Ms. Jacqueline Agee, Chair, convened the 737th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:04 p.m., Tuesday, January 31, 2012, in the Board Room of the College.

ROLL CALL:

Board Members Present
- Ms. Jacqueline Agee, Chair
- Ms. Brunetta Hill-Corley, Vice Chair
- Ms. Cindy Somer, Secretary
- Dr. Kathleen Doyle
- Mr. Wendell Mosby
- Ms. Ashlyn Snuckel, Student Trustee

Board Members Absent
- Mr. Phil Faso
- Mr. Marc Wiley

Table Participants Present
- Dr. Eric C. Radtke, President
- Ms. Deborah Smith Havighorst, Board Recorder
- Dr. Adenuga Atewologun, 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
- Mr. John Flannigan, Faculty Representative
- Ms. Susan Braasch, Support Staff Representative
- Mr. James Brown, Student Representative

Administrators Present
- Dr. Consuelo Ballom, Ms. Diane Conatser, Ms. Lynita J. Gebhardt, Ms. Shawn L. Govan, Dr. Marie Hansel, Mr. Ed Jodelka, Ms. Kim Kunce, Mr. Norman Martin, Mr. Anthony Molaro, Dr. Debra Prendergast, Mr. Ed Schaffer, Ms. Jennifer Stoner

Faculty Members Present
- Mr. James Beard, Ms. Lee Anne Burrough, Ms. Alanna Cotch, Ms. Jackie Dennis, Ms. Dianne DeSousa, Mr. Jason Evans, Mr. David Hallberg, Ms. Sally Haywood, Ms. Georgia Karras, Ms. Nancy Kasten, Ms. Debbie Manley, Dr. Craig Mulling, Mr. David Naze, Ms. Valerie Nicholson, Ms. Tina Parks, Ms. Cathy Rook, Mr. Ed Schwarz, Ms. Maurine Stein, Ms. Linda Zroskie

Adjunct Faculty Members Present
- Ms. Shirley Davenport, Sr. Ida Green, Ms. Vivian Zimmerman
Ms. Agee stated that she was rearranging the order of the agenda in order to accommodate the faculty members who are being recommended for tenure as well as their family and friends. She was going to save Oral and Written Public Communications until later in the meeting, but invited Mr. John Flannigan to make his comments at this time if he wished to speak while his constituents were present.

**ORAL/WRITTEN PUBLIC COMMUNICATIONS**

Mr. Flannigan shared his concerns regarding the hire of the Director of Labor Relations stating that he was concerned about precedent setting. He said that tonight is a happy occasion for the College because the Board is being asked to consider granting tenure to a distinguished group of faculty, but he fears that it will be difficult in the future to attract faculty of this caliber if the Board forgets the important role they have in protecting the integrity of the College’s hiring practices. He asked the Board to remember that the example they set for how prospective employees are evaluated and selected has an effect on the College’s mission in the community that can last decades.

Chair Agee thanked him for his comments.

**INTRODUCTIONS/RECOGNITIONS**

There were none.

Ms. Agee asked that Action Items be moved to the beginning of the agenda, starting with Agenda Item 5.9, Final Reading – Board Policy E-5, Curriculum Development, and then Agenda Items 5.1 – 5.6, Tenure Recommendations. The Board will then address Consent Items and the remainder of the Action Items.
ACTION ITEMS

Final Reading – Board Policy E-5, Curriculum Development
Chair Agee made it clear that she feels the development of new courses should be left to the faculty and the processes that the faculty already has in place.

Trustee Doyle stated she still wants to be informed as to what new courses are introduced, and Trustee Mosby agreed.

Dr. Susan Solberg explained the course development process and said it would be easy to inform the Board as to new classes that are introduced. Mr. Mosby said he would like to see presentations in the future about new courses that are adopted.

Ms. Somer moved and Ms. Hill-Corley seconded that the Board of Trustees waives the First Reading and approves for Final Reading, Board Policy E-5, Curriculum Development.

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

- Ms. Agee  Aye
- Dr. Doyle  Aye
- Ms. Hill-Corley  Aye
- Mr. Mosby  Aye
- Ms. Somer  Aye
- Ms. Snuckel  Aye

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Dr. Radtke introduced Dr. Solberg and asked her to explain the process of consideration of tenure. Dr. Solberg stated that Prairie State College has the most rigorous tenure process as compared to other Illinois community colleges.

Tenure Recommendation
Ms. Hill-Corley moved and Mr. Mosby seconded that the Board of Trustees awards a faculty tenure appointment to Dr. Dianne DeSousa, Assistant Professor of Psychology, effective August 2012.

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

- Ms. Agee  Aye
- Dr. Doyle  Aye
- Ms. Hill-Corley  Aye
- Mr. Mosby  Aye
- Ms. Somer  Aye
- Ms. Snuckel  Aye

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.
Tenure Recommendation
Dr. Doyle moved and Ms. Hill-Corley seconded that the Board of Trustees awards a faculty tenure appointment to Ms. Jennifer Eick-Magan, Assistant Professor of English as a Second Language, effective August 2012.

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

Ms. Agee  Aye
Dr. Doyle  Aye
Ms. Hill-Corley  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Tenure Recommendation
Ms. Somer moved and Ms. Hill-Corley seconded that the Board of Trustees awards a faculty tenure appointment to Ms. Maureen Giglio, Assistant Professor of Nursing, effective August 2012.

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

Ms. Agee  Aye
Dr. Doyle  Aye
Ms. Hill-Corley  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Tenure Recommendation
Ms. Hill-Corley moved and Dr. Doyle seconded that the Board of Trustees awards a faculty tenure appointment to Ms. Jessica Gravely, Assistant Professor of English, effective August 2012.

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

Ms. Agee  Aye
Dr. Doyle  Aye
Ms. Hill-Corley  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.
Dr. Adenuga Atewologun arrived at the meeting at 6:01 p.m.

Tenure Recommendation
Ms. Somer moved and Ms. Hill-Corley seconded that the Board of Trustees awards a faculty tenure appointment to Ms. Georgia Karras, Assistant Professor of Industrial Electricity, effective August 2012.

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

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<tr>
<td>Ms. Agee</td>
<td>Aye</td>
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<tr>
<td>Dr. Doyle</td>
<td>Aye</td>
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<tr>
<td>Ms. Hill-Corley</td>
<td>Aye</td>
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<tr>
<td>Mr. Mosby</td>
<td>Aye</td>
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<tr>
<td>Ms. Somer</td>
<td>Aye</td>
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<td>Ms. Snuckel</td>
<td>Aye</td>
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</tbody>
</table>

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Tenure Recommendation
Mr. Mosby moved and Ms. Hill-Corley seconded that the Board of Trustees awards a faculty tenure appointment to Dr. George Streeter, Assistant Professor of Humanities, effective August 2012.

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

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<tr>
<td>Ms. Agee</td>
<td>Aye</td>
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<tr>
<td>Dr. Doyle</td>
<td>Aye</td>
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<td>Ms. Hill-Corley</td>
<td>Aye</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>
<td>Aye</td>
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</tbody>
</table>

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Dr. Radtke congratulated the newly tenured faculty. Dr. Atewologun apologized that he could not be at the meeting earlier, but congratulated all of the newly tenured faculty on their great accomplishment.

CONSENT ITEMS

Ms. Agee asked that Agenda Item 4.3, Approval of New Course – Philosophy, Item 4.4, Approval of New Courses – Photographic Studies, and Item 4.5, Approval of New Course – Social Sciences, be removed from the Agenda as they no longer need approval with the approval of Agenda Item 5.9, Final Reading – Board Policy E-5, Curriculum Development.
Ms. Hill-Corley moved and Dr. Doyle seconded that the Board of Trustees approves the following items of consent:

Minutes
That the Board of Trustees approves the Minutes of the 736th Regular Meeting of December 20, 2011; and the Minutes of the Executive Session of December 20, 2011, with a one year release date; as presented.

Bills Payable – FY2012
That the Board of Trustees approves the FY2012 List of Bills Payable for January, as indicated in the enclosure.

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

Ms. Agee  Aye
Dr. Doyle  Aye
Ms. Hill-Corley  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

RETURN TO ACTION ITEMS

Appointment of a Full-Time Temporary Replacement Faculty for One Semester, Math
Ms. Somer moved and Ms. Hill-Corley seconded that the Board of Trustees approves the appointment of Mr. James Beard as a full-time temporary instructor in Mathematics for one semester, effective January 10, 2012, at a salary of $23,021 for the 2012 Spring semester.

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

Ms. Agee  Aye
Dr. Doyle  Aye
Ms. Hill-Corley  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.
Appointment of a Full-Time Temporary Replacement Faculty for One Semester, Math
Ms. Hill-Corley moved and Dr. Doyle seconded that the Board of Trustees approves the appointment of Mr. David Hallberg as a full-time temporary instructor in Mathematics for one semester, effective January 10, 2012, at a salary of $20,165 for the 2012 Spring semester.

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

- Ms. Agee  Aye
- Dr. Doyle  Aye
- Ms. Hill-Corley  Aye
- Mr. Mosby  Aye
- Ms. Somer  Aye
- Ms. Snuckel  Aye

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Final Reading – Board Policy A-20, Executive Sessions of the Board
Ms. Somer moved and Ms. Hill-Corley seconded that the Board of Trustees waives the First Reading and approves for Final Reading, Board Policy A-20, Executive Sessions of the Board.

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

- Ms. Agee  Aye
- Dr. Doyle  Aye
- Ms. Hill-Corley  Aye
- Mr. Mosby  Aye
- Ms. Somer  Aye
- Ms. Snuckel  Aye

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

First Reading – Board Policy F-8, Student Records and Directory Information
Mr. James Brown stated that he was against the release of student records without the permission of the student. Chair Agee asked that the policy be rewritten for the second reading to reflect that the records could not be released without permission of the student.

Ms. Hill-Corley moved and Dr. Doyle seconded that the Board of Trustees approves for First Reading, Board Policy F-8, Student Records and Directory Information.

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

- Ms. Agee  Aye
- Dr. Doyle  Aye
- Ms. Hill-Corley  Aye
- Mr. Mosby  Aye
- Ms. Somer  Aye
- Ms. Snuckel  Aye

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.
First Reading – Board Policies
Ms. Hill-Corley moved and Dr. Doyle seconded that the Board of Trustees approves the following policies for First Reading:

G-1  Employee Health Insurance Benefits
G-2  Employee Life Insurance Benefits
G-3  Employee Retirement and Early Retirement Benefits
G-6  Employee and Dependents Tuition and Mandatory Fees
G-8  Employee Leaves of Absence
G-13 Employment of Manager/Professional Staff and Confidential and Grant-Funded Support Staff
G-14 Classification/Reclassification of Staff
G-16 Performance Evaluation of Administrative Employees
G-19 Discipline of Administrative Employees
G-21 Discipline of Manager/Professional Staff, Support Staff, Confidential and Grant-Funded Employees
G-24 Reduction in Force of Administrative Employees and Manager/Professional Staff, Support Staff, Confidential and/or Grant-Funded Employees

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

Ms. Agee  Aye
Dr. Doyle  Aye
Ms. Hill-Corley  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Dr. Radtke thanked Ms. Pat Trost for all of her work reviewing and revising the policies.

Purchase Recommendation – Adobe License Maintenance Renewal
Ms. Hill-Corley moved and Ms. Somer seconded that the Board of Trustees approves the purchase of the Adobe License Maintenance Renewal from Diskovery, our licensed reseller of Adobe products, in the amount of $27,577.80, for a two year term effective March 1, 2012.

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

Ms. Agee  Aye
Dr. Doyle  Aye
Ms. Hill-Corley  Aye
Mr. Mosby  Aye
Ms. Somer  Aye
Ms. Snuckel  Aye

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.
Purchase Recommendation – Network Security Equipment
Ms. Hill-Corley moved and Dr. Doyle seconded that the Board of Trustees approves the purchase of network security equipment from CDW-G in the amount of $11,792.

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

 Ms. Agee  Aye  
 Dr. Doyle  Aye  
 Ms. Hill-Corley  Aye  
 Mr. Mosby  Aye  
 Ms. Somer  Aye  
 Ms. Snuckel  Aye  

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

REPORTS

President’s Report
Dr. Radtke thanked the Board for granting tenure and congratulated the newly tenured faculty. He said the Spring semester is off to a great start, with enrollment being down slightly, as it is at colleges across the state. He said the College has been busy and it is great to have the students back on campus.

Dr. Doyle asked for more information about the new math and science initiative with Rich High School District 227. Dr. Atewologun explained they are starting the program with 25 students and seeing how the College can incorporate them into a high level math and science curriculum. Dr. Atewologun explained that eventually this program will be open to students from all over Prairie State’s district.

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

Ms. Agee recognized Ms. Kim Kunce for her nomination for Junior Division Chair, Administration, for the Illinois Adult and Continuing Educators’ Association (IACEA).

Ms. Agee also recognized Ms. Kristin Carrera, Ms. Sylvia Seib, Ms. Alanda Gray, and Ms. Jennifer Stoner for their work redesigning the website. Chair Agee asked Ms. Stoner to talk about the support that was provided to the veterans’ section of website, and said the marketing and communications department went above and beyond to find out what the vets needed and then gave it to them.

Chair Agee congratulated Finance and Administration for moving to online tax forms.

Mr. Mosby said he attended the graduation ceremony for the fire science program and spoke to some of the fire chiefs and Dr. Marie Hansel. He said that some of the departments cannot afford to send their fire fighters to the program, and since they are providing in-kind donations of equipment for the College’s use in the programs, he feels it would be appropriate for the College to consider letting some of these fire fighters attend courses at no charge.

Trustee Mosby left the meeting at 6:52 p.m.
A discussion was had including Dr. Atewologun, Ms. Winfree and Mr. Jodelka regarding the equipment that the departments provide to the program and the needs of the departments.

_Trustee Mosby returned to the meeting at 6:54 p.m. with Dr. Marie Hansel._

Dr. Hansel said the fire departments allow the College to use millions of dollars of apparatus. She feels it would be appropriate for the College to provide a comp class for those providing equipment.

Mr. Mosby asked if the College holds financial aid workshops. He also stated that he is a big advocate for the work study program. He asked what the College tells families of students who are eligible for the work study program. Ms. Reaves said PSC gives the students as much information as possible, as early as possible. She stressed that the earlier the students submit their information, the more aid they may be eligible to receive.

Trustee Mosby stated that he recently discovered that someone he went to school with is a member of the Capital Development Board and is going to be moving back to our district.

_Student Government Association Report_

Mr. James Brown said that he did not submit a written report for the Board packet, but the Student Government Association (SGA) conducted a preliminary smoking survey of 139 students and 87% of those surveyed were in agreement to eliminate smoking on campus. The SGA is going to conduct a full survey.

**EXECUTIVE SESSION**

_Ms. Hill-Corley moved and Ms. Somer 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.”_

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

- Ms. Agee: Aye
- Dr. Doyle: Aye
- Ms. Hill-Corley: Aye
- Mr. Mosby: Aye
- Ms. Somer: Aye
- Ms. Snuckel: Aye

_The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried and the meeting adjourned to Executive Session at 7:03 p.m._

**RETURN TO OPEN SESSION**

_Ms. Hill-Corley moved and Mr. Mosby seconded that the Board of Trustees return to Open Session at 7:21 p.m. All members present voted Aye, and the motion carried._
Administrative Reorganization
Ms. Somer moved and Ms. Hill-Corley seconded that the Board of Trustees accepts the reorganization plans presented and approve the promotion to Executive Director of Enrollment and Financial Aid Services and associated compensation change for Ms. Jaime Miller.

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

Ms. Agee  Aye
Dr. Doyle  Aye
Ms. Hill-Corley  Aye
Mr. Mosby  Abstain
Ms. Somer  Aye
Ms. Snuckel  Aye

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

Monthly Financial Report
Vice President Robertson reviewed the report.

Mr. Mosby asked Dr. Robertson why the year to date financial review is up 1000%, and asked if the College should be doing a better job of predicting revenue.

Dr. Robertson explained that the report shows that the College is experiencing better collections of revenue and child care fees.

Dr. Radtke explained that the auxiliary fund is the fund that deals with food service, child care, the bookstore, and other external contracted services. He explained that these are enterprise services and the quantity of activity cannot always be foreseen. Dr. Radtke pointed out that the budgeting for auxiliary expenses is a very minor part of the College’s budget.

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

ICCTA/ACCT Report
There was no report.

Prairie State College Foundation Report
Trustee Somer reported that the Foundation’s Economic Forecast Breakfast is Friday, March 16, at Olympia Fields Country Club. Continental breakfast begins at 7:30 a.m., with the speaker presentation at 8:15 a.m. The event concludes by 9:30 a.m. Advance reservations are required.

The year-end gifts for scholarships included: $23,000 from the anonymous family donor, $2,500 to establish the Judy Hoffman Memorial Textbook Scholarship, and $500 from the Chicago Heights Rotary Foundation. Additional gifts included $200 from Kappa Alpha Psi to support men’s mentoring, and $500 for the PSC Tennis Team.
Table Participant Comments

Mr. Flannigan thanked Chair Agee for allowing his comments to be included in the beginning and thanked the Board for approving tenure for the faculty.
Dr. Doyle congratulated the newly tenured faculty.

Ms. Somer congratulated the newly tenured faculty.

Ms. Snuckel stated that SGA conducted a survey with students about the ease in finding their classrooms and reviewed the results that were distributed prior to the meeting.

Dr. Radtke responded that the College has been working on signage and changes will be coming soon.

Mr. Mosby said he attended Lieutenant Governor Sheila Simon’s recent meeting where she released her findings on “Focus on the Finish.” He said that PSC is credited in her report for its completion projects.

Mr. Mosby continued that in conjunction with the strategic plan, he hopes that in the future more faculty members of color will be tenured.

Dr. Solberg explained that every faculty member who is hired has the ability to go through the tenure process.

Trustee Hill-Corley asked what happened to faculty members who are unable to complete the tenure process in three years. Dr. Solberg explained there is a possibility of a fourth year with certain caveats in the way the faculty member must complete the process.

Trustee Mosby stated that he called the College looking for information about the GED program for a client and he named an employee who would not give him the information. He feels the employee and other employees do not want to talk to him because he is a trustee. He explained that it is important for College employees to know that he has other roles in the community besides his role of trustee and sometimes he needs to get information for the other groups with whom he works. Chair Agee and Trustee Doyle added that they have never had this problem with College employees.

Trustee Hill-Corley said her son was a judge for the science fair in School District 163 on her behalf and on behalf of the College.

Trustee Agee said that the “Boots to Books” program led by Mr. Robert James was phenomenal.
ADJOURNMENT
Mr. Mosby moved and Dr. Doyle seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 7:54 p.m.

Jacqueline J. Agee, Chair

Cindy Somer, Secretary

Deborah Smith Havighorst, Board Recorder