

JULY 14, 2005

SUMMARY OF THE MEETING

BOARD COMMITTEE ON FINANCE AND ADMINISTRATIVE SERVICES

Tuesday, July12, 2005

In attendance:

Chairman

James Tyree

Chancellor:

Wayne Watson

Board Members:

James Dyson

Nancy Clawson

Rev. Albert Tyson

Gloria Castillo

Vice Chancellors:

Yolande Bourgeois

Deidra Lewis

William Donahue

Ken Gotsch

Claudine Jones

Michael Mutz

Xiomara Cortes-Metcalfe

Treasurer:

Dolores Javier

District Office Staff:

Kenny Adegoke (WPM)

Ruth Arias

Cynthia Armster

Jose Aybar

Jane Barnes

Linda Delgado

Maggie Garcia

Janet Gertrude

Jim Gonsiorek

Joelle Isidore

Sheila Johnson

Shawn Koestering

Eugenia Krzyzanski

Dina Madzyk

Michael Mayo (DT)

Dorothy McLemore (WPM)

Diana Minor

Maria Moore

Jay Naffziger

Ralph Passarelli

Jennifer Seldon

Cynthia Sexton

Ramona Shaw

Shedrick Tillman

Elsa Tullos

Student Board Member:

John Jinter

Faculty Council President:

Todd Lakin

Assistant Board Secretary:

Regina Hawkins

Presidents/Representatives:

John Wozniak, HW

Charles Guengerich, WR

Marguerite Boyd, TR

Zerrie Campbell, MX

Clyde El-Almin, KK

Sylvia Ramos, DA

Office of Finance Report

- The following resolution was presented to the Board for approval:
 - 1D – Authorized signatories which add the Vice Chancellor fro Finance/CFO to most of the District's bank and savings accounts.
- A review of the monthly financial report for the month ending May 31, 2005 was provided to the Board.
- Vice Chancellor Gotsch and Deloitte and Touche's auditor Mike Mayo provided a report on the status of the external audit for FY2004, WYCC, federal and state grants.
- The Chief Administrative Report for budget FY 2006 was reviewed.
- The budget transfers for June 30, 2005 will be reviewed in more detail at the Regular Board Meeting.
- The firm Washington, Pittman & McKeever reviewed the "Internal Audit Services" report which was included in the board packet.
- The following agreements were presented for Board approval:
 - 4A – ACT Center Manager and Education Specialist for District Office
\$54,000.00
 - 4C – Certificate of Advanced Study for CCC Child Development Faculty
\$15,000.00 (not to exceed this amount)
 - 4D – Professional Consultant Service – James Randall Dempsey – District Office
\$150,000.00 (not to exceed this amount)

Office of Finance (cont'd)

- 4F – Theatre and Audio Visual Consultant – Malcolm X College
\$38,400.00
- 4G – Construction Services, Site Upgrade and Repair – Truman College
\$1,158,920.00
- 4H – WYCC-TV20 – Membership renewal – Daley College
\$19,000.00
- 4I – Consultant services for Dori Jacobson at the Truman Child Development Lab Center.
\$11,500.00
- 4J – Consultant services for Cathy Riley of the Child Development Lab Center
\$17,000.00
- 4K – National Elevator Industry Program - Kennedy King College
- 4L – Transit Advertisements for Marketing and Public Relations department – District Office
\$30,000.00
- 4M – ACT Testing – All Colleges
7,200.00
- 4N – Novanet Services Renewal – All Colleges (amendment to board report 26329 – adopted 8/5/2004)
\$252,000.00
-
- The following purchases were presented for Board approval:
 - 6A – All Adult Education books, Periodicals, Reference Books and Career Training Material – All Colleges
Expense determined as needed
 - 6B – Apple Collegiate Purchase Agreement – All Colleges (amendment to Board report 26527 adopted 1/6/2005)
\$275,000.00
 - 6C – Radio and Television Advertisements for Fall 2005 registration – District Office
\$95,000.00
 - Pool Filter Tank Repair – Wright College
\$29,510.80

Office of Information Technology Report

- OIT has reached a milestone with the production of their People Soft Student System. A debriefing meeting was held to address the problems that occurred and to improve the process for Fall registration.
- OIT is on target for Roll Out 4 which includes the following 3 phases.
 - Phase 1 to be completed by June 30
 - Phase 2 to be completed by July 31
 - Phase 3 to be completed by September 1
- Roll Out 5 is scheduled for completion on November 30.
- A workshop will be scheduled in the fall to make plans for enhancing, additional functionality and integration of the student system and with CCC's financial HR/PR (Enterprise) systems for the next two years.

Office of Information (cont'd)

- The following board reports were presented for approval:
 - 4B – SBC Data Line Service Agreement with Ameritech
\$336,700.00
 - 4E – Innovative Interfaces Inc.
\$27,621.00

Office of Administrative Services

- The board reports for Administrative Services were previously reviewed by Vice Chancellor Gotsch.
- The renovation project for Harold Washington is nearing completion. The Board and attendees of the Committee Meeting were encouraged to view the inside of the lobby when opportunity permits.
- The new Kennedy King is on schedule; construction for the foundation is set to begin in September of 2005 and the completion date is set for June 2007.
- The Malcolm X Project is on target and moving rapidly.
- The equipment for the restaurant at the South Shore Cultural Center has been ordered and the project should be completed the end of August.