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

MINUTES
REGULAR MEETING OF THE BOARD  
THURSDAY, APRIL 7, 2005 - 9:00 A.M.

District Office  
226 W. Jackson Blvd., Room 300  
Chicago, Illinois 60606

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, April 7, 2005 at 9:00 a.m. was held at District Office, 226 W. Jackson Blvd, Room 300, Chicago, Illinois 60606, and was called to order at 9:23 a.m.

PRESENT
BOARD MEMBERS:  
James C. Tyree, Chairman  
Terry E. Newman, Secretary  
Rev. Albert D. Tyson, III  
Nancy J. Clawson  
Ralph G. Moore  
Tonya Cody-Robinson, Student Trustee

ASSISTANT BOARD SECRETARY:  
Regina M. Hawkins

ABSENT
BOARD MEMBERS:  
James A. Dyson, Vice Chairman  
Rudy R. Mendez

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  
Valerie Roberson  
Marguerite Boyd  
*John Wozinak  
Charles Guengerich  
*Clyde El-Amin  
Sylvia Ramos-Ladick

* Interim Position
The Chairman declared a quorum was present and opened the meeting with Chancellor Wayne Watson's presentation to the Board on the College Insurance Program.

(26621) CHANCELLOR'S REPORT - COLLEGE INSURANCE PROGRAM (CIP)

COLLEGE REPORT - None

On motion by Newman and seconded by Tyson a motion was made to have the Board Committee reports be submitted in writing.

(26622) COMMITTEE REPORT - HUMAN RESOURCES

The meeting of the Board Committee on Human Resources was held on Tuesday, April 5, 2005. Board Chair James Tyree called the meeting to order at 11:05 a.m. During the meeting it was reported that:

Benefits Activity:
There was a 2.22% increase in benefit cost this February over February of last year.

Benefits open enrollment was held in March for 156 new IEA-NEA members who became eligible to purchase medical coverage at full cost.

We continue to participate in the Health Care Coalition along with benefits managers from 7 sister agencies. This coalition lead by City government seeks to provide HMO services at a lower cost for all agencies.

Recruitment:
The Presidential Search Committees have been diligently working on two presidential searches, one for Harold Washington and one for Kennedy-King. Recommended candidates will be submitted to the Chancellor. We anticipate finalists to be approved at the May board meeting.

In preparation for fall hires, the Recruitment Division in cooperation with our Colleges has finalized the Faculty full time and part time vacancy report. Approximately 211 faculty resumes were made available to the campuses.

EEO:
Our office piloted a sexual harassment training program for security personnel at the District Office. It is our goal to deliver this training to all the colleges.
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(26622) COMMITTEE REPORT - HUMAN RESOURCES (CONT'D.)

Compensation & Staffing Activity:
The Office of Human Resources recommended and received approval from the Officers of
the District to establish the position of Human Resources Administrator at each college.

All 220 Salary Enhancement programs candidates were sent enrollment packages via three
different channels prior to the Spring break. The application deadline is May 1, 2005.

For the Spring Quarter approximately, 2,300 lectureship assignments were processed. This
represents an increase of 12% from the fall '04 hires.

Board Resolution:
In your packet you will find Resolution 1E, Amendment to Administrative Voluntary
Retirement Program for your approval on Thursday. This amendment removes any
implication from the policy that limits benefits at a certain age.

At 11:10 a.m., Mr. Tyree called for a closed session pursuant to Sections 2.c.1, 2.c.2, and
2.c.11 of the Open Meetings Act to consider items pertaining to personnel and legal matters.

At 11:20 a.m., the closed session ended.

At 11:21 a.m., the Open Meeting was reconvened. On behalf of the committee, Chair
Dyson forwarded personnel items to the whole Board for consideration.

At 11:22 a.m., the Committee meeting was adjourned.

(26623) COMMITTEE REPORT - ACADEMIC AFFAIRS & STUDENT SERVICES

The meeting was called to order by Committee Chair, Rev. Albert D. Tyson, III at 10:15 a.m. in
conference room 300, 226 W. Jackson Blvd., Chicago, IL.

1. Minutes: Trustee Tyson motioned for approval of the March 1, 2005 minutes of the Board
Committee on Academic and Student Services and the minutes were approved by unanimous
vote of the four voting board members.

1. Staff Reports:

Business & Industry Services Update: Bill McMillan, Associate Vice Chancellor, gave an
update on the Business and Industry Services initiatives. City Colleges served 88 unduplicated
companies in FY 2004. A total of 18,214 duplicate trainees were served through contract
training. City Colleges generated $2.7M through contract training in FY 2004. Opportunities
for increased revenue can be found in City (TIP) and State (ETIP) sources. District-wide B&IS
staffing must be maintained for maximum unit effectiveness.
April 7, 2005
Regular Meeting

COMMITTEE REPORT - ACADEMIC AFFAIRS & STUDENT SERVICES (CONT’D.)

APSA Update: Vice Chancellor Lewis provided an update on the APSA Review program. The Offices of Finance and Academic Affairs are currently working on the development of a financial data model which will generate detailed cost data. The first phase will generate a model and a methodology for the allocation of District Office and College overhead cost. District Office overhead distribution will be proportional to the units used or produced at each college linked to programs or service areas. A second phase will disaggregate the individual college cost by direct and indirect costs using a similar methodology. Monthly updates will be presented to the Board.

WYCC TV Update: Maria Moore, General Manager of WYCC TV reported two WYCC programs will air this Thursday. A discussion among 5 Latin filmmakers from Chicago will air at 8 pm and at 9 pm; WYCC will air a documentary on the South Side Community Arts Center.

WYCC earned a contract to produce 26 episodes of the PBS series “Quilt Central”. WYCC produced a Town Hall Meeting at Kennedy-King College featuring Daimler Chrysler designer Ralph Gilles (Geel) in cooperation with ABLE and the Jayne Thompson & Associates agency. The program featured City Colleges automotive and design students and will air in May.

WYCC had one board action for consideration: Item 4G renews for one year an agreement with A+ Media, outsourcing the production of the station’s monthly program guide.

Office of Development Update: Michael Mutz, Vice Chancellor, reported City Colleges has received several new scholarships which have been added to the website and there has been a significant increase in student applications. The Office of Development will continue to add new scholarship information to the website as it becomes available.

Other Business: Vice Chancellor Lewis called the Board’s attention to four board resolutions:

1C is a new program submission to ICCB for Kennedy-King College for both an AAS degree program and Advanced Certificate in Child Development - Infant Toddler Care.

1D is new program submission to ICCB for Wright College for a Paralegal Associate Degree Program.

4H is a contract to conduct classroom quality assessments in the Child Development Lab Centers.

61 is a request to purchase Scantron Equipment for DA, MX, and TR’s Adult Education Programs.
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(26624) COMMITTEE REPORT - FINANCE

The meeting was convened at 10:15 a.m. in room 300 of the Board’s district offices, 226 W. Jackson Blvd., Chicago, IL.

1. Minutes of April 5, 2005 meeting of the Board Committee on Finance and Administrative Services were approved as submitted.

2. Staff Reports:

Office of Finance Report:

Mr. Eshkenazi provided the following board reports for board approval:

- 1B: Authorizing the transfer of funds as required by the Public Community College Act
- 4A-Apple Computer Purchase for Olive Harvey College
- 4B-Professional Consultant Services for the Office of Finance, District Office
- 4C-Consultant Services-Test Prep Curriculum Development for Truman Middle College
- 4F-Rental of Graduation Site for Harold Washington College
- 4I-Employee Benefit Consulting Agreement-AON Consulting, INC. for the Office of Finance, District Office

Mr. Eshkenazi provided an additional updated information to the board:

- Results of Operations for the eight months ended February 28, 2005.

- Accordingly for the eight months ended total Revenue amount to $170 million compared to a Budget of $171.5 million. The majority of these variances are in contingent funding. The expenses for these accounts reflect corresponding positive variance.

- The Tuition Revenue includes the spring semester for the current academic year without the corresponding expenses.

- On the Expense side, total Expenditures amount to $138 million compared to a Budget of $155 million, resulting in a positive variance of approximately $16.5 million. The differences can be attributed to the salaries and related fringe, timing differences in capital outlay and contingency funds.
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COMMITTEE REPORT - FINANCE (CONT’D.)

- Netting the expenses from the Revenue we note an increase in fund balance of $31 million compared to a Budget of $16.5 million.

Mr. Eshkenazi also informed the board the following update on the forecast for the Year End:

- We project Revenues will be within 1% of Budget or down approximately $2.7 million, these are primarily contingency funding.

- On the expense side, we are projecting expense to be under Budget by approximately $9 million.

- The majority of the savings are projected to be in salaries and related fringes.

- Netting the expenses from the revenues we are currently projecting a breakeven budget, compared to a budgeted deficit of $6 million.

- Our objective will be to monitor the expenditures between not and Year End.

Mr. Eshkenazi presented Mike Mayo, Auditor Partner for Deloitte to provide an update on FY04 Audit

Office of Information Technology:

Ms. Claudine Jones informed the following processing reports to the board:

- PeopleSoft Student System completed the end user training for roll out 2.

- As of April 4, 2005 the roll out 2 (financial aid pre-registration processing) that includes the completion of Free application for Federal Student Aid (FAFSA) and the awarding of federal aid to students for fall 2005 is in production.

- Roll out 3; end user training for quick admit/quick enroll process will start mid April.

- Student financials system testing and the training pilot will also start mid April.

Ms. Claudine Jones presented the following agreement for board approval:

- 4E-Cognos Corp software maintenance services annual renewal agreement and training services for the PeopleSoft enterprise systems.
Office of Administrative Services

Mr. William Donahue presented the following reports were presented for board approval:

- 6G: Chiller Replacement, Kennedy-King College

The chiller at KKC that cools the administrative, registration, and faculty offices failed at the end of last cooling season. Administrative Services and the College spent a considerable amount of time trying to engineer a fix for the problem. As we are anticipating only staying in the building for another few years, we wanted to find a way to invest as little money as possible to repair the equipment. After numerous attempts, it was determined that the system was not repairable. Administrative Services requests that the Board approve the issuance of a purchase order in the amount of $186,900 (+ a 10% contingency) to Delta Heating and cooling, our cost + WBE mechanical provider. We received two independent quotes that came in at approximately the same cost. We subsequently had two independent engineering firms informally review the proposals and each felt Delta had the best approach for this particular project. The $205,590 will come from the Kennedy-King Demolition fund.

- 6H: Interior Construction of the South Shore Culinary Institute

We bid the interior construction package for the restaurant out to the public and received 1 qualified bid. The bid encompasses furniture installation, millwork, draperies, wallpaper and paint, and chair coverings. The bid was from H.L.F. Construction, a certified MBE. The bid for this project was for $163,270 and a 15% contingency for a total of $187,860. Administrative Services requests the Board to enter into an agreement with HLF Construction for this work. The funding is from the 1999 GOB.

Mr. William Donahue also provided the following update on the Energy Project for Malcolm X College and WSLC:

- Numerous meetings have been held between the vendors, the college staff, and Administrative Services. Planning and scheduling have progressed. The college is very cooperative with the space allocation so that we can accomplish much of the initial work this summer when enrollment is lighter.
April 7, 2005
Regular Meeting

MINUTES

26625 CONSIDERATION OF MINUTES - REGULAR BOARD MEETING
MARCH 3, 2005

On motion by Tyson and seconded by Newman, the minutes of the March 3, 2005, 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 voice vote of the six voting members present. The student member cast an affirmative advisory vote.

RESOLUTIONS

26626 RESOLUTION: AUTHORIZE SETTLEMENT OF LITIGATION STEPHEN MCDONAGH V. CITY COLLEGES OF CHICAGO

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26626, incorporated by reference, to approve settlement payment to Stephen McDonagh, was placed in the omnibus and adopted by omnibus motion.

26627 RESOLUTION: AUTHORIZING TRANSFER OF FUNDS

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26627, incorporated by reference, authorizing transfer of funds, was placed in the omnibus and adopted by omnibus motion.

26628 RESOLUTION: APPLICATION FOR NEW PROGRAM CHILD DEVELOPMENT: INFANT TODDLER CARE ASSOCIATE IN APPLIED SCIENCE (A.A.S.) AND ADVANCED CERTIFICATE (A.C.), KENNEDY-KING COLLEGE

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26628, incorporated by reference, to approve the submission of this program for permanent approval by the Illinois Community College Board and Illinois Board of Higher Education, was placed in the omnibus and adopted by omnibus motion.

26629 RESOLUTION: APPLICATION FOR NEW PROGRAM PARALEGAL ASSOCIATE IN APPLIED SCIENCE (A.A.S.), WILBUR WRIGHT COLLEGE

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26629, incorporated by reference, to approve the submission of this program for permanent approval by the Illinois Community College Board and Illinois Board of Higher Education, was placed in the omnibus and adopted by omnibus motion.
April 7, 2005
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RESOLUTIONS (CONT'D.)

26630 RESOLUTION: AMENDMENT TO ADMINISTRATIVE VOLUNTARY RETIREMENT PROGRAM

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26630, incorporated by reference, to amend Section B of the Administrative Voluntary Retirement Program, was placed in the omnibus and adopted by omnibus motion.

PERSONNEL

26631 PERSONNEL REPORT GENERAL/FUNDED

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26631, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

26632 PERSONNEL REPORT - CONTINUING EDUCATION ASSIGNMENTS SUMMARY

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26632, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

26633 PERSONNEL REPORT - LECTURESHPIS AND FACULTY OVERTIME ASSIGNMENTS

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26633, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

RESOURCE DEVELOPMENT

26634 RESOURCE DEVELOPMENT

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26634, incorporated by reference, concerning new proposals/grants, was placed in the omnibus and adopted by omnibus motion.
AGREEMENTS

26635  APPLE COMPUTER PURCHASE, OLIVE-HARVEY COLLEGE

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26635, incorporated by reference, to approve the issuance of a purchase order in the amount of $73,073.99, was placed in the omnibus and adopted by omnibus motion.

26636  PROFESSIONAL CONSULTANT SERVICES OFFICE OF FINANCE, DISTRICT OFFICE

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26636, incorporated by reference, to authorize an agreement with The Foster Group, Inc. to provide the required professional consulting services in an amount not-to-exceed $62,000.00, was placed in the omnibus and adopted by omnibus motion.

26637  CONSULTANT SERVICES - TEST PREP CURRICULUM DEVELOPMENT, TRUMAN MIDDLE COLLEGE

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26637 incorporated by reference, authorizing an agreement with Cambridge Educational Services to provide instructional services, curriculum development and educational materials in the total amount of $35,000.00, was placed in the omnibus and adopted by omnibus motion.

26638  OLIVE-HARVEY COLLEGE TRUCK DRIVING SCHOOL BOND

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26638, incorporated by reference, authorizing issuance of payment to Arthur J. Gallagher & Co. for premiums due to various carriers, in the amount of $200.00, was placed in the omnibus and adopted by omnibus motion.

26639  COGNOS CORPORATION SOFTWARE MAINTENANCE SERVICES AND TRAINING SERVICES OFFICE OF INFORMATION TECHNOLOGY, DISTRICT OFFICE

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26639, incorporated by reference, to approve the agreement with Cognos for software licenses in the amount not-to-exceed $89,536.00, was placed in the omnibus and adopted by omnibus motion.
AGREEMENTS (CONT’.D)

26640   RENTAL OF GRADUATION SITE, HAROLD WASHINGTON COLLEGE

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26640, incorporated by reference, to approve an agreement with the Cadillac Palace Theatre for rental on Saturday, May 21, 2005 at a cost of $22,435.00, was placed in the omnibus and adopted by omnibus motion.

26641   PROGRAM GUIDE OUTSOURCING PROJECT A+MEDIA, WYCC-TV20

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26641, incorporated by reference, authorizing the exercise of the one-year renewal option with A Plus Media, Inc. in the amount not-to-exceed $120,000.00, was placed in the omnibus and adopted by omnibus motion.

26642   ADDENDUM CHILD DEVELOPMENT LAB CENTER CLASSROOM QUALITY ASSESSMENTS

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26642, incorporated by reference, to execute an addendum to the agreement with Cathy Riley to continue to conduct classroom quality assessments in the Child Development Lab at a cost not-to-exceed $4,500.00, was placed in the omnibus and adopted by omnibus motion.

26643   EMPLOYEE BENEFIT CONSULTING AGREEMENT AON CONSULTING, INC. OFFICE OF FINANCE [AMEND BOARD REPORT NO. 26101 DATED MARCH 31, 2004]

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26643, incorporated by reference, to amend the agreement with AON Consulting, Inc. to perform valuations of post employment benefit plans other than pension plans in the amount of $3,000.00, was placed in the omnibus and adopted by omnibus motion.

LEGAL INVOICES

26644   LEGAL INVOICES

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26644, incorporated by reference, for payment of invoices in the amount of $13,350.30, was placed in the omnibus and adopted by omnibus motion.
On motion by Tyson, seconded by Moore the foregoing Board Report No. 26645, incorporated by reference, to approve a contract with David Hilquist to provide professional services in an amount not-to-exceed $96,000.00, was placed in the omnibus and adopted by omnibus motion.

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26646, incorporated by reference, to approve the issuance of a purchase order to Pitney Bowes for mailing equipment in the total amount of $16,821.00, was placed in the omnibus and adopted by omnibus motion.

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26647, incorporated by reference, to approve issuance of a purchase order in the total amount of $19,250.00 for testing materials, was placed in the omnibus and adopted by omnibus motion.

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26648, incorporated by reference, to approve the issuance of a purchase order the lowest responsive and responsible bidder, Fox Scientific for the purchase of microscopes at a total cost of $43,092.00, was placed in the omnibus and adopted by omnibus motion.

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26649, incorporated by reference, to approve the issuance of a purchase order in an amount not-to-exceed $50,260.48 to Krueger International for classroom furniture, was placed in the omnibus and adopted by omnibus motion.
PURCHASES (CONT'D.)

26650 PURCHASE OF PASSENGER SHUTTLE BUS, MALCOLM X COLLEGE

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26650, incorporated by reference, to approve the issuance of a purchase order to Midwest Transit Equipment, Inc in the total amount of $52,408.00 for the purchase of a passenger shuttle bus, was placed in the omnibus and adopted by omnibus motion.

26651 CHILLER REPLACEMENT, KENNEDY-KING COLLEGE

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26651 incorporated by reference, to approve the issuance of a purchase order to Delta Heating for $205,590 to replace the chiller, was placed in the omnibus and adopted by omnibus motion.

26652 INTERIOR CONSTRUCTION - SOUTH SHORE CULINARY INSTITUTE, KENNEDY-KING COLLEGE

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26652 incorporated by reference, to enter into a contract with HLF Construction for a total amount of $187,760.96 for the interior construction of the restaurant, was placed in the omnibus and adopted by omnibus motion.

26653 SCANTRON ES2260 OMR SCANNER PURCHASE, DALEY, MALCOLM X AND TRUMAN COLLEGES

On motion by Tyson, seconded by Moore the foregoing Board Report No. 26653 incorporated by reference, to approve purchase orders in the total amount of $40,887.00, was placed in the omnibus and adopted by omnibus motion.

COLLEGE INFORMATION

26654 CONSULTANT AND PROFESSIONAL SERVICES - MONTHLY SUMMARY PAYMENTS APPROVED BY THE CHANCELLOR (UP TO $10,000)

This information report was received and placed on file.

26655 CONSULTANT AND PROFESSIONAL SERVICE AGREEMENTS MONTHLY SUMMARY PAYMENTS APPROVED BY THE OFFICERS OF THE DISTRICT (UP TO $5,000)

This information report was received and placed on file.
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<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tr>
<td>26656</td>
<td>CLINICAL AND TRAINING AGREEMENTS MONTHLY SUMMARY AGREEMENTS APPROVED BY THE OFFICERS OF THE DISTRICT</td>
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<td>26657</td>
<td>HAROLD WASHINGTON COLLEGE PARTICIPATION IN THE CHICAGO AREA PROJECT GRADUATION CEREMONY, HAROLD</td>
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<td>WASHINGTON COLLEGE</td>
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<td>This information report was received and placed on file.</td>
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<td>26658</td>
<td>HAROLD WASHINGTON COLLEGE CELEBRATES AFRICAN AMERICAN HERITAGE MONTH 2005</td>
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<td>26659</td>
<td>BUSINESS AND INDUSTRY SERVICES HAVING ANOTHER RECORD YEAR, TRUMAN COLLEGE</td>
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<td>26660</td>
<td>ADULT EDUCATION RECEIVES ICCB HEALTHCARE GRANT, TRUMAN COLLEGE</td>
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<td>26661</td>
<td>MORE THAN 1,000 ATTEND THIRD ANNUAL OPEN HOUSE, TRUMAN COLLEGE</td>
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<td>26662</td>
<td>WRIGHT COLLEGE HOSTS COFERENCE ON DOMESTIC VIOLENCE</td>
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<td>26663</td>
<td>WYSE ACADEMIC CHALLENGE COMPETITION, WRIGHT COLLEGE</td>
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COLLEGE INFORMATION (CONT'D.)

26664   HIGHEST AWARDS FOR WRIGHT "CAGERS"

This information report was received and placed on file.

26665   FACULTY COUNCIL UPDATE: DR. POLLY HOOVER, WRIGHT COLLEGE

This information report was received and placed on file.

OMNIBUS MOTION (ADOPTION OF ALL BOARD REPORTS AND RESOLUTIONS)

On motion by Tyson, seconded by Moore, the foregoing Board Reports and Resolutions from No.'s 26621 to 26665, were ordered to final vote and declared adopted by a unanimous affirmative voice vote of the five voting members present. The student member cast an affirmative advisory vote.

CLOSED SESSION

There was no closed session

ADJOURNMENT

On motion by Tyson, seconded by Moore, the April 7, 2005 regular meeting of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, was adjourned at 10:45 a.m. by a unanimous affirmative voice vote of the five voting members present.

Terry E. Newman
Secretary