internships established through the program are partially funded by the grant, helping employers save money while they train the student. Internships take place in career areas such as Ag, HVAC, and Accounting to reflect the workforce needs of the community and surrounding area.   11. **Business**  11.1 **MOTION**: No business items were presented at the May meeting.  Moved by:  Seconded by:  **Discussion:**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Ms. Gregory |  |  |  |  | | Ms. Greger |  |  |  |  | | Mr. Hess |  |  |  |  | | Mr. Sprague |  |  |  |  | | Ms. Hawley |  |  |  |  | | Dr. Greenwell |  |  |  |  | | Mr. Fischer |  |  |  |  | | Mr. Rhea |  |  |  |  | | Voice Vote |  |  |  |  |   12. **Discussion Item**  Calendar of Events – Graduation May 19, 2023  The Board Spring retreat Tuesday May 30 from 8:30-2:30 at the Agricultural Education Center  13. **Notices and Communications**  14. **Personnel Items**  14.1 **MOTION:** *Authorize to employ new staff and faculty, accept resignations, retirements, terminations, and implement status changes as presented*  Moved by: Ms. Hawley  Seconded by: Mr. Fischer  **Discussion:**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Ms. Gregory | x |  |  |  | | Ms. Greger | x |  |  |  | | Mr. Hess |  |  |  | x | | Mr. Sprague | x |  |  |  | | Ms. Hawley | x |  |  |  | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Mr. Rhea | x (via phone) |  |  |  | | Voice Vote |  |  |  |  |   15. **Other Items**  Dr. Renfro shared the Workforce Development Center project is progressing on schedule. Construction on the inside of the building is moving forward. A ribbon cutting date has not yet been identified. No substantial change orders have been requested.  16. **Closed Session No closed session was held.**  16.1 *A closed session will be necessary to consider the appointment, employment,**discipline, performance, or dismissal of specific employees of the public body*  Moved by:  Seconded by:   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Ms. Gregory |  |  |  |  | | Ms. Greger |  |  |  |  | | Mr. Hess |  |  |  |  | | Mr. Sprague |  |  |  |  | | Ms. Hawley |  |  |  |  | | Dr. Greenwell |  |  |  |  | | Mr. Fischer |  |  |  |  | | Mr. Rhea |  |  |  |  | | Voice Vote |  |  |  |  |   **17. Public Session**  17.1**MOTION:** *Resume to Open Session*  Moved by:  Seconded by:   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Ms. Gregory |  |  |  |  | | Ms. Greger |  |  |  |  | | Mr. Hess |  |  |  |  | | Mr. Sprague |  |  |  |  | | Ms. Hawley |  |  |  |  | | Dr. Greenwell |  |  |  |  | | Mr. Fischer |  |  |  |  | | Mr. Rhea |  |  |  |  | | Voice Vote |  |  |  |  |   18. **Adjournment**    18.1 **MOTION:** *Adjourn the May 17, 2023, Board of Trustees regular meeting*    Moved by: Dr. Greenwell  Seconded by: Ms. Greger     |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Ms. Gregory | x |  |  |  | | Ms. Greger | x |  |  |  | | Mr. Hess | = |  |  | x | | Mr. Sprague | x |  |  |  | | Ms. Hawley | x |  |  |  | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Mr. Rhea | X (via phone) |  |  |  | | Voice Vote |  |  |  |  |   19. **Approval:**  Approved the **21st day of June 2023**, at a meeting of the Board of Trustees of Community College District No. 539, meeting at the Student Administrative Center, 1301 South 48th Street, Quincy Il 62305 at which \_\_\_\_\_\_\_\_voting members were present, constituting a quorum by a vote of \_\_\_ayes and \_\_\_\_\_\_\_\_nays.  **CHAIR:X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_SECRETARY:X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |