

CARL SANDBURG COLLEGE

Regular Meeting Minutes
(540th Meeting)

September 27, 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, September 27, 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. Gayla J. Pacheco
Ms. Nancy L. Youngquist
Mr. Jed Strom, Student Representative

Absent: Mr. Thomas H. Colclasure, Secretary

Others: Dr. Donald Crist, President; and Ms. Mary Buckingham, Recording Secretary. Administration: Mr. Larry Benne, Ms. Sherry Berg, Ms. Diana Billeter, Ms. Lorraine Crawford, Ms. Robin DeMott, Ms. Carol Gronewold, Ms. Jill Johnson, Mr. David Kellogg, Ms. Carol Kreider, Mr. Dennis Maurer, Mr. Steve Norton, Ms. Gerry Scherer, Mr. Thomas Schmidt, Ms. Blanche Shoup, Mr. Samuel Sudhakar, Ms. Shelle Summers, and Mr. Mike Walters. Faculty: Mr. Dan Yassenko, Faculty Representative. Others: Mr. Steve Alfaro, Mr. Eric Anderson, Harris Trust & Savings Bank; Ms. Sally Blodgett, Ms. Cathy Lagnese, Staff Representative; Ms. Annette St. Ledger, Mr. Tom West, and representatives of the media.

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Items from the Floor: Ms. Sally Blodgett presented a request for a tax abatement on the Yates City Community Center. Chairperson Bruce A. Lauerman thanked Ms. Blodgett and said the Administration would consider her request.

Consent/Non-Personnel: Ms. Nancy Youngquist moved and Dr. D. Wayne Green seconded approval of the following items under the Consent Agenda/Non-Personnel:

- minutes of August 23 & September 6, 2001, meetings of the Board,
- bills for the month of August 2001,
- United Way Grant Agreement with CSC Literacy Coalition in the amount of \$11,500 for the 2002 calendar year.

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

Consent/Personnel: Mr. Jed Strom moved and Mr. John Huston seconded approval of the following items under the Consent Agenda/ Personnel:

- resignation of Ms. Bonnie Bair, Youthful Offender Counselor at Henry C. Hill Correctional Center, effective September 19, 2001,
- resignation of Mr. Thad Jackson, Help Desk Specialist, effective October 12, 2001,
- resignation of Mr. Randy Hale, Building Maintenance Employee, effective September 20, 2001,
- granted an unpaid leave of absence to Ms. Tracy Colter, Secretary for the WIA Office, from October 11-November 15, 2001,
- employment of Ms. Rose Park, Adult Learning Center Intake Advisor, effective October 1, 2001, at an annual salary of \$16,560 prorated, reflecting a Technical Level II position with one year related experience,
- employment of Ms. Bea Doran, Adult Learning Center Outreach Worker, effective October 1, 2001, at an annual salary of \$17,240 prorated, reflecting a Technical II position with two years related experience,
- employment of Mr. Thad Jackson, Computer Technology Instructor at Henry C. Hill Correctional Center, effective October 15, 2001, at an annual salary of \$28,267 prorated, reflecting a Bachelors Degree with one year of related experience,

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- employment of Mr. Michael Kratz, Help Desk Specialist, effective October 15, 2001, at an annual salary of \$22,730 prorated, reflecting a Technical Level III position with eight years of experience,
- extended the contracts for the Vice President of Business Services, the Vice President of Instruction, and the Vice President of Student Services through June 30, 2003,
- employment of Mr. Michael McKelvey, Tool Room Attendant/Building Maintenance/Laboratory Assistant at the CME, effective October 15, 2001, at an annual salary of \$23,590 prorated, reflecting five years of related experience.

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

Financial Reports: Ms. Gayla Pacheco moved and Mr. John Kraus 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 “Absent”; Student Representative voted “Yea.”

Auctioneer Services: Mr. John Kraus moved and Dr. D. Wayne Green seconded the selection of Hannam’s Auction Service, of Galesburg, Illinois, to provide auctioneer services on an ongoing basis.

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

SMART-Phase IV:
Renovation Project Debt
Certificates: Mr. John Huston moved and Ms. Nancy Youngquist seconded the resolution authorizing the issuance of Debt Certificates in the amount of \$1,585,000 for the purpose of pursuing renovation projects in accordance with the District Site and Construction Master Plan.

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- MOTION: On roll call vote, six members voted “Yea”; none voted “Nay.” Motion carried. Faculty Representative voted “Yea”; Staff Representative “Absent”; Student Representative voted “Yea.”
- PRESIDENT: Dr. Crist reported that the October Board meeting would be held at The Branch Campus, Carthage. Crist thanked Lisa Hanson and Steve Norton for a job well done on the default rates. Crist stated that due to the dates of Thanksgiving and Christmas, the Board meetings would be held on the third Thursday of the month in both November and December (November 15th and December 20th).
- WIA DIRECTOR: Ms. Blanche Shoup reported that the WIA Office in Abingdon is receiving the “*Community Government Award*” for their volunteer work performed when Briggs Manufacturing closed in Abingdon. Shoup reported that the Workforce Investment Office in Carthage is moving to the new Department of Human Services building at the corner of Highway 136 and 94. They will have an Open House in the near future. Shoup also thanked Steve Alfaro and his staff for all their help in the move.
- DIRECTOR OF FOUNDATION: Shelle Summers reported that on October 27th the Carl Sandburg College Literacy Coalition and The Foundation is having a Dinner Theatre in Dallas City. The Fall Extravaganza will be held November 3rd at Jumer’s. Summers invited everyone to attend one or both of these events.
- DIRECTOR OF CABI: Ms. Diana Billeter reported that she attended the ICCEDA fall retreat and conference with Ms. Sherry Berg. The ICCEDA 2002 spring conference will be held in Peoria. CABI has served 311 duplicated students in 27 open enrollment classes and has served 14 companies in 8 different classes. Lean Manufacturing Simulation Workshop co-sponsored with Illinois Manufacturing Extension Center has served 6 companies. Billeter reported that they are continuing to utilize the two grants (ICCB and IMA). The ETC purchased 20 new Dell laptops and two portable projectors with cases. Billeter stated that Maytag now has a room rental contract from September through March 2002. Lastly she thanked Ms. Robin DeMott for appearing on WQAD, Good Morning Quad Cities to promote a workshop being held at CABI in September co-sponsored by the Western Illinois University Small Business Development Center.

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DEAN OF TECHNOLOGY
SERVICES:

Mr. Samuel Sudhakar reported that five of the Help Desk Staff have gone through the Dell Computer Corporation's, Premier Access Technician program and have become Dell Certified Technicians. Sudhakar reported that the College has a new section on the website updating all the construction projects that are going on across the campuses. Sudhakar stated that the Sandburg Educational Network that was conducted in cooperation with the Knox County ROE was well attended and successful. Lastly, Sudhakar said that his exchange visitor from the Netherlands will be coming to Galesburg on Oct 14th and will be spending two weeks. Sudhakar will be bringing the visitor to the October board meeting.

DEAN OF LEARNING
RESOURCE SERVICES:

Mr. Mike Walters reported on the new Study Time for Athletes in the LRC. This is a joint venture that the coaching staff and the LRC are implementing in an attempt to promote better grades for our student athletes. Coach Matt Gibson and Coach Mike Bailey started this program this semester, which requires all athletes to spend a minimum of 5.5 hours a week in the College LRC.

DIRECTOR OF
INSTITUTIONAL
RESEARCH:

Ms. Robin DeMott spoke on behalf of Ms. Lori Sundberg. DeMott reported that Ms. Barbara Godsil was notified by Lane Evans' Office that the Children's School will receive a Department of Education's Child Care Access Means Parents in School grant. The College will use these funds to provide a sliding fee scale that will supplement the State of Illinois DHS Childcare Benefits Program; provide educational assistance for part-time workers, and an overall expansion of services. This is a four-year grant for \$61,600.

DIRECTOR OF
MARKETING AND
PUBLIC RELATIONS:

Ms. Robin DeMott reported that National Council for Marketing and Public Relations has chosen Carl Sandburg College to receive two awards this year. The first award for the View book and the second for the Annual Report. The NCMPR recognizes excellence in marketing, public relations, and advertising materials from two-year colleges in Ohio, Indiana, Illinois, Michigan, Wisconsin, and Ontario, Canada.

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DEAN OF COMMUNITY

& EXTENSION SERVICES: Ms. Sherry Berg thanked Ms. Diana Billeter and Mr. Gordon Aulgur for their soliciting for the Lean Manufacturing Simulation Workshop co-sponsored with Illinois Manufacturing Extension Center. Berg also reported that Mr. Tom Schmidt recently spoke at Rotary and Mr. Samuel Sudhakar assisted with the technology of the presentation.

VICE PRESIDENT OF
STUDENT SERVICES:

Mr. Steve Norton reported that the volleyball season is ongoing and the team is enjoying success. Norton encouraged everyone to attend the games. Norton stated that the new gym floor is wonderful. Student Services is currently working on keeping students in class. The increase in head count is 1.5 percent and the increase in credit hours is 5.2 percent.

VICE PRESIDENT OF
BUSINESS SERVICES:

Mr. Tom Schmidt reported on current construction work across the campuses. Schmidt reported that The Branch Campus is nearing completion of their outer skin. Schmidt also thanked Mr. Steve Alfaro for his work with NAIER. Every year the College receives free merchandise from NAIER.

BOARD
REPRESENTATIVES:

Mr. Bruce Lauerman appointed Dr. D. Wayne Green to represent the board at the ACCT Annual Convention next month and to be the ACCT Representative for the year.

Dr. D. Wayne Green distributed an article to the board entitled "*On The Effective Governance Of Community Colleges.*" Green reported that he would be traveling to San Diego next week to represent the board at the ACCT Annual Convention.

ICCTA
REPRESENTATIVE:

Mr. John Huston reported that the Trustees Institute will take place in Springfield on November 1st and 2nd. The ICCTA Seminar will take place in Chicago on November 9th and 10th. Please see Ms. Mary Buckingham to make reservations.

STUDENT
REPRESENTATIVE:

Mr. Jed Strom reported that Student Government Association held elections last week and chose five new representatives.

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Strom also stated that the SGA collected over \$500 in donations last week to send to the victims in New York.

EXECUTIVE SESSION

7:49 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, minutes of meetings lawfully closed under the Illinois Open Meetings Act, and discussing personnel.

MOTION:

Voice vote – motion carried.

RECONVENE

8:41 p.m.:

The Regular Meeting of the Board reconvened at 8:41 p.m.

ROLL CALL:

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

Absent: Mr. Thomas H. Colclasure, Secretary

ADJOURNMENT

8:42 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.