

**ILLINOIS COMMUNITY COLLEGE DISTRICT
NO. 521
MINUTES OF MEETING OF BOARD OF TRUSTEES**

April 10, 2018

**Rend Lake College
Student Center
468 N Ken Gray Parkway
Ina, IL 62846**

CALL TO ORDER

Chairman Rubenacker called the regular Board of Trustees meeting to order at 6:40 PM in the Student Center.

ROLL CALL

Mr. John Kabat, Acting Secretary, called the roll.

Those present were:

Dr. David Asbery
Mr. Randall Crocker
Mr. Brian Dorris
Mr. John Kabat
Mr. Larry Manning
Mr. Randy Rubenacker
Ms. Grace Pytlinski (Student Trustee)

Those absent were:

Eric Black

Others present were:

Mr. Terry Wilkerson, Mrs. Angie Kistner, Mrs. Lori Ragland, Mr. John Gulley, Mr. Chad Copple, Mrs. Andrea Banach, Mrs. Kim Wilkerson, Mrs. Kay Zibby-Damron, Mr. Donnie Millenbine, Mr. John Gulley, Ms. ReAnne Palmer, Ms. Mackenzie Trader, Ms. Felicia Follmer and Mrs. Cathy DeJarnette

APPROVAL OF MINUTES

**MARCH 13, 2018 BOARD
OF TRUSTEES MEETING**

Mr. Randy Rubenacker recommended approving the minutes of the March 13, 2018 regular Board of Trustees meeting, as presented.

Mr. Manning made a motion to approve the minutes of the March 13, 2018 regular Board of Trustees meeting as recommended, seconded by Student Trustee,

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Grace Pytlinski. On a roll call vote, all voted yes.
Student Trustee voted yes.

MARCH 13, 2018 BOARD OF TRUSTEES EXECUTIVE SESSION

Mr. Randy Rubenacker recommended approving the minutes of the March 13, 2018 Board of Trustees Executive Session meeting, as presented.

Mr. Crocker made a motion to approve the minutes of the March 13, 2018 Board of Trustees Executive Session meeting as recommended, seconded by Mr. Dorris. On a roll call vote, all voted yes. Student Trustee voted yes.

STUDENT TRUSTEE ELECTION REPORT

President Wilkerson reported the results of the Student Trustee Election, noting we had two students on the ballot. Ms. Mackenzie Trader will be our 2018-2019 Student Trustee, and will be seated as such at tonight's meeting.

OUTGOING STUDENT TRUSTEE

Chairman Rubenacker announced that Ms. Grace Pytlinski, our outgoing Student Trustee, would now be recognized for his service to the Board of Trustees. Ms. Pytlinski came forward to receive her plaque, presented by Chairman Rubenacker and President Wilkerson, and they took a moment to take a photo with Ms. Pytlinski.

SEATING OF NEW TRUSTEE

Chairman Rubenacker then welcomed to the board Ms. Mackenzie Trader, who will be serving as our new Student Trustee for 2018-2019, elected by the RLC student body in March.

ROLL CALL

Mr. John Kabat, Acting Secretary, called the roll. Those present were:
Dr. David Asbury
Mr. Randall Crocker
Mr. Brian Dorris
Mr. John Kabat
Mr. Larry Manning

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Mr. Randy Rubenacker
Ms. Mackenzie Trader (New Student Trustee)

GENERAL INFORMATION

Mr. Wilkerson took a moment to welcome and recognize two Rend Lake College students in attendance at tonight's meeting. Miss Danielle Sitzes and Miss Katelyn Weis. Miss Sitzes was attending as part of an assignment in her state and local politics class.

ANNOUNCEMENTS

1. Thursday, April 12, 2018; 3:00 – 6:00 pm
Job Search Party
Mt. Vernon Hotel and Event Center
2. Thursday, April 19, 2018; 2:00pm
Phi Theta Kappa Induction
Rend Lake College Theatre
3. Thursday, April 19, 2018; 5:00pm
Lake Reception
King City Books, Mt. Vernon
4. Tuesday, April 24, 2018; 4:30 – 6:30pm
Studio RLC Open House
Rend Lake College MarketPlace
5. Thursday, April 26, 2018
Children's Health Fair
The REC
6. Thursday-Friday, April 26-27, 2018; 10a & 1p
Flummoxed Fairytales
Rend Lake College Theatre
7. Sunday, April 29, 2018; 3:00pm
Music Showcase
Rend Lake College Theatre
8. Thursday, May 3, 2018; 7:00pm
Spring Concert

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Rend Lake College Theatre

9. Thursday, May 3, 2018; 4:30 - 7:00pm
Jefferson County CEO Trade Show
Double Tree Hotel, Mt. Vernon
10. Tuesday, May 8, 2018
3:00pm - Hour devours / 3:30pm - Awards
Annual Faculty & Staff Awards
Rend Lake College Theater
11. Thursday, May 10, 2018; 1:00pm
RAD Tech Pinning Ceremony
Private Dining Room
12. Thursday, May 10, 2018; 7:00pm
ADN Pinning Ceremony
James "Hummer" Waugh Gymnasium
13. Friday, May 11, 2018; 1:30pm
HSE/GED Graduation
James "Hummer" Waugh Gymnasium
14. Saturday, May 12, 2018
10:00am and 1:00pm
Rend Lake College Commencement
James "Hummer" Waugh Gymnasium

**MOTION FOR
CLOSED SESSION**

N/A

**RESUME OPEN
MEETING**

N/A

CONSENT AGENDA

Mr. Wilkerson recommended approving the Consent Agenda, which included the following items:

1. Approval of Revisions to Rend Lake College Board *Policy* & Procedure 4.1210 – Alcohol and Drug Policy (Second Reading);*
2. Course/Curriculum Approvals;*
3. Ratify the Approval of Program Articulation Agreement Between Rend Lake College, District #521 and Southern Illinois University

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- Carbondale College of Engineering,
Department of Technology;*
4. Approval of Amendment to Program Articulation Agreement Between Rend Lake College, District #521 and Southern Illinois University Carbondale College of Applied Sciences and Arts, Department of Health Care Management;*
 5. Ratify the Approval of Program Articulation Agreement Between Rend Lake College, District #521 and Missouri Baptist University;*
 6. Approval of Nursing Handbook;*
 7. Approval of Radiologic Technology Handbook*

Dr. Asbury made a motion to approve the Consent Agenda as recommended; seconded by Mr. Crocker. On a roll call vote, those present voted yes. Those items marked with an asterisk (*) are a part of these minutes.

NEW BUSINESS

APPROVAL OF REVISIONS
TO REND LAKE COLLEGE
POLICY 3.1110 –
COMPUTATION OF HOURLY
RATE OF PAY FOR PART-
TIME EMPLOYEES
(FIRST READING)

Mr. Wilkerson recommended to approve revisions to Rend Lake College Board *Policy 3.1110* – Computation of Hourly Rate of Pay for Part-Time Employees (First Reading), as presented, effective May 08, 2018.

Mr. Kabat made a motion to approve revisions to Rend Lake College Board *Policy 3.1110* – Computation of Hourly Rate of Pay for Part-Time Employees (First Reading), as presented, effective May 08, 2018. The motion was seconded by Mr. Manning. On a roll call vote, those present voted yes. Student Trustee voted yes.

APPROVAL OF REVISIONS
TO REND LAKE COLLEGE
BOARD *POLICY* &

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PROCEDURE 4.1445 – DUAL CREDIT (FIRST READING)

Mr. Wilkerson recommended to approve revisions to Rend Lake College Board *Policy & Procedure* 4.1445 – Dual Credit (First Reading), as presented, effective May 08, 2018.

Mr. Dorris made a motion to approve revisions to Rend Lake College Board *Policy & Procedure* 4.1445 – Dual Credit (First Reading), as presented, effective May 08, 2018. The motion was seconded by Mr. Crocker. On a roll call vote, those present voted yes. Student Trustee voted yes.

APPROVAL TO CREATE REND LAKE COLLEGE POLICY & PROCEDURE 3.1326 – ACCIDENT / INCIDENT REPORTING (FIRST READING)

Mr. Wilkerson recommended to grant permission to create Rend Lake College *Policy & Procedure* 3.1326 – Accident / Incident Reporting (First Reading), as presented, effective May 08, 2018.

As recommended, Mr. Manning made a motion to grant permission to create Rend Lake College *Policy & Procedure* 3.1326 – Accident / Incident Reporting (First Reading), as presented, effective May 08, 2018. The motion was seconded by Mr. Kabat. On a roll call vote, those present voted yes. Student Trustee voted yes.

PERSONNEL RATIFY APPOINTMENT OF REPORT WRITER

Mr. Wilkerson recommended ratifying the appointment of Mr. Daniel Prible as Report Writer, on a full-time, 50-week, non-tenure track contract at an annual salary of \$30,000, prorated for the remainder of the fiscal year, effective March 26, 2018

As recommended, Mr. Dorris made a motion to ratify the appointment of Mr. Daniel Prible as Report Writer, on a full-time, 50-week, non-tenure track contract at

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an annual salary of \$30,000, prorated for the remainder of the fiscal year, effective March 26, 2018. This motion was seconded by Miss Trader, Student Trustee. On a roll call vote, those present voted yes. Student Trustee voted yes.

**RATIFY APPOINTMENT OF
HSSSC / INFORMATION
TECHNOLOGY HELP
DESK SUPPORT
TECHNICIAN**

Mr. Wilkerson recommended to ratify the appointment of Mr. Aaron Gonzalez as HSSSC / Information Technology Help Desk Support Technician on a full-time, 50-week, non-tenure track contract at an annual salary of \$29,000, prorated for the remainder of the fiscal year, effective April 09, 2018.

As recommended, Mr. Kabat made a motion to ratify the appointment of Mr. Aaron Gonzalez as HSSSC / Information Technology Help Desk Support Technician on a full-time, 50-week, non-tenure track contract at an annual salary of \$29,000, prorated for the remainder of the fiscal year, effective April 09, 2018. This motion was seconded by Mr. Manning. On a roll call vote, those present voted yes. Student Trustee voted yes.

**RATIFY APPOINTMENT OF
STUDENT SUCCESS
COORDINATOR
(TO BE PROVIDED)**

This action was tabled.

FINANCIAL INFORMATION
**RATIFICATION OF THE
PAYMENT OF COLLEGE
EXPENSES INCLUDING
TRAVEL EXPENSE
REIMBURSEMENTS**

Mr. Wilkerson recommended to ratify the payment of college expenses including travel expense reimbursements as presented.

Dr. Asbery made a motion to ratify the payment of college expenses including travel expense

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reimbursements as presented, seconded by Mr. Dorris. On a roll call vote, those present voted yes.

REPORTS

ACADEMIC COUNCIL

Dr. Elizabeth Bailey-Smith reported that at the last academic council meeting the group discussed digital textbook options; Mr. Rob Little gave an HLC update; approved several course/curriculum changes which are on tonight's meeting agenda for approval. She also congratulated Professor Cindy Caldwell on being awarded the 2018 Outstanding Faculty Award.

ICCTA REPRESENTATIVE

Mr. Larry Manning, ICCTA Representative, reported that he continues to receive and watch emails from ICCTA regarding state funding and the budget. There was no substantial progress made to report on.

REND LAKE COLLEGE FOUNDATION

Mrs. Kay Zibby-Damron thanked everyone who attended the Jefferson County Chamber of Commerce Annual Dinner last Friday. She also announced that the Chamber had created a \$10,500 scholarship to the RLC Foundation. \$10,000 will create an endowed scholarship beginning in the 2019-2020 academic year. \$500 will provide a scholarship to one student in the 2018-2019 academic year.

ACCREDITATION

Mr. Chad Copple reported that many RLC faculty, staff and administrators had just returned today from the HLC Annual Conference in Chicago and that a lot of good information was received from that meeting. President Wilkerson went on to add that some of the group had a productive meeting with our HLC Liaison, Dr. John Marr while there as well. Terry also added that he appreciated everyone who had given up their weekend to attend the conference.

PUBLIC COMMENT

N/A

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PRESIDENT'S COMMENTS

Mr. Wilkerson congratulated Vice President of Student Service, Lisa Price, on having recently receiving her Doctorate Degree.

Chairman Randy Rubenacker asked the newly seated student trustee, Mackenzie Trader, to introduce herself. Miss Trader said she is a resident of Scheller and is a double major in Ag Business and Ag Production Management. She is looking forward to serving as student trustee.

Trustee Kabat had questions regarding the bus service that provides transportation to and from the college. He is trying to help students who are attending in the fall work out ground transportation. President Wilkerson said that he would have student services get the information together and get it to John.

ADJOURNMENT

There being no other business, at 7:04 PM all trustees present voiced aye in favor of adjourning.

Chairman

Secretary