

CARL SANDBURG COLLEGE

(550<sup>th</sup> Meeting)

Regular Meeting – June 27, 2002

**PUBLIC HEARING:** The public hearing on the FY-2003 budget was held in the A. Lewis Long Conference Room, Carl Sandburg College, 2400 Tom L. Wilson Boulevard, Galesburg, Illinois, on Thursday, June 27, 2002, at 6:30 p.m. Mr. John Huston, Chairperson, called the budget hearing for Carl Sandburg College District 518 to order and turned the meeting over to Mr. Thomas Schmidt, Interim President. Following discussion on the budget, Chairperson Huston declared the budget hearing closed at 6:53 p.m.

**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, June 27, 2002, at 7:00 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

Absent: Mr. Tim Berry, Student Representative

Others: Mr. Thomas A. Schmidt, Interim President, and Ms. Mary Buckingham, Recording Secretary. Administration: Mr. Larry Benne, Ms. Sherry Berg, Ms. Lorraine Crawford, Ms. Robin DeMott, Ms. Carol Gronewold, Ms. Jill Johnson, Mr. David Kellogg, Ms. Carol Kreider, Ms. Misty Lewis, Mr. John Murphy, Mr. Steve Norton, Mr. Samuel Sudhakar, Ms. Shelle Summers, Ms. Lori Sundberg, Mr. Mike Walters, and Ms. Lora Wright. Faculty: Mr. Dan Yassenko, Faculty Representative; and Mr. Jeff Stephenson. Staff: Ms. Cathy Lagnese, Staff Representative; Mr. Steve Alfaro, and Ms. Heather Severns. Others: representatives of the media.

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FY-2003 Final Budget: Mr. Bruce Lauerman moved and Ms. Nancy Youngquist seconded the approval of the resolution for adoption of the FY-2003 budget for Carl Sandburg College.

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

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

- minutes of May 23 and June 4, 2002, meetings of the Board,
- bills for the month of May 2002,
- ordinance and certificate establishing rate of wages as required by the Illinois Department of Labor for signing and filing by the Board of Trustees with the Secretary of State,
- RAMP/CC 2004 report for submission to the Illinois Community College Board,
- renewal of Memorandum of Agreement between Carl Sandburg College and Southeastern Community College for FY-2003.

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

Consent/Personnel: Dr. D. Wayne Green moved and Mr. Bruce Lauerman seconded the following items under the Consent Agenda/Personnel:

- resignation of Ms. Diana Billeter, Director of CABI & ETC, effective June 30, 2002,
- transfer of Ms. Diana Billeter from the ETC Director position to a coordinator/teaching faculty position as Coordinator of the Business Open Lab, transfer effective with the 2002-2003 academic year,
- resignation of Mr. Thad Jackson, Computer Technology Instructor at Henry C. Hill Correctional Center, effective August 7, 2002,
- employment of Ms. Rosemary McNeil, tenure track English/Speech Instructor, effective with the 2002-2003 academic year, at an annual salary of \$34,460, reflecting a Masters Degree and eight years related experience,

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- employment of Ms. Jackie Whipple, tenure track Radiologic Technology Instructor/Clinical Coordinator, effective with the 2002-2003 academic year, at an annual salary of \$29,310, reflecting an Associate Degree and eight years related experience,
- employment of Ms. Barbara Gunderson, tenure track nursing faculty/ADN/PN Nursing Coordinator, effective with the 2002-2003 academic year, at an annual salary of \$34,460, reflecting a Masters Degree and eight years related experience,
- employment of Mr. Jonathan Bradburn, Director of CABI & ETC, effective July 1, 2002, at an annual salary of \$39,370, reflecting an Administrative Level I Position with a schedule address of #3,
- employment of Mr. Jeremy Ford, Custodial/Maintenance Worker, effective July 1, 2002, at an annual salary of \$24,190, reflecting a Physical Plant Level III Position with a schedule address of #5,
- contracts for the Vice President of Instructional Services, the Vice President of Student Services, and the Vice President of Technology Services through June 30, 2004,
- employment of Ms. Lindsey Chase, Executive Assistant to the VP of Technology Services, effective July 1, 2002, at an annual salary of \$22,850, reflecting a Clerical/Support Staff Level I position with a schedule address of #10.

MOTION:

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

Financial Reports:

Mr. Bruce Lauerman 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 “Absent.”

Fund Transfer: Working  
Cash Interest:

Mr. Bruce Lauerman moved and Ms. Nancy Youngquist seconded the approval of the resolution authorizing the transfer of \$163,100 from the Working Cash Fund interest in accordance with the Capital Equipment component of the FY-2003 budget.

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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 “Absent.”

Interest Transfer: Risk  
Management (Insurance)  
Reserve Fund:

Mr. John Kraus moved and Dr. D. Wayne Green seconded the approval of the resolution declaring \$246,030 as surplus Risk Management (Insurance) Reserve Fund interest and the transfer of \$246,030 to the FY-2003 Liability, Protection, and Settlement Fund effective July 1, 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 “Absent.”

Interest Transfer:  
Strategic Technology  
Endowment Fund (STEF):

Dr. D. Wayne Green moved and Mr. John Kraus seconded the approval of the resolution authorizing the transfer \$166,430 from the College’s Strategic Technology Endowment Fund (STEF) in accordance with the Capital Equipment component of the FY-2003 budget.

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

Treasurer Appointment: Ms. Nancy Youngquist moved and Mr. Bruce Lauerman seconded the appointment of Ms. Lora Wright, Chief Financial Officer, to serve as Treasurer on behalf of the Board of Trustees effective July 1, 2002, with an annual stipend of \$3,840.

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

INTERIM PRESIDENT: Mr. Thomas Schmidt introduced Mr. John Murphy who is serving as Interim Director of Business Services at Carl Sandburg College in the capacity of an independent contractor. Schmidt reported that Dr. Crist received the “*Certificate of Merit Award*” at the Annual ICCTA Convention Awards Banquet held in Springfield on June 14, 2002.

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INTERIM DIRECTOR  
OF BUSINESS  
SERVICES:

Mr. John Murphy reported that all construction on campus is going well. The Instructional Computing/Student Center is on schedule. The Fitness Center expansion, the E/F connector, the Bushnell Extension Center expansion, and the Maintenance Building are all to begin construction soon.

VICE PRESIDENT OF  
INSTRUCTION:

Mr. Larry Benne reported that summer school is going well and also that the summer program with WIA and Delabar at the CME is going very well. There is a large enrollment in that program.

VICE PRESIDENT OF  
STUDENT SERVICES:

Mr. Steve Norton reported that Mr. Tim Berry, Student Representative to the Board, and Ms. Diane Kroll, Coordinator of Student Life, are enroute to Deerfield to testify Friday before the Illinois Student Assistance Commission concerning the MAP Grant Proposal.

DEAN OF TECHNOLOGY  
SERVICES:

Mr. Samuel Sudhakar reported that he had a great trip to the Netherlands last month. He was quite intrigued by the Dutch educational system, which is totally student centered and concentrates on students being successful. Sudhakar reported that he has made a two-hour video documentary of their educational system and application of technology, which he will present to the Cabinet and Board in the near future. Lastly, Sudhakar reported that for the first time, CSC would be doing a Webcast of a live Xerox-Docushare presentation to Carthage and Bushnell campuses in July.

DIRECTOR OF  
FOUNDATION:

Ms. Shelle Summers reported that the Train Show/Railroad Days was a success with over 3,200 people viewing the displays. Once again, she would like to thank Harry Grossman for his commitment and hard work. No dollar figure on the amount raised is available to date. Summers also reported that the Knox County D.A.R.E. Association made a \$10,000 contribution to endow their annual scholarship.

BOARD REPORT:

Mr. Bruce Lauerman read a statement stating the Train Show would remain at the College. Lauerman stated that the downtown area does not contain adequate parking for the show or have a multi-use facility, which includes a theater and lecture hall of ample space for the show. Lauerman stated that the show is a Carl Sandburg College function and is the College's contribution to a community wide project (Galesburg Railroad Days).

DIRECTOR OF  
INSTITUTIONAL  
RESEARCH:

Ms. Lori Sundberg reported she spent the last four days at the University of Illinois campus attending a Diversity in Hiring Workshop. In addition to attending, she became certified to provide the Diversity training to the Carl Sandburg College campus. Lastly, Sundberg stated that she had the opportunity to present a session at the international conference for the American Society of Training and Development in June on sexual harassment.

UPWARD BOUND  
PROJECT DIRECTOR:

Ms. Jill Johnson reported that the Career Exploration Work Program is currently underway. Upward Bound receives \$3,000 extra from the Department of Education to fund this program. Next year they will receive \$12,000. One student is currently working at Carl Sandburg College with Samuel Sudhakar in the Technology Department. Johnson reported that Knox County Juvenile Justice is sponsoring two students to attend a Leadership Conference at Millikin University (Faye Crawford and Jamie Colwell). Johnson stated that the Upward Bound summer program is in full swing and will end with a display of the student's projects in the CSC lobby on July 11<sup>th</sup>. The final summer finale will be the student's trip to New Orleans on July 15<sup>th</sup> through the 20<sup>th</sup>. Johnson reported that on July 27<sup>th</sup> ten students would start the Internet Masters Program through the University of Illinois. They will learn computer skills and in turn give twenty hours of community service back to different areas using these skills. Lastly, Johnson thanked the Board of Trustees for their letters in support of Upward Bound in conjunction with the grant they are applying for.

DEAN OF COMMUNITY  
& EXTENSION  
SERVICES:

Ms. Sherry Berg reported the College for Kids in Carthage went very well under the leadership of new employee, Angie Ard. A record high number of students (167) enjoyed two weeks of fun and challenging learning opportunities. Nearly half of the students were from outlying school districts in Hancock County. Those surrounding school districts provided bus service to transport students attending. Berg stated that a \$20,000 grant from Education to Careers provided additional equipment for the desktop publishing program at the ETC. The new vinyl sign cutters, diskmakers and platemaker equipment will allow the CSC marketing department to produce numerous items in house with student assistance. Berg reported the two-year CME grant (\$510,000) from DCCA has been fully expended and has dramatically enhanced all of the CME programs with needed equipment. Lastly, Berg stated that four individuals (Elaine Long, Lauri Wiechmann, Gwen Koehler, and herself) would be attending the Leadership and Core Values Conference in Chicago, June 30 through July 3. CSC has a grant from ICCB specifically to develop a core values initiative on our campus and fund conference attendance.

ICCTA  
REPRESENTATIVE  
REPORT:

Mr. John Huston reported that the ICCTA recently held their Annual Meeting in Springfield on June 14<sup>th</sup> and 15<sup>th</sup>. Carl Hawkinson spoke at the luncheon and mentioned Carl Sandburg College numerous times. Huston attended a seminar session on “*Accountability*” which was very good. At the Awards Banquet, Dr. Crist did receive the “*Certificate of Merit Award*” and Mr. Larry Schroeder was present and did receive the award for “*Outstanding Faculty.*”

STAFF  
REPRESENTATIVE:

Ms. Cathy Lagnese thanked the Board of Trustees for allowing her to serve as Staff Representative. She stated that it has been a learning experience and quite enjoyable. Lagnese then introduced Ms. Heather Severns, Assistant Fitness Supervisor/Employee Wellness Coordinator, as the new Staff Representative.

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FACULTY

REPRESENTATIVE: Mr. Dan Yasenko also thanked the Board of Trustees and introduced Mr. Jeff Stephenson, Mortuary Science Instructor, as the new Faculty Representative. Mr. John Huston thanked both Lagnese and Yasenko for their service and input to the Board of Trustees.

BOARD REPORT: Dr. D. Wayne Green reported that he recently attended the ACCT Regional Meeting in Las Vegas June 9<sup>th</sup> through the 12<sup>th</sup>. Dr. Green stated that in the future, the West Region will hold their meeting in the west, the East Region will hold their meeting in the east, and the Central Region will alternate between the two.

Executive Session  
7:51 p.m.:

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

MOTION: Voice vote – motion carried.

RECONVENE  
8:38 p.m.:

The Regular Meeting of the Board reconvened at 8:38 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

Absent: Mr. Tim Berry, Student Representative



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Resolution Rescinding  
Termination of Henry C.  
Hill Employee:

Dr. D. Wayne Green moved and Ms. Gayla Pacheco seconded the approval of the resolution rescinding the termination of Mr. Ronald L. Green as an employee of Carl Sandburg College as a part of the Department of Corrections contract.

MOTION:

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

ADJOURNMENT

8:40 p.m.:

Mr. John Kraus 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.