

# THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

## Eight Hundred and Eighth Regular Meeting October 30, 2018

### MINUTES

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Ms. Jacqueline Agee, Chair, convened the 808th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:00 p.m., Tuesday, October 30, 2018, in the Board Room of the College.

#### **ROLL CALL:**

##### Board Members Present

Ms. Jacqueline Agee, Chair  
Dr. Ronald White, Secretary  
Mr. Christopher Baikauskas (*arrived at 5:03 p.m.*)  
Ms. Joelle Mulhearn  
Mr. John Stanfa  
Ms. Camiella Williams  
Mr. Benedict Shogunle, Student Trustee

##### Board Members Absent

Mr. Marc Wiley, Vice Chair

##### 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  
Mr. Eric Stach, Del Galdo Law Group  
Mr. Thomas Nicholas, Faculty Representative

##### Table Participants Absent

Ms. Cheron Ricks, Support Staff Representative  
Ms. Rachel Eastman, Student Representative

##### Administrators Present

Mr. David Cronan; Ms. Carol Fawcett; Ms. Deborah Havighorst; Mr. Greg Kain; Ms. Janice Kaushal; Mr. Timothy Kosiek; Ms. Kim Kunce; Ms. Kelly Lapetino; Ms. Grace McGinnis; Mr. George Pfothenauer; Mr. Elighie Wilson

##### Faculty Members Present

Dr. Eskiel Flannery

##### Staff Members Present

Ms. Crystal Alston; Mr. Jay Barriga; Ms. Alysse Hansen; Mr. Paul Murtagh; Mr. Joel Nightingale; Ms. Erin Violette; Ms. Lisa Zeigler

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### Others

Ms. Marilyn Tapajna, President, PSC Foundation

### **ORAL/WRITTEN PUBLIC COMMUNICATIONS**

There was none.

### **INTRODUCTIONS AND RECOGNITIONS**

#### Introductions

Mr. Elighie Wilson, dean of liberal arts and social sciences, introduced Dr. Eskiel Flannery, assistant professor of English-as-an-Additional Language.

#### Tollway Grant Presentation

Mr. Paul Murtagh, manager of construction business development center, gave an overview of the tollway grant. He thanked Dr. Winfree; Mr. Craig Schmidt, vice president of community and economic development; Ms. Lisa Zeigler, grants manager; Ms. Erin Violette, operations support specialist; Ms. LaTasha Binder, construction specialist at Rock Valley; and Ms. Cynthia Stewart, construction specialist at Prairie State.

#### Audit Presentation – GW & Associates

Dr. Thomas Saban, vice president of finance and administration introduced Mr. John Wysocki of GW & Associates. Mr. Wysocki gave an overview of the College's recent audit. The independent auditors report includes unmodified opinion on financial statements and "in-relation to" opinion on ICCB Uniform Financial Statements. With regard to enrollment data and other basis upon which claims are filed, the independent accountant's report includes unmodified opinion. With regard to ICCB grants, the independent auditors' report includes unmodified opinion and independent auditors' report related to internal control and compliance over state grants reports no findings.

There were two significant impacts on beginning net position. One was GASB 75, which is other post-employment benefits implementation, and the second was a prior year error in property tax receivables. Both of these resulted in a significant decrease in beginning net position. The GASB 75 implementation is the College's proportionate share of the State of Illinois college insurance program. With regard to the property tax receivable, a prior period adjustment was made to reduce property tax receivables and beginning net position by approximately \$7 million. The College was "expecting" to collect about 92% of the old receivable balances.

Ms. Agee asked if this was an error or is it how the prior auditor looked at it. Mr. Wysocki responded that in this case, it seems that an error occurred because in 2008, 2009 and 2010, the balance was flat. It does not appear to be a conscious decision to keep accumulating these receivables because they will be collected. After a few years, it is very unlikely that the College will collect.

Mr. Baikauskas asked if GWA caught this mistake or if the previous auditor caught it. It was caught by GWA. The previous auditor must have missed it. Dr. Winfree asked if it was an error or the way one audit firm looks at it versus another audit firm. Right now, there are houses and businesses out there that have back taxes owed. By the College writing it off the books, it is the net position. However, if that property is sold and the buyer has to pay the back taxes, the College will still collect those tax dollars. Dr. Winfree said it is just a matter of how the College is making its net position look.

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The Single Audit covers the federal funds spent by the College. A single audit is required when \$750,000 or more of federal funds are expended. The College expended \$14.4 million in FY2018. Major federal programs are determined by a risk assessment. The minimum audit coverage is 20% of federal expenditures for a low risk auditee and 40% for a high-risk auditee. The College is low risk. The student financial aid cluster was the major program that was audited. Pell and Federal Direct Loans account for most of the cluster. Independent auditors' report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with government auditing standards two findings are reported. They issued an unmodified opinion on compliance for each major program, and no findings are reported; and "in-relation to" opinion on schedule of expenditure of federal awards. When there is a prior period adjustment caused by the correction of an error, they must report a significant deficiency or material weakness in controls over financial reporting. It reported it as a significant deficiency. The College could not provide approved midterm class lists for four out of a sample of 44 course sections. ICCB requires that the College must be able to provide, upon request, a hardcopy midterm class list printout of each course section, submitted on ICCB credit hour claims, containing either a manual faculty signature or an authenticated electronic signature for either ICCB or external audit purpose. This occurred with two credit and two non-credit classes. The College has put in corrective measures to avoid this in the future.

Two findings related to federal awards were reported in FY2017 and those findings have not been repeated in FY2018.

### Ms. Marilyn Tapajna, Prairie State College Foundation

Dr. Winfree introduced Ms. Marilyn Tapajna, president of the Prairie State College Foundation.

### CONSENT ITEMS

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

#### Minutes

*That the Board of Trustees approves the Minutes of the Budget Hearing of September 25, 2018; and the 807<sup>th</sup> Regular Meeting of September 25, 2018; as presented.*

#### Full-Time Faculty Overloads, Adjunct Faculty Salaries, and Compensation for Administrators, Staff and Retired Faculty on Teaching Assignments – Fall 2018, Sixteen-Week Classes, First Eight-Week Classes, and Fourteen Week classes (Credit Courses)

*That the Board of Trustees approves the full-time faculty overload compensation in the amount of \$257,319.98, adjunct faculty compensation in the amount of \$702,046.93, and compensation for administrators, staff and retired faculty on teaching assignments in the amount of \$34,706.68, for first eight-week classes, sixteen-week classes, and fourteen-week classes of the 2018 fall term (credit courses).*

#### Adjunct Faculty Compensation for the Fall 2018 Term (Non-Credit Courses)

*That the Board of Trustees approves the adjunct faculty compensation in the amount of \$74,587.50, for the fall 2018 term (non-credit courses).*

#### Approval of New Program – Dental Assisting Certificate

*That the Board of Trustees approves a new program in Allied Health and Emergency Services, Dental Assisting Certificate.*

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Bills Payable – FY2019

*That the Board of Trustees approve the FY2019 List of Bills Payable for September (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            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

***The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.***

**ACTION ITEMS**

Final Reading, Board Policy A-31, Dress Code for Board Members

*Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees approves for Final Reading, Board Policy A-31, and Dress Code for Board Members.*

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

|                |                |
|----------------|----------------|
| Ms. Agee       | Aye            |
| Mr. Baikauskas | Nay            |
| Ms. Mulhearn   | Aye            |
| Mr. Stanfa     | Aye            |
| Dr. White      | Aye            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

***The vote being five (5) Ayes, one (1) Nay, and one (1) Advisory, the motion carried.***

Final Reading, Board Policy F-4, Grade Codes/Grade Point Average

*Ms. Mulhearn moved and Dr. White seconded that the Board of Trustees approves for Final Reading, Board Policy F-4, Grade Codes/Grade Point Average, as revised.*

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            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

***The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.***

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Final Reading, Board Policy Review

*Ms. Mulhearn moved and Mr. Shogunle seconded that the Board of Trustees approve for Final Reading the following Board policies:*

Board

- A-1 Authority of the Board of Trustees*
- A-2 Board Policies*
- A-3 Duties/Responsibilities of the Board of Trustees*
- A-4 Board Member Code of Ethics*
- A-5 Board Member Conflict of Interest and Impropriety*
- A-7 Student Trustee*
- A-8 Orientation of New Board Members*
- A-16 College Constituency Group Representation for Board Meetings*
- A-21 Board Meeting Agenda*

President

- B-1 Appointment of College President and Responsibilities of Position*

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            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

***The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.***

First Reading, Board Policy Review

*Ms. Williams moved and Ms. Mulhearn seconded that the Board of Trustees approve for First Reading the following Board policies:*

Board of Trustees

- A-25 Public Participation at Board Meetings*

President

- B-4 Positions Descriptions*

Finance

- D-4 Purchasing and Bidding*
- D-12 Investment of College Funds*

Instruction

- E-1 Minimum Qualifications to Teach*
- E-3 Program Advisory Committees*
- E-4 Official Course Outline and Syllabus*
- E-5 Curriculum Development*
- E-7 Statement of Academic Freedom*

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*E-9 Global Education*

Student Services

*F-2 Academic Skills Assessment and Placement*

*F-11 Student Government Association*

*F-12 Student Rights and Responsibilities*

Human Resources

*G-6 Employee and Dependents Tuition and Fees Waiver/Reimbursement Benefits*

*G-17 Evaluation of Faculty*

*G-28 Release of Addressees/Telephone Numbers of Employees*

*G-38 Employee Professional and Program Development*

*G-42 Confidential Reporting of Unethical or Illegal Activity*

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            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

***The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.***

FY2019 Salary Ranges

*Ms. Mulhearn moved and Ms. Williams seconded recommended that the Board of Trustees approves an upward adjustment of 2% to the classification system salary structure applicable to all non-faculty positions for FY2019.*

Mr. Stanfa asked if this adjustment would be a 2% increase in salaries for next year. Dr. Winfree responded it does not. The College never had a formal market analysis for positions. All job descriptions were reviewed and noted how much time was spent on each responsibility. Based on the decisions made by each person in a position, they were placed in a certain band and that is what is on the attachment. The minimum, mid and maximum compensation is included within the band. Once employees were placed within a band, there were some who were underpaid and some that were higher than the maximum of a band. This is to make sure the College is treating everyone fairly. Mr. Baikauskas asked if this is worked out with the union. The unions do not have anything to do with the classification employees go into. However, the union does assist union employees when an employee asks for a reclassification.

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            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

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*The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.*

FY2019-FY2021 Salaries for Hourly Employees, Confidential Support Staff, Police Sergeants, Managers, and Administrative Employees

*Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees approves the salary increase for hourly employees, confidential support staff, police sergeants, managers and administrative employees for FY2019-FY2021 as recommended by the President and within the parameters approved by the Board of Trustees.*

Mr. Stanfa asked if this is the same increase the unions received. Dr. Winfree responded it was the same as the support staff union and police union, but the faculty union is different. Mr. Stanfa asked if the College budgeted for this and Dr. Winfree said it is included in this year's budget.

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            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

*The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.*

Contract Approval – Blue Cross/Blue Shield

*Ms. Mulhearn moved and Ms. Williams second that the Board of Trustees approves a one-year contract with Blue Cross/Blue Shield for employee health insurance beginning January 1, 2019.*

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            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

*The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.*

Contract Approval – MetLife Company

*Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees approves a one-year contract with MetLife Company to provide employee dental insurance beginning January 1, 2019.*

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

|                |     |
|----------------|-----|
| Ms. Agee       | Aye |
| Mr. Baikauskas | Aye |

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|              |                |
|--------------|----------------|
| Ms. Mulhearn | Aye            |
| Mr. Stanfa   | Aye            |
| Dr. White    | Aye            |
| Ms. Williams | Aye            |
| Mr. Shogunle | Advisory (Aye) |

***The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.***

**Contract Approval – Sun Life Company**

*Ms. Mulhearn moved and Ms. Agee seconded that the Board of Trustees approves a contract with Sun Life Company to provide employee life/accidental death and dismemberment insurance for a period of one year beginning January 1, 2019.*

Mr. Stanfa asked about the premium increase. The College gets a group rate based on its population. Dr. Winfree noted the College is reviewing this.

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            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

***The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.***

**Contract Approval – Sun Life Assurance Company**

*Ms. Williams moved and Ms. Mulhearn seconded that the Board of Trustees approves a contract with Sun Life Assurance Company to provide employee Long Term Disability (LTD) insurance for a period of one year beginning January 1, 2019.*

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            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

***The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.***

**Contract Approval – VSP**

*Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees approves a contract with VSP to provide employee vision care for a period of one year beginning January 1, 2019.*

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



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|                |                |
|----------------|----------------|
| Ms. Agee       | Aye            |
| Mr. Baikauskas | Aye            |
| Ms. Mulhearn   | Aye            |
| Mr. Stanfa     | Aye            |
| Dr. White      | Aye            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

***The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.***

Contract Renewal – Adobe Creative Cloud Licenses

*Dr. White moved and Ms. Williams 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 \$10,863.60.*

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            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

***The vote being six (6) Ayes, no Nays, and one (1) Advisory, 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 on the Storage Area Network System, for one year with CDW-G, under Illinois Community College System Procurement Consortium pricing, for \$13,251.14.*

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            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

***The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.***

Bid Recommendation – Main Building Electrical Maintenance and Testing Project

*Ms. Williams moved and Ms. Mulhearn seconded that the Board of Trustees awards the Main Building Electrical Testing and Maintenance Project to the lowest responsible bidder, Hy-Power Electric in the amount of \$64,750 for base bid plus a 10% construction contingency of \$6,475 for a total construction prices not to exceed \$71,225.*

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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            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

***The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.***

Project Approval – Solar Photovoltaic Power Purchase Agreement Project

*Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees approves the Solar Photovoltaic Power Purchase Agreement project proposed by ForeFront Power as a response to the South Metropolitan Higher Education Consortium's Request for Proposals.*

Dr. Winfree explained this is a project approval and a contract will be brought to the Board in December. The College has learned through this investigation that the roof on the main building needs to be replaced quickly – within six months to a year. Forefront will put forth the funds to replace the roof and then the College can work cost sharing with the electric for a 25-year period. The College will look to see what is best for the College. The opportunity for the solar grant is phenomenal. They will be giving the College lower than the current electrical rate. They propose the College will save \$26,000 per year and \$992,000 over the course of the 25-year term.

Mr. Baikauskas asked how expensive would it be for them to do the roof versus the College doing the roof. Dr. Winfree responded that the College does not know yet. However, the company maintains that once the solar is on the roof, they will maintain all of the equipment. Mr. Stanfa asked if the savings of \$992,000 over a 25-year period includes the company paying for everything. It does not. The College now has to figure out how much everything costs. Dr. Winfree added that no matter what, the College has to replace the roof.

Mr. Baikauskas asked if the Board approves this today, the College still could adjust what needs to be done. Dr. Winfree said it would and a recommendation will be brought to the Board in December.

Dr. Winfree added that there is an educational component to all of this so the faculty are excited about this opportunity because they can have the students involved. There are many good things in this, but the College will do its due diligence. Dr. Winfree said that if anyone has questions, they should feel free to contact her. Mr. Baikauskas asked if the College has to do the roof and solar with Forefront. The College can still get the solar component even if it decides to do the solar and roof separately. Forefront is not a roofing company.

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 |

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|              |                |
|--------------|----------------|
| Ms. Williams | Aye            |
| Mr. Shogunle | Advisory (Aye) |

***The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.***

Budget Transfers – September 2018

*Dr. White moved and Mr. Stanfa seconded that the Board of Trustees approves the budget transfers for September, 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            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

***The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.***

2018 Tentative Tax Year Levy

*Ms. Mulhearn moved and Ms. Williams seconded that the Board of Trustees approves the tentative tax levy for 2018.*

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

|                |                |
|----------------|----------------|
| Ms. Agee       | Nay            |
| Mr. Baikauskas | Aye            |
| Ms. Mulhearn   | Aye            |
| Mr. Stanfa     | Aye            |
| Dr. White      | Aye            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

***The vote being five (5) Ayes, one (1) Nay, and one (1) Advisory, the motion carried.***

Presentation of FY2018 Comprehensive Annual Financial Report and Audit

*Mr. Baikauskas moved and Ms. Mulhearn seconded that the Board of Trustees accepts the FY2018 Comprehensive Annual Financial Report and Audit, as presented.*

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            |
| Ms. Williams   | Aye            |
| Mr. Shogunle   | Advisory (Aye) |

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*The vote being six (6) Ayes, no Nays, and one (1) Advisory, the motion carried.*

### REPORTS

#### President's Report

Dr. Winfree reviewed her report. The Board's folders contained information about upcoming veterans' events, the upcoming ICCTA Regional meeting at Joliet Junior College, and the 2019 spring credit schedule. The College is hosting one more Community Event on Wednesday, November 14 at 5:00 p.m. for the Village of Hazel Crest and City of Country Club Hills.

#### 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. The College has collected 38% of its budget, which is a little low. He will continue to watch this number.

The Board appreciates the work of Dr. Saban and his staff.

#### Program Advisory Committee Memberships

This is for information purposes only.

#### Citizen/Special Advisory Committee Memberships

This is for information purposes only.

Mr. Stanfa asked if the committee members are volunteers. He also asked if the College knows the history of those who are serving on the committees. The program chair is responsible for the selection of members. Dr. Winfree explained that the committees are made up of experts in their field in order to advise the College of current trends. In addition, grants sometimes dictate who should be on the committee.

### ITEMS FROM THE BOARD OF TRUSTEES

#### Schedule for Future Board/College Events

Other than those events listed on the calendar, the annual Halloween Family Funfest is tomorrow from 4:00 to 7:00 p.m. The police officers do an excellent job of coordinating this event.

#### ICCTA/ACCT Report

Ms. Mulhearn asked the Board members to let her know if they will be attending the upcoming Regional ICCTA meeting at Joliet Junior College. She added that she will be attending another ICCTA meeting in the next two weeks.

#### Prairie State College Foundation Report

Ms. Havighorst thanked everyone who supported the gala. She announced that the event made \$12,000 more than the previous year. Ms. Havighorst thanked Ms. Mulhearn who co-chaired the committee and Ms. Tapajna for serving on that committee. Ms. Mulhearn and Dr. Winfree thanked Ms. Havighorst and her staff for their work. Ms. Mulhearn said that she was very impressed with the students. Dr. Winfree also thanked everyone who helped with the event including Mr. Tim Kosiek, executive director of facilities and operations, and his staff.

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Mr. Pat Ormsby of the Foundation donated the iPad he bid on and won to the student table so the students could have their own raffle. Mr. Jay Barriga, manager of ITR operations and client services secured the donation for that iPad.

Faculty Report

Mr. Nicholas thanked the Board for their service.

Support Staff Report

There was no report.

**ADJOURNMENT**

*Dr. White moved and Ms. Mulhearn seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 6:33 p.m.*

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Jacqueline J. Agee, Chair

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Dr. Ronald White, Secretary

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Patricia Gallagher Trost, Board Recorder