

# THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

Six Hundred Eighty Fourth Meeting  
March 27, 2007

## MINUTES

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Ms. Janice Pearson, Chair, convened the 684th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:01 p.m., Tuesday, March 27, 2007 in the Board Room of the College.

### **ROLL CALL:**

#### Board Members Present

Ms. Janice Pearson, Chair  
Mr. Mark Fazzini, Vice Chair  
Mr. Michael Camilli, Secretary  
Ms. Peg Donohue  
Ms. Kathleen Doyle  
Ms. Mary Lee Johnson  
Mr. John Marks  
Ms. Lesliefaye Gogins, Student Trustee (*arrived at 5:18 p.m.*)

#### 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. Susan Braasch, Staff Representative  
Mr. Richard Ray, Student Representative

#### Administrative Staff Members

Ms. Gwen Dean, Ms. Betsy Elliot, Ms. Lynita Gebhardt, Mr. Chuck Jenrich, Mr. Jerry Mackay, Dr. Craig Mulling, Ms. Cathy Robinson, Mr. John Schmidt, Ms. Terri Winfree Seeley, Dr. Susan Solberg, Mr. Randall Sonnemaker

#### Faculty Members

Ms. Roma Advani, Ms. Susan Bayer, Mr. Harry Burke, Ms. Alanna Cotch, Ms. Linda Dethloff, Ms. Patti Eberhardt, Mr. Jason Evans, Dr. JoAnn Foriest, Ms. Barbara Gorbitz, Sister Ida Green, Ms. Shelly Hokanson, Ms. Barbara Johnson, Ms. Nancy Kasten, Mr. Donald Kouba, Ms. Debbie Manley, Ms. Natalie Martin, Ms. Valerie Nicholson, Ms. Patrick Reichard, Mr. Lou Shields, Ms. Maurine Stein, Mr. Mohammad Salami, Ms. Diane Herron-Schmidt, Ms. Donna Sum, Ms. Vivian Zimmerman

#### Support Staff Members

Ms. Jill Yott, Mr. Julius Neveles

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### News Media

Mr. Rick Ducat, *The Star*, Mr. Omar Solomon,, *Student Review*

### Other

Ms. Sande McCarthy; Dr. Thomas Blondis, PSC trustee candidate

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

Mr. John Flannigan noted at last month's meeting, Ms. Sally Haywood spoke on behalf of the Faculty Federation to express their continuing disappointment with the Board of Trustees' inaction on the appointment of an Assistant Professor and Coordinator of the College's ESL program. Ms. Haywood closed her remarks with a simple and direct request for an up or down vote on the recommendation made last December by the faculty and the administration. The agenda for tonight's meeting demonstrates that, once again, the Board has decided against such a vote, and so faculty are present tonight to express their continuing disappointment with the Board's decision.

The Board has heard the faculty's concerns before and will not take up its time reiterating them. Mr. Flannigan simply wanted to emphasize that, in the eyes of faculty, nobody's interests are being served by the Board's inaction on this matter. On the other hand, the Board's inaction does a huge disservice to the College's ESL program and its ability to serve the College community. Every month the Board delays acting on this faculty appointment represents a month of missed opportunities for curriculum development and service to the College's ESL students. The Board's inaction also signifies a lack of faith in a process for faculty selection that the administration, the Faculty Senate, and the search committees themselves have worked hard over the years to develop and perfect. Moreover, the Board's inaction does a disservice to its image and reputation throughout the College's community. The faculty strongly feel that whatever possible advantage the Board may believe it or the College gains through the Board's inaction on this matter is more than outweighed by the diminished power of the Board to lead on almost any other matter.

Mr. Flannigan knows that he does not have to remind the Board when the College faces accreditation in 2008, one of the criteria on which the College and the Board will be evaluated is how well all of the College's constituencies interact to support its mission. He is troubled by what he sees as a worsening deadlock between the Board and the College. On behalf of faculty, Mr. Flannigan asked the Board to reconsider their position and, as requested before, give the ESL candidate an up or down vote as soon as possible.

### **INTRODUCTIONS/RECOGNITIONS**

Mr. Don Kouba reported eight Photography students participated in the Annual Skyway Fine Arts Competition held at the College of Lake County. Photographs are on display at Fresh Starts Restaurant in Flossmoor through mid-April. Mr. Kouba encouraged everyone to stop by the restaurant to enjoy the success of the Photography program.

### **CONSENT ITEMS**

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

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Minutes

*That the Board of Trustees approve the Minutes of the Executive Session of January 30, 2007; the Minutes of the 683<sup>rd</sup> Regular Meeting of February 27, 2007; and Minutes of the Executive Session of February 27, 2007; as presented.*

Approval of New Course in Communication

*That the Board of Trustees approve the following new course in Communication, effective Fall 2007:*

*COM 103      Group Discussion*

Approval of New Course and New Program Certificate in Networking

*That the Board of Trustees approve the following new course and new program certificate, effective Fall 2007:*

*ITNET 280      Ethical Hacking  
Certificate      Network Security Specialist*

Approval of New Courses and New Program Certificate in Programming

*That the Board of Trustees approve the following new courses and new program certificate, effective Fall 2007:*

*ITPRG 171      Game Design  
ITPRG 173      Digital Storytelling  
Certificate      Game Design and Development*

Approval of New Courses and Certificate Program in Music

*That the Board of Trustees approve the following new courses and new certificate program, effective Fall 2007:*

*MUSIC 176      Sound Recording Techniques  
MUSIC 299      Music Production Internship  
Certificate      Music Technology*

Course Fee Changes

*That the Board of Trustees approve a the following course fee changes:*

<u>Course</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
<i>MUSIC 174</i>	<i>\$20</i>	<i>\$30</i>
<i>MUSIC 274</i>	<i>\$20</i>	<i>\$30</i>
<i>PHOTO 280</i>	<i>\$50</i>	<i>\$55</i>
<i>PHOTO 281</i>	<i>\$60</i>	<i>\$65</i>
<i>PHOTO 283</i>	<i>\$50</i>	<i>\$55</i>
<i>PHOTO 285</i>	<i>\$60</i>	<i>\$65</i>
<i>PHOTO 290</i>	<i>\$65</i>	<i>\$70</i>
<i>PHOTO 292</i>	<i>\$60</i>	<i>\$65</i>
<i>PHOTO 293</i>	<i>\$60</i>	<i>\$65</i>

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Bills Payable – FY2007

*That the Board of Trustees approve the FY2007 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. Donohue	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Gogins	Aye

*The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.*

ACTION ITEMS

EXECUTIVE SESSION

*Mr. Fazzini moved and Ms. Doyle 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 roll of call, the vote was as follows:

Mr. Camilli	Aye
Ms. Donohue	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Gogins	Aye

*The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried, the meeting adjourned to Executive Session at 5:07 p.m.*

RETURN TO OPEN SESSION

*Ms. Johnson moved and Ms. Donohue seconded that the Board of Trustees return to Open Session at 5:40 p.m. All members present voted Aye, and the motion carried.*

ACTION ITEMS

Faculty Appointment - Chemistry

*Ms. Donohue moved and Mr. Marks seconded that the Board of Trustees approve the appointment of Dr. Christine Brooms to a full time faculty position in Chemistry, effective August 14, 2007, at a salary of \$51,422.00.*

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

Mr. Camilli	Aye
Ms. Donohue	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Gogins	Aye

***The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.***

Faculty Appointment - Psychology

*Mr. Camilli moved and Ms. Donohue seconded that the Board of Trustees appoint Dr. Andre' Halliburton to a full-time faculty position in Psychology, effective August 14, 2007, at a salary of \$55,865.00.*

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

Mr. Camilli	Aye
Ms. Donohue	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Gogins	Aye

***The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.***

Faculty Appointment - Humanities

*Mr. Marks moved and Mr. Fazzini seconded that the Board of Trustees appoint Mr. Max Hammond to a full-time faculty position in Humanities, effective August 14, 2007, at a salary of \$45,054.00.*

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

Mr. Camilli	Aye
Ms. Donohue	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Gogins	Aye

*The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.*

Continued Employment and Issuance of Annual Contracts for FY2008 for Administrative Employees  
*Mr. Camilli moved and Ms. Donohue seconded that the Board of Trustees approve the continued employment and issuance of contracts for FY2008 to the administrative employees listed on the attachment for the period July 1, 2007 through June 30, 2008.*

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

Mr. Camilli	Aye
Ms. Donohue	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Gogins	Aye

*The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.*

First Reading, Board Policy F-25, Academic Code of Conduct

*Mr. Fazzini moved and Ms. Johnson seconded that the Board of Trustees approve for First Reading, Board Policy F-25, Academic Code of Conduct.*

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

Mr. Camilli	Aye
Ms. Donohue	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Gogins	Aye

*The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.*

Purchase Recommendation – Copiers

*Ms. Donohue moved and Ms. Johnson seconded that the Board of Trustees approve the purchase of six copiers from Martin Whalen Equipment Co. under State Contract #4010919 in the amount of \$19,317.00.*

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

Mr. Camilli	Aye
Ms. Donohue	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Gogins	Aye

*The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.*

Purchase Recommendation – Campus & Public Safety Vehicle

Mr. Camilli inquired why the College was purchasing another SUV rather than a Crown Victoria as it did before. Mr. Martin noted the College is replacing two Jimmys with the SUV; the SUV will be used as a multi-purpose vehicle and, since it is larger, a plow can be attached. There are six vehicles, including the two that are being replaced, available for use by Campus & Public Safety. Mr. Martin noted the Crown Victorias may be replaced in the future.

*Mr. Camilli moved and Ms. Doyle seconded that the Board of Trustees approve the purchase of a 2007 Ford Expedition from Landmark Ford, Inc. under State Contract #4013449 in the amount of \$24,444.00.*

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

Mr. Camilli	Aye
Ms. Donohue	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Gogins	Aye

*The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.*

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### REPORTS

#### President's Report

Dr. McCarthy pointed out Ms. Reaves's report on the Protégé Program and the College's charter membership with the Student African American Brotherhood. Both programs are designed to assist young men. There are a number of stories about both these programs in the Information Items.

The 5<sup>th</sup> Annual Latino conference was held on campus last week. It was attended by more students than ever before. He thanked Ms. Angela Winters-Harmon, Assistant Dean of Student Life & Multicultural Affairs, Ms. Mildred Lopez, Outreach Coordinator/Bilingual Advisor, Ms. Esther Pacheco, Administrative Assistant/Student Life & Multicultural Affairs, and Ms. Amanda Hallman, student worker.

Last week the College hired a Spanish speaking counselor in the Illinois Employment Training Center. This was one of the recommendations received at the meeting last December with the Hispanic community group which included Chicago Heights 2<sup>nd</sup> Ward Alderman Frank Perez.

The College was recently notified that the Cook County President's Office of Employment Training (POET) is no longer providing funding for the Employers Service Center.

On March 19<sup>th</sup>, Ms. Judy Erwin, Executive Director of the Illinois Board of Higher Education, was the guest of the South Metropolitan Higher Education Consortium. She shared her views on the higher education budget.

The Foundation sponsored another successful Economic Forecast Breakfast. Dr. McCarthy thanked the employees who volunteer at this event and all Foundation events.

The Board received an explanation from Ms. Trost regarding the canvass of the election and the timing of the organizational meeting. The Board agreed to meet on Tuesday, May 15<sup>th</sup> for its annual organizational meeting.

#### President's Cabinet Monthly Reports

Dr. Uzureau, Mr. Tenuta, Dr. Nunes, and Ms. Reaves were available for any questions.

#### Financial Projection

Mr. Tenuta reported the College will experience a deficit of approximately \$200,000 in the Education Fund. The Operations Fund is where it should be. The reduction in funding by the state is beginning to wear on the College.

#### Budget Discussion/Tuition

Dr. McCarthy spoke directly to the students noting that as a college student, he worked construction in both summer and winter to help pay for his college education in addition to receiving a few small scholarships. He knows what type of impact a tuition increase has on students. At one time, the state

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accounted for one-third of the College's funding; however, presently it is at 13%. In addition, Prairie State also falls under the statewide average of 17%. Other community colleges, such as College of DuPage and William Rainey Harper, have increased their tuition to over \$100 per credit hour. The question is does Prairie State College erode the quality of the education offered or ask students to pay more.

Dr. McCarthy explained he is alerting the Board and the students this month about his plan to bring a tuition increase recommendation to the Board next month. This will allow the students to have one or two focus group meetings as the students did last year.

Mr. Fazzini inquired how much a \$1 per credit hour would give to the College. Mr. Tenuta explained it would give the College between \$90,000 and \$100,000. The \$5 increase would give the College around \$500,000. Mr. Fazzini expressed his concern the increase would put the College's tuition rate as one of the highest in the state. He asked what else the College is doing to balance the budget noting. He would like to see the whole picture at the next meeting such as the consolidation of positions, additional costs that have been cut, or this is all the College can do internally. This is only a piece of the picture. Mr. Fazzini would like to know what the College will do with the extra money. Dr. McCarthy stated the increase in tuition will go to reduce the deficit in the budget.

Ms. Donohue noted many community colleges are increasing tuition on a yearly basis and asked if the state is listening to this. Community colleges cannot continue to do this to its students. She inquired if there was a plan in place. Ms. Donohue does not want Prairie State to be raising tuition every year. College of DuPage is actually laying people off. She does not want to propose that, but it may be helpful in a worst case scenario. It's terrible to continue to put this on the backs of the students.

Dr. McCarthy noted at the recent South Metropolitan Higher Education Consortium meeting, it was explained to Ms. Judy Erwin that the governor does not appear to have higher education on his radar screen. It is her job to put it there. In the past the College has done things the Board suggested and will likely do them again. It is also a fact that a number of colleges will make small tuition increases, between \$3 and \$5, each year.

Mr. Camilli asked Mr. Tenuta about the deficit of almost \$700,000; however, the proposal is for an additional \$500,000. Where will the other \$200,000 come from? Will the College have another deficit? He added he is not proposing the College increase tuition, but wants to know exactly what the College is doing. Mr. Tenuta explained most of the deficit will be made up with the working cash transfer. However, that money will not be available for FY2008. In addition, the supplies and travel budgets have been cut another 10%; the budget has been cut to the bone. The only thing left is personnel and that is where the College will need to look.

Mr. Camilli commented the Board will need an actual projected budget in front of them to see where the College stands. Ms. Donohue suggested looking at positions that are currently unfilled. Mr. Tenuta noted the College does that already all year long which helps offset the deficit. She added she

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understands there are critical positions within the College that need to be filled. However, the College needs to look at possibly not filling some positions.

Ms. Gogins is concerned about the student body. Recently, she was talking with a number of students about the disparity in tuition between Prairie State, Kankakee, Joliet, and Moraine. The students involved in the conversation are self pay students. Though she is a non-traditional student, Ms. Gogins needs to think about issues from every tier of student the College has. Sometimes there are students who see a tuition increase, but really don't care about the gas to travel to another community college or they have a friend who is living in another district. Ms. Gogins is concerned this could lead to an additional impact which imposes a greater financial strain on the remaining students. She is interested in what causes a deficit of \$700,000. The Board needs to look at ways to trim the budget, but Ms. Gogins does not want to cut faculty.

Ms. Johnson asked about clarification regarding faculty eliminations. Mr. Camilli noted he is not saying the College should eliminate faculty positions, but would just like to see what the budget is going to be and exactly what is going on.

Dr. McCarthy addressed Ms. Gogins's statement regarding the disparity in tuition between Prairie State and several other colleges. Prairie State is a tax capped district and the others are not. In addition, there is the issue of equalization which is a complicated issue that puts Prairie State at 13% funding and other community colleges at 17%. It's difficult to compare community colleges because of their location and size of the student body.

Mr. Tenuta added inflation is eating away at the College's purchasing power. There are contracts and vendors who continually raise their prices.

Ms. Doyle noted last year the College made so many different cuts to the budget. It was discussed that the next step would be faculty; however, the Board did not want to make that decision and that's why it voted to increase tuition.

Ms. Gogins suggested the student body be informed of the tax cap and other issues. Last year town hall meetings were held to inform students about funding and the tuition increase. Mr. Fazzini pointed out this helps the current students, but does not catch future students.

Mr. Camilli asked if there is a deadline. The Illinois Student Assistance Commission needs to be notified by the end of May.

### Monthly Financial Report

Mr. Tenuta reviewed the monthly financial report.

ITEMS FROM THE BOARD OF TRUSTEES

Schedule for Future Board/College Events

Dr. McCarthy noted a number of students will be attending the Phi Theta Kappa International Conference in Nashville from April 11<sup>th</sup> through April 15<sup>th</sup>. On April 24<sup>th</sup>, the All-Illinois Phi Theta Kappa banquet will be held in Springfield. Student Lobby Day will be held on April 25<sup>th</sup> in Springfield.

The Board agreed to hold its annual Organizational Meeting on Tuesday, May 15<sup>th</sup> at 5:00 p.m. Ms. Trost will remind the Board.

ICCTA/ACCT Report

There were no reports.

Prairie State College Foundation Report

Ms. Donohue reported the Foundation's 20<sup>th</sup> annual Economic Forecast Breakfast was held March 16<sup>th</sup> at Olympia Fields Country Club. The naming sponsor was Heritage Community Bank. There were over 220 people in attendance. She thanked the College's employees who assisted at the event.

Scholarship applications will be available online and in the Financial Aid office next week.

The Foundation's 14<sup>th</sup> annual Scholarship Golf Classic is scheduled for Monday, June 4<sup>th</sup> at Ravisloe Country Club. The naming sponsors are UPS and Barnes & Noble.

The next Board meeting will be held on Friday, April 20<sup>th</sup> at 7:30 a.m. in the Board Room.

Services Committee

Mr. Tenuta reported the Health Insurance RFP was sent to 17 different vendors last week. Vendors have until April 4<sup>th</sup> to turn them in. They will need to be reviewed quickly in order to get the finalists in to be interviewed by the Board before the April meeting.

Mr. Marks asked what the intended purpose of reviewing the health insurance was. Ms. Donohue noted the contract is being reviewed since it has not been reviewed in five years. Mr. Camilli pointed out he was not at the last Board meeting and understood a number of things were talked about during the services committee discussion. He noted there are two Board members that will not be here soon, because they are not running for re-election. It is ridiculous that this Board is deciding something that the next Board will need to deal with. Ms. Johnson noted that this was brought by the Chair. Mr. Camilli is simply giving his opinion. He asked if Briargate Insurance was the broker. Briargate is the broker/consultant the College presently uses. Mr. Marks noted in the RFP that it appears they need to be two separate entities. Mr. Tenuta stated that was not the case.

Mr. Marks, who is a certified insurance counselor, does not think the Prairie State College employee benefits account is either large enough or complex enough to require the services of a third party

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consultant. He asked if the insurance was just renewed on January 1, 2007, why is this coming up at this time? Mr. Tenuta pointed out this was for the next fiscal year.

Ms. Pearson explained that when Briargate was retained five years ago as the College's brokers, they were to be reviewed on a yearly basis. That yearly review has never taken place. It has been five years since their contract has been reviewed. She personally has some questions she would like to ask them.

Ms. Donohue noted at the last meeting, the Board reviewed all services and discussed which ones needed to be reviewed. In fact, Mr. Fazzini mentioned at last month's meeting that the Board may want to wait on reviewing some of the services.

Mr. Marks pointed out this is different in that the College's benefits are collectively bargained for and determined by contract. Briargate does not receive a service fee or consulting fee. They work on a very small percentage commission of the premium paid by the College. They receive nowhere near 5% commission. On an account this size, no one will get near 5% commission and it is unlikely anyone will come in and undercut Briargate.

Ms. Donohue asked if there was an RFP sent when Briargate first got the account. Briargate did respond to an RFP five years ago. Ms. Donohue inquired if the Board wants to follow that same process. Since it hasn't been reviewed in five years, Ms. Pearson gave the services committee a directive to begin the RFP process before her final meeting.

Mr. Camilli noted there appears to be a deadline for the Board. Mr. Tenuta pointed out he was directed by the Board to bring it to the April meeting. Mr. Camilli stated that is his concern. The Board just discussed a May organizational meeting when different Board members will be there. In his opinion, he believes this Board should not be making decisions for the Board that will sit one month later. Mr. Marks agreed. Also, the health insurance is in place until January of next year and it should be addressed closer to that time. Ms. Pearson would like to ask the brokers some significant questions before she leaves the Board. Mr. Marks suggested the brokers be invited in to answer those questions. Ms. Pearson continued to state that she would like to discuss the loss of benefits experienced by the College's employees, the constant increases and where this is going to go. Mr. Camilli stated he would abstain from a vote on this, because it is not his vote to give. This belongs to another Board.

Mr. Marks stated there is a difference between asking questions about employee benefits and replacing the brokers.

Mr. Tenuta noted he can call the RFP off. Mr. Marks stated that could be done and if this issue is revisited at a later date, he is all for it; however, at this time, it's not appropriate and is pointless.

Ms. Donohue noted the Board should review contracts on a regular basis. Mr. Camilli agreed, but it should be done once the new Board is seated.

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Ms. Donohue stated we should review them on a regular basis. Mr. Camilli stated that should be done with the new Board.

Ms. Johnson pointed out Mr. Tenuta did a lot of work for nothing and apologized for wasting his time on this. At the last meeting, Mr. Fazzini raised the idea of waiting on this issue; however, the rest of the Board agreed to go ahead with it at this time.

Ms. Pearson stated the health insurance brokers were to be looked at every year and here it is five years later and they have never been looked at. Dr. McCarthy would like the Services Committee to clarify "looked at." Ms. Pearson asked if the College was comfortable with the brokers. Dr. McCarthy stated yes and he does not believe the College has lost benefits. The College has suffered the same way everyone has with regard to health insurance costs and changes have been made to the College's benefit package. This is what everyone is doing now.

Ms. Donohue suggested a timeframe be developed with regard to contracts. Ms. Pearson suggested a limit be placed on the number of years a vendor can service the College. If the College is not satisfied with services, it can send out an RFP or if satisfied, leave it as is and review it the following year again. Mr. Fazzini has trouble limiting the number of years a vendor can service the College. With regard to auditors, it is suggested they service the College for a limited amount of time. Ms. Donohue would like to work with Mr. Tenuta to develop a schedule for the services committee.

Mr. Tenuta asked if he is still proceeding with the custodial contract. Mr. Camilli believes this is an issue for the other Board to deal with and not the present Board. Mr. Fazzini asked if there was a timing issue with the custodial services. Mr. Tenuta noted the contract expires July 31<sup>st</sup>. They can continue working and the College will continue to pay them beyond that time. Mr. Camilli asked if there is an evergreen clause or self-renewing clause. Mr. Tenuta stated the Board renewed the custodial services for another year last year. Based on that clause, Mr. Camilli asked if there is some notification necessary. Mr. Tenuta stated the College has to actually renew the contract. Basically, the College will be working with the custodial company without a contract. The price might be a little higher because it will be month to month. The Board agreed Mr. Tenuta should continue to work on the custodial RFP.

Ms. Pearson asked if the College was happy with the services of the custodial company. Mr. Tenuta noted it is satisfied. She suggested since the College is satisfied, no RFP should be prepared. It should just be automatically renewed.

Ms. Donohue asked about the cafeteria services and chef. Ms. Gogins reported the student survey should go out next week. Mr. Tenuta noted the staff survey is out.

Mr. Fazzini asked that the Board be able to review any RFP before it goes out for mailing. He believes there are some clauses in the RFP that are questionable. Ms. Pearson suggested it should have been an RFQ instead of an RFP. Mr. Tenuta agreed and noted he worked on the RFP with one of the College's attorneys, Mr. Todd Hayden.

*Mr. Marks moved and Mr. Camilli seconded to rescind the health insurance RFP and to address it again closer to the end of the year.*

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

Mr. Camilli	Aye
Ms. Donohue	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Nay
Ms. Gogins	Nay

*The vote being six (6) Ayes, one (1) Nay, and one (1) Advisory, the motion carried.*

Mr. Tenuta will begin working on the custodial services RFP. Ms. Pearson wanted to know why an RFP is being prepared if the College is satisfied with their services. The Board directed Mr. Tenuta at last month's meeting to begin preparing the RFP for custodial services. Their contract expires July 31<sup>st</sup>. There is a difference between the two RFPs in that the custodial services contract expires at the end of July and the health insurance expires at the end of the year. Neither Dr. McCarthy nor Mr. Tenuta have had problems with the insurance brokers.

Ms. Donohue asked why the College has to go out for an RFP if the College is satisfied with their services. In addition, when was the last time their contract has been reviewed. It was reviewed last year and extended one year. Ms. Pearson stated they have been before the Board more times than any other vendor.

Ms. Gogins noted Ms. Pearson has a number of questions. In addition, Ms. Gogins noted the verbiage is inaccurate in that it should be an RFQ and not an RFP. She agrees the new Board should decide both of the services.

There is a deadline with regard to the custodial services. Mr. Tenuta stated he can update the last RFP for the new one. Since the Board does not meet in July, it could be difficult to get everything done before the contract's expiration. Mr. Fazzini noted the Board could meet in July, if necessary. The Board agreed the custodial services RFP will go out in May after the new Board is seated. However, the Board can review it at the April meeting.

*Ms. Pearson moved and Ms. Gogins seconded that the custodial contract to be reviewed at another time.*

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

Mr. Camilli	Aye
Ms. Donohue	Aye
Ms. Doyle	Nay
Mr. Fazzini	Aye
Ms. Johnson	Abstain
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Gogins	Aye

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

Table Participant Comments

Mr. Flannigan thanked the Board for its approval of the faculty appointments.

Mr. Ray stated at the next meeting he will introduce the Board to the new Student Government Association President. On April 25th a number of students will be attending Student Lobby Day in Springfield. The Student Leadership Awards will be held at Dave & Buster's on April 27th. Also, as Ms. Gogins indicated, the student surveys for the cafeteria will go out next week.

Ms. Doyle congratulated the new faculty on their appointments and added the quality of the faculty at the College is outstanding. She was impressed with the new course offerings and certificates.

Mr. Fazzini congratulated the students on the Skyway conference awards. The faculty appointed at the meeting have exceptional credentials and he looks forward to meeting them.

Ms. Gogins apologized for being late to the meeting. The student elections will be held on April 10th and 11th. The students are working on Student Lobby Day noting that relationships need to be established and funding is killing the College.

Ms. Donohue is delighted to see the caliber of the faculty the College is hiring. She congratulated the administrators on the renewal of their contracts.

Mr. Marks agreed with Ms. Donohue.

Mr. Camilli apologized on behalf of the Board for having to do extra work. He congratulated the new faculty on their appointments. He noted the importance of tuition especially for students who are self-supporters and since the state is not providing the College with enough funding. This is something that needs to be looked at in a thorough manner. The Board is reviewing it now without all the information it needs. This is an important vote and it should come up sooner than one month before the deadline.

EXECUTIVE SESSION

*Mr. Fazzini moved and Ms. Doyle 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 roll of call, the vote was as follows:

Mr. Camilli	Aye
Ms. Donohue	Aye
Ms. Doyle	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Mr. Marks	Aye
Ms. Pearson	Aye
Ms. Gogins	Aye

*The vote being seven (7) Ayes, no (0) Nays, and one (1) Advisory, the motion carried, the meeting adjourned to Executive Session at 7:00 p.m.*

RETURN TO OPEN SESSION

*Mr. Camilli moved and Ms. Donohue seconded that the Board of Trustees return to Open Session at 8:15 p.m. All members present voted Aye, and the motion carried.*

ADJOURNMENT

*Ms. Donohue moved and Ms. Johnson seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 8:17 p.m.*

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Janice Pearson, Chair

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Michael Camilli, Secretary

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Patricia G. Trost, Board Recorder

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