
THE BOARD OF ILLINOIS COMMUNITY COLLEGE
DISTRICT NO. 515

SEVEN HUNDRED SECOND MEETING
REGULAR MEETING

Tuesday - November 25, 2008
5:00 p.m.
Board Room (No. 2274)

Prairie State College
202 South Halsted Street
Chicago Heights, Illinois 60411
(708) 709-3637

AGENDA

1. **CALL TO ORDER**
2. **ORAL/WRITTEN PUBLIC COMMUNICATIONS**
3. **INTRODUCTIONS/RECOGNITIONS**
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 approve the items on the Consent Agenda.

Minutes

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Minutes of the 701st Regular Meeting of October 21, 2008, as presented.

- 4.1 701st Regular Meeting - October 21, 2008

(Enclosure)

Personnel

- 4.2 Retirement of Mr. Robert Nixon, Professor of Business (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees accept the retirement of Mr. Robert Nixon, Professor of Business, effective December 31, 2008.
- 4.3 Retirement of Ms. Gwen Dean, Dean of Health Professions/
Director of Nursing (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees accept the retirement of Ms. Gwen Dean, Dean of Health Professions/Director of Nursing, effective July 1, 2010.
- 4.4 Resignation of Ms. Cindy Torres, Assistant Professor/Coordinator English-As-A-Second
Language (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees accept the resignation of Ms. Cindy Torres, Assistant Professor/Coordinator of English-As-A-Second Language, effective December 18, 2008.
- 4.5 Full-Time Faculty Overloads, Adjunct Faculty Salaries and Compensation (Enclosure)
for Administrators and Staff on Teaching Assignments for the Second Eight Weeks,
2008 Fall Term (Credit Courses)
RECOMMENDATION:
It is recommended that the Board of Trustees approve the full-time faculty overload payments in the amount of \$4,839.00, adjunct faculty salaries in the amount of \$52,060.50, and compensation for administrators and staff on teaching assignments of \$1,030.00, for the second eight weeks of the 2008 fall term (credit courses).
- 4.6 Adjunct Faculty Salaries for Adult Education Courses, for the Second (Enclosure)
Eight Weeks, 2008 Fall Term
RECOMMENDATION:
It is recommended that the Board of Trustees approve adjunct faculty salaries in the amount of \$70,359.00 for adult education courses, for the second eight weeks of the 2008 fall term.

Institutional

- 4.7 Approval of 2009 Regular Board Meeting Day, Time and Place (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees hold the 2009 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.

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Financial

- 4.8 Bills Payable – FY2009 (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approve the FY2009 List of Bills Payable for November as indicated in the enclosure.

5. ACTION ITEMS

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

EXECUTIVE SESSION

Personnel

- 5.1 Reorganization (Enclosure)
- 5.2 Promotion – Mr. Gerald Mackay (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees promote Mr. Gerald Mackay from Associate Dean of the Library to Dean of Academic Services and Director of the Library, effective January 1, 2009, at a salary of \$79,495, pro-rated in fiscal year 2009.
- 5.3 Promotion – Ms. Jennifer Stoner (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees promote Ms. Jennifer Stoner from Director of Communications and Marketing to Executive Director of Communications and Marketing, effective January 1, 2009, at a salary of \$65,835, pro-rated in fiscal year 2009.

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.

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- 5.6 First Reading - Board Policy G-27, Nepotism in Employment (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approve for First Reading, Board Policy G-27, Nepotism in Employment.

Financial

- 5.7 Health Insurance – 2009 Plan (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approve the 2009 Health Insurance Plan.
- 5.8 Proposed Prairie State College 403(b) Plan (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approve First Midwest Bank as the provider of the Prairie State College 403(b) Plan.
- 5.9 Increase in Child Care Fees (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approve the increase in child care fees, effective Spring 2009.
- 5.10 Revised Tentative Tax Levy (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approve the revised tentative tax levy for 2008.
- 5.11 Bid Recommendation – Counseling & Advising Office Renovations (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees award the bid for Counseling and Advising office renovations to the lowest responsible bidder, Larsen Construction, in the amount of \$349,500 for the base bid.
- 5.12 Bid Recommendation – Children’s Learning Center - Meal Provider (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees award the bid for meal provider for the Children’s Learning Center to the lowest responsible bidder, Open Kitchens, in the amounts of \$0.79 per unit for breakfast and \$1.89 per unit for lunch and dinner. The estimated total, based on suggested quantities in the bid specifications, is \$42,660.30 for the total bid.

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- 5.13 Purchase Recommendation – Equipment for Industrial Electricity and Computer Electronics Technology Labs (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees approve the purchase of new equipment for the Industrial Electricity and Computer Electronics Technology labs from ACT Advance Technologies, the sole source provider, in the amount of \$14,626.00.

6. REPORTS

- 6.1 President's Report (Enclosure)
- 6.2 President's Cabinet Monthly Reports (Enclosure)
- 6.3 Program Advisory Committee Memberships (Enclosure)
- 6.4 Citizen/Special Advisory Committee Memberships (Enclosure)
- 6.5 Monthly Financial Report (Enclosure)
- 6.6 Enrollment Report (Enclosure)

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
