

## **CARL SANDBURG COLLEGE**

Regular Meeting Minutes  
(532<sup>nd</sup> Meeting)

January 25, 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, January 25, 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. John Roberson, 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. Lorraine Crawford, Ms. Robin DeMott, Ms. Carol Gronewold, Ms. Lisa Hanson, Ms. Gwen Koehler, Ms. Carol Kreider, Mr. Wes Martin, Mr. Dennis Maurer, Mr. Steve Norton, Ms. Lora Powell, Mr. Thomas Schmidt, Ms. Blanche Shoup, Mr. Samuel Sudhakar, Ms. Shelle Summers, and Mr. Mike Walters. Faculty: Ms. Jan Lundeen, Faculty Representative, Ms. Mary Robson, and Ms. Cindy Thompson. Others: Ms. Cathy Lagnese, Staff Representative, Mr. Steve Alfaro, Mr. Fritz Archer, Ms. Kay Randell, Stone-Hayes Center for Independent Living, and representatives of the media.

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Consent/Non-Personnel  
Agenda:

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

- minutes of December 19, 2000, Meeting of the Board.
- bills for the month of December 2000.
- FY-2002 Budget Development Calendar.

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.”

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

- resignation of Ms. Dana Butler effective December 31, 2000.
- employment of Ms. Betty Reed as LRC Attendant at the Branch Campus, effective February 1, 2001, at an annual salary of \$23,480, prorated, reflecting a mid-management Level II with three years related experience.
- employment of Mr. David M. Kellogg as the Educational Director at Henry C. Hill Correctional Center, effective February 1, 2001, at an annual salary of \$41,750, prorated, reflecting the Administrative-Director level with five years of related experience.
- employment of Ms. Stacey West as a full-time Children’s School Teacher, effective January 2, 2001, at an annual salary of \$18,900, prorated, reflecting a Technical Level II, Step 6 position.
- employment of Ms. Faunda Reed, as a full-time Children’s School Teacher, effective January 29, 2001, at an annual salary of \$18,900, prorated, reflecting a Technical Level II, Step 6 position.

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

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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.”

Asbestos Abatement  
Contract:

Mr. John Kraus moved and Ms. Gayla Pacheco seconded to award a fixed sum contract to Versar, Inc. of Lombard, Illinois, in the amount of \$85,817 to accomplish the asbestos removal at 201-209 East Main Street, Galesburg, Illinois. Basis for the recommendation is low bid to specification.

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.”

Americans with Disabilities  
Act (ADA) Grant  
Application:

Ms. Nancy Youngquist moved and Mr. John Huston seconded the resolution approving a Capital Project Application Form in the amount of \$72,354 to access the College’s allocation of ADA (Access for All) funds to be applied to the Dental Hygiene project at 201-209 E. Main Street, Galesburg, Illinois.

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 reminded the Board that the Planning Meeting is scheduled for February 16 & 17, 2001, in Nauvoo, Illinois. Crist stated that the Annual AACC Convention is being held April 2001 in Chicago. The Convention is celebrating 100 Years of Community Colleges in America. The sight location is an ideal opportunity for our Board of Trustees to attend. Crist reported that Tom L. Wilson has agreed to speak at Graduation 2001. Graduation is May 10<sup>th</sup> and GED Graduation is May 9<sup>th</sup>. The College has also received approval from the ICCB on our address change to “Tom L. Wilson Boulevard.”

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Vice President of Student  
Services:

Mr. Steve Norton said that on March 9<sup>th</sup> the College will hold a Career Fair with over 40 employers present. All area junior and senior high school students have been invited.

Vice President of Business  
Services:

Mr. Thomas Schmidt reported on upcoming projects. Schmidt distributed a sheet on Capital Projects Schedule and their target dates for completion. Schmidt also stated that temporary offices are currently being constructed on the second floor of C Building to provide space for the offices that will need to be moved when construction begins on the East Foyer. Schmidt stated that they are investigating the possibility of using the old elevator car from the College for the new elevator at the Dental Hygiene sight downtown. Schmidt said that he recently met with Wallace Bookstore and they would like to form a Bookstore Advisory Committee. This will provide Wallace with needed information on how they can best serve the students and staff.

Dean of Technology  
Services:

Mr. Samuel Sudhakar said that the College has started issuing e-mail addresses to all CSC students upon request. Students can request e-mail addresses by either coming into the admissions office or through the Web. Sudhakar stated that the next Sandburg Educational Network Workshop will be held at The Branch Campus in Carthage on Saturday, January 27, 2001, and Saturday, February 3, 2001. Two of the College's instructors, Ms. Mary Robson and Ms. Cindy Thompson, are devoting a portion of their time this semester to conduct technology training workshops and seminars for the students, faculty, and staff. This training is aimed at harvesting the technology that we have in place.

Director of Foundation:

Ms. Shelle Summers stated that the Foundation Annual Fund Drive raised \$8,000. Five thousand of this was restricted to various endowment funds. Through the Employee Fund Drive, the employees and staff contributed \$4,500. In addition, the Foundation received \$5,000 from Judge Richardson to be added to the Lions Club Endowment.

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Dean of Learning Resource  
Center/Evening  
Administrator:

Mr. Mike Walters reported on the newly installed audio equipment in the boardroom. Walters stated that it is state of the art equipment. Walters demonstrated a PowerPoint Presentation on Carl Sandburg College, developed by Ms. Mary Robson, Ms. Cindy Thompson, and Ms. Bev Branniff. Walters also stated that Mr. Ray Mendez took pictures for the presentation. Walters thanked all technology people who helped work on the presentation.

ICCTA Representative:

Mr. John Huston said that the January 2001 conference was held in Champaign, Illinois. Huston stated that the Conference discussed “Diversity and the Implementation of it in Community Colleges.” There was also a tour of the Beckman Institute on the University of Illinois Campus. The student advisory representative to the ICCTA asked that the Trustees seek more student input. Dr. D. Wayne Green led the “Fireside Chat.” It was a historical dialogue on where the community college came from and where it is going. Huston stated that he found it very interesting and informative. Huston stated that the ACCT Convention is being held in Washington DC in February. A team of representatives from the College will be attending. Huston reported that a tentative date for the West Central Trustees Association Meeting has been set for April 16, 2001, at Illinois Central College. The next ICCTA Meeting will be March 10, 2001, at the Radisson O’Hare. This will be a one-day meeting.

EXECUTIVE SESSION  
7:44 p.m.:

Mr. John Huston moved and Dr. D. Wayne Green seconded a request for an Executive Session for the purpose of discussing the purchase or lease of real property for the use of the public body, collective negotiating matters between the public body and its employees, the employment, performance, or dismissal of specific employees of the public body, and minutes lawfully closed under the Illinois Open Meetings Act.

MOTION:

Voice vote – motion carried.

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RECONVENE

8:04 p.m.:

Dr. D. Wayne Green moved and Mr. John Kraus seconded to reconvene the Regular Meeting of the Board at 8:04 p.m.

MOTION:

Voice vote – motion carried.

ADJOURNMENT

8:05 p.m.:

Dr. D. Wayne Green moved and Mr. John Huston 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.