

ICCHE EXECUTIVE COMMITTEE
December 17, 2004
Holiday Inn City Centre

President Janet Lange called the meeting to order at 9:40 a.m.

Janet reported that Barb Rizzo will not attend the meeting today due to union negotiations at her campus. Several persons who expected to attend today cancelled due to illness or the development of situations at their campuses. Janet also noted that we did not have a quorum and the committee agreed that the actions taken at the meeting should be ratified by an email vote of the entire executive committee.

In attendance:

Valerie Thaxton	Southwestern Illinois College
Sandy Rhoads	Southern Illinois University – Carbondale
Janet Lange	Bradley University
Galen Crow	Illinois State University
Robin Nash	Oakton Community College
Joy Thompson	University of St. Francis
Mary Bates	Waubonsee Community College
Cheryl Marshall (for Lynn Heidinger-Brown)	Southern Illinois University-Edwardsville
Pam Collins	Eastern Illinois University

Absent:

Carla Coury	Lewis and Clark
Veronica Williams	Governor's State
Pat Lynott	Elmhurst
Linda Weisberg	College of DuPage
Barb Rizzo	Oakton CC
Bill Sutton	University of Illinois
Jim Rohe	Judson
Richard Carter	WIU
Susan Deason	ISU
Teri Karpman	Illinois Virtual Campus

December 2005 Executive Committee Meeting

There was discussion about the date for the Executive Committee meeting in December 2005. We agreed that downtown Chicago was probably the best location. Valerie Thaxton will contact the hotel to see when we could get the best rates in December 2005.

Approval of Minutes

The minutes of the September 30 meeting at Starved Rock were reviewed. Mary Bates moved approval of the minutes, seconded by Cheryl Marshall. Motion passed unanimously.

Treasurer's Report

Janet presented the treasurer's report in Bill Sutton's absence. It was noted that Starved Rock required a \$1500 advance deposit on the fall meeting September 29-30, 2005 and that total ICCHE assets are \$14,397.68 as of December 2, 2004. Joy Thompson moved approval of the treasurer's report, seconded by Pam Collins. Motion passed unanimously.

Nomination Slate for 2005

In Barb Rizzo's absence, Janet Lange presented the slate as follows:

President	Sandy Rhoads
President-Elect (Program Chair)	Linda Weisberg
Treasurer	Bill Sutton
Secretary	Jim Rohe
Private University Representative	Carol Reisick

Pat Lynott has been given additional duties at Elmhurst and asked if we could find someone to complete the second year of her term. During the meeting, Holly Pryor-Harris, IIT, called to confirm that she would serve as the other private institution representative from 2005-2006. As president, Janet can fill that slot with concurrence from the executive committee, which was requested and received.

Recruitment and Retention Chair	Robin Nash
Downstate Region	Sue Deason
Upstate Region	Veronica Williams
Past President Chair	Will Hine
Membership Communications	Teri Karpman

By-Laws Amendment

There was discussion concerning clarification of the by-laws to include all task force chairs, committee chairs, elected officers, institutional representatives (2 each for public four year, private four year and community college) and the chairs of the Downstate and Upstate Regional Committees.

Mary Bates moved to amend the by-laws to include Task Force Chairs and Regional Representatives on Executive Committee. Sandy Rhoads seconded. Motion passed unanimously. The president will take this initiative to the membership in February 2005. Janet Lange will see that the ballot is distributed in January 2005.

Membership Committee

Valerie Thaxton presented the 2004-05 membership report to date. There are 44 paid institutions; seven of them are new. There was discussion about community colleges not renewing with ICCHE and focusing their efforts instead on Illinois Council on

Continuing Education and Training (ICCET) or Illinois Community College Economic/Workforce Development Association (ICCEDA).

We need to find ways to collaborate with these two organizations. Janet will follow up with Linda Weisberg and Barb Rizzo regarding opportunities to work together with ICCEDA and ICCET.

The list of member institutions which had not renewed to date was divided up for additional follow up by those persons present.

It was suggested to do a follow up letter to all who join, identifying the website and upcoming activities.

Membership Communications

No report from Membership Communications. Valerie will ask Teri Karpman to list and welcome new members on the website. There was discussion about posting minutes to the website. We will move toward posting minutes and the treasurer's report on the website. Janet will follow up with Teri Karpman.

2005 Program Planning

Sandy Rhoads presented this report.

The conference mailing will go out the first week of January and the Executive Committee meeting at the conference will be from 3-5 p.m. on February 9. Steven Crow is the keynote speaker and the President's Panel is confirmed. Sandy is going to look at a site today for a 30th anniversary reception February 10. February 11 will feature a teacher recertification session.

Joy Thompson reported that there will be two research presentations, but only one person was awarded a grant last year. One of the previous winners could not present in 2004 and will present in 2005 instead.

Galen Crow offered to send the conference brochure to the database that he just surveyed statewide.

Janet will try to contact some of Charlie Evans' peers and some retirees to see if they are interested in attending the 30-year anniversary celebration. It was noted that the membership directory lists all past presidents.

Past Presidents

No report.

Recruitment and Retention

Galen Crow reported for Sue Deason. He noted that ICCHE is the only venue for four-year public and private institutions and that perhaps that fact will impact our future discussions. The downstate regional meeting will be held April 29 at UIS from 10 a.m. until 2 p.m. There will be a morning panel which will address successful partnership projects. Terry Dunn will address grant opportunities in the afternoon. It is not anticipated that a fee will be charged to attend this regional meeting. It was noted that this is the same date as the spring community college conference. There will be a January video conference meeting for which the date is yet to be announced.

Janet Lange reported for Veronica Williams. The upstate committee met December 3 at St. Xavier. The regional meeting will focus on joint partnerships and will be held April 15 from 10 a.m. until 2 p.m. at Governor's State. Morning keynote is Gary Grace, executive director of the University Center in Lake County. There will be a box lunch with round table discussion and a panel discussion; panel members TBA. The next meeting will be January 28 at IIT in Wheaton.

Statewide Data Information System

Galen Crow reported that the last survey was two years ago and that he intends to present current survey data at the February 2005 conference. Sue Deason is the lead contact on this initiative which is online with instantaneous analysis. The survey was sent to 120+ schools, not just ICCHE membership; consortia are not included at this time. To date there are 34 completed and 14 partial responses.

Research and Scholarship Committee

Joy Thompson reported she will not be sending a paper copy of the information and guidelines this year. Deadline is January 15. Joy noted that it should be the Charles V. Evans (not the Charlie Evans) Research Award.

Innovative Program Awards

Cheryl Marshall reported for Lynn Heidinger-Brown. Ten nominations have been submitted. There was discussion of whether we had outgrown this program, as it is becoming increasingly difficult to get nominations.

Discussion followed concerning the award, the criteria, and changes which might generate more interest in the award. Cheryl will get a few people together to look at the criteria and process and she will come back with a report before the next award cycle.

Sandy Rhoads will include a survey on this award in the conference evaluation.

Future Meeting Dates

February 9, 2005: Executive Committee Meeting, 3:00 p.m. at Holiday Inn City Centre, Chicago
February 10-11, 2005: Annual Conference, Chicago, Holiday Inn City Centre

April 8, 2005: Downstate Regional Workshop, University of Illinois - Springfield
April 15, 2005: Upstate Regional Workshop, Governor's State University
September 29, 2005: Fall Executive Committee Meeting, 3:00-5:00 p.m., Starved Rock
Lodge
September 30, 2005: Fall membership meeting, 9:00 a.m.-12:00 p.m. at Starved Rock Lodge.

Meeting adjourned at 12:00 noon.

Respectfully submitted,

Valerie Thaxton
Secretary Pro Tem

PROPOSED BYLAWS CHANGE

Article V. Executive Committee

Section 1. The Executive Committee shall consist of the President, President-Elect/Vice President, Past President, Secretary/Treasurer, six elected members, ~~and~~ Chairpersons of standing Committees, *Chairs of the Downstate and Upstate Regional Committees, and Chairs of the Task Forces*. The Executive Committee shall meet at least quarterly.

Article VII. Task Forces

~~Section 5. All task force chairpersons will be expected to attend Executive Committee meetings which take place during their term as Chairperson.~~