

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 502
COUNTIES OF DuPAGE, COOK AND WILL,
STATE OF ILLINOIS

MINUTES OF THE ORGANIZATIONAL BOARD MEETING OF THURSDAY, APRIL 28, 2011
(INCOMING BOARD OF TRUSTEES)

HELD ON CAMPUS IN SRC-2052, GLEN ELLYN, IL

CALL TO ORDER – The Organizational Meeting of the Board of Trustees was called to order at 7:35 p.m. in room SRC-2052 by President Dr. Robert L. Breuder, serving as Chairman Pro Tem until the election of a new Board Chairman.

INTRODUCTION OF NEWLY ELECTED TRUSTEES AND ADMINISTRATION OF OATH OF OFFICE
Dr. Breuder introduced newly elected Trustees *ERIN N. BIRT* and *DIANNE MCGUIRE* and newly elected Student Trustee *LYDIA WHITTEN*.

Board Secretary Nancy Svoboda administered the Oath of Office to Student Trustee Whitten and Trustees Birt and McGuire. The new Trustees signed the Oath of Office which were then signed by a witness and notarized. They took their places at the Board table.

Dr. Breuder acknowledged College Legal Counsel *Frank Garrett* and thanked him for his excellent work on behalf of COD. Going forward, *KENNETH FLOREY* of the same law firm will assume the role of College Legal Counsel.

ROLL CALL – Board Secretary Svoboda called the roll as follows:

- ***Present:*** Student Trustee Lydia Whitten, Trustees Erin N. Birt, David Carlin, Dianne McGuire, Allison O'Donnell, Nancy Svoboda, and Joseph Wozniak.
- ****Absent:*** Trustee Kim Savage.
- ***Also present:*** President Dr. Robert L. Breuder, Legal Counsel Kenneth Florey, staff members, representatives of the press, and visitors. Board Secretary Nancy Svoboda was recorder until the election of Board Secretary, Item 3. C. (Karen V. Neely, Administrative Assistant in the Office of the President, prepared the minutes.)

APPROVAL OF AGENDA – O'Donnell moved, Carlin seconded, THAT THE BOARD OF TRUSTEES APPROVES TONIGHT'S ORGANIZATIONAL BOARD MEETING AGENDA. On voice vote, motion carried unanimously.

3. **ORGANIZATION OF INCOMING BOARD OF TRUSTEES**

3. A. **NOMINATION AND ELECTION OF BOARD CHAIRMAN**

- O'Donnell moved, Birt seconded, THAT DAVID CARLIN BE NOMINATED FOR BOARD CHAIRMAN.
- Svoboda moved, McGuire seconded, THAT KIM SAVAGE BE NOMINATED FOR BOARD CHAIRMAN.

Carlin moved, O'Donnell seconded, THAT THE NOMINATIONS FOR BOARD CHAIRMAN BE CLOSED. On voice vote, motion carried unanimously.

*At 7:46 p.m., Trustee Kim Savage joined the Board Meeting by telephone conference call.

On roll call:

- Student Trustee Whitten abstained from voting.
- Voting for DAVID CARLIN AS BOARD CHAIRMAN, Trustees Birt, Carlin, O'Donnell, and Wozniak.
- Voting for KIM SAVAGE AS BOARD CHAIRMAN, Trustees McGuire, Savage, and Svoboda.

TRUSTEE DAVID CARLIN WAS ELECTED BOARD CHAIRMAN.

From this point on, Board Chairman Carlin conducted the Organizational Board Meeting. He thanked his fellow Board Members for their service to the College, stating that the best days are ahead for College of DuPage.

3. B. **NOMINATION AND ELECTION OF BOARD VICE-CHAIRMAN**

- Savage moved, McGuire seconded, THAT NANCY SVOBODA BE NOMINATED FOR BOARD VICE-CHAIRMAN.
- Carlin moved, O'Donnell seconded, THAT ERIN N. BIRT BE NOMINATED FOR BOARD VICE-CHAIRMAN.

O'Donnell moved, Birt seconded, THAT THE NOMINATIONS FOR BOARD VICE-CHAIRMAN BE CLOSED. On voice vote, motion carried unanimously.

On roll call:

- Student Trustee Whitten abstained from voting.
- Voting for ERIN N. BIRT AS BOARD VICE-CHAIRMAN, Trustees Carlin, O'Donnell, Wozniak, and Birt.
- Voting for NANCY SVOBODA AS BOARD VICE-CHAIRMAN, Trustees McGuire, Savage, and Svoboda.

TRUSTEE ERIN BIRT WAS ELECTED BOARD VICE-CHAIRMAN.

3. C. NOMINATION AND ELECTION OF BOARD SECRETARY

- Birt moved, Carlin seconded, THAT ALLISON O'DONNELL BE NOMINATED FOR BOARD SECRETARY.
- Svoboda moved, Savage seconded, THAT DIANNE MCGUIRE BE NOMINATED FOR BOARD SECRETARY.

Birt moved, O'Donnell seconded, THAT THE NOMINATIONS FOR BOARD SECRETARY BE CLOSED. On voice vote, motion carried unanimously.

On roll call:

- Student Trustee Whitten abstained from voting.
- Voting for ALLISON O'DONNELL FOR BOARD SECRETARY, Trustees O'Donnell, Wozniak, Birt, and Carlin.
- Voting for DIANNE MCGUIRE AS BOARD SECRETARY, Trustees McGuire, Savage, and Svoboda.

TRUSTEE O'DONNELL WAS ELECTED BOARD SECRETARY.

From this point on, Board Secretary O'Donnell assumed the role of recorder.

3. D. APPOINTMENT OF TREASURER OF THE BOARD –McGuire moved, Carlin seconded, THAT THE BOARD OF TRUSTEES APPOINTS THOMAS GLASER, SENIOR VICE-PRESIDENT ADMINISTRATION, TO SERVE AS TREASURER FROM APRIL 28, 2011 UNTIL THE NEXT ORGANIZATIONAL BOARD MEETING IN APRIL 2012.

In an advisory comment, Student Trustee Whitten indicated preference for the motion. On roll call, voting aye: Trustees O'Donnell, Savage, Svoboda, Wozniak, Birt, Carlin, and McGuire. Motion carried unanimously.

SENIOR VICE PRESIDENT ADMINISTRATION THOMAS GLASER WAS APPOINTED TREASURER.

3. E. DETERMINATION OF REGULAR BOARD MEETINGS, DATES AND LOCATIONS
Svoboda moved, Birt seconded, THAT THE BOARD OF TRUSTEES APPROVES THE DATES LISTED FOR THEIR REGULARLY SCHEDULED MONTHLY BOARD OF TRUSTEES MEETINGS FOR FISCAL YEAR 2012:

- JULY: 2nd Thursday, July 14, 2011
- AUG: 3rd Thursday, August 18, 2011
- SEPT: 3rd Thursday, September 15, 2011
- OCT: 3rd Thursday, October 20, 2011
(ACCT Annual Leadership Congress in Dallas, October 12 – 15)
- NOV: 3rd Thursday, November 17, 2011
- DEC: 3rd Thursday, December 15, 2011
- JAN: 3rd Thursday, January 19, 2012
- FEB: 3rd Thursday, February 16, 2012
(ACCT National Legislative Summit in Wash., DC, Feb. 12-15)
- MARCH: 3rd Thursday, March 15, 2012
- APRIL: 3rd Thursday, April 19, 2012
- MAY: 3rd Thursday, May 17, 2012*
- JUNE: 3rd Monday, June 18, 2012*
**NOTE: Must be 30 days between May Board Meeting Budget presentation and June Board Meeting Budget approval!*

In an advisory comment, Whitten indicated preference for the motion. On roll call, voting aye: Savage, Svoboda, Wozniak, Birt, Carlin, McGuire, and O'Donnell. Motion carried unanimously.

3. F. **CHANGE OF AUTHORIZED BANK SIGNATURES** – Svoboda moved, McGuire seconded, THAT THE BOARD OF TRUSTEES AUTHORIZES THE SECRETARY TO THE BOARD TO COMPLETE FINANCIAL INSTITUTION RESOLUTIONS AUTHORIZING THE FOLLOWING SIGNATURES FOR COLLEGE ACCOUNTS AS OF APRIL 28, 2011:

<u>Institution</u>	<u>Account No.</u>	<u>Type</u>	<u># Required</u>	<u>Signator(s)</u>
MB Financial Bank	316066700	Payroll	Any 1	Treasurer President
MB Financial Bank	316067700	Operating	Any 2	Chairman Vice Chairman Treasurer President Board Secretary
MB Financial Bank	316068700	Imprest	Any 1	Treasurer President
MB Financial Bank	316069700	Concentration	Any 1	Treasurer President
MB Financial Bank	316070700	Federal Funds	Any 1	Treasurer President

In an advisory comment, Whitten indicated preference for the motion. On roll call, voting aye: Svoboda, Wozniak, Birt, Carlin, McGuire, O'Donnell, and Savage. Motion carried unanimously.

4. **PRESENTATIONS**

4. A. **FACULTY / STUDENT SHOWCASE** – Faculty Senate President *Kenneth Gray* introduced Chemistry Professor *Richard Jarman* who explained the Undergraduate Research Collaborative which is the first undergraduate research project funded by the National Science Foundation (NSF). Professor Jarman introduced students *Nathaly Samper, Hoa Tran, and Tejas Mehta* who recently presented their research to the American Chemical Society. For the past five years, Professor Jarman's students have interned at Illinois State University, Northwestern University, Fermilab, and Argonne National Laboratory. These internships provided COD students with amazing opportunities at *no cost* to the College thanks to funding by the NSF.
5. **STUDENT TRUSTEE'S REPORT** – Student Trustee *Lydia Whitten* thanked the Board and students for the opportunity to serve as Student Trustee for the next year. Board Chairman Carlin noted that he had the privilege of serving on the College Board with Lydia's sister, *Hope Whitten*, who was elected as Student Trustee in 2007.

6. **PRESIDENT'S REPORT**

- **COMMUNITY COLLEGE HUMANITIES ASSOCIATION (CCHA) PRESENTATION** – Vice President of Academic Affairs *Joseph Collins* introduced History Professor *Helen Feng* who is the current President of the Central Regional Division of CCHA. Professor Feng explained the two awards received by College of DuPage from CCHA:
 - **CENTRAL DIVISION DISTINGUIDED HUMANITIES EDUCATOR AWARD** presented to Professor Emeritus *Ida Hagman* who currently teaches part-time at COD.
 - **DISTINGUISHED SERVICE AWARD** presented to College of DuPage in recognition of the dedication and hard work of College of DuPage Faculty and staff who are actively engaged in CCHA.

7. **COMMENTS FROM COLLEGE OF DUPAGE EMPLOYEES** (If provided, written comments attached to permanent 04/28/11 Organizational Board Meeting materials.)

- *John Staeck*, Anthropology Professor – As the parent of a COD student, he expressed concerns about the educational mission of the College.
- *Kenneth Gray*, Faculty Senate President – Last month his comments made it seem as if the College was not supporting a faculty member in the Fulbright Scholar Exchange Program; he wishes to clarify that this was *not* a correct statement.
- *Gabriel Gardner*, Student Leadership Council (SLC) Outgoing President – Introduced Newly Elected SLC President *Justin LeMay* and Vice-President *Kathleen Vega*. Board Chairman Carlin thanked the outgoing student leaders for their work and welcomed the newly elected SLC Officers.

8. **COMMENTS FROM COLLEGE OF DUPAGE EMPLOYEES** (If provided, written comments attached to permanent 04/28/11 Organizational Board Meeting materials.)

8. A. **DISTRICT NO. 502 CITIZENS**

- *Gabrielle Anton* Commented on the Arbor Vitae Café located in the COD Library.

8. B. **CITIZENS-AT-LARGE** – *None this month.*

9. **CONSENT AGENDA** – McGuire moved, Svoboda seconded, THAT THE BOARD OF TRUSTEES APPROVES THE CONSENT AGENDA CONSISTING OF THE FOLLOWING ITEMS:

9. A. **FOR INFORMATION: STANDARD BOARD ITEMS** – The Board reviewed the following items of information:

9. A. 1) **Gifts and Grants Status Report** – The Board is provided with a monthly update of gifts and grants.

9. A. 2) **Governmental Consortium / Cooperative Purchases Report** – The Board is provided with a monthly update of purchases from consortium, cooperatives, and state contracts.

9. A. 3) Financial Statements

- a) Schedule of Investments
- b) Operating Funds – Budget and Expenditures
- c) Tax Levy Collections

9. B. FOR APPROVAL: STANDARD BOARD ITEMS – The Board voted on the following items:

9. B. 1) MINUTES – The minutes were approved at the Regular Board Meeting with the Outgoing Trustees.

9. B. 2) FINANCIAL REPORTS – The Financial Reports were approved at the Regular Board Meeting with the Outgoing Trustees.

9. B. 3) BIDS – THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING BID RECOMMENDATIONS:

9. B. 3) a) Printing of the *Impact Magazine* – That the Board of Trustees awards the bid for Printing of the *Impact Magazine* for the June 2011, October 2011, February 2012, and June 2012 issues, to the lowest responsible bidder, Precise Printing, 1242B Remington Road, Schaumburg, IL 60173, for a total expenditure of \$239,600.00.

9. B. 3) b) Berg Instructional Center (BIC), Student Resource Center (SRC), Culinary & Hospitality Center (CHC), Homeland Security Education Center (HEC), and Student Services Center (SSC) Buildings Relocation Services – That the Board of Trustees awards the bid for Berg Instructional Center (BIC), Student Resource Center (SRC), Culinary & Hospitality Center (CHC), Homeland Security Education Center (HEC), and Student Services Center (SSC) Buildings Relocation Services to the lowest responsible bidder, Boyer-Rosene Moving & Storage, 2638 S. Clearbrook Drive, Arlington Heights, IL 60005, for:

- The base bid total of \$647,500.00; and
- Alternate #1 for \$9,500.00;

For a total expenditure of \$657,000.00.

9. B. 3) c) Berg Instructional Center (BIC), Culinary & Hospitality Center (CHC), and Homeland Security Education Center (HEC) Audio Visual Equipment – That the Board of Trustees awards the bid for Berg Instructional Center (BIC), Culinary & Hospitality Center (CHC), and Homeland Security Education Center (HEC) Audio Visual Equipment, on a item by item basis, to the lowest responsible bidders as follows:

<u>Item</u>	<u>Vendor</u>	<u>\$ Amount</u>
1, 2, 3	B & H Photo 420 – 9 th Avenue New York, NY 10001	\$ 7,658.45
4, 8	Four Point O 12641 Old Plank Road New Lenox, IL 60451	\$ 6,256.15
5b, 5c, 5e, 5g, 5i, 5k	Media Resources 740 Front Street Lisle, IL 60532	\$ 288,875.00
9	Midwest Computer Products 33W512 Roosevelt Road West Chicago, IL 60185	\$ 5,926.20
6	Roscor Corporation 1061 Feehanville Drive Mt. Prospect, IL 60056	\$ 4,221.59
7, 10, 11	Troxell Communications 2413 W. Algonquin Road Algonquin, IL 60102	\$ 95,757.13
For a total expenditure of:		<u>\$ 408,694.52.</u>

9. B. 3) d) Berg Instructional Center (BIC), Student Resource Center (SRC), and Student Services Center (SSC) Bid Package #8 – Audio Visual Equipment – That the Board of Trustees awards the bid for Berg Instructional Center (BIC), Student Resource Center (SRC), and Student Services Center (SSC) Bid Package #8 – Audio Visual Equipment to the lowest responsible bidder, Huen Technology Solutions, 1801 W. 16th Street, Broadview, IL 60155, for a total expenditure of \$232,000.00.

9. B. 3) e) Culinary & Hospitality Center (CHC) Kitchen Small Wares – That the Board of Trustees awards the bid for Culinary & Hospitality Center (CHC) Kitchen Small Wares to the lowest responsible bidders, on an item by item basis as follows, per the attached tabulation of pricing:

<u>Vendor</u>	<u>\$ Amount</u>
Edward Don & Company 2500 S. Harlem Avenue North Riverside, IL 60546	\$ 68,434.64
Tri-Mark Marlinn 6100 W. 73 rd Street Bedford Park, IL 60638	\$ 87,916.64
For a total expenditure of:	<u>\$156,351.28.</u>

9. B. 3) f) Parking Lots & Roadways Task Order Projects – That the Board of Trustees awards the bid for Parking Lots & Roadways Task Order Projects to the lowest responsible bidder, North Suburban Asphalt, 8733 W. Madison, Niles, IL 60714, for a three-year contract period, May 1, 2011 through April 30, 2014, on a unit cost basis, for an estimated annual expenditure of \$200,000.00, and an estimated total three-year expenditure of \$600,000.00.

9. B. 3) g) Regional Centers Signage – That the Board of Trustees awards the bid for Regional Centers Signage to the lowest responsible bidder, Creo Industrial Arts, 6300 Merrill Creek Parkway, Everett, WA 98203, for:

- The base bid total of \$166,811.59;
- Alternate #2 for \$23,372.90;
- Alternate #3 for \$2,172.14;
- Alternate #4 for \$2,281.00;
- Alternate #5 for \$1,177.03;
- Alternate #6 for \$2,281.00; and
- Alternate #7 for \$2,281.00;

For a total expenditure of \$200,376.66.

9. B. 3) h) Landscaping, Concrete, and Irrigation Work – Berg Instructional Center (BIC) & Student Services Center (SSC) Plaza West End, North Parking Lot Entrances, and Lambert Road – That the Board of Trustees awards the bids for Landscaping, Concrete & Irrigation Work – BIC/SSC Plaza West End, North Lot Entrances, and Lambert Road, to the lowest responsible bidders as follows:

- Landscaping to Breezy Hill Nursery, 7530 288th Avenue, Salem, WI 53168 for the base bid total of \$728,400.90;

- Concrete to Vixen Construction, 7600 W. 79th Street, Bridgeview, IL 60455 for
 - The base bid total of \$608,135.90;
 - Alternate C.34 for \$32,998.60; and
 - Alternate C.35 for \$31,948.00;

For a total of \$673,082.50; and

- Irrigation to Muellermist Irrigation Company, 2612 S. 9th Avenue, Broadview, IL 60155, for the base bid total of \$301,340.00;

For a total expenditure of \$1,702,823.40.

9. B. 4) REQUESTS FOR PROPOSALS – *None this month.*

9. B. 5) PURCHASE ORDERS – THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING PURCHASE ORDERS:

- 9. B. 5) a) PACE Bus Route 714 Service Agreement – That the Board of Trustees authorizes the President to enter into an agreement with Suburban Bus Division of the Regional Transportation Authority, 500 W. Algonquin Road, Arlington Heights, IL 60005, to provide Route 714 transportation service to College of DuPage through November 30, 2011, in an amount not to exceed \$30,000.00.
- 9. B. 5) b) Purchase of Used Grounds Equipment – That the Board of Trustees approves the non-bid purchase of Used Grounds Equipment from Burriss Equipment Company, 2216 N. Green Bay Road, Waukegan, IL 60087, for a total expenditure of \$29,000.00.
- 9. B. 5) c) Culinary & Hospitality Center (CHC) Point of Sale System – That the Board of Trustees approves the non-bid purchase of a Culinary & Hospitality Center (CHC) Point-Of-Sale System from Data-Wave, Inc., 1440 N. Kingsbury, Chicago, IL 60622, for a total expenditure of \$40,476.00.
- 9. B. 5) d) Culinary & Hospitality Center (CHC) Property Management Software – That the Board of Trustees approves the non-bid purchase of a Culinary & Hospitality Center (CHC) Property Management System from Micros Systems, Inc., 7031 Columbia Gateway Drive, Columbia, MD 21046, for a total expenditure of \$31,450.00.

9. B. 5) e) Berg Instructional Center (BIC), Student Services Center (SSC), Culinary & Hospitality Center (CHC) & Homeland Security Education Center (HEC) Multi-Media Lectern Purchases – That the Board of Trustees approves the purchase of Multi-Media Lecterns for the BIC, SSC, CHC, and HEC Buildings, from Sound Vision, Inc., 1450 Davis Road, Elgin, IL, for a total expenditure of \$236,850.00.

9. B. 6) PERSONNEL ACTIONS – THAT THE BOARD OF TRUSTEES RATIFIES THE FOLLOWING PERSONNEL ACTIONS:

- a) ADMINISTRATOR APPOINTMENTS
- b) CLASSIFIED APPOINTMENTS
- c) CLASSIFIED TRANSFERS / REASSIGNMENTS
- d) CLASSIFIED RESIGNATIONS / TERMINATIONS
- e) ADMINISTRATOR RETIREMENTS
- f) FACULTY RETIREMENTS
- g) FACULTY EXTENDED PERSONAL LEAVE WITHOUT PAY

9. B. 7) ADDENDUM TO THE JOINT EDUCATION AGREEMENT BETWEEN KISHWAUKEE COLLEGE AND COLLEGE OF DUPAGE – THAT THE BOARD OF TRUSTEES APPROVES THE ADDENDUM TO THE JOINT EDUCATION AGREEMENT BETWEEN KISHWAUKEE COLLEGE AND COLLEGE OF DUPAGE EFFECTIVE IMMEDIATELY.

9. B. 8) GIFTS AND DONATIONS QUARTERLY REPORT – THAT THE BOARD OF TRUSTEES ACCEPTS THE ASSETS DONATED THROUGH THE EFFORTS OF THE COLLEGE OF DUPAGE FOUNDATION, TOTALING \$18,286.00 RECEIVED BETWEEN JANUARY 1, 2011 AND MARCH 31, 2011, AS SHOWN ON THE ATTACHED LIST OF DONATIONS. (There were no gifts given directly to the College this quarter.)

9. C. FOR INFORMATION: CONSTRUCTION-RELATED ITEMS – The Board reviewed the following construction-related item of information:

9. C. 1) Monthly Construction Project Summary – The Board is provided with a monthly report on construction projects; all projects are proceeding on schedule.

9. D. FOR APPROVAL: CONSTRUCTION-RELATED ITEMS – The Board voted on the following construction-related items:

9. D. 1) RATIFICATION of Construction Change Orders – THAT THE BOARD OF TRUSTEES RATIFIES THE CONSTRUCTION-RELATED CHANGE ORDERS FROM THE ATTACHED SUMMARY FOR APRIL 2011.

- REFERENDUM-RELATED PROJECTS

- RATIFY BIC/SRC – MORTENSON #64.2: (-\$234,771.00). This change is a *credit* for the allowance for interior glass that was deleted from subcontractors work and awarded to another vendor. *This is an Owner-Requested Scope Change.*
- RATIFY BIC/SRC – MORTENSON #80: \$68,309.00. In November 2010 the design was approved to change a classroom to a Developmental Math Lab. This is for the construction costs related to that change. Funds for this have been received by the Grants Department and \$87,000.00 has been earmarked for design and construction. At the request of the Executive Vice President, a classroom on L4 needs to be converted to a Math Lab. This change includes electrical, data, mechanical systems upgrades and the addition of marker boards. *This is an Owner-Requested Scope Change.*
- RATIFY BIC/SRC – MORTENSON #91: \$29,385.00. Sprinklers were required to be added to the stairwells to meet current codes. This cost is for drywall to cover up the sprinkler pipes in the eight stairwells. *This is an Owner-Requested Scope Change.*
- RATIFY BIC/SRC – MORTENSON #95: \$32,393.00. There has been a leak on the west wall of floor 1 requiring us to remove the entire wall and abate the existing mold. This cost includes rebuilding the wall, which originally was going to remain. Final design to eliminate the leak is still being considered and not included in this cost. This price also includes adding student lockers, which were originally planned to be purchased as part of the FF&E package. Including this in the construction work will match the balance of lockers purchased by Mortenson. *This is an Unforeseen Condition Scope Change.*
- RATIFY BIC/SRC – MORTENSON #99: (-\$15,143.00). This *credit* is the result of a safety incident with one of the subcontractors. Per the safety bonus/penalty plan included in the contract, each incident results in a \$15,000 penalty. *This is an Unforeseen Condition Scope Change.*
- RATIFY BIC/SRC – MORTENSON #101: \$20,229.00. In November, 2010, the design was approved for changing the Foundation space to Purchasing. This is the construction costs related to that change. Changes include demolition work of metal studs that were already installed, adding electrical and data, revisions to already-installed fire

protection and changing out a door location. *This is an Owner-Requested Scope Change.*

- RATIFY BIC/SRC – MORTENSON #102: \$5,731.00. The Automatic External Defibrillators (AED) cabinets, which were originally going to be purchased by the College, are now going to be provided by the contractor because the cabinets are hard-wired back to the Police Dispatch area. AED units will be provided by COD. *This is an Owner-Requested Scope Change.*
- RATIFY BIC/SRC – LSH #27: \$4,280.00. The College requested an additional service for LSH to relocate the gas line that feeds the SRC building on the west side of the BIC in the landscaped area to inside the building. This will eliminate any potential issues in relation to future construction and the potential of this pipe deteriorating over time. This cost reflects the design change only. *This is an Owner-Requested Scope Change.*
- RATIFY CHC – KI #01: \$10,465.20. The initial furniture in the CHC Amphitheatre will accommodate 32 lighted wine tables. It was requested that a third row of wine tables be added to increase the availability of lighted tables to 48. *This is an Owner-Requested Scope Change.*
- RATIFY CHC – W.B. OLSON #38: \$18,334.00. This change is the result of advance coordination of un-bought scope for the large CHC sign on the west elevation of the building. Rather than have the signage installer be responsible for working through the Trespa for building support and power, it was more cost effective to have this work done by base building contractors. This will save time and minimize coordination issues during installation. The original estimate for this work was \$30,000.00 but using the time and material method resulted in a more cost-effective installation. This cost is also in line with what was encountered on the SSC for the signage accommodations. *This is an Un-bought Scope Change.*
- RATIFY CHC – W.B. OLSON #42: (-\$3,816.00). This change is a *credit* to the College from coordination of details reducing exterior wall framing and simplifying construction on the project. These changes do not impact the quality and will expedite the schedule. *This is an Owner-Requested Scope Change.*
- RATIFY CHC – W.B. OLSON #43: \$8,499.00. It is the College's risk management standard to provide one Automatic External Defibrillator (AED) per floor. The appropriate AED's were specified and located in design; however, they were inadvertently left out of W.B. Olson's scope for this project. The AED's are designed as semi-recessed and in order to have the most aesthetic solution for these, it is preferred that they be

purchased and installed by W.B. Olson as part of the construction. *This is an Un-bought Scope Change.*

- RATIFY CHC – W.B. OLSON #45: \$7,231.00. As the tree wells were incorporated very late in design, LSH did not have the appropriate time to select the correct light fixtures for this unique application. Conduit and location were provided in design and are already purchased; additional discussion was needed between LSH and JJR for the actual fixtures to be selected to appropriately light the trees to keep them alive. This cost is for the agreed-upon light fixtures and appropriate batten supports. *This is an Un-bought Scope Change.*
- RATIFY CHC – W.B. OLSON #46: \$12,647.00. This change is the result of advance coordination of un-bought scope for the custom 'W' building and ground mounted signage. The signage itself is part of the signage package, but there are several items that were more cost-effective and timely to be part of the base building construction coordination. This will save time to install and provide a better quality product, as they no longer have to get into the base building areas to run conduit and perform other potentially invasive work. *This is an Un-bought Scope Change.*
- RATIFY CHC – W.B. OLSON #49: (-\$531.00). This change is a *credit* to the College resulting in the removal of originally specified carpet over a small area of raised flooring. Carpet is not required in this area and will not impact the functionality of the area. *This is an Owner-Requested Scope Change.*
- RATIFY CHC – W.B. OLSON #51: (-\$1,208.00). This change is a *credit* to the College resulting in the deletion of two roof ladders that are no longer required for this project. *This is an Owner-Requested Scope Change.*
- RATIFY HEC – POWER #44: \$1,480.00. An exterior door was missing a light and, for security reasons, it is recommended to add this fixture. *This is an Un-bought Scope Change.*
- RATIFY HEC – POWER #59: \$1,900.00. This was an un-bought scope change that was a result of accommodations made for the donated ambulance going into the new building. Originally this was a simulator, and the size of the overhead door had to increase slightly to accommodate the actual ambulance; the sprinkler system required a slight adjustment also. *This is an Un-bought Scope Change.*
- RATIFY HEC – POWER #60: \$2,012.00. This is un-bought scope that was discovered during mechanical, electrical and plumbing coordination. Concealed and damage-resistant sprinkler heads needed to be added to the scope of the project to provide adequate protection

and resistance to damage in these areas. This is also a requirement in the police educational specifications. All other aspects of the police detention are damage-proof, and the sprinkler system needed to be adjusted to also be damage-resistant. *This is an Un-bought Scope Change.*

- RATIFY HEC – POWER #61: (-\$2,203.00). -This change is a *credit* to the College for the removal of rooftop convenience outlets that are no longer necessary as part of the project. *This is an Owner-Requested Scope Change.*
- RATIFY HEC – POWER #63: (-\$48.00). This change is a *credit* to the College for adjustment in the specified asphalt shingle material in the immersive street. *This is an Owner-Requested Scope Change.*
- RATIFY HEC – POWER #66: \$3,153.00. This is a change for the new College standard hand-dryers in all restrooms. This was previously reviewed by engineering and approved to proceed with incorporating into the new projects. *This is an Owner-Requested Scope Change.*
- RATIFY HEC – POWER #67: (-\$6,329.00). This change is a *credit* to the College for the removal of 8 eye-wash stations and 3 safety showers that were duplicate and extra units purchased by two contractors. *This is an Owner-Requested Scope Change.*
- RATIFY HEC – POWER #70: \$14,117.00. This is un-bought scope as a result of the peer review the College had performed on the building. There was an oversight in the drawings that missed one ADA-required stall in each of the men’s restrooms. Because the restrooms were ready for tile, a portion of this change is un-bought scope; however, a portion of it is also due to the timing of the change and the premium of where the project is at this time. Because of the premium, Legat has taken responsibility and will participate by reducing their fee by \$7,000.00 to help the College with this change. *This is an Un-bought Scope Change.*
- RATIFY HEC – POWER #72: \$12,093.00. In reviewing the shop drawing submittals for this project, the team came to the conclusion that the large folding panels in the street scene may have a longer life if these are motorized versus manually operated. The College has asked that the subcontractor also bear part of this responsibility, as this should have been suggested earlier in the process. They are providing the motor at cost to the College with no fee. *This is an Owner-Requested Scope Change.*
- RATIFY HEC – POWER #75: \$18,888.00. This is a suggested un-bought scope change recommended by JJR, the landscape architect. As part of construction, there are a few minor scopes of the landscaping work that were not included in the bid package but rather left as part of the base

building construction in order to have consistency with these scopes. This includes adding a precast planter wall along the far northeast corner of the site and creating additional seating walls along tree planting areas on the patio. *This is an Owner-Requested Scope Change.*

- RATIFY HEC – POWER #76: \$10,459.00. This is an un-bought scope change. As part of the value-engineering process earlier in the project, there was a suggestion by the team to eliminate the gutter system on the training tower for a value of \$30,000.00 in savings. However, the gutters are necessary for proper maintenance, so the team was challenged to find a more cost-effective solution. *This is an Un-bought Scope Change.*
- RATIFY SRC EXTERIOR WALL– MORTENSON #98: \$21,607.00. An alternate to the original bid was received to paint the interior red steel columns, red hand railings, blue skylight framing, and interior blue columns. *This is an Owner-Requested Scope Change.*
- RATIFY TEC/OCC INFRASTRUCTURE – FACILITY TECHNOLOGIES #08: \$3,386.50. Part of the scope of the project was to add one additional conduit in the TEC building for future use. They encountered some drain lines and outlets that had to be relocated while doing this work and are requesting compensation for the added cost of this work. *This is an Unforeseen Condition Scope Change.*
- CAPITAL BUDGET PROJECTS – *None this month.*

9. D. 2) APPROVAL of Construction Change Orders – THAT THE BOARD OF TRUSTEES APPROVES THE CONSTRUCTION-RELATED CHANGE ORDERS FROM THE ATTACHED SUMMARY FOR APRIL 2011.

- REFERENDUM-RELATED PROJECTS – *None this month.*
- CAPITAL BUDGET PROJECTS
 - APPROVE REFURBISH SRC-2800: S. J. Carlson #02 – \$1,128.00. This is not a request for additional funding; these costs are included in the original budget. An auxiliary drain was added to assist with sprinkler system drainage & future maintenance. The scope of work included is for overtime required to complete the sprinkler work in the limited time that the room was available for construction. *This is an Owner-Requested Scope Change.*

In an advisory comment, Student Trustee Whitten abstained from voting. On roll call, voting aye to approve all Consent Agenda items: Trustees Wozniak, Birt, Carlin, McGuire, O'Donnell, Savage and Svoboda. Motion carried unanimously.

10. NEW BUSINESS

10. A. FOR INFORMATION – The Board reviewed the following items of information:

10. A. 1) One-Semester Non-Teaching Leaves

10. A. 2) Board Policy 15-15, Communicable Diseases, Employees

10. B. FOR APPROVAL – The Board voted on the following items:

10. B. 1) NOTICE OF PUBLIC HEARING FOR FY2012 BUDGET – Birt moved, O'Donnell seconded, THAT THE BOARD OF TRUSTEES APPROVES SETTING JUNE 23, 2011 AS THE PUBLIC HEARING DATE FOR THE FY2012 BUDGET. In an advisory comment, Student Trustee Whitten indicated preference for the motion. On roll call, voting aye: Trustees Birt, Carlin, McGuire, O'Donnell, Savage, Svoboda, and Wozniak. Motion carried unanimously.

10. B. 2) RESOLUTION AUTHORIZING MEMBERSHIP IN THE ILLINOIS COMMUNITY COLLEGE HEALTH INSURANCE POOL (ICCHIP)

Vice President of Administrative Affairs *Thomas Glaser* reported on the background, reasons for consideration of this motion, and potential savings to the College. The Trustees asked questions and discussed this item at length prior to voting.

Carlin moved, THAT THE BOARD OF TRUSTEES TABLE THIS ITEM UNTIL THE JUNE BOARD MEETING, ALLOWING TIME FOR MORE INFORMATION TO BE GIVEN TO THE BOARD. Motion failed for lack of a second to this motion.

Svoboda moved, McGuire seconded, THAT THE BOARD OF TRUSTEES AUTHORIZES THE PRESIDENT TO SIGN THE ATTACHED COMMITMENT LETTER ALLOWING THE COLLEGE TO JOIN THE ILLINOIS COMMUNITY COLLEGE HEALTH INSURANCE POOL. In an advisory comment, Student Trustee Whitten indicated preference for the motion. On roll call, voting NO: Trustee Carlin. On roll call, voting AYE: Trustees McGuire, O'Donnell, Svoboda, Wozniak, and Birt. *The telephone conference call connection with Trustee Savage failed at this point. Motion carried.

11. ANNOUNCEMENTS

11. A. COMMUNICATIONS

- ICCTA – Trustee Svoboda reported:
 - Outgoing Board Chairman *Kathy A. Wessel* was chosen for the prestigious “ICCTA Ray Hartstein Award”. The award is given to one Trustee annually for significant contributions made to the their own community college on the state and national level. She will be honored at the ICCTA Annual Convention in Bloomington-Normal on June 2 – 4.
 - Trustees Birt, McGuire, Savage, Svoboda, and Wozniak plan to attend the ICCTA Lobby Day on May 3 – 4 in Springfield.
- FOUNDATION – On behalf of Trustee Savage, who has served as the Board liaison to the Foundation, Trustee Svoboda reported on the April 18 Foundation Board Meeting:
 - Foundation Board President *Maureen Buckley* resigned her position due to a move out of state. She has been a dedicated leader for the Foundation, and her guidance has strengthened this organization.
 - Guest speaker was Associate Vice President of Enrollment Management *Earl Dowling*. The Enrollment Management and Foundation teams have worked together to better publicize available scholarships, streamline the application process, and enhance the review and selection process. The application deadline is May 1 for fall semester scholarships. Trustees interested in serving on the scholarship selection committee should contact the Board Chairman.
 - Fundraising proceeds from the “Unique Pairings Dinner Series” in the amount of \$20,120.00 have been transferred to the College Culinary and Hospitality Program fund, bringing the total raised to \$175,000.00. This fund will be used to support the program and enable the best educational experience possible for students.
- Dr. Breuder requested Anthropology Professor *John Staeck* provide him with a list of educational concerns which he mentioned in his Comments from COD Employees earlier in this meeting.

11. B. CALENDAR DATES

- Friday, May 13 – COMMENCEMENT, PE Arena
- Monday, May 23 – NEXT REGULAR BOARD MEETING, SRC-2052

12. ADJOURN – At 8:58 p.m., Birt moved, O’Donnell seconded, THAT THE ORGANIZATIONAL BOARD MEETING WITH INCOMING TRUSTEES BE ADJOURNED. On voice vote, motion carried unanimously.

By:


Allison O’Donnell, Board Secretary

Approved: 05/23/11

By:


David Carlin, Board Chairman