

**COMMITTEE OF THE WHOLE MINUTES  
JANUARY 24, 2022**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, held a meeting of the Committee of the Whole on Monday, January 24, 2022, in Building E, Room E100.01/Virtual.

**1. Call to Order by Presiding Officer**

Chair Rakow called the meeting to order at 3:00 p.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present:* Ms. Rakow, Mr. Duffy, Dr. McCreary, Dr. Redmer, and Mr. Nowak.  
Trustees participated in-person.

*Trustees absent:* Dr. Ollayos (arrived at 5:14 p.m.); Student trustee, Mr. Allen (arrived at 3:54 p.m.)

*ECC Staff present:* Dr. Sam, President; Dr. Heinrich, VP Teaching, Learning and Student Development; Dr. Wagner, VP Business & Finance (virtual); Dr. Garber, VP Planning, Institutional Effectiveness and Technology, Mr. Vazquez, General Counsel; Ms. Kerruish, Recorder; ECC staff members and visitors.

**2. Pledge of Allegiance**

The Pledge of Allegiance was led by Trustee Redmer.

**3. Approval of Meeting Minutes of the Committee of the Whole, December 13, 2021**

Chair Rakow requested approval of the minutes of December 13, 2021.

*Motion:* Trustee Nowak moved to approve the minutes as presented.

*Second:* Trustee McCreary seconded the motion.

*Roll-Call:* Aye, 5; Rakow, Duffy, Redmer, McCreary, Nowak; nay, 0; motion carried.

**4. Presentations**

**A. Sabbatical Report – Professor Clark**

Professor Clark provided an update on the presentation she gave to the Board two years ago on the topic of Trans and Gender Non-Conforming Students in the Community College Environment. She reviewed the purpose of her sabbatical three years ago, highlighting the research questions and findings of 15 interviews she conducted, concluding that trans and non-conforming students would like to see more representation at community colleges, mandatory training for staff, and a process for indicating preferred names and pronouns. Recommendations for creating a more accepting and welcoming campus might be a catalyst for microaggression to be minimized. Training and education of professors to learn more about this community of students in order to be more supportive, as well as more accessible gender-neutral bathrooms, are also

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important. Suggested ideas and discussion included a diversity student center, safe zone training for the Board, and utilization of wellness professionals.

**B. Construction Updates – Dr. Wagner**

Dr. Sam updated the Board on the status of capital projects, noting that some colleges are ahead since their projects were already underway prior to the budget crisis. He recommended that trustees approve looking into architects and addressing issues related to the truck driving program at this time. It was noted that many programs have limited enrollment due to current social distancing guidelines. Dean Taylor introduced Dr. Kyla Wegman, associate dean of sustainability. An update was provided on the truck driving program / BRG programmatic needs. It was noted that the truck driving program is federally registered, approved by the Federal Motor Carrier Safety Administration (FMCSA). The program currently has a 99.99% success rate. As of January, 30 students are interested in the 12 available seats for the summer session. Advantages of a permanent structure were highlighted. In order to meet enrollment demands, two 900 sq. ft. classrooms that will accommodate up to 30 students are needed. The final ask of \$2 million was outlined; and trustees' questions/comments followed. Board consensus was received to move forward with the next step in obtaining architects. Trustee Redmer proposed that \$2 million be placed in restricted funds; and Dr. Sam stated that an action item regarding this will be added to the March meeting agenda. Dr. Wagner reviewed the history of the 2019 Master Plan, including the previous estimate from Perkins & Will which included HVAC, welding and the manufacturing center. Trustee Redmer suggested that \$25 million from the capital development project be restricted for the manufacturing center. Dr. Sam indicated this will also be added to the March meeting agenda.

*Student Trustee Allen arrived at 3:54 p.m.*

Following additional comments and questions by trustees, Dr. Wagner stated that a formal design of the fitness center will be presented in the near future. The culinary arts expansion has been put on hold, however the Spartan Terrace area is being evaluated as faculty and staff rethink priorities. Dr. Sam stated the greenspace will be preserved, adding it may be used for the May commencement.

**5. Review Board Actions on the January 25, 2022 Regular Board Meeting Agenda**

**A. Purchases**

**1. Building A – Third Floor Shell Space Buildout (Board Action No. 144-C-22)**

Chair Rakow stated she will pull this item from the consent agenda in order to abstain from voting.

**2. Building G – Office Furniture (Board Action No. 145-B-22)**

There were no questions or comments regarding this agenda item.

**3. Building G – Office Renovation (Board Action No. 146-C-22)**

Chair Rakow questioned the bid amount of the selected vendor, which is significantly lower than the other bids received. Mr. Cook explained that a thorough review was conducted, a performance bond was provided, and no reason was found to disqualify this bid/vendor.

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**4. Childcare Playground Surface Replacement (Board Action No. 147-B-22)**

Chair Rakow inquired about the significantly low bid provided by the selected vendor. Mr. Callahan stated the turf was the desired surface, and it meets current Department of Children and Family Services (DCFS) standards. No issues are foreseen.

**5. Demand Side Platform (DSP) Services Purchase (Board Action No. 148-M-22)**

Trustee Nowak requested clarification on the amount, as to whether it was an additional amount over what is currently spent or a new platform we are converting to. Ms. Zeman stated this is a portion of the full advertising spend.

**6. Software-Complaint Submission (Board Action No. 149-T-22)**

There were no questions or comments regarding this agenda item.

**7. Software-Contract Management (Board Action No. 150-T-22)**

Trustee Redmer questioned the high bid amount of the selected vendor. Ms. Scholl stated that qualifications and features provided by all vendors were looked into. The features of the selected vendor, DocuSign, are able to handle the College's needs and requirements, adding that the bid is a not-to-exceed amount.

**B. Other Agenda Items**

**1. Hanover Square Shopping Center Lease (Board Action No. 143-A-22)**

Trustee McCreary expressed concern regarding a one-year lease versus a longer lease period, since it increased by 20.99%. Dr. Heinrich explained that ECC had an interest in a longer lease but Harper College was not interested in making a longer commitment. Mr. Vazquez stated that Harper College is the fiscal agent for the State regarding the EWC, and he provided additional details of the lease.

**6. Audience Wishing to Address the Board**

Kim Tarver, ECCFA, addressed the Board (virtually) regarding the January 26, 2022 Special Board Meeting agenda.

*The Board recessed at 4:33 p.m. and reconvened at 4:43 p.m.*

**7. Old Business**

**A. COVID Mitigation Update**

Dr. Sam indicated that today is the first day of classes for the Spring semester, there is no updated information on Covid statistics for students yet. Testing and vaccinations are still available to all students. A very high percentage of employees are vaccinated. Due to the recent peak of the Omicron variant, moving opening day was a good decision. We are pleased with the progress made in Covid mitigation at the College and will continue to do what we have been doing.

**B. Lake Spartan**

Dr. Wagner reviewed details on Lake Spartan which were provided at the December meeting. Trustee McCreary stated she would like to review the code which includes the requirements for fishing to be allowed, and it was indicated this information can be located in Aquatic Code 515, Section 5. Based on the costs involved to prepare the lake in order to meet the code requirements, Chair Rakow suggested it might be appropriate to reverse the November 8 Lake Spartan Fishing Policy board action.

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**Motion:** Trustee Duffy moved to reverse the November 8, 2021 Fishing Policy action, due to additional findings resulting in the cost being prohibitive.

**Second:** Student Trustee Allen seconded the motion.

Trustee Nowak stated he feels that Lake Spartan is a great area; and if we are not going to allow fishing, we should construct a path around the lake. Trustee McCreary stated that if Lake Spartan is just a run-off pond, it should not be called a lake. Dr. Sam provided an explanation on naming it a lake. He stated the area around it is already used by Student Life, however we may look into adding benches and additional paths.

**Roll-Call:** Aye, 3; Rakow, Duffy, Redmer, nay, 2; McCreary, Nowak; Student Trustee Allen, aye; motion carried.

**C. Student Government Letter Writing Campaign**

Student Trustee Allen commented about the greenspace and the gun range. Letters from students were sent to the Board regarding these issues. Chair Rakow noted the greenspace issue was discussed at this meeting during the construction update, when Dr. Sam provided assurance that the greenspace will not be impeded upon.

**8. New Business**

**A. Items of Professional Growth**

**1. ACCT National Legislative Summit**

Chair Rakow confirmed that trustees will not be attending the upcoming Legislative Summit. Due to the pandemic, legislators will be conducting meetings virtually. There is no virtual option for the ACCT Summit, however it will be taped and will be available to view at a later date. Trustee Redmer outlined the schedules for the virtual legislative meetings on February 7 and 8. Chair Rakow reviewed potential topics for discussion, noting details are still in progress, and she asked that trustees let her know if they are interested in participating in virtual meetings with legislators.

**2. Review Board Goals**

Chair Rakow pointed out that board goal #1 states trustees should conduct a mid-year review, prior to February. Regarding professional development opportunities, Trustee McCreary inquired about face-to-face meetings with school board representatives. Chair Rakow reminded the board that this goal has been modified and no longer emphasizes meetings with school board members. Trustee Ollayos is working with Mr. Ramos and Dr. Sam on coordinating the Western Regional Meeting, which is scheduled for April 6, with virtual attendance. Trustee Redmer highlighted the Strategic Plan process and provided information gathered based on meetings facilitated by Dr. Garber. She noted the College's Strategic Plan process follows a universal system. Some of our shared values have changed with the times and some have remained the same. Statements on equity, diversity and inclusion may be added. Dr. Garber indicated the target date for the Strategic Plan to be presented for Board approval is June, 2022.

*Trustee Ollayos arrived at 5:14 p.m.*



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**3. Book – *From Equity Talk to Equity Walk***

Trustees provided feedback on several sections of the book *From Equity Talk to Equity Walk*. Topics discussed include: alignment; identifying who needs support; equity initiatives; partnerships; celebrating differences; what we can do as a Board to promote equity; minority students' goals / white students' goals. Trustee Ollayos quoted several sentences from the book. The topic of housing needs was brought up, and the potential for Foundation funds to be used to assist with housing for those in need.

**4. Upcoming Community Engagement Events**

Ms. Franck reviewed upcoming community engagement events.

**B. President's Remarks**

Dr. Sam will provide comments at the January 25 regular board meeting.

**C. Chair's Remarks**

Chair Rakow distributed packets with resumes of candidates for the open trustee position. A special meeting will be held on January 26 to conduct interviews, beginning at 12:00 p.m.

**D. Announcements**

The Foundation's appreciation breakfast will be held on March 12 and will include speeches presented by student scholarship recipients.

Trustee Ollayos reminded the Board of the ICCTA regional meeting scheduled for April 6, 2022. This meeting will be virtual.

Ms. Franck will be retiring before the next meeting. Trustees offered their gratitude for her kindness, calm demeanor and focused attention to the Board during her tenure.

**E. Issues for Next Month's Agenda**


There were no issues brought forward for the March agenda.

**Adjournment**

**Motion:** Trustee Ollayos moved to adjourn the meeting.

**Second:** Trustee Nowak seconded the motion.

**Voice Vote:** Aye, 6; Rakow, Duffy, Ollayos, Redmer, McCreary, Nowak; Nay, 0; Student Trustee Allen, aye. Motion carried.  
The meeting was adjourned at 5:58 p.m.

  
Donna Redmer, EdD, Board Secretary

  
Diane Kerruish, Board Recorder