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

MINUTES
REGULAR MEETING OF THE BOARD
FRIDAY, DECEMBER 5, 2003 – 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 Friday, December 5, 2003 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 9:25 a.m., but immediately went into the Public Hearing for the Tax Levy 2003 and the regular Board meeting resumed at 9:41 a.m.

PRESENT
BOARD MEMBERS: James C. Tyree, Chairman
James A. Dyson, Vice Chairman
Terry E. Newman, Secretary
Rev. Albert D. Tyson, Ill
Ralph G. Moore
Rudy R. Mendez
Elliott Johnson, Student Trustee
Regina M. Hawkins, Assistant Board Secretary

ABSENT
BOARD MEMBERS Nancy J. Clawson

PRESENT
CCC STAFF: Wayne D. Watson, Chancellor
Yolande Bourgeois, General Counsel
Dolores Javier, Treasurer

VICE CHANCELLORS: Abe Eshkenazi
William Donahue
Maritza Marrero
Deidra Lewis
Claudine Jones
Michael Mutz

PRESIDENTS: Zerrie Campbell
Craig Washington
Nancy Desombre
Phoebe K. Helm
Charles Guengerich
*Clyde El-Amin
Sylvia Ramos

* Interim Position

The Chairman declared a quorum was present.
December 5, 2003
Regular Meeting

(25019) SPECIAL PRESENTATION – Kennedy-King Child Care Center – Holiday Songs to the Board from the children - Chancellor Watson remarked on how the youths are the future and was very pleased to have them join us at the Board meeting.

(25020) REPORT OF THE CHANCELLOR- Presentation, honoring the 2003-2004 Distinguished Professors and Outstanding Employee Awards

(25021) COMMITTEE REPORT – HUMAN RESOURCE SERVICES

The meeting of the Board Committee on Human Resources was held on Tuesday, December 2, 2003. Board Chairman Tyree on behalf of the Trustee Rudy Mendez called the meeting to order at 11:30 a.m. and the minutes of the November 4, 2003 Board Committee meeting were approved.

During the meeting it was reported that:

The Officer of Human Resources worked with the colleges to identify a diverse pool of candidates for faculty employment consideration. A total of 14 faculty candidates were recommended for hire in the December board report.

In addition, staff has been preparing for the upcoming union raises in January. Staff also met several times during the preceding month regarding the payroll process redesign project and developed a spring payroll calendar template.

The President of Harold Washington College was announced and posted on the City Colleges website. The position will be advertised in various periodicals during the months of December and January. Letters of invitation to establish a Selection Committee were prepared and mailed in accordance with Board Rule 17162.

On November 5th, the Living Leadership Program was kicked off and presented to 50 administrators. The six-month program of study will culminate with the Quality Improvement Associate examination scheduled for June 2004.

The medical Open Enrollment was implemented as planned. Staff from the Benefits Unit attend open enrollment meetings at all colleges and the District Office. The deadline for any changes in enrollment is Friday, December 5th.
December 5, 2003
Regular Meeting

(25022) COMMITTEE REPORT – ACADEMIC AFFAIRS & STUDENT SERVICES

The Board Committee on Academic and Student Services met on Tuesday, December 2, 2003 to hear staff reports. Trustee Revered Albert Tyson, III called the meeting to order and the minutes of the November 4, 2003 Board Committee meeting were approved.

Staff Reports:

WYCC: WYCC aired the Illinois High School Football Championship games over the Thanksgiving weekend with new City College recruitment spots, targeted at high school seniors and their parents.

The station is developing a documentary on the 50th year anniversary of the landmark Supreme Court Decision of Brown vs. Board of Education.

The December salute is Lorenzo Padron, a graduate of Harold Washington College, now Commissioner of the Illinois Office of Banks and Real Estate.

The Great Books Town Meeting will occur Thursday at 2p.m. at Malcolm X College featuring students and faculty from all seven city colleges who participated in the Great Books initiative throughout this semester.

Competitive Grants: Vice Chancellor Lewis reported on the District’s grant writing process and practice of utilizing a cadre of part-time grant writers to support the District and the colleges. Trustee Tyson felt it was a priority to find the funding necessary to support hiring additional grant writers. A long-term solution was requested that would integrate this initiative into our strategic plan.

Vice Chancellor Lewis agreed to provide a long-range plan for the competitive grant initiative at next month’s meeting.

Vice Chancellor Lewis referred the Board of Trustees to Item 4J, a proposal to renew the contract for Dr. Clarice Croteau Chonka to continue providing educational technology training, support and research services.

Other: Associate Vice Chancellor Bill McMillian refereed to an article in the Sunday business section concerning the Comeau Pico Project being stalled. Hiring is continuing and will continue this week. Training will begin shortly after that and 200 positions will be announced.

Trustee Tyson commended Vice Chancellor Lewis and Maria Tyson and expressed his appreciation and support of their efforts in addressing the grant situation.

Daley College President Sylvia Ramos reported CCC and the International Brotherhood of Electrical Workers (IBEW) have entered into an exclusive partnership that allows electrician apprentices to earn an Associate in Applied Science (A.A.S.) degree from Daley College while completing their technical training. The program is also available to current IBEW Local Union 134 members. Building on this partnership program, Daley College, the union and other partners are currently involved in a global effort to create a standardized vocational training program for the electrical construction industry.
December 5, 2003
Regular Meeting

(25023) COMMITTEE REPORT – FINANCE, OFFICE OF INFORMATION TECHNOLOGY & ADMINISTRATIVE SERVICES

Office of Finance Report

Trustee Nancy Clawson called the meeting to order and asked for approval of the November 4, 2003 minutes.

- David Narefsky and Steve Washington, outside council from Mayer, Brown and Rowe presented a report on bond proceeds and funds under the IGA agreement and was distributed to the Board of Trustees and Officers of the District.

- The Projected Operating Cash Flow for fiscal year ended June 2004 was included in the board packet.

- The following resolutions were presented for board approval:
  - 1B – Authorization for transfer of funds for the Public Community College Act.

- The following Agreement matters were presented for board approval:
  - 4C – Telephone and switchboard upgrades.
    Wright, Truman Colleges, $28,448.87 – Educational Funds
  - 4D – Sign Language Interpreter Services.
    Daley College – $30,000.00
  - 4E – Print Management System.
    Wright, Harold Washington, Truman, Malcolm X Colleges
  - 4F – Printing Services.
    Malcolm X College, District Office - $4,500

- Updates were given on Adult Education Restricted Funding and the Equalization Task Force.

- A review of the audit report (distributed to the Board of Trustees) for the year ended June 30, 2003 was provided.

- Justin Vanvooran from Ernst & Young provided a summary of the audit engagement.

- The Board of Trustees met privately with Ernst & Young to review the list of required communications.

Office of Information Technology

- During the month of November twelve validation sessions were held which allowed the functional advisory team college staff.

- During the month of December the functional advisory leaders along with the project consultants will begin to analyze the information gathered during the validation sessions. For the month of January, participation by the college staff will be limited.

- During the month of January, participation by college staff will be limited.

- The following Agreement was presented for Board approval:
  - 4C – Telephone and switchboard upgrades.
    Wright, Truman - $28,448.87 (This report was pulled until January)
The following Purchasing Matter was presented for Board approval:

6C – Amendment for Board report 24082 regarding People Soft software licenses and maintenance services for financial allocation correction. *District Office, OIT - $219,026.00 (Educational, GOB fund)*

**Office of Administrative Services**

- CCC will hold a MBE/WBE job fair at the South Shore Cultural Center within the next month.
- The Foundation Package was received and awarded by the Public Building Commission Board at the November PBC Board meeting.
- Triad consulting will give a brief report on their status at Friday’s (12/05/03) Regular Board meeting.

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<tr>
<th>25024</th>
<th>CONSIDERATION OF MINUTES, REGULAR MEETING – November 6, 2003</th>
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<tbody>
<tr>
<td></td>
<td>On motion by Newman, seconded by Dyson, the minutes of November 6, 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.</td>
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<tr>
<th>25025</th>
<th>DECREASE IN ADMINISTRATIVE FEES FOR PREFERRED PROVIDER, ORGANIZATION MEDICAL PLAN</th>
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<tbody>
<tr>
<td></td>
<td>On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25025, incorporated by reference, increase in administrative fees for dental plan was placed in the omnibus and adopted by omnibus motion.</td>
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<tr>
<th>25026</th>
<th>INCREASE IN RATE FOR HEALTH MAINTENANCE ORGANIZATION MEDICAL PLAN FOR MEDICARE-ELIGIBLE RETIREES</th>
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<tbody>
<tr>
<td></td>
<td>On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25026, incorporated by reference, increase in administrative fees for flexible spending account plan was placed in the omnibus and adopted by omnibus motion.</td>
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<tr>
<th>25027</th>
<th>ADMENDMENT TO 2000-2005 COLLECTIVE BARGAINING AGREEMENT BETWEEN BOARD OF TRUSTEES, ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 508 AND FEDERATION OF COLLEGE CLERICAL AND TECHNICAL PERSONNEL, LOCAL 1708, IFT-AFT, AFL-CIO</th>
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<td>On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25027, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.</td>
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<tr>
<th>25028</th>
<th>RESOLUTION AUTHORIZING TRANSFER OF FUNDS</th>
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<tr>
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<td>On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25028, incorporated by reference, authorizing transfer of funds was placed in the omnibus and adopted by omnibus motion.</td>
</tr>
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</table>
December 5, 2003
Regular Meeting

25029  CCC Distinguished Professors for 2003-2004, All Colleges

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25029, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

25030  CCC Distinguished Adjunct Professors for 2003-2004, District Office, All Colleges

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25030, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

25031  CCC Distinguished Adult Educators for 2003-2004, District Office, All Colleges

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25031, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

25032  CCC Distinguished Professional Employees for 2003-2004, District Office, All Colleges

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25032, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

25033  CCC Distinguished Training Specialist Employees for 2003-2004, District Office, All Colleges

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25033, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

25034  CCC Distinguished Clerical/Technical Employee for 2003-2004, District Office, All Colleges

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25034, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

25035  Resolution Authorizing the Amendment of the Intergovernmental Agreement Among the City of Chicago, Community College District Number 508, County of Cook and State of Illinois and the Public Hearing Building Commission of Chicago (Capital Improvement Program) to Provide for the Exchange of Certain Funds and Other Related Matters.

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25035, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

25036  Personnel Report General/Funded

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25036, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.
25037  LECTURESHIPS AND FACULTY OVERTIME ASSIGNMENTS

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25037, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

25038  CONTINUING EDUCATION ASSIGNMENTS

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25038, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

25039  RESOURCE DEVELOPMENT

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25039, incorporated by reference, concerning new proposals/grants, was placed in the omnibus and adopted by omnibus motion.

25040  RESOURCE CONSULTANT SERVICES, EMPLOYMENT SERVICES, OFFICE OF HUMAN RESOURCES AND STAFF DEVELOPMENT, DISTRICT OFFICE

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25040, incorporated by reference, authorizing approval of a contract with Narcisa Polonion of the ACCT in Washington, D.C. for Human Resources consulting services in the amount of $15,000 was placed in the omnibus and adopted by omnibus motion.

25041  PARTNERSHIP WITH CHICAGO HOUSING AUTHORITY, SUPPORTING ACCESS TO CAREER PATHWAYS FOR CHA RESIDENTS AND RELOCATEES

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25041, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

25042  TELEPHONE SWITCHBOARD UPGRADES AT WRIGHT AND TRUMAN COLLEGES

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25042, incorporated by reference, authorizing approval to enter into purchase contracts in the amount of $11,560.63 and $16,888.24 with SBC, Chicago, IL for the purchase of telephone equipment at Wright and Truman Colleges, was placed in the omnibus and adopted by omnibus motion.

25043  SIGN LANGUAGE INTERPRETER SERVICES, DALEY COLLEGE

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25043, incorporated by reference, authorizing an agreement with Chicago Area Interpreter Referral Service in Chicago, IL to provide hearing-impaired students at Daley College for a total not-to-exceed the cost of $30,000 through June 30, 2004, was placed in the omnibus and adopted by omnibus motion.

25044  PRINT MANAGEMENT SYSTEM, WRIGHT, TRUMAN AND MALCOLM X COLLEGES

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25044, incorporated by reference, authorizing approval of an agreement with Today's Business Solutions to continue the program on an-on-going basis through June 30, 2006, was placed in the omnibus and adopted by omnibus motion.
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25045 EXTENSION OF TRO PLATO SERVICE AGREEMENT, ALL COLLEGES (Amend Board Report #23097, dated 2/7/02)

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25045, incorporated by reference, authorizing approval of an agreement with PLATO Learning, Inc., Bloomington, MN in the amount of $15,000.00 for the software support services for the PLATO tutoring software at all colleges for the period ending July 31, 2004, was placed in the omnibus and adopted by omnibus motion.

25046 SBC TELECOMMUNICATION SERVICE AGREEMENTS, OFFICE OF INFORMATION TECHNOLOGY, DISTRICT OFFICE

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25046, incorporated by reference, authorizing approval of an agreement with SBC to provide Centrex telephone and voice messaging services for a period of two years and master discount agreement for products, local access, optional access services, local usage and other services, was placed in the omnibus and adopted by omnibus motion.

25047 PRINTING SERVICES, MALCOLM X COLLEGE

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25047, incorporated by reference, authorizing an agreement with A Plus Media, Inc. to provide creative services to Malcolm X College to develop a high quality brochure in the amount of $4,500.00, was placed in the omnibus and adopted by omnibus motion.

25048 EDUCATIONAL TECHNOLOGY SPECIALIST AND GRANT FACILITATOR

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25048, incorporated by reference, authorizing an agreement with Dr. Clarisse Croteau-Chonka to continue providing necessary educational technology training, support and research services, and grant facilitation services to support the continued delivery of quality educational programs and services to CCC students at a cost not to exceed $35,000, was placed in the omnibus and adopted by omnibus motion.

25049 PROFESSIONAL SERVICES MARKETING AND PUBLIC RELATIONS – DISTRICT OFFICE

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25049, incorporated by reference, authorizing a professional services agreement with A Plus Media for the design and creative work needed to produce Adult Education brochures and general promotional posters to support Spring 2004 enrollment, at a cost not to exceed a total of $6,000 was placed in the omnibus and adopted by omnibus motion.

25050 WYCC-TV PROFESSIONAL SERVICE AGREEMENT – DEBORAH J. CRABLE

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25050, incorporated by reference, authorizing an agreement with Deborah J. Crable, December 2003 through May 2004 at a hourly rate of $25.50, not to exceed a total of $26,500, was placed in the omnibus and adopted by omnibus motion.

25051 LEGAL INVOICES

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25051, incorporated by reference, approving payment in the amount of $46,379.40 was placed in the omnibus and adopted by omnibus motion.
25052 NURSING COMPREHENSIVE REVIEW

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25052, incorporated by reference, authorizing the firm of Sylvia Rayfield and Associates for the comprehensive nursing review, at a cost not to exceed $25,000 for the period of December 2003 through May 2004, was placed in the omnibus and adopted by omnibus motion.


On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25053, incorporated by reference, authorizing Health Education Systems, Inc to deliver the comprehensive exam for Fall 2003, Spring 2004, and Summer 2004, as well as review examinations for the fall and spring semesters, at an approximate cost of $16,500.00, was placed in the omnibus and adopted by omnibus motion.

25054 PEOPLESOFT SOFTWARE LICENSES, SOFTWARE MAINTENANCE SERVICES, TRAINING SERVICES AND INSTALLATION SERVICES, OFFICE OF INFORMATION TECHNOLOGY, DISTRICT OFFICE

On motion by Tyson, seconded by Newman, the foregoing Board Report No. 25054, incorporated by reference, amend the board report #24082 dated November 6, 2003 to reflect the fund allocations as $169,486.00 – Educational Fund #50800-0015508 and $49,540.00 – G.O. Bond Fund 92009 not to exceed $219,026.00, was placed in the omnibus and adopted by omnibus motion.

25055 CONSULTANT AND PROFESSIONAL SERVICES – MONTHLY SUMMARY PAYMENTS APPROVED BY THE CHANCELLOR (Up to $10,000)

This information report was received and placed on file.

25056 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.

25057 CLINICAL AND TRAINING AGREEMENTS – MONTHLY SUMMARY AGREEMENTS APPROVED BY THE COLLEGE PRESIDENTS

This information report was received and placed on file.

25058 RESPIRATORY CARE WEEK, RESPIRATORY CARE PROGRAM, MALCOLM X COLLEGE

This information report was received and placed on file.

25059 THE LATINO COMMUNITY RECOGNIZED, MALCOLM X COLLEGE

This information report was received and placed on file.
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25060 MONTH-LONG ACTIVITIES RECOGNIZING, LATINO/HISPANIC HERITAGE MONTH, MALCOLM X COLLEGE

This information report was received and placed on file.

25061 I HAVE A DREAM SCHOLARSHIP DRIVE LASALLE BANK CHICAGO MARATHON, OCTOBER 12, 2003, MALCOLM X COLLEGE

This information report was received and placed on file.

25062 DR. HELM SELECTED HEAD OF CANCER SOCIETY BOARD, TRUMAN COLLEGE

This information report was received and placed on file.

25063 DIRECTOR PRESENTS AT NATIONAL CONFERENCES, TRUMAN COLLEGE

This information report was received and placed on file.

25064 ANHEAUSER-BUSCH DONATES $15,000 FROM CONCERT, TRUMAN COLLEGE

This information report was received and placed on file.

25065 BILINGUAL LEARNING COMMUNITY WINS ICCB AWARD, TRUMAN COLLEGE

This information report was received and placed on file.

25066 TRUMAN PASSES NCA FOCUS VISIT ON ASSESSMENT, TRUMAN COLLEGE

This information report was received and placed on file.

25067 GOOD LIFE DAY AT WRIGHT COLLEGE, A PARTNERSHIP PROGRAM SPONSORED BY LASALLE BANK, ELI'S CHEESECAKE AND WRIGHT COLLEGE

This information report was received and placed on file.

25068 FACULTY COUNCIL UPDATE

This information report was received and placed on file.

25069 SPEAKERS THAT ADDRESS THE BOARD:
BILL BROWN, WRIGHT COLLEGE
MICHAEL MCHUGH PRESIDENT ASFCME, LOCAL 3506

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. 25024 to No. 25054, 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 Newman, the December 5, 2003 regular meeting of the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, was adjourned at 10:25 a.m. by a unanimous affirmative voice vote of the six voting members present.

Terry E. Newman
Secretary