

**THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515**

**Eight Hundred and Fifth Regular Meeting  
July 31, 2018**

**MINUTES**

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Mr. Marc Wiley, Vice Chair, convened the 805th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:03 p.m., Tuesday, July 31, 2018, in the Board Room of the College.

**ROLL CALL:**

Board Members Present

Mr. Marc Wiley, Vice Chair  
Mr. Christopher Baikauskas  
Ms. Joelle Mulhearn  
Mr. John Stanfa  
Ms. Camiella Williams  
Mr. Benedict Shogunle, Student Trustee

Board Members Absent

Ms. Jacqueline Agee, Chair  
Dr. Ronald White, Secretary

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. Scott Kalicki, Interim Vice President, Student Affairs and Institutional Effectiveness  
Ms. Emily Witt, Del Galdo Law Group  
Ms. Cheron Ricks, Support Staff Representative

Table Participants Absent

Mr. Andrew Schott, Faculty Representative

Administrators Present

Mr. David Cronan; Ms. Carol Fawcett; Ms. Deborah Havighorst; Mr. Greg Kain; Mr. Timothy Kosiek; Ms. Marina Krtinic; Ms. Kelly Lapetino; Mr. George Pfothenauer

Faculty Members Present

None

Staff Members Present

Ms. Crystal Alston; Mr. Jay Barriga; Ms. Lisa Hansen; Ms. Elizabeth Logan; Mr. Jermaine Morales; Ms. Kimberly Pedersen; Ms. Lisa Pickens; Ms. Andrea Small

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Other

Mr. Leon Francisco, LPF Healthy Vending; Mr. Quincy Jones, assistant women’s basketball coach; Dr. Brian Mays, School District 159

**APPOINTMENT OF SECRETARY PRO TEM**

*Mr. Stanfa moved and Ms. Williams seconded that the Board of Trustees appoints Ms. Joelle Mulhearn as Secretary Pro Tem.*

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

**ORAL/WRITTEN PUBLIC COMMUNICATIONS**

Dr. Brian Mays, assistant principal, athletic director, and girls’ basketball coach at Colin Powell Middle School in Matteson spoke to the Board in support of Mr. Jeff Boyd, women’s basketball coach and candidate for the Director of Athletics.

Mr. Leon Francisco, owner of LPF Healthy Vending spoke to the Board about his vending company. Mr. Francisco understood that the Board was going to approve a vending service at this meeting, but asked for the opportunity to place one machine in the College.

Mr. John Stanfa thanked everyone who worked on Friday, August 13 and attended the WGN Block Party in Homewood. There were many Prairie State College t-shirts on camera that day.

Mr. Quincy Jones, assistant coach for the women’s basketball team spoke in support of Mr. Jeff Boyd, women’s basketball coach and candidate for the Director of Athletics.

**INTRODUCTIONS AND RECOGNITIONS**

Dr. Winfree introduced Dr. Scott Kalicki, interim Vice President of Student Affairs and Institutional Effectiveness.

**CONSENT ITEMS**

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

Minutes

*That the Board of Trustees approve the Minutes of the 804th Regular Meeting of June 26, 2018; and Minutes of the Closed Session of June 26, 2018; as presented.*

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Full-time Faculty Overloads, Adjunct Faculty Salaries and Compensation for Staff and Retired Faculty on Teaching Assignments – Summer 2018, First Five-Week Classes, Eight-Week Classes, and Second Five-Week Classes (Credit Courses)

*That the Board of Trustees approves the full-time faculty overload compensation in the amount of \$-299,835.22, adjunct faculty compensation in the amount of \$258,998.08, and compensation for staff and retired faculty on teaching assignments in the amount of \$7,584.00, for the first five-week session classes, eight-week classes, and second five-week classes of the 2018 Summer term (credit courses).*

Bills Payable – FY2018

*That the Board of Trustees approves the FY2018 List of Bills Payable for June 2018 (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. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

**ACTION ITEMS**

Appointment of Full-Time Temporary Assistant Professor for One Semester, Surgical Technology

*Mr. Stanfa moved and Ms. Williams seconded that the Board of Trustees approves the appointment of Ms. Patricia Hoyt as a full-time temporary instructor of Surgical Technology Program for one semester, effective August 14, 2018, at an annual salary of \$55,439.*

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

Appointment of Director of Athletics

*Ms. Mulhearn moved and Mr. Baikauskas seconded that the Board of Trustees approves the appointment of Mr. Christopher J. Kuchta as Director of Athletics, effective August 1, 2018 at an annual salary of \$62,301.*

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

Mr. Baikauskas	Nay
Ms. Mulhearn	Aye
Mr. Stanfa	Nay
Mr. Wiley	Nay
Ms. Williams	Nay
Mr. Shogunle	Advisory (Nay)

***The vote being one (1) Aye, four (4) Nays, and one (1) Advisory, the motion was denied.***

First Reading, Board Policy B-2, Administrative Philosophy and General Organization

*Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees approves for First Reading, Board Policy B-2, Administrative Philosophy and General Organization, as revised.*

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

First Reading, Board Policy C-24, State Gift Ban Act

*Ms. Williams and Mr. Stanfa seconded that the Board of Trustees approves for First Reading, Board Policy C-24, State Gift Ban Act, as revised.*

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

First Reading, Board Policy D-1, Annual Budget/Resource Priorities

*Ms. Mulhearn moved and Mr. Stanfa seconded that the Board of Trustees approves for First Reading, Board Policy D-1, Annual Budget/Research Priorities, as revised.*

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

**Purchase Recommendation – Cloudbakers, LLC**

*Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees approves the contract with Cloudbakers, LLC to migrate faculty and staff email from Microsoft Exchange to Gmail, \$23,240.*

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

**Purchase Recommendation – Mobile Lab and iPads for TRiO Upward Bound Program**

*Mr. Stanfa moved and Ms. Williams seconded that the Board of Trustees approves the purchase of one mobile lab and two iPads for the TRiO Upward Bound Program, in the amount of \$25,802.09.*

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

**Purchase Recommendation – Two Mobile Labs for TRiO Educational Talent Search Program**

*Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees approves the purchase of two mobile labs for the TRiO Educational Talent Search Program, in the amount of \$53,164.46.*

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

Project Recommendation – Student Success Center Modification

*Mr. Stanfa moved and Ms. Mulhearn seconded that the Board of Trustees approves the Student Success Center Modification Project at an estimated cost of \$107,760, 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. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

Contract Recommendation – Complete Manual Food Service Operation

*Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees awards a contract for complete manual food service operation for the period August 6, 2018 through August 5, 2021 to Food For Thought Enterprises of Lincolnwood.*

Dr. Winfree reviewed the process used. Twelve companies attended the mandatory walk-through. Seven companies responded to the RFP with three companies interested in the cafeteria. Some members of College Council, several students, and others participated in a tasting. The recommendation is for Food for Thought. They are a minority-owned business located in Illinois, and have experience with institutions of higher education.

Ms. Williams asked about the type of food they sell. They have a wide-range of food, including healthy options in a wide-variety of prices ranges. Although not called a value meal, they did have lower cost options. In addition, they had catering options. They also have times during the day when they reduce the prices. Mr. Shogunle participated in the process. He said he liked the presentation and food from Food for Thought. They had a variety of food and the quality of food was good. Mr. Shogunle added that they had a lot to offer including the flexibility of their prices. Dr. Winfree said Food for Thought was fine with the student clubs and others bringing in their own food. They understood that.

Ms. Williams stated, for the record, that one of the Board members be involved. Dr. Winfree said trustees could definitely be a part of that. College Council was the group that was invited because it is shared governance group which includes representation from all constituency groups including the students,

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support staff, police, administrators, managers, adjunct faculty, and faculty. Because the students who were serving on it last year are no longer at the College, that was when she asked the current student trustee and few other students who she knew were available to participate.

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

Mr. Baikauskas	Nay
Ms. Mulhearn	Aye
Mr. Stanfa	Nay
Mr. Wiley	Nay
Ms. Williams	Nay
Mr. Shogunle	Advisory (Aye)

***The vote being one (1) Aye, four (4) Nays, and one (1) Advisory, the motion was denied.***

Contract Recommendation – Vending Service

*Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees awards a contract for vending services for the period September 1, 2018, through August 31, 2021, to A.H. Management Group, Inc. of Rolling Meadows.*

Mr. Stanfa asked if this company handles all campus and off-campus vending. The College has used this company for more than three years and they handle all campus and off-campus vending. The College receives commission from them.

Dr. Saban added the vending service is fine, but he is now concerned that there is not a manual food service when the College opens for the fall semester. He added that the College could work with anyone.

Mr. Wiley suggested the Board continue with the next recommendation and then go back to the manual food service contract.

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

Mr. Baikauskas	Abstain
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

***The vote being four (4) Ayes, one (1) Abstain, and one (1) Advisory, the motion carried.***

Mr. Wiley asked the Board continue with the next recommendation before returning to the manual food service contract.

Budget Transfers – June 2018

*Ms. Williams moved and Ms. Mulhearn seconded that the Board of Trustees approves the budget transfers for June, as indicated in the enclosure.*

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

Mr. Wiley asked the Board to continue with the agenda before returning to the manual food service contract.

**REPORTS**

President's Report

Dr. Winfree reviewed her report.

President's Cabinet Monthly Reports

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

Monthly Financial Report

Dr. Saban reviewed the monthly financial report.

**ITEMS FROM THE BOARD OF TRUSTEES**

President's Contract

*Mr. Stanfa moved and Ms. Mulhearn seconded that the Board of Trustees confirms the approval of the Agreement between the Board of Trustees of Community College District No. 515, Counties of Cook and Will, State of Illinois, and Terri Winfree, Ph.D., effective July 1, 2018 through June 30, 2022.*

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

Capital Projects List

At the last Board meeting, Dr. Saban said he would share the capital projects list with the Board.

Schedule for Future Board/College Events

The schedule is included in the packet.



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ICCTA/ACCT Report

No report.

Prairie State College Foundation Report

The report is included in the packet. Please mark your calendars now for the Saturday, October 20 Gala to be held on campus.

Faculty Report

No report.

Support Staff Report

No report.

*Mr. Stanfa moved and Ms. Williams seconded to take a 15 minute break.*

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

*Ms. Mulhearn moved and Mr. Stanfa seconded to return to session.*

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Aye
Mr. Stanfa	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

Mr. Wiley announced the Board would discuss the contract for manual food service. He suggested they discuss the one that was recommended along with the others that may be local.

Mr. Baikauskas asked if the Board was discussing all three firms or just the two. Mr. Wiley responded the Board would discuss Food for Thought or Just a Dash. Ms. Mulhearn asked why the Board was not discussing all three. Mr. Wiley said the third one could be added. Dr. Saban said that Consolidated Food Management had a rating of 42.3 and Just a Dash had a rating of 50.6. Food for Thought was first, Just a Dash was second, and Consolidated Management was third.

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Mr. Stanfa asked what the cost was between the three companies. Dr. Saban said the costs have not been negotiated yet. In this particular RFP, an engagement consists of a vendor proposal and mutually agreed upon form of proposal. In other words, the Board will approve a vendor and the College will negotiate with the vendor. It is not like a formal bid.

Mr. Wiley said instead of going with a three-year contract, he was suggesting the contract be a one-year contract at this time because all three are new companies. In addition, he was suggesting Just a Dash for the simple reason that they are close by and the restaurants they partner with are within the district.

Mr. Baikauskas asked where they were located. They are located in Highland, Indiana. They do participate with an Olympia Fields restaurant. Mr. Wiley added that one is in Richton Park. Red Star is in Richton Park and Redwood is in Olympia Fields.

Mr. Baikauskas asked if any of the vendors require any start-up costs from the College. Dr. Saban said they might require a contribution because if the College provides food at a very reasonable price it may cost the College to do so. The College may, unless they can balance it off with catering, which is not a part of the RFP, so they can break even. They make their money on volume. Without having the volume, in order to get prices and quality where the College wants them so the students can afford them they may require a contribution from the College. Mr. Stanfa asked if the College had any idea what that contribution might be. Dr. Saban said that without the catering it could be as much as \$50,000. Mr. Stanfa asked if this was usual and customary in this situation. Dr. Saban said that both South Suburban College and Moraine Valley are subsidizing because they need to keep the prices low for the students. Mr. Stanfa said that maybe whoever gets the contract could have an agreement with those who rent the Conference Center space. Dr. Winfree noted that that has been done in the past and it has not been cost effective. However, they were told that there is some option for catering, but it is up to the person having the meeting. It can be offered to outside renters.

Mr. Baikauskas asked if there was a difference in the type of food offered between the three vendors. Dr. Winfree said they were all different. Food for Thought came in first with a rating of 52.3, Just a Dash was 50.6, and Consolidated Management came in at 44.3. The College looked at food variety, healthy options, pricing, value items, taste, and presentation.

Ms. Williams asked what the price range was for the students. Dr. Saban said the College has committed to keeping the sandwich costs to between \$4.50 and \$5.50. The price is part of the negotiation. The RFP states that if the vendor earns more than 4%, they split it with the College. If the vendor loses money, the College needs to contribute. Ms. Williams is looking at the students wanting to buy and not going across the street for food. She added that Red Star is a place where students actually go to eat. Mr. Baikauskas added that adults also go there. Just a Dash already knows the market because of the two restaurants in the area. Mr. Baikauskas asked if either one of them asked for a contribution. Dr. Saban said it was to be determined.

Mr. Wiley said that instead of doing a three-year contract, he suggested a one-year contract to see how it goes and go from there.

Mr. Baikauskas said that Just a Dash and Food for Thought are close, but he likes Just a Dash because they have two restaurants in the district. Ms. Mulhearn said that she feels that this is going in circles. There were people who already filled out forms and the Board is overriding without knowing anything about it. There were people who actually tasted the food and saw the presentations. Mr. Wiley said the Board wants someone from the community. Ms. Mulhearn said she understands that, but added that as

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Ms. Williams said the Board should have gone to administration and said that the Board should be part of this. Ms. Williams said she did not know anything about the presentations.

Mr. Wiley asked if the Board wanted to take a poll to see who wants Consolidated Management. The Board said no. Mr. Wiley asked about Food for Thought. Mr. Stanfa said that the 1.5 point difference is not a big win. Everything is variable. He added that he liked the fact that Just a Dash is from the area in addition to giving them a one-year contract rather than three. In the future, it might be best just to give a one-year contract. Ms. Williams agrees with Just a Dash.

*Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees awards a contract for complete manual food service operation for the period August 6, 2018 through August 5, 2019 to Just a Dash.*

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

Mr. Baikauskas	Aye
Ms. Mulhearn	Nay
Mr. Stanfa	Aye
Mr. Wiley	Abstain
Ms. Williams	Aye
Mr. Shogunle	Advisory (Nay)

*The vote being three (3) Ayes, one (1) Nay, one (1) Abstain, and one (1) Advisory, the motion carried.*

**ADJOURNMENT**

*Mr. Stanfa moved and Ms. Williams seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 5:46 p.m.*

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Marc Wiley, Vice Chair

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Joelle Mulhearn, Secretary Pro Tem

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Patricia Gallagher Trost, Board Recorder