

25023

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

December 02, 2003

In attendance:

Chairman

James Tyree

Chancellor

Wayne Watson

Board Members:

James Dyson

Terry Newman

Ralph Moore

Nancy Clawson

Rev. Albert Tyson

Student Board Member:

Elliot Johnson

Assistant Board Secretary:

Regina Hawkins

Vice Chancellors:

Yolande Bourgeois

William Donahue

Abe Eshkenazi

Claudine Jones

Deidra Lewis

Maritza Marrero

Michael Mutz

Treasurer:

Dolores Javier

Presidents/Representatives:

Craig Washington, OH

Nancy DeSombre, HW

Charles Guengerich, WR

Phoebe Helm, TR

Zerrie Campbell, MX

Clyde El-Amin, KK

Sylvia Ramos, DA

District Office Staff:

Cynthia Armster

Jose Aybar

Randy Barnett

Kevin Fair

Buvern Francisco

Maggie Garcia

Janis Gertrude

Jim Gonsiorek

Shawn Koestering

Polly Hoover

Eugenia Krzyzanski

Diana Madrzyk

Maria Moore

Joe Moriarty

Mark Pickett

Karen Porter

Valerie Roberson

Jennifer Seldon

Cynthia Sexton

Ramona Shaw

Angela Starks

James Stuart

Sheadrick Tillman

Elsa Tullos

Office of Finance Report

- David Narefsky and Steve Washington, outside council from Mayer, Brown and Rowe presented a report on bond proceeds and funds under the IGA agreement which was distributed to the board of trustees and Officers of the District.
- The Projected Operating Cash Flow for fiscal year ended June 2004 was included in the board packet.
- The following resolutions were presented for board approval:
 - 1B – Authorization for transfer of funds for the Public Community College Act.
- The following Agreement matters were presented for board approval:
 - 4C– Telephone and switchboard upgrades.
Wright, Truman Colleges, \$28,448.87 – Educational Funds)
 - 4D – Sign Language Interpreter Services.
Daley College –\$30,000.00
 - 4E – Print Management System.
Wright, Harold Washington, Truman, Malcolm X Colleges
 - 4I– Printing Services.
Malcolm X College, District Office - \$4,500
- Updates were given on Adult Education Restricted Funding and the Equalization Task Force.

Office of Finance Report, Cont'd

- A review of the audit report (distributed to the Board of Trustees) for the year ended June 30, 2003 was provided.
- Justin Vanvooran from Ernst & Young provided a summary of the audit engagement.
- The Board of Trustees met privately with Ernst & Young to review the list of required communications.

Office of Information Technology

- During the month of November twelve validation sessions were held which allowed the functional advisory team college staff.
- During the month of December the functional advisory leaders along with the project consultants will begin to analyze the information gathered during the validation sessions. For the month of January, participation by the college staff will be limited.
- During the month of January, participation by college staff will be limited.
- The following Agreement was presented for Board approval:
 - 4C – Telephone and switchboard upgrades.
Wright, Truman - \$28,448.87 (This report was pulled until January)
- The following Purchasing Matter was presented for Board approval:
 - 6C – Amendment for Board report 24082 regarding People Soft software licenses and maintenance services for financial allocation correction.
District Office, OIT - \$219,026.00 (Educational, GOB fund)

Office of Administrative Services

- CCC will hold a MBE/WBE job fair at the South Shore Cultural Center within the next month.
- The Foundation Package was received and awarded by the Public Building Commission Board at the November PBC Board meeting.
- Triad consulting will give a brief report on their status at Friday's (12/05/03) Regular Board meeting.