



HEARTLAND
COMMUNITY COLLEGE

**MINUTES OF THE REGULAR MEETING OF THE
HEARTLAND COMMUNITY COLLEGE BOARD OF TRUSTEES
January 17, 2023**

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

Members absent: none

Others present: Keith Cornille, Rick Pearce, Sarah Diel-Hunt, Kelli Hill, Letisha Trepac, Terrance Bond, Scott Bross (via Zoom), Chris Downing, Steve Fast, Justin Knorr, Barb Leathers, Jeremy McClure, Jennifer O'Connor, Amy Pawlik, Curt Randle, Jean Marie Taylor, Sarah Tipton, Josh Woods, Connor Wood-The Pantagraph, Laura Mai, Wendy West

Chair Jeff Flessner called the Regular Meeting of the Board of Trustees to order at 6:00pm. Roll call was followed by the Pledge of Allegiance to the United States flag.

ADOPT AGENDA

Becky Ropp moved to adopt the agenda. Janet Hood seconded. A voice vote was unanimous. Motion approved.

PUBLIC COMMENT

There was no public comment.

PRESIDENT'S REPORT

Dr. Keith Cornille shared that today was the first day of the spring semester and all went pretty well, and spoke about some of the construction taking place on campus, including the remodeling in the WDC for the new food service operation.

Ms. Letisha Trepac will provide several presentations: a mid-year update on the FY23 budget, a FY24 strategic budget, and an update on the financing strategies for capital projects associated with our Facilities Master Plan.

Dr. Cornille is recommending 5 faculty sabbaticals for the fall 2023 and spring 2024 semesters for consideration and approval.

Undergraduate Enrollment Spring 2023 First Day Report

Sarah Diel Hunt, VP, Enrollment and Student Services, reported that Spring 2023 1st Day enrollment will close end of day, today, Tuesday, January 17. The numbers as of end of day Monday, January 16 indicate an undergraduate unduplicated headcount of 4,718 students enrolled in 38,674 credit hours. This represents an increase of 5.2% headcount and 2.3% in credit hours compared to last Spring. This is after the College saw enrollment increase 14% headcount and 12% credit hours on 1st Day last Spring, rebounding from the effects of COVID.

For regular undergraduate and enrollment (excludes new courses at high school), the positive trends include new student enrollment, which is up 18.8% over last Spring and minority student enrollment, which is continues an upward trend, increasing an additional 8.8% from last Spring. The largest growth is in Hispanic enrollment, which is up 13% overall, including an increase of 28% in new Hispanic student enrollment.

With the addition of new applied programs and advancement of the Workforce Equity Initiative Program which targets minority student enrollment in short-term applied programs, career-technical education (CTE) credit hours are up 21% this Spring (up 25% from Spring 2020). Additionally, enrollment of new students over age 25 in up 23%.

The online enrollment remains strong, comprising 45% of total credit hours, nearly double its share from pre-pandemic Spring 2020.

Cabinet Reports

Rick Pearce, Provost/VP, Academic Affairs introduced Khrystyna Sanborn as the new Adult Education Dean, and has served as interim dean.

FINANCIAL REPORT

Finance Committee

Janet Hood, Finance Committee Chair, reported the Finance Committee has, for the past several months, discussed and reviewed the items Letisha will be presenting this evening, including the strategic budget outlook and the capital financing strategy. Ms. Hood reminded the board that next month, we will be presented with a recommendation for the sale of \$20 million in debt certificates, as well as a recommendation for fiscal year 2024 tuition and fee rate will be presented.

Finance and Administration

FY23 Midyear Budget Update:

Letisha Trepac, VP, Finance and Administration, provided an update on the College's operating revenues and expenditures for FY23, including how year-to-date numbers are tracking with the prior year through December. Ms. Trepac also provided a projection for the remainder of the year and indicated the College expects a surplus when the year closes unless any unforeseen events occur which would have a significant impact on the budget.

FY24 Strategic Budget Presentation:

Ms. Trepac presented the strategic budget with a look at FY24 through FY26. The Finance Committee is currently discussing the many assumptions used to form the budget in preparation of items that will come to the Board in the coming months. Most notable of these include the tuition and fee rates and employee salaries. The Committee continues to review scenarios to gauge the impact of decisions made on these items. Ms. Trepac informed the Board that while this is the first presentation of the Strategic Budget, the process is continual and outlooks will shift as adjustments are made, leading up to setting the FY24 Tentative Budget which will be presented in June.

Ms. Trepac reported the tuition and fees recommendation is next on the planning timeline; she reviewed several Board Policies and Administrative Standards focused on financial sustainability; she explained how the financial metrics indicate how the College's financial health ranks. Regarding the forecast, she made general comments and noted upcoming considerations about what elements will inform the budget.

Capital Financing Strategies Update:

Ms. Trepac reported an update regarding funding strategies of current and planned Facilities Master Plan projects which was previously reported in August 2022 and Fall 2020. The report provided an update on fundraising outcomes for the Ag Complex and EVES/Advanced Manufacturing. Other projects discussed included the Testing Center, Science Labs, Student Center (WDC), landscape enhancements, and interior design. The various revenue sources used to support the projects was provided, including the recent \$20 million funding bond issuance. Ms. Trepac discussed the College's current debt capacity and market conditions should the College approve a second \$20 million borrow next month. She indicated a parameters resolution for the sale of debt certificates to begin that process would be brought forward for the Board's consideration next month and that Tammie Beckwith Schallmo, Financial Advisor with PMA Securities, would be presenting greater detail on the issuance at that time. Ms. Trepac reminded the Board that the next debt issuance was in alignment with the financial strategy developed in Fall 2020.

TRUSTEE REPORTS

ICCTA

Mr. Tom Whitt reported that the ACCT National Legislative Summit will be on February 5th through the 8th. Becky Ropp, Rodney Billerbeck, Dr. Keith Cornille, and Tom Whitt will be traveling to Washington DC for the summit and will be lobbying for more federal support for higher education with our federal representatives as well as attend workshops and listening to guest speakers.

The lame-duck session just finished up, there could be some HR concerns regarding mandating 40 hours of earned leave for all employees.

The East Central Region ICCTA Regional meeting will take place at Heartland on February 24, with our speaker, Dr. Endel.

Student Trustee

Mr. Rodney Billerbeck reported the Student Engagement Office and Student Club Organizations are celebrating Heartland's Spring Week of Welcome. During the week of January 23rd through 27th, Student Engagement will be hosting several events throughout the week including: Global Café, HAC Cookie Decoration, Involvement Tables around campus, and a SliCE Service event at Midwest Food Bank.

In efforts towards textbook affordability for Heartland Students, SGA will continue to host the HCC Textbook Swap as an additional opportunity for students to save money on books.

Last semester, the Textbook Swap saved students nearly \$4000 in books. This semester's Textbook Swap takes place Jan 17th-20th in the Hawks Nest Game Room. SGA will plan to continue

reimagining how the Textbook Swap can assist students financially in book prices as the need in textbook options changes.

On January 24th, Student Trustee Rodney Billerbeck will be attending the January meeting of the ICCB SAC at Kaskaskia College in Centralia, IL. Further discussion regarding improving mental health on community college campuses will take place as well as an opportunity for professional development and networking.

Calendar of Upcoming Events

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

CONSENT AGENDA ACTION ITEMS

Tom Whitt moved to approve:

The ratification of bills paid during December 2022.

The minutes of December 13, 2022 public hearing and the regular Board meeting.

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.

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

NON-PERSONNEL ACTION ITEMS

New Program Approval: Cannabis Cultivation Certificate

Becky Ropp moved to approve new certificate program in Cannabis Cultivation and Cecelia Long seconded. A roll call vote was unanimous. Motion approved.

New Program Approval: Data Analytics Microcertificate

Janet Hood moved to approve new certificate program in Data Analytics and Mary Campbell seconded. A roll call vote was unanimous. Motion approved.

PERSONNEL ACTION ITEMS

Monthly Personnel Actions

Cecelia Long moved to approve the monthly personnel actions as presented. Tom Whitt seconded. A roll call vote was unanimous. Motion approved.

Faculty Sabbatical Leave Recommendation

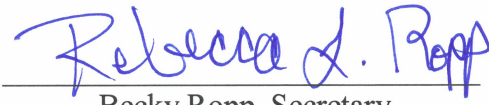
Janet Hood moved to approve a sabbatical leave as provided for in the collective bargaining agreement. Approval is for a one-semester sabbatical for Heather Chapman, Associate Professor of Business (Fall 2023); Cherie Rankin, Professor II of English (Fall 2023); Cathy Gilbert, Professor II of English (Spring 2024); Jon Hoekstra, Professor of Biology (Spring 2024); and Adam Scott, Professor of English (Spring 2024). Rodney Billerbeck seconded. A roll call vote was unanimous. Motion approved.

ADJOURNMENT

Becky Ropp moved to adjourn. Tom Whitt seconded. Motion was approved with a voice vote.

The meeting adjourned at 7:12pm.

Jeff Flessner, Chair



Becky Ropp, Secretary

*Note: The student vote is advisory only