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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  
September 19, 2023  
6:05pm**

**MINUTES**

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

Members Absent: None

Others Present: Keith Cornille, Janik Mateusz (Pantagraph), Steve Fast, Jen O'Connor, Sam Overton, Barb Leathers, Jean-Marie Taylor, Rick Pearce, Sarah Diel-Hunt, Josh Woods, Amy Pawlik, Terrance Bond, Nora Dukowitz, Scott Bross, Kelli Hill, Jean-Marie Taylor, Danny Mathews, Other Staff Members

Chair Becky Ropp called the meeting to order at 6:05 pm.

**ADOPT THE AGENDA**

Trustee Jeff Flessner 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 thanked the Board for attending the tour of the Challenger Learning Center prior to the Board meeting to view the recent improvements to the facility. He applauded the staff of the CLC and stated that the CLC is a valuable part of the College and the community.

President Cornille thanked those that attended last Friday's campus Kickoff event. He also reminded the group that next month's Board meetings will be at the Lincoln campus. The Board dinner prior to the meeting in October will include various leaders from the Lincoln/Logan County area.

President Cornille reported on the annual security report required by the Clery Act. A summary

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was sent to the Board on September 5<sup>th</sup>. The report was filed in advance of the October 1<sup>st</sup> deadline and is available online. The next step will be to notify employees and students via email regarding how to access the report.

President Cornille stated that this is typically the time of year that the equity tax comes before the Board for action. HCC has not received notification as to if the College is eligible to receive the tax yet but anticipates getting notice regarding eligibility soon. If HCC is eligible, this is anticipated to come before the Board in October for action. Due to its location, the College is not sure from year to year whether it will be eligible or not.

President Cornille reviewed the agenda for today's meeting and noted upcoming events this week.

## **CABINET REPORTS**

Dr. Sarah Diel-Hunt gave an update on undergraduate credit enrollment. Overall, enrollment at Heartland is stable. Dr. Diel-Hunt entertained various questions from the Board regarding enrollment. It is worth noting that Heartland has seen steady growth since emerging from the pandemic, which is not true at all institutions.

Jennifer O'Connor recapped the recent submission of the assurance argument to the Higher Learning Commission. HCC met all of the criteria and received no interim monitoring. The College's partnership with external entities and commitment to multicultural activities were noted as exceptional. There were a few suggestions for improvement, but for the most part HCC received a very positive review. This is a ten-year cycle and HCC is in year five. Years five through nine covers the quality initiative part of the process. A quality initiative can be broad such as focusing on student retention or assessment practices and reach across different areas of the College. The final year will involve an onsite visit.

Dr. Rick Pearce reported on two faculty members, Dr. Kim McHale and Stephanie Kratz, who were among 52 recipients of Teaching Grants for Digital Learning from Course Hero.

Kelli Hill discussed recent award submissions from the Marketing department. HCC received four awards but will not know at what level until October. Hill showed photos and video of the winning submissions.

Dr. Cornille acknowledge Hill's upcoming retirement at the end of September and thanked her for her hard work and many contributions over her twelve years of service to the College.

## **FINANCIAL REPORT**

Trustee Janet Hood summarized today's Finance Committee meeting. At the meeting, Justin Knorr provided an update on the FY23 surplus equipment/fixed assets, both included in the Regular meeting's consent agenda. He also reported on the FY24 budget, which the Board will take action on today. Barb

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Leathers (HR) continued strategic discussions on Total Compensation. Levy Year 2024 and equity tax are anticipated to be discussed in October. Capital projects updates were deferred to November's Finance Committee agenda.

Following Trustee Hood's report, Knorr gave a presentation on the final FY24 budget. The budget was introduced in January and updated throughout the year as new information became available. The tentative budget was presented and approved in June. Knorr highlighted the differences between the tentative budget and the final one being presented for action later tonight. He discussed revenue and expense drivers and gave history of different factors over the past several years. Knorr entertained questions from the Board.

President Cornille noted that the FY24 budget is balanced and will allow the College to continue to grow.

## **TRUSTEE REPORTS**

### ICCTA

Trustee Tom Whitt reported on the recent ICCTA meeting in Springfield. The key topic was dual enrollment. Trustee Whitt thanked all of those that were able to attend. The next meeting is November 10-11 in Schaumburg. HCC will host an ACCT Government Leadership Institute on November 30-December 1. Information will be forthcoming.

### STUDENT TRUSTEE

Trustee Andria Merkle reported the Week of Welcome occurred recently as was very successful with many organizations represented and lots of students on campus. SGA recently held two meetings, an overview of the student senate procedures and of campus safety protocols and a donut social. Emerging Leaders, a leadership academy for students, will begin again this fall. It is currently Constitution Week. The "Talking Politics" event is tomorrow on campus.

## **CONSENT AGENDA**

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

- Approval of Bills
- Board Meeting Minutes
  - Board Workshop and Regular Meetings on August 15, 2023
  - Semi-Annual Closed Session Minutes and Recordings January to July 2023
- Travel Expenditures
- Surplus Equipment/Fixed Assets
- Transfer to Restricted Purposes for:

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- Education Innovations, Facilities Upgrades and Instructional Equipment
- Capital Improvements and Deferred Maintenance

The motion passed unanimously.

### **NON-PERSONNEL**

Trustee Cecelia Long motioned to approve the FY24 Budget as presented. Trustee Mary Campbell seconded. The motion passed unanimously.

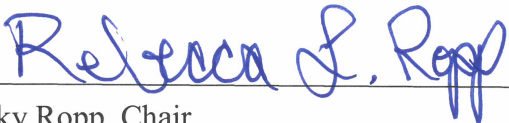
### **PERSONNEL**

Trustee Whitt motioned to pass the personnel report and Trustee Hood seconded. The motion passed unanimously.

Trustee Hood motioned to pass the tenure recommendations item and Trustee Merkle seconded. The motion passed unanimously.

### **ADJOURNMENT**

Trustee Jeff Flessner made a motion to adjourn, seconded by Trustee Whitt. The meeting adjourned at approximately 7:12 pm.



Becky Ropp, Chair



Josh Crockett, Secretary