



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

MINUTES

COMMITTEE AND REGULAR BOARD MEETING
THURSDAY, AUGUST 9, 2007

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, scheduled on Thursday, August 9, 2007 at 9:00 a.m., was held at the District Office,
226 W. Jackson Boulevard, Room 300, Chicago, Illinois 60606 and was called to order at 9:30 a.m.

TRUSTEES

James C. Tyree, Chairman
James A. Dyson, Vice Chairman (Absent)
Terry E. Newman
Rev. Albert D. Tyson, III (Absent)
Nancy Clawson
Gloria Castillo
Ralph G. Moore
Sophia Priddy, Student Trustee

ASSISTANT BOARD SECRETARY

Regina M. Hawkins

CHANCELLOR

Wayne D. Watson

EXECUTIVE VICE CHANCELLOR

Deidra Lewis

INTERIM-GENERAL COUNSEL

Juliette Ferguson

TREASURER

Dolores Javier

OFFICERS OF THE DISTRICT

Kenneth Gotsch, CFO, Finance
John Dozier, V.C. Information Technology
Michael Mutz, V.C. Office of Development
Xiomara Cortes-Metcalf, V.C. Human Resources
President Sylvia Ramos-Ladick, Daley College
John Wozniak, Harold Washington College
President Clyde El-Amin, Kennedy-King College
President Zerrie Campbell, Malcolm X College
President Valerie Roberson, Olive-Harvey College
Interim President Lynn Walker, Truman College
President Charles Guengerich, Wright College

DISTRICT OFFICE STAFF

Diane Minor, Associate Vice Chancellor, Administrative Services

CHANCELLOR'S REPORT - NO REPORT

28207 HUMAN RESOURCES

Board Chair James Tyree motioned to accept all committee reports from the June 20, 2007 meeting. Committee Chair Gloria Castillo called the Board Committee meeting on Human Resources to order at 9:30 a.m. During the meeting it was reported that:

Benefits Activity

The Mercer trend report shows health insurance increased from 11.7% to 12.2% for the 2nd quarter of this year for the Chicagoland area. For fiscal year ending June 30, 2007 benefits costs increased 8.2% as compared to the same period last year. We attribute our achievement to a number of initiatives such as participation in the Health Care Coalition, the Benefits department's continuous diligence in auditing all billings to ensure correct charges and if not correct, pursuing reimbursements. Our focus for the last few months has been to ensure we are correctly reporting all eligible employees to SURS. To that end, we have been reviewing all job families and their eligibility at all the community colleges. They convened a SURS Eligibility Task Force meeting in Champaign with other community colleges on the issue of eligibility. It was interesting to learn that other community colleges are experiencing the same concerns we have. Once SURS compiles all the feedback they received from participating community colleges, they will be issuing clarification regarding SURS eligibility.

HR Benefits and Compensation, and Finance staffs have begun to analyze the impact of legislation affecting CCC retirements and taking proactive action to monitor these changes. The issue at hand is that retirement benefits attributed to salary increases greater than 6% is charged to the institution. To date, we have received the first bill for one retiree who received over a 6% increase in compensation in her final four years of employment. City Colleges was billed \$4,400 which we will be appealing based on several exemptions that have been legislated. In this particular case, the employee's increase over 6% was the result of overtime which is an exemption.

Recruitment:

Of all the nominations submitted for the Kathy Osterman Awards, the following congratulations go out to: 1. Dr. Cecilia Lopez, Vice President, Harold Washington College, for Outstanding Executive Employee finalist; 2. Mary Johnson, Assistant to the President, Malcolm X College, for Outstanding Supervisory Employee finalist; 3. Mary Chan Troken, Director of Food Service Sanitation Program, Harold Washington College, for Outstanding General Service Employee winner; 4. Annette Aguilera, College Administrative Assistant, Malcolm X College, for Outstanding Clerical Employee finalist; and 5. Armen Sarrafian, Art Faculty member, Harold Washington College, for Outstanding Educational Employee winner.

The 2007 annual League of United Latin American Citizens (LULAC) convention was held at Navy Pier between July 9-14. The HR Recruitment division participated in the job fair where more than 15,000 people attended.

It was an opportunity for City Colleges to be present along with other educational institutions so that young adults could visit our booth to obtain information regarding employment opportunities at City Colleges of Chicago.

Payroll:

The Payroll staff has begun the process of implementing recommendations made during the Business Process Redesign initiative. To that end, we convened the first meeting of all the colleges Payroll Personnel with the objectives of 1. improving and implementing new business process; 2. engaging field personnel in the continuous improvement process.

The new fiscal year started with Payroll generating 35 off-cycle checks out of 9,026 payment transactions made in the month of July.

With emphasis in the Office of Human Resources on staff development, the Payroll staff all attended a class entitled, "Errors in Payroll: Avoiding Costly Mistakes in Payroll Process."

EEO:

The EEO Officer delivered Title VII training at Malcolm X College and West Side Tech with a total audience of 128 employees.

Other Business:

City Colleges is self-insured with respect to Unemployment Insurance. In FY07 the Office of Human Resources was given the responsibility to oversee administration of all unemployment claims, audits, protests, hearings, quarterly statement processing and payment submission. For FY03 through FY06, the average yearly payment to the Illinois Department of Employment Security was \$908,730. Payments to the Employment Security for FY07 only totaled \$495,748.

In addition, recoupment from unauthorized claimants increased from 3.7% in FY06 to 7.3% in FY07.

There are several reasons for the decrease in payments and the increase in recoupment of unauthorized claimants. First, HR staff diligently challenges all claims and protests to affect a reduction in benefits paid out and pursues credits issued from unauthorized claimants. Staff education is another strategy we employed to ensure HR staff understands the procedures and laws governing academic personnel. Lastly, maintaining single department oversight contributes to tracking documents concerning claims, payments and audits manageable.

At 9:40 a.m., Committee Chair Gloria Castillo 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 9:45 a.m., the closed session ended.

At 9:46 a.m., the Open Meeting was reconvened. On behalf of the committee, Ms. Castillo forwarded personnel items to the whole Board for consideration.

Benefits Activity

The Mercer trend report shows health insurance increases in the Chicagoland area between 11.7% and 12.2% for the second quarter of 2007; however CCC benefits only increased 8.2%. Participation in the Health Care Coalition and diligence in auditing all bills contributed toward lower health care costs.

CCC, as well as other community colleges, has met with SURS concerning eligibility. Once SURS compiles feedback from all the colleges, they will issue clarification regarding SURS eligibility.

HR Benefits, Compensation, and Finance, are analyzing the impact of legislation affecting CCC retirements – specifically benefits attributed to salary increases greater than 6%.

Kathy Osterman winners from City Colleges include: Dr. Cecilia Lopez, HWC, Outstanding Executive finalist; Mary Johnson, MXC, Outstanding Supervisory Employee finalist; Mary Chan Troken, HWC, Outstanding General Service Employee winner; Annette Aguilera, MXC, Outstanding Clerical Employee finalist; and Armen Sarrafian, HWC, for Outstanding Educational Employee winner.

The LULAC (League of United Latin American Citizens) convention and job fair was held at Navy Pier, July 9-14, with over 15,000 people in attendance. Human Resource's recruitment division distributed information on employment opportunities at CCC.

The Business Process Redesign Initiative met with college payroll personnel with the objectives of improving and implementing new business process, and engaging field personnel in the continuous improvement process.

HR's EEO Officer delivered Title VII training to 128 employees at Malcolm X College and West Side Technical Institute.

In FY07, Human Resources was given total responsibility to oversee the administration of all unemployment claims, audits, protests, hearings, quarterly statement processing, and payment submission. For FY03-FY06, the average yearly payment to the IL Department of Employment Security was \$908,730. In FY07, the yearly payment was only \$495,648. Recoupment from unauthorized claimants increased from 3.7% in FY06 to 7.3% in FY07. Diligence in challenging claims, staff education on procedures and laws, and single department oversight makes the Unemployment Insurance claim process more manageable.

This concludes my report.

28208 ACADEMIC AFFAIRS AND STUDENT SERVICES

The Board Committee on Academic and Student Services met on Thursday, August 09, 2007 to hear staff reports.

The meeting was called to order by Chairman Tyree at 10:30 a.m. in conference room 300, at 226 W. Jackson Blvd., Chicago, Illinois

Minutes: Chairman Tyree motioned for approval of the July 1, 2007 minutes of the Board Committee on Academic and Student Services and the minutes were approved by unanimous vote of the seven board members present.

Staff Reports:

There were three reports today:

Executive Vice Chancellor, Deidra Lewis, presented first, an overview of the Student Policy Manual with recommended revisions. These changes were facilitated by AVC Cynthia Armster with input and discussion among the Deans of Student Services, Registrars, Financial Directors, and the Vice Presidents, and finally by the Officers of the District.

The major recommended revisions are:

1. We are no longer requiring documentation of the high school diploma unless the student tests below the Ability-to-Benefit level **and** is seeking financial aid.
2. High School graduates may use ACT scores for college placement.
3. Out of District students working more than 35 hours/week in the City of Chicago may qualify for **in-district** tuition by showing proof of full-time employment.
4. Students may add or drop courses during the first seven days of the start of classes without penalty. Thereafter, **no** refunds will be allowed.

The Student policy Manual Revisions strengthen the standards of conduct and clarify the disciplinary process. Over the past 15 years, we have sought to ensure that we annually review the policies to ensure that it remains current with the needs of the district.

The Student Policy Manual is submitted for your approval.

Our next report was an update from Michael Mutz, VC for Development.

- 48,000 pieces of mail have been sent out. 180,000 mailings are forth coming.
- 110 students have registered for the "Get on the Bus" campaign.
- One million expected in attendance at the Bud Billiken Parade.
- Chicago ranks 7th in education. Chicago has 31.1% attainment. 1.27 million High School graduates in Chicago do not have a college degree.

Under Other Business:

For Items #6D and 6E, Daley College Vice President Cecile Regner presented these board reports and to provide a brief update on the Manufacturing Initiative at Daley College.

Program Initiatives

- The money will be used to enhance the manufactory's programs at Main Campus and Westside Technical Institute.
- The main campus will receive the major portion of the equipment
- Curriculum outline have been approved
- Has developed partnership with various high schools
- Bridging students from Adult Education into the manufacturing programs
- July 17, 2007 Daley College hosted the Advisory Board Meeting
- Daley College thanks the Board for its financial support

28209 FINANCE, OFFICE OF INFORMATION TECHNOLOGY, AND ADMINISTRATIVES

The meeting was convened in room 300 of the Board's district offices, 226 W Jackson Blvd., Chicago, IL.

1. **Minutes** of August 9, 2007 meeting of the Board Committee on Finance and Administrative Services were approved as submitted.
2. **Staff Reports:**

Vice Chancellor Kenneth C. Gotsch reported the following to the board:

Office of Finance Report:

TREASURY UPDATE

Monthly cash flow and investment status report: The District's Treasurer prepared the final FY 2007 Monthly Cash Flow Report and the projected FY 2008 Monthly Cash Flow Report. Both of these reports cover the District's operating cash and investment fund receipts, disbursements, and balances. Total projected receipts for Fiscal Year 2008 are \$350.1 million. Total projected disbursements are \$336.3 million. At this time, the FY 2008 report does not include receipts or payments for capital projects.

Also reported is the monthly Weiss, Peck and Greer (WPG) commentary as of the end of July 2007 detailing portfolio performance trend.

- **WPG Returns.** The WPG portfolio's July 2007 investment returns, net of fees, is .42% as compared to the one year benchmark of .62% and the traditional six month treasury return of .41%.
- **Illinois Fund Returns.** The District's cash position is primarily invested in the Illinois Fund accounts which in July 2007 earned .44%, net of fees. Portfolio duration is about 30 days.
- **Investment Services.** Contract negotiation with PFM is in progress and staff is working with the team with some preliminary transition activities.

Also, included in your package is the investment report for the fourth quarter ending June 30, 2007, which shows a balance of \$271.5 million for all funds.

Finally, included in your packet is the list of the Board depository accounts for the fourth quarter ending June 30, 2007.

BUDGET/FINANCE UPDATE

Budget Update

Status of State Budget – The Illinois community college president’s council’s Terry Bruce reports the State’s community college budget is being held to last years level, or about a 1.6% reduction from the budget. Capital funding for Olive-Harvey of approximately \$31 million was added to the budget. This simply adds us to the list of projects, but does not guarantee funding. In addition, there is no new information from the Governor on the \$15 million for the completion of Kennedy-King College.

AUDIT STATUS

External audit status: The completed FY 2006 Federal Single audit was returned to the District by the USDOE due to coding errors on the intake form. This was corrected by Deloitte & Touche LLP and re-filed with the USDOE. The A-133 has been issued and filed with the appropriate State agencies. The Office of Finance and the Deloitte & Touche LLP teams have been engaged in preliminary conversation for the planning of the FY 2007 audit. The auditors are expected to begin the internal control testing on September 1st. The Controller is expected to issue the final trial balance to the auditors on October 1st.

Internal Audit Summary: No report this month

Monthly Micro City Purchases: The total June 2007 Micro City purchases were about \$803,000. The year-to-date totals were about \$5.6 million.

| <u>EQUIPMENT</u> | <u>June 2007</u> | <u>Year to Date</u> |
|-------------------|-------------------|---------------------|
| Computers | \$ 295,477.00 | \$2,428,956.00 |
| Printers | 23,151.00 | 227,311.50 |
| Software | 108,675.00 | 601,972.00 |
| Related Equipment | <u>375,334.00</u> | <u>2,372,653.00</u> |
| Total | \$ 802,637.00 | \$5,630,892.50 |

Section 1 – Resolutions:

1A – authorizes the levying of taxes for the levy year 2007 for a total of \$116,500,000 (Office of Finance).

1B – authorizes the tentative agreement for successor collective bargaining agreement between Board of Trustees and Service Employees International Union, Local Number 73 AFL-CIO. (General Counsel)

Finance Report (cont'd)

1C – authorizes paying off the Federal Perkins Loan Debt for an estimated amount of \$400,000 (Office of Finance).

1D – authorizes the close out of the Nursing Loan Debt for an estimated amount of \$225,000 (Office of Finance).

1E – authorizes the July 2007 monthly transfer of funds totaling about \$1.7 million (District-wide).

Section 4 – Agreements

4A – amends the agreement with **Best Practices Training, Inc.** for additional facilitation services for the District's 2011 Strategic Planning process and Service Excellence Initiative from September 1, 2007 through December 31, 2007 in an amount not to exceed \$36,000. (ACADEMIC AFFAIRS)

4B - amends the agreements with (1) **Susan R. Hatfield, Ph.D.** in an amount not to exceed \$30,000, (2) **Susan A. Murphy, Ph.D.** in an amount not to exceed \$30,000, (3) **Gregory Light, Ph.D.** in an amount not to exceed \$19,000, and (4) **Denise Drane, Ph.D.** in an amount not to exceed \$9,000 to provide the Train – The - Trainer model for the City Colleges of Chicago from August 9, 2007 through January 29, 2008, with a total cost not to exceed \$88,000. (ACADEMIC AFFAIRS)

4C - renews the plagiarism detection software license agreement with **Turnitin** in the amount of \$26,157 for the period of August 1, 2007 through August 31, 2008. (ACADEMIC AFFAIRS)

4D - authorizes a service agreement with **Chicago Area Interpreter Services** to provide the City Colleges of Chicago with sign language interpreter services for the period September 9, 2007 through September 9, 2010 at an estimated annual cost of \$170,000 with an option to renew for two additional years. (ACADEMIC AFFAIRS)

4E - executes an agreement with **W. P. Hickman Systems, Inc.** for the caulking of the exterior windows and doors of Harold Washington College for an amount not to exceed \$562,100 plus a 10% contingency of \$56,210 for a total of \$618,310. (ADMINISTRATIVE SERVICES)

4F - executes an agreement with **Chicago Commercial Contractors, LLC** for site upgrades, exterior construction of the building plaza and three parking lots at Malcolm X College in an amount not to exceed \$5,070,706 and the parking lot at Lakeview Learning Center, a satellite facility of Truman College, in the amount not to exceed \$294,149. (ADMINISTRATIVE SERVICES)

4G - executes a contract with **Bonaparte Corp** for electrical repair services for a three year period effective August 1, 2007 through July 31, 2010 with an option to renew for one (1) additional year in accordance with RFP specification number IW0716 dated July 17, 2007. (ADMINISTRATIVE SERVICES)

4H- to execute an agreement with **Muller and Muller Architects**, to provide planning and design services for interior renovations for District Office floors to be used by students and staff in an amount not to exceed \$280,000. (ADMINISTRATIVE SERVICES)

Finance Report (cont'd)

4I - executes a master agreement with *Nelnet Business Solutions* (formerly FACTS Management Co) to provide payment processing services to students who desire to enter into a payment plan to pay tuition and fees from August, 2007 through July 30,2010 with an option to extend for an additional two (2) years. Five colleges currently use this service. Daley College will begin utilizing the services in Fall 2007. There is no cost to the District. Fees are paid by the students directly to Nelnet Business Solutions. (OFFICE OF FINANCE)

4J - authorizes the agreement with *eProject Inc.* for hosting services, training, software licenses, support and maintenance for the period August 15, 2007 through June 30, 2009 in a total amount not to exceed \$75,610. (Office of Information Technology)

4K – authorizes the District to enter into an intergovernmental agreement with the *City of Chicago* to provide employee skills assessment and training with expected revenue of \$500,000 from August 1, 2007 through August 1, 2011. (Harold Washington College)

4L - executes an agreement with *Career Link, Inc.* to provide the Nursing Preparatory Institute to entering Practical Nursing Program students in an amount not to exceed \$20,000 beginning July 23, 2007 through June 30, 2008. (KENNEDY-KING COLLEGE)

4M- approve an agreement with *Magna Systems, Inc* whereby City Colleges of Chicago is granted telecourse license with fees totaling \$2,800 plus an estimated enrollment fee of \$21,140 for a total cost of \$23,940 for a period of August 9, 2007 through August 31, 2009. (KENNEDY-KING COLLEGE)

4N- amend the existing lease agreement in the Board Report #23694, dated March 6, 2003 replacing Shorenstein Realty Services as agent for the John Hancock Center with *Golub & Company, LLC.* (WYCC)

Walk-On Board Agreements:

4O - approves the payment to *Arthur J. Gallagher & Co* in the amount of \$55,142. for the period of May 30,2007 through November 15,2007 for the additional premium due to the opening of the new Kennedy-King College campus to insure the property and its contents under the Master Property Policy. (Risk Management) **Not listed in Board Book.**

4P - amends the existing agreement with *KPMG, LLP* to assist the Director of Internal Audit conduct a risk assessment and multi-year audit plan to include an operational audit of WYCC from August 17, 2007 through October 19, 2007 in an amount not to exceed \$50,000. (OFFICE OF FINANCE) **Not listed In Board Book**

Purchases

6A - approves the issuance of a purchase order to *American Solutions* in an amount not to exceed \$174,398 to provide printing and imaging (CD) of college catalogs for student distribution for the period of August 9, 2007 through August 9, 2010 pursuant to the RFP specification number SC0719 dated June 5, 2007. (ACADEMIC AFFAIRS)

Finance Report (cont'd)

6B - is for the issuance of purchase orders in an annual amount not to exceed \$75,000 to *Lechner and Sons* for the rental of uniforms for the City Colleges of Chicago engineers and custodians for the period of September 08, 2007 through September 8, 2008. (ADMINISTRATIVE SERVICES)

6C - approves the issuance of purchase orders on as needed basis with the listed vendors for travel arrangements for the totals listed per vendor with a total cost not to exceed \$230,000 from February 9, 2007 through June 30, 2008. (OFFICE OF FINANCE)

6D - approves issuance of purchase orders (1) to **Hexagon Metrology** in an amount not to exceed \$127,100, (2) to **Hitech Machinery Sales** in an amount no to exceed \$69,927, (3) to Aidex Corporation in an amount not to exceed \$39,900, (4) to **Advanced Learning Systems** in an amount not to exceed \$537,493 and (5) to **Arthur Machinery, Inc.** in an amount not to exceed \$634,550 for the purchase of various manufacturing equipment in accordance with the Sealed Bid# IW0713 dated June 7, 2007. (DALEY COLLEGE)

6E - approves a purchase order (1) to **Predator Software, Inc.** for the purchase of CNC Software, maintenance, hardware and services for a total cost of \$13,585 with annual maintenance cost of \$780 and (2) the Mastercam software purchase from **DEPCO, LLC** for the Milling, Turning, and Wire EDM equipment at a total cost of \$18,605, with an annual maintenance cost of \$700. (DALEY COLLEGE)

6F - approves the issuance of an annual purchase order to **Burmax Co.** in the amount of \$25,618 to purchase cosmetology supplies for the period of August 9, 2007 through August 9, 2009 with a one year optional extension in accordance with the RFP specification number, SC0720 dated June 7, 2007. (TRUMAN COLLEGE)

6G - approves the issuance of a purchase order to **Executive Program Services** for the acquisition of broadcast programming in an amount not to exceed \$70,000 from August 9, 2007 through September 30, 2008. (WYCC-TV20)

6H - renews the membership in the **Association of Public Television Stations** for Fiscal Years 2008 and 2009 for the amount not to exceed 45,000. (WYCC-TV20)

6I - approves a purchase order to the **Corporation for Public Broadcasting** for WYCC TV-20 for participation in the Program Differentiation Plan from August 9, 2007 through August 8, 2008 in an amount not to exceed \$300,000. (WYCC-TV20)

Informational Reports

7D. Monthly Utility, Postage and Other Expenditures Report for June 2007:

| | | |
|---------------------------------|----------------|---------------|
| ▪ AT & T..... | Utilities..... | \$ 174,230.91 |
| ▪ Peoples Energy..... | Utilities..... | \$ 143,851.33 |
| ▪ Constellation New Energy..... | Utilities..... | \$ 524,662.02 |
| ▪ United States Postal..... | | \$ 270,258.26 |
| ▪ Pitney Bowes..... | | none |

Finance Report (cont'd)

A total \$840,290 purchases in June 2007 was through the Illinois Community College Purchasing Consortium:

| | |
|--|---------------|
| ▪ Krueger International (ICCSPC)..... | \$ 37,690.98 |
| ▪ Centennial Contractors Enterprise Inc. (ICCSPC)..... | \$ 526,689.00 |
| ▪ Jostens Inc. (ICCSPC)..... | \$ 29,232.54 |
| ▪ Roe and Company (ICCSPC)..... | \$ 90,155.98 |
| ▪ Midwest Office Interiors(ICCSPC)..... | \$ 29,893.35 |
| ▪ Office Depot (ICCSPC)..... | \$ 98,858.21 |
| ▪ Magnetic Office Products (ICCSPC)..... | \$ 27,770.44 |

Associate Vice Chancellor Diane Minor reported the following to the board:

Office of Administrative Services Report:**Board Reports****4E Harold Washington College Window Caulking Project**

While Harold Washington had a major renovation that closed out last year, the building had substantial leaks and moisture seepage that was not a part of the original work scope. As a result, Administrative Services developed specifications and an estimated price to address the problem and solicit contractors to undertake the job. In developing the scope, R.S. Means was consulted, as well looking at comparable projects already undertaken by the District. Working with Procurement Services, W.P. Hickman, which was competitively selected by the Illinois Community College Consortium (ICCSPC), was consulted for pricing. Compared to Means pricing and local marketplace costs, W.P. Hickman is 15% lower than the average price, completing the project at \$562,100 and a 10% contingency rate of \$56,210, totaling \$618,310. There is full M/WBE compliance.

4F Site Upgrades and Repairs for Malcolm X and Lakeview Learning Center

Working with Procurement Services, Administrative Services competitively solicited the exterior concrete paving of parking lots, sidewalks and foundation repairs. While fourteen specs were sent out and the pre-bid was well attended, only one responsive bidder, Chicago Commercial Contractors, LLC, of Huntley, IL responded. Most of the other contractors indicated they were unable or unwillingly to commit to the time schedule. Unfortunately the site conditions do not allow for lengthening the timetable. The total bid is for \$4,877,142. Full M/WBE compliance has been met.

4G Annual District-wide Electrical Repair Contract, Administrative Services

Based on the amount of work required annually throughout the District, Administrative Services sought a second electrical contractor to provide service to the fourteen colleges and learning centers. Bonaparte Corporation, Chicago, IL, was the lowest responsive bidder and committed to full M/WBE compliance. A contract term of three years is recommended, with language in the contract to allow for termination for cause or convenience with proper notice. In this term agreement, if any project is not performed in accordance to the quality standards expected by the District, we are not bound to assign any additional work to that company. This contract will not exceed \$400,000 annually.

Administrative Services Report (cont'd)**4H Renovation & Interior Design for the District Office Building**

The District Office building is currently experiencing the growth of new or relocated academic programs, resurgence as a major academic and professional credential testing center as well as departments requiring a realignment in their seating and meeting requirements. As a result, a professional services firm is required to plan and oversee the movement within this building, ensuring that performance of those departments and programs are not hampered in the process. Mueller and Mueller Architects, a certified WBE previously approved by the Board, was selected from five firms to oversee this process. Included will be the plans for the new OIT Server Room funded in our current Capital Plan. At this time, the fee of \$280,000 is proposed based on the scope and amount of work to be performed. A commitment to full M/WBE compliance was submitted and approved.

Project Updates**Kennedy-King Campus**

The Public Building Commission's Ribbon Cutting Ceremony was held in July, 2007 after the College's occupation of five of the six campus buildings. The Child Care Center in Building Z will take place as soon as the State of Illinois grants temporary license authority for the new location. Although moved, CCC is still reviewing Punch List items with the PBC as well as correcting outstanding construction issues, reviewing supplies and equipment and finalizing systems training.

Truman Student Services and Parking Facility

The first Community Outreach Session for residents, faculty and students was held at Truman College to introduce a conceptual building design for the Student Services and Parking Facility. The initial meeting provides strong support from the community for the "green" initiatives and LEED Certification. Concerns include round-the-clock-security, access to parking for the community during week-end and evening hours, fee structures and aesthetics. Meetings will resume in September after Fall Registration and classes resume.

Vice Chancellor John Dozier reported the following to the board:

Office of OIT Report:

This week Siemens will be installing 11 additional licenses to the voice mail system to alleviate congestion. Additionally next week, Siemens will begin a telephone call traffic study to help determine what other improvements can be made to the telephone system.

This month OIT will begin to scope the work required for the upgrade of IT's HR system to version 9.0. OIT is also working closely with the Finance Department as we prepare to upgrade our Finance system to version 8.9. Migration of the finance system upgrade to production will take place in October, 2007.

Last month, 19 new modifications or updates to existing modifications were applied to the production PeopleSoft Student Administration System.

The meeting was adjourned at 10:15 am.

MINUTES

28210 CONSIDERATION OF JULY 17, 2007 REGULAR BOARD AND COMMITTEE MEETING MINUTES

On motion by Newman, seconded by Tyree the 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 five voting members present. The student member cast an affirmative advisory vote.

RESOLUTIONS

28211 LEVYING TAXES FOR THE LEVY YEAR 2007

28212 TO APPROVE TENTATIVE AGREEMENT FOR SUCCESSOR COLLECTIVE BARGAINING AGREEMENT BETWEEN BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508 AND SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL NUMBER 73-AFL-CIO

28213 AUTHORIZING PAYMENT OF FEDERAL PERKINS LOAN DEBT

28214 AUTHORIZING PAYMENT OF NURSING LOAN DEBT

28215 AUTHORIZING TRANSFER OF FUNDS

28216 ADOPT REVISIONS TO THE STUDENT POLICY MANUAL OF THE CITY COLLEGES OF CHICAGO 2007-2008

28217 NAMING OF THE WEST SIDE TECHNICAL INSTITUTE BUILDING

PERSONNEL

28218 PERSONNEL REPORT GENERAL/FUNDED

28219 CONTINUING EDUCATION ASSIGNMENTS SUMMARY

28220 LECTURESHIPS AND FACULTY OVERTIME ASSIGNMENTS

28221 CENTER FOR DISTANCE LEARNING ASSIGNMENTS

RESOURCE DEVELOPMENT

28222 RESOURCE DEVELOPMENT

AGREEMENTS

28223 FACILITATOR FOR DISTRICT'S STRATEGIC PLANNING PROCESS CITY COLLEGES OF CHICAGO ACADEMIC AFFAIRS (AMEND BOARD REPORT #27571 ADOPTED 9-7-06)

28224 TRAIN THE TRAINER PROFESSIONAL SERVICE AGREEMENT CITY COLLEGES OF CHICAGO ACADEMIC AFFAIRS (AMEND BOARD REPORT #27780, ADOPTED JANUARY 4, 2007, BOARD REPORT #27826 ADOPTED FEBRUARY 8, 2007, BOARD REPORT #27939 ADOPTED APRIL 12, 2007 AND BOARD REPORT #28010/28011 ADOPTED MAY 3, 2007)

28225 TURNITIN PURCHASE ACADEMIC AFFAIRS (AMEND BOARD REPORT #27530 ADOPTED AUGUST 3, 2006)

28226 SIGN LANGUAGE INTERPRETER SERVICES DISTRICT WIDE ACADEMIC AFFAIRS

28227 HAROLD WASHINGTON COLLEGE WINDOW CAULKING PROJECT

28228 MALCOM X COLLEGE AND LAKEVIEW LEARNING CENTER SITE UPGRADES AND REPAIRS ADMINISTRATIVE SERVICES

28229 ANNUAL ELECTRICAL REPAIR CONTRACT DISTRICT WIDE ADMINISTRATIVE SERVICES

28230 PROFESSIONAL SERVICES – RENOVATION INTERIOR DESIGN DISTRICT OFFICE

28231 PAYMENT PROCESSING SERVICE OFFICE OF FINANCE ALL COLLEGES

28232 ePROJECT, INC. FOR SOFTWARE LICENSES, HOSTING SERVICES AND TRAINING SERVICES OFFICE OF INFORMATION TECHNOLOGY DISTRICT OFFICE

28233 INTERGOVERNMENTAL AGREEMENT BETWEEN CITY OF CHICAGO AND HAROLD WASHINGTON COLLEGE

28234 LEARNING IMPROVEMENT: RETENTION AND PERFORMANCE WORKSHOPS FOR BEGINNING PRACTICAL NURSING STUDENTS KENNEDY-KING COLLEGE

AGREEMENTS (CONT'D.)

28235 TELECOURSE LICENSE AGREEMENT WITH MAGNA TELECOURSES CENTER FOR DISTANCE LEARNING KENNEY-KING COLLEGE

28236 AMEND THE WYCC TRANSMITTER AND ANTENNA LEASE AT THE JOHN HANCOCK CENTER (AMEND BOARD REPORT #23694 DATED MARCH 6, 2003)

28237 COMMERCIAL PROPERTY INSURANCE PREMIUM NEW KENNEDY-KING COLLEGE

28238 RISK ASSESSMENT/INTERNAL AUDIT SERVICES DISTRICT FINANCE (AMEND BOARD REPORT NO. 28095, ADOPTED 6-20-07)

LEGAL INVOICES

28239 MONTHLY INVOICES COVERING LEGAL FEES AS SUBMITTED

PURCHASES

28240 PRINTING AND CD OF COLLEGE CATALOGS ACADEMIC AFFAIRS DISTRICT WIDE

28241 RENTAL OF UNIFORMS CITY COLLEGES OF CHICAGO ENGINEERS AND CUSTODIANS (EXTENSION OPTION)

28242 AIRLINE CARRIERS DISTRICT WIDE

28243 PURCHASE OF VARIOUS MANUFACTURING EQUIPMENT FOR THE MANUFACTURING TECHNOLOGY TRAINING PROGRAM DALEY COLLEGE

28244 PURCHASE OF MANUFACTURING EQUIPMENT SOFTWARES FOR THE MANUFACTURING TECHNOLOGY TRAINING PROGRAM DALEY COLLEGE

PURCHASES (CONT'D.)

28245 PURCHASE OF COSMETOLOGY SUPPLIES FOR THE COSMETOLOGY DEPARTMENT TRUMAN COLLEGE

28246 EXECUTIVE PROGRAM SERVICES, PROGRAM PURCHASE WYCC-TV20

28247 WYCC-TV20 MEMBERSHIP RENEWAL IN APTS

28248 WYCC-TV20 PBS PROGRAM DIFFERENTIATION FY2007 PARTICIPATION IN PDP, PBS PLUS, AND PBS YOU

COLLEGE INFORMATION

28249 CONSULTANT AND PROFESSIONAL SERVICE AGREEMENTS MONTHLY SUMMARY PAYMENTS APPROVED BY THE CHANCELLOR (UP TO \$10,000.00)

28250 AGREEMENTS MONTHLY SUMMARY PAYMENTS APPROVED BY THE OFFICERS OF THE DISTRICT (UP TO \$5,000.00)

28251 CLINICAL AND TRAINING AGREEMENTS MONTHLY SUMMARY AGREEMENTS APPROVED BY THE COLLEGE PRESIDENTS

28252 UTILITY, POSTAGE AND OTHER MONTHLY EXPENDITURES SUMMARY

28253 AMERICAN ASSOCIATION OF WOMEN IN COMMUNITY COLLEGES HAROLD WASHINGTON COLLEGE CHAPTER ELEVENTH ANNUAL OUTSTANDING WOMEN'S AWARD HAROLD WASHINGTON COLLEGE

28254 SPECIAL ACHIEVEMENT AWARD HAROLD WASHINGTON COLLEGE

28255 COCA-COLA TWO YEAR COLLEGES 2007 SCHOLARSHIP RECIPIENT MALCOM X COLLEGE

28256 OLIVE-HARVEY COLLEGE PHLEBOTOMY STUDENTS EARN 100% PASS RATE ON NATIONAL EXAM

28257 OLIVE-HARVEY COLLEGE STUDENTS RECENTLY HONORED AT SHORE BANK SCHOLARSHIP RECEPTION

COLLEGE INFORMATION (CONT'D.)

28258 PTK CHAPTER TO HOST 2008 REGIONAL CONVENTION TRUMAN COLLEGE

28259 DAIMLERCHRYSLER DONATES \$22,655 JEEP TO AUTO PROGRAM TRUMAN COLEGE

28260 STUDENTS, FALCULTY AND STAFF RAISE \$1,700 IN CANCER WALK TRUMAN COLLEGE

28261 AUTOMOTIVE BRIDGE PROGRAM FEATURED AS IBHE BEST PRACTICE TRUMAN COLLEGE

FACULTY COUNCIL UPDATE

NO FACULTY COUNCIL UPDATE THIS MONTH

OMNIBUS MOTION TO APPROVE ALL BOARD REPORTS AND AMENDMENT FOLDERS

On motion by Tyson, seconded by Dyson the foregoing Board Reports and Resolutions from No.'s 28154 to 28206, were ordered to final vote and declared adopted by a unanimous affirmative voice vote of the six voting members present. The student member cast an affirmative advisory vote.

THERE WAS A CLOSED SESSION

On motion by Tyson and seconded by Dyson closed session was called to order at 9:26 am under the Human resource committee meeting for discussion of personnel, collective bargaining and litigation. No action was taken and closed session ended at 9:50 a.m. Human Resource committee meeting reconvened at 9:51 a.m. and adjourned at 9:52 a.m.

ADJOURNMENT

On motion by Tyson, seconded by Dyson the June 20, 2007 combined committee and regular meeting of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, was adjourned at 11:30 a.m. by a unanimous affirmative voice vote of the six voting members present.

**Terry E. Newman
Secretary**