

THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

Eight Hundredth Regular Meeting January 30, 2018

MINUTES

Ms. Jacqueline Agee, Chair, convened the 800th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:00 p.m., Tuesday, January 30, 2018, 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, Student Trustee

Table Participants Present

Dr. Terri L. Winfree, President
Ms. Patricia Gallagher Trost, Board Recorder
Dr. Marie Hansel, Vice President, Academic Affairs
Dr. Thomas Saban, Vice President, Finance and Administration
Mr. Craig Schmidt, Vice President, Community and Economic Development
Dr. Gregory Thomas, Vice President, Student Affairs and Dean of Students
Ms. Emily Witt, Del Galdo Law Group
Dr. Jason Evans, Faculty Representative
Mr. Andrew Schott, Faculty Representative

Table Participants Absent

Ms. Cheron Ricks, Support Staff Representative
Mr. Anthony Dickerson, Student Representative

Administrators Present

Ms. Jan Bonavia; Ms. Carolyn Ciesla; Dr. Stefanie Coleman; Mr. David Cronan; Ms. Carol Fawcett; Mr. Timothy Kosiek; Ms. Paulette Maurer; Mr. George Pfothenauer; Mr. Felix Simpkins; Mr. Elighie Wilson

Faculty Members Present

Ms. Brianna Abate; Ms. Marcia Bulthuis; Ms. Danielle Coleman; Dr. Jason Evans; Ms. Annette Dolph; Dr. Patti Eberhardt; Dr. Melanie Eddins-Spencer; Ms. Maureen Giglio; Ms. Maureen Grady; Mr. Joshua Green; Dr. Megan Hughes; Dr. Angela Hung; Ms. Shelly Keane; Ms. Diane Miller; Mr. Thane Montaner; Dr. Craig Mulling; Dr. Jessica Nastal-Dema; Ms. Valerie Nicholson; Mr. Ed O'Donnell; Mr. Ed Schwarz; Ms. Angela Simpson; Dr. George Streeter; Ms. Dana Trunnell; Mr. Chad Vlietstra; Ms. Kisha Wells; Ms. Cydney Williams; Dr. Linda Zroskie

Staff Members Present

Mr. Jay Barriga; Ms. Lee Helbert; Mr. Kavin James; Ms. Kimberly Pedersen;
Mr. Georges Sanon; Ms. Andrea Small

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Others

Ms. Jeroline Coleman, guest; Sister Ida Green, retired faculty; Ms. Sharyl Inlow, Homewood-Flossmoor League of Women Voters; Ms. Leando Lynch, guest; Ms. Kathy Malic; retired faculty; Ms. Sheri Martin, PSC student; Ms. Christina Vlietstra, guest; Ms. Susan Vlietstra, guest; Ms. Camille Willoughby

ORAL/WRITTEN PUBLIC COMMUNICATIONS

There was none.

INTRODUCTIONS AND RECOGNITIONS

Introduction and Recognition Pioneer Award Recipients: Mr. Georges Sanon, Coordinator of Student Veterans Center; Mr. Michael Moody, Manager of Transportation, Warehouse, and Logistics Programs; and Mr. Kavin James, Manager of Driving Academy

Ms. Lee Helbert, manager of first year experience, nominated Mr. Georges Sanon, coordinator of student veterans center; Mr. Michael Moody, manager of transportation, warehouse, and logistics programs; and Mr. Kavin James, manager of the driving academy for the Pioneer Award for their involvement in bringing water to the residents of Flint, Michigan.

Introduction of Ms. Carolyn Ciesla, Dean of Learning Resources and Assessment

Dr. Marie Hansel, vice president of academic affairs, introduced Ms. Carolyn Ciesla, Dean of Learning Resources and Assessment.

ACTION ITEMS

Tenure

Dr. Winfree asked Dr. Hansel to give an overview of the tenure process.

Tenure Recommendation – Danielle Coleman, Assistant Professor of Nursing

Dr. Hansel asked Carol Fawcett, dean of allied health and emergency services, to introduce Danielle Coleman, assistant professor of nursing.

Dr. White moved and Ms. Williams seconded that the Board of Trustees awards a faculty tenure appointment to Danielle Coleman, Assistant Professor of Nursing, effective August 2018.

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 Nays, and one (1) Advisory, the motion carried.

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Tenure Recommendation – Dr. Jessica Nastal-Dema, Assistant Professor English

Dr. Hansel asked Elighie Wilson, dean of liberal arts and sciences, to introduce Dr. Jessica Nastal-Dema, assistant professor of English.

Dr. White moved and Mr. Wiley seconded that the Board of Trustees awards a faculty tenure appointment to Dr. Jessica Nastal-Dema, Assistant Professor of English, effective August, 2018.

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 Nays, and one (1) Advisory, the motion carried.

Tenure Recommendation – Chad Vlietstra, Assistant Professor of Heating, Ventilation, and Air Conditioning

Dr. Hansel introduced Chad Vlietstra, assistant professor of heating, ventilation, and air conditioning.

Ms. Agee moved and Dr. White seconded that the Board of Trustees awards a faculty tenure appointment to Chad Vlietstra, Assistant Professor of Heating, Ventilation, and Air Conditioning, effective August 2018.

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 Nays, and one (1) Advisory, the motion carried.

Ms. Agee announced there would be a brief recess for photographs at 5:35 p.m. and asked everyone to return in 15 minutes.

The meeting resumed at 5:55 p.m.

CONSENT ITEMS

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

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Minutes

That the Board of Trustees approves the Minutes of the 799th Regular Meeting of December 5, 2017; and the Closed Session of December 5, 2017, as presented.

Retirement of Edward Schwarz, Professor of Communication

That the Board of Trustees accepts the retirement of Edward Schwarz, Professor of Communication, effective June 1, 2018.

Retirement of Paulette Maurer, Director of Institutional Support Services

That the Board of Trustees accepts the retirement of Paulette Maurer, Director of Institutional Support Services, effective October 31, 2018.

Bills Payable – FY2018

That the Board of Trustees approves the FY2018 List of Bills Payable for November 18-30 and December (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 Nays, and one (1) Advisory, the motion carried.

ACTION ITEMS

Award of Annual Contracts for the 2018-2019 Academic Year for Eligible Full-Time Tenure Track Faculty Members (Credit)

Ms. Mulhearn moved and Mr. Wiley seconded that the Board of Trustees approves the continuation of employment and the issuance of annual contracts for the full-time, tenure track faculty members listed on the attachment for the 2018-2019 academic year.

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 Nays, and one (1) Advisory, the motion carried.

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2017-2020 Agreement between the Board of Trustees of Community College District 515 and the Prairie State College Federation of Teachers, Local 3816, AFT, AFL-CIO

Ms. Mulhearn moved and Mr. Wiley seconded that the Board of Trustees approves the 2017-2020 Agreement between the Board of Trustees of Community College District No. 515 and the Prairie State College Federation of Teachers, Local 3816, AFT, AFL-CIO.

Bishop White pointed out that a lot of time and hard work went into this contract. The Board appreciates the work and everyone involved.

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 Nays, and one (1) Advisory, the motion carried.

Recommendation – Audit Services

This item was pulled from the agenda and will be brought back next month.

Bid Recommendation – Summer 2018 Credit Registration Guide

Ms. Mulhearn moved and Mr. Wiley seconded that the Board of Trustees awards the bid for the Summer 2018 Credit Registration Guide to the lowest responsible bidder, Woodward Printing Services, in the amount of \$10,959 plus \$1,670 for an additional four pages (if needed), \$4,330 for an additional eight pages (if needed), and \$90 per thousand for additional copies (if needed).

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 Nays, and one (1) Advisory, the motion carried.

Bid Recommendation – Summer 2018 Non Credit Course Schedule

Ms. Mulhearn moved and Mr. Wiley seconded that the Board of Trustees awards the bid for the Summer 2018 Non Credit Course Schedule to the lowest responsible bidder, Woodward Printing Services, in the amount of \$10,928 plus \$469 for an additional four pages (if needed), \$1,063 for an additional eight pages (if needed) and \$90 per thousand for additional copies (if needed).

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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 Nays, and one (1) Advisory, the motion carried.

Purchase Recommendation – Furniture Replacement

Ms. Mulhearn moved and Dr. White seconded that the Board of Trustees approves the purchase of furniture for the Conference Center, for a total delivered and installed, in an amount not to exceed \$53,373.93.

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 Nays, and one (1) Advisory, the motion carried.

Purchase Recommendation – SignalVine Text Messaging Platform

Ms. Mulhearn moved and Ms. Agee seconded that the Board of Trustees approves the purchase of SignalVine Text Messaging Platform in the amount of \$11,200 which includes unlimited text messages, staff users, and support.

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 Nays, and one (1) Advisory, the motion carried.

(Mr. Schott left at this time.)

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Resolution – U.S. Department of Commerce Economic Development Administrative Assistance for Mobile/Onsite Job Training

Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees approves the Revised Resolution authorizing Dr. Terri Winfree, President of Prairie State College, to execute all required application forms and documents, and accept, execute, and commit \$938,447 in 50% matching funds for the proposed U.S. Department of Commerce and Economic Development Administration (EDA) Assistance Application for Mobile/Onsite Job Training.

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 Nays, and one (1) Advisory, the motion carried.

(Mr. Schott returned at this time).

Project Recommendation – Main Building-Kitchen Grease Trap Replacement Project

Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees approves the Main Building-Kitchen Grease Trap Replacement Project including architectural/engineering services, construction costs, and contingency, at an estimated cost of \$72,000.

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 Nays, and one (1) Advisory, the motion carried.

Service Agreement – Ferrilli

Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees approves a six month Service Agreement with Ferrilli, effective February 1, 2018 through June 30, 2018, at the rate of \$4,000 per month, for a total of \$20,000.

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

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

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

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

Contract Recommendation – Alfred G. Ronan, Ltd.

Dr. White moved and Mr. Wiley seconded that the Board of Trustees approves the Lobbying Services Agreement with Alfred G. Ronan, Ltd. effective January 1, 2018 through December 31, 2018, in the amount of \$5,400 per month.

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 Nays, and one (1) Advisory, the motion carried.

Budget Transfers – November and December 2017

Dr. White moved and Mr. Stanfa seconded that the Board of Trustees approves the budget transfers for November 18-30 and December 2017, 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 Nays, and one (1) Advisory, the motion carried.

REPORTS

President's Report

Dr. Winfree reviewed the items in the Board's green folders, including the upcoming veterans' events; Black History Month; and the Jazz Fest 30th anniversary. She pointed out that Ms. Nicholson recently an Oscar for cultural arts from the Village of Park Forest. Mr. Schwarz who is retiring was nominated for the NISOD Award of Excellence for his work with the speech, sustainability, and the last Higher Learning Commission visit.

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Dr. Winfree thanked everyone who attended the Chicago Heights Community event the prior evening.

President's Cabinet Monthly Reports

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

Dr. White was pleased with the Opportunity Works grant and the veterinary program and internships. He noted that Dwayne McNutt, a member of the men's basketball team is ranked nationally in scoring.

Ms. Agee asked Dr. Thomas to explain the "Ask Me" campaign. Dr. Thomas explained that Dr. Stefanie Coleman, director of first year experience started the campaign to help students find their classes, answer questions, and reassure students they belong at Prairie State College.

Monthly Financial Report

Dr. Saban reviewed the financial report focusing on the most current one ending December 31, 2017.

Organizational Charts

The Organizational Charts are given to the board once a year.

ITEMS FROM THE BOARD OF TRUSTEES

Schedule for Future Board/College Events

Dr. Winfree reviewed the dates, including the Governor's State of the State address; his budget address; and PSC's Got Talent.

ICCTA/ACCT Report

There was no report.

Prairie State College Foundation Report

The report is in the packet.

Faculty Report

Mr. Schott said it was the second contract negotiated since he became president of the faculty senate. They work hard to collectively build the contract, and it was open and honest; and will do the institution well. Mr. Schott thanked the administration team for working with faculty and thanked the Board for their approval. He introduced Dr. Jason Evans, professor of English; Ms. Angela Hung, assistant professor of Biology; and Ms. Kisha Wells, associate professor of English who were also members of the faculty negotiating team.

Support Staff Report

There was no report.

Dr. Winfree pointed out the new photos in the back of the Board Room. Each one represents a decade in honor of the 60th anniversary of the College.

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ADJOURNMENT

Dr. White and Mr. Wiley that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 6:26 p.m.

Jacqueline Agee, Chair

Dr. Ronald White, Secretary

Patricia Gallagher Trost, Board Recorder