



Governing Board of the Illinois Council of Community College Administrators, Regular Meeting 10:00 a.m., Monday, February 25, 2008, Heartland Community College, Room CCB2012, 1500 W. Raab Rd. Normal, IL 61761

Minutes

I. CALL TO ORDER

Meeting called to order at 10:24 a.m.

II. ROLL CALL

Present:

Philip Bierdz (President), Moraine Valley College; Sheryl Blahnik (President Elect), Richland Community College; Bill Peacy (Secretary), College of DuPage; Barry Hancock (Historian), John A. Logan College; Terri Winfree (Past President), Prairie State College; Preston Morgan (ICCB); Rachelle Stivers, Heartland Community College for Jerry Anderson (NILRC), Joliet Junior College; Peggy Bradford (Developmental), Rock Valley College; Michael Diggs (IC3SP), Richland Community College; Michael Diggs (IC3SP), Richland Community College

Via conference call:

Amy Diaz (ICCCSSO), Rock Valley College; Marietta Turner (Admission/Records), Matt Fowler (ICCCA-TC), Black Hawk College

III. MINUTES

Motion to accept minutes of January 28, 2008 by Sheryl Blahnik and seconded Terri Winfree. Motion passed by voice vote.

IV. BOARD REPORTS AND/OR REQUESTS

4.1 Terri – procedure for preparing conference contracts

Terri presented procedural ideas updates in preparing conference contracts. She also suggested looking into universities that have conference centers. The group discussed the desirability of having the sleeping arrangements and meeting rooms in the same building area.

4.2 Legal Reviews, Terri Winfree/Phil Bierdz

Each group gave a presentation.

Timothy Stratton and Marilee Springer of Ice Miller, LLP gave the first presentation. The preparation of a 501(c)3 status document is a one-time document that run \$8,000 - \$12,000. The firm will donate the first \$5,000. The application is 40 pages and the cost of preparation will depend how much information the organization provides. To get the status from the IRS, it can take 2 to 3 months. The hourly rate runs \$310 to \$325. The amount of lobbying effort may be an issue whether ICCCA will be a 501(c)3 or 501(c)6. Some lobbying can be done with 501(c)3 status.

Eugene Hanses and Howard Metz of Robbins Schwartz Nicholas Lifton & Taylor, Ltd. gave the second presentation. Discussed the requirements of 501(c)3 status of ICCCA. They stated that we have started the process by filing and gaining non-profit status with the State of Illinois. Further assessment of the exact condition of the state of tax status of ICCCA needs to be done before a quote of cost can be given. The Board needs to discuss with the commissions whether they wish to be a separate legal entity or under the umbrella of the ICCCA. Does the commission wish to have autonomy? The cost could be in the range of \$3000. The hourly rate runs about \$220.

V. REPORTS OF ADMINISTRATION

5.1 President's Report

Phil handed out a draft of the newsletter. Stated that the newsletter would be handed out at the next President's Council meeting on March 14 in Oakbrook.

Phil asked for list of names from commissions to update names on list server for each commission.

Update on websites for commissions ICCB will host the space for ICCCA and the commissions for their websites. All ICCCA and the commissions need to do is maintain their websites.

5.2 Commission Reports

NILRC – NILRC/UIUC is part of a grant cohort, “Librarians Serving Community-based Higher Education: Preparing the Next Generation of Community College Librarians.” NILRC has updated their website. John met with IMLS staff at the ALA Mid-winter meeting in Philadelphia in January. Progress continues on developing the strategy to “roll out” the results of the “Engaging America’s Youth” Initiative and teleconference.

ICCEDA/ICCET - ICCEDA/ICCET will combine to have conference at Indian Lakes in Bloomingdale on April 30 to May 2.

Developmental Education - Developmental Education kickoff meeting will be on April 18th from 10 a.m. to 1 p.m. at Rock Valley College. Registration is at the website, <http://ednet.rockvalleycollege.edu/p.brad>.

IC3SP - IC3SP will have a conference in Effingham on May 1st and 2nd. The conference details have not been finalized.

5.3 Conference Planning

It is the 35th anniversary for ICCCA and we are looking at a theme based on the anniversary and/or history of the organization. We have not had any new ideas of speakers. Peggy suggested that the person that wrote the book “How to Survive as a College Administrator” or the person that just presented at ICCB on diversity in colleges could be possible speakers.

5.4 Community College Coalition for Funding

Discussed whether ICCCA should be involved. ICCCA needs more information on exactly what involvement is needed.

There was a motion to authorize the ICCCA President to support up to \$500 to the Community College Coalition for Funding by Barry Hancock seconded by Sheryl Blahnik. Motion passed by voice vote.

VI. COMMUNICATIONS

No communications this month.

VII. FINANCIAL STATEMENT

- 7.1 Treasurer's Report – none, Treasure not present
- 7.2 2007 Conference finance report – none, Treasurer not present

VIII. UNFINISHED BUSINESS

8.1 Conference contracts

The 2008 contract could not be electronically sent by the Decatur Conference Center. It will need to be mailed and we will view to approve next month. When Terri gets the contract, she will fax it to Phil and he will send it to the group to electronically.

There was a motion to accept the contract of the 2009 conference contract by Sheryl Blahnik and seconded Barry Hancock. Motion passed by voice vote.

8.2 Part-time presidential assistant

Phil suggested an unpaid internship for a student.

IX. NEW BUSINESS

9.1 ICCCA Domain Name Registration

The domain name is about to expire. The 5 year cost is \$95. Terri Winfree made a motion to pay \$95 for 5 year domain name registration, seconded by Michael Diggs.

9.2 Phi Theta Kappa

There was a motion to authorize the ICCCA President to support up to \$500 to Phi Theta Kappa by Barry Hancock seconded by Sheryl Blahnik. Motion passed by voice vote.

Phil will not be able to go the April 14th dinner this year. It will be in Springfield again. Phil is looking for a volunteer. He will put in on next month's agenda as reminder.

X. MISCELLANEOUS

Phil will be speaking at the Counseling Commission Drive-In Conference at Kankakee Community College on February 29, 2008.

Terri would like for the Board to think of others ways to raise funds. We could have mini conferences. She would like to have this added to the next month's agenda for further discussion.

Preston reminded the Board of the Homeland Security Institute in Bloomington on April 2nd and April 3rd.

XI. ADJOURNMENT

Motion to adjourn by Terri Winfree and seconded by Sheryl Blahnik at 1:53 p.m.