

# THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

## Seven Hundred Eleventh Regular Meeting September 29, 2009

### MINUTES

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Mr. Mark Fazzini, Chair, convened the 711<sup>th</sup> Regular Meeting of the Board of Illinois Community College District No. 515 at 5:02 p.m., Tuesday, September 29, 2009, in the Board Room of the College.

#### **ROLL CALL:**

##### Board Members Present

Mr. Mark Fazzini, Chair  
Ms. Cindy Somer, Secretary  
Ms. Peg Donohue  
Dr. Kathleen Doyle  
Mr. Phil Faso  
Mr. Etta Oben, Student Trustee

##### Board Members Absent

Ms. Jacqueline Agee, Vice Chair  
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

##### Administrators Present

Ms. Kellie Clark, Mr. James M. Eaton, Ms. Lynita Gebhardt, Ms. Mary Klinefelter, Mr. Jerry Mackay, Mr. Norman Martin, Dr. Susan Solberg, Ms. Jennifer Stoner

##### Faculty Members Present

Mr. Brian J. Garant, Dr. Craig Mulling, Mr. Ed Schwartz, Ms. Katharine Sims-Drew

##### Staff Members Present

Ms. Janet Black, Ms. Jan Bonavia, Mr. Dan Gardner, Ms. Kim Kunce, Ms. Tanya Mathers, Ms. Pat Trost

##### News Media

Mr. Robert Reilly, The Times

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Other

Ms. Blanca A. Martinez, Artist; Ms. Ryan Niksic, Artist; Mr. David Wedryk, Artist

**ORAL/WRITTEN PUBLIC COMMUNICATIONS**

There were none.

*Ms. Donohue arrived at 5:04 p.m.*

**INTRODUCTIONS/RECOGNITIONS**

Board of Trustees Art Collection

President Radtke introduced Ms. Jan Bonavia, Director of Special Projects, who introduced the artists and their work that was selected for the Collection.

Business & Community Education Center

Vice President Winfree introduced Mr. Dan Gardner, Coordinator of Workforce Training and Community Services, who presented a Performance Summary of the BCEC.

Math Lab Project

Vice President Atewologun introduced Mr. Brian Garant and Ms. Kate Sims-Drew, Assistant Professors of Mathematics, to present the Developmental Math Restructuring Project.

**CONSENT ITEMS**

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

Minutes

*That the Board of Trustees approve the Minutes of the Budget Hearing of August 25, 2009; the Minutes of the 710<sup>th</sup> Regular Meeting of August 25, 2009; and Minutes of the Executive Session of August 25, 2009; as presented.*

Approval of New Course in English

*That the Board of Trustees approve the following new course in English, effective Spring 2010:*

*ENG 100      Academic English Review*

Approval of New Course in Spanish

*That the Board of Trustees approve the following new course in Spanish, effective Spring 2010:*

*SPAN 110      Healthcare Spanish*

Bills Payable –FY2010

*That the Board of Trustees approve the FY2010 List of Bills Payable for September as indicated in the enclosure.*

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Somer	Aye
Mr. Oben	Aye

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

**ACTION ITEMS**

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

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

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Somer	Aye
Mr. Oben	Aye

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

First Reading – Board Policy G-41, Employee Travel/Related Business Expenses

*Dr. Doyle moved and Mr. Faso seconded that the Board of Trustees approve for First Reading Board Policy G-41, Employee Travel/Related Business Expenses, effective Fall 2009.*

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Somer	Aye
Mr. Oben	Aye

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

Bid Recommendation – Children’s Learning Center Meal Provider

*Ms. Donohue moved and Mr. Faso seconded that the Board of Trustees award the bid for Children’s Learning Center meal provider to the lowest responsible bidder, Fratello’s Family Catering, in the amounts of \$.84 per unit for breakfast and \$1.79 per unit for lunch and dinner. The estimated total, based on suggested quantities in the bid specifications, is \$41,380.08 for the total bid.*

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Somer	Aye
Mr. Oben	Aye

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

**Bid Recommendation – Spring 2010 Non-Credit Class Schedule**

*Ms. Somer moved and Mr. Faso seconded that the Board of Trustees award the bid for printing the Spring 2010 non-credit schedule to the lowest responsible bidder, Blue Island Newspaper Printing, in the amount of \$10,200 plus \$800 for an additional 4 pages (if needed), \$1,600 for an additional 8 pages (if needed), and \$100 per thousand for additional copies (if needed).*

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Somer	Aye
Mr. Oben	Aye

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

**Authorized Signatories Required for College Financial Accounts**

*Mr. Faso moved and Ms. Donohue seconded that the Board of Trustees authorize the following as signatories for the College's financial accounts: Eric C. Radtke, President; J. Randall Dempsey, Treasurer; and James M. Eaton, Controller.*

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Somer	Aye
Mr. Oben	Aye

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

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Waiver of Board Policy D-4, Contract Bid Requirement

*Mr. Faso moved and Ms. Somer seconded that the Board of Trustees waive section D.4. of Board Policy D-4, Purchasing and Bidding, to allow for the letting of a no-bid contract in an amount not to exceed \$50,000 to modify the parking lot at 191 S. Halsted Street, Chicago Heights, Illinois, the new site of the College's Commercial Driver License (CDL) Training Program.*

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Somer	Aye
Mr. Oben	Aye

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

Adoption –FY2010 Annual Budget

Trustee Donohue pointed out that she hopes staff and faculty realize the 4.25% raise was very generous during these difficult economic times.

*Ms. Donohue moved and Dr. Doyle seconded that the Board of Trustees adopt the FY 2010 Budget Resolution as presented.*

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Somer	Aye
Mr. Oben	Aye

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

**REPORTS**

President's Report

Dr. Radtke explained that the College is participating in the Community College Survey of Student Engagement (CCSSE). Many colleges participate as the CCSSE results provide very good feedback about how students perceive the organization. CCSSE's Survey of Entering Student Engagement (SENSE) gives useful information on the experiences of newer students in the College. Prairie State has done well in the past and the College is looking forward to receiving the full report. Dr. Radtke thanked the faculty for their role in administering the survey.

Dr. Radtke pointed out that the College has been attempting to focus on many sustainability issues, including but not limited to the preserve, a community garden, wind turbines, etc. The College is looking

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for focus in this area and, if funds can be found, is considering hiring someone to champion and direct these efforts.

Dr. Radtke reported that members of the marketing and communications staff are at the National Council of Marketing and Public Relations this week and will be bringing home awards that will be shared with the Board next month.

### President's Cabinet Monthly Reports

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

### Tenth Day Report

Vice President Atewologun reviewed the report.

### Monthly Financial Report

Vice President Dempsey reviewed the report.

## ITEMS FROM THE BOARD OF TRUSTEES

### Schedule for Future Board/College Events

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

Mr. Fazzini distributed a copy of an email from Trustee John Marks stating that he will resign his position with the Prairie State College Board of Trustees as of October 31, 2009. Staff will submit an article to the local newspaper to let district residents know there is an opening. There will be a special meeting in November to interview candidates with action at the November meeting. There will be special recognition for Mr. Marks' contributions to the College at the October Board meeting.

Chair Fazzini commented that Mr. Marks will be missed as a trustee and he is grateful for Mr. Marks' years of service to the College.

Mr. Fazzini also suggested moving the December 2009 Board meeting from December 22 to December 15. The Board agreed to change the meeting date.

### ICCTA/ACCT Report

Trustee Donohue said that there will be a regional ICCTA meeting held at the Holiday Inn in Tinley Park on Thursday, October 29, 2009. She noted that it has been some time since a regional meeting has been held and is hoping that everyone can attend.

### Prairie State College Foundation Report

Trustee Donohue shared that the Foundation will establish two new endowed scholarships, as a result of gifts totaling \$5,000 each. The *Gena Richardson Memorial Scholarship* will remember our late colleague, and will assist a nursing student. Gena's family added generously to funds already given by PSC colleagues and friends.

Anonymous donors have established the *First Generation Scholarship*, to assist Prairie State students who are the first in their families to attend college. The couple noted that their own educational

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accomplishments could not have been possible without the support of their immigrant parents, who did not have educational opportunities.

Donors may now use the College website and “Click to Donate” to support Foundation scholarships. This capability will greatly assist Foundation donors, especially during the upcoming Fall fundraising appeal.

Table Participant Comments

Mr. Flannigan thanked Dr. Radtke, the vice presidents, administrators and staff for all they did during the Fall registration and start of classes to make a seamless transition into the Fall semester. Mr. Flannigan also thanked Trustee Marks for all of the expertise he shared with the College.

Ms. Wiegele noted that the Student Government Association leaders will be traveling to St. Louis, Missouri, to attend the National Student Government Association Leadership Training Conference.

Student Trustee Oben shared that he had the privilege of attending the Illinois Community College Board Student Advisory Committee meeting this month and was elected secretary of SAC. He is looking forward to attending the ACCT Leadership Congress in San Francisco next week.

Trustee Doyle wished good luck to the Haywood-Prairie State College team participating in the Cancer Support Center walk this weekend.

Mr. Fazzini thanked everyone for a great meeting.

**ADJOURNMENT**

*Dr. Doyle moved and Mr. Faso seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 6:24 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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