

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

**MINUTES
REGULAR MEETING OF THE BOARD
THURSDAY, DECEMBER 2, 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 Thursday, December 2, 2004 at 9:00 a.m. was held at District Office, 226 W. Jackson Blvd, Room 300, Chicago, Illinois 60606, and was called to order at 9:25 a.m.

PRESENT

BOARD MEMBERS: James C. Tyree, Chairman
Terry E. Newman, Secretary
Rev. Albert D. Tyson, III
Ralph G. Moore
Nancy J. Clawson
Rudy R. Mendez
Tonya Cody-Robinson, Student Trustee
Regina M. Hawkins, Assistant Board Secretary

ABSENT

BOARD MEMBERS: James A. Dyson, Vice Chairman

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:

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

* Interim Position

The Chairman declared a quorum was present.

CHANCELLOR'S REMARKS - None

COLLEGE REPORT - None

The Chairman informed the Board that there were two speakers who wished to address The Board, Mr. Anthony Johnston, Coordinator, Truman College and Mr. Jason Johnston, Student, Harold Washington College.

(26464) COMMITTEE REPORT - HUMAN RESOURCES SERVICES

The meeting of the Board Committee on Human Resources was held on Tuesday, November 30, 2004. Chairman James Tyree called the meeting to order at 9:25 a.m. During the meeting it was reported:

The meeting of the Board Committee on Human Resources was held on Tuesday, November 30, 2004. Chairman James Tyree called the HR committee meeting to order at 9:25 a.m. The minutes of the November 2, 2004 meeting were approved. During the meeting it was reported:

Core Business Activities

In the month of November the Human Resources staff focused mainly on the implementation of benefits and compensation issues dealing with the Local 1600 negotiated contract as follows:

Compensation Activity:

- >A letter was sent to the Illinois Department of Employment Services informing them of the conclusion of the strike.
- >Approximately 180 packages with applications and an explanation of the Salary Enhancement Program were sent to eligible Local 1600 faculty, training specialists and professional employees. This information was also posted on the website. The deadline is December 7, 2004 for those electing to retire effective the end of the Spring, Summer, or Fall semester 2005.
- >Pay tables were updated to reflect retro pay and base pay changes as needed.

Benefits Activity:

- >Premiums for the month of October were .88% higher than October of last year.
- >Human Resources processed approximately 500 transactions to remove all striking employees from COBRA and reinstated into the medical benefits programs.
- >Negotiations with Blue Cross/Blue Shield, CoreSource Dental, Vision Service Plan, and Ceridian Flexible Spending Account administrators continue. The goal is to finalize contracts for board approval and implementation by January 1, 2005.

New Staff:

- >Linda Delgado, Employment Manager, will be assisting the colleges in their recruitment efforts. To that end, over 300 resumes of potential faculty members were sent to the colleges for consideration.
- >Christine Kizawa is the EEO/Title IX Manager.

Staff Development:

There were 14 new CCC employees enrolled in the second class of Quality Improvement Associate training as part of the District-wide Leadership Institute.

The Committee meeting was adjourned at 9:30 a.m.

Chairman Tyree later reconvened the Human Resources Committee meeting where the minutes of the November 2, 2004 meeting were approved. The Committee meeting was adjourned at 9:54 a.m.

(26465) COMMITTEE REPORT - ACADEMIC AFFAIRS & STUDENT SERVICES

The meeting was called to order by Committee Chair, Rev. Albert D. Tyson at 9:38 a.m. in conference room 300, 226 W. Jackson Blvd., Chicago, IL.

1. **Minutes:** Trustee Tyson motioned for approval of the November 2, 2004 minutes of the Board Committee on Academic and Student Services and the minutes were approved by the five voting board members.

2. **Staff Reports:**
WYCC Update: General Manager Maria Moore reported that the station will air a historic conversation between Reverend Jesse Jackson and Minister Louis Farrakhan tonight at 8pm, repeating Saturday at 10 a.m.

Ms. Moore also showed a short videotape summary of the election coverage produced in cooperation with Columbia College and Northwestern University

3. **Other Business:** Vice Chancellor Deidra Lewis presented the following board items for consideration:

- 1B Policy for Responding to Allegations of Scientific Misconduct
- 4A Continuation of Consultant contract for Juanita Burris
- 4B Continuation of Consultant contract for Sue Lofton
- Corrected copy of the Resource Development Report

Trustee Tyson offered commendation to Maria Moore General Manager of WYCC for the excellent work she has done on behalf of the City Colleges of Chicago.

There being no other business, meeting adjourned at 10:08 a.m.

**(26466) COMMITTEE REPORT - FINANCE, OFFICE OF INFORMATION
TECHNOLOGY & ADMINISTRATIVE SERVICES**

The meeting was convened at 9:22 a.m. in room 300 of the Board District offices, 226 W. Jackson Blvd., Chicago, Illinois.

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1. Minutes of the November 02, 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 stated that the lists of bank and depository accounts and summary investment reports from investment managers Weiss, Peck and Greer were included in the board packet. The investment reports are currently being worked on. A finalization of the reports is expected soon.
- Vice Chancellor Eshkenazi presented the following resolutions for board approval:
 - 1A,B - Amending the management rules for the investment policies.
 - 1C - Authorizing the transfer of funds as required by the Public Community College Act.
- Vice Chancellor Eshkenazi presented the following agreements for board approval:
 - 4F - Professional Consultant Services between Saint - Gobain Universal Superabrasives and the Environmental Technology program.
Wright College - \$16,000.00
 - 4H - Professional Services Agreement with Dr. Herman Sinaiko for Great Books Project. Wright College - \$12,500.00
 - 4I - Credit Card Services , Office of Finance - All Colleges
- Vice Chancellor Eshkenazi presented the following purchases for board approval:
 - 6A- Purchase of SmallWare for the Washburne Culinary Institute
Kennedy King College - \$81,626.74
 - Walk-On - Software Package initially instituted at Olive Harvey College
Remaining 6 Colleges - \$47,158.00
- Vice Chancellor Eshkenazi provided updates on the preliminary unsuited financial results were reviewed from financial reports included in the board packet.

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Regular Meeting

- Vice Chancellor Eshkenazi stated that revenues were \$199 m compared to a budget of \$212m with a projected negative variance of \$12.5 m.
- Vice Chancellor Eshkenazi reported that expenses amounted to \$197 m compared to a budget of \$216 m resulting in a favorable variance of \$18.8 m.
- Vice Chancellor Eshkenazi reported that in netting the revenue, expenses and other transfers, a projected net result from operations resulted in a positive variance of \$2.7 m.
- Vice Chancellor Eshkenazi provided an update on Equalization. There was no indication from the task force that there was disagreement with the present formula concept.
- Vice Chancellor Eshkenazi reported that it was determined that the FY05 funding should be left as is with a lobby for legislative changes only. A push for significant funding increases should only be applied to FY06.

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

Office of Information Technology Report

- Vice Chancellor Jones reported there is continual testing to the System Test and Review Training material for the Course and Class sections modules, and integration testing for the Financial Aid module.
- Vice Chancellor Jones stated the technical upgrade testing for PeopleSoft Financial 8.8 started late October.
- Vice Chancellor Jones presented the following agreement for board approval:
 - 4E – Annual agreement for People Soft software maintenance services on the contributor relations, campus directory interface and portal software.

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:
 - 4G – Security Services with Initial Security - Cap at \$350,000.00
- Vice Chancellor Donahue stated that most work has stopped on the Harold Washington Renovation project due to the work stoppage. Work will resume when the picketing ceases.

Office of Administrative Services Report (Cont'd.)

- Vice Chancellor Donahue stated that all work is on schedule with South Shore Culinary project. The restrooms and stairwells are complete and the third floor classroom area is approximately 85% complete in the 4th floor kitchens. By Thanksgiving all work should be completed.
- Vice Chancellor Donahue reported that the RFP for the New Kennedy King project has yet to go out. The PBC is working with their attorneys to identify how to structure the RFP.

The meeting adjourned at 9:45 a.m.

26467	CONSIDERATION OF MINUTES - REGULAR BOARD MEETING NOVEMBER 4, 2004
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On motion by Tyson and seconded by Dyson, the minutes of the November 4, 2004, regular 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 six voting members present. The student member cast an affirmative advisory vote.

26468	CONSIDERATION OF MINUTES - SPECIAL BOARD MEETING DECEMBER 11, 2004
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On motion by Tyson and seconded by Newman, the minutes of the November 11, 2004, regular 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 six voting members present. The student member cast an affirmative advisory vote.

26469	RESOLUTION: LEVYING TAXES FOR THE LEVY YEAR 2004
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On motion by Tyson, seconded by Newman the foregoing Board Report No. 26469, incorporated by reference, to levy taxes for the levy year 2004, was placed in the omnibus and adopted by omnibus motion.

26470	RESOLUTION: ADOPT POLICY FOR RESPONDING TO ALLEGATIONS OF SCIENTIFIC MISCONDUCT
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On motion by Tyson, seconded by Newman the foregoing Board Report No. 26470, incorporated by reference, to adopt policy for responding to allegations of scientific misconduct, was placed in the omnibus and adopted by omnibus motion.

26471	PERSONNEL REPORT GENERAL/FUNDED
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On motion by Tyson, seconded by Newman the foregoing Board Report No. 26471, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

26472	PERSONNEL REPORT - CONTINUING EDUCATION ASSIGNMENTS SUMMARY
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On motion by Tyson, seconded by Newman the foregoing Board Report No. 26472, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

26473	PERSONNEL REPORT - LECTURESHIPS AND FACULTY OVERTIME ASSIGNMENTS
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On motion by Tyson, seconded by Newman the foregoing Board Report No. 26473, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

26474	RESOURCE DEVELOPMENT
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On motion by Tyson, seconded by Newman the foregoing Board Report No. 26474, incorporated by reference, concerning new proposals/grants, was placed in the omnibus and adopted by omnibus motion.

26475	CONSULTANT - CHILD DEVELOPMENT CURRICULUM REVIEW
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On motion by Tyson, seconded by Newman the foregoing Board Report No. 26475, incorporated by reference, to enter into an agreement with Dr. Juanita Burris to continue to provide assistance to the Executive Director and Child Development faculty in an amount not-to-exceed \$9,800.00 was placed in the omnibus and adopted by omnibus motion.

26476	CURRICULUM CONSULTANT SERVICES OFFICE OF ACADEMIC AFFAIRS, PLANNING AND RESEARCH, DISTRICT OFFICE - PROFESSIONAL SERVICES AGREEMENT, MS. SUSAN LOFTON
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On motion by Tyson, seconded by Newman the foregoing Board Report No. 26476, incorporated by reference, to enter into an agreement with Ms. Susan Lofton to provide consulting services in an amount not-to-exceed, \$4,500.00, was placed in the omnibus and adopted by omnibus motion.

26477	AUTOCAD SOFTWARE, TRUMAN COLLEGE
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On motion by Tyson, seconded by Newman the foregoing Board Report No. 26477, incorporated by reference, to enter into a software agreement with Imaginit Technologies in Schaumburg, IL in the amount of \$17,810.00 for the purchase of the required AutoCAD software for Truman College, was placed in the omnibus and adopted by omnibus motion.

**26478 MOVE AND SCRAP MACHINE SHOP EQUIPMENT DAWSON TECHNICAL
INSTITUTE, KENNEDY-KING COLLEGE**

On motion by Tyson, seconded by Newman the foregoing Board Report No. 26478, incorporated by reference, to enter into an agreement with Midwest Moving and Storage, Inc. to provide services to move and scrap the machine shop equipment at Dawson Technical Institute for an amount not-to-exceed \$121,300.00, was placed in the omnibus and adopted by omnibus motion.

**26479 FRENCH PASTRY SCHOOL FIRST AND SECOND FLOOR INTERIOR
RENOVATION PROJECT, DISTRICT OFFICE**

On motion by Tyson, seconded by Newman the foregoing Board Report No. 26479, incorporated by reference, approving an agreement in the total amount of \$26,991.90 to PeopleSoft to provide software upgrades and maintenance services, was placed in the omnibus and adopted by omnibus motion.

26480 TUITION AND FEES INCREASE FRENCH PASTRY SCHOOL

On motion by Tyson, seconded by Newman the foregoing Board Report No. 26480, incorporated by reference, to increase the tuition and fees for the FPS certificate program to \$16,400.00 per student, was placed in the omnibus and adopted by omnibus motion.

**26481 CONSULTANT SERVICES - GRADUATE FOLLOW-UP SURVEY OFFICE OF
ACADEMIC AFFAIRS, PLANNING AND RESEARCH, DISTRICT OFFICE**

On motion by Tyson, seconded by Newman the foregoing Board Report No. 26481, incorporated by reference, to enter into an agreement with Data Prompt International for the completion of the FY 2004 graduate follow-up survey in the amount not-to-exceed \$34,155.00, was placed in the omnibus and adopted by omnibus motion.

26482 EMERGENCY STRUCTURAL REPAIRS BUILDING 500, DALEY COLLEGE

On motion by Tyson, seconded by Newman the foregoing Board Report No. 26482, incorporated by reference, to enter into an agreement with Excusive Construction Services, Inc. to provide emergency structural repairs in Building 500 at Daley College in amount not-to-exceed \$49,000.00, was placed in the omnibus and adopted by omnibus motion.

26483 LEGAL INVOICES

On motion by Tyson, seconded by Newman the foregoing Board Report No. 26483, incorporated by reference, for payment of invoices in the amount of \$56,483.60, was placed in the omnibus and adopted by omnibus motion.

26484	PURCHASE OF UNIFORMS COSMETOLOGY PROGRAM - TRUMAN COLLEGE AND LPN PROGRAM - DAWSON TECHNICAL INSTITUTE
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On motion by Tyson, seconded by Newman the foregoing Board Report No. 26484, incorporated by reference, to approve the issuance of purchase orders on an as-needed basis to J&D Uniforms, Inc. for the purchase of Cosmetology and LPN uniforms, was placed in the omnibus and adopted by omnibus motion.

26485	AUTOMATED CALLING SYSTEM, ALL COLLEGES
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On motion by Tyson, seconded by Newman the foregoing Board Report No. 26485, incorporated by reference, to purchase the automated calling systems for six colleges - Daley, Kennedy-King, Malcolm X, Truman, Harold Washington and Wright from Reliance Communications, Inc. for a total cost of \$47,158.00, was placed in the omnibus and adopted by omnibus motion.

26486	WORKERS' COMPENSATION PREMIUM AUDIT FOR ALL COLLEGES AND DISTRICT OFFICE
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On motion by Tyson, seconded by Newman the foregoing Board Report No. 26486, incorporated by reference, to approve payment to Arthur J. Gallagher & Co. in the amount of \$988.00, was placed in the omnibus and adopted by omnibus motion.

26487	RENEWAL OF COMMERCIAL INSURANCE POLICIES FOR PROPERTY, BOILER AND MACHINERY, AND COMMERCIAL AUTO
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On motion by Tyson, seconded by Newman the foregoing Board Report No. 26487, incorporated by reference, to approve payment to Arthur J. Gallagher & Co. in the amount of \$500,000.00 for such commercial insurance coverage, was placed in the omnibus and adopted by omnibus motion.

26488	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.

26489	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.

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26490	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

26491	SENATE PRESIDENT EMIL JONES, JR. HONORED AT HAROLD WASHINGTON COLLEGE
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This information report was received and placed on file.

26492	AMERICAN ASSOCIATION FOR WOMEN IN COMMUNITY COLLEGES (AAWCC) , WRIGHT COLLEGE CHAPTER
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This information report was received and placed on file.

26493	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 Tyson, seconded by Newman, the foregoing Board Reports and Resolutions from No.'s 26464 to 26493, were ordered to final vote and declared adopted by a unanimous affirmative voice vote of the six voting members present. The student member cast an affirmative advisory vote.

ADJOURNMENT

On motion by Tyson, seconded by Mendez, the December 2, 2004 regular meeting of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, was adjourned at 9:50 a.m. by a unanimous affirmative voice vote of the six voting members present.

Terry E. Newman
Secretary