

CARL SANDBURG COLLEGE

(579th Meeting)

Regular Meeting – September 23, 2004

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, Galesburg, Illinois, on Thursday, September 23, 2004, at 7:00 p.m.

ROLL CALL:

Present: Mr. Thomas H. Colclasure, Chairperson
Dr. D. Wayne Green, Vice Chairperson
Mr. John A. Kraus, Secretary
Mr. John T. Huston
Ms. Gayla J. Pacheco
Ms. Nancy Youngquist
Ms. Meghan Kennedy, Student Representative

Absent: Mr. Bruce A. Lauerman

Others: Mr. Thomas A. Schmidt, President; and Ms. Mary Buckingham, Recording Secretary. Administration: Ms. Gena Alcorn, Mr. Larry Benne, Ms. Sherry Berg, Mr. Larry Byrne, Ms. Sally Day, Ms. Robin DeMott, Ms. Lisa Hanson, Ms. Jill Johnson, Ms. Gwen Koehler, Ms. Carol Kreider, Ms. Misty Lewis, Ms. Elaine Long, Ms. Debra Miller, Ms. Beverly Naslund, Mr. Steve Norton, Mr. Mark Pfleiger, Ms. Blanche Shoup, Mr. Samuel Sudhakar, Dr. Lori Sundberg, Mr. Mike Walters, and Ms. Lora Wright. Faculty: Ms. Diana Billeter, Faculty Representative; and Mr. Tim Krause. Staff: Ms. Angela Strom, Staff Representative. Others: Mr. Tim Golden, Mr. Jeff Klinck, Mr. Eric Voyles, Mr. Kit Wilcox, and representatives of the media.

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Consent/Non-Personnel: Mr. John Huston moved and Mr. John Kraus seconded to approve the following items under the Consent Agenda/Non-Personnel:

- minutes of August 26, 2004, meeting of the Board,
- bills for the month of August 2004,
- reschedule the Board of Trustees regular meetings for November and December 2004 to Tuesday, November 16, 2004, and Thursday, December 16, 2004,
- resolution charging the Board secretary to publish the 2005 election notice and designate Mary Buckingham or her designee to receive nominating petitions for candidates at the election.

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

Board Retreat Date: Dr. D. Wayne Green moved and Ms. Nancy Youngquist seconded to approve a Board Retreat to be held on October 22, 2004, at 5 p.m. in the A. Lewis Long Conference Room, Carl Sandburg College, 2400 Tom L. Wilson Boulevard, Galesburg, Illinois.

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

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

- employment of Mr. Thomas Molumby, Director of Educational Programs at Henry C. Hill Correctional Center, Administration, Level I, Address 8, at an annual salary of \$48,190 prorated, effective October 1, 2004 (this position is fully funded through the Department of Corrections contract and is pending DOC approval and funding),
- employment of Mr. Paul Stockwell, Employer Services Representative, Mid-Management, Level IV, Address 2, at an annual salary of \$24,940 prorated, effective October 4, 2004 (this position is solely grant funded through WIA funds).

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

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Financial Reports: Dr. D. Wayne Green moved and Ms. Nancy Youngquist seconded that the minutes reflect receipt of the financial reports.

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

Mini Treat-CSC Foundation: Heard an informational presentation from Ms. Gena Alcorn, Director of the Foundation, on basic fundraising concepts and the Fall Extravaganza. The Fall Extravaganza will be held November 6, 2004, at Soangetaha Country Club, Galesburg, Illinois.

Permanent Transfer-
Operations & Maintenance
Fund: Mr. John Huston moved and Ms. Gayla Pacheco seconded to approve the permanent transfer of \$80,000 from the Operations & Maintenance Fund to the Operations & Maintenance Restricted Fund effective September 23, 2004.

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

Appointment of Radiologic
Technology Program X-ray
Advisory Committee
Members: Mr. John Kraus moved and Dr. D. Wayne Green seconded to approve the appointment of the following persons to the Radiologic Technology Program X-ray Advisory Committee for a two-year time period effective October 1, 2004: Cindy Carter, R.T.; Subbia Jagannathan, M.D.; Wendi Hook, R.T.; Mary Mowen, R.T.; Cathe Browne, R.T.; Laura Hardesty, Mark Derham, Jody Johnson, R.T.; and Dan Harn, R.T.

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

Appointment of Child
Development Advisory
Committee Members: Mr. John Kraus moved and Ms. Meghan Kennedy seconded to approve the appointment of the following persons to the Child Development Program Advisory Committee for a two-year time

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period effective October 1, 2004: Tammy Froelich, Linda Kozelichki, Gary Pullen, Sylvia Boone, Jan Steckleburg, and Dianne Gravino.

MOTION: Voice vote – motion carried.

SMART V-Amend Project Budgets:

Dr. D. Wayne moved and Ms. Nancy Youngquist seconded to approve amending three (3) of the project budgets as follows:

ICCB #	PROJECT	ORIGINAL BUDGET	AMENDED BUDGET
518-L-0017-0204	Adult Ed	\$ 580,104	\$ 621,144
518-L-0019-0204	Cosmetology	160,803	195,800
518-L-0018-0204	Allied Health	1,099,540	1,364,540

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

SMART V-Base Bid: Dr. D. Wayne Green moved and Ms. Meghan Kennedy seconded to approve the base bid of \$2,004,511 submitted by Bishop Brothers, Inc. of Peoria, Illinois, (pending ICCB approval of the amended budgets). Basis of this recommendation is low bid to specification.

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

PRESIDENT: President Schmidt reported that CSC was recently highlighted in the AACT *Trustee Quarterly* Summer 2004 publication for our partnership with both educational institutions and economic development officials to generate jobs and growth in the community. President Schmidt said that CSC received word from the Department of Education that we did not receive the Title III Grant. The College received a comprehensive scoring document and we will be reviewing it carefully. President Schmidt gave an update on the Equalization Formula Meeting that he attended in Springfield this week. Lastly, President Schmidt reported that Dr. Gary Davis, ICCTA Executive Director, Retirement Dinner will be held in Chicago on November 12, 2004, in conjunction with the November ICCTA Meeting.

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VICE PRESIDENT OF
STUDENT SERVICES:

Mr. Steve Norton reported that on September 10 & 11 the high school volleyball tournament was held at CSC. *United Red Storm* won their first ever championship for the newly formed district by winning the tournament. Norton thanked everyone that helped with the tournament. Norton said that on October 18 the CSC College Night will be held. Over 60 colleges will be in attendance.

DEAN OF HUMAN
RESOURCES/
ORGANIZATIONAL
DEVELOPMENT:

Dr. Lori Sundberg reported on Colleague Migration for Human Resources. In approximately four weeks, Human Resources will have a parallel testing. This will be the first of four before they go live on January 15, 2005. Dr. Sundberg said that CSC received the Illinois Arts Council Grant. Dr. Sundberg thanked Ms. Peggy Libby and Mr. Tim Pahel on their diligent work in obtaining this grant.

VICE PRESIDENT OF
ACADEMIC SERVICES:

Mr. Larry Benne reported that the semester is off to a good start. Benne said that the spring and summer schedules are now being processed and things are progressing well.

VICE PRESIDENT OF
TECHNOLOGY
SERVICES:

Mr. Samuel Sudhakar reported that we have successfully launched a centralized copy/print/fax tracking system that will help us in the evaluation of our Xerox environment and allow us to make data driven decisions on the placement, use, and refresh of the equipment. Sudhakar said that the Colleague Migration is going well and is on time. Team Leaders and teams are working hard in preparation of their go live dates in January. Several modules will be going live in January including: Financial Aid, Admissions, Human Resources, and Communications Management. CSC teams seem to be ahead of teams from other colleges and are routinely commended for their efforts by trainers and consultants who come to campus.

ADMINISTRATIVE
REPORTS:

The following administrators gave reports: Ms. Sherry Berg, Mr. Larry Byrne, Ms. Robin DeMott, and Ms. Lora Wright.

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ICCTA

REPRESENTATIVE: Mr. John Huston reported that the September ICCTA Seminar and Meeting were held September 10-11 at the Crowne Plaza Hotel in Springfield. The seminar focused on “Effective Media Relations-Training for Trustees & CEO’s.” Huston said that the seminar was very informative and interesting. Huston reported that the next ICCTA Seminar and Meeting will be held in Chicago on November 12 & 13. He encouraged everyone to attend Dr. Gary Davis’s Retirement Dinner on Friday, November 12.

FACULTY

REPRESENTATIVE: Ms. Diana Billeter reported that the following reports were made by committees at Faculty Assembly: *Student Services* is working on a grade appeal policy, a structure for academic dishonesty, and a student retention plan; *Tenure Commission* sent out evaluations for supervisors, a memo for peer evaluations was sent out, and student evaluations will be forthcoming; and *Faculty Assessment for Growth* is working on revising information in their area to be in line with the new restructuring.

STAFF

REPRESENTATIVE: Ms. Angela Strom reported on activities of the CSC Wellness Program. Strom said that there will be an *All College Walk* and that this fall flu shots will be given on the Main Campus. Strom reported that many CSC Veterans are being called to active military duty.

STUDENT

REPRESENTATIVE: Ms. Meghan Kennedy reported that she attended the ICCB SAC Conference in Springfield in September. Kennedy reported that she learned a great deal about financial aid and the loan process. SAC formed their sub committees at the conference. She was appointed to the Awards, Recognition and Outreach Committee and the SAC Representative to the ICCB Management Information System/Research Advisory Committee. They also elected officers for the year at the Conference. SAC’s next meeting will also be in Chicago November 12 & 13.

BOARD REPORTS:

Dr. D. Wayne Green reported that he will be attending the ACCT Conference in New Orleans the first week in October.
Mr. Tom Colclasure reported that Dr. D. Wayne Green is the new

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Vice Chair of the ICCTA West Central Region and Dr. Green has agreed to be the alternative representative for the ICCTA again next year.

Closed Session
8:19 p.m.:

Ms. Nancy Youngquist moved and Dr. D. Wayne Green seconded a request for a Closed Session to consider “pending” litigation; to consider the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body; and to discuss minutes of meetings lawfully closed under the Illinois Open Meetings Act.

MOTION:

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

RECONVENE
9:42 p.m.:

The Regular Meeting of the Board reconvened at 9:42 p.m.

ROLL CALL:

Present: Mr. Thomas H. Colclasure, Chairperson
Dr. D. Wayne Green, Vice Chairperson
Mr. John A. Kraus, Secretary
Mr. John T. Huston
Ms. Gayla J. Pacheco
Ms. Nancy Youngquist
Ms. Meghan Kennedy, Student Representative

Absent: Mr. Bruce A. Lauerman

ADJOURNMENT
9:43 p.m.:

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