# Minutes of the Regular Meeting of the Board of Trustees of Community College District No. 532, County of Lake and State of Illinois, held at the College of Lake County Southlake Campus, Room V340, 1120 South Milwaukee Avenue, Vernon Hills, Illinois on March 24, 2015 at 6:00 p.m.

## 1. Board Convenes the Regular Meeting

### 1.1 Call to Order and Roll Call

The meeting was called to order at 6:00 p.m. by Chairman Howland.

Trustees Present: Mr. Anderson, Dr. Carrigan, Ms. Goshgarian, Ms. Howland, Mrs. Oilschlager, and Ms. Tidei-Student Trustee.

Trustee Absent: Dr. Griffin

Trustee Paul arrived at 6:13 p.m.

Others Present: Dr. Weber, President; Mr. Agazzi, Vice President for Administrative Affairs; Dr. Haney, Provost; Ms. Hlavin, Associate Vice President of Student Development; Ms. Schiele, Executive Director for Public Relations and Marketing; Mr. Harden, Chief of Staff; Mr. Nick Kallieris, Director for Resource Development/Legislative Affairs; Ms. Senase, Executive Assistant to the President/Recording Secretary; Ms. Lutner, Legal Counsel at Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd.; Officer Scoles; and other guests.

Chairman Howland thanked Ms. Cvitkovic for hosting the meeting at the Southlake Campus, and also thanked Mr. Territo, Chairman of the Southlake Advisory Committee, for his support and remarks at the groundbreaking ceremony that took place before this Board meeting. Chairman Howland invited Ms. Cvitkovic to introduce any Advisory Committee members and staff members who were present.

### 1.2 Approval of the Agenda

The Agenda was presented to the Board for approval.

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

Upon roll call, the vote was as follows:

- **Student Advisory Vote**: Aye – Tidei
  - Ayes: Howland, Oilschlager, Anderson, Carrigan, Goshgarian
  - Nays: None
  - Absent at time of vote: Paul

The vote being (5) Ayes and (0) Nays, the Chairman declared the motion carried.

## 2. Approval of Minutes

Chairman Howland noted that there was a correction in the Closed Meeting Minutes under Land Purchase Inquiries. Route 45 was corrected to Route 83 on the original minutes that will be signed.
2.1 Committee of the Whole Meeting of February 24, 2015

It was moved by Carrigan and seconded by Goshgarian that the Minutes of the Committee of the Whole Meeting of February 24, 2015 be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Tidei
Ayes: Howland, Anderson, Carrigan, Goshgarian
Nays: None
Absent at time of vote: Paul
Abstained: Oilschlager

The vote being (4) Ayes, (0) Nays and (1) Abstention, the Chairman declared the motion carried.

2.2 Regular Meeting of February 24, 2015

It was moved by Carrigan and seconded by Goshgarian that the Minutes of the Regular Meeting of February 24, 2015 be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Tidei
Ayes: Howland, Anderson, Carrigan, Goshgarian
Nays: None
Absent at time of vote: Paul
Abstained: Oilschlager

The vote being (4) Ayes, (0) Nays and (1) Abstention, the Chairman declared the motion carried.

2.3 Closed Meeting of February 24, 2015

It was moved by Carrigan and seconded by Goshgarian that the Minutes of the Closed Meeting of February 24, 2015 be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Tidei
Ayes: Howland, Anderson, Carrigan, Goshgarian
Nays: None
Absent at time of vote: Paul
Abstained: Oilschlager

The vote being (4) Ayes, (0) Nays and (1) Abstention, the Chairman declared the motion carried.
Minutes of the Regular Meeting of the Board of Trustees of Community College District No. 532, County of Lake and State of Illinois, held at the College of Lake County Southlake Campus, Room V340, 1120 South Milwaukee Avenue, Vernon Hills, Illinois on March 24, 2015 at 6:00 p.m.

| 3. Receipt of Notices, Communications, Hearings, and Petitions | Chairman Howland announced that this was the point in the meeting reserved for those in the audience who wished to address the Board.  
There were no comments from the audience. Trustee Anderson made a statement to the public regarding recent articles in the newspaper about the College of DuPage.  
Chairman Howland shared notes of appreciation and gratitude received this month from the following:  
• Maria Reyes for the beautiful flowers in honor of her mother’s memory. |

| 4. Chairman’s Report | Chairman Howland reported on the following events:  
Trustees Anderson, Oilschlager and Howland attended the Illinois Community College Trustees Association (ICCTA) meeting in Naperville on March 13-14, 2015. There was a presentation on applied baccalaureate degree granting authority for community colleges. Trustees Anderson and Oilschlager also shared an update from various meetings at this conference.  
The University Center Board meeting was held on March 5th. Trustee liaisons Anderson and Carrigan were both in attendance. Trustees Anderson and Carrigan provided a summary from this board meeting.  
Chairman Howland congratulated Trustee Oilschlager on receiving the 2015 ICCTA Ray Hartstein Trustee Achievement Award. Trustee Oilschlager stated it is a great honor to receive such a prestigious award.  
Chairman Howland congratulated President Weber on his appointment to the American Association of Community Colleges (AACC) Board beginning in 2016. President Weber stated this position is elected by colleagues, so this is an honor and a great opportunity for CLC.  
In April, several Trustees will be attending the ICCTA Lobby Day in Springfield, Illinois. Also, Trustees will attend the AACC Annual Convention where CLC will be recognized as a finalist for the 2015 Awards of Excellence – Advancing Diversity Award. The awardees will be announced at a reception during the AACC Annual Convention in San Antonio, Texas.  
The CLC Foundation will host its annual Golf Classic outing on June 1st at the Ivanhoe Club. This year’s Golf Classic is in honor of Richard Galla of Galla Insurance Company of Grayslake, who passed away recently. |
The April Board Meeting has been rescheduled from Tuesday, April 28 to Thursday, April 23 at the Grayslake Campus. The Board meeting was rescheduled due to the college’s participation in Lobby Day and the Trustees participation in the ICCTA meeting in Springfield on April 28 and 29.

### 4.1 Student Trustee Report

Chairman Howland invited Ms. Tidei to provide a report on her attendance at the Illinois Community College Board (ICCB) Student Advisory Committee (SAC) meeting in Naperville, and Student Government Association (SGA) events.

Ms. Tidei thanked President Weber and Chairman Howland for attending the awards banquet that the ICCB-SAC committee hosted in Naperville. Ms. Tidei reported that the students of ICCB-SAC proposed the Joint Resolution 35 which will be voted on by the House of Representatives on Student Advocacy Day on April 29.

Ms. Tidei highlighted the following SGA events:
- SGA participated in a volunteer day at the Horticulture building.
- SGA elections are underway with upcoming public debates for the President, Vice-President and Treasurer positions.
- Full-time Faculty Award winner Jenny Lee and Part-time Faculty Award winner Penny Steffen were presented invitations to the April Board meeting.

Ms. Tidei concluded her report by sharing recent school events that happened over the past month.

Trustees also discussed with the Student Trustee the process of how the Student Trustee is elected for the upcoming year.

Chairman Howland concluded her report by stating that agenda item 8.1.3 is a walk-on item. This purchasing item was awarded after the board materials were finalized and was provided to Trustees at their places. Agenda items 11.1.3 - Termination and 11.3.9 - Non-Renewal of Contract FY 2016 Administrative and Professional Personnel will be held for closed session discussion.

Chairman Howland requested a Closed Meeting session and reported that there will be action after this meeting.

### 5. President’s Report

President Weber’s report highlighted the following topics:
- Thanked Ms. Cvitkovic for hosting the Board meeting at the Southlake Campus, and the Southlake Advisory Committee for their support of the campus over the years.
- Noted that tonight’s groundbreaking at Southlake Campus begins a number of groundbreaking activities and construction that will be held at the Grayslake Campus.
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- Representative Carol Sente and her aide visited the Grayslake Campus on February 24 to discuss several topics and receive an update on CLC. CLC asked for support in Governor Rauner’s proposed budget for community colleges.
- Aaron Lawlor, Lake County Board Chairman, has been confirmed as the CLC 2015 Commencement Speaker.
- The Grayslake Science Building groundbreaking ceremony is scheduled for March 30 at 4:00 p.m. Senators Terry Link and Melinda Bush have confirmed their attendance.
- The final negotiations with Miami Dade Community College to host the Community Colleges for International Development (CCID) conference fell through. CLC is now one of three institutions for consideration to host.
- President Weber announced the CLC representatives for ICCTA Award nominations as follows:
  - Jenny Lee, English and Humanities for Full-Time Outstanding Faculty Member Award
  - Penny Steffen, English for Part-Time Outstanding Faculty Member Award
  - Dean DeBiase for Distinguished Alumnus Award
  - Trustee Oilschlager for the Ray Hartstein Award
- A proposal on behalf of CLC for the ICCTA Equity and Diversity Award has been submitted. Administration is in the process of selecting a student nominee for the Paul Simon Student Essay contest.
- President Weber is working with Student Development and Administration on a proposal to offer a tuition waiver for future Student Trustees. Tuition waivers are common practice at some community colleges in Illinois. More details will be provided at the April meeting.

5.1 Student Success Update – Athletics Presentation

Dr. Haney shared that he is very proud of CLC’s student athletes, but the reality is the program needs work. CLC needs to make sure students are successful in the classroom and in sports. Dr. Haney introduced the new Athletics Director, Nic Scandrett, and he presented on the background of the athletics program and the goals for athletes to achieve at a higher level. Mr. Scandrett also shared academic success strategies and challenges for the program, and introduced student athletes Aaron Spivey and Mary Tsakadze. The student athletes shared their experiences with CLC’s athletics program.

Dr. Haney thanked Mr. Scandrett, the athletic program staff, Ms. Hlavin, and Ms. Aguinaldo for all their work on this presentation.

This concludes the President’s Report.

6. Approval of Board Policies and Objectives

6.1 Policy 430 – Withdrawals - Revised – Second Reading

It was moved by Anderson and seconded by Carrigan that Policy 430 be approved as presented.
Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Tidei
Ayes: Howland, Oilschlager, Paul, Anderson, Carrigan, Goshgarian
Nays: None
The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

6.2 Policy 411 – Grading System – Revised – First Reading

There was no discussion regarding Policy 411.

6.6 Policy 412 – Academic Standards – Revised – First Reading

There was no discussion regarding Policy 412.

<table>
<thead>
<tr>
<th>7. Approval of Financials</th>
<th>7.1 Resolution Approving Bills, Authorizing Budget Transfers and Accepting Monthly Financial Report</th>
</tr>
</thead>
</table>

**It was moved** by Anderson and seconded by Carrigan that the Resolution Authorizing Bills, Authorizing Budget Transfers and Accepting Monthly Financial Report be approved as presented.

Trustees discussed the new policy for approving bills. Several Trustees are not comfortable with the policy of approving bills after they have been paid.

Upon roll call, the vote was as follows:
Student Advisory Vote: Abstained – Tidei
Ayes: Howland, Anderson, Goshgarian
Nays: Oilschlager, Paul, Carrigan
The vote being (3) Ayes and (3) Nays, the Chairman declared the motion failed.

President Weber asked that Trustees discuss the bills that needed to be paid, therefore, Trustees agreed to amend the motion in order to process bills for this month. Trustees agreed that Administration should look at other options for this process, and present other options to the Board at a Committee of the Whole meeting.

**It was moved** by Anderson and seconded by Howland that the Resolution Authorizing Bills, Authorizing Budget Transfers and Accepting Monthly Financial Report be approved as presented, and that the administration hold a Committee of the Whole meeting to explore other options for bill payment.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Tidei
Ayes: Howland, Anderson, Carrigan, Goshgarian
Nays: Oilschlager, Paul
The vote being (4) Ayes and (2) Nays, the Chairman declared the motion carried.
8. Approval of Purchasing

<table>
<thead>
<tr>
<th>8.1 Approval of Bids</th>
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<tbody>
<tr>
<td><strong>It was moved</strong> by Anderson and seconded by Carrigan for Approval of Bids as presented.</td>
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</table>

Upon roll call, the vote was as follows:

- Student Advisory Vote: Aye – Tidei
- Ayes: Howland, Oilschlager, Paul, Anderson, Carrigan, Goshgarian
- Nays: None

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

<table>
<thead>
<tr>
<th>8.2 Non-Biddable Items</th>
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<tbody>
<tr>
<td><strong>It was moved</strong> by Carrigan and seconded by Anderson for Approval of Bids as presented.</td>
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</table>

Upon roll call, the vote was as follows:

- Student Advisory Vote: Aye – Tidei
- Ayes: Howland, Oilschlager, Paul, Anderson, Carrigan, Goshgarian
- Nays: None

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

<table>
<thead>
<tr>
<th>8.3 Disposal</th>
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<tr>
<td><strong>It was moved</strong> by Anderson and seconded by Carrigan for Approval of Bids as presented.</td>
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</tbody>
</table>

Upon roll call, the vote was as follows:

- Student Advisory Vote: Aye – Tidei
- Ayes: Howland, Oilschlager, Paul, Anderson, Carrigan, Goshgarian
- Nays: None

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

9. Approval of Contracts and Grants

<table>
<thead>
<tr>
<th>9.1 Resolution Authorizing Submission of Application for Locally Funded Capital Projects</th>
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</thead>
<tbody>
<tr>
<td><strong>It was moved</strong> by Carrigan and seconded by Goshgarian for the approval of this Resolution as presented.</td>
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</table>

Trustee Oilschlager suggested that agenda item 9.2 should be approved first before approving agenda item 9.1. Trustees Carrigan and Goshgarian withdrew their motions.
<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
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<tbody>
<tr>
<td>9.2</td>
<td>Resolution Authorizing Purchase and Acquisition of Property Located at 30 North Sheridan Road, Waukegan, Illinois and 111 West Madison Street, Waukegan, Illinois</td>
</tr>
<tr>
<td></td>
<td>It was moved by Carrigan and seconded by Goshgarian for the approval of this Resolution as presented. Upon roll call, the vote was as follows: Student Advisory Vote: Aye - Tidei Ayes: Howland, Oilschlager, Paul, Anderson, Carrigan, Goshgarian Nays: None The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.</td>
</tr>
<tr>
<td>9.1</td>
<td>Resolution Authorizing Submission of Application for Locally Funded Capital Projects</td>
</tr>
<tr>
<td></td>
<td>It was moved by Carrigan and seconded by Goshgarian for the approval of this Resolution as presented. Upon roll call, the vote was as follows: Student Advisory Vote: Aye - Tidei Ayes: Howland, Oilschlager, Paul, Anderson, Carrigan, Goshgarian Nays: None The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.</td>
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<tr>
<td>10.1</td>
<td>Addition of the Teaching English Learners Core Certificate</td>
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<td></td>
<td>It was moved by Anderson and seconded by Carrigan for the approval of this Certificate as presented. Upon roll call, the vote was as follows: Student Advisory Vote: Aye - Tidei Ayes: Howland, Oilschlager, Paul, Anderson, Carrigan, Goshgarian Nays: None The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.</td>
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<tr>
<td>10.</td>
<td>Approval of Programs</td>
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<tr>
<td>11.1</td>
<td>Resignations, Retirements, and Termination</td>
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<td>It was moved by Anderson and seconded by Carrigan for the approval of Resignations and Retirements as presented. Agenda item 11.1.3 Termination will be held for the Closed Meeting session. Upon roll call, the vote was as follows: Student Advisory Vote: Aye - Tidei Ayes: Howland, Oilschlager, Paul, Anderson, Carrigan, Goshgarian Nays: None The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.</td>
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</tbody>
</table>
11.2 Position Additions, Reclassifications, Deletions, and Vacant Positions

*It was moved* by Anderson and seconded by Carrigan for the approval of Position Additions, Reclassifications, Deletions and Vacant Positions as presented.

Trustee Paul inquired about the number of staff for the Police Department and suggested that Administration look at the Department further.

Upon roll call, the vote was as follows:

**Student Advisory Vote:** Aye - Tidei
Ayes: Howland, Oilschlager, Anderson, Carrigan, Goshgarian
Nays: Paul

The vote being (5) Ayes and (1) Nay, the Chairman declared the motion carried.


*It was moved* by Carrigan and seconded by Goshgarian for the approval of New Full-Time Employment: Probationary and FY2016 Employment Status of Administrative and Professional Personnel as presented. Agenda item 11.3.9 Non-Renewal of Contract FY2016 Administrative and Professional Personnel will be held for the Closed Meeting session.

Upon roll call, the vote was as follows:

**Student Advisory Vote:** Aye - Tidei
Ayes: Howland, Oilschlager, Paul, Anderson, Carrigan, Goshgarian
Nays: None

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

11.4 New Part-Time Employment: Probationary

*It was moved* by Anderson and seconded by Carrigan for the approval of New Part-Time Employment: Probationary as presented.

Upon roll call, the vote was as follows:

**Student Advisory Vote:** Aye - Tidei
Ayes: Howland, Oilschlager, Paul, Anderson, Carrigan, Goshgarian
Nays: None

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

It was moved by Carrigan and seconded by Goshgarian for the approval of Promotions and Transfers as presented.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Tidei
Ayes: Howland, Oilschlager, Paul, Anderson, Carrigan, Goshgarian
Nays: None
The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

11.6 Staff Benefits

There were no Staff Benefits presented.

12. Closed Meeting

It was moved by Carrigan and seconded by Goshgarian to enter into a Closed Meeting at 7:56 p.m. under the Illinois Compiled Statutes 5ILCS 120: Section 2c(1) “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body......”; Section 2c(6) “The setting of a price for sale or lease of property owned by the public body”; and Section 2c(11) “Litigation when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court......and when the public body finds that an action is probable or imminent......”

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Tidei
Ayes: Howland, Oilschlager, Paul, Anderson, Carrigan, Goshgarian
Nays: None
The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

The minutes for the closed meeting portion will be presented to the Trustees separately.

A brief recess was taken before the Closed Meeting began.

13. Other Matters for Information, Discussion or Action

There were no other matters for information or discussion at this meeting.

11. Approval of Human Resources Recommendations

11.1.3 Termination

No action was taken on this agenda item.

11.3.9 Non-Renewal of Contract FY2016 Administrative and Professional Personnel

It was moved by Goshgarian and seconded by Carrigan for the approval of Non-Renewal of Contract FY2016 Administrative and Professional Personnel as presented.
Minutes of the Regular Meeting of the Board of Trustees of Community College District No. 532, County of Lake and State of Illinois, held at the College of Lake County Southlake Campus, Room V340, 1120 South Milwaukee Avenue, Vernon Hills, Illinois on March 24, 2015 at 6:00 p.m.

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<th>Upon roll call, the vote was as follows:</th>
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<tbody>
<tr>
<td>Student Advisory Vote: Aye – Tidei</td>
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<tr>
<td>Ayes: Howland, Paul, Anderson, Carrigan, Goshgarian</td>
</tr>
<tr>
<td>Nays: Oilschlager</td>
</tr>
<tr>
<td>The vote being (5) Ayes and (1) Nay, the Chairman declared the motion carried.</td>
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</tbody>
</table>

14. Adjournment

**It was moved** by Anderson, seconded by Goshgarian, and unanimously carried that the meeting be adjourned at 11:04 p.m.

Amanda D. Howland, Chairman

Philip J. Carrigan, Secretary
Minutes of the Closed Meeting of the Board of Trustees of Community College District No. 532, County of Lake and State of Illinois, held at the College of Lake County Southlake Campus, Room V340, 1120 South Milwaukee Avenue, Vernon Hills, Illinois on March 24, 2015 at 8:00 p.m.

**Call to Order, Roll Call, and Purpose**
The closed meeting was called to order at 8:16 p.m. by Chairman Howland.

Trustees Present: Mr. Anderson, Dr. Carrigan, Ms. Goshgarian, Ms. Howland, Mrs. Oilschlager, Ms. Paul, and Ms. Tidei-Student Trustee.

Trustee Absent: Dr. Griffin.

Others Present: Dr. Weber, President; Mr. Agazzi, Vice President for Administrative Affairs; Dr. Haney, Provost; Ms. Hlavin, Associate Vice President of Student Development; Ms. Schiele, Executive Director of Public Relations and Marketing; Mr. Harden, Chief of Staff; Ms. Senase, Executive Assistant to the President/Recording Secretary; and Ms. Lutner, Legal Counsel with Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd.

Purpose of meeting under the Illinois Compiled Statutes 5ILCS 120: Section 2c(1) “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body….”; Section 2c(6) “The setting of a price for sale or lease of property owned by the public body”; and Section 2c(11) “Litigation when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court…..and when the public body finds that an action is probable or imminent…..”

**Discussion Topics**

**Benefits Standardization**
Trustees were provided a Benefits Standardization Summary, which was also shared at the February Board meeting. Mr. Agazzi shared that employees are anxious to know whether the Board will be moving forward with the Benefits Standardization plan. Trustees were in agreement to move forward with implementing the Benefits Standardization plan as presented.

**Adjournment**
At 10:14 p.m. the closed meeting was adjourned, and it was unanimously determined to return to the Regular Meeting. The Board agreed to return to a Closed Meeting session to complete the Closed Meeting agenda topics.

**Re-entered Closed Meeting Session**
The Board re-entered into a Closed Meeting session at 10:25 p.m.

Trustees Present: Mr. Anderson, Dr. Carrigan, Ms. Goshgarian, Ms. Howland, Mrs. Oilschlager, Ms. Paul, and Ms. Tidei-Student Trustee.

Trustee Absent: Dr. Griffin.

Others Present: Dr. Weber, President; Ms. Senase, Executive Assistant to the President/Recording Secretary; and Ms. Lutner, Legal Counsel with Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd.

**Continued Discussion Topics**

**President’s Evaluation Review**
President Weber provided Trustees with materials that included goals and professional activities; major accomplishments for the last five years; and goals for next year.
President Weber stated that he will use the survey ratings to improve his performance, and asked the Board to look through the goals for next year and provide feedback. Feedback should be sent to President Weber by the April Board meeting.

President Weber also provided a short presentation that included information from the Aspen Institute.

**Adjournment**

At 11:03 p.m. the Closed Meeting was adjourned, and it was unanimously determined to return to the Regular Meeting.

[Signatures on file in President’s Office]

Amanda D. Howland, Chairman                          Philip J. Carrigan, Secretary