

# THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

## Seven Hundred Tenth Regular Meeting August 25, 2009

### MINUTES

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Mr. Mark Fazzini, Chair, convened the 710<sup>th</sup> Regular Meeting of the Board of Illinois Community College District No. 515 at 5:22 p.m., Tuesday, August 25, 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

##### Board Members Absent

Mr. John Marks

##### Table Participants Present

Dr. Eric C. Radtke, President  
Ms. Deborah Smith Havighorst, Board Recorder  
Dr. Adenuga Atewologun, 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  
Mr. John Flannigan, Faculty Representative  
Ms. Sue Braasch, Staff Representative  
Ms. Cayla Wiegele, Student

##### Adjunct Faculty

Ms. Vivian Zimmerman

##### Administrators Present

Ms. Gwen M. Dean, Mr. Brian Donovan, Mr. James M. Eaton, Ms. Mary Klinefelter, Mr. Jerry Mackay, Mr. Norman Martin, Ms. Jennifer Stoner

##### Faculty Members Present

Ms. Kathleen Caliendo, Dr. Dianne DeSousa, Ms. Maureen Giglio, Ms. Jessica Gravely, Ms. Georgia Karras, Mr. Ed Schwartz, Dr. George Streeter

##### Staff Members Present

Ms. Jill Yott

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News Media

Mr. Robert Reilly, The Times

**ORAL/WRITTEN PUBLIC COMMUNICATIONS**

On behalf of the adjunct faculty, Ms. Vivian Zimmerman thanked the Board of Trustees for their understanding and vote of confidence in the new contract presented to the Board in June.

**INTRODUCTIONS/RECOGNITIONS**

Introduction of New Faculty

Dr. Atewologun introduced the new faculty members: Ms. Jessica Gravely, Assistant Professor of English; Ms. Kathleen Caliendo, Assistant Professor of Nursing; Ms. Maureen Giglio, Assistant Professor of Nursing; Dr. Dianne DeSousa, Assistant Professor of Psychology; Dr. George Streeter, Assistant Professor of Humanities; Ms. Georgia Karras, Assistant Professor/Coordinator of Industrial Electricity.

**CONSENT ITEMS**

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

Minutes

*That the Board of Trustees approve the Minutes of the 709<sup>th</sup> Regular Meeting of June 30, 2009; and Minutes of the Executive Session of June 30, 2009; as presented.*

Bills Payable – FY2009 and FY2010

*That the Board of Trustees approve the FY2009 and FY2010 List of Bills Payable for July and August 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**

*Ms. Donohue moved and Mr. Faso seconded that the Board of Trustees go into Executive Session 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.”*

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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 and the meeting adjourned to Executive Session at 5:31 p.m.***

**RETURN TO OPEN SESSION**

*Ms. Donohue moved and Ms. Somer seconded that the Board of Trustees return to Open Session at 5:50 p.m. All members present voted aye, and the motion carried.*

**First Reading – Board Policy B-2, Administrative Philosophy and General Organization**

*Mr. Faso moved and Ms. Somers seconded that the Board of Trustees approve for First Reading Board Policy B-2, Administrative Philosophy and General Organization.*

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 – Complete Manual Food Service Operation with Catering Services**

*Ms. Donohue moved and Ms. Agee seconded that the Board of Trustees award a contract for complete food service (cafeteria) operation with catering services for the period September 1, 2009, through August 31, 2012, to A&M Family Catering..*

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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Contract – Vending Services

*Ms. Somer moved and Dr. Doyle seconded that the Board of Trustees approve the contract with AH Vending to provide vending services for Prairie State College from September 1, 2009 to September 1, 2012.*

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.***

Bid Recommendation – Spring 2010 Credit Class Schedule

*Ms. Somer moved and Dr. Doyle seconded that the Board of Trustees award the bid for printing the Spring 2010 credit schedule to the lowest responsible bidder, Warner Offset, in the amount of \$14,818 plus \$600 for an additional 4 pages (if needed), and \$125 per thousand for additional copies (if 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. Somer	Aye
Mr. Oben	Aye

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

Purchase Recommendation – Help Desk Software

*Ms. Donohue moved and Mr. Faso seconded that the Board of Trustees approve the purchase of help desk management software from School Dude in the amount of \$10,413.33 for the period November 1, 2009, through June 30, 2010.*

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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 – Human Resources Software**

*Ms. Somer moved and Dr. Doyle seconded that the Board of Trustees approve the purchase of Applicant Tracking and Position Description Management Software Modules from PeopleAdmin, Inc. for a total purchase price of \$30,500. This includes a one-time installation fee in the amount of \$8,000 for both modules and the annual service fee in the amount of \$15,000 for Applicant Tracking Module and \$7,500 for the Position Management Module.*

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 welcomed the Board back after the July hiatus. He explained the Enrollment Report comparing credit courses in Fall 2008 and Fall 2009. He emphasized that the College's enrollment numbers for Fall are very strong.

Dr. Radtke announced that Vice President Winfree's division received a \$65,000 grant from the Coleman Foundation. The Children's Learning Center in Vice President Reaves' area received \$42,676 a year for up to four years for low income families. He continued that the College is enjoying continued success in grants and his staff is working on a report to share with the Board in the future.

**President's Cabinet Monthly Reports**

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

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Program Review Report

Vice President Atewologun reviewed the report.

Summer 2009 Enrollment Report

Vice President Atewologun reviewed the report.

Property Acquisition

Mr. Jamie Rachlin from BMO Capital Markets addressed the Board regarding the financing of the Commercial Driver License (CDL) program and other capital projects.

*Ms. Agee moved and Mr. Faso seconded that the Board of Trustees approve the resolution for acquiring and developing properties at 191 S. Halsted Street and 19820 Glenwood Road, Chicago Heights, Illinois, for the purpose of housing the College's Commercial Driver License (CDL) Training Program.*

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.***

Capital Expenditures

Mr. Fazzini asked that the resolution be amended to include language allowing the properties in question be acquired not only for the CDL program but also for other ICCB approved programs.

*Ms. Agee moved and Dr. Doyle seconded that the Board of Trustees approve the resolution expressing official intent regarding certain capital expenditures to be reimbursed from proceeds of an obligation, as amended.*

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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### Update on Audit Findings

Mr. Dempsey reviewed the report.

### Monthly Financial Report

Mr. Dempsey reviewed the report.

## 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

Trustee Donohue attended the ICCTA Executive Retreat. They focused on the budget and what is currently happening in the state of Illinois. She said the state's position is very grim and although the state is "getting by" on federal stimulus money for FY 2010, the outlook for FY2011 is very unsteady.

Ms. Donohue recommended inviting Mr. Mike Monaghan, Executive Director of ICCTA, to facilitate a retreat with the College's Board of Trustees. She also added that a number of the meeting attendees had read the article in the *Chicago Tribune* about the Man Up program and they shared many positive comments.

Ms. Donohue also stated she could not attend the ICCTA meeting in Springfield September 10-12, if someone would like to represent the College in her absence.

Chair Fazzini added that ICCTA is looking for a Diversity Committee representative and asked Board members to let him know if they are interested.

### Prairie State College Foundation Report

Trustee Donohue shared that Fall scholarship awards are underway. Funds from donors, plus Foundation fundraising, will provide up to \$40,000 in awards to assist Prairie State College students this semester.

On behalf of the Foundation, Ms. Donohue invited Trustees to attend the Foundation's Annual meeting, on Friday, September 18, in the BCEC. Breakfast will begin at 7:15 a.m., with the meeting at 7:30 a.m. Several new Directors will be elected.

The Christopher Art Gallery reception for "Photographer of the Year" and "Best of PSC Work" will be held on Wednesday, September 2, from 12:00 p.m. – 2:00 p.m. at the Gallery.

### Board Goals

Mr. Fazzini presented a list of Board goals for FY 2010.

Trustee Doyle said she would like to include a goal of holding at least one Board meeting in a district community.

*Mr. Faso moved and Ms. Donohue seconded that the Board of Trustees approve the Board Goals for FY 2010, as amended.*

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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.***

Table Participant Comments

Mr. Flannigan welcomed the new faculty. He added that convocation was a great success and he has received a lot of positive feedback about it. Thanks to all staff for making week work as well as it did.

Ms. Braasch welcomed the new faculty members. She thanked Vice President Dempsey for facilitating the new cafeteria service and added that all of the feedback she has received has been great.

Ms. Wiegele stated that the Student Government Association held team building activities earlier this month and was holding elections on September 21 and 22.

Ms. Donohue extended thanks to the search committees who brought more outstanding faculty members to the College. She added that she is very proud of the school.

Trustee Somer added that she too is very proud of the College and feels that everyone is doing a tremendous job. She also invited everyone to attend Foodapalooza at the College on August 29.

Student Trustee Oben said he is happy to be back in school and very glad to hear that enrollment is up.

Trustee Faso agreed with Trustee Donohue's comments.

Trustee Agee encouraged everyone to get involved with the Cancer Support Center walk that is being held on October 4.

Trustee Fazzini welcomed Dr. Atewologun and is looking forward to continuing to work with him.

Dr. Radtke extended a special thanks to everyone for all they did to serve students in preparing for the new semester.

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**ADJOURNMENT**

*Ms. Donohue moved and Dr. Doyle seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 7:09 p.m.*

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Mark Fazzini, Chair

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Cindy Somer, Secretary

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Deborah Smith Havighorst, Board Recorder

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