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**REGULAR MEETING OF THE BOARD OF TRUSTEES  
HEARTLAND COMMUNITY COLLEGE  
Community Commons Building, Room 1406/07  
1500 W. Raab Road, Normal, Illinois  
August 15, 2023  
6:00pm**

**MINUTES**

Members Present: Becky Ropp, Janet Hood, Mary Campbell, Josh Crockett, Cecelia Long, Tom Whitt, Andria Merkle

Members Absent: Jeff Flessner

Others Present: Keith Cornille, Sarah Tipton, Janik Mateusz, Adam Campbell, Steve Fast, Jen O'Connor, Same Overton, Chris Downing, Barb Leathers, Jean-Marie Taylor, Melissa Fasig, Rick Pearce, Sarah Diel-Hunt, Audrey Stickrod, Josh Woods, Danny Matthews, State Farm Officials/Representatives, Amy Pawlik, Terrance Bond, Nora Dukowitz, Other Staff Members and Members of the Public

Chair Becky Ropp called the meeting to order at approximately 6:03 pm.

**ADOPT THE AGENDA**

Trustee Janet Hood made a motion to adopt the agenda for the meeting, which was seconded by Trustee Tom Whitt. This motion passed unanimously.

**PUBLIC COMMENT**

There was no public comment.

**PRESIDENT'S REPORT**

President Keith Cornille welcomed visitors from State Farm and thanked them for their generosity over the years in supporting Heartland and student success. State Farm was recognized for their significant gift of \$1M towards the new EV Lab/Advanced Manufacturing building.

President Cornille welcomed Sam Overton to his interim position as VP of Finance and Administration.

President Cornille discussed the Board's authority to have final approval of the naming of spaces at Heartland. He recapped the Board's past action to expand Agribusiness programs, Advanced Manufacturing, and the EV Lab. The Board will vote on the naming of those spaces during the meeting. President Cornille also gave an overview of the other items the Board was anticipated to act on during the meeting.

## **CABINET REPORTS**

Dr. Rick Pearce praised Heartland's PTK chapter. Their Honors in Action Hallmark Award entry is being published in PTK's 2023 edition of *Civic Scholar: Phi Theta Kappa Journal of Undergraduate Research*. It was one of only 18 selected for publication from an entry pool of nearly 400.

Dr. Sarah Diel-Hunt introduced Danny Mathews, Heartland's new Student Engagement Director, who holds a Masters degree from ISU and is a Heartland alum. She discussed his professional background and welcomed him to the team.

Dr. Diel-Hunt gave a brief overview of enrollment data. Undergraduate headcount is up approximately 3.8% and credit hours are more or less level. Excluding dual credit, UG headcount is slightly up and hours slightly down. Trends include increased new student and continuing student enrollment. Minority student enrollment continues to increase; 33% of the total student body is minority. Heartland has its largest number of international students in several years. Age 25 and over enrollment is also up. Work Ready and CTE is up as well. Part-time student enrollment is up. Online credit hours are about 40% of the College's total credit hours, which is just slightly higher than pre-pandemic numbers.

Kelli gave an update on Development activities, including the recent Advanced Manufacturing Open House. She also gave updates on CE final numbers for the summer. The final numbers for the summer for adult were at 313 students, down 24% from last year. Youth summer programs had 1,024 participants, down 8% from last year. Last year there were COVID funds to promote programs that are no longer available, which could explain the drop.

## **FINANCIAL REPORT**

Trustee Janet Hood gave an update on the Finance Committee's activities. At the Finance Committee's meeting, Justin Knorr provided a preliminary list of the FY23 actual budget surplus priorities. The FY24 budget will be discussed in more detail next month, as the Board will be considering its adoption. The CTE manual lathe item was reviewed. Andy Litwiller provided explanation regarding the FRC plaza job order contract. The Committee heard a report from PMA Financial Network on the HCC-issued bonds repayment schedules for principal and interest, the existing tax rate, and looking forward for the next several years. For October, the Committee will be reviewing the existing capital projects, budgets, actuals spent to date, timeline for completion, and the estimated cost of the Facilities Master Plan projects with that related timeline. Barb Leathers began discussion on total compensation, which will continue over the next several months as consultants provide wage survey updates and, separately, a benefits comparison to local companies to assist in developing benchmarks for future discussions.

Next, Knorr gave an update on the FY23 budget year end. The audit process has begun to close out FY23. HCC staff will report on the audit status in October and the final audit draft will be presented to the Board by the auditors in November. That said, the unofficial outlook for FY23 is positive, as can be seen in the provided financials for the month ended June 2023. The operating budget is expected to have a positive balance after transfers. FY23 was largely helped by a high amount of attrition savings in salaries and an increase in Corporate Personal Property Replacement Tax the College received that was

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not budgeted. Looking to FY24, the State has already estimated a 28% decrease in that same revenue stream, that HCC will build into the FY24 final budget numbers.

Litwiller gave an update on the FRC project, including timeline for design, construction documents, bidding, and ultimately construction. The project cost will not exceed \$750,000, an item the Board will vote on later during the meeting. This includes a generous donation of \$250,000 secured through the Foundation. He reviewed renderings and other details of the project. Native plantings will be incorporated as much as possible. Trustee Tom Whitt asked for clarification between the competitive bid process and job order contract. In a job order contract, the College can take advantage of a consortium list and not go through the bid process. This came up because this project originally had one disappointing bid, leading HCC to pursue a job order contract instead. President Cornille noted that HCC is pursuing a grant to bring Constitution Trail through the campus near Birkey Pond.

## **TRUSTEE REPORTS**

### ICCTA

The ICCTA Executive Committee Board retreat is this weekend in Joliet. Trustees Whitt and Hood will be attending. Next month is the full Board meeting in Springfield. Dual Enrollment will be a topic of discussion at this meeting.

### STUDENT TRUSTEE

SGA just had their pre-semester meeting and they are very excited about the coming semester. Student clubs/supported student organizations (SSOs) are preparing for the school year. Orientation for the SSOs is upcoming in September. Two exciting events are coming up, the Heartland Textbook Swap and Week of Welcome Involvement Fair.

### TEXTBOOK AFFORDABILITY TASK FORCE

Trustee Josh Crockett gave an update on the TATF. The TATF began work earlier this year and has continued meeting over the summer. They are exploring ways to make textbooks more affordable and accessible to students. Expect further reporting later this year.

## **CONSENT AGENDA**

A motion was made by Trustee Whitt and seconded by Trustee Andria Merkle to approve the Consent Agenda which consisted of the following items:

- Approval of Bills
- Approval of Minutes: Regular Board Meeting July 18, 2023 and Board Retreat July 18, 2023
- Travel Expenditures
- Naming of Buildings
  - Naming of Agriculture Complex
  - Naming of Advanced Manufacturing Center
  - Naming of Electric Vehicle Lab

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- Approval of CTE Manual Lathes Bid

The motion passed unanimously.

### **NON-PERSONNEL**

Trustee Hood motioned to approve the FRC project as presented. Trustee Mary Campbell seconded. The motion passed unanimously.

### **PERSONNEL**

Trustee Cecelia Long motioned to pass the personnel report and Trustee Whitt seconded. The personnel report passed unanimously.

### **ADJOURNMENT**

Trustee Merkle made a motion to adjourn, seconded by Trustee Campbell. The meeting adjourned at approximately 6:53 pm.

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Becky Ropp, Chair

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Josh Crockett, Secretary