

THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

Eight Hundred Forty-Third Regular Meeting April 26, 2022

MINUTES

Dr. Ronald White, Chairman, convened the 183rd Regular Meeting of the Board of Illinois Community College District No. 515 at 5:34 p.m., Tuesday, April 26, 2022, in the Board Room of the College.

ROLL CALL:

Board Members Present

Dr. Ronald White, Chairman
Mr. Christopher Baikauskas, Vice Chairman
Ms. Monica Gordon, Secretary
Mr. Jay Readey (*arrived at 5:51 p.m.*)
Ms. Miriam Slaughter
Mr. John Stanfa
Ms. Camiella Williams

Table Participants Present

Dr. Michael D. Anthony, President
Ms. Jodi Pedersoli, Board Recorder
Mr. Elighie Wilson, Vice President, Academic Affairs
Dr. Thomas Saban, Vice President, Finance & Administration
Ms. Jaime Miller, Interim Vice President, Student Affairs
Mr. Thomas Nicholas, Faculty Representative
Mr. Eric Stach, Del Galdo Law Group

Table Participants Absent

Ms. Cheron Ricks, Support Staff Representative

Administrators Present

Mr. Joe Belcaster; Ms. Alisha Clark; Ms. Melissa Hebert-Johnson; Ms. Deborah Havighorst;
Dr. Megan Hughes; Mr. Tim Kosiek; Ms. Kim Kunce; Ms. Grace McGinnis;
Dr. Charmaine Sevier; Ms. Cheri Taylor-Lawton; Ms. Patricia Trost

Faculty Members Present

Ms. Jennifer Eick-Magan; Mr. Joshua Green; Ms. Sarah Hein; Mr. Michael Massengill;
Dr. George Streeter; Ms. Dana Trunnell

Managers Present

Mr. Eddie Gallon; Dr. Lee Helbert; Ms. Yvette McGee; Ms. Sandy Norfleet

Support Staff Present

Mr. Miguel Murillo; Mr. Allan Scarabello; Mr. Georges Sanon; Mr. Fred Ziems

843rd REGULAR MEETING

April 26, 2022

Page 2

Others Present

Ms. Rebbie Davis, Prairie State College Student; Ms. Lillie Futrell; Prairie State College Student; Ms. Cheryl Hardison; Mr. Nicholas Hardison, Prairie State College Student; Mr. David Lockman, Akil-Abree Consulting; Mr. Rob McGee, KSM; Ms. Suzanne Parker; Prairie State College; Mr. Nazario Sanchez-Castillo, Prairie State College Student; Ms. Gillian Vinson, Prairie State College Student; Mr. Fiel Wilson, Prairie State College Student; Mr. John Wysocki, GW & Associates

ORAL/WRITTEN PUBLIC COMMUNICATIONS

None

INTRODUCTIONS/RECOGNITIONS/PRESENTATIONS

Introduction and Recognition of the Phi Theta Kappa All-Illinois Academic Team Members

Mr. Elighie Wilson introduced Mr. Michael Massengill, Assistant Professor, Economics and Nu Sigma Chapter Faculty Advisor of Phi Theta Kappa Honor Society. Mr. Massengill spotlighted the Phi Theta Kappa All-Illinois Academic Team Members, Ms. Rebbie Davis, Mr. Nazario Sanchez-Castillo (Transfer Pathway) and Ms. Ariana Martin (Workforce Pathway). He reflected on their achievements and future plans. They will be traveling to Springfield on Thursday for an award ceremony and celebration.

Introduction and Recognition of Forensics Team

Mr. Elighie Wilson introduced Mr. Joshua Green, Associate Professor, Communication. Mr. Green highlighted the speech team members, Mr. Fiel Wilson, Ms. Suzanne Parker and Ms. Natalia Ojeda and their accomplishments. Mr. Fiel Wilson and Ms. Suzanne Parker voiced their appreciation and shared their positive experiences on the speech team.

Excellence in Humanities Award

Mr. Wilson introduced Dr. George Streeter, Associate Professor/CDHC Coordinator, Humanities and Philosophy. Dr. Streeter presented the first Dr. Maurine Stine Excellence in Humanities Award to Ms. Rebbie Davis. The award represents students who show exceptional promise in their Humanities and Philosophy classes and contributes meaningfully to the campus community. Ms. Davis thanked the Board and her professors for the award.

Mr. Jay Readey arrived at 5:51 p.m.

Ms. Dana Trunnell, Associate Professor, Communication, spoke of the Ed Schwarz Outstanding Communications Award that recognizes students that have taken at least three Communication classes, maintained a 3.0 GPA or better, and participated in a communication activity on campus. Ms. Trunnell praised the accomplishments of recipients Ms. Lillie Futrell and Ms. Suzanne Parker. Ms. Futrell and Ms. Parker expressed their gratitude and how the experience has benefitted their lives.

Mr. Wilson introduced Ms. Melissa Hebert-Johnson, Dean, Liberal Arts and Social Sciences. On behalf of Dr. Justin Pariseau, Associate Professor, History, Chair/Social Sciences, Coordinator/African & African American Studies, Ms. Hebert-Johnson highlighted Ms. Gillian Vinson's accomplishments, the recipient of the African and African-American Studies Book Award. Ms. Vinson will be presented with an award at a ceremony on May 11, where her name will be listed on a plaque displayed at the College that recognizes past recipients. Ms. Vinson said she enjoyed taking classes with her professors and expressed her appreciation for the award.

Ms. Herbert-Johnson introduced the recipient of the Dr. Leslie Tischauser Social Science Academic Achievement award, Mr. Nicolas Hardison. The award recognizes one outstanding second-year student

843rd REGULAR MEETING

April 26, 2022

Page 3

who has excelled in the course of study in one or more of the social science disciplines at Prairie State College. Mr. Hardison said he was grateful for the nomination and the help his professors provided.

Pioneer Award – Miguel Murillo-Gallegos

Dr. Lee Helbert presented the Pioneer Award to Mr. Miguel Murillo-Gallegos for his contributions to the advising department.

Audit Presentation – GW & Associates

Mr. John Wysocki presented the Board with the independent audit results for the fiscal year 2021.

Mr. Readey asked if the College had any other leases besides the copier leases.

Dr. Saban responded that the College had four tenant leases.

Mr. Readey asked about the 3.4-million-dollar emergency funds misstatement letter. He does realize that it did not have much of an impact on the net position. However, it still seems like a big miss and wants to understand when an auditor gets that misstated, is it because the College finalized financial statements that include that mistake.

Mr. Wysocki explained that the auditors perform analytical procedures by looking at revenue and comparing it to credit hours. Initially, they saw an increase in tuition revenue. They went back to the uniform financial statements where the 3.4 million dollars got reported as revenue and expenditure. Basically, it's going to offset losses in tuition, so it got recorded there as tuition. Usually, an entry is made to reverse that in the basic financial statements upfront. Unfortunately, that reverse entry was missed.

Mr. Readey asked about the schedule of expenditures on federal awards and the 1.4 million dollars that was mischaracterized in CARES (Coronavirus Aid, Relief, and Economic Security Act) funds not reported on the SEFA (Schedule of Federal Awards).

Mr. Wysocki reported that it is a summary schedule of the previous year that they are required to include.

Mr. Readey asked if the College had previously used a third-party accounting firm to prepare the SEFA and if now the College is doing it internally between 2020 and 2021.

Dr. Saban said they are still using a new third-party firm, Roth Accounting to prepare the SEFA. The College does a lot of it themselves; however, they are transitioning to doing more in-house but still depend on the third-party resource.

Mr. Readey asked what that transition looks like and if that requires a change in staffing. He wanted to know the status of the staff turnover during the pandemic and the difficulty of supervising processes. Dr. Saban said they have staffed two strong positions and have one more budgeted position to fill and are building back from the pandemic.

Mr. Readey inquired about the single audit and why the College did not take the 10% de minimis.

Dr. Saban answered that the College has a 32% rate on direct salaries and wages and does not use the 10% de minimis rate.

Mr. Wysocki stated that one of the reasons it is written that way in the notes is because it is a required disclosure.

843rd REGULAR MEETING

April 26, 2022

Page 4

Mr. Ready asked about the education stabilization fund as it asks whether the College qualified as a low-risk auditee and the answer is no.

Mr. Wysocki responded that it is based on the checklist that determines whether you are a low responder here or not and whether it is yes or no will affect the audit coverage, whether 20% or 40% of the federal spending. Part of it is whether there were any material weaknesses in internal controls in the prior year.

Mr. Ready wanted to confirm that the College would want to be a low-risk audit and if it was based on the current year.

Mr. Wysocki said that the College wanted to be a low-risk audit and the findings are based on the previous years.

Mr. Ready inquired about the \$77,522 expenditures for the recreational trails program, which he thought cost \$50,000 through one grant. The way it reads suggests there is an additional \$77,000 that accrued.

Mr. Wysocki responded that there was apparently an accounts payable testing and there was an invoice that had to be paid by year-end.

CONSENT ITEMS

Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees approve the items on the Consent Agenda.

Dr. White pulled items 4.1: Minutes of the 842nd Regular Meeting of March 29, 2022, and 4.2: Minutes of the Closed Session of March 29, 2022, noting that Mr. Stanfa was not at the last meeting, although the minutes reflect his presence in the voting.

Resignation of Timothy Kosiek, Executive Director of Facilities and Operations

That the Board of Trustees accepts the resignation of Mr. Timothy Kosiek, Executive Director of Facilities and Operations, no later than May 31, 2022.

Sabbatical Request – Dr. Angela Hung, Associate Professor of Biology

That the Board of Trustees approves a one-semester sabbatical in Fall 2022 for Dr. Angela Hung, Associate Professor of Biology, according to the provisions in Section 4.25 of the faculty contract.

Sabbatical Request – Dr. Justin Pariseau, Associate Professor of History

That the Board of Trustees approves a one-semester sabbatical in Spring 2023 for Dr. Justin Pariseau, Associate Professor of History, according to the provisions in Section 4.25 of the faculty contract.

Full-time Faculty Overloads, Adjunct Faculty Salaries and Compensation for Retired Faculty on Teaching Assignments – Spring 2022, Fourteen-Week Classes, Twelve-Week Classes, and Second Eight-Week Classes (Credit Courses)

That the Board of Trustees approves the full-time faculty overload compensation in the amount of \$303,304.74, adjunct faculty compensation in the amount of \$176,849.78, and compensation for retired faculty on teaching assignments in the amount of \$4,714.73, for fourteen-week classes, twelve-week classes, and second eight-week classes of the Spring 2022 term (credit courses).

Bills Payable – FY2022

That the Board of Trustees approves the FY2022 List of Bills Payable for March 2022 (including trustee and employee travel expenditures), as indicated in the enclosure.

843rd REGULAR MEETING

April 26, 2022

Page 5

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

Mr. Baikauskas	Aye
Ms. Gordon	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

The vote being seven (7) Ayes and no (0) Nays, the motion carried.

Minutes

Ms. Williams moved and Ms. Slaughter seconded that the Board of Trustees approves the amended Minutes of the 842nd Regular Meeting of March 29, 2022; and Closed Session of March 29, 2022; as presented.

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

Mr. Baikauskas	Aye
Ms. Gordon	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

The vote being seven (7) Ayes and no (0) Nays, the motion carried.

ACTION ITEMS

Purchase Recommendation – Smart Campus Lighting

Ms. Slaughter moved and Ms. Williams seconded that the Board of Trustees approves the purchase of Intellistreets smart campus lighting from Illuminating Concepts Ltd. Inc. in the amount of \$278,282.

Ms. Williams inquired about the lighting purchase.

Dr. White answered that it was part of the direction of technology that the College is moving toward. It will enable security and be able to expand in some other areas as well. Dr. Anthony added that this was part of the upgraded exterior and signage project. Some time ago, the College set aside bond funds for this project, which will add value to the façade of the campus and the technical capabilities of all campuses.

Mr. Readey stated that he would abstain from voting on 5.1 and 5.2 due to a business relationship with LiveWire Construction which pertains to both items.

843rd REGULAR MEETING

April 26, 2022

Page 6

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

Mr. Baikauskas	Aye
Ms. Gordon	Aye
Mr. Readey	Abstain
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

The vote being seven (6) Ayes, no (0) Nays, and one (1) Abstain, the motion carried.

Contract Recommendation – LiveWire Construction, Inc

Ms. Slaughter moved and Ms. Williams seconded that the Board of Trustees approve the proposal from LiveWire Construction Inc., for the installation of eight (8) Intellistreets smart campus lighting poles in the amount of \$80,200.

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

Mr. Baikauskas	Aye
Ms. Gordon	Aye
Mr. Readey	Abstain
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

The vote being seven (6) Ayes, no (0) Nays, and one (1) Abstain, the motion carried.

Purchase Recommendation – Board Room Chairs Replacement

Ms. Williams moved and Ms. Slaughter seconded that the Board of Trustees approves the purchase of 50 Board Room chairs from Midwest Office Interiors, utilizing the Illinois Procurement Higher Education Consortium contract, and not to exceed \$21,863.50.

Mr. Readey asked which chairs were being replaced and what was happening to the old chairs.

Dr. White responded that all the chairs in the Board Room were being replaced. Ms. Miller added that they were already discussing repurposing the chairs in other locations, and they did not plan on tossing them out.

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

Mr. Baikauskas	Aye
Ms. Gordon	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

The vote being seven (7) Ayes and no (0) Nays, the motion carried.

843rd REGULAR MEETING

April 26, 2022

Page 7

Purchase Recommendation – Computer Hardware and Accessories for Student Affairs Staff

Ms. Williams moved and Ms. Slaughter seconded that the Board of Trustees approves the purchase of computer hardware and accessories from Computer Discount Warehouse, to be used by Student Affairs staff to provide enhanced services to students, in the amount of \$39,405.87.

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

Mr. Baikauskas	Aye
Ms. Gordon	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

The vote being seven (7) Ayes and no (0) Nays, the motion carried.

Contract Renewal – LogMeIn Remote Access

Mr. Readey moved and Mr. Stanfa seconded that the Board of Trustees approves the annual contract of LogMeIn Remote Access, in the amount of \$10,800.

Ms. Williams inquired as to the purpose of LogMeIn.

Dr. Anthony answered that the LogMeIn was a program that allowed remote access that employees used to sign into their office computers from home.

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

Mr. Baikauskas	Aye
Ms. Gordon	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

The vote being seven (7) Ayes and no (0) Nays, the motion carried.

Budget Transfers – March 2022

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

843rd REGULAR MEETING

April 26, 2022

Page 8

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

Mr. Baikauskas	Aye
Ms. Gordon	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

The vote being seven (7) Ayes and no (0) Nays, the motion carried.

Presentation of FY2021 Comprehensive Annual Financial Report and Audit

Ms. Slaughter moved and Ms. Williams seconded that the Board of Trustees accepts the FY2021 Comprehensive Annual Financial Report and Audit, as presented.

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

Mr. Baikauskas	Aye
Ms. Gordon	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

The vote being seven (7) Ayes and no (0) Nays, the motion carried.

REPORTS

President and Cabinet Monthly Reports

Dr. Anthony thanked Mr. Kosiek for his service and wished him well in his new position at Moraine Valley Community College.

Monthly Financial Report

Dr. Saban summarized the monthly financial report.

Mr. Readey said he understands the operating fund's expenses are \$600,000 better than they were last year, but the revenues are four million dollars better. He asked if the College had three and a half million dollars to spend on operational expenses. He wondered if the College had the revenue, but spending at a COVID level.

Dr. Saban said the College was still at risk in many ways. The College is very astute in creating savings. However, the College may need to spend that money if the federal money dries up and enrollment does not increase. Dr. Saban said the College needs 1,500 new students to operate without federal funding.

Mr. Readey asked if the six million dollars in net revenue for this year-to-date actual is being treated as a reserve. Dr. Saban answered yes.

843rd REGULAR MEETING

April 26, 2022

Page 9

Dr. Anthony appreciated Dr. Saban's response. Dr. Anthony had asked for that bottom line minimum of how many students the College needed to operate without federal money. That number gives the College a target.

Dr. White agreed as that was his position at last month's meeting. Detailed information is what the Board needs so they can make decisions as part of shared responsibilities

ITEMS FROM THE BOARD OF TRUSTEES

Schedule for Future Board/College Events

Dr. White spotlighted some of the upcoming events on the calendar.

ICCTA/ACCT Report

No report.

Prairie State College Foundation Report

Ms. Havighorst provided the Board copies of the brochure from the economic forecast breakfast. The event was very successful and netted a little more than \$10,000. It was also an excellent opportunity for the students who also sat with the speaker for a question and answer session after the presentation. The Foundation already had 70 students that applied for summer scholarships. Ms. Havighorst announced the Foundation Golf Outing will be held on June 6 and invitations will follow soon.

Information Items

Mr. Stanfa said the College's Open House was a great success. The atrium was full and he was able to view parts of the building he had not seen since the remodel. He added when you see all the equipment; you appreciate how significant the upgrades are.

Faculty Report

No report.

Support Staff Report

No report.

Recognition of 2021-2022 Student Trustee – Ryan Jones

Dr. White recognized Mr. Jones for his leadership and contributions to the Board and the institution. Mr. Jones has joined the Marines and left for basic training. The Board will present him with a plaque upon his return to campus. The entire room applauded Mr. Jones.

Dr. White finished with this thought, "Always outwork your potential. So our students the same."

CLOSED SESSION

Mr. Stanfa moved and Ms. Williams seconded that the Board of Trustees go into closed session for the discussion of "the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee or against legal counsel for the public body to determine its validity" (5 ILCS 120/2(c)(1))

843rd REGULAR MEETING

April 26, 2022

Page 10

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

Mr. Baikauskas	Aye
Ms. Gordon	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Dr. White	Aye
Ms. Williams	Aye

The vote being seven (7) Ayes, no (0) Nays, the motion carried and the meeting adjourned at 7:01 p.m. for a 20 minutes break before moving to Closed Session.

RETURN TO OPEN SESSION:

Mr. Slaughter moved and Ms. Williams seconded to return to Open Session at 8:26 p.m. All members voted Aye and the motion carried.

ADJOURNMENT

Ms. Williams moved and Ms. Slaughter seconded that the Board of Trustees adjourn the meeting. All members voted Aye, and the meeting was adjourned at 8:30 p.m.

Dr. Ronald J. White, Chairman

Monica M. Gordon, Secretary

Jodi Pedersoli, Board Recorder
