

**26146**

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

**MINUTES**  
**REGULAR MEETING OF THE BOARD**  
**THURSDAY, MARCH 4, 2004 – 9:00 A.M.**

**Wright College**  
**Atrium**  
**4300 N. Narragansett**  
**Chicago, Illinois 60634**

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, as scheduled on Thursday, March 4, 2004 at 9:00 a.m. was held at Wright College, 4300 N. Narragansett in the Atrium, Chicago, Illinois was called to order at 9:30 a.m.

**PRESENT**

**BOARD MEMBERS:**

**James C. Tyree, Chairman**  
**Terry E. Newman, Secretary**  
**Rudy R. Mendez**  
**Nancy J. Clawson**  
**Elliott Johnson, Student Trustee**  
**Regina M. Hawkins, Assistant Board Secretary**

**ABSENT**

**BOARD MEMBERS:**

**James A. Dyson, Vice Chairman**  
**Ralph G. Moore**  
**Rev. Albert D. Tyson, III**

**PRESENT**

**CCC OFFICERS**

**OF THE DISTRICT:**

**Wayne D. Watson, Chancellor**  
**Yolande Bourgeois, General Counsel**  
**Dolores Javier, Treasurer**

**VICE CHANCELLORS:**

**Abe Eshkenazi**  
**William Donahue**  
**Deidra Lewis**  
**Claudine Jones**  
**Michael Mutz**  
**\*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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- (26048) CHANCELLOR'S REPORT (NONE)**
- (26049) COLLEGE REPORT – WRIGHT COLLEGE (SCHOLARS)**
- (26050) COMMITTEE REPORT – HUMAN RESOURCE SERVICES**

The meeting of the Board Committee on Human Resources was held on Tuesday, March 2, 2004. Committee Chair Rudy Mendez called the meeting to order at 10:20 a.m. Minutes of the February 5, Board Committee meeting were approved. During the meeting it was reported that:

**Staff Reports:**

The Office of Human Resources spent a greater share of February involved in the implementation of PeopleSoft system process changes as they related to collective bargaining agreements past, present and future. It is one thing to negotiate terms and conditions of employment; it is another to administer them via a fairly new and dynamic information system. As the functional experts in human resources, staff met on a regular basis with the Office of Information Technology to work out IEA-NEA (adjunct faculty) negotiation outcomes. Such activities included the following:

- \*Created a new job family and four (4) multiple job codes that will drive the compensation and benefits features associated with each

- \*Developed a new salary and grade table

- \*Developed new benefits tables and determined the eligibility of job groups for the same

- \*Determined whether or not payment of benefit premiums can be made via the system or if it must be done manually

Besides supporting this labor effort, staff continued to support the SEIU and 1600 negotiations preparations.

Recognizing that benefits will play a central role in all negotiations, staff has provided a variety of high-level reports and charts that indicate the trends in public service as well as other institutions of higher learning.

Participation in the payroll process redesign efforts has resulted in a tremendous increase in the timely (meaning within the first two weeks of the semester) payment of contracts to lecturers. Modifications in the auditing processes in both HR and Payroll, on-site training at some of the colleges, and better communications between the District offices and the colleges have all played a part in this accomplishment.

- \*New Employee Orientation was held on February 26. Seven (7) new employees joined the CCC staff.

- \*1,297 personnel transactions were processed during the month of February.

At 10:24 a.m., Mr. Mendez 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 10:40 a.m., the closed session ended.

At 10:41 a.m., the Open Meeting was reconvened. On behalf of the committee, Chair Mendez forwarded personnel items to the whole Board for consideration.

At 10:42 a.m., the Committee meeting was adjourned.

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**(26051) COMMITTEE REPORT – ACADEMIC AFFAIRS & STUDENT SERVICES**

The Board Committee on Academic and Student Services met on Tuesday, March 2, 2004 to hear staff reports.

**Staff Reports:**

**End of Term Enrollment Report for fall 2003** Deidra Lewis, Vice Chancellor for Academic Affairs reported the credit program headcount increased by 4.5% and FTE increased by 6.3%. The Adult Education headcount decreased by 6.2% and FTE decreased by 4.9%. A significant portion of the Adult Education decrease results from the closing of Malcolm X College's adult education program at the Department of Corrections. The college is working with the Department of Corrections to reopen the program this spring with appropriate agency cooperation and controls in place.

**Academic Calendar** Vice Chancellor Lewis requested approval of the Academic Calendar beginning summer 2004 through spring 2005 and mirrors exactly the current calendar. Ms. Lewis indicated that in an effort to facilitate the colleges' schedule development for summer and fall, this revised one-year calendar which goes through Spring 05 is being presented for the Board's consideration.

**WYCC Update** General Manager Maria Moore submitted board actions 6A, B, and C for your consideration.

The Great Books project team determined a new theme and reading list for fall '04 coursework. "Power and Passion" will be revealed through the readings of The Prince, Things Fall Apart, The Death of Artemio Cruz, and Othello. Copies of the books will be provided to board members next fall.

CCC and Northwestern's jointly-produced election coverage will begin airing at 9:30 p.m. on March 16<sup>th</sup>.

WYCC shared with the committee three new promos produced for broadcast in the Illinois High School basketball championships which began on WYCC last weekend.

**(26052) COMMITTEE REPORT – FINANCE, OFFICE OF INFORMATION TECHNOLOGY & ADMINISTRATIVE SERVICES**

**Office of Finance Report**

- Vice Chancellor Eshkenazi stated that the Projected Operating Cash Flow for Fiscal Year ended June 2004 was included in the board packet.
- Vice Chancellor Eshkenazi presented the following resolution for board approval:
  - 1C: Authorizing the transfer of funds as required by the Public Community College Act
  - 1D: To amend the investment and depository policies to reflect changes in authorized signatures.
- Vice Chancellor Eshkenazi reported that the financial statements regarding the results of operation for the seven months ended January 31, 2004 was included in the board packet.

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Trustee Nancy Clawson requested Vice Chancellor William Donahue to report on the Office of Administrative Services.

Office of Administrative Services

- Vice Chancellor Donahue reported that the RFP on the South Shore Culinary Project was released February 16<sup>th</sup> 2004 and is scheduled to receive its final bids no later than March 15<sup>th</sup>, 2004.

At 10:10 am the meeting was adjourned.

**26053      CONSIDERATION OF MINUTES, REGULAR MEETING – March 4, 2004**

On motion by Newman, seconded by Mendez, the minutes of March 4, 2004, 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 five voting members present. The student member cast an affirmative advisory vote.

**26054      RESOLUTION: TENTATIVE AGREEMENT FOR A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE BOARD OF TRUSTEES AND CITY COLLEGES CONTINGENT LABOR ORGANIZING COMMITTEE, IEA-NEA**

On motion by Newman, seconded by Mendez, the foregoing Board Report No. 26054, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26055      RESOLUTION: TO APPROVE AND ADOPT ACADEMIC CALENDAR FOR FALL 2004 THROUGH SUMMER 2005**

On motion by Newman, seconded by Mendez, the foregoing Board Report No. 26055, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26056      RESOLUTION: AUTHORIZING TRANSFER OF FUNDS**

On motion by Newman, seconded by Mendez, the foregoing Board Report No. 26056, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26057      RESOLUTION: AMEND THE RULES FOR THE MANAGEMENT AND GOVERNMENT OF THE CITY COLLEGES OF CHICAGO INVESTMENT AND DEPOSITORY POLICIES [ARTICLE V, SECTION 5.4.4 AND APPENDIX 29]**

On motion by Newman, seconded by Mendez, the foregoing Board Report No. 26057, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26058      PERSONNEL REPORT GENERAL/FUNDED**

On motion by Newman, seconded by Mendez, the foregoing Board Report No. 26058, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

**26059      LECTURERSHIPS AND FACULTY OVERTIME ASSIGNMENTS**

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On motion by Newman, seconded by Mendez, the foregoing Board Report No. 26069, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

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| <b>26070</b> | <b>CONSULTANT AND PROFESSIONAL SERVICE AGREEMENTS MONTHLY SUMMARY PAYMENTS APPROVED BY THE OFFICERS OF THE DISTRICT (UP TO \$5,000)</b> |
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On motion by Newman, seconded by Mendez, the foregoing Board Report No. 26070, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

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| <b>26071</b> | <b>CLINICAL AND TRAINING AGREEMENTS MONTHLY SUMMARY AGREEMENTS APPROVED BY THE COLLEGE PRESIDENTS</b> |
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On motion by Newman, seconded by Mendez, the foregoing Board Report No. 26071, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

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| <b>26072</b> | <b>NATIONAL HEAD START ORGANIZATION 20<sup>TH</sup> ANNUAL PARENT TRAINING CONFERENCE SAN JUAN, PUERTO RICO - DISTRICT OFFICE</b> |
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On motion by Newman, seconded by Mendez, the foregoing Board Report No. 26072, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

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| <b>26073</b> | <b>SOUTH CHICAGO CHAMBER OF COMMERCE HONORS EDUCATORS OF THE YEAR (2004) OLIVE-HARVEY COLLEGE</b> |
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On motion by Newman, seconded by Mendez, the foregoing Board Report No. 26073, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

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| <b>26074</b> | <b>FULL-TIME AND ADJUNCT FACULTY ORIENTATION - WASHINGTON COLLEGE</b> |
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On motion by Newman, seconded by Mendez, the foregoing Board Report No. 26074, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

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| <b>26075</b> | <b>HAROLD WASHINGTON COLLEGE CELEBRATES AFRICAN AMERICAN HERITAGE MONTH</b> |
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On motion by Newman, seconded by Mendez, the foregoing Board Report No. 26075, incorporated by reference, was placed in the omnibus and adopted by omnibus motion.

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| <b>26076</b> | <b>WILBUR WRIGHT COLLEGE HOSTS WORKSHOP SPONSORED BY THE CITY OF CHICAGO DEPARTMENT OF THE ENVIRONMENT, THE ILLINOIS EPA AND U.S. EPA</b> |
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This information report was received and placed on file.

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| <b>26077</b> | <b>AN ALLIANCE BETWEEN WILBUR WRIGHT COLLEGE ENVIRONMENTAL TECHNOLOGY PROGRAM AND THE U.S. DEPARTMENT OF LABOR'S OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION - CHICAGO NORTH AREA OSHA OFFICE</b> |
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This information report was received and placed on file.