

THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

Eight Hundred and Twelfth Regular Meeting March 26, 2019

MINUTES

Dr. Ronald White, Secretary, convened the 812th Regular Meeting of the Board of Illinois Community College District No. 515 at 5:02 p.m., Tuesday, March 26, 2019, in the Board Room of the College.

ROLL CALL:

Board Members Present

Dr. Ronald White, Secretary
Mr. Christopher Baikauskas
Mr. John Stanfa
Ms. Camiella Williams

Board Members Absent

Ms. Jacqueline Agee, Chair
Mr. Marc Wiley, Vice Chair
Ms. Joelle Mulhearn
Mr. Benedict Shogunle, 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. Scott Kalicki, Interim Vice President, Student Affairs and Institutional Effectiveness
Mr. Thomas Nicholas, Faculty Representative
Ms. Cheron Ricks, Support Staff Representative

Table Participants Present

Ms. Rachel Eastman, Student Representative

Administrators Present

Mr. David Cronan; Ms. Carol Fawcett; Ms. Deborah Havighorst; Mr. Greg Kain; Mr. Adane Kassa; Ms. Janice Kaushal; Ms. Marina Krtinic; Ms. Kim Kunce; Mr. George Photenhauer; Mr. Felix Simpkins; Mr. Elighie Wilson

Faculty Members Present

Mr. Andrew Schott

Staff Members Present

Mr. Jay Barriga; Mr. William Berkley; Ms. Sarah Henderson; Ms. Jodi Pedersoli; Ms. Andrea Small; Ms. Lisa Zeigler

812th REGULAR MEETING

March 26, 2019

Page 2

Others

Mr. Dan Fogarty, student; Ms. Katherine Lara, student; Ms. Paige Watts, PSC graduate; Ms. Sharon Watts, guest

ORAL/WRITTEN PUBLIC COMMUNICATIONS

Ms. Paige Watts, a former student, addressed the Board regarding her concerns about the October 25, 2017 data breach.

INTRODUCTIONS AND RECOGNITIONS

Presentation – Model Illinois Government

Mr. Andrew Schott, professor of political science, introduced the following students who recently participated in Model Illinois Government: Mr. Daniel Fogarty who was elected as Senate Majority Leader and received the Most Outstanding Member of the Senate Award; Ms. Catherine Lara who was elected as an Executive Board member/Treasurer; Mr. Stephon Robertson who was elected as an Executive Board member/Comptroller; and Ms. Raqayat Adebessim, a former Prairie State student and current Governors State student.

Ms. Lara and Mr. Robertson will be working with other elected students to build the next Model Illinois Government simulation. The College has a partnership with Governors State University through their Division of Liberal Arts to take students from Prairie State and Governors State to participate in Model Illinois Government. This year's contingent from Governors State had three former Prairie State students participating. When Ms. Williams was a student at Prairie State, she participated in Model Illinois Government. She learned so much including the fact that she could write bills and legislation. It is a wonderful program.

Dr. White announced that Mr. Baikauskas would serve as Secretary Pro Tem.

CONSENT ITEMS

Mr. Stanfa asked that Item 4.3, First Reading – Board Policy F-17, Student Due Process, be pulled for discussion.

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

Minutes

That the Board of Trustees approves the Minutes of the 811th Regular Meeting of February 27, 2018; as presented.

Approval of Sabbatical Leave – Terra Stamps

That the Board of Trustees approves a one semester sabbatical in fall 2019 for Terra Stamps, Professor of Mathematics, according to the provisions in Section 4.25 of the faculty contract.

Approval of New Program – Culinary Arts Professional Kitchen Certificate

That the Board of Trustees approves a new certificate program in Culinary Arts Professional Kitchen Certificate.

812th REGULAR MEETING

March 26, 2019

Page 3

Approval of New Program – Diesel Technology Certificate

That the Board of Trustees approves a new certificate program in Industrial Technology Automotive, Diesel Technology Certificate.

Approval of New Program – Information Technology A.A.S. – Cyber Defense Option

That the Board of Trustees approves a new certificate A.A.S. program in Information Technology – Cyber Defense Option.

Approval of New Program – Information Technology A.A.S. – Cyber Systems Option

That the Board of Trustees approves a new certificate A.A.S. program in Information Technology – Cyber Systems Option.

Bills Payable – FY2019

That the Board of Trustees approves the FY2019 List of Bills Payable for February (including trustee and employee travel expenditures), as indicated in the enclosure.

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

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

The vote being four (4) Ayes, and no (0) Nays, the motion carried.

First Reading – Board Policy F-17, Student Due Process

That the Board of Trustees approves for First Reading, Board Policy F-17, Student Due Process, as revised.

Dr. Winfree explained that the policy was updated in order to streamline the process for the students and to centralize it in Student Affairs. Mr. Stanfa asked if a student could still bring their issue to the Board of Trustees. Dr. White added that the current policy does give students the option to appeal to the Board. Dr. White said the Board would like that option to stay in the policy. Mr. Baikauskas asked why the Board is no longer part of the process. Dr. Kalicki explained that right now the policy straddles both Student Affairs and Academic Affairs. The Dean of Students serves as the chief judicial officer. Due process is a requirement that students are given notice and allowed to speak on their behalf. There is simply one appeal. It does not stop someone from going to the President or to the Board of Trustees. In order to meet the requirements of due process, it would typically be the initial hearing and then one level of appeal. The current policy does state that the president has a role, but that compromises her role. Typically, the Board of Trustees would not get involved in a student disciplinary case. The updated policy removes the president where the original policy involves her in a very cumbersome way. The updated policy frees up the president so that if a student is not satisfied with the process, they can in fact speak to the president who has not been involved with the case at all.

Dr. White said that does not answer the question as to why the trustees are not involved. He is hearing the Board say that they should be included as an option. Dr. Kalicki said that as someone who has done this for almost 30 years, he has never seen it where the Board of Trustees was involved in a student judicial process in a formalized way as it is here. It does not prevent a student from appealing and asking the Board of Trustees to get involved, but it does not formalize the policy.

812th REGULAR MEETING

March 26, 2019

Page 4

Dr. White believes that the Board should be included and asked that it be brought back for those board members who are not present.

Dr. Kalicki said that from his perspective from working with other legal counsel that if the Board is written into the process, the Board becomes part of the liability going forward if the student is not satisfied. The Board has now rendered itself as an official body, and it assumes liability going forward. If a student comes to the Board outside a formalized process, the decision of the Board and the level involvement of the Board is much different than if it is part of the process.

Mr. Stach stated the Board would not really have any liability. They could always be named in some sort of litigation or action. With regard to due process, the student has a right to a hearing to state his or her case, and it would be at that level, that is the fact-finding level, which all the variables of the situation are put on record and the appeal would go upwards. Having looked at this policy and not looking at it in conjunction with all the other policies with respect to Board responsibilities, it is certainly something worth looking at where the Board may wish to have some platform to get involved. Dr. White said it could be an option for a student to come to the Board if they are not satisfied going through this process. Dr. Winfree said she would share the revised policy to make sure it captures what the Board wants before bringing it back to another Board meeting.

ACTION ITEMS

Project Recommendation – Nature Preserve Trail Project

Mr. Stanfa moved and Mr. Baikauskas seconded that the Board of Trustees approves the Nature Preserve Trail Project preliminary work at an estimated cost of \$33,000 including approvals/permits, studies, and soil boring.

Mr. Baikauskas asked when the project would begin. Mr. Timothy Kosiek, executive director of facilities and operations, responded that the studies will need to be done first and it depends on whether or not the Metropolitan Water Reclamation District would need to be involved. Mr. Stanfa said that this should involve Thorn Creek Basin. Mr. Kosiek said that the College still needs to follow the processes that are set in place. The College will not know how involved it all is until the study is complete. When the study is finished, they are notified and it could be fine. At this point, it is unclear where this goes yet.

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

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

The vote being four (4) Ayes, and no (0) Nays, the motion carried.

Project Recommendation – Exterior Site Signage Phase 2

Ms. Williams moved and Mr. Baikauskas 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.

Dr. Winfree explained that this was on the agenda last month. Last month she was asked if this was a life/safety issue and she indicated it was not. After the meeting, Mr. George Pfothenhauer, chief of police,

812th REGULAR MEETING

March 26, 2019

Page 5

explained to Dr. Winfree that it is in fact a life/safety issue. She discussed it with the Chair and Vice Chair and they said to bring it back to this meeting.

Mr. Baikauskas asked how this is a life/safety issue. Dr. Winfree said that if police and/or fire personnel are approaching the building, they might be unsure of what entrance to use. Mr. Pfothenauer said that if there were an incident on campus, surrounding towns would be helping. If they are told to go to the Health Tech Building or Adult Training and Outreach Center, they may go all over because they do not know where these buildings are. If the buildings are identified, the officers and firefighters from other towns will go to the correct building. It could be life or death. It is very important.

Mr. Stanfa asked if there were any renderings of these signs. Mr. Schmidt said this is for the approval of the project and once approved, the College would then go out for renderings. Mr. Stanfa asked where the numbers came from. Mr. Kosiek said the architect developed the budget based on illuminated signs. In order to illuminate them, you have to get the electric from somewhere so there has to be a dollar amount for the electric. The project includes the signs, electric and parking lot signs. There will be some additional signs on the light poles, which will not be illuminated because they are under the light. The cost is the best guess estimate based on today's dollars. Most of the recent projects have been coming in slightly under. Mr. Stanfa said he knows it costs money to do stuff, but he does not have an idea what the College is getting for that money. Dr. Winfree added that this is for the project approval and once bids are received, it will be brought back to the Board for approval.

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

Mr. Baikauskas	Nay
Mr. Stanfa	Aye
Dr. White	Nay
Ms. Williams	Nay

The vote being one (1) Aye, and three (3) Nays, the motion was denied.

Bid Recommendation – Fall 2019 Credit Schedule and Fall 2019 Non-Credit Schedule

Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees awards the bid for the Fall 2019 course schedule to the lowest responsible bidder, Woodward Printing Services, in the amount of \$15,282 each for Credit, and \$15,282 for Non-Credit plus \$594 for an additional 4 pages (if needed), \$1,318 for an additional 8 pages (if needed) and \$130 per thousand for additional copies (if needed).

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

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

The vote being four (4) Ayes, and no (0) Nays, the motion carried.

Bid Recommendation – Chemistry Lab and Science Room Improvement Project

Mr. Stanfa moved and Ms. Williams seconded that the Board of Trustees awards the Chemistry Lab and Science Room Improvement Project to the lowest responsible bidder, Chicago Heights Construction, in the amount of \$514,915 plus a 10% construction contingency of \$51,491.50 for a total construction price not to exceed \$566,406.50.

812th REGULAR MEETING

March 26, 2019

Page 6

Mr. Baikauskas asked Mr. Kosiek what was being done. Mr. Kosiek responded that the plan is to remove the existing tables and replace them with octagon tables, new casework, ceilings, and lighting. The prep rooms will be remodeled to accommodate new spectrometers.

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

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

The vote being four (4) Ayes, and no (0) Nays, the motion carried.

Bid Recommendation – Main Building Roof Replacement

Ms. Williams moved and Mr. Baikauskas seconded that the Board of Trustees awards the Main Building Roof Replacement Project to the lowest responsible bidder, Adler Roofing, in the amount of \$1,697,000 for base bid plus a 10% construction contingency of \$169,700 for a total construction price not to exceed \$1,866,700.

This was approved at the December 4, 2018 Board meeting. The total cost at that point was \$2,340,000 and Adler Roofing came in at \$1,697,000.

Mr. Stanfa asked if this bid was just for the roof and whether it has anything to do with the possibility of installing solar panels at a later date. Mr. Kosiek said that there is a change from the existing roof to the new roof. It will be R30 insulation. Mr. Stanfa asked if the College decides to put solar panels on the roof at a later date, will anything have to be done with the new roof. Mr. Kosiek said they will work with the solar company hand in hand. Mr. Stanfa asked if the new roof would be able to handle the weight. As part of the solar project, a study will be done to make sure that the roof can handle the additional weight. If there are any supports that need to go in, it would be from underneath. The weight will be distributed evenly.

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

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

The vote being four (4) Ayes, and no (0) Nays, the motion carried.

Purchase Recommendation – Lab/Testing Center Upgrades

Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees approves the purchase of IT equipment (with warranties) to update the testing center and three computer labs from CDW-G, under Illinois Community College System Procurement Consortium pricing, not to exceed the amount of \$82,271.08 including contingency.

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

Mr. Baikauskas	Aye
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812th REGULAR MEETING

March 26, 2019

Page 7

Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

The vote being four (4) Ayes, and no (0) Nays, the motion carried.

Budget Transfers – February 2019

Mr. Stanfa moved and Ms. Williams seconded that the Board of Trustees approves the budget transfers for February 2019, as indicated in the enclosures.

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

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

The vote being four (4) Ayes, and no (0) Nays, the motion carried.

REPORTS

President's Report

Dr. Winfree asked if anyone had any questions about her report. The green folders contain a number of flyers about upcoming events.

President's Cabinet Monthly Reports

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

FY2018 Annual Enrollment

Dr. Winfree gave an overview of the report.

Mr. Baikauskas asked if there is a plan to increase enrollment. Dr. Winfree responded that the College has a Strategic Enrollment Management Plan, which is broken down by various areas. In tonight's board packet, the College presented a number of new programs to bring in more students. In addition, there will be more weekend and online programs. When enrollment is down, often times it is because people are working more. The College will be hosting its second Open House on Saturday, April 6. The Open House is a great opportunity to get community members on campus.

Dr. White heard an ad for the College on the radio recently. Mr. Baikauskas asked what the core areas of the College are. Those areas are health care programs, IT programs, the mobile training labs. Mr. Stanfa asked where the College ranks with online classes as opposed to other colleges. Dr. Marie Hansel, vice president of academic affairs, does not know the percentage, but the College is now approved to offer fully online degrees, which will be offered in the fall. The colleges in this area do not have fully online degrees. Mr. Stanfa asked about Joliet Junior College. Dr. Hansel does not know, but added that Moraine Valley and South Suburban do not have any. The Illinois Community College Board will not approve any new certificate or degree unless the College demonstrates there is a market for employment and that the student can make at least \$35,000 and \$40,000 a year. Dr. Winfree added that the College had a visit from the Higher Learning Commission in order to be approved to have a fully online degree. It takes time to time to roll out these programs.

812th REGULAR MEETING

March 26, 2019

Page 8

Monthly Financial Report

Dr. Saban reviewed the monthly financial report.

ITEMS FROM THE BOARD OF TRUSTEES

Schedule for Future Board/College Events

Dr. Winfree pointed out that April 9 is Student Advocacy Day in Springfield. This is a great opportunity for students to learn. She announced that Commencement is scheduled for Saturday, May 18 at 11:00 a.m.

ICCTA/ACCT Report

There was no report.

Prairie State College Foundation Report

The report is included in the packet. The annual golf outing is scheduled for Monday, June 3.

Faculty Report

There was no report.

Support Staff Report

There was no report.

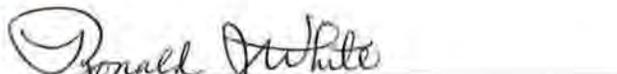
Dr. White said he attended the recent Veterans Resource Fair. There was a large crowd and a large number of vendors. Mr. Georges Sanon, coordinator of the student veterans' center, did a great job and Dr. White thanked the college for hosting the event. Dr. Winfree added that the College recently held a Woman's Veteran Empowerment workshop.

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 6:09 p.m.



Jacqueline J. Agee, Chair



Dr. Ronald White, Secretary



Patricia Gallagher Trost, Board Recorder