

PLANNING AND POLICY COMMITTEE
Seibert Conference Room
Belleville Campus
August 14, 2024

Committee members present: Nick Raftopoulos, Chair
Dane Tippett
Tracy Vallett

Trustees present: Matthew Burke
Steve Campo
Sean McPeak
Mark Morton

Administrators present: Nick Mance
Linda Andres
Danielle Chambers
Brad Sparks
Robert Tebbe
Jacob Wheeler
Bernie Ysursa

Attorney present: Garrett Hoerner

CALL TO ORDER

Chairman Raftopoulos called the meeting to order at 6:15 p.m.

APPROVAL OF MINUTES

Mr. Tippett moved, seconded by Ms. Vallett, to approve the minutes of the July 10, 2024 meeting as submitted. Upon a roll call vote those trustees voting aye were Mr. Tippett, Ms. Vallett and Mr. Raftopoulos. Nays: none. The motion carried.

REVIEW OF BOARD POLICIES

Administration reviewed the following Board policies and recommended ‘housekeeping’ changes only:

- 3020 Faculty Responsibilities
- 3026 Employee Benefits
- 7003 Recycling
- 7004 Vehicles

Ms. Vallett moved, seconded by Mr. Tippett, to recommend the Board of Trustees approve administration’s review of the above-stated Board policies. Upon a roll call vote those trustees voting aye were Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: none. The motion carried. (This item will appear on the consent agenda.)

SECOND READING/ADOPTION OF NEW BOARD POLICY

No comments were received concerning new Board Policy 6012: Written Information Security Program/ It is now ready for adoption.

Mr. Tippett moved, seconded by Ms. Vallett, to recommend the Board of Trustees adopt Board Policy 6012: Written Information Security Program. Upon a roll call vote those trustees voting aye were Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: none. The motion carried. (This item will appear on the consent agenda.)

SECOND READING OF PROPOSED AMENDMENTS TO BOARD POLICIES

The following Board policies were disseminated to the college community for commentary. No comments were received; and the amendments are now ready for adoption:

- 4002 Equal Education Opportunity
- 4017 Student Handbook and Catalog
- 4028 Students with Disabilities
- 6007 Purchasing

Ms. Vallett moved, seconded by Mr. Tippett, to recommend the Board of Trustees adopt the proposed amendments to the above-referenced policies. Upon a roll call vote those trustees voting aye were Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: none. The motion carried. (This item will appear on the consent agenda.)

FIRST READING OF PROPOSED AMENDMENTS TO BOARD POLICIES

The following Board policies were introduced with a request for first reading of proposed amendments:

- 3012 Assignment of Faculty and Staff
- 3033 Americans with Disabilities Act
- 6016 Insurance and Risk Management

Mr. Tippett moved, seconded by Ms. Vallett, to recommend the Board of Trustees approve first reading of the proposed amendments to the above-stated Board policies. Upon a roll call vote those trustees voting aye were Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: none. The motion carried. (This item will appear on the consent agenda.)

INFORMATION TECHNOLOGY HIGHLIGHTS

Chief Information Officer Linda Andres requested her report be read into the record. There were no questions posed concerning the report.

MARKETING/RECRUITING/ENROLLMENT UPDATE

Chief Officer Tebbe provided the following documents:

- Monthly Marketing Report
- Admissions, Recruitment, & Outreach Monthly Activity Report
- Enrollment Report

Mr. Tebbe reported that enrollment is up overall 4% (20% at East St. Louis); but these numbers will rise over the next few weeks. Hopefully enrollment will conclude around the +10% mark.

Recruiting tours are being provided on a regular basis, in addition to in-person recruitment at high schools.

Marketing is working with IT concerning the texting app and the website project.

The signage project is moving forward.

Staff is preparing for the Higher Learning Commission visit on October 14-15, 2024.

NEXT SCHEDULED MEETING

The next scheduled meeting of the Planning and Policy Committee is Wednesday, September 11, 2024 at 5:30 p.m. in the Seibert Conference Room at the Belleville Campus.

ADJOURNMENT

Mr. Tippett moved, seconded by Ms. Vallett, to adjourn the meeting at 6:24 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

Beverly J. Fiss
Board Secretary