

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

MINUTES  
REGULAR MEETING OF THE BOARD  
THURSDAY, JANUARY 8, 2004 - 9:00 A.M.

City Colleges of Chicago, District Office  
Board Room 300  
226 West Jackson Boulevard, Chicago, Illinois 60606

Pursuant to provisions of the Public Community College Act, as amended, of the State of Illinois, and the Rules of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, the regular meeting of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, as scheduled on Thursday, January 8, 2004 at 9:00 a.m. in Board Room 300, District Office, City Colleges of Chicago, 226 West Jackson Boulevard, Chicago, Illinois, and was called to order at 9:35 a.m.

**PRESENT****BOARD MEMBERS:**

James C. Tyree, Chairman  
James A. Dyson, Vice Chairman  
Terry E. Newman, Secretary  
Rev. Albert D. Tyson, III  
Rudy R. Mendez  
Nancy J. Clawson  
Elliott Johnson, Student Trustee  
Regina M. Hawkins, Assistant Board Secretary

**ABSENT****BOARD MEMBERS:**

Ralph Moore

**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

**ASSOC. VICE CHANCELLOR**

Ramona Shaw

**PRESIDENTS:**

Zerrie Campbell  
Craig Washington  
\*Marguerite Boyd  
\*John Wozinak  
Charles Guengerich  
\*Clyde El-Amin  
Sylvia Ramos

\* Interim Position

The Chairman declared a quorum was present.

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(25070) HECTOR SALGADO – STUDENT FROM DALEY COLLEGE (REGARDING TUITION INCREASE)

(25071) COMMITTEE REPORT – HUMAN RESOURCES SERVICES

The meeting of the Board Committee on Human Resources was held on Tuesday, January 6k 2004. Committee Chair Rudy Mendez called the meeting to order at 9:42 a.m. Minutes of the December 2, 2003 Board Committee meeting were approved. During the meeting it was reported that:

PeopleSoft table updates for 2004 include salary rates for Local 1600 full-time Faculty, Training Specialists, and Professionals as well as Benefits information. Additionally, staff audited employee status and cleaned up data for the start of the new year.

Open Enrollment for eligible employees was completed and PeopleSoft records were updated to reflect the changes.

Domestic Partner coverage was announced to all employees and implemented at the beginning of 2004.

Staff supported union negotiations for part-time Professionals, Service employees, and CCTU Security employees by providing demographical and statistical reports and by participating in the negotiations.

Spring course schedules offered by the City of Chicago were mailed to all City Colleges of Chicago full-time employees.

The District-wide Leadership Institute met on December 19 to review the study materials for the Certified Quality Improvement Associate examination schedule for June.

The Human Resources Staff processed 650 personnel documents.

(25072) COMMITTEE REPORT – ACADEMIC AFFAIRS & STUDENT SERVICES

The Board Committee on Academic and Student Services met on Tuesday, January 6, 2004 to hear staff reports.

**Staff Reports:**

WYCC discussed the broadcasts of several programs including "The Great Books Town Meeting" on Sunday, January 25<sup>th</sup> at 7 pm, repeating on Tuesday, January 27<sup>th</sup> at 7 pm; "70 Years of Being Wright" on January 20<sup>th</sup> at 8 pm, repeating Thursday, January 29<sup>th</sup> at 7 pm; their collaboration with Columbia "Out On a Limb" on Friday, January 30<sup>th</sup> at 7 pm, and a new series The Tavis Smiley Show, airing between BBC World News and Charlie Rose each weeknight at 10:30.

WYCC conducted an all-day Mystery Marathon on January 1<sup>st</sup> with on-air appeals to new members making it the single biggest day for membership growth in the station's history.

**Program Quality Effectiveness Indicators:** Vice Chancellor Lewis shared with the Board of Trustees a Quality Enhancement Review Process which will be undertaken to determine the *quality* of CCC's instructional programs and support services.

The College Researchers and the Office of Academic Affairs have developed a process aimed at modifying the scope and coverage of the current program review activities. The objective is to enhance the scope of the program and departmental reviews including instructional and service support units from all seven colleges and the District Office.

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The five part process includes:

Descriptive/Programmatic Information  
Program Review Process  
Development and Implementation of Program and Department Enhancement Plan  
Program Enhancement Attainment - Monitoring and Follow-Up  
District wide Level Review

This is a two-year process for all programs which will incorporate the ICCB Program Review requirements.

Bi-monthly updates will begin in May 2004.

**Other Business:** Vice Chancellor Lewis called the Board's attention to Item 3AA which is a supplement to the Resource Development Report announcing two new grant awards for Truman College. The first is a \$9,000 grant from the Partnership for Quality Child Care that will provide shade trees and equipment for the college's child care facility.

The second item is a \$3 million dollar grant from the US Department of Labor to the Chicago Technology Park for technology occupational training in Bioinformatics. This proposal was developed by the City Colleges in conjunction with the Chicago Technology Park. Truman College will receive \$600 thousand dollars a year for three years. Vice Chancellor Lewis extended congratulations to Truman College Biology Professor Yvonne Harris and Clarisse Croteau-Chonka, from the Office of Academic Affairs, for their work in writing this grant.

Dr. Boyd indicated this Midwest Regional Bioinformatics Training Program is a year long program combining classroom, distance learning, laboratory and industry based internships to train and place students in biotechnology jobs.

**(25073) COMMITTEE REPORT – FINANCE, OFFICE OF INFORMATION TECHNOLOGY & ADMINISTRATIVE SERVICES**

**Office of Finance Report**

- Project Operating Cash Flow For Fiscal Year Ended June 2003
- 1A: Authorizing the Transfer of Funds as required by the Public Community College Act
- Property Insurance is currently provided by the Public Building Commission (PBC) and incorporated into the periodic lease payments made by CCC to the PBC.
- Property deductible is in the amount of \$10,000 and the Auto Physical Damage Deductible is at \$2,500 for passenger vehicles and \$5,000 for all other district vehicles.
- Travelers Insurance is the Carrier and enjoys a Best Rating Guide of A++XV.
  
- Premium quotations have been negotiated with the District's Broker, Arthur J. Gallagher and are based upon recent Property Appraisals reflecting the District's real estate values at \$654,050,341 (including 3400 N. Austin). Contents are valued at \$147,183,263.

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- Net Savings to the District is \$369,530 which is a 31.62% reduction over the current arrangement through the PBC and CCC direct purchase.
- Updates were given on Adult Education Restricted Funding and the Equalization Task Force.
- Adult Education Restricted Funding Equalization Update
- Tuition Increase
- Currently reviewing Management letters with our Auditors-Ernst & Young

**Office of Development**

- The Development Office directed the mailing of 1,600 letters and enclosures during the Fall 2003. Databases were developed and significant research and "list scrubbing" were accomplished to support these mailings.
- The Nancy C. DeSombre Scholarship Fund campaign was planned and executed over the 2½ period from October 1 thru December 16.
- Through the 1<sup>st</sup> Half of FY04, an estimated \$133,000 has been contributed to the Foundation. An additional \$8,000 has been pledged, bringing total 1<sup>st</sup> Half FY04 contributions and commitments to \$141,000.
- The Foundation's total assets currently stand at an estimated \$1,371,000, up \$100,000 from ending FY03 balances. This includes \$133,000 in contributions, \$3,000 in investment income and \$36,000 in expenditures.
- Next Foundation Board meeting: Jan. 14

**Office of Information Technology**

- During the month of December, the office of information completed a milestone of the PS Student System, validation sessions (fit/gap analysis). Also, the functional advisory leaders analyzed @125 issues and addressed business policy issues. The results will define which customizations are required and other functions will be process.
- During the month of January the project consultants will be working with CCC staff to prepare the baseline project plan.
- Initial meetings with PeopleSoft resulted with a preliminary schedule to start the technical upgrades in late Spring, 04 for the financial system version 8.x scheduled to go live for the next fiscal year.
- The hardware and software products have been ordered. Installation of the hardware will begin early January.
- During the months of January through March, the Foster group will meet with the college IT staff to prioritize their wiring needs and will develop a RFP within the guidelines of our Purchasing, Administrative services and OIT departments.

- OIT has standardized E-Directory as the method to access various applications with the same authorized account and password. E-Directory security was activated for full time employees to access the HR system's self services "view only" features.
- CCC is participating with the City of Chicago and other sister agencies in the City's council of CIO's. This group will work to lower prices for IT services.

**Office of Administrative Services**

- CCC purchased gas from Peoples Energy and Electric from ComEd.
- The deregulation of the utility markets has opened an opportunity for CCC to purchase our natural gas and electric from vendors other than the present carriers.
- Johnson controls will assist and advise CCC on the possible purchase of energy commodities on a bulk basis.
- Administrative Services requests that the Board authorize the chairman to enter into these bulk arrangements when, at the Chairman's discretion, he feels that the bulk purchase would be beneficial to CCC. Said contracts will not be for longer than two years in length.
- Board Report requesting ratification of the Chairman's pre-approval for the Phase one move for the Harold Washington renovation project. The move is for \$27,248.60 to Midwest Moving and Storage (MBE). The request for moving on phases 2-4 will come to the Board at the March

**25074 CONSIDERATION OF PUBLIC HEARING MINUTES, December 5, 2003**

On motion by Tyson, seconded by Mendez, the public hearing minutes of December 5, 2003, public hearing 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 affirmative voice vote of the six voting members present. The student member cast an affirmative advisory vote.

**25075 CONSIDERATION OF MINUTES, REGULAR MEETING - December 5, 2003**

On motion by Tyson, seconded by Newman, the minutes of December 5, 2003, 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 affirmative voice vote of the six voting members present. The student member cast an affirmative advisory vote.

**25076 RESOLUTION AUTHORIZING TRANSFER OF FUNDS**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25076, incorporated by reference, authorizing transfer of funds was placed in the omnibus and adopted by omnibus motion.

**25077 RESOLUTION AMENDMENT TO CITY COLLEGES OF CHICAGO VISION PLAN**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25077, incorporated by reference, to amend the City Colleges of Chicago vision plan was placed in the omnibus and adopted by omnibus motion.

**25078 RESOLUTION TO AMENDMENT TO CITY COLLEGES OF CHICAGO FLEXIBLE BENEFIT PLAN**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25078, incorporated by reference, to amend the City Colleges of Chicago flexible benefit plan was placed in the omnibus and adopted by omnibus motion.

**25079 RESOLUTION AMENDMENT TO CITY COLLEGES OF CHICAGO PREFERRED PROVIDER ORGANIZATION MEDICAL PLAN**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25079, incorporated by reference, to amend the City Colleges of Chicago preferred provider organization medical plan was placed in the omnibus and adopted by omnibus motion.

**25080 RESOLUTION AMENDEMENT TO CITY COLLEGES OF CHICAGO DENTAL CARE PLAN**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25080, incorporated by reference, to amend the City Colleges of Chicago dental care plan was placed in the omnibus and adopted by omnibus motion.

**25081 RESOLUTION TO APPROVE LEGAL SERVICES AGREEMENT BETWEEN BOARD OF TRUSTEES AND THE FIRM OF FRANCZEK, SULLIVAN P.C. FOR COLLECTIVE BARGAINING**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25081, incorporated by reference, to approve legal services agreement between the Board of Trustees and the firm of Franczek, Sullivan P.C. for collective bargaining was placed in the omnibus and adopted by omnibus motion.

**25082 RESOLUTION TO AMEND THE RULES FOR THE MANAGEMENT AND GOVERNMENT OF THE CITY COLLEGES OF CHICAGO**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25082, incorporated by reference, to amend the rules for the management and government of the City Colleges of Chicago was placed in the omnibus and adopted by omnibus motion.

**25083 PERSONNEL REPORT GENERAL/FUNDED**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25083, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**25084 LECTURERSHIPS AND FACULTY OVERTIME ASSIGNMENTS**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25084, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**25085 CONTINUING EDUCATION ASSIGNMENTS SUMMARY**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25085, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**25086 RESOURCE DEVELOPMENT**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25086, incorporated by reference, concerning new proposals/grants, was placed in the omnibus and adopted by omnibus motion.

**25087 RESOURCE DEVELOPMENT SUPPLEMENTAL**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25087, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**25088 CURRICULUM CONSULTANT SERVICES OFFICE OF ACADEMIC AFFAIRS, PLANNING AND RESEARCH-DISTRICT OFFICE – PROFESSIONAL SERVICES AGREEMENT WITH NORTHEASTERN ILLINOIS UNIVERSITY**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25088, incorporated by reference, curriculum consultant services office of academic affairs, planning and research district office – professional services agreement with Northeastern Illinois University, not to exceed \$22,000.00, was placed in the omnibus and adopted by omnibus motion.

**25089 ORACLE SOFTWARE LICENSE – OFFICE OF INFORMATION TECHNOLOGY – DISTRICT OFFICE**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25089, incorporated by reference, authorizing approval of the Oracle Software License – Office of Information Technology – District Office, not to exceed \$1,596,913.00 was placed in the omnibus and adopted by omnibus motion.

**25090 CONSULTANT SERVICES – GRADUATE FOLLOW-UP SURVEY OFFICE OF ACADEMIC AFFAIRS, PLANNING AND RESEARCH – DISTRICT OFFICE**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25090, incorporated by reference, authorizing consultant services for a graduate follow-up survey with Data Prompt for the office of academic affairs, planning and research for the district office, not to exceed \$34,155.00 was placed in the omnibus and adopted by omnibus motion.

**25091 CTA U-PASS PROGRAM AGREEMENT – DALEY COLLEGE**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25091, incorporated by reference, authorizing approval of the CTA U-Pass program agreement at Daley College was placed in the omnibus and adopted by omnibus motion.

**25092 LEGAL INVOICES**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25092, incorporated by reference, approving payment in the amount of \$62,755.99 was placed in the omnibus and adopted by omnibus motion.

**25093 PRINT ADVERTISING SERVICES DALEY, HAROLD WASHINGTON, KENNEDY-KING, MALCOLM X, OLIVE-HARVEY, TRUMAN AND WRIGHT COLLEGES WITH INDIGO**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25093, incorporated by reference, authorizing the print advertising services for all city college campuses with Indigo in the amount of \$28,000 was placed in the omnibus and adopted by omnibus motion.

**25094 UTILITY CONTRACTS**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25094, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**25095 PROPERTY INSURANCE**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25095, incorporated by reference, authorizes the payment to Arthur J. Gallagher & Co. in the amount of \$799,144.00 for such commercial insurance coverage was placed in the omnibus and adopted by omnibus motion.

**25096 EMERGENCY MOVING SERVICES PHASE ONE - WASHINGTON RENOVATION PROJECT - WASHINGTON COLLEGE**

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25096, incorporated by reference, authorizes the payment to Midwest Moving and Storage, Elk Grove Village, IL to complete the moving services required in Phase One of the Washington College Renovation Project in the amount of \$27,248.00 was placed in the omnibus and adopted by omnibus motion.

**25097 CONSULTANT AND PROFESSIONAL SERVICES - MONTHLY SUMMARY PAYMENTS APPROVED BY THE CHANCELLOR (UP TO \$10,000)**

This information report was received and placed on file.

**25098 CONSULTANT AND PROFESSIONAL SERVICES - MONTHLY SUMMARY PAYMENTS APPROVED BY THE OFFICERS OF THE DISTRICT (UP TO \$5000)**

This information report was received and placed on file.

**25099 CLINICAL AND TRAINING AGREEMENTS - MONTHLY SUMMARY AGREEMENTS APPROVED BY THE COLLEGE PRESIDENTS**

This information report was received and placed on file.

**26000 KENNEDY-KING COLLEGE PHI THETA KAPPA REGIONAL CONVENTION**

This information report was received and placed on file.

**26001 TITLE V PROGRAM OPEN HOUSE - MALCOLM X COLLEGE**

This information report was received and placed on file.

**26002 SPECIAL NEEDS NEGOTIATES INTERPRETER CONTRACT - TRUMAN COLLEGE**

This information report was received and placed on file.

**26003 TRUMAN PASSES NCA FOCUS VISIT ON ASSESSMENT - TRUMAN COLLEGE**

This information report was received and placed on file.



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**26004 FOSTER PARENT TRAINING – HAROLD WASHINGTON COLLEGE**

This information report was received and placed on file.

**26005 PROFESSIONAL DEVELOPMENT – HAROLD WASHINGTON COLLEGE (INSEAD)**

This information report was received and placed on file.

**26006 WRIGHT COLLEGE – HUMBOLDT PARK VOCATIONAL EDUCATION CENTER (HPVEC)  
PUERTO RICAN FEDERAL AFFAIRS ADMINISTRATION THANKSGIVING OUTREACH  
PROJECT**

This information report was received and placed on file.

**26007 FACULTY COUNCIL UPDATE – DR. POLLY HOOVER**

This information report was received and placed on file.

#### **OMNIBUS MOTION**

On motion by Tyson, seconded by Newman, the foregoing Board Reports and Resolutions from No. 25070 to No. 26007, were ordered to final vote and declared adopted by a unanimous affirmative voice vote of six voting members present. The student member cast an affirmative advisory vote.

#### **NO CLOSED SESSION**

#### **ADJOURNMENT**

On motion by Tyson, seconded by Mendez, the January 8, 2004 regular meeting of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, was adjourned at 10:55 a.m. by a unanimous affirmative voice vote of the six voting members present.

**Terry E. Newman  
Secretary**

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