

CARL SANDBURG COLLEGE

(553rd Meeting)

Regular Meeting – September 26, 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, September 26, 2002, at 7:00 p.m.

ROLL CALL:

Present: Mr. John T. Huston, Chairperson
Ms. Gayla J. Pacheco, Vice Chairperson
Dr. D. Wayne Green
Mr. John A. Kraus
Mr. Bruce A. Lauerman
Ms. Nancy L. Youngquist

Absent: Mr. Thomas H. Colclasure, Secretary
Mr. Tim Berry, Student Representative

Others: Mr. Thomas A. Schmidt, President, and Ms. Mary Buckingham, Recording Secretary. Administration: Mr. Dennis Anderson, Mr. Larry Benne, Ms. Sherry Berg, Mr. Jon Bradburn, Ms. Robin DeMott, Ms. Carol Gronewold, Ms. Lisa Hanson, Ms. Jill Johnson, Mr. David Kellogg, Ms. Gwen Koehler, Ms. Carol Kreider, Ms. Misty Lewis, Mr. Steve Norton, Ms. Annette St.Ledger, Mr. Samuel Sudhakar, Ms. Lori Sundberg, Mr. Mike Walters, and Ms. Lora Wright. Faculty: Mr. Jeff Stephenson, Faculty Representative; and Ms. Lauri Wiechmann. Staff: Ms. Heather Severns, Staff Representative; Mr. Steve Alfaro, and Ms. Janis Hipple. Others: Mr. Steve Mendonza, Mr. Tom West, and representatives of the media.

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- 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 August 22, 2002, meeting of the Board,
 - bills for the month of August 2002,
 - rescheduling the Board of Trustees regular meetings for November and December 2002 to Thursday, November 14, 2002, and Thursday, December 19, 2002,
 - memorandum of agreement with the United States Military Dental Service Corporation (USMDSC) for phase one for the exclusive purpose of the military dental screening program.

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

- Consent/Personnel: Ms. Nancy Youngquist moved and Ms. Gayla Pacheco seconded the following items under the Consent Agenda/Personnel:
- employment of Mr. Jack Carson, Custodian/Weekend Security, Level I, address two, at an annual salary of \$16,620, prorated, effective September 28, 2002,
 - employment of Mr. Jeff Bryan, Vocational Recruiter, Mid-Management, Level IV, with five years of related experience, at an annual salary of \$28,450, prorated, effective October 1, 2002, (the funding for this position comes from the ICCB Additional Designated Grant for FY03),
 - employment of Ms. Yancy Pitman, tenure track Developmental Reading Instructor, reflecting a Master’s Degree with eight years related experience, at an annual salary of \$34,460, prorated, effective November 1, 2002,
 - employment of Ms. Sharon Lytle, tenure track Nursing Instructor, reflecting a Master’s Degree with eight years related experience, at an annual salary of \$34,460, prorated, effective September 27, 2002,
 - employment of Mr. Steve Mills, Building Maintenance Worker, Level III, address five, at an annual salary of \$24,190, prorated, effective October 1, 2002.

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

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Entered: Mr. Tom Colclasure entered the meeting at 7:03 p.m.

Financial Reports: Mr. Tom Colclasure moved and Ms. Gayla Pacheco seconded that the minutes reflect receipt of the financial reports.

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

VICE PRESIDENT
OF TECHNOLOGY
SERVICES:

Mr. Samuel Sudhakar gave an informational presentation on
“Wireless Wide Area Network Concept.”

PRESIDENT:

Mr. Thomas Schmidt reported on September 18th Mr. Samuel Sudhakar and he visited Dallas City School Superintendent Mr. Chuck Langley. They toured their facilities. The tour provided a fascinating setting. The K-8 operation was infused with computers and wired. Schmidt expressed Carl Sandburg College’s desire to work together on a number of things with the district in the near future. On the next day, September 19th Schmidt, Mr. John Huston, Ms. Sherry Berg, and Ms. Carol Gronewold had the pleasure of meeting with Dr. Daniel James, Superintendent of Carthage School District, and members of his staff. Once again, Schmidt expressed a sincere wish to work more closely with their school district as well. Schmidt reported that former trustee David Moffet toured the College last week. He was on the CSC Board of Trustees from 1966 to 1979. Mr. Moffet was very pleased with what he saw. Meetings have been taking place to review equipment needs and recommendations for the new IC/SC building, the Fitness Center, etc. Schmidt stated that on Tuesday, October 1st the Administrative Staff will be holding an internal retreat here at CSC. This retreat will last the entire day. Mr. Dan Yassenko, CSC Counselor, will be conducting a Myers-Briggs Type Indicator (MBTI) analysis as part of the retreat. Lastly, Schmidt stated that a planning group has been meeting every two weeks to look into long-term financial planning in the district.

VICE PRESIDENT OF
INSTRUCTIONAL
SERVICES:

Mr. Larry Benne stated that anticipating the move into the new IC/SC building they are getting institutional equipment ordered

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and scheduling all the rooms. He anticipates managing this on a timely fashion and an equally smooth transition.

VICE PRESIDENT OF
STUDENT SERVICES:

Mr. Steve Norton reported that on September 7th a High School Volleyball Tournament was held at CSC with six teams participating. He stated that a good crowd was present. And that the sportsmanship was outstanding. CSC's volleyball season is also underway. Lastly, Norton reported that on October 21st Carl Sandburg College will host a High School College Fair. We are looking forward to high school juniors and seniors visiting the College that night.

VICE PRESIDENT
OF TECHNOLOGY
SERVICES:

Mr. Samuel Sudhakar reported that he is in the process of major negotiations with Dell Computer and other vendors to receive the best deal for Instructional technology equipment for the new IC/SC. Lastly, Sudhakar stated that next month Cindy Thompson and he will be hosting two visiting educators from the Netherlands.

COORDINATOR OF
MAINTENANCE
SERVICES:

Mr. Steve Alfaro gave an update on construction projects across campus. The IC/SC will have substantial completions on October 7th. They will be ready to start moving in furniture after that date.

DIRECTOR OF TRIO
UPWARD BOUND:

Ms. Jill Johnson reported that Upward Bound students will be having lunch Saturday with entertainer Ellen Cleghorne, formerly of Saturday Night Live. She is performing at Cherry Street Brewing Company this weekend. Ms. Cleghorne grew up in the projects and went on to graduate from college. Thus, she is a real inspiration to the students.

DIRECTOR OF
FINANCIAL AID:

Ms. Lisa Hanson reported that for the most recent reporting period the final default rate for Carl Sandburg College is 5.6 percent.

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DEAN OF HUMAN
RESOURCES/
ORGANIZATIONAL
DEVELOPMENT:

Ms. Lori Sundberg reported that the CCampus Grant for Childcare was renewed and that the deadline for the Upward Bound Grant is December 13th.

CHIEF FINANCIAL
OFFICER/TREASURER:

Ms. Lora Wright reported that things are going quite well in the Business Office with the new administrator in place.

DIRECTOR OF
MARKETING &
PUBLIC RELATIONS:

Ms. Robin DeMott reported that the first concert series is October 4th. DeMott also reported that her office is busy with promotional material across the campus.

DEAN OF LEARNING
RESOURCES SERVICES:

Mr. Mike Walters passed out a report of interlibrary loan activity. Walters reported that Mr. Lou Coatney, evening Library Assistant, handles sharing of library material with other libraries throughout Illinois and the nation. Walters stated that not only does Carl Sandburg College library serve our students and faculty, but they also share their resources with many others.

FOUNDATION:

Mr. Mike Walters reported in the absence of Ms. Shelle Summers, Director of the Foundation. The CSC Foundation has received a donation of \$5,000 to be used to purchase reading materials for the College library. This bequest is from the estate of Mrs. Ruth Burg. The money will be used to buy books for the Galesburg and Carthage collections in memory of Mrs. Burg and her husband, Mr. Forest Burg. Walters also reported that two new annual scholarships have been established for the Foundation. The first is from Foundation and Trustee, Dr. D. Wayne Green and his wife Darlene. The Mary Mills Sutor Scholarship, established in 2002 by Dr. Green and Darlene Green in honor of her sister, will provide assistance to a student who has a 2.0 GPA or higher. Financial need is not a factor. The second scholarship is from Ms. Ann Asplund. Ann, retired manager of Wagoner Printing, is an extremely active member of the Galesburg community. She serves, and has served, on numerous boards throughout the area. The Ann Asplund Nursing Scholarship is available to full-time second-year nursing students from Knox County. (Preference will

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be given to Galesburg High School graduates.) Applicants must have a 3.0 grade point average and have average to lower median family income. The Foundation would like to thank both donors for their support.

ICCTA

REPRESENTATIVE:

Mr. John Huston reported that he attended the ICCTA last month in Springfield. Two video sessions will be held with the two governor candidates and it was recommended that every trustee try to attend one of these. A fireside chat was held in Springfield. Dr. D. Wayne Green participated in this chat. These chats are very worthwhile and usually only long serving board members participate. Huston distributed a sheet on the Economic Impact Study and what community colleges do for the state. Huston stated that Dr. Joe Cipfl, President/Chief Executive Officer of ICCB, states that 1.2 million students attend community colleges in Illinois. However, only 25 percent of these students vote. The student organizations are in the process of spearheading a drive to get students to register to vote. Huston asked that we encourage this drive and that students vote. The Illinois Community College Funding Study Task Force is in the process now. Lastly, Huston reported that the next ICCTA Convention will be in Chicago on November 8 & 9 at the Swissotel. The seminar will focus on Board/President relations.

STAFF

REPRESENTATIVE:

Ms. Heather Severns reported that National Family Health and Fitness Week is September 30-October 4. All CSC employees are invited to bring their family to the fitness center to work out and have a free body fat analysis. Severns stated that the All-College Walk is scheduled for Friday, October 18th at 7:00 a.m. in the Visitor's Circle. All faculty, staff and students are invited to participate. Lastly, the Knox County Health Dept. will be on campus Wednesday, November 13th giving flu shots. OSF will also be here offering free blood sugar screenings and Severns will be offering free blood pressure checks.

FACULTY

REPRESENTATIVE:

Mr. Jeff Stephenson reported that in celebration of National Dental Hygiene month in October, the dental hygiene department will be offering routine dental cleaning for \$10.00. Also, in collaboration with *Make a Difference Day*, local dental professionals, including

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CSC dental hygiene students will be providing free oral cancer screening examinations on Saturday, October 26th from 9:00 a.m. to 12:00 noon. Stephenson reported that the Mortuary Science department attended the Illinois Funeral Directors Association fall seminar on September 24 & 25. All students attended the seminar and had dialog with over 130 licensed funeral directors and embalmers about promoting the program. Lastly, Stephenson reported that Mr. Michael Neill, Developmental Math Instructor, writes a weekly genealogy column, "Beyond the Index," for the Ancestry Daily News. Ancestry publishes the articles in book format and the April and May issues are available. For more information on the book, you can go to Neill's site at <http://www.rootdig.com/dailynewsbook.html>

BOARD
REPORTS:

Dr. D. Wayne Green reported that he recently attend the AACT Convention in Philadelphia. The election of officers was conducted. Mr. Dave Maguire, Spoon River Trustee, was elected as a Regional Director from the central region. Mr. Jim Ayers was elected as Director at Large. Three directors are now from the state of Illinois. There are 24 directors, so that is quite good. Green stated that there were very interesting presentations at the conference. The AACT encourages everyone to move forward in cooperative efforts with educational entities. All in all, Green stated that it was a good convention.

Ms. Gayla Pacheco reported that she attend the First Annual Carl Sandburg Employee Picnic. Pacheco stated that she met many new people, had a wonderful time, and it was a real moral booster. She hoped that all would attend future picnics.

Executive Session
8:02 p.m.:

Dr. D. Wayne Green moved and Mr. Tom Colclasure seconded a request for an Executive Session for the purpose of considering disciplinary cases of specific students; considering the employment, performance, or dismissal of specific employees of the public body; considering "probable or imminent" litigation; and discussing minutes of meetings lawfully closed under the Illinois Open Meetings Act.

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

RECONVENE
8:48 p.m.: The Regular Meeting of the Board reconvened at 8:48 p.m.

ROLL CALL: Present: Mr. John T. Huston, Chairperson
Ms. Gayla J. Pacheco, Vice Chairperson
Mr. Thomas H. Colclasure, Secretary
Dr. D. Wayne Green
Mr. John A. Kraus
Mr. Bruce A. Lauerman
Ms. Nancy L. Youngquist

Absent: Mr. Tim Berry, Student Representative

ADJOURNMENT
8:49 p.m.: Mr. Tom Colclasure 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.