

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

**Six Hundred Seventy Third Meeting  
March 28, 2006**

**MINUTES**

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Ms. Mary Lee Johnson, Chair, convened the 673<sup>rd</sup> Meeting of the Board of Illinois Community College District No. 515 at 5:00 p.m., Tuesday, March 28, 2006 in the Conference Room of the Crete-Monee School District 201-U Administrative Offices, 1500 Sangamon, Crete, Illinois.

**ROLL CALL:**

Board Members Present

Ms. Mary Lee Johnson, Chair  
Ms. Janice Pearson, Vice Chair  
Ms. Kathleen Doyle, Secretary  
Mr. Michael Camilli  
Mr. Mark Fazzini  
Mr. John Marks  
Ms. Yolanda Beamon, Student Trustee

Board Members Absent

Ms. Peg Donohue

Table Participants Present

Dr. Paul J. McCarthy, President  
Ms. Patricia Trost, Board Recorder  
Dr. Linda Uzureau, Vice President, Academic Affairs  
Mr. Robert Tenuta, Vice President, Business & Information Services  
Dr. Stephen Nunes, Vice President, Community & Economic Development  
Ms. Mary Reaves, Vice President, Student Affairs  
Mr. John Flannigan, Faculty Representative  
Ms. Sue Braasch, Staff Representative

Table Participants Absent

Mr. Richard Ray, Student Representative

Administrative Staff Members

Ms. Debbie Allen, Ms. Gwen Dean, Ms. Betsy Elliot, Ms. Pam Gaitskill, Dr. Susan Solberg, Dr. Utem Watba

Support Staff Members

Ms. Joan Johns, Mr. Julius Neveles

Faculty Members

Ms. Vivian Zimmerman

News Media

Ms. Clare Walters, *The Star*

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### Other

Dr. Roberta Berry, Superintendent, Crete-Monee School District 201U; Mr. Todd Hayden, Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd.; Ms. Sande McCarthy; Mr. Don Ransford, PSC Foundation

### **ORAL/WRITTEN PUBLIC COMMUNICATIONS**

Before the meeting officially began, Dr. Roberta Berry welcomed the Board of Trustees and gave them an overview of what is going on in District 201U.

### **INTRODUCTIONS/RECOGNITIONS**

Dr. McCarthy introduced Mr. Don Ransford, a member of the PSC Foundation.

### **EXECUTIVE SESSION**

*Mr. Fazzini moved and Mr. Camilli 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, including hearing testimony on a complaint lodged against an employee to determine its validity," "collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees," and "discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Open Meetings Act."*

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

Mr. Camilli	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Beamon	Aye

*The vote being six (6) Ayes, no (0) Nays, and one (1) Advisory, the meeting adjourned to Executive Session at 5:09 p.m.*

### **RETURN TO OPEN SESSION**

*Mr. Camilli moved and Ms. Pearson seconded that the Board of Trustees return to Open Session at 5:21 p.m. All members present voted Aye, and the motion carried.*

### **CONSENT ITEMS**

*Mr. Fazzini moved and Mr. Camilli seconded that the Board of Trustees approve the following items of consent:*

#### Minutes

*That the Board of Trustees approve the Minutes of the 672nd Regular Meeting of February 28, 2006; and Minutes of the Executive Session of February 28, 2006, as amended and with a release date of one year.*

#### Resignation of Mr. Art Jackson

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*That the Board of Trustees accept the resignation of Mr. Arthur Jackson, Director of Campus & Public Safety, effective June 30, 2006.*

Approval of New Courses – Transportation, Warehousing and Logistics

*That the Board of Trustees approve the following new courses, in Transportation, Warehousing and Logistics (TWL), effective Fall, 2006:*

<i>TWL 120</i>	<i>Introduction to Import/Export</i>
<i>TWL 130</i>	<i>Principles of Operations Management</i>
<i>TWL 140</i>	<i>Transportation and Cargo Security</i>

Request to Add New Certificate Program in Transportation, Warehousing and Logistics

*That the Board of Trustees approve a new certificate program, Global Supply Chain, effective Fall, 2006.*

Course Fee Change

*That the Board of Trustees approve a \$50 lab fee, effective Summer, 2006, for:*

<i>FST 205</i>	<i>Hazardous Materials Technician A</i>
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Bills Payable – FY2006

*That the Board of Trustees approve the FY2006 List of Bills Payable for March, as indicated in the enclosure.*

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

Mr. Camilli	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Beamon	Aye

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

**ACTION ITEMS**

Faculty Appointment - English

*Ms. Pearson moved and Ms. Doyle seconded to appoint Ms. Sarena J. Lee to a full time faculty position in English, effective August 15, 2006 at a salary of \$37,312.*

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

Mr. Camilli	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Beamon	Aye

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

Faculty Appointment - Mathematics

*Mr. Fazzini moved and Mr. Marks seconded to appoint Dr. Melanie S. Eddins to a full time faculty position in Mathematics, effective August 15, 2006, at a salary of \$46,497.*

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

Mr. Camilli	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Beamon	Aye

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

Faculty Appointment - Communication

*Mr. Camilli moved and Ms. Pearson seconded to appoint Mr. David A. Naze to a full time faculty position in Communication, effective August 16, 2006, at a salary of \$42,579.*

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

Mr. Camilli	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Beamon	Aye

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

Continued Employment and Issuance of Annual Contracts for FY2007 for Administrative Employees

*Mr. Fazzini moved and Mr. Marks seconded that the Board of Trustees approve the continued employment and issuance of contracts for FY2007 to the administrative employees listed on the attachment for the period July 1, 2006 through June 30, 2007.*

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

Mr. Camilli	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Beamon	Aye

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

2006-2009 Adjunct Faculty Contract

*Ms. Pearson moved and Mr. Camilli seconded that the Board of Trustees approve the contract with the Adjunct Faculty United, IEA-NEA of Prairie State College, effective with the ratification of the contract by the union membership.*

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

Mr. Camilli	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Beamon	Aye

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

Bid Recommendation – Catalog

*Mr. Fazzini moved and Mr. Camilli seconded that the Board of Trustees award the bid for printing the 2006-2008 college catalog to the lowest responsible bidder, Phillips Brothers, in the amount of \$17,754.00 for the base bid. It is further recommended to award to the same vendor the additional four page signature (Option 1) in the amount of \$645.00 and the additional copies (Option 2) in the amount of \$775.00 per thousand, if Options 1 and 2 are needed.*

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

Mr. Camilli	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Beamon	Aye

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

Custodial Contract

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*Mr. Marks moved and Mr. Camilli seconded that the Board of Trustees approve a one (1) year renewal of Absolute Best Cleaning Services, Inc. (ABC) contract, as presented.*

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

Mr. Camilli	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Beamon	Aye

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

**REPORTS**

President's Report

Dr. McCarthy pointed out the transportation, warehousing and logistic courses the Board approved were created through the collaborative efforts of Prairie State College, Joliet Junior College, Kankakee Community College and South Suburban College. Since the College has become involved in the Ford project, it has become involved in a consortium with other colleges and grants. The College has been very successful in the DCEO grant application because of the regional approach to all of these issues.

Dr. McCarthy noted the newspapers, suburban and city, have been carrying stories of the plight of veterans returning from Iraq. The good news, as far as the College is concerned, is that out of the 700 students in the truck driving program, 40% were veterans who got jobs with benefits. As mentioned before, the Illinois Veteran's grant is an issue that ICCTA and Presidents Council have taken up. The College has lost over \$300,000 in the past three years. Once the College enters into an agreement regarding the veteran's grant, the College is required to cover the tuition. At the last Presidents Council meeting, Mike Monaghan, Ed Duffy and Tom Ryder stated they were not optimistic that much could be done about this. However, that was before the articles about the veterans appeared in the newspapers.

Several community members requested microphones in the Board Room during Board meetings. It should not be a difficult process since the Board Room is already wired.

Since the College's present email system is overloaded and ready to crash, the College is reviewing a new email system. The purchase recommendation may be brought to the next Board meeting.

Dr. McCarthy noted he is working on the suggestion of painting murals or hanging art along the track at St. James Wellness Institute.

A staff development day was held on March 23<sup>rd</sup> at Joliet Junior College. The topic was customer service and the feedback from has been very positive.

Dr. McCarthy expressed his sympathy to the families of two PSC students who recently passed away, Jennifer Yurman from Steger and David Dedo from Homewood.

President's Cabinet Monthly Reports

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Ms. Doyle inquired how the Illinois Veteran's grant will affect the College this semester. Dr. Nunes pointed out there are only two veterans in the program this semester so therefore the College will not lose very much money. Mr. Fazzini asked how the College loses that much money with regard to the Illinois Veteran's grant. Dr. Nunes explained in the fall and summer the College receives full reimbursement for tuition. However, in the spring, the College only receives a portion because funding for the grant has run out. The law states the student will not make up the difference.

### Our College Identity

This is for information purposes only. Dr. McCarthy pointed out this document helps everyone understand the College and tells the world about it.

### Financial Projection

Mr. Tenuta stated this is the projection of where the College will be at year end. The College is right on target and should hit the budget with no problem. Mr. Fazzini noted he contacted Mr. Tenuta to discuss the revenue figures noting they are not highly accurate. For the Board to utilize this information, Mr. Fazzini stated it cannot be very useful if the revenues and expenses are overstated. Mr. Fazzini asked why the Board cannot get accurate information. Mr. Tenuta stated a projection is a guess and simply a quick way to see if there is going to be a problem. There is no software that gives a precise projection. The data is changing constantly.

Mr. Fazzini asked if the projection could be more accurate if more accurate information was plugged in. Mr. Tenuta stated the variances can be explained. Mr. Fazzini asked for more realistic projections.

### Budget Discussion/Tuition

Dr. McCarthy commented community colleges, which are access institutions, are approaching a cost of \$100 per credit due to decreased funding at the state and federal levels. During the past two years, the College has experienced significant savings due to retirements and new hires. The Board was gracious to allow the College to use those savings to balance the budget. Employees have been asked to cut budgets such as supplies and travel. However, this can only go so far. Dr. McCarthy stated he would bring a proposal to increase tuition to the April Board meeting. His proposal will also include an option to increase tuition slightly on an annual basis. The last time there was an increase in tuition was April 2004. That increase was \$10 per credit hour.

Ms. Beamon stated the students will need more information in order to have a full understanding of why the College will be increasing tuition. After the last College Council meeting, the student representatives discussed some of the reasons for increasing tuition. Although they were not happy about the increase, Ms. Beamon explained they began to understand why.

The plan is to hold a College Council meeting to explain the tuition increase. Notices will be posted and everyone will be invited.

Mr. Camilli asked what was meant by an increase every year. Dr. McCarthy explained in April 2004, the tuition was increased by \$10 per credit hour so it would not have to be done again in the near future. However, due to the lack of state funding, many colleges have chosen to do smaller tuition increases of \$2 or \$5 an annual basis. If there is no change in state funding, there will be a need to increase tuition. If funding increases, no tuition increase would be necessary. Dr. McCarthy stated each increase would come before the Board.

Ms. Pearson asked if anyone knew what South Suburban College was planning to do. At this time, that

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information was not available. However, Dr. McCarthy stated he will be getting the information on the College's peer schools including South Suburban College and Kankakee Community College. Ms. Pearson asked if the size of the student body has any factor on tuition. Several years ago the smaller schools would have had the higher tuition. However, that has changed somewhat due to decreases in enrollment. Ms. Pearson inquired if any of the College's community-related classes have an impact on the College's revenue. The Illinois Veteran's Grant does have an impact on revenue.

Ms. Johnson expressed her appreciation that this issue was brought at this time in order to give everyone as much information as possible. Dr. McCarthy added two elements have not yet been plugged into the budget; i.e., the student success grant and the P-16 grant.

Mr. Fazzini asked what a \$1 increase in tuition means to the College. Mr. Tenuta noted it will bring in approximately \$100,000. He explained the College will be lucky to break even on the budget. Mr. Fazzini explained he will need accurate numbers in order to understand the budget and tuition increase. Mr. Camilli noted the last time a tuition increase was discussed, there was a lot of discussion about those students who cannot afford the increase. He asked if the College had tracked those students and if any had been lost due to the previous increase. Dr. McCarthy explained students who receive Pell and MAP are tracked. Pell and MAP pays for everything for the students. A rough number could be extracted from that. Mr. Camilli asked to have those figures by the next meeting.

### Monthly Financial Report

Mr. Tenuta gave an overview of the monthly financial report.

## ITEMS FROM THE BOARD OF TRUSTEES

### Schedule for Future Board/College Events

Dr. McCarthy pointed out the following events: IBHE meeting on April 4<sup>th</sup> and Phi Theta Kappa annual banquet that same day in Springfield, Transfer Dinner scheduled for April 27<sup>th</sup>, April 28<sup>th</sup> Foundation meeting, April 28<sup>th</sup> student leadership awards at Dave & Busters, Congressman Jackson art exhibition on April 29<sup>th</sup>, the annual retirement and recognition luncheon scheduled for May 12<sup>th</sup>, commencement and pinning ceremonies on May 20<sup>th</sup>, the Foundation golf outing on June 5<sup>th</sup> and the ICCTA convention June 8<sup>th</sup> through 10<sup>th</sup> in Springfield.

Mr. Fazzini noted the Board has a workshop scheduled for Thursday, April 6<sup>th</sup>. He suggested the Board's annual organizational meeting be held on that date. In addition, Mr. Fazzini stated he would add to the agenda the board liaison discussion.

*Mr. Fazzini moved and Mr. Camilli seconded that the Board of Trustees hold their organizational meeting on Thursday, April 6<sup>th</sup> and add the discussion of Board liaisons if time permits at that same meeting.*

Ms. Johnson inquired if this was the same discussion Mr. Fazzini had voted no on at a previous meeting. Mr. Fazzini stated it was; however, there would be a new motion. Ms. Doyle stated if this discussion was coming back to the Board more substantive information will be needed.

Ms. Beamon stated if the Board is going to be reorganized, it should be done before the new student trustee is seated.

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Ms. Doyle asked about Board self-evaluation and if there was a document that could be used. She pointed out that at the last organizational meeting, the Board discussed using a document; however, it did not do so. Ms. Pearson will provide Board members with a copy of the document.

Ms. Doyle asked who will run the organizational meeting. Mr. Fazzini responded the meeting is run by the President and the Board then elects a chair pro tem.

Ms. Johnson asked if the reorganization would be held in open session. Mr. Todd Hayden stated such a discussion should be in open session. Ms. Johnson commented the tentative board workshop date is on the Board's schedule. She asked Ms. Trost to contact the Board members to ascertain their availability if this motion does not carry.

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

Mr. Camilli	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Beamon	Aye

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

### ICCTA/ACCT Report

There were no reports.

### Prairie State College Foundation Report

Ms. Pearson noted the Foundation's golf outing is scheduled for Monday, June 5<sup>th</sup>. She asked everyone to save the date.

### Table Participant Comments

Mr. Flannigan thanked the Board for confirming the new faculty members, congratulated the adjunct faculty union and thanked the board for approving their contract. He expressed the condolences of faculty for the deceased students.

Ms. Braasch echoed Mr. Flannigan's sentiment. She thanked Dr. McCarthy, Ms. Reaves and Ms. Allen for the Staff Development Day. In addition, Ms. Braasch thanked the administrators for manning the offices.

Ms. Beamon noted this year the students did not attend Student Lobby Day due to the inclement weather conditions. Ms. Beamon suggested there be a meeting for students regarding the tuition increase. She asked that this meeting not be run by administrators since it should be from the student's point of view. Ms. Beamon stated she would run the meeting. Dr. McCarthy will give her whatever information she will need. Ms. Beamon appreciated the efforts of those who helped the *Student Review* get what they needed. Now they get the newspaper out in two days instead of a week and a half.

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Mr. Marks thanked the Crete Monee School District for hosting the meeting and stated it was fun going on the road.

Mr. Fazzini also thanked the Crete Monee School District for allowing the Board to hold its meeting in their office. He also noted a letter of thanks should be sent to Dr. Berry.

Ms. Doyle asked Ms. Beamon if she would like another trustee to be with her when she holds her student meeting regarding the tuition increase. Ms. Beamon and Ms. Doyle will work together. Ms. Beamon pointed out the students need to see the big picture in that it is not just the College, but it is the state and others. Ms. Beamon stated who ever missed Chicago Bears on Court missed a great time.

Mr. Camilli welcomed the new faculty members and thanked Dr. Uzureau and the others for an adjunct faculty contract the Board could live with.

Ms. Pearson welcomed the new faculty. Also, a great job was done on the adjunct faculty contract.

Ms. Johnson believes Ms. Beamon is looking for a town hall meeting and thinks that would be wonderful way to discuss the tuition increase with the students. She also suggested maybe the political science professors could assist.

**ADJOURNMENT**

*Mr. Camilli moved and Ms. Pearson seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 6:19 p.m.*

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Mary Lee Johnson, Chair

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Kathleen Doyle, Secretary

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Patricia G. Trost, Board Recorder

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