

To: The College Community

From: Gena Proulx, Ph.D  
President

Date: March 11, 2010

Re: Board of Trustees Meeting March 9, 2010: Summary of Action Items

The Board adopted a proclamation designating April as Community College Month.

The Board adopted a proclamation designating April as National Poetry Month.

The Board approved or accepted recommendations regarding the:

1. approval of minutes from the regular monthly meeting held on February 2;
2. approval of appointment of vice president, academic affairs, Dr. Valerie Roberson;
3. approval of appointment of department chair, 2010-2011, Donna Theimer, agriculture/horticulture;
4. approval of sabbatical leaves for two faculty members, Stacey Murphy, English, for spring semester 2011; and Edward Senu-Oke, social and behavioral sciences, for fall 2010 and spring 2011;
5. acceptance of the report on replacement of full- and part-time classified employees, as presented;
6. approval of the faculty salary schedule columnar advancement report, as presented;
7. approval to pay the listing of bills for the period ending February 28, 2010, as presented;
8. approval of bids as follows:
  - i. Lighting Retro-Fit (rebid) - \$221,230 (total bid)
    1. Peyla Electric, Plainfield, IL
      - a. \$144,499 – base
      - b. \$76,731 – alternative
  - ii. Procurement Card Program
    1. J.P. Morgan Chase & Co., Chicago, IL
  - iii. Bid Release 13 Classroom Renovations - \$641,452 (grand total)
    1. Construction Solutions, Alsip, IL - \$312,723
    2. OEC Business Interiors, Elmhurst, IL - \$93,000
    3. Climatemp, Chicago, IL - \$47,000
    4. JB Contracting Corporation, LaSalle, IL - \$188,729
  - iv. Bid Release 13 Classroom Furniture - \$334,243.97
    1. OEC Business Interiors, Elmhurst, IL

v. Facility Services Building Shelving Units - \$260,854.99  
1. Bradford Systems Corporation, Bensenville, IL

9. treasurer's report;
10. financial report;
11. approval to dispose of surplus equipment;
12. approval of Livingston County payment in lieu of property taxes regarding wind farm;
13. approval of Board Policy 3.2.1 – 3.2.5, Residency;
14. approval of Board Policy 8.15, Request for Public Information Inspections of College Records (FOIA);
15. approval of Board Policy 2.2.3, Nepotism.

The president congratulated and introduced the newly tenured faculty to the trustees. The Board was informed of the following by the president:

1. The Illinois Department of Public Health reported no H1N1 related deaths since March 1. This is the first time since the flu season started that no one has died from the flu. This is a good indication that we are soon approaching the end of the flu season. The last documented case of H1N1 reported at the college was on January 24, 2010. This was the college's 24<sup>th</sup> reported case.
2. The Vice President for administrative services search committee met on March 5 and narrowed the pool of more than 80 candidates to a pool of 11 candidates, who will be invited to participate in telephone interviews between March 29 and April 5.
3. In February the math department held its annual departmental events involving high school students. The 2010 ICTM Mathematics Contest was held on Saturday, February 20. Two high school instructors (Oswego and Plainfield) specifically identified JJC's reputation for professional and well-organized math events. An evening event for area high school mathematics faculty was held on Thursday, February 4. Evaluations from the evening were very positive, and it is clear that the high school faculty believe it is important to collaborate and share ideas with their community college colleagues. Kudos to Jean McArthur, department chair, and his faculty for hosting this event.
4. On February 25, the science faculty hosted its annual science dinner for area high school teachers. The evening's program included an overview of the college's Master Plan for a science wing and department renovations, restoration of the campus' natural areas, and the lake and watershed rehabilitation project. After dinner, discipline-specific round-table discussions were held.
5. The admissions department sponsored a Discover JJC open house event on Saturday, March 6. There were 565 visitors to the campus and 250 evaluations were completed by attendees. Kudos to Jennifer Kloberdanz, director of admissions, and to her recruitment team for another successful event.
6. ICCB's pilot iCARS (Career and Readiness Systems) program. Dan Kreidler, dean of community and economic development, Dr. Joanne Kantner, director of developmental education, and Emilie McCallister, coordinator for the GED and the GEDI program, are participating in a project that will put two groups of students (developmental and GED) through the CARS pilot curriculum for 6 to 8 weeks. This is a "cloud"-based (internet based system to be accessed statewide) curriculum designed to raise academic scores, and

- we are pleased to have JJC as one of the six community colleges participating in this statewide pilot.
7. In November 2009, a group from JJC attended a strategy forum as part of our college's accreditation through the Higher Learning Commission and participation in the Academic Quality Improvement Program (AQIP). The focus of the strategy forum was on succession planning at JJC, which has been identified as a major policy issue for community colleges nationally. In addition to college faculty and staff, Trustee Susan Klen was a participant. The AQIP team is currently working on a succession plan and meets on a monthly basis. Next steps include the development of leadership competencies, succession planning procedures and declaring the project as an AQIP action project.

This meeting was recorded to be video streamed on the JJC Web site at a later date. For more information, visit [www.jjc.edu/info/board-of-trustees](http://www.jjc.edu/info/board-of-trustees).

The minutes for the Board of Trustees meetings are approved at the next meeting. To view approved minutes, visit [www.jjc.edu/info/board-of-trustees](http://www.jjc.edu/info/board-of-trustees).