

**Lake Land College
Board of Trustees
District No. 517**



Board Retreat
Webb Hall, Room 081, Mattoon, IL
October 26, 2017

Minutes

Call to Order.

Chair Storm called the October 26, 2017, special meeting of the Lake Land College Board of Trustees to order at noon in the West Building, rooms 119-120, Mattoon.

Chair Storm appointed Trustee Reynolds to serve as Secretary Pro Tem in the absence of Trustee Deters, Board Secretary.

Roll Call.

Trustees Physically Present: Mr. Gary Cadwell; Mr. Bruce Owen; Ms. Doris Reynolds, Vice Chair; Mr. David Storm, Chair; Mr. Mike Sullivan and Mr. Charles Meaker, Student Trustee.

Trustees Absent: Ms. Deters.

Others Present: Dr. Jonathan Bullock, President; Mr. Jon Althaus, Vice President for Academic Services; Mr. Bryan Gleckler, Vice President for Business Services; Ms. Jean Anne Grunloh, Senior Executive to the President; Dr. Jim Hull, Vice President for Workforce Solutions and Community Education; Dr. Tina Stovall, Vice President for Student Services; and members of the staff, community and media.

Hearing of Citizens, Faculty, and Staff.

There were no additional public comments.

Trustee Storm announced that the agenda items would be discussed in a different order than as listed to accommodate various speakers' schedules.

Annual Enrollment Report. (Non-action)

Dr. Lynn Breer, Director of Institutional Research, presented highlights of the FY 2017 Annual Enrollment Report. Trustees reviewed details of the Report.

Marketing Update. (Non-action)

Dr. Tina Stovall, Vice President for Student Services, and Ms. Kelly Allee, Director of Marketing and Public Relations, presented to Trustees an update on the College's marketing and branding initiatives. Dr. Stovall highlighted recent higher education enrollment trends of graduating high school students within the College's District. Ms. Allee highlighted the College's efforts in recent years to improve upon its marketing efforts and unify its branding image. Ms. Allee noted the progress the College has made since implementing numerous recommendations of the marketing consultant hired by the College in 2015. Ms. Allee also highlighted future marketing and branding plans, including the issuance of a Request for Proposal (RFP) for marketing consultation and the creation of a five year marketing plan.

[Note – Trustee Deters arrived at 12:49 p.m. and assumed the duties as Board Secretary.]

ICCTA Update. (Non-action)

Trustees heard a legislative update from Mr. Mike Monaghan, ICCTA Executive Director. He also highlighted the mission of ICCTA in support of local community college governing bodies; the decline in state funding to Illinois' higher education institutions since 2002; state-wide enrollment challenges; and the varying roles and responsibilities of a community college board, president and the administration.

Closed Session.

1:40 p.m. – Trustee Sullivan moved and Trustee Reynolds seconded to convene to closed session, pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2(c)(16) [Illinois General Assembly 2017 et. Seq.], for Board self-evaluation, practices and procedures.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

Return to Open Session – Roll Call.

3:40 p.m.

Trustees Physically Present: Mr. Gary Cadwell; Ms. Ann Deters, Secretary; Mr. Bruce Owen; Ms. Doris Reynolds, Vice-Chair; Mr. Dave Storm, Chair; Mr. Mike Sullivan; and Mr. Charles Meaker, Student Trustee.

Trustees Absent: None.

[Trustees took a break from 3:40 p.m. to 3:50 p.m. Also, Trustee Reynolds left the meeting at 3:50 p.m. and returned at 3:52 p.m.]

Cyber Security Issues. (Non-action)

Trustees heard a presentation from Mr. Lee Spaniol, Director of Information Systems and Services (ISS), regarding the College's numerous efforts related to cyber security. Mr. Spaniol highlighted the mechanisms the College already has in place for cyber security protection. He said the College also undergoes a cyber security risk assessment audit as part of its annual audit.

Dr. Bullock and Mr. Bryan Gleckler, Vice President for Business Services, discussed with Trustees their opinions that the College should consider significantly increasing its current level of liability protection related to cyber security issues. Trustee Deters asked the administration to research what levels of liability insurance protection other Colleges are purchasing for cyber security protection. Trustee Deters also requested that the College provide routine updates to the Board regarding cyber security. Dr. Bullock said the administration will provide updates to the Board at least annually.

Strategic Planning Update. (Non-action)

Trustees received the fifth Strategic Plan Mid-Year Report for FY 2016-2018. Dr. Bullock briefly highlighted overall progress of the 107 initiatives currently underway with this three-year planning cycle. Dr. Bullock also presented an update on efforts underway for the next three-year strategic planning cycle (FY 2019 – FY 2021) and he proposed the College remain focused on the same college-level goals and objectives of the current planning cycle to build upon success over the long term, but he also suggested that any strategic initiative in the next planning cycle be within one of two key focus areas – guided pathways or data analytics. He said that, based on the extensive feedback received from envisioning sessions held this year, the Cabinet will also monitor progress of initiatives in seven additional components as identified from the envisioning sessions as important tasks for the College to address in the coming years. Trustees reviewed details of the proposed college-level, key focus areas and seven additional, cabinet-level components. Each Trustee expressed approval of this overall strategy for the next planning cycle.

Long Term Facility Planning. (Non-action)

Trustees heard a presentation from Dr. Bullock regarding various options for building additional space and/or renovating existing buildings on the College's main campus and the Kluthe Center campus. Dr. Bullock said he is recommending the College proceed with remodeling the Luther Student Center to house the majority of Student Services departments in one facility and to provide greatly needed updates to the outdated building. He also said the administration is recommending that the College proceed with building project renovations and/or the

construction of additional space on the main campus and Kluthe Center campus regardless of final approval for a state funding match. He noted there would be a possibility for the College to eventually receive state funding reimbursement for the Luther Student Center project if the College followed certain guidelines according to amendments of the Community College Act as the Luther Student Center project has been on the College's Resource Allocation Management Plan (RAMP) document for several years. Trustees reviewed handouts which provided details of proposed remodeling and/or the construction of additional space in the Luther Student Center as well as remodeling of the Child Care Building to potentially become the new space for the Administration. This would enable more Student Services departments to be housed within one facility (the Luther Student Center). Dr. Bullock said the various renovations and building projects are needed to provide adequate space for students, provide welcoming and convenient space for potential new students and visitors, and to accommodate space needs for all programs currently operating out of the Workforce Development Center facility so that these programs might be housed at other locations owned by the College within the next four years. Dr. Bullock highlighted projected costs for the various building or renovation options and he explained how the costs for the projects could be funded through the College's bonding authority with no increase to College District tax payers. Trustees also reviewed a bond authorization forecast.

Chair Storm suggested the Board continue this discussion at a future Buildings and Site Committee meeting. Trustees agreed to the need for the additional discussions on long term facility planning for the College and agreed to conduct a Buildings and Site Committee meeting on November 13, 2017, or just prior to the November regular Board meeting.

[Chair Storm announced the appointment of Trustee Owen as Buildings and Site Committee Chair, Trustee Steward as a Buildings and Site Committee member, and Trustee Owen as a Resource and Development Committee member.]

Adjournment.

Trustee Reynolds moved and Trustee Deters seconded to adjourn the October 26, 2017, meeting of the Lake Land College Board of Trustees at 5:32 p.m.
Motion carried with unanimous voice vote approval.

Approved by:

/s/Mr. Dave Storm, Board Chair

/s/Ms. Ann Deters, Board Secretary

*Note – See Board of Trustees web page for any referenced attachments to these minutes.
https://www.lakelandcollege.edu/col/board_minutes/