



HEARTLAND
COMMUNITY COLLEGE

**MINUTES OF THE REGULAR MEETING OF THE
HEARTLAND COMMUNITY COLLEGE BOARD OF TRUSTEES
March 21, 2023**

Members present: Mary Campbell (entered 6:08), Joshua Crockett, Jeff Flessner (via Zoom), Janet Hood, Cecelia Long, Becky Ropp, Tom Whitt, Rodney Billerbeck II

Members absent: None

Others present: Keith Cornille, Sarah Diel-Hunt, Kelli Hill, Terrance Bond, Steve Fast, Justin Knorr, Nora Dukowitz, Letisha Trepac, Michael Lundeen (Legat Architects), Jennifer Kirby, Connor Wood (Pantagraph)

Vice-Chair Janet Hood called the Regular Meeting of the Board of Trustees of Heartland Community College to order at 6:01pm at Heartland Community College in Lincoln. The roll call was followed by the Pledge of Allegiance to the flag of the United States of America.

ADOPT AGENDA

President Keith Cornille asked that the closed session be removed from the agenda.

Trustee Becky Ropp moved to adopt the agenda with that amendment. Trustee Josh Crockett seconded. A voice vote was taken. Motion approved unanimously.

PUBLIC COMMENT

No public comment.

PRESIDENT'S REPORT

President Cornille congratulated Trustee Rodney Billerbeck II on his second-place finish in the National Professional Agriculture Students Employment Interview – Agriculture Education. President Cornille introduced Ms. Nora Dukowitz as Executive Assistant to the President and Board of Trustees. He then gave a brief overview of the agenda for the meeting.

College Spotlight: HCC Lincoln

Vice President of External Affairs Kelli Hill introduced the HCC Lincoln College Spotlight presentation and presenter, Ms. Jennifer Kirby, giving background on Ms. Kirby's time with the institution. Ms. Kirby gave an overview of recent staff changes at the Lincoln campus; many staff are new to their roles. Ms. Kirby discussed the importance of connection with students and various activities that take place on campus to engage the student body. She stated it is also important to connect with the community, through activities like participating in parades and service day. HCCL is exploring new

ways to do this more including the Farmers Market and events at the local coffeehouse, among others.

Ms. Kirby reviewed undergraduate credit hour statistics for students in the Lincoln service area. There has been a 6% increase since last academic year, though they are still trying to get back to pre-COVID levels. The unduplicated headcount was very similar, experiencing an approximate 6% increase as well. Online programming continues to see strong numbers.

Ms. Kirby presented on serving HCCL students. Advising appointments have increased by 12% since last academic year. Success coaching is being better tracked. Testing services are up 230% since academic year 2020 and up 20% since last academic year. There are student connection activities to match students at HCCL directly with staff/service areas at HCC. HCCL is excited about growing counseling and parent services. HCCL assisted Lincoln College students with transitioning after the facility's closure. Nineteen Lincoln College students enrolled last summer, last fall, or both.

Adult education is now being modeled after the Pontiac academic center. Enrollment is growing at HCCL. The site is a testing center for GED tests and is seeing increased use and is using that as a recruitment opportunity.

Continuing education has seen successful classes in gardening, soap making, yoga, etc. HCCL has recently offered two sessions of traffic safety school. The site also offers customized training and Kids@Heartland.

Looking to the future, HCCL is working with Logan county for co-curricular programs to address SEM goal outcomes. It is also working with Lincoln Economic Advancement and Development to identify employers that offer tuition reimbursement for programs. HCCL is getting its own Hunter mascot to increase visibility in the community and is looking to revisit space utilization to create dedicated student engagement space and relocate adult education students.

Ms. Kirby gave an update on the HCCL advisory group and its purpose, membership, etc. They are advocates in the community for HCCL.

Ms. Kirby concluded her presentation by asking: if you were a constituent in Logan county, how would you feel Heartland brings value for the community? Discussion from the board ensued, with the consensus being that HCCL is an integral part of the Logan county community.

Construction Updates

President Cornille introduced Andy Litwiller to give a presentation on the FRC plaza renovation project and food services project.

For the FRC plaza, Mr. Litwiller reported that Stark and PJ Hoerr attended the pre-bid meeting. The bid opening is currently anticipated 4/12/23. Mr. Litwiller went over a few

details of the bid, including bid alternates such as a flagstone walkway, additional plant material areas, soil amendments and seeding the SE corner, and irrigation. Andy showed several renderings/site plans and described details. He answered general project questions from the board and discussion ensued between the board and staff.

As for the food services area, there is a May target date for completion. Mr. Litwiller went over some of the project vitals including that the majority of framing is complete, the plumbing rough in was inspected, and drywall will begin before the end of the month. Some unexpected issues have been discovered (exterior wall curtain) but are being/have been resolved. Renderings and current photos were presented.

Mr. Michael Lundeen (Legat Architects) presented on the status of the Ag Complex project. He reviewed building design, constructions progress, schedule, budget/costs, and furniture and equipment. The project is running two or three months behind because some supplies were delayed. The original schedule stated the project was to be substantially finished by August 28. The schedule now looks like it will be substantially finished by October, though steps are being taken to attempt to abbreviated that schedule. Electrical switchgear for the building has been delayed at least until October, but the architect is looking at some options/solutions with the contractor. The goal has always been to open January 2024, and that is still expected at this time. Pricing is likely coming in May for furniture and then the procurement process will begin. Mr. Lundeen took questions from the board of a general/informational nature, with staff assisting with answers as appropriate.

Cabinet Reports

Ms. Hill reported on the Continuing Education Business Solutions Showcase, an opportunity to highlight HCC's professional development workshop topics and instructors. She also spoke about the upcoming Community Service Day which will take place on April 28 and noted Megan Rolfs received the McLean County Woman Communicator award from the Association of Women in Communications.

Ms. Sarah Diel-Hunt, Vice President of Enrollment and Student Services, reported that Alauna McGee received the Illinois State University School of Communication Outstanding Alumni award.

FINANCIAL REPORT

Ms. Letisha Trepac, Vice President of Finance and Administration, gave a financial report. The Finance Committee discussed upcoming renewal expectations for insurance and also talked about the budget process, especially for large capital projects.

Ms. Trepac introduced Mr. Justin Knorr, who gave the Strategic Budget Update presentation. He began with the budget planning timeline and noted that budget updates are planned for May, June, and September. He also talked about upcoming considerations which include enrollment, employee compensation, minimum wage, etc. He reviewed

budget assumptions on both the revenue and expenditure sides. President Cornille reiterated that budget projections will be refined over the coming months.

TRUSTEE REPORTS

ICCTA

Trustee Tom Whitt reported that there was a very productive ICCTA meeting recently in the Chicago area that he and Vice-Chair Hood attended. Going forward, the topics of dual credit and dual enrollment will be discussed, among others. Lobby Day and the inaugural community college caucus are upcoming on May 2nd and 3rd. The statewide event will take place in June in Normal. More information will be forthcoming.

Student Trustee

Trustee Billerbeck II reported that there was a point of concern that has since been resolved. The concern was that some classes billed as online still required in-person testing. The fact that in-person testing is required for some courses has been highlighted on the website going forward, which is believed will clear up the issue. Trustee Billerbeck II said the SGA now has a representative from Pontiac and is still looking for someone from Lincoln. He also reported on the upcoming SGA election process and on recent student events and the creation of new student clubs.

Calendar of Upcoming Events

Vice-Chair Hood noted that the calendar of events was in the meeting materials.

Recognition of Student Trustee

Vice-Chair Hood presented Trustee Billerbeck II with a certificate and plaque to acknowledge his service on the board. The board applauded his efforts.

CONSENT AGENDA ACTION ITEMS

Trustee Whitt moved to approve:

- Approval of Bills
- Minutes: Regular Meeting February 21, 2023
- Travel Expenditures
- Academic Calendars: Final 2024-2025 and Draft 2025-2026
- Illini Building Lease Renewal (HCC Lincoln Site)
- Budget Preparation Resolution FY24
- Naming of Spaces – WDC Food Service Student Lounge
- Appointment of Recording Secretary

Trustee Crockett seconded. A roll call vote was unanimous. Motion passed.

NON-PERSONNEL ACTION ITEMS

Resolution calling a public hearing concerning the intent of the Board of Trustees of the District to sell \$21,500,000 Funding Bonds for the purpose of paying claims against said District

Trustee Crockett moved to approve this item as presented. Trustee Becky Ropp seconded. A roll call vote was unanimous. Motion passed.

Resolution setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue bonds for the purpose of paying claims against the District and directing that notice of such intention be published as provided by law.

Trustee Billerbeck II moved to approve the item as presented. Trustee Whitt seconded. A roll call vote was unanimous. Motion passed.

PERSONEL ACTION ITEMS

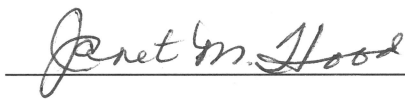
Monthly Personnel Actions

Trustee Cecelia Long motioned to approve the item as presented. Trustee Crockett seconded. A roll call vote was unanimous. Motion passed.

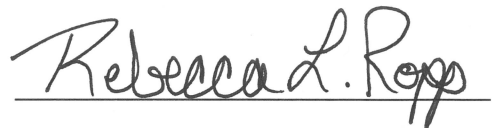
ADJOURNMENT

Trustee Long motioned to adjourn the meeting. Trustee Crockett seconded. The voice vote carried, motion approved.

The meeting was adjourned at 7:44 pm.



Janet Hood, Vice-Chair



Rebecca L. Ropp, Secretary

*Note: The student vote is advisory only.