

CARL SANDBURG COLLEGE

Regular Meeting Minutes
(539th Meeting)

August 23, 2001

CALL TO ORDER: The regular meeting of the Board of Trustees of Carl Sandburg College was held at in the A. Lewis Long Conference Room, Carl Sandburg College, 2400 Tom L. Wilson Boulevard, Galesburg, Illinois, on Thursday, August 23, 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. Gayla J. Pacheco
Ms. Nancy L. Youngquist
Mr. Jed Strom, Student Representative

Absent: None

Others: Dr. Donald Crist, President; and Ms. Mary Buckingham, Recording Secretary. Administration: Mr. Larry Benne, Ms. Sherry Berg, Ms. Diana Billeter, Ms. Robin DeMott, Ms. Lisa Hanson, Mr. David Kellogg, Ms. Carol Kreider, Mr. Dennis Maurer, Mr. Steve Norton, Ms. Gerry Scherer, Mr. Thomas Schmidt, Mr. Samuel Sudhakar, Ms. Shelle Summers, Ms. Lori Sundberg, Mr. Mike Walters, and Ms. Lora Wright. Faculty: Mr. Dan Yassenko, Faculty Representative. Others: Mr. Steve Alfaro, Mr. Eric Anderson, Harris Trust & Savings Bank; Ms. Fay Crawford, Carl Sandburg College Student; Ms. Cathy Lagnese, Staff Representative; and representatives of the media.

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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 26, 2001, meeting of the Board,
- bills for the month of July 2001.

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

- resignation of Mr. Russell Eagen, instructor at Henry C. Hill, effective August 24, 2001,
- resignation of Ms. Jeanine Gothard, Practical Nursing instructor, effective for the 2001-2002 academic year,
- twelve weeks of unpaid leave under the Family Medical Leave Act to Ms. Bonnie Bair, effective July 19, 2001,
- employment of Ms. Tracy Engstrom, BCT laboratory Teaching Assistant, effective August 27, 2001, at a salary of \$17,240 prorated reflecting a Technical Level II, Step II placement,
- employment of Ms. Kathleen Stieren, Practical Nursing Instructor for the 2001-2002 academic year at a salary of \$32,300 reflecting a Bachelors Degree and eight years experience,
- employment of Ms. Gaila A. Crump, Adult Learning Center Records Secretary, effective August 27, 2001, at an annual salary of \$15,570 prorated, reflecting a Secretarial Level II with three years related experience,
- four percent salary increase retroactive to July 1, 2001, for the Carl Sandburg College employees at the Henry C. Hill Correctional Center pending funding by the Illinois Department of Corrections School District Number 428,
- employment of Ms. Paula Christine Shaw, Financial Aid Specialist, on a permanent full-time basis effective August 24, 2001, at an annual salary of \$18,260 prorated, reflecting a Technical Level II, Step 4,
- unpaid leave of absence to Mr. Robert Fields, third shift Custodian, under the Family Medical Leave Act, effective September 2, 2001 through October 24, 2001.

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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: Mr. John Kraus moved and Dr. D. Wayne Green 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."

Protection, Health & Safety Project: Dr. D. Wayne Green moved and Ms. Gayla Pacheco seconded the Protection, Health & Safety (PHS) project for tuck pointing of The Annex and the submission of the required ICCB application forms reflecting a total budget of \$109,080 and the resolution addressing this project.

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."

Debt Certificates-
Guaranteed Energy
Savings Contract Phase III: Mr. John Kraus moved and Dr. D. Wayne Green seconded the resolution authorizing and providing for an Installment Purchase Agreement and issue of \$752,000 in Debt Certificates to accomplish Phase III of the College's Guaranteed Energy Savings Contract (GESG).

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."

E/F Connector-Locally
Funded Project
Application Form: Mr. John Huston moved and Dr. D. Wayne Green seconded a Capital Project Application Form to provide an E/F connector at the Galesburg campus with a total budget of \$248,452.

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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: Dr. Donald Crist reported that that enrollment for Fall 2001 has increased from last year. Crist reported that the American Dental Association adopted a resolution granting Carl Sandburg College’s Dental Hygiene Program the accreditation classification of Accreditation Eligible. Crist stated that the board will have a Planning Meeting on September 6, 2001, at 5 p.m. The meeting will be held in the A. Lewis Long Conference Room.

Upward Bound Project Director: Ms. Jill Johnson introduced Upward Bound Student Fay Crawford. Crawford is a junior at Galesburg High School. Crawford thanked the Board of Trustees for supporting the Upward Bound Program. Crawford stated that the program has helped her with her career goals and her objective to attend college in the future. She reported that she took summer classes and participated in a mock trial where she acted as a prosecuting attorney. Crawford reported that during the school year the tutoring available through Upward Bound is quite helpful. Lastly, Crawford reported on their recent trip to New York City.

Faculty Representative: Mr. Dan Yasenko reported that Ms. Beverly Braniff, English/Developmental Instructor, recently had an article published in the Spring 2001 edition of Eureka Studies in Teaching Short Fiction. Braniff’s article was entitled, “Using Criticism to Teach Charlotte Perkins Gilman’s ‘The Yellow Wallpaper.’” Yasenko reported that this summer the counseling staff met with Bob Frick, a representative for the *Illowa Construction Labor and Management Council*, Rock Island, Illinois. The staff gathered information regarding opportunities for Carl Sandburg College students interested in area apprenticeship programs in the skilled trades. Lastly, Yasenko stated that the counseling staff met with faculty from the education departments of Monmouth College and Western Illinois University. This meeting was to help develop guidelines for Carl Sandburg College students interested in Elementary, Secondary, and Special and Early Childhood education at these institutions.

As a result of this meeting, advising forms were completed in time to be distributed to Carl Sandburg College students during the past registration period.

Dean of Technology
Services:

Mr. Samuel Sudhakar reported that the Help Desk would be operating on extended hours during the first month of the fall semester to offer students extra help with getting started with their online and classroom courses. Sudhakar reported that the Sandburg Educational Network would be offering three workshops for K-12 teachers in collaboration with the Knox County Board of Education in September and October.

Dean of Community
& Extension Services:

Ms. Sherry Berg reported that they are continuing to install the grant-funded equipment at the CME this week and in the next couple of weeks at The Education Commons. Berg would like to thank Ray Pheiffer for his help recently on trimming trees on the main campus. Pheiffer volunteered his work and time.

Vice President of
Business Services:

Mr. Tom Schmidt distributed a graphic on construction work currently being done on the main campus and The Annex. Schmidt updated the board on all projects currently underway. Schmidt reported that both elevators would be delivered next week, with installation to be three to four weeks. Schmidt reported that the gym floor is 95 percent complete. He stated that due to the construction of the new ICSC building, parking is minimal adjacent to the A Building. Arrangements are currently being made to allow parking on the grass close by. There is now a pathway from the A Building to the B Building. Schmidt reported that he had the pleasure of speaking at the "New Teacher's Breakfast" hosted by the Galesburg Area Chamber of Commerce last week.

Vice President of
Student Services:

Mr. Steve Norton introduced Jed Strom, Student Representative to the Board. Strom is pursuing an Associate in Science Degree and hopes to transfer to the University of Illinois next year where he will major in Finance. Norton thanked all the staff in Student

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Services for their extra time and effort during the start of the fall semester. Norton invited everyone to attend Carl Sandburg College volleyball games, which will be played on the new gym floor.

Vice President of
Instruction:

Mr. Larry Benne reported that everything is off to a smooth start for the fall semester.

ICCTA
Representative:

Mr. John Huston reported that the September 7 & 8, 2001, ICCTA Conference will be held at the Stoney Creek Inn, East Peoria, Illinois. If you are interested in attending this conference, please get with Ms. Mary Buckingham to register.

EXECUTIVE SESSION

7:41 p.m.:

Ms. Nancy Youngquist moved and Mr. John Kraus seconded a request for an Executive Session for the purpose of discussing collective negotiating matters between the public body and its employees, minutes of meetings lawfully closed under the Illinois Open Meetings Act, and discussing personnel.

MOTION:

Voice vote – motion carried.

RECONVENE

8:00 p.m.:

The Regular Meeting of the Board reconvened at 8:00 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. Gayla J. Pacheco
Ms. Nancy L. Youngquist
Mr. Jed Strom, Student Representative

Absent: None

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ADJOURNMENT

8:01.m.:

Ms. Nancy Youngquist moved and Mr. Jed Strom 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.