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| Date: **06.07.24** Board of Trustees Meeting  RE: **Spring 2024 Board Retreat**  Location: Workforce Development Center, 2710 N 42nd St. Quincy, IL 62305  1. **Call to Order/Appointment of Assistant Secretary**  The **06.07.24** Board of Trustees meeting was called to order in a conference room, Workforce Development Center, 2710 N 42nd St., Quincy, Illinois 62305 at 8:30 a.m. by Mr. Bob Rhea**,** Chairman. Mr. Rheaappointed Ms. Benz assistant secretary.    2. **Roll Call**  Ms. Benz called roll:   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Dickerman |  |  | x |  | | Ms. Greger |  |  | x |  | | Mr. Hess |  |  | x |  | | Mr. Sprague |  |  | x |  | | Ms. Hawley |  |  | x |  | | Dr. Greenwell |  |  | x |  | | Mr. Fischer |  |  | x |  | | Mr. Rhea |  |  | x |  | | Voice Vote |  |  |  |  |   **Attendees:** Dr. Bryan Renfro,Ms. Leah Benz. Leadership team were in attendance until noon. Those members were Dr. Shelley Barkley, Nora Klingele, David Hetzler, Josh Welker, Lou Barta, Rachel Hansen, Josh Brueck, and Tracy Orne.  3.  **Public and/or Employee Comment** - None    4. **Agenda items**  4.1 **Fiscal Analysis**- Data was provided to Board members from Fiscal Services on a five-year comparison of revenues, expenses by program, expenses by type and fund balances. Also included was the data on the tax rate for a five-year period and debt information. Mr. Welker highlighted items that appeared to be higher or lower, explaining the reason for the differences.  Enrollment predictions were discussed noting the current trend we are experiencing. Grants, Covid funding, percentage of a target balance in the operating fund as required by ICCB were also reviewed.  A sheet was shared with current investments plus current checking account balances.  Comparisons of financial statements from other institutions were noted.  Final conclusions of this information concluded the college is currently in good standing and financial condition.  4.2. **Pathways and Caring Campus**  Josh Brueck and Tracy Orne shared with the Board a power point on the initiative “Caring Campus”.  JWCC was selected as one of 18 community college dedicated to improving student outcomes in colleges across the nation. Research showed that students who feel more connected are more likely to be retained, complete their academic goals, and persist from semester to semester are more likely to succeed. JWCC received a grant in 2023 to start this campus journey. Selection of two co-chairs from staff were identified, and an executive committee and working group of 15 people make up this team. One faculty member is currently selected. A faculty portion will begin in the Fall. The two staff co-chairs will do a presentation at the June 18 meeting.  A budget of $5,000 has been allocated for this initiative.  As part of this recognition “Blazers at their Best” is a proposal that would recognize an employee at the Board of Trustees meeting/s.  4.3 **New Strategic Plan -** Board members reviewed our current Strategic Plan. Mr. Rhea asked leadership to share their thoughts on a perspective of what they saw as an initiative of the future.  Items included the “Pathways” concept for reaching a degree, additional funding capacity through grants and alumni donations, utilization of our resources, classroom utilization, retention initiatives, efficiency in documentation processing, investment of employee salaries, credit hour increase, community offerings, and rethinking to a structural model of 8 weeks.  It was noted the Southeast Education Center lease is nearing completion, which led to discussion of future options of the facility. Nursing opportunities were also noted to be included in the strategic plan.  It was noted with rural areas having limited internet connectivity on-line options are not working as well as expected in these areas. Face-to Face learning has proven more beneficial.  A development of a 2–3-year plan was proposed with updating to chart progress every year.  4.4 **Facilities Master Plan –** A review of the current Facilities Master Plan was done. One of the two top projects on the list include an analysis of the Southeast Education Center. As part of that analysis better offerings of dual credit is needed. A revitalization in relationships with our district K-12 schools should also be considered.  Th second project included the investment in the Physics and science labs and renovations in Science and Technology building.  **Dr. Renfro highlighted Spring Retreat Update Take-A-Ways –**   1. Foundation growth – Growth has been experienced with the appointment of the Dean of External Affairs/Communication. Additional opportunities are with alumni.   2. 9-12 High School relationships – in progress  3. Pathways – making great strides moving forwarded with this initiative  4. Dual Credit Cost – this continues to be reviewed  5. Develop New/Revamp Program Relevancy- this has been reviewed  6. Expand legislative reach – Tracy Orne has done a nice job on this  7. Faculty development – continue to look at this  8. Reorganization of VPASA search - completed  9. Catalog – A major revision has been done, gone to print  10. Food to enhance student success- continue to work on making a reality  11. Grants report to college – Grant Coordinator created area outside of the Foundation with additional position created.  12. President professional development 2024 – attended a conference this year  13. Cost of Center Operations – evaluating this item  14. President evaluation - completed  15. Mission Statement – will revisit  16. Data Review – continue to use this for decision making  17. Managing staff / student stress – continue to work on this item  **Spring 2024 Take-A-Ways**  **Employee Success & Retention Priority Vote**   * Reduce Vacancy Rate * Professional Development Growth 1 * Compensation & Benefits Important 2   **Student Success & Retention**   * Caring Campus 2 * Credit Hour Retention * Career Pathways * Dual Credit * Food Insecurity   **Community Partner & Education Leader**   * Increase fundraising capacity 3 * Southeast Education Center plan 1 * Health Care Industry (nursing accreditation) 3 * K-12 relationships 2 * Fame * Early Childhood * Community engagement * Advisory Councils 2   **Financial Resource Utilization**   * Best return on investment to students and College 1 * Paperless process * Science & Physics Room * Space Utilization 2 * Debt reduction by 6.30.28 * New revenue streams 2   4.5 **Other**   * Mr. Fischer inquired about the professional development training programs with GREDF and Quincy Chamber of Commerce * Noted the 48th street improvement project is currently postponed * Brown County Promise update was given, and information will be sent to Board members   5. **Adjournment**    5.1 **MOTION:** *Mr. Rhea* *adjourn the June 7, 2024, Board Retreat*     |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Ms. Gregory |  |  |  |  | | Ms. Greger |  |  |  |  | | Mr. Hess |  |  |  |  | | Mr. Sprague |  |  |  |  | | Ms. Hawley |  |  |  |  | | Dr. Greenwell |  |  |  |  | | Mr. Fischer |  |  |  |  | | Mr. Rhea |  |  |  |  | | Voice Vote |  |  |  |  |   6. **Approval:**  Approved the **18th day of June 2024**, at a meeting of the Board of Trustees of Community College District No. 539, meeting at the Student Administrative Center, 1301 South 48th Street, Quincy Il 62305 at which \_\_\_\_\_\_\_\_voting members were present, constituting a quorum by a vote of \_\_\_ayes and \_\_\_\_\_\_\_\_nays.  **CHAIR:X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_SECRETARY:X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |