

**26321**

**APPROVED  
AUGUST 5, 2004**

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

**MINUTES  
REGULAR MEETING OF THE BOARD  
THURSDAY, JULY 15, 2004 – 9:00 A.M.**

**Malcolm X College  
1900 W. Van Buren  
Charles Hurst Conference Room, 1<sup>st</sup> Floor  
Chicago, Illinois 60612**

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, July 15, 2004 at 9:00 a.m. was held at Malcolm X College, 1900 W. Van Buren, Charles Hurst Conference Room, 1<sup>st</sup> Floor, Chicago, Illinois, was called to order at 9:25 a.m.

**PRESENT**

**BOARD MEMBERS:**

**James C. Tyree, Chairman  
James A. Dyson, Vice Chairman  
Nancy J. Clawson  
Rev. Albert D. Tyson, III  
Tonya Cody-Robinson, Student Trustee  
Regina M. Hawkins, Assistant Board Secretary**

**ABSENT**

**BOARD MEMBERS:**

**Ralph G. Moore  
Rudy R. Mendez  
Terry E. Newman**

**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-Metcalfe**

**PRESIDENTS:**

**Zerrie Campbell  
Craig Washington (Ivan Martinez)  
\*Marguerite Boyd  
\*John Wozinak  
Charles Guengerich  
\*Clyde El-Amin  
Sylvia Ramos**

**\* Interim Position**

**The Chairman declared a quorum was present.**

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**(26274) CHANCELLOR'S REPORT – Revised report of estimated resources and requirements for the fiscal year ending June 30, 2005 as of July 15, 2004**

**(26275) COLLEGE REPORT – MALCOLM X – ENROLLMENT MANAGEMENT**

Recognition to Trustee Dyson for a speedy recovery. On behalf of Malcolm X College President Campbell presented him with a beautiful hand crafted walking stick.

Vice President Ghingo Brooks and the Assistant Dean of Research, Dr. Ransen Li presented the enrollment management report.

On behalf of the Board of Trustees, Chairman Tyree presented to Rev. Tyson a plaque acknowledging him as the newly elected ICCTA President.

**(26276) COMMITTEE REPORT – HUMAN RESOURCES SERVICES**

The meeting of the Board Committee on Human Resources was held on Tuesday, July 13, 2004. Board Chairman James Tyree called for an informal meeting. The minutes of the June 1, 2004 Board Committee meeting were not approved due to the fact that there was not a quorum and were deferred and approved at the July 15<sup>th</sup> board meeting. During the meeting it was reported that:

Phase I of the quality improvement initiative introduced by the Chancellor has been successfully concluded. Twenty-nine (29) district administrators have successfully completed the six months study program by passing a rigorous examination to become Certified Quality Improvement Associates.

The Benefits Unit successfully launched the Direct Pay system allowing us to directly bill retirees, personnel on leaves of absence and COBRA subscribers.

The office of Human Resources represented the City Colleges of Chicago at the 19<sup>th</sup> Annual Hispanic Alliance for Career Enhancement Career Fair also known as HACE. Approximately 120 candidates were recruited for existing and anticipated vacancies.

District-wide Annual Performance Evaluations are complete and have been submitted by all colleges and district office.

There was no closed session.

**(26277) COMMITTEE REPORT – ACADEMIC AFFAIRS & STUDENT SERVICES**

The meeting was called to order by Committee Chair, Rev. Albert D. Tyson, III at 10:00 a.m. in conference room 300, 226 W. Jackson Blvd., Chicago, IL.

There being no quorum, committee reports were heard. The minutes were not approved but were deferred and approved at the July 15<sup>th</sup> board meeting.

**Academic Affairs**

**1. Staff Reports:**

Associate Vice Chancellor Bill McMillan, Vice President John Dozier, and Proposed Dean Bob Kelly gave a presentation on the Construction Training Initiative for Dawson Technical Institute. This initiative is being designed to respond to the market needs of students seeking jobs, job enhancement for current workers, minorities and women, and to educate homeowners and provide entry level employment training. In addition, this program will hopefully enable us to extend our MBWE programs with the City of Chicago. Bob Kelly indicated the programs offered will be long and short term credit programs offering CEU credit. The idea for the Homeowners Program is to tap into the City Programs and offer assistance to those programs. Updates will be provided on an ongoing basis.

**WYCC Update** General Manager Maria Moore reported WYCC –TV-20 reported their membership efforts during Fiscal Year 04 increased by 41% doubling the number of first-time members and increasing their total membership by 26%.

Mayor Daley will be featured as WYCC's August salute on-air and in the WYCC Program Guide.

WYCC produced for broadcast a discussion between Bill Cosby and Jesse Jackson which aired in July. A discussion between Bill Clinton and Jesse Jackson will be scheduled in September. Both programs are being distributed nationally by WYCC.

**Office of Development Update** Vice Chancellor Michael Mutz reported the Alumni database will be loaded into the PeopleSoft Contributor Relations system. The file will be updated with current information and appended with other information to be used for segmentation purposes. The goal is to transmit the file to the vendor this week and complete the project within four weeks.

During the week of July 6-9, PeopleSoft trained 14 CCC employees on Contributor Relations. Each college was represented as well as members from OIT, Marketing and Development. Work on Contributor Relations continues. Most of Phase I initial setup has been completed and very good progress has been made with data conversion. We anticipated Phase I will go live in September.

**(26278) COMMITTEE REPORT – FINANCE, OFFICE OF INFORMATION TECHNOLOGY & ADMINISTRATIVE SERVICES**

The meeting was convened at 9:45 a.m. in room 300 of the Board District offices, 226 W. Jackson Blvd., Chicago, Illinois.

1. **Minutes** of the July 13, 2004 meeting of the Board Committee on Finance and Administrative Services were not approved due to the fact that there was not a quorum. The minutes have been deferred and approved at the July 15<sup>th</sup> board meeting.

**2. Staff Reports:**

**Chairman James Tyree requested Vice Chancellor Abe Eshkenazi to report on the Office of Finance**

**Office of Finance Report**

- Vice Chancellor Eshkenazi stated the Project Operating Cash Flow for Fiscal Year Ended June 2004 was included in the board packet.
- Vice Chancellor Eshkenazi presented the following resolution to the Board for approval:

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- 1H – Authorizing the transfer of funds as required by the Public Community College Act.
- Vice Chancellor Eshkenazi presented the following agreement to the Board for approval:
  - 4E – Women's 2004 Summer Basketball Tournament - Malcolm X - \$18,100.00
- Vice Chancellor Eshkenazi presented the following purchases for board approval:
  - 6A – Nextel Cellular – All Colleges and District Office.
  - 6B – Transit Advertising – All Colleges and District Office.

**Office of Finance Report (cont'd)**

- Vice Chancellor Eshkenazi stated that the Results of Operations ending May 31, 2004 were included in the board packet.
- Vice Chancellor Eshkenazi presented the following forecast information to the board for the fiscal year end:
  - Total revenues were projected at \$201 million compared to a budget of \$212 million, resulting in a projected negative variance of \$11 million. A result of reduced local government revenue to reflect back year tax reserve.
- Vice Chancellor Eshkenazi presented the following expenses information to the Board:
  - Total expenses were projected at \$202 million compared to a budget of \$215 million resulting in a favorable variance of \$13 million. Notable expense savings included fringe benefits from health care, contractual services, general materials, supplies and other expenditures.
- Vice Chancellor Eshkenazi stated the net results of revenue and expense projections at \$1.3 million compared to a projected deficit of \$6.8 million or a \$ 5.5 million positive variance.
- Vice Chancellor Eshkenazi stated that District is very close to breaking even. It is anticipated that there will be changes to the net results from operations as the audited financial statements are compiled.
- Vice Chancellor Eshkenazi reported that pursuant to the Public Community College Act, Finance is required to provide estimated resources and expenditures for the year ended June 30, 2005. Modification to this budget is required by July 15<sup>th</sup>, 2004.
- Vice Chancellor Eshkenazi stated that since the last Committee meeting, District has been notified of the final budget allocations by the state. Based on the new budget formula, credit hour funding for CCC has increased by approximately \$5 m.
- Vice Chancellor Eshkenazi stated that the above information is from a preliminary budget and which will permit the District to operate until the final budget is approved prior to September 30, 2004.
- Vice Chancellor Eshkenazi stated that Finance is in the final stages of the budget review and will provide a presentation at the next Finance Committee meeting.
- Vice Chancellor Eshkenazi presented President Guengerich from Wright College to provide an update on the Adult Education Grant Formula.

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**Chairman James Tyree requested Vice Chancellor Claudine Jones to report on the Office of Information Technology**

**Office of Information Technology**

- Vice Chancellor Jones presented the following board reports to the board for approval:
  - 6A – Nextel Cellular - All Colleges and District Office.
- Vice Chancellor Jones reported Harold Washington's SPA's system went down on the first day of summer's registration until noon.
- Vice Chancellor Jones stated that Truman College was down for two days with a virus which delayed the input of PO's, receipt of emails, etc.
- Vice Chancellor Jones stated that OIT assisted Daley College with the launching of their new website.

**Chairman James Tyree requested Vice Chancellor William Donahue to report on the Office of Administrative Services.**

**Office of Administrative Services**

- Vice Chancellor Donahue presented the following resolutions for Board approval:
  - 1F – Collective Bargaining Agreement between Local 399 and District 508.
  - 1G – Collective Bargaining Agreement between Local 7 and District 508.
- Vice Chancellor Donahue presented the following agreement to the Board for approval:
  - 4A – Project Collaboration and Management Program - \$40,875.00 (General Obligation Bond)
- Vice Chancellor Donahue stated that the Malcolm X College Pool project had been implemented on time.
- Vice Chancellor Donahue stated that the permits for the foundation at Kennedy King College are expected this week. The final sign-off from all City departments is expected soon.
- Vice Chancellor Donahue reported that the bid for the 2<sup>nd</sup> phase of the Kennedy King Project was opened June 22. Only one bid was received, which was higher than the budgeted amount. The bid will be rejected at PBC's board meeting on Tuesday 13, 2004.
- Vice Chancellor Donahue reported that the environmental remediation for the South Shore Culinary Center is complete and construction has begun. Due to the unexpected necessary remediation and the delay in the kitchen equipment, the Provost has requested that District push back the schedule opening. District is waiting for a new schedule of completion.

At 10:10 am the meeting was adjourned.

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**26279 CONSIDERATION OF MINUTES, REGULAR MEETING – July 15, 2004**

On motion by Dyson, seconded by Rev. Tyson, the minutes of July 15, 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.

**26280 RESOLUTION: ADOPT RULES FOR THE MANAGEMENT AND GOVERNMENT OF THE CITY COLLEGES OF CHICAGO 2004-2005**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26280, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26281 RESOLUTION: DISTRICT WIDE EMPLOYEE MANUAL**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26281, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26282 RESOLUTION: BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508 OPERATIONS MANUAL [APPENDIX 24]**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26282, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26283 RESOLUTION: TO ADOPT A DISTRICT ATHLETIC GOVERNANCE POLICY**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26283, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26284 RESOLUTION: TO ADOPT A DISTRICT ATHLETIC PARTICIPATION POLICY**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26284, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26285 RESOLUTION: TO APPROVE A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE BOARD OF TRUSTEES AND LOCAL 399, INTERNATIONAL UNION OF OPERATING ENGINEERS**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26285, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26286 RESOLUTION: TO APPROVE A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE BOARD OF TRUSTEES AND LOCAL 7, NATIONAL CONFERENCE OF FIREMEN AND OILERS**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26286, incorporated by reference was placed in the omnibus and adopted by omnibus motion.

**26287 RESOLUTION: AUTHORIZING TRANSFER OF FUNDS**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26287, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

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**26288 RESOLUTION: 2004-2005 REGULAR BOARD MEETINGS SCHEDULE CITY COLLEGES OF CHICAGO**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26288, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26289 RESOLUTION: SECRETARY'S REPORT – CLOSED SESSION MINUTES**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26289, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26290 RESOLUTION: AUTHORIZE SETTLEMENT AUTHORITY IN THE MATTER OF JACQUELINE HAAS CITY COLLEGES OF CHICAGO**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26290, incorporated by reference, authorizing settlement authority in the matter of Jacqueline Haas, City Colleges of Chicago, was placed in the omnibus and adopted by omnibus motion.

**26291 RESOLUTION: RECOGNITION OF REVEREND ALBERT D. TYSON, III AS NEWLY ELECTED ICCTA PRESIDENT**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26291, incorporated by reference, recognizing Reverend Albert D. Tyson, III as newly elected ICCTA president, was placed in the omnibus and adopted by omnibus motion.

**26292 PERSONNEL GENERAL/FUNDED**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26292, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26293 PERSONNEL REPORT – CONTINUING EDUCATION ASSIGNMENT SUMMARY**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26293, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26294 PERSONNEL REPORT – LECTURESHIPS AND FACULTY OVERTIME ASSIGNMENTS**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26294, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26295 PERSONNEL REPORT – FACULTY SUMMER ASSIGNMENTS**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26295, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26296 RESOURCE DEVELOPMENT**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26296, incorporated by reference, concerning new proposals/grants was placed in the omnibus and adopted by omnibus motion.

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**26297 PROJECT COLLABORATION AND MANAGEMENT PROGRAM**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26297, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26298 CONSULTING AGREEMENT – DISTRICT OFFICE**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26298, incorporated by reference, for professional services agreement with Margo Crawford not-to-exceed a total of \$4,200.00 was placed in the omnibus and adopted by omnibus motion.

**26299 COLLECTION SERVICES PROPOSAL – OFFICE OF FINANCE ALL COLLEGES**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26299, incorporated by reference, authorizing a contract with Williams and Fudge of Rock Hill, SC to provide collection services for all colleges, was placed in the omnibus and adopted by omnibus motion.

**26300 ALUMUNI DATABASE SERVICES PROPOSAL – OFFICE OF DEVELOPMENT – DISTRICT OFFICE**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26300, incorporated by reference, authorizing an agreement with Bernard C. Harris Publishing Co., Inc. of Purchase, NY to complete alumni database services project for the District Office for a total not-to-exceed \$40,000.00, was placed in the omnibus and adopted by omnibus motion.

**26301 MALCOLM X COLLEGE WOMEN'S 2004 SUMMER BASKETBALL TOURNAMENT, NATIONAL YOUTH SPORTS PROGRAM, AND 2004-2005 REGULAR SEASON HEAD COACHING PROFESSIONAL SERVICES AGREEMENT**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26301, incorporated by reference, authorizing a professional services agreement with Kimberly McQuarter to perform the services of the Malcolm X College Women's Basketball Team Head Coach for the 2004-2005 Regular season not-to-exceed \$18,100.00, was placed in the omnibus and adopted by omnibus motion.

**26302 ACADEMY FOR EDUCATIONAL DEVELOPMENT PROFESSIONAL CONSULTANT SERVICES, HARRY S. TRUMAN COLLEGE**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26302, incorporated by reference, to authorize a professional services agreement with AED for grant proposal development assistance for Truman College, was placed in the omnibus and adopted by omnibus motion.

**26303 EMERGENCY DESIGN AND REPAIRS, 14<sup>TH</sup> FLOOR HVAC SYSTEM, DISTRICT OFFICE**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26303, incorporated by reference, authorizing an agreement with Primera Engineers for emergency design of the repairs to the 14<sup>th</sup> floor HVAC system for \$40,000.00, was placed in the omnibus and adopted by omnibus motion.

**26304 LEGAL INVOICES**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26304, incorporated by reference, for payment of invoices in the amount of \$78,498.44, was placed in the omnibus and adopted by omnibus motion.



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**26305 NEXTEL CELLULAR PHONES AND SERVICE – ALL COLLEGES AND DISTRICT OFFICE**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26305, incorporated by reference, to approve the issuance of purchase orders on an as needed basis to Nextel Communications, Inc. for the purchase of cellular phones, accessories and cellular phone services, was placed in the omnibus and adopted by omnibus motion.

**26306 TRANSIT ADVERTISING – DALEY, KENNEDY-KING, MALCOLM X, OLIVE-HARVEY, HAROLD WASHINGTON, TRUMAN, WRIGHT COLLEGES AND DISTRICT OFFICE**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Report No. 26306, incorporated by reference, to authorize the issuance of a purchase order for transit advertising to promote fall 2004 registration not-to-exceed \$34,000.00, was placed in the omnibus and adopted by omnibus motion.

**26307 CONSULTANT AND PROFESSIONAL SERVICES – MONTHLY SUMMARY PAYMENTS APPROVED BY THE CHANCELLOR (UP TO \$10,000)**

This information report was received and placed on file.

**26308 CONSULTANT AND PROFESSIONAL SERVICE AGREEMENTS MONTHLY SUMMARY PAYMENTS APPROVED BY THE OFFICERS OF THE DISTRICT (UP TO \$5,000.00)**

This information report was received and placed on file.

**26309 CLINICAL AND TRAINING AGREEMENTS – MONTHLY SUMMARY AGREEMENTS APPROVED BY THE COLLEGE PRESIDENTS**

This information report was received and placed on file.

**26310 HUMAN SERVICES/CDA HAROLD WASHINGTON COLLEGE**

This information report was received and placed on file.

**26311 MALCOLM X COLLEGE WOMEN'S BASKETBALL COACH SELECTED TO ASSIST U.S. NATIONAL TEAM**

This information report was received and placed on file.

**26312 TAX PROJECT SAVES ALMOST \$3 MILLION FOR WORKING FAMILIES, TRUMAN COLLEGE**

This information report was received and placed on file.

**26313 AUTOMOTIVE PROGRAM RECEIVES HARDWARE WORTH \$392,310.00, TRUMAN COLLEGE**

This information report was received and placed on file.

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26314 FACULTY COUNCIL UPDATE: DR. POLLY HOOVER – WRIGHT COLLEGE

This information report was received and placed on file.

**OMNIBUS MOTION**

On motion by Rev. Tyson, seconded by Dyson, the foregoing Board Reports and Resolutions from No.'s 26274 to 26315, were ordered to final vote and declared adopted by a unanimous affirmative voice vote of the four voting members present. The student member cast an affirmative advisory vote.

**CLOSED SESSION**

On motion by Dyson, seconded by Rev. Tyson, that the Board of Trustees hold a closed session pursuant to Section 2C(1) 2C(2) and 2C (11) of the Open Meetings Act to consider matters pertaining to personnel, collective bargaining and litigation, and it was ordered at 10:10 a.m. by a unanimous affirmative voice vote of the four voting members present. The student member cast an affirmative advisory vote.

The Board members returned, and the Chairman reconvened the Open Board Meeting at 10:27 a.m.

**DUE TO MALFUNCTION OF THE TAPE RECORDER, THIS CLOSED SESSION WAS NOT RECORDED BY TAPE, HOWEVER, ASSISTANT BOARD SECRETARY HAS WRITTEN NOTES OF CLOSED SESSION.**

**ADJOURNMENT**

On motion by Dyson, seconded by Rev. Tyson, the July 15, 2004 regular meeting of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, was adjourned at 10:43 a.m. by a unanimous affirmative voice vote of the four voting members present.

**Terry E. Newman  
Secretary**