Ms. Jacqueline Agee, Chair, convened the 767th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:02 p.m., Tuesday, November 25, 2014, in the Board Room of the College.

ROLL CALL:

Board Members Present
Ms. Jacqueline Agee, Chair
Ms. Cindy Somer, Secretary
Ms. Peg Donohue
Dr. Kathleen Doyle
Ms. Brunetta Hill-Corley
Mr. Wendell Mosby
Mr. DaRon Johnson, Student Trustee

Board Members Absent
Mr. Marc Wiley, Vice Chair

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

Administrators Present
Ms. Diane Conatser; Mr. David Cronan; Ms. Kristina Howard; Dr. Adane Kassa; Ms. Marina Kibardina; Ms. Cathy Killian Kloss; Mr. Tim Kostek; Ms. Kim Kunce; Ms. Kelly Lapetino; Ms. Paulette Maurer; Mr. John P. Murphy, Sr.; Dr. Dave Naze; Mr. Felix Simpkins; Dr. Susan Solberg; Ms. Jennifer Stoner; Ms. Patty Zuccarello

Faculty Members Present
Dr. Christa Adam; Ms. Jackie Dennis; Mr. Steve Kifowit; Ms. Valerie Nicholson; Mr. Ed Schwarz; Mr. Elighe Wilson; Ms. Vivian Zimmerman

Staff Members Present
Mr. Nathan Albert; Ms. Crystal Alston; Mr. Jay Barriga; Ms. Allessandra Cairo; Mr. Fred Davenport; Ms. Teresa Guia; Ms. Esther Pacheco

Other
Mr. Kyle Brodnick, PSC Student; Mr. Eric Heineman, State of Illinois; Mr. Daniel Lagor, PSC Student; Ms. Carole Rose, PSC Student; Mr. Jason Kummeleha
ORAL/WRITTEN PUBLIC COMMUNICATIONS
There were none.

INTRODUCTIONS/RECOGNITIONS

Board of Trustees Art Collection Presentation
Ms. Cathy Kloss, director of development and special projects, and Dr. Susan Solberg, dean of liberal arts, presented four new art pieces to the Board to be added to the Board of Trustees Art Collection. Mr. Daniel Lagor was recognized for his charcoal drawing “Untitled 2003”; Ms. Carole Rose was recognized for her photograph “Michigan Avenue”; Mr. Joshua Joyce was recognized for his digital art “The Real Me” and Ms. Irene Ganas was recognized for her photographic inkjet print “Spring Storm.”

(Ms. Donohue arrived at 5:08 p.m.)

Presentation of Illinois Governor’s Sustainability Award
Ms. Allessandra Cairo, sustainability coordinator, introduced Mr. Eric Heineman, Governor Quinn’s Senior Sustainability Policy Advisor. Mr. Heineman presented the Governor’s Campus Sustainability Compact certificate to the college. This award recognizes the college for its efforts to integrate environmental sustainability throughout its campuses and for working toward measurable sustainability improvements.

(Ms. Hill-Corley arrived at 5:11 p.m.)

National Council for Marketing and Publication Relations (NCMPR) Award
Ms. Jennifer Stoner, executive director, public relations and marketing announced that the Public Relations and Marketing staff received a Silver Medallion award from the National Council for Marketing and Public Relations in the Notes/Cards/Invitations category for the college’s business card holders. She thanked her staff for their good work.

2014 Excellence in Economic Development Award
Ms. Stoner announced the college received the Bronze Award from the International Economic Development Council. The award was in recognition of the college’s “Steelworker for the Future” career pathway brochure. She recognized and thanked Ms. Cathy Kloss, director of development and special projects; Ms. Patty Zuccarello, dean of health and industrial technology; and Ms. Sylvia Stremming, former graphic designer, for their contributions.

Microsoft Office 365 – Professor Jackie Dennis
Jackie Dennis, professor of computer information technology, gave a presentation on Microsoft Office 365. She was able to obtain free Microsoft 365 Online for the students. Microsoft Office 365 is an online version of the traditional installed version of Microsoft Office software; and includes Word, Excel, PowerPoint, Access, and OneNote for Windows or Macintosh, as well as tablets or phones. This software can be accessed from almost anywhere with an internet connection because it is not downloaded to your computing device. Professor Dennis also noted the additional software available from the Information Technology webpage.

Sabbatical Leave Presentation – Professor Steven Kifowit
Steven Kifowit, professor of mathematics, updated the Board on his sabbatical leave.
CONSENT ITEMS

Ms. Hill-Corley moved and Ms. Donohue seconded that the Board of Trustees approves the following items of consent:

Minutes
That the Board of Trustees approve the Minutes of the 766th Regular Meeting of October 28, 2014; and the Executive Session of October 28, 2014, with a one year release, as presented.

Full-Time Faculty Overloads and Adjunct Faculty Salaries, and Compensation for Administrators, Staff and Retired Faculty on Teaching Assignments – Fall 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 $38,255.13, adjunct faculty compensation in the amount of $356,822.47, and compensation for staff on teaching assignments in the amount of $7,126, for late start classes and second eight-week classes of the 2014 Fall term (credit courses).

Approval of 2015 Regular Board Meeting Day, Time and Place
That the Board of Trustees holds the 2015 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.

Bills Payable – FY2015
That the Board of Trustees approves the FY2015 List of Bills Payable for November, as indicated in the enclosure.

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

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

The vote being six (6) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

ACTION ITEMS

Award of Annual Contracts for the 2015-2016 Academic Year for Eligible Full Time Non-Tenured Faculty Members (Credit and Non-Credit)
Dr. Doyle moved and Ms. Hill-Corley seconded that the Board of Trustees approves the continuation of employment and the issuance of annual contracts for the full-time, tenure track faculty members listed on the attachment for the 2015-2016 semester.

Upon the call of roll, the vote was as follows:
Ms. Agee Aye  
Ms. Donohue Aye  
Dr. Doyle Aye  
Ms. Hill-Corley Aye  
Mr. Mosby Aye  
Ms. Somer Aye  
Mr. Johnson Aye  

The vote being six (6) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

Temporary Full-Time Faculty Appointment – Music Production  
Dr. Winfree noted that the search may be completed in time for the December Board meeting.

Ms. Donohue moved and Ms. Hill-Corley seconded that the Board of Trustees authorize the College President to make a temporary full-time faculty appointment for the 2015 spring term, in Music Production, subject to confirmation by the Board of Trustees at its January meeting.

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

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

The vote being six (6) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

Temporary Full-Time Faculty Appointment – Communication  
As with the previous recommendation, Dr. Winfree noted that the search may be completed in time for the December Board meeting.

Ms. Somer moved and Ms. Hill-Corley seconded that the Board of Trustees authorize the College President to make a temporary full-time faculty appointment for the 2015 spring term, in Communication, subject to confirmation by the Board of Trustees at its January meeting.

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

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

The vote being six (6) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

Appointment of Interim Dean of Liberal Arts  
This appointment may be ready to present at the December Board meeting.
Ms. Somer moved and Ms. Hill-Corley seconded that the Board of Trustees authorize the College President to appoint an Interim Dean of Liberal Arts, subject to confirmation by the Board of Trustees at its January meeting.

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

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<td>Ms. Agee</td>
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<td>Aye</td>
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<td>Mr. Johnson</td>
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The vote being six (6) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

Schedule for Summer Work Hours

Dr. Doyle moved and Ms. Hill-Corley seconded that the Board of Trustees approves the College be closed on Fridays during the summer of 2015 from May 22 through August 7. Monday – Thursday work and operating hours for employees will be adjusted accordingly.

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

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<td>Aye</td>
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<td>Aye</td>
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The vote being six (6) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

Lease Recommendation – Copier

Ms. Somer moved and Ms. Donohue seconded that the Board of Trustees approves the lease of a Canon IR8295 copier from Proven Business Systems, for a term of five years at a monthly cost of $374 plus .0039 cents per copy.

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

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<td>Aye</td>
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The vote being six (6) Ayes, no (0) Nays, one (1) Advisory; the motion carried.
Resolution of Issuance of Debt Certificates to Pay for Various Capital Projects

Dr. Winfree pointed out that this was done in 2005 and in 2010 the same way. The list attached is a sample of the number of projects the money could be used for. The list will be prioritized.

Ms. Donohue moved and Mr. Johnson seconded that the Board of Trustees approves the resolution authorizing and providing for an Installment Purchase Agreement for the purpose of paying the cost of purchasing real or personal property, or both, and authorizing and providing for the issue of not to exceed $6,000,000 Taxable Debt Certificates evidencing the rights to payment under such Agreement, prescribing the details of the Agreement and Certificates, and providing for the security for and means of payment under the Agreement of the Certificates.

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

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

The vote being six (6) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

Baseball/Softball Score Board Replacement Project

The college will be looking for sponsorships to help offset the cost of the scoreboards.

Mr. Johnson moved and Dr. Doyle seconded that the Board of Trustees approves the Baseball/Softball Score Board Replacement Project at an estimated cost of $44,700, including architectural/engineering services, construction costs and contingency.

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

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

The vote being six (6) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

Replacement of Heating Ventilation Air Conditioner (HVAC) Rooftops at Matteson Area Center (MAC) and K Building Project

Ms. Agee inquired if the college’s HVAC students could in any way be involved in this project. There could be a liability issue if they did the work, but maybe they could observe the work. She also asked if the bid could include a statement that the college would use the old units. Dr. Hansel will check with the instructor to find out what the students can do.
Ms. Donohue moved and Dr. Doyle seconded that the Board of Trustees approves the Replacement of Heating Ventilation Air Conditioner (HVAC) Phase 1 Project at an estimated cost of $150,000.00, including architectural/engineering services, construction costs and contingency.

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

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

The vote being six (6) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

Bathroom Renovations of Interior Finishes Phase I Project

Ms. Somer moved and Ms. Hill-Corley seconded that the Board of Trustees approves the Bathroom Renovations of Interior Finishes Phase I Project at an estimated cost of $100,000.00, including architectural/engineering service, construction costs and contingency.

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

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

The vote being six (6) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

Budget Transfers – October 2014

Ms. Donohue moved and Dr. Doyle seconded that the Board of Trustees approves the budget transfers for October, as indicated in the enclosure.

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

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

The vote being six (6) Ayes, no (0) Nays, one (1) Advisory; the motion carried.
President’s Report
Dr. Winfree reviewed the items contained in the Board members’ folders. She reported that the Men’s and Women’s Basketball teams recently hosted a Staff Recognition Event. Players nominated various staff, faculty and administrators who were then honored at the game.

Dr. Winfree had an opportunity to be Principal for a Day at Colin Powell Middle School in Matteson. She had four students assigned to her. Dr. Winfree would like to host a President for a Day event for the students.

President’s Cabinet Monthly Reports
Dr. Hansel, Dr. Saban, Mr. Schmidt and Dr. Thomas were available for any questions on their monthly reports.

Student Government Budget
This is for information purposes only. Ms. Agee asked what the students do for morale. Mr. Johnson and Mr. Lopez explained they use the money for giveaways such as sweatshirts and backpacks. It’s also helps with Instagram and Facebook.

Program Advisory Committee Memberships
These are the committees that look at career and technical programs.

Citizen/Special Advisory Committee Memberships
These are the committees that are formed due to grant requirements or on an as needed.

During this process, the handbook was revised and updated. It will be distributed to the Board at the next meeting.

Electrical Supplier Update
As discussed previously, Mr. Timothy Kosiek, executive director of facilities and operations, prepared an update regarding the electrical supplier.

Monthly Financial Report
Dr. Saban reviewed the monthly financial report.

ITEMS FROM THE BOARD OF TRUSTEES

Schedule for Future Board/College Events
There is a link to the calendar on Dr. Winfree’s weekly update.

ICCTA/ACCT Report
There were no reports.

Prairie State College Foundation Report
The report is contained in the Board packet.

Faculty Report
Mr. Schott reported that everything is winding down and faculty are preparing for final exams and the next semester.
Support Staff Report
Ms. Logan thanked Ms. Agee and the Board members for bringing back the four day work week for the summer.

EXECUTIVE SESSION
Ms. Somer moved and Ms. Hill-Corley seconded that the Board of Trustees go into executive session for 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
- Ms. Donohue: Aye
- Ms. Hill-Corley: Aye
- Mr. Mosby: Aye
- Ms. Somer: Aye
- Mr. Wiley: Aye
- Mr. Johnson: Aye

The vote being six (6) Ayes, no (0) Nays, one (1) Advisory, the motion carried and the meeting adjourned to Executive Session at 6:25 p.m.

RETURN TO OPEN SESSION:
Ms. Donohue moved and Mr. Johnson seconded to return to Open Session at 6:40 p.m. All members voted Aye, and the motion carried.

Review of Closed Session Minutes
Ms. Hill-Corley moved and Ms. Donohue seconded that the Board of Trustees had the opportunity to review the Executive Session minutes and determined the minutes that are presently closed will remain closed until their designated release date except for the minutes of December 17, 2013. The minutes of December 17, 2013 and April 29, 2014 shall remain sealed and the minutes of May 27, 2014 and June 24, 2014 can be released on their designated release date.

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

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

The vote being six (6) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

Review of Verbatim Recordings of Closed
Ms. Somer moved and Dr. Doyle seconded that the Board of Trustees authorizes the destruction, on or after November 26, 2013, 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

Further, that the Board of Trustees find that audio tapes made of other closed meetings held by the Board during 2013 and 2014 require continued confidentiality and should be maintained as non-public at this time.

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

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The vote being six (6) Ayes, no (0) Nays, one (1) Advisory; the motion carried.

ADJOURNMENT

Mr. Mosby moved and Ms. Donohue seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 6:43 p.m.

Jacqueline Agee, Board Chair

Cindy Somer, Secretary

Patricia Gallagher Trost, Board Recorder