

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

MINUTES
REGULAR MEETING OF THE BOARD
THURSDAY, FEBRUARY 5, 2004 - 9:00 A.M.

City Colleges of Chicago, District Office
Board Room 300
226 West Jackson Boulevard, Chicago, Illinois 60606

Pursuant to provisions of the Public Community College Act, as amended, of the State of Illinois, and the Rules of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, the regular meeting of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, as scheduled on Thursday, February 5, 2004 at 9:00 a.m. in Board Room 300, District Office, City Colleges of Chicago, 226 West Jackson Boulevard, Chicago, Illinois, and was called to order at 9:20 a.m.

PRESENT

BOARD MEMBERS: James C. Tyree, Chairman
Terry E. Newman, Secretary
Rev. Albert D. Tyson, III
Rudy R. Mendez
Elliott Johnson, Student Trustee
Regina M. Hawkins, Assistant Board Secretary

ABSENT

BOARD MEMBERS: James A. Dyson, Vice Chairman
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

ASSOC. VICE CHANCELLOR

Ramona Shaw

PRESIDENTS:

Zerrie Campbell
Craig Washington
*Marguerite Boyd
*John Wozinak
Lynn Walker (for Charles Guengerich)
*Clyde El-Amin
Sylvia Ramos

* Interim Position

The Chairman declared a quorum was present.

**February 5, 2004
Regular Meeting**

(26008) CHANCELLOR'S REPORT (NONE)

(26009) COLLEGE REPORT – HAROLD WASHINGTON COLLEGE

(26010) COMMITTEE REPORT – HUMAN RESOURCES SERVICES

The meeting of the Board Committee on Human Resources was held on Wednesday, February 4, 2004. Committee Chair Rudy Mendez called the meeting to order at 10:40 a.m. Minutes of the January 6, Board Committee meeting were approved. During the meeting it was reported that:

The Integrated Post-Secondary Education Data System or (IPEDS) report from the National Center for Education Statistics was completed by HR staff.

The Ethics Report for the office of Cook County Clerk was also completed this month. This report identifies to the Clerk, Trustees, Administrators and staff that are subject to the Illinois Governmental Ethics Act.

Payroll Audit Reports were also received and created by OIT and HR managers to ensure the accuracy of the 1000+ lectureship assignments for the Spring.

Hispanic hiring for full-time faculty increased to 46% up from 13% in the Fall.

(26011) COMMITTEE REPORT – ACADEMIC AFFAIRS & STUDENT SERVICES

The Board Committee on Academic and Student Services met on Wednesday, February 4, 2004 to hear staff reports.

Staff Reports:

WYCC Report: WYCC's February salute is Margaret Burroughs, a former professor at Kennedy King College and co-founder of the DuSable Museum of African American History and member of the Chicago Park District Board.

In partnership with Northwestern University, WYCC will produce and air election coverage for both the Illinois primary in March and the November General Election. The partners will also be issuing a joint invitation for a potential Senate Candidate debate to be conducted at Malcolm X College.

Trustee Tyson commended Maria Moore, the students and faculty on the Great Books presentation – it did City Colleges of Chicago proud.

CCC Foundation Update: Vice Chancellor Michael Mutz gave an update on the City Colleges of Chicago Foundation. The Foundation met on January 14, 2004 and laid out long-term goals. They are looking to engage additional board members who can provide expertise and support. Vice Chancellor Mutz met with People Soft personnel in January to discuss CCC goals, objectives and implementation plans for the Foundation. The Foundation will meet quarterly.

Tax Incremental Financing (TIF) Training Initiatives: The first year of TIF financing for workforce training is being closed out. No proposals were funded in the first quarter. City Colleges of Chicago's (CCC) funded applications for the remaining three quarters is approximately \$432,600. Current pending applications may be reclassified as either funded or rejected applications at any time. Additional companies have withdrawn their applications since the issuance of the 4th quarter report.

**February 5, 2004
Regular Meeting**

Dr. McMillan commended the Business & Industry personnel for their success in securing 24% of funded applications for the City. If funding is cut for Business and Industry Services through Workforce Development programs, this is one of the programs that will suffer.

Addendum: Vice Chancellor Lewis called the Board's attention to an Addendum to the Board Report for Faculty Contract Renewal and Recommendations for Tenure. She commended the colleges for their scrutiny and diligence in reviewing the faculty portfolios.

Meeting adjourned at 10:30 a.m.

(26012) COMMITTEE REPORT – FINANCE, OFFICE OF INFORMATION TECHNOLOGY & ADMINISTRATIVE SERVICES

Office of Finance Report

- Project Operating Cash Flow for Fiscal Year Ended June 2003 was included in the board packet.
- 1B: Authorizing the Transfer of Funds as required by the Public Community College Act
- 1C: Updating authorized signatories for investments and depository accounts.
- 1F: Recommendation to modify the credit hour tuition.
- 1G: The litigation between PWC has been settled.
- 6D: Extension of contract with Ready Computer Source through December of 2004.
- 6E: Purchase of ACT tests and services for Wright College - \$31,324.00
- Recommendations were made that an out of District and out of State tuition be automatically adjusted for each academic year.
- A quantitative assessment was included in the board packet and covered the following points:
 - Information for each of the seven colleges was given including the FY2003 Unit Cost as well as submissions made to the ICCB.
 - It was noted that the reports included only the expense side of the budget and not the revenue side.
 - It was noted that more provisions in Adult Education would bring down the Unit cost.
- Randy Barnett reviewed the budget cuts made by the ICCB in Springfield. He noted significant cuts made in Workforce Development, Deferred Maintenance and Insurance.

Office of Finance (cont'd)

- Mr. Barnett noted that the Adult Education Task Force would hold a meeting in Springfield on the date present.

Office of Information Technology

- There were over 200,000 hits to the website for the Spring 2004 term. A peak of 18,000 was experienced during the first week of registration. The peak was due to continued promotion of SOARS.
- Over \$800,000 in payments were made on SOARS with 7,000 students registering through SOARS.

**February 5, 2004
Regular Meeting**

- There are 3,229 activated email accounts using the new email system that was implemented for the Spring Registration.
- Blackboard was upgraded to the learning system for the Spring term.
- OIT had updated our anti-virus software and monitor daily to protect the email system from the worms on the internet. Staff was asked to not open any emails with attachments that they did not know or were expecting.

Office of Administrative Services

- 6A: Midwest Energy Efficient Alliance classes for building engineers regarding energy savings and efficiencies.
- 6B: Emergency Remedial Repair and Testing of the Truman and Daley college generators. \$28,124.
- 6C: Sale of Stored Chiller Refrigerants to Hudson Technologies for 1.50/lb and 10.50/lb respectively.
- The MWBE 2nd quarter update provided the following information:
 - On November 5, 2003, CCC was an exhibitor at the City of Chicago's Building New Partnership program.
 - On December 9, 2003 CCC was a participant in the Chicago Park District M/WBE fair held at Soldier Field.
 - On January 14, 2004 CCC held its own MWBE fair at the South Shore Cultural Center.
 - On January 22, 2004 CCC was an exhibitor at the Cosmopolitan Chamber of Commerce.
 - MBE participation is 32%, WBE 5%.
 - The amount of business conducted with Chicago based vendors dropped to 49% from a 1st quarter high of 66%.

26013 CONSIDERATION OF MINUTES, REGULAR MEETING – January 8, 2004

On motion by Tyson, seconded by Mendez, the minutes of January 8, 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 affirmative voice vote of the four voting members present. The student member cast an affirmative advisory vote.

26014 RESOLUTION: RENEWAL AND NON-RENEWAL OF NON-TENTURED FACULTY ACADEMIC YEAR APPOINTMENTS

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26014, incorporated by reference, for the renewal and non-renewal of non-tenured faculty academic year appointments was placed in the omnibus and adopted by omnibus motion.

26015 RESOLUTION AUTHORIZING TRANSFER OF FUNDS

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26015, incorporated by reference, authorizing transfer of funds was placed in the omnibus and adopted by omnibus motion.

26016 RESOLUTION TO AMEND THE RULES FOR THE MANAGEMENT AND GOVERNMENT OF THE CITY COLLEGES OF CHICAGO INVESTMENT AND DEPOSITORY POLICIES [ARTICLE V, SECTION 5.4.4 AND APPENDEIX 29]

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26016, incorporated by reference, to amend the management and government of the city colleges of Chicago investment and depository policies [article v, section 5.4.4 and appendix 29] was placed in the omnibus and adopted by omnibus motion.

26017 RESOLUTION FOR THE WITHDRAWAL OF INACTIVE PROGRAMS AND COURSES DURING THE YEAR 2003 FROM THE ICCB MASTER CURRICULUM AND COURSE FILES - DALEY, HAROLD WASHINGTON, KENNEDY-KING, MALCOLM X, OLIVE-HARVEY, TRUMAN AND WRIGHT COLLEGES

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26017, incorporated by reference, for the withdrawal of inactive programs and courses during the year 2003 from the ICCB master curriculum and course files - Daley, Harold Washington, Kennedy-King, Malcolm X, Olive-Harvey, Truman and Wright Colleges was placed in the omnibus and adopted by omnibus motion.

26018 RESOLUTION APPLICATION FOR NEW PROGRAMS - RICHARD J. DALEY COLLEGE

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26018, incorporated by reference, for application for new programs at Richard J. Daley College was placed in the omnibus and adopted by omnibus motion.

26019 RESOLUTION AMEND THE RULES FOR THE MANAGEMENT AND GOVERNMENT OF THE CITY COLLEGES OF CHICAGO - ACADEMIC TERM, TUITION, FEES, CHARGES, SCHOLARSHIPS AND WAIVERS [ARTICLE IV, SECTION 4.3 APPENDIX 18] [AMEND BOARD REPORT #23134 DATED 3-7-02]

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26019, incorporated by reference, to amend the rules for the management and government of the City Colleges of Chicago academic term, tuition, fees, charges, scholarships and waivers [article iv, section 4.3 appendix 18] [amend board report #23134 dated 3-7-02] was placed in the omnibus and adopted by omnibus motion.

26020 RESOLUTION: DESIGNATION OF USES OF FUNDS FROM THE PROCEEDS OF LITIGATION

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26020, incorporated by reference, to approve designation of uses of funds from the proceeds of litigation was placed in the omnibus and adopted by omnibus motion.

26021 PERSONNEL REPORT GENERAL/FUNDED

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26021, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

26022 LECTURERSHIPS AND FACULTY OVERTIME ASSIGNMENTS

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26022, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

26023 CONTINUING EDUCATION ASSIGNMENTS SUMMARY

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26023, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

26024 RESOURCE DEVELOPMENT

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26024, incorporated by reference, concerning new proposals/grants, was placed in the omnibus and adopted by omnibus motion.

26025 RESOURCE DEVELOPMENT SUPPLEMENTAL

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26025, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

26026 LEGISLATIVE SERVICES WITH MAYER, BROWN, ROWE & MAW, LLP, REYES, WILLIAMS AND ASSOCIATES (VINCENT WILLIAMS), LUKING AND ASSOCIATES (WILLIAM LUKING), PRIMERA CONSULTING, INC. (GABRIEL LOPEZ) [AMEND BOARD REPORT NO. 23563, ADOPTED 12-6-2002, AND BOARD REPORT NO. 23506, ADOPTED 11-7-2003]

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26026, incorporated by reference, legislative services with Mayer, Brown, Rowe & Maw, LLP, Reyes, Williams and Associates (Vincent Williams), Luking and Associates (William Luking), Primera Consulting, Inc. (Gabriel Lopez) [amend board report no. 23563, adopted 12-6-02, and board report no. 23506, adopted 11-7-03] for \$209,400.00 was placed in the omnibus and adopted by omnibus motion.

26027 CREATIVE SERVICES – COLLEGE VIEWBOOK – TRUMAN COLLEGE

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26027, incorporated by reference, authorizing an agreement with A+ Media, Inc. to provide creative services to Truman College for development of a high quality brochure in the amount of \$4,850.00 was placed in the omnibus and adopted by omnibus motion.

26028 SIGN LANGUAGE INTERPRETER SERVICES – MALCOLM X COLLEGE

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26028, incorporated by reference, authorizing an agreement with Chicago Hearing Society, Chicago, IL and Chicago Area Interpreter Referral Service, Chicago, IL to provide services to hearing-impaired students at Malcolm X College for a total not-to-exceed the cost of \$20,000.00 and \$15,000.00 respectively through June 30, 2004 was placed in the omnibus and adopted by omnibus motion.

26029 LEGAL INVOICES

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26029, incorporated by reference, approving payment of \$75,076.01 was placed in the omnibus and adopted by omnibus motion.

26030 ENGINEER TRAINING CERTIFICATIONS

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26030, incorporated by reference, authorizing a purchase order for \$13,930 to the Midwest Energy Efficiency Alliance for certification classes was placed in the omnibus and adopted by omnibus motion.

26031 EMERGENCY REMEDIAL REPAIRS AND TESTING OF EMERGENCY GENERATOR - TRUMAN COLLEGE PHASE I BUILDING AND DALEY COLLEGE MAIN BUILDING

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26031, incorporated by reference, to approve purchase orders to Environmental Systems Design, Inc. for Emergency Remedial Repairs and Testing of the Emergency Generator at Daley College in the amount of \$14,885.00 and for same at Truman College Phase I Building in the amount of \$13,239.00 was placed in the omnibus and adopted by omnibus motion.

26032 SALE OF STORED CHILLER REFRIGERANTS

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26032, incorporated by reference, accept the offer from Hudson Technologies Company to buy our bank of stored R-11 and R-12 refrigerants for the total amount of \$46,873.00 was placed in the omnibus and adopted by omnibus motion.

26033 OFFICE SUPPLIES CONTRACT - CITY OF CHICAGO - ALL COLLEGES [AMEND BOARD REPORT #23093 DATED FEBRUARY 7, 2002]

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26033, incorporated by reference, authorizes the approval of the issuance of purchase orders on an as-needed basis to Ready Computer Source for office products and supplies through the end of the current City of Chicago contract, which is December 31, 2005 was placed in the omnibus and adopted by omnibus motion.

26034 ACT TESTING - WRIGHT COLLEGE

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26034, incorporated by reference, authorizes the approval of the issuance of a purchase order in the amount of \$32,324.00 to ACT, Iowa City, IA for the purchase of the required tests and other services was placed in the omnibus and adopted by omnibus motion.

26035 PARKING LOT LEASE AGREEMENT - UNITED CENTER JOINT VENTURE WITH MALCOLM X COLLEGE [AMEND BOARD REPORT #19046]

On motion by Tyson, seconded by Mendez, the foregoing Board Report No. 26035, incorporated by reference, authorizes the approval of the extension of the Agreement for the period beginning July 1, 2004 and ending June 30, 2013 was placed in the omnibus and adopted by omnibus motion.

26036 CONSULTANT AND PROFESSIONAL SERVICES - MONTHLY SUMMARY PAYMENTS APPROVED BY THE CHANCELLOR (UP TO \$10,000)

This information report was received and placed on file.

**26037 CONSULTANT AND PROFESSIONAL SERVICES – MONTHLY SUMMARY PAYMENTS
APPROVED BY THE OFFICERS OF THE DISTRICT (UP TO \$5000)**

This information report was received and placed on file.

**26038 CLINICAL AND TRAINING AGREEMENTS – MONTHLY SUMMARY AGREEMENTS
APPROVED BY THE COLLEGE PRESIDENTS**

This information report was received and placed on file.

**26039 DEPARTMENT OF EDUCATION AWARDS \$3 MILLION BIOTECH GRANT – TRUMAN
COLLEGE**

This information report was received and placed on file.

26040 MODEL AIRPLANE FLYING CONTEST – WRIGHT COLLEGE

This information report was received and placed on file.

**26041 CENTENNIAL CELEBRATION OF THE WRIGHT BROTHERS' FIRST FLIGHT – WILBUR
WRIGHT COLLEGE**

This information report was received and placed on file.

26042 MOWD AWARDS WRIGHT COLLEGE \$174,454.00 VIA THE TIP WORKS PROGRAM

This information report was received and placed on file.

**26043 WRIGHT COLLEGE – HUMBOLDT PARK VOCATIONAL CENTER SCHOLARSHIP FUND
RAFFLE**

This information report was received and placed on file.

26044 WRIGHT COLLEGE HOSTS CHICAGO PUBLIC SCHOOLS AREA ONE SCIENCE FAIR

This information report was received and placed on file.

26045 WILBUR WRIGHT COLLEGE CAD SKILLS BUILDING WORKSHOP

26046 NATIONAL CONFERENCE ON STUDENT LEADERSHIP CITY COLLEGES OF CHICAGO

This information report was received and placed on file.

26047 FACULTY COUNCIL UPDATE – DR. POLLY HOOVER

This information report was received and placed on file.

**February 5, 2004
Regular Meeting**

OMNIBUS MOTION

On motion by Tyson, seconded by Mendez, the foregoing Board Reports and Resolutions from No. 26008 to No. 26047, were ordered to final vote and declared adopted by a unanimous affirmative voice vote of four voting members present. The student member cast an affirmative advisory vote.

NO CLOSED SESSION

Before the meeting adjourned Rev. Tyson commended President Campbell on her role in reaching an agreement with the United Center and Malcolm X College regarding the parking lot lease agreement.

ADJOURNMENT

On motion by Newman, seconded by Tyson, the February 5, 2004 regular meeting of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, was adjourned at 9:55 a.m. by a unanimous affirmative voice vote of the four voting members present.

**Terry E. Newman
Secretary**

