

CARL SANDBURG COLLEGE

Regular Meeting Minutes
(535th Meeting)

April 26, 2001

CALL TO ORDER: The regular meeting of the Board of Trustees of Carl Sandburg College was held, at The Extension Center, 380 East Main Street, Bushnell, Illinois, Thursday, April 26, 2001, at 7:00 p.m.

ROLL CALL:

Present: Mr. Bruce A. Lauerman, Chairperson
Mr. John T. Huston, Vice Chairperson
Dr. D. Wayne Green
Mr. John A. Kraus
Ms. Nancy L. Youngquist
Mr. John Roberson, Student Representative

Absent: Mr. Thomas H. Colclasure, Secretary
Ms. Gayla J. Pacheco

Others: Dr. Donald Crist, President, and Ms. Mary Buckingham, Recording Secretary. **Administration:** Mr. Larry Benne, Ms. Lorraine Crawford, Ms. Robin DeMott, Ms. Carol Gronewold, Ms. Jill Johnson, Mr. David Kellogg, Ms. Gwen Koehler, Ms. Carol Kreider, Mr. Dennis Maurer, Mr. Steve Norton, Mr. Thomas Schmidt, Mr. Samuel Sudhakar, Ms. Shelle Summers, and Mr. Mike Walters. **Faculty:** Ms. Jan Lundeen, Faculty Representative. **Others:** Ms. Cathy Lagnese, Staff Representative, Mr. Steve Alfaro, Mr. Gary Banner, Phillips, Swager Associates, Mr. Rob Brown, Johnson Control, and Ms. Mary Fran Crist.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD APRIL 26, 2001 –
PAGE 2

- Consent/Non-Personnel: Mr. John Huston moved and Dr. D. Wayne Green seconded approval of the following items under the Consent Agenda/Non-Personnel:
- minutes of March 22 & April 9, 2001, Meetings of the Board.
 - bills for the month of March 2001.
 - 2001 summer work schedule for full-time (benefited) employees that: extends from May 14 – August 3, 2001, 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, and part-time employees will continue to work their current schedule within the summer-hour schedule.
 - United Way grant application in the amount of \$15,230 for CSC Literacy Coalition funding in the 2002 calendar year.

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.”

- Consent/Personnel : Dr. D. Wayne Green moved and Mr. John Kraus seconded approval of the following items under the Consent Agenda/Personnel:
- appointment of Division Chairs as follows:
Humanities - Dr. John Pazereskis
Social Science - Mr. James Graham
Math/Science - Mr. Darrell Clevidence
Business - Mr. Timothy Smith
Allied Health - Ms. Elaine Long
Ag/Industrial - Mr. Ted Mottaz (Ag Co-Chair)/Mr. Larry Wright (Industrial Co-Chair)
 - appointment of Coordinators as follows:
Licensed Practical Nursing/Associate Degree Nursing - Ms. Doris Kowalski
Radiologic Technology/Limited Radiography - Ms. Elaine Long
Child Development - Ms. Marjorie Judson
EMT/Paramedic - Mr. Timothy Murphy
Mortuary Science - Mr. Timothy Krause
Music - Mr. Timothy Pahel
Business Open Lab - Ms. Cynthia Thompson
Cosmetology – Ms. Barbara Kirchgessner
Sonography – Ms. Jodi McGivern
Dental Hygiene – Ms. Lauri Wiechmann

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD APRIL 26, 2001 –
PAGE 3

- resignation of Nursing Instructor, Ms. Marilou Yarbrough, effective June 30, 2001.

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.”

Retirement: Mr. John Kraus moved and Mr. John Huston seconded to approve the retirement of President Donald G. Crist under the Carl Sandburg College Supplemental Retirement Program and the State University Retirement System, effective January 1, 2002.

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.”

Financial Reports: Ms. Nancy Youngquist moved and Dr. D. Wayne Green 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.”

FY-2002 Salary Adjustments: Mr. John Huston moved and Dr. D. Wayne Green seconded the adoption of the FY-2002 salary adjustment consistent with the College’s rolling agreement in the amount of 4.75 percent for the non-bargaining employees as specified:

<u>Employee Group</u>	<u>FY-2002 Adjustment</u>
Full-time Administration (excluding College WIA and Department of Corrections)	4.75%
Full-time exempt Mid-Management, Technical, Secretarial and Physical Plant, exempt part-time classified and hourly classified (excluding College WIA and Department of Corrections)	4.75%
Part-time Faculty and Stipends	4.75%

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD APRIL 26, 2001 –
PAGE 4

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.”

Status Report/Guaranteed
Energy Savings Contract-
Phase I:

Status Report was provided by Rob Brown, Johnson Controls,
Inc., of the actual results from Phase I achieved to date from our
Guaranteed Energy Savings Contract.

Protection, Health & Safety
Projects-Bid Results:

Dr. D. Wayne Green moved and Mr. John Kraus seconded to
award Base Bid G of our Protection, Health and Safety projects to
Construction Partners, Inc. of Rock Island, Illinois, in the amount
of \$489,000. Basis for this award is low bid to specification.

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.”

Electric Underground Loop
Feed Easement:

Mr. John Huston moved and Mr. John Kraus seconded to enter
into an easement for the purpose of enabling Illinois Power
Company to install an electric underground loop feed into the
Galesburg Campus. Further, that the Chairperson and Secretary
of the Board be authorized to sign this agreement on behalf of the
College.

MOTION: Voice vote – motion carried.

Dental Hygiene Annex-
Teledata Wiring Bids:

Ms. Nancy Youngquist moved and Dr. D. Wayne Green seconded
that we reject all bids submitted for Part #1 (Install Fiber Optic
Cable from the ETC to DHC). The administration anticipates
installing a T-1 line as an alternate approach at a projected annual
cost of \$2,880. And that we award a contract to Oberlander of
Peoria, Illinois, in the amount of \$22,376 to install the teledata
wiring within the DHA using quad receptacles as specified. Basis
for this recommendation is low bid to specification. Funding for
this project will be provided from Debt Certificates issued earlier
by the Board of Trustees to fund this project.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD APRIL 26, 2001 –
PAGE 5

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.”

Dental Hygiene Annex-
Elevator:

Mr. John Roberson moved and Dr. D. Wayne Green seconded the approval of a contract to Construction Partners, Inc. of Rock Island, Illinois, to perform Alternative Bid GI to provide a new elevator at the Dental Hygiene Annex in the amount of \$92,000. Basis for this recommendation was low bid to specifications. Funding for this contract to be provided as follows: \$72,354 from the ICCB Access for all (ADA) grant and \$19,646 from the proceeds of the Debt Certificates issued to fund this project.

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’s Report:

Dr. Donald Crist said that Dr. D. Wayne Green, Jill Johnson, and himself recently attended the Phi Theta Kappa Recognition Program in Springfield. Carl Sandburg College had two students who received awards at the banquet (Trudy Gray, student in the Computer Information Systems Specialist program, and Naomi Johnson, student in the Nursing program). Dr. Crist stated that he has had conversation with Roy Parkin, City of Galesburg-Director of Community Development, about land south of the College being used as a soccer field for the City. Dr. Crist wants to clarify that the College has no interest in selling land to the City for this purpose. The College would certainly welcome them as neighbors. Dr. Crist reported that Sandburg Days Festival was a success. Dr. Crist said that there was standing room only at the CSC play, *Lend Me a Tenor*. Dr. Crist thanked Robin DeMott and Lori Sundburg for their help with the Festival. He reported the Dental Hygiene Accreditation Association Team is presently visiting the College. Dr. Crist complimented the faculty and staff for their presentations to the team. Bruce Lauerman and John Huston also met with the team today. Lauerman stated the team was impressed with the Dental Hygiene Program proposal and he felt this was because of the quality of our other Allied Health Programs and the success these programs have enjoyed.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD APRIL 26, 2001 –
PAGE 6

Dean of Technology
Services:

Mr. Samuel Sudhakar said the College placed orders for the computers and accessorial equipment for the Education Commons with the federal grant. The staff and teaches at the Commons are excited. Sudhakar reported that the College would be working on a database portal project this summer. The College will have a new intern Janet Shields, a student in our CIS program. The portal will enable our students, faculty and staff to personalize their web experience on our website. He also stated that they will be working with the marketing and recruiting offices to develop multimedia flash e-mails to be targeted and sent to different groups of people such as prospective students, current students etc.. Lastly, Sudhakar reported the College is planning an Informational Meeting for Superintendents and Principals of all the schools within our district to showcase what we have done with SEN in the past year and our plans for next year. The meeting will be at CSC on June 12th. The next workshop is planned for May 12th and 19th here in Galesburg. Sudhakar complimented Dennis Maurer on saving the college about \$8,000 by getting computer paper from NAEIR.

Director of Foundation:

Ms. Shelle Summers said that they have many new scholarships this year and also a great increase in applications for these scholarships. Summers reported that Anne Golden received the *Distinguished Leadership Award* for Leadership Greater Galesburg. Summers invites all Trustees to the Foundation's *Donor Appreciation Event* May 17, 2001, at the Great House in Galesburg.

Director of The Branch
Campus-Carthage:

Ms. Carol Gronewold thanked Samuel Sudhakar for the new equipment at the Commons. Gronewold announced that the Awards Assembly would be held May 4, 2001.

Upward Bound Project
Director:

Ms. Jill Johnson said that Upward Bound students recently attended a roundtable discussion on racism. The Governor's Commission on Discrimination and Hate Crimes sponsored the discussion. Ms. Johnson suggested that the College look into offering more classes that deal with diversity issues.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD APRIL 26, 2001 –
PAGE 7

Director of Marketing and
Public Relations:

Ms. Robin DeMott said that the Retirees Reception will be held Friday, April 27th from 2 to 4 p.m. in the Main Lobby. DeMott reported that the Spring Concert will also be held Friday, April 27th. She also reported that Carl Sandburg College students will be displaying art work at the Lane Evan Congressional Art Show.

Vice President of Business
Services:

Mr. Thomas Schmidt reported that the College will be sending people to the Northwestern Dental School on May 23rd to investigate how to dismantle equipment, how to transport it back to CSC, and additional needs for the Dental Hygiene Annex. Schmidt reported that the new ICSC (Instructional Computing/Student Center) is on schedule with completion targeted for August 2002.

Vice President of Student
Services:

Mr. Steve Norton said that Phi Theta Kappa received *The Journey Challenge 2000 Award*. Norton reported that fall enrollment is underway. He stated that the baseball and the softball teams will soon begin tournament play. Norton said that Ms. Carol Kreider reported to him that a few CSC students were called to active duty with the National Guard to fight the Mississippi flood. The College has made arrangements for their absence to be excused. Norton lastly reported that Ms. Julie VanFleet, Trio, is planning "Café at the Lake" this summer at CSC. This will occur on Thursdays throughout the summer semester. Students and staff will be able to purchase their lunch at the cafeteria and eat outside while listening to music. This idea came about from a CSC student, Cirissa Cowan, who was interested in promoting more campus activities. Lastly, Norton stated that he will be presenting awards at the Carthage Awards Assembly.

Vice President of Instruction:

Mr. Larry Benne said that the Sandburg Days Festival Poetry Contest was excellent. Benne stated that Ms. DeMott's staff did a wonderful job orchestrating the Awards Ceremony. Also, Benne also reported that the percentage of nursing students passing their state exams surpasses both the state and national averages considerably.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD APRIL 26, 2001 –
PAGE 8

ICCTA Representative: Mr. John Huston said that the next ICCTA Board of Representatives meeting will take place on Tuesday, May 8, 2001, at the Hilton Hotel in Springfield. Lobby Day will take place on May 9, 2001, in Springfield. Huston stated that the ACCT and ICCTA Conference will be held in Chicago on June 13-15, 2001. The ICCTA will also hold their Annual Awards Banquet on Friday, June 14th in conjunction with the Conference.

Student Representative: Mr. John Roberson said that the Student Government Spring Picnic was a huge success. He believes they fed over 550 people. SGA voting took place during the picnic.

EXECUTIVE SESSION

8:10 p.m.:

Mr. John Kraus moved and Dr. D. Wayne Green seconded a request for an Executive Session for the purpose of discussing litigation, collective negotiating matters between the public body and its employees, discipline or performance of specific employees of the public body, the purchase or lease of real property for the use of the public body, and minutes of meetings lawfully closed under the Illinois Open Meetings Act.

MOTION:

Voice vote – motion carried.

RECONVENE

9:32 p.m.:

The Regular Meeting of the Board reconvened at 9:32 p.m.

ROLL CALL:

Present: Mr. Bruce A. Lauerman, Chairperson
Mr. John T. Huston, Vice Chairperson
Dr. D. Wayne Green
Mr. John A. Kraus
Ms. Nancy L. Youngquist
Mr. John Roberson, Student Representative

Ms. Jan Lundeen, Faculty Representative
Ms. Cathy Lagnese, Staff Representative

Absent: Mr. Thomas H. Colclasure, Secretary
Ms. Gayla J. Pacheco

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD APRIL 26, 2001 –
PAGE 9

Bookstore: Mr. John Kraus moved and Dr. D. Wayne Green seconded to terminate the contract with Wallace Bookstore and ratified the decision of the administration to select Barnes & Noble for the purpose of attempting to negotiate a new agreement.

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’s FY-2002
Compensation: Mr. John Huston moved and Dr. D. Wayne Green seconded to increase Dr. Donald G. Crist’s compensation by ten percent for FY-2002.

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.”

ADJOURNMENT
9:35 p.m.: Mr. John Huston moved and Ms. Nancy Youngquist 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.