

# THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

## Eight Hundred and Fifteenth Regular Meeting July 30, 2019

### MINUTES

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Dr. Ronald White, Vice Chair, convened the 815<sup>th</sup> Regular Meeting of the Board of Illinois Community College District No. 515 at 5:04 p.m., Tuesday, July 30, 2019, in the Board Room of the College.

#### **ROLL CALL:**

##### Board Members Present

Dr. Ronald White, Vice Chair  
Mr. Jay Readey  
Mr. John Stanfa  
Ms. Camiella Williams  
Ms. Thalia Valdivia, Student Trustee

##### Table Participants Present

Dr. Terri L. Winfree, President  
Ms. Jodi Pedersoli, 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. Michael Anthony, Vice President, Student Affairs and Institutional Effectiveness  
Mr. Eric Stach, Del Galdo Law Group  
Mr. Thomas Nicholas, Faculty Representative  
Ms. Cheron Ricks, Support Staff Representative

##### Table Participants Absent

Mr. Marc Wiley, Chair  
Mr. Christopher Baikauskas, Secretary  
Ms. Joelle Mulhearn

##### Administrators Present

Mr. David Cronan; Ms. Deborah Havighorst; Mr. Greg Kain; Ms. Janice Kaushal; Mr. Timothy Kosiek; Ms. Kim Kunce, Ms. Patricia Gallagher Trost

##### Faculty Members Present

Dr. George Streeter, Ms. Shannon Word

##### Managers

Ms. Jameta Rogers

##### Staff Members Present

Mr. William Berkley; Ms. Kimberly Pedersen, Ms. Andrea Small

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### Others

Ms. Sharyl Inlow, League of Women Voters; Mr. Roy Inlow, Dr. Scott Kalicki, former Interim Vice President Student Affairs and Institutional Effectiveness

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

Dr. George Streeter, Assistant Professor/CDHC Coordinator, Humanities and Philosophy, read a statement on behalf of Ms. Valerie Nicholson, Professor/Coordinator, Music.

*“My name is George Streeter, Professor of Humanities. I would like to read to you a statement from Valerie Nicholson, who is not able to be here today.*

*I am addressing the board today to express concern over and opposition to the proposed action to hire two consultants at a cost of \$100,000. Since the recent financial setbacks the college has endured, our academic departments have been asked to scale back, delay, and even abandon innovative programs, equipment purchases, and lab upgrades, until state funding is restored. And in a gesture of esprit de corps, we have complied, making do with outdated, inadequate equipment, while making excuses and apologies to our students on behalf of the college. This proposed expenditure of \$100,000 for non-essential, non-academic consultants conflicts with the prime directive of this institution – to provide rigorous, student-centered instruction, particularly for the tax-paying residents of our district. Let me remind you that it is the core academics that are the benchmark of this institution. It is Academic Affairs by which the college is evaluated – not just by accrediting bodies and agencies, but by the community we serve. It is Academic Affairs that is the economic engine of this college both in terms of student tuition and local, state, and federal funding. It is Academic Affairs that defines Prairie State College. We know that the College often considers investments in non-credit programs both as a way to provide programming for the community and as a chance to recover and profit from these kinds of upfront costs. We urge the Board to take a full accounting of investments intended to turn a financial profit for the College, including in the balance sheets not only equipment and materials but consultants, administration, and other overhead costs. My colleagues and I have patiently waited for funding of our programs to be restored to what it was prior to 2010, notwithstanding inflationary factors. I cannot and will not watch silently as the college diverts yet more funding away from Academics toward other pet projects. It’s unfair to our students.”*

### **INTRODUCTIONS AND RECOGNITIONS**

#### Seating of New Student Trustee

Dr. White administered the Oath of Office to new student trustee, Ms. Thalia Valdivia.

#### Introductions

Dr. Winfree welcomed Dr. Michael Anthony, Vice President, Student Affairs and Institutional Effectiveness, to the College. Dr. Anthony thanked Dr. Winfree and the Board for the opportunity to be part of the institution.

### **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 814th Regular Meeting of June 25, 2019 as presented.*

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Resignation of Dr. Steven J. Kifowit, Professor of Mathematics

*That the Board of Trustees accepts the resignation request of Dr. Steven J. Kifowit, Professor of Mathematics, effective August 12, 2019.*

Retirement of Dr. Marie Hansel, Vice President, Academic Affairs and Dean of Faculty

*That the Board of Trustees accepts the retirement request of Dr. Marie Hansel, Vice President, Academic Affairs and Dean of Faculty, effective August 17, 2020.*

Retirement of Dr. Debra Prendergast, Dean, Mathematics and Natural Sciences, Curriculum and Cooperatives

*That the Board of Trustees accepts the retirement request of Dr. Debra Prendergast, Dean, Mathematics and Natural Sciences, Curriculum and Cooperatives, effective June 1, 2020.*

Full-time Faculty Overloads, Adjunct Faculty Salaries and Compensation for Staff and Retired Faculty on Teaching Assignments – Summer 2019, 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 \$372,694.24, adjunct faculty compensation in the amount of 284,259.73, and compensation for retired faculty on teaching assignments in the amount of \$11,573.80, for first five-week classes, eight-week classes, and second five-week classes of the Summer 2019 term (credit courses).*

Dr. White asked that Consent Item 4.6 (Bills Payable – FY2019) be pulled for discussion.

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

Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Ms. Valdivia	Advisory (Aye)

***The vote being four (4) Ayes, no Nays, and one (1) Advisory, the motion carried.***

Bills Payable – FY2019

*That the Board of Trustees approves the FY2019 List of Bills Payable for June 2019 (including trustee and employee travel expenditures), as indicated in the enclosure.*

Dr. White inquired about item number 515 of the Monthly Bill List. Dr. Winfree explained that it is a charge from The Higher Learning Commission (HLC) in the amount of \$13,062.85 for legal fees. The HLC created a new law regarding minimum qualification to teach. PSC had an adjunct faculty member that no longer met the new requirements for instructors and therefore no longer able to teach. That faculty member has an ongoing lawsuit against HLC. HLC has billed PSC for those legal charges. PSC plans on rebutting the charges. Dr. White asked that expenses of \$10,000 or more be brought to the Board prior to payment. The Board would like to be kept abreast of the situation.

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*Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees approves Bills Payable – FY2019.*

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

Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Ms. Valdivia	Advisory (Aye)

***The vote being four (4) Ayes, no Nays, and one (1) Advisory, the motion carried.***

**ACTION ITEMS**

Dr. White requested Item 7.2 (President’s Evaluation) be pulled due to full Board not being present.

Mr. Readey asked if they should discuss in closed session Items 5.6 and 5.7 in view of the public comments that were brought to their attention. Mr. Stach responded that those items should not be discussed in closed sessions.

Appointment of Assistant Professor/Coordinator, Physical Therapist Assistant

*Mr. Readey moved and Mr. Stanfa seconded that the Board of Trustees approves the appointment of Dr. Mary Raymond as Assistant Professor/Coordinator, Physical Therapist Assistant (PTA), effective August 13, 2019, at an annual salary of \$83,453.*

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

Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Ms. Valdivia	Advisory (Aye)

***The vote being four (4) Ayes, no Nays, and one (1) Advisory, the motion carried.***

FY2020 Salary Ranges

*Mr. Readey moved and Ms. Williams seconded that the Board of Trustees approves an upward adjustment of 2.1% to the classification system salary structure applicable to all non-faculty positions for FY2020.*

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

Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Ms. Valdivia	Advisory (Aye)

***The vote being four (4) Ayes, no Nays, and one (1) Advisory, the motion carried.***

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Contract Recommendation – E.C. Ortiz & Company, LLP

*Mr. Stanfa moved and Mr. Readey seconded that the Board of Trustees approves the contract with E.C. Ortiz & Company, LLP for the work being performed in conjunction with the preparation of the audit and financial statements and compilations at an estimated cost of \$65 per hour, not to exceed \$42,000.*

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

Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Ms. Valdivia	Advisory (Aye)

***The vote being four (4) Ayes, no Nays, and one (1) Advisory, the motion carried.***

Contract Recommendation – Sentinel Technologies, Inc.

*Mr. Stanfa moved and Ms. Williams seconded that the Board of Trustees approves the engagement with Sentinel Technologies, Inc. to provide consulting services to address findings from the December, 2018 Information Security Assessment for one (1) year of service in the amount of \$56,160.*

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

Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Ms. Valdivia	Advisory (Aye)

***The vote being four (4) Ayes, no Nays, and one (1) Advisory, the motion carried.***

Contract Recommendation – Absolute Best Cleaning, Inc.

*Mr. Stanfa moved and Ms. Williams seconded that the Board of Trustees approves a three-year contract renewal of the custodial cleaning services contract with Absolute Best Cleaning Services, Inc., extending the term of the contract to August 31, 2022, at an annual rate of \$718,560 for year one, \$740,116.80 for the second year, and \$754,920 for the third year.*

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

Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Ms. Valdivia	Advisory (Aye)

***The vote being four (4) Ayes, no Nays, and one (1) Advisory, the motion carried.***

Change Orders – Mobile Training Centers

*Mr. Readey moved and Ms. Williams seconded that the Board of Trustees approves the change orders for the Mobile Training Centers in the amount of \$18,686.00.*

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

Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Ms. Valdivia	Advisory (Aye)

*The vote being four (4) Ayes, no Nays, and one (1) Advisory, the motion carried.*

Contract Recommendation – Jeff Cohn

Dr. Winfree clarified that the Mobile Training Centers will be delivering credit-bearing programs. There is the opportunity for non-credit but the main focus has included faculty involvement, specifically Mr. Martin Wolfe, Assistant Professor/Coordinator, Welding and Industrial Manufacturing and Ms. Georgia Karras, Associate Professor/Coordinator, Industrial Electricity and Department Chair, Industrial Technology. The Mobile Training Centers are an excellent opportunity for Prairie State College. The College is getting a lot of notoriety and receiving requests to speak about the program. The Mobile Training Centers allows the College to deliver training at the company's location and they may determine if it is credit or non-credit. Prairie State is promoting it as credit and encouraging those employees to continue their education and sign-up for additional courses. Dr. Winfree added that a meeting was held earlier this afternoon regarding a grant the College will be receiving and how the College will be able to use those funds to cover Mobile Training Center costs of the two contracts. There are two contracts, one contract is to sell sponsorships and the other contract is to actually sell the training contracts.

Ms. Williams asked about Mr. Cohen's profile and guarantee that he would obtain sponsorships. Dr. Winfree explained the Mr. Cohen has been involved in the project since January on another level and has provided a plan with potential companies that he plans on contacting. Mr. Cohen has been in the Chicago southland region for a long time and has many contacts. Dr. Winfree discussed the benefits of hiring an expert consultant with a short-term contract rather than an employee that would tie the College to a longer period of time.

Mr. Schmidt clarified that there was non-credit and credit faculty members involved in the planning. Ms. Williams requested that the Board receive a copy of the plan, which Mr. Schmidt will email to the Board and prepare a presentation. Mr. Schmidt discussed the three (3) plans which include sponsorship, training/sales outreach, and operational. Mr. Schmidt stated the Centers should be here in September and would be fully operational by October 1. He discussed the opportunity for the College to use the Mobile Training Centers for credit courses as well. Ms. Georgia Karras, Associate Professor/Coordinator, Industrial Electricity and Department Chair, Industrial Technology, requested to add the electricity component. The electricity component should be the final change order request to be approved.

Mr. Readey requested clarification of the funding and further discussion of the timing.

As this time, Dr. White requested they put the motion on the floor and then proceed with further discussion.

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*Mr. Stanfa moved and Ms. Williams seconded that the Board of Trustees approves the contract with Jeff Cohn, effective August 5, 2019 through June 20, 2020, to provide consulting services at a rate of \$4,166 per month for a total cost not to exceed \$50,000.*

Mr. Stanfa asked if Mr. Cohen would be responsible for the publicity. Mr. Schmidt answered our internal marketing department would be handling the marketing. Dr. Winfree added that Mr. Cohen is assisting with marketing; he had interviewed both Dr. Winfree and Mr. Schmidt for his cable show that will air two times. Mr. Cohen has also met with the College's marketing team and assisted with the marketing plan as part of the contract.

Mr. Readey, wanting to address the faculty's concerns, and asked Mr. Schmidt and Dr. Winfree to discuss timing and funding. Dr. Winfree discussed the need to have someone out there selling the training and sponsorships now. The vision is to have the sponsors' names on these mobile training units, which will offset the College's cost. There is a fifty (50%) percent match grant from the EDA.

Mr. Readey inquired about general consulting rates. The sponsorship consultant's rate is more than double that of the contract that prepares the financial audits. Dr. Winfree responded that the consultants' rates are all very different. Their specialty sets the rate.

Mr. Readey asked about the guarantee regarding the sponsorship fundraising. Dr. Winfree discussed that if they did not like the results they may terminate the contract.

Mr. Readey asked Professor Nicholas how the faculty might react if the item is passed. Professor Nicholas did not want to speak for any faculty member in particular; some faculty members have concerns about this project as a whole. It is a big project and the dollar amount on it is huge compared to other expenditures.

Mr. Readey requested an amendment to the motion in which the Board get a report in two months regarding the development efforts. Dr. White stated that they would not need to amend the motion but have it as part of the discussion. Dr. White inquired about the timing of the contract and the possibility of items being brought to the Board sooner. Dr. Winfree noted that they have been working on this project for two years and finally getting to the point to identify the right people.

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

Mr. Readey	Abstain
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Ms. Valdivia	Advisory (Aye)

***The vote being three (3) Ayes, (1) Abstain, no Nays, and one (1) Advisory, the motion carried.***

Contract Recommendation – Jim Kvedaras

*Ms. Williams moved and Dr. White seconded that the Board of Trustees approves the contract with Jim Kvedaras, effective August 5, 2019 through June 20, 2020, to provide consulting services at a rate of \$4,166 per month for a total cost not to exceed \$50,000.*

Mr. Stanfa asked what Mr. Kvedaras' position at CN Railroad was. Mr. Schmidt stated he was the Community and Government Relations person and has connections with other organizations such as the Calumet Area Industrial Commission.

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Mr. Readey would like to know the total investment cost for the mobile training center. Mr. Schmidt said it was initially \$938,000, but believes it will not be that much and may be as low as \$700,000. Dr. Winfree believes it will be a cost-recovery project.

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

Mr. Readey	Abstain
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Abstain
Ms. Valdivia	Advisory (Aye)

***The vote being two (2) Ayes, two (2) Abstains, no Nays, and one (1) Advisory, the motion failed.***

Mr. Readey asked counsel if he may reconsider his vote after learning it would not be approved.

Dr. White recalled the vote and reiterated that the contract may be cancelled in the future.

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

Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Abstain
Ms. Valdivia	Advisory (Aye)

***The vote being three (3) Ayes, one (1) Abstain, no Nays, and one (1) Advisory, the motion carried.***

Budget Transfers – June 2019

*Mr. Readey moved and Mr. Stanfa seconded that the Board of Trustees approves the budget transfers for June, as indicated in the enclosure.*

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

Mr. Readey	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye
Ms. Valdivia	Advisory (Aye)

***The vote being four (4) Ayes, no Nays, and one (1) Advisory, the motion carried.***

**REPORTS**

President's Report

Dr. Winfree pointed out that, following doctors' order, her outside contacts are less than normal. Mr. Readey expressed his appreciation for Dr. Winfree's efforts and energy. She has been remarkably present for the College's business during her treatments.

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### President's Cabinet Monthly Reports

Dr. Hansel, Dr. Saban, Mr. Schmidt, and Dr. Anthony were available for any questions regarding their reports.

### Monthly Financial Report

Dr. Saban summarized the financial report.

## ITEMS FROM THE BOARD OF TRUSTEES

### Board Goals - Draft

Dr. White reviewed the Board Goals Draft that the Chair has outlined. Dr. White suggested the Board address them next month and adopt the vision of the Board Chair.

### Schedule for Future Board/College Events

Dr. Winfree reminded the Board of the upcoming September 26, Mental Health Conference and October 16, Foundation Gala. Ms. Havighorst announced the "Reach for the Stars" theme for the Gala and the first of an annual recognition. The Foundation will be honoring a person who helps students and it will be an annual award. The inaugural nominee will be announced at the Table Captain party to be held on August 14 at The Well in Thornton, Illinois.

### ICCTA/ACCT Report

The next ICCTA meeting is scheduled for September 13 and 14 at the President Abraham Lincoln Hotel in Springfield.

### Prairie State College Foundation Report

Ms. Havighorst announced that sixty-three (63) students have applied for fall semester scholarships so far and the student book loan program has been very successful.

### Faculty Report

Mr. Nicholas thanked the Board for taking Professor Nicholson's concerns into consideration.

### Support Staff Report

No report

## 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 6:08 p.m.*

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Dr. Ronald White, Vice Chair

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Mr. Jay Readey, Secretary Pro Tem

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Jodi Pedersoli, Board Recorder