

THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

Special Meeting and Board Retreat November 7, 2019

MINUTES

Dr. Ronald White, Vice Chair, convened the Special Meeting and Board Retreat of the Board of Illinois Community College District No. 515 at 4:36 p.m., Thursday, November 7, 2019, in the Board Room of the College.

ROLL CALL:

Board Members Present

Mr. Marc Wiley, Chair (*arrived at 4:47 p.m.*)
Dr. Ronald White, Vice Chair
Mr. Christopher Baikauskas, Secretary
Ms. Joelle Mulhearn
Mr. Jay Readey
Mr. John Stanfa
Ms. Camiella Williams
Ms. Thalia Valdivia, Student Trustee

Table Participants Present

Dr. Terri L. Winfree, President
Dr. Marie Hansel, Vice President, Academic Affairs
Dr. Thomas Saban, Vice President, Finance and Administration
Mr. Craig Schmidt, Vice President, Community and Economic Development
Mr. Eric Stach, Del Galdo Law Group (*arrived at 4:39 p.m.*)
Mr. Thomas Nicholas, Faculty Representative
Mr. Fabian Lopez, President, Student Government Association

Table Participants Absent

Dr. Michael Anthony, Vice President, Student Affairs and Institutional Effectiveness
Ms. Cheron Ricks, Support Staff Representative

Administrators Present

Mr. David Cronan; Ms. Deborah Havighorst; Mr. Greg Kain; Ms. Janice Kaushal; Mr. Timothy Kosiek; Dr. Debra Prendergast; Ms. Patricia Gallagher Trost; Mr. Elighie Wilson

Managers

Ms. Andrea Small

Staff Members Present

Ms. Crystal Alston

Others

Dr. Gary Davis, Board Solutions; Mr. Joseph Giambrone, Del Galdo Law Group; Mr. Roy Inlow; Ms. Sharyl Inlow, Homewood-Flossmoor League of Women Voters

SPECIAL MEETING and BOARD RETREAT

November 7, 2019

Page 2

ORAL/WRITTEN PUBLIC COMMUNICATIONS

None

INTRODUCTIONS AND RECOGNITIONS

None

ACTION ITEMS

Appointment of Director of Business and Community Engagement

Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees appoint Dr. Marisa Gray as Director of Business and Community Engagement, effective November 18, 2019, at an annual salary of \$80,000.

Dr. Winfree reviewed Dr. Gray's credentials. Dr. Gray will be assisting with the College's community engagement initiatives. She will also oversee the Matteson Area Center. Mr. Stanfa asked what items would be shifted to Dr. Gray. The Manager of Continuing Education and Workforce Development at the Matteson Area Center currently reports to the Dean of Corporate and Continuing Education. The Dean of Corporate and Continuing Education will be taking on the responsibilities of additional grants and the apprenticeship programs. A reorganization will be presented at the next Board meeting since there are a number of positions moving around within different divisions of the College.

Mr. Stanfa asked if Dr. Gray would be reporting to Mr. Schmidt. Dr. Winfree responded yes. Mr. Schmidt added that Dr. Gray would not be assisting with the apprenticeship programs, but strictly community engagement initiatives. Mr. Stanfa inquired if Mr. Schmidt and Dr. Gray would both be out in the community. Mr. Schmidt responded yes.

Mr. Stanfa inquired about the KLLM contract. Mr. Schmidt said that the contract is up right now. The Dean of Corporate and Continuing Education will be looking at the CDL program and starting a new operation. He added that the College also received a \$1.4 million workforce equity grant from the Illinois Black Caucus that supports many of the programs across the College. There is money allotted to help with the CDL program.

(Mr. Stach arrived at this time).

Mr. Stanfa asked how Dr. Gray's salary will be paid. Dr. Winfree responded that it will come from the operating funds. Mr. Stanfa wanted to know if some of the grant money will compensate the operating fund to pay for the extra employee. Mr. Schmidt said it would not be for that position. In the past two years, the college has started three new apprenticeship programs, CDL, IT, and Industrial Mechanics. These are all new programs for the College. There is almost \$2 million in grant money for workforce initiatives so you will see more positions in this area more than in the area Dr. Gray will be overseeing.

Mr. Baikauskas asked if this was a new position. Mr. Schmidt responded that it was a new position that went before the College's Budget Council. This position will help the College have an understanding of what it is doing out in the community because there is no way to capture all of that right now. Dr. Winfree added that everyone works out in the community. Dr. Winfree's monthly report outlines her work in the community. There are 22 municipalities within the district. During the 60th anniversary celebration, the College learned that some of the communities do not realize Prairie State is their community college. The College would like additional people who are not only out there, but who can attend local meetings such as library boards, and school boards. Also, having one person who is the point person for the College who can coordinate efforts and to check the return on what is being done out the community and what works.

SPECIAL MEETING and BOARD RETREAT

November 7, 2019

Page 3

Mr. Stanfa asked where the College found Dr. Gray. Dr. Winfree responded the College did a search. He asked if she was known to the College. Dr. Winfree said no. Dr. Stanfa inquired as to how many candidates were interviewed. Mr. Schmidt said that he was unsure how many the committee interviewed, but he interviewed three. Dr. Winfree added that this is the second search the College did for this position. The first search was a failed search.

Ms. Mulhearn asked how the salary was determined and whether or not the College looked at other colleges who have this type of position on their campus. Mr. Schmidt noted that it was determined by looking at the structure in place at the College. Dr. Winfree added that the decision band method was used. All jobs are classified based on what the job is by each item on it. Human Resources compares it with other positions so someone is not being paid more than someone who has been here.

Mr. Baikauskas asked about the title. Mr. Schmidt responded that between the credit and non-credit areas of the College, there are so many arms working out in the community with no coordinated efforts. The College receives so many requests to participate in community events and there is no one to lead the effort nor people to work the events. Mr. Baikauskas asked about the business side of the position and how that would work and if they would seek partnerships with people and industries or people who want to be involved donation-wise. He also asked what other goals the person will have such as a certain amount of revenue for the College. It is more business engagement rather than business development by attending chamber events, workforce development events. Dr. Gray will be overseeing all of the non-credit short term career training, and vocational training. There are revenue goals tied to that. She will also be overseeing the Conference Center. Those areas do not have leadership in connection with revenue. With all the new programs the College is starting, i.e., the apprenticeships, mobile training centers, the almost \$3 million in grants, the College needs to restructure a little bit to make sure it is able to meet all those needs. The revenue goals will be with those two programs. With the community events, the College needs to figure out a way to track what it is doing. Currently, there is a tracking mechanism in place that needs to be modified.

(Mr. Wiley arrived at this time)

Dr. Winfree added that Dr. Gray will be representing the entire College. It is not just for one area of the College. This adds another way the College can be in the community and build relationships. Mr. Schmidt said that there will be a coordinated effort with Dr. Michael Anthony's recruiters. They are more focused on high school where this position will focus more on community.

Mr. Stanfa asked if Dr. Gray would be in charge of day-to-day operations of the Conference Center. Mr. Schmidt said the Manager of the Conference Center, Ms. Julie DeLong, oversees day-to-day operations. Mr. Stanfa asked if Ms. DeLong reports to Dr. Gray because he sees the Conference Center as a way to bring in revenue. Mr. Schmidt agreed and said it broke even for the first time last year ever. Mr. Stanfa said it is a beautiful facility.

Mr. Readey reviewed Dr. Gray's very extensive cover letter and qualifications, and believes the position adds a lot of value for the money and a much needed presence in community affairs.

Mr. Baikauskas said that obviously the College sees a need for this position, and that there is a lot of work to be done, so he will trust their judgment on this.

SPECIAL MEETING and BOARD RETREAT

November 7, 2019

Page 4

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
Mr. Wiley	Aye
Ms. Williams	Abstain
Ms. Valdivia	Advisory (Abstain)

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

Appointment of Assistant Professor/Coordinator, Surgical Technology

Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees appoint Ms. Heather Pevion as Assistant Professor/Coordinator, Surgical Technology, effective October 30, 2019, at an annual salary of \$52,842.

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

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

Sabbatical Leave Request – Kisha Wells, Associate Professor of English

Mr. Readey moved and Ms. Williams seconded that the Board of Trustees approves a one semester sabbatical leave in spring 2020 for Kisha Wells, Associate Professor of English, according to the provisions in Section 4.25 of the faculty contract.

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

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

SPECIAL MEETING and BOARD RETREAT

November 7, 2019

Page 5

Contract Renewal – Adobe Creative Cloud Licenses

Ms. Williams moved and Ms. Mulhearn seconded that the Board of Trustees approves the renewal of Adobe Creative Cloud licenses for the College from CDW-G, under Illinois Community College System Procurement Consortium pricing, in the amount of \$15,365.99.

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

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

Project Recommendation – Biology Labs Renovation

Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees approves the Biology Labs Renovation Project at an estimated cost of \$2,318,400, including architectural/engineering services, construction costs and contingency.

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

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

2019 Tentative Tax Year Levy

Mr. Baikauskas moved and Ms. Williams seconded that the Board of Trustees approves the tentative tax levy for 2019.

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

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

SPECIAL MEETING and BOARD RETREAT

November 7, 2019

Page 6

CLOSED SESSION

Mr. Baikauskas moved and Ms. Mulhearn 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); “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); 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).

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
Mr. Wiley	Aye
Ms. Williams	Aye
Ms. Valdivia	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 5:06 p.m.

The Board took a brief recess and resumed their Closed Session at 5:49 p.m.

RETURN TO OPEN SESSION:

Mr. Readey moved and Ms. Williams seconded to return to Open Session at 7:05 p.m. All members voted Aye and the motion carried.

ADJOURNMENT

Mr. Readey moved and Ms. Mulhearn seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 7:06 p.m.

Mr. Marc Wiley, Chair

Mr. Christopher Baikauskas, Secretary
