

**MINUTES OF THE REGULAR MEETING OF THE
HEARTLAND COMMUNITY COLLEGE BOARD OF TRUSTEES
June 21, 2022**

Members present: Mary Campbell, Joshua Crockett (via Zoom), Jeff Flessner, Janet Hood, Becky Ropp, Tom Whitt, Rodney Billerbeck

Members absent: Cecelia Long

Others present: Keith Cornille, Rick Pearce, Sarah Diel-Hunt, Kelli Hill, Letisha Trepac, Terrance Bond, Scott Bross, Chris Downing, Steve Fast, Justin Knorr, Barb Leathers, Jason Nelson, Amy Pawlik, Kathy Sawyer, Sarah Tipton, Connor Wood-Pantagraph, Josh Woods, Dana Tuttle

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. The roll call was followed by the Pledge of Allegiance to the flag of the United States of America.

ADOPT AGENDA

Dr. Keith Cornille moved to add the following item to the agenda “item 9.5 appointing Dana Tuttle as recording secretary to the Board”. Janet Hood moved to adopt the agenda. Tom Whitt seconded. A voice vote was taken. Motion approved.

PUBLIC COMMENT

No public comment.

PRESIDENT’S REPORT

Dr. Keith Cornille thanked board members for taking time before this meeting to attend the Dine and Tour of the Child Development Lab and special thanks to Dr. Amy Pawlick and Kadi Juris for the program, tour, and meal.

Dr. Cornille reported that it is a remarkably busy time at the college. In addition to the Board meeting tonight, the annual golf scramble will take place on Thursday, and the annual Elevate Heartland event, highlighting several projects that are moving Heartland forward and the presentation of The President’s Medallion, will take place on Friday evening. The President’s Medallion is intended to honor college and community members who have contributed their time and talents to support Heartland’s mission and values, foster student/individual success, and advance the growth and wellbeing of our district/community. This year’s recipients are Joan Bullard, Nancy Evans, Duane Farrington, Ronn Morehead, and Dave and Deb Fedor.

On June 28, Heartland will be hosting the groundbreaking ceremony for the Agriculture Complex; a facility that is long overdue for the College and our community. Construction has begun this week and the facility should be completed by fall 2023.

Undergraduate Credit Enrollment Summer 2022 Census Day

Sarah Diel-Hunt, VP, Enrollment & Student Services, reported on summer 2022 official Census Day numbers. There is an increase over summer of 2021 in the following areas undergraduate headcount (5.2%) and credit hours (3.9%). In summer 2022 new student enrollment increased 33% over summer 2021 and was up 10.4% over pre-pandemic summer 2019. Minority student enrollment increased by 21.2% over summer 2021 and new minority student enrollment was up 80.4%. This increase is in large part due to the new Workforce Equity Initiative Grant at the College. Sixty-eight students are enrolled through the WEI Program this summer and thus far, 85 WEI scholars are enrolled for fall. New student enrollment for those who were formerly a part of the College's dual credit program increased 63.4%. Enrollment in CTE programs (applied associates degree and certificate programs) increased 22.9% over summer 2021.

Grants Annual Report

Kathy Sawyer, Director of Grants, reported on the progress that has been made in establishing new practices and an update on the grant activity this past year. With 2021 as a benchmark year, the report noted FY2021 total grant dollars of \$2,540,223 (27 grants) and FY2022 total grant dollars of \$14,657,812 (39 grants). The goal is to keep up with the interests of staff and faculty that align with College priorities, College-wide strategic plan, the strategic enrollment management plan, and master facilities plan, while streamlining our processes.

IT/Cyber Security Update

Scott Bross, Chief Information Officer, gave an update regarding the cyber security systems and supporting processes. Last year, the Board made the decision to invest \$1 million dollars to upgrade the IT systems and practices related to cyber security. During the past year, IT staff have been working with consultants and have made considerable progress on upgrading the systems related to cyber security. Approximately 30% of the reserved funds have been used to date. Additional security and identity-related projects have been identified for the upcoming year.

Cabinet Reports

Dr. Diel-Hunt reported on Heartland Community College establishing a teach-out agreement with Lincoln College due to Lincoln's closure. This agreement covers the Lincoln College students pursuing degrees that Heartland Community College offers. Seventy students met the qualifications established in the agreement and over 20 students are choosing to continue with their education through Heartland Community College.

Kelli Hill, VP External Relations, reported on summer youth programs. District 87 students became News and Weather Reporters while local K-2 students experienced the World of Bugs and were entomologists in the field.

FINANCIAL REPORT

Finance Committee

Committee Chair Janet Hood reported that the Committee reviewed the tentative budget for FY2023. The tentative budget is balanced, and staff believes it will remain balanced through setting final budget in September. The Committee also discussed consent agenda items, non-personnel action items, and employee compensation.

The Finance Committee would also like to alert the board that the Committee will be considering a parameters resolution authorizing the sale of debt certificates at the August meeting. This step fits within the financial plan the Finance Committee formed in the fall 2020. Historically, the college has issued \$10 million bonds on a biennial basis to help cover IT and facilities-related maintenance costs. The last \$10 million borrow began in fall 2020. Staff recommends, under the advisement of the College's financial advisor, to increase the borrow from \$10 million to \$12 million to prepare for rising costs and an increase in projects. The College has sufficient debt capacity to do so, and the adjustment will not impact the College's tax rate. The Committee is supportive of the recommendation that will be presented in August. The Committee is comfortable with the recommendations and the plans in place to financially support these initiatives.

Finance and Administration

Letisha Trepac, VP, Finance and Administration, provided an explanation of consent agenda items.

Tentative Budget FY23 Presentation

Ms. Trepac and Justin Knorr, Controller, reported that a balanced budget is being presented. Ms. Trepac reported on the FY23 Tentative Budget and resolution for establishing September 20, 2022, as the date of the public hearing. FY22 End-Of-Year Projections are better than budgeted. The budgeted FY2023 balance is higher than some prior strategic forecasts; the continued impact of the pandemic is unknown. Contingency lines budgeted are consistent with FY2022. Any altered revenue expectations and expenditure plans will be incorporated into the budget.

TRUSTEE REPORTS

ICCTA

Mr. Tom Whitt reported that ICCTA convention recently took place in Chicago. A number of awards were given out at the Awards Banquet including the Greg Chadwick Student Service Scholarship Award which was presented to Heartland Community College student Grace Sands.

The State approved \$122 million in increased MAP funding including eligibility for short-term programs. The State also created a \$25 million Pipeline for the Advancement of the Healthcare (PATH) Workforce grant program through the Illinois Community College Board, to train and provide support for students in the healthcare programs. In addition, Mr. Whitt attended an educational seminar focused on Minority Contracting.

Student Trustee

Mr. Rodney Billerbeck reported the Student Engagement and Commencement Committee is now in a debriefing period, the Student Engagement office is busy clearing out storage space in preparation for renovations in the Student Commons Building, and an Illinois State University practicum student has joined the Student Engagement office to assist with developing a Student Leadership Training Operations Manual and retreat.

Calendar of Upcoming Events

Chair Flessner noted the Calendar of Upcoming Events is available to the Board.

Board Development Retreat July 19, 2022

Chair Flessner reported the Board meets at Heartland Community College in July to talk about the Board goals. Dr. Jim Reed from ICCTA will facilitate the retreat with the Board.

CONSENT AGENDA ACTION ITEMS

Mr. Tom Whitt moved to approve

- **The ratification of bills paid during May 2022.**
- **The minutes of the regular Board meeting May 17, 2022.**
- **The Board Policy 3.12. Minor on Campus.**
- **The Board Policy 6.7 Office Holidays**
- **The College's intent to pay Prevailing Wage rates for work performed on public works construction projects of the District.**
- **The adoption of the resolutions authorizing transfer of monies from the Education Fund, Working Cash Fund, and Restricted Fund as presented.**
- **A Universal Access Service Agreement with the Bloomington-Normal Public Transit System d/b/a Connect Transit for the term July 1, 2022, to June 30, 2027, at an estimated cost of \$480,000 for five years.**
- **The naming of spaces in perpetuity for the Heartland Community College Agriculture Complex at 1500 West Raab Road, Normal, Illinois as follows:**
 - Flex Lab – Proposed name: McLean County Farm Bureau Community Room
 - Precision Lab – Proposed name: Precision Planting Lab
 - Large Greenhouse – Proposed name: Talkington Family Greenhouse
 - Study Room off Atrium – Proposed name: Bob Brucker Group Study Lounge
 - Small Greenhouse – Proposed name: Cargill Greenhouse

Ms. Becky Ropp seconded. A roll call vote was unanimous. Motion approved.

NON-PERSONNEL ACTION ITEMS

Tentative Budget FY23

Ms. Janet Hood moved to adopt the FY2023 Tentative Budget Resolution thereby approving the tentative budget for fiscal year 2023, establishing September 20, 2022, as the hearing date

for the FY2023 Tentative Budget, directing the budget be available in tentative form for public inspection, and specifying publication of appropriate notice of availability for inspection and public hearing. Mr. Rodney Billerbeck seconded. A roll call vote was unanimous. Motion approved.

RAMP Capital Request FY24: Science Labs

Ms. Becky Ropp moved to approve the Heartland Community College FY2024 RAMP Capital Request for funding to renovate the west portion of existing space on the first and second floors of the Instructional Commons Building (ICB) on the Normal Campus designed primarily to support the further development and growth of the College's science programs, and authorize submission of the FY2024 RAMP Capital Request to the Illinois Community College Board for consideration in the State of Illinois FY2024 Capital Budget. Mr. Tom Whitt seconded. A roll call vote was unanimous. Motion approved.

RAMP Capital Request FY24: Career Technical Educational Building

Mr. Tom Whitt moved to approve the Heartland Community College FY2024 RAMP Capital Request for funding to construct a new building on the Normal Campus designed primarily to support the further development and growth of the College's Career Technical Education program, and authorize submission of the FY2024 RAMP Capital Request to the Illinois Community College Board for consideration in the State of Illinois FY2024 Capital Budget. Mr. Rodney Billerbeck seconded. A roll call vote was unanimous. Motion approved.

Property and Casualty Insurance Renewal FY23

Ms. Janet Hood moved to approve the insurance coverages, annual premiums, and insurance providers for the Heartland Community College property & casualty insurance program for FY2023, including: commercial package (property, general liability, workers compensation, excess liability, management liability, Foundation management liability, counselor's professional, fleet, and semi-tractor trailer); wind turbine coverage (property, liability, excess, & breakdown); and cyber liability and foreign liability. Ms. Becky Ropp seconded. A roll call vote was unanimous. Motion approved.

CCB Circle Renovation Project Bid

Mr. Tom Whitt moved to approve awarding of the Community Commons Building (CCB) Circle renovation project to Illinois Civil Contractors, Inc. as the lowest responsive bidder, in an amount not to exceed \$275,865.00. Ms. Janet Hood seconded. A roll call vote was unanimous. Motion approved.

Appointment of Board Recording Secretary

Ms. Becky Ropp moved to approve the appointment of Dana Tuttle as recording secretary to the Heartland Community College Board. Ms. Mary Campbell seconded. A roll call vote

was unanimous. Motion approved.

CLOSED SESSION

Ms. Becky Ropp moved to enter into closed session at 7:22pm to consider personnel and collective negotiating matters. Ms. Janet Hood seconded. A roll call vote was unanimous. Motion approved.

Chair Jeff Flessner reconvened the regular meeting at 7:57pm.

PERSONNEL ACTION ITEMS

Personnel

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

Adjunct Faculty Promotion

Ms. Becky Ropp moved to approve the promotion of the following faculty members into the identified rank.

Name

John Curry, Adjunct Instructor II, Science, Technology, Engineering & Math, and Business
Sheri Glowinski, Adjunct Instructor II, Science, Technology, Engineering & Math, and Business
Robert Pawlik, Adjunct Instructor II, Science, Technology, Engineering & Math, and Business
Mallory White, Adjunct Instructor II, Science, Technology, Engineering & Math, and Business
Alex Wolfe, Adjunct Instructor II, Science, Technology, Engineering & Math, and Business
Andrea France, Adjunct Instructor II, Health Sciences
Lucas Cook, Adjunct Instructor II, Health Sciences
Natalie Schulz, Adjunct Instructor II, Health Sciences
Shelley Hovey, Adjunct Instructor II, Career and Technical Education
Josh Fitzgerald, Adjunct Instructor II, Liberal Arts and Social Sciences
Jessa Hendricker, Adjunct Instructor II, Liberal Arts and Social Sciences
Tina McGuire, Adjunct Instructor II, Liberal Arts and Social Sciences
Teri Wilson, Adjunct Instructor II, Liberal Arts and Social Sciences
Sandy Fairchild, Assistant Adjunct Professor, Health Sciences
Laura Buckley, Assistant Adjunct Professor, Career and Technical Education
John Mackinson, Assistant Adjunct Professor, Career and Technical Education
Sara Attig, Assistant Adjunct Professor, Liberal Arts and Social Sciences
Todd Kukla, Associate Adjunct Professor, Liberal Arts and Social Sciences
Emily McClintick, Associate Adjunct Professor, Liberal Arts and Social Sciences
Aaron Tomlinson, Distinguished Adjunct Professor, Science, Technology, Engineering & Math, and Business
Maria Garcia, Distinguished Adjunct Professor, Science, Technology, Engineering & Math, and Business
Mr. Tom Whitt seconded. A roll call vote was as unanimous. Motion approved.

Employee Compensation

Mr. Tom Whitt moved to approve employee compensation for eligible classified, professional/technical, full-time faculty, and administrative employees as presented and generally reflecting a 2.5 percent minimum increase and adjustments effective July 1, 2022, and continuing through the first to occur of separation of service or June 30, 2023. Mr. Rodney Billerbeck seconded. A roll call vote was unanimous. Motion approved.

Full-time Faculty Collective Bargaining Agreement

Ms. Janet Hood moved to approve an FY2023 – FY2025 (July 1, 2022 – June 30, 2025) Collective Bargaining Agreement (CBA) with the Heartland Faculty Association (HFA), which has been ratified by the HFA. Ms. Becky Ropp seconded. A roll call vote was as unanimous. Motion approved.

Employment Contract for Richard R. Pearce, Provost/VP, Academic Affairs

Ms. Becky Ropp moved to approve the contract for Richard R. Pearce, Provost/Vice President, Academic Affairs, with an annual base compensation of \$164,190 effective July 1, 2022 and continuing through the first to occur of separation of service or June 30, 2023. Mr. Tom Whitt seconded. A roll call vote was unanimous. Motion approved.

Employment Contract for Sarah Diel-Hunt, VP, Enrollment and Student Services

Mr. Tom Whitt moved to approve the attached contract for Sarah Diel-Hunt, Vice President, Enrollment and Student Services, with an annual base compensation of \$147,210.00 effective July 1, 2022 and continuing through the first to occur of separation of service or June 30, 2023. Mr. Rodney Billerbeck seconded. A roll call vote was unanimous. Motion approved.

Employment Contract for Kelli Hill, VP, External Relations

Ms. Becky Ropp moved to approve the attached contract for Kelli Tillery Hill, Vice President, External Relations, with an annual base compensation of \$149,792.00 effective July 1, 2022, and continuing through the first to occur of separation of service or June 30, 2023. Mr. Tom Whitt seconded. A roll call vote was unanimous. Motion approved.

Employment Contract for Letisha Trepac, VP, Finance and Administration

Ms. Janet Hood moved to approve the attached contract for Letisha Trepac, Vice President, Finance and Administration, with an annual base compensation of \$147,210 effective July 1, 2022, and continuing through the first to occur of separation of service or June 30, 2023. Mr. Tom Whitt seconded. A roll call vote was unanimous. Motion approved.

ADJOURNMENT

Ms. Janet Hood moved to adjourn. Ms. Becky Ropp seconded. The voice vote carried, motion approved.

The meeting was adjourned at 8:04pm.

Jeff Flessner, Chair

Rebecca L. Ropp, Secretary

*Note: The student vote is advisory only