

CARL SANDBURG COLLEGE

(552nd Meeting)

Regular Meeting – August 22, 2002

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, 2400 Tom L. Wilson Boulevard, Galesburg, Illinois, on Thursday, August 22, 2002, at 7:00 p.m.

ROLL CALL:

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

Absent: Mr. Thomas H. Colclasure, Secretary

Others: Mr. Thomas A. Schmidt, President, and Ms. Mary Buckingham, Recording Secretary. Administration: Mr. Dennis Anderson, Mr. Larry Benne, Ms. Sherry Berg, Mr. Jon Bradburn, Mr. Larry Byrne, Ms. Robin DeMott, Ms. Carol Gronewold, Ms. Lisa Hanson, 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, Mr. Mike Walters, and Ms. Lora Wright. Faculty: Mr. Jeff Stephenson, Faculty Representative. Staff: Ms. Heather Severns, Staff Representative; and Mr. Steve Alfaro. Others: Mr. Bob Maus, Galesburg Area Chamber of Commerce; Mr. Charles Torman, Wells Fargo Bank; and representatives of the media.

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Executive Session

7:04 p.m.:

Dr. D. Wayne Green moved and Mr. Tim Berry seconded a request for an Executive Session for the purpose of considering “probable or imminent” litigation, considering the employment or dismissal of specific employees of the public body, and discussing minutes of meetings lawfully closed under the Illinois Open Meetings Act.

MOTION:

Voice vote – motion carried.

RECONVENE

7:41 p.m.:

The Regular Meeting of the Board reconvened at 7:41 p.m.

ROLL CALL:

Present: Mr. John T. Huston, Chairperson
Ms. Gayla J. Pacheco, Vice Chairperson
Mr. Thomas H. Colclasure, Secretary
Dr. D. Wayne Green
Mr. John A. Kraus
Mr. Bruce A. Lauerman
Ms. Nancy L. Youngquist
Mr. Tim Berry, Student Representative

Absent: None

Remove from Agenda:

Remove item 14 (Request for Executive Session) from the Agenda.

Consent/Non-Personnel:

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

- minutes of July 25, 2002, meeting of the Board,
- bills for the month of July 2002,
- renewal of 2002-2003 Area Community Colleges Cooperative Agreement.

MOTION:

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

Consent/Personnel:

Mr. Tom Colclasure moved and Ms. Nancy Youngquist seconded the following items under the Consent Agenda/Personnel:

- employment of Ms. Linda M. Chezem, Assistant Children’s School Director, at an annual salary of \$22,250, prorated,

reflecting Technical, Level 4, address five, effective August 23, 2002 (this position is funded from the auxiliary fund),, reflecting Mid Management, Level 4, address five, effective August 1, 2002 (this position is solely grant funded through the WIA office),

- leave of absence of Ms. Carol L. Cuevas, Enrollment Services Specialist, for one year, effective September 13, 2002,
- resignation of Mr. John J. Lovinggood III., Building Maintenance Worker, effective August 21, 2002,
- resignation of Mr. Danny R. Connour, Custodian/Weekend Security, effective August 11, 2002,
- resignation of Mr. Jhon-Claude Hoffman, Third Shift Custodian, effective July 25, 2002,
- resignation of Ms. Andrea L. Sottos, Children's School Teacher, effective August 23, 2002,
- employment of Mr. Robert F. Bledsoe, Third Shift Custodian, at an annual salary of \$16,620, prorated, reflecting Physical Plant, Level 1, address two, effective August 25, 2002,
- resignation of Ms. Doris Kowalski, Nursing Instructor, effective July 31, 2002.

MOTION:

On roll call vote, seven 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 Mr. Bruce Lauerma seconded that the minutes reflect receipt of the financial reports.

MOTION:

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

Resolution/Enterprise
Zone Extension Center:

Mr. Tom Colclasure moved and Mr. Bruce Lauerma seconded the approval of the resolution increasing the term of the Galesburg Enterprise Zone from 20 years to 30 years.

MOTION:

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

PRESIDENT:

Mr. Thomas Schmidt introduced Mr. Larry Byrne, the new Director of Business Services. Schmidt thanked Ms. Robin DeMott for the new district map and Carl Sandburg College Mission Statement, which now hangs on the wall of the boardroom. Schmidt stated that Dr. Hans Andrews visit to Carl Sandburg College was very successful. He was the keynote speaker at many sessions held on CSC campuses. Schmidt also thanked Mr. William McKinley for his presentation. Mr. McKinley is a recent graduate of Avon High School. While attending high school, he took dual credit classes. He is now a student at Monmouth College.

Schmidt reported that he has been asked by Dr. Joe Cipfl, ICCB, to be a member of a Task Force to undertake the study of the current Adult Education and Family Literacy funding system. Schmidt stated that this past Monday the College was without power. He said it was a fine example of how Carl Sandburg College people respond to emergencies very well. Classes had to be delayed eventually until 4 p.m. The College was without power for approximately six hours. Eventually the underground feed on the east end of the Main Campus had to be shut down and at that time the College was able to activate the new feed on the west end that was put in a year a half ago. Schmidt stated that he was very pleased with the leadership of everyone involved. Schmidt reported that the first Annual Carl Sandburg College Picnic would be held August 24th at Lake Storey Pavilion.

Lastly, Schmidt stated that the board would not hold their Fall Planning Retreat on September 6 & 7.

VICE PRESIDENT
OF TECHNOLOGY
SERVICES:

Mr. Samuel Sudhakar reported that Cyber Camp 2002 was a success. We had 50 teachers from 15 school districts attend. On the second day of the camp, Dr. Hans Andrews delivered the keynote address on Dual Credit at a luncheon attended by area superintendents, principals, and counselors from 14 school districts. Sudhakar expressed sincere gratitude to CSC faculty and staff who were involved in the Camp.

VICE PRESIDENT OF
INSTRUCTIONAL
SERVICES:

Mr. Larry Benne introduced Mr. Dennis Anderson, the new Director of the Center for Manufacturing Excellence. Benne

reported that he and Tom Schmidt recently met with representatives of Black Hawk College to discuss items of interest and how the two colleges might help one another. There will be other meetings in the near future. Benne stated that Black Hawk is a good neighbor and it is good to keep communication open with them.

VICE PRESIDENT OF
STUDENT SERVICES:

Mr. Steve Norton thanked the staff and faculty for their efforts the last couple of weeks and throughout the summer. There have been Welcome Back Events at all three campuses. This Friday is the start of fall athletic events with a volleyball game.

DIRECTOR OF
MARKETING &
PUBLIC RELATIONS:

Ms. Robin DeMott introduce Ms. Shannon Kryatosek who had just been appointed News Director at WGIL. DeMott reported that the College is busy getting material ready for the fall semester and she stated that the College has lots of exciting things happening this year.

DEAN OF HUMAN
RESOURCES/
ORGANIZATIONAL
DEVELOPMENT:

Ms. Lori Sundberg reported that the College is in the process of re-writing the Upward Bound grant. Both she and Ms. Jill Johnson attended a grant-writing workshop in Chicago the end of July. The U. S. Department of Education is issuing an "Invitation Priority" this grant cycle which has caused the Department to fall behind in their schedule, so it appears the grant deadline could be pushed back as much as three months. In addition to the technical changes, there is also consideration in expanding the scope of the program. Last week at the August breakfast meeting of the Warren and Henderson county superintendents and principals, Sundberg made a presentation on Upward Bound with an invitation for any of the high schools who had higher populations of low-income and/or potentially first generation college students to let us know if they would like to join the program. Sundberg also reported that we are in the process of renewing our Education-to-Careers grant, which is due this September 9 for two more years. This is a grant that the College thought would end last year, so the \$100,000 additional funding from this grant is welcomed.

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CHIEF FINANCIAL

OFFICER/TREASURER: Ms. Lora Wright reported that the auditors have left the building and that everything went very well. Wright reported that we have new staff in the Business Office and she is very proud of the work they did for the auditors. Wright introduced Ms. Annette St.Ledger, who is the new Bursar for the College.

DIRECTOR OF
FOUNDATION:

Ms. Shelle Summers reported that the Fall Extravaganza would be November 9. Invitations will go out the first of September.

DEAN OF COMMUNITY
& EXTENSION
SERVICES:

Ms. Sherry Berg reported that Ms. Lorraine Crawford is not at the meeting tonight due to the fact that she is participating in the Fall Festival Parade in Bushnell and passing out CSC water bottles.

DIRECTOR OF ADULT
& DEVELOPMENTAL
EDUCATION:

Ms. Gwen Koehler reported that Adult Education classes now have a waiting list. Koehler also reported that English as a Second Language has many new nationalities. The Adult Learning Center will participate in the Galesburg Labor Day Parade.

ICCTA
REPRESENTATIVE:

Mr. John Huston reported that the next ICCTA meeting is September 13 & 14 at the Crowne Plaza in Springfield. Huston reported that he and Dr. D. Wayne Green have registered for the meeting and seminars.

BOARD:

Dr. D. Wayne Green stated that he attended the Illinois Board of Higher Education last Tuesday in Springfield. On the Agenda was "*Affordability Report.*" The Board is also establishing Performance Indicators.

Ms. Nancy Youngquist reported that she attended the Cyber Camp and she enjoyed it very much. She was also very impressed with the Camp and quite proud of the faculty and staff and Carl Sandburg College for conducting and presenting such a fine camp.

FACULTY
REPRESENTATIVE:

Mr. Jeff Stephenson stated that the faculty would like to recognize Ms. Mary Robson and Ms. Cindy Thompson for their winning the

Exemplary Course Award from WebCT. Eight other colleges from around the world have won this award. Stephenson also reported that Mr. Jim McCurry, Humanities Instructor, has poems and artwork published on the Internet as well as in hard copy. Two paintings and thirteen poems by McCurry are in six magazines-all of them electronic and some also in hard copy. Stephenson stated that anyone who would like to see the pictures and poems can get the Web site addresses from McCurry at jmccurry@sandburg.edu. Lastly, Stephenson stated that the faculty would like to welcome all new faculty and staff to Carl Sandburg College.

ADJOURNMENT

8:16 p.m.:

Mr. Bruce Lauerman moved and Mr. Tim Berry 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.