

**SUMMARY OF THE MEETING OF
THE BOARD COMMITTEE ON FINANCE & ADMINISTRATIVE SERVICES**

March 30, 2004

In attendance:

Chairman
James Tyree

Chancellor:
Wayne Watson

Board Members:
James Dyson
Terry Newman
Ralph Moore
Rev. Albert Tyson
Nancy Clawson
Rudy Mendez

Student Board Member:
Elliott Johnson

Assistant Board Secretary:
Regina Hawkins

Vice Chancellors:

Yolande Bourgeois
William Donahue
Abe Eshkenazi
Claudine Jones
Deidra Lewis
Michael Mutz
Ramona Shaw

Treasurer:

Dolores Javier

Presidents/Representatives:

Craig Washington, OH
Cecilia Lopez, HW
Charles Guengerich, WR
Marguerite Boyd, TR
Victoria Smith-Murphy, MX
Clyde El-Amin, KK
Sylvia Ramos, DA

District Office Staff:

Ruth Arias
Cynthia Armster
Jane Barnes
Bruno Bellissimo
Kevin Fair
Bvern Francisco
Maggie Garcia
Janis Gertrude
Jim Gonsiorek
Antonio Gutierrez
Shawn Koesterling
Diana Madrzyk
Joe Moriarty
Maria Moore
Ralph Passarelli
Mark Pickett
Valerie Roberson
Jennifer Seldon
Ramona Shaw
James Stuart
John Sugrue
Elsa Tullos
Angela Starks

Additional Guests:

Christopher Lee
Nicki Zollar

Office of Finance Report

- The following board agreements were presented to the Board for approval:
 - 4A – Employee Benefit Consulting Agreement – AON Consulting, \$36,000.00
 - 4I – Financial Advisory Services – FACS, Inc., \$80,000.00
 - 4J – Military Memorandum Program – Harold Washington
 - 4L – Rental of Graduation Site – Harold Washington, \$23,171.25
- The following purchases were presented to the Board for approval:
 - Furniture for the Open Learning Center – Harold Washington, \$22,437.94
 - Printing Equipment Purchase – Kennedy King College, \$76,050.00
 - Graduation Caps, Gowns and Hoods – District, 3 year period
- The Statement of Funds Current Report was reviewed regarding funds for revenue, expenditures and other changes for 8 months ending Feb 29, 2004 for each campus.

Office of Information Technology

- In the effort to save money and increase communication between the City and sister agencies regarding technology, the Council of CIOs had been created and will hold weekly meetings.

The council has made the following preliminary recommendations:

- To investigate the potential to combine their data centers.
 - Develop a strategy for wireless connectivity.
 - Develop a fiber strategy while looking for more ways to reduce costs in the voice and data networks.
 - Look aggressively at software and consulting contracts.
 - Place control for all telecom/mobile phones and handheld devices under each agency's IT organization.
- The People Soft Student System is on track. Functional and technical committees from the colleges and district office have been formed and meet weekly to review open issues, functional specifications and conversion/security strategy.

Office of Administrative Services

- Projector review given of Triad regarding the district's cleaning processes and cleanliness of each facility.
- The following board reports were presented for approval:
 - 4M – Parking study at Truman College \$ 11,500.00 (from the 1999 GOB)
 - 6C – Mailing Equipment for the District Office. \$26,333.00
 - 6E – Harold Washington Moving Service. \$ 180,000.00
 - Walk on: To enter into a contract with Pacific Construction Services the lowest contract bidder for the South Shore Cultural Center Culinary Institute at \$3,608,628.00