

THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

Six Hundred Ninety Fourth Regular Meeting February 26, 2008

MINUTES

Mr. Mark Fazzini, Chair, convened the 694th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:04 p.m., Tuesday, February 26, 2008 in the Board Room of the College.

ROLL CALL:

Board Members Present

Mr. Mark Fazzini, Chair
Ms. Jacqueline Agee, Secretary (*arrived at 5:06 p.m.*)
Ms. Peg Donohue
Dr. Kathleen Doyle
Mr. Phil Faso
Ms. Mary Lee Johnson
Ms. Lesliefaye Gogins, Student Trustee

Board Members Absent

Mr. John Marks, Vice Chair

Table Participants Present

Mr. David A. Brownell, Interim President
Ms. Patricia Trost, Board Recorder
Dr. Linda Uzureau, Vice President, Academic Affairs
Mr. J.R. 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. Susan Braasch, Staff Representative
Mr. Bryce Johnsen, Student Representative

Administrative Staff Members

Ms. Gwen Dean, Mr. James Eaton, Ms. Alice Garcia, Ms. Lynita Gebhardt, Ms. Diane Janowiak,
Ms. Mary Klinefelter, Mr. Norman Martin, Dr. Craig Mulling, Dr. Susan Solberg, Ms. Jennifer
Stoner, Ms. Angela Winters-Harmon

Faculty Members

Sister Ida Green, Ms. Valerie Nicholson, Mr. Edward Schwarz, Dr. Maurine Stein

Support Staff Members

Ms. Jan Bonavia, Mr. Julius Neveles, Ms. Jill Yott

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News Media

Mr. Gary Kopycinski, eNewsParkForest.com; Mr. David Schwab, *The SouthtownStar*

Others

Ms. Joan Adams, district resident; Mr. Keith Burke, PSC student; Mr. Justin Doup, PSC student; Mr. Chuck Gruberman, PSC Foundation; Mr. Rory Ravens, CL Vending

ORAL/WRITTEN PUBLIC COMMUNICATIONS

Mr. Bryce Johnsen asked what the College could do to protect the lives of the students. The College needs to have an absolute authority on campus, someone who is an enforcer and mediator. He appreciates the Board and hopes it will consider moving to a full fledged police force soon.

Mr. Fazzini responded the Board is doing what it can and the intergovernmental agreement should be on the agenda for the next meeting. The President has been keeping the Board posted about things on campus and the administration is looking at ways to fast track it. Ms. Donohue has been especially diligent in keeping the Board on this issue.

Mr. Fazzini stated that Dr. James Griffith, past trustee, recently passed away. Dr. Griffith was a long term Board member and chair; at the state level, he was chair of the Illinois Community College Trustees Association. Mr. Fazzini asked for a moment of silence in honor of Dr. Griffith and in honor of the victims who died at Northern Illinois University.

INTRODUCTIONS/RECOGNITIONS

Dr. Uzureau introduced Dr. Craig Mulling and Mr. Edward Schwarz, Self-Study Co-Chairs and Ms. Jan Bonavia, Self-Study Coordinator, who gave the Board an overview of the self-study process.

CONSENT ITEMS

Dr. Doyle moved and Mr. Faso seconded that the Board of Trustees approve the following items of consent:

Minutes

That the Board of Trustees approve the Minutes of the 693rd Regular Meeting of January 29, 2008; and Minutes of the Executive Session of January 29, 2008, as presented.

Resignation of Ms. Michele Thoele

That the Board of Trustees accept the resignation of Ms. Michele Thoele, Assistant Professor of Mathematics/Developmental Mathematics.

Full Time Faculty Overloads and Adjunct Faculty Compensation and Compensation for Administrators and Staff for Credit Courses, for the First Eight Weeks, 2008 Spring Term

That the Board of Trustees approve the full time faculty overload compensation in the amount of \$201,238.60, adjunct faculty compensation in the amount of \$493,542.55, and compensation for administrators and staff on teaching assignments for credit courses in the amount of \$11,110.00, for the first eight weeks of the 2008 Spring term.

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Adjunct Faculty Compensation and Compensation for Administrators and Staff for Non Credit Courses, for the First Eight Weeks, 2008 Spring Term

That the Board of Trustees approve the adjunct faculty compensation in the amount of \$84,662.05 and compensation for administrators and staff on teaching assignments for non credit courses in the amount of \$5,194.40, for the first eight weeks of the 2008 Spring term.

Request to Withdraw Auto Body Services Certificate

That the Board of Trustees approve the withdrawal of the Auto Body Services Certificate, effective immediately.

Ms. Gogins asked that if the resources become available and the demand increases that the Board reinstate this program.

Bills Payable – FY2008

That the Board of Trustees approve the FY2008 List of Bills Payable for February, as indicated in the enclosure.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Ms. Gogins	Aye

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

ACTION ITEMS

EXECUTIVE SESSION

Ms. Johnson moved and Dr. 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“ and “student disciplinary cases. ”

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

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Ms. Gogins	Aye

The vote being six (6) Ayes, no (0) Nays, and one (1) Advisory, the motion carried and the meeting adjourned to Executive Session at 5:34 p.m.

RETURN TO OPEN SESSION

Ms. Donohue moved and Dr. Doyle seconded that the Board of Trustees return to Open Session at 6:10 p.m. All members present voted Aye, and the motion carried.

Award of Annual Contracts for the 2008-2009 Academic Year for Eligible Full Time Non-Tenured Faculty Member (Credit)

Mr. Faso moved and Ms. Donohue seconded that the Board of Trustees approve the continuation of employment and the issuance of annual contracts for the full time, non-tenured faculty members (credit) listed on the attachment for the 2007-2008 academic year.

Ms. Gogins pointed out this is a dynamic group of faculty who set the standard for excellence in education.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Ms. Gogins	Aye

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

Final Reading – Board Policy C-11, Clean Air/Smoke-Free Environment

Ms. Johnson moved and Dr. Doyle seconded that the Board of Trustees approve for Final Reading, Board Policy C-11, Clean Air/Smoke-Free Environment.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Ms. Gogins	Aye

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

Community Service Awards (Nomination Process)

It was the consensus of the Board that Dr. Doyle and Ms. Agee participate in this process. All members present voted Aye.

Schedule for Summer Business Hours

Ms. Johnson moved and Dr. Doyle seconded that the Board of Trustees approve a four day summer work week to save energy costs. All members present voted Aye, and the motion carried.

Comprehensive Amendment to the By-Laws of Illinois Community College Risk Management Consortium

Ms. Johnson moved and Mr. Faso seconded that the Board of Trustees adopt a resolution accepting the Comprehensive Amendment to the By-Laws of the Illinois Community College Risk Management Consortium (ICCRMC).

Mr. Dempsey stated this is the College's primary insurance carrier. He has reviewed the changes and agrees with them.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Ms. Gogins	Aye

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

Cancellation of Treasurer's Bonds

Ms. Donohue moved and Mr. Faso seconded that the Board of Trustees cancel eight (8) treasurer's bonds, as they become due, executed on behalf of Mr. Robert M. Tenuta, former treasurer of Prairie State College.

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Mr. Dempsey explained that the Illinois Public Community College Act states the treasurer of the Board is to have a surety bond, the minimum of which is to be 25% of the total cash and liquid assets of the College. The College currently has purchased \$9 million worth of bonds in Mr. Tenuta's name and it is not necessary to have that level of coverage. The savings by reducing the bond level to \$4 million would be approximately \$3,500 annually. It is up to the Board to decide how much insurance is necessary. As the bonds become due, they will be cancelled leaving \$4 million in Mr. Dempsey's name.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Ms. Gogins	Aye

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

Bid Recommendation – Summer 2008 Schedule

Mr. Faso moved and Ms. Gogins seconded that the Board of Trustees award the bid for the printing of the Summer 2008 Schedule to the lowest responsible bidder, Warner Offset, Inc., in the amount of \$14,318 for the base bid. It is further recommended to award to the same vendor the additional 4 pages in the amount of \$1,200 and additional copies in the amount of \$120 per thousand, as needed.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Ms. Gogins	Aye

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

Bid Recommendation – Fall 2008 Credit Schedule

Mr. Faso moved and Dr. Doyle seconded that the Board of Trustees award the bid for the printing of the Fall 2008 credit schedule to the lowest responsible bidder, Castle PrinTech, Inc., in the amount of \$21,060 for the base bid. It is further recommended to award to the same vendor the additional 4 pages in the amount of \$835 and additional copies of \$210 per thousand, as needed.

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

Ms. Agee	Aye
Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Johnson	Aye
Ms. Gogins	Aye

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

REPORTS

President's Report

Mr. Brownell commented it has been a touch of heaven working at the College. There are wonderful faculty, students and staff. JazzFest was a wonderful experience that is beyond description. He thanked the trustees for their special contributions. Ms. Gogins was a star in Springfield in her attempt to turn the governor around on the budget. She was invited back and has done a lot of good. He thanked both Ms. Donohue and Dr. Doyle for their contributions. Ms. Donohue alerted him to House Bill 4189 and Dr. Doyle alerted him about an issue with a former adjunct faculty member. He is enjoying himself immensely. The presidential search process is going great and there are already three inquiries.

President's Cabinet Monthly Reports

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

Ms. Donohue acknowledged the 20th anniversary of the JazzFest. As usual, it was standing room only and the musicians were wonderful. She congratulated Ms. Nicholson. Ms. Gogins inquired about the distribution of the Student Life Guide. It will be updated yearly and copies are available in Student Life & Multicultural Affairs and the Information Center. Copies will be given to the Student Government Association and the Adult Training & Outreach Center. Ms. Gogins congratulated Ms. Ivy Green, a PSC student, who successfully raised money to study in Australia.

Tenth Day Report

This is for information purposes only.

Security Update/Staff Advisement

Mr. Brownell commented the report was put together with input from Mr. Dempsey and Mr. Martin. Everyone was concerned so it was necessary to give out as much detail as possible.

Mr. Dempsey noted a test of the telephone system will be done on Friday, February 29th. The College has the capability to send out messages through speaker phones on campus. Mr. Martin has purchased additional bull horns. Ms. Donohue asked what the hold-up was on the police department. Mr. Dempsey reported the City of Chicago Heights was unable to get the intergovernmental agreement on their

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February agenda so it will be on their March 3rd agenda. Mr. Martin and Mr. Dempsey will attend that meeting. It will then be on the College's agenda for the March 25th meeting.

Tax Levy Primer

Mr. Dempsey reviewed the tax levy process.

Mr. Dempsey further advised that the College has under-levied for the past six to eight years by failing to account for the new construction component of the levy. This loss of tax revenue has accounted for more than a \$400,000 loss of income that could have been used to reduce or eliminate a past tuition increase. Unfortunately at this time, there is no way to recapture that lost revenue

At the March meeting, Mr. Dempsey will give a preliminary presentation on the tax levy and other sources of revenue for 2009. There will also be a discussion of whether or not to increase tuition. He will be working diligently to come up with reasonable estimates.

Mr. Fazzini suggested Mr. Dempsey contact the Business Manager at the Village of Homewood to get information regarding Homewood TIFs. He added he is encouraged by Mr. Dempsey's report.

Monthly Financial Report

Mr. Dempsey reviewed the monthly financial report.

Draft Preliminary Financial Forecast

Mr. Dempsey reviewed the draft of the preliminary financial forecast.

ITEMS FROM THE BOARD OF TRUSTEES

Schedule for Future Board/College Events

Noted in the calendar were a number of programs in honor of Black History month. Mr. Fazzini pointed out the upcoming AACC meeting. Mr. Brownell expressed interest in attending and will lobby for the presidential search at that meeting. If any trustee is interested in attending, they should let Ms. Trost know as soon as possible. It was noted that the next ICCTA meeting is scheduled for Tuesday, April 29th and Lobby Day is Wednesday, April 30th. Since the Board meeting is scheduled for Tuesday, April 29th, it would make it difficult for Board members to go to Springfield. It was the consensus of the Board to hold its April meeting on Monday, April 28th.

The proposals from the auditors are due by 2:00 p.m. on Thursday, February 28th. The Board will need to schedule a meeting in March to review the proposals. Mr. Fazzini suggested when the proposals come in, copies be sent to the Board. Then he can poll the Board and whatever firms the Board wants to interview, they can do so on either Tuesday, March 11th or Thursday, March 13th from 5:00 until 7:00 p.m. Ms. Donohue will be out of town, but will contact Mr. Fazzini to give him her input. Dr. Doyle prefers March 13th for the meeting.

ICCTA/ACCT Report

Ms. Donohue reported there is an ICCTA meeting in Oak Brook in March and she asked if one of the other trustees could attend since she will be out of town. The Women in Leadership committee met in

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Washington, D.C. during the ACCT meeting. Illinois State Representative Riley called Ms. Donohue for some information regarding House Bill 4189 which clarifies whether community college districts are units of local government. The College was part of a lawsuit that opposed community colleges being considered a state agency.

Ms. Johnson noted she sat in a public relations seminar at the ACCT meeting and mentioned that Ms. Gogins would be a strong representative for students to speak at the state level. She also attended the Diversity Committee meeting and it seems a number of states are interested in doing what the College is doing with regard to African American males and Latinos. There was time to meet with legislators. It was a good meeting and well worth it.

Prairie State College Foundation Report

Mr. Chuck Gruberman, PSC Foundation Director, reported that the Suburban Service League has and continues to help the Foundation out with a \$3,000 per semester commitment for returning women students. In January, Ms. Cathy Kloss, Executive Director of the Foundation, received a letter from them asking if there was anything more they could do for the Foundation. There were a couple of students who were in need of financial help and the Suburban Service League generously gave \$2,000 in order to help these two women out. Foundation Directors Ms. Marilyn Tapajna and Ms. Dottie Bauer are members of the Suburban Service League. Please thank them for everything they have done.

Ms. Donohue announced the annual Economic Forecast breakfast is scheduled for Friday, March 14th at Olympia Fields Country Club. Mr. Chuck Carlson is the speaker. The cost is \$25 per person and is very well attended.

The annual Special Event is scheduled for Friday, November 14th.

Annual Contracts, Services and Documents Report

Mr. Fazzini explained this is a list of recurring items for the Board. It is for information purposes only.

Cafeteria

Ms. Gogins stated the initial concern was service to students and most of it has been almost resolved with the purchase of the kiosk. The next problem is the price increases and the increase so soon after the initial contract was signed. Mr. Rory Ravens, owner of CL Vending, responded because of the increases his company has experienced, he passes along an increase to his customers.

Mr. Fazzini noted the Board has been out of the loop on these issues. Mr. Dempsey stated he understands the Board needs to be kept updated and will do so. The kiosk has arrived, the menu is in progress and it will be staffed from 4:00 until 7:00 p.m. The menu will continue to evolve as the College tries to figure out what people want.

Ms. Gogins mentioned that in addition to the Board being informed of changes to the contract, a remedy suggested was that the College look at perhaps instead of increasing prices, the price increase be absorbed by the revenue the College receives. If the Board is part of that discussion, it could be raised as an option.

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Ms. Donohue and Ms. Gogins thanked Mr. Ravens for attending the meeting and updating the Board.

Table Participant Comments

Ms. Braasch thanked Mr. Brownell for his quick response to her email about safety concerns.

Mr. Johnsen thanked Mr. Dempsey for his presentation and Ms. Valerie Nicholson for the Jazz Fest. The Foundation's Economic Forecast breakfast is scheduled for Friday, March 14th and Student Government will be in attendance. Student Lobby Day in Springfield is scheduled for April 15th and there will be a coalition of students attending. The college transfer fair is scheduled for February 27th, the men's basketball team will begin the Region IV tournament tomorrow, a sock hop will be held on April 17th in honor of the College's 50th anniversary, and a 50th anniversary trivia game is being put together. Each board member received a 50th anniversary T-shirt. The Student Government Association will award a \$500 scholarship to a student who plans to attend Northern Illinois University. Student Government sees the need for prevention programming. At this time, it is underfunded and Mr. Johnsen is reviewing what other colleges provide. At next month's meeting, he plans to have a presentation with a plan.

Ms. Johnson thanked Dr. Mulling and Mr. Schwarz for their wonderful presentation noting new technical things are great. She noted how important it was for everyone to be mindful of what is going on around the campus and to report anything suspicious.

Ms. Donohue thanked Mr. Johnsen for attending NIU memorial service and for bringing back the memento. She appreciated the moment of silence at the start of the meeting.

During the Washington D.C. trip, Ms. Agee and her son went to Walter Reed Medical Center and distributed the gift cards donated by Phi Theta Kappa. They met with one family who had just arrived at the hospital to visit their son; they greatly appreciated the gift card. As they met with individual soldiers, Ms. Agee and her son felt like ambassadors for higher education and community colleges in particular. She again thanked Phi Theta Kappa for their generosity.

Ms. Gogins noted students should be aware on campus. Mr. Justin Doup and Mr. Keith Burke are Student Government senators. They are forward thinking and have suggested a cadet program for students in the criminal justice program. Their suggestion is that this could be a service learning or independent study program wherein students would work with the police department. Ms. Gogins asked whether or not the College flies its flag. Ms. Trost will contact Mr. Schmidt. Ms. Gogins added ACCT was a good learning experience and very enriching. The press conference was great and she was proud to talk about Prairie State College and its outstanding faculty. State Representative David Miller has asked for community colleges to come and give additional testimony.

Mr. Faso welcomed Mr. Brownell for his first meeting and thanked Mr. Dempsey for doing a great job. It is nice to see the amount of money out there that we have not been able to tap into.

Mr. Fazzini pointed out the draft presidential search brochure and asked the trustees to review it and let Mr. Brownell know if they have any changes. He added that the Board will be reviewing proposals for the auditors and asked that the College begin putting together an RFP for legal services.

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ADJOURNMENT

Ms. Gogins moved and Mr. Faso seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 7:40 p.m.

Mark Fazzini, Chair

Jacqueline Agee, Secretary

Patricia G. Trost, Board Recorder
