Ms. Jacqueline Agee, Chair, convened the 735th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:03 p.m., Tuesday, November 29, 2011, in the Board Room of the College.

ROLL CALL:

Board Members Present
- Ms. Jacqueline Agee, Chair
- Ms. Cindy Somer, Secretary
- Mr. Phil Faso
- Mr. Wendell Mosby
- Ms. Ashlyn Snuckel, Student Trustee

Board Members Absent
- Ms. Brunetta Hill-Corley, Vice Chair
- Dr. Kathleen Doyle
- Mr. Marc Wiley

Table Participants Present
- Dr. Eric C. Radtke, President
- Ms. Deborah Smith Havighorst, Board Recorder
- Dr. Adenuga Atevologun, Vice President, Academic Affairs
- Dr. Alan D. Robertson, Vice President, Business & Information Services
- Ms. Terri Winfree, Vice President, Community & Economic Development
- Ms. Mary Reaves, Vice President, Student Affairs
- Ms. Valerie Nicholson, Faculty Representative
- Ms. Susan Braasch, Support Staff Representative
- Mr. James Brown, Student Representative

Administrators Present
- Dr. Consuelo Ballom, Ms. Diane Conatser, Mr. James M. Eaton, Ms. Shawn Govan, Dr. Marie Hansel, Ms. Kim Kunce, Mr. Norman Martin, Ms. Paulette Maurer, Mr. Anthony Molaro, Dr. Debra Prendergast, Mr. Ed Schaffer, Dr. Susan Solberg, Ms. Jennifer Stoner

Faculty Members Present
- Dr. Christine Brooms, Ms. Sally Haywood, Dr. Craig Mulling, Mr. Ed Schwarz

Staff Members Present
- Ms. Kim Halbach, Ms. Pat Trost, Mr. John Woodyatt

Other
Ms. Cheyenne Bailey, PSC student; Ms. Katie Bultema, PSC student; Ms. Joyce Grant, Homewood-Flossmoor League of Women Voters; Ms. Jacque Hoak, PSC Volleyball Assistant Coach; Ms. Lauren Kahney, PSC student; Ms. Kaitlyn Kelley, PSC student; Mr. Garrett McAlister, PSC student; Ms. Bridget O’Shea, PSC student; Ms. Ashley Pettway-Shine, PSC student; Ms. Aeriel Robinson, PSC student; Ms. Alexa Smerz, PSC student; Ms. Melissa Smerz, PSC student; Ms. Sheryl Smith, PSC student; Ms. Aslener Taylor

ORAL/WRITTEN PUBLIC COMMUNICATIONS
Ms. Nicholson addressed the Board stating that the faculty is concerned about the hiring of an interim director of labor relations. Faculty is concerned for budgetary reasons, as well as a general concern that that this might signal a change from previously collegial negotiations. Chair Agee stated she this position does not reflect a change in the direction of the College and that she will do all she can to ensure all contract negotiations will go as smoothly as they did in the past. She asked that employees come to the Board if they find negotiations are not going well.

INTRODUCTIONS/RECOGNITIONS
Board of Trustees Art Collection Presentation
Vice President Atewologun introduced Professor Paul Rinaldi who presented the three latest additions to the Board of Trustees Art Collection. Absence of Memory by William Matthews was presented, as well as Drip by Michael Carr, and Hole in the Wall Hole by Sheryl Smith, the PSC Photographer of the Year.

PSC Volleyball Team
Vice President Reaves introduced Mr. Ed Schaffer. Mr. Schaffer introduced the 2011 PSC Volleyball Team and Coach Kim Halbach and Assistant Coach Jacque Hoak. Mr. Schaffer thanked the Board for all of the support they have shown to this relatively new program that has experienced so much success since being formed in 2006.

Introduction of Student Government Association Officers
Vice President Reaves thanked the Student Government Association officers for all of the work they do outside of the classroom. Mr. Brown to introduced the student leaders including Senator Garrett McAlister, Program Director Aeriel Robinson, (title) Ashley Shine, Treasurer Lena Taylor, and Secretary Andrew Zumhagen.

National Council for Marketing and Public Relations (NCMPR) Awards
Vice President Winfree announced that Ms. Stoner was the recipient of the NCMPR’s Communicator of the Year Award, out of more than 350 entries. Ms. Stoner shared all three awards the marketing communications department received at the convention.

Illinois Council of Community College Administrators (ICCCA)
As the ICCCA representative for PSC, Ms. Winfree presented a service award given to Vice President Reaves for her years of service as the ICCCA treasurer.

Introduction of New Administrators
Dr. Atewologun introduced Associate Dean of Library and Instructional Technology Anthony Molaro. Vice President Robertson introduced Assistant Controller Debra Rauch.

Chair Agee announced that Trustee Mosby has been named as an Associate Committee Member for the Association of Community College Trustees (ACCT) Governance and Bylaw Committee.
CONSENT ITEMS
Mr. Mosby requested that Item 4.5, Full-Time Faculty Overloads and Adjunct Faculty Salaries on Teaching Assignments – Fall 2011, Late Start Classes and Second Eight Week Classes (Credit Courses); and Item 4.8, Bills Payable – FY2012; be pulled from the Consent Items and moved to the Action Items.

Mr. Mosby moved and Mr. Faso seconded that the Board of Trustees approves the following items of consent:

Minutes
That the Board of Trustees approves the Minutes of the 734th Regular Meeting of October 25, 2011; the Minutes of the Executive Session of October 25, 2011, with an immediate release date; the Minutes of the Board Retreat of November 9, 2011; and the Minutes of the Executive Session of November 9, 2011, with an immediate release date, as presented.

Approval of 2012 Regular Board Meeting Day, Time and Place
That the Board of Trustees holds the 2012 Regular Meetings of the Board of Trustees of Community College District 515 on the last Tuesday of each month at 5:00 p.m. in the Board Room (Room 2274) of the College, as presented.

Approval of New Course – Early Childhood Education
That the Board of Trustees approves a new course in Early Childhood Education, effective Fall 2012.

   ECED 251       Curriculum Design for Early Childhood Programs

Upon the call of roll, the vote was as follows:

Ms. Agee        Aye
Mr. Faso        Aye
Mr. Mosby       Aye
Ms. Somer       Aye
Ms. Snuckel      Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

ACTION ITEMS

EXECUTIVE SESSION
Mr. Faso moved and Mr. Mosby seconded that the Board of Trustees go into executive session for the “appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee or against legal counsel for the public body to determine its validity;” the “collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees;” and the “discussion of
minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Open Meetings Act.”

Upon the call of roll, the vote was as follows:

Ms. Agee  Aye
Mr. Faso  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried and the meeting adjourned to Executive Session at 5:35 p.m.

RETURN TO OPEN SESSION
Mr. Mosby moved and Mr. Faso seconded that the Board of Trustees return to Open Session at 6:36 p.m.
All members present voted Aye, and the motion carried.

Full-Time Faculty Overloads and Adjunct Faculty Salaries on Teaching Assignments – Fall 2011, Late Start Classes and Second Eight Week Classes (Credit Courses)
Mr. Faso moved and Mr. Mosby seconded that the Board of Trustees approves the full-time faculty overload compensation in the amount of $20,457.80, and adjunct faculty compensation in the amount of $224,158.80, on teaching assignments for late start classes and second eight-week classes of the 2011 Fall term (credit courses).

Upon the call of roll, the vote was as follows:

Ms. Agee  Aye
Mr. Faso  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Bills Payable –FY2012
Mr. Mosby moved and Mr. Faso seconded that the Board of Trustees approves the FY2012 List of Bills Payable for November, as indicated in the enclosure.

Upon the call of roll, the vote was as follows:

Ms. Agee  Aye
Mr. Faso  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Chair Agee asked that Item 5.8, Schedule for Summer Work Hours, be moved to the top of the list of Action Items.

Schedule for Summer Work Hours
Ms. Somer moved and Mr. Faso seconded that the Board of Trustees approves that the College be closed on Fridays during the Summer of 2012 from May 25 through August 10 with operating hours of 7:30 a.m. - 4:30 p.m. Monday through Thursday.

Upon the call of roll, the vote was as follows:

Ms. Agee  Aye
Mr. Faso  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Health Insurance – 2012 Plan
Ms. Somer moved and Mr. Mosby seconded that the Board of Trustees approves the 2012 Health Insurance Plan.

Upon the call of roll, the vote was as follows:

Ms. Agee  Aye
Mr. Faso  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Dental Insurance – 2012 Plan
Ms. Somer moved and Mr. Faso seconded that the Board of Trustees approves the 2012 Dental Insurance Plan.

Upon the call of roll, the vote was as follows:

Ms. Agee  Aye
Mr. Faso  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.
Appointment of Interim Director of Labor Relations

Dr. Radtke explained that this person was being brought on to help with the negotiation process for the five union contracts that are expiring this spring.

Professor Nicholson asked if this was a permanent position and said she felt the use of the word “interim” suggests the position already exists, and said that the position that is being described and the title do not mesh.

It was questioned as to whether or not this should be an administrator position, and Dr. Radtke said the position must be at the administrative level because this person will be working with the vice presidents and legal counsel if necessary. This person will help coordinate substantive issues and analysis; this position is not meant to be a clerk or scheduler.

Ms. Nicholson asked if this was a permanent position and Dr. Radtke said it was not. He said it was a position being established to help us through this series of bargaining processes. He said there will be no need for this position once all contracts are completed.

Ms. Nicholson said she understands that ultimately the choice is the Board’s, but she is concerned about finances and asked if Dr. Radtke said this position will be supported by a grant. Dr. Radtke said it would not.

Dr. Radtke noted that one of the issues that has presented and one of the reasons we need to move quickly is that the public safety officers have moved to new union representation with ICOPs (Illinois Council of Police). Their previous contract expired on June 30 and they have been working without a contract since. The College and the union can finally start negotiating, and that needs to be dealt with promptly. The police officers have sought representation, and we have no contract for that group and need to start from scratch. These are two unique labor relations contracts that need to be dealt with immediately. The faculty and support staff negotiations will likely go on as they have in the past, although there is a still lot to be done with arranging calendars, scheduling meetings, etc. The convergence of all the contract negotiations into the same time period has created a very compressed scheduling challenge. We would like to have the contracts complete before the current contract ends and move on.

Ms. Braasch stated that she sees a problem with the word “interim.” She said this means there is a permanent position that we are looking to fill until we have a permanent person. This should be temporary and for a specific time period.

There was discussion of whether or not the term “interim” should be used in the title.

Dr. Mulling stated that if the rationale is that the person is being brought in to help out in the short-term, the title should include the word “temporary” instead of “interim.” Dr. Mulling asked if there was a job search or a job description.

Dr. Radtke stated that this is like other administrator contracts. Administrator contracts generally run with the fiscal year.

Ms. Nicholson stated that whatever happens, she feels it is important to clearly articulate it.

Ms. Braasch asked if the person has been hired and if this is a new position that will go through the traditional hiring process. Dr. Radtke said that the intention is to hire someone as soon as possible because we need to move ahead immediately. He said he has been given names and recommendations and has talked to a few people and is now ready to move forward. He said that Human Resources has the job description that has been developed.
Dr. Mulling said that this is how administrative “creep” happens, and Trustee Faso said that is not the intent. Dr. Mulling stated that the Board has made it public that this is not a permanent position. Chair Agee asked if everyone understood that it is a temporary position.

Chair Agee said she wants to make sure everyone has the answers they are looking for.

Mr. Faso moved and Mr. Mosby seconded that the Board of Trustees approves the appointment of Mr. Leo R. Alexander as Director of Labor Relations, effective December 12, 2011, at a salary of $80,000.

Upon the call of roll, the vote was as follows:

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<td>Ms. Agee</td>
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<td>Mr. Faso</td>
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<td>Mr. Mosby</td>
<td>Aye</td>
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<td>Ms. Somer</td>
<td>Aye</td>
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<td>Ms. Snuckel</td>
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The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Chair Agee extended her commitment that negotiations go as smoothly as possible and if the Board can do anything to help, please come to them.

Review of Closed Session Minutes
The Board reviewed the Executive Session minutes and determined the minutes that are presently closed will remain closed until their designated release date.

Review of Verbatim Recordings of Closed Session Minutes
Ms. Somer moved and Mr. Mosby seconded that the Board of Trustees authorizes the destruction, on or after November 29, 2011, of audio tapes of its closed meetings held on the following dates, as to which closed meetings official minutes have been approved and no litigation under the Open Meetings Act is pending: first Executive Session of March 30, 2010; and second Executive Session of March 30, 2010.

Upon the call of roll, the vote was as follows:

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<td>Ms. Agee</td>
<td>Aye</td>
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<td>Mr. Faso</td>
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<td>Mr. Mosby</td>
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<td>Ms. Somer</td>
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<td>Ms. Snuckel</td>
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The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Final Reading – Board Policy G-13, Employment of Manager/Professional Staff and Confidential and Grant-Funded Support Staff
Ms. Somer moved and Mr. Mosby seconded that the Board of Trustees approves for Final Reading, Board Policy C-13, Employment of Manager/Professional Staff and Confidential and Grant-Funded Support Staff.

Upon the call of roll, the vote was as follows:

- Ms. Agee  Aye
- Mr. Faso  Aye
- Mr. Mosby  Aye
- Ms. Somer  Aye
- Ms. Snuckel  Aye

*The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.*

First Reading – Board Policy G-19, Discipline of Administrative Employees

Mr. Mosby moved and Ms. Somer seconded that the Board of Trustees approves for First Reading, Board Policy G-19, Discipline of Administrative Employees.

Upon the call of roll, the vote was as follows:

- Ms. Agee  Aye
- Mr. Faso  Aye
- Mr. Mosby  Aye
- Ms. Somer  Aye
- Ms. Snuckel  Aye

*The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.*

Capital Project Application and Resolution

Ms. Somer moved and Mr. Mosby seconded that the Board of Trustees approves the Capital Project Application and Resolution for campus building and wayfinding signage; and the replacement of the marquee in the amount of $288,000.

Upon the call of roll, the vote was as follows:

- Ms. Agee  Aye
- Mr. Faso  Aye
- Mr. Mosby  Aye
- Ms. Somer  Aye
- Ms. Snuckel  Aye

*The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.*

Capital Project Application and Resolution

Mr. Faso moved and Ms. Somer seconded that the Board of Trustees approves the Capital Project Application and Resolution for miscellaneous concrete repair and replacement in the amount of $158,000.

Upon the call of roll, the vote was as follows:
Ms. Agee  Aye
Mr. Faso  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Lease Recommendation – 225 Computers
Mr. Mosby moved and Mr. Faso seconded that the Board of Trustees awards a three-year fair market value lease for 225 computers to the lowest responsible lender, University Lease, in the total amount of $165,932.28 to be paid quarterly at a rate of $13,827.69.

Upon the call of roll, the vote was as follows:

Ms. Agee  Aye
Mr. Faso  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Amendment of Appointment of Interim Director of Labor Relations
Ms. Agee moved and Ms. Somer seconded that the Interim Director of Labor Relations hold the title of Temporary Director of Labor Relations. All members present voted Aye, and the motion carried.

Purchase Recommendation – Office Chairs
Mr. Faso moved and Mr. Mosby seconded that the Board of Trustees approves the purchase of 85 office chairs from Kruger International (KI) in the amount of $37,000 for the total cost including delivery and installation.

Upon the call of roll, the vote was as follows:

Ms. Agee  Aye
Mr. Faso  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Bid Recommendation – Gas Chromatograph/Mass Spectrometer for Chemistry
Mr. Faso moved and Mr. Mosby seconded that the Board of Trustees awards the bid for the purchase of a Shimadzu Gas Chromatograph/Mass Spectrometer (GCMS QP2010 SE) to the lowest responsible bidder, Shimadzu Scientific Instruments, Inc., in the amount of $62,890.

Upon the call of roll, the vote was as follows:

Ms. Agee  Aye
Mr. Faso  Aye
Mr. Mosby  Aye  
Ms. Somer  Aye  
Ms. Snuckel  Aye  

The vote being four (4) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Trustee Faso left the meeting at 7:24 p.m.

REPORTS

President’s Report
Dr. Radtke said there are a lot of great things going on and the College is preparing to wrap up another great semester. Dr. Radtke noted the trustees see his updates weekly so he will keep tonight’s report short.

President’s Cabinet Monthly Reports
Dr. Atewologun, Ms. Reaves, Dr. Robertson, and Ms. Winfree were available for any questions on their monthly reports.

Chair Agee talked about the upcoming performance of William Shakespeare’s *Taming of the Shrew* in the Conference Center Auditorium and said this is wonderful as long as our professors review why these things would not happen in today’s society.

Chair Agee said the 5th Annual Women in the Workforce Conference was amazing. She asked Vice President Winfree to report what was being planned with Justice Anne Burke as a result of her involvement in the conference. Ms. Winfree said that Justice Burke invited the College to bring a group of students to Springfield for a day, and the justice will share a case with the students beforehand that they will observe in Springfield. The students will probably visit Justice Burke in Springfield sometime in March.

Trustee Mosby noted that he has had to opportunity to talk to the College’s Fire Science students about what resources they want and need.

Trustee Mosby also said that he did not mean to offend anyone when he said he was tired of going to conferences and having nothing to brag about, and said he rescinded the comment.

Trustee Agee applauded the students on their tailgate event. She also commented on the Children’s Learning Center’s upcoming Winter Wonderland field trip and asked Ms. Havighorst to research the cost of the Board subsidizing the children’s wristband costs.

Mr. Mosby said he attended a Pipeline to College event with a young man he has been working with, and Mr. Jason Thomas asked the young man to speak to a group of students about staying out of trouble.

Chair Agee congratulated the campus and public safety staff on the success of their Halloween party.

Mr. Mosby said he is working on a service learning project with students in District 163 in the community garden with Dr. Robertson’s group.

Ms. Nicholson left the meeting at 7:38 p.m.
Student Government Association Budget
Chair Agee asked Mr. Brown about the budget and what the Morale Fee goes to. Mr. Brown said school morale is covered under Campus Programming Board.

Ms Agee said that while the topic was morale, she wanted to remind everyone that Jeans Day will be every Friday. Employees can wear jeans with a $1 donation to the Foundation and must wear either PSC sportswear with jeans, or clothing in school colors, either purple or green.

Student Government Association Report
Student Government Association President James Brown reviewed the report.

Our College Identity
Removed from the agenda.

Program Advisory Committee Memberships
The document is provided for information purposes only.

Citizen/Special Advisory Committee Memberships
The document is provided for information purposes only.

Mr. Mosby asked what the process is for getting on a committee. Dr. Atewologun stated that someone interested in serving on a Program Advisory Committee should contact the committee coordinator.

Reorganization Update
President Radtke reported that cabinet is working on an effective and efficient way to reorganize various areas of the College, particularly in light of new grant programs, and as soon as that plan is complete he will present the final plan to the Board.

Monthly Financial Report
Vice President Robertson reviewed the report.

ITEMS FROM THE BOARD OF TRUSTEES
Schedule for Future Board/College Events
Chair Agee and Dr. Radtke reviewed the upcoming calendar

Chair Agee said she noticed the holiday luncheon is back and she added that the trustees that are available will be there to serve.

ICCTA/ACCT Report
There was no report.

Prairie State College Foundation Report
There was no report.

Table Participant Comments
Ms. Braasch said there was lots of good news and good morale builders. She is glad to see summer hours coming back, and the Monday – Thursday schedule will make the employees enjoy their Fridays off. She is concerned about budgetary aspect of the new temporary director, but stated that the other things the Board is doing to promote morale are very much appreciated. Ms. Agee pointed out that these initiatives are coming from the president’s office, and Ms. Braasch thanked Dr. Radtke as well.
Mr. Brown said that PSC is not eligible for the yellow ribbon program, but the College can fly whatever flags it wants. Chair Agee said the Board would pay for it.

Mr. Brown said that in regards to the College being closed on Fridays, he feels the students and community members should have access to the library.

Chair Agee said the use in library does not warrant keeping the College open on Fridays in the summer. She said his concern is noted, but the school was closed on Fridays for 25 years until two years ago without complaints of the library being closed.

Ms. Somer welcomed Mr. Molaro.

Chair Agee congratulated everyone and said she is proud to be the Chair to bring Fridays back to the College. She asked Ms. Havighorst to share information about electronic Board packets and Ms. Havighorst shared the costs and issues involved in moving to an electronic system including the costs of software and iPads or laptops. Ms. Agee said the Board will hold on that expense.

Student Trustee Snuckel pointed out the listing of areas in the College where students can use computers. She also talked about an upcoming ACCT conference in New York conference and suggested the Board attend.

Trustee Mosby said he is looking forward to the opportunity to get involved with ACCT on a national level. He said he has learned a lot by going to conferences. He said that no one should be surprised to see him on campus. He said he is not here to snoop and spy, here because he enjoys being here.

Mr. Brown commended Ms. Stoner on the program her department put together for the Student Veterans Center event. Ms. Govan said there has been tremendous activity in the Student Veterans Center and thanked the Board for bringing the center to fruition.

ADJOURNMENT

Ms. Somer moved and Mr. Mosby seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 7:59p.m.

_________________________________________
Jacqueline J. Agee, Chair

_________________________________________
Cindy Somer, Secretary

Deborah Smith Havighorst, Board Recorder