

**COMMITTEE OF THE WHOLE MINUTES  
APRIL 14, 2025**

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, April 14, 2025, in Building E, Room 100.01.

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

Chair Redmer called the meeting to order at 3:01 p.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present:* Dr. Redmer, Ms. Rakow, Dr. Ollayos, Mr. Nowak, Mr. Parks, and Ms. Heiser.

*Trustees absent:* Ms. Arroyo arrived at 3:07 p.m. and Mr. Rodriguez arrived at 3:45 p.m.

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

**2. Pledge of Allegiance**

The Pledge of Allegiance was led by Ms. Jess Heiser.

**3. Introductions**

Introductions were made.

**4. Approval of Meeting Minutes of the Committee of the Whole, March 10, 2025**

Chair Redmer requested approval of the minutes of March 10, 2025.

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

*Second:* Trustee Rakow seconded the motion.

*Roll-Call Vote:* Aye, 6; Redmer, Rakow, Nowak, Ollayos, Arroyo and Parks; nay, 0; and Student Trustee Heiser, aye. Motion carried.

**5. Presentations**

**A. Sabbatical Report – Professor Tarver**

This report will be postponed to a later date.

**B. Emergency Operations Plan Update – Ms. Kies**

Ms. Kies shared that the plan is updated every three years and gave a brief overview of the process.

**C. PACE Campus Climate Survey Trends – Dr. Garber**

Dr. Garber provided a brief overview of the process and shared that a detailed report will be shared with the board at a future meeting.

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**6. Construction Update**

Dr. Wagner, VP, Business & Finance, provided an overview of the current construction projects on campus.

- **Master Plan Update**

Perkins and Will are finalizing the 5-year update to our 2020 Master Plan document. They have met with various stakeholders across campus, the project advisory team and recently discussed priorities with the President's Cabinet. As Perkins & Will discussed last month's Committee of the Whole, the guiding principles from the 2020 Master Plan continue to be the updated plan's focus: Enhancing the Student Experience to Attract, Retain & Graduate Students; Enlivening the Academic Environment to Support Student Success; Asset Stewardship; Community Interface; and Collaboration & Culture.

- **Manufacturing and Technology Center Building Project**

A significant amount of the foundation, footings, and masonry have been completed. You can see from McLean and Spartan Drive the shape of the building. The College's Steering Committee meets weekly to discuss construction progress, equipment needs, move logistics, stakeholder cultivation, signage, and class scheduling for the new building. Progress is being made in the development of an equipment list; which pieces will be moved and what new equipment is needed.

- **New Truck Driving Classroom Building Project**

Perkins & Will has provided the revised drawings. For consideration tomorrow is a recommendation for increased architectural fees due to the Secretary of State specifications related to the skills lot. The opening of the bids for the trades will be April 29 with a quick turnaround to bring updated costs to the May Board meeting. Discussions with the City of Elgin continue regarding this project.

- **Disability Services Space Remodel**

Construction has begun for this new and expanded space for the Disability Services department in Building F. The new space will include:

- Reception Area; create a clear entry point for department with two seats.
- Waiting Area; A discreet and comfortable waiting area for 2-3 students.
- Director's Office; located as central as possible and near the entrance and reception area.
- Provide three offices for staff members
- Testing Rooms: Provide three (3) testing rooms that differ in size and can accommodate different testing needs and up to three (3) people per room.
- A technology space with storage for assistive devices, as well as any additional storage spaces possible.

**7. Review Board Actions on the April 15, 2025 Regular Board Meeting Agenda**

**A. Purchases**

1. Architectural Fees – Truck Driving Building
2. Consulting Services – New External Digital Signs
3. End User Software Support Subscription
4. Precision Tig Welders Purchase

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5. Purchase and Installation of Library Security Technology Gates, Accessories, and Software
6. Sale of Used Computer Equipment
7. Spring Impact Magazine
8. Ratification of Building Equipment Maintenance Services

**B. Other Agenda Items**

There were no questions brought forward regarding any of the April 15, 2025 agenda items.

**8. Spotlight**

Trustee Ollayos offered a reflection on her thirty years of service to District 509.

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

There were no audience members wishing to address the Board

*The Board recessed at 3:55 p.m. and reconvened at 4:02 p.m.*

**10. Old Business**

There was no old business brought forward.

**11. New Business**

**A. Items of Professional Growth**

**1. ICCTA Lobby Day – Springfield, IL – May 6 & 7, 2025**

Discussion was held regarding trustee attendance.

**2. Economic Interest Statements Due May 1, 2025**

Reminder to file was provided.

**3. Special Meeting – April 28, 2025**

Reminder was provided.

**4. Review Proposed Updates to Board Policies**

The proposed changes were reviewed. There were no concerns stated. A board action will be on the May meeting agenda.

**5. Community Engagement Events**

Upcoming community engagement events were reviewed.

**B. President's Remarks**

Dr. Heinrich wished Trustees Redmer and Arroyo happy birthday. Dr. Heinrich shared that ECC has a billboard westbound on 90 and also shared the Center for Civic Engagement's Bellwether video highlighting our incoming Student Trustee Daniel Gidlund.

**C. Chair's Remarks**

Chair Redmer congratulated Dr. Ollayos on her 30 years and reminded everyone about the celebration after the meeting. She thanked Trustees Rakow and Rodriguez for their time spent on reviewing and editing the board policies and procedures. She also offered gratitude to Student Trustee Heiser for her year on the Board.

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**D. Announcements**

Trustee Ollayos shared that with the possibility of federal grants no longer being available, the special ask at the Foundation Brunch on September 13 will be for funding to replace those grants. Dr. Heinrich shared that for now the College is okay, but the Foundation's priority will be focusing on any gaps in funding.

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

No issues were brought forward for the next agenda.

**12. Adjournment**

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

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

**Voice Vote:** Aye, 7; Redmer, Rakow, Nowak, Ollayos, Rodriguez, Parks and Arroyo; Nay, 0; Student Trustee Heiser, aye. Motion carried.  
The meeting was adjourned at 4:20 p.m.

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Patricia Arroyo, Board Secretary

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Diane Kerruish, Board Recorder