

# CARL SANDBURG COLLEGE

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

Regular Meeting – February 24, 2005

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, February 24, 2005, 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  
Mr. Bruce A. Lauerman  
Ms. Gayla J. Pacheco  
Ms. Meghan Kennedy, Student Representative

Absent: Ms. Nancy L. Youngquist

Others: Mr. Thomas A. Schmidt, President; and Ms. Mary Buckingham, Recording Secretary. Administration: Ms. Gena Alcorn, Mr. Dennis Anderson, Mr. Larry Benne, Ms. Sherry Berg, Ms. Sally Day, 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, Ms. Marg Rogers, Ms. Blanche Shoup, Mr. Samuel Sudhakar, Dr. Lori Sundberg, Mr. Mike Walters, and Ms. Lora Wright. Faculty: Ms. Diana Billeter, Faculty Representative. Staff: Ms. Angela Strom, Staff Representative. Others: Mr. Eric Anderson, Mr. Jack Ball, Mr. William Robinson, and representatives of the media.

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Remove from Agenda: Remove #6.3 (Resignation to be Presented) from the Agenda.

Resolution of Appreciation –  
Student Success Center: Mr. John Kraus moved and Mr. John Huston seconded to approve a Resolution of Appreciation for a job well done to the entire Physical Plant Team and specifically to: Larry Byrne, Steve Alfaro, Craig McCants, Rick Layton, Steve Mills, and Trevor Reid, as well as to the Roads and Ground Crew and summer helpers, for their diligent and dedicated efforts in the construction of the College’s new Student Success Center.

MOTION: Voice vote – motion carried.

Consent/Non-Personnel: Dr. D. Wayne Green moved and Ms. Gayla Pacheco seconded to approve the following items under the Consent Agenda/Non-Personnel:

- minutes of January 27 and 28, 2005, meetings of the Board,
- bills for the month of January 2005,
- appointment of Accounting Program Advisory Committee: Mr. Norm Underwood, Dr. Penelope Yunker, Mr. Jeff Gomer, Ms. Mary Bennison, Mr. Frank Gersich, Mr. Tony Fritzel, Ms. Carol Mansker, Ms. Lora Wright, Ms. Susan Cordle, and Ms. Tiffany McClay,
- Statement of Final Construction Compliance for the PHS Project #1349-1001 (Dental Hygiene Building Tuckpointing) in the amount of \$111,896.00.

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 Mr. Bruce Lauerma seconded to approve the following items under the Consent Agenda/Personnel:

- resignation of Ms. Paula Tate, effective February 15, 2005,
- re-employment for the 2005-2006 academic year for the following non-tenured faculty: Ms. Debra Hroziencik, Dr. Kenneth Grodjesk, Ms. Patricia Bradley, Mr. David Kellogg, Mr. Dennis David Burns, Mr. Matthew Kendall, Mr. Craig Johnson, Ms. Susan Sharp, and Ms. Nancy Bradley,
- employment of Ms. Amy Shields, Career Employment Specialist, Mid-Management, Level IV, Address 2, at an annual salary of \$24,940 prorated, effective March 1, 2005 (this position is solely funded through WIA grants),

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- employment of Ms. Michelle Baker, Accountant, Mid-Management, Level IV, Address 5, at an annual salary of \$27,500 prorated, effective March 1, 2005 (this position is solely funded through WIA grants),
- unpaid leave of absence with non-accrual of benefits to Mr. Steve Van Fleet under Section 17.2 of the Professional Negotiations Agreement, effective February 4, 2005, through July 3, 2006,
- employment of Mr. Steven Putnam, Third Shift Custodial, Physical Plant, Level I, Address 2, at an annual salary of \$17,260 prorated, effective March 1, 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. John Huston moved and Dr. D. Wayne Green 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.”

Regulation on Talent Grants – 3.17.1: Mr. John Huston moved and Dr. D. Wayne Green seconded to approve an updated Regulation on Talent Grants, Number – 3.17.1.

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.”

Charter Bus Contract – Women’s National Basketball Tournament: Mr. Bruce Lauerman moved and Mr. John Huston seconded to approve award of bid to Dixon-Meyers Trailways of Rochelle, Illinois, in the amount of \$10,461. (In anticipation of CSC’s Women’s Basketball Team becoming eligible to participate in the upcoming national tournament to be held in Phoenix, Arizona, beginning on March 15, 2005, as mode of transportation for the team). Basis for this recommendation is the low bid and availability.

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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.”

Parameters Resolution –  
Refunding of Series  
1999 and 2000 Bonds:

Mr. Bruce Lauerman moved and Dr. D. Wayne Green seconded to approve a resolution providing for the issue of not to exceed \$10,000,000 General Obligation Refunding Bonds, Series 2005, of Community College District No. 518, Counties of Knox, Warren, Henderson, Mercer, Stark, Fulton, Hancock, Henry, McDonough, and Schuyler and State of Illinois, and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds. And also approve designating two of four College officials as being empowered by the Board of Trustees to enter into the refunding contract once the savings parameters have been achieved. Those College officials being the Chairperson of the Board, Secretary of the Board, the College President, and the Chief Financial Officer/Treasurer

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.”

Parameters Resolution –  
Refunding of Series  
1999 and 2000 Bonds:

Dr. D. Wayne Green moved and Mr. John Kraus seconded to approve a resolution authorizing and directing the execution of an Escrow Agreement in connection with the issue of not to exceed \$10,000,000 General Obligation Refunding Bonds, Series 2005, of Community College District No. 518, Counties of Knox, Warren, Henderson, Mercer, Stark, Fulton, Hancock, Henry, McDonough, and Schuyler and State of 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.”

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Extension of President's Contract:

Mr. John Kraus moved and Mr. Bruce Lauerman seconded to approve extending the contract for President Thomas A. Schmidt through June 30, 2009, in accordance with its plan implemented in January 1996.

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 on the "Perfect Financial Storm" and the challenges that CSC is confronted with now and in the near future. He also stated that CSC is prepared for these challenges as a result of the PHENIX PROGRAM and our efforts to "Reshaping Carl Sandburg College." President Schmidt reported on the Community College National Legislative Summit (ACCT/AACC) recently held in Washington DC. He was proud that the trustees attending the Summit represented the needs of the College in a very focused and professional manner.

VICE PRESIDENT OF ACADEMIC SERVICES:

Mr. Larry Benne reported that the semester will be half over in one week and the Faculty Workshop Day will be held on Friday, March 4. Featured speaker will be Ms. Page Wolf from the College of Lake County. She will talk on "Student Cheating and Plagiarism." There will also be Datatel Training at the workshop. Benne said that numerous faculty will be presenting at the Knox, Henderson, Mercer, and Warren Teachers' Institute being held March 4 at Galesburg High School.

VICE PRESIDENT OF STUDENT SERVICES:

Mr. Steve Norton reported that CSC has nominated Dr. Tara Miller for the ICCTA Distinguished Alumnus Award for 2005. Dr. Miller is a 1997 graduate of CSC. Dr. Miller was a first generation community college student. Dr. Miller is now a licensed chiropractor in Charleston, South Carolina. Norton said that on March 11 CSC will host the Annual College Career Fair for sophomore and junior high school students. This year there will be forty career presentations. Norton reported that the Women's Basketball Team has won the Arrowhead Championship. Lastly, Norton said that the Men's Basketball Team is also having much success.

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DEAN OF HUMAN  
RESOURCES/  
ORGANIZATIONAL  
DEVELOPMENT:

Dr. Sundberg reported that today CSC hosted the Central Illinois HR Group. Dr. Sundberg said that HR and the payroll process are going smoothly in Colleague. Sundberg reported that the Insurance Task Force will be meeting again in the near future.

VICE PRESIDENT OF  
TECHNOLOGY  
SERVICES:

Mr. Samuel Sudhakar reported that the Colleague Implementation is going well. We are now live with Physical Plant work order requests. Curriculum Management module is live. The Student Systems team and the Financials Team are preparing for their mock registration on March 3 and 4. Faculty Web Advisor training will also take place on campus on March 4. Sudhakar said that this summer, Dr. Ken Grodjesk and he will be launching a brand new Internship program with K-12 students. The top five Academic Challenge winners, identified by Mr. Clevidence, in the Computer Science category are being offered this internship. The five students will work as a team on a cutting edge technology project and report their results back to them. They will also make a presentation to the Board on their experience in July. Lastly, Sudhakar said that the Warren-Henderson Regional Office of Education (ROE), the Fulton-Schuyler ROE, and the Hancock-McDonough ROE have all offered to cover Cyber Camp 2005 registration fees for teachers within their district attending the event here on Campus on June 16 and 17.

ADMINISTRATIVE  
REPORTS:

The following administrators gave reports: Mr. Dennis Anderson, Ms. Gena Alcorn, and Ms. Lisa Hanson.

ICCTA  
REPRESENTATIVE:

Mr. John Huston reported that a CSC contingent consisting of: Dr. D. Wayne Green, Mr. Tom Colclasure, Dr. Lori Sundberg, President Schmidt, and he attended the Community College National Legislative Summit (ACCT/AACC) in Washington DC on February 13-16. He noted that they met with a staff member of all CSC's Representatives and Senators. He said that the information Dr. Sundberg provided them with before each meeting was extremely helpful strategy. Huston said that the March 11 &

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12 ICCTA Seminar will be held in Lisle, Illinois. The Seminar will focus on “Home Schooling Impact on the Community College.” Huston stated that the ICCTA Lobby Day will be held May 4 in Springfield. Huston introduced and welcomed Mr. Jack Ball and Mr. William Robinson, both candidates for the upcoming Trustee Election on April 5. Huston stated that Ms. Gayla Pacheco and he will also be candidates for the upcoming election.

STAFF

REPRESENTATIVE:

Ms. Angela Strom reported that the State Approving Agency (SAA) came today to audit the veteran files and that CSC passed with flying colors. Strom also said that today she learned of a new benefit that will be extended to National Guard students. Storm reported that she will be producing a fact sheet on the grant in the near future.

STUDENT

REPRESENTATIVE:

Ms. Meghan Kennedy reported that SGA had a speaker this week for Black History Month. Ms. Yvonne Latty spoke on the “Role of African Americans in War.”

FACULTY

REPRESENTATIVE:

Ms. Diana Billeter reported that Faculty Assembly just met and approved two new courses; one in Theatre and one in Child Care. Billeter said that the Tenure Commission made their recommendations to the Administration. She said that the Faculty Council is now working on nominations for the new committee structures, which will start in July. These nominations will go to Faculty Assembly in March.

BOARD REPORTS:

Dr. D. Wayne Green reported on the Washington DC trip. He stated that his role was to speak about Upward Bound, which was not a problem when the results of that program are so spectacular. He also said that he attended the ICCTA luncheon in DC. Green reported that out of 1,200 people attending the Summit, 130 are from Illinois. He said that Illinois has an outstanding attendance. Mr. John Kraus commended Mr. Steve Alfaro and the Physical Plant Team for the excellent work on the new Student Success Center. He also commended Mr. Steve Norton and his staff for a job well done in the Success Center.

Mr. Bruce Lauer reported that the Illinois Department of Commerce Economic Opportunity (DCEO)-West Central Region

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recently spoke at Rotary. Mr. Tom Carper spoke specifically on demographics and the counties that CSC encompasses. Lauerman thought it quite interesting that those counties are only two percent of the state's population and they also have the greatest percentage of seniors in Illinois and the smallest percentage of children under the age of fifteen.

Mr. Tom Colclasure reported that he was very proud to be a part of the delegation that attended the Summit in Washington DC. He complimented each of them and thanked President Schmidt and Dr. Lori Sundberg for their assistance and helpful information before the legislators meetings.

Closed Session  
8:56 p.m.:

Dr. D. Wayne Green moved and Ms. Meghan Kennedy seconded a request for a Closed Session to consider "pending" litigation; to consider the appointment, compensation, evaluation, 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  
9:51 p.m.:

The Regular Meeting of the Board reconvened at 9:51 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  
Mr. Bruce A. Lauerman  
Ms. Gayla J. Pacheco  
Ms. Meghan Kennedy, Student Representative

Absent: Ms. Nancy L. Youngquist

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Contract Renewal – Faculty  
Eligible for Tenure:

Dr. D. Wayne Green moved and Ms. Gayla Pacheco seconded to approve the following faculty be granted tenure effective for the 2005-2006 academic year: Ms. Marjorie Smolensky, Ms. Carla Murray, Ms. Dia McKillip, Ms. Kim Norris, Ms. Diana Billeter, Ms. Cynthia Stoerzbach, Ms. Yancy Pitman, Ms. Rosemary McNeil, Ms. Jackie Whipple, and Ms. Sharon Lytle.

MOTION:

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

Faculty Eligible for Tenure –  
Notice of Non-Renewal of a  
Faculty Member:

Mr. John Huston moved and Dr. D. Wayne Green seconded to approve a resolution for authorization of Notice of Non-Renewal of a Non-Tenured Faculty Member; Ms. Theresa Sniff.

MOTION:

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

ADJOURNMENT  
9:56 p.m.:

Dr. D. Wayne Green 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.