

# THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

## Seven Hundred Seventy-Fifth Regular Meeting August 25, 2015

### MINUTES

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Ms. Jacqueline Agee, Chair convened the 775th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:00 p.m., Tuesday, August 25, 2015, in the Board Room of the College.

#### **ROLL CALL:**

##### Board Members Present

Ms. Jacqueline Agee, Chair  
Mr. Marc Wiley, Vice Chair  
Dr. Ronald J. White, Secretary  
Mr. Christopher Baikauskas  
Ms. Brunetta Hill-Corley (*arrived at 5:05 p.m.*)  
Ms. Joelle Mulhearn  
Mr. Kyle Brodnick, Student Trustee

##### Board Members Absent

Mr. Wendell Mosby

##### 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  
Ms. Kimberly Jannotta, Del Galdo Law Group  
Mr. Andy Schott, Faculty Representative  
Ms. Peggy Jones, Support Staff Representative (*left at 6:15 p.m.*)  
Mr. Tevin Dear, Student Representative (*left at 5:10 p.m.*)

##### Administrators Present

Mr. David Cronan; Ms. Deborah Havighorst; Ms. Kristina Howard; Mr. Greg Kain; Mr. Tim Kosiek; Ms. Kim Kunce; Dr. Dave Naze; Dr. Debra Prendergast; Mr. Felix Simpkins; Ms. Jennifer Stoner; Mr. Elighie Wilson; Ms. Patty Zuccarello;

##### Faculty Members Present

Dr. Christa Adam; Ms. Carolyn Ciesla; Ms. Alanna Cotch; Ms. Jennifer Eick-Magan; Mr. Thane Montaner; Mr. Ed Schwarz; Dr. John Schlueter; Mr. George Streeter; Ms. Vivian Zimmerman

##### Staff Members Present

Mr. Nathan Albert; Ms. Crystal Alston; Mr. Jay Barriga; Ms. Susan Braasch; Ms. Teresa Guia; Ms. Sharyn Jones; Ms. Angioletta Maltbia; Mr. Paul Murtagh; Ms. Lisa Pickens; Mr. Al Thompson

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### Others

Ms. Toni Baikauskas, family of Mr. Christopher Baikauskas; Ms. Patricia Blewitt; Mr. Joshua Bradford; Ms. Maricella Carvajal; family of Ms. Carolyn Ciesla; Mr. Jacob Davidson; Ms. Sachem Emery; Ms. Melody Johnson; Ms. Becky Montgomery; Mr. Mario Planera; family of Dr. John Schlueter; Mr. Sam Zandi

### **ORAL/WRITTEN PUBLIC COMMUNICATIONS**

There were none.

### **INTRODUCTIONS/RECOGNITIONS**

### **TRUSTEE APPOINTMENT**

#### Oath of Office/Seating of New Trustee

Dr. Ronald White, Secretary, administered the Oath of Office to Mr. Christopher Baikauskas. Mr. Baikauskas replaced Ms. Peg Donohue who resigned from the Board on June 30, 2015.

#### Introduction of Board of Trustees Scholars

Dr. Thomas asked each student who was awarded a trustee scholarship to introduce themselves.

*(Ms. Hill-Corley arrived at this time.)*

### **CONSENT ITEMS**

*Mr. Wiley moved and Ms. Brunetta Hill-Corley seconded that the Board of Trustees approves the following items of consent:*

#### Minutes

*That the Board of Trustees approves the Minutes of the 774th Regular Meeting of June 30, 2015; and Minutes of the Special Meeting of July 28, 2015; as presented.*

#### Resignation of Dr. Tina Parks, Associate Professor of Nursing

*That the Board of Trustees accepts the resignation of Dr. Tina Parks, Associate Professor of Nursing, effective August 25, 2015.*

#### Full-Time Faculty Overloads, Adjunct Faculty Salaries and Compensation for Administrators, Staff and Retired Faculty on Teaching Assignments – Summer 2015, Second Eight Week Classes (Credit Courses)

*That the Board of Trustees approves the full-time faculty overload compensation in the amount of \$280,492.42, adjunct faculty compensation in the amount of \$115,796.12, and compensation for administrators, staff and retired faculty on teaching assignments in the amount of \$12,870.00, for second eight week classes of the 2015 Summer term (credit courses).*

#### Bills Payable –FY2015 and FY2016

*That the Board of Trustees approves the FY2015 and FY2016 List of Bills Payable for July and August, as indicated in the enclosure.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Brodnick	Aye (Advisory)

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

**ACTION ITEMS**

Appointment of Chief of Police

*Dr. White moved and Mr. Brodnick seconded that the Board of Trustees approves the appointment of Officer George Pfothenauer as Chief of Police, effective August 26, 2015 at a salary of \$80,000.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Brodnick	Aye (Advisory)

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

Tenure

Dr. Marie Hansel, vice president of academic affairs, spoke briefly about the tenure process and thanked the tenure committees of the candidates. Tenure is labor intensive and it is taken very seriously.

Tenure Recommendation – Ms. Carolyn Ciesla, Assistant Professor, Instructional Services Librarian

Dr. Hansel introduced Ms. Kristina Howard, associate dean of the library. Ms. Howard reviewed the portfolio of Ms. Carolyn Ciesla, assistant professor, instructional services librarian.

*Mr. Brodnick moved and Ms. Hill-Corley seconded that the Board of Trustees awards a faculty tenure appointment to Ms. Carolyn Ciesla, Assistant Professor, Instructional Services Librarian, effective January 2016.*

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

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Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Brodnick	Aye (Advisory)

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

Tenure Recommendation – Dr. John Schlueter, Assistant Professor, Coordinator of Adult Basic and Secondary Education

Mr. Schmidt introduced Ms. Kim Kunce, dean of adult education. Ms. Kunce reviewed the portfolio of Dr. John Schlueter, assistant professor, coordinator of adult basic and secondary education.

*Mr. Brodnick moved and Ms. Mulhearn seconded that the Board of Trustees awards a faculty tenure appointment to Dr. John Schlueter, Assistant Professor, Coordinator of Adult Basic and Secondary Education, effective January 2016.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Brodnick	Aye (Advisory)

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

**EXECUTIVE SESSION**

*Mr. Baikauskas moved and Ms. Hill-Corley 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
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Brodnick	Aye (Advisory)

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*The vote being six (6) Ayes, no (0) Nays, and one (1) Advisory; the motion carried and the meeting adjourned to Executive Session at 5:37 p.m.*

**RETURN TO OPEN SESSION**

*Mr. Brodnick moved and Mr. Baikauskas seconded to return to Open Session at 6:25 p.m. All members voted Aye, and the motion carried.*

*(Mr. Brodnick left at this time).*

Award of Annual Contracts for the 2016-2017 Academic Year for Eligible Full-Time Tenure Track Faculty Members (Credit)

*Mr. Baikauskas 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 2016-2017 academic year.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

*The vote being six (6) Ayes and no (0) Nays, the motion carried.*

Approval of 2015-2017 Agreement Between the Board of Trustees of Community College District 515 and the Illinois Council of Police (ICOPs) Chapter of Prairie State College

*Mr. Baikauskas moved and Ms. Mulhearn seconded that the Board of Trustees approves the 2015-2017 Agreement between the Board of Trustees of Community College District 515 and the Illinois Council of Police (ICOPs) Chapter of Prairie State College.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

*The vote being six (6) Ayes and no (0) Nays, the motion carried.*

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FY2016 Salaries for Hourly Employees, Confidential Support Staff, Police Sergeants, Managers, and Administrative Employees

*Ms. Mulhearn moved and Mr. Baikauskas seconded that the Board of Trustees approves the salary increase for hourly employees, confidential support staff, police sergeants, managers and administrative employees for FY2016 as recommended by the President and within the parameters approved by the Board of Trustees.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

First and Final Reading, Board Policy G-8 – Employee Leaves of Absence

*Ms. Agee moved and Ms. Hill-Corley seconded that the Board of Trustees approves for First and Final Reading, Board Policy G-8, Employee Leaves of Absence.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Appointment to Ethics Commission

*Ms. Mulhearn moved and Mr. Wiley seconded that the Board of Trustees appoints Ms. Brunetta Hill-Corley, trustee and Mr. Michael Wortham, a resident of the College district, as members of the Ethics Commission.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

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Bid Recommendation – Spring 2016 Class Schedule

*Ms. Hill-Corley moved and Mr. Baikauskas seconded that the Board of Trustees awards the bid for the Spring 2016 schedule to the lowest responsible bidder, Woodward Printing Services, in the amount of \$18,324, plus \$410 for an additional 4 pages (if needed), \$820 for an additional 8 pages (if needed), and \$157 per thousand for additional copies (if needed).*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Bid Recommendation – TWL Facility Paving Improvements

*Ms. Hill-Corley moved and Ms. Mulhearn seconded that the Board of Trustees awards the TWL Facility Paving Improvements to the lowest responsible bidder, CMM Group, in the amount of \$912,400*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Bid Recommendation – TWL Facility Classroom Improvements

*Ms. Hill-Corley moved and Dr. White seconded that the Board of Trustees awards the TWL Facility Classroom Improvements to the lowest responsible bidder, Stronghold Construction, in the amount of \$52,443.00 for base bid plus a 10% construction contingency of \$5,244.30 for a total construction process of \$57,687.30 not to exceed.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

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Ms. Agee inquired about the two previous bids and whether or not the bid specs specify they need to be union. Mr. Timothy Kosiek, executive director of facilities and operations, responded that according to board policy, they need to be an approved apprenticeship program. Ms. Agee asked that the Board think about why bidders should be union or is it something they could change. Dr. Winfree noted the college follows prevailing wage. Mr. Kosiek stated the bidder needs to have an approved apprenticeship and training program. It typically applies to labor. There are programs that are not union. Ms. Agee asked if the policy requires both. Mr. Mario Planera, the college's architect, noted that some years ago the board adopted the language that the bidder comply with a program approved by the Department of Labor. He added that the bidder needs to pay union wages. Ms. Agee noted that the Board may want to think about allowing everyone to bid, not just bidders that have apprenticeship programs.

Purchase Recommendation – TWL Furniture Replacement

*Ms. Hill-Corley moved and Ms. Mulhearn seconded that the Board of Trustees approves the purchase of TWL classroom/office furniture for a total delivered and installed not to exceed \$32,740.10 utilizing the Illinois Procurement Higher Education Consortium contract*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Contract Renewal - People Admin Software

*Ms. Hill-Corley moved and Dr. White seconded that the Board of Trustees approves the payment of the annual subscription for PeopleAdmin, in the amount of \$27,209.54.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Contract Recommendation – MTN & Associates

*Ms. Hill-Corley moved and Ms. Mulhearn seconded that the Board of Trustees authorizes and approves to contract with MTN & Associates to develop and implement a Match Making/Mentor Protégée initiative between clients of the Construction Business Development Center, and members of the Illinois Road Builders Association to not exceed \$30,000.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Health Tech Center Perimeter Air Barrier Improvement Project

*Ms. Mulhearn moved and Ms. Hill-Corley seconded that the Board of Trustees approves the Health Tech Center Perimeter Air Barrier Improvement project at an estimated cost of \$125,000.000, including architectural/engineering services, construction costs and contingency.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Request for Proposal – Collection Agency Services

*Dr. White moved and Mr. Baikauskas seconded that the Board of Trustees approves issuing a request for proposal to hire a collection agency to handle overdue accounts.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Extension of Vending Services Contract

*Ms. Mulhearn moved and Mr. Wiley seconded recommended that the Board of Trustees extends the contract with A.H. Management Group, Inc., for vending services for the period September 1, 2015 through August 31, 2018.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Extension of Food Services Contract

*Mr. Baikauskas moved and Ms. Hill-Corley seconded that the Board of Trustees extends the contract for the operation of the cafeteria and catering services with A & M Family Catering for the period September 1, 2015 to August 31, 2018.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Renewal of Custodial Services Contract

*Mr. Baikauskas moved and Ms. Mulhearn seconded that the Board of Trustees approves a one-year renewal of the custodial services contract with Absolute Best Cleaning Service, Inc. (ABC Cleaning), extending the term of the contract to August 31, 2016, at an annual rate of \$720,000.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Budget Transfers

*Ms. Mulhearn moved and Mr. Wiley seconded that the Board of Trustees approves the budget transfers for June and July, as indicated in the enclosure.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Hill-Corley	Aye
Ms. Mulhearn	Aye
Dr. White	Aye
Mr. Wiley	Aye

*The vote being six (6) Ayes and no (0) Nays, the motion carried.*

**REPORTS**

President's Report

Dr. Winfree pointed out her calendar and the items in the Board's folders. She specifically noted the upcoming Mental Health Conference and Convocation and the information about the Early College Initiative, Dual Degree Program, the maker lab and KLLM.

Dr. Winfree noted that Bloom High School student designed the new city sticker and the college appears on it.

Dr. Winfree announced that Dr. White recently received an award for his community service. On August 1<sup>st</sup>, Chicago-based nonprofit organization Creativity United presented Dr. White with its annual Religious Leadership Award, citing his work in substance abuse counseling and role as a mentor to many individuals in public safety service. The award was presented at a special ceremony held at the DuSable Museum of African American History, honoring humanitarians in the Chicagoland area.

President's Cabinet Monthly Reports

Dr. Hansel, Dr. Saban, Mr. Schmidt and Dr. Thomas were available for questions on their monthly reports.

Program Review Report

This is filed with the Illinois Community College Board every year and is for information purposes only.

Monthly Financial Report

Dr. Saban reviewed the report.

**ITEMS FROM THE BOARD OF TRUSTEES**

Schedule for Future Board/College Events

Dr. Winfree reviewed the calendar and pointed out the upcoming Foundation reception honoring Ms. Cathy Kloss, retired foundation executive director and Ms. Johanna Manasse, former foundation director.

ICCTA/ACCT Report

There was no report.

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Prairie State College Foundation Report

The report is included in the packet. The annual meeting will be held on Thursday, September 24 and the Tailgate Party will be held on Sunday, September 27.

Faculty Report

Mr. Schott welcomed Mr. Baikauskas. He thanked Mr. Kosiek for the new shades which look great. He also thanked the Board and the administration for the two newly tenured faculty members. It is a very rigorous process that continues with post-tenure review. This assures the college has high quality faculty.

Thanks to Ms. Susan Sebastian, manager, business solutions led the second round of the honor flight letters.

Support Staff Report

There was no report.

**ADJOURNMENT**

*Mr. Wiley moved and Ms. Hill-Corley seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 7:09 p.m.*

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Jacqueline Agee, Chair

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Dr. Ronald White, Secretary

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Patricia Gallagher Trost, Board Recorder

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