

# THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

## Seven Hundred Seventh Regular Meeting April 28, 2009

### MINUTES

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Mr. Mark Fazzini, Chair, convened the 707<sup>th</sup> Regular Meeting of the Board of Illinois Community College District No. 515 at 5:02 p.m., Tuesday, April 28, 2009, in the Board Room of the College.

#### **ROLL CALL:**

##### Board Members Present

Mr. Mark Fazzini, Chair  
Dr. Kathleen Doyle, Vice Chair  
Ms. Jacqueline Agee, Secretary  
Ms. Peg Donohue  
Mr. Phil Faso  
Ms. Mary Lee Johnson  
Mr. John Marks  
Mr. Etta Oben, Student Trustee

##### Trustee-Elect

Ms. Cindy Somer

##### Table Participants Present

Dr. Eric C. Radtke, President  
Ms. Deborah Smith Havighorst, Board Recorder  
Dr. Linda Uzureau, Vice President, Academic Affairs  
Mr. J. Randall Dempsey, Vice President, Business & Information Services  
Ms. Terri Winfree, Vice President, Community & Economic Development  
Ms. Mary Reaves, Vice President, Student Affairs  
Ms. Kathleen Hazlett, Staff Representative  
Ms. Cayla Wiegele, Student Representative

##### Table Participants Absent

Mr. John Flannigan, Faculty Representative

##### Administrators Present

Ms. Gwen M. Dean, Mr. Brian Donovan, Mr. Monty Eaton, Ms. Lynita Gebhardt, Mr. Chuck Jenrich, Ms. Mary Klinefelter, Mr. Jerry Mackay, Mr. Norman Martin, Dr. Susan Solberg, Ms. Jennifer Stoner, Ms. Angela Winters-Harmon

##### Faculty Members Present

Mr. Bryan Dunston, Mr. Andre' Halliburton, Mr. Dave Naze, Mr. Ed Schwarz, Mr. Elighie Wilson III

##### Staff Members Present

Ms. Patricia Trost, Ms. Jill Yott, Ms. Vivian Zimmerman

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### News Media

None

### Other

Ms. Favian Apata, PSC student; Mr. Thaddeus Carr II, PSC student; Mr. Terrance Clanton, PSC student; Mr. Jimmie Johnson, PSC student; Ms. Kate Mathews, PSC student; Ms. Sharnita Redlez, PSC student

### **ORAL/WRITTEN PUBLIC COMMUNICATIONS**

There were none.

### **INTRODUCTIONS/RECOGNITIONS**

#### Introduction of Prairie State College Forensics Team

Professor Dave Naze introduced members of the Prairie State College Forensics team: Mr. Thaddeus Carr II, Mr. Terrance Clanton and Mr. Jimmie Johnson, who were recently crowned National Forensics Champions in the small school division at the Phi Rho Pi National Tournament in Portland, Oregon. Approximately 70 schools with a combined 420 students competed for the national title in three divisions.

In addition to the team's overall win, Mr. Carr also made team history. For the first time ever, a PSC forensics student placed in every event he or she competed in at the national tournament. He won bronze medals in three categories: Prose Interpretation, Informative Speaking, and Speech to Entertain. Because Carr placed in three events at the national tournament, he is among the top performers in the country. Mr. Johnson also won a bronze medal in Informative Speaking.

#### Recognition of African-American Professors and Presentation of National Council of Instructional Administrators (NCIA) Plaque

Dr. Uzureau introduced three of the four African-American male professors who recently received an award from the National Council of Instructional Administrators at their national conference for the College Success Seminar (Man Up!) that they developed. Present at the meeting were Mr. Bryan Dunston, Assistant Professor of English; Dr. Andre' Halliburton, Assistant Professor of Psychology; and Mr. Elighie Wilson, Assistant Professor/Coordinator of Communications and Chair of Humanities, Communications and Performing Arts. Dr. James Moore, Professor of Social Sciences, is also a recipient of the award.

#### Recognition of 2008-2009 Student Trustee Favian Apata

Ms. Favian Apata, past Student Trustee, was presented a plaque, flowers and a book for her service as student trustee from 2008 through 2009. She thanked the Board and the College for their support and for all of the experiences she was given as student trustee.

#### Student Trustee Election, April 14-15, 2009

Trustee and Board Secretary Agee administered the Oath of Office to Mr. Etta Oben, Student Trustee.

### **CONSENT ITEMS**

*Ms. Donohue moved and Ms. Johnson seconded that the Board of Trustees approve the following items of consent:*

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### Minutes

*That the Board of Trustees approve the Minutes of the 706<sup>th</sup> Regular Meeting of March 31, 2009; and Minutes of two (2) Executive Sessions of March 31, 2009; as presented*

### Full-Time Faculty Overloads, Adjunct Faculty Salaries, and Compensation for Administrators and Staff on Teaching Assignments Spring 2009 – Second Eight Weeks (Credit Courses)

*That the Board of Trustees approve the full-time faculty overload payments of \$1,590, adjunct faculty salaries of \$41,396, and compensation for administrators and staff on teaching assignments of \$1,030 for the second eight week session of the Spring 2009 term, credit courses.*

### Adjunct Faculty Salaries – Spring 2009 Term – Non-Credit Courses

*That the Board of Trustees approve adjunct faculty salaries in the amount of \$80,797 for the Spring 2009 Term, non-credit courses.*

### Certificate – Digital Mass Communication

*That the Board of Trustees approve a new certificate, Digital Mass Communication.*

### Approval of New Courses in Physical Education-Exercise Science and Early Childhood Education

*That the Board of Trustees approve the following new courses in Physical Education-Exercise Science and Early Childhood Education, effective Fall 2009.*

<i>PES 210</i>	<i>Lifestyle Fitness Coaching</i>
<i>ECED105</i>	<i>Creative Activities for Children</i>

### Withdrawal of Information Technology Programs

*That the Board of Trustees approve the withdrawal of six certificates in Information Technology, effective Fall 2009:*

- Database Expert (9 credits)*
- Software Suite Applications (5 credits)*
- Spreadsheet - Proficient (4 credits)*
- Spreadsheet - Expert (7 credits)*
- Word Processing - Proficient (6 credits)*
- Word Processing - Expert (8 credits)*

### Bills Payable – FY2009

*That the Board of Trustees approve the FY2009 List of Bills Payable for April, as indicated in the enclosure.*

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Upon the call of roll, the vote was as follows:

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Mr. Oben	Aye

*The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.*

**ACTION ITEMS**

Resolution Honoring Ms. Mary Lee Johnson

*Ms. Donohue moved and Mr. Marks seconded that the Board of Trustees approve the Resolution honoring Ms. Mary Lee Johnson, Trustee of Prairie State College.*

Upon the call of roll, the vote was as follows:

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Mr. Oben	Aye

*The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.*

Adoption of Board Policy C-25, Identity Theft Prevention

*Mr. Faso moved and Dr. Doyle seconded that the Board of Trustees waive the First Reading and approve for Final Reading Board Policy C-25, Identity Theft Prevention.*

Upon the call of roll, the vote was as follows:

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Mr. Oben	Aye

*The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.*

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Appointment – Identity Theft Protection Officer

*Ms. Johnson moved and Ms. Donohue seconded that the Board of Trustees appoint Ms. Lynita Gebhardt, Executive Director of Human Resources and Employment Relations, as Identity Theft Prevention Program Administrator effective May 1, 2009. This appointment is without salary.*

Upon the call of roll, the vote was as follows:

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Mr. Oben	Aye

***The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.***

Tuition Increase

*Ms. Agee moved and Mr. Faso seconded that the Board of Trustees approve a tuition increase of \$5.00 per credit hour beginning Fall 2009, bringing tuition to \$83 per credit hour.*

Upon the call of roll, the vote was as follows:

Ms. Agee	Aye
Ms. Donohue	Abstain
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Mr. Oben	Aye

***The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.***

Bid Recommendation – 235 Computers and 64 Monitors

*Dr. Doyle moved and Mr. Faso seconded that the Board of Trustees award the bid for the 213 computers to the lowest responsible bidder, CDW-G, in the amount of \$127,800 for the total bid; the bid for 64 monitors to the lowest responsible bidder, Sysix, in the amount of \$6,784; and the bid for 22 computers (8+14) to the lowest responsible bidder, Premio, in the amount of \$14,660.*

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Upon the call of roll, the vote was as follows:

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Mr. Oben	Aye

***The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.***

**Bid Recommendation – Six Smart Classrooms**

*Ms. Agee moved and Mr. Marks seconded that the Board of Trustees award the bid for six smart classrooms to the lowest responsible bidder, United Visual, in the amount of \$49,599.25 for the total bid.*

Upon the call of roll, the vote was as follows:

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Mr. Oben	Aye

***The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.***

**Bid Recommendation – Fall 2009 Non-Credit Class Schedule**

*Ms. Donohue moved and Mr. Marks seconded that the Board of Trustees award the bid for printing the Fall 2009 non-credit schedule to the lowest responsible bidder; Warner Offset, Incorporated; in the amount of \$11,218 for the base bid, with an additional charge of \$800 for adding 4 pages (as needed), \$1,675 for adding 8 pages (as needed), and \$105 per thousand for more copies (as needed).*

Upon the call of roll, the vote was as follows:

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Mr. Oben	Aye

***The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.***

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### REPORTS

#### President's Report

Dr. Radtke said the College is working hard on legislative relations during this legislative session, ensuring that key legislators are aware of Prairie State. Student Lobby Day was very successful and Dr. Radtke was pleased to report that the College had the largest group of students in Springfield for the event. The local delegation was very gracious to our students while they were there.

Dr. Radtke is going to Springfield tomorrow and bringing a letter to deliver to Representative Cynthia Soto from himself and Christina Vazquez, the president of the All Latin Alliance, inviting the Representative to campus. He is also bringing pertinent information to a number of legislators. He stated that he spoke to Representative Anthony DeLuca today and unfortunately, the Representative was not appointed to former Representative George Scully's spot on the Higher Education Appropriations Committee as Dr. Radtke had hoped. Furthermore, funding is still very much in the air and the College will probably not know what to anticipate until the very end of this legislative session. Dr. Radtke said that he has been very impressed with The Roosevelt Group. They have picked up on the issues of the College and can speak to the legislators very effectively.

#### President's Cabinet Monthly Reports

Dr. Uzureau, Mr. Dempsey, Ms. Winfree and Ms. Reaves are available for any questions on their monthly reports.

#### FY2010 Budget Development Process and Schedule

Dr. Radtke stated that the Tentative Budget for FY2010 will be presented at the June meeting.

#### Spring 2009 Enrollment Report for Credit Classes

Dr. Uzureau explained the report.

#### Underrepresented Group Report

This report is submitted every year to the Illinois Community College Board.

#### Information Technology Overview & Strategic Planning Guide 2009-2013

Dr. Radtke described the report.

#### Sustainability Update

Dr. Radtke introduced Ms. Mary Klinefelter who explained the College's Sustainability Task Force.

#### RFP – Food Services

Mr. Dempsey reported that the consultant from Bachtelle & Associates was at the College last week to see the campus, interview cafeteria staff and students, and assess restaurants in the neighborhood. Mr. Dempsey stated that the RFP should be ready to go by next week. Mr. Fazzini asked the Board if they want to see the RFP before it goes out. At the Board's request, Mr. Dempsey will e-mail the RFP to the Board before it is distributed.

#### Update on Audit Findings

Mr. Dempsey explained the report.

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### Monthly Financial Report

Mr. Dempsey explained the new report format.

## ITEMS FROM THE BOARD OF TRUSTEES

### Schedule for Future Board/College Events

Mr. Fazzini pointed out the calendar of future dates in the Board packet.

### ICCTA/ACCT Report

Ms. Donohue had no report for ACCT. She will be at the June convention for ICCTA in Chicago.

### Prairie State College Foundation Report

Trustee Donohue reported that in response to the economy, Foundation Fall fundraising will not include a Special Event. The PSC Foundation will focus on a targeted appeal to past supporters. According to the *Chronicle of Higher Education*, more than 56% of colleges and universities have cancelled events for 2009. The focus with the donors will be that all of the money will be going directly to scholarships instead of spending part of the money on a party.

Monday, June 1 is the Scholarship Golf Classic at Idlewild C.C. Whether you golf, dine, sponsor, or donate, you will be providing vital scholarship funding for PSC students.

The Foundation will again consider Special Funding Requests that provide educational opportunities for PSC students which are not funded in the College budget. Proposals between \$300 - \$1,000 will be considered. Deadline for applications is June 11.

During this academic year, Foundation Special Funding Requests made possible a variety of learning experiences: a Holocaust survivor to speak at the Human Rights Festival, jump drives for Student Success Center students, seminar books for PSC advisors, a Family Literacy Institute achievement program, photography equipment, organizational materials for developmental students, a Lute Quartet performance, GED classroom library books, and more.

### Dr. James H. Griffith and Mr. Michael R. Monteleone Community Service Awards

Ms. Johnson and Ms. Agee announced that they reviewed the nominations for the community service awards. The Dr. James H. Griffith award will go to Mr. Justin Doup and the Monteleone award will be awarded to two recipients: Professor Jim White of Prairie State College and Mr. Donald Bartak, a volunteer tutor at the College.

### Table Participant Comments

New Student Government Association President Cayla Wiegele shared that the SGA is busy planning Pioneer Week.

Mr. Oben is happy to be the new student trustee.

Mr. Faso thanked Ms. Johnson for all she gave to the College and said how wonderful it was to work with her. Mr. Faso also thanked Ms. Apata for her service to Prairie State.

Mr. Marks extended congratulations to Dr. Doyle, Ms. Somer and Mr. Oben.

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Dr. Doyle stated that it will be difficult to lose Ms. Johnson and appreciates Ms. Johnson's thoughtfulness and her way of not being reactionary. Dr. Doyle commented that Ms. Apata will also be missed.

Ms. Agee also said that Ms. Apata will be missed and extended welcome to Mr. Oben and Ms. Somer. She congratulated Dr. Doyle and commented that she is grateful for Ms. Johnson's twelve years of dedication to Prairie State. Ms. Agee also added her appreciation for all of Mr. White's work with the Cancer Support Center.

Ms. Somer stated that she is looking forward to working with everyone.

Ms. Donohue said that she is looking forward to working Mr. Oben, and she is thankful for all that Ms. Apata brought to the College. Ms. Donohue continued that it was wonderful working with Ms. Johnson and that it was important that the students always knew that Ms. Johnson would help them.

Ms. Johnson extended her thanks to everyone for their good wishes and their votes and support. She reminded everyone about our soldiers and asked that everyone continue to pray for them.

Mr. Fazzini agreed with everyone's good wishes.

*Ms. Johnson left the meeting at 6:56 p.m.*

**EXECUTIVE SESSION**

*Ms. Donohue moved and Dr. Doyle seconded that the Board of Trustees go into Executive Session for the "appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee or against legal counsel for the public body to determine its validity;" for the "collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees;" and for "the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired."*

Upon the call of roll, the vote was as follows:

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Mr. Marks	Aye
Mr. Oben	Aye

***The vote being six (6) Ayes, no (0) Nays, and one (1) Advisory, the motion carried and the meeting adjourned to Executive Session at 6:57 p.m.***

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**RETURN TO OPEN SESSION**

*Ms. Donohue moved and Ms. Agee seconded that the Board of Trustees return to Open Session at 7:58 p.m. All members present voted Aye, and the motion carried.*

**ADJOURNMENT**

*Mr. Faso moved and Mr. Marks seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 7:59 p.m.*

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Mark Fazzini, Chair

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Jacqueline Agee, Secretary

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Deborah Smith Havighorst, Board Recorder

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