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SUMMARY OF THE MEETING
BOARD COMMITTEE ON FINANCE AND ADMINISTRATIVE SERVICES

Tuesday, September 6, 2005

In attendance:
Chairman
James Tyree

Chancellor:
Wayne Watson

Board Members:
James A. Dyson
Nancy Clawson
Rev. Albert Tyson
Gloria Castillo

Student Board Member:
John Joiner

Assistant Board Secretary:
Regina Hawkins

Vice Chancellors:
Yolande Bourgeois
Deidra Lewis
William Donahue
Ken Gotsch
Claudine Jones
Michael Mutz
Xiomara Cortes-Metcalfe

Treasurer:
Dolores Javier

Faculty Council President:
Todd Lakin

Presidents/Representatives:
John Wozniak, HW
Charles Guengerich, WR
Marguerite Boyd, TR
Zerrie Campbell, MX
Clyde El-Almin, KK
Sylvia Ramos, DA
Valerie Roberson, OH

District Office Staff:
Cynthia Armster
Maggie Garcia
Janis Gertrude
Jim Gonsiorek
Joelle Isidore
Sheila Johnson
Shawn Koesterling
Eugenia Krzyzanski
Dina Madzryk
Michael Mayo (DT)
Dorothy McLemore (WPM)
Diana Minor
Mara Moore
Jay Naffziger
Ralph Passarelli
Jennifer Seldon
Cynthia Sexton
Ramona Shaw
Sheadrick Tillman
Elsa Tullos

Office of Finance Report

- Report on status of FY 2004 external audits, Deloitte & Touche partner Mike Mayo was present. The audits are expected to be completed this week.

- Quarterly Cash Flow Forecast Update. CCC Treasurer Dolores Javier reported the cash flow projections for FY 2006.

The following resolutions were presented:

- 1A Annual Budget Resolution for FY 2006
- 1B Property Tax Levy Resolution for Calendar Year 2005
- 1C Constitution Day and Citizenship Day

The following agreements were presented:

- 4A - Risk Manager Ralph Passarelli – Professional Consultant Services
  Not to exceed $92,700.
- 4B Dental Hygiene Program – Clinical Facilities Agreement with UIC – Kennedy King
  Not to exceed $215,000.00
- 4C Sara Lee Agreement – Washburne Culinary Institute - monthly rental fee of $10,000.
- 4D Tuition and Fees Increase – French Pastry School
- 4E Health Care Consultant Services with Molloy Consulting – Human Resources – District Office. Not to exceed $21,803.75.
Office of Finance Report cont’d

- 4F Commissioning Assignment from Exelon Corp to Sentinel Commissioning Services (Al Ficcardi) the Energy Performance Project – Malcolm X & Westside Learning Center

- 4G Software Support and Maintenance agreement with Touchnet Information Systems - Office of Information Technology – District Office - Not to exceed $19,557.29

- 4H Marketing Representative – Business and Industry Services for Truman College – Not to exceed $47,000.

- 4I Ratify payment to Capital Diving School and to provide Driver Training Program through FY 2006 for Harold Washington College. Not to exceed $96,000.

- 4J Pre-employment Background Investigations Services – Human Resources – District Office. For the period of September 1, 2005 through August 31, 2006 with a cost not to exceed $65,000.


The following purchases were presented:


- 6A Workers’ Compensation Premium Audit – All Colleges and District Office


- 6C Copier Maintenance Services – Office of Information Technology, Malcolm X and Wright Colleges. OIT, Malcolm X and Wright Colleges for FY2006 at the following cost: $12,000 – OIT; $22,500 - Malcolm X College; $22,500 – Wright College; and Xerox Corporation to maintain the Docu40 color copier at Malcolm X for $21,400 annually.

- 6D Purchase of Glassware, Stemware and Tableware for the Parrot Cage Restaurant, Washburne Culinary Institute, South Shore Cultural Center. Not to exceed $50,000 to be paid from the Washburne Culinary Institute’s Education Fund budget.

- 6E Rental of Engineers and Custodian Uniforms – District wide. Not to exceed amount of $75,000.

- Walk-on Board Item: Authorize an Illinois State University and Wright College Internship Partnership. Mr. Ryan Mellise, an ISU student pursuing a Master’s Degree, will work 35 hours per week for 11 months for $20, 174. This program will be funded by Wright Colleges Business and Industry Enterprise Account.

The following resolutions were presented:

- 1A Annual Budget Resolution for FY 2006

- 1B Property Tax Levy Resolution for Calendar Year 2005.

- 1C Constitution Day and Citizenship Day
Office of Information Technology Report

- OIT has reached the second milestone with the use of PeopleSoft student system for fall registration.

- OIT will be working with the Chancellor and officers of the District to develop a transition plan from implementation to core services and next phases.

Office of Administrative Services

- 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.

Office of Administrative Services (cont'd)

- 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.