

**COMMITTEE OF THE WHOLE MINUTES
NOVEMBER 10, 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, November 10, 2025, in E125, Seigle Auditorium.

1. Call to Order by Presiding Officer

Chair Rakow 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: Ms. Rakow, Mr. Rodriguez, Ms. Arroyo, Mr. Parks, Mr. Allen, Ms. Barbosa-Guzman and Student Trustee Mr. Gidlund.

Trustees absent: Dr. Redmer arrived at 3:02 p.m.

ECC Staff present: Dr. Heinrich, President; 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 Trustee Rodriguez.

3. Introductions

Introductions were made.

4. Approval of Meeting Minutes of the Committee of the Whole, October 13, 2025

Chair Rakow requested approval of the minutes of October 13, 2025.

Motion: Trustee Rodriguez moved to approve the minutes as presented.

Second: Trustee Arroyo seconded the motion.

Roll-Call Vote: Aye, 7; Rakow, Rodriguez, Redmer, Arroyo, Parks, Allen and Barbosa-Guzman; nay, 0; and Student Trustee Gidlund, aye. Motion carried.

5. Presentation

A. FY27 Budgeting Process and FY27 Tuition Recommendation – Dr. Wagner

Dr. Wagner reviewed the FY27 Budgeting Process and presented the plan for the FY27 Tuition Recommendation. Discussion was held with the Trustees.

6. Construction Update

Dr. Wagner provided an overview of the current construction projects on campus.

- Building S (Manufacturing and Technology Center) Building Project**

Windows are being installed. Interior classroom walls and framing are nearing completion, marking significant progress within the building. Network wiring is being installed throughout the classrooms and office spaces, preparing for upcoming system

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connections. Over the next month, the structure will reach full enclosure, allowing crews to begin interior finish work, including drywall installation, painting, and other detailed surface treatments that will define the final look and functionality of the learning spaces. A subcommittee has been formed to begin work on a grand opening/ribbon cutting ceremony and celebration for early fall 2026.

- **New Truck Driving Classroom Building Project**

Crews will form the curbs and gutters, followed by the installation and rolling of the asphalt binder course. These steps will provide the first clear outline of the lot, giving a tangible sense of the site's final design. The foundation for the classroom building is being prepared for the next phases of construction. A stabilizing layer of concrete and stone will be poured first to create a solid base, followed by the installation of structural piers and, ultimately, the main building footings that will support the framework of the pre-fab building.

- **Disability Services Space Remodel**

Most of the office furniture will arrive at the installers by November 13. We will work to schedule the installs within the next 2-3 weeks. Some of the lobby furniture will arrive the week of December 8 with final installation following shortly after.

- **Building F Renovation (CDB Project)**

We are still waiting to hear from the State on next steps. As a reminder this is a Capital Development Board (CBD) project, and the pace of the project is determined by the CDB's schedule.

- **Exterior Digital Signage**

This project is meant to replace the digital screens in the monument signs around campus and upgrade the technology to broadcast messages, pending Board approval. Once approved the IT and O&M project team will coordinate installation dates with the vendor.

7. **Proposed Tax Levy**

Dr. Wagner indicated that the Proposed Tax Levy has been shared with the Board previously. There were no questions raised.

8. **Review Board Actions on the November 11, 2025 Regular Board Meeting Agenda**

A. **Purchases**

1. Audiovisual Equipment Installation – Phase 2
2. Computer Purchase
3. Content Management Software Renewal
4. Copier Agreement
5. Human Resources Recruitment Services
6. Institutional Customer Relationship Management (CRM) Software Renewal
7. Marketing Cloud Software Renewal
8. Media Monitoring Software Renewal
9. Monitor Purchase
10. Placement Exams
11. Purchase and Implementation for Replacing Exterior Digital Sign Displays
12. System Software Support
13. Uninterrupted Power Supplies (UPS) Purchase
14. Ratification of Kiln Purchase

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15. Ratification of Network Software Licensing and Monitoring Services Renewal

B. Other Agenda Items

There were no questions regarding any of the November 11, 2025 agenda items.

9. Audience Wishing to Address the Board

There were no audience members wishing to address the Board.

The Board recessed at 3:38 p.m. and reconvened at 3:44 p.m.

10. Old Business

There was no old business to discuss.

11. New Business

A. Items of Professional Growth

1. Learning Opportunity: Emergency Response & Media Best Practices – Mr. Mark Branson

Mr. Branson reviewed best practices regarding media inquiries for the Board and staff. An overview of lessons learned during a recent incident on campus was shared. Recommendations regarding communication processes were offered should this or any other future incident occur on campus. Mr. Stassen reminded the Board that ECC has an Emergency Operations team. The response to the incident that occurred was reviewed and feedback for improvement was shared with the President's Cabinet. As a reminder, Board members should contact the President's office for information as needed.

2. Board Retreat

Dr. Heinrich shared additional information about Dr. Cindy Miles and Trustees agreed to move forward with her for the annual Board Retreat. The retreat will be Monday and Tuesday, June 22 & 23, 2026.

3. ACCT – National Legislative Summit (February 8-11, 2026)

Trustees discussed their availability to attend the Summit in February.

4. Community Engagement Events

Upcoming community engagement events were reviewed and have been provided via email.

B. President's Remarks

Dr. Heinrich shared the following:

- A College software list with renewal dates has been shared and will be maintained going forward.
- Guidelines regarding communicating newsworthy events have been addressed. While each event is unique, a basic outline of when, why and how to share with the ECC community is in place.

C. Chair's Remarks

Concerns were raised regarding listing Trustees' home addresses on the website. There is no legal requirement to do so, and addresses will be removed. The Trustees' city will remain on the website.

D. Announcements

There were no announcements.

E. Issues for Next Month's Agenda

No issues were brought forward for the next agenda.

12. Adjournment

Motion: Trustee Rodriguez moved to adjourn the meeting.

Second: Trustee Allen seconded the motion.

Voice Vote: Aye, 7; Rakow, Rodriguez, Redmer, Arroyo, Parks, Allen and Barbosa-Guzman; Nay, 0; Student Trustee Gidlund, aye. Motion carried. The meeting was adjourned at 5:03 p.m.

Patricia Arroyo, Board Secretary

Diane Kerruish, Board Recorder