

FACILITIES AND FINANCE COMMITTEE
Seibert Conference Room
Belleville Campus
December 9, 2013
5:00 p.m.

Committee members present:	Richard E. Roehrkasse, Chairman Kenneth R. Joseph
Committee member absent:	Nick J. Mance
Administrators present:	Georgia Costello, Ph.D. Clay Baitman Staci Clayborne Mark Eichenlaub, Ed.D. Mike Fleming James Riha, Ph.D. Bernie Ysursa
Attorney present:	Garrett Hoerner

CALL TO ORDER

Chairman Roehrkasse called the meeting to order at 6:12 p.m.

APPROVAL OF MINUTES

Mr. Joseph moved, seconded by Mr. Roehrkasse, to approve the minutes of the regular meeting of November 12, 2013 as submitted. The motion carried.

COMMENTS FROM AUDITORS

Vice President Ysursa reported he and the Business Office are preparing responses to the auditor's comments received last month and will present at the January 2014 meeting.

FACILITIES

Change Orders

There were no change orders.

Bid Award

There were no bid awards.

Project Status Report

Chairman Roehrkasse referred to the Project Status Report supplied by Ittner. Mr. Ysursa reported the projects are winding down. The Route 161 overpass at the Belleville Campus project should be completed in December. Dr. Costello stated the funds for this project were acquired 3-1/2 to 4 years ago.

Capital Renewal Allocation Request - Belleville Campus Central Quad Development

Mr. Ysursa reported SWIC was appropriated \$808,900 in Capital Renewal funds in FY 2010 (over a three-year period). Staff recommends the most beneficial use of these funds be designated for the Belleville Campus Central Quad Development project. The scope of work includes expanded civil work

to mitigate the drainage issues and elevation concerns. The application will be submitted to ICCB and the Capital Development Board.

Mr. Joseph moved, seconded by Mr. Roehrkasse, to recommend the Board of Trustees allocate Capital Renewal funds in the amount of \$808,900 to the Belleville Campus Quad Project. The motion carried. (This item will appear on the consent agenda.)

Public Safety Monthly Activity/Media Log

The November 2013 Public Safety Reports were provided to the trustees. There were no questions from the committee; however trustee Joseph stated the Public Safety Officers have been very busy.

FINANCE

Bid Awards

Mr. Ysursa presented the request for proposal submitted by IGEN. The objective of the proposal is to integrate renewable energy production and energy consumption data from 15 different Illinois community college locations. By creating this global view of aggregated energy data, viewers will see the potential for renewable energy in Illinois, with community colleges laying a foundation for demonstration, training, and consumer education that aims to grow a green energy economy for Illinois. This project will be funded by a Renewable Energy Resource Program (RERP) grant.

Mr. Joseph moved, second by Mr. Roehrkasse, to recommend the Board of Trustees award Lucid Design, Portland, OR bid proposal in an amount not to exceed \$96,300 to design a statewide dashboard for data integration to display electricity production from 15 Illinois community college locations. The motion carried. (This item will appear on the consent agenda.)

Status of State Payments

Mr. Ysursa reported we have received two Base Operating grant payments for FY14.

Pension Committee

Legislators will be called back before the end of the year to address the state's pension crisis. Mr. Roehrkasse stated to look toward one-half of 1% cost shifting from the state to the employee being in effect July 1, 2014.

Amendment to Intergovernmental Agreement - Illinois Office of the Controller's Local Debt Recovery Program

Mr. Ysursa stated the Local Debt Recovery Program agreement, approved by the Board of Trustees in September 2012, allows the college to notify the Comptroller's Office of delinquent student debts. Amendment 1 clarifies the "chief officer of the local unit" means the controller.

Mr. Joseph moved, seconded by Mr. Roehrkasse, to recommend the Board of Trustees approve Amendment 1 to the Intergovernmental Agreement with the Illinois Office of the Comptroller for the Local Debt Recovery Program, subject to review and approval by the college attorney. The motion carried. (This item will appear on the consent agenda.)

Financial Aid Update

Vice President Clayborne provided the same Financial Aid update as presented to the Personnel, Programs and Services Committee.

GeoTrust Digital SSL Certificate Authorization for Blackbaud, Inc.

Dr. Riha stated this SSL certificate is required for Blackbaud to implement appropriate network security controls for e-transactions conducted through the “thankyou.swic.edu” website. This request is made on behalf of the Foundation, and there is no cost to the institution for this SSL certificate.

Mr. Joseph moved, seconded by Mr. Roehrkasse, to recommend the Board of Trustees authorize Blackbaud Inc. the right to purchase and manage a Digital SSL certificate for the “thankyou.swic.edu” domain in support of Blackbaud e-transactions. The motion carried. (This item will appear on the consent agenda.)

Renewal of Advertising Agreement - Belleville News-Democrat

Vice President Fleming presented a request to renew the advertising contract with the Belleville News-Democrat. This six month contract provides an option to renew for another half-year at the same price.

Mr. Joseph moved, seconded by Mr. Roehrkasse, to recommend the Board of Trustees renew advertising contract with the Belleville News-Democrat in the amount of \$25,000.00 for the period January 1, 2014 through June 30, 2014. The motion carried. (This item will appear on the consent agenda.)

Supplemental Budget Request

Mr. Fleming presented a supplemental budget request for \$8,000 to engage Northern Illinois University’s Center for Governmental Studies (CGS) to assist the development of a 2014 environmental scan at a one-time cost. He also requested an additional supplemental budget request in the amount of \$12,000 to cover projected external (secondary) research costs associated with FY15 Strategic Plan development, which will be based upon environmental scan findings. These requests are in response to the Board of Trustees’ recommendation to periodically engage a third-party research consultant to assist with data collection/analysis.

Mr. Joseph moved, seconded by Mr. Roehrkasse, to recommend the Board of Trustees approve a supplemental budget request in the total amount of \$20,000 to assist in the development of a 2014 environmental scan and to cover projected external research costs associated with FY2015 Strategic Plan development. The motion carried. (This item will appear on the consent agenda.)

OTHER COMMITTEE RELATED BUSINESS

The next regular meeting of the Facilities and Finance Committee will be Monday, January 13, 2014 at 5:00 p.m. in the Seibert Conference Room.

ADJOURNMENT

Mr. Joseph moved, seconded by Mr. Roehrkasse, to adjourn the meeting at 6:20 p.m. The motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees