

CARL SANDBURG COLLEGE
(606th Meeting)
Regular Meeting – October 26, 2006

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 26, 2006, at 7:00 p.m.

ROLL CALL:

Present: Mr. John A. Kraus, Chairperson
Mr. Bruce A. Lauerman, Vice Chairperson
Mr. William C. Robinson, Secretary
Mr. Jack P. Ball
Dr. D. Wayne Green
Mr. John T. Huston
Ms. Paige Rohweder, Student Trustee

Absent: Mr. Thomas H. Colclasure

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, Ms. Sally Day, Ms. Robin DeMott, Ms. Lisa Hanson, Ms. Misty Lewis, Ms. Debra Miller, Mr. Steve Norton, Mr. Mark Pfeiger, Mr. Jim Rich, Mr. Samuel Sudhakar, Dr. Lori Sundberg, and Dr. Connie Thurman. Faculty: Ms. Sharon Lytle, Faculty Representative; and Ms. Gayla Holmes. Staff: Ms. Angela Strom, Staff Representative. Others: Ms. Paivi Jarvinen, Mr. Mike Bavery, Mr. Jeff Bonick, Ms. Ila Anguish, Mr. Jerry Bartel, and Mr. Jim Drozd.

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Items from the Floor: Ms. Gena Alcorn, Director of the Foundation, introduced the CSC Foundation Branch Campus Community Advisory Committee members in attendance: Ms. Ila Anguish, Mr. Jerry Bartel, and Mr. Jim Dorzdz. The remaining committee consists of: Ms. Donna Bruenger, Mr. Alan Driskell, Ms. Carol Gronewold, Ms. Teresa Smith, Ms. Wendy Swank, Mr. John Huston, and Ms. Debra Miller.

Consent Agenda-General: Mr. John Huston moved and Mr. Bruce Lauerma seconded to approve the following items under the Consent Agenda-General:

- minutes of the September 28, 2006, meeting of the Board,
- checks as written, signed, and dispersed for the month of September 2006,
- appointment of the Automotive Technology Advisory Committee: Mark Ahlberg, Gary Bruington, Jeff Gardner, Cuong Le, Steve McMahon, Myron Miller, Wayne Palmer, David Allen, Robert Eldridge, Mike Glasnovich, Scott Leath, Peggy Miller, Mike Mooney, and Mike Talbert.

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

Consent Agenda-Personnel: Dr. D. Wayne Green moved and Mr. John Huston seconded to approve the following items under the Consent Agenda-Personnel:

- resignation of Ms. Cynthia Painter, Payroll Clerk, effective October 13, 2006,
- employment termination of Mr. Steve VanFleet, Third Shift Custodian, effective October 1, 2006,
- employment termination of Mr. Anthony Rakestraw, Building Maintenance, effective October, 1, 2006,
- employment of Ms. Joyce Lemmer, Payroll Clerk (union eligible), reflecting Technical, Level II, Address 3, at an annual salary of \$19,070, prorated, effective November 1, 2006.

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

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- Financial Reports: Mr. John Huston moved and Mr. Jack Ball seconded that the minutes reflect receipt of the financial reports.
- MOTION: On roll call vote, six members voted “Aye”; none voted “Nay.” Motion carried. Faculty Representative voted “Aye”; Staff Representative voted “Aye”; Student Trustee voted “Aye.”
- Mini Treat: Heard a presentation from Ms. Debra Miller, Dean of Extension Services, on the Impact of Interactive Television on Bushnell and Carthage campuses.
- Introduction: The Board was introduced to Ms. Paivi Jarvinen, from Finland. 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. Gayla Holmes.
- FY2006 Auditor’s Report: Mr. Bruce Lauerman moved and Mr. Jack Ball seconded to approve the acceptance of the FY2006 Financial Audit as presented.
- MOTION: On roll call vote, six members voted “Aye”; none voted “Nay.” Motion carried. Faculty Representative voted “Aye”; Staff Representative voted “Aye”; Student Trustee voted “Aye.”
- Approval to Publish
FY2006 Annual
Financial Report: Mr. John Huston moved and Dr. D. Wayne Green seconded to approve to publish the FY2006 Annual Financial Report as specified by law.
- MOTION: On roll call vote, six members voted “Aye”; none voted “Nay.” Motion carried. Faculty Representative voted “Aye”; Staff Representative voted “Aye”; Student Trustee voted “Aye.”
- PRESIDENT: President Schmidt said that Ethics Training Packets were distributed to the Trustees tonight. He said there is conflicting view points on whether the Trustees must take the training or not. Schmidt said that in good faith, CSC is asking the Trustees to take the training.

President Schmidt reported that he recently took part in a panel discussion at Heartland Community College entitled “*Aging as an Asset.*” He said it was an honor to be involved in the discussion. President Schmidt said that Ms. Lisa Hanson, the Cabinet, and he recently met with the ISAC Commissioner, Mr. Don McNeil, as he and members of his office were visiting various colleges in the state. Hanson did an excellent job of outlining the issues concerning community colleges and specifically CSC. It was a great opportunity to tell the commissioner what help we need for *our* students.

Schmidt reported that on behalf of the Trustees, a letter of support was sent to the City of Galesburg on the expansion of the Enterprise Zone.

Schmidt commented on the Credit Hours and Enrollment Report distributed. He said that CSC needs to know who we are as an institution. And as a necessity, we must become a M.A.S.H. Unit (Mobile Academic Service Habitat).

Schmidt said that the Administration is also concerned with future utility costs and in anticipation of higher costs; CSC is aligning contractual relations and locking in our utility rates for 18 months. Schmidt reported that the ACCT and AACC 2007 Community College National Legislative Summit will be held in Washington, DC, February 11-14.

VICE PRESIDENT OF
ACADEMIC SERVICES:

Mr. Larry Benne reported that Ms. Debra Miller is now Dean of Extension Services. She will be supervising both Carthage and Bushnell campuses. She will now attend the Instructional Team Meetings. Benne said that midterms have now passed and many faculty members have been attending workshops off campus.

VICE PRESIDENT OF
STUDENT SERVICES:

Mr. Steve Norton reported that the Annual Career Fair was very successful. Over 60 colleges were in attendance and he appreciates all the staff members who worked on the Fair. Norton said that his office is now beginning enrollment for spring semester. They will continue to study data on enrollment. Norton reported that the CSC athletic teams are very busy this time of year. He said that we are inviting area youth to home basketball games this year giving them an opportunity to visit the campus and visit with the CSC teams.

VICE PRESIDENT OF
TECHNOLOGY
SERVICES:

Mr. Samuel Sudhakar reported that we have commissioned an IT security audit with Pearl Technologies of Peoria. The purpose of the audit is to analyze and evaluate the security of our networks and servers from within the campus and from the outside and formulate recommendations for adjustment of our security infrastructure/strategy. Sudhakar said that Project SafeGuard is proceeding well. We had seven school districts participate in two vendor demonstrations on October 18. Two more vendors will be demonstrating their admin software packages on November 7. Schools will make their decision in the beginning of December for implementation in January. Sudhakar reported that the Hamilton School district has joined EduNet making it the 15th partner to the EduNet project. Lastly, he said that as of Wednesday, 65 percent of CSC employees have successfully completed the Ethics Training and we have roughly a week more to go for the completion of the training period.

VICE PRESIDENT OF
ADMINISTRATIVE
SERVICES:

Dr. Sundberg reported that the Employee Benefits Fair will be held on December 8. She said that we have been given a deadline of November 6 for the Upward Bound Grant. Ms. Peggy Libby and Mr. Tony Bentley are diligently working to complete that grant renewal. Sundberg thanked Ms. Lisa Blake and the Business Office staff for the completion of the audit. Sundberg reported that she recently attended the ACCT Congress and Leadership Academy for five days. She said it was a wonderful learning experience and thanked the Board for giving her the opportunity to attend.

ADMINISTRATIVE
REPORTS:

The following administrators gave reports: Ms. Misty Lewis and Ms. Robin DeMott.

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ICCTA

REPRESENTATIVE: Mr. John Huston reported that the ICCTA Meeting was held September 29 & 30 in Springfield. The topic at the meeting was *Ethics Update* and Part Two of the *Ethics Update* will be at the November 10 & 11 ICCTA Meeting in Chicago. Lastly, Huston reported that the ACCT and AACC 2007 Community College National Legislative Summit will be held in Washington, DC, February 11-14.

STUDENT TRUSTEE: Ms. Paige Rohweder reported that she has been asked to serve on the Illinois Course Applicable Project Board. It will give community colleges a student voice and what the student's needs are to transfer to a four year institution. Rohweder said that she will be attending her first meeting tomorrow at Northern Illinois University. She said she was looking forward to this opportunity. Rohweder thanked the Board for giving her all the opportunities she has been afforded being the Student Trustee to the Board.

FACULTY

REPRESENTATIVE: Ms. Sharon Lytle reported that the Faculty is in the process of completing the State Ethics Training. She said that Faculty Assembly approved several course changes. One is to add the Introduction of Chinese and the other is to drop Word Perfect. Lytle said the Faculty Peer Group continues to provide information on technology, etc.

STAFF

REPRESENTATIVE: Ms. Angela Storm reported that Ms. Lynda Fainter and she attended a telephone conference on Wednesday, October 18, 2006, on a new healthcare program called *Governor Blagojevich's Veterans Care, Healthcare for Illinois Veterans*. Ms. Rochelle Crump from the Illinois Department of Veterans Affairs Office in Springfield was the presenter. This new program is designed to provide comprehensive and affordable healthcare coverage to uninsured Illinois veterans. Storm said that a campus visit will be forthcoming in the near future. Area wide veterans will be able to meet with VA representatives and inquire about applying for this new healthcare program. Storm said that once the campus visit is scheduled, a link will be on the Carl Sandburg College website with the time and date. A press release will also be done. Storm distributed brochures on this new healthcare plan.

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Closed Session
8:24 p.m.:

Ms. Paige Rohweder moved and Dr. D. Wayne Green 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 emergency security procedures and the use of personnel and equipment to respond to actual danger to the safety of employees, students, staff, or public body and to review the College’s Emergency Response Procedures specifically as they relate to the observation of an eminent threat of violence with the use of a weapon; to discuss the dismissal, appointment, compensation, performance, and discipline of specific employees and students of the public body; to consider the selection of a person to fill a vacancy in public office; and to discuss minutes of meetings lawfully closed under the Illinois Open Meetings Act.

MOTION:

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

RECONVENE
9:00 p.m.:

The Regular Meeting of the Board reconvened at 9:00 p.m.

ROLL CALL:

Present: Mr. John A. Kraus, Chairperson
Mr. Bruce A. Lauerman, Vice Chairperson
Mr. William C. Robinson, Secretary
Mr. Jack P. Ball
Dr. D. Wayne Green
Mr. John T. Huston
Ms. Paige Rohweder, Student Trustee

Absent: Mr. Thomas H. Colclasure

Removed from Agenda:

Item number 17 (Lease Agreement) was removed from the Agenda.

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Employment of Security
Personnel:

Mr. John Huston moved and Mr. Bruce Lauerma seconded to approve the Administration to create two additional full-time Weekend Security/Custodian personnel positions. At an annual cost of \$17,870 maximum per person and \$6,266 in benefits.

MOTION:

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

ADJOURNMENT

9:02 p.m.:

Dr. D. Wayne Green moved and Mr. Bruce Lauerma 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.