



**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Erlinger Conference Room
Schmidt Art Center
Belleville Campus
February 20, 2010**

CALL TO ORDER

A special meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Saturday, February 20, 2010 in the Erlinger Conference Room of the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Nick Mance called the meeting to order at 8:32 a.m. and declared the purposes of the special meeting were presentation of the “State of the College”; finance; and personnel.

ROLL CALL

Trustees present:	Kenneth R. Joseph Nick Mance Robert G. Morton Richard Roehrkasse Philip L. Smith Eugene Verdu David Hobbs, Student Trustee
Trustee absent:	Sam Wolf

MOMENT OF SILENCE

Chairman Mance stated that College President Dr. Georgia Costello was not in attendance because her mother passed away last night. He requested a moment of silence and prayer for Dr. Costello and her family.

PUBLIC COMMENTS

There were no public comments.

AMEND THE AGENDA

Chairman Mance stated that presentation of the “State of the College” was postponed.

MOTION 02-20-10:01

Mr. Morton moved, seconded by Mr. Joseph, to deny request for sabbatical leave for Helene Seibert, Associate Professor of Nursing Education, effective Fall semester, 2010 (FY 2011.) Those members voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Morton, Mr. Roehrkas, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Wolf **PASSED**

STATEMENT BY CHAIRMAN MANCE

Chairman Mance read a statement which appears below in its entirety.

February 20, 2010

To the Southwestern Illinois Community College Family:

The Southwestern Illinois Community College family has much to be grateful for, including a wonderful variety of talented students, great faculty, outstanding staff, an understanding administration, highly successful and supportive alumni, and many, many friends.

Although there are some small signs that the economy may have stabilized from one of the deepest and longest recessions since the 1930s, unemployment will likely remain flat and significant improvement in the economy will be slow. The commercial and governmental sectors of the economy are currently under extreme pressure from lack of sales tax and income tax revenue and large deficits. The hardships facing the State of Illinois are well known and may have an impact on Southwestern Illinois College funding in the foreseeable future.

Our College depends on the State of Illinois for over \$20.0 million in funding which represents more than 28% of total College revenue. This is revenue that our College cannot control. While our College is in sound financial condition, any reductions in State funding would have a serious impact to our quality and types of services provided to our students and community.

In addition, it appears that any improvement in the State finances are years away. But, whatever the length of the economic recovery and financial condition of the State, it is important for us to respond to this new environment. We will constrain the growth of general expenses, compensation expenses, and commitments to new building projects.

It is a known fact that higher education is notorious for raising operating costs and raising tuition year after year; both have increased faster than inflation. But at this time we must exercise some prudence, good sense and restraint in spending and make all attempts to live within our revenue streams.

To our students, you are the principal reason for our existence, and we are appreciative and fortunate you selected us for your education. We are committed to providing you

with a quality education at a reasonable cost. Education is at the heart of what we do, and we will do our best to meet your needs and expectations.

To our faculty and staff, you have worked hard and contributed significantly to the rise in quality, visibility, and impact of our College throughout the community and region. Our students, community and alumni can be proud of your continued dedication, achievements and commitment to educational quality. I am thankful to each of you. Unfortunately, as we consider the financial environment within which we are working, the traditional financial rewards associated with hard work and achievement will be limited.

1. For FYE 2011 we will not be able to sustain past levels of salary increases. I have reviewed carefully the administration suggestions regarding compensation increases for administrators and staff employees and recommend that the board **entertain a motion** to allow a 2% increase for all employees making under \$75,000 and freeze compensation at the FYE 2010 levels for employees making over \$75,000.
2. I will **entertain a motion** to approve the implementation of the reductions proposed by the administration for FYE 2010 of \$2,807,708 (attachment A-1a).
3. I will **entertain a motion** to approve the implementation of the reductions proposed by the administration for FYE 2011 of \$2,157,051 (attachment A-1b).
4. I will **entertain a motion** to approve the implementation of additional Board-proposed reductions for FYE 2010 & 2011 of at least \$1,750,000 to be identified by the administration outside of the instruction area (per attachment "Board C").
5. Our programs are strong now and must remain so in the future. New staff additions throughout the College will be very limited and require additional justification. Open positions will need to be reviewed more carefully to determine whether such positions will be filled. However, at this time I will **entertain a motion** to freeze all new hires and replacement hires for FYE 2010 & 2011 until further notice.
6. I will **entertain a motion** to authorize the administration to seek a \$10 million working cash bond to improve/stabilize the College fund balance from a potential shortage in working cash in the event the State of Illinois delays and/or reduces the funding to the College.
7. Now, I ask the Board to **consider a motion** to increase tuition \$5.00 per credit hour, (rate from \$85 to \$90) beginning this summer, and to implement a \$2.00 per credit hour fee for Information Technology and \$1.00 per credit hour fee for College Athletics beginning this summer.

At all times, but especially in a time like this, we need to separate wants and needs and balance idealism with practicality. For myself, I pledge to continue to do my best for the

college, taxpayers, community, and students, even if that means taking actions now that may be painful but hopefully will not compromise our prospects for excellence in the future.

While we, the Southwestern Illinois Community College family face challenges and uncertainties, I am pleased and confident that our financial strength, dedication to education, and creativity will not only sustain our College but make it prosper.

MOTION 02-20-10:01

Mr. Verdu moved, seconded by Mr. Smith, to allow a 2% increase for all employees making under \$75,000 and freeze compensation at the FYE 2010 levels for employees making over \$75,000. Following a roll call vote those trustees voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None Absent: Mr. Wolf **PASSED**

MOTION 02-20-10:02

Mr. Morton moved, seconded by Mr. Hobbs, to approve the implementation of the reductions proposed by the administration for FYE 2010 of \$2,807,708 (attachment A-1a). Following a roll call vote those trustees voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None Absent: Mr. Wolf **PASSED**

MOTION 02-20-10:03

Mr. Morton moved, seconded by Mr. Roehrkasse, to approve the implementation of the reductions proposed by the administration for FYE 2011 of \$2,157,051 (attachment A-1b). Trustees Roehrkasse and Verdu expressed opinions that these reductions could be reviewed if funding conditions change. Following a roll call vote those trustees voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None Absent: Mr. Wolf **PASSED**

Chairman Mance discussed additional Board Proposed reductions contained in attachment "BOARD C" in the amount of \$1.75M. He directed administration to "sharpen your pencils" and look for additional cuts for 2010 and 2011 from all areas other than instruction. Mr. Mance stated the freezing hire will eliminate position replacements. He suggested staff look at tuition waivers and as time allows eliminate them.

Mr. Mance emphasized that the Board is trying to save people. If administration cannot cut expenses then the Board of Trustees has no choice but to lay off people. Mr. Verdu applauded Board Chair Mance for including revenue generating ideas such as implementing a fee for MetroLink usage (contained on Attachment "BOARD C"). Mr. Mance again stated the need for an additional \$1.75M in reductions and is depending on administration to do so. Mr. Roehrkasse emphasized this is what the Board expects; these motions are your guidelines.

MOTION 02-20-10:04

Mr. Morton moved, seconded by Mr. Verdu, to approve the implementation of additional Board-proposed reductions for FYE 2010 & 2011 of at least \$1,750,000 to be identified by the administration outside of the instruction area (per attachment "Board C").

Following a roll call vote those trustees voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Morton, Mr. Roehrkassee, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None Absent: Mr. Wolf **PASSED**

Chairman Mance requested a motion to freeze all hires and replacements for FY 10 and FY 11. He has taken a hard look at this, and he doesn't want anyone to lose their job. Perhaps the college will be in better shape in 12 months or so. By the end of 2010 the Board of Trustees can hopefully lift the hiring freeze. This action does leave room for administration to come back to the Board with an emergency hire.

Vice President Baitman asked about the hiring of part-time and full-time faculty, which is a fluid number. Chairman Mance replied he trusted Mr. Baitman's judgment. The College is not in a position to create new jobs. However if an instructor is needed to make a class then the hire is in order.

Vice President Friederich inquired about part-time grant personnel, i.e. ATS drivers. Mr. Mance replied if the position is covered by a grant, the Board of Trustees will not be upset if the dollars are there. He also stated that if a grant-funded position vacancy occurs and a qualified individual paid from the Ed Fund could fill the position he expects administration to place the qualified person in that job to help reduce payroll expense.

MOTION 02-20-10:05

Mr. Morton moved, seconded by Mr. Roehrkassee to freeze all new hires and replacement hires for FYE 2010 & 2011 until further notice. Following a roll call vote those trustees voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Morton, Mr. Roehrkassee, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None Absent: Mr. Wolf **PASSED**

Chairman Mance stated he would entertain a motion to authorize the administration to seek a \$10 million working cash bond to improve/stabilize the College fund balance from a potential shortage in working cash in the event the State of Illinois delays and/or reduces the funding to the College. The interest rates are about 4%. Mr. Hoerner stated the timetable for this process is 60-90 days. He would hope we have the process started in March so we would have the funds by June or July. Mr. Mance directed administration to seek bids from firms other than First Midstate. Mr. Hilgenbrink stated we would need a financial advisor. Mr. Hoerner offered that discussions could be had with other entities.

MOTION 02-20-10:06

Mr. Roehrkassee moved, seconded by Mr. Morton, to authorize the administration to seek a \$10 million working cash bond to improve/stabilize the College fund balance from a potential shortage in working cash in the event the State of Illinois delays and/or reduces the funding to the College. Following a roll call vote those trustees voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Morton, Mr. Roehrkassee, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None Absent: Mr. Wolf **PASSED**

MOTION 02-20-10:07

Mr. Roehrkassee moved, seconded by Mr. Verdu, to increase tuition \$5.00 per credit hour, (rate from \$85 to \$90) beginning this summer, and to implement a \$2.00 per credit hour fee for Information Technology and \$1.00 per credit hour fee for College Athletics

beginning this summer. Following a roll call vote those trustees voting aye were Mr. Joseph, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: Mr. Hobbs (Opinion) Absent: Mr. Wolf **PASSED**

BID AWARD

Mr. Roehrkasse presented the bid award for printing the 2010-2011 College Schedule. Sealed bids were received from six companies, and Woodward Printing Services submitted the overall low bid for this project.

MOTION 02-20-10:08

Mr. Smith moved, seconded by Mr. Joseph, to award the lowest responsible bid for printing the 2010-2011 College Schedule to Woodward Printing Services, Platteville, WI not to exceed \$79,789.87. Following a roll call vote those trustees voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None Absent: Mr. Wolf **PASSED**

MISCELLANEOUS

Mr. Baitman expressed concern over the decisions that were made and stated the decision have repercussions. For example, the Schmidt Art Center will be open 15 hours less beginning March 1. Plans for the Cancer Walk annually held in October at the Belleville Campus have been put on hold. Chairman Mance reported the CPI over the last ten years has only gone up an average of 2.6%. Our tuition has gone up an average of 9.5% annually for ten years. We need to control expenses. The students and the taxpayers cannot keep paying the increases. There has to be a point in time that we understand cost control. For example, the College subsidizes MetroLink. If we are going to pay transportation then we should provide gasoline for automobiles.

Mr. Verdu stated there may be exceptions. If administration has something that is extremely needy, then he would expect administration to come back to the Board of Trustees for a decision.

Student Trustee Hobbs requested authorization to work with Vice President Fleming to get a statement or notification concerning the tuition increase to the students. Approval was granted. It was decided there will be no press release.

Chairman Mance stated he would like Dr. Costello to have input on the actions taken at this meeting. He assured administration that it was not a case of the Board of Trustees against administration; we are all in this together. It is tough for the Board to make these decisions and he knows how painful this is. Mr. Mance cautioned that if administration makes a decision that should be a Board decision then it is going to backfire. These are tough times. He expressed no doubt that if administration was given approval for a \$50 per credit hour increase that they could spend it. Mr. Mance stated we do not need Marketing. We do not need Institutional Research. We do not need Athletics. As far as other meetings to discuss this, his response was "I hope not." However we need to continue to have discussion and keep the communication open as the State and economic conditions change.

Mr. Verdu offered that he has received calls from several people about layoffs. He is now safe in replying that right now there are no plans for any layoffs. Mr. Mance re-stated we are trying to avoid any layoffs. That may change depending on what the State does.

ADJOURNMENT

Mr. Morton moved, seconded by Mr. Smith, to adjourn the meeting at 9:31 a.m. The motion carried.

Approved: **03-17-10**

Respectfully submitted,

Nick J. Mance
Chairman of the Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees