

THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

Seven Hundred Eighth Regular Meeting May 26, 2009

MINUTES

Mr. Mark Fazzini, Chair, convened the 708th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:02 p.m., Tuesday, May 26, 2009, in the Board Room of the College.

ROLL CALL:

Board Members Present

Mr. Mark Fazzini, Chair
Ms. Jacqueline Agee, Vice Chair
Ms. Cindy Somer, Secretary
Ms. Peg Donohue
Dr. Kathleen Doyle
Mr. Phil Faso
Mr. Etta Oben, Student Trustee (*arrived at 5:04 p.m.*)

Board Members Absent

Mr. John Marks

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. Susan Braasch, Staff Representative
Ms. Cayla Wiegele, Student Representative

Table Participants Absent

Mr. John Flannigan, Faculty Representative

Administrators Present

Ms. Gwen M. Dean, Ms. Lynita Gebhardt, Ronald Leet, Mr. Jerry Mackay, Dr. Susan Solberg,
Ms. Jennifer Stoner

Faculty Members Present

Mr. Patrick Reichard, Mr. Ed Schwarz, Mr. Jim White

Staff Members Present

Ms. Kristin Carrera, Ms. Dora Ivory, Ms. Megan McClaire, Mr. Julius Neveles, Ms. Patricia Trost, Ms. Jill Yott

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News Media

None

Other

Mr. Don Bartak, PSC volunteer tutor; Mr. Justin Doup, PSC alumni; Mr. John Hamlin, PSC student; Ms. Jessica Jasmine-Wilson, PSC student; Mr. Dexter Overall, PSC student

ORAL/WRITTEN PUBLIC COMMUNICATIONS

None.

INTRODUCTIONS/RECOGNITIONS

Communications & Marketing Award

Vice President Uzureau introduced members of the College's Marketing and Communications Department: Ms. Jennifer Stoner, Executive Director of Communications and Marketing; Ms. Kristin Carrera, Graphic Designer; and Ms. Jill Yott, Communications Specialist. The department was a Silver Winner in the 24th Annual Admissions Advertising Awards sponsored by the *Higher Ed Marketing Report*.

Health Prevention Programming Update

Vice President Reaves introduced Ms. Megan McClaire, Health Promotions Assistant. Ms. McClaire presented information on Health Promotions Programming at the College.

Skyway Writers Awards

Vice President Uzureau introduced Mr. Patrick Reichard, Associate Professor of English. Mr. Reichard introduced PSC winners in the Illinois Skyway Collegiate Writers Competition: Mr. Dexter Overall (First Place Drama), Ms. Jessica Jasmine-Wilson (Third Place Poetry), and Mr. John Hamlin (First Place Creative Non-Fiction).

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

Trustee Agee presented Mr. Justin Doup, a 2009 Prairie State College graduate, with the 2009 Dr. James H. Griffith Award. She also presented Mr. Don Bartak, Volunteer Tutor, and Mr. Jim White, Professor of Biology, with the 2009 Michael R. Monteleone Award.

CONSENT ITEMS

Ms. Agee moved and Mr. Faso seconded that the Board of Trustees approve the following items of consent:

Minutes

That the Board of Trustees approve the Minutes of the 707th Regular Meeting of April 28, 2009; Minutes of the Executive Session of April 28, 2009, with a one year release date; and Minutes of the Organizational Meeting of May 4, 2009; as presented.

Retirement – Ms. Patricia DeHesus

That the Board of Trustees accept the retirement of Ms. Patricia DeHesus, Associate Dean of Adult Education, effective July 1, 2009.

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Bills Payable – FY2009

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

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. Somer	Aye
Mr. Oben	Aye

The vote being six (6) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

ACTION ITEMS

EXECUTIVE SESSION

Dr. Doyle moved and Mr. Faso 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 “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;” and for the “discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Open Meetings Act.”

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. Somer	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 6:08 p.m.

RETURN TO OPEN SESSION

Dr. Doyle moved and Ms. Agee seconded that the Board of Trustees return to Open Session at 6:20 p.m. All members present voted aye, and the motion carried.

Resolution Honoring Dr. Linda Uzureau

Dr. Doyle moved and Ms. Donohue seconded that the Board of Trustees approve the Resolution honoring Dr. Linda Uzureau, Vice President of Academic Affairs and Dean of Faculty.

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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. Somer	Aye
Mr. Oben	Aye

The vote being six (6) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Appointment of Assistant Professor of Nursing

Ms. Somer moved and Ms. Donohue seconded that the Board of Trustees appoint Ms. Maureen Giglio to the position of Assistant Professor of Nursing effective August 18, 2009, at a salary of \$45,428.

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. Somer	Aye
Mr. Oben	Aye

The vote being six (6) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Review of Closed Session Minutes

The Board reviewed the Executive Session minutes and determined the minutes that are presently closed will remain closed until their designated release date.

Review of Verbatim Recordings of Closed Session Minutes

*Ms. Agee moved and Dr. Doyle seconded that the Board of Trustees authorize the destruction, on or after May 31, 2009, of audio tapes of its closed meetings held on the following dates, as to which closed meetings official minutes have been approved and no litigation under the Open Meetings Act is pending: **January 30, 2007; February 27, 2007; March 27, 2007 (two sessions); April 23, 2007 (two sessions); May 15, 2007; May 29, 2007 (two sessions); June 19, 2007 (two sessions); August 28, 2007 (two sessions); September 12, 2007; September 18, 2007 (two sessions); October 30, 2007 (two sessions); and November 27, 2007.***

Further, that the Board of Trustees find that audio tapes made of other closed meetings held by the Board during 2008, and of Board closed meetings held during 2009, require continued confidentiality and should be maintained as non-public at this time.

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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. Somer	Aye
Mr. Oben	Aye

The vote being six (6) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Contract Approval – Accounting Services for Prairie State College Foundation

Ms. Somer moved and Ms. Donohue seconded that the Board of Trustees approve a contract with John Kasperek Company, Inc., Certified Public Accountants, to provide accounting services to the Prairie State College Foundation for one year at a cost of \$550 per month (\$6,600 for the year), with an initial set up fee not to exceed \$1,500.

Dr. Doyle asked if funding for this contract will come from the Foundation. Mr. Dempsey said the College's agreement with the Foundation is that the College covers all accounting costs. He continued that in order to do an adequate job of providing accounting services for the Foundation this year, the College would have to hire another person in the business office. Instead, the College will pay for this outside group to provide accounting services for the Foundation. Mr. Fazzini asked if the John Kasperek Company will continue to do the Foundation's audit and Mr. Dempsey said that they will not because it would be a conflict.

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. Somer	Aye
Mr. Oben	Aye

The vote being six (6) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Resolution – Property Acquisition

Mr. Faso moved and Dr. Doyle seconded that the Board of Trustees approve a resolution regarding the plan to acquire properties at 191 S. Halsted Street and 19820 Glenwood Road, Chicago Heights, for development into a site for conducting the tractor-trailer driver training program.

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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. Somer	Aye
Mr. Oben	Aye

The vote being six (6) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Purchase Recommendation – 21 Macintosh iMac Computer Systems

Mr. Faso moved and Ms. Somer seconded that the Board of Trustees approve the purchase of 21 Macintosh iMac computer systems from Apple, Incorporated, a sole-source provider, in the amount of \$41,958 for the total cost.

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. Somer	Aye
Mr. Oben	Aye

The vote being six (6) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Contract Approval – Datatel Financial Aid Usage Audit and Implementation Services

Ms. Somer moved and Mr. Faso seconded that the Board of Trustees approve a contract with Datatel, Incorporated for (1) completion of a financial aid usage audit, in an amount not to exceed \$8,000; and, (2) financial aid implementation services and training as outlined in the agreement, in an amount not to exceed \$37,000.

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. Somer	Aye
Mr. Oben	Aye

The vote being six (6) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

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Property Tax Abatement – Marcus Theaters

Ms. Donohue moved and Dr. Doyle seconded that the Board of Trustees approve a 50% abatement of ad valorem property taxes for the Marcus Theaters located at 1301 Hilltop Avenue, Chicago Heights, Illinois, for the ten tax levy years 2009 through 2018.

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. Somer	Abstain
Mr. Oben	Aye

The vote being five (5) Ayes, no (0) Nays, one (1) Abstain, and one (1) Advisory, the motion carried.

Custodial Services Contract Renewal

Mr. Faso moved and Dr. Doyle seconded that the Board of Trustees approve the annual renewal of the custodial services contract with Absolute Best Cleaning Service, Inc., extending the term of the contract by one year, to July 31, 2010; at a reduced rate of \$62,070 per month; and modifying the terms to incorporate mutually agreed upon changes in the scope of work.

Ms. Donohue suggested that the College go out to bid for custodial services next year. Mr. Fazzini asked that the minutes reflect that the Board of Trustees should look into a Request for Proposal for custodial services in 2010.

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. Somer	Aye
Mr. Oben	Aye

The vote being six (6) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

REPORTS

President's Report

Dr. Radtke extended thanks to everyone for their participation in commencement and especially to Vice President Reaves.

Dr. Radtke pointed out that the College's lobbyists are still busy on our behalf in Springfield and they are working on several different strategies.

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The search process for the Vice President of Academic Affairs continues. There have been three candidates in for second interviews, and there will be two more this week. Since the next Board meeting is scheduled for June 30, the College may ask the Board to hold an extra meeting to appoint a new Vice President.

Dr. Radtke reported that summer enrollment is up about 6.7% from last year.

Lastly, he added that Mr. Dempsey has met with someone from the Department of Agriculture's local Soil and Water Conservation District about the nature preserve. The district will test soil samples to determine if the area was originally prairie or woodlands to advise what the College should do to return it to its natural state. The area can be used as part of the College's science curriculum, and by local high schools and grade schools. Ms. Pat Trost found archived information from 1994 that pointed out that this was the original intent for the property.

Trustee Donohue noted that Park Forest has done this with a park and suggested Mr. Dempsey contact someone from their parks department for more information.

President's Cabinet Monthly Reports

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

In regards to Vice President Uzureau's report, Dr. Doyle commented that she has received numerous comments on what a wonderful asset Ms. Loretta Kucharczyk is to Prairie State.

Update on Audit Findings

Mr. Dempsey reviewed the report.

Monthly Financial Report

Mr. Dempsey reviewed the report.

ITEMS FROM THE BOARD OF TRUSTEES

President's Evaluation

Mr. Fazzini said that it has been a great ten months working with Dr. Radtke and this past year has been one of the most comfortable years yet working with a president.

Mr. Faso seconded Mr. Fazzini and said it had been a pleasure working with him and that Dr. Radtke has taken the College to different levels.

Ms. Donohue noted that Dr. Radtke came into a tough situation at the end of the accreditation process and that he did a great job.

Dr. Radtke responded that none of what happens at the College occurs without the contributions of many.

Board Goals

Mr. Fazzini provided information to the trustees for review including the goals policy, and examples of goals from other boards. He underscored that the Board goals should include what the Board wants to

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work on, not the goals of the entire College. He said they could begin discussing goals tonight, and then have a final list in June.

Dr. Doyle suggested that some of the Board's goals should mirror Dr. Radtke's. One area to focus on is funding and how the Board can assist in the College's endeavor to secure funding. Dr. Doyle would also like to see the Board take its goals deeper by turning them into action statements describing exactly what the Board is going to do. She also noted that she appreciated Mr. Jim White's comment about community involvement and would like to ensure that the Board is a presence in the community and at College events.

Mr. Fazzini asked that everyone who has specific thoughts about goals should forward them to him before the June meeting.

Dr. Doyle inquired about scheduling a separate meeting and Mr. Fazzini said maybe the Board will plan a workshop in July.

Schedule for Future Board/College Events

Mr. Fazzini noted the next Board meeting will be on June 30. There will not be a meeting in July.

ICCTA/ACCT Report

No additional report at this time.

Prairie State College Foundation Report

Ms. Donohue reported that the Scholarship Committee met and evaluated 30 Returning Student Summer Scholarship applications on May 18. This category of scholarship assists students who have been out of high school at least three years, or who have earned a GED. Scholarships will continue to be awarded, up to the \$10,000 summer award budget.

There are 105 golfers as well as numerous sponsors, donors, diners and volunteers supporting the June 1 Scholarship Golf Classic at Idlewild Country Club. The club's golf pro described the Foundation's turnout as "healthy, especially in this economy." Many scholarship recipients will assist golfers with hole games. Dinner reservations are still available for those unable to *Tee Up "Fore" Scholarships*. Please contact the Foundation Office.

June 11 is the deadline to submit Special Funding Requests. Any full-time PSC employee (faculty, adjunct faculty, staff or administrator) may apply for assistance to provide a learning opportunity that is not within the College budget.

Table Participant Comments

Ms. Susan Braasch congratulated all of the award winners and stated that it is very impressive to see all of the awards Prairie State receives, both departments within the College and students. She also expressed best wishes to Dr. Uzureau on her upcoming retirement.

Ms. Cayla Wiegele explained the collages on the table and pointed out the many student events that take place on campus.

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Trustee Donohue said she cannot begin to think about Dr. Uzureau leaving the College and pointed out that Dr. Uzureau has had an incredible tenure here with all she has accomplished for the College and the community.

Trustee Somer said she is sorry that Dr. Uzureau is leaving but congratulated her on her retirement.

Student Trustee Oben told Dr. Uzureau it has been a pleasure working with her and wished her great success in the future.

Trustee Doyle added that she appreciates all that Dr. Uzureau has done including supporting the Board and answering many questions the Board has had over the years.

Trustee Faso told Dr. Uzureau it has been a pleasure working with her and thanked her for her guidance.

Trustee Agee extended congratulations to Dr. Uzureau and to Mr. Justin Doup.

Mr. Fazzini agreed.

ADJOURNMENT

Mr. Faso moved and Dr. Doyle seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 7:20 p.m.

Mark Fazzini, Chair

Cindy Somer, Secretary

Deborah Smith Havighorst, Board Recorder
