

CARL SANDBURG COLLEGE

(549th Meeting)

Regular Meeting – May 23, 2002

CALL TO ORDER: The regular meeting of the Board of Trustees of Carl Sandburg College was held in the A. Lewis Long Conference Room, Carl Sandburg College, 2400 Tom L. Wilson Boulevard, Galesburg, Illinois, on Thursday, May 23, 2002, at 7:00 p.m.

ROLL CALL:

Present: Ms. Gayla J. Pacheco, Vice Chairperson
Mr. Thomas H. Colclasure, Secretary
Dr. D. Wayne Green
Mr. John A. Kraus
Mr. Bruce A. Lauerman
Mr. Jed Strom, Student Representative

Absent: Mr. John T. Huston, Chairperson
Ms. Nancy L. Youngquist

Others: Mr. Thomas A. Schmidt, Interim President, and Ms. Mary Buckingham, Recording Secretary. Administration: Mr. Larry Benne, Ms. Sherry Berg, Ms. Diana Billeter, Ms. Robin DeMott, Ms. Lisa Hanson, Ms. Gwen Koehler, Ms. Carol Kreider, Ms. Misty Lyons, Mr. Dennis Maurer, Mr. Steve Norton, and Ms. Lori Sundberg. Staff: Ms. Cathy Lagnese, Staff Representative.
Others: Mr. Tim Berry and representatives of the media.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD MAY 23, 2002 –
PAGE 2

Items from the Floor: Ms. Robin DeMott presented Mr. Ron Hunt the picture he was commissioned to paint for the 2002 Sandburg Days Festival. Hunt then presented the framed picture to the Board of Trustees.

Mr. Thomas A. Schmidt presented Mr. Jed Strom a framed Resolution thanking him for his service as Student Representative to the Board of Trustees for the year 2001-2002. Ms. Gayla Pacheco also presented Strom with a Sandburg Days Festival 2002 Poster and a Helga Sandburg CD signed by Ms. Helga Sandburg.

Executive Session
7:09 p.m.:

Dr. D. Wayne Green moved and Mr. John Kraus seconded a request for an Executive Session for the purpose of discussing the employment, performance, or dismissal of specific employees of the public body, review minutes of closed sessions to determine if confidentiality is still required for these minutes, minutes of meetings lawfully closed under the Illinois Open Meetings Act, collective negotiating matters between the public body and its employees or their representatives, and to consider “probable or imminent” litigation.

MOTION: Voice vote – motion carried.

RECONVENE
8:02 p.m.: The Regular Meeting of the Board reconvened at 8:02 p.m.

ROLL CALL: Present: Ms. Gayla J. Pacheco, Vice Chairperson
Mr. Thomas H. Colclasure, Secretary
Dr. D. Wayne Green
Mr. John A. Kraus
Mr. Bruce A. Lauerman
Mr. Jed Strom, Student Representative

Absent: Mr. John T. Huston, Chairperson
Ms. Nancy L. Youngquist

Consent/Non-Personnel: Dr. D. Wayne Green moved and Mr. John Kraus seconded approval of the following items under the Consent Agenda/Non-Personnel:

- minutes of April 17 & 25, 2002, meetings of the Board,
- bills for the month of April 2002,

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD MAY 23, 2002 –
PAGE 3

- publishing and posting the legal notice in accordance with the state statute, stating the budget's availability for examination and the time for the public hearing on the budget to be June 27, 2002, at 6:30 p.m. at the A. Lewis Long Conference Room, Carl Sandburg College, Galesburg, Illinois.

MOTION:

On roll call vote, five members voted "Yea"; none voted "Nay." Motion carried. Faculty Representative "Absent"; Staff Representative voted "Yea"; Student Representative voted "Yea."

Consent/Personnel:

Mr. John Kraus moved and Mr. Bruce Lauerman seconded the following items under the Consent Agenda/Personnel:

- status change for Ms. Laura Collins from full-time to three-fourths time effective June 1, 2002,
- approval of Family and Medical Leave for Ms. Diane Kroll beginning May 20, 2002, through June 10, 2002,
- employment of Ms. April Wilson, Accounts Receivable Clerk, effective May 24, 2002, at an annual salary of \$17,750 prorated, reflecting a Technical Support Level II with a scheduled address of #3,
- employment of Ms. Marjorie Smolensky, tenure track Biology Instructor/1, effective with the 2002-2003 academic year, at an annual salary of \$34,480, reflecting a Masters Degree and eight years related experience,
- employment of Ms. Carla Murray, tenure track Biology Instructor/2, effective with the 2002-2003 academic year, at an annual salary of \$31,510, reflecting a Masters Degree and zero full time related experience,
- employment of Ms. Kim Norris, tenure track Dental Hygiene Instructor/1, effective with the 2002-2003 academic year, at an annual salary of \$32,660, reflecting a Bachelors Degree and eight years related experience,
- employment of Ms. Theresa Sniff, tenure track Dental Hygiene Instructor/2, effective with the 2002-2003 academic year, at an annual salary of \$31,500, reflecting a Bachelors Degree and five years related experience,
- employment of Ms. Dia G. McKillip, tenure track Dental Hygiene Instructor/3, effective with the 2002-2003 academic year, at an annual salary of \$32,660, reflecting a Bachelors Degree with eight years related experience,
- resignation of Ms. Mary Walck, Clinical Coordinator/Instructor Radiologic Technology Program, effective May 31, 2002,

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD MAY 23, 2002 –
PAGE 4

- employment of Ms. Cynthia Stoerzbach, tenure track Nursing Instructor, effective with the 2002-2003 academic year, at an annual salary of \$36,550, reflecting a Masters Degree plus 39 hours with eight years related experience,
- termination of Ms. Betsy Colclasure, Switchboard Operator/Receptionist, effective May 3, 2002,
- employment of Ms. Tammy Boock, Switchboard Operator/Receptionist, effective June 3, 2002, at an annual salary of \$13,180 prorated, reflecting a Secretarial Level I with a scheduled address of #2,
- termination of Ms. Bea Doran, Adult Learning Center Outreach Worker, effective June 30, 2002, as a result of limited grant funds available for fiscal year 2003.

MOTION: On roll call vote, five members voted “Yea”; none voted “Nay.”
Motion carried. Faculty Representative “Absent”; Staff Representative voted “Yea”; Student Representative voted “Yea.”

Financial Reports: Mr. Bruce Lauerman moved and Mr. Tom Colclasure seconded that the minutes reflect receipt of the financial reports.

MOTION: On roll call vote, five members voted “Yea”; none voted “Nay.”
Motion carried. Faculty Representative “Absent”; Staff Representative voted “Yea”; Student Representative voted “Yea.”

Adoption of Tentative 2003 Budget: Mr. Tom Colclasure moved and Dr. D. Wayne Green seconded the approval of the FY-2003 tentative budget.

MOTION: On roll call vote, five members voted “Yea”; none voted “Nay.”
Motion carried. Faculty Representative “Absent”; Staff Representative voted “Yea”; Student Representative voted “Yea.”

Review Budget: Mr. John Kraus moved and Dr. D. Wayne Green seconded June 4, 2002, at 6:30 p.m. in the A. Lewis Long Conference Room, Carl Sandburg College, as the date for the Budget Committee to review the budget.

MOTION: Voice vote – motion carried.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD MAY 23, 2002 –
PAGE 5

Capital Projects

Bid Results:

Mr. John Kraus moved and Mr. Tom Colclasure seconded to award the bid for the expansion of the Extension Center in Bushnell to Leander Construction of Canton, Illinois, in the amount of \$384,000. Also approved to include an action item at the June 4, 2002, Special Meeting of the Board, to consider the award of construction contract(s) to complete the balance of projects this summer.

MOTION:

On roll call vote, five members voted “Yea”; none voted “Nay.” Motion carried. Faculty Representative “Absent”; Staff Representative voted “Yea”; Student Representative voted “Yea.”

Release of Minutes
of Closed Sessions:

Mr. Bruce Lauerman moved and Mr. Tom Colclasure seconded to release the following minutes of Closed Sessions due to the fact that the need for confidentiality no longer exists for these minutes: November 15, 2001-#1, January 20, 2002-#2, February 15, 2002, February 26, 2002, February 28, 2002, March 15, 2002, March 19, 2002, March 21, 2002, March 26, 2002, April 9, 2002, April 11, 2002, April 17, 2002, and April 25, 2002.

MOTION:

Voice vote – motion carried.

Resolution of Termination
Of Employment of Employee
At Henry C. Hill:

Mr. John Kraus moved and Dr. D. Wayne Green seconded a resolution for the termination of Ronald L. Green as an employee of Carl Sandburg College as a part of the terminated Department of Corrections Electronics program.

MOTION:

On roll call vote, five members voted “Yea”; none voted “Nay.” Motion carried. Faculty Representative “Absent”; Staff Representative voted “Yea”; Student Representative voted “Yea.”

INTERIM PRESIDENT:

Mr. Thomas Schmidt reported that Ms. Lora Wright participated in the Leadership Greater Galesburg program and on May 2nd he attended her graduation from this program. Schmidt stated he was quite proud of Wright. Schmidt stated that the ICCTA Annual Convention would be held in Springfield on June 13, 14 and 15, 2002. He stated that Dr. Crist would receive the “*Certificate of Merit Award*” at the convention awards banquet.

Lastly, Schmidt reported the Ms. Robin DeMott, Ms. Shuyan Shipplett, Ms. Lora Wright, and himself attend a Community College Leadership Seminar sponsored by the University of Illinois in Monticello this week

VICE PRESIDENT OF
INSTRUCTION:

Mr. Larry Benne reported that the College is in the midst of replacing long time faculty. He stated that he is pleased with the numerous applicants we are receiving and the quality of the applicants.

VICE PRESIDENT OF
STUDENT SERVICES:

Mr. Steve Norton reported the College hosted “Welcome to the Real World” last week. He stated that it was an outstanding effort put forth by everyone involved and thanked the 40 volunteers from the College. The session will now be rotated yearly between Knox College, Monmouth College, and Carl Sandburg College. Lastly, Norton stated that school enrollment for summer is on going and he believes it will be an increase over last summer’s enrollment.

DEAN OF COMMUNITY
& EXTENSION
SERVICES:

Ms. Sherry Berg reported that the Landscaping Committee worked the last two Wednesday nights and the flowerpots are now planted. She thanked the numerous volunteers on that committee. Berg stated that they could still use more volunteers.

Berg reported that two Carl Sandburg College instructors, Ms. Lubov Snyder and Mr. Tom Booth, would hold a free will concert on May 24th at the First Presbyterian Church in Bushnell.

DIRECTOR, ADULT &
DEVELOPMENTAL
EDUCATION:

Ms. Gwen Koehler reported that the City of Galesburg has a new franchise agreement with Insight Communications. Thus, the College will have a new educational access channel. Insight will install a return line to the College.

Koehler thanked the Trustees for supporting and attending the GED Graduation ceremony.

Lastly, Koehler stated that *Transition for Success Program* just finished. The program is a six-week program-preparing students to enter Postsecondary Education. The College had eleven *Transition for Success* students successfully complete the program.

MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HELD MAY 23, 2002 –
PAGE 7

DIRECTOR OF
INSTITUTIONAL
RESEARCH:

Ms. Lori Sundberg reported that the College is currently reviewing the preliminary draft of the Economic Impact Study recently completed by the ICCB. The final draft is due in late June. Sundberg also reported that she recently attend a Diversity Workshop at Elgin Community College with Ms. Gayla Pacheco. She stated the workshop was quite good and informative.

DIRECTOR OF
CABI:

Ms. Diana Billeter reported that the HVAC has been fixed at the ETC and there is a remarkable difference. She reported that instructors and students alike are appreciative of the changes. Mr. Dennis Morrison and Mr. Bob Bondi are currently chairing a fund drive to help cover the cost. Cottage Hospital's Administrative Staff recently held their meeting at the ETC. They also toured the facility. There is potential training and rentals from this group in the future.

DIRECTOR OF
MARKETING &
PUBLIC RELATIONS:

Ms. Robin DeMott reported that Sandburg Days Festival next year will be held the second weekend of May.

BOARD REPORTS:

Dr. D. Wayne Green reported that he would be attending the ACCT Regional Meeting in Las Vegas June 9th through the 12th. Mr. Jed Strom introduced Mr. Timothy Berry. Mr. Berry is the new Student Representative to the Board. Strom thanked the Board for allowing him to serve this past year on the Board of Trustees.

ADJOURNMENT
8:54 p.m.:

Dr. D. Wayne Green moved and Mr. John Kraus seconded that the meeting be adjourned to the next regular meeting of the Board or to the call of the Chairperson.

MOTION:

Voice vote – motion carried.