

THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

Seven Hundred Eighty-Fourth Regular Meeting June 28, 2016

MINUTES

Ms. Jacqueline Agee, Chair convened the 784th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:01 p.m., Tuesday, June 28, 2016, in the Board Room of the College.

ROLL CALL:

Board Members Present

Ms. Jacqueline Agee, Chair
Mr. Christopher Baikauskas
Mr. Wendell Mosby (*arrived at 5:06 p.m.*)
Ms. Joelle Mulhearn
Mr. Octavio Origel, Student Trustee

Board Members Absent

Mr. Marc Wiley, Vice Chair
Dr. Ronald White, Secretary
Ms. Brunetta Hill-Corley

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. Kurt Asprooth, Del Galdo Law Group
Mr. Andy Schott, Faculty Representative
Ms. Peggy Jones, Support Staff Representative

Table Participants Absent

Mr. Jesus Franco, Student Representative

Administrators Present

Mr. David Cronan; Ms. Deborah Havighorst; Mr. Greg Kain; Ms. Marina Kibardina; Mr. Tim Kosiak; Ms. Kim Kunce; Ms. Kelly Lapetino; Ms. Paulette Maurer; Mr. George Pfothenauer; Mr. Christopher Zorich; Ms. Patty Zuccarello

Faculty Members Present

Ms. Valerie Nicholson; Mr. Ed Schwarz; Ms. Vivian Zimmerman

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Staff Members Present

Mr. Nathan Albert; Mr. John M. DeWan; Ms. Brittany Jackson; Mr. James O'Banner; Mr. Robert F. Pinnow, Jr.; Ms. Andrea Small; Mr. Brian Smith; Mr. Al Thompson; Mr. Dan Vaci; Mr. Stratford Westgate; Ms. Camille Willoughby

Others

Ms. Licia Alcaza, guest; Ms. Emily Gerhardt, PSC student; Ms. Pam Pinnow, guest; Ms. Becca Stanton, PSC student; Ms. Barbara Wilkins, guest; Mr. Frank Wilkins, PSC softball coach

ORAL/WRITTEN PUBLIC COMMUNICATIONS

Introduction and Recognition of Prairie State College Softball Team

Mr. Christopher Zorich, athletic director introduced Mr. Frank Wilkins, coach of the softball team. There were five players who were all-conference and four players were all-regional. The team GPA was 3.3 this year. Mr. Wilkins introduced Ms. Emily Gerhardt and Ms. Becca Stanton, members of the 2016 team. Ms. Gerhardt and Ms. Stanton were recognized as members of the NJCAA All-Region IV First Team, as well as the All-Illinois Skyway Collegiate Conference squad. Ms. Gerhardt was named Conference Player of the Year. Coach Wilkins was named the conference's coach of the year. The softball team finished as co-champions of the Illinois Skyway Collegiate Conference.

(Mr. Mosby arrived at this time).

Commendation

Mr. George Pfothenauer, chief of police, read a commendation recognizing Corporal Robert Pinnow and Dispatcher Stratford Westgate for their quick response, astute observations and ability to pay attention to detail in resolving an incident.

Appointment of Secretary Pro Tem

Ms. Agee moved and Ms. Mulhearn seconded that the Board of Trustees approves Mr. Christopher Baikauskas as Secretary Pro Tem.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

(Ms. Agee left at this time).

REPORTS

President's Report

Dr. Winfree's report is longer than usual because it contains two months' worth of meetings. She shared an award the college received for the INAM grant. She pointed out a number of items in their green folders, including upcoming events, workshops, and information from the Student Leadership Center.

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President's Cabinet Monthly Reports

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

Mr. Mosby asked about the Harley Davidson grant. Dr. Saban said it is a \$21,000 sustainability grant.

Monthly Financial Report

Dr. Saban reviewed the financial reports for April and May. Mr. Baikauskas asked if the college plans to use tax anticipation warrants again this year. Dr. Saban said there is a possibility. According to the Illinois Public Community College Act, the college is allowed to use them again. They need to be paid back by December 31 and it can be reinstated right after that, if necessary. Dr. Saban and Ms. Marina Kibardina, controller, are watching it. Tuition, fees and state money are not reliable.

ICCTA/ACCT Report

There was no report.

Schedule for Future Board/College Events

Dr. Winfree encouraged the Board to come to campus to see the athletes, art gallery, music, and other activities. Dr. Winfree's weekly update includes a link to the events calendar.

Prairie State College Foundation Report

The report includes those employees who supported the golf outing through their participation, donations or volunteering. The Foundation is also planning an outing to a Cubs game in September.

With regard to Mr. Schmidt's report, Mr. Mosby asked about the comprehensive one-stop shop and whether the Illinois Department of Employment Security (IDES) left the building on Dixie Highway. Only three individuals came to the college; the others are going to the Harvey location. Adult and dislocated workers will receive services at the college location. The three people who came over from IDES are more the job developers who are connecting people to jobs. Mr. Mosby asked if there has been an increase in traffic since National Able has been on campus. Mr. Schmidt that there has been an increase; over 10,000 people came into their center over the last year. He is unsure whether there is a difference since IDES has come in. The college is doing a lot of additional tutoring for them. Mr. Mosby asked if this was a revenue source for the college. It is not yet; they are working on it.

(Ms. Agee returned at this time).

Mr. Schmidt said they are receiving revenue for the space and are profitable. Mr. Mosby said that in the past the college talked about the fact that people were taking their dollars elsewhere. Mr. Schmidt explained that when a client comes in to see National Able, and is equipped to get training, they have to get two quotes. Prairie State College would be one of the two schools. However, if a client comes in and they need information about the college, they just go across the hall to Ms. Terri Eakins, academic and career development advisor who is their main contact. She rolls out the red carpet for them and encourages them to choose the college. But they still have to get another quote. The other training providers are rolling out the red carpet for them and offering them the world. The college is refocusing how it does things and hopefully, we can provide a service level just the same as what others are doing. Mr. Mosby said it could be a revenue source if the dollars are kept at the college. Mr. Schmidt has a report he can share. He said 120 people came through National Able and 16 went to the college. The question is how to get the other 104 to attend Prairie State. They want to get more students to attend Prairie State.

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Mr. Mosby asked if the college is seeing any additional tax dollars from the Walmart that opened in Richton Park. Dr. Saban is unsure of who has gotten TIFs from the Walmart in Richton Park or the Walmart in Homewood.

Mr. Schmidt said the college, along with National Able, is assisting Walmart with hiring, assessment and teaching people how to complete an application. About 90 plus people have been assisted. First, they assisted Richton Park and now Olympia Fields and then Homewood will be next. In addition to the application process, college programs are also being discussed. They have been on campus multiple times. Mr. Mosby asked about managerial jobs and opportunities for students and Prairie State College graduates. Mr. Schmidt said they have the listing of open positions in all the stores and some are managerial type positions. When they are applying, the applicant selects what they are looking for. Mr. Mosby said it is a great opportunity to talk about Prairie State graduates and being able to work close to home. Mr. Schmidt added that the college has worked with Meijer to do the same thing. There were numerous Chicago Heights companies on campus last week.

Mr. Mosby asked about the tax dollars from Meijer. Dr. Saban has not seen anything from Flossmoor. Dr. Saban will follow up.

Mr. Schmidt pointed out that Meijer is looking to donate to the college's art department. Ms. Lisa Zeigler, grant manager, is working with them on that. Walmart is looking at donating scholarship money to the college's Foundation.

CONSENT ITEMS

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

Minutes

That the Board of Trustees approves the Minutes of 783rd Regular Meeting of April 26, 2016; and the Minutes of the Executive Session of April 26, 2016; as presented.

Resignation of Dr. John Schlueter, Associate Professor/Coordinator of Adult Basic and Secondary Education

That the Board of Trustees accepts the resignation of Dr. John Schlueter, Associate Professor/Coordinator of Adult Basic and Secondary Education, effective May 19, 2016.

Resignation of Dr. Dave Naze, Associate Dean, Academic Affairs

That the Board of Trustees accepts the resignation of Dr. Dave Naze, Associate Dean of Academic Affairs, effective June 3, 2016.

Retirement of Mr. Kenneth O'Keefe, Professor, Criminal Justice

That the Board of Trustees accepts the retirement of Mr. Kenneth O'Keefe, Professor of Criminal Justice, effective August 31, 2016.

Bills Payable – FY2016

That the Board of Trustees approves the FY2016 List of Bills Payable for April and May 2016, 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
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

ACTION ITEMS

Appointment of Assistant Professor, Communication

Ms. Mulhearn moved and Ms. Agee seconded that the Board of Trustees approves the appointment of Ms. Dana Trunnel as Assistant Professor of Communication, effective August 16, 2016, at an annual salary of \$57,307.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

Approval of 2016-2017 Regular Board Meeting Day, Time and Place

Mr. Mosby moved and Mr. Baikauskas seconded that the Board of Trustees hold the 2016-2017 Regular Meetings of the Board of Trustees of Community College District 515 in the Board Room (Room 2274), beginning at 5:00 p.m. at the College, on the following dates:

<i>Tuesday, July 26, 2016</i>	<i>Tuesday, January 31, 2017</i>
<i>Tuesday, August 30, 2016</i>	<i>Tuesday, February 28, 2017</i>
<i>Tuesday, September 27, 2016</i>	<i>Tuesday, March 28, 2017</i>
<i>Tuesday, October 25, 2016</i>	<i>Tuesday, April 25, 2017</i>
<i>Tuesday, December 6, 2016</i>	<i>Tuesday, June 27, 2017</i>

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

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Resource Allocation Management Plan (RAMP) Submission

Mr. Mosby moved and Mr. Baikauskas seconded that the Board of Trustees approves the submission of the FY2018 Resource Allocation Management Plan (RAMP) to the Illinois Community College Board.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

Purchase of Treasurer's Bond

Mr. Mosby moved and Ms. Mulhearn seconded that the Board of Trustees approves the purchase of a Treasurer's Bond from Briargate Insurance Services, in the amount of \$4.725 million at a cost of \$4,725 for the period July 1, 2016 through June 30, 2017.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

Risk Management Consortium Premiums

Ms. Mulhearn moved and Mr. Mosby seconded that the Board of Trustees approves payment of the annual Illinois Community College Risk Management Consortium (ICCRMC) insurance premiums of \$192,176.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

Contract Approval – Collection Services of Past Due Debt

Ms. Mulhearn moved and Mr. Mosby seconded that the Board of Trustees approves a contractual agreement with Armor Systems Corporation for a three-year term effective August 1, 2016 through July 31, 2019 for collection services of past due debt for Prairie State College.

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Dr. Winfree pointed out that the contract in the packet is inaccurate and the new contract is at each of their places.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

Purchase Recommendation – EBSCO Library Database Subscriptions

Ms. Mulhearn moved and Mr. Mosby seconded that the Board of Trustees approves the renewal of library database subscriptions from EBSCO in the amount of \$13,815.00, from July 1, 2016 through June 30, 2017.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

Purchase Recommendation – Consortium of Academic and Research Libraries of Illinois (CARLI) Library Database Subscriptions

Ms. Mulhearn moved and Mr. Mosby seconded that the Board of Trustees approves the renewal of library database subscriptions from Consortium of Academic and Research Libraries of Illinois (CARLI) in the amount of \$22,955.80, from July 1, 2016 through June 30, 2017.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

Asbestos Abatement of Buildings H and J Project

Ms. Mulhearn moved and Mr. Baikauskas seconded that the Board of Trustees awards the Asbestos Abatement of Buildings H and J Project to the lowest responsible bidder, Environmental Assurance, in the amount of \$72,445.00 for base bid plus a 10% construction contingency of \$7,244.50 for a total construction price not to exceed \$79,689.50.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

Demolition of Buildings H and J Project

Ms. Mulhearn moved and Mr. Mosby seconded that the Board of Trustees awards the Demolition of Buildings H and J Project to the lowest responsible bidder, KLF Enterprises, in the amount of \$183,141 for base bid; alternate 1 and alternate 2 plus a 10% construction contingency of \$18,314.10 for a total construction price not to exceed \$201,455.10.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

Renewal Recommendation – Desire 2 Learn Annual License, Hosting and Support Agreement

Ms. Mulhearn moved and Mr. Mosby seconded that the Board of Trustees approves the renewal of the annual License, Hosting and Support Agreement from Desire 2 Learn for a one-year term effective from August 1, 2016 to July 31, 2017 in the total amount of \$140,071.52 or lower.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

Renewal Recommendation – Ellucian Colleague Enhancement and Support Services Agreement and Solution Partners Maintenance Agreement

Mr. Mosby moved and Ms. Mulhearn seconded that the Board of Trustees approves the renewal of the annual Colleague Enhancement and Support Services Agreement (ESSA) and Solution Partners Maintenance Agreement (SPMA) from Ellucian for a one-year term effective from July 1, 2016 to June 30, 2017, in the total amount of \$297,451.00.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

Renewal Recommendation – PeopleAdmin Service Agreement

Ms. Mulhearn moved and Mr. Mosby seconded that the Board of Trustees approves the renewal of PeopleAdmin Service Agreement in the amount of \$28,842.11.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

Lease Recommendation – Konica-Minolta Bizhub Press 1250 Production Printer

Ms. Mulhearn moved and Mr. Mosby seconded that the Board of Trustees approves the lease of a Konica-Minolta Bizhub Press 1250 Production Printer from Konica-Minolta Business Solutions in the lease amount of \$3,744.21 per month over 60 months, including the Fiery Central software and web-to-print solution, EZPRINT.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

Purchase Recommendation – Used Forklift

Mr. Mosby moved and Ms. Mulhearn seconded that the Board of Trustees approves the purchase of a used forklift from Atlas First Access Material Handling, in the amount of \$15,900.00.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

Budget Transfers – April and May 2016

Ms. Mulhearn moved and Mr. Baikauskas seconded that the Board of Trustees approves the budget transfers for April and May 2016 as indicated in the enclosure.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

FY2017 Tentative Budget

Mr. Baikauskas moved and Mr. Mosby seconded that the Board of Trustees approves the FY2017 Tentative Budget and adopts the Resolution on the Notice of Public Hearing, as presented. The FY2017 Tentative Budget will be revised if necessary and brought before the Board of Trustees for final approval following the Public Hearing on September 27, 2016 at 5:00 p.m. CDT.

Mr. Baikauskas was pleased to see the surplus of \$100,000 in addition to the \$300,000 reserve.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Mosby	Aye
Ms. Mulhearn	Aye
Mr. Origel	Advisory

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

ITEMS FROM THE BOARD OF TRUSTEES

Board Goals

The Board goals include attending a strategic planning and a re-accreditation board retreat.

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Faculty Report

Mr. Schott is glad that summer is here. It was good to see everyone at Commencement and he appreciates their attendance.

Support Staff Report

Ms. Jones thanked Dr. Winfree for attending a luncheon where one of the college's students received a \$1,500 scholarship from the union.

ADJOURNMENT

Ms. Agee moved and Ms. Mulhearn seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 6:00 p.m.

Jacqueline Agee, Chair

Christopher Baikauskas, Secretary Pro Tem

Patricia Gallagher Trost, Board Recorder