
**THE BOARD OF ILLINOIS COMMUNITY COLLEGE
DISTRICT NO. 515**

**SEVEN HUNDRED THIRTY FIFTH MEETING
REGULAR MEETING**

**Tuesday – November 29, 2011
Board Room (No. 2274)**

**Prairie State College
202 South Halsted Street
Chicago Heights, Illinois 60411
(708) 709-7918**

AGENDA

- 1. CALL TO ORDER**
- 2. ORAL/WRITTEN PUBLIC COMMUNICATIONS**
- 3. INTRODUCTIONS/RECOGNITIONS**
 - 3.1 Board of Trustees Art Collection Presentation
 - 3.2 PSC Volleyball Team
 - 3.3 National Council for Marketing and Public Relations (NCMPR) Awards
 - 3.4 Introduction of New Administrators
- 4. CONSENT ITEMS**

The following items are presented for Board of Trustees approval as Consent Items to be considered and voted upon collectively unless a Board of Trustees member requests separate consideration and/or action.

RECOMMENDATION:

It is recommended that the Board of Trustees approves the items on the Consent Agenda.

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Minutes

RECOMMENDATION:

It is recommended that the Board of Trustees approves the Minutes of the 723rd Regular Meeting of October 26, 2010, as presented.

- 4.1 734th Regular Meeting – October 25, 2011 (Enclosure)
- 4.2 Executive Session – October 25, 2011 (Enclosure)
- 4.3 Board Retreat – November 9, 2011 (Enclosure)
- 4.4 Executive Session – November 9, 2011 (Enclosure)

Personnel

- 4.5 Full-Time Faculty Overloads and Adjunct Faculty Salaries on Teaching Assignments – Fall 2011, Late Start Classes and Second Eight Week Classes (Credit Courses) (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees approves the full-time faculty overload compensation in the amount of \$20,457.80, and adjunct faculty compensation in the amount of \$224,158.80, on teaching assignments for late start classes and second eight-week classes of the 2011 Fall term (credit courses).

Institutional

- 4.6 Approval of 2012 Regular Board Meeting Day, Time and Place (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees holds the 2012 Regular Meetings of the Board of Trustees of Community College District 515 on the last Tuesday of each month at 5:00 p.m. in the Board Room (Room 2274) of the College, as presented.

- 4.7 Approval of New Course – Early Childhood Education (Enclosure)

RECOMMENDATION:

ECED 251 Curriculum Design for Early Childhood Programs

Financial

- 4.8 Bills Payable –FY2012 (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees approves the FY2012 List of Bills Payable for November, as indicated in the enclosure.

5. ACTION ITEMS

The following items are presented for the Board of Trustees approval as Action Items to be considered and voted upon separately.

EXECUTIVE SESSION

Personnel

- 5.1 Health Insurance – 2012 Plan (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the 2012 Health Insurance Plan.
- 5.2 Dental Insurance – 2012 Plan (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the 2012 Dental Insurance Plan.
- 5.3 Appointment of Interim Director of Labor Relations (Enclosure-Board Members Only)
RECOMMENDATION:
A recommendation for the appointment of the Interim Director of Labor Relations will be made following discussion in Executive Session.

Institutional

- 5.4 Review of Closed Session Minutes (Enclosure-Board Members Only)
RECOMMENDATION:
In accordance with the guidelines of the Open Meetings Act, the Board of Trustees will determine the release/non-release of Closed Session minutes.
- 5.5 Review of Verbatim Recordings of Closed Session Meetings (Enclosure-Board Members Only)
RECOMMENDATION:
In accordance with the guidelines of the Open Meetings Act, the Board of Trustees will determine whether verbatim recordings of Closed Session meetings will be destroyed.
- 5.6 Final Reading – Board Policy G-13, Employment of Manager/Professional Staff and Confidential and Grant-Funded Support Staff (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves for Final Reading, Board Policy C-13, Employment of Manager/Professional Staff and Confidential and Grant-Funded Support Staff.
- 5.7 First Reading – Board Policy G-19, Discipline of Administrative Employees (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves for First Reading, Board Policy G-19, Discipline of Administrative Employees.
- 5.8 Schedule for Summer Work Hours
RECOMMENDATION:
It is recommended that the Board of Trustees approves that the College be closed on Fridays during the Summer of 2012 from May 25 through August 10. Monday – Thursday work and operating hours for employees will be adjusted accordingly.

Financial

- 5.9 Capital Project Application and Resolution (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees approves the Capital Project Application and Resolution for campus building and wayfinding signage; and the replacement of the marquee in the amount of \$288,000.

- 5.10 Capital Project Application and Resolution (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees approves the Capital Project Application and Resolution for miscellaneous concrete repair and replacement in the amount of \$158,000.

- 5.11 Lease Recommendation – 225 Computers (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees awards a three-year fair market value lease for 225 computers to the lowest responsible lender, University Lease, in the total amount of \$165,932.28 to be paid quarterly at a rate of \$13,827.69.

- 5.12 Purchase Recommendation – Office Chairs (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees approves the purchase of 85 office chairs from Kruger International (KI) in the amount of \$37,000 for the total cost including delivery and installation.

- 5.13 Bid Recommendation – Gas Chromatograph/Mass Spectrometer for Chemistry (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees awards the bid for the purchase of a Shimadzu Gas Chromatograph/Mass Spectrometer (GCMS QP2010 SE) to the lowest responsible bidder, Shimadzu Scientific Instruments, Inc., in the amount of \$62,890.

6. REPORTS

- 6.1 President's Report (Enclosure)

- 6.2 President's Cabinet Monthly Reports (Enclosure)

- 6.3 Student Government Association Report (Enclosure)

- 6.4 Student Government Budget (Enclosure)

- 6.5 Our College Identity (Separate Enclosure)

- 6.6 Program Advisory Committee Memberships (Enclosure)

- 6.7 Citizen/Special Advisory Committee Memberships (Enclosure)

- 6.8 Reorganization Update (Separate Enclosure)

- 6.9 Monthly Financial Report (Enclosure)

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7. ITEMS FROM THE BOARD OF TRUSTEES

7.1 Schedule for Future Board/College Events

(Enclosure)

7.2 ICCTA/ACCT Report

7.3 Prairie State College Foundation Report

7.4 Table Participant Comments

8. EXECUTIVE SESSION

9. ADJOURNMENT
