

CARL SANDBURG COLLEGE
(599th Meeting)
Regular Meeting – April 27, 2006

CALL TO ORDER: The regular meeting of the Board of Trustees of Carl Sandburg College was held in Room 360, The Extension Center, Bushnell, Illinois, on Thursday, April 27, 2006, at 7:00 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. Paige Rohweder, Student Trustee

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. Marnie Dugan, Ms. Lisa Hanson, Ms. Carol Kreider, Ms. Misty Lewis, Ms. Debra Miller, Ms. Beverly Naslund, Mr. Steve Norton, Ms. Blanche Shoup, Mr. Samuel Sudhakar, Dr. Lori Sundberg, and Dr. Connie Thurman. Faculty: Ms. Kim Norris, Faculty Representative. Staff: Ms. Angela Strom, Staff Representative; Ms. Gina Krupps, and Ms. Sandy Seabold. Others: Ms. Mandi Anderson, WIU Intern, and representatives of the media.

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

- minutes of March 23, 2006, meeting of the Board,
- bills for the month of March 2006.

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

Financial Reports: Mr. Bill Robinson moved and Mr. John Kraus 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 Trustee voted “Aye.”

Appointment of
Chairperson Pro-Tem: Mr. Bill Robinson moved and Mr. John Huston seconded the appointment of President Thomas A. Schmidt Chairperson Pro-Tem.

MOTION: Voice vote – motion carried.

ADJOURNMENT
SINE DIE 7:07 p.m.: Mr. Tom Colclasure moved and Mr. John Kraus seconded that the 599th regular meeting of the Board be adjourned sine die.

MOTION: Voice vote – motion carried.

Call to Order of
Organizational Meeting: The 600th regular meeting of the Board of Trustees of Carl Sandburg College was held in Room 360, The Extension Center, Bushnell, Illinois, on Thursday, April 27, 2006, at 7:08 p.m. The meeting was called to order by President Thomas A. Schmidt, Chairperson Pro-Tem.

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. Paige Rohweder, Student Trustee

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Absent: None

Election of Chairperson-
2006-2007:

Dr. D. Wayne Green nominated and Mr. Jack Ball seconded the nomination of Mr. John Kraus as Chairperson of the Board. Mr. John Huston moved and Dr. D. Wayne Green seconded that nominations be closed and that a unanimous ballot be cast for Mr. John Kraus as Chairperson of the Board.

MOTION:

Voice vote – motion carried.

Presentation of Plaque:

Mr. John Kraus, Chairperson, presented a plaque to Dr. D. Wayne Green for his service as Chairperson of the Board for 2005-2006.

Election of Vice
Chairperson-2006-2007:

Mr. Tom Colclasure nominated and Dr. D. Wayne Green seconded the nomination of Mr. Bruce Lauerman as Vice Chairperson of the Board. Mr. John Huston moved and Dr. D. Wayne Green seconded that nominations be closed and that a unanimous ballot be cast for Mr. Bruce Lauerman as Vice Chairperson of the Board.

MOTION:

Voice vote – motion carried.

Election of Secretary-
2006-2007:

Dr. D. Wayne Green nominated and Mr. Bruce Lauerman seconded the nomination of Mr. Bill Robinsion as Secretary of the Board. Mr. John Huston moved and Mr. Jack Ball seconded that nominations be closed and that a unanimous ballot be cast for Mr. Bill Robinson as Secretary of the Board.

MOTION:

Voice vote – motion carried.

Appointment of
Recording Secretary:

Mr. Jack Ball nominated and Mr. Tom Colclasure seconded the appointment of Ms. Mary Buckingham as Recording Secretary of the Board.

MOTION:

Voice vote – motion carried.

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Appointment of
Treasurer:

Dr. D. Wayne Green nominated and Mr. Jack Ball seconded the appointment of Ms. Lisa Blake as Treasurer of the Board.

MOTION:

Voice vote – motion carried.

Designating Time and Place
of Board Meeting for
2006-2007:

Mr. Bill Robinson moved and Dr. D. Wayne Green seconded to approve designating the fourth Thursday of each month at 7:00 p.m. as the time to hold the Board of Trustees regular meetings during 2006-2007 (May-April). The meetings will be held in the in the A. Lewis Long Conference Room, Carl Sandburg College, Galesburg, Illinois, with the exception of July and October meetings held at The Branch Campus in Carthage, Illinois, and the April meeting held at The Extension Center in Bushnell, Illinois, unless otherwise designated by the Board of Trustees.

MOTION:

Voice vote – motion carried.

Consent Agenda-General:

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

- 2006 summer work schedule for full-time (benefited) employees that: extends from (Monday) May 15, 2006, through (Friday) August 4, 2006, daytime (1st shift) work schedule begins at 7:30 a.m. or 8:00 a.m. and ends at 4:00 p.m. (Monday through Friday); starting time will be at the discretion of the supervisor and depends upon whether the employee takes a one or one-half hour lunch; part-time employees will continue to work their current schedule within the summer-hour schedule,
- United Way Funding Contract for FY-06 – CSC Literacy Coalition in the amount of \$6,715.

MOTION:

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

Consent Agenda-Personnel:

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

- resignation of Mr. Robert Hall, Third Shift Custodian, effective April 14, 2006,

- resignation of Mr. Michael Holeman, Weekend Security/Custodian, effective April 9, 2006,
- resignation of Mr. Trevor Reid, Skilled Maintenance Worker, effective April 21, 2006,
- resignation of Ms. Tammy Boock, Business Office Clerk, effective April 14, 2006,
- employment of Ms. Tamara Bowen, Business Office Clerk (union eligible), reflecting Technical, Level II, Address 3, at an annual salary of \$18,790, prorated, effective May 1, 2006,
- employment of Mr. Robert Schultz, Third Shift Custodian (union eligible), reflecting Physical Plant, Level I, Address 2, at an annual salary of \$17,600, prorated, effective may 1, 2006,
- employment of Mr. Bruce Fowler, Weekend Security/Custodian (union eligible), reflecting Physical Plant, Level I, Address 2, at an annual salary of \$17,600, prorated, effective May 1, 2006,
- appointment of the following Associate Deans for the 2006-2007 academic year: Ms. Julie Gibb, Humanities and Performing Arts; Mr. James Graham, Social and Behavioral Sciences; and Mr. Darrell Clevidence, Math and Natural Sciences;
- appointment of the following Program Coordinators for the 2006-2007 academic year: Ms. Marjorie Judson, Child Development; Mr. Timothy Murphy, EMT/Paramedic; Mr. Timothy Krause, Mortuary Science; Mr. Timothy Pahel, Music; Ms. Diana Billeter, Business Open Lab; Ms. Barbara Kirchgessner, Cosmetology; Ms. Jodi McGivern, Sonography; Ms. Lauri Wiechmann, Dental Hygiene; Mr. Larry Wright, Automotive Technology; Ms. Cynthia Johnson and Ms. Linda Lee, Computer Information Systems; Ms. Janet LaDage, Secretarial Science; and Ms. Lisa Mohr, Art;
- resignation of Mr. G. Robert Richardson, Director of CSC Educational Programs at Henry C. Hill Correctional Center, effective June 30, 2006,
- employment termination of Ms. Loretta Cooper, Director of Upward Bound Program, effective April 30, 2006.

MOTION:

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

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The Extension Center
Update:

Heard an update on The Extension Center from Ms. Beverly Naslund, Director of The Extension Center.

The Children's School –
Follow-up Report:

Heard a Follow-up Report on The Children's School from President Thomas A. Schmidt.

PRESIDENT:

President Schmidt thanked everyone for attending the CSC Open House this past Sunday and for everyone's help in preparing for the Open House and the Founders Dinner. He said that The Branch Campus will have their Open House tomorrow from 3 to 6 p.m. and that The Extension Center will host their Open House this coming fall.

President Schmidt said that the GED graduation will be on Wednesday, May 10 and Mr. Steve VanDeWalle, a Teacher from the Quad Cities will be the speaker. President Schmidt reported that CSC graduation will be on Thursday, May 11 and that Ms. Helga Sandburg Crile will be the commencement speaker. He said that Mr. James Graham and faculty have once again invited everyone to Cherry Street Brewing Company Restaurant for an After Graduation Party.

President Schmidt reported that this week he and the cabinet met with Dr. Jeannie Clerc, Associate Provost for Western Illinois University (Quad City Campus). WIU is interested in growing the relationship with CSC.

President Schmidt reported that Dr. Connie Thurman has agreed to facilitate the Strategic Thinking/Planning Initiative for CSC. He said that we need two members of the Board to be on the committee. A formal Vision Statement will also be developed. Dr. D. Wayne Green and Mr. John Kraus volunteered to represent the Board on the committee.

President Schmidt reported that Representative Don Moffitt presented the College with a certificate in recognition of CSC's 40th Anniversary from the State of Illinois House of Representatives. The certificate will be hung in the Founders Lounge.

President Schmidt said that the Tentative Budget FY07 will be presented at the May Board Meeting. Phillip Swager/Dewberry will also present the updated District Site & Construction Master Plan.

President Schmidt reported that the College has a long standing Policy on Alcohol and Substance Abuse. The College (district wide) now has two venues with a wish and need to serve wine. One is the College for Seniors Wine Tasting and the other is at Foundation Receptions. At this time, the College is paying fees to rent outside facilities for these venues. The administration hopes to bring a Board Procedure back to the Board which spells out the procedure for these two instances.

President Schmidt distributed a CSC Credit Hour Summary. It was discussed by the Board.

President Schmidt discussed the State Officials and Employees Ethics Act. Mr. Larry Byrne, Director of Business Services, was appointed CSC's Ethics Officer.

VICE PRESIDENT OF
ACADEMIC SERVICES:

Mr. Larry Benne thanked everyone for the organization and efforts at the Open House. He has heard nothing but favorable reports. Benne reported that Mr. Mark Pfleiger is judging the Industrial Technology Competition tonight at WIU. It is Pfleiger and his wife's 27th year of judging. Benne said that Ms. Gwen Koehler is attending Ms. Rose Park's graduation ceremony and dinner tonight from the Leadership Great Galesburg program. Benne reported that Ms. Karen Avalos, ESL instructor in the Adult Learning Center, was awarded the Teacher of the Year Award from the Illinois Adult and Continuing Education Association. Lastly, he said that Ms. Elaine Long and the new part-time instructor for Massage were attending training and licensure today in Elgin.

VICE PRESIDENT OF
STUDENT SERVICES:

Mr. Steve Norton reported that the Student Services staff is very busy enrolling for summer and fall. He said that it has been quite challenging. Norton reported that Wednesday, May 3 will be the Annual Awards Ceremony at 1:30 p.m. at the College and everyone is invited to attend.

VICE PRESIDENT OF
TECHNOLOGY
SERVICES:

Mr. Samuel Sudhakar reported that it has been exactly a year since the Board approved the EduNet project. We now have thirteen schools in our EduNet consortium. The two schools who joined last month were Bushnell Prairie City and LaHarpe School districts. Nauvoo Colusa school district is expected to take EduNet

to their Board in May. The network is creating tremendous opportunities for CSC students and residents across the College district. Sudhakar said he has now completed the superintendent's survey on Project SafeGuard. He reported that CSC is encouraged by the results and will be bringing ideas to the Board next month. He said that he has been elected to serve as the Vice President for the Acces Board for the upcoming fiscal year. He reported that his paper on EduNet has been accepted for presentation at the 22nd Annual Distance Learning Conference on Teaching and Learning to be held in Madison, Wisconsin, in August. Lastly, Sudhakar said that SIFE put together a business plan to dispose of CSC's excess computers. They will be sold to students' district wide through a bidding process. Seventy-two computers will be sold as is.

VICE PRESIDENT OF
ADMINISTRATIVE
SERVICES:

Dr. Sundberg reported that the Perkins guidelines and allocations are out. CSC's allocation is just \$1,100 less than last year. She said that Ms. Peggy Libby has also submitted a grant to the Illinois Arts Council for Mr. Tim Pahel's program. Lastly, Sundberg reported that they are wrapping up the final components for the Self-Study Recognition Report. CSC will have a visit from ICCB sometime this next fall or spring.

ADMINISTRATIVE
REPORTS:

The following administrators gave reports: Ms. Robin DeMott and Ms. Sally Day.

ICCTA
REPRESENTATIVE:

Mr. John Huston reported that the Annual ICCTA Convention and Awards Banquet will be held in Springfield on June 8, 9 & 10. Huston reported that the Dr. Thomas F. Schwartz will speak at the convention on "*How Lincoln's Legacy Impacts Public Higher Education.*"

STUDENT
TRUSTEE:

Ms. Paige Rohweder reported that the SGA Picnic was held yesterday and a good time was had by all who attended. She reported that she will be the Student Trustee for next year (2006-2007). Rohweder said it has been a pleasure and honor to serve as the Student Trustee to the Board. Lastly, she reported that the Idol

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Contest held on campus was a success and the SGA hopes to hold the contest each spring.

FACULTY

REPRESENTATIVE: Ms. Kim Norris reported that the Faculty Assembly has formed a Task Force Committee on the Retention of Students.

STAFF

REPRESENTATIVE: Ms. Angela Strom reported that the CSC Golf Outing will be on Saturday, June 10 at 12:30 p.m. at Laurel Greens Golf Course. Strom said if you would like more information, please contact Ms. Heather Hillhouse. Strom reported that her office has been very busy with pre-summer, summer and fall registration.

BOARD REPORTS: Bill Robinson reported that he thought the Open House and Founders Dinner were both very nice.

Closed Session

8:58 p.m.: Dr. D. Wayne Green moved and Ms. Paige Rohweder seconded a request for a Closed Session to consider “pending and imminent” litigation; to discuss the dismissal, appointment, compensation, performance, and discipline of specific employees and students of the public body; and to discuss minutes of meeting 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 Trustee voted “Aye.”

RECONVENE

9:40 p.m.: The Regular Meeting of the Board reconvened at 9:40 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
Mr. Thomas H. Colclasure
Dr. D. Wayne Green
Mr. John T. Huston
Ms. Angela Strom, Staff Representative

Absent: Ms. Paige Rohweder, Student Trustee

Resolution of Termination of
WIA Program and its
Employees:

Mr. John Huston moved and Dr. D. Wayne Green seconded to approve a resolution terminating the WIA (Workforce Investment Act) Program and its employees as employees of Carl Sandburg College effective June 30, 2006. Those employees are: Crystle Adams, Jennifer Booth, Bill Bricker, Debra Chard, Ann Chenoweth, Kay Dodd, Jayleen Galloway, Mike Haptonstahl, Neil Hummert, Jon Jackson, Susan Kohler, Dave Lindstrom, Nickie Newell, Janice Painter, Mike Pearman, Steve Sager, Amy Shields, Blanche Shoup, Paul Stockwell, Jeri Van De Voorde, Diana Warren, and Cathy Wollum.

MOTION:

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

Resolution of Termination
of Employment of
Employees at Henry C. Hill
Correctional Center:

Mr. Tom Colclasure moved and Dr. D. Wayne Green seconded to approve a resolution terminating the employees of Carl Sandburg College as part of the Department of Corrections contract at Henry C. Hill Correctional Center. Those employees are: Gareth L. Beams, Robert E. Ballew, Sara G. Frick, Sharif Sidi-Haji, and Mary E. Wurtzberger.

MOTION:

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

ADJOURNMENT

9:46 p.m.:

Mr. Jack Ball moved and Mr. Tom Colclasure 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.