

THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

Seven Hundred Twelfth Regular Meeting October 27, 2009

MINUTES

Mr. Mark Fazzini, Chair, convened the 712th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:03 p.m., Tuesday, October 27, 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
Mr. Phil Faso
Mr. John Marks
Mr. Etta Oben, Student Trustee

Board Members Absent

Dr. Kathleen Doyle

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 Representative

Administrators Present

Ms. Gwen Dean, Mr. James M. Eaton, Ms. Lynita Gebhardt, Ms. Shawn Govan, Mr. Norman Martin, Dr. Susan Solberg, Ms. Jennifer Stoner

Faculty Members Present

Dr. Craig Mulling, Mr. Ed Schwarz, Mr. Elighie Wilson

Adjunct Faculty Members Present

Ms. Vivian Zimmerman

Staff Members Present

Ms. Jan Bonavia, Mr. Sean Smith, Ms. Cheryl Tolish, Ms. Pat Trost, Mr. Michael Watkins

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Other

Mr. Paul Chatalas, BMO Capital Markets; Mr. Alexander Collins, PSC Student; Ms. Merle Huckabee, PSC Student; Mr. Mark Kramer, Principal, Rich East High School; Dr. Donna S. Leak, Assistant Superintendent, Rich Township High School District 227; Mr. Jos Vervoort, Visiting Professor, ROC Eindhoven, Netherlands

ORAL/WRITTEN PUBLIC COMMUNICATIONS

There were none.

INTRODUCTIONS/RECOGNITIONS

Mr. Jos Vervoort, Visiting Professor – ROC Eindhoven, Netherlands

President Radtke introduced Professor Ed Schwarz. Mr. Schwarz introduced Mr. Jos Vervoort, visiting professor from the Netherlands.

Predominantly Black Institution Grant

Dr. Radtke introduced Vice President Reaves who explained the Predominantly Black Institutions Grant and introduced all of the faculty and staff members involved. Ms. Reaves introduced Assistant Superintendent of Rich Township High School District 227, Dr. Donna S. Leak, and Mr. Mark Kramer, principal of Rich East High School.

CONSENT ITEMS

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

Minutes

That the Board of Trustees approve the Minutes of the 711th Regular Meeting of September 29, 2009; as presented.

Full-Time Faculty Overloads, Adjunct Faculty Salaries, and Compensation for Administrators and Staff on Teaching Assignments – Fall 2009, 16 Week Classes, First Eight Week Classes, and Late Start Classes (Credit Courses)

That the Board of Trustees approve the full time faculty overload payments of \$227,570.40, adjunct faculty salaries of \$764,659.15, and compensation for administrators and staff on teaching assignments of \$13,799.80, for the first eight weeks, 16 week classes and late start classes, of the 2009 Fall term (credit courses).

Adjunct Faculty Salaries for the Fall 2009 Term (Non-Credit Courses)

That the Board of Trustees approve the adjunct faculty salaries in the amount of \$117,885, for the Fall 2009 term (non-credit courses).

New Fire Science Course and Certificate

That the Board of Trustees approve the following new course and the related certificate program to become effective in Spring 2010:

FST 120 Firefighter III

Firefighter III Certificate Program

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Bills Payable –FY2010

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

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

Ms. Agee	Aye
Ms. Donohue	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Mr. Marks	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

Appointment of Director of Physical Education and Athletics

Ms. Donohue moved and Mr. Faso seconded that the Board of Trustees appoint Mr. Ed Schaffer to the position of the Director of Physical Education and Athletics.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Mr. Marks	Aye
Ms. Somer	Aye
Mr. Oben	Aye

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

Resolution Honoring Mr. John Marks

Mr. Fazzini moved and Mr. Faso seconded that the Board of Trustees approve the Resolution honoring Mr. John Marks, Trustee of Prairie State College.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Mr. Marks	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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Final Reading – Board Policy G-41, Employee Travel/Related Business Expenses

Ms. Somer moved and Ms. Donohue seconded that the Board of Trustees approve for Final Reading Board Policy G-41, Employee Travel/Related Business Expenses, effective Fall 2009.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Mr. Marks	Aye
Ms. Somer	Aye
Mr. Oben	Aye

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

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

Vice President Dempsey explained the two different options available to change the policy. The Board further discussed that a revision will also be made to Board Policy D-3, Administrative Authority for Payment of Bills. Administration will present the proposed revision to the Board at the November meeting.

Mr. Marks moved and Mr. Faso seconded that the Board of Trustees approve for First Reading version A of Board Policy D-4, Purchasing and Bidding.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Mr. Marks	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 –John Deere Tractor

Mr. Faso moved and Ms. Donohue seconded that the Board of Trustees approve the purchase of the 2007 John Deere model 3320 tractor currently leased from Shorewood Home and Auto for a total cost of \$11,000.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Mr. Marks	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 – Public Safety Records Management Software

Mr. Fazzini inquired when the PSC Police Department was going to take over handling police calls for service, since it has been some time since the Board approved the inception of the police department. Chief Norman Martin responded that he thought they would be handling all calls for service by March 2010.

Ms. Agee moved and Mr. Faso seconded that the Board of Trustees approve the purchase of a secondary site license for EmergiTech's InterBadge software in the amount of \$7,018 for the total cost.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Mr. Marks	Aye
Ms. Somer	Aye
Mr. Oben	Aye

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

Lease Recommendation – Two Tractor Trailers for CDL Program

Vice President Dempsey explained that Ryder contacted him the day of the meeting and amended the agreement. One of the specifications in the bid was to remove the bed and add a bench in the cab. Ryder cannot do this because of a clause in their insurance. The College will have to add the bench, but Ryder will reduce the cost to compensate, changing the price in the recommendation from \$3,534 per month (\$42,408 per year) to \$3,092 per month (\$37,104 per year).

Ms. Donohue moved and Mr. Marks seconded that the Board of Trustees approve the lease of two 2006 Freightliner CL-1206 tractors and two 2000 Trailmobile 53 foot long trailers from Ryder Transportation for a term of five years at a monthly rate of \$3,092 (\$37,104 per year).

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

Ms. Agee	Aye
Ms. Donohue	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Mr. Marks	Aye
Ms. Somer	Aye
Mr. Oben	Aye

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

Contract Recommendation – Financial Aid Services

Dr. Radtke stated that an assessment of financial aid services is necessary due to the complexity of the workings of financial aid. The federal government does have tools that can be used and a national financial aid association that provides peer review, however, the College is looking for a more independent and comprehensive view of current practices. Once the College is engaged with the company, they will request and review data. The consultants will be here for four days and go through all processes and all involved departments. They will then report on their findings.

Trustee Agee questioned the necessity of the training. She wants to be sure the College does not have to rely on a consultant again for financial aid.

Ms. Donohue moved and Mr. Marks seconded that the Board of Trustees approve a contract with Financial Aid Services for an assessment of financial aid operations at a cost not to exceed \$15,000.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Mr. Marks	Aye
Ms. Somer	Aye
Mr. Oben	Aye

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

Tentative Tax Levy

Mr. Dempsey explained that the proposed tax levy and noted that it will cost residents of Cook County \$0.11/\$1,000 of assessed property values and \$0.07/\$1,000 in Will County.

Ms. Somer moved and Ms. Agee seconded that the Board of Trustees approve the tentative tax levy for 2009.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Mr. Marks	Aye
Ms. Somer	Aye
Mr. Oben	Aye

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

Resolution – Issuance of General Obligation Bonds

Mr. Paul Chatalas of BMO Capital Markets addressed the Board regarding the general obligation bonds.

Ms. Agee moved and Mr. Marks seconded that the Board of Trustees adopt the resolution for issuance of general obligation bonds in the amount of \$1.6 million to refund outstanding General Obligation Limited Bonds, Series 1999C, dated July 1, 1999, and General Obligation Limited Bonds, Series 1999D, dated December 15, 1999.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Mr. Marks	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 thanked Mr. Marks for his dedication to Prairie State College and wished him well

Dr. Radtke pointed out the gradual improvements being made in the Board Room and said improvements are continuing to be made. Trustees Agee and Donohue suggested the College purchase new chairs for the Board Room and Dr. Radtke said that new chairs are going to be ordered.

President Radtke reported that Representative Cindy Soto was on campus last week and the College very much enjoyed meeting her. He extended special thanks to Student Trustee Oben and other students for telling their stories about how they came to PSC. Professor Andy Schott also shared his experiences being a student at a community college which was a great addition to the meeting.

Dr. Radtke said there were two poets on campus today who gave presentations to students. He and Dr. Atewologun had the opportunity to sit in on Professor John Flannigan's class and he added that it was a welcome change to dealing with "bonds and budgets." He said it was also great to see Mr. Flannigan interact with his students.

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President's Cabinet Monthly Reports

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

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, as well as pointing out there is a meeting on November 10, 2009, at 5:00 p.m. to interview trustee candidates.

ICCTA/ACCT Report

Trustee Donohue reminded everyone that there is a regional ICCTA meeting on Thursday.

Chair Fazzini commented that the ACCT convention was very beneficial and it was great to see Illinois trustees serving on the ACCT board at the national level.

Trustee Donohue continued that the first morning of the ACCT conference, the trustees were treated to an address by Governor Arnold Schwarzenegger. He talked about what a difference community college made in his life and set a wonderful tone for the conference.

Prairie State College Foundation Report

Trustee Donohue shared that the Foundation has received the following recent scholarship donations:

- \$10,000 from Barnes & Noble;
- \$3,000 from the Suburban Service League for six returning women students; and,
- \$350 from the Illinois Association of Fire Protection Districts, via the Illinois Community College System Foundation (ICCSF), to assist a fire science student who is not reimbursed by his employer and pays out-of-pocket.

A donation of \$500 was donated by the Suburban Service League as emergency assistance for a student in desperate circumstances (thanks to Foundations Directors Dottie Bauer and Marilyn Tapajna, who are also Service League members).

Ms. Donohue continued that in lieu of a Fall gala special event, all past supporters will receive the Foundation's Fall appeal, asking them to "Be a Lifeline" for Prairie State students. Without the overhead from staging an event, one hundred percent of donations will be used for PSC scholarships. Please give generously, and know that every donation makes a difference for a deserving Prairie State student.

Table Participant Comments

Mr. Flannigan welcomed Mr. Vervoort and thanked Mr. Schwarz for hosting him. He also thanked the College for supporting this important international exchange. Professor Flannigan extended congratulations to Vice President Reaves for the wonderful PBI program. He also thanked Mr. Marks for his work for Prairie State College on behalf of the full time faculty. Ms. Vivian Zimmerman also asked him to thank Mr. Marks on behalf of the adjunct faculty.

Ms. Sue Braasch also extended thanks to Trustee Marks and also thanked Trustee Agee for her comments about financial aid and the need for training.

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SGA President Cayla Wiegele shared that the conference she recently attended was very motivating and she remains in contact with three other presidents she met at the conference. She has gotten a lot of great ideas for new things that Prairie State's SGA can do.

Student Trustee Oben shared that he had the privilege of attending the ACCT conference in San Francisco. While at the conference he had the opportunity to meet with fifteen other student trustees from around the country. He is looking forward to attending the ICCB-SAC conference in Chicago on November 13 and 14.

Mr. Oben also shared that he has heard complaints that rooms in the library that are supposed to be available for students are not available because they are being used by faculty. He continued that students have said they would like to see more faculty members using Blackboard.

Trustee Faso thanked Mr. Marks for his years of service to Prairie State College.

Trustee Agee also extended thanks to Mr. Marks, especially for his help with the legal issues surrounding the roof of the BCEC.

Trustee Somer extended thanks to Trustee Marks and added that she wished she would have had the opportunity to work with him for a longer period of time.

Trustee Donohue wished Mr. Marks much luck and success and thanked him for his dedication. Ms. Donohue also extended congratulations to Vice President Reaves on all of the work she did to secure the PBI grant.

Trustee Marks thanked everyone for their kind words and added that he is leaving with the knowledge that the College is in good hands under the leadership of Dr. Radtke and the vice presidents.

ADJOURNMENT

Ms. Agee moved and Mr. Faso seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 6:46 p.m.

Mark Fazzini, Chair

Cindy Somer, Secretary

Deborah Smith Havighorst, Board Recorder
