

CARL SANDBURG COLLEGE

(581st Meeting)

Regular Meeting – November 16, 2004

CALL TO ORDER: The regular meeting of the Board of Trustees of Carl Sandburg College was held in the A. Lewis Long Conference Room, Carl Sandburg College, Galesburg, Illinois, on Tuesday, November 16, 2004, at 7:00 p.m.

ROLL CALL:

Present: Mr. Thomas H. Colclasure, Chairperson
Dr. D. Wayne Green, Vice Chairperson
Mr. John A. Kraus, Secretary
Mr. John T. Huston
Mr. Bruce A. Lauerman
Ms. Gayla J. Pacheco
Ms. Nancy L. Youngquist
Ms. Meghan Kennedy, Student Representative

Absent: None

Others: Mr. Thomas A. Schmidt, President; and Ms. Mary Buckingham, Recording Secretary. Administration: Ms. Gena Alcorn, Mr. Dennis Anderson, Mr. Larry Benne, Mr. Larry Byrne, Ms. Sally Day, Ms. Robin DeMott, Ms. Lisa Hanson, Ms. Misty Lewis, Ms. Elaine Long, Ms. Debra Miller, Ms. Beverly Naslund, Mr. Steve Norton, Mr. Mark Pfleiger, Mr. Samuel Sudhakar, Dr. Lori Sundberg, Mr. Mike Walters, and Ms. Lora Wright. Faculty: Ms. Diana Billeter, Faculty Representative. Staff: Ms. Angela Strom, Staff Representative; and Ms. Susan Kohler. Others: Mr. Jeff Bonick, Mr. Rob Brown, and representatives of the media.

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Presented Plaque: Dr. D. Wayne Green presented a plaque to Mr. Thomas H. Colclasure for his service as Chairperson of the Board for the 2003-2004 year.

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

- minutes of October 22 & 28, 2004, meetings of the Board,
- bills for the month of October,
- designated the fourth Thursday of each month at 7:00 p.m. as the time to hold the Board of Trustees regular meetings during January through April of 2005. (The meetings will be held in the in the A. Lewis Long Conference Room, Carl Sandburg College, Galesburg, Illinois, with the exception of the April meeting held at the Extension Center in Bushnell, Illinois, unless otherwise designated by the Board of Trustees.)
- appointment of Auto Body Advisory Committee: Brian Naslund, Denny Bolton, Bob Fox, Dwayne Mesecher, Peggy Miller, Bill Nixon, William Strawn, Don Thomas, and George Whitman.

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

Consent/Personnel: Mr. John Kraus moved and Dr. D. Wayne Green seconded to approve the following items under the Consent Agenda/Personnel:

- resignation of Ms. Tina Clark, effective November 12, 2004,
- employment of Ms. Pam Colwell, Administrative Assistant for the TRIO Student Support Services, Secretarial Support, Level II, Address 3, at an annual salary of \$12,110 prorated, effective December 1, 2004 (this position is grant funded through the TRIO Student Support Services program),
- resignation of Ms. Andrea C. DeForest, effective November 18, 2004,
- resignation of Ms. Amy Harpman, effective November 8, 2004,
- employment of Ms. Gwen Sears, Administrative Assistant to the Director of Educational Programs at Henry C. Hill Correctional Center, Clerical Support, Level II, Address 3, at an annual salary of \$16,140 prorated, effective December 1, 2004 (this position is fully funded through the Department of Corrections and is pending DOC approval and funding).

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

Financial Reports: Mr. John Kraus moved and Ms. Gayla Pacheco seconded that the
minutes reflect receipt of the financial reports.

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

Mini Treat-Guaranteed
Energy Savings Contract-
Phase II Update: Heard an update and overview from Mr. Rob Brown, Johnson
Controls Inc., on the actual results from Phase II progress achieved
to date by CSC’s Guaranteed Energy Savings Contract (GESG).

Tentative Tax Year 2004
Levies: Dr. D. Wayne Green moved and Ms. Meghan Kennedy seconded
to approve the adoption of the tax resolutions and certificates as
presented and the filing of the same along with legal documents
with all county clerks in the district including: the resolution in
accordance with Chapter 110 ILCS Section 805/3-14.3 of the
Public Community College Act informing the public of a notice of
intent to increase tax levies and publication of the resolution.

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

Tentative Tax Year 2004
Levies: Mr. John Kraus moved and Dr. D. Wayne Green seconded to
approve the adoption of the tax resolution adopting the tentative
tax levies.

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

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Public Hearing: Dr. D. Wayne Green moved and Ms. Nancy Youngquist seconded to approve to hold a Public Hearing on the Tax Levy 2004 for December 16, 2004, at 6:45 p.m. in the A. Lewis Long Conference Room, Carl Sandburg College, Galesburg, Illinois.

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

FY2004 Auditor’s Report: Ms. Nancy Youngquist moved and Dr. D. Wayne Green seconded the FY2004 financial audit as presented. (The audit was presented by Mr. Jeff Bonick, Clifton Gunderson LLP.)

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

Approval to Publish Annual Financial Report: Ms. Meghan Kennedy moved and Mr. John Huston seconded approval to publish the Annual Financial Report

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

PRESIDENT: President Schmidt reported that we anticipate scheduling a Ground Breaking Ceremony for the new Allied Health Building within the next month. President Schmidt reported that the Community College Board held a special board meeting this week to entertain the recommendation of the Finance Advisory Committee on the process of Equalization. If their recommendation does not make the fall veto session, it will be ready for this coming spring legislative session. President Schmidt said that the Employee Holiday Luncheon will be held on Friday, December 17 at noon in the Dr. Donald G. Crist Student Center. Following the luncheon, the new CSC History Video will be shown in the Fine Arts Theatre. The video will be shown at 1:30 p.m. and again at 3 p.m. Copies will be available that day with an accepted donation to the CSC Foundation’s general scholarship fund. President Schmidt reported that on December 11 CSC will host the Martin Luther King Scholarship Bowl. Eight area high schools will be in attendance. Lastly, President Schmidt reminded everyone that the

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December Board Meeting will be held on December 16 with a Public Hearing first at 6:45 p.m.

VICE PRESIDENT OF
STUDENT SERVICES:

Mr. Steve Norton reported that Student Services is currently registering for spring classes. Norton said that the Classic Basketball Tournament will be held this weekend at CSC.

DEAN OF HUMAN
RESOURCES/
ORGANIZATIONAL
DEVELOPMENT:

Dr. Sundberg reported that last Friday CSC had a professional development presentation for the administration and staff entitled *Fish!* Two Rivers Professional Development Center led this program which is a presentation developed from the positive workplace principles employed by the successful Pikes Fish Market in Seattle, Washington. She said that she thought everyone had a good time in participating as well as coming away with some good ideas for improving the workplace. Sundberg said CSC received news from ICCB that we were awarded an additional \$20,000 from Perkins for degree audit and program improvement. Lastly, she reported on Colleague and that HR is continuing to run simultaneous payrolls both on Triton and Colleague and things appear to be going well.

VICE PRESIDENT OF
ACADEMIC SERVICES:

Mr. Larry Benne reported that ten faculty members will attend the Community College Faculty Association Conference in Springfield Friday. He stated that the Occupational Advisory Committees are actively meeting and giving their recommendations to faculty and staff. Lastly, Benne said that the faculty is preparing for finals and winding down the semester.

VICE PRESIDENT OF
TECHNOLOGY
SERVICES:

Mr. Samuel Sudhakar reported that Colleague implementation is proceeding well. We had a highly successful mock registration session on campus on November 9. Sudhakar congratulated Ms. Carol Kreider, Ms. Lisa Hanson, Ms. Lora Wright, and their team members for putting tremendous time and effort into moving CSC one step closer to actual fall 2005 registration which starts on April 1, 2005. He also thanked Mr. Dennis Maurer and Mr. Michael

Brackett of CSC's Technical Team. Sudhakar said that CSC is looking forward to a successful launch of Human Resources, Financial Aid, Admissions, and Budget Management module in January 2005. Lastly, Sudhakar reported that CSC has had five responses for our Wireless Wide Area Network (WWAN) RFI (Request for Information) that we issued last month. We are in the process of reviewing those. The responses did validate our thoughts regarding a district wide connectivity solution as well as the feasibility study done in late 2002. Based on these responses and other industry drivers, an RFP (Request for Proposals) will be designed and released in the early part of next year.

ADMINISTRATIVE
REPORTS:

The following administrators gave reports: Ms. Lora Wright, Ms. Elaine Long, Ms. Sally Day, and Ms. Gena Alcorn.

ICCTA
REPRESENTATIVE:

Mr. John Huston reported that the ICCTA Seminar and Meeting was held in Chicago on November 12 & 13. The seminar was titled "Legal Update" and subjects discussed were: the Open Meetings Act; Closed Sessions; the new Ethics Ordinance for local governments and school districts; and the 2005 Election of Community College Trustees. Huston said that for the first time ever a student representative was the liaison for the Student Advisory Committee (SAC) and the ICCTA. This is Ms. Meghan Kennedy, CSC's student trustee. At Saturday's meeting, the ICCTA received the recommendations of the Illinois Community College Board's Finance Advisory Committee regarding the system's funding formula and the creation of a Foundation Grant to complement the Equalization Grant. The ICCTA also adopted a resolution supporting the association's budget recommendation for FY2006. Lastly, Huston reported that the Community College National Legislative Summit (ACCT/AACC) will be held in Washington DC February 13-16, 2005. CSC always takes a strong contingent to meet with our legislators and he encouraged all board members to consider attending. He stated that CSC does see results from their visit to DC.

STUDENT
REPRESENTATIVE:

Ms. Meghan Kennedy reported that she attended the ICCB-SAC meeting in Chicago on November 12 & 13. SAC discussed the rising costs of textbooks and looked at two schools that had

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textbook rentals programs. They voted to recommend that the ICCB form an investigational committee to look further into the issue. Kennedy said that they also voted to approve the Finance Advisory Committee's report on Equalization. Lastly, she reported that as the student liaison for SAC she attended the ICCTA board meeting on Saturday.

STAFF

REPRESENTATIVE:

Ms. Angela Strom reported on activities of the CSC Wellness Program. Strom said that the American Red Cross will be having a blood drive on November 23; there will be free 10-minute chair massages at the Employee Benefit Fair on December 3; and free yoga sessions will be offered during finals weeks for all faculty, staff, and students to relieve finals and holiday stress.

FACULTY

REPRESENTATIVE:

Ms. Diana Billeter reported that Curriculum has added ENG 250 (African American Literature) and Associate of Arts in Teaching Secondary Science. She reported that Faculty Development has a new brochure coming out for faculty describing the process to use when requesting monies. Lastly, Billeter said that Faculty Assessment & Growth have contacted all the people in the program and they reported that most are on target.

BOARD REPORTS:

Mr. John Kraus reported that Senator Ray LaHood represents a section of CSC's district. He was surprised when he went to vote on November 2.

Closed Session

8:28 p.m.:

Dr. D. Wayne Green moved and Ms. Nancy Youngquist seconded a request for a Closed Session to consider "pending" litigation; to consider the appointment, compensation, discipline, performance, or dismissal of specific employees of the public body; and to discuss minutes of meetings lawfully closed under the Illinois Open Meetings Act.

MOTION:

On roll call vote, seven members voted "Aye"; none voted "Nay." Motion carried. Faculty Representative voted "Aye"; Staff Representative voted "Aye"; Student Representative voted "Aye."

RECONVENE

8:46 p.m.:

The Regular Meeting of the Board reconvened at 8:46 p.m.

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ROLL CALL:

Present: Mr. Thomas H. Colclasure, Chairperson
Dr. D. Wayne Green, Vice Chairperson
Mr. John A. Kraus, Secretary
Mr. John T. Huston
Mr. Bruce A. Lauerman
Ms. Gayla J. Pacheco
Ms. Nancy L. Youngquist
Ms. Meghan Kennedy, Student Representative

Absent: None

ADJOURNMENT

8:47 p.m.:

Ms. Meghan Kennedy moved and Dr. D. Wayne Green 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.