

# THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

## Seven Hundred Ninety-Eighth Regular Meeting October 31, 2017

### MINUTES

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Mr. Marc Wiley, Vice Chair, convened the 798<sup>th</sup> Regular Meeting of the Board of Illinois Community College District No. 515 at 5:00 p.m., Tuesday, October 31, 2017, in the Board Room of the College.

#### **ROLL CALL:**

##### Board Members Present

Mr. Marc Wiley, Vice Chair  
Dr. Ronald White, Secretary  
Ms. Joelle Mulhearn  
Mr. John Stanfa  
Mr. Hector Guevara, Student Trustee

##### Board Members Absent

Ms. Jacqueline Agee, Chair  
Mr. Christopher Baikauskas  
Ms. Camiella Williams

##### 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. Emily Witt, Del Galdo Law Group  
Mr. Andrew Schott, Faculty Representative (*left at 5:10 p.m.*)  
Ms. Cheron Ricks, Support Staff Representative  
Mr. Anthony Dickerson, Student Representative (*left at 5:56 p.m.*)

##### Administrators Present

Ms. Stefanie Coleman; Mr. David Cronan; Ms. Deborah Havighorst; Mr. Greg Kain; Dr. Adane Kassa; Ms. Marina Krtinic; Mr. Timothy Kosiek; Ms. Grace McGinnis; Ms. Jaime Miller; Mr. Felix Simpkins; Mr. Elighie Wilson; Mr. Christopher Zorich

##### Faculty Members Present

Ms. Katie Sleyko

##### Staff Members Present

Ms. Crystal Alston; Mr. Jay Barriga; Ms. Julie DeLong; Ms. Kimberly Pedersen

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### Others

Ms. Margarito Becerra, PSC student; Mr. John Gauderman, Enbridge; Ms. Maggie Hanley, PSC student; Mr. Roy and Ms. Sharyl Inlow, Homewood-Flossmoor League of Women Voters; Ms. Amanda Johnson, PSC student; Mr. Elijah Leake, PSC student; Mr. Eric and Ms. Jean Leake, parents of PSC student; Mr. Cesar Nunez, PSC student; Mr. Robert Serrato, PSC student; Mr. Taylor Smith, Enbridge; Mr. Haoran Zhang, PSC student

## ORAL/WRITTEN PUBLIC COMMUNICATIONS

### Introduction and Recognition of Trustee Scholars

Dr. Gregory Thomas, vice president of student affairs and institutional effectiveness asked each of the Trustee scholars to introduce themselves.

### "We Are Pioneers" Award

Ms. Julie DeLong, manager of the conference center and community services nominated Dr. Thomas Saban, vice president of finance and administration; Mr. Christopher Zorich, director of athletics; and Mr. Christopher Kuchta, coordinator of sports information for a Pioneer Award. Ms. DeLong thanked them for their assistance in the conference center during convocation.

Dr. Ronald White thanked Mr. Zorich for his vision in incorporating the college within the community by hosting a basketball event between the men's basketball team and local police officers to benefit Mr. Tim Jones, the Park Forest police officer who was severely injured in the line of duty. Dr. White said that Mr. Jones lit up like a Christmas tree. He again thanked Mr. Zorich and all those involved for making the college a shining star in the community.

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

### Introduction of Ms. Katherine Sleyko, Outreach and User Services Librarian/Assistant Professor

Dr. Marie Hansel, vice president of academic affairs introduced Ms. Katherine Sleyko, newly appointed outreach and user services librarian/assistant professor.

### Check Presentation – Enbridge

Ms. Deb Havighorst, executive director of institutional advancement and the Prairie State College Foundation introduced Mr. John Gauderman, Director, Great Lakes Region; and Mr. Taylor Smith, Sr. Community Engagement Analyst. They will be presenting the College with a check to support the Enbridge Energy Camp, PIG (pipeline inspection guide) Farm Races. Mr. Gauderman presented the College with a check for \$10,000 to support a camp that was run by Marty Wolfe, assistant professor of welding and industrial manufacturing. The camp was held to teach students about robotics and engineering. Mr. Gauderman is looking forward to working with the College again.

### Plante Moran - Audit Presentation

Dr. Saban introduced Ms. Kathy Downey, Managing Partner, and Ms. Natalie Scott, Assurance Staff, from Plante Moran who gave an overview of the college's annual audit. Plante Moran issued a clean audit and that there were two findings on the single audit.

## CONSENT ITEMS

*Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees approves the following items of consent:*

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**Minutes**

*That the Board of Trustees approves the Minutes of the Budget Hearing of September 26, 2017; the 797<sup>th</sup> Regular Meeting of September 26, 2017; and the Closed Session of September 26, 2017 (1); and the Closed Session of September 26, 2017 (2), as presented.*

Full-Time Faculty Overloads, Adjunct Faculty Salaries, and Compensation for Administrators, Staff and Retired Faculty on Teaching Assignments – Fall 2017, Sixteen-Week Classes, First Eight-Week Classes, and Fourteen Week classes (Credit Courses)

*That the Board of Trustees approves the full-time faculty overload compensation in the amount of \$225,943.38, adjunct faculty compensation in the amount of \$757,043.21, and compensation for administrators, staff and retired faculty on teaching assignments in the amount of \$27,031.56 for first eight-week classes, sixteen-week classes, and fourteen-week classes of the 2017 fall term (credit courses).*

Adjunct Faculty Compensation for the Fall 2017 Term (Non-Credit Courses)

*That the Board of Trustees approves the adjunct faculty compensation in the amount of \$79,240.00 for the fall 2017 term (non-credit courses).*

Bills Payable –FY2018

*That the Board of Trustees approve the FY2018 List of Bills Payable for September (including trustee and employee travel expenditures), as indicated in the enclosure.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

**ACTION ITEMS**

Approval of Agreement between Prairie State College/South Metropolitan Higher Education Consortium and Ms. Genevieve Boesen

*Dr. White moved and Mr. Stanfa seconded that the Board of Trustees approves the Agreement between Prairie State College/South Metropolitan Higher Education Consortium and Ms. Genevieve Boesen.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

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First and Final Reading, Board Policy C-14, Alcoholic Beverages on Campus

*Ms. Mulhearn moved and Mr. Stanfa seconded that the Board of Trustees approves for First and Final Reading, Board Policy C-14, Alcoholic Beverages on Campus, as revised.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Program and Certificate Withdrawal – Paraprofessional Educator Program and Certificate

*Ms. Mulhearn moved and Mr. Stanfa seconded that the Board of Trustees approves the withdrawal of the Paraprofessional Educator certificate and Associate of Applied Science program.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Program Withdrawal in Child Development

*Ms. Mulhearn moved and Mr. Stanfa seconded that the Board of Trustees approves the withdrawal of the Child Development Preschool Teacher Basic certificate program.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Academic Calendar for Summer 2018

*Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees approves the revised academic calendar for the summer 2018 term.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

FY2018 Local Match Payment for Career Preparation Network

*Ms. Mulhearn moved and Dr. White seconded that the Board of Trustees approves the FY2018 Local Match Payment for Career Preparation Network.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Service Agreement – Ferrilli

*Mr. Stanfa moved and Ms. Mulhearn seconded that the Board of Trustees approves a Service Agreement with Ferrilli to provide consulting and training to the Financial Aid Department for their use of Colleague in the amount of \$27,650.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Purchase Recommendation – Computer Aided Drafting Program

*Ms. Mulhearn moved and Mr. Stanfa seconded that the Board of Trustees approves the purchase of an upgrade to the computers used for the Computer Aided Drafting (CAD) program from CDW-G in the amount of \$24,979.87.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Purchase Recommendation – Lynx Security Upgrade

*Ms. Mulhearn moved and Mr. Stanfa seconded that the Board of Trustees approves an upgrade to the campus security server and desktop (Panic Alert) system from Lynx Systems for \$13,635.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Bid Recommendation – Elevator Maintenance Contract

*Ms. Mulhearn moved and Mr. Stanfa seconded that the Board of Trustees awards the Elevator Maintenance Contract to the lowest responsible bidder, Otis Elevator Company in the amount of \$6,840.00 for year one (1); \$7,113.60 for year two (2); and \$7,398.14 for year three (3) for a total of \$21,351.74 for a three (3) year contract.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Contract Renewal – Adobe

*Ms. Mulhearn moved and Mr. Stanfa seconded that the Board of Trustees approves the renewal of the Adobe Create Cloud licenses for the Graphic Communications and Photo Lab with Diskovery, in the amount of \$10,370.70.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

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Contract Approval – Blue Cross/Blue Shield

*Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees approves a one-year contract with Blue Cross/Blue Shield for employee health insurance beginning January 1, 2018.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Contract Approval – MetLife Company

*Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees approves a one-year contract with MetLife Company to provide employee dental insurance beginning January 1, 2018.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Contract Approval – SunLife Company

*Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees approves a contract with SunLife Company to provide employee life/accidental death and dismemberment insurance for a period of one year beginning January 1, 2018.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Contract Approval – Sun Life Assurance Company

*Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees approves a contract with Sun Life Assurance Company to provide employee Long Term Disability (LTD) insurance for a period of one year beginning January 1, 2018.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Contract Approval – VSP

*Ms. Mulhearn moved and Mr. Stanfa seconded that the Board of Trustees approves a contract with VSP to provide employee vision care for a period of one year beginning January 1, 2018.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Approval of Funds Transfer

*Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees approves the resolution to transfer \$3,500,000 from the Working Cash Fund to the Education Fund.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Budget Transfers – September 2017

*Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees approves the budget transfers for September, as indicated in the enclosure.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye



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Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

2017 Tentative Tax Year Levy

*Ms. Mulhearn moved and Mr. Stanfa seconded that the Board of Trustees approves the tentative tax levy for 2017.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

Presentation of FY2017 Comprehensive Annual Financial Report and Audit

*Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees accepts the FY2017 Comprehensive Annual Financial Report and Audit, as presented.*

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

Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Mr. Guevara	Advisory (Aye)

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

**REPORTS**

President's Report

Dr. Winfree reviewed the items in the green folders, including a number of upcoming events for veterans; and the Faculty Showcase on Tuesday, November 14.

President's Cabinet Monthly Reports

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

Monthly Financial Report

Dr. Saban reviewed the financial report.

Tenth Day Report

This report is for information purposes only. Dr. Winfree pointed out that the College is doing better than average.

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### Sustainability Report

This report is for information purposes only. Dr. Winfree noted that in a recent conversation with the state director of IGEN, he mentioned that the College was one of three community colleges in the State of Illinois that had leaders in sustainability. Kudos to Ms. Alessandra Kummelehne.

## ITEMS FROM THE BOARD OF TRUSTEES

### Schedule for Future Board/College Events

Dr. Winfree reviewed a number of upcoming events including numerous veterans' events. She added that the Christopher Art Gallery has a beautiful display.

Dr. White said he was part of the college's strategic planning team that met over the past month. He was exposed to a lot of information and learned a lot about the College. The College is moving in the right direction and in a good direction. He believes it is the Board's responsibility to support some of the movements and ideals so that the College is the epitome of the institutions in the area. Dr. White was thankful to have had the opportunity to represent the Board. He added that he participated in the benefit basketball game and played with the men's team. They treated him like their teammate and generated support for Office Tim Jones who was injured in the line of duty. The look on Office Jones' face made it all worth it.

Mr. Stanfa attended the recent 50<sup>th</sup> Anniversary of the Dental Hygiene program. There were a number of graduates from the first class. He and Ms. Williams toured the facility. It is an important facet of the College and it is in good hands right now.

### ICCTA/ACCT Report

Ms. Mulhearn attended the recent ICCTA meeting. She will be attending the upcoming meeting in November. Mr. Wiley announced that ACCT has gained three seats back in the Midwest region and now has some good representation on the national level.

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

### Prairie State College Foundation Report

The report is in the packet.

### Faculty Report

None.

### Support Staff Report

None.

## ADJOURNMENT

***Mr. Stanfa moved and Ms. Mulhearn seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 5:59 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