

CARL SANDBURG COLLEGE

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

Regular Meeting – December 15, 2005

**PUBLIC HEARING:** The public hearing on Tax Levy 2005 was held in the A. Lewis Long Conference Room, Carl Sandburg College, Galesburg, Illinois, on Thursday, December 15, 2005, at 6:45 p.m.

**ROLL CALL:** Present: Dr. D. Wayne Green, Chairperson  
Mr. John A. Kraus, Vice Chairperson  
Mr. Bruce A. Lauerman, Secretary  
Mr. John T. Huston  
Mr. William C. Robinson  
Ms. Paige Rohweder, Student Representative

Absent: Mr. Jack P. Ball  
Mr. Thomas H. Colclasure

**PUBLIC HEARING:** Dr. D. Wayne Green, Chairperson, called the Tax Levy 2005 Hearing for Carl Sandburg College District 518 to order and turned the meeting over to Ms. Lisa Blake, Chief Financial Officer. Following discussion on the Tax Levy 2005, Chairperson Green declared the Tax Levy 2005 hearing closed at 6:50 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 (E200), Carl Sandburg College, Galesburg, Illinois, on Thursday, December 15, 2005, at 7:00 p.m.

**ROLL CALL:** Present: Dr. D. Wayne Green, Chairperson  
Mr. John A. Kraus, Vice Chairperson  
Mr. Bruce A. Lauerman, Secretary  
Mr. Thomas H. Colclasure  
Mr. John T. Huston  
Mr. William C. Robinson  
Ms. Paige Rohweder, Student Representative

Absent: Mr. Jack P. Ball

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Others: Mr. Thomas A. Schmidt, President; and Ms. Mary Buckingham, Recording Secretary. Administration: Ms. Gena Alcorn, Mr. Larry Benne, Ms. Sherry Berg, Ms. Lisa Blake, Mr. Larry Byrne, Ms. Loretta Cooper, Ms. Sally Day, Ms. Robin DeMott, Ms. Marnie Dugan, Ms. Gwen Koehler, Ms. Carol Kreider, Ms. Misty Lewis, Ms. Elaine Long, Ms. Debra Miller, Ms. Beverly Naslund, Mr. Steve Norton, Mr. Mark Pfleiger, Mr. Robert Richardson, Dr. Lori Sundberg, and Dr. Connie Thurman. Faculty: Ms. Kim Norris, Faculty Representative; Ms. Barbara Kirchgessner, and Ms. Kathy Secrist. Staff: Ms. Angela Strom, Staff Representative. Others: CSC Cosmetology Students, Mr. Phil Willis, Abingdon High School Instructor; Abingdon HS Students, Mr. Rob Brown, Johnson Controls, Inc.; and representatives of the media.

Items from the Floor:

Ms. Barbara Kirchgessner, Coordinator of Cosmetology, and several cosmetology students made a presentation to the Board on their recent competition. They attended the Illinois Association of Cosmetology Competition on December 5<sup>th</sup> in Lisle, Illinois. The students took home a first and fourth place.

President Schmidt presented the *Innovation Award* to the Board. CSC received the award from the Illinois Council of Community College Administrators (ICCCA) at the Fall Conference held in Collinsville, Illinois. CSC was honored for the EduNet project.

Ms. Robin DeMott, Director of Marketing & Public Relations, introduced Mr. Chris Etheridge who reports for *The Register Mail*.

Consent Agenda-General:

Mr. Tom Colclasure moved and Mr. John Kraus seconded to approve the following items under the Consent Agenda-General:

- minutes of the November 15, 2005, meeting of the Board,
- bills for the month of November 2005,
- appointment of Industrial Electricity Advisory Committee: Mr. Jeff Hutton, Mr. Joe LaFeber, Mr. Don Gillenwater, Mr. Joe Mangieri, Mr. Rick Ivie, Mr. Mike Falco, Dr. Bill Cupples, Dr. G. David Hunter, Ms. Peggy Miller, and Mr. Loren Greenfield.

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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- Consent Agenda-Personnel: Mr. Bruce Lauerman moved and Mr. Tom Colclasure seconded to approve the following items under the Consent Agenda-Personnel:
- resignation of Mr. Phillip Jennings, Occupational Recruiter, effective November 15, 2005,
  - employment termination of Mr. Brandon Shinn, Weekend Security/Custodial, effective November 13, 2005,
  - resignation of Ms. April Wilson, Risk Management/Accounting Technician, effective December 31, 2005,
  - employment of Ms. Susan Rice, Risk Management/Accounting Technician, reflecting Technical, Level III, Address 4, at an annual salary of \$20,780, prorated, effective January 1, 2006,
  - employment termination of Ms. Judy Moorehead, Switchboard Operator/Receptionist, effective October 31, 2005,
  - employment of Ms. Megan Frieden, Occupational Recruiter, reflecting Mid-Management, Level IV, Address 9, at an annual salary of \$33,350, prorated, effective January 1, 2006 (this position is fully grant funded),
  - employment of Mr. Eric Landon, Weekend Security/Custodial, reflecting Physical Plant, Level I, Address 2, at an annual salary of \$17,600, prorated, effective January 1, 2006,
  - employment of Ms. Joan Duley, Adult Learning Center Office Assistant, reflecting Clerical/Support Staff, Level I, Address 3, at an annual salary of \$14,490, prorated, effective January 1, 2006 (this position is fully grant funded),
  - employment of Ms. Linda Lytle, Basic Skills Specialist , reflecting Mid-Management, Level IV, Address 5, at an annual salary of \$29,720, prorated, effective January 1, 2006 (this position is fully grant funded),
  - resignation of Ms. Patricia Bradley, Radiologic Technology Program Coordinator/Instructor, effective December 31, 2005.

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.”

Financial Reports: Mr. Tom Colclasure moved and Mr. Bruce Lauerman seconded that the minutes reflect receipt of the financial reports.

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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.”

Guaranteed Energy Savings Contract-Phase II Update: Heard a brief overview from Mr. Rob Brown, Johnson Controls, Inc., on the actual results from Phase II progress achieved to date by our Guaranteed Energy Saving Contract (GESC).

Abingdon High School-Wind Energy Project: Heard a presentation from Mr. Phil Willis, Abingdon High School Instructor; and several Abingdon High School students; on the Wind Energy Project they are currently working on and have developed for their class.

Approval of Medical Assisting-Certificate Program: Mr. John Kraus moved and Mr. Bruce Lauerman seconded to approve a Certificate in Medical Assisting for submission to the Illinois Community College Board. The intended program start time is Summer 2006.

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.”

Approval of Associate of Arts in Teaching Degree-Early Childhood: Mr. Tom Colclasure moved and Mr. John Kraus seconded to approve an Associate of Arts in Teaching Degree – Early Childhood for submission to the Illinois Community College Board for approval and implementation at the earliest possible date.

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.”

Approval of Associate of Arts in Teaching Degrees-Special Education &

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Secondary Mathematics: Ms. Paige Rohweder moved and Mr. John Kraus seconded to approve Associate of Arts in Teaching Degrees – Special Education and Secondary Mathematics for submission to the Illinois Community College Board for approval and implementation at the earliest possible date.

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.”

Final Tax Year 2005  
Levies:

Mr. Bruce Lauerman moved and Mr. John Huston seconded to approve the resolution and certificates adopting the Annual Tax Levy by Community College District Number 518. The amounts shall be certified and filed with each County Clerk in the District before the last Tuesday of December 2005. The effect of growth in CSC’s tax base (EAV) translates into a projected district wide increase in CSC’s total levy, including bonded indebtedness, of \$337,376 or 4.997%. The Final Tax Year 2005 Projections includes provisions for:

1. .0315¢ in Tax Equity as provided for in Chapter 110 ILCS 805/3-14.3.
2. Bond levies (long-term debt instruments) recently implemented to enable the college to achieve major improvements in the areas of projects included in the SMART Initiatives approved this past year.
3. A break down of our Social/Medicare Insurance levy in accordance with the law.

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.”

Message Center Marquee: Mr. John Huston moved and Ms. Paige Rohweder seconded to approve award of bid for a (3) line marquee sign to Galesburg Sign & Lighting, Inc. of Galesburg, Illinois, in the amount of \$16,902.42. Basis for this recommendation is low bid to specifications and availability of repair services proposed.

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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PRESIDENT:

President Schmidt reported that the Illinois Community College System will also celebrate their 40<sup>th</sup> Anniversary in 2006. President Schmidt presented to the Board a Proclamation that the Governor has presented to each Illinois Community College honoring the Anniversary.

President Schmidt discussed the Department of Corrections and their contract with CSC. There is an issue of salary adjustments and most employees at HCH have not received a salary increase for three years. CSC has voiced their concerns to our legislators, including the Governor. A meeting has now been scheduled with ICCB and Legislators to be held January 19 in Springfield. CSC will be in attendance.

President Schmidt said that a CSC contingent will be attending the ACCT National Legislative Summit in Washington, D.C. on February 5-8. He said that the AACC now has a Community College Caucus in the Senate. These four Senate members will be attending the Summit. The Community College System will now have more credibility.

President Schmidt stated that a Board Retreat will be held January 13 & 14, 2006, at Monmouth Inn & Suites, Monmouth, Illinois. Lastly, President Schmidt invited everyone to the Employee Holiday Luncheon which will be held tomorrow at noon in the Dr. Donald G. Crist Student Center. The Holiday Luncheon is hosted by the Board of Trustees.

VICE PRESIDENT OF  
ACADEMIC SERVICES:

Mr. Larry Benne reported that finals are now finished. Grades are due in this next Monday. Benne said that on December 8, 9, & 10 he attended the Association for Career & Technical Education Conference (ACTE) in Kansas City, Missouri.

VICE PRESIDENT OF  
STUDENT SERVICES:

Mr. Steve Norton reported that he is proud of CSC students participating in competitions state wide. It is reported that students who participate outside of the classroom have a higher retention rate and graduation rate. Norton invited everyone to attend the Men's and Women's basketball games.

VICE PRESIDENT OF  
ADMINISTRATIVE  
SERVICES:

Dr. Lori Sundberg reported that CSC is still hopeful to receive Senator Durbin's \$100,000 that he promised from the Department

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of Labor (DOL). The grant is now being reviewed in Washington DC. She said that with Web Advisor 3.0, HR employees are now in the training process. All time sheets will be done on the Web and will be completed electronically.

ADMINISTRATIVE  
REPORTS:

The following administrators gave reports: Ms. Robin DeMott; Ms. Sherry Berg; Ms. Carol Kreider; and Ms. Gena Alcorn.

ICCTA  
REPRESENTATIVE:

Mr. John Huston reported that the ACCT National Legislative Summit will be held in Washington, D.C. on February 5-8.

STUDENT  
REPRESENTATIVE:

Ms. Paige Rohweder reported that the SGA will be having a Food Drive in January. She reported that TRIO has a new student committee which will be performing community service projects. They will be sending Care Packages to our military over seas in conjunction with SAC and the state wide Outreach Committee. They will be collecting items for the packages from January 23 through February 24. Student Life and SGA will also be working with TRIO on this project. The Girl Scout Troop from ROWVA has offered bags and will be helping stuff these bags. The SAC Outreach/Local Issues Committee will be shipping the packages for the CSC groups. Rohweder reported that on December 2 & 3 she attended the IBHE-SAC Meeting at Eastern University. She said that SGA will have a Petition Drive the last Monday in January. They will be having guest speaker's talk about the issues of Financial Aid, the Privatization of Student Loan, etc. SGA will be forming a Student Action Team to attend Lobby Day this next spring in Springfield. There will be having a training day to prepare the group to attend Lobby Day. Lobby Day is scheduled for March 29, 2006.

FACULTY  
REPRESENTATIVE:

Ms. Kim Norris reported that things went well this semester and that no Faculty Assembly held this month.

STAFF  
REPRESENTATIVE:

Ms. Angela Strom reported that grades would be viewable to students on December 21.

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BOARD

REPORTS:

Mr. Bruce Lauerman reported that he attended Galesburg Rotary today and Ms. Sherry Berg received the Vocational Service Leader Award of the Month.

Closed Session  
8:30 p.m.:

Mr. John Kraus moved and Mr. Bruce Lauerman seconded a request for a Closed Session to consider “pending and imminent” litigation; to discuss the appointment, performance, and discipline of specific employees and students of the public body; to discuss the purchase and/or leasing of real property; 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

8:56 p.m.:

The Regular Meeting of the Board reconvened at 8:56 p.m.

ROLL CALL:

Present: Dr. D. Wayne Green, Chairperson  
Mr. John A. Kraus, Vice Chairperson  
Mr. Bruce A. Lauerman, Secretary  
Mr. Thomas H. Colclasure  
Mr. John T. Huston  
Mr. William C. Robinson  
Ms. Paige Rohweder, Student Representative

Absent: Mr. Jack P. Ball

ADJOURNMENT

8:57 p.m.:

Ms. Paige Rohweder moved and Mr. Bruce Lauerman 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.