

CARL SANDBURG COLLEGE

(593<sup>rd</sup> Meeting)

Regular Meeting – October 27, 2005

CALL TO ORDER: The regular meeting of the Board of Trustees of Carl Sandburg College was held in Room 19, The Branch Campus, Carthage, Illinois, on Thursday, October 27, 2005, at 7:00 p.m.

ROLL CALL:

Present: Dr. D. Wayne Green, Chairperson  
Mr. John A. Kraus, Vice Chairperson  
Mr. Bruce A. Lauerman, Secretary  
Mr. Thomas H. Colclasure  
Mr. John T. Huston

Ms. Paige Rohweder, Student Representative

Absent: Mr. Jack P. Ball  
Mr. William C. Robinson

Others: Mr. Thomas A. Schmidt, President; and Ms. Mary Buckingham, Recording Secretary. Administration: Ms. Gena Alcorn, Mr. Larry Benne, Ms. Sherry Berg, Ms. Lisa Blake, 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. Robert Richardson, Ms. Blanche Shoup, Mr. Samuel Sudhakar, Dr. Lori Sundberg, and Dr. Connie Thurman. Faculty: Ms. Kim Norris, Faculty Representative. Staff: Ms. Angela Strom, Staff Representative. Others: Mr. Dale Bolton, Mr. Dwight Raab, Mr. Tom Ryder, and a representative of the media.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD OCTOBER 27, 2005 – PAGE 2

Consent Agenda-General: Mr. Bruce Lauerman moved and Mr. Tom Colclasure seconded to approve the following items under the Consent Agenda-General:

- minutes of September 22, 2005, meeting of the Board,
- bills for the month of September 2005,
- appointment of Drafting/Machine Tool Advisory Committee: Doug Gau, Andy King, John Carman, Kelsey Pyle, Brian Blaser, Steve Gray, Darrell Stranger, Ron Hansen, Peggy Miller, Jerry Shafer, and Lonny Miller.

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

Consent Agenda-Personnel: Mr. Tom Colclasure moved and Mr. John Kraus seconded to approve the following items under the Consent Agenda-Personnel:

- employment of Ms. Susan Nolan, TRIO Student Support Services Administrative Assistant, reflecting Secretarial Support, Level II, Address 3, at an annual salary of \$12,350, prorated, effective November 1, 2005 (this position is grant funded through the TRIO Student Support Services Program),
- 4.50 percent salary adjustment for WIA Staff effective July 1, 2005 (funds for this salary adjustment are solely from grants managed by the WIA office),
- unpaid leave of absence under the Family Medical Leave Act for Ms. Heather Hillhouse, effective October 11, 2005 through November 21, 2005,
- 1/employment of Mr. William Staley Jr., Third Shift Custodian, Level I, Address 2, at an annual salary of \$17,600, prorated, effective November 1, 2005,
- 2/employment of Mr. Rich Canfield, Third Shift Custodian, Level I, Address 2, at an annual salary of \$17,600, prorated, effective November 1, 2005,
- employment of Ms. Donna Damitz, Switchboard Operator/Receptionist, reflecting Clerical Support, Level II, Address 3, at an annual salary of \$16,460, prorated, effective November 1, 2005,
- employment of Mr. Jeffrey Lundeen, Skilled Maintenance Person, Level III, Address 5, at an annual salary of \$25,710, prorated, effective November 1, 2005,
- employment of Ms. Loretta Cooper, Director of TRIO Upward Bound Project, reflecting Administration, Level I, Address 5, at an annual salary of \$43,130, prorated, effective November 7, 2005.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD OCTOBER 27, 2005 – PAGE 3

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

Financial Reports: Mr. Bruce Lauerman moved and Mr. Tom Colclasure seconded that the minutes reflect receipt of the financial reports.

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

Mini Treat-  
Bulletin 810: Heard a presentation from Mr. Dwight Raab, University of Illinois Extension-College of Agriculture, Consumer and Environmental Sciences; and Mr. Dale Bolton, Supervisor of Assessments for Hancock County; on Bulletin 810. Bulletin 810 re-assesses all farmland based upon individual soil types and their current usages.

Mini Treat-  
Hancock County Business &  
Education Partners: Heard a presentation from Ms. Debra Miller, Director of The Branch Campus, on the Hancock County Business and Education Partners group. This group holds three major events each school year for local school districts that address issues of choosing occupations, job skills, interviewing, resume writing, etc. The Branch Campus is one of the partners of this group.

Temporary Approval of  
Therapeutic Massage  
Certificate Program: Mr. Tom Colclasure moved and Mr. John Kraus seconded to approve the Certificate in Therapeutic Massage for submission to the Illinois Community College Board for temporary approval for a period of three years.

MOTION: On roll call vote, five 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 the Department of Commerce and Economic Opportunity hopes to hold three Energy Education Workshops between November 1 and November 18 at CSC.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD OCTOBER 27, 2005 – PAGE 4

These workshops will be held at all community colleges across the state.

President Schmidt said that Ms. Lia Kennes from the Netherlands could not be with us tonight. She is visiting as part of the faculty/administrator exchange program of the Illinois Consortium of International Studies Programs. She is staying with Mr. Wendel Hunigan, Sociology Instructor, for two weeks. Hunigan will travel to the Netherlands in May 2006.

President Schmidt reported that the Nauvoo Colusa School District may be appealing a tax reduction taking place to a particular entity in the district. This tax reduction would be a significant downward blow. They are likely to bring this appeal to the November Board Meeting.

President Schmidt said that the Foundation will be holding their Annual Fall Extravaganza on November 12. He said that the CSC Carthage Advisory Board will be hosting an evening of Celebrity Waiters at the Plum Tree Restaurant- Carthage on November 7. This event will raise scholarship money for Carl Sandburg College Hancock County dual credit students.

President Schmidt reported that Mr. Bruce Lauerman and he participated in the inauguration of Dr. Mauri Ditzler, the new President of Monmouth College.

President Schmidt said they he will be preparing testimony to send to a review Task Force for House Joint Resolution 0024. The Task Force will review the present community college system and make recommendations to the General Assembly as to whether the mechanisms that are in place will handle the expanded role and demands on the community college system in the future.

VICE PRESIDENT OF  
ACADEMIC SERVICES:

Mr. Larry Benne reported that with the approval of the Title III Grant, Mr. Mike Walters and Ms. Gwen Kohler attended a training conference on rules and regulations for administrating the grant.

VICE PRESIDENT OF  
STUDENT SERVICES:

Mr. Steve Norton reported that the Annual College Night was held on October 17. He reported that over 70 colleges, universities, and military were present. He said it was a wonderful opportunity for high school and transfer students to retrieve information. Norton gave an update on the CSC sports teams. The Cross County team will be participating in Region IV Meet at Waubensee Community College on Saturday, October 29. CSC basketball will start next week.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD OCTOBER 27, 2005 – PAGE 5

VICE PRESIDENT OF  
TECHNOLOGY  
SERVICES:

Mr. Samuel Sudhakar reported that Ms. Bev Naslund and he attended the League for Innovation Conference in Dallas, Texas, this week. He said they harvested a wealth of information that will help CSC students, faculty, staff, and will enhance student learning. Sudhakar said that Spoon River Valley High School has signed on to EDUNET bringing the number of partners to ten. Avon Village Hall has voted to allow Derbytech to install EDUNET antennas on their water tower. He reported that Western Illinois University is expected to officially announce their EDUNET membership at the November Board Meeting. Knox College has expressed interest in joining EDUNET as well. Lastly, Sudhakar said that we have been notified by the ICCCA (Illinois Council of Community College Administrators) Innovation Award Committee Chair, that the EDUNET project has been selected for an award to be presented in November.

VICE PRESIDENT OF  
ADMINISTRATIVE  
SERVICES:

Dr. Lori Sundberg reported that HR is continuing to train with college consultants from Colleague. HR is streamlining their office work flow and the Business Office is also working on streamlining. Dr. Sundberg said that she made two presentations last week. One was on grant writing to a group of artists and the second was on sexual harassment to a CSC Office Assistant class.

ADMINISTRATIVE  
REPORTS:

The following administrators gave reports: Ms. Blanche Shoup and Ms. Robin DeMott.

ICCTA  
REPRESENTATIVE:

Mr. John Huston reported that the next ICCTA Meeting will be held November 11 and 12 at the Swissôtel in Chicago. The seminar will focus on *Effective Media Relations: Part 2*.

STUDENT  
REPRESENTATIVE:

Ms. Paige Rohweder reported that she attended the SAC (Student Advisory Committee) Meeting in Springfield on September 30 and October 1. She was elected Reporter for the SAC Board and thus this makes her Chair of the Awards and Recognition Sub-committee. She chose to serve on the Outreach Sub-committee

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD OCTOBER 27, 2005 – PAGE 6

and was assigned SAC member liaison to the President's Council and the ICCFA (Illinois Community College Faculty Association). She was also asked to join the IBHE (Illinois Board of Higher Education) as the SAC Representative. Rohweder reported that she is looking forward to representing CSC at these groups. Rohweder said that the SGA "Day of Music" was held on October 1 for Hurricane Katrina relief and netted over \$1,500. Lastly, she reported that SGA will hold a Food Drive in November. To promote this drive the SGA will live outside until they reach their goal.

FACULTY  
REPRESENTATIVE:

Ms. Kim Norris reported that SIFE (Students In Free Enterprise) are selling handbags that are made by the Peruvian women and that they are very nice. She said that she also met Ms. Lia Kennes from the Netherlands (faculty/administrator exchange) and she was quite interesting.

STAFF  
REPRESENTATIVE:

Ms. Angela Strom reported that the Registration Office is gearing up for the Spring and Summer Registration which will start November 14.

BOARD REPORTS:

Mr. Bruce Lauer reported that the Veteran's Day Parade will be held downtown Galesburg on November 6.  
Dr. D. Wayne Green reported that he attended the ICCTA Meeting in Springfield on September 30 and October 1. The two seminars were: *Physical Plant Management Issues* and *Homeland Security on Campus*. Dr. Green announced that Mr. Chris Ringhausen passed away. Ringhausen served on the Lewis & Clark Community College Board since the College's inception in 1970, and was also a member of the steering committee that worked to establish the college district.

Closed Session  
8:40 p.m.:

Mr. John Huston moved and Ms. Paige Rohweder seconded a request for a Closed Session to consider "pending and imminent" litigation; to discuss the appointment, performance and discipline of specific employees and students of the public body; to discuss collective negotiating matters between the public body and its employees or their representatives; and to discuss minutes of meetings lawfully closed under the Illinois Open Meetings Act.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD OCTOBER 27, 2005 – PAGE 7

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

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

ROLL CALL: Present: Dr. D. Wayne Green, Chairperson  
Mr. John A. Kraus, Vice Chairperson  
Mr. Bruce A. Lauerman, Secretary  
Mr. Thomas H. Colclasure  
Mr. John T. Huston  
  
Ms. Paige Rohweder, Student Representative

Absent: Mr. Jack P. Ball  
Mr. William C. Robinson

ADJOURNMENT  
9:13 p.m.: Mr. Tom Colclasure 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.