

# Illinois Community College Board

## 370th Meeting Agenda and Materials



March 26, 2007

Southwestern Illinois College  
Belleville, IL

Printed by the Authority of the State of Illinois

Agenda  
370<sup>th</sup> Meeting of the  
Illinois Community College Board  
Southwestern Illinois College  
Belleville, Illinois

March 26, 2007

Committee Meetings

Sunday, 7:00 p.m. - Academic Affairs - Four Points Hotel Lobby  
Monday, 7:00 a.m. - Personnel and Evaluation - Room 3276  
Monday, 7:30 a.m. - Strategic Planning - Room 2260  
Monday, 8:00 a.m. - Adult Education and Workforce Development - Room 3300  
Monday, 8:00 a.m. - Budget and Finance - Room 3303  
Monday, 8:30 a.m. - External Affairs - Room 3272  
Monday 8:30 a.m. - Student Relations - Room 3261

9:00 a.m. - Business Meeting - The Theatre (Second Floor)

	<u>Page</u>
1. Roll Call and Declaration of Quorum <i>Ann Chandler</i>	—
2. Announcements and Remarks by Guy H. Alongi, Chair	—
3. Board Member Comments	—
4. Remarks by Dr. Elmer Kirchoff, President of Southwestern Illinois College	—
5. Committee Reports	
5.1 Budget and Finance	—
5.2 Academic Affairs	—
5.3 External Affairs	—
5.4 Personnel and Evaluation	—
5.5 Adult Education and Workforce Development	—
5.6 Student Relations	—
5.7 Strategic Planning	—
6. President/CEO Report <i>Geoff Obrzut</i>	—
7. Advisory Organizations	
7.1 Student Advisory Committee <i>Sarah Anderson</i>	—
7.2 Illinois Community College Trustees Association <i>Mike Monaghan</i>	—
7.3 Adult Education and Family Literary Advisory Council <i>Gay Graves</i>	—

Agenda  
370<sup>th</sup> Meeting of the  
Illinois Community College Board

		<u>Page</u>
7.4	Presidents Council <i>Keith Miller</i>	—
7.5	Illinois Community College Faculty Association <i>Earl Godt</i>	—
7.6	Illinois Community College Foundation Report <i>Ray Hancock</i>	—
8.	Legislative/Budget Report <i>Steve Morse/Ellen Andres</i>	1-2
9.	Status Report on Associate of Arts in Teaching Degrees Initiative <i>Elaine Johnson</i>	3
10.	Homeland Security Initiative Status Report <i>Preston Morgan/Karen Hunter Anderson</i>	4-5
11.	New Units of Instruction <b>(ACTION)</b> <i>Elaine Johnson</i>	6-12
12.	Consent Agenda <b>(ACTION)</b>	
12.1	Minutes of the January 22, 2007 Meeting	13-25
12.2	Minutes of the February 26, 2007 Meeting	26-27
12.3	Review of Executive Session Minutes of the January 22, 2007 Meeting	—
12.4	Review of Executive Session Minutes of the February 26, 2007 Meeting	—
12.5	Review of Executive Session Minutes of March 25, 2005 thru the November 17, 2006 Meetings	28
12.6	Employee Guidebook Just Cause Rule	29
12.7	Open Meetings Act Policy	30
13.	Information Items	
13.1	Summary of Capital Projects Approved by the President/CEO During Calendar Year 2006	31
13.2	Baccalaureate Completion Programs at Community Colleges Survey	32
13.3	Fiscal Year 2007 Financial Statements	—
14.	Other Business	—
15.	Executive Session	—
16.	Public Comment	—
17.	Adjournment	

Illinois Community College Board

**LEGISLATIVE/BUDGET UPDATE**

At this writing, the legislature has heard the Governor's Budget Address and has received the budget recommendations of the Governor's Office of Management and Budget. In this context, budget issues will drive much of the General Assembly debate over the course of the next few months. There are several issues, though, that concern the legislature about higher education.

A few of these issues concern Illinois community colleges directly. Perhaps chief among the issues, is House Bill 1434 that would allow Harper College to offer two baccalaureate degree programs. The ICCB is on record as opposing such legislation and is in support of the Report of the Task Force on Baccalaureate Access that was completed in November, 2005. External Affairs has been working on the opposition to this legislation.

Senator Mattie Hunter has introduced legislation to create textbook advisory committees on university and community college campuses (SB325) and to oblige universities and community colleges to post on their websites certain information about textbooks including edition changes, ISBN numbers, and new and used book prices (SB326). Both bills are intended to help reduce textbook costs to students. The ICCB has been involved in meetings with Senator Hunter and IBHE to help develop this legislation. The ICCB has filed its support of both bills as amended at this writing.

The ICCB is also working with Senator Edward Maloney on SB672, an ICCB-initiated shell bill meant to be amended to standardize the age at which a person may take the GED test to 17 years of age.

The deadline for the Senate to get substantive bills out of Senate committees is March 15. The deadline for the House to get substantive House bills out of committee is March 23. A more up-to-date report on legislative issues will be presented at the March 26 meeting.

The External Affairs staff is reviewing a plan to bring the community college public relations directors together to discuss statewide community college communications issues, and develop further a statewide concept for promoting community colleges. Such a meeting was originally scheduled for January, but circumstances effected the need to re-schedule it.

**FISCAL YEAR 2008 SYSTEM BUDGET**

**System**

The Governor's Fiscal Year 2008 Budget, as presented to the General Assembly on Wednesday, March 7, includes a \$5 million increase (1.7%) for the community college system operating budget and a 2 percent increase or \$.9 million for adult education and career and technical education budgets.

Agenda Item #8  
March 26, 2007

**Capital**

The Governor's Fiscal Year 2008 Capital Budget, includes a recommendation of \$59 million for the community college system. This is made up of \$50 million for the temporary facilities initiative and \$9 million for capital renewal projects. No individual college projects were recommended for the capital budget.

**Office**

The fiscal year 2008 office operating budget includes a \$32,000 increase for the office and \$12.6 million from other funds for staff functions and projects.

*An oral budget presentation will be given at the meeting.*

Illinois Community College Board

**STATUS REPORT ON ASSOCIATE OF ARTS IN  
TEACHING DEGREES INITIATIVE**

**Background and History**

In September 2002, the Illinois Board of Higher Education (IBHE), the Illinois Community College Board (ICCB), and the Illinois State Board of Education (ISBE), in cooperation with the University of Illinois, formed a steering committee to develop Associate of Arts in teaching (A.A.T.) degree models. The steering committee identified three high need areas on which to focus its initial efforts — secondary math, secondary science, and special education. Three subcommittees were formed to address recommended curricula for these three discipline areas. A fourth committee addressed general education and the selection of appropriate lower-division professional education courses.

On June 21, 2004, House Resolution 845 was adopted which directed the Illinois P-16 Initiative to also develop a model A.A.T. degree in Early Childhood Education. The Associate of Arts in Teaching Steering Committee convened working groups that included community college and university faculty, as well as representatives from Early Childhood and Special Education constituencies, in June 2004, to develop degree models. The Associate in Arts in Teaching degrees have been approved by ICCB and IBHE in the areas of Secondary Math, Secondary Science, Special Education and Early Childhood Education. The approved programs as of March 1, 2007, include the following:

**Secondary Math**

Black Hawk College  
CCC-Harry S Truman College  
Heartland Community College  
Highland Community College  
Kankakee Community College  
Kaskaskia College  
College of Lake County  
John A. Logan College  
Moraine Valley Community College  
Oakton Community College

Prairie State College  
Richland Community College  
Rend Lake College  
Sauk Valley Community College  
Southeastern Illinois College  
Southwestern Illinois College  
Spoon River College  
Triton College  
Waubonsee Community College

**Secondary Science**

Moraine Valley Community College  
Spoon River College

Triton College

**Special Education**

Lincoln Land Community College

Oakton Community College

**Early Childhood**

Black Hawk College  
Lincoln Land Community College

Oakton Community College

Illinois Community College Board

**HOMELAND SECURITY INITIATIVE STATUS REPORT**

**Illinois Community College System Homeland Security and Emergency Response Institute**

The second Illinois Community College System Homeland Security and Emergency Response Institute was held February 21-22, 2007 in Springfield. The goal of the Institute was to bring diverse areas of colleges together around the area of homeland security. The intent was to better inform and prepare colleges to combat terrorism because of the risk of being a “soft target” and also to better respond to local or regional emergencies, whether they be natural or man-made.

There were 180 people registered for the event representing Illinois community colleges, federal and state agencies, and other local organizations including school districts.

The Institute offered four keynote speakers including Colonel Jill Morgenthaler, Office of the Governor, Larry Smith, Institute for Crisis Management, Edward Buikema, FEMA Region V, and Joseph Hill, Illinois Department of Transportation. There were also 16 concurrent sessions that included topical areas such as program development, campus security, economic development, IT security, and first responder. Presenters for these sessions included Illinois community colleges and public universities, the Federal Bureau of Investigation, Illinois Department of Commerce and Economic Opportunity, Illinois Medical Emergency Response Team, Save A Life Foundation, Illinois Fire Service Institute, Minnesota State Colleges and Universities, and the Institute for Preventive Strategies at The Center for Rural Development, Somerset, Kentucky.

The Institute creates awareness of campus security issues; identify the connection between homeland security, emergency response, and workforce/economic development; and to promote the development and coordination of homeland security and emergency response instruction focusing on innovations to satisfy unmet needs.

Evaluations by attendees of the Institute were very favorable with 95 percent of those people returning evaluations either being satisfied or very satisfied with the Institute. Eighty percent of those returning evaluations were either satisfied or very satisfied with the range of topics presented at the Institute. Copies will be distributed to all Board members. The attendees at the Institute have asked that we continue with future Institutes.

**Homeland Security and Campus Safety Research Committee**

The second meeting of the Homeland Security and Campus Safety Research Committee was held immediately following the ICCB Homeland Security and Emergency Response Institute on February 22, 2007. The committee, led by co-chairs Marikay Hegarty (ICCB board member and Chicago Police Department) and Col. Jill Morgenthaler (Deputy Chief of Staff for Public Safety, Office of the Governor), discussed with Col. Morgenthaler her ideas concerning the role of community colleges and students in homeland security and emergency response. The committee also reviewed the survey to colleges that was drafted at the December meeting.

Agenda Item #10  
March 26, 2007

This survey will assist the committee with their assessment of the current status of community colleges in Illinois regarding emergency preparation and qualifications of campus safety and police departments. State statutes addressing campus safety and police departments were also reviewed. The review of these statutes will continue at the April 26<sup>th</sup> meeting in Joliet.



Agenda Item #11  
March 26, 2007

Illinois Community College Board

**NEW UNITS OF INSTRUCTION**

The Illinois Community College Board is requested to approve new units of instruction for the following community colleges:

**RECOMMENDED ACTION:**

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the following new units of instruction for the community colleges listed below:

**PERMANENT PROGRAM APPROVAL**

Black Hawk College

- ▶ Apprenticeship Pipe Trades A.A.S. degree (65 semester credit hours)

Wm. Rainey Harper College

- ▶ Public Relations A.A.S degree (60 semester credit hours)

Lincoln Land Community College

- ▶ Welding Operator Certificate (30 semester credit hours)

Moraine Valley Community College

- ▶ Massage Therapy Certificate (31 semester credit hours)

Rock Valley College

- ▶ Associate in Engineering Science (65 semester credit hours)

Spoon River College

- ▶ Associate of Arts in Teaching (A.A.T.) Special Education (61 semester credit hours)

Harry S Truman College

- ▶ Associate in Fine Arts (61 semester credit hours)

John Wood Community College

- ▶ Associate in Fine Arts (64 semester credit hours)

**BACKGROUND**

**Black Hawk College** is seeking approval to offer a 65 semester credit hour “Apprenticeship Pipe Trades” Associate in Applied Science (A.A.S.) degree program.

Agenda Item #11  
March 26, 2007

This curriculum will provide individuals with existing experience in the pipe and related trades with formalized education and training that may lead to advancement opportunities within their employment structure.

The program is a partnership between the college and Local Union 25 of the Joint Apprenticeship Committee of Eastern Iowa and Western Illinois for individuals participating in the United Association training program for the pipe trades. The curriculum consists of 15 semester credit hours of required general education coursework, 45 semester credit hours of required career and technical coursework and a five (5) semester credit hour work-based learning component. Career and technical coursework includes instruction in basic pipe trade concepts, intermediate and advanced pipe trades, welding levels I-IV, mathematics for pipe trades, scientific principles for pipe trades, human relations, medical gas installation, industrial safety, and a certification seminar. The work-based learning component of this program includes 8,500 hours of onsite occupational training. Assessment of student learning objectives will be accomplished through observation and evaluation of the student during their occupational field training and will be performed by both instructors and job-site supervisors. Labor market information provided by the college supports the interest in and the need for a formalized training program available to existing pipe trades apprentices within the district and bordering communities of Eastern Iowa. The college anticipates an enrollment of 35 students the first year. No new faculty will be required by the college. Six (6) existing faculty from the Local Union 25 will be utilized for the career and technical instruction. No new funds will be required for implementation of this program.

**William Rainey Harper College** is seeking approval to offer a 60 semester credit hour Associate in Applied Science (A.A.S.) degree program in "Public Relations". This program will prepare students for entry-level employment in public relations. The curriculum consists of 21 semester credit hours of general education coursework and 39 semester credit hours of required career and technical education coursework. The career and technical component includes instruction in mass communications, journalism, advertising, news reporting and writing, media writing, public relations, public relations writing and production, media interviewing, special events and promotions, campaign communications and message design, introductory business organization and marketing. Many of the courses are transferrable and will allow for ease of articulation with several baccalaureate institutions with which the college is seeking agreements, such as Roosevelt University, Northern Illinois University and Columbia College. The college plans to assess achievement of student learning objectives through the evaluation of a student portfolio containing artifacts of the student's education during the program. Labor market information provided by the college supports the interest in and the need for a formalized two-year degree program in public relations within the college's district. Recently the college was granted approval to offer two related certificate programs that will ladder into the degree. The college anticipates an enrollment of 10 full-time and 15 part-time students the first year, increasing to 15 full-time and 20 part-time students by the third year. The program will require one (1) existing full-time, two (2) existing part-time and one (1) new part-time faculty the first year. Because many of the courses, faculty and related resources for this program are already in place, program costs are estimated to be low at approximately \$5,000 per year during each of the first three years.

Agenda Item #11  
March 26, 2007

**Lincoln Land Community College** is seeking approval to offer a 30 semester credit hour “Welding Operator” certificate program. This program will prepare individuals for employment in a specialized field of welding such as industrial pipe welding and fabrication. This program builds upon an existing 15 semester credit hour certificate program currently available at the college.

The curriculum consists of coursework in basic and advanced shielded metal ARC and Oxyacetylene welding, welding blueprints, MIG and TIG welding, welding fabrication, aluminum welding, pipe welding and welder certification. The curriculum was developed based on welding standards outlined by the American Welding Society (AWS) for entry-level welders. Graduates of this program are eligible for taking optional certification exam offered through AWS. The college anticipates an enrollment of five (5) full-time and 15 part-time students each year during the first three years of the program. The program will require one (1) new part-time and three (3) existing part-time instructors the first year. Because the college currently offers a similar program in welding, resources such as faculty, facilities, and equipment for the proposed certificate will be shared. Therefore no new costs will be incurred to implement this program.

**Moraine Valley Community College** is seeking permanent approval for a 31 semester credit hour Massage Therapy certificate program. This program was approved on a temporary basis on September 19, 2003 and has been in operation for three years. The program prepares individuals for employment as “massage therapists” and qualified graduates for taking the state’s licensing exam as well as the National Certification Exam in Therapeutic Massage and Bodywork. The curriculum, which has not been altered since its implementation, consists of coursework in therapeutic massage techniques, anatomy and physiology, CPR and first aide, business practices and ethics, and clinical practices. The college has met or exceeded their original benchmarks for enrollments, completions and placements. The program currently enrolls 14 students annually and all of the program’s existing graduates are currently employed. The college plans to seek program accreditation through the Commission on Massage Therapy Accreditation (COMTA) during fiscal year 2008. The college identified strengths of the program as highly qualified and motivated faculty as well as strong and supportive input from the program’s advisory committee. Tracking students was identified as a program weakness and the college plans to address this through increased communication between the program coordinator and students post-graduation.

**Rock Valley College** is seeking approval to offer a 65 semester credit hour Associate in Engineering Science (A.E.S.) degree for students planning to obtain a baccalaureate major or enter the workforce with a basic level of competence and the possibility of seeking a baccalaureate degree at a later date. The A.E.S. degree is more closely aligned with lower division coursework at universities than the Associate in Science degree that was commonly used by engineering students in the past. The proposal satisfies ICCB Administrative Rules for A.E.S. programs and meets the IAI Engineering panel’s recommendations. To gain admittance to this program, students must meet the IAI Engineering panel’s recommendations and the general admission standards for all transfer degrees. Facilities, including laboratories and equipment at Rock Valley College will provide students with excellent learning experiences.

Agenda Item #11  
March 26, 2007

Faculty are well-qualified. At this time, no additional faculty or facilities are anticipated since courses have been taught as part of the Associate in Science program.

**Spoon River College** has submitted a proposal for 61 semester credit hours to offer an Associate of Arts in Teaching (A.A.T.) in Special Education, Statewide Model Curriculum. The 61 semester credit hour model curriculum consists of 43 semester credit hours of general education coursework, and 18 semester credit hours of professional education coursework. The proposal meets the model guidelines endorsed by the Illinois Community College Board and the Illinois Board of Higher Education.

**Harry S Truman College** is seeking approval to offer an Associate in Fine Arts (A.F.A.) degree with an emphasis on studio art. In comparison to the Associate in Art, this degree features less general education and more art instruction to better accommodate the unique sequencing of coursework that occurs in this discipline. The proposed degree requirements fall within acceptable limits as defined by ICCB Administrative Rules and the IAI Art Major Articulation Panel. Students seeking admission to this degree program will be required to meet admissions criteria equivalent to other transfer degree programs. The college's art instruction facilities include studios in painting, drawing and design, ceramics, and photography. The college used grant money in 1999 to finance a state of the art digital imaging lab. In 1998, the college opened The President's Gallery, which was devoted to showcase the work of outstanding Truman art students. In addition, a spacious lobby gallery houses rotating shows of student and professional artists. The four (4) full-time faculty possess excellent credentials including exhibitions that have received national and international acclaim.

**John Wood Community College** is seeking approval to offer an Associate in Fine Arts (A.F.A.) degree with options for students planning to obtain a baccalaureate major in Music Performance and Music Education. In comparison to the Associate in Art, this degree features less general education and more music instruction to better accommodate the unique sequencing of coursework that occurs in this discipline. The proposed degree requirements fall within acceptable limits as defined by ICCB Administrative Rules and the IAI Music Major Articulation Panel. Students seeking admission to this degree program will be required to meet admissions criteria equivalent to other transfer degree programs. No additional facilities will be needed to meet the demands of the new program. Music courses have been taught for some time to students as part of the associate in arts program. The college expects that an additional instructor may be needed as enrollments grow. Funding for this position will come from institutional dollars gained as the program builds.

## **TEMPORARY PROGRAM APPROVAL**

### College of DuPage

- ▶ Paralegal Studies A.A.S. degree (67 semester credit hours)

### College of Lake County

- ▶ Game Development A.A.S. degree (61 semester credit hours)

Agenda Item #11  
March 26, 2007

Parkland College

- ▶ Construction: Ironworker Certificate (41 semester credit hours)

Shawnee Community College

- ▶ Construction Craft Laborer Apprenticeship A.A.S. degree (61 semester credit hours)
- ▶ Construction Craft Laborer Apprenticeship Certificate (37 semester credit hours)

Wabash Valley College

- ▶ Construction: Trade Technology A.A.S. degree (60 semester credit hours)
- ▶ Construction: Laborer Certificate (42 semester credit hours)

**BACKGROUND**

**College of DuPage** is seeking temporary approval to offer a 67 semester credit hour Associate in Applied Science (A.A.S.) degree program in “Paralegal Studies” for a period of three years. This program will prepare individuals for entry-level employment as paralegals in a variety of legal environments. The curriculum consists of 19 semester credit hours of required general education coursework, 33 semester credit hours of required career and technical education coursework and 15 semester credit hours of related technical electives. The career and technical component of the curriculum includes instruction in introductory paralegal studies, drafting legal documents, litigation, introductory and advanced legal research and writing, business law, professional ethics, law office organization and a required work-based learning component as a paralegal. Assessment of student learning objectives will be achieved through the program staff evaluation of the student’s performance during the required paralegal practicum. The curriculum was developed according to the American Bar Association guidelines for paralegal education programs. Graduates of this program will be prepared for optional credentialing through several industry associations including the National Association of Legal Assistants (NALA) and the National Federation of Paralegal Associations (NFPA). Certification/registration through these organizations requires, at minimum, passage of an examination.

Labor market information provided by the college supports the interest in and the need for the college to offer a degree program in this field. Currently, the college utilizes cooperative agreements with neighboring institutions for paralegal training. In fiscal year 2005, 84 district students indicated an interest in pursuing paralegal training through one of these cooperative arrangements. Establishment of an in-district program will provide better access to instruction, related support services and work-based learning sites for College of DuPage students. The college anticipates an enrollment of 30 students the first year. Temporary approval is being requested to meet the immediate need for district students and employers. *Permanent approval will be considered after a period of three years based on program outcomes.*

**College of Lake County** is seeking temporary approval to offer a 61 semester credit hour “Game Development” Associate in Applied Science (A.A.S.) degree program for a period of three years. This program will prepare individuals for entry-level employment as game developers and programmers. The curriculum consists of 21 semester credit hours of required general education coursework, and 40 semester credit hours of required career and technical education coursework.

Agenda Item #11  
March 26, 2007

The career and technical component of the curriculum includes instruction in introductory computer programming, programming concepts in JAVA or Visual Basic, game development and design strategies, 2-D and 3-D game development, programming in C++ and Advanced C++, math for game development, a game development project and 12 semester credit hours of related technical electives. The college anticipates an enrollment of five (5) full-time students the first year. Labor market information for formalized training in this occupational field is supportive both within the college's district and statewide. Temporary approval is being requested to monitor the continued need for the program. *Permanent approval will be considered after a period of three years based on program outcomes.*

**Parkland College** is seeking temporary approval to offer a 41 semester credit hour "Construction: Ironworkers" Certificate program for a period of three years. This program will prepare construction apprentices for employment in commercial and industrial ironworking. The curriculum includes coursework in occupational health and safety, history of the labor movement, orientation to the field, structural blue print reading, structural steel erection, post tensioning, rigging, ornamental ironworking, pre-engineered buildings, introductory gas and arc welding, fabrication welding and weldability inspection. This curriculum was developed based on the U.S. Department of Labor-Bureau of Apprenticeship and Training's apprenticeship program for construction ironworkers and in collaboration with the International Association of Bridge, Structural, Ornamental, and Reinforcing Iron Workers Local Union #380 to increase the pool of qualified applicants within their labor market area. The college anticipates an enrollment of 35 students per year. Temporary approval is requested to meet the immediate need of local union affiliates for skilled ironworkers. *Permanent approval will be considered after a period of three years based on program outcomes.*

**Shawnee Community College** is seeking temporary approval to offer a 63 semester credit hour "Construction Craft Laborer Apprenticeship" Associate in Applied Science (A.A.S.) degree and a related 37 semester credit hour Certificate program for a period of three years. These curricula will provide new and existing apprentices of the International Laborers Unions of North America (ILUNA) the opportunity to receive college credit for their instruction and training as laborer apprentices. The formal ILUNA construction craft laborer training program is a three-year apprenticeship that prepares individuals for employment as laborers in heavy-duty and industrial construction environments, such as highway construction. The certificate program consists 37 semester credit hours of required career and technical education coursework. The career and technical component of the curriculum includes instruction in mason tending, concrete practices and procedures, asphalt technology and construction, pipelaying, blueprint reading, asbestos abatement, bridges, occupational health and safety, hazardous waste, history of the labor movement and over 1000 hours of on-the-job training in construction labor. The degree program consists of 17 additional semester credit hours of required general education coursework, and nine (9) semester credit hours of additional career and technical education coursework in leadership and labor management development. The college anticipates an initial enrollment of 10 students the first year for both the degree and certificate programs. Assessment of student learning objectives will be achieved through the administration of a comprehensive exam during the student's final work-based learning course. Furthermore, students will be evaluated on their performance while at the job-site by the supervising laborer.

## Agenda Item #11

March 26, 2007

Temporary approval is requested to monitor the continued need for a formalized credit training program within the college's district. *Permanent approval will be recommended after a period of three years based on program outcomes.*

**Wabash Valley College**, one of the Illinois Eastern Community Colleges, is seeking temporary approval to offer a 60 semester credit hour "Construction: Trade Technology" Associate in Applied Science (A.A.S.) degree and a related 42 semester credit hour "Construction: Laborer" Certificate program for a period of three years. These curricula will provide new and existing apprentices of the Illinois Laborers' and Contractors Joint Apprenticeship Training Program Local #1197 the opportunity to receive college credit for their instruction and training as laborer apprentices. These programs will prepare individuals for employment as laborers in heavy-duty and industrial construction environments, such as highway construction. The certificate program consists 42 semester credit hours of required career and technical education coursework.

The career and technical component of the curriculum includes instruction in mason tending, concrete practices and procedures, asphalt technology and construction, pipelaying, highway construction plan reading, asbestos abatement, basic construction surveying, bridges, occupational health and safety, hazardous waste, history of the labor movement and over 1000 hours of on-the-job training in construction labor. The degree program builds on that of the certificate to include 15 semester credit hours of required general education coursework and one additional course in labor management development. The college anticipates an initial enrollment of 15 students the first year for both the degree and certificate programs. Assessment of student learning objectives will be achieved through the administration of a comprehensive final exam during the student's final work-based learning course. Furthermore, students will be evaluated on their performance while at the job site by the supervising laborer. Temporary approval is requested to monitor the continued need for a formalized credit training program within the college's district. *Permanent approval will be recommended after a period of three years based on program outcomes.*

### **INFORMATION ITEM - BASIC CERTIFICATE APPROVAL**

Following is a list of basic certificates that have been approved on behalf of the Illinois Community College Board by the President/CEO since the last Board meeting:

#### **Permanent Program Approval**

##### Moraine Valley Community College

- ▶ Supply Chain Management Certificate (17 semester credit hours)

#### **Temporary Program Approval**

##### College of DuPage

7. Paralegal Studies Certificate (27 semester credit hours)

##### Parkland College

8. Construction: Concrete Specialist Certificate (10 semester credit hours)

##### Rend Lake College

9. Certified Tire Builder Certificate (10 semester credit hours)

Agenda Item #12.1

March 26, 2007

UNAPPROVED

Minutes of the 368<sup>th</sup> Meeting of the

Illinois Community College Board

January 22, 2007

Harry L. Crisp Community College Center

401 East Capitol Avenue

Springfield, Illinois

**RECOMMENDED ACTION**

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board minutes of the January 22, 2007 meeting, as recorded.

Item #1 - Roll Call and Declaration of Quorum

Chairman Alongi called the meeting to order at 9:00 a.m. Roll call was taken with the following members present: Guy Alongi, Sarah Anderson, John Aurand, John Donahue, Marikay Hegarty, Angela Perez Miller, Suzanne Morris, Bill Naegele, Judith Rake, Jake Rendleman, and nonvoting member Addison Woodward,. Dianne Meeks and Rudolph Papa were absent.

Item #2 - Announcements and Remarks by Guy H. Alongi, Chair

Chairman Alongi welcomed everyone and thanked them for attending. He announced that Board members Dianne Meeks and Rudolph Papa will be joining the Executive Session meeting by teleconference. A second roll call vote will be called for Executive Session. He apologized, but had no other comments due to having a severe cold.

Item #3 - Board Member Comments

John Aurand commented on Item #14.3-Review of Executive Session Minutes. Since the Executive Session Minutes in question go back to June 14, 2002, many of the Board members presently on the Board have not reviewed them. He suggested that the item be removed from January's consent agenda and put on the March consent agenda. He also requested that Board secretary Ann Chandler copy Executive Session minutes to be considered and distribute to members. John Aurand will make the motion when voting on the consent agenda in March.



Agenda Item #12.1  
March 26, 2007

Member Judy Rake commented on her involvement with the Midwest Higher Education Commission (MEHC). She missed the last Board meeting due to her attendance at the MHEC Summit and Annual meeting.

Item #4 - Committee Reports

Item #4.1 - Budget and Finance Committee

Bill Naegele reported the committee reviewed ICCB financial statements included in Item #15.1.

The committee discussed office budget issues for fiscal year 2007 and the implications of the union increases for fiscal year 2007 and 2008.

They also had a lengthy discussion on the fiscal year 2008 system budget issues. Agenda Item #7 includes the capital request and will be discussed later in the meeting. The system operating budget is still in the early negotiating stages with the IBHE and the Governor's Office of Management and Budget.

Item #4.2 - Academic Affairs

Angela Miller reported the committee reviewed the Task Force recommendations and are waiting and eager to see the rank order on the priorities. In the meantime, the committee plans to identify those that require funding and those that do not require funding and see which are feasible.

A mission statement will be developed to clarify the purpose and responsibilities of the committee.

Item #4.3 - External Affairs

Steve Morse reported they reviewed the final report from the House Joint Resolution 122 Task Force. All the committee reports were approved by the task force back in the middle of December. However, the task force members asked for a summarization of those recommendations. This report is being delivered today to the Secretary of the Senate and to the Clerk of the House of Representative. This concludes the task force's duties.

Sue Morris commented on behalf of the Board the gratitude they have for all the task force's hard work.

Steve also mentioned all the hard work and time Randy Barnette, Vice President for External Affairs, has put in to the task force.

Agenda Item #12.1  
March 26, 2007

Geoff Obrzut, President/CEO, thanked the Board members who attended the meeting.

Item #4.4 - Personnel and Evaluation

John Aurand stated the committee met last night and discussed negotiations and numerous personnel issues. The recommendations they came up with will be presented to the full Board during Executive Session. He suspects a number of personnel decisions will be made.

Item #4.5 - Strategic Planning

Angela Miller reported this is the first meeting for the committee. They have nominated Dianne Meeks as the Chair.

There was a lengthy discussion on the program areas and how they work together within the community colleges.

They identified some items they would like to get into a deeper discussion about, such as:

10. Leadership and Core Values
11. Assessment Process in Adult Education
12. Boundary Guidelines across the community colleges

Item #4.6 - Student Relations

Sarah Anderson stated that, since the other two Board members were not present, the committee could not meet. However, Sarah and Karen Hunter Anderson, Senior Director for Student/Instructional Development, talked about plans for the next meeting.

The members were emailed the textbook report to review. The committee will be looking at student issues, both from the Student Advisory Committee and the recommendations by the HJR 122 Joint Task Force. The committee will also be reviewing the IBHE report. HJR 122 Task Force member, fellow student, and former U.S. Veteran Todd Rauch will be meeting with the Director of Veterans Affairs and the Trustees Association to discuss the funding of the Veterans Grant.

The Student Advisory Committee met just this last Friday and Saturday and wrote notes to each of the Board members thanking them for their time and efforts.

Item #5 - President/CEO Report

Geoffrey Obrzut, President/CEO, first welcomed college president Dr. Bob Exley of Parkland College who started July 1.

## Agenda Item #12.1

March 26, 2007

Ellen Andres, Interim Chief Financial Officer, will discuss more on the budget issue; however, ICCB had a good meeting with the Governor's Office of Management and Budget regarding the '08 Budget. The main issue ICCB is pushing for is getting base operating and equalization back up to 100%. Also, the Student Success Grant and Veteran's Grant are two main issues the ICCB has been focusing on. A meeting is scheduled with IBHE Executive Director Judy Erwin, ICCB staff, Mike Monaghan, and Keith Miller to get the ball rolling.

Geoff thanked everyone who was involved with the Joyce Foundation. ICCB received \$1 million plus \$500,000 from the Department of Commerce and Economic Opportunity (DCEO). He also mentioned ICCB is working with DCEO on the Future Generation project, which will fund the community colleges to train future employees to construct and work at a Cold Fuel Power Plant. Department of Human Services and ICCB are working together to open welcome centers for Immigrants throughout the State. Triton College is being considered as a location for the next welcome center.

The most recent OnBoard sent to Board members reported on the External Audit. There were only three findings. The first finding may never be fixed since it concerns some of the colleges providing their documents to ICCB past the due date, the second finding referred to evaluations, and the third finding identified a report that was due on some legislation that was passed through a resolution. Since there were fewer than five findings, it is very unlikely that the ICCB will have to go before the Legislative Audit Commission. Geoff thanked Ellen Andres and her staff for their hard work on this issue.

The Homeland Security Conference will be held February 21-22 at the Crowne Plaza. The program looks even better than last year's conference. Geoff thanked Karen Hunter Anderson, Senior Director for Student and Instructional Development, and Preston Morgan, Senior Director for Workforce Development, for their hard work planning and coordinating the conference.

Carol Lanning, Senior Director for Program Planning and Accountability, will retire at the end of February this year. Geoff thanked her for all her hard work while at the ICCB.

### Item #6 - Advisory Organizations/Foundation Reports

#### Item #6.2 - Student Advisory Committee

Sarah Anderson, Student Board Member, stated that the Student Advisory Committee met January 19-20 in Springfield. ICCB staff member Ellen Andres spoke to them on the Capitol Funding, which students rank #1 on their list of issues. The HJR 122 student task force members spoke on the positive experience they received from participating on the task force. The project coordinator for the Illinois Course Applicability System (CAS) spoke to the students. He showed them how the CAS system works on the internet.

The subcommittees met and finalized their plans to reach the goals they have set out to do.

Agenda Item #12.1  
March 26, 2007

The Outreach Committee is planning a service project to collect and send school supplies to Mississippi Gulf Coast Community Colleges. The Awards and Recognition Committee has finalized their two systemwide awards: Outstanding Administrator and Outstanding Program. The Legislative Committee is sending out a letter to each student trustee encouraging them to talk with their legislators prior to Student Lobby Day. They also began the initial planning for Student Lobby Day, which will be on April 25.

The Local Issues Committee is sending out two surveys to each community college, one about advising and one about international students. A final report will be distributed to the Board. The Quality Issues Committee will begin to recruit a new student board member which will be elected in March.

The next meeting will be March 9-10 in Schaumburg.

Item #6.3 - Illinois Community College Trustees Association

Mike Monaghan, Executive Director of the Illinois Community College Trustees Association, reported the next state meeting will be held February 12-14 in Washington, D.C. This is the same time frame National Lobby Day activities are scheduled.

The next meeting will be held on March 9 in Schaumburg.

Community College Lobby Day is scheduled for April 25 where they will speak with legislators at the Capitol regarding community college issues.

Regarding the lawsuit that was filed last fall, the Trustees are responsible for developing legislation to present in to session.

Mike updated the Board on Senate Joint Resolution 91 which passed last spring that created a task force to re-evaluate the college insurance program. The task force has met twice and will meet again next week. The final report is due in March and will determine whether City Colleges of Chicago will be included in this insurance program.

Item #6.4 - Adult Education and Family Literacy Advisory Council

Gay Graves, Adult and Family Education Director for the St. Clair County Regional Office of Education, reported the council continues to work diligently to refine program procedures. Each year, the council's four committees tackle areas of concern and then make recommendations to Jennifer and her staff.

The Curriculum and Instruction Committee is discussing what makes a quality program and how to measure those qualities.

Agenda Item #12.1  
March 26, 2007

The Professional Development, Training and Marketing Committee is discussing professional development evaluation components which includes 1) instruction and program outcomes and goals, 2) accountability, 3) appropriate professional development, 4) content of the professional development, and 5) follow-up means of assessing transfer of professional development.

The Student Support and Transition Services Committee is working on two quality measures: 1) the program clearly defines the support services that it provides to students and 2) support services are available to all students enrolled in the program.

The Policy Studies, Research and Accountability Committee is addressing the importance of program evaluation and how it collects, uses, and interprets data.

The next Advisory Council meeting will be held January 25, 2007.

Item #6.5 - Presidents' Council

Dr. Keith Miller, President of Black Hawk College, stated the council had their joint meeting last week. The council is interested in seeing what the General Assembly does with the HJR 122 Task Force recommendations. They discussed the transfer of individual courses between community colleges and universities. Many presidents were unaware of the IBHE policy already in place stating that individual courses will transfer as long as they are recognized by the Illinois Articulation Initiative.

The council discussed the budget. They hope the recommendations of the HJR 122 Task Force are considered when discussing the budget.

The council believes the relationship between local legislators and the community colleges needs to be strengthened.

The Veteran's Grant is still a major concern and needs to be funded.

The President's Council will support the legislation for Women Employed. They have proved to be a strong asset to the community colleges.

Item #6.6 - Illinois Community College System Foundation Report

Ray Hancock, President of the Illinois Community College System Foundation, reported that the building addition is progressing. They are still looking at a May bid date and the completion of the construction in summer 2008. It will include a third and fourth floor with some outside work done to the building.

Agenda Item #12.1  
March 26, 2007

Item #7 - Fiscal Year 2008 Capital Budget Request (ACTION)

Bill Naegele made a motion, which was seconded by Judith Rake, to approve the following items:

1. approves the fiscal year 2008 Capital Budget Request for the Illinois Community College System as presented in the attached Table 1;
2. authorizes the submission of the request to the Illinois Board of Higher Education; and
3. authorizes its President/CEO, with the concurrence of the Chair, to make technical adjustments to the request if more refined data become available.

The motion was approved by a unanimous voice vote. Student Advisory Vote: Yes.

Item #8 - The Community College System Economic Impact Statement 2007

Scott Parke, Senior Director for Policy Studies, reported the Illinois Community College Board, in conjunction with Illinois' community colleges, is in the process of collecting and analyzing data to derive the economic benefits that community colleges contribute back to their communities and to Illinois' economy in general. In 2002, the colleges contracted with CC benefits, Inc. to produce an impact study for the state's community college system. While the report that resulted from this project addressed our needs at the time, ICCB has now commissioned an even broader analysis to reflect the system's current impacts on the state's economy, communities, and workplaces.

The Center for Governmental Studies (CGS) at Northern Illinois University is able to provide us with an even more detailed and customized statewide report than the 2002 one, and also will be able to produce impact reports for individual community colleges. These reports include:

1. a basic "core" impact analysis report at the statewide level that would include a range of economic, community and employer benefits,
2. an "expanded" statewide report that would entail CGS developing and administering an impact survey to every Illinois community college and address such impacts as business attraction and retention, bridge programs, and student job placements, and
3. individual community college analyses that use district-level data to describe the array of impacts of each institution on the area it serves.

Agenda Item #12.1  
March 26, 2007

Item #9 - New Units of Instruction (ACTION)

Bill Naegele made a motion, which was seconded by Angela Miller, to approve the following new units of instruction:

**PERMANENT PROGRAM APPROVAL**

Black Hawk College

- ▶ Apprenticeship Pipe Trades Certificate (50 semester credit hours)

Danville Area Community College

- ▶ Business Management Certificate - Department of Corrections Statewide Model Curriculum (33 semester credit hours)

Parkland College

- ▶ Construction: Painting & Decorating Certificate (35 semester credit hours)

Shawnee Community College

- ▶ Major Appliance Technology Certificate (41 semester credit hours)

**TEMPORARY PROGRAM APPROVAL**

Moraine Valley Community College

- ▶ HAC Stationary Engineer Certificate (44 semester credit hours)

Oakton Community College

- ▶ Radio Frequency Identification Technology Certificate (31 semester credit hours)

Item #10 - Community College Recognition Approvals (ACTION)

Sue Morris made a motion, which was seconded by Marikay Hegarty, to grant a status of “recognition continued” to the following districts:

Black Hawk College  
Danville Area Community College  
College of DuPage  
Prairie State College  
Rock Valley College  
Triton College  
Waubonsee Community College

The motion was passed by unanimous voice vote.

Agenda Item #12.1  
March 26, 2007

Item #11 - Accountability and Productivity in the Illinois Community College System - Fiscal Year 2006

Dr. Elaine Johnson, Vice President for Instruction and Policy Studies, reported that, in 1983, the Illinois Community College System began a broad-based accountability initiative through regular review of instructional, administrative, and support services. Today, the process continues to be a major accountability effort proven to be flexible enough to address the constantly changing policy issues and priorities of the various community college districts. To ensure that programs continue to meet the needs of both students and employers, colleges conduct a review of programs once every five years. The review is based on three criteria: program need, program cost, and program quality.

The report, *Accountability and Productivity in the Illinois Community College System*, highlights and summarizes accountability activities and initiatives described by Illinois' 48 community colleges in their Accountability/Program Review Reports for Fiscal Year 2006. The reports submitted by the colleges provide evidence of the ongoing review processes that are in place to ensure that high levels of quality and productivity are achieved for programs and services that best support each college's mission.

The report for fiscal year 2006 provides analyses of program reviews in five academic disciplines, 32 career and technical areas, Adult Education and Family Literacy, English as a Second Language, and Developmental Education.

Item #12 - Illinois Annual Student Enrollments and Completions in the Illinois Community College System - FY 2006

Dr. Elaine Johnson reported that the Fiscal Year 2006 Annual Report on Student Enrollments and Completions in the Illinois Community College System Report is based on individual student records that the colleges provided at the close of the fiscal year (July 1, 2005 through June 30, 2006). Summary data for the four previous fiscal years (2002-2005) are referenced to allow for the examination of longer term trends.

Illinois community colleges deliver education and training to a substantial number of individuals every year. During fiscal year 2006, a total of **934,902** students enrolled in credit and noncredit courses at an Illinois public community college. Three-quarters of these students enrolled in credit courses. Credit enrollment was down slightly compared to last year (-2.6 percent) and about the same as five years ago (0.6 percent). In fiscal year 2006, 254,280 students enrolled in noncredit courses, which is down slightly from fiscal year 2005 (-1.5 percent) and five years ago (-5.6 percent).

A total of **49,628** collegiate-level degrees and certificates were earned by Illinois community college students in fiscal year 2006. The number of community college completions in fiscal year 2006 is the **second highest count ever reported**. The Illinois Community College System continues to have a substantial positive impact on the education, training, and economic development needs of the state.



Agenda Item #12.1  
March 26, 2007

Item #13 - Homeland Security Update

Preston Morgan, Senior Director for Workforce Development, reported the second Illinois Community College System Homeland Security and Emergency Response Institute will be held on February 21-22, 2007 in Springfield at the Crowne Plaza Hotel. Conference sessions and speakers will present information on campus security, program development, economic development, IT security, and first responder issues. Keynote speakers for the event include Colonel Jill Morgenthaler, Office of the Governor; Larry Smith, Institute for Crisis Management; and Edward Buikema, FEMA Region V.

Also, community college representatives participated in the video course “Homeland Security for Campus Executives” on November 29, 2006, at the Lincoln Land Community College Capital City Center. The 4.5 hour interactive video training was broadcast live from the Center for Rural Development in Somerset, Kentucky. The course was developed by the West Virginia University and was certified by the Department of Homeland Security’s Office of Grants & Training.

Preston also reported that the ICCB Homeland Security and Campus Safety Committee held their first meeting on December 5, 2006 in Springfield. Col. Jill Morgenthaler, Deputy Chief of Staff of Public Safety for the Governor’s Office, and Marikay Hegarty, Chicago Police Department, are serving as co-chairs for this committee. Col. Morgenthaler and Geoffrey Obrzut, representing Marikay Hegarty, conducted the meeting. Topics of discussion included the Illinois Terrorism Task Force areas of interest, programs of interest for Illinois community colleges, the state statute for Illinois community college security departments, and an assessment of current practices and procedures of campus security departments. The committee agreed to conduct an assessment of the security departments of the system through a survey. Committee members have been invited to the next meeting of the Illinois Terrorism Task Force in late February. The next meeting of the Homeland Security and Campus Safety Research Committee will be held February 22, 2007, at the Crowne Plaza to discuss revision of the state statute and to review the survey results.

Item #14 - Consent Agenda (ACTION)

Bill Naegele made a motion, which was seconded by John Aurand, to approve the following items:

Item #14.1 - Minutes of the November 17, 2006 Meeting

The Illinois Community College Board hereby approves the Board minutes of the November 17, 2006 meeting, as recorded.

Agenda Item #12.1  
March 26, 2007

Item #14.2 - Review of Executive Session Minutes of the November 17, 2006 Meeting

The Illinois Community College Board hereby approves the Board Executive Session minutes of the November 17, 2006 meeting, as recorded.

\* \* \* \* \*

The motion was approved by unanimous voice vote. Student advisory vote: Yes.

Item #15 - Information Items

Item #15.1 - Fiscal Year 2007 Financial Statements

Documents were provided to the Board for their information and review.

Item #15.2 - Report on Funding of the Illinois Veteran Grant Program, the Illinois National Guard and Naval Militia Grant Program, and the MIA-POW Scholarship Program

Documents were provided to the Board for their information and review.

Item # 16 - Other Business

Illinois Community College Board lawyer, John Kauerauf, presented to the Board members a rule to adopt for the purpose of allowing two Board members, Dianne Meeks and Rudolph Papa, to participate and vote on matters being discussed in Executive Session since both were unable to be physically present at the Board meeting.

Board Temporary Rule 2007 - 1

**Open Meetings Act/Board Member Attendance by a Means Other Than Physical Presence**

If a quorum of the members of the ICCB Board or any committee of the ICCB Board is physically present for a meeting, as required by Section 2.01 of the Illinois Open Meetings Act, a majority of the ICCB Board or an ICCB Committee, as the case may be, may allow a physically absent member to attend the meeting by audio conference if the member is prevented from physically attending because of:

- (1) personal illness or disability;
- (2) employment purposes of the business of the ICCB; or
- (3) family or other emergency.

Agenda Item #12.1

March 26, 2007

Any ICCB Board Member wishing to attend a meeting by other means shall notify the ICCB Board Secretary before the meeting unless advance notice is impractical.

Sue Morris and Bill Naegele have a concern that this proposed rule might be overriding the State Law. However, Kauerauf explained that it is in the law, amended by the General Assembly. Bill Naegele still opposes adopting this rule.

Dianne Meeks could not make the meeting due to family matters, and Rudy Papa is on vacation in Arizona.

Board member John Aurand was upset due to the way this was sprung on the Board members. He believes trying to adopt this rule is illegal.

Item # 17 - Executive Session

Prior to entering in to Executive Session, a role call vote was taken to allow Board member Dianne Meeks to attend the Executive Session by phone.

Angela Miller made a motion, which was seconded by Jake Rendleman, to allow Board member Dianne Meeks to participate in the Executive Session by phone. Six Board members voted yes and three Board members voted no. The motion was passed. Student advisory vote: No.

There was not a second motion made to allow Board member Rudolph Papa to attend the Executive Session by phone; therefore, the action died.

\* \* \* \* \*

At 11:15 a.m., John Aurand made a motion, which was seconded by Bill Naegele, to go into Executive Session to discuss legal matters. The motion was approved by unanimous voice vote. Student advisory vote: Yes.

Geoffrey Obrzut, President/CEO remained in the meeting.

Ellen Andres, Chief Financial Officer/Human Resources, remained for the collective bargaining update, then left the meeting.

Ann Chandler, Executive Assistant and Board Secretary, took attendance at the beginning of the meeting, then left the meeting.

\* \* \* \* \*

Agenda Item #12.1  
March 26, 2007

At 12:50 p.m., Bill Naegele made a motion, seconded by Jake Rendleman, to adjourn Executive Session and return to the regular Board meeting. The motion was approved by unanimous voice vote. Student advisory vote: Yes.

Item #18 - Personnel Decisions Related to Executive Session

At 1:15 p.m., during the regular Board meeting, Board members voted on a series of issues discussed in Executive Session.

1. John Aurand made a motion, which was seconded by Bill Naegele, to give the noncollective bargaining members a 4% raise retroactive to July 2006. The motion was approved by unanimous voice vote. Student advisory vote: Yes.
2. John Aurand made a motion, which was seconded by Bill Naegele, to extend the contract of Geoffrey Obrzut, President/CEO, thru January 16, 2010. It passed by a unanimous roll call vote. Student advisory vote: Yes.
3. Bill Naegele made a motion, which was seconded by Suzanne Morris, to direct the President/CEO to rescind any recent personnel action regarding the Vice President for External Affairs and to offer to restore him to active status at his previous position under the previous conditions of employment. A roll call vote taken: Six Board members voted Yes and four Board members voted No. The motion was passed. Student advisory vote: Yes.
4. John Aurand made a motion, which was seconded by Bill Naegele, to change Ellen Andres' title to Chief Financial Officer. The motion was approved by unanimous roll call vote. Student advisory vote: Yes.

John Aurand stated that John Kauerauf, Illinois Community College Board attorney, was asked to develop a draft policy dealing with Just Cause for dismissal for all ICCB nonunion employees. When the draft policy is available, it will be circulated to the entire Board for comment. This new policy should be developed and ready to be considered at the March Board meeting.

Item #20 - Adjournment

At 1:25 p.m., Marikay Hegarty made a motion, which was seconded by Angela Miller, to adjourn the meeting. The motion was approved by unanimous voice vote. Student advisory vote: Yes.

---

Guy H. Alongi  
Chair

---

Geoffrey S. Obrzut  
President/CEO

Agenda Item #12.2

March 26, 2007

**UNAPPROVED**

Minutes of the 369<sup>th</sup> Meeting of the

Illinois Community College Board

February 26, 2007

Via Video conference

Harry L. Crisp Community College Center

401 East Capitol Avenue

Springfield, Illinois

James R. Thompson Center

100 West Randolph St., Suite 2-010

Chicago, Illinois

**RECOMMENDED ACTION**

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board minutes of the February 26, 2007 meeting, as recorded.

1 - Roll Call and Declaration of Quorum

Chairman Alongi called the meeting to order at 10:15 a.m. Roll call was taken with the following members present: Marikay Hegarty, Jake Rendleman, Bill Naegele, Suzanne Morris, Guy Alongi, non-voting member Addison Woodward, Dianne Meeks, Angela Perez Miller, and Judith Rake. Rudolph Papa, Sarah Anderson, John Donahue, and John Aurand were absent.

2 - Executive Session

At 10:20 a.m., Judith Rake made a motion, which was seconded by Bill Naegele, to convene into Executive Session. The motion was approved by unanimous voice vote.

3 - Decisions Related to Executive Session

When the board come out of Executive Session, they voted on two issues, the collective bargaining contract and the Agreement between Randy Barnette and ICCB.

Jake Rendleman made a motion, which was seconded by Sue Morris, to approve the Collective Bargaining Contract. The motion was a approved by a unanimous roll call vote.

Agenda Item #12.2  
March 26, 2007

The following is a motion offered to the board:

I move we direct the ICCB staff to enter into an Agreement with Randy Barnette which will entail that Mr. Barnette will resign his position of employment effective February 28, 2007 and release any claim he may have against the State of Illinois, the ICCB Board or its staff, concerning past employment with the ICCB and in exchange will receive a \$20,000 bonus.

Bill Naegele made a motion, which was seconded by Marikay Hegarty, to approve the proposed motion. The motion was approved by a unanimous roll call vote.

5 - Adjournment

At 11:15 a.m., Jake Rendleman made a motion, which was seconded by Dianne Meeks, to adjourn the meeting. The motion was approved by unanimous voice vote.

---

Guy H. Alongi  
Chairman

---

Geoffrey S. Obrzut  
President/CEO

Agenda Item #12.5  
March 26, 2007

Illinois Community College Board

**REVIEW OF EXECUTIVE SESSION MINUTES**

The Illinois Open Meetings Act requires public bodies to review, at least twice a year, minutes of the executive sessions to determine if the contents of such minutes continue to require confidentiality or if they may be made available for public inspection.

The last review of executive session minutes was made on June 9, 2006. The next review of executive session minutes will be made on June 8, 2007.

**RECOMMENDED ACTION**

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby determines that minutes of its executive sessions held on March 25, 2005, April 22, 2005, June 17, 2005, September 16, 2005, September 21, 2005, September 15, 2006, and November 17, 2006 are to remain confidential. All other executive session minutes have been made available for public inspection.

Agenda Item #12.6  
March 26, 2007

Illinois Community College Board

**EMPLOYEE GUIDEBOOK JUST CAUSE RULE**

The agenda item is still being discussed and drafted by the attorney in conjunction with the chair of the personnel committee. A written item will be sent to the board members at a later date.



Illinois Community College Board

**OPEN MEETINGS ACT POLICY:  
BOARD MEMBER ATTENDANCE BY MEANS  
OTHER THAN PHYSICAL PRESENCE**

In order to maximize the ability of the members of the ICCB Board to participate in all Board meetings and committee meetings when they cannot, under certain limited conditions be physically present, the ICCB Board must adopt new rules.

**RECOMMENDED ACTION**

It is recommended the following motion be adopted:

The Illinois Community College Board hereby adopts the following rule:

If a quorum of the members of the ICCB Board or any committee of the ICCB Board is physically present for a meeting, as required by Section 2.01 of the Illinois Open Meetings Act, a majority of the ICCB Board or an ICCB Committee, as the case may be, may allow a physically absent member to attend the meeting by audio conference if the member is prevented from physically attending because of:

- (1) personal illness or disability;
- (2) employment purposes or the business of the ICCB; or
- (3) family or other emergency.

Any ICCB Board Member wishing to attend a meeting by other means shall notify the ICCB Board Secretary before the meeting unless advance notice is impractical

**BACKGROUND.** Public Act 094-1058, effective January 1, 2007, allows public officials to attend a meeting by means other than physical presence if certain qualifying conditions are present. This rule change will allow the ICCB to take advantage of this new law. A temporary rule change was made at the last meeting.

Illinois Community College Board

**A SUMMARY OF CAPITAL PROJECTS APPROVED BY THE  
PRESIDENT/CEO DURING CALENDAR YEAR 2006**

ICCB Rules 1501.602 and 1501.516 grant authority to the President/CEO of the ICCB to approve locally funded and state funded capital renewal projects and subsequently report such actions to the Board. Locally funded projects include 1) any project financed with either a protection, health, and safety tax levy, or 2) a project (other than maintenance in nature) financed with operating tax/bond proceeds or available fund balance with a cost of \$250,000 or more. The following report summarizes 111 new projects totaling \$62.8 million that were granted such approval during calendar year 2006. There were 112 totaling \$62.6 million approved in the previous year. While the overall number of projects approved in calendar year 2006 was almost identical to the previous year, those funded with a protection, health, and safety tax levy increased by 19 projects and those funded with protection, health, and safety bond proceeds decreased by 13 projects. The remaining decreases in capital approval requests were 6 state funded capital renewal funded and 1 locally funded project requests.

Of the 111 projects approved by the President/CEO during the year, thirteen were locally funded in 10 districts with sources other than protection, health, and safety levy proceeds, one was a capital renewal funded project, ninety five were funded with protection, health, and safety tax levy proceeds in 21 districts, and two projects were approved to be funded with protection, health, and safety bond proceeds.

In addition, fourteen budget and/or scope modification requests to existing projects were approved during the year for nine districts (four districts had multiple project modification requests). Eleven requests were for protection, health, and safety projects not requiring additional tax levy authority, two requests were for locally funded projects modified using additional local funds, and one was a capital renewal grant modification to change the scope of the project and use additional capital renewal grants funds (when available) plus their own local funds. The modifications totaled \$1.8 million and are not included in the attached report.

One lease was approved during the year. A ten year lease agreement was approved for the College of DuPage allowing them to continue leasing space at the location commonly referred to as the Addison Regional Center in Addison, Illinois for educational space for classrooms and offices in this region of the district.

**INFORMATION ONLY**

**Illinois Community College Board  
Capital Projects Approved by the President/CEO  
January 1, 2006 - December 31, 2006**

***PHS Bond Issue***

<u>Approval Date</u>	<u>College</u>	<u>Project Title</u>	<u>Project #</u>	<u>Approved Budget</u>	<u>Fiscal Year</u>
10/12/2006	Lewis and Clark	Various PHS Projects	1791-1006	\$1,500,000	FY 2007
11/27/2006	Shawnee	Chilled Water System replacement	1837-1106	\$261,500	FY 2007
Category Sub-Total				\$1,761,500	

***Local***

<u>Approval Date</u>	<u>College</u>	<u>Project Title</u>	<u>Project #</u>	<u>Approved Budget</u>	<u>Fiscal Year</u>
10/13/2006	CCC-Richard J. Daley	4153 West 76th Street Chicago;Land/Building	0029-1006	\$2,400,000	FY 2007
7/13/2006	DuPage	Early Childhood Education Center	0021-0706	\$4,999,573	FY 2007
6/27/2006	Joliet	City Center Buildings & Land Ownership	0021-0606	\$10	FY 2006
5/26/2006	Kaskaskia	Land Acquisition & Vandalia Campus Ph. I	0015-0506	\$5,745,000	FY 2006
5/30/2006	Kaskaskia	Lifelong Learning Center Ph. I	0016-0506	\$2,950,000	FY 2006
6/19/2006	Kaskaskia	325 South Poplar in Centralia (land & blding)	0017-0606	\$275,000	FY 2006
3/17/2006	Lake Land	Fitness Center Addition	0022-0306	\$2,192,000	FY 2006
3/31/2006	Morton	Student Success Ctr & Computer Lab Renovation	0015-0306	\$1,062,765	FY 2006
3/31/2006	Morton	Computer Lab Renovations	0016-0306	\$876,300	FY 2006
1/31/2006	Richland	Land & Farm Progress Show Site Construction	0011-0106	\$1,274,457	FY 2006
5/8/2006	Rock Valley	Educational Resources Center Renovations	0015-0506	\$3,500,000	FY 2006
5/18/2006	Southwestern	Carlyle Avenue Land-154 acres	0020-0506	\$5,250,000	FY 2006
8/11/2006	Spoon River	2400-2410 E.Jackson in Macomb;Land/Buildings	0015-0806	\$1,600,000	FY 2007
Category Sub-Total				\$32,125,105	

***Capital Renewal***

<u>Approval Date</u>	<u>College</u>	<u>Project Title</u>	<u>Project #</u>	<u>Approved Budget</u>	<u>Fiscal Year</u>
6/27/2006	Rend Lake	Kitchen Renovation(Culinary Program) Ph. II	0020-0606	\$100,279	FY 2006
Category Sub-Total				\$100,279	

***PHS Tax Levy***

<u>Approval Date</u>	<u>College</u>	<u>Project Title</u>	<u>Project #</u>	<u>Approved Budget</u>	<u>Fiscal Year</u>
11/1/2006	Black Hawk	Mechanical System Upgrades-Quad City Campus	1798-1106	\$1,273,900	FY 2007
11/1/2006	Black Hawk	Roofing Replacement-Quad City Campus	1799-1106	\$82,000	FY 2007
11/1/2006	Black Hawk	ADA Improvements-East Campus	1800-1106	\$96,800	FY 2007
11/1/2006	Black Hawk	Ceiling Door Replacement-East Campus	1801-1106	\$61,000	FY 2007
10/20/2006	Harper	Elevator Upgrades-Building A	1794-1006	\$72,283	FY 2007

**Illinois Community College Board  
Capital Projects Approved by the President/CEO  
January 1, 2006 - December 31, 2006**

10/20/2006	Harper	Roof Replacement-Buildings K and L	1795-1006	\$1,393,680	FY 2007
1/13/2006	Illinois Central	Courtyard Sidewalk Replacement-Phase I	1752-0106	\$290,000	FY 2006
1/13/2006	Illinois Central	Nature Court Improvements	1753-0106	\$303,102	FY 2006
1/13/2006	Illinois Central	Lighting Improvements-College Dr-Phase I	1754-0106	\$100,000	FY 2006
1/13/2006	Illinois Central	Roof Replacement-Bookstore/Entrance Ctr	1755-0106	\$163,000	FY 2006
1/13/2006	Illinois Central	Signalized Pedestrian Crossing	1756-0106	\$50,000	FY 2006
1/13/2006	Illinois Central	Engine Exhaust System-AIT 253	1757-0106	\$95,000	FY 2006
1/13/2006	Illinois Central	Science Lab Upgrades-Phase II	1758-0106	\$449,370	FY 2006
1/13/2006	Illinois Central	Intersection improvements-North Campus	1759-0106	\$332,000	FY 2006
1/13/2006	Illinois Central	Elevator Upgrades-Phase II	1760-0106	\$160,000	FY 2006
1/13/2006	Illinois Central	Realignment of Ring Road-Phase I	1761-0106	\$307,528	FY 2006
3/13/2006	Illinois Central	Roof Replacement-Bldg B3-ICC North	1763-0306	\$326,600	FY 2006
11/27/2006	Illinois Central	Exhaust System-Biology Lab Academic Bldg	1824-1106	\$65,600	FY 2007
11/27/2006	Illinois Central	Parking Lot -Relocation & Reconstruction	1825-1106	\$900,000	FY 2007
11/27/2006	Illinois Central	Fire Alarm Upgrades	1826-1106	\$175,000	FY 2007
11/27/2006	Illinois Central	Security System Upgrade	1827-1106	\$230,000	FY 2007
11/27/2006	Illinois Central	Boiler insulation Replacement-North Campus	1828-1106	\$105,000	FY 2007
11/27/2006	Illinois Central	Sidewalk Replacement-Phase II Courtyard	1829-1106	\$390,000	FY 2007
11/27/2006	Illinois Central	Carpet Replacement	1830-1106	\$250,000	FY 2007
11/27/2006	Illinois Central	Stair Tower Renovations	1831-1106	\$284,400	FY 2007
11/15/2006	Illinois Valley	Replace Display Cases	1814-1106	\$148,151	FY 2007
11/15/2006	Illinois Valley	Replace Emergency Generator	1815-1106	\$348,875	FY 2007
11/15/2006	Illinois Valley	Computer Server Room Improvements	1816-1106	\$1,185,350	FY 2007
11/15/2006	Illinois Valley	Thermographic & Energy Study-Phase I	1817-1106	\$60,000	FY 2007
11/15/2006	Illinois Valley	Handrails & Retaining Wall modifications	1818-1106	\$55,185	FY 2007
10/17/2006	Joliet	Fire Alarm System Phase II	1792-1006	\$253,000	FY 2007
10/17/2006	Joliet	Roof Replacemen Building J	1793-1006	\$657,000	FY 2007
11/27/2006	Kankakee	Asbestos Abatement-Vinyl Tile	1821-1106	\$36,024	FY 2007
11/27/2006	Kankakee	Bleacher Renovation -ADA	1822-1106	\$185,315	FY 2007
11/27/2006	Kankakee	Video Surveillance System-Phase II	1823-1106	\$131,300	FY 2007
11/27/2006	Kaskaskia	Unit Ventilator Replacement	1832-1106	\$147,600	FY 2007
11/27/2006	Kaskaskia	Parking Lot & Keister Drive Repairs	1833-1106	\$98,966	FY 2007
11/27/2006	Kaskaskia	Water Valve Replacement	1834-1106	\$91,351	FY 2007

**Illinois Community College Board  
Capital Projects Approved by the President/CEO  
January 1, 2006 - December 31, 2006**

11/27/2006	Kaskaskia	Automatic Door Operators	1835-1106	\$31,411	FY 2007
11/27/2006	Kaskaskia	Science Lab renovations-Phase I	1836-1106	\$213,904	FY 2007
11/17/2006	Lake Land	Generator Installation	1820-1106	\$914,760	FY 2007
11/1/2006	Lincoln Land	LRC PHS Improvements	1810-1106	\$1,128,188	FY 2007
11/1/2006	Lincoln Land	Air Handling Unit Replacement-Sangamon Annex	1811-1106	\$390,460	FY 2007
11/1/2006	Lincoln Land	Kiln Replacement-Phase II	1812-1106	\$117,084	FY 2007
11/1/2006	Lincoln Land	Elevator Install-Sangamon Annex	1813-1106	\$465,892	FY 2007
9/11/2006	Logan	Plumbing Upgrades	1783-0906	\$167,779	FY 2007
9/11/2006	Logan	Asbestos Abatement-Cafeteria,Lounge,Corridor	1784-0906	\$111,548	FY 2007
9/11/2006	Logan	Air Handler Replacement-Admin Bldg	1785-0906	\$145,200	FY 2007
11/15/2006	Moraine Valley	Roofing Replacment-Buildings F & G	1819-1106	\$890,000	FY 2007
1/9/2006	Parkland	Exterior Dorr Replacement Phase IV	1749-0106	\$150,000	FY 2006
1/9/2006	Parkland	Institutional Drainage Improvements Phase VII	1750-0106	\$1,300,000	FY 2006
1/9/2006	Parkland	Restroom improvements Phase I	1751-0106	\$300,000	FY 2006
12/5/2006	Parkland	Masonry Repair/Renovation-Phase I	1841-1206	\$350,000	FY 2007
12/5/2006	Parkland	Restroom Improvements-Phase II	1842-1206	\$300,000	FY 2007
12/5/2006	Parkland	Campus Drainage Improvements-Phase IV	1843-1206	\$1,300,000	FY 2007
9/22/2006	Rend Lake	Gutter Replacement-North Oasis	1787-0906	\$42,000	FY 2007
9/22/2006	Rend Lake	HVAC Control Upgrade	1788-0906	\$53,300	FY 2007
9/22/2006	Rend Lake	Emergency Generator-Child Center	1789-0906	\$59,750	FY 2007
6/8/2006	Rock Valley	Asbestos Abatement-ERC Level 1&2	1765-0606	\$916,802	FY 2006
6/8/2006	Rock Valley	Asbestos Abatement & Duct Cleaning-PEC	1766-0606	\$48,800	FY 2006
8/1/2006	Rock Valley	HVAC Renovation Phase II-ERC	1771-0806	\$755,039	FY 2007
8/1/2006	Rock Valley	Elevator Upgrades-ERC	1772-0806	\$384,405	FY 2007
8/1/2006	Rock Valley	Bathroom Upgrades-ERC	1773-0806	\$317,100	FY 2007
8/1/2006	Rock Valley	Main Entrance-ERC	1774-0806	\$428,909	FY 2007
8/1/2006	Rock Valley	Main Stairs-ERC	1775-0806	\$244,928	FY 2007
8/1/2006	Rock Valley	Gutter Replacement-ERC	1776-0806	\$105,000	FY 2007
8/1/2006	Rock Valley	Parking Lot Modifications-ERC	1777-0806	\$31,500	FY 2007
8/1/2006	Rock Valley	East/West Ramps-ERC	1778-0806	\$52,500	FY 2007
8/1/2006	Rock Valley	Stairwell Upgrade-ERC	1779-0806	\$105,000	FY 2007
8/1/2006	Rock Valley	Transformer Replacement-ERC	1780-0806	\$42,000	FY 2007
8/1/2006	Rock Valley	Distribution Panels-ERC	1781-0806	\$283,500	FY 2007

**Illinois Community College Board  
Capital Projects Approved by the President/CEO  
January 1, 2006 - December 31, 2006**

9/11/2006	Sandburg	Closed Circuit Monitoring System	1786-0906	\$183,750	FY 2007
11/1/2006	Sauk Valley	Fire Doors Improvements	1801-1106	\$75,000	FY 2007
11/1/2006	Sauk Valley	Fire Protection System Improvements	1802-1106	\$82,000	FY 2007
11/1/2006	Sauk Valley	Electrical Improvements	1803-1106	\$91,100	FY 2007
11/1/2006	Sauk Valley	Safety Railings Improvement-Third Floor	1805-1106	\$35,000	FY 2007
11/1/2006	Sauk Valley	Safety Improvements-Cafeteria	1806-1106	\$90,500	FY 2007
11/1/2006	Sauk Valley	Hot Water System Improvements	1807-1106	\$76,000	FY 2007
11/1/2006	Sauk Valley	AHU Performance Improvements	1808-1106	\$149,500	FY 2007
11/1/2006	Sauk Valley	CO2 Sensors & Climate Controls Installation	1809-1106	\$53,500	FY 2007
11/27/2006	Southwestern	PSOP First Floor Renovations	1838-1106	\$150,000	FY 2007
11/27/2006	Southwestern	HVAC & Roofing Replacement-Granite City	1839-1106	\$1,450,000	FY 2007
11/27/2006	Southwestern	Bleacher Replace and Electrical Upgrades	1840-1106	\$700,000	FY 2007
10/12/2006	Triton	Asbestos Abatement-Phase IV	1790-1006	\$300,627	FY 2007
Category Sub-Total				\$26,938,116	

***Excess PHS***

<u>Approval Date</u>	<u>College</u>	<u>Project Title</u>	<u>Project #</u>	<u>Approved Budget</u>	<u>Fiscal Year</u>
3/15/2006	Harper	Asbestos Abatement Phase III	1764-0306	\$600,000	FY 2006
10/20/2006	Harper	Entrance Door Replacement-Bldgs C, D, M	1796-1006	\$161,383	FY 2007
10/20/2006	Harper	Convertor Replacement-Building M	1797-1006	\$157,798	FY 2007
1/13/2006	Highland	Installation of Backflow Preventers-campuswide	1762-0106	\$149,100	FY 2006
6/9/2006	Oakton	Replacement of CCTV System-Hartstein Campus	1767-0606	\$74,000	FY 2006
6/9/2006	Oakton	Parking Lot Improvements-Lincoln Ave	1768-0606	\$375,000	FY 2006
6/9/2006	Oakton	Sidewalk Replacement-Des Plaines campus	1769-0606	\$40,000	FY 2006
6/9/2006	Oakton	Road Replacement-College Drive	1770-0606	\$150,000	FY 2006
8/1/2006	Richland	Repair Damaged Panels-Main Campus Bldg	1782-0806	\$50,453	FY 2007
12/14/2006	Rock Valley	Insulation Siding & Gutters-Building E	1844-1206	\$51,040	FY 2007
12/14/2006	Rock Valley	Water Service Replacement-Bldg E&G	1845-1206	\$33,060	FY 2007
Category Sub-Total				\$1,841,834	
Grand Total Approved Projects				\$62,766,834	

Agenda Item #13.2  
March 26, 2007

Illinois Community College Board

**BACCALAUREATE COMPLETION PROGRAMS  
AT COMMUNITY COLLEGES SURVEY RESULTS**

The results of the Baccalaureate Completion Programs at Community Colleges Survey will be discussed at the March 26, 2007 board meeting. The survey and results are attached as an external document. The survey was administered to the 39 community college districts and the responses were completed in January 2007. The purpose of the survey was to collect data on the status of online and onsite baccalaureate completion programs at Illinois community colleges.