



Governing Board of the Illinois Council of Community College Administrators, Regular Meeting 10:00 a.m., Monday, June 30, 2008, Heartland Community College, Room CCB 2401, 1500 W. Raab Rd. Normal, IL 61761

## Minutes

### I. CALL TO ORDER at 10:04 a.m.

### II. ROLL CALL

Michael Diggs (IC3SP), Richland Community College; Sheryl Blahnik (President-Elect), Richland Community College; Bill Peacy (Secretary), College of DuPage; Philip Bierdz (President), Moraine Valley College; Sandy Sullivan (IC3SP), Black Hawk College; Ann Tucker (ASTA), Kishwaukee College; Amy Diaz (ICCCSSO), Rock Valley College (Conference Call); Terri Winfree (Past President), Prairie State College; Dan Hagberg (Directory/Conference Evaluation), Heartland Community College; Kim Villanueva, ICCCTA; Jesse Martin (ICCCA Intern)

### III. MINUTES

- 3.1 Minutes May 19, 2008. Michael Diggs made a motion to accept the minutes as corrected, Ann Tucker seconded the motion. The motion was passed by voice vote.

### IV. BOARD REPORTS AND/OR REQUESTS

- 4.1 Draft copies of ICCCA Constitution and By-Laws, Round II- Terri stated concern about the speed to get process done. Phil anticipates that the documents will be done by October. Phil will also ask for clarification on the role of ICCCA and the ICCCA president with the Presidents' Council. There was discussion on how the constitution/bylaw information will be disseminated and how the vote will be taken. There is concern on the expectations of the overall membership of the ICCCA. There was discussion on the inclusion of other non-community college institutions

with some form of membership and voting rights. There was also a discussion on who is actually a member of the organization. The discussion was that the colleges will decide who is an administrator from their institution and submit the list to ICCCA. Phil will rewrite that portion of the draft. Discussion was held on voting at the conference. It was suggested one vote per institution be allowed and that is the responsibility of the campus representative to identify who will vote.

Phil will take all suggestions for by-law changes and make revisions to the draft.

## **V. REPORTS OF ADMINISTRATION**

- 5.1 Conference planning update, Sheryl Blahnik, Conference Chair – Sheryl handed out a program schedule and “conference at a glance” schedule that is up-to-date. Sheryl gave an update on the Leadership and Core Values portion of the conference. There is discussion with Leadership and Core Values regarding early marketing of LCV. There are three commissions that have asked for meeting space for the Wednesday meeting

- 5.2 Commission Reports

ICCCSSO – The commission held a meeting on June 18<sup>th</sup> and 19<sup>th</sup>. Dr. Picquette, from NIU attended the summer meeting and discussed the February 14th counseling issues resulting from the shooting at NIU. Another session at the conference was about best practices in veteran services at community colleges. They discussed ABE/GED matriculation. The next meeting will be at the fall conference.

ASTA – The next meeting will be on July 17th at Richland Community College. Ann attended the CAO retreat on June 10th.

ICCET- The leadership conference will be on July 23rd and 24th in Springfield. The information is on the commission website.

## **VI. COMMUNICATIONS**

Letter of recommendation – Matt Fowler, former ICCCA-Technology Commission President, requested a letter of recommendation from Phil Bierdz.

Letter from Phi Theta Kappa – Gina Proulx, President of Joliet Junior College, sent a letter of thanks for the \$500 donation from ICCCA.

## **VII. FINANCIAL STATEMENT**

- 7.1      Treasurer's Report: none

## **VIII. UNFINISHED BUSINESS**

- None

## **IX. NEW BUSINESS**

Website updates / refresh - A proposal was submitted by Tracie Macejak, Graphic Designer at Moraine Valley Community College, on changes to the ICCCA website for \$300. Sheryl had the webmaster from Richland look at the proposal and stated that it was a reasonable price. Phil asked if the changes could be made with the development of a template. He will request that Tracie work with the webmaster at Richland. There should not be any changes to the conference portion of the website. Ann Tucker made a motion to spend \$300 for Tracey to update the ICCCA website. The motion was seconded by Sheryl Blahnik. The motion was passed by voice vote.

## **X. MISCELLANEOUS**

- 10.1    Drafting ICCCA Newsletter for summer 08 – Jesse needs the President's Blog and Keynote bios for the fall conference.
- 10.2    Meeting with Executive Council of the Council of Presidents – Phil does not know when he will be able to attend the next meeting. Phil would like to go with a list of commissions and their members. It was suggested not to present the list.
- 10.3    New meeting schedule for ICCCA Board Meetings – July 21, August 25, September 22, October 20.

## **XI. ADJOURNMENT**

A motion to adjourn was made by Sheryl Blahnik and seconded by Michael Diggs at 12:38 a.m. The motion was approved by voice vote.