

Minutes of the Regular Meeting of the Board of Trustees of Community College District No. 532, County of Lake and State of Illinois, held at the Administration Office of the College of Lake County, 19351 W. Washington Street, Grayslake, Illinois on November 27, 2012 at 6:00 P.M.

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Call to Order:       The meeting was called to order at 6:00 P.M. by Chairman Anderson.  
6:00 P.M.

Roll Call:           Present: Mr. Anderson, Ms. Goshgarian, Dr. Griffin, Mr. Lumber, Mrs. Oilschlager, Ms. Paul and Ms. Westberg, Student Trustee

Absent: Ms. Howland

Others Present: Dr. Weber, President; Mr. Agazzi, Vice President for Administrative Affairs; Ms. Drummond, Vice President for Student Development; Dr. Haney, Vice President for Educational Affairs; Ms. Mason, Administrative Assistant to the President/Recording Secretary; Ms. Chandy, Executive Assistant to the President; Mr. Devore, Executive Director of CLC Foundation; Mr. Harden, Chief of Staff; Ms. Hlavin, Assistant Vice President for Student Development; Ms. Hoy, Faculty Senate Chair; Ms. Johnson, Executive Director of Career and Placement Services; Mr. Johnson, Director of Facilities; Mr. Kyriakos, Media Technology Specialist; Mr. Levandowski, Heating and Air Conditioning Engineering Technician Instructor; Dr. O'Brien, Assistant Vice President for Educational Affairs; Ms. Patrick, Interim Dean of Counseling, Advising, and Transfer Center; Mr. Poulos, Dean of Business Services and Finance; Ms. Rarick, Senior Marketing/Communications Analyst; Mr. Sanghvi, Chief Information Officer; Dr. Santos-George, Assistant Director of Educational Affairs Operations; Ms. Schiele, Executive Director of Public Relations and Marketing; Mr. Twardock, Interim Dean of Engineering, Mathematics, and Physical Science Division; Mr. Williams, Controller; Ms. Yasecko, Executive Director of Human Resources; Mr. DeBruler, The DeBruler Company; Mr. Garduno, CLC Student; Ms. Lutner, Legal Counsel, Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd.; Ms. Mullaney, Cotter Consulting; Mr. Riley, Legal Counsel, Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd.; Mr. Rosas, CLC Student; Mr. Sronkoski, Legat Architects, Inc.; and other guests.

Approval of       The Agenda was presented to the Board for approval.  
the Agenda:

**It was moved** by Oilschlager, seconded by Paul, that the Agenda be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Public Hearing  
FY 2012 Tax  
Levy: Chairman Anderson announced that the first order of business was the Public Hearing to review a proposed 2012 property tax levy for Community College District No. 532. He referenced the Notice of Public Hearing published in the *Daily Herald* and *Lake County News Sun* on November 14, 2012. Chairman Anderson invited the audience to address any questions or concerns regarding the proposed tax levy. As there were no questions, concerns, or comments, Chairman Anderson declared the Public Hearing closed.

Minutes of  
Regular  
Meeting of  
October 23,  
2012: The Minutes of the Regular Meeting of October 23, 2012 were presented to the Board for approval.  
  
**It was moved** by Oilschlager, seconded by Paul, that the Minutes of the Regular Meeting of October 23, 2012 be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:  
Student Advisory Vote: Aye – Westberg  
Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul  
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Minutes of  
Closed  
Meeting of  
October 23,  
2012: The Minutes of the Closed Meeting of October 23, 2012 were presented to the Board for approval.  
  
**It was moved** by Oilschlager, seconded by Paul, that the Minutes of the Closed Meeting of October 23, 2012 be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:  
Student Advisory Vote: Aye – Westberg  
Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul  
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Receipt of  
Notices, Com-  
munications,  
Hearings, and  
Petitions: Chairman Anderson announced that this was the point in the meeting reserved for those in the audience who wished to address the Board. There were no comments from the audience.

Chairman's  
Report: Chairman Anderson announced that invitations to the December 11, 2012 Legislative Dinner were at their places.

Chairman's  
Report:  
(Cont.)

As a reminder to those Trustees who have not completed the Open Meetings Act online training, Chairman Anderson requested that they do so by the end of December. In addition to himself, he noted that Trustees Goshgarian, Griffin, Lumber, and Oilschlager have completed the training.

Commenting on the activities of the Illinois Community College Trustees Association (ICCTA), Chairman Anderson stated that an ICCTA Seminar and Board of Representatives Meeting were held on November 9-10, 2012 in Chicago. In addition to himself, Chairman Anderson noted that Trustee Griffin attended these events. Trustee Griffin mentioned that Attorney Robert Riley's firm did an excellent job in presenting a *Legal and Legislative Update* with a discussion on the Open Meetings Act. He noted that additional topics discussed included healthcare insurance and future pension costs and issues. Chairman Anderson commented that an in depth discussion was held that focused on pension reform and shifting the employer's share of public employee pension costs to local community college districts. It was noted that the Fall Veto Session in Springfield began today with Dr. Weber commenting that he heard that the consensus was that pension reform would not be addressed until the January 2013 session. Dr. Weber also mentioned that ICCB's President/CEO, Mr. Geoffrey Obrzut, sent an email to the Illinois community college Presidents emphasizing the importance of getting the word out on the Governor's public awareness campaign on pension reform. Chairman Anderson also complimented Attorney Riley and his firm of Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd. for their sponsorship of the *Legal and Legislative Update*.

Chairman Anderson indicated that Student Trustee Westberg attended the Illinois Community College Board (ICCB) Student Advisory Committee (SAC) Meeting also held in Chicago on November 9-10, 2012. Commenting on the meeting, Student Trustee Westberg stated that the SAC sub-committees have been working on planning activities for the coming year. She noted that the Legislative Committee plans to participate in Student Advocacy Day and emphasize funding for Adult Education. In addition, Student Trustee Westberg commented that the Outreach Committee that she serves on plans to work with Illinois community colleges to participate in a statewide event to promote anti-bullying and suicide prevention awareness. She stated that she also had the opportunity to help develop the pledge that will be used for this event. On a final note, Student Trustee Westberg advised that the City Colleges of Chicago were granted one vote per college rather than a single vote to represent all the colleges.

At a recent Phi Theta Kappa (PTK) event, Student Trustee Westberg commented that the PTK officers were fortunate to have two Trustees attend the event and share their knowledge with the students. Trustee Oilschlager mentioned that Student Trustee Westberg did a great job and acted as the moderator for the event.

Chairman's Report: (Cont.)

Commenting on the Board agenda, Chairman Anderson stated that two agenda items would be held for discussion during this evening's Closed Meeting – Agenda Item 9.3.1, Resolution Authorizing the Administration to Enter Into a Contract to Purchase and Acquire Property Located at 31 N. Genesee Street, and Agenda Item 11.1.1, Termination.

Chairman Anderson requested a Closed Meeting following the Regular Meeting under Chapter 5 of the Illinois Compiled Statutes (ILCS) 120 (Open Meetings Act)/Sections 2c(1) to discuss the “appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body;” 2(c2) to discuss “collective negotiating matters between the public body and its employees or their representatives;” and 2c(5) to discuss “the purchase or lease of real property for the use of the public body” with action to be taken after the Closed Meeting.

At the conclusion of the Chairman's Report, Trustee Oilschlager commented that she was told today that Ms. Sue Morris was elected an officer of the Midwest Higher Education Compact. She suggested that Chairman Anderson send a letter on behalf of the Board to Ms. Morris congratulating her and thanking her for her past efforts on behalf of the College as a member of the CLC Foundation.

Chairman Anderson mentioned that ICCTA sent an email today on Ozarks Technical Community College launching a marketing campaign comparing their tuition costs against for-profit institutions. From her communications, Trustee Oilschlager noted that she understood that there have been many positive comments on community colleges taking a stand in being more aggressive in marketing not-for-profit institutions.

Report of the President:

Dr. Weber thanked Trustees Goshgarian and Paul for attending the Man Up Conference at CLC on October 26. He stated that approximately 320 high school, middle school, and CLC students attended the conference that was sponsored by Student Development and co-sponsored by Men of Vision. Dr. Weber commented that the keynote speaker, Dr. Bennie Lambert, Vice President of Student Services for Lone Star College in Houston, Texas, spoke about young adult leadership and goal-setting for college. Dr. Weber expressed his appreciation to Ms. Darl Drummond, Vice President for Student Development, and her department, staff, faculty, and student volunteers who helped to make this conference a success.

Dr. Weber also thanked Chairman Anderson and Trustee Oilschlager for attending the Lake County Partners (LCP) Annual Meeting at the Lincolnshire Marriott on November 15. He noted that this event was a good opportunity to network with business and community leaders. Dr. Weber also mentioned that he serves on the LCP Board of Governors and, in that capacity, he and Dr. Rich Haney, Vice President for Educational Affairs, are scheduled to give a presentation at the December 13 LCP Board of Governors Meeting on how CLC can support economic development and workforce skills issues.

Report of the  
President:  
(Cont.)

Once again, Dr. Weber announced that CLC was recently named a top military friendly school by Military Advanced Education (MAE) and noted that this was the third consecutive year that CLC has received this designation. He noted that each institution was rated in the four categories of military culture, support services, financial, and flexibility. Dr. Weber advised that CLC will be listed as a “top performer in Military Advanced Education’s 2013 Guide to Military-Friendly Colleges and Universities” and will be allowed to use the MAE logo in its marketing materials. He extended his congratulations to Ms. Drummond and Ms. Karen Hlavin, Assistant Vice President for Student Development, and their staffs on this recognition.

Dr. Weber also announced that Ms. Cassandra McKinney, Director of Green Economy and Sustainable Water Center, is pictured on the cover of the December 2012 issue of *Lake County Magazine* and featured as one of “10 Intriguing People” in Lake County. Dr. Weber circulated the publication.

In regard to working with the University Center of Lake County (UCLC) on partnerships, Dr. Weber advised that those discussions were still continuing. He stated that he was planning to meet with Dr. Gary Grace, Executive Director of UCLC, later this week to review CLC’s proposal and discuss how our two institutions could work together.

At the conclusion of his report, Dr. Weber invited Mr. David Agazzi, Vice President for Administrative Affairs, to present an update on the CLC Sustainable Master Plan. Mr. Agazzi distributed a copy of his presentation for the Board’s review. Highlights of his presentation included an overview of the original master plan diagram; recommended revisions for renovating the B and C wings for a Student Center; revised master plan diagram; new consensus plan for level 2; new consensus plan for the basement; other revisions, including the creation of flexible space for future use, reducing other items, and increasing the allocation for the Science and Engineering Building; items still included in the master plan; and the College’s response to the new plan, including space or funds needed for an Advanced Manufacturing Center, Mechatronics Program, Auto Body Repair Program, and the designation of an inter-faith area. In regard to Agenda Item 9.2.1, Resolution Authorizing the Approval of the College of Lake County Sustainable Master Plan, Trustee Goshgarian expressed her concern related to the language in the Resolution stating that “all projects should be performed in the most sustainable manner possible.” She mentioned her surprise that the language did not include reference to the projects being performed in a fiscally responsible manner as well. Mr. Agazzi agreed with Trustee Goshgarian and mentioned that the costs for all the projects would be approved individually by the Board. Mr. Agazzi responded to the Board’s questions related to the reason for the relocation of the CLC Police Department and the life expectancy and replacement costs of solar panels. Regarding the issue of sustainability, Dr. Weber commented that the administration would be seeking grants for some areas, should the Board approve the College’s Sustainable Master Plan this evening. Following a brief question and answer period, the Board thanked Mr. Agazzi for his presentation.

Board  
Objectives  
and Policy:

Establishment of Regular Meeting Dates, Times, and Places – Second Reading was presented to the Board for approval.

**It was moved** by Griffin, seconded by Goshgarian, that Establishment of Regular Meeting Dates, Times, and Places – Second Reading be approved as presented and made a part of the official minutes.

Dr. Weber stated that he spoke to the Trustees about moving the start time of next year's Board Meetings from 6:00 P.M. to 7:00 P.M. He mentioned that his thought in changing the start time was to schedule Committee of the Whole Meetings, if needed, at 6:00 P.M. However, Dr. Weber noted that it was just as easy to keep the same start time of 6:00 P.M.

Trustee Goshgarian commented that Committee of the Whole Meetings are needed. As many meetings run late into the evening, she noted that it would be beneficial to keep the start time at 6:00 P.M. However, Trustee Goshgarian indicated that it was okay with her to change the start time to 7:00 P.M. and schedule Committee of the Whole Meetings at 6:00 P.M. She also noted that sometimes it was difficult to conclude a Committee of the Whole Meeting in one hour.

In his discussions with the Board, Dr. Weber remarked that sometimes it was difficult to schedule a Committee of the Whole Meeting based on the Trustees' availability. He noted that he previously suggested scheduling Committee of the Whole Meetings on the second Tuesday of the month to discuss strategic planning, but another option might be to include those types of discussions in the context of the Board Meetings.

Even though a 6:00 P.M. start time is difficult for him, Chairman Anderson commented that a 6:00 P.M. start time works out well for the Trustees. He noted that additional reports could be included in the context of the Board Meetings.

Trustee Oilschlager stated that Board Meetings used to start at 7:00 P.M. However, when she became Board Chair, the Trustees asked that the start time be changed because the meetings were so long. For past meetings this year, she commented that if the start would have been 7:00 P.M., the February meeting would have concluded at 11:00 P.M., the April meeting would have concluded at 11:45 P.M., and the May meeting would have concluded at 11:45 P.M. In addition, she noted that the meetings have to be accessible to the public. Trustee Oilschlager also commented that it was irritating to her that Dr. Weber called her last Tuesday asking for her input on changing the start time to 7:00 P.M., and he told her that it really did not matter because other Trustees were okay with changing the start time to 7:00 P.M. Trustee Oilschlager stated that she was in favor of keeping the start time at 6:00 P.M. with Committee of the Whole Meetings scheduled prior to 6:00 P.M.

Trustee Griffin stated that whatever start time the Board wanted was fine with him.

Board  
Objectives  
and Policy:  
(Cont.)

Trustee Lumber commented that he was sympathetic to a 6:00 P.M. start time.

Trustee Paul indicated that she was in favor of a 6:00 P.M. start time.

Regarding this agenda item being a Second Reading, Trustee Oilschlager stated that she would have appreciated knowing about the date change for one of the meetings that was made after the First Reading and incorporated into the Second Reading. She requested that changes made to any policies after the First Reading be communicated to the Board.

Trustee Griffin changed his motion, seconded by Trustee Goshgarian, that Establishment of Regular Meeting Dates, Times, and Places – Second Reading be approved as amended to reflect a start time of 6:00 P.M. with the same meeting dates and be made a part of the official minutes.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Policy 442 – Abused and Neglected Child Reporting – New – First Reading was presented to the Board. Since this was a First Reading, no action was required.

Policy 971 – Abused and Neglected Child Reporting – New – First Reading was presented to the Board. Since this was a First Reading, no action was required.

In regard to Policies 442 and 971, Trustee Lumber questioned whether the Child Care Department and Child Care Center were already following these requirements. Ms. Drummond replied that they were, but this new law encompasses a broader scope and requires student mandated reporters and designated mandated reporters for all college employees. She stated that all employees and students covered by the Abused and Neglected Child Reporting Act will be required to complete online training by the Illinois Department of Children and Family Services (DCFS).

In regard to Illinois legislation on universities or schools as abandoned baby drop-off sites, Mr. Agazzi stated that a new CLC policy would be brought forward to the Board as a First Reading at the December meeting.

Policy 721 – Textbook Sales – Revision – First Reading was presented to the Board. Since this was a First Reading, no action was required.

Trustee Goshgarian commented that she was pleased that the College was changing the policy to endorse the practice of textbook rental. Dr. Haney noted that full-time faculty has the ability to select their textbooks, and they completely understand the high cost of textbooks. He further indicated that the College has a textbook buy-back program for students.

Board  
Objectives  
and Policy:  
(Cont.)

Policy 419 – Graduation Requirements – Revision – First Reading was presented to the Board. Since this was a First Reading, no action was required.

Trustee Oilschlager commented that it was nice to see the implementation of this revised policy that would most certainly increase CLC's graduation rates and provide an easier process for students.

Ms. Drummond noted that this revised policy would have a big impact on CLC's graduation rates by eliminating the requirement for students who intend to receive a degree or certificate to complete a Petition for Graduation form. She also commented that the implementation of the degree audit report would help with the completion agenda.

In regard to revised Policy 419, Ms. Hlavin explained the process that would be followed in notifying students who have earned the credentials to receive degrees or certificates and the mailing of diplomas. She also stated that no degrees or certificates would be awarded, if there was a financial hold on a student's record. In addition, Ms. Hlavin explained the degree audit report that will be implemented.

The Board engaged in a brief discussion on marketing to out-of-district areas, online instruction, and the number of CLC degrees, certificates, and courses available online.

Dr. Weber stated that a presentation on the degree audit report would be scheduled at a future Board Meeting.

Financial:

Resolution Authorizing Budget Transfers and Accepting Monthly Financial Report was presented to the Board for approval.

**It was moved** by Griffin, seconded by Goshgarian, that the Resolution Authorizing Budget Transfers and Accepting Monthly Financial Report be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Resolution Adopting 2012 Tax Levy was presented to the Board for approval.

**It was moved** by Lumber, seconded by Griffin, that the Resolution Adopting 2012 Tax Levy be approved as presented and made a part of the official minutes.



Financial: At Trustee Oilschlager's request, Mr. Agazzi provided a brief explanation on the  
(Cont.) 2012 Tax Levy. While the College is levying a 6.15% increase, he noted that the actual amount received would depend on the growth of the tax base and it was likely that the College would not receive the full increase for which it was levying. Mr. Agazzi stated that it was important for the College to levy to the full amount or the College would forever lose its ability to extend the tax rate to the full tax base. In addition, Mr. Agazzi explained the property tax impact of EAV (Equalized Assessed Valuation).

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Purchasing: Biddable Items were presented to the Board for approval.

**It was moved** by Lumber, seconded by Griffin, that Biddable Items be approved as presented and made a part of the official minutes.

In response to Trustee Oilschlager's request for an explanation of Agenda Item 8.1.1, Mobile Classroom, Instructor Al Levandowski stated that a 53 foot mobile trailer would be pulled by a bonded semi-truck company that would allow the HVAC Engineering Technology Academic Program to offer off-site training throughout Lake County to meet the needs of displaced workers and Trade Adjustment Assistance (TAA) students.

Trustee Goshgarian questioned why the budget for the mobile classroom was so high at \$144,953.00 when the low bid came in at \$62,861.60. Dr. Haney replied that the low bid for Agenda Item 8.1.2, Equipment for Mobile Classroom, came in at \$33,270.00 which is also included in the total budgeted amount of \$144,953.00. He noted that additional small miscellaneous purchases would be made for the mobile classroom that would also be included in the total project cost of \$144,953.00. In the future, Trustee Goshgarian requested that the language be clarified.

In response to Trustee Lumber's question as to where the mobile classroom would be located, Instructor Al Levandowski replied that the College would be working with local villages on that aspect and indicated that the mobile classroom would be treated as a building.

Trustee Oilschlager commented that the language in Agenda Items 8.1.5, Southlake Restroom Renovation; 8.1.6, Southlake Roof Replacement; and 8.1.7, Window Replacement, states that "The Fiscal Year 2013 budgeted amount for construction projects from this account is \$718,500.00," but the budgeted amount for all three projects is different. Trustee Oilschlager requested that the Board receive clarification of amounts and budgets for purchasing contracts with multiple projects from the same budget.

Purchasing: In regard to Agenda Item 8.1.9, Cafeteria Food for Resale, Trustee Oilschlager  
(Cont.) commented that this was a multi-year contract that the Board was being asked to approve for the first year with subsequent years contingent upon Board approval of future budgets. Trustee Oilschlager noted that she thought this was against Board policy and requested that this topic be added to the agenda for the February 2013 Finance Retreat.

In regard to the awarding of purchasing contracts and buying locally, Trustee Paul questioned whether there was a report indicating where the College was spending its money geographically – locally or across the country in Texas. Mr. Agazzi stated that a report would be compiled with the information requested by Trustee Paul for discussion at the February 2013 Finance Retreat.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Authorization to Purchase Non-Biddable Items was presented to the Board for approval.

**It was moved** Griffin, seconded by Lumber, that Authorization to Purchase Non-Biddable Items be approved as presented and made a part of the official minutes.

In regard to Agenda Item 8.2.2, Software and Consulting Services, Trustee Goshgarian requested an explanation of how the pilot program would be implemented for the Student Success Plan's new early alert and academic intervention software package. Dr. Haney provided a detailed explanation of how the pilot project for the Student Success Plan open source software that was created by Sinclair Community College would be implemented for CLC students, focusing on early alert notification, academic intervention, and case management for at-risk college-level students. He noted that the faculty was behind the project with implementation to, hopefully, start with the spring semester 2013.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Disposal of Worthless, Obsolete Equipment, Material and Supplies was presented to the Board for approval.

Purchasing: **It was moved** by Griffin, seconded by Lumber, that Disposal of Worthless, (Cont.) Obsolete Equipment, Material and Supplies be approved as presented and made a part of the official minutes.

In response to Trustee Oilschlager's question regarding the mobile trailer on the list of obsolete equipment, Mr. Rob Twardock, Interim Dean of Engineering, Mathematics, and Physical Science Division, replied that this trailer was donated to the College quite awhile ago.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Contracts  
and Grants:

Authorization to Open a Contributory Trust Account with the Capital Development Board and Deposit Funds for Construction of the Lakeshore Campus Student Services/Lifelong Learning Center was presented to the Board for approval.

**It was moved** by Griffin, seconded by Lumber, that Authorization to Open a Contributory Trust Account with the Capital Development Board and Deposit Funds for Construction of the Lakeshore Campus Student Services/Lifelong Learning Center be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Resolution Authorizing the Approval of the College of Lake County Sustainable Master Plan was presented to the Board for approval.

**It was moved** by Griffin, seconded by Lumber, that the Resolution Authorizing the Approval of the College of Lake County Sustainable Master Plan be approved as presented and made a part of the official minutes.

Trustee Oilschlager asked whether it was a correct statement that the Board was not being asked this evening to approve any funds for the Master Plan, but was only being asked to approve the concept of the plan. Mr. Agazzi replied that Trustee Oilschlager was correct and noted that no specific projects were attached to the Resolution.

Contracts  
and Grants:  
(Cont.)

Trustee Goshgarian stated that the language in Agenda Item 9.2.1 states “Resolution Authorizing the Approval of the College of Lake County Sustainable Master Plan” and asked specifically what the Board was being asked to approve.

Chairman Anderson commented that the Board has seen the Master Plan and the revisions to the Master Plan. In order to authorize the administration to move forward with financing and bonding, he stated that the Board needs to approve the concept of the Master Plan tonight.

Trustee Griffin noted that the Board needs to move forward with the approval of the Master Plan to receive available grant funds.

Dr. Weber mentioned that most Master Plans are prepared without dollar amounts and specific projects are completed over time.

Mr. Agazzi pointed out that it was an ICCB requirement that the Master Plan be approved by the Board. Also, at the February 2013 Finance Retreat, he indicated that individual projects and a project budget would be included on the agenda.

The Board briefly discussed amending Agenda Item 9.2.1 and adding a letter “f” stating that “all projects should be performed in the most fiscally responsible manner.”

Trustee Griffin changed his motion, seconded by Trustee Lumber, that the Resolution Authorizing the Approval of the College of Lake County Sustainable Master Plan be approved as amended to reflect the addition of a letter “f” stating that “all projects should be performed in the most fiscally responsible manner” and be made a part of the official minutes.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Human  
Resources  
Recommendations:

Leaves of Absence were presented to the Board for approval.

**It was moved** by Griffin, seconded by Lumber, that Leaves of Absence be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Human  
Resources  
Recommendations:  
(Cont.)

Position Additions, Reclassifications, Deletions, and Vacant Positions were presented to the Board for approval.

**It was moved** by Griffin, seconded by Lumber, that Position Additions, Reclassifications, Deletions, and Vacant Positions be approved as presented and made a part of the official minutes.

In regard to Agenda Items 11.3.1 and 11.3.2, Trustee Oilschlager questioned whether the Board was being asked to approve the temporary reporting reassignment for two areas in Student Development and the approval of one term-limited position. Dr. Weber stated that Trustee Oilschlager was correct.

In regard to Agenda Item 11.3.4, Vacant Positions Pending Approval to Begin Search Process, Trustee Oilschlager commented that she thought the first vacant position referred to Ms. Mary Charuhas' position and asked who the individuals were in the other vacant two positions. Dr. Haney replied that Trustee Oilschlager was correct about Ms. Charuhas' position. He also noted that the Dean of Libraries and Instructional Services referred to Ms. Connie Bakker's position and the Assistant Director of Student Development Operations referred to Ms. Erin Fowles' position.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

New Full-Time Employment was presented to the Board for approval.

**It was moved** by Lumber, seconded by Griffin, that New Full-Time Employment be approved as presented and made a part of the official minutes.

In response to Trustee Lumber's question on Agenda Item 11.4.1, Dr. Weber replied that the Quality Assessment Manager was Ms. Tonitta White's former position.

Trustee Oilschlager pointed out that the Quality Assessment Manager was being hired at a salary rate of \$55,000 for a grade level 20 position with a mid-point salary range of approximately \$46,000. As she mentioned at last month's meeting, Trustee Oilschlager stated that individuals are again being hired at salary rates higher than the mid-point salary range.

In regard to Agenda Item 11.6.1, Trustee Oilschlager stated that she understood that Ms. Erin Fowles was being promoted to a grade level 24, but she was being promoted at a salary rate much higher than the mid-point salary range for that grade level that was somewhere in the high \$60,000's.

Human  
Resources  
Recommendations:  
(Cont.)

Commenting on Agenda Item 11.4.2, Trustee Oilschlager stated that these two lower level positions were being hired at the minimum salary rate for their salary ranges.

Reiterating her comments at last month's meeting, Trustee Oilschlager stated that the administration needs to take a look at a more level "playing field" when hiring staff. She commented that CLC was a great place to work and she knows that the College can find good people.

Commenting on the Quality Assessment Manager position, Dr. Weber mentioned that it was a failed search, and he spoke to the Board Chair about the market issue and the cost to repeat the search.

Trustee Oilschlager remarked that it seemed that positions reporting to the President were being hired at higher than the mid-point salary range and specifically cited the Chief of Staff being hired at \$32,000 higher than the starting salary for a grade level 26 position. She also mentioned the TAA Grant Director position.

Chairman Anderson stated that there has been much frustration in the past in hiring and retaining individuals for the Director of Financial Aid position, and an individual needs to be paid to stay in the job and do a good job.

Trustee Lumber questioned whether CLC's salary structure was correct. Dr. Weber replied that salary structure was a component of the compensation study and the administration was also looking at CLC's placement system. Trustee Griffin requested that the salary structure for new hires be placed on the agenda for the February 2013 Finance Retreat.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

New Part-Time Employment was presented to the Board for approval.

**It was moved** by Lumber, seconded by Griffin, that New Part-Time Employment be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Human Resources Recommendations:  
(Cont.)

Promotions, Transfers, and Compensation Adjustments were presented to the Board for approval.

**It was moved** by Lumber, seconded by Griffin, that Promotions, Transfers, and Compensation Adjustments be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Closed Meeting:  
7:48 P.M.

**It was moved** by Oilschlager, seconded by Paul, that the regular order of business be interrupted under Chapter 5 of the Illinois Compiled Statutes (ILCS) 120 (Open Meetings Act)/Sections 2(c1) to discuss “the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body;” 2(c2) to discuss “collective negotiating matters between the public body and its employees or their representatives;” and 2c(5) to discuss “the purchase or lease of real property for the use of the public body” with action to be taken after the Closed Meeting.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Chairman Anderson announced that the Board would officially go into Closed Meeting following a brief recess.

Regular Meeting:  
9:23 P.M.

The meeting reconvened in Regular Meeting at 9:23 P.M.

With the absence of Trustee Howland at this evening’s meeting, Chairman Anderson stated that the Board needed to appoint a Trustee as Secretary Pro Tempore to sign the documents for the adoption of the 2012 Tax Levy. He noted that Trustee Oilschlager agreed to serve in that capacity.

**It was moved** by Paul, seconded by Lumber, and unanimously carried, that Trustee Barbara Oilschlager be appointed as Secretary Pro Tempore pursuant to 110 Illinois Compiled Statutes (ILCS) Section 805/3-10.

Contract and Grants: Resolution Authorizing the Administration to Enter Into a Contract to Purchase and Acquire Property Located at 31 North Genesee Street was presented to the Board for approval.

**It was moved** by Paul, seconded by Lumber, that the Resolution Authorizing the Administration to Enter Into a Contract to Purchase and Acquire Property Located at 31 North Genesee Street be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Human Resources: A Termination was presented to the Board for approval.

Recommendations: **It was moved** by Griffin, seconded by Lumber, that Walk-On Agenda Item 11.1.1, Termination, be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Westberg

Ayes: Anderson, Goshgarian, Griffin, Lumber, Oilschlager, Paul

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Adjournment: **It was moved** by Griffin, seconded by Paul, and unanimously carried, that the meeting be adjourned at 9:25 P.M.

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Richard A. Anderson, Chairman

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Barbara D. Oilschlager,  
Secretary Pro Tempore