



Illinois Council of Community College Administrators

Regular meeting of the Governing Board of the Illinois Council of Community College Administrators held Friday, January 20, 2012 at Lincoln Land Community College.

Minutes

I. CALL TO ORDER

The meeting was called to order at 10:03 a.m. by President Michael Diggs.

II. INTRODUCTIONS AND COMMISSION INFORMATION

In attendance at Lincoln Land Community College:

Michael Diggs (President), Career Services Professionals (IC3SP), Richland Community College

Victor Broderick (Past President), ASTADEA, Lincoln Land Community College

Jervaise McDaniel (President-Elect), Frontier Community College

John Cordulack, Arts & Sciences Transfer Administrators & Developmental Education Administrators (ASTDEA)-Chair, Richland Community College

In attendance via conference call:

Marsha McCormick (Secretary, Campus Representative), Joliet Jr. College

Meghan Moore (Treasurer), Richland Community College

Kristen Ball, Asst. Conference Coordinator

Yolanda Isaacs, Campus Representative, Moraine Valley Community College

Meghan Moore

Sue Murray, Chair, Career Commission, Waubensee Community College

Lori Ragland, ICCET Representative, Rend Lake College

Kim Villanueva, Illinois Community College Board (ICCB)

T. J. Urbanski, NILRC, Joliet Jr. College

III. MINUTES

Minutes from the November 16 meeting were approved with corrections. Motion made by John Cordulack, seconded by Jervaise McDaniel.

IV. TREASURER'S REPORT – Victor reviewed recent expenses for the 2011 conference that totaled \$7,065.76. Richland Community College needs to be reimbursed in the amount of \$1,734.58. A check is also needed for Mark Milliron's bill in the amount of

\$5,755.44. The final hotel bill including conference rooms and all applicable taxes is \$18,805.20. A motion to approve payment of these bills was made by John Cordulack and seconded by Jervaise McDaniel. The grand total for the conference expenses was \$33,360.98 as compared to approximately \$50,000 for past years' conferences. Kristen has a list of people who have not yet paid. It has been decided that money will not be refunded for late cancellations as the deadline date for refunds was clearly indicated.

The 2011 conference was deemed very successful and had 237 attendees.

V. ADDITIONS TO AGENDA

~ None

VI. 2012 CONFERENCE UPDATE – *Jervaise McDaniel, President-Elect*

~ Jervaise indicated that we need to start planning early by identify the conference theme. Some of the ideas discussed were Communications/Connections with subtopics that might include social media, technology, challenges and audiences. Collaboration was also mentioned as a possible theme, with a possible tie-in to the ICCCA acronym. Another hot topic is Performance Based Funding/Assessment. What about companies like Apple, Google, etc. as presenters or vendors? Transition and remediation (high schools and post-secondary) were also mentioned as timely topics. Also, Sheila Simon's 4 Steps was cited. Jervaise will send out exploratory 'feelers' and report back.

VII. 2012 AND 2013 CONFERENCE LOCATION

~Contracts have already been set for 2012 (Rockford) and 2013 (Springfield). There was some preliminary discussion about the possibility of Chicago/Tinley Park as the 2014 conference site. Bloomington and Peoria were mentioned as possible sites for 2015.

VIII. COMMISSION REPORTS

- ~ Lori Ragland reported that ICCET had a conference on Wednesday prior to the board meeting and that they had good turnout. They will be meeting next Friday in Springfield to plan for the year and for board transitioning. The ICCCA representative for 2012 is Angie Coughlin from Heartland Community College.
- ~ John Cordulack reported that ASTDEA had about a dozen people in attendance at their pre-conference meeting. They are also planning for an April meeting at Kishwaukee College. He mentioned that maybe all commissions should consider sponsoring a session.

- ~ Sue Murray had no report for the Career Commission but she will be meeting with Derrick Shouba from Morton College. He will be Vice-Chair and she will be Chair again this year for the commission.
- ~ Michael Diggs reported that IC3SP, Career Services professionals, met on the Wednesday before the conference with 15 people in attendance. The IC3SP spring meeting will be on April 26 at Heartland.
- ~ T.J. Urbanski reported that NILRC had a pre-conference Information Literacy meeting at the 2011 conference and that there is a need for more marketing to attract more attendees. Digital literacy was discussed. NILRC also hosted a reception but the board dinner ran late...so the reception did as well but was very well attended, they may schedule for 7:30-9:30 p.m. this year. NILRC is working on having a meeting via conference call next month.

IX. PRESIDENT'S COUNCIL REPORT AND CORRESPONDENCE

Performance Based Funding Steering Committee: There was not a lot of discussion at the steering committee meeting; Victor participated by phone and listened in on the subcommittee for community colleges.

X.DIRECTORY

No report.

XI.LEGISLATIVE REPORT

Kim Villanueva said that the board will be voting on Performance Based Funding at the end of the month. She will send out the link to Sheila Simon's report. The next legislative session will focus on the budget and pensions.

XII. LOBBY DAY REPORT

Lobby Day will Wednesday, May 2.

XIII. STATE UNIVERSITY RETIREMENT SYSTEM (SURS) REPORT

No report, Barry Hancock will be the SURS representative going forward.

XIV.OTHER BUSINESS

The conference final report was discussed as part of the Treasurer's Report. Other discussion regarding the 2011 conference: Should we shorten the ice cream social time so that we don't people after a lengthy break? Kristen indicated that vendors reported making some good contacts with attendees. A possible recommendation was discussed regarding having commission chairs suggest vendors that they may be familiar with.

Kristin has been discussing the Leadership and Core Value track with Joe Kanusky. Attendance at LCV may be more of an issue of logistics than interest. Some discussion followed as to whether we should tie in LCV with the Presidents Council meeting and the Trustees meeting. Kim indicated that the presidents usually meet on the Friday morning of the 2nd week in November and the Trustees meet that same afternoon. Kristen said that she and Barb Hale handle the presidents and trustees meetings also so it would be easy to coordinate with those meetings. At the next presidents meeting on February 3 we need to survey presidents as to their preferences. Sue mentioned that the LCV website is in need of updating.

Victor indicated that we just received authorization and are moving to our new website, which will be finalized within a week. We need to have more than one person who is authorized to maintain the website. There is a three year contract and one of the features is the inclusion of ten email addresses that could be used for officers of the board. The new website will have features that enhance the conference registration process. Also, each commission can have its own page. An email will be sent to the commissions. Victor will be the point person for the website and then we can maybe rotate that responsibility year-to-year on a voluntary basis. Website review will be an agenda item for the February meeting.

The ICCCA Intern position was discussed. Kim Villanueva has a student who may be interested, Natalie Richardson. Kim will send T.J. her resume. We need a job description. Will the intern receive college credit? T.J., Kim and Barry will form an Ad Hoc team to work on the job description. What about having one graduate student and one community college student?

Michael will be working on tax exempt status for us over the next few months.

XV. FUTURE MEETING DATES

The next meeting will be on February 17 at Richland Community College and by phone. It was discussed that perhaps meetings should be held every other month after that.

XVI. ADJOURN

At 12:10 p.m. a motion to adjourn was made by John Cordulack, seconded by T.J. Urbanski.