

THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

Seven Hundred Ninety-Ninth Regular Meeting December 5, 2017

MINUTES

Ms. Jacqueline Agee, Chair, convened the 799th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:05 p.m., Tuesday, December 5, 2017, in the Board Room of the College.

ROLL CALL:

Board Members Present

Ms. Jacqueline Agee, Chair
Mr. Marc Wiley, Vice Chair
Dr. Ronald White, Secretary
Mr. Christopher Baikauskas
Ms. Joelle Mulhearn
Mr. John Stanfa
Ms. Camiella Williams
Mr. Hector Guevara

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. Julie Diemer, Del Galdo Law Group
Mr. Andrew Schott, Faculty Representative
Ms. Teresa Guia, Support Staff Representative

Table Participants Absent

Mr. Anthony Dickerson, Student Government Representative

Administrators Present

Mr. David Cronan; Ms. Carol Fawcett; Ms. Deborah Havighorst; Mr. Greg Kain; Ms. Janice Kaushal; Mr. Timothy Kosiek; Ms. Kim Kunce; Ms. Marina Krtinic; Mr. George Pfothenauer; Mr. Felix Simpkins; Mr. Elighie Wilson

Faculty Members Present

Ms. Ukaisha Al-Amin; Ms. Valerie Nicholson; Ms. Cecil Wagner

Staff Members Present

Ms. Crystal Alston; Ms. Kimberly Pedersen; Ms. Andrea Small

Others

Ms. Sharyl Inlow, Homewood-Flossmoor League of Women Voters; Ms. Trisha Madaya Castro, PSC student

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ORAL/WRITTEN PUBLIC COMMUNICATIONS

Ms. Brittany Jackson, police officer, addressed the Board about her employment.

INTRODUCTIONS/RECOGNITIONS

Presentation – Board of Trustees Art Collection

Four new pieces of art were added to the Board of Trustees Art Collection:

Jazz Piano – by Robert Walker

Café Intrigue – by Rebecca Silic

Middletown Parlor – by Jessica Heing

Childhood – by Trisha Madayag Castro

Ms. Valerie Nicholson, professor/coordinator of music introduced Ms. Trisha Madaya Castro who explained her artwork, *Childhood*.

Skyway Writer's Festival Presentation

Adjunct professors, Ms. Cecil Wagner and Ukaisha Al-Amin updated the Board on the recent Skyway Writer's Festival hosted at the College.

Skyway Jazz Festival Presentation

Ms. Nicholson discussed the recent Skyway Jazz Festival. She introduced Mr. Eugene Vinyard, Mack Robinson and William Spearman, members of the Jazz Ensemble.

PSC Foundation Presentation

Ms. Deb Havighorst, executive director of Institutional Advancement and the PSC Foundation introduced Ms. Susan Sebastian, coordinator of scholarships and alumni relations, and Ms. Kathy Kane, administrative assistant to the Foundation. Ms. Havighorst gave a scholarship and special funding requests update and reviewed the Foundation Schedule of Commensurate Return for FY2017.

Recognition of Public Relations and Marketing -- National Council of Marketing and Public Relations 2017 Medallion Awards

Ms. Paulette Maurer, director of institutional support services announced that the Public Relations and Marketing Department received five awards from the National Council of Marketing & Public Relations: Class Schedule (Bronze Award); College Promotional Brand Video (Bronze); E-Cards (Silver Award); Television/Video Advertisements (Bronze Award); and Video Shorts (Silver Award). She introduced members of the department: Ms. Crystal Alston, public relations and marketing specialist; Ms. Sara Kubik, graphic designer; Ms. Kimberly Pedersen, videographer and photographer; and Ms. Andrea Small, manager of public relations. Unfortunately, Ms. Kristin Carrera, manager of marketing was unable to attend the meeting.

CONSENT ITEMS

Dr. White and Ms. Mulhearn recommended that the Board of Trustees approves the items on the Consent Agenda.

Minutes

That the Board of Trustees approves the Minutes of the 798th Regular Meeting of October 31, 2017; as presented.

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Resignation of Ms. Genevieve Boesen, Executive Director of the South Metropolitan Higher Education Consortium

That the Board of Trustees accepts the resignation of Ms. Genevieve Boesen, Executive Director of the South Metropolitan Higher Education Consortium, effective October 31, 2017.

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

That the Board of Trustees approves the full-time faculty overload compensation in the amount of \$35,326.52, adjunct faculty compensation in the amount of \$182,800.67, and compensation for administrators, staff, and retired faculty on teaching assignments in the amount of \$8,402.20, for twelve-week classes, and second eight-week classes of the 2017 Fall Term (credit courses).

Academic Calendar – 2018-2020

That the Board of Trustees approves the 2018-2020 academic calendar.

Bills Payable – FY2018

That the Board of Trustees approve the FY2018 List of Bills Payable for October and for November 1 to November 17 (including trustee and employee travel expenditures), as indicated in the enclosure.

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

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

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

ACTION ITEMS

Appointment of Dean of Learning Resources and Assessment

Ms. Mulhearn moved and Dr. White seconded that the Board of Trustees approves the appointment of Ms. Carolyn Ciesla as Dean of Learning Resources and Assessment, effective January 3, 2018, at an annual salary of \$88,000.

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

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

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The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

Appointment of Executive Director of the South Metropolitan Higher Education Consortium

Dr. White moved and Mr. Stanfa seconded that the Board of Trustees authorizes the appointment of Ms. Alessandra Kummelehne as Executive Director of the South Metropolitan Higher Education Consortium, effective January 3, 2018, at an annual salary of \$78,000.

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

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

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

First Reading, Board Policy G-7, Employee Paid Holiday Benefits

Dr. White moved and Mr. Baikauskas seconded that the Board of Trustees approves the First and Final Reading of Board Policy G-7, Employee Paid Holiday Benefits, as revised.

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

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

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

Schedule for Summer Work Hours

Dr. White moved and Mr. Baikauskas seconded that the Board of Trustees approves that the College be closed on Fridays during the summer of 2018 from May 25 through August 10. Monday – Thursday work and operating hours for employees will be adjusted accordingly.

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

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

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Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Guevara	Advisory (Aye)

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

FY2018 Salary Ranges

Dr. White moved and Ms. Williams seconded that the Board of Trustees approves an upward adjustment of the classification system salary structure applicable to all non-faculty positions for FY2018.

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

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

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

FY2018 Salaries for Hourly Employees, Confidential Support Staff, Managers, and Administrative Employees

Dr. White moved and Ms. Williams seconded that the Board of Trustees approves the salary increase for hourly employees, confidential support staff, managers and administrative employees for FY2018 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. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Guevara	Advisory (Aye)

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

2017-2020 Agreement Between the Board of Trustees of Community College District No. 515 and Illinois Council of Police Chapter of Prairie State College

Dr. White moved and Mr. Stanfa seconded that the Board of Trustees approves the 2017-2020 Agreement between the Board of Trustees of Community College District 515 and Illinois Council of Police (ICOPS) Chapter of Prairie State College.

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

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

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

Contract Renewal – South Metropolitan Higher Education Consortium Inside Higher Education
Employment Recruitment Advertising

Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees approves the annual contract renewal of Inside Higher Education employment/recruitment advertising for the South Metropolitan Higher Education Consortium on behalf of five of its member institutions, in the amount of \$19,065.

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

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

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

Purchase Recommendation – VMware Annual Software and Support

Dr. White moved and Ms. Williams seconded that the Board of Trustees approves the purchase of the annual software and support for VMware, which supports the College's virtual environment, from CDW-G under Illinois Community College System Procurement Consortium pricing in the amount of \$12,136.50.

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

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

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

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Bid Recommendation – Adult Training and Outreach Center Boiler Retube

Dr. White moved and Ms. Agee seconded that the Board of Trustees approves the Adult Training and Outreach Center Boiler Retube to the lowest responsible bidder, Oak Brook Mechanical Services, Inc. in the amount of \$19,840 for base bid plus a 10% construction contingency of \$1,984 for a total construction price not to exceed \$21,824.

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

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

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

Lease Recommendation – Xerox Versant 180 Press

Dr. White moved and Ms. Agee that the Board of Trustees approves the Lease Agreement with Xerox for the Xerox Versant 180 Press with an EFI Fiery Interface, in the amount of \$3,739.69 per month with copies over 40,000 charged at \$0.0417 for color copies and \$0.0117 for black and white copies.

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

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

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

Purchase Recommendation – Burlington English Software

This recommendation was pulled from the agenda.

Budget Transfers – October and November 2017

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

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Mulhearn	Aye

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

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

2017 Tax Levy Resolution

Dr. White moved and Mr. Baikauskas seconded that the Board of Trustees approves the Resolution to Adopt the 2017 Tax Levy, which establishes the level of taxes that will be requested for the College from Cook and Will Counties for the 2017 tax year.

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

Ms. Agee	Nay
Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Guevara	Advisory (Aye)

The vote being six (6) Ayes, one (1) Nay; and one (1) Advisory, the motion carried.

REPORTS

President's Report

Dr. Winfree reviewed her report. She added that Holocaust survivor, Marian Blumenthal Lazan will be sharing her story on Wednesday, December 5 at 3:30 p.m. in the Conference Center. In addition, the college will be hosting a workshop on cultural understanding on Tuesday, January 23 from 8:00 a.m. to 12:00 noon.

President's Cabinet Monthly Reports

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

Community and Economic Development FY2017 Annual Enrollment

This report is for information purposes only.

2017-2018 Student Government Budget

This report is for information purposes only.

Program Advisory Committee Memberships

This report is for information purposes only.

Citizen/Special Advisory Committee Memberships

This report is for information purposes only.

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Monthly Financial Report

Dr. Saban reviewed the financial report.

ITEMS FROM THE BOARD OF TRUSTEES

Schedule for Future Board/College Events

Dr. Winfree reviewed the schedule.

ICCTA/ACCT Report

There were no reports.

Prairie State College Foundation Report

Ms. Mulhearn commented that she is always so proud to share what the Foundation is doing with other colleges.

Faculty Report

Mr. Schott said that faculty are winding down and ready to finish the semester. All is well.

Support Staff Report

Ms. Guia announced that the support staff union holiday party is scheduled for December 19 from 12:00 to 1:00 p.m. and 1:00 to 2:00 p.m.

CLOSED SESSION

Ms. Agee moved and Mr. Wiley seconded that the Board of Trustees go into closed 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" 5 ILCS 120/2(c)(1); "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" 5 ILCS 120/2(c)(16); and "litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting." 5 ILCS 120/2(c)(11).

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

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

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried, and the meeting adjourned to Closed Session at 6:01 p.m.

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RETURN TO OPEN SESSION:

Ms. Agee moved and Ms. Mulhearn seconded to return to Open Session at 7:00 p.m. All members voted Aye and the motion carried.

Review of Closed Session Minutes

Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees reviewed the minutes of all closed meetings of the Board of Trustees that have not been previously made available for public inspection, and has determined that the minutes or portions thereof no longer require confidential treatment as follows: April 25, 2017 (#1); and determined that the need for confidentiality still exists to all or part of the minutes as follows: April 25, 2017 (#2); June 27, 2017; and July 25, 2017

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

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

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

Review of Verbatim Recordings of Closed Session Meetings

Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees authorizes the destruction, on or after December 5, 2017, 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 pending: May 26, 2015; August 19, 2015; August 25, 2015; September 29, 2015; November 25, 2015; March 29, 2016; and April 26, 2016. Further, that the Board of Trustees find that audio tapes made of other closed meetings held by the Board during 2016 and 2017 require continued confidentiality and should be maintained as non-public at this time.

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

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

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

Settlement Agreements

Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees approves the Settlement Agreement in Case No. 16 CV 04897, pending final legal review; and approves the Settlement Agreement between the College and Michael Maddox, pending final legal review.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Ms. Williams	Nay
Mr. Guevara	Advisory (Aye)

The vote being six (6) Ayes, one (1) Nay; and one (1) Advisory, the motion carried.

President's Employment Contract

Ms. Mulhearn moved and Ms. Agee seconded that the Board of Trustees confirms the approval of the Agreement between the Board of Trustees of Community College District No. 515, Counties of Cook and Will, State of Illinois, and Terri Winfree, Ph.D., as amended, effective July 1, 2017 through June 30, 2021.

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

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

The vote being seven (7) Ayes, no (0) Nays; and one (1) Advisory, the motion carried.

ADJOURNMENT

Mr. Baikauskas moved and Ms. Mulhearn seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 7:04 p.m.

Jacqueline Agee, Chair

Dr. Ronald White, Secretary

Patricia Gallagher Trost, Board Recorder