

CARL SANDBURG COLLEGE
(612th Meeting)
Regular Meeting – April 26, 2007

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 26, 2007, at 7:00 p.m.

ROLL CALL:

Present: Mr. John A. Kraus, Chairperson
Mr. Bruce A. Lauerman, Vice Chairperson
Mr. Thomas H. Colclasure
Dr. D. Wayne Green
Mr. John T. Huston
Ms. Paige Rohweder, Student Trustee

Absent: Mr. Jack P. Ball
Mr. Bill C. Robinson

Others: Mr. Thomas A. Schmidt, President; and Ms. Mary Buckingham, Recording Secretary. Administration: Ms. Gena Alcorn, Mr. Larry Benne, Ms. Lisa Blake, Mr. Larry Byrne, Ms. Sally Day, Ms. Robin DeMott, Ms. Marnie Dugan, Ms. Carol Kreider, Ms. Misty Lewis, Ms. Elaine Long, Ms. Debra Miller, Mr. Steve Norton, Mr. Mark Pfleiger, Mr. Jim Rich, Mr. Samuel Sudhakar, Dr. Lori Sundberg, and Dr. Connie Thurman. Faculty: Ms. Sharon Lytle, Faculty Representative. Staff: Ms. Angela Strom, Staff Representative. Others: Reverend Jon Sibley, Sr., Mr. Tom Craft, Mr. Rob Brown, and Mr. Jeff Roepsch.

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Items from the Floor-
Digital Community

Colleges Survey Award: Mr. Samuel Sudhakar presented the Digital Community Colleges Survey Award to the Board of Trustees. The annual survey examines and documents how community colleges have progressed in using information technology to deliver services to their students, faculty, and staff. Sudhakar was pleased to report that Carl Sandburg College was awarded 8th Place from mid-sized community colleges in the country.

Proclamation Adult

Education “20-40-60 Week”: Mr. John Kraus, Chairperson, read a Proclamation from the City of Galesburg, proclaiming the week of April 15-21, 2007, the “20-40-60 Week.” Carl Sandburg College, founded in 1966, is celebrating Twenty Years of Literacy, Forty Years of Adult Education, and Sixty Year of Mr. Stan Shover’s teaching career. Mr. Stan Shover accepted the Proclamation from Chairperson Kraus.

Consent Agenda-General:

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

- minutes of March 19, 2007, and March 22, 2007, meetings of the Board,
- checks as written, signed, and dispersed for the month of March 2007,
- appointment of the Human Services Assistant Advisory Committee: Susan Crawford, Amy Fort, and Mary Crittenden,
- 2007 summer work schedule for full-time (benefited) employees that: extends from (Monday) May 14, 2007, through (Friday) August 3, 2007; 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.

MOTION:

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

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- Consent Agenda-Personnel: Ms. Paige Rohweder moved and Mr. Tom Coclosure seconded to approve the following items under the Consent Agenda-Personnel:
- resignation of Ms. Joy Johnson, Executive Assistant to Vice President of Academic Services, effective April 6, 2007,
 - resignation of Ms. Joyce Nelson, LRC Technical Services Supervisor, effective March 31, 2007,
 - resignation of Ms. Mellissa McCants, Full-time Children's School Teacher, effective April 16, 2007,
 - Program Coordinators for the 2007-2008 Academic Year:
 - Radiologic Technology – Ms. Jan Jacobs
 - Child Development – Ms. Marjorie Judson
 - EMT/Paramedic – Mr. Timothy Murphy
 - Mortuary Science – Mr. Timothy Krause
 - Music – Mr. Timothy Pahel
 - Business Open Lab – Ms. Diana Norris
 - Cosmetology – Ms. Barbara Kirchgessner
 - Sonography – Ms. Jodi McGivern
 - Dental Hygiene – Ms. Lauri Wiechmann
 - Automotive Technology – Mr. Larry Wright
 - Computer Information Systems – Ms. Cynthia Johnson and Ms. Linda Lee
 - Secretarial Science – Ms. Janet LaDage
 - Art – Ms. Lisa Mohr
 - Criminal Justice – Mr. David Kellogg,
 - employment of Ms. Beth Kunkle, Coordinator of Accounting Services (union exempt), reflecting Mid-Management, Level IV, Address 0, at an annual salary of \$26,800, prorated, effective May 1, 2007,
 - resignation of Ms. Susan Klusman, Adult Learning Center Instructor, effective, June 30, 2007,
 - resignation of Ms. Tera Rothzen, Fitness Center Supervisor/Employee Wellness Coordinator, effective May 4, 2007,
 - employment of Mr. Robert Hendrickson, Full-time Physics and Mathematics Instructor (union eligible), reflecting a Masters Degree, plus forty-five semester hours (MA+45), Address 8, at an annual salary of \$44,080, effective July 1, 2007.

MOTION:

On roll call vote, five 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. Tom Colclasure moved and Ms. Paige Rohweder seconded that the minutes reflect receipt of the financial reports.

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

Mini Treat-Scholarships: Ms. Gena Alcorn, Director of the Foundation, presented information on scholarships available to students.

College for Seniors-Alcohol Beverage Exemption: Mr. John Huston moved and Mr. Tom Colclasure seconded to approve the request of Alcohol Exemption for the CSC College for Seniors for the summer and fall 2007 semester Wine Club meetings/courses to take place on campus on June 14, July 19, October 18, and November 15, 2007.

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

Mailing Machine Contract: Ms. Paige Rohweder moved and Mr. Bruce Lauerma seconded to approve to award a lease/maintenance agreement for postal mailing equipment to Bi-State Business Solutions for a five year period at an annual cost of \$5,380 commencing May 16, 2007.

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

Protection, Health & Safety-Closed Circuit Television Monitoring System: Ms. Paige Rohweder moved and Mr. Tom Colclasure seconded to approve to award a contract for the PHS (Protection, Health & Safety), Closed Circuit Television Project, to D. M. Mattson, Inc. of McLean, Illinois, in the amount of \$129,888.00.

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

Energy Contract-Natural
Gas:

Mr. John Huston moved and Mr. Bruce Lauerman seconded to approve to award a contract with WPS (Integrus) for a managed natural gas program and “Statistical Procurement Strategy”, which is a medium risk option, be followed. (This option utilizes statistical models, tools, and market expertise that set key targets as to when natural gas should be purchased. This strategy offers a good balance between risk and best price.)

MOTION:

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

PRESIDENT:

President Schmidt distributed a Performance Contracting Report to the Board prepared by Johnson Controls, Inc. The Administration is considering the possibility of a Phase IV partnership with Johnson Controls, Inc. The book represents a broad framework of projects being considered under Phase IV.

President Schmidt reported that Mr. Bill Burkhardt and he participated in the Intergenerational Leadership Forum in Springfield on Monday; Tuesday he attended the Illinois Council of Presidents Meeting in Springfield; and on Tuesday night the College hosted a joint dinner meeting of all the Citizen Advisory Committees. At the dinner, he stressed that the College must embrace change. Revenue/Cost Reports and Occupational Surveys were distributed to the committees. President Schmidt stressed to the Committees that “students must come first.”

He reported that Wednesday Trustee John Huston and he attended Lobby Day in Springfield; May 15 will be the next regular board meeting which will include the Board Reorganization and the Adoption of the Tentative Budget.

President Schmidt reminded everyone that tomorrow is the Recognition and Awards Ceremony and the College will honor our fallen soldiers; May 9 is GED Graduation; and May 10 is CSC Graduation.

President Schmidt reported that today he welcomed the Secretary of State’s Office to the College where they held a Forum for advocate groups of Victims of Violence; Saturday the Support Group for African Americans will hold their 8th Annual Scholarship Dinner (3rd at CSC). Dr. Ernest Gibson will be the keynote speaker.

VICE PRESIDENT OF
ACADEMIC SERVICES:

Mr. Larry Benne reported that finals will begin a week from tomorrow. He said he recently attended the AACC Convention. Good quality programs were presented along with excellent breakout sessions. He thanked the Board for the opportunity to attend.

VICE PRESIDENT OF
STUDENT SERVICES:

Mr. Steve Norton reported that Student Services just finished conducting a district wide student opinion survey. Norton thanked the faculty and staff who helped with the distribution of the survey. Lastly, he reported that the Athletic Banquet will be held this Sunday evening.

VICE PRESIDENT OF
TECHNOLOGY
SERVICES:

Mr. Samuel Sudhakar reported that they had a very good meeting with a committee of faculty members from Monmouth College this afternoon. The committee met with the Faculty Peer Group (Ms. Linda Lee, Dr. Ken Grodjesk, Ms. Diana Norris, Mr. Michael Paris, Ms. Sharon Lytle, and Mr. David Burns) and talked about how Carl Sandburg College uses technology in the classroom to enhance student learning and how they can adopt these strategies at Monmouth College. Sudhakar said that on May 3 a team from Parkland Community College will be visiting the campus to talk to staff about Datatel and the implementation process. He reported that we are in the process of enhancing our voice broadcast system so that the campus community can be sent a broadcast message to their home and cell phones in case of a campus emergency; and that Avon and Knoxville are the two new schools to join Project SafeGuard.

VICE PRESIDENT OF
ADMINISTRATIVE
SERVICES:

Dr. Lori Sundberg reported that on Tuesday, April 17 Mr. Corey Davison made a presentation on the National Budget Deficit & Fiscal Responsibility (a call for generationally responsible fiscal policy and economic stewardship). All presentation locations had good attendance. Mr. Davison will be returning in the fall to work with CSC and Knox faculty on a Federal Budget Simulation. Sundberg reported that we did receive Perkins Funding however; it

will be \$30,000 less than we received last year. To date, we have had no word on the status of the Upward Bound Grant.

ADMINISTRATIVE
REPORTS:

The following administrators gave reports: Ms. Robin DeMott, Ms. Carol Kreider, Ms. Debra Miller, Mr. Larry Byrne, and Ms. Gena Alcorn.

ICCTA
REPRESENTATIVE:

Mr. John Huston reported that he attended Lobby Day in Springfield yesterday. He urged the Board to support House Bill 3504, Senate Bill 753, and additional funding for Illinois Veterans Grants. Huston encouraged the Trustees to write and call our state legislators in support of these bills and funding. Huston said that community colleges are recommending full state funding from the State Budget for programs funded through funding formulas. This recommendation is a funding level that is the same as if community colleges would have received a 1.5% increase in state funding for each of the past 5 years. He reported that the ICCTA Annual Meeting and Awards Banquet will be held in Chicago on June 8 & 9.

STUDENT
REPRESENTATIVE:

Ms. Paige Rohweder reported that the CSC Idol Competition was a success and they had over 170 people vote online. Ms. Marissa Smith, a Gale Scholar, won the competition. The Spring Picnic prevailed even with cool weather; 125 faculty and staff and over 500 students enjoyed hot dogs and hamburgers, karaoke, and inflatable games. Rohweder said that SGA has a sympathy banner for Virginia Tech displayed on the bulletin board in the Student Center. It will be up until Friday and then will be sent to the students at Virginia Tech. Phi Theta Kappa had their annual awards dinner on Tuesday, April 24 in Springfield. CSC's two nominees to the All – Illinois Academic Team, Dyson Shannon and Garry Barton, attended along with the PTK President Ron Bunch and Vice President Joe Miller. Rohweder reported that the SAC Outreach Committee adopted a community college in Mississippi that was affected by Hurricane Katrina. SAC collected small school supplies and small appliances to donate to the College. Rohweder and her family recently made a trip to Mississippi to deliver these items. She said it was an amazing experience and the College was very thankful and appreciative.

Rohweder said that the Student Representative to the Board will now officially go by the title “Student Trustee.”

FACULTY
REPRESENTATIVE:

Ms. Sharon Lytle reported that the faculty election was recently held with Ms. Barb Kirchgessner being the Faculty Chair Elect. She will represent the Faculty at the Board Meetings starting in July. Ms. Susan Sharp, Chairperson for Student Retention Ad Hoc Committee, presented a “report card” to the faculty assembly. A number of recommendations were made, including: program based scheduling that is more aligned to student needs; expansion of existing tutoring programs; intrusive advising (proactive vs. reactive); Early Alert Programs and Academic Probation Interventions that obtain timely feedback about student performance and result in contact with the student early and often; exploration of second-level testing/diagnostic testing during COMPASS testing sessions; greater sense of community be fostered among students, faculty, and staff; development of commuter student programs; and orientation/study skills option via traditional and online formats required of all our students. The Council has voted to give the Retention Ad Hoc Committee another year of study and planning to create a retention plan that meets student needs.

STAFF
REPRESENTATIVE:

Ms. Angela Strom displayed the plaque that will be presented tomorrow at the Recognition and Awards Ceremony in honor of Carl Sandburg College students who have fallen in the line of duty. The Ceremony will start at 1:30 p.m. in the Crist Student Center. We will be honoring Sergeant First Class Kyle B. Wehrly, Private First Class Caleb A. Lufkin, and Senior Airman Daniel B. Miller, Jr.

BOARD REPORTS:

Mr. Tom Colclasure said that he gives accolades to everyone thinking “**where students come first.**” He said that is what CSC is all about and from that perspective, we need that.
Mr. John Kraus congratulated the two newly elected board members and wished them well. They will be seated May 15.

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Closed Session

9:11 p.m.:

Mr. John Huston moved and Ms. Paige Rohweder seconded a request for a Closed Session to consider “pending and imminent” litigation; to consider the purchase or lease of real estate for the use of the public body; and to discuss minutes of meetings lawfully closed under the Illinois Open Meetings Act.

MOTION:

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

RECONVENE

9:36 p.m.:

The Regular Meeting of the Board reconvened at 9:36 p.m.

ROLL CALL:

Present: Mr. John A. Kraus, Chairperson
Mr. Bruce A. Lauerman, Vice Chairperson
Mr. Thomas H. Colclasure
Dr. D. Wayne Green
Mr. John T. Huston
Ms. Paige Rohweder, Student Trustee

Absent: Mr. Jack P. Ball
Mr. Bill C. Robinson

ADJOURNMENT

9:37 p.m.:

Ms. Paige Rohweder 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.