

# THE BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 515

## Eight Hundred Forty-Seventh Regular Meeting September 27, 2022

### MINUTES

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Dr. Ronald White, Chairman, convened the 847<sup>th</sup> Regular Meeting of the Board of Illinois Community College District No. 515 at 5:47 p.m., Tuesday, September 27, 2022, in the Board Room of the College.

#### **ROLL CALL:**

##### Board Members Present

Dr. Ronald White, Chairman  
Ms. Camiella Williams, Vice Chair  
Mr. John Stanfa, Secretary Pro-Tempore  
Ms. Michelle Aldana  
Mr. Jay Readey  
Ms. Miriam Slaughter (*arrived at 5:51 p.m.*)

##### Board Members Absent

Ms. Monica Gordon, Secretary

##### 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. Joseph Belcaster; Ms. Jeri Bingham; Mr. William Condon; Ms. Annette Dolph;  
Ms. Deborah Havighorst; Ms. Melissa Hebert-Johnson; Dr. Megan Hughes;  
Dr. Janice Kaushal; Ms. Kim Kunce; Ms. Grace McGinnis; Mr. William Ouchark;  
Dr. Charmaine Sevier; Ms. Cheri Taylor-Lawton; Ms. Patricia Trost

##### Faculty Members Present

None

##### Managers Present

Mr. Brian Stanley

##### Support Staff Present

Mr. Fred Ziems

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Others Present

Mr. David Lockman, Akil-Abree Consulting

**ORAL/WRITTEN PUBLIC COMMUNICATIONS**

None

**APPOINTMENT OF VICE CHAIR**

Mr. Stanfa nominated Ms. Williams for Vice Chair of Prairie State College Board of Trustees.

*Mr. Readey moved and Mr. Stanfa seconded that Ms. Williams serves as Vice Chair for the Board of Trustees.*

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

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

***The vote being five (5) Ayes and no (0) Nays, the motion carried.***

*Ms. Slaughter arrived at this time.*

**INTRODUCTIONS AND RECOGNITIONS**

Presentation – Workforce Equity Initiative

Mr. Brian Stanley gave a presentation regarding the Workforce Equity Initiative (WEI), the educational grant program funded by the Illinois Community College Board (ICCB).

**CONSENT ITEMS**

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

Approval of Sabbatical Leave for Dr. Natalie J. McGathey, Professor of Mathematics

*It is recommended that the Board of Trustees approves a one semester sabbatical leave in Spring 2023 for Dr. Natalie J. McGathey, Professor of Mathematics, according to the provisions in Section 4.25 of the 2020-2023 Agreement between the Board of Trustees of Community College District 515 and Prairie State College Federation of Teacher, Local 3816, AFT, AFL-CIO.*

Designation of Deputies for April 2023 Election

*It is recommended that the Board of Trustees confirms their approval of the designation of Ms. Patricia Trost and Jodi Pedersoli, as the persons authorized to accept nominating petitions from prospective candidates on behalf of the Secretary of the Board of Trustees for the Election to be held on Tuesday, April 4, 2023, and furthermore that Ms. Trost be designated as the local election official to act on behalf of the Secretary of the Board of Trustees for the election.*

Bills Payable – FY2023

*It is recommended that the Board of Trustees approves the FY2023 List of Bills Payable for August (including trustee and employee travel expenditures), as indicated in the enclosure.*

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

Ms. Aldana	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Ms. Williams	Aye
Dr. White	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Minutes of the 846<sup>th</sup> Regular Board of Trustees Meeting

*Mr. Readey moved and Ms. Slaughter seconded that item 5.1 Minutes of the 846<sup>th</sup> Regular Board of Trustees Meeting be pulled from the Consent Agenda and amended to reflect Dr. White's comment, "Do not be obstreperous." made to Mr. Readey. Mr. Readey would like the comment to be on the record and Dr. White agreed.*

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

Ms. Aldana	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Ms. Williams	Aye
Dr. White	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

**ACTION ITEMS**

Approval of Southland Career and Technical Education Center Vocational Joint Agreement

*Mr. Readey moved and Ms. Slaughter seconded that item 6.1 Approval of Southland Career and Technical Education Center Vocational Joint Agreement be pulled from the Action Items.*

Dr. White said that it was brought to his attention that the Agreement is not ready.

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

Ms. Aldana	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Ms. Williams	Aye
Dr. White	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

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Final Reading -- Board Policies

*Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees approves for Final Reading, the following policies:*

- B-4 Positions Descriptions*
- C-1 College Mission, Values, Vision and Philosophy*
- C-21 Use of Information Resources Including World Wide Web and Internet*
- E-1 Minimum Qualifications to Teach*
- E-2 Degrees, Certificates, Courses and Programs*
- E-4 Official Course Outline and Syllabus*
- E-5 Curriculum Development*
- E-7 Statement of Academic Freedom*
- F-8 Student Records and Directory Information*
- F-15 Student Conduct*
- F-16 Discipline of Students*
- G-17 Evaluation of Faculty*
- G-38 Employee Professional and Program Development*

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

Ms. Aldana	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Ms. Williams	Aye
Dr. White	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

First Reading -- Board Policies

*Ms. Williams moved and Ms. Aldana seconded that the Board of Trustees approves for First Reading, the following policies:*

- 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-13 Board Officers and Responsibilities of the Chair*
- A-16 College Constituency Group Representation for Board Meetings*
- A-25 Public Participation in Board Meetings*
- B-1 Appointment of College President and Responsibilities of Position*
- C-8 Possession of Weapons*
- C-8.1 Firearm Concealed Carry*
- C-24 State Gift Ban Act*
- D-12 Investment of College Funds*
- E-9 Global Education*
- F-2 Academic Skills Assessment and Placement*

Mr. Readey wanted to understand the difference between the first and final reading.

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Dr. White explained that the first reading allows the trustees an opportunity to read and go over the policies. If the Board chooses to make changes, the input would be provided to the President. The policies would be corrected and prepared for final reading.

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

Ms. Aldana	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Ms. Williams	Aye
Dr. White	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Suspend Participation in the Professional Exchange Sponsored by the Illinois Consortium for International Studies and Programs (ICISP) for 2022

*Ms. Williams moved and Ms. Slaughter seconded that the Board of Trustees suspend the College's participation in the professional exchange program sponsored by the Illinois Consortium for International Studies and Programs, for 2022.*

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

Ms. Aldana	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Ms. Williams	Aye
Dr. White	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Purchase of Library Database Subscriptions – Cengage Learning

*Mr. Readey moved and Ms. Slaughter seconded that the Board of Trustees approves the renewal of library database subscriptions from Cengage Learning in the amount of \$11,112.93, from September 7, 2022 through September 7, 2023.*

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

Ms. Aldana	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Ms. Williams	Aye
Dr. White	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Project Approval – Telephone System Upgrade

*Ms. Williams moved and Mr. Stanfa seconded that the Board of Trustees approves the project to upgrade the College's telephone system for an estimated cost of \$180,440.*

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Mr. Readey inquired about the details of the project.

Mr. Ouchark explained that they looked at both outsourcing through the Cloud service phone system as well as upgrading the system that the College already has. It makes more sense to upgrade what is in place from a feature and cost perspective. The upgrade would entail replacing the system. The advantages of upgrading internally allows the project to be worked on gradually and the College can use the existing handsets, which would be replaced over time rather than an urgent matter. There will be conversations with the departments about their needs.

Ms. Slaughter asked if the College would continue to use Google voice.

Mr. Ouchark responded that once the system is in place, the College will transition away from Google voice. There is a feature that allows the employees to extend their College extension remotely. The feature works well with the Tele-Hybrid policy.

Mr. Readey asked how many phones the College has.

Mr. Ouchark said over 400, including analog. The analog includes fax lines, emergency callboxes, elevator phones and such. The challenge with the existing system is that it is dated and there would be challenges finding parts if needed. Staying with the system, the College is not in a situation where they would have to devise a plan to replace all the fax machines and handsets at once but over time. Mr. Ouchark said upgrading is about a third of the price of a new system.

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

Ms. Aldana	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Ms. Williams	Aye
Dr. White	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Purchase Recommendation – 50 ELMO Document Camera

*Ms. Williams moved and Ms. Aldana seconded that the Board of Trustees approves the purchase of 50 ELMO Document Cameras for the classrooms at a cost of \$42,647.00 plus 10% contingency, for a total of \$46,911.70.*

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

Ms. Aldana	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Ms. Williams	Aye
Dr. White	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

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Budget Transfers – August 2022

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

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

Ms. Aldana	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Ms. Williams	Aye
Dr. White	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

Adoption – FY2023 Final Budget and the Associated Resolution

*Ms. Williams moved and Mr. Readey seconded that the Board of Trustees adopts the FY2023 Final Budget and the Associated Resolution, as presented.*

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

Ms. Aldana	Aye
Mr. Readey	Aye
Ms. Slaughter	Aye
Mr. Stanfa	Aye
Ms. Williams	Aye
Dr. White	Aye

***The vote being six (6) Ayes and no (0) Nays, the motion carried.***

**REPORTS**

President’s Cabinet Monthly Reports

Dr. Anthony and Ms. Bingham explained how the new mascot, Parker, received his name through a campus-wide vote.

Dr. Anthony acknowledged Ms. Bingham for getting the College’s name in front of media, radio and ads. He shared his experiences at WVON and WGN studios, where he was interviewed for their radio segments. On September 8, Dr. Anthony and Ms. Clark talked about all the great things Prairie State has to offer and shared the upcoming Homecoming Week events happening at the College. Ms. Bingham said that WVON was the longest-running African-American-owned radio talk show in the nation. The eight-minute segment turned into a forty-minute interview. On September 13, Dr. Anthony called in for a second interview where he talked about the Tuskegee Airmen Exhibit, Food Trucks and car show that the College would be hosting. Mr. Matt McGill, the WVON radio host, joined Dr. Anthony the following day to assist with judging the car show and food trucks. Dr. Anthony also highlighted signing the PSC transfer agreement with Southern Illinois University. He thanked the trustees for their support.

Ms. Williams said she attended the Touch-A-Truck event with her son and nephew and they had a fun time.

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Mr. Wilson announced they are in the process of signing a one-year contract with Bremem High School to rent the mobile training center to teach welding to their students. He said another organization is interested in renting the electrical mobile training center. He thanked Ms. Clark and her department for their diligence. Mr. Wilson said the pandemic significantly impacted the Adult Education program. He said Dean Kunce and her team worked hard to build the enrollment. He was happy to say they had 250 students enrolled in this first session. They are working to ensure adults have the digital literacy skills and technology they need.

Mr. Stanfa inquired about the truck driving school.

Mr. Stanley said that their goal is to have 30 students enrolled from January through December and by mid-July, they had 27 students enrolled.

Dr. Anthony spoke about the College's partnership with PACE Bus System. PACE is offering participants free training and a starting wage of \$20 per hour. The partakers will have a two-week in-class training session that Prairie State will host. Following successful completion of the training, students will be hired by PACE on the spot as an operator. The idea is to pipeline the trainees into the system with the hopes that they grow through the bus system. This program focuses on two things. It offers high-pay, high-demand jobs to the community.

### Monthly Financial Report

Dr. Saban said as of August 31, with 15% of the year gone, the College had spent 16% of the expense budget. That is high; however, cash has been stable. The general cash is up to \$29 million from \$28.5 million. The College has retained the working cash at \$6.3 million and the total College cash is \$35,423,000.

Mr. Readey asked Dr. Saban why the working cash category is always frozen at \$6,284,639. It was the same last year. He wondered about the difference between short-term investments designated as working cash versus short-term investments appointed as cash general.

Dr. Saban said the working cash is entirely separate and in a different bank account. The Board approved the amount years ago; it has not changed. It goes up and down when the College borrows for financial needs with Board approval. The College has received approval to spend that working cash in the past. The fund is what the State considers the College's reserve. Dr. Saban continued to say that it is set up for the \$6.2 million only to be used by the authority of the Board. The College has not borrowed from the fund over the past two years. The College is required to pay the borrowed money back within a year.

## **ITEMS FROM THE BOARD OF TRUSTEES**

### Schedule for Future Board/College Events

Dr. White highlighted the Open House on October 29 and the October 17 event, where he and Dr. Anthony will be judging the slam dunk contest. Mr. Belcaster added that it was the last home volleyball game and they would be honoring their sophomore players. There will also be a DJ before the match and a pre-party. After the game, the men's and women's basketball teams will have a two-ball competition followed by a three-point completion, ending with the slam-dunk contest. The first 150 fans will get a pink cancer awareness t-shirt.

Ms. Slaughter noted and thanked Mr. Belcaster for sharing the social media updates and the new athletic merchandise shop.

Mr. Readey asked Dr. Anthony about the Honors Induction Ceremony on December 8.



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Dr. Anthony said it was the Phi-Theta-Kappa Honor Society, the brightest of the bright at the College.

### ICCTA/ACCT Report

Ms. Williams said there was an upcoming ICCTA regional meeting. Dr. White noted ACCT would have a regional meeting next month.

### Information Items

Information items are available in the packet for review.

### Prairie State College Foundation Report

Ms. Havighorst started with the fall scholarship update, stating that the Foundation had received a hundred more applications than ever before. The highest semester was in fall of 2017, with 204 applications; this semester they have 314 applications. They provided \$75,800 in tuition and new textbooks. They are offering \$15,000 worth of Bookshare textbooks. The loaning of books is helping the students tremendously. Ms. Havighorst went over the stats of the students applying for scholarships. Ms. Havighorst thanked everyone who participated in the activities leading up to the presidential investiture. She said the faculty did a wonderful symposium chaired by Professor Trunnell. She announced she was attending the CASE conference for community college advancement at the end of October, along with Ms. Bingham serving as the external relationships team for the College.

Dr. White said he was excited about all the activities in many different areas at the College. He thanked the Board members that were able to attend the Dental Hygiene Ribbon Cutting Ceremony.

### Faculty Report

No report.

### Support Staff Report

No report.

Dr. White ended the meeting with the following words, "A negative thinker sees the difficulty in every opportunity. A positive thinker sees an opportunity in every difficulty. You should wish and hope that you have an optimistic light. You can never plan the future by the past."

## ADJOURNMENT

*Ms. Williams moved and Mr. Readey seconded that the Board of Trustees adjourn the meeting. All members voted Aye, and the meeting was adjourned at 6:48 p.m.*

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Dr. Ronald J. White, Chairman

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John Stanfa, Secretary Pro-Tempore

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Jodi Pedersoli, Board Recorder

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