

# THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

## Eight Hundred and Eleventh Regular Meeting February 26, 2019

### MINUTES

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Ms. Jacqueline Agee, Chair, convened the 811<sup>th</sup> Regular Meeting of the Board of Illinois Community College District No. 515 at 5:02 p.m., Tuesday, February 26, 2019, 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  
Mr. John Stanfa  
Ms. Camiella Williams  
Mr. Benedict Shogunle, Student Trustee (*arrived at 5:06 p.m.*)

##### Board Members Absent

Ms. Joelle Mulhearn

##### 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. Valerie Nicholson, Faculty Representative  
Ms. Cheron Ricks, Support Staff Representative

##### Table Participants Present

Ms. Rachel Eastman, Student Representative

##### Administrators Present

Ms. Jan Bonavia; Ms. Deborah Havighorst; Mr. Greg Kain; Ms. Janice Kaushal; Ms. Kim Kunce;  
Mr. George Photenhauer; Mr. Felix Simpkins; Mr. Elighie Wilson

##### Faculty Members Present

Mr. William Condon

##### Staff Members Present

Ms. Crystal Alston; Ms. Andrea Small

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### Others

Ms. Laretta Adams, Bloom Township; Mr. Richard Amadio, City of Chicago Heights; Mr. Vincent Balfour, Chicago Balfour; Mr. David Gonzalez, City of Chicago Heights; Ms. Sharyl Inlow, League of Women Voters; Mr. Terry Matthews; South Chicago Heights; Mr. T.J. Somer, City of Chicago Heights; Ms. Marilyn Kent Tapajna, PSC Foundation President; Mr. Vince Zaranti, City of Chicago Heights

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

Mr. David Gonzalez, mayor of Chicago Heights, distributed and read a letter signed by seven mayors from the College's district.

*"Dr. Winfree and Prairie State College Board of Trustees:*

*We are writing to you to express our concerns over the proposed increase to student tuition and fees.*

*The requested increase to tuition and fees is unwarranted based on the current audited financial position of Prairie State College:*

*During fiscal year 2018, the average cost of tuition in the State of Illinois among 38 community colleges was \$4,206 per year. Prairie State College ranks at the top of this list, with a tuition cost of \$5,130 per year.*

*The average tuition cost per credit hour for these same 38 community colleges averages \$140.80. Prairie State also ranks 1<sup>st</sup> on the list with a tuition rate per credit hour of \$174.00, 24% above the state average.*

*During the period of July 1, 2015 to June 30, 2018 (four years), PSC accumulated a surplus of \$13,819,295 in their operating accounts.*

*As of July 1, 2014, the college had 9.9 million in cash, and on June 30, 2018, the college finished its fiscal year with \$21.2 million in cash, an increase of \$11.3 million.*

*The college has accumulated cash reserves during the same period it has filed tax levies for the maximum amount allowed by Illinois state statute. The increasing property tax obligation is a burden that falls directly on our residents and businesses in the PSC district.*

*We do not support this proposed increase. It is important we affirm our belief that education is a right and not a privilege. Access to affordable education is important in a region where families and businesses face their share of economic challenges. As president and trustees of this institution, we are asking that you keep the economic well-being of our students, residents and businesses in mind in considering this increase.*

*Respectfully submitted:*

*Mayor David A. Gonzalez, Mayor of Chicago Heights, Illinois*

*Mayor Kenneth A. Peterson, Mayor of Steger, Illinois*

*Mayor Derrick N. Burgess, Mayor of Sauk Village, Illinois*

*Mayor Rich Hofeld, Mayor of Homewood, Illinois*

*Mayor Terry L. Matthews, Mayor of South Chicago Heights, Illinois*

*Mayor Annie R. Coulter, Mayor of Ford Heights, Illinois*

*Mayor Ronald J. Gardiner, Mayor of Glenwood, Illinois"*

*(Mr. Shogunle arrived at this time.)*

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**INTRODUCTIONS AND RECOGNITIONS**

Dr. Marie Hansel, vice president of academic affairs, introduced Mr. William Condon, instruction and reference librarian.

Higher Learning Commission Presentation – Jan Bonavia, Director of Institutional Effectiveness, Planning, and Accreditation

Ms. Jan Bonavia, director of institutional effectiveness, planning and accreditation gave an overview of the process the College followed in preparation for the upcoming Higher Learning Commission visit.

**CONSENT ITEMS**

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

Minutes

*That the Board of Trustees approves the Minutes of the 810<sup>th</sup> Regular Meeting of January 29, 2019; as presented.*

Approval of Sabbatical Leave – Dr. Megan Hughes

*That the Board of Trustees approves a one semester sabbatical in fall 2019 for Dr. Megan Hughes, Associate Professor, English/Reading, according to the provisions in Section 4.25 of the faculty contract.*

Full-time Faculty Overloads, Adjunct Faculty Salaries and Compensation for Administrators, Staff and Retired Faculty on Teaching Assignments – Spring 2019, First Eight-Week Classes and Sixteen-Week Classes (Credit Courses)

*That the Board of Trustees approves the full-time faculty overload compensation in the amount of \$238,189.75, adjunct faculty compensation in the amount of \$683,876.71, and compensation for administrators, staff, and retired faculty on teaching assignments in the amount of \$14,425.40, for first eight week classes and sixteen-week classes of the Spring 2019 term (credit courses).*

Bills Payable – FY2019

*That the Board of Trustees approves the FY2019 List of Bills Payable for January (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
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	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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**ACTION ITEMS**

First and Final Reading, Board Policy E-10, Class Attendance

*Dr. White moved and Ms. Williams seconded that the Board of Trustees approves for First and Final Reading, Board Policy E-10, Class Attendance.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

First and Final Reading, Board Policy F-13, Grievances/Complaints by Students

*Mr. Wiley moved and Ms. Williams seconded that the Board of Trustees approves for First and Final Reading, Board Policy F-13, Grievances/Complaints by Students.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

Project Recommendation – Main Building Bathroom Renovations Phase 2

*Mr. Wiley moved and Mr. Baikauskas seconded that the Board of Trustees approves the Main Building Bathroom Renovations Phase 2 Project at an estimated cost of \$94,920, including architectural/engineering services, construction costs and contingency.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	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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Project Recommendation – Exterior Site Signage Phase 2

*Mr. Wiley moved and Ms. Williams seconded that the Board of Trustees approves the Exterior Site Signage Phase 2 Project at an estimated cost of \$139,440, including architectural/engineering services, construction costs and contingency.*

Mr. Wiley asked if this item could be pulled and discussed at another time. Ms. Agee asked if this expense comes out of bond proceeds. Dr. Saban responded that it does. Mr. Baikauskas asked since the first phase was done in 2013, why was there a wait until now to begin the second phase. Dr. Winfree said the budget impasse for two years was part of it and there were other capital projects that took priority.

Ms. Agee asked why Mr. Wiley wanted to pull it. He said that he was not going to be supportive of this right now.

Ms. Agee asked Dr. Saban if this money could be used for something else. The College has a list of projects totaling \$22 million. This is not out of the same fund as tuition. The bond proceeds are depleting quickly. The College has about \$1.8 million left out of \$10 million, but there are plenty of projects that could be done. Mr. Baikauskas asked if the power supply project could come out of the bond proceeds. Dr. Saban said that the state might fund that project. Dr. Winfree said no one knows for sure yet. She has spoken to the state legislators and no one is in any kind of position to say anything affirmative yet. The legislators have the information and the pictures from this project and the roof project. Mr. Baikauskas asked for the total cost of the roof and power supply projects. Dr. Saban said the cost is \$4.5 million.

Ms. Agee added that it appears that this does not have anything to do with the tuition, but it more has to do with the Board would like to see the money out of the bonds be used for something different from what the College has come up with. Mr. Baikauskas said the College might want to keep this money in there in case the potential funding from the state does not come through. This is not a safety concern. Dr. Winfree said there is an issue with people getting lost when they come to campus. Dr. White added that there are plenty of people around that visitors can ask for directions. He added that there is an information booth in the atrium. Mr. Schmidt added that the College has about 10,000 visitors per year to the Adult Training & Outreach Center and they would like to see a letter on the building. Visitors end up parking in the wrong area. Ms. Agee said that she was unaware that the Board could decide how the money is spent; she always thought it was up to the administration.

It was agreed to pull this recommendation. Ms. Agee thanked everyone for their work on this project.

Bid Recommendation – Physical Inventory Count and Insurance Appraisal

*Mr. Wiley moved and Mr. Stanfa seconded that the Board of Trustees awards the bid for the Physical Inventory Count and Insurance Appraisal to the lowest responsible bidder, Duff & Phelps, in the amount of \$18,500.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Ms. Williams	Aye

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Mr. Shogunle                      Advisory (Aye)

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

Bid Recommendation – Graduation Regalia and Related Accessories

*Mr. Wiley moved and Ms. Williams seconded that the Board of Trustees award the Graduation Regalia and Related Accessories contract to the lowest bidder, Chicago Balfour Company, for the period of one (1) year and that the Board of Trustees provide authorization, upon successful performance by Balfour, the option to negotiate a succeeding three (3) year all-inclusive contract with Balfour for Graduation Regalia and Accessories.*

Chicago Balfour Company is asking for a one (1) year contract, but then if they are successful, they would like to have the following three (3) years without having to go out to bid again, because it is a huge process to go out to bid. It was a way to negotiate a multi-year contract with a single all-inclusive provider. Dr. White asked if there would be a price increase. Dr. Winfree said there would not be an increase. Dr. Kalicki added that this initial contract is only for caps and gowns but because they have the ability to print the diploma covers and other accessories, there is flexibility to get even better pricing for a multi-year contract and it is anticipated the cost will go down.

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

Purchase Recommendation – Facilities and Operations Truck

*Mr. Wiley moved and Ms. Williams seconded that the Board of Trustees approves the purchase of (1) one 2019 Ford F-250 4x4 Pick-up with an eight foot bed from the Suburban Purchasing Cooperative Contract #173 in the amount of \$26,762.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	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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### Contract Approval – Meristem Advisors, LLC

*Mr. Wiley moved and Dr. White seconded that the Board of Trustees approves the agreement with Meristem Advisors, LLC as municipal advisor to Prairie State College in connection with its issuance of bonds to fund capital improvements.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

### Tuition Rate and Fees Changes

Ms. Agee announced the Board would come back to the recommendation for tuition rate and fee changes at this time.

### Budget Transfers – November, December 2018 and January 2019

*Dr. White moved and Ms. Williams seconded that the Board of Trustees approves the budget transfers for November 16-30, 2018, December 2018, and January 2019, as indicated in the enclosure.*

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

Ms. Agee	Aye
Mr. Baikauskas	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Mr. Wiley	Aye
Ms. Williams	Aye
Mr. Shogunle	Advisory (Aye)

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

## REPORTS

### President's Report

Dr. Winfree asked Board members to review the items in their green folders that included information about a new program for dental exams for community members and items from the 31<sup>st</sup> Annual Jazz Fest. She congratulated Professor Valerie Nicholson on another successful event. Dr. Winfree also thanked Ms. Marilyn Tapajna, Foundation President. The Economic Forecast Breakfast information was shared with the Board. Dr. Winfree said the speaker was great. Dr. Winfree congratulated Ms. Deborah Havighorst and the Foundation on a successful event.

### President's Cabinet Monthly Reports

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

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### Monthly Financial Report

Dr. Saban reviewed the financial report. Dr. White thanked Dr. Saban for saving the College money.

## ITEMS FROM THE BOARD OF TRUSTEES

### Schedule for Future Board/College Events

Dr. Winfree pointed out the upcoming Higher Learning Commission visit on March 18 and March 19. Spring break is scheduled for the week of March 11. The College is open, but faculty and students will be off that week.

### ICCTA/ACCT Report

Mr. Wiley announced that at the recent Association of Community College Trustees meeting, he was interviewed for the Diversity, Equity & Inclusion Committee. He was later informed that he was nominated and had the full endorsement of ACCT and they recommended that he chair the committee.

### Prairie State College Foundation Report

The Foundation report is included in the Board packet.

### Faculty Report

Ms. Nicholson read the following statement from faculty:

*"The Faculty is similarly concerned about balancing the budget on the backs of our students. The image of community college funding in Illinois—that of the 3-legged stool where a third of the funding comes each from the state, local property taxes, and student tuition—has been out of balance for decades for Prairie State College. Today, student tuition and fees combined with local property taxes account for more than 80% of Prairie State's budget, while state funding makes up a measly 10% or so. Especially compared with downstate community colleges, some of whom receive up to 60% of their budgets through state revenue, District 515 is not getting its fair share of investment from the state of Illinois. The Faculty recognize that being a member of the Board of Trustees means accepting ultimate responsibility for the College, which in itself brings great responsibilities. The greatest of these may be as a fiduciary steward. We understand why the Board does not want to burden the students by raising our tuition and fees, which has nearly doubled over the past decade and is already among the highest in the state compared to the other community colleges. Even as we remain a good bargain compared to four-year options, Prairie State's ability to offer quality programs of study and services also depends heavily on tuition revenue. With no clear plan for raising revenue in place of a tuition hike, and the apparent unsuccessful efforts of the lobbyists with whom the college has contracted, we fear that the Board may be ignoring the very real need for revenue for the College. We need you. Since the Board is today making the choice not to burden students, the Faculty is looking to the Board for leadership. Leadership to ensure the financial future of the college, and leadership to guarantee a well-funded, comprehensive education to the residents of this community—who are taxpayers both in District 515 and the state of Illinois."*

Ms. Agee said the key item she took from this was the unsuccessful efforts of the College's lobbyist. She is unsure what the lobbyist has been able to provide to the College, and she is not sure why they are being paid. That is her personal opinion. Ms. Nicholson is spot-on on that. Ms. Agee thinks this is something the Board should look into and why the College is paying the lobbyist as much money as it does. She asked if the College pays them every month. Dr. Winfree said yes.

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### Support Staff Report

There was no report.

### Tuition Rate and Fees Changes

Ms. Agee announced that since Mr. David Gonzalez was unable to provide this information to the Board prior to the meeting, Ms. Agee said that she does not think there is anything she can do other than pull this matter from the agenda. She believes these are valid concerns that need to be looked into before voting upon them. Dr. White said that the Board has kept this from moving forward for the past few months. It is time that the Board deal with this. Ms. Agee agrees, but this letter is dated February 25 and this has been on the Board's agenda since November. These are serious concerns from seven mayors from the College's district. Had the letter been received prior to the meeting, the Board would have had the ability to look into it, ask questions, review it and really consider what the mayors from the district are bringing to the Board. Mr. Baikauskas asked if the Board members could be polled. Ms. Agee said no. Mr. Wiley said that he does not believe that the chair should pull this without discussing it with the rest of the Board. Per policy, the chair decides what gets on the agenda. Mr. Wiley asked for the policy. Mr. Wiley and Ms. Agee discussed how recommendations could be pulled from the agenda.

Dr. White reviewed Board Policy A-13, Board Officers and Responsibilities of Chair.

Ms. Agee said that these are serious allegations being brought to the Board's attention in this letter. She does not understand why the Board would not want Dr. Saban to look into this and to find out if this information is correct prior to taking the vote. Mr. Wiley said the Board pushed this three different times. Dr. Saban said he has not seen this letter before, but would happy to go through it. Ms. Agee said had Dr. Saban gotten this yesterday, he could have been prepared. Ms. Agee said that for the Board to completely negate what seven mayors from the district are saying and not look into their concerns prior to taking a vote; she believes it would be complete failure on the part of the Board. Mr. Wiley asked if Ms. Agee would want to bring this back to the next Board meeting or at another time before that. She said the Board should read it, digest it, and look into it. To make a decision without looking into this would be a dereliction of duties.

Mr. Baikauskas asked if they could vote on it now and then the administration could bring something else forward if they choose. Ms. Agee said that she does not believe that there should be any vote until this is looked into.

Mr. Wiley said that Ms. Agee is not listening to the rest of the Board. She said she is listening to seven mayors. Mr. Wiley said that he was talking to Ms. Agee as a Board member. It does not come down to where she tells the Board that she is going to pull a recommendation. Mr. Wiley believes the Board should have discussed it.

Mr. Baikauskas asked if Dr. Saban could do some research on this. Dr. Saban said he was researching it on his phone. Ms. Agee said the recommendation was not going back on the agenda. Mr. Baikauskas said that he would like to hear the results of Dr. Saban's research. Dr. Saban said it is pretty accurate. There are some small rounding errors. Ms. Agee said she is concerned that the Board is violating the Open Meetings Act right now.

Dr. White shared Board Policy A-13, Board Officers and Responsibilities of the Chair where it discusses Board/President Relations.

Ms. Agee said that Dr. Winfree reached out to Board members on numerous occasions about this recommendation. Mr. Wiley asked when a decision needs to be made on this before the information goes

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out to print. Dr. Winfree said the College had made the decision to take it out of the course catalog so it is not in print. It is available on the website and can be changed as needed. However, what happens is when students register before the new tuition rate goes into effect, they pay based on the old rate and then are rebilled. Other institutions will be raising their tuition in the next few months. Mr. Stanfa asked if the other institutions will raise their tuition over 24%. Dr. Winfree said many have over a period of time.

**ADJOURNMENT**

*Ms. Agee moved and Mr. Stanfa seconded that the Board of Trustees adjourn the meeting. All members present voted Aye, and the meeting adjourned at 6:25 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