

CARL SANDBURG COLLEGE

Regular Meeting Minutes
(534th Meeting)

March 22, 2001

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, March 22, 2001, at 7:00 p.m.

ROLL CALL:

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

Absent: Ms. Gayla J. Pacheco

Others: Dr. Donald Crist, President, and Ms. Mary Buckingham, Recording Secretary. Administration: Mr. Larry Benne, Ms. Sherry Berg, Ms. Lorraine Crawford, Ms. Robin DeMott, Ms. Carol Gronewold, Ms. Lisa Hanson, Ms. Jill Johnson, Mr. David Kellogg, Ms. Gwen Koehler, Ms. Carol Kreider, Mr. Dennis Maurer, Mr. Steve Norton, Mr. Thomas Schmidt, Ms. Blanche Shoup, Mr. Samuel Sudhakar, Ms. Shelle Summers, and Ms. Julie Van Fleet. Faculty: Ms. Jan Lundeen, Faculty Representative, Ms. Elaine Long, and Ms. Lauri Wiechmann. Others: Ms. Cathy Lagnese, Staff Representative, Mr. Jamie Crawl, Mr. Kevin Condon, Total Technical Services, and representatives of the media.

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Consent/Non-Personnel &
Personnel Agenda:

Mr. Tom Colclasure moved and Ms. Nancy Youngquist seconded approval of the following items under the Consent Agenda/Non-Personnel & Personnel Agenda:

- amended minutes of February 22, 2001, Meeting of the Board.
- bills for the month of February 2001.
- employment of Mr. Mike Pearman as Program Coordinator for the WIA office, effective March 26, 2001, Indirect Service, Level D, with 5 years of direct experience, at an annual salary of \$25,120, prorated. This position is solely funded through WIA grants.

MOTION:

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

Financial Reports:

Mr. John Kraus moved and Dr. D. Wayne Green seconded that the minutes reflect receipt of the financial reports.

MOTION:

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

Capitalization of Fixed
Assets per GASB Changes:

Mr. John Huston moved and Ms. Nancy Youngquist seconded the approval of a capitalization plan with a minimum unit value for capitalized assets of \$5,000. Such assets will be depreciated using the straight-line method of depreciation using the shortest useful life recommended by ICCB as follows: building-40 years; land improvement (including roads)-10 years; equipment-5 years; technology related to software and hardware-3 years; and vehicles-3 years.

MOTION:

Voice vote – motion carried.

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Dental Hygiene
Equipment Bids:

Mr. John Huston moved and Dr. D. Wayne Green seconded to award bid items auto clave and panoramic X-ray machine to Patterson Dental Supply, Inc. of Davenport, Iowa, in the amount of \$21,342.00, and awarded bid items delivery system, dental light, intraoral X-R, mobile cabinetry, automatic processor, and water distiller to Total Technical Services of Moline, Illinois, in the amount of \$94,398.81. Also, authorized the administration to execute appropriate purchase orders on items in quantities, which take into account the final allocation decisions expected to be made by the Northwestern Dental School (NDS) officials near the end of May 2001. This amount is not to exceed \$83,007.60. This amount could be much lower depending on NDS decisions. Finally, the Board of Trustees deferred additional items pending a final determination of need for the Spring 2002 semester.

MOTION:

On roll call vote, six 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 the April board meeting will be held at The Extension Center in Bushnell. He stated that on April 9th there will be a Special Meeting of the Board to canvass the votes for the April 3, 2001, election and also to approve renovation bids for the Annex facility in downtown Galesburg. Crist reported that the ICCB was delighted with their visit and meeting last week at Carl Sandburg College. Crist suggested having our June board meeting at the Educational Technology Center. Crist announced that GED Graduation will be May 9th and Graduation will be May 10th.

Dean of Technology
Services:

Mr. Samuel Sudhakar said that the wireless project is going well. He stated that all Buildings C, D, and E were now wireless enabled. Students will now be able to bring in their laptops and other wireless enabled devices and connect to the Internet and do their work. Sudhakar stated that they are currently working on putting together the weather station so that current weather conditions in Galesburg can be broadcast on the Internet. This will also help the Agriculture students with their projects. Sudhakar would like to thank Jill Johnson for donating the weather station to the College. Sudhakar stated that the first Palm

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Pilot was given away to Sheryl Hinman of District 205 as a part of the Sandburg Educational Network Promotional Offer. He stated that the next workshop on WebCT would be on March 31st and April 7th at the ETC. He would like to thank Diana Billeter for helping setup these workshops. Last, Sudhakar reported that Mary Robson, Cindy Thompson, and himself have been invited to present a paper on "Technology Partnerships with K-12 Schools" at the Third Annual WebCT Users Conference in Vancouver, B. C. in June.

Upward Bound Project
Director:

Ms. Jill Johnson said that she bartered with Samuel Sudhakar. Johnson donated the weather station in exchange for laptops for Upward Bound students.

Adult & Development
Education Director:

Ms. Gwen Koehler reported on the Faculty Exchange, Minority Recruitment and Retention program which is in its third year. She stated that this statewide project is administered by Carl Sandburg College and features two components to address the issue of cultural diversity and creating including environments on our community college campuses. The first component is a Visiting Scholar program, which involves faculty or staff visiting another campus for up to two weeks to share perspectives and resources regarding diversity issues. Carl Sandburg College has had six participants. Bev Braniff, Wendel Hunigan, Susan Klusman have visited Malcolm X College, College of DuPage, and Parkland College respectively. CSC has hosted faculty from each of these institutions. Koehler herself participated in a two-day visit at the College of DuPage. The participants are overwhelmingly enthusiastic about what they learn and the relationships they develop as a result. Koehler reported that the second component is the intern/residency program. Through this opportunity graduate minority fellows are recruited and placed in a one-semester or more internship. To date, there have been four internships and one residency throughout the state.

Dean of Community
& Extension Services:

Ms. Sherry Berg reported that the ETC received the "Benchmark Practice and Economic Development" award from the US Department of Agriculture and US Department of Education.

Ms. Lori Sundberg applied for this award for the Educational Technology Center. One hundred and twenty five from around the world were nominated and only 43 were recognized. Carl Sandburg College being one of them. Berg reported that a "Manufacturing Expo" was hosted at the CME for over 900 area students over a four-day period in early March. Local industry strongly supported this event. The CME also hosted 25 Special Education students for a career fair. Berg reported that last night the college hosted the chapter meeting of the American Welding Society. For the second year, Carl Sandburg College hosted the Knox County Spelling Bee in the college theatre. Berg reported that Ms. Lori Sundberg submitted a grant and received American literature and history series from the National Education for Humanities for Carthage LRC. Lastly, Carl Sandburg College participated in the annual Teachers' Institute. The College had nine teachers and administrators present sessions on a variety of subjects at this four-county institute.

Director of Financial Aid:

Ms. Lisa Hanson reported that the College latest default rate is 7.5 percent.

Vice President of Business Services:

Mr. Thomas Schmidt reported that a pre-bid meeting will be held with the contractors and the architects on Monday, March 26th concerning the Annex building. At that time, they hope to tour the downtown building. Schmidt stated that Campus Development Board bids are due May 1st on the new ICSC (Instructional Computing/Student Center). In April, we will award construction contracts on the 2 PHS projects for this summer.

Vice President of Student Services:

Mr. Steve Norton said that Dr. Lannie J. Cation is the Distinguished Alumni this year. Dr. Cation is a 1985 Phi Theta Kappa graduate of Carl Sandburg College. Following his graduation from Carl Sandburg College, Cation completed a bachelor's degree at the University of Illinois where he was once again honored for his academic excellence by becoming a member of Phi Beta Kappa. In 1991, Cation graduated from Baylor College of Medicine in Huston, Texas. Cation is currently an Assistant Professor of Clinical Medicine of the

Ambulatory Internal Medicine Clinic at the University of Illinois College of Medicine in Peoria, Illinois. Norton stated that the Career Fair for sophomores and juniors recently held on the campus drew over 500 students. He stated that he has received very positive feedback from all who attended and all who participated. Norton would like to thank everyone who was involved in the Career Fair and helped at the Fair. Norton announced that both the boy and girl's basketball teams won their prospective regional games. Norton stated that softball and baseball have started their seasons.

ICCTA Representative:

Mr. John Huston said that he recently attended the ICCTA Board of Representatives Meeting on March 10th in Rosemont, Illinois. Huston attended a discussion led by Libby Roeger discussing Diversity in the Community College. Roeger shared ideas on ways to improve the recruitment of minority faculty. One way was to take advantage of faculty exchange and minority mentor program. Roeger mentioned that Carl Sandburg College is administrator of this program. This is a leading program in the state. Huston heard from James Tyree, City Colleges of Chicago board chair, who discussed the board's recent privatization of business services and technology. Huston also heard a presentation from OrgnizAmerica, which has developed an affinity program with ICCTA to offer financial-planning services to community college employees. Huston learned that the ICCTA would conduct a DACUM (Develop a Curriculum) study on trustee skills this summer. Huston reported that ICCB President/CEO Joseph Cipfl and chair Edward Duffy recently met with the *Chicago Tribune* editorial board to discuss a recent editorial that was critical of community colleges. Huston reminded the Board of Trustees that the West Central Board of Trustees will meet on April 16th at Illinois Community College in Peoria. 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.

Present:

Ms. Gayla Pacheco

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EXECUTIVE SESSION

7:50 p.m.: Mr. John Huston moved and Mr. John Kraus seconded a request for an Executive Session for the purpose of discussing student disciplinary cases and minutes of meetings lawfully closed under the Illinois Open Meetings Act.

MOTION: Voice vote – motion carried.

RECONVENE

8:05 p.m.: The Regular Meeting of the Board was reconvened at 8:05 p.m.

ROLL CALL:

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

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

ADJOURNMENT

8:13 p.m.: Mr. Tom Colclasure moved and Dr. D. Wayne Green 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.