

THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

**Seven Hundred Thirty-Third Regular Meeting
September 27, 2011**

MINUTES

Ms. Jacqueline Agee, Chair, convened the 733rd Regular Meeting of the Board of Illinois Community College District No. 515 at 5:03 p.m., Tuesday, September 27, 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
Ms. Ashlyn Snuckel, Student Trustee

Board Members Absent

Mr. Marc Wiley

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. James Brown, Student Representative

Administrators Present

Dr. Consuelo Ballom, Ms. Kellie Clark, Ms. Diane Conatser, Mr. James M. Eaton, Ms. Shawn Govan, Dr. Marie Hansel, Mr. Ed Jodelka, Ms. Kim Kunce, Mr. Norman Martin, Mr. Ed Schaffer, Dr. Susan Solberg, Ms. Jennifer Stoner

Faculty Members Present

Mr. Ed Schwarz

Staff Members Present

Ms. Tina Saigh, Ms. Pat Trost, Mr. John Woodyatt

Other

Ms. Johanna Manasse, Prairie State College Foundation

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ORAL/WRITTEN PUBLIC COMMUNICATIONS

There were none.

INTRODUCTIONS/RECOGNITIONS

Illinois Consortium for International Studies and Programs (ICISP) – Mr. Patrick Reichard

Dr. Radtke introduced Mr. Patrick Reichard who told the Board about his trip to Xi'an International University in Xi'an, China this summer as a participant in the ICISP.

CONSENT ITEMS

Dr. Doyle moved and Ms. Hill-Corley seconded that the Board of Trustees approves the following items of consent:

Minutes

That the Board of Trustees approves the Minutes of the Budget Hearing of August 30, 2011; Minutes of the 732nd Regular Meeting of August 30, 2011; and the Minutes of the Executive Session of August 30, 2011; as presented.

Bills Payable –FY2012

That the Board of Trustees approves the FY2012 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
Dr. Doyle	Aye
Mr. Faso	Aye
Ms. Hill-Corley	Aye
Mr. Mosby	Aye
Ms. Somer	Aye
Ms. Snuckel	Aye

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

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EXECUTIVE SESSION

Ms. Hill-Corley moved and Mr. Mosby 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.”

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
Ms. Snuckel	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 5:25 p.m.

RETURN TO OPEN SESSION

Dr. Doyle moved and Ms. Hill-Corley seconded that the Board of Trustees return to Open Session at 6:10 p.m. All members present voted Aye, and the motion carried.

ACTION ITEMS

Appointment of Assistant Controller

Mr. Faso moved and Dr. Doyle seconded that the Board of Trustees appoints Ms. Debra Rauch as Assistant Controller at a salary of \$72,747.

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

Ms. Agee	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Mosby	Nay
Ms. Somer	Aye
Mr. Wiley	Aye
Ms. Snuckel	Aye

The vote being five (5) Ayes, one (1) Nay, and one (1) Advisory, the motion carried.

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Final Reading – Board Policy C-13, Solicitation on Campus

Mr. Faso moved and Ms. Hill-Corley seconded that the Board of Trustees approves for Final Reading, Board Policy C-13, Solicitation on Campus.

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
Ms. Snuckel	Aye

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

Final Reading – Board Policy D-3, Administrative Authority for Payment of Bills

Chair Agee explained the Board thought the amendment of this policy would be a positive means for closer Board monitoring of the budget. Since the First Reading, it has been brought to the Board's attention that this change would create more work for the staff and administrators of the College. An alternative was proposed to more directly address concerns of trustees, namely the ability to more closely review consulting contracts.

The change made in the First Reading is rescinded and the last sentence in the policy was amended to read: "Further, no payment shall be made under authority of this paragraph for invoices in excess of \$10,000 except for utilities expenses or unless purchase of the item(s) invoiced has previously been approved by a vote of the Board of Trustees for consulting or professional services contracts over \$7,500."

Ms. Somer moved and Dr. Doyle seconded that the Board of Trustees approves for Final Reading, Board Policy D-3, Administrative Authority for Payment of Bills.

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
Ms. Snuckel	Aye

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

Final Reading – Board Policy D-4, Purchasing and Bidding

This item was pulled from the Agenda by the Board of Trustees.

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Final Reading – Board Policy A-3, Duties/Responsibilities of the Board of Trustees

Dr. Doyle moved and Mr. Faso seconded that the Board of Trustees approves for Final Reading, Board Policy A-3, Duties/Responsibilities of the Board of Trustees.

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
Ms. Snuckel	Aye

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

Contract Renewal – Children’s Learning Center Meal Provider

Mr. Faso moved and Ms. Hill-Corley seconded that the Board of Trustees approves for First Reading, Board Policy A-3, Duties/Responsibilities of the Board of Trustees.

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	Nay
Ms. Somer	Aye
Ms. Snuckel	Aye

The vote being five (5) Ayes, one (1) Nay, and one (1) Advisory, the motion carried.

Contract Approval – Datatel

Mr. Faso moved and Ms. Hill-Corley seconded that the Board of Trustees approves the contract with Datatel for software licenses, annual maintenance and professional services in the amount of \$66,935.

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
Ms. Snuckel	Aye

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

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Contract Approval – Energy Contract

Trustee Faso asked various questions to confirm that Prairie State College's rates will not be affected if other schools bow out of this agreement. Vice President Robertson said that our rates are guaranteed for the length of the contract and we are not dependent on the involvement of the other schools.

Mr. Mosby moved and Ms. Hill-Corley seconded that the Board of Trustees approves a one-year electrical energy contract with Exelon Energy or Integrys Energy. The finalist will be determined based on a final evaluation of the South Metropolitan Higher Education Consortium Energy Committee, of which Prairie State College is an active participant.

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
Ms. Snuckel	Aye

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

Adoption – FY2012 Final Budget and the Associated Resolution

Mr. Faso moved and Mr. Mosby seconded that the Board of Trustees adopts the FY 2012 Final Budget and the Associated Resolution as presented.

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
Ms. Snuckel	Aye

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

REPORTS

President's Report

Dr. Radtke expressed appreciation for the Trustees' participation in last week's meeting on campus with Lieutenant Governor Sheila Simon. The visit went very well and the College received support from a key policy maker.

Dr. Radtke announced the College's new initiative to expand services to veterans by opening a Veterans Center on campus and recognized Chair Agee's leadership on this issue. The College is looking to have a kickoff celebration on November 10 or 11.

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Chair Agee added that the Veterans Center will consist of an office for counseling, information on Post-Traumatic Stress Disorder, a resource area where faculty can find information on what kind of services to offer student veterans. Veterans will be able to go directly to the center instead of going to the Financial Aid office. The College currently has a Veterans Club, but now there is an actual center.

She underscored that there are warning signs that our vets are coming back with and faculty can learn the best ways to help them. Ms. Agee asked Mr. James Brown to poll the vets to see what day they would like to have the event.

Dr. Radtke pointed out the strategic plan that had been placed at the Trustees' table.

President Radtke also pointed out flu shot flyer at the table that uses the term "Conference Center" as opposed to "BCEC." He noted that it is not clear as to the Board's role in naming buildings on campus, but wanted to bring it to the Trustees' attention. Chair Agee said the Board would leave it to the College to determine the best name for that area of the College. Dr. Radtke said will share the signage plan as it becomes available.

President's Cabinet Monthly Reports

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

Vice President Winfree discussed the "Women in the Workforce Conference" being held in the Conference Center on October 27.

Chair Agee noted in Vice President Reaves' report that Mr. Brown was recently selected as a Coca-Cola Promise Scholar and congratulated him on this accomplishment.

Chair Agee noted in Vice President Robertson's report that the Illinois Green Economy Network (IGEN) has received a grant for community colleges to upgrade energy-using equipment. Dr. Robertson will keep the Board informed as to what funds we may be able to garner from that grant.

Chair Agee congratulated Chief Martin on the results of the annual Crime Survey which stated the campus experienced no reportable crimes during 2010. Ms. Agee noted this is very impressive.

President Radtke pointed out the TRiO grant received in Vice President Reaves area and congratulated the team on their hard work.

Trustee Mosby added that he attended the Diversity, Inc. dinner and that it was a very worthwhile event.

Student Government Association Report

Student Government Association President James Brown reviewed the report.

Tenth Day Report

Dr. Radtke explained the report.

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Update on ITR Director Search

Mr. Mosby moved and Dr. Doyle seconded that the Board of Trustees approves the extension of the contract with Ms. Diane Conaster as Interim Executive Director of Information Technology Resources through December 31, 2011, and on a month by month basis after that date.

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
Ms. Snuckel	Aye

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

Monthly Financial Report

Vice President Robertson reviewed the report.

ITEMS FROM THE BOARD OF TRUSTEES

Schedule for Future Board/College Events

Chair Agee reviewed the upcoming calendar.

ICCTA/ACCT Report

There was no report.

Prairie State College Foundation Report

The PSC Foundation president, Ms. Johanna Manasse, invited everyone to the Star -Spangled Scholarships special event on 11-11-11. She said there will be fantastic live and silent auctions and as always, the Foundation appreciates the Board's past attendance and all future attendance as well.

The Foundation designates a special portion of monies for creative, unusual ideas that faculty come up with every year to use in engaging their students. One of these past projects was the veterans' stoles presented to graduating veterans last year. The Foundation has provided materials for developmental students, speakers in the classrooms, the music department, and dental hygiene initiatives.

Ms. Manasse continued that they are currently looking for new board members that reflect the students and district at PSC including candidates from the far southern part of the district.

Table Participant Comments

Student Trustee Snuckel collected information about computer usage in the Learning Achievement Center (LAC). She will continue researching the topic of computer usage by PSC students by surveying students about their experiences in computer labs, asking if they have enough computers available to them, and if they know about all of the areas where computers are available.

Chair Agee said maybe Ms. Snuckel can work to promote the LAC. Dr. Radtke explained that the LAC had a more dedicated function with the PBI grant in the beginning but it is now available to more students.

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Trustee Snuckel also added that she has new chairs and desks in some of her classrooms and they are wonderful.

Trustee Mosby said that he is enjoying his class and said it is interesting to hear the students' excuses for not doing work. He added that it was great to meet Lieutenant Governor Simon, and he wished he would have had a tour like the one given to her when he had his new trustee orientation.

Trustee Hill-Corley thanked everyone for their support and prayers during her family's difficult time.

Mr. Brown thanked the Board for approving the budget. He also thanked them for the Veterans Center idea. He added that he is working hard to improve the Student Government Association's recognition in the school.

Trustee Somer stated that she really enjoyed the "Suddenly Senior Conference" at the Tinley Park Convention Center. The conference was a professional education opportunity for healthcare professionals seeking CEUs. It was sponsored by Prairie State College's Continuing Professional Education and featured Dr. Marie Hansel as a presenter.

ADJOURNMENT

Dr. Doyle moved and Ms. Hill-Corley seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 7:34 p.m.

Jacqueline J. Agee, Chair

Cindy Somer, Secretary

Deborah Smith Havighorst, Board Recorder
