

# THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

## Seven Hundred Thirtieth Regular Meeting May 31, 2011

### MINUTES

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Ms. Jacqueline Agee, Chair, convened the 730<sup>th</sup> Regular Meeting of the Board of Illinois Community College District No. 515 at 5:02 p.m., Tuesday, May 31, 2011, in the Board Room of the College.

#### **ROLL CALL:**

##### Board Members Present

Ms. Jacqueline Agee, Chair  
Ms. Brunetta Hill-Corley, Vice Chair  
Ms. Cindy Somer, Secretary  
Dr. Kathleen Doyle  
Mr. Phil Faso  
Mr. Wendell Mosby  
Mr. Marc Wiley  
Ms. Ashlyn Snuckel, Student Trustee

##### Table Participants Present

Dr. Eric C. Radtke, President  
Ms. Deborah Smith Havighorst, Board Recorder  
Dr. Adenuga Atewologun, Vice President, Academic Affairs  
Dr. Alan D. Robertson, Vice President, Business & Information Services  
Ms. Terri Winfree, Vice President, Community & Economic Development  
Ms. Mary Reaves, Vice President, Student Affairs  
Mr. John Flannigan, Faculty Representative  
Ms. Susan Braasch, Support Staff Representative  
Mr. James Brown, Student Representative

##### Administrators Present

Dr. Consuelo Ballom, Ms. Diane Conatser, Mr. James M. Eaton, Ms. Lynita Gebhardt, Ms. Shawn L. Govan, Dr. Marie Hansel, Mr. Ed Jodelka, Ms. Kim Kunce, Mr. Gerald Mackay, Mr. Norman Martin, Mr. Ed Schaffer, Dr. Susan R. Solberg, Ms. Jennifer Stoner, Dr. Joseph Wycoff

##### Faculty Members Present

Ms. Valerie Nicholson

##### Adjunct Faculty Members Present

Ms. Vivian Zimmerman

##### Staff Members Present

Ms. Helen Dawson, Ms. Dora Ivory, Ms. Tina Saigh, Mr. John Woodyatt

##### Other

Ms. Joyce Morgan Michael, community member; Mr. William L. Scott III, Le Penseur Youth Services; Mr. Eric Shenarult, PSC student

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### ORAL/WRITTEN PUBLIC COMMUNICATIONS

There was none.

### INTRODUCTIONS/RECOGNITIONS

#### Introduction of New Trustees

Secretary Cindy Somer reenacted the swearing-in of Trustees Hill-Corley, Mosby and Wiley. The newly elected trustees were officially sworn in at the Organizational Meeting held on April 30, 2011.

#### Introduction of Mr. James Brown, President of Student Government Association

President Radtke introduced Mr. Brown.

#### Adult Education Awards

Vice President Winfree introduced Ms. Helen Dawson who received an Outstanding Tutor Award from Literacy Volunteers of Illinois and the UIC Center for Literacy, Mr. Eric Shenarult who was named one of eleven outstanding adult learners in the state by the Secretary of State's Illinois Library Literacy Office and Illinois Press Association, and Ms. Dora Ivory who received a nomination for Support Staff of the Year by the Illinois Adult and Continuing Education Association. Ms. Winfree congratulated Dean Kim Kunce who is responsible for this area.

### CONSENT ITEMS

*Dr. Doyle moved and Mr. Faso seconded that the Board of Trustees approves the following items of consent:*

#### Minutes

*That the Board of Trustees approves the Minutes of the 729<sup>th</sup> Regular Meeting of April 26, 2011; and the Minutes of the Organizational Meeting of April 30, 2011; as presented.*

#### Resignation of Mr. Peter Bosy; Assistant Professor/Coordinator, Photography

*That the Board of Trustees accepts the resignation of Mr. Peter Bosy; Assistant Professor/Coordinator, Photography, effective July 25, 2011.*

#### Resignation of Mr. Brian Donovan; Executive Director, Information Technology Resources

*That the Board of Trustees accepts the resignation of Mr. Brian Donovan; Executive Director, Information Technology Resources, effective May 6, 2011.*

#### Resignation of Ms. Shelly Hokanson; Professor/Coordinator, Graphic Communications

*That the Board of Trustees accepts the resignation of Ms. Shelly Hokanson; Professor/Coordinator, Graphic Communications, effective July 25, 2011.*

#### Resignation of Mr. Gerald Mackay; Dean, Library and Instructional Services

*That the Board of Trustees accepts the resignation of Mr. Gerald Mackay; Dean, Library and Instructional Services, effective August 12, 2011.*

#### Retirement of Ms. Sofia Studer; Professor, Dental Hygiene

*That the Board of Trustees accepts the retirement of Ms. Sofia Studer; Professor, Dental Hygiene, effective at the end of the Spring semester, 2012.*

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Approval of New Courses – Early Childhood Education

*That the Board of Trustees approves two new courses in Early Childhood Education, effective Fall 2011:*

*ECED 115                      Observation and Assessment of Young Children*

*ECED 297                      Early Childhood Education Internship*

Approval of New Course – Electricity

*That the Board of Trustees approves a new course in Electricity, effective Fall 2011:*

*ELECT 230                      Alternative Small Energy Systems*

Approval of New Course – Music

*That the Board of Trustees approves a new course in Music, effective Spring 2012:*

*MUSIC 173                      Introduction to Digital Sound*

Approval of New Course and New Program – Graphic Communications

*That the Board of Trustees approves the following new course and new program in Graphic Communications, effective Spring 2012:*

*GC 177                              3D Animation*

*Program                              Animation*

Bills Payable – FY2011

*That the Board of Trustees approves the FY2011 List of Bills Payable for May, as indicated in the enclosure.*

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

Ms. Agee	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Ms. Hill-Corley	Aye
Mr. Mosby	Aye
Ms. Somer	Aye
Mr. Wiley	Aye
Ms. Snuckel	Aye

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

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**EXECUTIVE SESSION**

*Ms. Somer moved and Ms. Hill-Corley seconded that the Board 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;" and "discussion of meeting minutes 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
Dr. Doyle	Aye
Mr. Faso	Aye
Ms. Hill-Corley	Aye
Mr. Mosby	Aye
Ms. Somer	Aye
Mr. Wiley	Aye
Ms. Snuckel	Aye

***The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried and the meeting adjourned to Executive Session at 5:09 p.m.***

**RETURN TO OPEN SESSION**

*Mr. Faso moved and Ms. Hill-Corley seconded that the Board of Trustees return to Open Session at 5:17 p.m. All members present voted Aye, and the motion carried.*

**ACTION ITEMS**

Appointment of Interim Director, Information Technology Resources

*Dr. Doyle moved and Mr. Faso seconded that the Board of Trustees approves a contract for consulting services with Ms. Diane Conatser to serve as Interim Executive Director of Information Technology Resources. The contract will be on a month to month basis at a cost of \$7,750 per month.*

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

Ms. Agee	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Ms. Hill-Corley	Aye
Mr. Mosby	Aye
Ms. Somer	Aye
Mr. Wiley	Aye
Ms. Snuckel	Aye

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

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### 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. Hill-Corley moved and Dr. Doyle seconded that the Board of Trustees authorizes the destruction, on or after May 31, 2011, 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: **June 16, 2009; June 30, 2009; August 25, 2009; and November 24, 2009.***

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

Ms. Agee	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Ms. Hill-Corley	Aye
Mr. Mosby	Aye
Ms. Somer	Aye
Mr. Wiley	Aye
Ms. Snuckel	Aye

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

### Amendment of Previous Action

Dr. Radtke reviewed the information regarding the demolition and abatement of Buildings G and I.

Chair Agee noted that we are rescinding action that was previously taken and then approving a new motion. She emphasized that the issue immediately at hand is merely the payment of subcontractors that the College agreed to pay.

Trustee Faso stated that unfortunately it seems there were too many department heads trying to run this project. He pointed out that the CDB guidelines call for an 8 – 12% management fee for this type of project and Hygieneering received 20%. Furthermore, without a signed change order, they should not get paid extra. Chair Agee feels it does not qualify as a change order because all asbestos should have been included. Mr. Faso believes that the College should negotiate to split the amount in the change order with Hygieneering.

Mr. Faso also added that he feels the College should go out to bid for a new environmental engineering company.

Dr. Radtke said he would be happy to have College counsel review the change order and report back to the Board. He said he signed the contract after the fact, but Ms. Agee pointed out it is not what the Board originally voted on. She added that it was not realized at the time the Board convened for the February meeting that this was a piece built into the contract. Dr. Robertson has been asking questions regarding Hygieneering's role and pricing with the College separate from this situation.

Chair Agee asked if the contract that was signed in March included the change order. Dr. Radtke said it did not, but there is reference to change orders.

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Trustee Faso asked if the College has to pay the change order. Chair Agee clarified that the College can pay everything except the change.

Dr. Radtke noted that the motion at hand makes no reference to the change order. He explained that the College could pay the change order administratively.

Chair Agee further clarified that what is in the motion is what the College has promised and made a legal contract for. She said that the personnel issue will be handled administratively, and the change order will be further reviewed.

Trustees Agee and Faso asked Vice President Robertson to provide them with the written change order.

*Mr. Faso moved and Dr. Doyle seconded that the Board of Trustees approves the amendment of a previous action as follows: The action approved by the Board at its meeting on February 22, 2011, on agenda item 5.9 Bid Recommendation – Demolition and Abatement of Two Buildings (G and I) is rescinded and replaced with the following:*

*The Board of Trustees awards a contract to Hygieneering, Inc. for \$100,393.00 for assistance with the demolition and abatement of buildings G and I by providing turnkey services, including professional assistance with the project design specifications and contractor bid solicitation (for a cost of \$9,258.00), contracting with the lowest responsible bidders (AMW Environmental Services, Inc. for abatement in the amount of \$28,900.00 and Alpine Demolition Services for demolition in the amount of \$51,600.00), and on-site project management including air monitoring, demolition and project documentation services to support safe, legal and cost effective asbestos abatement activities (for a cost of \$10,635.00).*

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

Ms. Agee	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Ms. Hill-Corley	Aye
Mr. Mosby	Aye
Ms. Somer	Aye
Mr. Wiley	Aye
Ms. Snuckel	Aye

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

**REPORTS**

President's Report

President Radtke informed the Board about the special program run by the dental hygiene students and dentists to help underprivileged children receive complementary dental treatment.

Dr. Radtke also pointed out the programs that had been distributed to the Board for Commencement, the Veterans Stole Ceremony and the Retirement and Recognition Luncheon. He thanked everyone who helped plan and execute these special events.

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### President's Cabinet Monthly Reports

Dr. Atewologun, Dr. Robertson, Ms. Winfree and Ms. Reeves were available for any questions on their monthly reports.

### Monthly Financial Report

Vice President Robertson reviewed the report.

## **ITEMS FROM THE BOARD OF TRUSTEES**

### President's Evaluation

Chair Agee briefly reviewed Dr. Radtke's performance for FY2011 and said the Board is pleased with both Dr. Radtke's and the College's accomplishments.

### Board Goals

Chair Agee proposed that the Board keep the 2011 Board goals for 2012. Trustee Doyle agreed.

### Schedule for Future Board/College Events

Chair Agee reviewed the upcoming calendar events.

### ICCTA/ACCT Report

There was no report.

### Prairie State College Foundation Report

Trustee Faso reported that the Enhancement Organization of Olympia Fields (EOOF) established a new scholarship partnership to assist their residents to pursue degrees and certificates at PSC. The scholarship amount will increase each semester as students progress, and community service will be required. The Foundation received \$1,400 for Fall awards. Special thanks to Professor JoAnn Foriest, EOOF member, for stewarding this effort.

Casa Club Yuriria representatives met with their 2010 scholarship recipients over lunch at PSC, and offered encouragement and personal reflections on the importance of education. Students pledged to continue "the scholarship chain" which the Club envisions, reaching back to help mentor those that follow them. The Club presented the Foundation with \$4,000 to assist Hispanic students in 2011.

The PSC Foundation's Scholarship Golf Classic is Monday, June 6, at Idlewild Country Club in Flossmoor. Whether you golf, dine, sponsor, or donate, you will be providing vital scholarship funding for PSC students. Special thanks to UPS "Earn and Learn" and Barnes & Noble, our naming sponsors.

### Table Participant Comments

Mr. Flannigan welcomed the new Board members and Mr. James Brown. He further thanked to everyone who made graduation such a wonderful event this year.

Ms. Braasch welcomed everyone and said she is looking forward to working with everyone. She is disappointed about all of the employees who are leaving, especially Jerry Mackay who has worked hard to bring the library a long way. She will miss working with him.

Mr. Brown welcomed the new trustees. He reported that the student leaders are reading a book over the summer to enhance their leadership skills. He is looking forward to attending the ICCB-SAC Student Leadership Institute with Ms. Snuckel.

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Trustee Mosby said he is looking forward to working in his role with the Board and serving the community he grew up in.

Student Trustee Snuckel said that she is looking forward to the ICCB-SAC conference this week.

Trustee Faso welcomed everyone and said he is looking forward to working with everyone.

Chair Agee said that she is very disappointed to learn about Mr. Mackay leaving. She said that he has done a great job for the College. She is looking forward to working with the faculty and continuing to make great strides. She welcomed the new trustees and said this is a wonderful Board to work with.

**ADJOURNMENT**

*Mr. Mosby moved and Ms. Hill-Corley seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 6:13 p.m.*

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Jacqueline Agee, Chair

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Cindy Somer, Secretary

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Deborah Smith Havighorst, Board Recorder

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