

**MINUTES OF THE REGULAR MEETING OF THE  
HEARTLAND COMMUNITY COLLEGE BOARD OF TRUSTEES  
August 16, 2022**

Members present: Mary Campbell, Joshua Crockett, Jeff Flessner, Janet Hood, Cecelia Long, Becky Ropp, Tom Whitt, Rodney Billerbeck

Members absent:

Others present: Terrance Bond, Anna Catterson, Keith Cornille, Sarah Diel-Hunt, Chris Downing, Steve Fast, Kelli Hill, Justin Knorr, Barb Leathers, Andy Litwiller, Jason Nelson, Jen O'Connor, Amy Pawlik, Rick Pearce, Tammie Beckwith Schallmo (Zoom), Letisha Trepac, Dana Tuttle, Connor Wood-Pantagraph, Josh Woods

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**

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

**PUBLIC COMMENT**

No public comment.

**PRESIDENT'S REPORT**

Dr. Keith Cornille shared that the Ag Complex is proceeding at a very good pace; thanks to the weather we are on schedule with the building. Fundraising for the facility continues to progress, eclipsing the \$4 million mark in funds raised.

On tonight's agenda is the request for approval on the naming of the CCB south entrance plaza as the Widmer Family Plaza. This project is a combination of college dollars along with donations recognizing the contributions that Rob Widmer made during his tenure at the college. Also, on the agenda is the request for approval for the replacement of the Physical Plant Building Boilers that are 25 years old.

**Funding Strategies**

Letisha Trepac, VP, Finance and Administration, reported on Funding Strategies and the Facilities Master Plan projects that have been identified. The Funding Strategies presented pick up from the Financing Strategies presented in fall 2020. The projects identified through the Facilities Master Plan are the Ag Complex, EVES/Advanced Manufacturing

Facility, Landscape/Interior Enhancements, Science Labs, and Student Center. Ms. Trepac introduced Tammie Beckwith Schallmo, Financial Advisor with PMA Securities. Ms. Schallmo reviewed the statutory debt capacity data, the existing debt service & estimated equity tax data, historical US Treasury Rates since 2020, and historical tax-exempt interest rates since 2020. Ms. Schallmo also reviewed the updated financing plan (\$12 million taxable debt certificates-to-funding bonds in 2022/23 and \$20 million tax-exempt debt certificate-to-funding bonds in 2023), updated financing plan-estimated debt service, the projected tax rate for existing debt service & estimated equity tax, and the updated financing plan-projected tax rate for bond & interest and equity tax. A timeline was presented for the taxable debt certificates-to-funding bonds in 2022/2023

### College Spotlight: Innovation Grant

Rick Pearce, Provost and VP, Academic Affairs, introduced Anna Catterson, Executive Director of Online Learning & Instructional Technologies. Dr. Catterson discussed the Innovative Grant process through Teaching and Learning Commons (TLC). There are a variety of innovative education technologies that Teaching and Learning Commons offers to students and faculty. In the fall of 2021, applications were open for faculty to apply for innovative technologies. Ten faculty were awarded grants at a total of \$30,000 and those faculty worked in partnership with the TLC to implement into their curriculum. Dr. Catterson mentioned that 418 students have been served from February-May 2022. Dr. Catterson discussed the interactive space, cost savings of 3D printing on campus, equipment that was purchased through a series of innovative grants, and the future of the TLC.

### Cabinet Reports

Rick Pearce, Provost and VP, Academic Affairs, reported that the College was awarded just under \$740,000 for the Pipeline for Advancement of Healthcare (PATH) Workforce program. The goal is to strengthen the pipeline in health sciences and health professions and stop attrition in the programs.

Kelli Hill, VP, External Relations, reported on summer enrollments. The College had 1200 youth in the 2022 summer programs, 19 STEM classes, several interns from Illinois State University, and collaboration between Continuing Education and STEM B with youth working in the STEM labs. The personal enrichment programs had a record-breaking number of registrants with 409 adults in attendance. The College has signed an agreement to continue a second year of collaboration with Nussbaum Transportation Academy (NTA). There have been major enrollment increases in NTA with the expectation of doubling the enrollment in FY23.

Sarah Diel-Hunt, VP, Enrollment and Student Services, gave an update on fall 2022 enrollment numbers (5 days out) with headcount up 7.5% and credit hours up 4.5%. There is growth in minority enrollment, new and returning student population, and College NOW dual credit students. Dr. Diel-Hunt stated the growth is a testament to work being done at the College, new programs, and quality education.

Dr. Diel-Hunt introduced Terrance Bond, Assistant to the President Equity, Diversity, and Inclusion, for an update on the Workforce Equity Initiative (WEI) program. Mr. Bond reported that the summer WEI program had 81% of the 69 participants successfully completing summer

courses with some completing micro-certificates as well as the NTA program. In addition, 78% (54) of the summer scholars join 88 new participants, which gets the College near the goal of 145 participants in the program this fall. Scholars in the recent fall WEI orientation were excited about the opportunity and humbled by the support and care received from the College staff.

Dr. Diel-Hunt introduced Amy Pawlik, Associate Vice President, Enrolment and Student Services, for a report on the Increase and Diversify Education Abroad for U.S. Students (IDEAS) program. Dr. Pawlik reported that the grant received is for approximately \$35,000 for a two-year period. The intention is to visit three new sites in the next nine months with a plan to identify safe environments. The three new programs will be designed for under-served student populations, for short-term study abroad opportunities, who often don't have the time to study abroad for a full semester.

Letisha Trepac, VP, Finance and Administration, gave an update regarding the Public Safety staff being in-house effective July 1, 2022, versus being a contracted service and a reminder that the Public Safety Officers are unarmed, non-sworn officers.

## **FINANCIAL REPORT**

### **Finance Committee**

Committee Chair Janet Hood reported that the Committee has reviewed and considered the funding strategies that will be shared with the Board by Letisha Trepac, VP, Finance and Administration. Key takeaways from the presentation include the College's large margin of debt capacity and its ability to maintain the current tax rate with the issuance of the proposed borrows. After careful consideration and feeling confident in the strategy developed two years ago, the Committee continues to be supportive of tonight's recommendation to proceed with the \$12 million biennial borrow as well as to continue to plan on the expected recommendation in January to proceed with the \$20 million borrow in support of progression of the Facilities Master Plan.

### **Finance and Administration**

### **FY22 Budget Year End Update**

Letisha Trepac, VP, Finance and Administration, reminded those present that the audit process has begun to close out FY22. Heartland staff will report on audit results in October and final results from the auditors will be reported to the full board in November. The unofficial outlook for FY22 is positive with an expectation of a positive balance of \$285,000 in the operating budget and that considers transfers.

### **Capital Financing Strategies**

Ms. Trepac presented current and potential funding sources for future growth. Capital projects are funded through four funding streams: bond sales, fundraising, grants, and restricted operations and maintenance. Funds have been allocated from the first \$20 million borrow to existing projects. Should the board elect to proceed with a second \$20 million borrow, that process could begin as early as this January. Major projects already approved are the Ag Complex and the Testing Center. On the agenda for tonight is the EVES/Advance Manufacturing project. Ms. Trepac discussed

estimated costs for the Science Lab, Student Center, Landscape Enhancements, and Interior Design, which are all potential future projects.

## **TRUSTEE REPORTS**

### **ICCTA**

Mr. Tom Whitt reported that ICCTA Board Retreat is coming up and the next committee meeting is September 9-10 in Springfield with a focus on economic development and what Community Colleges are doing in the job training realm.

### **Student Trustee**

Mr. Rodney Billerbeck reported the Student Engagement Student Leadership retreat will occur August 17-18. Student Government Association (SGA) will continue the textbook swap the first week of fall classes. The Week of Welcome will begin August 29, kicking off with the Involvement Fair on the Widmer Quad. Other events during the Week of Welcome include a wellness activity, service event at YWCA, and a Heartland Night out at Iron Coyote to end the week of celebration. SGA will lead a workshop to guide students through the club creation process. SGA is promoting the Student Trustee Monthly Survey which aims to provide students with a more efficient way to express their voice on a variety of issues, topics, programs, and more within Heartland's Campus. To increase Lincoln and Pontiac Student Engagement, the Normal Student Engagement office is partnering with the branch locations to better track student participation.

### **Calendar of Upcoming Events**

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

## **CONSENT AGENDA ACTION ITEMS**

**Ms. Becky Ropp moved to approve**

- **The ratification of bills paid during June and July 2022.**
- **The minutes of the regular Board meeting on June 21, 2022, and the Board retreat on July 19, 2022.**
- **Travel expenditures by members of the Board of Trustees and travel expenditures that exceed maximum reimbursable rates by Heartland Community College employees submitted since the last meeting of the Board of Trustees.**
- **CCB Plaza Naming, as per Board Policy 8.2, name the Community Commons Building (CCB) south entrance the Widmer Family Plaza.**
- **FY23 Athletic Transportation Bids**
  - **To award a one-year contract with two optional additional years to Timi's Tours in the amount not to exceed \$69,784.16 as the lowest responsible bidder. This bid consists of specified individual trips for fall 2022 /spring 2023 travel for Heartland's men's soccer, women's soccer, men's and women's cross country, volleyball, golf, baseball, and softball teams. This item is budgeted in the College's auxiliary fund.**

**Mr. Rodney Billerbeck seconded. A roll call vote was unanimous. Motion approved.**

## **NON-PERSONNEL ACTION ITEMS**

### **Advanced Manufacturing & Technical Center Project Approval**

**Ms. Cecelia Long moved to approve the construction and renovation of 46,950 square feet of college facilities and infrastructure, for the 13,195 square foot addition to house the Electric Vehicle and Energy Storage (EVES) programs, and 32,975 square foot renovation of the north end of the Student Commons Building (SCB) for HVAC, robotic, renewable sustainable/energy, digital media programs, learning spaces, and offices at a total cost for the project not to exceed \$17,500,000. Ms. Mary Campbell seconded. A roll call vote was unanimous. Motion approved.**

### **Advanced Manufacturing Remodel and EVES Addition Bids**

**Ms. Janet Hood moved to approve awarding of the Advanced Manufacturing & Technology Center Addition & Remodel Project to Johnco Construction, Inc. as the lowest responsive bidder, in an amount not to exceed \$13,644,000. Mr. Tom Whitt seconded. A roll call vote was unanimous. Motion approved.**

### **PPB Boiler 1 & 2 Replacement Bids**

**Ms. Janet Hood moved to approve awarding of the Physical Plant Building Boiler Upgrade project to Ruyle Mechanical Services, Inc. as the lowest responsive bidder, in a base bid amount not to exceed \$524,650. Mr. Josh Crockett seconded. A roll call vote was unanimous. Motion approved.**

### **Installment Purchase Agreement**

**Mr. Josh Crockett moved to approve the Resolution authorizing and providing for an Installment Purchase Agreement for the purpose of paying the cost of purchasing real or personal property, or both, in and for the Community College District, and for the issue of not to exceed \$12,150,000 Taxable General Obligation Debt Certificates (Limited Tax), of said Community College District evidencing the rights to payment under said Agreement, providing for the security for and means of payment under said Agreement of said Certificates, and authorizing the sale of said Certificates to the purchaser thereof. Ms. Janet Hood seconded. A roll call vote was unanimous. Motion approved.**

## **PERSONNEL ACTION ITEMS**

### **Personnel**

**Mr. Tom Whitt moved to approve the recommendation as presented in Board Agenda Item 10.1. Ms. Becky Ropp seconded. A roll call vote was as unanimous. Motion approved.**

## **ADJOURNMENT**

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

The meeting was adjourned at 7:40pm.

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Jeff Flessner, Chair

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Rebecca L. Ropp, Secretary

\*Note: The student vote is advisory only