Date: **03.18.25** Board of Trustees Meeting

RE: **Board Meeting Minutes**

Location: Southeast Education Center, 39637 260th Ave, Pittsfield, Illinois, 62363

1. **Call to Order/Appointment of Assistant Secretary**

The **03.18.25** Board of Trustees meeting was called to order at the Southeast Education Center, Pittsfield Il, 62363 at 6:00 p.m. by Mr. Bob Rhea, chair. Mr. Rheaappointed Ms. Benz assistant secretary.

2. **Roll Call**

Ms. Benz called roll:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** |
| Mr. Dickerman |  |  | x |  |
| Ms. Greger |  |  | x |  |
| Mr. Hess |  |  | x |  |
| Mr. Sprague |  |  | x |  |
| Ms. Hawley |  |  | x |  |
| Dr. Greenwell |  |  | x |  |
| Mr. Fischer |  |  | x |  |
| Mr. Rhea |  |  | x |  |
| Voice Vote |  |  |  |  |

**Attendees:** Dr. Bryan Renfro,Ms. Leah Benz, Mr. David Penn, Dr. Shelley Barkley, Mr. Josh Welker, Dr. Steven Soebbing, Mr. Matt Carey, Mr. Dave Hetzler, Ms. Diane Vose, Mr. Chris Koetters, Ms. Bethany Beeler, and Ms. H.K. Giltner.

3. **Pledge of Allegiance; Mission Statement** – Pledge of Allegiance was said, and mission statement read.

4**.**  **Introductions –** Mr. Dickerman was acknowledged for his last official meeting serving as student trustee.

Newly tenured faculty were acknowledged. They were H.K. Giltner, Chris Koetters, and Bethany Beeler.

4.1 **Blazers at Their Best -** Two employees were recognized for “Blazers at their Best”.

Staff employee, Vicky Nieders, assisted a student who returned to college at the age of 49. The student stated she had registered for what she thought would be easy classes, but immediately found out how technologically challenged she was. She stated she went to see Vicky about the difficulties she was having in being able to even know how to use Canvas and being able to do her assignments. She wrote “she was so wonderful to me and broke everything down step by step in easy-to-follow steps!” Without meeting

her, I would have ended up dropping out of college. She wanted Vicky to know how grateful she is to have met her.

Faculty member, Tiffany Frericks, assisted a student in her Marriage and Family online course. The student shared that Ms. Frericks, wrote a comment as feedback, compliments, questions and even her own story/experience on her assignments which surprised her because none of her previous on-line professors did this. She stated that Tiffany went above the expectations to really connect with her students. She emphasized this made such a difference in the course for her, encourage her to engage and really learn. The student stated she felt free to share her response with Ms. Frericks because she would never judge. She appreciated her taking her time, effort, and care in her job and students.

5. **Special** **Report -** None

6. **Consideration of Items from the Floor** -None

7.  **Public and/or Employee Comment** - None

8. **President and Committee Reports**

8.1 **ICCTA/West Central Region Report** - ***Dr. Randy Greenwell, ICCTA representative*, *Mr. Don Hess.***  No report.

8.2 **Board Executive Committee Report** **- *Mr. Bob Rhea, Mr. Andy Sprague, Ms. Paula Hawley***

The Executive Committee met on Wednesday, March 12, 2025, in room C252 at 11:00 a.m. Attendees were Mr. Bob Rhea, Ms. Paula Hawley, and Mr. Andy Sprague, trustees via Zoom. Dr. Bryan Renfr, president, and Ms. Leah Benz, notetaker, present.

The committee discussed and reviewed March Board agenda items. Those included:

*Consent items*

February regular meeting minutes

Financials, bills for payment, travel expenditures, for February.

*Grant items*

No grant items.

*Business items*

No business items.

*Personnel item*

Personnel items were deferred to closed session.

*Additional items included:* Discussion on facility/property options in Pittsfield; an option to purchase adjacent land next to the main campus; update on caring campus; update on rural pathways; update on

nursing accreditation; and an update on the election process. Proposed legislation on community colleges offering baccalaureate degrees was discussed.

8.3 **Board Curriculum Committee Report** - ***Dr. Randy Greenwell, Mr. Don Hess.*** The Curriculum Committee convened on Wednesday, March 12, 2025, at 10:00 a.m. in room C252. Present were trustee, Dr. Randy Greenwell, and Don Hess; Dr. Bryan Renfro, president, Dr. Shelley Barkley, vice president of academic & student affairs and Kristina Johnson; notetaker.

The request to designate MUS 131 Music Theory/Ear Training I, as a general education requirement was discussed. Further clarification to ensure it aligns with institutional standards and educational objectives is still needed before reconsideration.

Review of process and submission was also noted.

8.4 **Board Finance and Audit Committee Report - *Mr. Larry Fischer, Ms. Angela Greger*** -The Finance and Audit Committee met on March 12, 2025, at 3:30 p.m., at John Wood Community College. Present were Dr. Bryan Renfro; president, Josh Welker; dean of business services & institutional effectiveness, Mr. Larry Fischer and Angie Greger, trustees, Nora Klingele, director of fiscal services, and Jenny Venvertloh; notetaker. Ms. Angela Greger absent.

Bills for payment, travel requests, financials, investments, and board budget, were reviewed.

The current bond schedule was reviewed. The college currently has 2 outstanding bonds. One bond is paid by the tax levy and will be paid down by FY2029. The second bond is abated and paid through operations and will be paid down by FY2032.

Discussion was held on personal property tax and how that pertains to the budget, estimation from the state is short of what was projected. Revenue and expenditures are reporting in good standing. Certificate of Deposit’s continuing to be on a ladder approach.

Mr. Welker is developing a template to reflect a more detail data of the financials to be shared when reporting to the board.

8.5 **Student Trustee Report** - ***Mr. Kannon Dickerman*** – Students participated in the polar plunge. JWCC received the team spirit award for the second year. A total of 22 students participated.

At the SGA meeting the 3 standing committees met. Mr. Dickerman participates on the JWCC project committee. They continue to work towards securing a sand volleyball court. Funding comes from the haunted trail event. Another fundraiser is being explored.

On Wednesday, March 19 SGA students have been invited to attend the KC golf range from 3:00 - 5:00. Student elections are scheduled in April. As of this meeting two students are running for the Student Trustee position.

Mr. John Wood event is being planned. Mr. Dickerman will emcee.

Mr. Dickerman expressed his appreciation to the trustees for their support and leadership while he was the student trustee.

**8.6 Administration Report - *Dr. Renfro* -** FAME hosted an open house for prospective students. Applicants for the second cohort will go through a selective process to earn employment with one of the six manufacturers before enrolling in JWCC’s Advanced Manufacturing Technology program. The students work three days and attend college two days. JWCC is the 1st in the state of Illinois to offer this program. This new earn and learn model develops a partnership with business and industry to improve the workforce.

The science lab remodeling project is progressing Modifications were made by the science faculty. It is anticipated to be ready by fall.

Dr. Barkley has identified eight faculty members to be part of the caring campus initiative. Meetings have been scheduled throughout the summer.

JWCC experienced an enrollment increase. JWCC has 135 more students taking 1,912 additional credit hours compared to last year.

Spring 2024 showed 1,762 students who took 16,143 credit hours compared to Spring 2025 showing 1,897 students enrolled in 18,055 credit hours.

Mr. Fischer asked that Administration look at ways to celebrate success of students, faculty, staff. This topic will be discussed at a retreat.

9. **Consent Agenda**

**Consent business**

9.1Request approval of 02.19.25 Board regular meeting minutes

9.2 Request approval of bills for payment for February **Finance and Audit Committee**

9.3 Request approval of monthly financial statement for February**Finance and Audit Committee**

9.4 Request approval of trustee and employee travel expenditures for February **Finance &** **Audit**

**Motion:** *Approval of consent agenda items.*

Moved by: Mr. Sprague

Seconded by: Dr. Greenwell

**Discussion:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** |
| Mr. Dickerman | x |  |  |  |
| Ms. Greger | x |  |  |  |
| Mr. Hess | x |  |  |  |
| Mr. Sprague | x |  |  |  |
| Ms. Hawley | x |  |  |  |
| Dr. Greenwell | x |  |  |  |
| Mr. Fischer | x |  |  |  |
| Mr. Rhea | x |  |  |  |
| Voice Vote |  |  |  |  |

10. **Grant Items No grants**

11. **Business**

11.1 **MOTION**: No items.

12. **Discussion Item**

12.1Calendar of Events **–** The board reviewed the items on the calendar of events. A June retreat date will be considered.

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: Mr. Hess

Seconded by*:* Dr. Greenwell

**Discussion:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** |
| Mr. Dickerman | x |  |  |  |
| Ms. Greger | x |  |  |  |
| Mr. Hess | x |  |  |  |
| Mr. Sprague | x |  |  |  |
| Ms. Hawley | x |  |  |  |
| Dr. Greenwell | x |  |  |  |
| Mr. Fischer | x |  |  |  |
| Mr. Rhea | x |  |  |  |
| Voice Vote |  |  |  |  |

15. **Other**

16**. Closed Session**

16.1 *A closed session will be necessary to consider the appointment, employment, discipline, performance, or dismissal of specific employees of the public body, and for the purpose of discussing “the purchase or lease of real property for the use of the public body, including discussing whether a particular parcel should be acquired or lease*

Moved by: Mr. Sprague

Seconded by: Dr. Greenwell

**Discussion:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** |
| Mr. Dickerman | x |  |  |  |
| Ms. Greger | x |  |  |  |
| Mr. Hess | x |  |  |  |
| Mr. Sprague | x |  |  |  |
| Ms. Hawley | x |  |  |  |
| Dr. Greenwell | x |  |  |  |
| Mr. Fischer | x |  |  |  |
| Mr. Rhea | x |  |  |  |
| Voice Vote |  |  |  |  |

**17. Resume Open Session**

**Motion:** *Return to open session*

Moved by: Dr. Greenwell

Seconded by:Mr. Hess

**Discussion:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** |
| Mr. Dickerman | x |  |  |  |
| Ms. Greger | x |  |  |  |
| Mr. Hess | x |  |  |  |
| Mr. Sprague | x |  |  |  |
| Ms. Hawley | x |  |  |  |
| Dr. Greenwell | x |  |  |  |
| Mr. Fischer | x |  |  |  |
| Mr. Rhea | x |  |  |  |
| Voice Vote |  |  |  |  |

**18. Adjournment** *Mr. Rhea, Board chair adjourned the March 18, 2025, Board of Trustees regular meeting.*

**18.1** Motion**:**

Moved by: Mr. Sprague

Seconded by: Dr. Greenwell

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** |
| Mr. Dickerman | x |  |  |  |
| Ms. Greger | x |  |  |  |
| Mr. Hess | x |  |  |  |
| Mr. Sprague | x |  |  |  |
| Ms. Hawley | x |  |  |  |
| Dr. Greenwell | x |  |  |  |
| Mr. Fischer | x |  |  |  |
| Mr. Rhea | x |  |  |  |
| Voice Vote |  |  |  |  |

**19**. **Approval:**

Approved the **23rd day of April 2025**, 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 Illinois 62305 at which \_\_\_\_\_\_\_\_voting members were present, constituting a quorum by a vote of \_\_\_ayes and \_\_\_\_\_\_\_\_nays.

**CHAIR:X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_SECRETARY:X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**