

CARL SANDBURG COLLEGE
(615th Meeting)
Regular Meeting – June 28, 2007

PUBLIC HEARING: The public hearing on the FY-2008 budget was held in the A. Lewis Long Conference Room (E200), Carl Sandburg College, 2400 Tom L. Wilson Boulevard, Galesburg, Illinois, on Thursday, June 28, 2007, at 6:34 p.m. Mr. William C. Robinson, Chairperson, called the budget hearing for Carl Sandburg College District 518 to order and turned the meeting over to Ms. Lisa Blake, Chief Financial Officer/Treasurer. Following discussion on the budget, Mr. William C. Robinson, Chairperson, declared the budget hearing closed at 6:46 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, June 28, 2007, at 7:00 p.m.

ROLL CALL:

Present: Mr. Bill C. Robinson, Chairperson
Mr. Jack P. Ball, Vice Chairperson
Mr. John T. Huston, Secretary
Mr. Michael T. Bavery
Mr. Thomas H. Colclasure
Rev. Jon A. Sibley, Sr.
Ms. Sharon Lytle, Faculty Representative
Ms. Angela Strom, Staff Representative

Absent: Dr. D. Wayne Green

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. Sally Day, Ms. Robin DeMott, Ms. Lisa Hanson, Ms. Misty Lewis, Ms. Elaine Long, Ms. Debra Miller, Mr. Steve Norton, Mr. Mark Pfleiger, Mr. Jim Rich, Mr. Samuel Sudhakar, Dr. Lori Sundberg, and Dr. Connie Thurman. Faculty: Ms. Barb Kirchgessner and Ms. Mary Robson. Others: Mr. Harry Grossman, Ms. Debra Lucas, Mr. Eric Anderson, Mr. Rob Brown, Mr. Jeff Roepsch, Mr. Jim Thurman, Mr. Chetan Sardesaim, Mr. Signumd Self, Mr. Doug Crestenson, and representatives of the media.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD JUNE 28, 2007 –
PAGE 2

ITEMS FROM THE
FLOOR:

Resolution Staff
Representative:

Mr. John Huston moved and Mr. Tom Colclasure seconded to approve a Resolution thanking Ms. Angela Strom, Staff Representative, for her representation on the Board of Trustees from October 2003 through June 2007.

MOTION:

Voice vote – motion carried.

CAFR Award:

Ms. Lisa Blake, Chief Financial Officer, presented the 2006 CAFR (Certificate of Achievement for Excellence in Financial Reporting) Award to the Board. The CAFR Award is presented by the Government Finance Officers Association to government units whose comprehensive annual financial reports achieve the highest standards in government accounting and financial reporting.

Introduced:

Ms. Gena Alcorn, Director of the Foundation, introduced Mr. Harry Grossman, Coordinator of the Train Show. Mr. Grossman reported that the show has raised \$143,000 accumulated for the Foundation since its conception. This year over 79 percent of the attendees were from outside the CSC district and the show is the largest summer show in the Midwest.

Consent Agenda-General:

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

- minutes of May 15, 2007, meeting of the Board,
- checks as written, signed, and dispersed for the month of May 2007,
- ordinance and certificate establishing prevailing rate of wages as required by the Illinois Department of Labor for signing and filing by the Board of Trustees with the Secretary of State,
- RAMP/CC 2009 report for submission to the Illinois Community College Board,
- change in the start time for its regular meeting scheduled for July 26, 2007, to 7:30 p.m.,
- Mortuary Science Advisory Committee Members for a two-year time period effective July 1, 2007: Stephanie Deiters, Roland McDougald, John Watson, Gary Soderstrom, Brian Schmitz, Todd Ettinger, Bob Martin, Larry Jameson, George Hurd, Geoff Hurd, James Gilkesson, Sandra Bingman, Sean Wonder, and Richard Gygi,

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD JUNE 28, 2007 –
PAGE 3

- signature approval and acceptance of the Community College Treasure's Bond for the purpose of bonding Ms. Lisa Blake as Treasurer for the District.

MOTION:

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

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

- Associate Deans for the 2007-2008 academic year: Ms. Julie Gibb, Humanities and Performing Arts; Mr. James Graham, Social and Behavioral Sciences; and Mr. Darrell Clevidence, Math and Natural Sciences;
- employment of Ms. Mary Fowler, Full-time Children's School Teacher (union eligible), reflecting Technical, Level III, Address 3, at an annual salary of \$20,920, effective July 1, 2007,
- employment of Mr. Anthony Bentley, Director of TRIO Upward Bound Project (union exempt), reflecting Administration, Level I, Address 2, at an annual salary of \$41,250, effective July 1, 2007,
- employment of Mr. Terry Mitchell, Upward Bound Counselor (union exempt), reflecting Mid-Management, Level IV, Address 6, at an annual salary of \$31,320, effective July 1, 2007,
- resignation of Ms. Sue Harms, Administrative Assistant at The Branch Campus, effective June 29, 2007,
- resignation/retirement of Ms. Cynthia Thompson, Full-time Accounting Instructor, effective July 31, 2007,
- employment of Mr. Andrew Nemeth, Supervisor of the Fitness Center/Wellness Coordinator (union eligible), reflecting Mid-Management, Level IV, Address 5, at an annual salary of \$30,560, prorated, effective July 10, 2007.

MOTION:

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

Financial Reports:

Mr. John Huston moved and Mr. Tom Colclasure seconded that the minutes reflect receipt of the financial reports.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD JUNE 28, 2007 –
PAGE 4

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

Entered Meeting: Dr. D. Wayne Green entered the meeting at 7:20 p.m.

INFORMATION UPDATES:

Electricity & Natural Gas
Stabilization Program:

Ms. Debra Lucas, Integrys Energy Services, Inc.; and Mr. Rob
Brown, Johnson Controls, Inc.; provided an overview of the
managed natural gas program, Statistical Procurement Strategy
option, approved by the Board in April 2007.

Guaranteed Energy Savings
(Performance) Contract –
Phase IV:

Mr. Jeff Roespch, Johnson Controls, Inc., presented information on
the Guaranteed Energy Savings (Performance) Contract – Phase
IV. Mr. Eric Anderson, Harris Bank & Trust, discussed funding
proposals for Phase IV.

Mission, Beliefs &
Strategies:

Mr. Jack Ball moved and Mr. Mike Bavery seconded to approve
the Mission Statement, Belief Statements and Strategies, effective
July 1, 2007.

MOTION: Voice vote – motion carried.

FY-2008 Final Budget: Dr. D. Wayne Green moved and Rev. Jon Sibley, Sr. seconded to
approve the FY-2008 Budget for Carl Sandburg College. (This
budget may be adjusted upon adoption of the State of Illinois
Budget which has not been adopted yet.)

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

Fund Transfer: Working
Cash Interest-Capital
Equipment:

Mr. John Huston moved and Dr. D. Wayne Green seconded to
approve the transfer of \$145,000 from the Working Cash Fund
interest in accordance with the Capital Equipment and Capital
Improvement components of the FY-2008 Budget.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD JUNE 28, 2007 –
PAGE 5

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

Interest Transfer: Risk
Management (Insurance)
Reserve Fund:

Mr. John Huston moved and Mr. Mike Bavery seconded to
approve the resolution, thereby declaring \$195,470 as surplus Risk
Management (Insurance) Reserve Fund interest and transfer
\$195,470 to the FY-2008 Liability, Protection and Settlement Fund
effective July 1, 2007.

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

Interest Transfer: Strategic
Technology Endowment
Fund (STEF)-Capital
Equipment:

Mr. Mike Bavery moved and Mr. Tom Colclasure seconded to
approve the transfer of \$335,000 from the College’s Strategic
Technology Endowment Fund (STEF) in accordance with the
Capital Equipment component of the FY-2008 Budget.

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

Sandburg Initiates Life-
changing Opportunities-
(SILO) Fund:

Mr. John Huston moved and Mr. Mike Bavery seconded to
approve the resolution authorizing establishment of the Sandburg
Initiatives Life-changing Opportunities, or SILO Fund.

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

Transfer \$400,000:

Mr. Jack Ball moved and Mr. Tom Colclasure seconded to approve
the transfer of \$400,000 from the Education Fund equity into the
SILO Fund.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD JUNE 28, 2007 –
PAGE 6

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

Transfer \$100,000: Mr. Tom Colclasure moved and Mr. Jack Ball seconded to approve the transfer of \$100,000 from the Operations and Maintenance Fund equity into the SILO Fund.

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

Transfer \$100,000: Mr. John Huston moved and Mr. Mike Bavery seconded to approve the transfer of \$100,000 from the Working Cash Fund accumulated interest income into the SILO Fund.

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

WIA Dual Credit Program Agreement: Mr. Tom Colclasure moved and Rev. Jon Sibley, Sr. seconded to approve the WIA Dual Credit Program Agreement for the 2007-2008 academic year.

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

PRESIDENT: President Schmidt reported that yesterday Steve Norton and he attended the closing ceremony of the Galesburg Works Transition Center operated under the auspice of the Workforce Investment Act. CSC was awarded a plaque in appreciation and recognition for their commitment and support and being a Charter Member of the Family Matters Network.
President Schmidt said that he received the Trustee Education Award at the ICCTA Annual Meeting for attending fifteen education sessions. John Huston was a 3rd time recipient of the Award for attending forty-five sessions. He said he appreciated the Board’s support of the ICCTA and those who attended the Annual Meeting in Chicago.

He reported that he attended a Finance Seminar yesterday in Galesburg sponsored by DCEO which highlighted “Creative Ways of Funding Partnerships.” CSC continues to work on potential partnerships and unique rolls that community colleges can create and call into play. On June 12, he met with leaders of the Monmouth community to discuss the “ownership of record” of the Monmouth Armory. CSC would like to create a strong partnership with the Monmouth community.

VICE PRESIDENT OF
ACADEMIC SERVICES:

Mr. Larry Benne reported that we are in the middle of the summer session and that everyone is closing out their FY-07 expenditures. He said that he recently attended the Chief Academic Officers Summer Retreat. Franklin University presented at the retreat and it appears that the *3 Plus 1 Agreements* are becoming more and more plentiful. Lastly, he reported that we are starting to prepare for the fall semester.

VICE PRESIDENT OF
STUDENT SERVICES:

Mr. Steve Norton reported the Student Services staff is also preparing for the fall semester. He reported that the Athletics Program had a high finish with 26 student athletes receiving Academic All-Conference. Ms. Christina O’Neill received Distinguished Academic All-American and Mr. Tyler Dykeman received Academic All-American.

VICE PRESIDENT OF
ADMINISTRATIVE
SERVICES:

Dr. Lori Sundberg reported that HR is very busy this time of year. Dr. Connie Thurman is completing many projects and next month HR will have load training and web time entry training. Sundberg thanked Ms. Peggy Libby on securing a defibrillator for the College through a grant. She reported that Ms. Lisa Blake and the Business Office are gearing up for the Audit. Lastly, Sundberg congratulated Blake on the College receiving the CAFR Award (Certificate of Achievement for Excellence in Financial Reporting).

VICE PRESIDENT OF
TECHNOLOGY
SERVICES:

Mr. Samuel Sudhakar reported that Cyber Camp was a success with 61 teachers attending from 19 different school districts. This is the highest number we have had since we started Cyber Camp six years ago. He said that the Bright Minds Internship Program kicked off on June 19 with two K-12 students and one Carl Sandburg College student participating. They are conducting research in the field of Logistics and Supply Chain Management and will be presenting their findings at the July Board Meeting. Lastly, Sudhakar reported that we are launching a new project called “Campus Delight” which will enhance the portal experience of our students, faculty, and staff. The project will enable them to get to all their campus resources from a single interface.

ADMINISTRATIVE
REPORTS:

The following administrators gave reports: Ms. Sally Day, Ms. Sherry Berg, and Ms. Robin DeMott.

ICCTA
REPRESENTATIVE:

Mr. John Huston reported that the ICCTA Annual Meeting and Awards Ceremony were very well attended in Chicago. They are numerous legislations in each of the houses that are of great interest to the ICCTA. The next ICCTA Meeting will be September 14 & 15 in Champaign.

FACULTY
REPRESENTATIVE:

Ms. Sharon Lytle thanked the Board for the opportunity to serve as Faculty Representative to the Board. She introduced Ms. Barb Kirchgessner as the new Faculty Representative to the Board for the 2007-2008 Academic Year.

STAFF
REPRESENTATIVE:

Ms. Angela Strom reported that she recently attended a VA Certification Conference in Springfield. She said that the Department of Veterans Affairs conducted a Compliance Survey Audit at CSC this week. Strom thanked the Board for the opportunity to serve as Staff Representative to the Board. She said she has learned a great deal and it has been a great opportunity.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD JUNE 28, 2007 –
PAGE 9

Closed Session
9:53 p.m.:

Mr. John Huston moved and Rev. Jon Sibley, Sr. seconded a request for a Closed Session to consider “pending and imminent” litigation; to consider the purchase or lease of real estate for the use of the public body; to discuss collective negotiating matters between the public body and its employees or their representatives; to discuss the performance 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, seven members voted “Aye”; none voted “Nay.” Motion carried. Faculty Representative voted “Aye”; Staff Representative voted “Aye.”

RECONVENE
10:40 p.m.:

The Regular Meeting of the Board reconvened at 10:40 p.m.

ROLL CALL:

Present: Mr. Bill C. Robinson, Chairperson
Mr. Jack P. Ball, Vice Chairperson
Mr. John T. Huston, Secretary
Mr. Michael T. Bavery
Mr. Thomas H. Colclasure
Dr. D. Wayne Green
Rev. Jon A. Sibley, Sr.

Absent: Ms. Sharon Lytle, Faculty Representative
Ms. Angela Strom, Staff Representative

ADJOURNMENT
10:41 p.m.:

Mr. Jack Ball moved and Mr. Tom Colclasure 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.