

CARL SANDBURG COLLEGE  
(623<sup>rd</sup> Meeting)  
Regular Meeting – February 28, 2008

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, February 28, 2008, 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  
Dr. D. Wayne Green  
Rev. Jon A. Sibley, Sr.  
Ms. Barb Kirchgessner, Faculty Representative  
Ms. Lori Shay, Staff Representative

Absent: Ms. Shalane Worden, Student Trustee

Others Present: Mr. Thomas A. Schmidt, President; and Ms. Mary Buckingham, Recording Secretary. Administration: Ms. Gena Alcorn, Ms. Sherry Berg, Ms. Lisa Blake, Mr. Larry Byrne, Ms. Robin DeMott, Ms. Marnie Dugan, Ms. Lisa Hanson, Ms. Misty Lewis, Ms. Debra Miller, Mr. Steve Norton, Mr. Samuel Sudhakar, Dr. Lori Sundberg, Dr. Connie Thurman, Mr. Mike Walters, and Ms. Lauri Wiechmann. Others: a representative of the media.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD FEBRUARY 28, 2008 – PAGE 2

Consent Agenda-General: Dr. D. Wayne Green moved and Mr. Tom Colclasure seconded to approve the following items under the Consent Agenda-General:

- minutes of January 24, 2008, meeting of the Board,
- checks as written, signed, and dispersed for the month of January 2008,
- Graphic Design Professional Advisory Committee Members for a two-year time period effective March 1, 2008: Garrett Rush, Linda Stroup, Brandi Manly, Joy Swearingen, Greg Flores, Dave Norton, Bob Pritchett, Lisa Kelly, Charles Weiss, Joyce Taylor, Bus Kellogg, Jr., Robert Reed, and Lori Reed.

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

Consent Agenda-Personnel: Mr. Tom Colclasure moved and Rev. Jon Sibley, Sr. seconded to approve the following items under the Consent Agenda-Personnel:

- employment of Ms. Tammy Foldger, Full-time Coordinator Children’s School, reflecting Mid-Management (union exempt), Level IV, Address 5, at an annual salary of \$30,560, prorated, effective March 1, 2008,
- re-employment of Mr. Robert Hendrickson, Ms. Predeepa David, and Ms. Carissa Murphy, non-tenured faculty, for the 2008-2009 academic year,
- grant tenure to Ms. Jill Johnson, Ms. Stacy Kosier, and Ms. Lisa Mohr, effective for the 2008-2009 academic year,
- extend the contract for Cabinet Officers through June 30, 2011, with options for FY-2012 and FY-2013,
- accept Mr. Wendel J. Hunigan as a participant in the CSC Supplemental Retirement Plan and to voluntarily terminate employment with the College on June 30, 2008,
- accept Ms. Janet L. LaDage as a participant in the CSC Supplemental Retirement Plan and to voluntarily terminate employment with the College on June 30, 2008,
- accept Mr. James P. McCurry as a participant in the CSC Supplemental Retirement Plan and to voluntarily terminate employment with the College on June 30, 2008.

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

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD FEBRUARY 28, 2008 – PAGE 3

Financial Reports: Rev. Jon Sibley, Sr. moved and Dr. D. Wayne Green seconded that the minutes reflect receipt of the financial reports.

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

Entered Meeting: Shalane Worden, Student Trustee, entered the meeting at 7:18 p.m.

Mini-Treat-NTI Group, Inc.: Mr. Samuel Sudhakar, Vice President of Administrative Services and CIO, presented an informational update on the NTI Group, Inc. (Time-based Notification Systems).

Resolution to Decrease EMT/Paramedic Faculty: Mr. John Huston moved and Mr. Tom Colclasure seconded to approve the Resolution terminating Mr. Timothy Murphy, EMT/Paramedic Instructor, effective June 30, 2008.

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

Resolution to Decrease Drafting/Machine Tool Faculty: Mr. John Huston moved and Dr. D. Wayne Green seconded to approve the Resolution terminating Mr. Edward (Gene) E. Nally, Drafting/Machine Tool Instructor, effective June 30, 2008.

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

Policy #2.24-Violence in the Workplace: Mr. John Huston moved and Rev. Jon Sibley, Sr. seconded to approve Policy #2.24 – Violence in the Workplace.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD FEBRUARY 28, 2008 – PAGE 4

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

Financial Recovery Plan: Mr. Jack Ball moved and Dr. D. Wayne Green seconded to approve the Financial Recovery Plan, with specific attention drawn to items #5.1-C:

6. TUITION RATE GUARANTEE (TRG) PROGRAM-Effective with the Fall of 2008, students will be able to "lock into" that semesters' tuition rate (for a maximum of three (3) years) so long as they enroll for at least twelve (12) credit hours during successive Fall and Spring semesters.
7. LATE REGISTRATION FEE (LRF)-A late registration fee of \$25 will be charged to all registrants effective the day after our purge (drop for non-payment) takes place. This fee will double to \$50 effective the 1st day of each semester.
8. PROGRAM ACCEPTANCE FEE (PAF)-A non-refundable PAF of \$100 will be charged to students for each limited enrollment (Allied Health) program they are (both) accepted into and have signed a commitment letter to attend. This fee will be applicable to their tuition invoice only for the program they eventually attend.

ALSO approve submission of this Financial Recovery Plan, as well as the State of the College Address (3/07) in response to the Higher Learning Commissions' Correspondence dated November 13, 2007.

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

PRESIDENT: President Schmidt distributed the 2007 GREDA Annual Investor Report to the Board.  
He asked for a volunteer from the Board to help Mr. Mike Walters review the nominations for the CSC Faculty of the Year and

Adjunct Faculty of the Year to be submitted to the ICCTA. Mr. Bill Robinson agreed to assist Walters.

President Schmidt reported that on February 27 he facilitated a program on “Truancy” at West Central School District at the request of Mr. Ralph Grimm, Superintendent. This program was for students and parents. Schmidt said that there is more of a problem with truancy in the high schools then we would like to admit.

President Schmidt said that last week the Cabinet and he met with the SGA Officers to discuss CSC Emergency Procedures and our Code Black. Trustee Jon Sibley, Sr. was also present. The students were able to tour the security complex. Security is now tied electronically into The Branch Campus and The Extension Center. We are constantly working on our procedures and we hope to have a practice drill in the future.

Lastly, he congratulated Trustee John Huston on recently being named the Carthage Citizen of the Year. This award is presented by the Kiwanis Club of Carthage in Honor of Don Forsythe. The Carthage City Council named the week of February 10-16 as the *John Huston Week*.

VICE PRESIDENT OF  
STUDENT SERVICES:

Mr. Steve Norton reported that the Career Fair will be held March 7 at CSC for high school sophomores and juniors. Norton said that the Retention Alert System is up and running and hopefully this will get the student back on track. Norton reported that we are currently fielding teams for Men’s and Women’s Soccer. He said that the Women’s Basketball Team is playing Waubensee College tonight and if we win we will advance to a Region IV District K semifinal game at noon on Saturday at Triton College. The championship game will be played at Triton on March 8. The national tournament will be held at Illinois Central College in East Peoria March 19-22. The Men’s Basketball team is playing tonight at Triton tonight and if they win they will also play next week.

VICE PRESIDENT OF  
ADMINISTRATIVE  
SERVICES & CIO:

Mr. Samuel Sudhakar reported that Cyber Camp for K-12 teachers will be held at our Galesburg Campus on June 12 and 13. This year’s theme will be “*Social Networking in Education*”. Sudhakar

said that Ms. Robin DeMott, Ms. Marnie Dugan, the IT team, and he will be attending the Active Campus Portal workshop at Kirkwood Community College next week. This portal project is being pursued as a consortia project with the Acces Consortium. He reported that Ms. Lisa Blake, Ms. Lisa Hanson, Ms. JoAnne Miller, and Ms. Christy Peci will be attending the Datatel User's Group Conference in Washington D.C. the second week of March. CSC Environmental Services Team will be going green on all cleaning supplies that they use starting the end of February. Mr. Larry Byrne and his team were able to negotiate pricing that will be locked in for 4 years. Lastly, Sudhakar said that the GESC Phase IV projects have started on campus and are proceeding on schedule.

VICE PRESIDENT OF  
ACADEMIC SERVICES:

Dr. Lori Sundberg reported that Mr. Mark Pfleiger, Dean of Occupational Programs, is absent tonight because he is en route to Chicago for a presentation that he has tomorrow morning as the President of the Illinois Association of Career and Technical Education. He will be making remarks to approximately 200 career tech teachers who are attending the institute. In addition, in his role as President, he will be representing Carl Sandburg College and the state at a National Policy Seminar in Washington, D.C. March 10-12. Pfleiger has also planned a Sustainable Energy Summit to be held here on campus on March 17 at 6:00 p.m. We are inviting employers from around the region involved in the production of bio-fuels and wind energy industries to engage in a dialog with CSC regarding the educational needs they might have for their employees. We do have a new Renewable Energy Technology Program for bio-fuel production here at the College. Sundberg said that the first Faculty Art Exhibit is up in the main lobby, which is now our official art gallery. The student art show is scheduled for display in April. Sundberg reported that the Instructional Team is interested in hosting speakers for our students. The first speaker is Dr. Steven Asma who will speak in the theatre on April 17 at 7:00 p.m. on Buddhism and his time in Southeast Asia. Dr. Asma is a faculty member at Columbia College in Chicago. Sundberg reported that HR has been working on a total compensation statement which will be available to our employees and will outline all the benefits the College provides and the value of those benefits. The online sexual harassment

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD FEBRUARY 28,  
2008 – PAGE 8

training is approximately 50 percent completed with many positive comments. The HR department will host an HR Datatel training here in April. Lastly, the Academic Challenge was a success at both campuses.

ADMINISTRATIVE  
REPORTS:

The following administrators gave reports: Ms. Robin DeMott and Ms. Gena Alcorn.

STUDENT  
REPRESENTATIVE:

Ms. Shalane Worden reported that SGA will be having Mr. C.L. Lindsey speak on March 25 on “Facebook” and that hypnotist Mr. Fredrick Winters will perform on April 10. She thanked the Board for the opportunity to attend the ACCT Summit in Washington D. C. and that she learned a lot and received many good ideas.

BOARD REPORTS:

Dr. D. Wayne Green said that tonight was a good example of problem solving with the Financial Recovery Plan presentation by President Schmidt. The Plan was “defining ourselves” and he said that is what the process of learning is all about.

Mr. Tom Colclasure said that it was a privilege to represent the Board in Washington D. C. at the ACCT Summit. He reported that they had successful meetings with our legislators and that Representative Phil Hare promised to visit the campus.

Reverend Jon Sibley, Sr. reported that the next ICCTA Meeting will be held at Oakbrook on March 14 and 15. The West Central Regional Meeting will be held at Blackhawk Community College in Kewanee on March 25 at 5 p.m.

Mr. Bill Robinson reported that he was very proud of Ms. Shalane Worden, Student Trustee, at the ACCT Summit in Washington D. C. He said that she represented the College well and that she effectively reported on the Gale Scholar Program of which she is a participant. Robinson reported that the legislatures were very interested in CSC’s Dual Credit Program and the Edunet. The Summit also discussed the *No Child Left Behind* Program.

FACULTY  
REPRESENTATIVE:

Ms. Barb Kirchgessner reported that the CSC Chamber Choir will present a concert in the Crist Student Center on February 29; the CSC spring play “Everyman” will be March 20-22; the Faculty Art Show is currently on display in the D lobby; and on March 28 the Student Art Show will begin. Kirchgessner said that Ms. Linda

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD FEBRUARY 28,  
2008 – PAGE 9

Lee and Ms. Diana Norris will present two sessions at the National Tech Ed Conference in California, they will present on the Faculty Peer Group; Ms. Vicki Culbertson and Ms. Jan Hipple are teaming up to offer *Mind Your Manners and Dining Etiquette* to students; and Mr. Michael Neill, Ms. Yancy Pitman, and Ms. Linda Lytle will present at the National Association for Developmental Education in Boston on Challenges Faced by Small Community Colleges. Lastly, Kirchgessner reported that Cosmetology entered four teams in the recent state competition in Chicago and all four teams placed. They received a First, Second, Third, and Ninth place. The students competed against 145 contestants from 18 other Illinois cosmetology schools.

STAFF  
REPRESENTATIVE:

Ms. Lori Shay reported that the Children's School was awarded \$8320.14 from the Illinois Department of Human Services via the Quality Counts Child Care Grant Program. The funds will be used to purchase new equipment and upgrade outdated items. The Parent and Caregiver group is sponsoring a family literacy event on Friday, March 14 in the Crist Student Center. Planning has started for the Week of the Young Child which is April 14-19. The event is a week long celebration to honor young children as well as thank teachers and all those who make a difference in young children's lives. The theme this year is "*Bring Communities Together for Children-Children Bring Communities Together.*" The Children's School will participate in the annual downtown parade on April 14 and the Fun Fair at Hawthorne Gym on April 19. The Parent and Caregiver group will hold another "Gym (Garage) Sale" on Saturday, May 3. Shay said that if you have not been reading Dr. Lori Sundberg's guest columnist articles in the *Register Mail* you should. They are very interesting reading.

Closed Session  
9:07 p.m.:

Mr. John Huston moved and Dr. D. Wayne Green seconded a request for a Closed Session to consider the appointment, employment, compensation, discipline, performance or dismissal of specific employee of the public body; to consider the purchase or lease of real estate for the use of the public body; to consider litigation on a matter pending before the Administrative tribunal; and to discuss minutes of meetings lawfully closed under the Illinois Open Meetings Act.



MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD FEBRUARY 28,  
2008 – PAGE 10

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

RECONVENE  
10:25 p.m.: The Regular Meeting of the Board reconvened at 10:25 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.  
Ms. Shalane Worden, Student Trustee

Absent: Ms. Barb Kirchgessner, Faculty Representative  
Ms. Lori Shay, Staff Representative

ADJOURNMENT  
10:26 p.m.: Mr. Mike Bavery 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.