

THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

Seven Hundred Second Regular Meeting November 25, 2008

MINUTES

Mr. Mark Fazzini, Chair, convened the 702nd Regular Meeting of the Board of Illinois Community College District No. 515 at 5:01 p.m., Tuesday, November 25,, 2008 in the Board Room of the College.

ROLL CALL:

Board Members Present

Mr. Mark Fazzini, Chair
Dr. Kathleen Doyle, Vice Chair
Ms. Peg Donohue
Mr. Phil Faso
Ms. Favian Apata, Student Trustee

Board Members Absent

Ms. Jacqueline Agee, Secretary
Ms. Mary Lee Johnson
Mr. John Marks

Table Participants Present

Dr. Eric C. Radtke, President
Ms. Patricia Trost, Board Recorder
Dr. Linda Uzureau, Vice President, Academic Affairs
Mr. J. Randall Dempsey, Vice President, Business & Information Services
Ms. Terri Winfree, Vice President, Community & Economic Development
Ms. Mary Reaves, Vice President, Student Affairs
Ms. Susan Braasch, Staff Representative

Table Participants Absent

Mr. John Flannigan, Faculty Representative
Mr. Justin Doup, Student Representative

Administrators Present

Ms. Kellie Clark, Ms. Gwen Dean, Ms. Patricia DeHesus, Mr. Brian Donovan, Ms. Lynita Gebhardt, Ms. Shawn Govan, Mr. Chuck Jenrich, Ms. Mary Klinefelter, Mr. Jerry Mackay, Mr. Norman Martin, Ms. Jaime Miller, Dr. Craig Mulling, Dr. Susan Solberg, Ms. Jennifer Stoner, Ms. Angela Winters-Harmon

Faculty Members Present

Ms. Tiffany Bohm, Mr. Ed Schwarz, Mr. Andy Schott, Dr. Leslie Tischauser

Staff Members Present

Ms. Yvonne Wolfe, Ms. Jill Yott

News Media

None.

Other

Ms. Mary Hill, PSC Student; Mr. Jon Henderling, Lunch-at-Hand

ORAL/WRITTEN PUBLIC COMMUNICATIONS

Mr. Jon Henderling, President of Lunch-at-Hand addressed the Board regarding the food service bid. Lunch-at-Hand is the current food service provider for the Children's Learning Center. He noted the bid submitted was re-evaluated based on its history with the College and resubmitted at \$1.99.

INTRODUCTIONS AND RECOGNITIONS

Dr. Linda Uzureau introduced Ms. Jaime Miller, Director, Enrollment Services. She also introduced Dr. Leslie Tischauser, Professor, History, who recently wrote his fourth book.

Mr. Andrew Schott, Assistant Professor, Political Science updated the Board on his work with the Veteran's Project. He thanked Ms. Cathy Kloss, Executive Director of the Foundation and members of the Foundation for their assistance in funding the project.

Dr. Radtke introduced Ms. Tiffany Bohm, an adjunct faculty member who teaches American Government. Ms. Bohm and 11 of her students worked with students at Washington-McKinley middle school in a mock election.

Ms. Terri Winfree introduced Ms. Yvonne Wolfe, Fiscal Specialist, who updated the Board on the Illinois Employment Training Center (IETC).

SECRETARY PRO TEM

Mr. Fazzini moved and Ms. Donohue seconded to appoint Dr. Kathleen Doyle, Secretary Pro Tem. All members present voted Aye, and the motion carried.

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 701st Regular Meeting of October 21, 2008, as presented.

Retirement of Mr. Robert Nixon, Professor of Business

That the Board of Trustees accept the retirement of Mr. Robert Nixon, Professor of Business, effective December 31, 2008.

Retirement of Ms. Gwen Dean, Dean of Health Professions Director of Nursing

That the Board of Trustees accept the retirement of Ms. Gwen Dean, Dean of Health Professions/Director of Nursing, effective July 1, 2010.

Resignation of Ms. Cindy Torres, Assistant Professor/Coordinator English-As-A-Second Language
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.

Full-Time Faculty Overloads, Adjunct Faculty Salaries and Compensation for Administrators and Staff on Teaching Assignments for the Second Eight Weeks, 2008 Fall Term (Credit Courses)
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).

Adjunct Faculty Salaries for Adult Education Courses, for the Second Eight Weeks, 2008 Fall Term
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.

Approval of 2009 Regular Board Meeting Day, Time and Place
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.

Bills Payable - FY2009
That the Board of Trustees approve the FY2009 List of Bills Payable for November, as indicated in the enclosure.

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Apata	Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

ACTION ITEMS

EXECUTIVE SESSION

Ms. Donohue moved and Mr. Faso 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 “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.”

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Apata	Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried and the meeting adjourned to Executive Session at 5:25 p.m.

RETURN TO OPEN SESSION

Mr. Faso moved and Dr. Doyle seconded that the Board of Trustees return to Open Session at 5:55 p.m. All members present voted Aye, and the motion carried.

Reorganization

Dr. Radtke outlined the reorganization. The Board supported the reorganization, as presented.

Promotion – Mr. Gerald Mackay

Mr. Faso moved and Ms. Donohue seconded 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.

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Apata	Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Promotion – Ms. Jennifer Stoner

Dr. Doyle and Ms. Donohue 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.

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Apata	Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

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Review of Closed Session Minutes

The Board reviewed the Executive Session minutes and determined the minutes that are presently closed will remain closed until their designated release date.

Review of Verbatim Recordings of Closed Session Meetings

Ms. Donohue moved and Mr. Faso seconded that the Board of Trustees authorize the destruction, on or after November 30, 2008, of audio tapes of its closed meetings held on the following dates, as to which closed meetings official minutes have been approved and no litigation under the Open Meetings Act is pending: January 30, 2007, February 27, 2007, March 27, 2007, April 23, 2007, May 15, 2007, May 29, 2007 and June 19, 2007 may be destroyed.

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Apata	Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

First Reading - Board Policy G-27, Nepotism in Employment

Dr. Doyle inquired how the policy relates to the Board. Dr. Radtke stated that Board Policy A-5, Board Member Conflict of Interest and Impropriety, addresses nepotism as it relates to the Board. Ms. Donohue commented the policy was unclear and asked that the College's attorneys review it. Dr. Radtke agreed to have that done.

Mr. Faso moved and Dr. Doyle seconded that the Board of Trustees approve for First Reading, Board Policy G-27, Nepotism in Employment.

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Apata	Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Health Insurance – 2009 Plan

Mr. Fazzini commented that the insurance plan has not come to the Board before, while other colleges take action to have their Boards approve it. Dr. Radtke explained the timetable for working with the insurance company and that next year it would be coming to the Board earlier in the process.

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Mr. Fazzini added that the College needs to look at other contracts that have not historically come to the Board and are over the authority level of the administration to sign. They need to be brought to the Board for approval to give the administration the authority to sign them.

Dr. Doyle moved and Mr. Fazzini seconded that the Board of Trustees approve the 2009 Health Insurance Plan.

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Apata	Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Proposed Prairie State College 403(b) Plan

Mr. Faso moved and Ms. Donohue seconded that the Board of Trustees approve First Midwest Bank as the provider of the Prairie State College 403(b) Plan and corresponding Resolution.

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Apata	Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Increase in Child Care Fees

Mr. Fazzini moved and Mr. Faso seconded that the Board of Trustees approve the increase in child care fees, effective Spring 2009.

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Apata	Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

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Revised Tentative Tax Levy

Mr. Dempsey reported the tentative tax levy was revised to correct an error. In addition, he provided information regarding the impact the levy would have on taxpayers on annual basis for a \$100,000 home. Dr. Doyle appreciated the information and asked that in the future the impact on the taxpayers be given to the Board each year when the levy comes to the Board.

Dr. Doyle moved and Ms. Donohue seconded that the Board of Trustees approve the revised tentative tax levy for 2008.

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Apata	Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Bid Recommendation – Counseling & Advising Office Renovations

Mr. Faso moved and Ms. Donohue seconded 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.

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Apata	Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Bid Recommendation – Children’s Learning Center - Meal Provider

Ms. Donohue noted she supports local businesses particularly those businesses that support the College. Although there was no dissatisfaction with Lunch-At-Hand, their bid came in higher than Open Kitchens. Mr. Fazzini stated that the Board has in the past wrestled with the issue of giving preferential treatment to a local vendor and he also favors supporting local vendors when possible. The Board discussed and agreed the contract with Open Kitchens would be for nine months; the College will go out for bid on the food service for the Children’s Learning Center in the summer of 2009.

Ms. Donohue moved and Mr. Faso seconded 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, for a period of nine months. The estimated total, based on suggested quantities in the bid specifications, is \$42,660.30 for the total bid.

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Apata	Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Purchase Recommendation – Equipment for Industrial Electricity and Computer Electronics Technology Labs

Mr. Fazzini moved and Ms. Donohue seconded 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.

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

Ms. Donohue	Aye
Dr. Doyle	Aye
Mr. Faso	Aye
Mr. Fazzini	Aye
Ms. Apata	Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

REPORTS

President's Report

Dr. Radtke reported the Photographers of the Year Exhibit Reception was well attended and the culminating activity for the 50th anniversary. The quality of the work was outstanding and the ceremony in which 25 photographers were recognized as distinguished alums was moving. Mr. Don Kouba, Professor of Photography, deserves the credit for his involvement in the program.

The College hosted a very successful "Career in a Year" event. Given the state of the economy, it was great timing, and a steady flow of people came through the atrium.

Dr. Radtke distributed a handout from the ACCT conference: "The Citizen Trustee: Profile in Leadership."

He attended the recent Fall Sports Banquet. There was a lot of spirit and many accomplishments by the teams and student-athletes.

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Dr. Radtke noted at the last meeting that the College is monitoring the economic situation. There is nothing definite out of Springfield at this time. In view of the economy, spring enrollment could increase.

President's Cabinet Monthly Reports

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

Program Advisory Committee Memberships

This is for review only.

Citizen/Special Advisory Committee Memberships

This is for review only. Mr. Fazzini pointed out the number of citizens helping.

Monthly Financial Report

Mr. Dempsey reviewed the report. The finances are where they were expected to be before the economic issues started. The plan is to hold off on major purchases.

Enrollment Report

This is for information purposes only.

ITEMS FROM THE BOARD OF TRUSTEES

Schedule for Future Board/College Events

Mr. Fazzini pointed out the January 13, 2009 Board Retreat where the Board will discuss boardmanship and finances.

ICCTA/ACCT Report

Mr. Fazzini distributed proposed legislative changes to the Illinois Community College Act. Mr. Fazzini and the Chief of Police of Joliet presented this at a recent meeting. There was discussion about clarifying the Act to make campuses safer. ICCTA and ICCB plan to put together a task force to assist in the clarification.

Ms. Donohue and Mr. Fazzini work together on the ICCTA Regional meeting.

The ACCT conference in New York was wonderful. Mr. Fazzini did a presentation on crises response for trustees. Ms. Apata went to student trustee meetings and networked with other students.

Ms. Apata attended the ICCB-SAC meeting on the November 15th; she is part of the legislative subcommittee. They discussed Veteran's affairs and going green.

Dr. Radtke attended a presentation by the Gates Foundation. Previously, the Gates Foundation has focused on K-12 and is now moving into the community college arena.

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Prairie State College Foundation Report

Ms. Donohue thanked everyone who support the Special Event. It was a wonderful crowd and 42 people responded to "Stand for Scholarships." A total of \$8,400 was pledged in five minutes. The few remaining unsold items will be sold to employees through an internal Internet auction.

Table Participant Comments

Ms. Braasch welcomed Ms. Miller to the College and congratulated Dr. Tischauser whose book will be in the Library. She congratulated Mr. Mackay and Ms. Stoner on their promotions and wished everyone a happy holiday.

Ms. Donohue commented that the Park Forest Historical Society has vets in the area who would be helpful for Mr. Schott's work on the Veteran's project. She noted Dr. Tischauser is an exceptional faculty member and congratulated him on his book.

Dr. Doyle commented the faculty at the College are amazing.

Ms. Apata thanked Ms. Reaves for involving her in Leadership and Core Values. She had the opportunity to be inspired by Dr. Rush Kidder who discussed core values. Those core values will be brought to Student Government. In addition, she plans on developing bookmarks listing those core values to give to students. Dr. Uzureau is a wonderful person and she is sorry she will be retiring. She has met with Ms. Miller who, along with Ms. Shawn Govan, encouraged her to take a math class. Dr. Tischauser is her history professor and a great historian. She is learning so much from him.

Mr. Faso wished everyone a Happy Thanksgiving, it was a great meeting and Prairie State is a tremendous college.

Mr. Fazzini agrees with everyone's comments.

ADJOURNMENT

Dr. Doyle moved and Mr. Faso seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 7:01 p.m.

Mark Fazzini, Chair

Jacqueline Agee, Secretary

Patricia G. Trost, Board Recorder
