

CARL SANDBURG COLLEGE
(619th Meeting)
Regular Meeting – October 25, 2007

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, October 25, 2007, at 7:00 p.m.

ROLL CALL:

Present: Mr. Bill C. Robinson, Chairperson
Mr. John T. Huston, Secretary
Mr. Michael T. Bavery
Mr. Thomas H. Colclasure
Dr. D. Wayne Green
Rev. Jon A. Sibley, Sr.
Ms. Shalane Worden, Student Trustee
Ms. Barb Kirchgessner, Faculty Representative
Ms. Lori Shay, Staff Representative

Absent: Mr. Jack P. Ball, Vice Chairperson

Others: Mr. Thomas A. Schmidt, President; and Ms. Mary Buckingham, Recording Secretary. Administration: Ms. Gena Alcorn, Mr. Larry Benne, Mr. Tony Bentley, Ms. Sherry Berg, Ms. Lisa Blake, Mr. Larry Byrne, Ms. Sally Day, Ms. Robin DeMott, Ms. Lisa Hanson, Ms. Misty Lewis, Ms. Debra Miller, Mr. Steve Norton, Mr. Mark Pfleiger, Mr. Jim Rich, Mr. Samuel Sudhakar, Dr. Lori Sundberg, and Dr. Connie Thurman. Guests: Ms. Neeltje VanDerMal, Mr. Doug Groth, Mr. Bill Hollis, Dr. Joe Connor, Ms. Brenda Pyatt, Mr. Charlie Bair, and Dick Wells.

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Item from the Floor: Ms. Sherry Berg introduced Ms. Neeltje VanDerMal, from the Netherlands. She is visiting CSC as an Exchange Visitor for the Faculty/Administrator Exchange Program with the ICISP (Illinois Consortium for International Studies and Programs). She is staying at the home of faculty member Ms. Cynthia Johnson.

Consent Agenda-General: Mr. Mike Bavery moved and Dr. D. Wayne Green seconded to approve the following items under the Consent Agenda-General:

- minutes of September 27, 2007, meeting of the Board,
- checks as written, signed, and dispersed for the month of September 2007,
- Drafting/Machine Tool Advisory Committee Members for a two-year time period effective November 1, 2007: Brian Balser, Steve Gray, Andy King, Peggy Miller, John Oakman, Bob Pritchett, Ed Rockhold, Darrell Stranger, Melissa Tinkham, Kevin Koch, Doug Gau, Ron Hansen, James McCool, Bryan Murray, Rafael Obregon, Kelsey Pyle, Brad Shenaut, Joyce Taylor, and Ron Van Wynsberg.

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

Consent Agenda-Personnel: Dr. D. Wayne Green moved and Rev. Jon Sibley, Sr. seconded to approve the following items under the Consent Agenda-Personnel:

- resignation of Mr. Scott Schubert, Second Shift Security Guard, effective October 5, 2007,
- employment of Ms. Nancy Spencer, Title III Student Information Systems Specialist (union exempt), reflecting Mid-Management, Level IV, Address 1, at an annual salary of \$27,880, prorated, effective November 1, 2007 (this position is totally grant funded),
- resignation of Mr. Andrew Nemeth, Supervisor of the Fitness Center/Employee Wellness Coordinator, effective October 7, 2007,
- granted an unpaid leave of absence with non-accrual of benefits under section 17.2 of the Professional Negotiations Agreement to Ms. Barbara Godsil, Coordinator Children’s School, effective November 1, 2007 through December 31, 2007,
- appointment of Ms. Kim Norris, Dental Hygiene Program Coordinator, effective November 15, 2007,

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- employment of Mr. Matthew Mitchell, Second Shift Security Guard (union eligible), reflecting Physical Plant, Level I, Address 2, at an annual salary of \$18,150, prorated, effective November 1, 2007.

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

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

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

FY2007 Audit Report: Mr. Mike Bavery moved and Dr. D. Wayne Green seconded to accept the FY2007 financial audit as presented.

Entered Meeting: Mr. Jack Ball entered the meeting at 7:19 p.m.

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

Approval to Publish
FY2007 Annual
Financial Report: Mr. Tom Colclasure moved and Dr. D. Wayne Green seconded to approve to publish the FY2007 Annual Financial Report as specified by law.

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

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College for Senior – Alcohol
Beverage Exemption:

Mr. John Huston moved and Mr. Jack Ball seconded to approve the request of Alcohol Exemption for the CSC College for Seniors for the Spring 2008 semester Wine Club meetings/courses to take place on campus on January 17, February 21, March 13, April 17, and May 15, 2008.

MOTION:

On roll call vote, five members voted “Aye”; one voted “Pass”; one voted “Nay”; none absent. Motion carried. Student Trustee voted “Aye”; Faculty Representative voted “Aye”; Staff Representative voted “Nay.”

Wall of Honor – 2007
Inductees:

Rev. Jon Sibley, Sr. moved and Mr. Tom Colclasure seconded to approve that retirees Harry Grossman, Berniece Peterson, James Macdonald, and Thomas Karjala be inducted into the Carl Sandburg College Wall of Honor effective December 14, 2007, with an appropriate ceremony to take place coinciding with the Annual Employee Holiday Luncheon to be held in the Dr. Donald G. Crist Student Center.

MOTION:

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

Security Supervisor:

Mr. John Huston moved and Mr. Mike Bavery seconded to approve to authorize the employment of a new (second shift) full-time Security Supervisor effective January of 2008 in accordance with the Job Description as presented by the Administration.

MOTION:

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

Addition of Intercollegiate
Soccer Teams:

Rev. Jon Sibley, Sr. moved and Mr. John Huston seconded to approve the addition of Men’s and Women’s Soccer with 11 talent grants per team, effective for the Fall 2008 season. This action will update the Regulation on Talent Grants, Number – 3.17.1.

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

Approval of Associate in Applied Science Degree in Industrial Welding:

Mr. Mike Bavery moved and Dr. D. Wayne Green seconded to approve the Associate in Applied Science Degree in Industrial Welding Technology for submittal to ICCB for a three year temporary program.

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

PRESIDENT: President Schmidt reported that he has offered the College as a home for a model display of the Berrien Depot. The depot was Galesburg’s first depot. Given that CSC hosts the Train Show, it seemed appropriate for the College to house the display. President Schmidt said that Ms. Winnie Tuthill, ISBE, will speak to the Administrative Staff on November 6 on the Monitoring of Home School Students and the State’s perspective on Home School Students. It appears that more and more Home School Students migrate to community colleges. President Schmidt congratulated Mr. Jim Rich on being named Chairperson of the Planning Commission. He said he was very appreciative of his efforts. President Schmidt reported that this past Tuesday he attended the IASB Semi Annual in Dallas City; this past Friday CSC hosted a joint Program Advisory Meeting with IBM which he attended; and the Annual Employee Holiday Luncheon will be held on December 14. The 2007 Wall of Honor Inductions will take place at that time. He said that before the November 15 Board Meeting we anticipate having an Open House and Tour of the Customer Service Renovation.

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VICE PRESIDENT OF
ACADEMIC SERVICES:

Mr. Larry Benne reported that at the present time the Advisory Committees are in an active state and we are receiving very good input back from the committees. Benne said that last week Dr. Lori Sundberg and he attended the Chief Academic Officers Meeting in Springfield. Benne thanked Ms. Debra Miller and her staff for hosting the Board Meetings in Carthage. He said that this is the last Board Meeting he will be attending in Carthage before his retirement and he appreciated their efforts.

VICE PRESIDENT OF
STUDENT SERVICES:

Mr. Steve Norton gave an update on the Admission Staff activities. Norton reported that on October 15 College Night was held at CSC along with Occupational Programs having an Open House that same evening. It was the first year it was held in the Dr. Donald G. Crist Student Center and we had over 200 students and parents attend. Norton said that the Men's and Women's Basketball teams will open up the season next week at home.

VICE PRESIDENT OF
ADMINISTRATIVE
SERVICES:

Dr. Lori Sundberg distributed the Risk Management Plan that has been reviewed by the College Attorney. Mr. Ed Druck will attend the November Board Meeting to discuss Risk Management. Sundberg congratulated Ms. Lisa Blake and her team on the Audit Report. Sundberg reported that CSC will offer an Identity Theft Service to employees at a cost. The information meetings on this service will be November 2 and 9. Sundberg said that we received an additional \$20,000 in Perkins Funding and that Ms. Peggy Libby and Ms. Misty Lewis are now working on the SSS Grant.

VICE PRESIDENT OF
TECHNOLOGY
SERVICES:

Mr. Samuel Sudhakar reported that he had the privilege of participating in the Academy for Advanced Leadership held in Jacksonville, Florida, earlier this week. He said it was a great program and helped him learn some new principles as well as best practices of several institutions across the U.S. and Canada. Sudhakar reported that we will have a computer sale for students at the end of this month. Dr. Diane Kroll and the Phi Theta Kappa organization are helping us in this effort to make available to our students across the district, PC's that have been retired from

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college operations. Lastly, he said that we are working with a company called Notification Technologies in developing a comprehensive strategy for instantaneous voice, text, and e-mail communications to the College Community in case of emergencies.

ADMINISTRATIVE
REPORTS:

The following administrator gave a report: Ms. Sherry Berg.

BOARD REPORTS:

Dr. D. Wayne Green thanked everyone for their expressions of support during his recent hospital stay.

STUDENT TRUSTEE:

Ms. Shalane Worden reported that the SGA was holding a Budget Allocation meeting tonight. All budgets for the clubs were to be turned in this week. The SGA has a budget of \$7,500. Posters have been placed around the school listing events taking place. The week before finals the SGA is planning an “*It’s Almost Over*” week. Every day that week the SGA will have a new activity to celebrate the end of the semester. In December, the SGA is planning a trip to the *House on the Rock*. The trip will take place on Friday, December 14.

ICCTA

REPRESENTATIVE:

Mr. John Huston, Alternate Representative, reported that the next ICCTA Seminar will be held in Chicago on November 9 and 10. Mr. Rich Miller, Editor/blogger from Capitol Fax Newsletter, will speak and there will be a Community College Legal & Legislative Update Session.

FACULTY

REPRESENTATIVE:

Ms. Barb Kirchgessner reported that the Concert Series kicks off tomorrow night with “*Panoramic*.” The first play of the season was a children’s play held October 18-20 “*Wiley & the Hairy Man*.” It was very well attended. The *All College Walk* held on October 12 had over 40 participants. Kirchgessner reported that numerous faculty attended the ICCFA Conference on October 19.

STAFF

REPRESENTATIVE:

Ms. Lori Shay reported that Ms. Angela Strom, Veteran's Certification Clerk/Enrollment Services Specialist, informed her that the State Approving Agency approved Carl Sandburg College as an accredited institution for the next year for students who want to receive the Montgomery GI Bill. Shay said that the Fitness

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Center recently added a new treadmill, elliptical machine, and a triceps extension machine.

Closed Session
8:26 p.m.:

Mr. Mike Bavery moved and Mr. Jack Ball seconded a request for a Closed Session to consider the purchase or lease of real estate for the use of the public body; to consider “pending and imminent” litigation; to consider a disciplinary case of specific student; to discuss the performance and compensation 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”; none absent. Motion carried. Student Trustee voted “Aye”; Faculty Representative voted “Aye”; Staff Representative voted “Aye.”

RECONVENE
10:32 p.m.:

The Regular Meeting of the Board reconvened at 10:32 p.m.

ROLL CALL:

Present: Mr. Bill C. Robinson, Chairperson
Mr. Jack P. Ball, Vice Chairperson
Mr. John T. Huston, Secretary
Mr. Michael T. Bavery
Mr. Thomas H. Colclasure
Dr. D. Wayne Green
Rev. Jon A. Sibley, Sr.
Ms. Shalane Worden, Student Trustee

Absent: Ms. Lori Shay, Staff Representative
Ms. Barb Kirchgessner, Faculty Representative

ADJOURNMENT
10:33 p.m.:

Mr. Jack Ball moved and Mr. John Huston 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.