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| Date: **10.07.24** Board of Trustees Meeting  RE: **Fall 2024 Board Retreat**  Location: Workforce Development Center, 2710 N 42nd St. Quincy, IL 62305  1. **Call to Order/Appointment of Assistant Secretary**  The **10.07.24** 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, Mr. Jim Reed, ICCTA director.  3.  **Public and/or Employee Comment** - None    Mr. Hess joined the meeting.  4. **Agenda & discussion item**  4.1 **Review of last retreat outcomes**  **48th Street Roundabout Project -** Quincy City Council placed on their meeting agenda the item of “48th street roundabout” for Monday, October 7, 2024.Discussion of a “roundabout” for 48th street” has been a topic for several years. Our president was asked to speak at this meeting regarding the history and JWCC view.  The Board was provided information on JWCC’s history regarding this topic. The Board expressed their major concern is the safety of our students. Students also recently approached Administration which was discussed.  **Enrollment** – Five-year data on enrollment was shared with the Board. It was noted this needs to be a major focus of our strategic plan. Discussion followed on projection numbers and what strategies to incorporate to achieve the anticipated numbers. High school numbers, concurrent enrollment, GED, Missouri students are all categories to explore. The recent organizational changes are designed to enhance building relationships between students, advisors, and faculty. Career service area has also been revised to provide better service to the students.  It was noted that the timing of fall and spring classes need to be better aligned so students are not having to wait a semester due to sequence.    **Southeast Education Center -** Dr. Renfro met with the co-owner of the Southeast Education Center due to the recent death of the other co-owner. The future of our partnership of this center was discussed and information from the co-owner meeting shared with the Board.  Discussion followed on enrollment, program growth, and goal setting for the Southeast Education facility.  4.2. **Strategic Plan priorities to action items** –Administration updated the Board Strategic Plan priority sheet with leadership team action items of implementation. After review of the update, suggestions were noted to condense and prioritize the initiatives and strategies for better outcomes.  4.3 **ICCTA - Jim Reed, director –** Mr. Reed shared with our Board the benefits of membership in the Illinois Community College Trustee Association. Those items include legislative advocacy, trustee training and education, public relations, consultation and expertise, local board input, and information and research services. Further information was shared on ICCTA policy work, and community college baccalaureate completion.  4.4 **Local workforce data - Gap analysis - target occupations -** Dr. Renfro shared workforce data that included 2023 job numbers, 2024 job numbers, the average annual opening, earnings of those jobs, typical entry level education, and JWCC program  4.5 **Select new project labor data –** Dr. Renfro also shared data provided from Lightcast as a result of our partnership with GREDF. This data was studied for potential program development and occupation demands to further provide our community with a positive impact. Information will be used to make decisions for the future. Salary expectations needed for these new program developments was also discussed.  4.6 **Facilities Master Plan -** Administration requested Klingner & Associates, P.C. (Klingner)and BLDD Architects (BLDD) to provide a proposal to update the 2019 JWCC facility master plan. A copy of that document was shared for review. John Wood Community College facilities consist of 11 buildings that support academic and student life. The Facilities Master Plan will guide future development for all of the JWCC facilities.  The board recommended that Dr. Renfro seek proposals from other firms for the Facilities Master Plan. The request is to seek projects from within the current plan.  4.7 **Other items**  Mr. Fischer requested a 3-year financial outlook to be shared with the Finance committee.  5. **Adjournment**    5.1 **MOTION:** *Mr. Rhea* *adjourn the October 7, 2024 Board Retreat*     |  |  |  |  |  | | --- | --- | --- | --- | --- | | **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 |  |  |  |  |   6. **Approval:**  Approved the **16stday of October 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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |