

FEB 4 1999

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

MINUTES
REGULAR MEETING OF THE BOARD

Thursday, December 3, 1998 - 9:00 a.m.
Central Administrative Offices, City Colleges of Chicago
Board Room 300
226 West Jackson Boulevard, Chicago, Illinois

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, a regular meeting of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, was held as scheduled at 9:00 a.m. on Thursday, December 3, 1998 in Board Room 300, Central Administrative Offices, City Colleges of Chicago, 226 West Jackson Boulevard, Chicago, Illinois, and was called to order by the Chairman at 9:14 a.m.

PRESENT: Edward W. Czadowski
James A. Dyson, Vice Chairman
Ferdinand W. Hargrett
Roxanne Nava
Terry E. Newman, Secretary
Ronald J. Gidwitz, Chairman

ABSENT: Edith Stinson, Student
Ralph G. Moore

ALSO PRESENT: Wayne D. Watson, Chancellor
Vice Chancellors: M. Marrero, L. Thomas, R. Vazquez, D. Lewis
Presidents: V. Perkins for Z. Campbell, L. Cox, N. DeSombre,
P. Helm, J. Horton, R. LeFevour, T. Martinez
Respicio Vazquez, Interim General Counsel
Patricia A. Buck, Assistant Secretary
Dolores Javier, Treasurer

The Chairman declared a quorum was present.

(21002) COLLEGE REPORT [NO REPORT]

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(21050) PRESENTATION TO THE BOARD, COMMISSIONER MARY RICHARDSON, CITY DEPARTMENT OF BUILDINGS [See p.10]

(21003) REPORT OF THE CHANCELLOR [DISTINGUISHED PROFESSORS AWARDS, See p.8]

(21004) COMMITTEE REPORT - ACADEMIC AND STUDENT SERVICES

Czadowski asked Lewis to read the November 30, 1998 Committee meeting report. A report was presented on the signing ceremony between Chancellor Watson and UIC Chancellor Broski for the math articulation initiative. A report was made on K-16 collaboration with the Chicago Public Schools to enhance articulation efforts; this program focuses on ensuring that high school graduates are ready for college work. WYCC-TV activities were provided in a written statement.

(21005) COMMITTEE REPORT - FINANCIAL AND ADMINISTRATIVE SERVICES

In the absence of Moore, the Chairman asked Thomas, Herman, and Vazquez to report on the November 30, 1998 Committee meeting. Thomas reported that the FY1998 audit was complete and that after final review, it will be forwarded to ICCB. Trustees had no questions for KPMG representatives who were present in the audience. Thomas also stated that the 1998 A-133 audit field work has been completed; this report is due March 31, 1999. IBHE will approve FY2000 funding allocations this week, after which ICCB will advise all community college districts of their allocations. Herman submitted the OIT monthly status written report. Vazquez presented the monthly capital project report, PBC activities, and M/WBE percentages. The Committee reviewed all purchasing reports submitted.

(21006) COMMITTEE REPORT - HUMAN RESOURCE SERVICES

Dyson asked Marrero to summarize the November 30, 1998 Committee meeting. The first phase of conversion to the Peoplesoft Human Resources system has begun; college staff are being selected to be part of the process. A Request for Proposals to replace current HMO vendors is being prepared. Research on the Drug Free Workplace Act is completed; a new employee brochure will be developed and distributed.

(21007) EXECUTIVE COMMITTEE [NO REPORT]

The Chairman announced that all Committee reports were received and will be placed on file.

(21008) CONSIDERATION OF MINUTES, REGULAR MEETING NOVEMBER 5, 1998

On motion by Dyson, seconded by Newman, the minutes of the November 5, 1998 regular meeting of the Board of Trustees were approved as submitted by a unanimous affirmative voice vote of the six voting members present.

(21009) RESOLUTION: AUTHORIZE SETTLEMENT OF LITIGATION, AURELIA PORR

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21009, incorporated by reference, approving the settlement of Case No. WC 17027 before

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the Illinois Industrial Commission, regarding Ms. Pora at Wright College, was placed in the omnibus and adopted by omnibus motion.

(21010) RESOLUTION: RATIFY MODIFICATIONS TO AGREEMENT BETWEEN THE BOARD OF TRUSTEES AND RADIO AND TELEVISION BROADCAST ENGINEERS, LOCAL 1220, IBEW [JULY 1, 1998 THROUGH JUNE 30, 2002] [See p.11]

(21011) PERSONNEL REPORT - GENERAL/FUNDED

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21011, incorporated by reference, was placed in the omnibus and adopted by omnibus motion. Said Board Report included obituaries for Marilyn Stygar, District Office of Finance; Ronnie Brown, College Storekeeper at Washington College, and Roger Cannon, lecturer at Malcolm X College. (See p.10 for further action.)

(21012) PERSONNEL REPORT - LECTURESHIPS AND FACULTY OVERTIME ASSIGNMENTS

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21012, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

(21013) PERSONNEL REPORT - CONTINUING EDUCATION COURSES

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21013, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

(21014) PERSONNEL REPORT - HOURLY EMPLOYEES

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21014, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

(21015) DISTINGUISHED PROFESSORS FOR 1998-1999, ALL COLLEGES

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21015, incorporated by reference, honoring the Professors listed, each of whom shall be provided a monetary award of \$4,000.00, was placed in the omnibus and adopted by omnibus motion. (See Board Report No. 21003, p.8)

Zetta M. Cowsen
Sammie M. Dortch
Jane Guagliardo
Carole Harmel
Rosie Inwang
Teresita Manzano
Jeanette Williams

Malcolm X College
Washington College
Wright College
Truman College
Olive-Harvey College
Daley College
Kennedy-King College

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(21016) DISTINGUISHED TRAINING SPECIALIST FOR 1998-1999, ALL COLLEGES

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21016, incorporated by reference, honoring Deloris K. Baker, a Training Specialist at Kennedy-King College, who shall be provided a monetary award of \$4,000.00, was placed in the omnibus and adopted by omnibus motion. (See Board Report No. 21003, p.8)

(21017) CCC DISTINGUISHED PROFESSIONAL EMPLOYEE FOR 1998-1999, ALL COLLEGES

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21017, incorporated by reference, honoring Daniel Freitag, Building Coordinator at Washington College, who shall be provided a monetary award of \$4,000.00, was placed in the omnibus and adopted by omnibus motion. (See Board Report No. 21003, p.9)

(21018) AUTHORITY FOR APPROVAL OF PERSONNEL ACTION - MARIA RUIZ [See p.9]

(21019) RESOURCE DEVELOPMENT, CCC

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21019, incorporated by reference, concerning grant programs/project funding and the applications which are submitted by CCC, was placed in the omnibus and adopted by omnibus motion.

(21020) CLINICAL FACILITIES AGREEMENT, NURSING PROGRAM, KENNEDY-KING COLLEGE

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21020, incorporated by reference, approving an agreement with the University of Chicago Hospitals effective October 20, 1998 to September 30, 2000, was placed in the omnibus and adopted by omnibus motion.

(21021) CLINICAL FACILITIES AGREEMENTS, ALCOHOLISM AND SUBSTANCE ABUSE STUDIES PRACTICUM, WASHINGTON COLLEGE

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21023, incorporated by reference, approving agreements with 14 facilities for the period August 17, 1998 to December 19, 1998, was placed in the omnibus and adopted by omnibus motion.

(21022) CLINICAL FACILITIES AGREEMENTS, BASIC NURSING ASSISTANT PROGRAM, WASHINGTON COLLEGE

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21022, incorporated by reference, approving agreements with ten facilities effective January 2, 1999 and terminating at a mutually agreed upon date, was placed in the omnibus and adopted by omnibus motion.

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(21023) CLINICAL FACILITIES AGREEMENT NURSING PROGRAM, TRUMAN COLLEGE

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21012, incorporated by reference, approving an agreement with Chicago Read Mental Health Center effective January 1, 1999 to May 15, 1999, was placed in the omnibus and adopted by omnibus motion.

(21024) JOB READINESS TRAINING AGREEMENT, MAYOR'S OFFICE OF WORKFORCE DEVELOPMENT, WASHINGTON COLLEGE

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21024, incorporated by reference, ratifying the Chairman's pre-approval of an agreement to provide job readiness training for employees at the Near North and Lawndale Dominick's Finer Foods stores, was placed in the omnibus and adopted by omnibus motion.

(21025) MULTIMEDIA TRAINING PROGRAM AGREEMENT, MAYOR'S OFFICE OF WORKFORCE DEVELOPMENT, TRUMAN COLLEGE

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21025, incorporated by reference, approving an agreement whereby the Mayor's Office of Workforce Development will fund costs to train faculty to deliver multimedia training to 20 dislocated workers from December 4, 1998 to December 31, 1998, the total amount not to exceed \$60,000.00, was placed in the omnibus and adopted by omnibus motion.

(21026) PROFESSIONAL SERVICES AGREEMENT ADDENDUM, PHARMACY TECHNICIAN PROGRAM, DALEY, OLIVE-HARVEY AND TRUMAN COLLEGES [AMEND BOARD REPORT NO. 18640 DATED 7-6-95]

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21026, incorporated by reference, approving an addendum to the agreement with Condensed Curriculum International whereby additional health occupational programs and job placement services are offered, was placed in the omnibus and adopted by omnibus motion.

(21027) ACCOUNTS PAYABLE AUDIT SERVICES AGREEMENT, DISTRICT OFFICE

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21027, approving an agreement with S. Benton Robinson & Associates, Inc. to continue to provide services for FY1997 and FY1998 based on a percentage of funds actually recovered as compensation, was placed in the omnibus and adopted by omnibus motion.

(21028) PRINT MANAGEMENT SYSTEM AGREEMENT, LEARNING RESOURCE CENTER, WRIGHT COLLEGE

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21028, incorporated by reference, approving an agreement with Today's Business Solutions for rental and maintenance effective November 7, 1997 through November 7, 1999 of a Lynx 5000 system at a cost to the Board of \$12,284.00, with the system to

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become the property of the Board at the end of the period, was placed in the omnibus and adopted by omnibus motion. This purchase is exempt from competitive bidding requirements.

(21029) COMPUTERIZED INSTRUCTIONAL SOFTWARE, IMPLEMENTATION SERVICES AND PILOT PROGRAM AGREEMENT, TRUMAN COLLEGE

On motion by Dyson, seconded by Newman, the above titled Board Report No. 21029, agenda item 4j, was withdrawn for additional discussion. (See p.10 for further action.)

(21030) FACILITIES USE AGREEMENT, DAWSON TECHNICAL INSTITUTE, KENNEDY-KING COLLEGE

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21030, incorporated by reference, approving an agreement with The Father's Center, Lutheran Child & Family Services, to provide free job and career counseling to students at Dawson Technical Institute for one year beginning October 31, 1998, was placed in the omnibus and adopted by omnibus motion.

(21031) PAYMENT OF INVOICES

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21031, incorporated by reference, approving the payment of attorney/legal counsel fees totaling \$375,861.71 was placed in the omnibus and adopted by omnibus motion. (See p.10 for further action.)

(21032) REPLACE INTERIOR DOORS, MALCOLM X COLLEGE

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21032, incorporated by reference, approving issuance of a \$9,638.00 purchase order to C. L. Bec Construction, Inc., an MBE vendor which submitted the low quote, was placed in the omnibus and adopted by omnibus motion. This project is exempt from competitive bidding requirements.

(21033) SIDEWALK CONSTRUCTION ADDITIONAL COSTS, OLIVE-HARVEY COLLEGE [AMEND BOARD REPORT NO. 20973 DATED 11-5-1998]

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21033, incorporated by reference, approving issuance of a \$3,706.00 addendum bringing the total purchase order to J & J Newell Concrete Contractors, Inc. to \$54,386.00, was placed in the omnibus and adopted by omnibus motion.

(21034) ARCHITECTURAL/ENGINEERING SERVICES, SEVENTH FLOOR RENOVATION ADDITIONAL COSTS, DISTRICT OFFICE [AMEND BOARD REPORT NO. 20032 DATED 7-3-1997]

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21034 incorporated by reference, approving issuance of a purchase order not to exceed \$3,250.00 to The Architects Enterprise, Ltd. for additional services, bringing the total project cost to \$58,277.00 plus reimbursable expenses, and requesting Public Building Commission of Chicago reimbursement, was placed in the omnibus

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and adopted by omnibus motion. This project is exempt from competitive bidding requirements.

(21035) SOFTWARE LICENSE RENEWAL, IBM CONTROLLER, DISTRICT OFFICE

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21035, incorporated by reference, approving issuance of a \$13,140.00 purchase order to IBM Corporation for renewal of the software license from July 1, 1998 through June 30, 1999, was placed in the omnibus and adopted by omnibus motion. This purchase is exempt from competitive bidding and M/WBE requirements.

(21036) FINANCIAL OPERATIONS ANALYSIS, DISTRICT OFFICE [AMEND BOARD REPORT NO. 20698 DATED 7-4-1998]

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21036, incorporated by reference, approving a \$45,000.00 addendum to the purchase order to Unison Consulting Group, Inc., bringing the total cost to \$79,608.00, was placed in the omnibus and adopted by omnibus motion. These services are exempt from competitive bidding and M/WBE requirements.

(21037) NEWSPAPER ADVERTISING AGENCY SERVICES, CCC

On motion by Dyson, seconded by Newman, the foregoing Board Report No. 21036, incorporated by reference, approving issuance of purchase orders on an as-needed basis to Rada Advertising, Inc. for recruitment advertising services for three years at an estimated annual cost of \$184,000.00 from January 1, 1999 through December 31, 2001, was placed in the omnibus and adopted by omnibus motion.

(21038) CONSULTANT AND PROFESSIONAL SERVICES, MONTHLY SUMMARY

This informational report was received and placed on file.

(21039) PRESIDENT'S COMMISSION ON THE CELEBRATION OF WOMEN IN AMERICAN HISTORY, OLIVE-HARVEY COLLEGE

This informational report was received and placed on file.

(21040) 1998 PLANT AND OPERATIONAL EMPLOYEE AWARD, WASHINGTON COLLEGE

This informational report was received and placed on file.

(21041) TEN YEARS OF NCA ACCREDITATION, WASHINGTON COLLEGE

This informational report was received and placed on file.

(21042) SHAKESPEARE FESTIVAL, WASHINGTON COLLEGE

This informational report was received and placed on file.

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(21043) FEDERAL TRANSIT ADMINISTRATION, WASHINGTON COLLEGE

This informational report was received and placed on file.

(21044) PUBLIC PASSENGER VEHICLE TRAINING PROGRAM, WASHINGTON COLLEGE

This informational report was received and placed on file.

(21045) GED ACADEMIC BOWL, WRIGHT COLLEGE

This informational report was received and placed on file.

(21046) ESL INSTRUCTOR AT PEOPLE'S LIBERATION ARMY COLLEGE, WRIGHT COLLEGE

This informational report was received and placed on file.

(21047) END-OF-TERM ENROLLMENT REPORT, CONTINUING EDUCATION AND SPECIAL INTEREST COURSES, SUMMER 1998

This informational report was received and placed on file.

(21048) OPENING ENROLLMENT REPORT: FALL 1998

This informational report was received and placed on file.

OMNIBUS MOTION

On motion by Dyson, seconded by Newman, the foregoing Board Reports and Resolutions from No. 21002 to No. 21048 except as shown to have been disposed of by special action, were ordered to final vote and declared adopted by a unanimous affirmative voice vote of the six voting members present.

(21003) REPORT OF THE CHANCELLOR

The Chancellor presented to the Board his recommendations for Distinguished Awards for the FY1998-1999 academic year.

• **Distinguished Professors Awards [See Board Report No. 21015, p.3]**

- The highest honor a CCC faculty member can receive;
- Awards first given in 1986-87 academic year;
- Since then, a total of 87 faculty members have been so honored;
- Provision in the Board-Union contract recognizing outstanding teaching, creative leadership, dedicated service, and enhancement of the intellectual and cultural life of the community served.

• **Distinguished Training Specialist Award [See Board Report No. 21016, p.4]**

- Award designated only for full-time Training Specialists who teach in occupational/skills programs;
- Provision in Board-Union contract recognizing extraordinary service to

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students, commitment to lifelong learning, professional involvement, and district and community service.

- Distinguished Professional Employee Award [See Board Report No. 21017, p.4]
 - Highest honor a professional employee can receive;
 - This award recognizes professional achievement, creative management skills, dedicated district service, and community service.

CLOSED SESSION

Newman moved, seconded by Hargrett, that the Board of Trustees hold a closed session pursuant to Sections 2.C.1, 2.C.2 and 2.C.11 of the Open Meetings Act to consider matters pertaining to personnel appointments, collective bargaining and litigation, and it was so ordered at 9:35 a.m. by a unanimous affirmative voice vote of the six voting members present.

The Board members returned, and the Chairman reconvened the open Board meeting at 11:53 a.m. It was noted for the record that Dyson departed at 10:02 a.m. during the closed session.

PRESENT: Edward W. Czadowski
Ferdinand W. Hargrett
Roxanne Nava
Terry E. Newman, Secretary
Ronald J. Gidwitz, Chairman

ABSENT: Edith Stinson, Student
James A. Dyson, Vice Chairman
Ralph G. Moore

The Chairman declared a quorum was present.

(21049) FACULTY COUNCIL UPDATE

Attinello reported on a meeting held November 23, 1998 with Ferreri to discuss the proposed curriculum and program development routing system; he requested that a vice president be included in further discussions. A discussion of CCC's math articulation initiative with UIC was held between FCCCC, Lewis and Ferreri; and Attinello noted that faculty at both institutions had worked together to achieve the agreement. The Council's formation of an Educational Initiatives Committee was approved at its November 18, 1998 meeting.

(21018) AUTHORITY FOR APPROVAL OF PERSONNEL ACTION - MARIA RUIZ

On motion by Czadowski, seconded by Newman, the foregoing Board Report No. 21018, incorporated by reference, authorizing the Chairman and Chancellor to approve personnel action regarding employment of Maria Ruiz in accordance with the Board-Union Agreement, was adopted by a unanimous affirmative voice vote of the five voting members present.

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(21029) COMPUTERIZED INSTRUCTIONAL SOFTWARE, IMPLEMENTATION SERVICES AND PILOT PROGRAM AGREEMENT, TRUMAN COLLEGE

On motion by Czadowski, seconded by Newman, the foregoing Board Report No. 21029, incorporated by reference, approving an agreement with Invest Learning for a pilot program, the required courseware and consulting services at the College, and based on program outcome, subsequent College recommendations and availability of funds; and authorizing the issuance of purchase orders totaling \$70,204.03, was adopted by a unanimous affirmative voice vote of the five voting members present.

(21051) AUTHORIZE EXECUTIVE COMMITTEE TO ACT ON BEHALF OF THE BOARD

Newman moved, seconded by Czadowski, that the Board Executive Committee be authorized to take action on behalf of the whole Board with regard to the selection of a firm to perform internal auditing services. Said motion was adopted by a unanimous affirmative voice vote of the five voting members present.

(21031) AMEND PAYMENT OF INVOICES [Agenda Item 5a]

Newman moved, seconded by Czadowski, that Board Report No. 21031 be amended by the addition of an invoice from Hedlund, Hanley & John in the amount of \$234,001.78, bringing the total of said Board Report to \$609,863.49, and it was so ordered by a unanimous affirmative voice vote of the five voting members present.

(21011) AMEND PERSONNEL REPORT, GENERAL/FUNDED [Agenda Item 2a]

Hargrett moved, seconded by Czadowski, that Board Report No. 21011 be amended by the addition of Claudine Jones as Deputy Chief Information Office at District Office; Eric Wetzel as Staff Assistant at District Office; an extended leave of absence for Michelle Pitre-Young, Associate Vice Chancellor at District Office; the resignation of Deanna Moore, Media Specialist, Olive-Harvey College; and the termination of John S. Everett, Assistant Dean at HPVEC of Wright College. Said motion was adopted by a unanimous affirmative voice vote of the five voting members present.

(21050) PRESENTATION TO THE BOARD, COMMISSIONER MARY RICHARDSON, CITY DEPARTMENT OF BUILDINGS

Commissioner Richardson spoke about her five months in office and the possibilities for student internships in various areas of the City Department of Buildings. By agreeing with CCC to offer these internships, she noted that the students would be more marketable when seeking a permanent position. The Chancellor extended the District's appreciation for the intern program and spoke about its benefits to students. Richardson also noted that student interns will be placed in the Department's satellite offices which opened November 30, 1998.

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(21010) RESOLUTION: RATIFY MODIFICATIONS TO AGREEMENT BETWEEN THE BOARD OF TRUSTEES AND RADIO AND TELEVISION BROADCAST ENGINEERS, LOCAL 1220, IBEW JULY 1, 1998 THROUGH JUNE 30, 2002

On motion by Nava, seconded by Newman, the foregoing Board Report No. 21010, incorporated by reference, approving modifications to the Principal Agreement for the period July 1, 1998 through June 30, 2002, was adopted by a unanimous affirmative voice vote of the five voting members present.

ADJOURNMENT

On motion by Nava, seconded by Hargrett, the December 3, 1998 regular meeting of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, was adjourned at 12:00 Noon by a unanimous affirmative voice vote of the five voting members present.

**TERRY E. NEWMAN
Secretary**