THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

Seven Hundred Sixty-First Regular Meeting
April 29, 2014

MINUTES

Ms. Jacqueline Agee, Chair, convened the 761st Regular Meeting of the Board of Illinois Community College District No. 515 at 5:00 p.m., Tuesday, April 29, 2014, in the Board Room of the College.

ROLL CALL:

Board Members Present
Ms. Jacqueline Agee, Chair
Ms. Brunetta Hill-Corley, Vice Chair (arrived at 5:09 p.m.)
Ms. Cindy Somer, Secretary
Ms. Peg Donohue (arrived at 5:05 p.m.)
Mr. Wendell Mosby
Mr. Frank Walker, Student Trustee
Mr. DaRon Johnson, Student Trustee

Board Members Absent
Dr. Kathleen Doyle

Table Participants Present
Dr. Terri L. Winfree, President
Ms. Patricia Trost, Board Recorder
Dr. Marie Hansel, Vice President, Academic Affairs
Dr. Thomas Saban, Vice President, Finance & Administration
Mr. Craig Schmidt, Vice President, Community & Economic Development
Dr. Gregory Thomas, Vice President, Student Affairs and Dean of Students
Mr. Andy Schott, Faculty Representative
Mr. Derrick Brodanex, Student Representative

Table Participants Absent
Ms. Holly L. Tomchey, Del Galdo Law Group
Ms. Susan Braasch, Support Staff Representative

Administrators Present
Ms. Diane Conatser; Mr. David Cronan; Ms. Deborah Havighorst; Ms. Kristina Howard; Ms. Marina Kibardina; Mr. Timothy Kosiek; Ms. Kim Kunce; Mr. John P. Murphy; Dr. Debra Prendergast; Dr. Susan Solberg; Ms. Jennifer Stoner; Ms. Shannon Word; Ms. Patty Zuccarello

Faculty Members Present
Dr. Christa Adam; Mr. Deneen Brackett; Ms. Patti Eberhardt; Ms. Sally Haywood; Ms. Sarena Lee-Schott; Dr. Craig Mulling; Ms. Kathy Malic; Ms. Teresa McCann; Dr. Natalie McGathey; Dr. Dave Naze; Ms. Valerie Nicholson; Mr. Georges Sanon; Mr. Ed Schwarz; Mr. William Sluis; Dr. Melanie Eddins-Spencer; Dr. Justin Vidovic; Mr. Elighe Wilson; Ms. Vivian Zimmerman
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Staff Members Present
Ms. Crystal Alston; Mr. Jay Barriga; Ms. Dewoun Hayes; Mr. Eugene Kucharczyk; Ms. Loretta Kucharczyk; Ms. Camille Willoughby; Mr. John Woodyatt; Mr. Fred Ziems

Other
Mr. Dan Eichler, PSC Student; Ms. Sonya Sanchez, PSC Student

ORAL/Written PUBLIC COMMUNICATIONS
There were none.

INTRODUCTIONS/RECOGNITIONS

Recognition of 2013-2014 Student Trustee Frank Walker
Dr. Winfree presented Mr. Walker with a plaque. The college has purchased a book in his honor; a copy will be placed in the Library. Mr. Walker prepared a letter for the Board of Trustees thanking them for the opportunity.

Seating of New Student Trustee
Ms. Cindy Somer, Secretary, administered the Oath of Office to Mr. DaRon Johnson, the new Student Trustee.

Introduction and Recognition of Nominees for ICCTA Full-Time and Part-Time Faculty of the Year
Dr. Winfree introduced Professor Jim White who was nominated as the ICCTA full-time faculty of the year and Professor Deneen Brackett who was nominated as the ICCTA part-time faculty of the year.

Introduction and Recognition of the Phi Theta Kappa All-Illinois Academic Team Members
Dr. Melanie Eddins-Spencer introduced Mr. Dan Eichler who was nominated for the Phi Theta Kappa All-Illinois Academic team. Ms. Amy Farley was also nominated, but was not able to attend the meeting.

Introduction and Recognition of Prairie State College Speech Team
Dr. Naze introduced members of the speech team: Mr. DaQuawn Bruce, Mr. Sanni Mohammed-Harona, Ms. Allysha Nobles, Mr. Destin Patton-Warner, and Ms. Jasmine Ross. He also reviewed highlights from the young team’s outstanding year. In addition to many individual awards, the team won the team national championship in the medium school division and brought home several awards during the 32nd Novice Nationals tournament hosted by Northern Illinois University. They won the team gold medal and several individual awards during the Phi Rho Pi Region IV Speech Competition hosted at Prairie State College.

Ms. Agee suggested the team get sweatshirts and/or lapel pins.

Introduction and Recognition of the John & Suamne Rouche Excellence Award Recipients
Dr. Marie Hansel introduced the recipients of the John & Suamne Rouche Excellence Awards: Dr. Christine Brooms, Professor of Chemistry; Patti Eberhardt, Professor of Nursing; Dr. Melanie Eddins-Spencer, Professor of Mathematics; Dr. Loretta Kucharczyk, Intentional Advisor; Sarena Lee-Schott, Professor of English; Kathleen Malic, Professor of Nursing; Dr. Natalie McGathy, Professor of Mathematics; and Dr. Justin Vidovic, Professor of English. Dr. Erica Lannan, Professor of Biology was
unable to attend the meeting. The award recognizes outstanding faculty, staff and leaders in higher education.

Introduction and Recognition of Illinois Community College Journalism Association Award Recipients
Ms. Helen Manley and Professor William Sluis announced that a number of students who serve on the staff of the Student Review received awards from the Illinois Community College Journalism Association for Excellence in Journalism. They include James McCoyne, Latia Alexander, Essence Walker, Charles Beard, Olivia Willoughby and Daniel Watson.

(Mr. Mosby left at this time.)

Introduction and Recognition of Associate Professor Teresa McCann and SPAN 202 Students
Professor Teresa McCann gave an overview of the serving learning project that SPAN 202 students participate in. Mr. DaRon Johnson and Ms. Sonja Sanchez shared their experience with the project.

Introduction and Recognition of Pioneer Award Recipients
Ms. Dewoun Hayes recognized Ms. Deborah Havighorst and Ms. Susie Perez. They were nominated for the Pioneer award because each was instrumental in establishing the Weight Watchers at Work program and Walking Club.

Mr. Andy Schott introduced Mr. Georges Sanon. Mr. Schott nominated him because he has been instrumental in assisting veterans who attend Prairie State College.

CONSENT ITEMS

It is recommended that the Board of Trustees approve the items on the Consent Agenda.

Minutes
That the Board of Trustees approves the Minutes of the 760th Regular Meeting of March 25, 2014; as presented.

Full-Time Faculty Overloads, Adjunct Faculty Salaries and Compensation for Administrators, Staff, and Retired Faculty on Teaching Assignments – Spring 2014, Late Start Classes and Second Eight-Week Classes (Credit Courses)
That the Board of Trustees approves the full-time faculty overload compensation in the amount of $4,980.00, adjunct faculty compensation in the amount of $216,925.86, and compensation for retired faculty on teaching assignments in the amount of $2,900, for late start classes and the second eight-week classes of the 2014 Spring term (credit courses).

Bills Payable – FY2014
That the Board of Trustees approves the FY2014 List of Bills Payable for April, as indicated in the enclosure.
Upon the call of roll, the vote was as follows:

Ms. Agee Aye
Ms. Donohue Aye
Ms. Hill-Corley Aye
Mr. Wiley Aye
Mr. Johnson Aye

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

EXECUTIVE SESSION
Ms. Hill-Corley moved and Ms. Donohue 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
Ms. Donohue Aye
Ms. Hill-Corley Aye
Mr. Wiley Aye
Mr. Johnson Aye

The vote being four (4) Ayes, no (0) Nays, one (1) Advisory; the motion carried and the meeting adjourned to Executive Session at 6:09 p.m.

RETURN TO OPEN SESSION
Ms. Hill-Corley moved and Ms. Donohue seconded to return to Open Session at 6:16 p.m. All members voted Aye, and the motion carried.

Dismissal of Employee
Ms. Hill-Corley moved and Ms. Donohue seconded that the Board of Trustees approve the recommendation as discussed in Executive Session.

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

Ms. Agee Aye
Ms. Donohue Aye
Ms. Hill-Corley Aye
Mr. Wiley Aye
Mr. Johnson Aye

The vote being four (4) Ayes, no (0) Nays, one (1) Advisory; the motion carried.
Retirement of Professor Kathleen S. Malic, Interim Director, Chair/Coordinator and Professor of Nursing
Ms. Somer moved and Ms. Hill-Corley seconded that the Board of Trustees acknowledges the retirement of Kathleen S. Malic, Interim Director, Chair/Coordinator, and Professor of Nursing effective May 31, 2015.

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

Ms. Agee Aye
Ms. Donohue Aye
Ms. Hill-Corley Aye
Mr. Wiley Aye
Mr. Johnson Aye

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

Retirement of Dr. Susan R. Solberg, Dean of Liberal Arts
Ms. Donohue moved and Ms. Hill-Corley seconded that the Board of Trustees approves the retirement of Dr. Susan R. Solberg, Dean of Liberal Arts, in accordance with Board Policy G-3G, effective February 2015

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

Ms. Agee Aye
Ms. Donohue Aye
Ms. Hill-Corley Aye
Mr. Wiley Aye
Mr. Johnson Aye

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

Purchase Recommendation – Office and Classroom Furniture and Task Chairs
Ms. Hill-Corley moved and Ms. Somer seconded that the Board of Trustees approves the purchase of office and classroom furniture and task chairs from Krueger International (KI) and HON for a total delivered and installed in the amount not to exceed $111,708.

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

Ms. Agee Aye
Ms. Donohue Aye
Ms. Hill-Corley Aye
Mr. Wiley Aye
Mr. Johnson Aye

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

Business Services Relocation Project
Ms. Hill-Corley moved and Ms. Donohue seconded that the Board of Trustees approves the Business Services Relocation Project at an estimate cost of $313,200, including architectural/engineering services, construction costs and contingency.
Upon the call of roll, the vote was as follows:

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<td>Ms. Agee</td>
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The vote being four (4) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

Bid Recommendation – Replacement of Biology Safety Showers
Ms. Somer moved and Ms. Donohue seconded that the Board of Trustees awards the bid to replace the biology safety showers to the lowest responsible bidder, Reichelt Plumbing, Inc. in the amount of $40,800 plus a 10% construction contingency in the amount of $4,080 for a total amount not to exceed $44,880.

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

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<td>Ms. Agee</td>
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The vote being four (45) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

Purchase Recommendation – Carpet
Ms. Hill-Corley moved and Ms. Somer seconded that the Board of Trustees approves the purchase and delivery of carpet from Shaw Contract Group at a cost not to exceed $14,588.00

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

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<td>Ms. Agee</td>
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The vote being four (4) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

Bid Recommendation – Replacement of the Transportation, Warehouse & Logistics (TWL) Building Heating, Ventilation, Air Conditioner Rooftop
Ms. Donohue moved and Ms. Hill-Corley seconded that the Board of Trustees awards the bid for the replacement of the heating ventilation air conditioner rooftop unit to the lowest responsible bidder, General Mechanical Service in the amount of $23,612 plus a 10% construction contingency in the amount of $2,361.20 for a total construction amount not to exceed $25,973.20.
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Upon the call of roll, the vote was as follows:

Ms. Agee        Aye
Ms. Donohue     Aye
Ms. Hill-Corley Aye
Mr. Wiley       Aye
Mr. Johnson     Aye

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

Bid Recommendation – Fire System Inspection and Testing
Ms. Hill-Corley moved and Ms. Somer seconded that the Board of Trustees approves the bid for the fire system inspection and testing for the Main building, Matteson Area Center (MAC) and Transportation, Warehousing and Logistics (TWL) building to the lowest responsible bidder, Tyco-Simplex Grinnell, in the amount of $23,254.

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

Ms. Agee        Aye
Ms. Donohue     Aye
Ms. Hill-Corley Aye
Mr. Wiley       Aye
Mr. Johnson     Aye

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

Illinois Community College Board – New Campus Signage/Approval of Revised Budget and Transfer of Funds
Ms. Hill-Corley moved and Ms. Donohue seconded It is recommended that the Board of Trustees approves the revised project cost of $335,983 for the new Campus Signage Project and the transfer of funds from the Various Capital Improvement Project (810-076-013) in the amount of $47,983 to the new Campus Signage Project (810-076-014).

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

Ms. Agee        Aye
Ms. Donohue     Aye
Ms. Hill-Corley Aye
Mr. Wiley       Aye
Mr. Johnson     Aye

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

Purchase Recommendation – Scholarship Management Software
Ms. Somer moved and Ms. Hill-Corley that the Board of Trustees approves an agreement to purchase the Scholarship Management Module from AcademicWorks for a one time implementation fee of $4,000, and an annual service fee of $6,500 for FY2014, $6,825 for FY2015, and $7,165 for FY2016, contingent upon the Prairie State College Foundation providing 50% of the total cost.
Upon the call of roll, the vote was as follows:

Ms. Agee  Aye
Ms. Donohue Aye
Ms. Hill-Corley Aye
Mr. Wiley  Aye
Mr. Johnson Aye

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

**Purchase Recommendation – Desktop Virtualization Equipment**

Ms. Hill-Corley moved and Ms. Somer seconded that the Board of Trustees approves the purchase of hardware and related software to implement desktop virtualization in six computer labs from CDW-G for a total amount of $11,323.23.

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

Ms. Agee  Aye
Ms. Donohue Aye
Ms. Hill-Corley Aye
Mr. Wiley  Aye
Mr. Johnson Aye

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

**Budget Transfers – March 2014**

Ms. Hill-Corley moved and Ms. Donohue seconded that the Board of Trustees approve the budget transfers for March 2014, as indicated in the attachment.

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

Ms. Agee  Aye
Ms. Donohue Aye
Ms. Hill-Corley Aye
Mr. Wiley  Aye
Mr. Johnson Aye

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

**REPORTS**

**President's Report**

Dr. Winfree noted the items included in the folder at the Trustees' places. They included the 2014 Fall Schedule; Foundation Golf Outing brochure; invitation to Basic Firefighter Academy graduation; invitation to EMT Graduation ceremony; invitation to Nursing Pinning ceremony; invitation to Phi Theta Kappa Spring Induction ceremony; letter from Frank Walker, 2013-2014 Student Trustee Health and Wellness Fair brochure; Autism awareness postcard; and article regarding Dr. Terri Winfree.
President's Cabinet Monthly Reports
Dr. Hansel, Dr. Saban, Mr. Schmidt and Dr. Thomas were available for any questions on their monthly reports.

Tennis Courts - Refurbishing
Through the college's partnership with St. James and the Chicago Heights Park District, there is a community fund. The college put in a request through the partnership to have the tennis courts refurbished and it was approved. Since the tennis courts are on college property, the project will go out to bid.

Monthly Financial Report
Dr. Saban reviewed the report.

ITEMS FROM THE BOARD OF TRUSTEES

Schedule for Future Board/College Events
During this time of the year, there are many events being held on campus. Dr. Winfree noted that in her weekly update to the Board she adds the link to the calendar.

ICCTA/ACCT Report
No report.

Prairie State College Foundation Report
Ms. Hill-Corley thanked Ms. Havighorst and Ms. Hayes for giving her brochures to take to students so they could understand manufacturing. She added that the Foundation awarded $35,313.14 in spring. The golf and tennis outing is scheduled for Monday, June 2.

The Prairie State College Alumni Association will be distributing alumni t-shirts to the graduates on May 17.

Plans are underway for the Foundation and Alumni Association White Sox outing. More information will be forthcoming.

Faculty Report
Mr. Schott reported that faculty are highly motivated and active and appreciate the support from the Board and administration. Like the students, they are looking forward to the end of the semester.

Support Staff Report
No report.
ADJOURNMENT
Ms. Hill-Corley moved and Ms. Donohue seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 6:47 p.m.

Jacqueline J. Agee, Chair

Cindy Somer, Secretary

Patricia Gallagher Trost, Board Recorder