

26012

SUMMARY OF THE MEETING OF
THE BOARD COMMITTEE ON FINANCE & ADMINISTRATIVE SERVICES

February 04, 2004

In attendance:

Chairman
James Tyree

Chancellor
Wayne Watson

Board Members:
Ralph Moore
Terry Newman
Nancy Clawson
Rev. Albert Tyson III
Rudy Mendez

Student Board Member:
Elliott Johnson

Assistant Board Secretary:
Regina Hawkins

Vice Chancellors:

Yolande Bourgeois
William Donahue
Abe Eshkenazi
Claudine Jones
Deidra Lewis
Michael Mutz

Treasurer:

Dolores Javier

Presidents/Representatives:

Craig Washington, OH
John Wozniak, HW
Charles Guengerich, WR
Marguerite Boyd, TR
Victoria Smith-Murphy, MX
Clyde El-Amin, KK
Sylvia Ramos, DA

District Office Staff:

Cynthia Armster
Jose Aybar
Randy Barnett
Jane Barnes
Buvern Francisco
Janis Gertrude
Jim Gonsiorek
Shawn Koestering
Diana Madrzyk
Bill McMillan
Maria Moore
Ralph Passarelli
Joe Moriarty
Mark Pickett
Karen Porter
Donika Rey
Valerie Roberson
Jennifer Seldon
James Stuart
Sheadrick Tillman
Elsa Tullos
Ramona Shaw

Office of Finance Report

- Project Operating Cash Flow for Fiscal Year Ended June 2003 was included in the board packet.
- 1B: Authorizing the Transfer of Funds as required by the Public Community College Act
- 1C: Updating authorized signatures for investments and depository accounts.
- 1F: Recommendation to modify the credit hour tuition.
- 1G: The litigation between PWC has been settled.
- 6D: Extension of contract with Ready Computer Source through December of 2004.
- 6E: Purchase of ACT tests and services for Wright College - \$31,324.00
- Recommendations were made that an out of District and out of State tuition be automatically adjusted for each academic year.
- A quantitative assessment was included in the board packet and covered the following points:
 - Information for each of the seven colleges was given including the FY2003 Unit Cost as well as submissions made to the ICCB.
 - It was noted that the reports included only the expense side of the budget and not the revenue side.
 - It was noted that more provisions in Adult Education would bring down the Unit cost.
- Randy Barnett from Intergovernmental Affairs reviewed the budget cuts made by the ICCB in Springfield. He noted significant cuts made in Workforce Development, Deferred Maintenance and Insurance.

Office of Finance (cont'd)

- Mr. Barnett noted that the Adult Education Task Force would hold a meeting in Springfield on the date present.

Office of Information Technology

- There were over 200,000 hits to the website for the Spring 2004 term. A peak of 18,000 was experienced during the first week of registration. The peak was due to continued promotion of SOARS.
- Over \$800,000 in payments were made on SOARS with 7,000 students registering through SOARS.
- There are 3,229 activated email accounts using the new email system that was implemented for the Spring Registration.
- Blackboard was upgraded to the learning system for the Spring term.
- OIT had updated our anti-virus software and monitor daily to protect the email system from the worms on the internet. Staff was asked to not open any emails with attachments that they did not know or were expecting.

Office of Administrative Services

- 6A: Midwest Energy Efficient Alliance classes for building engineers regarding energy savings and efficiencies.
- 6B: Emergency Remedial Repair and Testing of the Truman and Daley college generators. \$28,124.
- 6C: Sale of Stored Chiller Refrigerants to Hudson Technologies for 1.50/lb and 10.50/lb respectively.
- The MWBE 2nd quarter update provided the following information:
 - On November 5, 2003, CCC was an exhibitor at the City of Chicago's Building New Partnership program.
 - On December 9, 2003 CCC was a participant in the Chicago Park District MWBE fair held at Soldier Field.
 - On January 14, 2004 CCC held its own MWBE fair at the South Shore Cultural Center.
 - On January 22, 2004 CCC was an exhibitor at the Cosmopolitan Chamber of Commerce.
 - MBE participation is 32%, WBE 5%.
 - The amount of business conducted with Chicago based vendors dropped to 49% from a 1st quarter high of 66%.