

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, 19351 West Washington Street, Grayslake, Illinois on July 26, 2011 at 6:00 P.M.

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

Roll Call: Present: Mr. Anderson, Dr. Griffin, Mr. Lumber, and Mrs. Oilschlager

Absent: Ms. Goshgarian (Entered Meeting at 6:51 P.M.), Ms. Howland (Entered Meeting at 6:08 P.M.), Ms. Paul (Entered Meeting at 6:10 P.M.) and Mr. Wegbreit, Student Trustee

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. Bronner, Executive Director of James Lumber Center for Performing Arts; Ms. Chandy, Executive Assistant to the President; Mr. Devore, Executive Director of CLC Foundation; Ms. Ewing, Director of Continuing Professional Development; Ms. Ganther, Executive Director of Student Life; Ms. Hlavin, Assistant Vice President for Student Development; Ms. Hoy, Faculty Senate Chair; Mr. Johnson, Director of Facilities; Mr. Kallieris, Director of Resource Development and Legislative Affairs; Ms. Martin, Executive Director of Workforce and Professional Development Institute; Mr. Motley, Custodian; Ms. O'Brien, Assistant Vice President for Educational Affairs; Mr. Poulos, Dean of Business Services and Finance; Ms. Pugeseck, Director of Accounting; Ms. Rarick, Public Relations Specialist; Mr. Sanghvi, Chief Information Officer; Ms. Schiele, Executive Director of Public Relations and Marketing; Ms. Smith, Testing Specialist for Adult Basic Education, GED, and ESL; Mr. Van Winkle, Executive Director of Workforce and Professional Development Institute; Mr. Violante, Director of Procurement for Technical Assistance Center; Ms. Yasecko, Executive Director of Human Resources; Ms. Rieck; Mr. Riley, Legal Counsel, Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd.; Mr. Smith; Mrs. Van Winkle; Mr. Vujovic, Legat Architects, Inc.; and other guests.

Chairman Griffin welcomed everyone to the meeting.

Approval of Chairman Griffin announced that there was a revised Agenda at their places.
the Agenda: He explained that the date of the Committee of the Whole Meeting was incorrectly stated as June 28 instead of June 9 in the original Board packet. The date of the meeting has been rectified on the revised Agenda to reflect the correct date of June 9, 2011.

The Walk-On Revised Agenda was presented to the Board for approval.

It was moved by Anderson, seconded by Lumber, that the Walk-On Revised Agenda be approved as presented and made a part of the official minutes.

Approval of the Agenda:
(Cont.)

Upon roll call, the vote was as follows:
Ayes: Anderson, Griffin, Lumber, Oilschlager
Nays: None

The vote being (4) Ayes and (0) Nays, the Chairman declared the motion carried.

Public Hearing
FY 2012
Budget:

Chairman Griffin announced that the first order of business was the Public Hearing on the FY 2012 Budget. He referenced the Notice of Budget Hearing that was published in the May 25, 2011 editions of the *Daily Herald* and *Lake County News Sun*. Chairman Griffin invited the audience to address any questions or concerns regarding the proposed FY 2012 Budget.

Trustee Lumber stated that he had a few questions concerning the proposed FY 2012 Budget. On page 12 of the FY 2012 Tentative Budget Working Papers, Trustee Lumber questioned the reason for the \$43,464.00 increase in the Controller's Office. Mr. Agazzi, Vice President for Administrative Affairs, responded that the Director of Accounting position was converted to the position of Controller, which increased the salary level. He also explained that Ms. Peggy Pugesek's retirement crossed over to FY 2012. On page 25, Trustee Lumber questioned the reason for the substantial increases in the Art-Ceramics and Art-Photography departments. In the past, Dr. Haney, Vice President for Educational Affairs, responded that the Communication Arts, Humanities, and Fine Arts Division was reflected in the budget as one line item and now each department has its own line item for full-time and adjunct faculty. Also on page 25, Trustee Lumber questioned why only career programs were listed for the Social Sciences Division. Dr. Haney replied that the process is changing and all departments will have their own cost centers, but this change has not yet been implemented for the Social Sciences Division. On page 73, under Compensation & Benefits for Faculty/Part-Time, Reg. Term, Trustee Lumber stated that there was a substantial sum of money budgeted for FY 2012. Dr. Haney replied that this was a contingency line item.

Trustee Howland entered the meeting at 6:08 P.M. during the Public Hearing on the FY 2012 Budget.

Trustee Paul entered the meeting at 6:10 P.M. during the Public Hearing on the FY 2012 Budget.

As there were no other questions, concerns, or comments, Chairman Griffin declared the Public Hearing closed.

Minutes of Committee of Whole Meeting of June 9, 2011:

The Minutes of the Committee of the Whole Meeting of June 9, 2011 were presented to the Board for approval.

It was moved by Lumber, seconded by Oilschlager, that the Minutes of the Committee of the Whole Meeting of June 9, 2011 be approved as presented and made a part of the official minutes.

Minutes of
Committee
of Whole
Meeting of
June 9,
2011:
(Cont.)

Trustee Anderson requested that the Minutes of the Committee of the Whole Meeting of June 9, 2011 be amended to reflect the insertion of the following sentence at the end of the last sentence in the last paragraph under Overview of History and Culture of College on page four: "If a quality based search is conducted, Trustee Anderson suggested that it be done in the most cost effective way possible."

Trustee Oilschlager requested that the Minutes of the Committee of the Whole Meeting of June 9, 2011 be amended to reflect the insertion of the following sentence after the third sentence under Board Communication Strategies on page four: "The Board did not reach a consensus on all of the items."

Trustee Lumber agreed to change his motion, seconded by Trustee Oilschlager, that the Minutes of the Committee of the Whole Meeting of June 9, 2011 be approved as amended and made a part of the official minutes to reflect Trustee Anderson's request to insert the following sentence at the end of the last sentence in the last paragraph under Overview of History and Culture of College on page four: "If a quality based search is conducted, Trustee Anderson suggested that it be done in the most cost effective way possible." and to reflect Trustee Oilschlager's request to insert the following sentence after the third sentence under Board Communication Strategies on page four: "The Board did not reach a consensus on all of the items."

Upon roll call, the vote was as follows:

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

Nays: None

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

Minutes of
Regular
Meeting of
June 28,
2011:

The Minutes of the Regular Meeting of June 28, 2011 were presented to the Board for approval.

It was moved by Lumber, seconded by Oilschlager, that the Minutes of the Regular Meeting of June 28, 2011 be approved as presented and made a part of the official minutes.

Trustee Oilschlager requested that the Minutes of the Regular Meeting of June 28, 2011 be amended to reflect the insertion of the word "required" instead of the word "received" in the first sentence of the second paragraph on page 20 under Human Resources Recommendations and to reflect the insertion of the phrase "prior to being recommended for approval" at the end of the second sentence of the second paragraph on page 20 under Human Resources Recommendations.

Minutes of
Regular
Meeting of
June 28,
2011:
(Cont.)

Trustee Lumber agreed to change his motion, seconded by Trustee Oilschlager, that the Minutes of the Regular Meeting of June 28, 2011 be approved as amended and made a part of the official minutes to reflect Trustee Oilschlager's requests to insert the word "required" instead of the word "received" in the first sentence of the second paragraph on page 20 under Human Resources Recommendations and to insert the phrase "prior to being recommended for approval" at the end of the second sentence of the second paragraph on page 20 under Human Resources Recommendations.

Upon roll call, the vote was as follows:

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

Nays: None

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

Minutes of
Closed
Meeting of
June 28,
2011:

The Minutes of the Closed Meeting of June 28, 2011 were presented to the Board for approval.

It was moved by Lumber, seconded by Oilschlager, that the Minutes of the Closed Meeting of June 28, 2011 be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

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

Nays: None

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

Action on
Closed
Meeting
Minutes:

Action on Closed Meeting Minutes was presented to the Board for approval.

It was moved by Lumber, seconded by Oilschlager, that Action on Closed Meeting Minutes be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

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

Nays: None

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

Action on
Closed
Meeting
Recordings:

Action on Closed Meeting Recordings was presented to the Board for approval.

It was moved by Lumber, seconded by Oilschlager, that Action on Closed Meeting Recordings be approved as presented and made a part of the official minutes.

Action on Closed Meeting Recordings: (Cont.)	Upon roll call, the vote was as follows: Ayes: Anderson, Griffin, Howland, Lumber, Oilschlager, Paul Nays: None The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.
Receipt of Notices, Communications, Hearings, and Petitions:	Chairman Griffin 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 Griffin announced that the Board would like to honor Dr. Thomas Arnold, Criminal Justice Instructor, upon his retirement. He indicated that Dr. Arnold was not able to attend this evening's meeting. Trustee Anderson read the following Resolution honoring Dr. Arnold for his service to the College.

**COLLEGE OF LAKE COUNTY RESOLUTION
THOMAS ARNOLD**

WHEREAS, Dr. Thomas Arnold has dedicated nineteen years to students at the College of Lake County as an adjunct and full-time Criminal Justice instructor in the Social Sciences Division; and

WHEREAS, he has been a major contributor to the growth and development of the criminal justice program, the Social Sciences division, and the college through his dedicated service as an instructor and a program coordinator; and

WHEREAS, he helped to create the college's Public Service Institute, providing important training for thousands of Illinois law enforcement personnel; and

WHEREAS, he has served on various faculty committees, college councils, and provided leadership for the Criminal Justice program; and

WHEREAS, he was one of the first online instructors and has worked diligently to promote online education; and

WHEREAS, he is recognized by criminal justice students as an encouraging, witty, and understanding instructor; and

WHEREAS, he is respected by his students, colleagues, and professional contemporaries as an engaging and knowledgeable educator; and

WHEREAS, he has elected to retire from his position as Criminal Justice instructor at the College of Lake County;

Chairman's
Report:
(Cont.)

THEREFORE, BE IT RESOLVED that the Board of Trustees expresses its gratitude to Dr. Thomas Arnold for his tireless contributions to the Social Sciences Division and the College of Lake County;

BE IT FURTHER RESOLVED that the Board of Trustees extends to Dr. Thomas Arnold its best wishes for a long, healthy, joyful, and well-deserved retirement.

Chairman Griffin asked the Board to adopt the Resolution.

It was moved by Oilschlager, seconded by Lumber, and unanimously carried, that the Resolution honoring Dr. Thomas Arnold be adopted as presented and made a part of the official minutes.

Chairman Griffin announced that the Board would like to honor Mr. Louis Motley, Custodian, upon his retirement. Trustee Oilschlager read the following Resolution honoring Mr. Motley for his service to the College.

**COLLEGE OF LAKE COUNTY RESOLUTION
LOUIS MOTLEY**

WHEREAS, Louis Motley has served the College of Lake County as a Custodian since November 1995; and

WHEREAS, he has assisted students, staff, and faculty at the Grayslake Campus in a friendly and cheerful manner; and

WHEREAS, he has made positive contributions to the college by providing quality custodial support and by performing a variety of tasks in an efficient manner; and

WHEREAS, his efforts have aided in the preparation of the D-wing, T-wing, the James Lumber Center for the Performing Arts, 1 North Genesee, and the new Southlake Campus building for student and staff occupancy; and

WHEREAS, he has elected to retire from his position as Custodian at the College of Lake County;

THEREFORE, BE IT RESOLVED that the Board of Trustees expresses its appreciation and gratitude to Louis Motley for his dedication and service to the College of Lake County; and

BE IT FURTHER RESOLVED that the Board of Trustees extends to Louis Motley its best wishes for a long, healthy and joyful retirement.

Chairman Griffin was advised that Mr. Motley was not in the audience as originally expected. He asked the Board to adopt the Resolution.

Chairman's
Report:
(Cont.)

It was moved by Anderson, seconded by Lumber, and unanimously carried, that the Resolution honoring Mr. Louis Motley be adopted as presented and made a part of the official minutes.

Chairman Griffin announced that the Board would like to honor Ms. Peggy Pugeseck, Director of Accounting, upon her retirement. Chairman Griffin read the following Resolution honoring Ms. Pugeseck for her service to the College.

**COLLEGE OF LAKE COUNTY RESOLUTION
PEGGY PUGESEK**

WHEREAS, Peggy Pugeseck has served the College of Lake County with dedication and enthusiasm for 32 years; and

WHEREAS, she began her career in 1979 as a Secretary in Human Resources, and then served in various capacities in Business Services and Finance, including Administrative Assistant, Financial Analyst, Bursar, Systems Software Director, and her current administrative position as Director of Accounting; and

WHEREAS, she coordinated the first PeopleSoft system upgrade; and

WHEREAS, she was part of a task force in 1988 that created the college's governance system; and

WHEREAS, she was the voice of CLC for the college's initial automated phone system; and

WHEREAS, she has provided outstanding customer service and assisted many faculty, staff, and students at the college; and

WHEREAS, she has served as the classified senate chair, and participated in many college committees, including the Governance Coordinating Council, Academic Quality Improvement Program, and the reaccreditation teams; and

WHEREAS, she has earned the deepest respect and admiration of the entire college community; and

WHEREAS, she has decided to retire from the College of Lake County;

THEREFORE, BE IT RESOLVED that the Board of Trustees expresses its sincere appreciation and gratitude to Peggy Pugeseck for her many years of dedication and service to the college; and

BE IT FURTHER RESOLVED that the Board of Trustees extends to Peggy Pugeseck its fondest wishes for a happy, healthy and fulfilling retirement.

Chairman's
Report:
(Cont.)

Chairman Griffin thanked Ms. Pugeseck for her years of service to the College and asked the Board to adopt the Resolution.

It was moved by Anderson, seconded by Lumber, and unanimously carried, that the Resolution honoring Ms. Peggy Pugeseck be adopted as presented and made a part of the official minutes.

Ms. Pugeseck graciously accepted her Resolution and commented that working at CLC has been interesting, challenging, exciting, and never boring, and she feels as though she has contributed to the College. She mentioned that she received both her Bachelor's and Master's Degrees while working at CLC. In closing, Ms. Pugeseck remarked that working at the College has been a wonderful experience for her.

Chairman Griffin announced that the Board would like to honor Ms. Beverly Smith, Testing Specialist, upon her retirement. Chairman Griffin read the following Resolution honoring Ms. Smith for her service to the College.

**COLLEGE OF LAKE COUNTY RESOLUTION
BEVERLEY SMITH**

WHEREAS, Beverley Smith has served the College of Lake County as a dedicated and respected employee since 2000; and

WHEREAS, she has served as an English as a Second Language adjunct faculty member and part-time Testing Specialist in the Adult Basic Education, GED & ESL division; and

WHEREAS, she has provided guidance to students to help them meet their educational goals; and

WHEREAS, she has established effective and supportive relationships with individuals throughout the college to better serve the needs of adult education students; and

WHEREAS, she has earned the respect of students and colleagues at CLC for her dedication, enthusiasm, positive attitude and hard work; and

WHEREAS, she has decided to retire from the College of Lake County;

THEREFORE, BE IT RESOLVED that the Board of Trustees expresses its sincere appreciation and gratitude to Beverley Smith for her many years of dedication and service to the college; and

BE IT FURTHER RESOLVED that the Board of Trustees extends to Beverley Smith its best wishes for a long, healthy and joyful retirement.

Chairman's
Report:
(Cont.)

Chairman Griffin thanked Ms. Smith for her years of service to the College and asked the Board to adopt the Resolution.

It was moved by Anderson, seconded by Oilschlager, and unanimously carried, that the Resolution honoring Ms. Beverley Smith be adopted as presented and made a part of the official minutes.

Ms. Smith graciously accepted her Resolution and commented that it has been a pleasure working at CLC and very gratifying for her to help immigrants in her role at the College. She noted that she has met a lot of wonderful people at the College and has enjoyed working at CLC.

Chairman Griffin announced that the Board would like to honor Mr. Julian "Tag" Van Winkle, Executive Director of the Workforce Development Institute, upon his retirement. Chairman Griffin read the following Resolution honoring Mr. Van Winkle for his service to the College.

**COLLEGE OF LAKE COUNTY RESOLUTION
JULIAN "TAG" VAN WINKLE**

WHEREAS, Julian "Tag" Van Winkle has served the College of Lake County as the founding Executive Director of the Workforce and Professional Development Institute (WPDI) since January 2007; and

WHEREAS, he served the college in various capacities in 2005 and 2006, as a trainer for Business and Industry Services, a counselor for the Small Business Development Center, and an adjunct faculty member in the Business Division; and

WHEREAS, he has demonstrated outstanding leadership and management skills in conceptualizing the WPDI, organizing its different units into a cohesive entity, and establishing strategic direction resulting in growth and profitability; and

WHEREAS, he has developed and implemented operational procedures and consistent budget reporting and controls; and

WHEREAS, he has represented the college effectively to local business and government organizations; and

WHEREAS, he has been a loyal, ethical, conscientious, and responsible employee, who has earned the respect and admiration of the college community; and

WHEREAS, he has decided to retire from his position at the College of Lake County;

Chairman's
Report:
(Cont.)

THEREFORE, BE IT RESOLVED that the Board of Trustees expresses its sincere appreciation and gratitude to Julian "Tag" Van Winkle for his years of dedication and service to the college; and

BE IT FURTHER RESOLVED that the Board of Trustees extends to Julian "Tag" Van Winkle its best and fondest wishes for a happy, healthy, and fulfilling retirement.

Chairman Griffin thanked Mr. Van Winkle for his years of service to the College and asked the Board to adopt the Resolution.

It was moved by Lumber, seconded by Howland, and unanimously carried, that the Resolution honoring Mr. Julian "Tag" Van Winkle be adopted as presented and made a part of the official minutes.

Mr. Van Winkle graciously accepted his Resolution and commented that he was not planning to leave CLC. He introduced his wife whom he noted has been instrumental in obtaining his retirement after his stroke. Mr. Van Winkle thanked everyone for all their support and remarked that Ms. Roneida Martin will appropriately carry on as the new Executive Director of the Workforce and Professional Development Institute.

As the Board's liaison to the CLC Foundation Board, Chairman Griffin invited Trustee Lumber to comment on the Foundation's Board Retreat held at the Southlake Campus on July 19. Trustee Lumber commented that it was a very interesting retreat, and the Foundation Board members received more information on the Scholarship Campaign. He stated that the Scholarship Campaign was going along well in its first phase with the second phase being introduced later this year. In his opinion, Trustee Lumber mentioned that the correct consulting firm was hired by the Foundation to be in charge of the Scholarship Campaign. In addition, he noted that a branding presentation was presented by Ms. Evelyn Schiele, Executive Director of Public Relations and Marketing. Trustee Lumber also noted that there was a discussion on the upcoming gala, and the Vice Presidents presented reports on how the Southlake Campus can assist their areas. Dr. Weber mentioned that the Foundation Board is interested in stepping up the Scholarship Campaign and moving at a faster pace. In that respect, he indicated that staffing options within the Foundation office are being looked at to move along the pace of the Scholarship Campaign.

Chairman Griffin circulated a note of appreciation received from the family of Jerome Bishop, father of Ms. Zandra Genous (Director of Student Support Services) for honoring the memory of their father.

Commenting on the Board Agenda, Chairman Griffin stated that Agenda Item 11.7.1, FY 2012 Salary and Benefit Package for the Vice Presidents, will be discussed in tonight's Closed Meeting with action taken following the Closed Meeting.

Chairman's Report: (Cont.) Chairman Griffin 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" 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 his report, Chairman Griffin commented on the power outage that occurred two weeks ago Monday that affected everyone in Lake County, including the College of Lake County. While the College was able to resume full operations at the Southlake Campus on Tuesday, he stated that full power was not restored to the Grayslake and Lakeshore Campuses until Saturday. Under difficult circumstances, Chairman Griffin noted that the Grayslake and Lakeshore Campuses were open for classes on Wednesday. He commented that he knows it was not easy to move more than 200 classes and, on behalf of the Board of Trustees, Chairman Griffin thanked everyone for all their efforts in keeping the campuses open to students and the community. Chairman Griffin also thanked Dr. Weber and his staff, as well as everyone involved, for keeping the Board updated on a daily basis. While the Board appreciates the efforts of everyone, Chairman Griffin thanked in particular the Executive Staff, the Educational Affairs staff, Facilities staff, Police Department, and the academic deans for their leadership in coordinating the emergency operations during the power outage. Trustee Paul also expressed her appreciation to the Office of the President for keeping the Board updated on the status of the College during the power outage. Members of the Board briefly commented on the situation in the community relating to the power outage in Lake County.

Report of the President: In regard to the power outage, Dr. Weber expressed his appreciation to everyone for their efforts in conducting phone conferences and meetings with the Emergency Management Team. He also mentioned that he forwarded an email to the college community thanking everyone for their efforts during the power outage. In response to Trustee Paul's question as to whether there was a process in place to critique the procedures that were implemented during the power outage, Dr. Weber replied that some items could have been handled differently and a meeting has already been scheduled in August to gather the observations of the college community during the power outage.

Last month, Dr. Weber stated that he reported that CLC was named by *G.I. Jobs Magazine* as a Military Friendly School for 2012. He commented that this was the third consecutive year that the College has received this recognition, and it ranked CLC in the top 20% of all colleges and universities nationwide. In recognition of this honor, Dr. Weber noted that the College received a plaque, which he passed around. Dr. Weber also mentioned that he and Trustee Anderson recently met with the leaders of the CLC Veterans Club and thanked Trustee Anderson for his involvement in this meeting. In conjunction with the President of the CLC Veterans Club, Trustee Anderson will co-sign a letter addressed to veterans and military personnel students at CLC encouraging them to become members and actively involved in the CLC Veterans Club.

Report of the
President:
(Cont.)

Commenting on two study abroad programs, Dr. Weber mentioned that Dr. Timothy Murphy, CLC Political Science Instructor, led a group of thirteen CLC students, along with students from six other community colleges and one four-year university, for a spring 2011 semester study program at Xi'an International University in Xi'an, Shaanxi, China. He also noted that ten students participated in a three-week study abroad immersion program in India led by Dr. Chris Cooling, CLC English Instructor, and a Joliet Junior College faculty member.

Dr. Weber announced that Ms. Darl Drummond, Vice President for Student Development, and her staff hosted sixteen high school counselors from Turkey and Greece as part of the Cyprus Fulbright Commission Bi-Communal Program. He noted that this program was organized through WorldChicago to help Chicago's citizen diplomats become internationally active by hosting visitors, emerging leaders, and professional counterparts from around the globe.

In regard to the Postsecondary International Network (PIN) Annual Conference held in Canada on June 12-17 that both he and Trustee Goshgarian attended, Dr. Weber mentioned that a report prepared by Trustee Goshgarian is at their places. He stated that discussions will be held with the Vice Presidents on how certain topics or programs presented at the conference could be adapted to the College of Lake County with a presentation made to the Board in August or September.

Dr. Weber advised that an active shooter exercise will be held at the Grayslake Campus on Sunday, August 7, from 8:00 a.m. to approximately 12:00 noon. He indicated that participating agencies include the CLC Emergency Management Team, CLC Police Department, Grayslake Police and Fire Departments, and the Lake County Emergency Management Agency, as well as other local public service agencies. Dr. Weber stated that the purpose of the exercise is to practice NIMS (National Incident Management System) concepts, campus emergency training, and coordination with public service agencies in response to a campus crisis situation.

Dr. Weber announced that the College has been awarded the highly competitive TRIO: Talent Search Grant from the U.S. Department of Education for \$1.5 million over a five-year period or \$301,677 annually. He commented that this grant serves a minimum of 850 eligible students from North Chicago, Waukegan, Round Lake, and Zion High Schools who are low-income, potential first-generation college students. Dr. Weber acknowledged the good work of Ms. Sharon Sanders-Funnye, Director of Talent Search, and Mr. Nick Kallieris, Director of Resource Development and Legislative Affairs, and his staff in preparing this grant proposal. In addition, Dr. Weber announced that the College was awarded the Illinois Community College Board (ICCB) Carl D. Perkins Title III Grant in the amount of \$378,369, which is an additional \$35,417 received compared to FY 2011. He stated that both grants are being presented this evening for the Board's acceptance.

Report of the
President:
(Cont.)

Dr. Weber expressed his appreciation to Chairman Griffin for obtaining a letter of support from Senator Mark Kirk for a Trade Adjustment Assistance Community College and Career Training Grant submitted to the U.S. Department of Labor by the College of Lake County in partnership with the Illinois Green Economy Network (IGEN). He also thanked Mr. Nick Kallieris for his efforts in obtaining a letter of support for the same grant from Senator Richard Durbin.

As mentioned in the news, Dr. Weber stated that the Illinois Supreme Court ruled that a Capital Bill could go forward with funds available for capital projects. In regard to the CLC Science Building, Dr. Weber advised that he and Dr. Haney recently met with Mr. Jeff Sronkoski of Legat Architects, Inc. to review this project and discuss next steps. He stated that the administration plans to present facts and figures to the Board at the August meeting. Mr. Agazzi advised that official Board action is required to approve the contract between the Capital Development Board (CDB) and Legat Architects, Inc. If approved, he stated that institutions receiving CDB funds must pay 3% of the total contract amount for their services at the beginning of the project and that amount must be deposited in a contributory trust account before the project can begin. Dr. Weber noted that the total project budget is \$23,425,600 and commented that Legat Architects, Inc. has held 26 meetings on campus regarding the project. He introduced Mr. Vuk Vujovic of Legat Architects, Inc. who was seated in the audience. Dr. Weber mentioned that he spoke to Mr. Vujovic before the start of tonight's meeting, who advised him that he thought the CLC Science Building could be built as a Platinum building. In light of the Illinois Supreme Court decision, Trustee Anderson asked whether the College was thinking of selling any bonds. Mr. Agazzi replied that he asked the College's financial advisor to update the projections, and the College does have the ability to sell \$16 million in bonds for both the Science Building and Student Services Building. In response to Trustee Anderson's question as to whether there was any indication from the state when the funds would start to be released, Mr. Agazzi replied that the state will not provide any information on which institutions are in line to receive funds. Trustee Anderson commented that the College may need someone in Springfield to represent CLC's interests. Dr. Weber noted that the administration is working closely with legislators and community college sources in Springfield. If needed, Chairman Griffin stated that the Board would discuss that issue at a later date.

Trustee Goshgarian entered the meeting at 6:51 P.M.

Board
Objectives
and Policy:

Policy 701 – Budget and Fiscal Year – Revision – First Reading was presented to the Board. Since this was a First Reading, no action was required.

Policy 926 – Payroll Practices – Revision – First Reading was presented to the Board. Since this was a First Reading, no action was required.

Board
Objectives
and Policy:
(Cont.)

Trustee Oilschlager stated that she was very disappointed in the lack of communication and pointed out that page 13 of last month's minutes state that "both policies will be reworked and brought forward again at next month's meeting, and the changes will be shared in the weekly Update report to the Board." She stated that this did not happen and further noted that if the meeting minutes reflect that information will be forwarded to the Board, it is the expectation of the Board that they will receive the said information. Trustee Oilschlager mentioned that the language in the first sentence of the third paragraph in Policy 701 stating that "The goal of the College is to have a balanced budget (Education and Operating funds) on an annual basis" is "wishy washy" and should state that the budget is balanced. In addition, she stated that the second sentence in that same paragraph states that "The definition of a balanced budget is current revenues equal or exceeds current expenditures" and the third sentence in that same paragraph states that "One time revenues should not be used for annual operational expenses." She stated that again the language is "wishy washy" and should state that one time revenues will not be used for annual operational expenses. Trustee Oilschlager also commented on the first sentence of the fourth paragraph stating that "The basis of the budget refers to when revenues and expenditures are recognized in the College's accounts" and the first sentence of the fifth paragraph stating that "All transfers will be approved by the Vice President for Administrative Affairs or their designee and will be reported to the Board within 60 days of enactment." She stated that all transfers are part of the Board's fiduciary responsibility, and she is not sure that this responsibility should be taken away from the Board. Trustee Oilschlager suggested that the language be revised to state that all transfers require Board approval. Trustee Oilschlager stated that she is again asking that the administration rework the language in Policy 701 and bring back the policy at next month's meeting as a First Reading. Dr. Weber apologized for not sharing the policy revisions with the Board as stated in last month's meeting minutes and also mentioned that both policies were presented tonight as First Readings to receive the Board's feedback and recommendations. When the meeting minutes reflect that information will be forwarded to the Board, Trustee Oilschlager reiterated that it is the Board's expectation that they will receive the said information. Trustee Anderson commented that he agrees with much of what Trustee Oilschlager said except that he believes it should be the goal of the College to have a balanced operating budget, not that it will have a balanced operating budget. Trustee Oilschlager agreed with Trustee Anderson's comment, if the language was reworked in the policy to reflect the Board's input. Trustee Paul mentioned that flexibility in the language is needed, and she is not sure that the policy should be brought forward next month as a First Reading as technically it will be a Second Reading. Trustee Lumber commented that he agreed with Trustee Paul and suggested that perhaps legal counsel should review the policy. Trustee Howland agreed with Trustee Anderson and noted that

Board Objectives and Policy: (Cont.) absolutes should not be included in policies and stating “shall” as opposed to “must” was a better standard. Trustee Goshgarian commented that she had nothing to add. Chairman Griffin directed the administration to revise the language in Policy 701 and bring it forward at next month’s meeting as a Second Reading. Trustee Anderson requested that the revised document and new document be forwarded to the Board. Mr. Agazzi stated that the documents would be included in this week’s Update report to the Board.

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

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

Upon roll call, the vote was as follows:

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

Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

Adoption of the FY 2012 Annual Budget/Appropriation Resolution was presented to the Board for approval.

It was moved by Anderson, seconded by Lumber, that the Adoption of the FY 2012 Annual Budget/Appropriation Resolution be approved as presented and made a part of the official minutes.

Trustee Anderson complimented Mr. Agazzi and his staff for their hard work in preparing the FY 2012 Budget.

If a staff addition is approved in the budget, Trustee Paul questioned whether the College was under an obligation to hire an individual for that position. If a position is approved in the budget, Chairman Griffin stated that there is flexibility on the part of the Board because any position additions approved in the budget will be voted on by the Board at a future meeting under “Vacant Positions Pending Approval to Begin Search Process.” Mr. Agazzi stated that the FY 2012 Budget increased 5.7% compared to last year and the budget expenditures without the contingency for state revenue only increased 2.9%. Chairman Griffin stated that the budget will be a discussion topic at the upcoming Board Retreat and setting parameters to properly manage the budget.

Upon roll call, the vote was as follows:

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

Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

Financial: Resolution Authorizing Transfer of Funds from Operating Fund to Audit Fund
(Cont.) was presented to the Board for approval.

It was moved by Howland, seconded by Anderson, that the Resolution Authorizing Transfer of Funds from Operating Fund to Audit Fund be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

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

Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

Resolution Authorizing a Permanent Transfer of Interest Earned on Working Cash Fund Monies from the Working Cash Fund to the Education Fund was presented to the Board for approval.

It was moved by Anderson, seconded by Howland, that the Resolution Authorizing a Permanent Transfer of Interest Earned on Working Cash Fund Monies from the Working Cash Fund to the Education Fund be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

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

Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

Resolution Authorizing Transfer of Funds to the Operations and Maintenance Fund (Restricted) was presented to the Board for approval.

It was moved by Anderson, seconded by Howland, that the Resolution Authorizing Transfer of Funds to the Operations and Maintenance Fund (Restricted) be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

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

Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

Chairman Griffin was advised that Mr. Louis Motley was now seated in the audience. Chairman Griffin relayed to Mr. Motley that the Board had already announced his retirement and read his Resolution.

Financial: Mr. Motley graciously accepted his Resolution and thanked the Board for the opportunity to work at the College. He commented that he has been employed by CLC for sixteen years, and it is a wonderful place to work. In closing, Mr. Motley mentioned that the College has been good to him and to his family.
(Cont.)

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

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

In response to Trustee Anderson's question as to whether the bid for Building Automation Controls was the first year of a three-year contract for maintenance, Mr. Ted Johnson, Director of Facilities, replied that the contract was for the entire system, as well as programming, for all three campuses. In addition, he stated that the cost is \$91,500 for each of the three years of the contract, and this was the first year that Johnson Controls was not awarded the bid.

Upon roll call, the vote was as follows:

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

Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

Non-Biddable Items were presented to the Board for approval.

It was moved by Anderson, seconded by Howland, that Non-Biddable Items be approved as presented and made a part of the official minutes.

Chairman Griffin stated that he was shocked at the price quoted by Blackboard, Inc. in Agenda Item 8.2.1 for the Blackboard Software and Service. Dr. Haney commented that this contract was for the most current version of the software. In addition, he mentioned that the administration did look at another firm when seeking quotes, but that firm was purchased by Blackboard, Inc.

Upon roll call, the vote was as follows:

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

Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

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

It was moved by Anderson, seconded by Howland, that the Disposable of Worthless, Obsolete Equipment, Material and Supplies be approved as presented and made a part of the official minutes.

Purchasing: Upon roll call, the vote was as follows:
(Cont.) Ayes: Anderson, Goshgarian, Griffin, Howland, Lumber, Oilschlager, Paul
Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

Human A Retirement was presented to the Board for approval.
Resources
Recommendations: **It was moved** by Oilschlager, seconded by Anderson, that the Retirement be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:
Ayes: Anderson, Goshgarian, Griffin, Howland, Lumber, Oilschlager, Paul
Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

Leaves of Absence were presented to the Board for approval.

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

Trustee Anderson questioned why a Leave of Absence request being presented for an employee was just being brought forward tonight for approval when the request was from April 4, 2011 to April 18, 2011. Ms. Susan Yasecko, Executive Director of Human Resources, responded that there could be a variety of reasons for a delay, including the date the request was received in the Human Resources department, the date the form was submitted by the employee, or the date the documents were received from an employee's physician.

Upon roll call, the vote was as follows:
Ayes: Anderson, Goshgarian, Griffin, Howland, Lumber, Oilschlager, Paul
Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

Position Additions, Reclassifications, Deletions and Vacant Positions, and Vacant Positions Pending Approval to Begin Search Process were presented to the Board for approval.

It was moved by Anderson, seconded by Oilschlager, that Position Additions, Reclassifications, Deletions and Vacant Positions and Vacant Positions Pending Approval to Begin Search Process be approved as presented and made a part of the official minutes.

Human
Resources
Recommendations:
(Cont.)

In regard to Agenda Item 11.3.1, Trustee Oilschlager commented that the language for the new position of the Perkins Retention Specialist states that the position will be funded through the Perkins Grant. In response to her comment that the salary and benefits for this position would not exceed \$35.00 per hour, Dr. Haney replied that the salary and benefits for this position would not exceed \$35.00 per hour.

In regard to Agenda Item 11.3.5, Trustee Oilschlager asked whether Position 1194, Student Life Bookkeeper, was a part-time position. Ms. Darl Drummond responded that it was a part-time position and further indicated that approval was being recommended tonight in Agenda Item 11.6.1 to promote the employee in this position to the position of Student Life Senior Secretary. Ms. Drummond stated that the employee currently in the part-time position of Student Life Bookkeeper was being recommended for a promotion to fill the existing full-time position of Student Life Senior Secretary.

Also in regard to Agenda Item 11.3.5, Trustee Oilschlager questioned whether Position 0170, Assistant Director for Educational Affairs Operations, was Ms. Ali O'Brien's previous position before being promoted to Assistant Vice President for Educational Affairs as she did not recall a Board discussion on filling this position to replace Ms. O'Brien. Dr. Haney replied that in the reorganization of the Educational Affairs department this position was planned and will report to the Assistant Vice President for Educational Affairs. He further noted that the Assistant Director for Educational Affairs Operations will be responsible for monitoring the status of projects and working with various departments. Dr. Haney also mentioned that the position has a salary range of \$40,000-\$60,000 annually. In the future, Trustee Oilschlager suggested that the Board be given more verbiage up-front on replacement positions before being placed in the Board packet.

Upon roll call, the vote was as follows:

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

Nays: None

The vote being (7) 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 Anderson, seconded by Lumber, that New Full-Time Employment be approved as presented and made a part of the official minutes.

In regard to Agenda Item 11.4.1, Trustee Oilschlager requested an explanation of a Term Limited Librarian. Dr. Haney explained that a term limited employee is hired to replace a full-time faculty member on a temporary basis. In this case, he stated that Ms. Rieck was hired for the fall semester.

Human Resources Recommendations: (Cont.)

Upon roll call, the vote was as follows:
Ayes: Anderson, Goshgarian, Griffin, Howland, Lumber, Oilschlager, Paul
Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

Dr. Haney introduced Ms. Terri Rieck as the new term-limited Librarian. In reviewing her background, Dr. Haney mentioned that Ms. Rieck has a Bachelor's of Art Degree from Hope College and a Master's Degree in Library and Information Studies from Dominican University. Most recently, he noted that she has been employed at Northwestern University's Schaffner Library.

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

It was moved by Anderson, seconded by Lumber, 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:
Ayes: Anderson, Goshgarian, Griffin, Howland, Lumber, Oilschlager, Paul
Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

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

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

In response to Trustee Paul's question on Agenda Item 11.6.1 as to how long the Student Life Bookkeeper has been employed at the College before being promoted to the position of Student Life Senior Secretary, Ms. Drummond replied that she has worked at the institution for two years. Before an employee can apply internally for a position at the College, Ms. Drummond noted that the employee must be employed at CLC for six months.

Also in regard to Agenda Item 11.6.1, Trustee Oilschlager questioned why the position of Student Life Senior Secretary was being brought forward for approval on July 26, 2011 when the employee was promoted from Student Life Bookkeeper to Student Life Senior Secretary on June 14, 2011. Ms. Yasecko responded that the employee would need to complete a new probationary period

Human
Resources
Recommendations:
(Cont.)

and further stated that the promotion was received too late for inclusion in the June Board book. Trustee Oilschlager commented that the position was being presented as a promotion under Promotions, Transfers, and Compensation Adjustments. Dr. Weber noted that the employee was placed on probation rather than hold up her promotion. In response to Trustee Oilschlager's statement that the Board was being asked to approve the employee's promotion not her probationary period, Ms. Yasecko replied that the employee's probationary period would be over in 90 days from June 14, 2011. Trustee Paul asked Trustee Oilschlager what she would suggest as the title. Trustee Oilschlager replied that the title was accurate as listed, but the timing was off because the position was being approved by the Board after the employee was already in the position. Trustee Paul commented that perhaps the labeling could be done a little better. Trustee Lumber mentioned that a Walk-On Item could possibly be brought forward in the future to eliminate this type of issue.

Upon roll call, the vote was as follows:

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

Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

Grants:

Acceptance of the United States Department of Education's TRIO: Talent Search Grant was presented to the Board for approval.

It was moved by Oilschlager, seconded by Howland, that Acceptance of the United States Department of Education's TRIO: Talent Search Grant be approved as presented and made a part of the official minutes.

Trustee Oilschlager commented that Mr. Nick Kallieris and his staff did a great job in preparing this grant proposal.

In response to Trustee Paul's question as to where the public can obtain information on the TRIO: Talent Search Grant, Ms. Drummond replied that information is posted on CLC's website. She also noted that this program serves four local high schools and staff works with both the students and parents. Trustee Paul asked whether there was information available on the number of students served under this grant. Ms. Drummond explained that the students are tracked under this grant to ensure that the goal is met for placing students in colleges and universities. Ms. Drummond indicated that she would provide the requested information to Trustee Paul.

Upon roll call, the vote was as follows:

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

Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

Grants: Acceptance of the Illinois Community College Board's Carl D. Perkins Title III
(Cont.) Program was presented to the Board for approval.

It was moved by Oilschlager, seconded by Howland, that Acceptance of the Illinois Community College Board's Carl D. Perkins Title III Program be accepted as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

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

Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

Closed Meeting: **It was moved** by Anderson, seconded by Howland, that the regular order of
7:40 P.M. 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" and 2(c5) 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:

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

Nays: None

The vote being (7) Ayes and (0) Nays, the Chairman declared the motion carried.

Chairman Griffin announced that the Board will officially go into Closed Meeting following a brief recess.

Regular Meeting: The meeting reconvened in Regular Meeting at 10:15 P.M.
10:15 P.M.

Human Resources Recommendations: Agenda Item 11.7.1, FY 2012 Salary and Benefit Package for Vice Presidents, under Staff Benefit Approvals, was tabled with no action taken this evening.

Adjournment: **It was moved** by Oilschlager, seconded by Anderson, and unanimously carried,
10:16 P.M. that the meeting be adjourned at 10:16 P.M.

