

THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

Eight Hundred and Twenty-Seventh Regular Meeting September 29, 2020

MINUTES

Dr. Ronald White, Vice Chair, convened the 827th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:16 p.m., Tuesday, September 29, 2020, via Conference Call and in the Board Room of the College.

ROLL CALL:

Board Members Present

Dr. Ronald White, Vice Chair
Mr. Christopher Baikauskas, Secretary
Mr. Christian Ponce, Student Trustee

Board Members Present via Conference Call

Mr. Jay Readey
Mr. John Stanfa
Ms. Camielle Williams

Board Members Absent

Mr. Marc Wiley, Chair
Ms. Joelle Mulhearn

Table Participants Present

Dr. Thomas Saban, Interim President
Ms. Jodi Pedersoli, Board Recorder
Mr. Elighie Wilson, Interim Vice President, Academic Affairs
Dr. Michael Anthony, Vice President, Student Affairs and Institutional Effectiveness
Mr. Eric Stach, Del Galdo Law Group

Table Participants Present via Conference Call

Mr. Thomas Nicholas, Faculty Representative
Ms. Cheron Ricks, Support Staff Representative

Administrators Present

Mr. Gregory Kain; Mr. Timothy Kosiek; Dr. Charmaine Sevier; Ms. Deborah Smith Havighorst;
Ms. Patricia Gallagher Trost

Administrators via Conference Call

Ms. Jan Bonavia; Ms. Tiffany Brewer; Mr. Adane Kassa; Ms. Janice Kaushal;
Ms. Kelly Lapetino; Ms. Jaime Miller; Mr. Felix Simpkins; Ms. Cheri Taylor-Lawton

827th REGULAR MEETING

September 29, 2020

Page 2

Faculty Members Present via Conference Call

Ms. Rebecca Buckle; Ms. Annette Dolph; Ms. Kathleen Karwoski; Ms. Desiree Schierholz;
Ms. Gail Szewczyk; Ms. Kisha Wells

Managers Present

Ms. Crystal Alston, Mr. Jay Barriga

Managers Present via Conference Call

Ms. Deanna Burghardt; Ms. Kristen Carrera; Ms. Julie DeLong; Dr. Gina De Rosier-Cook;
Ms. Denise Edwards; Ms. Alysse Hansen; Ms. Helen Manley; Mr. Lirim Neziroski;
Ms. Jameta Rogers; Ms. Oshunda Williams

Staff Members Present via Conference Call

Ms. Lesia Barnes; Mr. William Berkeley

Others Present via Conference Call

Mr. Shawn Jackson; Mr. Edward Schwarz, Olympia Fields Resident

ORAL/WRITTEN PUBLIC COMMUNICATIONS

None.

INTRODUCTIONS AND RECOGNITIONS

None.

CONSENT ITEMS

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

Minutes

That the Board of Trustees approves the Closed Session Minutes of July 28, 2020; and the Minutes of the 826th Regular Meeting of August 25, 2020 amended to reflect Dr. White conveying the meeting.

Bills Payable – FY2021

That the Board of Trustees approves the FY2021 List of Bills Payable for August (including trustee and employee travel expenditures), as indicated in the enclosure.

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

Mr. Baikauskas	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Mr. Ponce	Advisory (Aye)

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

827th REGULAR MEETING

September 29, 2020

Page 3

ACTION ITEMS

Appointment of Assistant Professor, Dental Assisting

Ms. Williams moved and Mr. Readey seconded that the Board of Trustees approves the appointment of Ms. Dawn Pipers as Assistant Professor/Coordinator, Dental Assisting, effective September 30, 2020, at an annual salary of \$54,489.

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

Mr. Baikauskas	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Mr. Ponce	Advisory (Aye)

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Mr. Baikauskas wanted to note that Ms. Pipers attended Prairie State College. He likes to see Prairie State College alumni come back and work at the College.

Mr. Readey added that he enjoyed the statements that Ms. Pipers submitted with her application regarding her motivation to mentor students and how she uses her sense of humor as a positive factor in teaching. He appreciates what she has brought to the College and is in support of her candidacy.

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

Mr. Baikauskas	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Mr. Ponce	Advisory (Aye)

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Suspend Participation in the Professional Exchange Sponsored by the Illinois Consortium for International Studies and Programs (ICISP) for 2020

Ms. Williams moved and Mr. Baikauskas seconded that the Board of Trustees suspend the College's participation in the professional exchange program sponsored by the Illinois Consortium for International Studies and Programs, for 2020.

Dr. White wanted to note that the reason this was being requested is due to the global pandemic and our current initiatives to ensure safety of all of our students, faculty and staff.

827th REGULAR MEETING

September 29, 2020

Page 4

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

Mr. Baikauskas	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Mr. Ponce	Advisory (Aye)

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Purchase Recommendation – Google Enterprise and Voice Licenses

Mr. Baikauskas moved and Ms. Williams seconded that the Board of Trustees approves the license purchase agreement for Google Enterprise Suite and Google Voice Licenses for \$32,673.60 with a 10% contingency for a total of \$35,940.96.

Mr. Baikauskas asked if the google voice allows staff to make have digital/wireless phone number in which they can contact students through the Google Suite. Mr. Kain answered that employees use their google voice phone number, which masks their personal number. They can use their personal device with security and anonymity.

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

Mr. Baikauskas	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Mr. Ponce	Advisory (Aye)

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Bid Recommendation -- Elevator Maintenance Contract

Ms. Williams moved and Mr. Baikauskas seconded that the Board of Trustees approves the Elevator Maintenance Contract to the lowest responsible bidder, Urban Elevator Service in the amount of \$6,840.00 for year one, \$7,113.60 for year two and \$7,398.14 for year three, for a total of \$21,351.74 for a three year contract.

Mr. Baikauskas noted that the lowest bidder, Otis, was rejected because they did not provide 10% bid bond. Mr. Kosiek said at the pre-bid meeting it was stated that you need a 10% bid bond for this type of work. Two out of the three bidders did provide that. He was not provided an answer as to why Otis did not provide that. Mr. Kosiek added that the College typically would take a bid bond or a certified check for 10%.

827th REGULAR MEETING

September 29, 2020

Page 5

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

Mr. Baikauskas	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Mr. Ponce	Advisory (Aye)

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Bid Recommendation – Main Building Bathroom Renovation Phase 3 Project

Ms. Williams moved and Mr. Baikauskas seconded that the Board of Trustees approves the Main Building Bathroom Renovation Phase 3 Project to the lowest responsible bidder, Integral Construction, in the amount of \$63,200 plus a 10% construction contingency of \$6,320 for a total construction price not to exceed \$69,520.

Mr. Readey inquired about the funds that the College was saving since the project's budget was approved at \$110,000 and the bid came in below that. Dr. Saban replied that the funds reverts back for other projects.

Mr. Baikauskas asked if this company was the general contractor and if they would have subcontractors. Dr. Saban confirmed they would have union contractors and the architect firm would oversee the project.

Ms. Williams asked when the project would be completed. Mr. Kosiek responded that the project would be completed in the early part of 2021. He is stating a cushion because the pandemic has caused some material delays. After meeting with the contractor and getting delivery dates, the College will better be able to nail down the date.

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

Mr. Baikauskas	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Mr. Ponce	Advisory (Aye)

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Project Recommendation – Health Tech Building – Dental Lab Renovation

Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees approves the Health Tech Building Dental Lab Renovation Project at an estimated cost of \$2,016,000, including architectural/engineering services, construction costs and contingency.

Mr. Baikauskas said he liked that glass partitions will be installed and new electrical provided. Dr. Saban added that it is an outstanding community service project. The Dental Hygiene program is something that the College has been doing for 50 years and will continue to be a program of excellence.

827th REGULAR MEETING

September 29, 2020

Page 6

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

Mr. Baikauskas	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Mr. Ponce	Advisory (Aye)

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Budget Transfers – August 2020

Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees approves the budget transfers for August, as indicated in the enclosure.

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

Mr. Baikauskas	Aye
Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Mr. Ponce	Advisory (Aye)

The vote being five (5) Ayes, no (0) Nays, and one (1) Advisory, the motion carried.

Adoption – FY2021 Final Budget and the Associated Resolution

Ms. Williams moved and Mr. Baikauskas seconded that the Board of Trustees adopts the FY2021 Final Budget and the Associated Resolution, as presented.

Mr. Baikauskas commented that to possibly increase revenue the College should look into using the TWL building for an emergency medical technician/firefight training facility and depending on space possibly a police academy. He feels there is a need to provide locations for these academies locally rather than having to send people to Springfield or Chicago.

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

Mr. Baikauskas	Aye
Mr. Readey	Abstain
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Abstain
Mr. Ponce	Advisory (Aye)

The vote being three (3) Ayes, two (2) Abstains, no (0) Nays, and one (1) Advisory, the motion carried.

827th REGULAR MEETING

September 29, 2020

Page 7

REPORTS

President's Cabinet Monthly Reports

Dr. White commented that a lot of work has been done. Dr. Saban said the College added 40 sections to meet students' needs as a result of Rapid Registration and the personal touch that the College has been applying for the students. We established a social environment that is pleasing to work in because we all are focused on one thing and that is providing the best academic experience we can for the students in District 515. When you have that kind of attitude, the sky is the limit.

Mr. Wilson added that faculty are working very hard to keep students engaged in this challenging environment. He has been very happy with the collaboration with teams across the College, all working in the best interests of our students. The College is excited about the new manager of online learning and what he has accomplished in the short time that he has been on campus has been impressive. We strive to make sure everybody is taking care of themselves emotionally and physically. We are doing everything we can to stay connected in socially distanced small gatherings or virtually.

Dr. Anthony echoed what Mr. Wilson said, folks are working very hard to make this experience for students as engaging and proactive as possible. Student Life is working to make sure students stay connected to the Prairie State community. A second round of Rapid Registration is coming up in November for students to register for the spring. Dr. Anthony wanted to thank the teams that are working so hard.

Monthly Financial Report

Dr. Saban shared the August 31st details of the College's finances, cash, and budget. The total operating funds, with two months gone, shows a \$32 million budget and the College has collected \$10.5 million. Thirty-two (32%) percent of the revenue has been received that has been budgeted. Last year, the College had received thirty-eight (38%) percent by this time. The percentage is down, but that is not a terribly significant amount considering the pandemic. With seventy (70%) percent of the year gone, the College has spent sixteen (16%) percent of their expenses. There is \$31 million in general cash and \$1.2 million in the working cash after the Board approved transferring \$5 million from the working cash to the general cash to prepare for a spring semester. A semester that we are excited about connecting and serving students in virtual environment.

Dr. White anticipates dividends in the spring after all the hard work that has been going on. We continue to work as a team. The College always retains the flexibility to make fiscal adjustments as we go along. Dr. White thanked Dr. Saban and the College, from the top to the bottom, for their hard work. He is very proud of everybody.

Review of Board Policies

Mr. Stach highlighted a few sections of the policies, which is done annually for best practices with respect to the board.

827th REGULAR MEETING

September 29, 2020

Page 8

Schedule for Future Board/College Events

Dr. White highlight upcoming events including the Foundation's golf outing, ACCT Leadership Congress and registration.

ICCTA/ACCT Report

No report.

Prairie State College Foundation Report

Ms. Havighorst highlighted the upcoming golf outing including the helicopter golf ball drop. The Foundation's Finance and Investment Committee have been watching finances very closely with everything that has been happening. The Committee, which normally meets quarterly, have been meeting monthly and the directors approved \$149,000 for the whole year. With the additional funds, the Foundation is able to assist an additional 15 students waiting in the wings. Those students have been addressed and the Foundation is able to help new students that come in. The Foundation is planning a virtual gala in February.

Faculty Report

Mr. Nicholas wanted to thank the Board for helping everyone at the College and the students stay safe. Classes are going really well and everyone is busy.

Support Staff Report

No report.

ADJOURNMENT

Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 5:53 p.m.

Dr. Ronald White, Vice Chair

Christopher Baikauskas, Secretary

Jodi Pedersoli, Board Recorder
