

26419

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
County of Cook and State of Illinois

MINUTES
REGULAR MEETING OF THE BOARD
WEDNESDAY, OCTOBER 6, 2004 - 9:00 A.M.

District Office
226 W. Jackson Blvd., Room 300
Chicago, Illinois 60606

Pursuant to provisions of the Public Community College Act, as amended, of the State of Illinois, County of Cook, the regular meeting of the Board of Trustees of Community College District No. 508, as scheduled on Wednesday, October 6, 2004 at 9:00 a.m. was held at District Office, 226 W. Jackson Blvd., Room 300, Chicago, Illinois 60606, was called to order at 9:15 a.m.

PRESENT

BOARD MEMBERS:

James C. Tyree, Chairman
James A. Dyson, Vice Chairman
Terry E. Newman, Secretary
Rudy R. Mendez
Tonya Cody-Robinson, Student Trustee
Regina M. Hawkins, Assistant Board Secretary

ABSENT

BOARD MEMBERS:

Rev. Albert D. Tyson, III
Ralph G. Moore
Nancy J. Clawson

PRESENT

CCC STAFF:

Wayne D. Watson, Chancellor
Yolande Bourgeois, General Counsel
Dolores Javier, Treasurer

VICE CHANCELLORS:

Abe Eshkenazi
William Donahue
Deidra Lewis
Claudine Jones
Michael Mutz
Xiomara Cortes-Metcalf

PRESIDENTS:

Cecile Regner (Zerrie Campbell)
Valerie Roberson
Marguerite Boyd
***John Wozinak**
Charles Guengerich
***Clyde El-Amin**
Sylvia Ramos

*** Interim Position**

The Chairman declared a quorum was present.

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(26388) CHANCELLOR'S REMARKS - None

(26389) COLLEGE REPORT - None

(26390) COMMITTEE REPORT - HUMAN RESOURCES SERVICES

The meeting of the Board Committee on Human Resources was held on Tuesday, September 28, 2004. Committee Chair Rudy Mendez called the HR committee meeting to order at 10:39 a.m. The minutes of the September 7, 2004 meeting were approved. During the meeting it was reported:

Benefits Activity: We continue to remain vigilant with benefits vendors with respect to billing. We identified billing inaccuracies with Humana HMO and UnumProvident, our disability insurance provider, and have brought these matters to their attention for correction.

In May we created an automated Direct Billing System in anticipation of increased activity. Through the direct billing system we bill all benefit program participants whose income does not cover the cost of benefit coverage. To date, we have 123 subscribers and we currently collect over \$48,000 a month.

Blue Cross/Blue Shield has informed us that effective November 1, 2004 they will change prescription mail order providers from Walgreen's to PrimeMail. Letters went out to all plan participants explaining the change.

Contracts up for renewal by the end of the year are: CoreSource for dental coverage, BCBS for medical coverage, Humana Gold Plus for retirees' medical coverage and Ceridian for the flexible spending account. We are currently negotiating with these vendors.

Union Activity: Human Resources identified a total of 255 additional part-time faculty members who qualify for membership in the IEA-NEA union. The list of newly qualified members has been forwarded to the union. This brings total IEA-NEA membership to 530.

Compensation Activity: There are six professional employees who obtained their Master's Degrees and who will receive a \$500 incentive added to base pay as per the Local 1600 Professional agreement.

Recruitment Activity: Since July 2004, 64% of our new hires have been in compliance with our diversity goals. An advertisement was placed for faculty positions in the Chicago Tribune and on-line in the Chronicle for Higher Education as we continue to search for the best and the brightest faculty.

There was no closed session.

(26391) COMMITTEE REPORT - ACADEMIC AFFAIRS & STUDENT SERVICES

The meeting was called to order by Committee Chair, Rev. Albert D. Tyson at 9:20 a.m. in conference room 300, 226 W. Jackson Blvd., Chicago, IL.

1. Minutes: Trustee Tyson motioned for approval of the September 7, 2004 minutes of the Board Committee on Academic and Student Services and the minutes were approved by unanimous vote of the five voting board members.

2. Staff Reports:

FY 2004 Accomplishments and Goals for FY 2005: Associate Vice Chancellor Bill McMillan presented the City Colleges of Chicago FY 2004 Accomplishments and Goals for FY 2005. The areas covered included enrollment trends, award trends, Baccalaureate/Transfer, Workforce Development, major training contracts sold and administered by the District Office, Adult Education, Student Services, Research and Evaluation, financial challenges and the Impact on CCC and new and on-going initiatives.

Workforce Preparation Academy: Interim President Valerie Roberson and Executive Director Cynthia Barnes presented an overview of the Workforce Preparation Academy (WPA). WPA was developed to address high unemployment and Industry critical skill shortage areas. Funds are directed to occupational programs by Industry. WPA determines student eligibility and provides courses in Employment Readiness, Career Assessment and Exploration, and a Workforce "Bridge" Course.

3. **WYCC-TV Update:** General Manager Maria Moore reported production is underway for November's salute to Senate President Emil Jones. On Saturday, October 2nd WYCC will be conducting a live voter registration drive in partnership with Cook County at Olive-Harvey College hosted by Cliff Kelley from WVON radio.

On October 22nd WYCC will partner with WVON radio to produce a landmark conversation between Jesse Jackson and Louis Farakahn to be aired in primetime in November.

WYCC is putting together some exciting plans for 3.5 hours of live Election Coverage on November 2nd with our partners Northwestern University and Columbia College.

WYCC had a successful live broadcast at Kennedy King on September 14th promoting the college and its programs.

WYCC will be conducting a day-long membership marathon on Halloween featuring a series Secrets of the Dead. WYCC is partnering with the Field Museum who will assist us with various production locations, expert guests, and Museum passes as a gift for those viewers who pledge their support.

One Board Action was presented for consideration: Item 4B is for an agreement with US Digital Television who wish to lease 6 megabits of our digital signal. After they have leased spectrum with 4-6 local broadcasters, USDTV will use the aggregated spectrum to deliver a for-pay subscription programming service to Chicago area viewers. We will be paid a per subscriber fee each year as described in the report. This lease agreement would not impact any of our current or planned viewer services.

4. **Office of Development Update:** Vice Chancellor Michael Mutz reported the data preparation and conversion for the Contributor Relations system is scheduled for completion in approximately one month. The Office of Development is working with four donors on programs to support student scholarships. These scholarships will support scholarships at the colleges.

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(26392) **COMMITTEE REPORT – FINANCE, OFFICE OF INFORMATION TECHNOLOGY & ADMINISTRATIVE SERVICES**

The meeting was convened at 9:07 a.m. in room 300 of the Board District offices, 226 W. Jackson Blvd., Chicago, Illinois.

1. **Minutes** of the September 28, 2004 meeting of the Board Committee on Finance and Administrative Services were approved as submitted.

2. **Staff Reports:**

Trustee Nancy Clawson requested Vice Chancellor Abe Eshkenazi to report on the Office of Finance.

Office of Finance Report

- Vice Chancellor Eshkenazi presented the following resolutions for Board approval:
 - 1D: Amending the Management Rules for the Investment Policies.
This resolution was recommended from prior year audit report as well as recommended from current auditors.
 - 4A: DOCUTECH Maintenance Agreement for Wright College of \$30,000.
- Vice Chancellor Eshkenazi presented the following modification to Section Five Compliance Procedures. The change required an annual attestation by an independent auditor of the district's compliance with the investment policy.
- Vice Chancellor Eshkenazi provided updates on equalization and the budget process which was included in the board packet.
- Vice Chancellor Eshkenazi stated that the current budget provided financial benchmarks for CCC and displayed a collaborative effort with the colleges and the District Office.
- Vice Chancellor Eshkenazi stated that last year CCC produced the first comprehensive annual financial report. This year CCC has adopted guidelines by the Government Finance Officers Association.
- Vice Chancellor Eshkenazi introduced Treasurer, Dolores Javier and Senior Budget Analyst, J. Randall Dempsey to present the current CCC budget.

Trustee Nancy Clawson requested Vice Chancellor Claudine Jones to report on the Office of Information Technology.

Office of Information Technology Report

- Vice Chancellor Jones stated that the system testing and end user training material are on track for the PeopleSoft Student System. End user training is scheduled to start in November.
- Vice Chancellor Jones that the library celebrated its first anniversary at City Colleges and is fully functional for Cataloging, Circulation, Serials and web access to the public catalog. The on-line database access is being finalized.
- Vice Chancellor Jones reported that library staff members were trained on Pro-Quest (literature on-line) database access and usage which is available to all students for research and use for class assignments.
- Vice Chancellor Jones stated that the training for ProQuest was performed at each library with the goal of increasing usage and ensuring that support for students in using the tool was readily available.

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Office of Information Technology Report (Cont'd.)

Trustee Nancy Clawson requested Vice Chancellor Bill Donahue to report on the Office of Administrative Services.

Office of Administrative Services Report

- Vice Chancellor Donahue presented the following agreements for board approval:
 - 1A – People's Energy Services , Gas Utilities – All Colleges
- Vice Chancellor Donahue reported that the Alderman signed off on the street vacations for the New Kennedy King. The transportation committee approved the vacations. The release of the RFP for the re-bid is anticipated by mid-October. The draft will be available within the next week.
- Vice Chancellor Donahue reported that the South Shore Culinary construction is in process. The restrooms and stairwell are complete. The third floor classroom area is approximately 85% complete. The 4th floor kitchen is approximately 75% complete. The project is on schedule.

At 9:35 am the meeting was adjourned.

26393	CONSIDERATION OF MINUTES,- SPECIAL BOARD MEETING SEPTEMBER 28, 2004 AND REGULAR BOARD MEETING OCTOBER 6, 2004
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On motion by, Newman and second by, Dyson, the minutes of the September 9, 2004, regular meeting and the special board meeting of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, were approved as submitted by a unanimous voice vote of the three voting members present. The student member cast an affirmative advisory vote.

26394	RESOLUTION: RENEWAL AND NON-RENEWAL OF NON-TENURED FACULTY CALENDAR YEAR APPOINTMENTS
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On motion by Newman, seconded by Dyson the foregoing Board Report No. 26394, incorporated by reference, to authorize, renewal and non-renewal of non-tenured faculty calendar year appointments, was placed in the omnibus and adopted by omnibus motion.

26395	RESOLUTION: CITY COLLEGES OF CHICAGO END-OF-TERM ENROLLMENT REPORT: SUMMER 2004
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On motion by Newman, seconded by Dyson the foregoing Board Report No. 26395, incorporated by reference, to authorize, end-of-term enrollment report: summer 2004, was placed in the omnibus and adopted by omnibus motion.

26396	RESOLUTION: CITY COLLEGES OF CHICAGO END-OF-TERM ENROLLMENT REPORT: SPRING 2004
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On motion by Newman, seconded by Dyson the foregoing Board Report No. 26396, incorporated by reference, to authorize, end-of-term enrollment report: spring 2004, was placed in the omnibus and adopted by omnibus motion.

26397	RESOLUTION: TO APPROVE AMENDMENTS TO THE RULES FOR THE MANAGEMENT AND GOVERNMENT OF THE CITY COLLEGES OF CHICAGO-INVESTMENT POLICIES [Article 5 and Appendices 26 and 27]
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On motion by Newman, seconded by Dyson the foregoing Board Report No. 26397, incorporated by reference, to approve amendments to the rules for the management and government of the City Colleges of Chicago investment polices [Article 5 and Appendices 26 and 27], was placed in the omnibus and adopted by omnibus motion.

26398	PERSONNEL REPORT GENERAL/FUNDED
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On motion by Newman, seconded by Dyson the foregoing Board Report No. 26398, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

26399	PERSONNEL REPORT- LECTURESHIPS AND FACULTY OVERTIME ASSIGNMENTS
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On motion by Newman, seconded by Dyson the foregoing Board Report No. 26399, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

26400	PERSONNEL REPORT - CONTINUING EDUCATION ASSIGNMENTS SUMMARY
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On motion by Newman, seconded by Dyson the foregoing Board Report No. 26400, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

26401	RESOURCE DEVELOPMENT
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On motion by Newman, seconded by Dyson the foregoing Board Report No. 26401, incorporated by reference, concerning new proposals/grants, was placed in the omnibus and adopted by omnibus motion.

26402	DOCUTECH MAINTENANCE AGREEMENT - WRIGHT COLLEGE (Amend Board Report No. 24050 dated October 9, 2003)
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On motion by Newman, seconded by Dyson the foregoing Board Report No. 26402, incorporated by reference, to enter into an agreement with Certus One, Minneapolis, MN for the service and maintenance of the Xerox Docutech NP-135 at Wright College for period of October 2004 through September 2006 for \$30,720.00, was placed in the omnibus and adopted by omnibus motion.

26403	U.S. DITIGAL TELEVISION, INC. BANDWIDTH LEASE - WYCC-TV20, DALEY COLLEGE
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On motion by Newman, seconded by Dyson the foregoing Board Report No. 26403, incorporated by reference, to enter into a lease agreement with U.S. Digital Television, Inc., was placed in the omnibus and adopted by omnibus motion.

26404	LEGAL INVOICES
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On motion by Newman, seconded by Dyson the foregoing Board Report No. 26404, incorporated by reference, for payment of invoices in the amount of \$30,835.85, was placed in the omnibus and adopted by omnibus motion.

26405	GAS UTILITY CONTRACT
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On motion by Newman, seconded by Dyson the foregoing Board Report No. 26405, incorporated by reference, to enter into a gas utility supply contract with People's Energy Services, was placed in the omnibus and adopted by omnibus motion.

26406	CONSULTANT AND PROFESSIONAL SERVICES - MONTHLY SUMMARY PAYMENTS APPROVED BY THE CHANCELLOR (UP TO \$10,000)
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This information report was received and placed on file.

26407	CONSULTANT AND PROFESSIONAL SERVICE AGREEMENTS MONTHLY SUMMARY PAYMENTS APPROVED BY THE OFFICERS OF THE DISTRICT (UP TO \$5,000)
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This information report was received and placed on file.

26408	CLINICAL AND TRAINING AGREEMENTS MONTHLY SUMMARY AGREEMENTS APPROVED BY THE COLLEGE PRESIDENTS
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This information report was received and placed on file

26409	36TH ANNUAL KATHY OSTERMAN AWARD, HAROLD WASHINGTON COLLEGE
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This information report was received and placed on file.

26410	HAROLD WASHINGTON COLLEGE SCIENTISTS PARTNER WITH PURDUE
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This information report was received and placed on file.

26411	STUDENT SERVICES TRAINING - PROGRAMS FOR THE MILITARY, HAROLD WASHINGTON COLLEGE
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This information report was received and placed on file.

26412	PSYCHOLOGY HONOR SOCIETY WINS NATIONAL AWARD, TRUMAN COLLEGE
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This information report was received and placed on file.

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26413	FACULTY COUNCIL UPDATE: DR. POLLY HOOVER, WRIGHT COLLEGE
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This information report was received and placed on file.

OMNIBUS MOTION

On motion by Newman, seconded by Dyson, the foregoing Board Reports and Resolutions from No.'s 26394 to 26412, were ordered to final vote and declared adopted by a unanimous affirmative voice vote of the four voting members present. The student member cast an affirmative advisory vote.

CLOSED SESSION

On motion by Newman, seconded by Dyson, that the Board of Trustees hold a closed session pursuant to Section 2C(1) 2C(2) and 2(C) (11) of the Open Meetings Act to consider matters pertaining to personnel, Collective bargaining and litigation, and it was ordered at 9:55a.m. by a unanimous affirmative voice vote of the four voting members present. The student member cast an affirmative advisory vote.

The Board members returned, and the Chairman reconvened the Open Board Meeting at 10:43 a.m.

ADJOURNMENT

On motion by Newman, seconded by Mendez, the September 28, 2004 regular meeting of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, was adjourned at 10:46 a.m. by a unanimous affirmative voice vote of the four voting members present.

Terry E. Newman
Secretary