

CARL SANDBURG COLLEGE

(551st Meeting)

Regular Meeting – July 25, 2002

CALL TO ORDER: The regular meeting of the Board of Trustees of Carl Sandburg College was held at The Branch Campus, 305 Sandburg Drive, Carthage, Illinois, on Thursday, July 25, 2002, at 7:00 p.m.

ROLL CALL:

Present: Mr. John T. Huston, Chairperson
Mr. Thomas H. Colclasure, Secretary
Dr. D. Wayne Green
Mr. John A. Kraus
Ms. Nancy L. Youngquist
Mr. Tim Berry, Student Representative

Absent: Ms. Gayla J. Pacheco, Vice Chairperson
Mr. Bruce A. Lauerman

Others: Mr. Thomas A. Schmidt, President, and Ms. Mary Buckingham, Recording Secretary. Administration: Mr. Larry Benne, Ms. Sherry Berg, Mr. Jon Bradburn, Ms. Lorraine Crawford, Ms. Robin DeMott, Ms. Carol Gronewold, Ms. Lisa Hanson, Mr. David Kellogg, Ms. Carol Kreider, Ms. Misty Lewis, Mr. Steve Norton, Ms. Blanche Shoup, Mr. Samuel Sudhakar, Ms. Annette St.Ledger, Ms. Shelle Summers, and Ms. Lora Wright. Faculty: Mr. Jeff Stephenson, Faculty Representative. Staff: Ms. Heather Severns, Staff Representative; Mr. Steve Alfaro, and Ms. Angie Ard. Others: a representative of the media.

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Consent/Non-Personnel: Ms. Nancy Youngquist moved and Dr. D. Wayne Green seconded approval of the following items under the Consent Agenda/Non-Personnel:

- minutes of June 27, 2002, meeting of the Board,
- bills for the month of June 2002,
- renewal of Memorandum of Agreement between Carl Sandburg College and Spoon River College for FY-2003.

MOTION: On roll call vote, five members voted “Yea”; none voted “Nay.” Motion carried. Faculty Representative voted “Yea”; Staff Representative voted “Yea”; Student Representative voted “Yea.”

Consent/Personnel: Dr. D. Wayne Green moved and Mr. Tom Colclasure seconded the following items under the Consent Agenda/Personnel:

- employment of Ms. Megan Frieden, Resource Room Coordinator, at an annual salary of \$26,720, prorated, reflecting Mid Management, Level 4, address five, effective August 1, 2002 (this position is solely grant funded through the WIA office),
- employment of Mr. Dennis Anderson, Director of the Center for Manufacturing Excellence, at an annual salary of \$47,290, prorated, reflecting eight years related experience, effective August 5, 2002 (this position is funded from the College Education Fund as approved for FY03),
- employment of Ms. Diane Inman Weeks, Administrative Assistant to the Chief Financial Officer/Treasurer, at an annual salary of \$15,670, prorated, reflecting a Clerical/Support, Level II, address three, effective August 16, 2002,
- employment of Ms. Christy Perkins, Administrative Assistant to the Dean of Community & Extension Services, at an annual salary of \$15,670, prorated, reflecting a Clerical/Support, Level II, address three, effective August 19, 2002,
- resignation of Ms. Keli Jackson, Vocational Recruiter, effective August 2, 2002.

MOTION: On roll call vote, five members voted “Yea”; none voted “Nay.” Motion carried. Faculty Representative voted “Yea”; Staff Representative voted “Yea”; Student Representative voted “Yea.”

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Financial Reports: Mr. Tom Colclasure moved and Dr. D. Wayne Green seconded that the minutes reflect receipt of the financial reports.

MOTION: On roll call vote, five members voted “Yea”; none voted “Nay.” Motion carried. Faculty Representative voted “Yea”; Staff Representative voted “Yea”; Student Representative voted “Yea.”

Entered: Mr. Bruce Lauerman entered the meeting at 7:05 p.m.

Rotary Mower: Mr. Tom Colclasure moved and Dr. D. Wayne Green seconded the purchase of a rotary mower from Tri-State Turf & Irrigation of Bettendorf, Iowa, at a cost of \$15,369.

MOTION: On roll call vote, six members voted “Yea”; none voted “Nay.” Motion carried. Faculty Representative voted “Yea”; Staff Representative voted “Yea”; Student Representative voted “Yea.”

¾-Ton Pick-up Truck: Dr. D. Wayne Green moved and Ms. Nancy Youngquist seconded the purchase of a 2003, ¾ -1 ton 4 x4 Chevrolet truck from Wight Chevrolet, Williamsfield, Illinois, at a cost of \$32,545.

MOTION: On roll call vote, five members voted “Yea”; one voted “Nay.” Motion carried. Faculty Representative voted “Yea”; Staff Representative voted “Yea”; Student Representative voted “Yea.”

Security Pick-up Truck: Mr. John Kraus moved and Mr. Tim Berry seconded the purchase of a 2003, 4 x4 Ford Ranger from Louis Lakis, Galesburg, Illinois, at a cost of \$17,210.32.

MOTION: On roll call vote, five members voted “Yea”; one voted “Nay.” Motion carried. Faculty Representative voted “Yea”; Staff Representative voted “Yea”; Student Representative voted “Yea.”

Director of Business Services: Mr. John Kraus moved and Dr. D. Wayne Green seconded the employment of Mr. Larry Byrne, Director of Business Services at an annual salary of \$47,290, prorated, reflecting an Administrative (Director, Level), address eight, effective August 12, 2002.

MOTION: On roll call vote, six members voted “Yea”; none voted “Nay.” Motion carried. Faculty Representative voted “Yea”; Staff Representative voted “Yea”; Student Representative voted “Yea.”

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PRESIDENT:

Mr. Thomas Schmidt stated that the board should be prepared at their next meeting of the possibility of being asked by community leaders to extend the enterprise zone in the City of Galesburg. Schmidt reported that all construction on campus is going well. The Fitness Center expansion has broken ground. The Bushnell Extension Center expansion will begin the first week of September. Mr. Steve Alfaro reported that the parking lot at the new Instructional Computing/Student Center is now paved. Alfaro also reported that the glass came in today for the connector between the Center and the A building. Mr. Schmidt reported that House Bill 5193 (Amendment of Hope Scholarships) is being acted upon now in the House. We contacted our representatives to urge their support of this bill. Schmidt stated that Mr. Larry Benne and Mr. Mike Walters have obtained Dr. Hans Andrews to speak at the Branch Campus, the Main Campus (both part-time and full-time faculty) in conjunction with the start of the fall term. Dr. Andrews is President Emeritus of Olney Central College. Andrews has written four books on improving quality in teaching and on dual-credit. Schmidt reported that the first Annual Carl Sandburg College Picnic would be held August 24th at Lake Storey Pavilion. Lastly, Schmidt stated that the board needs to consider a date for their Fall Planning Retreat. Two possibilities that are being considered are September 6 & 7 or October 4 & 5.

VICE PRESIDENT OF
STUDENT SERVICES:

Mr. Steve Norton reported that fall enrollment is very positive. Student Services is busy planning orientation. This year it will be improved.

VICE PRESIDENT OF
INSTRUCTION:

Mr. Larry Benne reported that with the exception of one reading teacher, all faculty is hired and ready to start the fall semester. The good news is that Student Services is asking for additional classes.

VICE PRESIDENT
OF TECHNOLOGY
SERVICES:

Mr. Samuel Sudhakar reported that one of our online courses, Coaching Principles, created by Ms. Mary Robson in collaboration with Ms. Cindy Thompson has won an Exemplary Course Award from WebCT, putting Carl Sandburg College along with eight other colleges from around the world that have won this award.

We are listed alongside the University of Central Florida and the University of Sydney in Australia to mention a couple. Robson is in Boston at the WebCT conference representing the College and being recognized for this accomplishment.

Sudakar stated that Cyber Camp preparations are going well. The College expects the two-day camp to be very beneficial to the K-12 teachers in our district. On the second day of the Camp, President Schmidt has invited Superintendents, Principals and Counselors of all the twenty-six school districts to attend a luncheon. Keynote speaker will be Dr. Hans Andrews on the topic of the dual credit phenomenon.

Lastly, Sudakar reported that the College is gearing up the computer systems and networks in preparation for welcoming students for the new semester.

**DIRECTOR OF
MARKETING &
PUBLIC RELATIONS:**

Ms. Robin DeMott reported that tonight the Sandburg Days Festival is auctioning off the fiberglass goats at the Taste of Galesburg. DeMott also reported that today she attended the National Counsel for Marketing and Public Relations state drive-in conference in Normal, Illinois, at Heartland Community College.

**DEAN OF COMMUNITY
& EXTENSION
SERVICES:**

Ms. Sherry Berg reported that through Community & Extension Services the College has negotiated an Agreement with the University of Alaska to access Ms. Mary Robson's online coach's class.

**DIRECTOR OF
FOUNDATION:**

Ms. Shelle Summers reported that NAEIR has made a three-year pledge of \$10,000 each year for playground equipment at the Children's School. Summers also stated that recently four local dental associations hosted a golf outing in Burlington, Iowa. They raised \$1,800 for the Dental Hygiene Program. Summers would like to thank Dr. Paul Good, Biggsville, for his commitment and assistance in planning this outing. Lastly, she reported that the Foundation received a \$10,000 bequest from the estate of Ms. Dorothy Richardson, establishing an endowment for scholarships for education majors.

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ICCTA

REPRESENTATIVE: Mr. John Huston reported that the next ICCTA meeting is September 13 & 14 at the Crowne Plaza in Springfield.

STAFF

REPRESENTATIVE: Ms. Heather Severns reported that she recently attended the National Wellness Conference in Stevens Point, Wisconsin. Severns stated that with the expansion of the fitness center, Carl Sandburg College will have one of the top fitness centers in community colleges across the nation. Severns stated that she is looking forward to the start of the fall semester and the new wellness programs.

BOARD:

Dr. D. Wayne Green stated that he would be attending the ACCT Conference in Philadelphia the third week in September.

STUDENT

REPRESENTATIVE: Mr. Tim Berry reported that he recently testified before the ICCB Student Assistance Commission in Deerfield, Illinois, on behalf of Carl Sandburg College students and MAP grants.

FACULTY

REPRESENTATIVE: Mr. Jeff Stephenson stated that the faculty would like to thank Ms. Keli Jackson for her help and assistance to the faculty in recruiting. Stephenson reported that the faculty is gearing up for the start of the fall semester.

Executive Session

7:38 p.m.: Mr. Tom Colclasure moved and Mr. John Kraus seconded a request for an Executive Session for the purpose of considering disciplinary cases of specific employees, considering “probable or imminent” litigation, considering the employment, performance, or dismissal of specific employees of the public body, and discussing minutes of meetings lawfully closed under the Illinois Open Meetings Act.

MOTION:

Voice vote – motion carried.

RECONVENE

9:12 p.m.: The Regular Meeting of the Board reconvened at 9:12 p.m.

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ROLL CALL:

Present: Mr. John T. Huston, Chairperson
Mr. Thomas H. Colclasure, Secretary
Dr. D. Wayne Green
Mr. John A. Kraus
Mr. Bruce A. Lauerman
Ms. Nancy L. Youngquist
Mr. Tim Berry, Student Representative

Absent: Ms. Gayla J. Pacheco, Vice Chairperson

ADJOURNMENT

9:13 p.m.:

Mr. Bruce Lauerman moved and Mr. John Kraus seconded that the meeting be adjourned to the next regular meeting of the Board or to the call of the Chairperson.

MOTION:

Voice vote – motion carried.