

# CARL SANDBURG COLLEGE

(590<sup>th</sup> Meeting)

Regular Meeting – July 28, 2005

CALL TO ORDER: The regular meeting of the Board of Trustees of Carl Sandburg College was held in Room 19 of The Branch Campus, Carthage, Illinois, on Thursday, July 28, 2005, at 7:30 p.m.

## ROLL CALL:

Present: Dr. D. Wayne Green, Chairperson  
Mr. John A. Kraus, Vice Chairperson  
Mr. Bruce A. Lauerman, Secretary  
Mr. Jack P. Ball  
Mr. Thomas H. Colclasure  
Mr. John T. Huston  
Mr. William C. Robinson  
Ms. Kathryn Miller, Student Representative

Absent: None

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. Jill Johnson, Ms. Gwen Koehler, Ms. Elaine Long, Ms. Debra Miller, Ms. Beverly Naslund, Mr. Steve Norton, Mr. Mark Pfeiger, Ms. Blanche Shoup, Mr. Samuel Sudhakar, Dr. Lori Sundberg, and Dr. Connie Thurman. Faculty: Ms. Kim Norris, Faculty Representative; and Dr. Ken Grodjesk. Staff: Ms. Angela Strom, Staff Representative. Others: Mr. Dan Butler, Mr. Noah Hendricks, Mr. Andrew Hickey, Mr. Josh Morris, and a representative of the media.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD JULY 28, 2005 –  
PAGE 2

Remove from Consent  
Agenda-Personnel:

Item #5.6 was removed from the Consent Agenda-Personnel and placed as item #17 on the Agenda. The item will be acted upon separately.

Consent Agenda-General:

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

- minutes of June 23, 2005, meeting of the Board,
- bills for the month of June 2005,
- appointment of Dental Hygiene Advisory Committee: Ms. Dawn VanHuizen, Ms. Jill Biddle, Dr. John Williams, Dr. Rhonda VanSpeybroeck, Ms. Jennifer Benge, Ms. Sheri Chandler, Dr. John Bicego, Dr. Kandy Sayrs, Ms. Amy Schroeder-Kline, Ms. Leann Koelker, Dr. Brad Randolph, Dr. Tim Bockenstedt, Dr. Richard VanAmerongen, Ms. Stacey Kosier, and Ms. Laura Pierard,
- Community College Treasurer's Bond for the purpose of bonding Ms. Lisa Blake as Treasurer for the District.

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."

Consent Agenda-Personnel:

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

- employment of Ms. Cathy Hilligoss, Office Assistant to Allied Health and Math/Natural Sciences, reflecting Clerical/Support Staff, Level I, Address 4, at an annual salary of \$14,840, prorated, effective August 1, 2005,
- resignation of Ms. Jennifer Rogers, Coordinator of Accounting Services, effective July 12, 2005,
- appointment of Ms. Julie Gibb as Associate Dean for Humanities and Performing Arts,
- appointment of Mr. Darrell Clevidence as Associate Dean for Math and Natural Sciences,
- appointment of Mr. James Graham as Associate Dean for Social and Behavioral Sciences,
- resignation of Mr. Heath Giddings, Third Shift Custodian, effective July 15, 2005.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD JULY 28, 2005 –  
PAGE 3

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. Tom Colclasure moved and Mr. Jack Ball 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-  
Bright Minds Internship  
Program:

Heard a presentation on Nanotechnology from Dan Butler,  
Bushnell-Prairie City High School; Noah Hendricks, ROWVA  
High School; Josh Morris, Warsaw High School; and Andrew  
Hickey, Galesburg High School. This presentation was in  
conjunction with the “Bright Minds” Internship Program they  
participated in at CSC this summer. The internship program was  
offered to the top five winners in the Computer Science category  
of the Academic Challenge competition offered at the Galesburg  
and Carthage campuses in March 2005. Matt Derry, Monmouth  
High School, was unable to attend the board meeting.

Interdistrict Cooperative  
Agreement:

Mr. Tom Colclasure moved and Mr. John Kraus seconded to  
approve an Interdistrict Cooperative Agreement between Carl  
Sandburg College and Illinois Central College.

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.”

Resolution Honoring The  
40<sup>th</sup> Anniversary of the  
Illinois Community College  
System:

Mr. John Huston moved and Mr. John Kraus seconded to approve  
a resolution honoring The 40<sup>th</sup> Anniversary of the Illinois  
Community College System.

MOTION: Voice vote – motion carried.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD JULY 28, 2005 –  
PAGE 4

**PRESIDENT:** President Schmidt reported that the Community College System is celebrating their 40<sup>th</sup> Anniversary this year and that the Anniversary is an important accomplishment which we need to make quite visible. Over sixty percent of students in higher education in Illinois are attending a community college. President Schmidt said that Ms. Lisa Blake, Dr. Sundberg, and he met with the audit team yesterday. President Schmidt presented the audit engagement letter to Dr. D. Wayne Green, Board Chairperson. The audit will begin in the next couple of weeks. President Schmidt reported that the Annual Employee Picnic & Service Awards will be held on Saturday, August 20 at the Bushnell Recreation Center. Lastly, he said that the administrative staff monthly meeting was held at The Branch Campus today. The staff meeting will be held before the regularly scheduled board meeting at The Branch Campus and The Extension Center.

**VICE PRESIDENT OF ACADEMIC SERVICES:** Mr. Larry Benne reported that summer school will conclude tomorrow and that it has been very successful. He stated that the Faculty Workshop will be August 17 in Carthage and August 18 in Galesburg. The keynote speaker will be Dr. Michael Skinner and his topic will be “40,000,000 Minutes: The Relationship Between Stress and Time.” Benne invited everyone to attend Dr. Skinner’s speech. Lastly, he reported that the fall semester will begin Monday, August 22.

**VICE PRESIDENT OF STUDENT SERVICES:** Mr. Steve Norton reported that August will be a very busy month for Student Services with enrolling students. Norton stated that with all the changes occurring with Datatel, etc., he is very pleased and proud of the staff. Acknowledging that no students suffered and that they will benefit greatly from the changes. Norton reported that there will be four new sports this year and the College is aggressively seeking golfers for the Women’s Golf Team.

**VICE PRESIDENT OF TECHNOLOGY SERVICES:** Mr. Samuel Sudhakar reported that the Colleague migration project is complete in time and on budget. He stated that we will now move into the progress phase of continuing to achieve

operational efficiencies throughout the institution. Sudhakar acknowledged the Core Team and Team leaders and their diligent work on the project. The College has moved from a Data Processing centered environment to an end user empowered business intelligence environment.

Sudhakar said that the EDUNET project is proceeding well. We now have nine schools signed up and two schools imminent. Antennas are starting to go up. Connectivity is being tested in five schools. We hope to have the nine schools connected to the network by September 1. CSC's EDUNET coordinator Jim Rich continues to meet with superintendents from the other school districts. We are also helping DerbyTech gain permissions from city councils on the use of city owned structures. Sudhakar thanked the Board for helping us secure permissions. Lastly, Sudhakar reported that we are upgrading our servers and workstations in preparation for the upcoming fall semester. We are increasing capacities, performance, and instituting disaster recovery measures. We are also enhancing the help desk services to serve our students, faculty and staff better.

DEAN OF HUMAN  
RESOURCES/  
ORGANIZATIONAL  
DEVELOPMENT:

Dr. Sundberg reported that HR is busy winding down the busier hiring time of the year and that things have gone well. She reported that the College will be meeting with the Title III consultants this next Tuesday to discuss the Title III program. Lastly, Sundberg said that the Program Review and the Results Report have been finished for the year and are in the mail.

ADMINISTRATIVE  
REPORTS:

The following administrators gave reports: Ms. Debra Miller, Ms. Jill Johnson, and Mr. Larry Byrne.

ICCTA  
REPRESENTATIVE:

Mr. John Huston reported that that the next ICCTA Meeting will be September 30 and October 1, 2005, in Springfield at the Hilton Hotel.

STAFF  
REPRESENTATIVE:

Ms. Angela Strom reported that that the Wellness Committee hopes to have a Weight Watchers Group on campus this fall.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD JULY 28, 2005 –  
PAGE 6

FACULTY

REPRESENTATIVE: Ms. Kim Norris thanked the Board for giving her the opportunity to sit on the board as the Faculty Representative.

BOARD REPORTS: Mr. Tom Colclasure said that the he thought the Upward Bound Student Displays were amazing and terrific.

Closed Session

8:35 p.m.: Mr. John Huston moved and Mr. Tom Colclasure 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; to consider the purchase or lease of real estate for the use 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

9:57 p.m.: The Regular Meeting of the Board reconvened at 9:57 p.m.

ROLL CALL:

Present: Dr. D. Wayne Green, Chairperson  
Mr. John A. Kraus, Vice Chairperson  
Mr. Bruce A. Lauerman, Secretary  
Mr. Jack P. Ball  
Mr. Thomas H. Colclasure  
Mr. John T. Huston  
Mr. William C. Robinson  
Ms. Kathryn Miller, Student Representative

Absent: None

Bondi Building Lease: Mr. Bruce Lauerman moved and Mr. John Kraus seconded to approve an amended lease agreement with Bondi Building Corporation for the CSC Cosmetology Program for the building at 335 E. Main Street.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD JULY 28, 2005 –  
PAGE 7

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

Employment of  
Psychology Instructor: Mr. John Kraus moved and Mr. Bruce Lauerman seconded to  
approve the employment of Ms. Jill Johnson as a full-time Tenure  
Track Psychology Instructor, reflecting a Master’s Degree,  
Address 8 on the FY 2006 salary schedule, effective with the 2005-  
2006 academic year at an annual salary of \$38,010.

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

ADJOURNMENT  
9:59 p.m.:

Mr. John Huston 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.