

CARL SANDBURG COLLEGE

(559th Meeting)

Regular Meeting – February 27, 2003

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 Thursday, February 27, 2003, at 7:00 p.m.

ROLL CALL:

Present: Ms. Gayla J. Pacheco, Chairperson
Mr. Thomas H. Colclasure, Vice Chairperson
Dr. D. Wayne Green, Secretary
Mr. John T. Huston
Mr. John A. Kraus
Mr. Josh Hoots, Student Representative

Absent: Mr. Bruce A. Lauerman
Ms. Nancy L. Youngquist

Others: Mr. Thomas A. Schmidt, President, and Ms. Mary Buckingham, Recording Secretary. Administration: Mr. Dennis Anderson, Mr. Larry Benne, Ms. Sherry Berg, Mr. Jonathan Bradburn, Mr. Larry Byrne, Ms. Robin DeMott, Ms. Carol Gronewold, Ms. Jill Johnson, Mr. David Kellogg, Ms. Gwen Koehler, Ms. Carol Kreider, Ms. Misty Lewis, Mr. Steve Norton, Ms. Annette St.Ledger, Mr. Samuel Sudhakar, Ms. Shelle Summers, Ms. Lori Sundberg, and Ms. Lora Wright. Faculty: Mr. Dan Yasenko, Faculty Representative. Staff: Ms. Heather Severns, Staff Representative, and Mr. Steve Alfaro. Others: Mr. Gary Baner, Ms. Karen Unger, and representatives of the media.

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Executive Session

7:02 p.m.:

Mr. John Huston moved and Mr. Tom Colclasure seconded a request for an Executive Session to consider the employment of specific employees of the public body, to consider compensation of specific employees of the public body, to consider litigation that has been filed and is pending, 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.

MOTION:

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

RECONVENE

7:51 p.m.:

The Regular Meeting of the Board reconvened at 7:51 p.m.

ROLL CALL:

Present: Ms. Gayla J. Pacheco, Chairperson
Mr. Thomas H. Colclasure, Vice Chairperson
Dr. D. Wayne Green, Secretary
Mr. John T. Huston
Mr. John A. Kraus
Mr. Josh Hoots, Student Representative

Absent: Mr. Bruce A. Lauerman
Ms. Nancy L. Youngquist

Consent/Non-Personnel:

Mr. John Huston moved and Mr. John Kraus seconded approval of the following items under the Consent Agenda/Non-Personnel:

- minutes of January 23, 2003, meeting of the Board,
- bills for the month of January 2003.

MOTION:

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

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Consent/Personnel:

Mr. John Kraus moved and Mr. Tom Colclasure seconded the following item under the Consent Agenda/Personnel:

- granted the following faculty tenure effective for the 2003-2004 academic year: Ms. Lauri Wiechmann, Mr. James Sanders, Ms. Cynthia Johnson, Ms. Gayla Holmes, Mr. Michael Green, Mr. Matthew Hanson, and Ms. Vicki McMullin,
- re-employed the following non-tenured faculty for the 2003-2004 academic year: Ms. Kathleen Stieren, Ms. Marjorie Smolensky, Ms. Theresa Sniff, Ms. Dia McKillip, Ms. Diana Billeter, Ms. Barbara Gunderson, Ms. Yancy Pitman, Ms. Linda Lee, Ms. Carla Murray, Ms. Kim Norris, Ms. Cynthia Stoerzbach, Ms. Rosemary McNeil, Ms. Jackie Whipple, and Ms. Sharon Lytle,
- employment of Mr. Noel Taflinger, Custodial Worker, Level 1, Address 2 at an annual salary of \$16,620, prorated, effective March 2, 2003,
- confirm the release of Ms. Linda Chezem, Assistant Children's School Director/Evening Care Teacher, effective January 27, 2003,
- resignation of Mr. Jonathan Bradburn, Director for the Center for Agriculture Business and Industry, effective March 31, 2003,
- resignation of Mr. Jeffrey Stephenson, Mortuary Science Instructor, effective March 14, 2003,
- resignation of Mr. Gary Judy, Desktop Publishing Instructor, effective at the end of the 2002-2003 academic year,
- employment of Mr. Jonathan Bradburn, Computer Technology Instructor at Henry C. Hill, at an annual salary of \$35,829, prorated, reflecting a Bachelor's degree plus 16 hours with six years of related experience, effective April 1, 2003,
- employment of Mr. Trevor L. Reid, Physical Plant worker, Level 2, Address 3 at an annual salary of \$19,200, prorated, effective March 3, 2003.

MOTION:

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

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Financial Reports: Dr. D. Wayne Green moved and Mr. John Kraus seconded that the minutes reflect receipt of the financial reports.

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

Children’s School
Playground Equipment
Project:

Mr. John Kraus moved and Dr. D. Wayne Green seconded the Children’s School Playground Equipment project contract to the low bidder, Laverdiere Construction, out of Macomb, Illinois, at \$179,534.

Funding Sources:

Private Donations/Grant/Foundation Proceeds	\$113,880	1).
College Resources	<u>65,654</u>	2).
	<u>\$179,534</u>	

1). The CSC Foundation has agreed to “Front-end/cash flow” \$100,000 for the project. In addition, there is \$13,880 accumulated from previous year’s fundraising efforts conducted by the Child Care Program and parents.

2). The administration is reviewing options to fund this from the proceeds of past Guaranteed Energy Savings Contracts and/or bond issuances, Working Cash Fund interest income, Strategic Technology Endowment Fund interest income, Operations and Maintenance Fund, and/or a combination of all of the above.

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

PRESIDENT: Mr. Thomas Schmidt reported that he just spent the last two days in Springfield for the Adult Education/Family Literacy Task Force (an ICCB committee) which he is a member. The Task Force is attacking a number of issues. Schmidt stated that Ms. Sherry Berg and Ms. Gwen Koehler have been very instrumental in bringing him up to speed on Adult Education and Family Literacy. The Task Force’s final recommendations will reflect the actual statutes.

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Dr. Joe Cipfl (ICCB) stated that Adult Education and Family Literacy will become more visible issues across the state through the efforts of this Task Force. Lastly, Schmidt reported that the West Central Trustees Association Regional Meeting is scheduled for March 25th at John Wood Community College. Dr. Dan LaVista, Executive Director of the Illinois Board of Higher Education, is the scheduled speaker.

VICE PRESIDENT OF
STUDENT SERVICES:

Mr. Steve Norton reported that Ms. Lori Sundberg has been nominated to the ICCTA for the Distinguished Alumnus Award 2003 by Carl Sandburg College. Norton stated that the Annual Junior/Sophomore Career Fair will be held on March 10th. Over 15 area high schools will visit the fair. Lastly, Norton reported that the Women's Basketball Team will compete in the Region IV Tournament on Sunday, March 2, 2003, at 3 p.m. at Moraine Valley.

VICE PRESIDENT OF
INSTRUCTIONAL
SERVICES:

Mr. Larry Benne reported that on March 12th over 600 fourth graders will attend Agriculture Day on the CSC Campus. Benne reported on the status of the WIEC Consortium. He stated that the Consortium was started with an Illinois DECA Grant for distance learning in the area high schools and among community colleges. The equipment in our region is starting to get old and outdated and the consortium is looking into possible ways to salvage its operation. The steering committee is meeting to develop recommendations to the President's Council. Benne stated that CSC will not terminate our area high schools and we will continue to offer distance learning within our community college district. The WIEC Consortium may or may not exist after June 30th.

VICE PRESIDENT OF
TECHNOLOGY
SERVICES:

Mr. Samuel Sudhakar reported that CSC is working on completing the ICN grant project, Incorporating Virtual learning in the classroom. When the project is done in May, we will have a successful self-paced training program for K-12 teachers as well as our faculty that will help them integrate technology in their classrooms.

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Sudhakar is also working on getting ten year cost of ownership details for the proposed wireless wide area network. Lastly, he stated that the City of Galesburg has approved CSC's request for the release of funds to buy equipment for the ETC-TV that is scheduled to go live on May 1, 2003.

DEAN OF COMMUNITY
& EXTENSION
SERVICES:

Ms. Sherry Berg reported that the Teachers' Institute will take place at CSC on March 7th. Over 1,200 K-12 teachers will be on campus. Berg stated it will be a good time to highlight the new ICSC building. Berg reported that last Saturday, February 22nd, was the 20th Annual Class Day. Knox County Association for Home and Community Education sponsors the event on the CSC main campus. Berg said that on March 11th the Knox County Spelling Bee for 4-8th graders will be held in the CSC Theatre. This is the fourth year that Carl Sandburg College has hosted the event. Lastly, Berg stated that the ETC will become an ATC Testing Center and a training center on ACT Course Ware. Berg thanked Jonathan Bradburn and staff for their diligent work in preparing for this testing service.

DIRECTOR OF TRIO
UPWARD BOUND:

Ms. Jill Johnson reported that 82 percent of the original 51 Upward Bound students have been retained. The community colleges average is 49 percent. Their GPA average is 3.07. Johnson stated that 100 percent will graduate from high school and 100 percent are enrolling in college this fall. Upward Bound requires that you apply to a minimum of two colleges. The students have been accepted at Tulane, Knox, Illinois State, Quincy University, Loyola, Milikin, University of Illinois, and the University of Tennessee. This is just a partial list of where the students have been accepted. The students are in the process now of setting up internships. They will be doing internships at the Illinois Department of Agriculture, Prairie Valley Orthodontics, City of Galesburg, Video Media Productions, WGIL Radio, CSC Children's School, CSC Information Technology Department, and the State's Attorney's Office. Once again, this is just a partial list. Upcoming Upward Bound events in March include a *Bowl Your Brains Out Bash* and a *Financial Aid Workshop*. Lastly, Johnson reported that student Jen Gallagher placed fifth at the state regional

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competition in Nursing Skills and she will now move on to state competition in Springfield this April.

DIRECTOR OF
CME:

Mr. Dennis Anderson reported that the 2003 Manufacturing Trades Expo will take place at the CME on March 11, 12, and 13, 2003. Between 600 to 700 eighth grade students will attend. There are currently 14 exhibitors and over 10 sponsors. Anderson stated that there will be 60 volunteers from 11 schools helping with the Trades Expo.

DIRECTOR OF
MARKETING &
PUBLIC RELATIONS:

Ms. Robin DeMott reported that Carl Sandburg College will have an Open House on Sunday, April 27th from 1 to 4 p.m. DeMott stated that in March she will be attending the NCMPR Conference. This is national conference for marketing.

DIRECTOR OF
BUSINESS SERVICES:

Mr. Larry Byrne reported that the Health Department has completed their follow-up inspection in the new ICSC building. The Food Court now has a full sign off. Byrne reported that the Maintenance/Storage Building is at substantial completion. He stated the Bushnell expansion is expected to be at substantial completion by March 5, 2003. He has started meeting on furniture for the expansion. Byrne reported that the E/F Connector will be at substantial completion by March 5, 2003. Lastly, Byrne said that the Fitness Extension is making progress. Ductwork and heating will be completed during Spring break.

DEAN OF HUMAN
RESOURCES/
ORGANIZATIONAL
DEVELOPMENT:

Ms. Lori Sundberg reported that The Title III grant is due next Wednesday, March 5th. CSC will be ready to submit. CSC received notice from ICCB that we received a grant from Perkins for \$15,000 to get us started on the early work for a degree audit system for our students. Sundberg recently attended the annual Seyfarth & Shaw conference on employment issues for public entities.

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ICCTA

REPRESENTATIVE:

Mr. John Huston reported that last month the ICCTA voted unanimously not to approve the Illinois Board of Higher Education's FY 04 budget request. Recently, trustees across the state received a letter from Mr. Ed Duffy, Illinois Community College Board Chair, stating that the ICCTA should remain under the IBHE. As a result of the ICCTA's vote, there were meetings held with the ICCTA, the ICCB, and the IBHE. Ultimately, the Illinois Board of Higher Education leaders heard the concerns of the ICCTA. Huston stated that two weeks ago a delegation consisting of: Pacheco, Hoots, Schmidt, Sudhakar, and himself attended the ACCT/AACC Convention held in Washington DC. In DC, they met with a representative of Senator Fitzgerald's staff, a representative of Senator Durbin's staff, and Representative Lane Evans. Huston referenced that the state of Illinois had the most representatives attending the Legislative Session at the convention. He stated that their visit was quite fruitful. Lastly, Huston stated that the next ICCTA meeting will be March 14th and 15th at William Rainey Harper College in Palatine.

BOARD REPORT:

Mr. Tom Colclasure reported that Bridgeway held a seminar on CSC campus today and stated that everyone at the College was very helpful and accommodating. Colclasure stated that CSC is a wonderful resource for the community to utilize for seminars.

STAFF

REPRESENTATIVE:

Ms. Heather Severns reported on Wellness. Severns stated there were 32 employees that participated in the metabolic health screenings. She is now offering an evening yoga class that meets on Mondays and Wednesdays from 5:20 - 6:20 p.m. in room E241. Severns reported that Ms. Lori Sundberg recently obtained her Yoga Fit certification and she is getting ready to offer her community service yoga sessions. Severns stated the Weight Challenge is officially over and the totals have not been calculated. Lastly, the All College Walk will be Friday, April 25th at 7:00 a.m. For the first time, this walk will be an indoor walk going from A to F building under one roof.

STUDENT

REPRESENTATIVE:

Mr. Josh Hoots reported that on March 22, 2003, SGA will be hosting a Spring Athletic Party. Hoots stated that on April 12, 2003, SGA is sponsoring a spring trip to Chicago. They will shop

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and sight-see during the day and attend Second Cinema that night.
The cost of the trip is \$25.

FACULTY
REPRESENTATIVE:

Mr. Dan Yassenko reported that the CSC counseling department, along with Cecilia Clevidence, a part time CSC instructor and counselor, have developed a career development workshop entitled, "The Next Step" for Maytag employees. There will be three sessions that will serve nearly 80 Maytag employees.

CANVASS VOTES:

After discussion by the board, it was decided that they will meet on Monday, April 7, 2003, to canvass votes from the April 1, 2003, Consolidated Election. The meeting will take place in the A. Lewis Long Conference Room, Carl Sandburg College, Galesburg, Illinois.

ADJOURNMENT
8:31 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.