

CARL SANDBURG COLLEGE
(633rd Meeting)
Regular Meeting – November 18, 2008

CALL TO ORDER: The regular meeting of the Board of Trustees of Carl Sandburg College was held in the A. Lewis Long Conference Room (E200), Carl Sandburg College, Galesburg, Illinois, on Tuesday, November 18, 2008, at 7:00 p.m.

ROLL CALL:

Present: Rev. Jon A. Sibley, Sr., Vice Chairperson
Mr. Michael T. Bavery, Secretary
Mr. Thomas H. Colclasure
Dr. D. Wayne Green
Ms. Gayla J. Pacheco
Mr. Bill C. Robinson
Ms. Carol Petersen, Faculty Representative
Ms. Diane Weeks, Staff Representative

Absent: Mr. John T. Huston, Chairperson
Ms. Brittany Manser, Student Trustee

Others Present: Mr. Thomas A. Schmidt, President; Ms. Mary Buckingham, Recording Secretary. Administration: Ms. Gena Alcorn, Mr. Tony Bentley, Ms. Lisa Blake, Mr. Larry Byrne, Ms. Robin DeMott, Ms. Marnie Dugan, Ms. Sherry Foster, Ms. Lisa Hanson, Ms. Carol Kreider, Ms. Misty Lyon, Ms. Debra Miller, Mr. Steve Norton, Mr. Mark Pfeiger, Mr. Jim Rich, Mr. Samuel Sudhakar, Dr. Lori Sundberg, Dr. Connie Thurman, and Mr. Mike Walters. Faculty: Mr. Darrell Clevidence, Ms. Jan Lundeen, Ms. Sharon Lytle, Ms. Deb Hroziencik, and Ms. Cynthia Stoerzbach. Staff: Mr. Michael Brackett, Mr. Thomas Canfield, Ms. Lindsey Chase, Mr. Benjamin Derry, Mr. Fred Johnson, Mr. Michael Kratz, Mr. Ray Martinez, Mr. Bruce Parrick, and Ms. Christy Pecsí. Others: members of GREDA and representatives of the media.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD NOVEMBER 18,
2008 – PAGE 2

PRELIMINARY

Items from the Floor- None.

INFORMATION

Credit Hour Budget
Report:

Dr. Lori Sundberg presented the Credit Hour Budget Report.

Mini-Treat – Nursing
Program:

Ms. Jan Lundeen, Director of Nursing, made a presentation on the Nursing Program.

BOARD

Resolution – Athletic
Program:

Mr. Mike Bavery moved and Mr. Bill Robinson seconded to approve a Resolution acknowledging the noteworthy accomplishments of the CSC Athletic Program.

MOTION:

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

Resolution – Information
Technology Team:

Mr. Mike Bavery moved and Ms. Gayla Pacheco seconded to approve a Resolution recognizing and commending the outstanding achievement of the Colleges’ Information Technology Team consisting of the following employees: Mr. Fritz Archer, Mr. Michael Brackett, Mr. Thomas Canfield, Ms. Lindsey Chase, Mr. Benjamin Derry, Mr. Fred Johnson, Mr. Michael Kratz, Mr. Ray Martinez, Mr. Richard Melvin, Mr. Bruce Parrick, Ms. Christy Peci, and Mr. Samuel Sudhakar.

MOTION:

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

ADMINISTRATION

Financial Reports:

Mr. Tom Colclasure moved and Mr. Bill Robinson 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 absent; Faculty Representative voted “Aye”; Staff Representative voted “Aye.”

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD NOVEMBER 18, 2008 – PAGE 3

Consent Agenda:

Mr. Mike Bavery moved and Mr. Tom Colclasure seconded to approve the following items under the Consent Agenda:

- minutes of October 17, October 18, and October 23, 2008, meetings of the Board,
- checks as written, signed, and dispersed for the month of October 2008,
- appointment of Auto Body Advisory Committee Members: Mr. Steve Bates, Mr. Denny Bolton, Mr. Stan Jones, Mr. Scott Mason, Ms. Peggy Miller, Mr. John Perry, Mr. Dustin Root, Mr. Don Thomas, Mr. Jamie Thompson, Mr. George Whitman, Mr. Brian Woodruff, Mr. Bob Pritchett, and Ms. Joyce Taylor,
- reschedule the regular Board meeting for February to Thursday, February 19, 2009,
- resignation of Ms. Jill Fisher, Student Information Systems Specialist – Title III, effective November 1, 2008,
- employment of Ms. Sara Cree, Student Information Systems Specialist – Title III (union exempt), reflecting Mid-Management, Level IV, Address 1, at an annual salary of \$28,440, prorated, effective December 1, 2008 (this position is totally grant funded),
- employment of Ms. Linda Hankins, Administrative Assistant – CME/Community Education/Occupational Programs (union eligible), reflecting Clerical, Level II, Address 3, at an annual salary of \$19,000, prorated, effective December 1, 2008,
- resignation of Ms. Heidi Rhea, Administrative Assistant to Dean of Library, effective December 31, 2008.

MOTION:

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

Specific Items:

Three Year GREDA Service Agreement:

Mr. Bill Robinson moved and Mr. Mike Bavery seconded to approve a three (3) year GREDA Service Agreement commencing January 1, 2009, with dues in the amount of \$5,000 each year.

MOTION:

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

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD NOVEMBER 18, 2008 – PAGE 4

CSC Foundation Gala –
Alcohol Beverage
Exemption:

Mr. Tom Colclasure moved and Ms. Gayla Pacheco seconded to approve the Alcohol Beverage Exemption for the Foundation Holiday Fine Arts Gala being held in the Crist Student Center on Saturday evening, December 6, 2008, from 7-8:30 p.m. (Wine only will be served along with punch and hors d'oeuvres. The event is by invitation only for CSC alumni, donors, and friends.)

MOTION:

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

Health Insurance Program:

Mr. Mike Bavery moved and Dr. D. Wayne Green seconded to approve the renewal of a wholly-funded health program with BlueCross BlueShield of Illinois effective January 1, 2009.

MOTION:

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

Dental Insurance Program:

Mr. Tom Colclasure moved and Mr. Mike Bavery seconded to approve the renewal of the Guardian Dental program effective January 1, 2009.

MOTION:

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

Aerobic Room Flooring –
Back on the Board Table:

Mr. Tom Colclasure moved and Mr. Bill Robinson seconded to put the Aerobic Room Flooring Agenda Item back on the table. (The Item was tabled at last month’s meeting.)

MOTION:

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

Aerobic Room Flooring:

Mr. Tom Colclasure moved and Mr. Bill Robinson seconded to approve awarding of a contract for Mondo Advanced Aerobics Flooring to Moore’s flooring of Quincy, Illinois, in the amount of \$27,129. Basis of this recommendation is Phillips Swager Associates (PSA) original specification calling for this style flooring.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD NOVEMBER 18, 2008 – PAGE 5

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

Tentative Tax Year 2008
Levies – Tax Equity

Resolution & Public Notice: Mr. Bill Robinson moved and Mr. Mike Bavery seconded to approve 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, six members voted “Aye”; none voted “Nay”; one absent. Motion carried. Student Trustee absent; Faculty Representative voted “Aye”; Staff Representative voted “Aye.”

Tentative Tax Year 2008
Levies – Resolution
Levying Tax for PHS:

Mr. Mike Bavery moved and Dr. D. Wayne Green seconded to approve the Resolution levying tax for Protection, Health and Safety (PHS) purposes.

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

Tentative Tax Year 2008
Levies – Resolution
Adopting Tentative Tax
Levies:

Mr. Mike Bavery moved and Mr. Tom Colclasure seconded to approve the Resolution adopting tentative tax levies.

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

Tentative Tax Year 2008
Levies – Truth in Taxation:

Dr. D. Wayne Green moved and Ms. Gayla Pacheco seconded to approve notice to comply with truth in taxation.

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

REPORTS

President: President Schmidt reported that he was the Guest Speaker at the Biz Link breakfast this morning in Warsaw at 6:30 a.m. He spoke about the Charger Community Center and had a most enjoyable time.

Vice President of Student Services: Mr. Steve Norton reported that registration for the spring semester is well underway and enrollment is looking very positive. He said that the F Building is a very vibrant place with the Performing Arts and Athletics. CSC will host portions of the GHS Thanksgiving Tournament. It will start with Illini West playing Metamora Thursday evening. Norton reported that Noel-Levitz (Enrollment Management) is continuing to move forward and today Financial Aid and Retention met with NL representatives. He anticipates a more in-depth report coming soon.

Vice President of Academic Services: Dr. Lori Sundberg reported that the preparation for the NCA accreditation visit is continuing to go very well. We have submitted our preferred dates for our visit. Those include November 8-10, 2010; November 1-3, 2010; and January 31-February 2, 2011. Sundberg said that the Employee Benefits Fair will be December 5 from 10 a.m. to 2 p.m. She will be meeting with Farmland Foods again this Friday. They want to expand the course offerings for spring to include some developmental course work in an effort to get their employees ready for college level work. Sundberg reported that we just completed two surveys for the Noel-Levitz project. The Student Satisfaction Survey and an Employee Survey which is targeted to see how closely student perceptions and employee perceptions match up. We should be receiving those results shortly.

Vice President of Administrative Services & CIO: Mr. Samuel Sudhakar reported that we have started the implementation of the Active Admissions Project that the Board approved last month. A cross functional team of members from across the institution will be involved in the project. This project is expected to be completed in the summer 2009. He said that we have also started the implementation of the document management software. This project will be finished by spring 2009. Sudhakar reported that Johnson Controls has started preliminary work on the wind energy feasibility study and the Physical Plant team is continuing their work on improving accessibility for our students, faculty, and staff across all our campuses. Four

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD NOVEMBER 18,
2008 – PAGE 7

automatic door openers were installed last month on the Galesburg campus. This coming summer we are planning to address a broader range of accessibility issues with the PHS projects that the Board approved. Lastly, he informed the Board that the auction held on campus last Saturday was very successful. We appreciate the work of the Physical Plant team and the Roads and Grounds Team in helping get things organized for the auction. The storage sheds will now be cleared to make room to store the College rolling stock for the winter.

Administrative Reports: Ms. Lisa Hanson, Mr. Tony Bentley, and Mr. Jim Rich gave reports.

Faculty Representative: Ms. Carol Petersen reported that Faculty Assembly met this afternoon. She said that the performance of the cappella group *The Other Guys* from the University of Illinois had standing room only last Saturday night. The Carl Sandburg College Choir, directed by Mr. Tim Pahel, will present a benefit dinner and concert at 6 p.m. on December 5 at the First Lutheran Church, Galesburg. Benefits from the event, entitled “Christmastime in the City,” will help pay for the choir’s trip to New York City in May, 2009. Petersen reported that Phi Theta Kappa has established a \$500 scholarship for Teachers Education and Ms. Syndi Johnson is now Cisco Certified. Ms. Linda Lee’s Ethical Hacking Class installed network and equipment for the Knox County Housing Authority and they will have a Drive War on November 20. This activity is documenting wireless networks in Galesburg and filing statistics on the security. The class has also been invited to Knox College to test their security.

Staff Representative: Ms. Diane Weeks reported that CSC won the “*Walk Across America*” competition with Knox College. The total miles walked were 16,605.48, and Knox was 15,659.27 miles. The CSC Team picture should be in The Paper soon. The final results and individual miles walked are listed on the CSC website. We ended up about 900 miles away from home.

Board Reports: Rev. Jon Sibley, Sr. reported that he attended the ICCTA Meeting in Chicago on November 14 and 15. He said that the ICCTA is working with the Illinois Presidents Council, the ICCB, and other community college advocates to protect education funding in light of anticipated mid-year budget rescissions; reminded everyone of the ACCT National Legislative Summit being held in

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD NOVEMBER 18,
2008 – PAGE 8

Washington D.C. February 9-11, 2009; informed the Board of the Presidents Council's partnership with the Illinois National Guard to provide support services to military personnel and their families; and the ICCTA approved \$25,000 to expand the ICCTA's statewide public relations campaign.

Ms. Gayla Pacheco reported that she also attended the ICCTA Meeting in Chicago and the Seminar on "*Wind Energy and Community Colleges.*" Pacheco said that CSC is right on target with the Memorandum of Understanding (MOU) with Johnson Controls on the wind energy feasibility study. She said that if CSC can save money on energy that would be less of an impact on education cuts.

Mr. Mike Bavery reported that he also attended the Biz Link Breakfast this morning in Warsaw and what an excellent job President Schmidt did promoting the College and the Community.

OTHER

Closed Session

8:52 p.m.:

Dr. D. Wayne Green moved and Mr. Bill Robinson 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 the appointment, employment, compensation, discipline, performance or dismissal of specific employee of the public body; to consider litigation previously filed; and to discuss minutes of meeting lawfully closed under the Illinois Open Meetings Act.

MOTION:

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

Reconvene

9:07 p.m.:

The Regular Meeting of the Board reconvened at 9:07 p.m.

ROLL CALL:

Present: Rev. Jon A. Sibley, Sr., Vice Chairperson
Mr. Michael T. Bavery, Secretary
Mr. Thomas H. Colclasure
Dr. D. Wayne Green
Ms. Gayla J. Pacheco
Mr. Bill C. Robinson

Absent: Mr. John T. Huston, Chairperson
Ms. Brittany Manser, Student Trustee
Ms. Carol Petersen, Faculty Representative
Ms. Diane Weeks, Staff Representative

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD NOVEMBER 18,
2008 – PAGE 9

ADJOURNMENT

9:08 p.m.:

Mr. Bill Robinson moved and Mr. Mike Bavery 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.