

THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

**Eight Hundred and Nineteenth Regular Meeting
December 4, 2019**

MINUTES

Dr. Ronald White, Vice Chair, convened the 819th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:05 p.m., Wednesday, December 4, 2019, in the Board Room of the College.

ROLL CALL:

Board Members Present

Dr. Ronald White, Vice Chair
Mr. Christopher Baikauskas, Secretary
Ms. Joelle Mulhearn
Mr. Jay Readey
Mr. John Stanfa
Ms. Camiella Williams

Board Members Absent

Mr. Marc Wiley, Chair
Ms. Thalia Valdivia, Student Trustee

Table Participants Present

Dr. Terri L. Winfree, President
Ms. Jodi Pedersoli, 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. Michael Anthony, Vice President, Student Affairs and Institutional Effectiveness
Mr. Eric Stach, Del Galdo Law Group
Mr. Thomas Nicholas, Faculty Representative
Ms. Cheron Ricks, Support Staff Representative

Table Participants Absent

Mr. Fabian Lopez, President, Student Government Association

Administrators Present

Ms. Jan Bonavia; Ms. Carolyn Ciesla; Mr. David Cronan; Ms. Carol Fawcett;
Ms. Deborah Havighorst; Mr. Greg Kain; Mr. Timothy Kosiek; Mr. Christopher Kuchta;
Ms. Kim Kunce; Ms. Kelly Lapetino; Dr. Anthony Martin; Ms. Patricia Gallagher Trost;
Mr. Elighie Wilson

Faculty Members Present

Ms. Valerie Nicholson; Dr. Patrick Reichard; Mr. Paul Rinaldi; Dr. George Streeter

Managers

Mr. Jay Barriga; Ms. Tiffany Brewer; Ms. Kristin Carrera; Ms. Tracy Cohn; Ms. Helen Manley;
Ms. Andrea Small; Ms. Cheri Taylor-Lawton; Ms. Lisa Ziegler

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Staff Members Present

Ms. Crystal Alston; Ms. Rosalva Mendoza; Mr. Carlos Reyes

Students

Ms. Angel Diaz; Ms. Hannah Leonard; Mr. Humza Robinson; Mr. Heba Shaaban

Men's Tennis Team

Mr. Ulises Baradas; Mr. Jędrzej Brodski; Mr. Jibril Dean; Mr. Victor Dieltiens;
Mr. Miguel Ferreira; Mr. Tai Harrell; Mr. Renan Kormann; Mr. Richard Ngwarwi;
Mr. Nehmia Molla; Mr. Marek Słojewski

Men's Soccer Team

Mr. Oluwasegun Ajala; Mr. Jose Arellano; Mr. Sebastian Ascencio; Mr. Ryan Cayton;
Mr. Paulo Costa; Mr. Marc Lopez Dolz; Mr. Adrian Flores; Mr. Michael Fulop;
Mr. Panashe David Garah; Mr. Antonio Leal; Alejandro Lopez; Mr. Elian Munoz;
Mr. Andres Osorio; Mr. Irwin Pillai

Others

Mr. Diego Gonzalez, Men's Soccer Assistant Coach; Ms. Sharyl Inlow, Homewood-Flossmoor League of Women Voters; Mr. Roy Inlow; Mr. Brian Johnson, Men's Tennis Coach;

ORAL/WRITTEN PUBLIC COMMUNICATIONS

Statement from Ms. Cheron Ricks, Union President

Ms. Cheron Ricks, Support Staff Union President, read the following statement on behalf of the Support Staff Union:

"Good Evening Board Members,

I am here under two different roles one as the union president and the other as a business office employee.

I have been an employee at PSC for 13 years and I've been in my present role as the support staff president for 3 years now and the union has been silent on a lot of things that we feel were lies, false representation and things that have not benefited the College. Over the past several weeks I have had many support staff members and a few administrators come to me as the union president to address some concerns that are being presented for your vote tonight. The union would like to address the following agenda item 5.1 Reorganization.

5.1 Reorganization. The union feels that some of the information presented to you on this agenda item is false representation, lies and exaggerated statements to make it seem necessary and to justify the salary changes with different departments. The union thinks this agenda item should be voted on an individual basis because some of the people listed do deserve to be promoted and/or compensated for the things they contribute to the College. The union greatly appreciates VP Saban and VP Anthony for meeting with us to keep us informed of their changes which will not only affect our support staff members individually but also the union as a whole. The following are concerns that the union would like to address. This information is not hearsay but based on facts:

- 1. The union does not support the change for Andrea Small. It states in 5.1 "This promotion is long overdue as she has taken on the responsibility of the ISS department (8 people) nearly a year ago. This department was under Paulette Maurer before her retirement." What is not being told is that this department recently hired a manager to take on the duties of Paulette Maurer. Also,*

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simply taking on tasks doesn't qualify you to be an administrator. How is her performance evaluated and what qualifies her to be promoted to this position?

- 2. The union agrees that Crystal Alston promotion is long overdue. Crystal is a great asset to the College and the union feels as if she was over looked years ago when the executive director left the department and the duties were divided. Instead of promoting Crystal, a part-time person was promoted to an administrator role overlooking her great qualifications.*
- 3. The union has no issues with the Academic Affairs changes. With their changes the union is losing a member with Dawn Sterning being promoted to a manager's role but we are glad she can advance in her current role.*
- 4. The union does not agree with the changes for Lisa Zeigler. Her current title is Manager of Grant Services. Many of the statements listed for Lisa are false. Process and tracking documents, grant writing (We hire outside grant writer), GATA, reporting and audits. Some of the things listed were developed and implemented by staff in the business office. Also if grant writing is a part of Lisa's job why do we hire and spend 10K or more on outside grant writers to come in and write grants for the college? Many of the grant managers expressed that Lisa is not involved in their grants.*
- 5. The union does not agree with the changes for Kelly Lapetino. The rationale states that "Kelly will now lead two new large and complex college initiatives-Apprenticeship Program and Mobile Training Centers" which we have managers to run those programs. Many union member felt that the College wasted money on the mobile training centers. When the trailer hit the parking lot at PSC those centers should have been up and running immediately.*
- 6. The union does not agree with the changes for Karla Boyd. Her current grant is ending on 12/31/19 as stated in the packet and she is moving to another grant. Why would she need a raise for managing a different grant?*
- 7. The union supports the changes of Student Affairs. The union had the opportunity to sit with VP Anthony as he explained the changes that would affect and benefit the support staff members as well as contribute great opportunities to better the advancement for our students.*
- 8. Looking at the changes recommended for Finance and Administration we support the two listed for Jay Barriga and Gordon Griffin but the union also knows that a few are missing such as the recommendation for hiring staff in the business office.*

Now to shed some light on the things that are going on in the Business Office. We currently have a staff of 2 ½ people being myself (Interim Staff Accountant, Grant and Compliance Accountant and our part-time Accounting Clerk). During the leave of our director we all took on more responsibilities to get the audit complete. During this time we realized how short staff we are. Once our director returned we all express the need for additional support in our office. I spoke with the director as well as VP Saban and recommended they look at what was needed to help support the daily duties of our office. Both of the support staff members have come to me and expressed their concern and frustration of being over worked and even considered leaving. It was recommended to cabinet by the director that we add two additional positions to help the office but this recommendation was rejected with options that will not accommodate the office needs. The Grant and Compliance Accountant is responsible for the reconciliation of over 40 grants. Grants are a source of revenue for the College and it is vital that they are managed efficiently. These vacancies in the department have caused undue stress on the department, staff errors and union grievances. As the Board looks to approve raises for Administrators, The Business office is an important function of the College. The employees must be accurate and timely 100% of the time. I would urge you to look at how the College is staffing the department to provide the most timely and accurate service to our campus community.

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With all of that being said the union would like the board to take into consideration that these changes will affect the unions once it is time for us to negotiate our contract in 2021. Please remember that the support staff was willing to give up their 1% raise during the budget impasse to save a few jobs and to help the college.

Union President

Cheron Ricks”

Statement from Ms. Heba Shaaban, Prairie State College Student

Ms. Heba Shaaban, Prairie State College Student, expressed her concerns with COMM-116 Public Relations assistant professor, Ms. Brianna Abate:

”My name is Heba Shaaban. I am an international student and my complaint is about Professor Brianna Abate for Public Relations-116.

- 1) She doesn't help us out in chapters or explain more.*
- 2) Tells us we need to drop her class because we won't understand it.*
- 3) Dismisses class 5-6 times this semester for getting mad at us for not doing good on our exams*
- 4) Speaks to the whole class about how we all failed our quizzes and leaves class. She tells us that we are not doing good in front of each other.*
- 5) We were 13 students at the beginning of the semester and now are down to 7 students, most students dropped.*
- 6) She didn't show up to class on Nov. 14, 2019. She mentioned in her schedule we'll only work in our groups. For us to work in our groups, we need more explanation. We need more tips and for her to help us do our presentation and assignments. My issue is that I cannot drop class because I am an international student, which will affect my credit hours. The rules of international students is that I cannot have less than 12 credit hours. I am worried the class will affect my GPA and cause a problem with immigration and I might get deported.*

My issue:

- 1) I can't drop class due to international student amount of credit hours.*
- 2) Got a warning from immigration last year, currently my grades are doing great, except in this class.*
- 3) I'm worried her class will affect my GPA and cause a problem with immigration and get deported.*

Besides the above, she posted on D2L on Oct. 15th, 2019, at 8:47 P.M saying “week classes and office hours are cancelled.”

Presentation - Board of Trustees Art Collection Professor Paul Rinaldi

Professor Paul Rinaldi showcased the selected artwork for the Board of Trustees Art Collection. Heather Smith's *Jaguar* was created in Professor Taglieri's class. Professor Rinaldi wanted to recognize what a wonderful job Professor Taglieri does with Prairie State College students. She is an exceptional artist and teacher that brings care, concern, and purpose to her classes. Brenda Reilly has two pieces in the collection titled, *In and Out* and *Polka Dots*. These digital photographs was completed during Professor Rinaldi's spring portfolio seminar course. During the semester, the students take on independent projects and work on developing their digital portfolios. Professor Rinaldi wanted to thank the Board of Trustees, Ms. Beth Shadur, Dr. Marie Hansel, Mr. Elighie Wilson, and Dr. Terri Winfree for their continued support. Dr. White stated that he was amazed at their talent, since he cannot even draw a straight line. Professor Rinaldi suggest that he take a class.

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Public Comment - Mr. Humza Robinson, Prairie State College Men's Basketball Team

Mr. Robinson stated that he really enjoys his college experience at Prairie State College. He wanted to voice his dissatisfaction with the cafeteria food. Mr. Robinson said the food is really bad and stale. He would like to see some funds go toward better quality food.

Skyway Writer's Festival Presentation

Dr. Patrick Reichard, professor of English, runs the Skyway Writer's Competition. Every year Prairie State College competes against other community colleges in the Skyway Conference. This year the College had 13 finalists and one winner. The winner was Dr. Reichard's Creative Writing student, Ms. Hannah Leonard. Ms. Leonard won for a drama/screenplay titled, *Hair*. Ms. Leonard started this play in Professor De La Fuente's Sociology class. Ms. Leonard was in Adjunct Professor, Daniel McNamara's Journalism class, where he encouraged her to continue working on it and edited it for her. This year in her Creative Writing Non-Fiction class, it was submitted and received a medal.

Sabbatical Presentation – Dr. George Streeter, Associate Professor, Humanities

Dr. George Streeter started out by expressing his gratitude to Mr. Elighie Wilson, Dr. Marie Hansel, Dr. Terri Winfree and the Board of Trustees. Dr. Streeter's sabbatical allowed him the space to explore and reevaluate what he teaches and how he teaches. He had three main goals for his sabbatical. First, to study world religions in-depth by visiting local places of worship and immersing himself in spiritual practice. Second, to reimagine the way he teaches Philosophy by visiting other community colleges in the region, observing classes, and talking with other professors. Third, to find more ways to actively engage in the community where he works and lives.

This experience has prepared him to teach courses about religion from a different perspective and helped him think about what Prairie State College students are seeking when they study religion. His pedagogical search took him to the campuses of Joliet Junior College, Harper College, and the College of DuPage. He reached out to faculty of the Philosophy Departments of these campuses, met with nine professors, and arranged to sit in on their Introduction to Philosophy classes. By the end of the semester, he had developed new curriculum ideas and strategies for teaching Philosophy to Prairie State College students. Lastly, he had joined the organization of Respond Now in Chicago Heights as a regular volunteer. He continues to work at the food pantry there most Fridays. In the future, he would like to explore the idea of developing an internship opportunity with Respond Now for Humanities students that are interested in social work. This is where his search lead him, back to here, to his community, back to practical work, back to Prairie State classroom. He thanked the Board of Trustees for giving him the valuable opportunity to develop as a teacher and a person.

Mr. Jay Readey acknowledged that he and Mr. Streeter were college cousins; both attended Yale University.

Sabbatical Presentation – Valerie Nicholson, Professor of Music

Ms. Valerie Nicholson started by saying how faculty really need to be refueled. 2002 was the first year that Prairie State College had granted a sabbatical leave and that was to Ms. Nicholson. Ms. Nicholson said that experience was life changing, not only personally but how she interacts with her students. The Board was generous enough to approve a second sabbatical and she accomplished a lot. One of the classes that she teaches is called Musicianship that helps the students develop the ability to hear musical sounds and figure out how to transcribe from this invisible thing called sound onto paper and how to incorporate that into their own music. It is called oral skills. Ms. Nicholson has been baffled for years why her students do not hear music the way that she hears it. Ms. Nicholson loves dance music and loves dancing and loves repetition. She loves when she is listening to something and grooving on it and realizes that she is not grooving correctly. She is on the wrong beat. Ms. Nicholson demonstrated "the wrong beat" concept by using a video of Phil Collin's song "In the Air Tonight" and how the audience at the concert

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were examples of this. Music is a form of nonverbal communication. What interests Ms. Nicholson is how we receive and process the sound. Ms. Nicholson used a musical notation slide to further explain. When she plays something on the piano for her students' to write down, they get the rhythm messed up. She worked on strategies to try to counter that tendency and change the curriculum.

Mr. John Stanfa asked Ms. Nicholson if everyone misinterprets it or if some people get it. Ms. Nicholson said for this particular song it depends on how it is being played. If you go to other videos of the song, you get cues from other instruments that really articulate where the downbeat is. Mr. Stanfa believes that it is possible whoever started clapping, everyone followed like musical sheep. Ms. Nicholson agreed that human beings have a natural tendency to synchronize our patterns. We see it driving down the expressway, walking around the hallways, and conversation we want to synchronize ourselves with others.

Introduction and Recognition of Men's Tennis Team

Mr. Chris Kutcha thanked the Board for the opportunity to speak at the meeting and read the following statement:

"Today I'd like to introduce a group of young men representing two of our intercollegiate athletic teams here at the College who over the course of the last seven months have enjoyed tremendous success. Our 2019 men's soccer and tennis teams made PSC history, recording the best finishes ever in both sports. The 2019 PSC men's tennis team placed tenth at the NJCAA Men's National Tennis Tournament. Our 2019 squad also spent the better part of the season ranked amongst the nation's top 15 teams, eventually reaching a high-water mark of 12th, just prior to the national tournament. The tenth-place finish is the highest at the national level ever by an athletic team at PSC. Prior to reaching the National Tournament, PSC claimed its fifth NJCAA Region IV championship since 2013 and seventh consecutive Skyway Conference crown. Sophomore Jofre Tura, who has since moved on to continue his career at a four-year institution, was named the NJCAA Region IV Player of the Year for a second consecutive season. Head Coach Brian Johnson was also named the Skyway Conference Coach of the Year for a fourth-consecutive season. He also earned Region IV Coach of the Year honors for a third time. Current sophomore Panashe Garah made it all the way to the quarterfinal round of the national tournament in singles play. Both Garah and sophomore Nati Fekadu teamed up on the doubles side to qualify for the quarterfinals as well."

Coach Brian Johnson thanked the Board of Trustees for their support and professors for accommodating their travel schedule. Coach Johnson said while he is proud of the team's success on the court, he is so proud of the students off the court. They have the highest GPA as a team in the entire College. Coach Johnson would like to see everyone by the tennis courts if it is a nice day this spring. Coach Johnson said they would like to and will do better next season. They would like to be the first team to bring the national championship to Prairie State College.

The Men's Tennis Team introduced themselves individually and told the Board where they are from.

Introduction and Recognition of Men's Soccer Team

Mr. Kutcha read the following statement about the Men's Soccer Team:

"PSC's men's soccer team also turned in a season for the ages, finishing the 2019 campaign with an overall record of 18-4-1 and as champions of both Region IV and the Skyway Conference. Both championships were the first ever for men's soccer. PSC locked down the Skyway title, courtesy of a 2-1 victory over league rival Morton on October 8. The Pioneers then powered through the Region IV Tournament, bested DuPage 2-1, South Suburban 5-0 and Morton once again, this time, 1-0. The Pioneers also appeared in the NJCAA Northeast District Tournament for the first time in school history,

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falling 1-0 in the championship game to Muskegon College of Michigan. Head Coach Carlos Reyes earned both Region IV and Skyway Coach of the Year awards. Freshman forward Antonio Leal led the region in scoring and also earned an All-American nomination thanks to his work. Both of these teams are prepared to do big things in the coming years and we are very excited to see the 2020 editions of both teams."

The Men's Soccer Team introduced themselves individually and told the Board where they are from.

Mr. Readey said he was present for both regional games and it was very exciting, high-level soccer. He offered extra kudos to the Coach for his intensity. Everyone can hear him from all the way across the field, every word that came out of his mouth. The players must enjoy playing that degree of competition. Mr. Readey went on to say that he had great exposure to the Prairie State Soccer program. Four years ago, he co-coached a Homewood-Flossmoor travel team with a former Prairie State soccer player, Josh Horn from England. He had a tremendous experience and Josh was one of the best coaches Mr. Readey's son has had (including him). Mr. Readey loves watching the soccer team play and cannot wait for next fall. Mr. Readey said it was great to see high-level soccer out on the Prairie State College fields and ended by congratulating the team.

Dr. White joked that he bumped into Coach Reyes and he said, "Just remember, if you are ever to run ten yards without getting tired you can always come out." Dr. White said he does not see that happening. Dr. White told the teams that Prairie State is very proud of them, they did a great job and encouraged them to continue to do great and represent PSC. He concluded by wishing both teams the best.

Coach Reyes spoke of the "Pioneer Pride" his team has.

Introduction and Recognition of Public Relations and Marketing -- National Council of Marketing and Public Relations Awards

Ms. Kristen Carrera, manager of marketing and Ms. Crystal Alston, public relations and marketing specialist, announced that the Public Relations and Marketing Department recently received two medallion awards from the National Council of Marketing and Public Relations for their work:

Faculty in Focus – Justin Vidovic Ph.D.

Video featuring, Justin Vidovic, PhD, associate professor, history - SILVER

E-Cards

Dr. Winfree's Holiday Card (2018) - SILVER

Ms. Carrera said both videos are available for viewing on the Prairie State College website and YouTube Channel. She thanked the Board and the administration for allowing them to be part of the National Council of Marketing and Public Relations organization and supporting their professional growth.

Introduction and Recognition of Dean Elighie Wilson - 2019 Connie Link Outstanding Mentor Award from the Illinois Communication and Theatre Association (ICTA)

Dr. Marie Hansel presented Dean Elighie Wilson with the 2019 Connie Link Outstanding Mentorship Award from the Illinois Communication and Theatre Association. The award is given to teacher either current or retired in Illinois who has taught speech, theatre and/or English for a significant amount of time (ten years or more) and has provided distinguished service to the association and outstanding service in the profession especially in mentorship of teachers, directors, speech and theatre coaches. Mr. Wilson is a highly respected and talented forensics coach and mentor to many people. Prairie State College is very privileged to have Dean Wilson here.

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Dr. Wilson thanked Dr. Hansel, the administration and Board of Trustees. Mr. Wilson came here from central Illinois twenty years ago. He was not sure what he was going to do and was encouraged by a retired faculty member to apply for a job at Prairie State. He is so glad that he did and for so many reasons. He tells people when they interview at the College that they can be a rock star if that is what they want to be here. If you want to give back and be involved in the community, you can be as involved as you want. If you want to work with students and take students places the never even dreamed that they could go themselves all you have to do is go down to the speech room. There you can see all the students' pictures who have become national champions who never dreamed that would be something in their wheelhouse. Mr. Wilson said he was so fortunate that early in his career so many people helped him. The person to whom the award is named after is a very dear friend of Mr. Wilson and introduced him to this profession. He is also the former coach of Professor Dana Trunnell who nominated him (unbeknownst to Mr. Wilson) for this award. Mr. Wilson said he was given a lot by a lot of people early on in his career. He was happy to interview at Prairie State College and happier that the interview went well. He wanted the position to do for many of the people here what was done for him. He is a product of the south suburbs; it was really nice to come back. He is thankful for the numerous opportunities that he has been given to give back to the students, faculty-colleagues, and administrative-colleagues, because that is what keeps Prairie State strong, keeps us going, keeps our community thriving. Mr. Wilson said he will continue to do that and they are going to have to wheel him out of here in a chair.

Dr. White said how proud the College is of Dean Wilson and announced a short break at 5:59 p.m.

The Board of Trustees meeting reconvened at 6:05 p.m.

CONSENT ITEMS

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

Minutes

That the Board of Trustees approves the Minutes of the Budget Hearing of September 24, 2019; 817th Regular Meeting of September 24, 2019; and Minutes of the Closed Session of September 24, 2019; and the Minutes of the 818th Regular Meeting of November 7, 2019; and Minutes of the Closed Session of November 7, 2019; as presented.

Full-time Faculty Overloads, Adjunct Faculty Salaries and Compensation for Retired Faculty on Teaching Assignments – Fall 2019, First Eight-Week Classes, Sixteen-Week Classes, and Fourteen-Week Classes (Credit Courses)

That the Board of Trustees approves the full-time faculty overload compensation in the amount of \$266,165.32, adjunct faculty compensation in the amount of \$809,733.42, and compensation for administrators, staff and retired faculty on teaching assignments in the amount of \$12,872.85, for first eight-week classes, sixteen-week classes, and fourteen-week classes of the 2019 fall term (credit courses).

Full-Time Faculty Overloads, Adjunct Faculty Salaries, and Compensation for Administrators, Staff and Retired Faculty on Teaching Assignments – Fall 2019, 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 \$23,401.37, adjunct faculty compensation in the amount of \$232,036.77, and compensation for staff on teaching assignments in the amount of \$5,591.16, for twelve-week classes, and second eight-week classes of the 2019 Fall Term (credit courses).

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Adjunct Faculty Compensation for Non-Credit Courses, 2019 Fall Term

That the Board of Trustees approves the adjunct faculty compensation in the amount of \$93,558.15, for the fall 2019 term (non-credit courses).

Approval of Certificate Program – Google IT Support Professional

That the Board of Trustees approves a new certificate program – Google IT Support Professional Certificate.

Approval of Certificate Program – Income Tax Preparer

That the Board of Trustees approves a new certificate program – Income Tax Preparer.

Academic Calendar – 2020-2022

That the Board of Trustees approves the 2020-2022 Academic Calendar.

Bills Payable – FY2020

That the Board of Trustees approve the FY2020 List of Bills Payable for September, October and for November 1, 2019 to November 15, 2019 (including trustee and employee travel expenditures), as indicated in the enclosure.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

ACTION ITEMS

Dr. White asked if there were any Action Items they would like pulled before going into closed session. Ms. Mulhearn requested that 5.1 Reorganization be pulled in light of the previous public statements. Mr. Baikauskas would like 5.1 Reorganization, 5.2 Review of Closed Sessions Minutes and 5.3 Review of Verbatim Recordings moved to 8.1 Closed Session at the end of the meeting.

Mr. Baikauskas moved and Ms. Mulhearn seconded that the Board of Trustees move Items 5.1, 5.2 and 5.3 to Closed Session at the end of the meeting.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

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Schedule for Summer Work Hours

Mr. Readey inquired about the fall term start date, with the hours ending so early in August. Dr. Winfree answered that faculty is due back sooner than the date classes start for preparation and students registering; it is a busy time. Dr. Hansel said the term starts August 11th and classes start August 17th. Mr. Baikauskas confirmed that this is a normal practice in education. In the K-12 district they are on four days for June and July and then go back to five days a week in August. It makes sense.

Mr. Baikauskas moved and Ms. Mulhearn seconded that the Board of Trustees approves that the College be closed on Fridays during the summer of 2020 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:

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

Contract Approval – Blue Cross/Blue Shield

Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees approves a one-year contract with Blue Cross/Blue Shield for employee health insurance beginning January 1, 2020.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

Contract Approval – MetLife Company

Ms. Mulhearn moved and Mr. Stanfa seconded that the Board of Trustees approves a one-year contract with MetLife Company to provide employee dental insurance beginning January 1, 2020.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

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Contract Approval – Sun Life Company

Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees approves a contract with Sun Life Company to provide life/accidental death and dismemberment insurance for a period of two years beginning January 1, 2020 through December 31, 2022.

Mr. Stanfa asked about the cost to the College for this contract and how many people were enrolled. Mr. David Cronan estimated the cost to be at least an additional \$10,000 per year increase, all full-time employees which is approximately 270 and about 80 retirees. Mr. Baikauskas asked if it was an additional \$10,000 if you add the retirees. Dr. Winfree said the total premium cost went up. She also added that she and Mr. Stach had a discussion before the meeting and he is going to give Dr. Winfree a list of questions and the best philosophy to see how it can be done differently.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

Contract Approval – Sun Life Company

Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees approves a contract with Sun Life Company to provide employee Long Term Disability insurance for a period of two years beginning January 1, 2020 through December 31, 2022.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

Contract Approval – Orasoptic

Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees approves a three-year contract with Orasoptic effective December 9, 2019.

Dr. Winfree explained that the contract is for the instruments that the dental students purchase. Previously the students all purchased them individually. With this process, the students will purchase the instruments through the College. It will be a flow-through account, where the students will still pay for them but will get a much better, bulk discount rate when purchased as a group. The overall plan will save each student \$2,600. It is a required part of what they need for the program.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

Contract Approval – Ferrilli

Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees approves a Service Agreement with Ferrilli, effective January 1, 2020 through June 30, 2020, at a rate of \$4,200.00 per month, for a total of \$25,200.00.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

Contract Renewal – Storage Area Network (SAN) System Maintenance

Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees approves the hardware and software maintenance contract renewal of the Storage Area Network System, for one year with CDW-G, under Illinois Community College System Procurement Consortium pricing, not to exceed \$24,525.58.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

Contract Renewal – OmniUpdate Support

Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees approves the contract renewal with OmniUpdate for one year in the amount of \$17,000.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

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

Mr. Stanfa moved and Ms. Williams 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 \$16,500.

Dr. Winfree wanted to point out that SMHEC was using their own funds and not the College's for this contract. Mr. Baikauskas noticed that Prairie State College was not on the list of colleges that were participating in the contract. Dr. Winfree said that Prairie State College is the fiscal agent for SMHEC and the College did not feel it was worth the investment.

Mr. Readey wanted to understand how the fiscal agency works. He wanted to confirm that Ms. Alessandra Kummehne was recommending and asking with their money to engage in this contract. Dr. Winfree confirmed that his statement was correct.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

Purchase Recommendation – Laptops and Carts for Mobile Training Centers

Mr. Baikauskas moved and Ms. Mulhearn seconded that the Board of Trustees approves the purchase of 15 laptops (with warranties) for the Mobile Training Centers from CDW-G, under Illinois Community College System Procurement Consortium pricing, not to exceed the amount of \$21,435.64.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

Purchase Recommendation – Faculty Laptop Pilot

Ms. Williams moved and Ms. Mulhearn seconded that the Board of Trustees approves the purchase of IT equipment (with warranties) to pilot a faculty laptop option from CDW-G, under Illinois Community College System Procurement Consortium pricing, not to exceed the amount of \$16,320.61.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

Mr. Readey asked Mr. Jay Barriga about community college pricing. Mr. Readey thought that the pricing would be better than the average market price due to the volume that is purchased. An example is \$42 per wireless mouse. It seems like better deals could be found at the local office supply store. Jay Barriga answered that the prices are higher due to the quality. Mr. Barriga said they are the best price from the open market beside Black Friday and Cyber Monday. He adds ten percent to the total due to pricing changes that may take place after the quote and before approval.

Mr. Baikauskas asked if faculty was surveyed for their needs. Mr. Barriga answered the College had two different models for the faculty to try. Faculty Technology Committee had collaborated with the Information Technology Department in choosing the models of laptops. Mr. Barriga highlighted the advantages of the new equipment.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

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Request for Proposals – Bond Counsel and Disclosure Counsel Services

Mr. Baikauskas moved and Ms. Williams seconded that the Board of Trustees awards the role of Bond Counsel and Disclosure Counsel Services to Sheppard, Mullin, Richter & Hampton LLP.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

Lobbying Services Agreement – Alfred G. Ronan, Ltd.

Mr. Baikauskas moved and Ms. Mulhearn seconded that the Board of Trustees approves a one-year service contract with Alfred G. Ronan, Ltd. effective January 1, 2020 through December 31, 2020 at a rate of \$5,400.00 per month for lobbying services.

Mr. Readey asked when the new legislature would be back in session. He would like to get a response from the firm as to what they have accomplished on behalf of the College. Dr. White said in the past Alfred Ronan had provided a monthly activity list of what they had been working on. Mr. Readey inquired about what the College's process is for selecting lobbyists. He had reviewed the contract and it seems like a fair amount of money without specific deliverables. Mr. Readey noticed that there is no online presence for the firm or information about who they are and what they do. Alfred Ronan does list an office downtown and one in Oak Park that could be a residence. Next year he would like to think about looking into south suburban lobby firms.

Mr. Baikauskas asked Dr. Winfree if the grants department has contact with Alfred Ronan. Dr. Winfree answered that Dr. Thomas Saban, Mr. Timothy Kosiek and herself communicate with Alfred Ronan and they just had a conference call last week about capital projects.

Mr. Stanfa asked if the College paid Mr. Ronan during months when the lobbyist are off. Dr. Winfree answered yes, it was the same amount billed every month.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Abstain
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Abstain

The vote being four (4) Ayes, no Nays, and two (2) Abstain the motion carried.

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Budget Transfers – September, October and November 2019

Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees approves the budget transfers for September, October, and November 1-19, 2019 as indicated in the enclosure.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

2019 Tax Levy Resolution

Ms. Williams moved and Mr. Baikauskas seconded that the Board of Trustees approves the Resolution to Adopt the 2019 Tax Levy, which establishes the level of taxes that will be requested for the College from Cook and Will Counties for the 2019 tax year.

Mr. Baikauskas thanked Dr. Saban for his good work on a complicated process. Mr. Readey asked about the breakout of the different costs. Mr. Readey understands the levy goes up by the consumer price index and the tort liability is based on estimates of what we might see in the coming year. Mr. Readey would like to know if the audit price goes down rather than rise with inflation. Dr. Saban answered that the 2019 figures are projected and rounded and the 2018 numbers are actuals. The figures may change due to new development. The College needs to levy what may be out there in addition to the CPI.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

REPORTS

President's Report

Dr. Winfree noted that her external contacts and activity are from September 19th until present. In the Board's folders were the Prairie State College newsletter, Foundation information, and invitation to upcoming events at the College.

President's Cabinet Monthly Reports

Dr. Hansel, Dr. Saban, Mr. Schmidt and Dr. Anthony were available for questions on their report. Mr. Readey wanted to show his appreciation for the President's Cabinet Monthly Reports. He enjoys seeing that passion that people have for the College and things that makes the College special. He thanked the Cabinet for their reports.

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Monthly Financial Report

Dr. Saban reported there is both September and October included. The total operating funds, which lists the main funds – education fund, operation, and maintenance funds. Under fiscal year 2020, you can see the approved budget compared to the year-to-date actuals in revenue. The College has collected 48% of its revenue, which is a little more than the College collected last year. With 33% of the year gone through October, the College has spent 31% of its budget.

Schedule for Future Board/College Events

Dr. Winfree pointed out a few items on the calendar that the Board had invitations to and upcoming meeting dates.

ICCTA/ACCT Report

Ms. Mulhearn did not have anything to report regarding ICCTA. Dr. Winfree said there is an ICCTA newsletter included with the packet.

Foundation Report

Ms. Deborah Smith Havighorst was available to answer any questions that Board had regarding the Foundation Report.

Faculty Report

Ms. Valerie Nicholson said the faculty appreciates that they were part of the laptop initiative. There is a slight concern for the disciplines of video and audio arts and the need for MACs that are compatible with video/audio software. Nevertheless, they are excited about the purchase. Ms. Nicholson announced the Music Department is hosting their first ever percussion clinic on Saturday, January 18, 2020. She spoke how phenomenal the workshop will be. Teachers, students and world-class artists presenting; it will be very hands-on. The Foundation has been very supportive. Two of the presenters have been endorsed by major percussion companies who will be providing some materials. The Jazz Fest will be held on the evening of the February 21st and invited the Board to come hang out during the day from January 20th through the 22nd.

Program Advisory Committee Memberships and Program Advisory Committee Memberships

Dr. Winfree presented the Board with the annual update on the list of community members that participate on the advisory committees.

Support Staff

There was no report.

Student Government Association

There was no report.

CLOSED SESSION

Mr. Baikauskas moved and Ms. Williams 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 a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer 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); and “self evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the public body is a member.” (5 ILCS 120/2(c) (16).

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

The vote being six (6) Ayes, and no (0) Nays, the motion carried, and the meeting adjourned to Closed Session at 6:55 p.m.

RETURN TO OPEN SESSION:

Mr. Readey moved and Ms. Mulhearn seconded to return to Open Session at 7:40 p.m. All members voted Aye and the motion carried.

Reorganization

Ms. Williams moved and Mr. Baikauskas seconded that the Board of Trustees table the Reorganization discussions until December 10th Board Meeting and Retreat.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

Review of Closed Session Minutes

Mr. Baikauskas moved and Ms. Mulhearn seconded that the closed session meetings 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 30, 2019

All other closed session minutes held by the Board require continued confidentiality and should be maintained as non-public at this time.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

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Review of Verbatim Recordings of Closed Session Meetings

Mr. Baikauskas moved and Mr. Stanfa seconded that the Board of Trustees authorizes the destruction on or after December 4, 2019 of audio tapes of the closed meetings held on the following dates, as to which closed minutes official minutes have been approved and no litigation under the Open Meetings Act is pending. Those dates are:

December 5, 2017

March 27, 2018

April 24, 2018

June 26, 2018

Further, that the Board of Trustees find the audio tapes of other closed meetings held by the Board during 2018 and 2019 require continued confidentiality and should be maintained as non-public at this time.

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

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

Mr. Stanfa wished everyone and their families a happy holiday and happy new year. Mr. Baikauskas thanked Dr. Winfree and her staff for their holiday gifts.

ADJOURNMENT

Ms. Williams moved and Mr. Baikauskas seconded that the Board of Trustees adjourn the meeting. . All members present voted Aye, and the meeting adjourned at 7:43 p.m.

Dr. Ronald White, Vice Chair

Mr. Christopher Baikauskas, Secretary

Jodi Pedersoli, Board Recorder
