

**PLANNING AND POLICY COMMITTEE**  
**Seibert Conference Room**  
**Belleville Campus**  
**April 12, 2021**  
**5:00 p.m.**

|                            |   |
|----------------------------|---|
| Committee members present: | Richard Roehrkasse, Chair<br>Nick Raftopoulos (remote)<br>Sara Soehlke (remote)   |
| Trustees present:          | John Blomenkamp<br>Steve Campo<br>Robert G. Morton  |
| Administrators present:    | Nick J. Mance<br>Linda Andres<br>Danielle Chambers<br>Anna Moyer<br>Missy Roche<br>Gina Segobiano, Ed.D.<br>Robert Tebbe<br>Bernie Ysursa |
| Attorney present:          | Garrett Hoerner   |

**CALL TO ORDER**

Chairman Roehrkasse called the meeting to order at 5:25 p.m.

**APPROVAL OF MINUTES**

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to approve the minutes of the March 8, 2021 meeting as submitted. The motion carried.

**INFORMATION TECHNOLOGY ACCOMPLISHMENTS, REQUESTS FOR SERVICE AND STATUS REPORTS**

Executive Director IT Linda Andres referred to the reports in the committee packet. She noted completion of the Affordable Care Act federal reports; the transition of LDRP duties; and completion of AIDU preparation. Ms. Andres also reported she is trying to get quotes for next year's maintenance requirements and is trying to spend COVID funds that meet the requirements.

Trustee Campo inquired how things were going with the purchase of the Dell server that hosts the new version of SolarWinds software and equipment to block attempts to our systems. Ms. Andres stated things are going well, thanks to the purchase and the many hours of work from staff. She added she never wants to go through that again.

## **HLC QUALITY INITIATIVE QUARTERLY STATUS REPORT**

Executive Director Andres provided an update of the first quarter of the HLC Quality Initiative Quarterly Status Report. The first quarter saw a lot of activity and progress. Process owners were identified as well as committee liaisons. The teams met and discussed the common problems each team was facing. Once it was determined the data collection document needed changing to better reflect the purpose of the initiative, along with a better understanding from everyone, the process should become easier.

Sub-committee appointments will be discussed at the next President's Cabinet meeting.

## **ADOPTION OF PROPOSED AMENDMENTS TO BOARD POLICY 4003: ADMISSION OF STUDENTS**

Executive Director of Enrollment Development Robert Tebbe reported the Board of Trustees approved first reading of the proposed amendments at its March 17, 2021 meeting. Upon dissemination to the college community for commentary, Mr. Tebbe received feedback from college staff concerning the enrollment procedure changes that are not included in the admission of students section of the policy.

Mr. Tebbe recommended Policy 4003 be reexamined by administration and brought back to the committee for first reading at the next Planning and Policy Committee meeting.

There was no action required from the committee.

## **NEXT SCHEDULED MEETING**

The next scheduled meeting of the Planning and Policy Committee is Monday, May 10, 2021 at 5:00 p.m. in the Seibert Conference Room at the Belleville Campus.

## **ADJOURNMENT**

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to adjourn the meeting at 5:31 p.m. The motion carried.

Respectfully submitted,

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Beverly J. Fiss  
Secretary to the Board of Trustees