

CARL SANDBURG COLLEGE

(560th Meeting)

Regular Meeting – March 27, 2003

CALL TO ORDER: The regular meeting of the Board of Trustees of Carl Sandburg College was held in the Instructional Computing Student Center, Building B, Carl Sandburg College, Galesburg, Illinois, on Thursday, March 27, 2003, at 7:00 p.m.

ROLL CALL:

Present: Ms. Gayla J. Pacheco, Chairperson
Dr. D. Wayne Green, Secretary
Mr. John T. Huston
Mr. John A. Kraus
Mr. Bruce A. Lauerman
Ms. Nancy L. Youngquist
Mr. Josh Hoots, Student Representative

Absent: Mr. Thomas H. Colclasure, Vice Chairperson

Others: Mr. Thomas A. Schmidt, President, and Ms. Mary Buckingham, Recording Secretary. Administration: Mr. Dennis Anderson, Mr. Larry Benne, Ms. Sherry Berg, Mr. Larry Byrne, Ms. Lorraine Crawford, Ms. Robin DeMott, Ms. Carol Gronewold, Ms. Jill Johnson, Mr. David Kellogg, Ms. Misty Lewis, Mr. Steve Norton, Ms. Blanche Shoup, Ms. Annette St.Ledger, Mr. Samuel Sudhakar, Ms. Shelle Summers, Ms. Lori Sundberg, and Mr. Mike Walters. Faculty: Ms. Sandy Wallace, Faculty Representative; Ms. Barb Gunderson, and Ms. Elaine Long. Staff: Ms. Heather Severns, Staff Representative. Others: three guests and representatives of the media.

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

- minutes of February 27, 2003, meeting of the Board,
- bills for the month of February 2003.

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

- transfer of Mr. Jeff Bryan to the Director of CABI & ETC, Administrative Level I position, at an annual salary of \$42,540, prorated, reflecting five years of related experience, effective April 1, 2003 (This position is fully funded from the ICCB Workforce Preparation Grant and locally generated CABI revenues.),
- status change for Ms. Marnie Dugan, Recruiter, from full-time to three fourths time effective July 1, 2003, through December 31, 2003.

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. Bruce Lauerman moved and Mr. John Huston 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.”

PRESIDENT: Mr. Thomas Schmidt welcomed students from Ms. Cynthia Thompson’s Speed Writing II class. Schmidt reported that Governor Blagojevich mandated that Community Colleges establish a five percent reserve from their 2002-03 budgets. The College was asked to submit the areas where the cuts would come from by the next day. Schmidt said this totals \$208,188 out of the College’s \$12 million operating budget. Schmidt stated that because of the faculty and support staff at CSC the College had an increase in headcount enrollment of thirty eight percent (highest in

the state). Schmidt stated that we do not know if the Governor will actually implement these cuts from the budget. He said during the past decade the average state aid rate (per credit hour) has increased only one percent each year. Schmidt reported that student tuition has increased about three percent each year. Schmidt stated that the burden has shifted from the taxpayers to the students. Schmidt said that CSC will survive the budget cuts. Schmidt reported that the board will meet on Monday, April 7, 2003, at 7 p.m. to canvass votes from the April 1, 2003, Consolidated Election. The meeting will take place in the A. Lewis Long Conference Room, Carl Sandburg College, Galesburg, Illinois. Schmidt reported that the ICCTA Lobby Day is April 30, 2003, in Springfield. Lastly, Schmidt stated that the board will be having their retreat this weekend on March 28 and 29, 2003.

VICE PRESIDENT OF
INSTRUCTIONAL
SERVICES:

Mr. Larry Benne reported that the WIEC steering committee recently met to discuss the WIEC Consortium. The committee voted to disconnect the phone lines on June 30, 2003. The committee felt it was time to refresh technology. Benne stated that CSC will not terminate our area high schools and CSC will continue to offer distance learning within our community college district. Benne stated that CSC is getting involved in the future with WWAN and thus we will not be losing that much over time; possibly just the reconfiguration status. Benne reported that the partners of the WIEC Consortium will stay loosely connected if indeed grants do become available. Lastly, Benne reported that he will be going to Dallas, Texas, to the AACC Convention next week. A federal grant will pay for his attendance to this convention.

VICE PRESIDENT OF
STUDENT SERVICES:

Mr. Steve Norton reported that on March 10th the Annual Junior/Sophomore Career Fair was held at CSC. The fair was very successful. Norton thanked everyone involved. Lastly, Norton congratulated the Women's Basketball Team on an outstanding year. The team received many individual awards.

VICE PRESIDENT OF
TECHNOLOGY
SERVICES:

Mr. Samuel Sudhakar reported that he attended the Educause Midwest Regional Conference in Chicago this week. The theme of the conference was *Strategic IT Leadership in Challenging Times*. Sudhakar stated that he will represent the College and present a session at the Illinois Digital-Age Leadership Conference which will be held at the ETC on April 4th. Lastly, Sudhakar reported that the Children's School now has in place a fully automated and secure student management system that enables them to automate their manual processes. Sudhakar congratulated, Ms. Barb Godsil and her staff who worked hard to get this system up and running.

DIRECTOR OF
MARKETING &
PUBLIC RELATIONS:

Ms. Robin DeMott reported that Carl Sandburg College will have an Open House on Sunday, April 27th from 1 to 4 p.m. Plans are currently underway for numerous activities at the Open House. Some of which include: a Bookstore Ribbon Cutting; the Opening of the Campbell Cartoon Collection; tours of the College; the Children's School 25th Anniversary Celebration; and a trivia contest. The prizes for the trivia contest will be a computer and a PDA. DeMott gave an update on the new ETC-TV channel. She stated that program and announcement submission processes are in place. The first month's schedule is nearly final and ready for distribution and that equipment is due any time soon. DeMott reported that she recently attended the NCMPR Conference. This is a national conference for marketing. Lastly, DeMott reported that the Sandburg Days Festival is scheduled May 8th through the 10th. Ms. Helga Sandburg will again be our special guest. She will visit Cooke and Gale schools and will be reading her own poetry of her recently released CD, "From the Dream." Mr. David Drake, Illinois history and music educator and performer, will perform a Children's Concert, lead a Songwriting workshop, and make a presentation on Illinois History at the Orpheum Theatre. The Festival will celebrate Carl Sandburg's 125th birthday party on Seminary Street with cake and lemon ice cream (Carl's favorite). Mr. Larry Diemer will serve as emcee and Ms. Lora Wright's chorus, *Heart of Illinois* will perform.

DEAN OF HUMAN
RESOURCES/
ORGANIZATIONAL
DEVELOPMENT:

Ms. Lori Sundberg reported that Ms. Peggy Libby, Ms. Beth Kunkle, and she recently attended a workshop for the Perkins grant funding. Sundberg stated that it looks like the College will have Perkins funding for this coming year at the same level as this year or it may be slightly higher. However, the real concern is for the following year. The federal government has not made an appropriation to the Perkins Program for next year. This is a great concern to CSC as the Perkins grant provides funding for instructional programming and for special populations. Sundberg reported that the Interest Based Bargaining workshop is scheduled for tomorrow, March 28th from 9 a.m. to 3:30 p.m. Ms. Lynn Adler from the Illinois Education Association will be facilitating that workshop. Lastly, Sundberg said that she will be representing CSC as a panelist in the Women's Career Conference being held at Knox College on Sunday, March 30th. The conference is designed to help the women at Knox College learn strategies in career development.

DIRECTOR OF TRIO
UPWARD BOUND:

Ms. Jill Johnson reported that Ms. Jan Hipple, CSC's Employment Resources Coordinator, will be presenting a job etiquette workshop to Upward Bound students in April. Johnson stated that Ms. Elisha Reichert, ROWVA student, participated in a testing competition sponsored by WISE (Women in Science and Engineering) at the Knox College Sectional and placed second. Reichert is moving on to the state competition in Champaign.

DEAN OF COMMUNITY
& EXTENSION
SERVICES:

Ms. Sherry Berg thanked everyone for their help at the Teachers' Institute which was recently held at CSC. Over 1,400 teachers and administrators attended the Institute. Ninety percent of the comments were very positive. The Regional Office of Education said that they are the only offices in the state that include college teachers in their Regional Institute. Berg especially thanked the four Upward Bound students who served as guides. Berg stated that the Knox County Spelling Bee was also recently held at CSC. The ROWVA School District fared quite well in the Bee. Students from the district won both 1st Place and 2nd Place. Berg

reported that CSC has hired a new Community Education Coordinator for both the Senior College and Kids on Campus programs. Ms. Krisa Creech will start as the new Coordinator on Monday, March 31st. Berg said that the Illinois Board of Education will have a Transportation Workshop in the CSC theatre next week. Lastly, Berg reported that Knoxville High School Boy's Basketball Teams will have their awards banquet at the College this Sunday afternoon.

DIRECTOR OF
BUSINESS SERVICES:

Mr. Larry Byrne reported the Bushnell expansion is at substantial completion, and is expected to be furnished by April 17, 2003. Byrne stated that the Fitness Center expansion is making progress and the inside painting has started. The outside stucco work is completed and the flooring will start in about two weeks. To avoid shutting down the Fitness Center again, the intent is to get the new area substantially complete and move equipment into the new extension and then finish work in the existing fitness area. This work will consist of removing the office, painting the walls, and putting in new flooring. Lastly, Byrne reported on the Children's School playground project. The ground work to include the drainage system has started and the playground equipment has arrived and assembly has begun.

DIRECTOR OF
FOUNDATION:

Ms. Shelle Summers reported the CSC Foundation received a \$17,500 bequest from the estate of Harry and Muriel Neave of Galesburg to endow a music scholarship. Mrs. Neave was a local organist who loved music.

EXECUTIVE ASSISTANT
TO THE PRESIDENT:

Ms. Mary Buckingham reported that April 30th through May 2nd she will be attending an ICCTA Seminar at Kishwaukee Community College. The seminar will have presentations on *The Paperless Board* and *Parliamentary Procedure*. The Parliamentary session will be presented by Dr. Gary Davis, Executive Director of the ICCTA.

ICCTA
REPRESENTATIVE:

Mr. John Huston reported that on March 14th and 15th Dr. D. Wayne Green, Mr. Josh Hoots, Mr. Schmidt, and he attended the ICCTA Seminar at William Rainey Harper College in Palatine.

They attended a presentation on *The Paperless Board and Parliamentary Procedure*. He said that Illinois Eastern Community Colleges save over \$90,000 a year because their board is paperless. Huston said that he will support CSC going paperless one hundred percent. Huston stated that it is imperative that the Board get more involved with their Federal and State representatives. Huston reported that because of CSC's contingent visiting with Senator Fitzgerald's aide in DC this past February, Senator Fitzgerald is interested in our WWAN (Wireless Wide Area Network) feasibility study. Senator Fitzgerald was at Harper College. Lastly, Huston reported that Mr. John Kraus, Dr. D. Wayne Green, Mr. Schmidt and he attended the West Central Trustees Association Regional Meeting this past Tuesday night at John Wood Community College. Dr. Dan LaVista, Executive Director of the Illinois Board of Higher Education, was the guest speaker.

BOARD REPORTS:

Mr. John Kraus stated that he would like National and State Education Departments to explain why they are taking money away from the best thing they have going for them. CSC has more kids and enrollment is up. He just does not understand their thinking.

Ms. Nancy Youngquist reported that she attended the Teachers' Institute recently held at CSC. She received nothing but rave reviews on the new ICSC Building and the advanced technology. She wants everyone at CSC to realize what a jewel we have.

Mr. Bruce Lauerma stated that the state of Illinois has a budget crisis. He does not believe that CSC and community colleges are exclusive in these budget cuts. Lauerma said we have a state problem and he cannot answer to the fairness of who is cut and who is not.

STAFF

REPRESENTATIVE:

Ms. Heather Severns reported from the Wellness Committee. Severns stated that the All College Walk will be Friday, April 25th at 7:00 a.m. All faculty, staff, and students are invited. Severns said that the Mississippi Valley Regional Blood Center (MVRBC) blood drive will be Monday, April 21st from 9 a.m. to 2 p.m. in the Lookout Lounge. Lastly, Severns reported that the CSC Golf Outing will be Saturday, May 17th at Laurel Greens Golf Course at 7:30 a.m. All faculty, staff, and trustees are invited to attend.

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STUDENT

REPRESENTATIVE:

Mr. Josh Hoots reported that on March 29, 2003, SGA will be hosting a Spring Athletic Party. The party will be held at Crappy's Sports Pub, downtown Galesburg, from 8 p.m. to 12 midnight. Hoots invited everyone to attend. Hoots stated that on April 15th & 16th he and members of the SGA would be attending the Phi Theta Kappa Awards Banquet and Student Lobby Day in Springfield. Lastly, Hoots wanted to thank the CSC Bookstore for donating coffee mugs to take to Lobby Day as gifts and Mr. Larry Byrne for his assistance in securing this donation.

Executive Session

8:00 p.m.:

Ms. Nancy Youngquist moved and Dr. D. Wayne Green seconded a request for an Executive Session to hear testimony on a complaint lodged against an employee to determine its validity, to discuss collective negotiating matters between the public body and its employees or their representatives, and to discuss minutes of meetings lawfully closed under the Illinois Open Meetings Act.

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."

RECONVENE

8:52 p.m.:

The Regular Meeting of the Board reconvened at 8:52 p.m.

ROLL CALL:

Present: Ms. Gayla J. Pacheco, Chairperson

Dr. D. Wayne Green, Secretary

Mr. John T. Huston

Mr. John A. Kraus

Mr. Bruce A. Lauerman

Ms. Nancy L. Youngquist

Mr. Josh Hoots, Student Representative

Absent: Mr. Thomas H. Colclasure, Vice Chairperson

ADJOURNMENT

8:53 p.m.:

Mr. John Huston moved and Mr. John Kraus 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.