



# BOARD OF TRUSTEES AGENDA

## October 19, 2021



Elgin  
Community  
College

Bright Choice. Bright Future.

1700 Spartan Drive • Elgin, IL 60123-7193 • 847-697-1000 • [elgin.edu](http://elgin.edu)

# **ELGIN COMMUNITY COLLEGE IDENTITY**

## **BOARD PURPOSE**

*The purpose of the board is to represent the public in determining what programs and services the college will offer, to whom, at what cost, with what priority, and to evaluate the performance of the organization.*

*The Board is committed to excellence and accountability in everything the college does, to programs and services of the highest quality, and to making them available to the widest spectrum of appropriate constituencies.*

## **MISSION STATEMENT**

*The mission of Elgin Community College is to improve people's lives through learning*

## **STRATEGIC GOALS**

1. Identify and expand practices to raise academic achievement and completion
2. Strategically build and maintain enrollment and purposeful pathways
3. Advance relationships that benefit the college, students, and partnering organizations
4. Instill a culture of service excellence and collaboration

## **VISION**

We will pursue our Mission by focusing all our efforts on making Elgin Community College a national leader in promoting success for all students. This Vision will be attained through a commitment to provide innovative and affordable learning opportunities for all constituencies and to promote cultural competence and community partnership in our decisions and actions.

## **PHILOSOPHY ON LEARNING**

Learning is the primary driver behind our Mission and Vision. We believe learning is a lifelong process of intellectual and interpersonal growth that occurs when individuals expand their depth of knowledge, skills, and experiences. We further believe that learning empowers individuals to improve their lives and the economic, social, and cultural conditions of local and global communities.

## **SHARED VALUES**

### ***Excellence***

Our programs and services strive for the highest level of excellence to successfully achieve our vision. We use research-based methods to strengthen curriculum and deliver high-quality learning-centered instruction and services.

### ***Freedom of Inquiry***

We believe learning is most engaging and viable when a spirit of free inquiry exists, allowing everyone the freedom to explore new and diverse ideas and to express their interests and attitudes. We strive to create environments where inquiry flourishes and guides innovation.

### ***Equity***

We are an inclusive community that provides students, employees, and community members with full access to all resources needed to achieve their individual goals. We commit to creating an environment that is equitable and inclusive to all.

### ***Diversity***

We value and honor diversity in all forms and perspectives. To successfully achieve our vision, we provide a safe and inclusive community that promotes and affirms individual growth, social responsibility, and self-worth for success in a global world.

### ***Ethical Practices***

We are responsible to carry out our work with honesty and integrity. Our decisions and actions are guided by our vision and not by personal interests, and they will be enacted with a sense of service to students and community members.

### ***Accountability***

As a public institution, we commit to make the best use of resources. We strive to be transparent in reporting our decisions and actions and seek feedback from others as we continuously improve our practices.

### ***Collaboration***

We are actively committed to serving students, employees, and community members. The decisions and actions we undertake in carrying out our vision derive from working cooperatively with local through global constituencies.

**REGULAR BOARD MEETING  
OCTOBER 19, 2021**

**IN-PERSON ATTENDANCE**

5:00 p.m. Board Dinner	Dining Bay	<b>Building E</b>
5:30 p.m. Open Session	Room E 100.01	Elgin Community College
5:35 p.m. Closed Session	Room E 100.01	1700 Spartan Drive
<b>6:30 p.m. Reconvene Open Session</b>	Room E 100.01	Elgin, IL 60123

**Virtual Attendance for Audience**

<https://elgin-edu.zoom.us/j/92560577672>

**Phone: 312-626-6799 / Meeting ID: 925 6057 7672#**

*With the current mitigation status, the October 19, 2021 Regular Board Meeting will be conducted in-person. Members of the public are welcome to attend in person but are encouraged to attend virtually due to limited seating at this time.*

*Anyone wishing to provide public comment is welcome to do so at the appropriate time indicated on the agenda. Written comments can be sent to [dkerruish@elgin.edu](mailto:dkerruish@elgin.edu) in advance of the meeting by 4:30 p.m.*

**AGENDA**

**Call to Order by Presiding Officer**

**1. Roll Call**

**2. Recess to Closed Session**

- A. To discuss minutes of meetings lawfully closed under this Act...
- B. To consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the college...
- C. To discuss litigation, when an action...has been filed...or when the public body finds that an action is probable or imminent...
- D. To consider collective negotiation matters...for one or more classes of employees...all pursuant to Chapter 5 of the *Illinois Compiled Statutes* Sections 120/2 (c) (21, 1, 11 and 2 respectively)

**3. Reconvene Open Session**

**4. Preliminary Matters**

- A. Roll Call
- B. Pledge of Allegiance
- C. Board Purpose

**5. President's Report**

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

**7. Board Reports**

- A. Finance Committee – Trustee Nowak
- B. Committee of the Whole – Trustee Meyer
- C. Illinois Community College Trustee Association (ICCTA) – Trustee Duffy
- D. Association of Community College Trustees (ACCT) – Trustee McCreary
- E. Legislative – Trustee Redmer
- F. ECC Foundation – Trustee Ollayos
- G. Student Report – Student Trustee Allen

<b>8. College Reports</b>	Reports
A. Personnel (September)	1
B. Treasurer (August)	2
C. Student (August/September)	5
	25

***College Reports Under Separate Cover***

- D. Institutional Advancement and ECC Foundation (September)
- E. Community Engagement and Legislative Affairs (September)
- F. Equity, Diversity, Inclusion (quarterly)

<b>Acceptance of College Reports</b>	Actions
	1

**9. Consent Agenda Approval**

A. Minutes of the Special Board Meeting of September 1, 2021	2
B. Closed Session Minutes of the Special Board Meeting of September 1, 2021	6
C. Closed Session Minutes of the Committee of the Whole Meeting of September 13, 2021	7
D. Minutes of the Regular Board Meeting of September 14, 2021	8
E. Minutes of the Special Board Meeting of September 21 and 22, 2021	15
F. Closed Session Minutes of the Special Board Meeting of September 21 and 22, 2021	20
G. Destruction of Audiotapes of March 10, 2020	21
H. Release of Select Closed-Session Minutes of Board Meetings of July 2019-June 2021	22
I. Ratification of Report of Expenses	24
J. Ratification of Board of Trustees Travel Expenses	25
K. Comprehensive Annual Financial Reports, Fiscal Year 2021	26
L. Application for Permanent Curriculum Approval: Basic Vocational Certificate In Recovery Support Specialist	27
M. Application for Permanent Curriculum Approval: Vocational Certificate In Medical Assisting	28
N. 2022 Schedule of Board Meetings	29
O. Purchases	
1. Annual Fire Sprinkler Testing Services	30
2. Annual Gym Equipment & Bleacher Maintenance	31
3. Architectural Fees	32

4. Construction Management Fees – Building A Shell Space Buildout	33
5. Drill Press Machines	35
6. Fall Impact Magazine	36
7. Lightning Detection and Warning System Purchase	37
8. Office Furniture Purchase – Building F	38
9. Sale of Used Computer Equipment	39
P. Personnel	
1. Granting of Tenure, Instructor of Art History, Amy Brandolino	40
2. Granting of Tenure, Instructor of Mathematics, Christopher Cunningham	41
3. Granting of Tenure, Assistant Professor II of History, Latasha DeHaan	42
4. Granting of Tenure, Assistant Professor I of Human Services, Liddy Hope	43
5. Granting of Tenure, Assistant Professor II of Visual Arts, Daniel Josh	44
6. Granting of Tenure, Assistant Professor II of History, Marisol Rivera	45
7. Granting of Tenure, Assistant Professor II of English, Joshua Thusat	46
8. Granting of Tenure, Instructor of IMT/CIM, Umberto Tinajero	47
9. Granting of Tenure, Instructor of Nursing, Jessica Woloszyk	48
<b>10. Old Business</b>	
<b>11. New Business</b>	
<b>12. Adjournment</b>	

*Next regular meeting: 6:30 pm Tuesday, November 9, 2021*



ELGIN COMMUNITY COLLEGE  
ACADEMIC CALENDAR 2021 - 2022

SUMMER SESSION 2021

Beginning Fri., June 4 and ending Sun., Aug. 8 all general use facilities will be closed Fridays through Sundays. The University & Business Center, Early Child School, Events Center and Visual & Performing Arts Center will be open as scheduled.

Sat., May 29 – Mon., May 31 ..... All Facilities Closed: Memorial Day Weekend  
Mon., June 7..... Summer Session I Begins  
Mon., June 14..... Summer Session II Begins  
Mon., July 12 ..... Summer Session III Begins  
Monday, July 5 ..... All Facilities Closed: Independence Day Observed  
Thurs., Aug. 5 ..... End of Summer Session Classes  
Note: Summer session grades due by 4 p.m. the Monday following the last day of class.

***Critical Registration,  
Financial Aid or  
Payment Dates***

[Check dates»](#)

FALL SEMESTER 2021

Tues., Aug. 17 – Wed., Aug. 18..... New Full-Time Faculty Orientation  
Thurs., Aug. 19 ..... College Convocation  
Fri., Aug. 20..... New Student Convocation  
Mon., Aug. 23 ..... Fall Semester Begins  
Sat., Sept. 4 – Mon., Sept. 6..... All Facilities Closed: Labor Day (No Classes Labor Day Weekend)  
Mon., Sept. 27..... 12-Week Fall Session Begins  
Mon., Oct. 18 ..... 2<sup>nd</sup> 8-Week Fall Session Begins  
5:00 p.m. Wed., Nov. 24 – Sun., Nov. 28 ..... All Facilities Closed: Thanksgiving Recess  
Thurs., Dec. 16..... Fall Semester Classes End  
Fri., Dec. 17 ..... Grading Day/Semester Ends  
Sat., Dec. 18..... Graduation  
Mon., Dec. 20 ..... Grades Due by 4 p.m.  
5:00 p.m. Wed., Dec. 22 – Mon. Jan.3..... All Facilities Closed: Winter Recess

SPRING SEMESTER 2022

Tues., Jan. 4 ..... Offices Reopen  
Tues., Jan. 11 – Wed., Jan. 12..... New Full-Time Faculty Orientation  
Thurs., Jan. 13..... College Convocation  
Fri., Jan. 14 ..... New Student Convocation  
Mon., Jan. 17..... All Facilities Closed: Martin Luther King, Jr. Day  
Tues., Jan. 18 ..... Spring Semester Begins  
Mon., Feb. 21 ..... All Facilities Closed: Presidents' Day  
Tues., Feb. 22 ..... 12-Week Spring Session Begins  
Mon., Mar. 14 ..... 2<sup>nd</sup> 8-Week Spring Session Begins  
Mon., Mar. 21 – Sun. Mar. 27..... All Facilities Closed: Spring Recess  
Wed., May 18..... Spring Semester Classes End  
Thurs., May 19..... Grading Day/Semester Ends  
Fri., May 20 ..... High School Equivalency Graduation Ceremony  
Sat., May 21 ..... Graduation  
Mon., May 23..... Grades Due by 4:00 p.m.  
Mon., May 30..... All Facilities Closed: Memorial Day

Final examinations or other appropriate final evaluation activities will be held within regularly scheduled class hours.  
The number of weeks classes are offered may vary.  
Please check the College website [www.elgin.edu](http://www.elgin.edu) for information regarding Registration, Financial Aid and Payment

8/18/15, 9/14/15, 7/19/16; 8/19/16; 6/29/17



# Elgin Community College Board of Trustees Annual Planning Calendar

JUL <sup>1</sup>		AUG	SEP	OCT	NOV	DEC	JAN	FEB <sup>1</sup>	MAR	APR	MAY	JUN
Board Activities	Board Policy Review Period (cont'd from Jun)		Attorney reviews closed session minutes	Board adopts course fees for next fiscal year			Board Goal Planning Period: Board articulates budgetary considerations for next fiscal year			Board seats student trustee	Board seats newly elected trustees (in odd years)	Board Policy Review Period (cont'd thru Jul)
	Board presents and discusses President's evaluation with the President			Board attends ACCT Annual Congress			Board adopts tax levy	Board attends ACCT Legislative Summit	Attorney reviews closed session minutes	Board plans state lobby events (JCCTA)		Board adopts next fiscal year's budget including auxiliary business unit operating parameters and transfers
				Board awards faculty tenure			Board conducts semi-annual self-evaluation		Board awards faculty tenure	Board approves external audit firm and legal counsel		Board prepares President's evaluation
College Activities									Board and College discuss budget considerations in preparation for budget adoption in June (Finance Committee)			Board retreats and conducts semi-annual self-evaluation and goal setting
Suggested Reports for Presentations (for COTW or Board Meetings)												
Budget Discussions and Adjustments Period: College reviews department budget requests to prepare college budget for next fiscal year												
Suggested Reports for Presentations (for COTW or Board Meetings)												
Goal and Budget Review Period: Departments review accomplishments from previous year												
Suggested Reports for Presentations (for COTW or Board Meetings)												
Goal and Budget Planning Period: Departments outline goals, needs, and budgets for next fiscal year												
Suggested Reports for Presentations (for COTW or Board Meetings)												
Goal and Budget Review Period: Departments review accomplishments from previous year												
Suggested Reports for Presentations (for COTW or Board Meetings)												
Goal and Budget Planning Period: Departments outline goals, needs, and budgets for next fiscal year												
Suggested Reports for Presentations (for COTW or Board Meetings)												

<sup>1</sup> Committees of the Whole (COTW) and regular Board of Trustees meetings are not held in February and July. **Note:** The Board of Trustees Annual Planning Calendar contains major events and reports and is not meant to be comprehensive of all college-wide activities. Reports provided on a monthly basis include enrollment updates (e.g., headcounts, seats/hours, etc.) as part of the President's Report, the Illinois Community College Trustees Association Report, the ECC Foundation/Institutional Advancement Report, Personnel Report, Marketing and Communications Report, Report of Expenses, and Student Activities Report.

**ICCTA MEETING AND CONVENTION SCHEDULE****\*\*Meetings, dates, and locations are subject to change\*\*****ICCTA SEMINARS (Fridays) & BOARD OF REPRESENTATIVES (Saturdays): (unless otherwise noted)**

September 10 – 11, 2021	Wyndham Springfield City Centre, Springfield, IL
November 12 – 13, 2021	Marriott Schaumburg, Schaumburg, IL
February 2022 – Date TBD	Marriott Marquis, Washington, DC – Board of Representatives meeting in conjunction with ACCT NLS
March 11 – 12, 2022	Location TBD
April/May 2022 – Date TBD	Board of Representatives Meeting & Lobby Day, Springfield, IL

**ICCTA ANNUAL CONVENTION:**

June 10 -11, 2022	Chicago Marriott Downtown Magnificent Mile, Chicago, IL
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**ICCTA REGIONAL AND OTHER MEETINGS:**

August 20 – 21, 2021	Executive Committee Retreat, Kewanee, IL
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**ILLINOIS COUNCIL OF COMMUNITY COLLEGE PRESIDENTS (ICCCP):**

September 9 – 10, 2021	Wyndham Springfield City Centre, Springfield, IL (ICCCP Meetings & Retreat)
November 12, 2021	Marriott Schaumburg, Schaumburg, IL
January 21, 2022	Virtual via Zoom
March 10, 2022	Location to be determined (ICCCP Meetings & Joint meeting w/ CAO & CSSO groups)
April/May 2022 – Date TBD	Springfield, IL
June 9, 2022	Chicago Marriott Downtown Magnificent Mile, Chicago, IL

**ICCB MEETINGS:**

July 2021	Subject to Call
September 17, 2021	East Saint Louis Higher Education Center, East Saint Louis
December 3, 2021	Harry L. Crisp II Community College Center, Springfield, IL

**IBHE MEETINGS:**

August 10, 2021	TBD
September 14, 2021	Southern Illinois University, Carbondale, IL as conditions allow
December 14, 2021	Northeastern Illinois University, Chicago, IL as conditions allow

**ACCT/AACC EVENTS:**

October 13 – 16, 2021	ACCT Annual Leadership Congress, Manchester Grand Hyatt, San Diego, CA
February 6 – 9, 2022	ACCT National Legislative Summit (NLS), Marriott Marquis, Washington, DC

**OTHER DATES/MEETINGS:**





## ILLINOIS COMMUNITY COLLEGE SYSTEM

### EXCEPTIONAL QUALITY

- 🎓 Illinois is **#1 in the nation** in bachelor's degree completion rates among community college students who transfer (53.8 percent).
- 🎓 Earning an Associate of Applied Science or long-term certificate from an Illinois community college adds more than **\$570,000 in lifetime earnings**.
- 🎓 **Nine out of 10** of the state's community college graduates live, work, pay taxes, and raise their families in Illinois.
- 🎓 Community colleges contribute to Illinois' economic development by providing workforce training, increasing credential attainment, and closing the skills gap. Nearly **74 percent** of Illinois employers have hired a community college student.

### AFFORDABLE INSTRUCTION

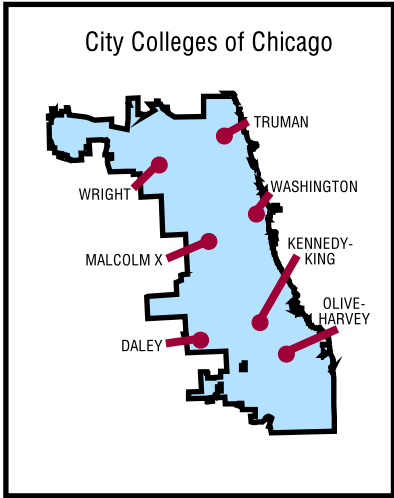
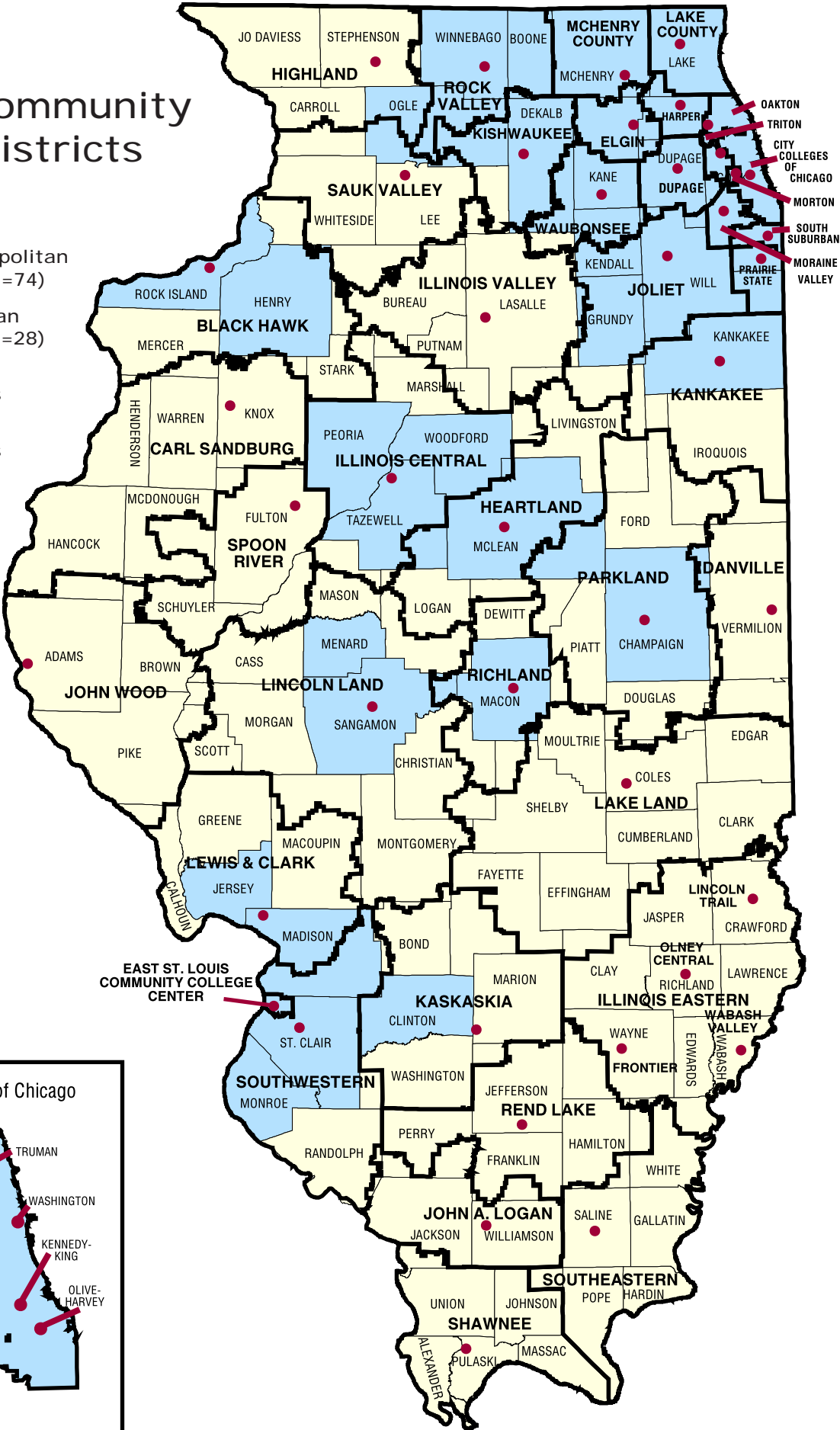
- 🎓 The average full-time Illinois community college student pays **\$4,410 per year in tuition and fees; nearly one-third the average tuition and fees** at Illinois public universities.
- 🎓 College costs can be reduced and students are able to gain access to college-level coursework during high school through dual credit. Community colleges offered **11,270 dual credit courses to 59,039 high school students**.
- 🎓 Illinois community colleges educate **60 percent of the students** enrolled in Illinois public higher education, but receive only **23 percent of the state's higher education funding**.

### ACCESS FOR ALL

- 🎓 The Illinois Community College System is the **third largest in the nation** with 48 community colleges and 39 college districts in Illinois.
- 🎓 Nearly **700,000 students** taking credit, noncredit, and community education courses walk through the doors of an Illinois community college each year.
- 🎓 The "typical" community college student is a **28 years old female enrolled part-time**.
- 🎓 Almost **two-thirds of all minorities** in Illinois public higher education attend community colleges, and over **18,000 students with disabilities and 40,000 students with limited English proficiency** are served each year.

# Illinois Community College Districts

- Non-Metropolitan Counties (n=74)
- Metropolitan Counties (n=28)
- District Boundaries
- County Boundaries





# CAMPUS MAP

1700 Spartan Drive, Elgin, IL 60123-7193

## Directory

### A BUILDING

- First Stop (Information Desk)
- Lost and Found
- Main Entrance

### B BUILDING

- Academic & Transfer Advising
- Admissions
- Bookstore
- Cafeteria/Student Lounges
- Career Development Services
- Disability Services/ADA
- Financial Aid & Scholarships
- First Year Programs & Student Life
- International Education & Programs
- Records & Registration
- Spartan Food Pantry
- Student Accounts
- Testing Center
- TRiO
- Veterans Services
- Wellness Services

### C BUILDING

- Center for the Enhancement of Teaching & Learning (CETL)
- Distance Learning (D2L)
- Intensive English
- Library
- Tutoring Center

### D BUILDING

- Print Shop/Copy Center
- ECC Police

### E BUILDING

- Dining Rooms
- Facilities Rental
- Seigle Auditorium
- Strategic Partnerships & Experiential Learning

### F BUILDING

- Student Computer Lab

### G BUILDING

- College Transitions & Secondary Partnerships
- Spartan Auditorium

### H BUILDING

- Blizzard Theatre
- Box Office
- Safety-Kleen Gallery One
- SecondSpace Theatre

### I BUILDING

- Culinary Arts Retail Store
- Spartan Terrace Restaurant

### J BUILDING

- Athletics
- Fitness Center
- Gymnasium
- Walking Track

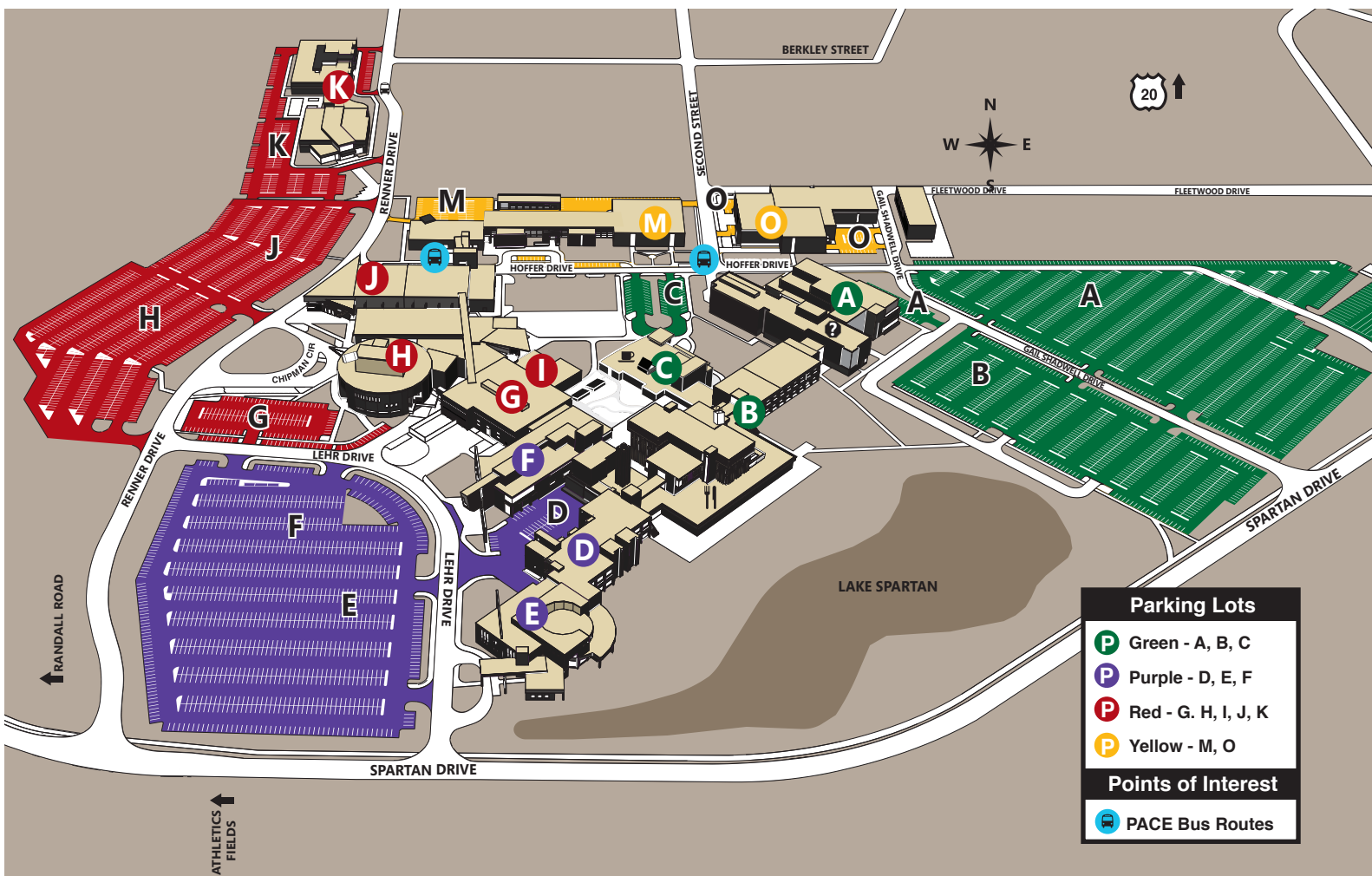
### K BUILDING

- Adult Basic Education Center (ABEC)
- Continuing Education/Corporate Training
- English as a Second Language (ESL)
- High School Equivalency/GED®
- TRiO/Upward Bound
- Workforce Development

### M BUILDING

- Early Childhood Lab School

### O BUILDING



## **COLLEGE REPORTS**

At each regular board meeting, various written departmental and liaison reports and materials are submitted to the board for their information and acceptance. That information includes, but is not limited to, the reports listed below.

College reports attached:

- A. Personnel (September)
- B. Treasurer (September)
- C. Student (August/September)

College reports/procedures presented under separate cover:

- D. Institutional Advancement and ECC Foundation (September)
- E. Community Engagement and Legislative Affairs (September)
- F. Equity, Diversity, Inclusion (quarterly)

Staff Contact: Dr. David Sam, President, 847-214-7374



**PERSONNEL REPORT**

First Name	Last Name	Action Code	Department and Position	Effective Date	Wage	Position Class
Andrea	Alfaro	NH	Library Clerk III	8/30/2021	\$16.00	9
Renee	Arcos	NH	Student Services Coor I	9/20/2021	\$24.50	14
Kareem	El-Efrangi	NH	Student Services Coor I	9/20/2021	\$24.50	14
Jessica	Haack	NH	Student Services Coor I	9/20/2021	\$24.50	14
Elisha	Shaddock	NH	IT Technician II	10/4/2021	\$53,500	213
Peter	Skaret	NH	Library Clerk III	9/27/2021	\$16.00	11
Stephen	Stassen	NH	Emergency Management Specialist	9/20/2021	\$41,000	11
Juliane	Such	NH	Academic Advisor	9/13/2021	\$24.00	14
Kyla	Wegman	NH	Assoc Dean of Sustainability, Business & Career Technology	9/20/2021	\$85,000	17
Lisa	Wuest	NH	Executive Assistant - VP Planning Institutional Effectiveness & Technology	9/20/2021	\$57,800	13
Jasmine	Young	NH	Wellness Professional	9/20/2021	\$68,000	16
Shiuny	Martinez	RH	Office Assistant III	8/17/2021	\$14.30	10
Mei-Hua	Demus	PF	Testing Assistant III	9/20/2021	\$39,894	10
James	Stoltman	CG	Senior Director Technology Services	10/4/2021	\$103,000	217
Ashley	Letteney	TC	Post-Secondary Success Coach	9/1/2021	\$23.51	12
Noah	Rehberg	TC	Manager of Annual Giving	9/20/2021	\$60,527	15
Anita	Vaughan	TC	Post-Secondary Success Coach	9/1/2021	\$23.51	12
Roberto	Adame	INT	Interim Business Services Coordinator	9/1/2021	\$53,687	13
Sheri	Lacy	TRN	Sr Director of Professional & Organizational Development	9/16/2021	\$89,403	17
Gina	Mago	TRN	Compensation & Class Analyst	9/20/2021	\$55,500	14
Polcarpo	Rufino	TRN	Groundskeeper I	9/7/2021	\$30,562	8
Shane	Workman	TRN	Senior Systems Architect	9/20/2021	\$96,260	216
Jason	Flowers	RES	Event Coordinator I	9/13/2021		
Martin	Melesio Arreguin	RES	Custodian I	9/24/2021		
Anne	Hauca	RET	Dean of Workforce Development & Continuing Ed	8/31/2021		
David	Prose	RET	Senior Systems Architect	9/30/2021		
Karin	Stacy	RET	Senior Director Technology Services	9/30/2021		
Melissa	Tait	RET	Managing Dir of Business Services	8/31/2021		

Key
NH - New Hire
RH - Rehire
PF - Part-time to Full-time
CG - Change Employee Group
TC - Title Change
INT - Interim Appointment
TRN - Transfer New Grade/Group
RES - Resignation
RET - Retirement

Staff Contact: Mr. Anthony Ray, Chief Human Resources Officer  
847-214-7415

## **HUMAN RESOURCES STAFFING REPORT**

### **Andrea Alfaro**

Andrea Alfaro joins Elgin Community College as a Library Clerk III. Andrea has over five years of experience as a library clerk. Andrea earned an Associate of Accounting degree from Elgin Community College.

### **Renee Arcos**

Renee Arcos joins Elgin Community College as a Student Services Coordinator III. Renee has over three years of experience in customer service. Renee earned a Master of Science degree in Adult Education & Higher Education from Northern Illinois University.

### **Kareem El-Efrangi**

Kareem El-Efrangi joins Elgin Community College as a Student Services Coordinator III. Kareem has over eleven years of experience in customer service. Kareem earned a Master degree of Social Work degree from Aurora University.

### **Jessica Haack**

Jessica Haack joins Elgin Community College as a Student Services Coordinator III. Jessica has over three years of experience as a teacher. Jessica earned a Bachelor of Arts degree in English Secondary Education from Bradley University.

### **Elisha Shaddock**

Elisha Shaddock joins Elgin Community College as an IT Technician II. Elisha has over four years of experience as a technology consultant.

### **Peter Skaret**

Peter Skaret joins Elgin Community College as a Library Clerk III. Peter has over three years of experience in customer service.

### **Stephen Stassen**

Stephen Stassen joins Elgin Community College as an Emergency Management Specialist. Stephen has over two years of experience in emergency management.

**Juliane Such**

Juliane Such joins Elgin Community College as an Academic Advisor. Juliane has over ten years of experience in adult higher education. Juliane earned a Master of Science in Adult & Higher Education from Northern Illinois University.

**Kyla Wegman**

Kyla Wegman joins Elgin Community College as Associate Dean of Sustainability, Business and Career Technology. Kyla has over ten years of experience in higher education. Kyla earned a Doctor of Education, Entrepreneurial Leadership in Education from John Hopkins University.

**Lisa Wuest**

Lisa Wuest joins Elgin Community College as the Executive Assistant to the Vice President Planning Institutional Effectiveness & Technology. Lisa has over nine years of experience in administrative support. Lisa earned a Bachelor degree in General Studies with Business Minor from Columbia College of Missouri.

**Jasmine Young**

Jasmine Young joins Elgin Community College as a Wellness Professional. Jasmine has over five years of experience in higher education. Jasmine earned a Doctor of Adult Education and Higher Education from Northern Illinois University.

Staff Contact: Mr. Anthony Ray, Chief Human Resources Officer, 847-214-7415

**ELGIN COMMUNITY COLLEGE DISTRICT 509**

**Investment Schedule**

**As of August 31, 2021**

	<b>Purchase Date</b>	<b>Maturity Date</b>	<b>Percentage Yield</b>	<b>Total Maturity Value</b>	<b>Cost</b>	<b>Bank</b>
Certificate of Deposit	9/3/2019	9/3/2021	1.750%	249,653.57	241,200.00	Financial Federal Bank
Certificate of Deposit	9/18/2020	9/17/2021	0.101%	3,503,514.96	3,500,000.00	Customers Bank - LOC
Certificate of Deposit	9/21/2020	10/1/2021	0.101%	249,958.92	249,700.00	Veritex Community Bank
Certificate of Deposit	9/28/2020	10/1/2021	0.080%	249,901.03	249,700.00	New Omni Bank N.A.
Certificate of Deposit	9/28/2020	10/1/2021	0.064%	249,954.26	249,800.00	First Internet Bank of Indiana
Certificate of Deposit	10/22/2020	10/1/2021	0.100%	249,935.08	249,700.00	TBK Bank, SSB/The National Bank
Certificate of Deposit	11/20/2020	10/1/2021	0.102%	249,920.67	249,700.00	Landmark Community Bank
Certificate of Deposit	11/20/2020	10/1/2021	0.110%	249,937.04	249,700.00	Servisfirst Bank
Certificate of Deposit	12/15/2020	10/1/2021	0.080%	249,758.65	249,600.00	Texas Capital Bank
Certificate of Deposit	12/15/2020	10/1/2021	0.081%	249,860.31	249,700.00	Preferred Bank
Certificate of Deposit	1/25/2021	10/1/2021	0.070%	249,920.10	249,800.00	Mission National Bank
Certificate of Deposit	2/12/2021	10/1/2021	0.030%	249,947.45	249,900.00	Community Commerce Bank
Certificate of Deposit	10/2/2020	10/4/2021	0.091%	249,928.32	249,700.00	KS StateBank/Kansas State Bank of Manhattan
Certificate of Deposit	1/8/2021	10/5/2021	0.071%	2,001,045.32	2,000,000.00	Customers Bank-LOC
Certificate of Deposit	9/9/2020	12/10/2021	0.130%	9,815,987.67	9,800,000.00	Ponce Bank - LOC
Certificate of Deposit	6/4/2021	12/17/2021	0.042%	249,956.36	249,900.00	Bank 7, OK
Certificate of Deposit	6/4/2021	12/17/2021	0.031%	249,941.31	249,900.00	First National Bank, ME
Certificate of Deposit	1/8/2019	1/7/2022	2.701%	248,311.21	229,700.00	First National Bank
Certificate of Deposit	7/9/2020	1/10/2022	0.130%	2,254,407.53	2,250,000.00	BMO Harris Bank, NA
Certificate of Deposit	8/10/2020	2/7/2022	0.117%	249,936.36	249,500.00	Farmers and Merchants State Bank
Certificate of Deposit	3/19/2021	3/21/2022	0.104%	249,965.77	249,700.00	Western Alliance Bank/Torrey Pines Bank
Certificate of Deposit	3/22/2021	3/22/2022	0.052%	249,928.65	249,800.00	Royal Business Bank
Certificate of Deposit	3/22/2021	3/22/2022	0.040%	249,999.96	249,900.00	Golden Bank NA
Certificate of Deposit	6/30/2020	6/30/2022	0.157%	249,781.32	249,000.00	Great Midwest Bank
Certificate of Deposit	6/30/2020	6/30/2022	0.150%	249,947.60	249,200.00	Luana Savings Bank
Certificate of Deposit	7/3/2020	7/5/2022	0.250%	249,946.92	248,700.00	First Capital Bank
Certificate of Deposit	7/9/2020	7/8/2022	0.130%	2,005,192.88	2,000,000.00	BMO Harris Bank, NA
Certificate of Deposit	7/10/2020	7/11/2022	0.150%	249,947.67	249,200.00	Farmers Bank and Trust
Certificate of Deposit	7/13/2020	7/13/2022	0.122%	249,910.00	249,300.00	GBC International Bank
Certificate of Deposit	7/21/2020	7/21/2022	0.101%	249,980.89	249,500.00	Mainstreet Bank
Certificate of Deposit	7/21/2020	7/21/2022	0.112%	249,960.43	249,400.00	Foresight Bank
Certificate of Deposit	7/27/2020	7/27/2022	0.142%	249,909.35	249,200.00	Gates Banking and Trust Company
Certificate of Deposit	7/30/2020	8/1/2022	0.150%	249,748.05	249,000.00	Texas Brand Bank
Certificate of Deposit	7/30/2021	8/1/2022	0.050%	249,925.58	249,800.00	Fieldpoint Private Bank & Trust
Certificate of Deposit	7/30/2021	8/1/2022	0.030%	249,976.64	249,900.00	Newbank NA
Certificate of Deposit	8/10/2020	8/10/2022	0.100%	249,999.00	249,500.00	Mechanics Savings, a Division of Maine Community Bank
Certificate of Deposit	4/6/2021	9/28/2022	0.050%	4,253,164.10	4,250,000.00	BMO Harris Bank, NA
Certificate of Deposit	4/7/2021	10/7/2022	0.080%	2,002,402.19	2,000,000.00	Veritex Community Bank - LOC
Certificate of Deposit	2/17/2021	2/17/2023	0.151%	249,928.40	249,200.00	Capital Bank
Certificate of Deposit	2/17/2021	2/17/2023	0.150%	249,947.60	249,200.00	Pacific Western Bank
Certificate of Deposit	3/22/2021	3/22/2023	0.093%	249,863.47	249,400.00	CIBC Bank USA/Private Bank - MI
Certificate of Deposit	3/22/2021	3/22/2023	0.091%	249,954.09	249,500.00	Midland States Bank
Certificate of Deposit	3/22/2021	3/22/2023	0.093%	249,661.02	249,200.00	Allegiance Bank Texas
Certificate of Deposit	3/22/2021	3/22/2023	0.070%	249,949.44	249,600.00	CIBM Bank
Certificate of Deposit	4/5/2021	4/5/2023	0.123%	249,409.56	248,800.00	CFG Bank
Certificate of Deposit	4/6/2021	4/6/2023	0.100%	4,258,504.78	4,250,000.00	BMO Harris Bank, NA
Certificate of Deposit	4/7/2021	4/7/2023	0.100%	2,004,004.81	2,000,000.00	BMO Harris Bank, NA
Certificate of Deposit	7/30/2021	7/31/2023	0.070%	249,852.28	249,500.00	First National Bank - Spearman, TX
Certificate of Deposit	8/10/2021	8/10/2023	0.141%	249,398.85	248,700.00	North American Banking Company, MN
Certificate of Deposit	8/17/2021	8/17/2023	0.104%	249,999.31	249,500.00	Customers Bank, NY
Certificate of Deposit	11/10/2020	11/10/2023	0.240%	249,688.23	247,900.00	Farmers and Merchants Union Bank
Certificate of Deposit	7/30/2021	7/30/2024	0.201%	249,901.59	248,400.00	Patriot Bank - TN
Certificate of Deposit	7/30/2021	7/30/2024	0.230%	248,804.59	247,100.00	Wisconsin River Bank
Certificate of Deposit	8/18/2021	8/16/2024	0.301%	248,520.78	246,300.00	Bank of the Valley, NE
Treasury Bills	3/19/2021	3/31/2024	0.180%	3,000,000.00	3,176,367.19	U.S. Treasury Note
Treasury Bills	3/23/2021	3/31/2024	0.185%	2,500,000.00	2,646,093.75	U.S. Treasury Note
Treasury Bills	4/6/2021	4/30/2024	0.260%	2,000,000.00	2,106,250.00	U.S. Treasury Note
Treasury Bills	4/7/2021	4/30/2024	0.230%	1,500,000.00	1,592,460.94	U.S. Treasury Note
Treasury Bills	3/22/2021	3/31/2025	0.476%	3,000,000.00	3,002,812.50	U.S. Treasury Note
Treasury Bills	3/23/2021	3/31/2025	0.474%	2,500,000.00	2,502,539.06	U.S. Treasury Note
Treasury Bills	4/6/2021	3/31/2025	0.550%	1,750,000.00	1,746,582.03	U.S. Treasury Note
Treasury Bills	4/7/2021	4/30/2025	0.520%	1,250,000.00	1,242,724.61	U.S. Treasury Note
Treasury Bills	3/22/2021	3/31/2026	0.718%	3,000,000.00	3,226,406.25	U.S. Treasury Note
Treasury Bills	3/23/2021	3/31/2026	0.720%	2,250,000.00	2,419,453.13	U.S. Treasury Note
Treasury Bills	4/6/2021	4/30/2026	0.830%	1,750,000.00	1,883,847.66	U.S. Treasury Note
Treasury Bills	4/7/2021	4/30/2026	0.770%	1,250,000.00	1,349,462.89	U.S. Treasury Note
Treasury Bills	7/22/2021	7/15/2024	0.225%	1,742,000.00	1,749,757.34	U.S. Treasury Note
Treasury Bills	8/18/2021	8/15/2024	0.272%	750,000.00	752,285.16	U.S. Treasury Note
Treasury Bills	8/20/2021	8/15/2024	0.287%	500,000.00	501,308.59	U.S. Treasury Note
Treasury Bills	10/5/2018	10/5/2021	2.660%	249,000.00	249,356.80	UBS Bank USA
Treasury Bills	1/17/2019	1/18/2022	2.900%	246,000.00	246,000.00	Morgan Stanley PVT Bank
Treasury Bills	1/16/2019	1/18/2022	2.840%	246,000.00	246,422.70	Mercantile Bank of MI



**ELGIN COMMUNITY COLLEGE DISTRICT 509**

**Investment Schedule**

**As of August 31, 2021**

	<b>Purchase Date</b>	<b>Maturity Date</b>	<b>Percentage Yield</b>	<b>Total Maturity Value</b>	<b>Cost</b>	<b>Bank</b>
Treasury Bills	1/16/2019	1/18/2022	2.900%	246,000.00	246,351.89	Citibank NA
Treasury Bills	7/15/2020	1/18/2022	0.150%	249,000.00	249,188.00	Academy Bank NA
Treasury Bills	7/24/2020	1/24/2022	0.100%	249,000.00	249,000.00	Southside Bank
Treasury Bills	3/24/2021	3/24/2022	0.040%	249,000.00	249,149.34	Bankunited NA
Treasury Bills	7/8/2021	7/7/2022	0.030%	249,000.00	249,173.77	Safra National Bank
Treasury Bills	7/17/2020	7/18/2022	0.150%	249,000.00	249,248.95	Prospect Bank
Treasury Bills	7/22/2020	7/22/2022	0.200%	249,000.00	249,248.38	Bank Hapoalim BM NY
Treasury Bills	7/24/2020	7/25/2022	0.130%	249,000.00	249,348.51	FNB of Albany
Treasury Bills	7/24/2020	7/25/2022	0.100%	249,000.00	249,498.16	First Federal Savings
Treasury Bills	8/12/2020	8/12/2022	0.150%	249,000.00	249,248.53	California Bank of Commerce
Treasury Bills	8/13/2021	8/12/2022	0.030%	249,000.00	249,173.79	1st Financial Bank USA
Treasury Bills	8/17/2021	8/17/2022	0.030%	249,000.00	249,174.25	TIAA FSB
Treasury Bills	4/9/2021	10/11/2022	0.080%	249,000.00	249,262.43	Wex Bank
Treasury Bills	7/6/2021	1/6/2023	0.040%	249,000.00	249,224.64	Capitol Bank
Treasury Bills	7/30/2021	1/30/2023	0.070%	249,000.00	249,299.45	Live Oak Banking Company
Treasury Bills	7/30/2021	1/30/2023	0.100%	249,000.00	249,187.11	Bankers Bank of Kansas
Treasury Bills	3/30/2021	3/30/2023	0.100%	249,000.00	249,497.38	Parkway Bank & Trust Co.
Treasury Bills	3/31/2021	3/31/2023	0.080%	249,000.00	249,348.31	Commonwealth Bus Bank CA
Treasury Bills	7/16/2021	7/17/2023	0.110%	249,000.00	249,199.20	Community Bankers' Bank
Treasury Bills	7/23/2021	7/24/2023	0.120%	249,000.00	249,149.42	Axiom Bank
Treasury Bills	7/28/2021	7/28/2023	0.200%	249,000.00	249,496.76	Sallie Mae Bank/Salt Lake
Treasury Bills	3/30/2021	9/29/2023	0.150%	249,000.00	249,000.00	Amer Natl Bank/Fox Cities
Treasury Bills	3/26/2021	3/26/2024	0.301%	249,000.00	250,109.13	BMW Bank North America
Treasury Bills	4/14/2021	4/15/2024	0.250%	249,000.00	249,000.00	Goldman Sachs Bank USA
Treasury Bills	7/16/2021	7/16/2024	0.310%	249,000.00	249,297.65	Hanmi Bank
Treasury Bills	8/5/2021	8/5/2024	0.401%	249,000.00	250,105.88	Toyota Financial SGS Bank
Money Market Funds	8/31/2021	8/31/2021	1.940%	60,959,584.54	60,959,584.54	MAX General Fund #10896-101
Money Market Funds	8/31/2021	8/31/2021	2.310%	694,367.22	694,367.22	MAX Chiller Replacement #10896-215
Money Market Funds	8/31/2021	8/31/2021	1.540%	88,028.72	88,028.72	MAX Replace Ext Doors/Upgrade Sec. #10896-216
Money Market Funds	8/31/2021	8/31/2021	0.020%	776,276.66	776,276.66	MAX Campus Door Project #10896-217
Money Market Funds	8/31/2021	8/31/2021	1.000%	3,885,924.77	3,885,924.77	US Bank - IL Funds (01-00000-125000)
			<b>0.43%</b>	<b>\$ 145,697,033.83</b>	<b>\$ 146,763,893.44</b>	

\*Illinois Funds and CD's are allocated to each fund. A breakout for the other funds can be obtained by request.

**ELGIN COMMUNITY COLLEGE DISTRICT 509****EDUCATION FUND****For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>REVENUES</b>					
Property Taxes	\$39,918,847	\$19,623,907	49.16%	\$19,465,847	49.21%
Local Grant and Contracts	508,723	-	-	-	-
Corporate Personal Property Replacement Tax	550,000	177,462	32.27%	149,764	19.44%
Illinois Community College Board	5,966,225	1,117,506	18.73%	801,752	13.43%
Student Tuition and Fees *	23,125,000	12,034,663	52.04%	12,552,790	60.11%
Payment Plan and Late Fees	180,000	57,690	32.05%	69,220	38.04%
Interest	800,000	43,584	5.45%	158,685	49.91%
Miscellaneous External Revenue	3,378,186	12,785	0.38%	18,917	1.97%
Miscellaneous Internal Revenue	-	557	-	180	8.00%
<b>TOTAL REVENUES</b>	<b>74,426,981</b>	<b>33,068,153</b>	<b>44.43%</b>	<b>33,217,155</b>	<b>48.27%</b>
<b>EXPENDITURES BY OBJECT</b>					
Salaries	46,767,346	7,050,151	15.07%	6,482,976	14.74%
Employee Benefits	9,329,723	1,261,058	13.52%	1,199,780	12.78%
Contractual Services	3,996,137	917,419	22.96%	230,847	8.57%
General Material & Supplies	4,377,918	937,908	21.42%	683,410	24.16%
Professional Development	736,777	38,242	5.19%	7,415	3.60%
Fixed Charges	235,214	37,936	16.13%	1,009	0.71%
Utilities	1,300	266	20.46%	256	16.40%
Capital Outlay	1,189,898	14,511	1.22%	896,593	47.12%
Other	525,243	229,671	43.73%	171,660	53.22%
Waivers/Institutional Scholarships	690,000	15,670	2.27%	12,925	7.31%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>67,849,556</b>	<b>10,502,832</b>	<b>15.48%</b>	<b>9,686,872</b>	<b>15.71%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Instruction	31,771,698	4,656,558	14.66%	4,088,457	13.85%
Academic Support	9,655,323	1,654,951	17.14%	1,605,215	19.48%
Student Services	6,690,711	1,263,210	18.88%	917,494	16.45%
Public Services	565,627	71,323	12.61%	56,425	12.10%
Institutional Support	18,476,197	2,841,120	15.38%	3,006,357	17.00%
Institutional Waiver	690,000	15,670	2.27%	12,925	7.31%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>67,849,556</b>	<b>10,502,832</b>	<b>15.48%</b>	<b>9,686,872</b>	<b>15.71%</b>
Excess (deficiency) of revenues over expenditures	6,577,425	22,565,321	-	23,530,284	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer to Capital Projects Fund	(4,400,000)	(4,400,000)	-	-	-
Transfer to Food Service	(123,414)	-	-	-	-
Transfer to Production Services	(49,610)	-	-	-	-
Transfer to Student Life	(558,422)	(66,576)	11.92%	(52,629)	13.98%
Transfer to Athletics	(888,627)	(76,325)	8.59%	(88,427)	15.60%
Transfer to Early Childhood Lab School	(306,640)	-	-	-	-
Transfer to LLL Continuing Education	(67,303)	-	-	-	-
Transfer to Corporate Education	(183,409)	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(6,577,425)</b>	<b>(4,542,901)</b>	<b>-</b>	<b>(141,056)</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	18,022,420	-	23,389,228	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>54,732,140</b>	<b>-</b>	<b>65,347,294</b>	<b>-</b>
<b>Fund Balance Released from Reserved Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>72,754,560</b>	<b>-</b>	<b>88,736,522</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**OPERATIONS AND MAINTENANCE FUND**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>REVENUES</b>					
Local Government Services:	\$12,083,144	\$5,807,056	48.06%	\$5,725,706	48.99%
State Government Services:					
Other Local Government (Hanover Park)	91,227	-	-	1,532	2.11%
Miscellaneous External Revenue	4,500	-	-	96	1.25%
Miscellaneous Internal Revenue	3,500	-	-	-	-
Miscellaneous Internal Revenue (Security)	3,750	-	-	-	-
<b>TOTAL REVENUES</b>	<b>12,186,121</b>	<b>5,807,056</b>	<b>47.65%</b>	<b>5,727,334</b>	<b>48.66%</b>
<b>EXPENDITURES BY OBJECT</b>					
<b>INSTITUTIONAL SUPPORT</b>					
Salaries	4,157,982	636,709	15.31%	624,566	15.14%
Employee Benefits	848,852	118,858	14.00%	117,928	15.12%
Contractual Services	1,026,631	150,925	14.70%	105,826	12.76%
General Material & Supplies	576,742	51,593	8.95%	71,307	14.70%
Professional Development	5,100	830	16.27%	-	-
Fixed Charges	672,500	78,638	11.69%	7,891	1.57%
Utilities	2,877,007	400,476	13.92%	228,224	9.40%
Capital Outlay	542,000	5,811	1.07%	5,225	1.33%
Other	7,717	-	-	-	-
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>10,714,531</b>	<b>1,443,840</b>	<b>13.48%</b>	<b>1,160,966</b>	<b>12.17%</b>
<b>CAMPUS SAFETY AND SECURITY</b>					
Salaries	639,848	97,246	15.20%	103,182	17.09%
Employee Benefits	284,409	47,850	16.82%	42,076	15.00%
Contractual Services	47,500	1,938	4.08%	1,938	14.33%
General Material & Supplies	57,980	5,851	10.09%	3,378	8.27%
Professional Development	8,425	939	11.15%	618	24.44%
Other	239,500	-	-	12,266	23.36%
<b>TOTAL CAMPUS SAFETY AND SECURITY</b>	<b>1,277,662</b>	<b>153,824</b>	<b>12.04%</b>	<b>163,458</b>	<b>16.45%</b>
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>11,992,193</b>	<b>1,597,664</b>	<b>13.32%</b>	<b>1,324,424</b>	<b>12.57%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	10,714,531	1,443,840	13.48%	1,160,966	12.17%
	1,277,662	153,824	12.04%	163,458	16.45%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>11,992,193</b>	<b>1,597,664</b>	<b>13.32%</b>	<b>1,324,424</b>	<b>12.57%</b>
Excess (deficiency) of revenues over expenditures	193,928	4,209,392	-	4,402,910	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer to Other Funds	(58,833)	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(58,833)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	135,095	-	-	-	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>17,555,824</b>	<b>-</b>	<b>16,371,317</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$135,095</b>	<b>\$21,765,216</b>	<b>-</b>	<b>\$20,774,227</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**OPERATIONS & MAINTENANCE FUND- FACILITY RENTAL**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>REVENUES</b>					
Building Rental External Revenue	\$500,313	\$106,372	21.26%	\$1,520	0.89%
Comps Building Rental	(396,170)	(85,844)	21.67%	(1,413)	0.96%
<b>TOTAL REVENUES</b>	<b>104,143</b>	<b>20,528</b>	<b>19.71%</b>	<b>107</b>	<b>0.46%</b>
<b>EXPENDITURES BY OBJECT</b>					
Salaries	198,434	28,475	14.35%	28,552	48.96%
Employee Benefits	61,933	7,416	11.97%	7,159	55.87%
Contractual Services	500	-	-	-	-
General Material & Supplies	35,754	313	0.88%	7	1.05%
Professional Development	700	-	-	-	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>298,071</b>	<b>36,205</b>	<b>12.15%</b>	<b>35,718</b>	<b>49.76%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	298,071	36,205	12.15%	35,718	49.76%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>298,071</b>	<b>36,205</b>	<b>12.15%</b>	<b>35,718</b>	<b>49.76%</b>
Excess (deficiency) of revenues expenditures and other sources (uses)	(193,928)	(15,677)	-	(35,611)	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer from O&M Fund	58,833	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>58,833</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues expenditures and other sources (uses)	(135,095)	(15,677)	-	(35,611)	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance</b>	<b>(\$135,095)</b>	<b>(\$15,677)</b>	<b>-</b>	<b>(\$35,611)</b>	<b>-</b>



**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**CAPITAL PROJECT FUND**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>REVENUES</b>					
BABS Rebates	\$ -	\$ -	-	\$ -	-
<b>TOTAL REVENUES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES BY OBJECT</b>					
Contractual Services	1,259,000	5,019	0.40%	-	-
Capital Outlay	11,872,500	142,947	1.20%	-	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>13,131,500</b>	<b>147,966</b>	<b>1.13%</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	13,131,500	147,966	1.13%	-	-
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>13,131,500</b>	<b>147,966</b>	<b>1.13%</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures	(13,131,500)	(147,966)	1.13%	-	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	4,400,000	4,400,000	100.00%	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>4,400,000</b>	<b>4,400,000</b>	<b>100.00%</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	(8,731,500)	4,252,034	-	-	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>47,832,600</b>	<b>-</b>	<b>32,587,904</b>	<b>-</b>
<b>Fund Balance</b>	<b>(\$8,731,500)</b>	<b>\$52,084,634</b>	<b>-</b>	<b>\$32,587,904</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**BOND AND INTEREST FUND**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>REVENUES</b>					
Property Taxes	\$9,881,784	\$4,524,255	45.78%	\$6,203,192	5.39%
<b>TOTAL REVENUES</b>	<b>9,881,784</b>	<b>4,524,255</b>	<b>45.78%</b>	<b>6,203,192</b>	<b>5.39%</b>
<b>EXPENDITURES BY OBJECT</b>					
Fixed Charges	6,972,975	(375)	(0.01)%	-	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>6,972,975</b>	<b>(375)</b>	<b>(0.01)%</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	6,972,975	(375)	(0.01)%	-	-
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>6,972,975</b>	<b>(375)</b>	<b>(0.01)%</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures	2,908,809	4,524,630	-	6,203,192	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	-	-	-	-	-
Transfers to Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	2,908,809	4,524,630	-	6,203,192	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>4,888,363</b>	<b>-</b>	<b>4,841,932</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$2,908,809</b>	<b>\$9,412,993</b>	<b>-</b>	<b>\$11,045,124</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, CONTINUING ED**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$97,000	\$58,355	60.16%	\$12,371	83.03%
Miscellaneous Internal Revenue	\$60,000	5,118	8.53%	3,423	5.31%
<b>TOTAL REVENUES</b>	<b>157,000</b>	<b>63,473</b>	<b>40.43%</b>	<b>15,794</b>	<b>19.91%</b>
<b>OPERATING EXPENSES</b>					
Salaries	157,426	25,376	16.12%	23,566	20.17%
Employee Benefits	19,227	2,895	15.06%	2,805	(184.67)%
Contractual Services	30,500	22,519	73.83%	770	4.14%
General Material & Supplies	26,950	4,081	15.14%	3,732	34.21%
Professional Development	200	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>234,303</b>	<b>54,871</b>	<b>23.42%</b>	<b>30,874</b>	<b>21.32%</b>
Excess (deficiency) of revenues over expenditures	(77,303)	8,602	(11.13)%	(15,080)	23.02%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	67,303	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>67,303</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	(10,000)	8,602	-	(15,080)	-
Retained Earnings at beginning of the year	-	(17,350)	-	-	-
Retained Earnings	(\$10,000)	(\$8,748)	-	(\$15,080)	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, CORPORATE TRAINING**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$110,500	(\$550)	(0.50)%	\$119	0.41%
<b>TOTAL REVENUES</b>	<b>110,500</b>	<b>(550)</b>	<b>(0.50)%</b>	<b>119</b>	<b>0.41%</b>
<b>OPERATING EXPENSES</b>					
Salaries	215,171	16,706	7.76%	16,338	38.37%
Employee Benefits	16,803	2,533	15.07%	2,467	38.50%
Contractual Services	30,885	-	-	-	-
General Material & Supplies	20,500	496	2.42%	-	-
Professional Development	550	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>283,909</b>	<b>19,735</b>	<b>6.95%</b>	<b>18,805</b>	<b>28.33%</b>
Excess (deficiency) of revenues over expenditures	(173,409)	(20,285)	11.70%	(18,686)	50.12%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	183,409	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>183,409</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	10,000	(20,285)	-	(18,686)	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	<b>\$10,000</b>	<b>(\$20,285)</b>	<b>-</b>	<b>(\$18,686)</b>	<b>-</b>



**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, BOOKSTORE**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$2,164,500	\$828,520	38.28%	\$678,847	29.96%
Miscellaneous Internal Revenue	78,000	47,202	60.52%	4,137	9.22%
<b>TOTAL REVENUES</b>	<b>2,242,500</b>	<b>875,722</b>	<b>39.05%</b>	<b>682,984</b>	<b>29.56%</b>
<b>OPERATING EXPENSES</b>					
Salaries	271,081	40,718	15.02%	46,382	18.60%
Employee Benefits	76,305	6,534	8.56%	7,116	16.85%
Contractual Services	44,028	23,483	53.34%	5,738	18.78%
General Material & Supplies	1,788,862	821,678	45.93%	917,286	42.37%
Professional Development	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other	31,000	103	0.33%	(1)	(0.09)%
Depreciation	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>2,211,276</b>	<b>892,516</b>	<b>40.36%</b>	<b>976,522</b>	<b>39.25%</b>
Excess (deficiency) of revenues over expenditures	31,224	(16,794)		(293,537)	
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers to Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	31,224	(16,794)	-	(293,537)	-
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>(203,718)</b>	<b>-</b>	<b>29,796</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$31,224</b>	<b>(\$220,512)</b>	<b>-</b>	<b>(\$263,741)</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, EARLY CHILDHOOD LAB SCHOOL**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$282,652	\$35,198	-	\$9,347	-
<b>TOTAL REVENUES</b>	<b>282,652</b>	<b>35,198</b>	<b>-</b>	<b>9,347</b>	<b>-</b>
<b>OPERATING EXPENSES</b>					
Salaries	425,589	53,756	12.63%	30,659	14.55%
Employee Benefits	121,403	11,393	9.38%	10,046	16.95%
Contractual Services	2,100	130	6.19%	-	-
General Material & Supplies	40,200	5,039	12.54%	1,221	4.45%
Professional Development	-	60	-	-	-
Other	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>589,292</b>	<b>70,378</b>	<b>11.94%</b>	<b>41,926</b>	<b>14.01%</b>
Excess (deficiency) of revenues over expenditures	(306,640)	(35,180)	11.47%	(32,579)	27.45%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	306,640	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>306,640</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	-	(35,180)	-	-	-
Retained Earnings at beginning of the year	-	7,142	-	(7,142)	-
Retained Earnings	\$ -	(\$28,038)	-	(\$7,142)	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, FOOD SERVICES**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$283,974	\$11,405	4.02%	\$870	4.11%
Miscellaneous Internal Revenue	50,000	15,562	31.12%	1,440	8.53%
<b>TOTAL REVENUES</b>	<b>333,974</b>	<b>26,967</b>	<b>8.07%</b>	<b>2,310</b>	<b>6.07%</b>
<b>OPERATING EXPENSES</b>					
Salaries	245,435	40,482	16.49%	39,287	26.02%
Employee Benefits	70,365	5,959	8.47%	9,346	33.36%
Contractual Services	11,000	267	2.43%	595	5.64%
General Material & Supplies	130,438	23,608	18.10%	(9,434)	(463.47)%
Professional Development	150	-	-	-	-
Capital Outlay	-	-	-	-	-
Other	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>457,388</b>	<b>70,316</b>	<b>15.37%</b>	<b>39,795</b>	<b>19.06%</b>
Excess (deficiency) of revenues over expenditures	(123,414)	(43,349)		(37,484)	21.96%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers to Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	(123,414)	(43,349)	-	(37,484)	-
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>(78,614)</b>	<b>-</b>	<b>92,109</b>	<b>-</b>
<b>Retained Earnings</b>	<b>(\$123,414)</b>	<b>(\$121,963)</b>	<b>-</b>	<b>\$54,625</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, VISUAL AND PERFORMING ARTS CENTER**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$529,037	\$46,348	8.76%	\$49,928	162.89%
Miscellaneous Internal Revenue	176,932	39,102	22.10%	-	-
<b>TOTAL REVENUES</b>	<b>705,969</b>	<b>85,451</b>	<b>12.10%</b>	<b>49,928</b>	<b>31.40%</b>
<b>OPERATING EXPENSES</b>					
Salaries	232,956	25,492	10.94%	22,143	19.82%
Employee Benefits	12,113	2,178	17.98%	2,765	19.22%
Contractual Services	346,219	5,775	1.67%	5,020	8.08%
General Material & Supplies	114,021	2,891	2.54%	1,484	7.71%
Professional Development	22,150	741	3.34%	203	18.78%
Capital Outlay	122,000	2,476	2.03%	71,353	28.33%
Other	-	-	-	-	-
Depreciation	-	-	-	-	-
Fixed Charges	5,000	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>854,459</b>	<b>39,552</b>	<b>4.63%</b>	<b>102,968</b>	<b>21.96%</b>
Excess (deficiency) of revenues over expenditures	<b>(148,490)</b>	<b>45,899</b>		<b>(53,040)</b>	
<b>OTHER FINANCING SOURCES (USES)</b>					
Release of Fund Balance	148,490	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>148,490</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	-	45,899	-	(53,040)	-
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>1,088,653</b>	<b>-</b>	<b>1,398,450</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$ -</b>	<b>\$1,134,552</b>	<b>-</b>	<b>\$1,345,411</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, PRODUCTION SERVICES**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$690	\$27	3.86%	\$72	2.14%
Miscellaneous Internal Revenue	209,910	75,683	36.05%	31,333	27.09%
<b>TOTAL REVENUES</b>	<b>210,600</b>	<b>75,710</b>	<b>35.95%</b>	<b>31,405</b>	<b>26.38%</b>
<b>OPERATING EXPENSES</b>					
Salaries	97,421	23,624	24.25%	30,324	35.22%
Employee Benefits	29,337	6,396	21.80%	7,844	29.51%
Contractual Services	1,660	-	-	516	38.84%
General Material & Supplies	30,311	7,139	23.55%	3,944	16.84%
Professional Development	600	-	-	-	-
Other	-	-	-	-	-
Depreciation	12,381	-	-	-	-
Fixed Charges	88,500	12,820	14.49%	7,831	10.02%
<b>TOTAL OPERATING EXPENSES</b>	<b>260,210</b>	<b>49,980</b>	<b>19.21%</b>	<b>50,460</b>	<b>22.13%</b>
Excess (deficiency) of revenues over expenditures	(49,610)	25,729	-	(19,055)	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	49,610	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>49,610</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	-	25,729	-	(19,055)	-
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>(36,270)</b>	<b>-</b>	<b>72,693</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$ -</b>	<b>(\$10,541)</b>	<b>-</b>	<b>\$53,639</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, STUDENT LIFE**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ -	\$ -	-	\$ -	-
<b>TOTAL REVENUES</b>	-	-	-	-	-
<b>OPERATING EXPENSES</b>					
Salaries	330,773	48,985	14.81%	41,063	14.31%
Employee Benefits	90,269	12,220	13.54%	10,033	14.35%
Contractual Services	3,000	-	-	-	-
General Material & Supplies	39,080	5,311	13.59%	1,533	7.98%
Professional Development	15,300	60	0.39%	-	-
Capital Outlay	80,000	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>558,422</b>	<b>66,576</b>	<b>11.92%</b>	<b>52,629</b>	<b>13.98%</b>
Excess (deficiency) of revenues over expenditures	(558,422)	66,576	(11.92)%	(52,629)	13.98%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	558,422	66,576	11.92%	52,629	13.98%
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>558,422</b>	<b>66,576</b>	<b>11.92%</b>	<b>52,629</b>	<b>13.98%</b>
Net Income (Loss)	-	-	-	-	-
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>50,748</b>	<b>-</b>	<b>50,748</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$ -</b>	<b>\$16,493</b>	<b>-</b>	<b>\$50,748</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, INTERCOLLEGIATE ATHLETICS**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ -	\$1,825	-	\$ -	-
<b>TOTAL REVENUES</b>	<b>-</b>	<b>1,825</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OPERATING EXPENSES</b>					
Salaries	460,587	48,638	10.56%	53,957	14.20%
Employee Benefits	76,540	8,421	11.00%	11,425	19.31%
Contractual Services	85,000	4,853	5.71%	-	-
General Material & Supplies	141,500	16,079	11.36%	18,664	23.60%
Professional Development	103,000	160	0.16%	(250)	(1.10)%
Fixed Charges	20,000	-	-	-	-
Depreciation Charges	-	-	-	-	-
Capital Outlay	2,000	-	-	4,704	100.00%
<b>TOTAL OPERATING EXPENSES</b>	<b>888,627</b>	<b>78,150</b>	<b>8.79%</b>	<b>88,500</b>	<b>15.51%</b>
Excess (deficiency) of revenues over expenditures	(888,627)	(76,325)	8.59%	(88,500)	15.56%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	888,627	76,325	8.59%	88,427	15.60%
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>888,627</b>	<b>76,325</b>	<b>8.59%</b>	<b>88,427</b>	<b>15.60%</b>
Net Income (Loss)	-	-	-	(73)	-
Retained Earnings at beginning of the year	-	(567)	-	1,374	-
Retained Earnings	\$ -	(\$567)	-	\$1,301	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**WORKING CASH**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>REVENUES</b>					
Interest	\$60,000	\$5,145	8.58%	\$18,038	18.39%
<b>TOTAL REVENUES</b>	<b>60,000</b>	<b>5,145</b>	<b>8.58%</b>	<b>18,038</b>	<b>18.39%</b>
<b>EXPENDITURES BY OBJECT</b>					
General Material & Supplies	-	-	-	-	-
Professional Development	-	-	-	-	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	-	-	-	-	-
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	60,000	5,145	-	18,038	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>4,737,477</b>	<b>-</b>	<b>4,639,387</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$60,000</b>	<b>\$4,742,622</b>	<b>-</b>	<b>\$4,657,425</b>	<b>-</b>



**ELGIN COMMUNITY COLLEGE DISTRICT 509****AUDIT FUND****For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>REVENUES</b>					
Property Taxes	\$150,067	\$49,822	33.20%	\$54,482	51.56%
<b>TOTAL REVENUES</b>	<b>150,067</b>	<b>49,822</b>	<b>33.20%</b>	<b>54,482</b>	<b>51.56%</b>
<b>EXPENDITURES BY OBJECT</b>					
Salaries	65,067	10,813	16.62%	-	-
Contractual Services	85,000	-	-	-	-
General Material & Supplies	-	17	-	-	-
Professional Development	-	-	-	-	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>150,067</b>	<b>10,830</b>	<b>7.22%</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	150,067	10,830	7.22%	-	-
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>150,067</b>	<b>10,830</b>	<b>7.22%</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	38,992	-	54,482	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>190,685</b>	<b>-</b>	<b>178,014</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$229,677</b>	<b>-</b>	<b>\$232,496</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**LIABILITY, PROTECTION & SETTLEMENT SUBFUND**  
**For the Months Ending August 31, 2021**

	<b>2022</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>8/31/2021</b>	<b>6/30/2021</b>
				<b>Actual</b>	<b>Actual</b>
<b>REVENUES</b>					
Local Government Services:					
Property Taxes	\$905,000	\$300,473	33.20%	\$248,734	44.68%
<b>TOTAL REVENUES</b>	<b>905,000</b>	<b>300,473</b>	<b>33.20%</b>	<b>\$248,734</b>	<b>44.68%</b>
<b>EXPENDITURES BY OBJECT</b>					
<b>INSTITUTIONAL SUPPORT</b>					
Contractual Services	195,000	-	-	-	-
Fixed Charges	950,000	26,998	2.84%	-	-
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>1,145,000</b>	<b>26,998</b>	<b>2.36%</b>	<b>-</b>	<b>-</b>
<b>CAMPUS SAFETY AND SECURITY</b>					
Salaries	639,495	96,865	15.15%	103,182	17.21%
Contractual Services	-	-	-	-	-
<b>TOTAL CAMPUS SAFETY &amp; SECURITY</b>	<b>639,495</b>	<b>96,865</b>	<b>15.15%</b>	<b>103,182</b>	<b>17.21%</b>
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>1,784,495</b>	<b>123,863</b>	<b>6.94%</b>	<b>103,182</b>	<b>6.31%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	1,145,000	26,998	2.36%	-	-
Campus Safety and Security	639,495	96,865	15.15%	103,182	17.21%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>1,784,495</b>	<b>123,863</b>	<b>6.94%</b>	<b>103,182</b>	<b>6.31%</b>
Excess (deficiency) of revenues over expenditures other sources (uses)	(879,495)	176,611	-	145,552	-
<b>Fund Balance Released from Reserved Fund Balance</b>	<b>879,495</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>3,668,626</b>	<b>-</b>	<b>4,747,331</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$3,845,237</b>	<b>-</b>	<b>\$4,892,884</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**INTERNAL SERVICE FUND**  
**For the Months Ending August 31, 2021**

	<b>2022 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual Budget</b>	<b>Prior Yr 8/31/2021 Actual</b>	<b>% of 6/30/2021 Actual</b>
<b>REVENUES</b>					
Benefit Charges	\$11,673,979	\$1,587,922	13.60%	\$1,542,616	2.99%
<b>TOTAL REVENUES</b>	<b>11,673,979</b>	<b>1,587,922</b>	<b>13.60%</b>	<b>1,542,616</b>	<b>2.99%</b>
<b>EXPENDITURES BY OBJECT</b>					
Employee Benefits	11,673,979	1,024,796	8.78%	128,878	0.24%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>11,673,979</b>	<b>1,024,796</b>	<b>8.78%</b>	<b>128,878</b>	<b>0.24%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	11,673,979	1,024,796	8.78%	128,878	0.24%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>11,673,979</b>	<b>1,024,796</b>	<b>8.78%</b>	<b>128,878</b>	<b>0.24%</b>
Excess (deficiency) of revenues over expenditures	-	563,126	-	1,413,738	(90.16)%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	-	-	-	-	-
Transfers to Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures other sources (uses)	-	563,126	-	1,413,738	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>(23,394,557)</b>	<b>-</b>	<b>(24,937,335)</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>(\$22,831,431)</b>	<b>-</b>	<b>(\$23,523,597)</b>	<b>-</b>

## STUDENT ACTIVITIES REPORT

### Student Life Mission

*We promote student **learning** and **success** by providing co-curricular programs, student leadership opportunities, and an overall campus climate in which students can thrive. This mission is carried out and through the following categories: New Student Orientation, Education Culture, Leadership, Service/Volunteering, Entertainment, Stress Release, and Civic/Governance.*

### August & September 2021

*July 21, through September 22, 2021*

#### Club Leaders Training (August 3rd)

The Office of Student Life held a virtual Student Club Training for the returning and incoming club leaders for the 2021-2022 year. The leaders learned and reviewed Student Life functions and resources, campus resources for clubs, club basics, important upcoming club dates, and tips for how to build a team, run a meeting, and plan an event

**25 Attendees (Via Zoom)**

#### Project Backpack - Packing (August 3rd & 4th)

Project Backpack, organized and hosted by ECC, sponsored by Educators Rising Club, ECC, ECCFA, KCT Credit Union, School District U-46, Centro de Informacion and many more, started this year with volunteers from ECC who helped pack and prepare 1500 backpacks for the students in need at U-46, D300, D301, D303, and D20 in just two days.

**16 Volunteers**

#### Project Backpack - Distribution (August 7th)

Project Backpack distributed the backpacks safely to students and families in need from ECC's Building J Parking lot. All backpacks were distributed or picked up in just a few short hours. Thank you to the volunteers and sponsors of this initiative.

**10 Attendees**



#### New Student Days (August 11th, 12th, & 17th)

New Student Day events were held for any new student registered for classes at ECC. Guest host and keynote speaker, Tom Krieglstein engaged new students in fun activities and breakout sessions while giving them useful tools on how to make the most of their college experience at ECC.

**August 11 - 88 Attendees**

**August 12 - 97 Attendees**

**August 17 - 145 Attendees**

### **IGNITE Student Life Retreat (August 18th)**

Student Life kicked off the year with a retreat for students, new and returning, to find their fit at ECC by meeting and connecting with the clubs, organizations, and their leaders. Food, music, games, and team building were all present at this event.

**47 Attendees**

### **New Student Convocation (August 20th)**

This year's New Student Convocation took place in person for the first time in over a year. The event was kicked off with an ECC personnel processional of ECC's President, Board of Trustees, Student Trustee (MACE Bearer), PTK President, Faculty, and Administrators all dressed in their respective regalia. This processional was followed by a student processional lead by Student Senator, Jason Ollie as ECC's mascot Sparta Cat, and followed by approximately 400 new students who will be attending the fall semester.

**390 Attendees**



### **Campus Jam - New Student Welcome Event (August 20th)**

Following the New Student Convocation, the students were welcomed to join ECC's Student Life event Campus Jam Barbecue that took place on the Green Space behind the Library. The event had live music, ax throwing, games, food, ice cream, and more. The event allowed the new students to experience the amazing ECC Spirit. ECC's clubs and organizations were there to help promote their club and events they have planned with the new students encouraging them to participate this upcoming year.

**450 Attendees**

### **Welcome Weeks Fall 2021 Events (August 23rd - September 2nd)**

This year, the office of Student Life held two weeks of welcome events for the students at ECC. This year's theme was Putting the Pieces Together: Finding Your Fit. The description of each event is below. Student Life made sure to make the students feel welcome back on campus after a very long year and half of quarantining and virtual events!

#### **Kona Ice (August 23rd)**

Add some flavor to your student experience with a free Kona Ice and find your fit at ECC!

**150 Participants**

#### **DIY Bottle Cap Keychains (August 24th)**

Create your own unique flare and put the pieces together to make your own custom keychain!

**50 Participants**

#### **Wax Hands Glow Station (August 25th)**

You're in good hands at ECC. Create a customized wax hand design to fit your personality!

**50 Participants**

#### **John Rush: The Human iPod (August 26th)**

Find yourself on a musical journey with John Rush, performing original music and songs you'll know while enjoying free nachos.

**40 Participants**

### **Finding Your Fit (August 30th)**

Help create a collage of exciting ways to make the most of your college experience! Visit our inspiration station for some free goodies and enjoy a free slice of pizza.

**150 Participants**

### **Puzzles and Pretzels (August 31st)**

You'll be having the time of your Student Life when you put the pieces together! Join us in the Jobe Lounge and put your skills to work building puzzles and enjoying gourmet pretzels.

**150 Participants**

### **Clubchella & Food Truck Day (September 1st)**

Find your fit and learn about the student clubs and organizations on campus, how to get involved, and have the time of your Student Life. Grab a bite from one of the food trucks, enjoy Live Band Karaoke, and climb to new heights at the rock-climbing wall!

**300+ Participants**

### **Tie-Dye T-Shirts (September 2nd)**

Put the colors together to express yourself through your own custom tie-dye t-shirt!

**90 Participants**

### **PTK Informational Meeting (August 25th)**

PTK and their new officers held their first PTK Information Meeting this semester and their first in person since March of 2020. They introduced themselves and explained their roles to the students and discussed their upcoming goals and events.

**15 Attendees**

### **Club Leaders Meeting (August 26th)**

Student Life hosted a meeting with club leaders to go over club resources, campus forms, help prepare for the upcoming Clubchella Club Recruitment Fair, and tips for how to recruit members for the upcoming year.

**22 Attendees (Via Zoom)**

### **Engineering Tech Club Meeting (August 26th)**

Engineering Tech Club and their 2021-2022 officers held their first meeting for the Fall Semester for their members. The club leaders explained the club purpose, goals, and robotic plan for the year.

**12 Attendees**





### **PTK Fundraiser - \$5 Bundt Cakes! (August 31st)**

PTK held their first fundraiser of the year selling Bundt cakes from Nothing Bundt Cakes from one of the local shops nearby. The funds raised will help support PTK's initiatives helping ECC Students.

**130 Cakes Sold & \$98.12 Raised**



### **Gamers United Club Meeting (September 1st)**

Gamers United Club held their first meeting for the Fall Semester by reserving two rooms, allowing for their members to spread out and enjoy the gaming fun! With the club continuing to grow in popularity, they have plans to add a third room when necessary to ensure social distancing requirements are met. During their meeting they discuss upcoming events, prepares for their preferred game for the day, then split up into smaller groups to play.

**20 Attendees**

### **OLAS Intro Meeting (September 2nd)**

The Organization of Latin American Students (OLAS) held their first meeting of the semester to help recruit new officers and members to the organization. Students were able to learn more about OLAS and share ideas on what they'd like to see for this upcoming year.

**20 Attendees**

### **African American Fall Connection (September 2nd)**

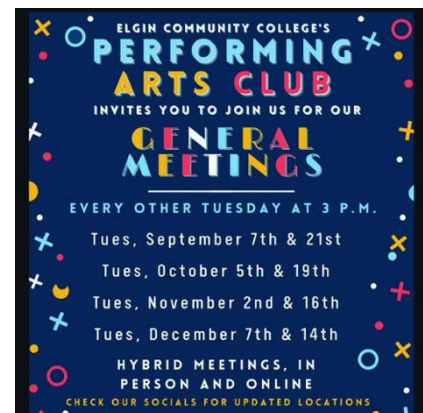
The Office of Student Life hosted this event to help connect students with resources and connections at ECC. The event was held in a hybrid format where students had the opportunity to attend in person or via Zoom. Attendees experienced a virtual tour of campus while hearing directly from important campus resources and meeting their ECC Village.

**40 Attendees**

### **Performing Arts Club General Meeting (September 7th)**

The Performing Arts Club (PAC) held their first hybrid (in person & zoom) meeting on September 7th. The club and their new leaders discussed what events, shows, and plays they plan on putting together for the Fall Semester.

**12 Attendees (Zoom and In Person)**



### **Constitution Day Bingo (September 14th)**

Student Government facilitated and hosted a Constitution Day bingo event where professors encouraged their students to attend and participate. The event gave the students an chance to learn about the US Constitution, our founding fathers, and participate in constitution day.

**15 Participants**

## Latinx Heritage Month Events (September 15th - October 15th)

This year's Latinx Heritage Month is a time to recognize and celebrate the contributions and influence that Latin Americans have made to the history, culture, and achievements of the United States. This year's theme is *Somos La Fuerza y Esperanza: Together We Rise*. The Latinx Heritage Month Committee wanted to focus on bringing the community back together to bring hope for the future in celebration of Latinx Heritage Month especially with all that our world had gone through this past year. The events that have taken place so far are below, but stand by for more as the month continues on!

### **LHM Kickoff Event: Fiesta en la Yarda (September 17th-RESCHEDULED)**

This event was rescheduled due to inclement weather and will now take place as the LHM Closing Event for Friday, October 8th.

### **Latinx Conexión (September 22nd)**

Students connected with various campus departments and resources in the Jobe Lounge. Many prominent Latinx leaders were featured through highlight profiles displayed during the event and 4-year institutions provided transfer options for students. Guest speaker, Priscilla Gonzalez, former OLAS president and recent master's degree graduate, spoke about the impact that ECC had on her education that led to her career. She shared how she graduated debt-free thanks to the doors that opened for her during her time at ECC and she encouraged students to take advantage of various opportunities at ECC to help them reach their dreams. ECC graduate and former OLAS secretary, Lisbeth Castillo, provided special Latinx dance lessons for event attendees.

**40 Participants**

## **Student Government Club Council Meeting (September 15th)**

Student Government held their first Club Council Meeting for the semester. The meeting kicked off with President Jenna Manzano swearing in the five newly elected members, giving them a complete team for the 2021-2022 year. The five new members sworn in are: Olivia Howell, Executive Secretary, Rabia Qamar, Executive Treasurer, Rebecca Flores, Student Senator, Di Lan Johnson, Student Senator, and Jason Ollie, Student Senator. The team had their first special guest, continuing SG's long-standing tradition, ECC's President Dr. Sam, who gave the team and the attending guest a reminder of how important the Student Government organization is on campus. All eight members of the team are excited to have an amazing year helping students at ECC for the 2021-2022 school year.

**32 Attendees**





### **Anime Club Elections (September 16th)**

The Anime Club held their elections for 2021-2022 year since the club went inactive in March of this year. They will have their meetings every Thursday from 12 to 2pm starting September 23rd. Congratulations to the newly elected members Ava Pollock, President, Emaan Hammad, Vice President, Stephen Smith, Treasurer, Jessica Severing, Secretary, Armando Garcia, Media, Kevin Che, Marketing, and William Thomas, Marketing.

15 Attendees

### **Students Who Are Not Silent Connect Meeting (September 16th)**

Students Who Are Not Silent (SWANS) held their first Connect meeting for their members on the 16th with special guest speaker Anthony Ramos, ECC's Executive Director of Equity, Diversity, and Inclusion (EDI). Anthony explained his role at ECC as the newest addition to Dr. Sam's cabinet and what he hopes to achieve here at ECC for the students and staff. The club held an icebreaker event, LGBTQ Bingo, giving the members a chance to get to get to know one another. Later they discussed their upcoming events and plans for the Fall Semester.

21 Attendees



### **Spartan Christian Fellowship Movie Night (September 17th)**

Spartan Christian Fellowship held their first event of the semester by showing the film *God's Not Dead*, a movie based on Rice Brooks' book *God's Not Dead: Evidence for God in an Age of Uncertainty*, the film follows a Christian college student (Harper) whose faith is challenged by an atheist philosophy professor (Sorbo), who declares God a pre-scientific fiction.

6 Attendees

### **Performing Arts Club, Do You Remember Disco (September 21st)**

The Performing Arts Club (PAC) held a virtual "Dance the Night Away" throwback event! The event featured great music from the 70's and clothing that only could have been dug out of our parent's attics!

6 Attendees

If you have any questions, please let me know.

[StudentTrusteeAllen@elgin.edu](mailto:StudentTrusteeAllen@elgin.edu)

## ACCEPTANCE OF WRITTEN COLLEGE REPORTS

### Recommendation

The administration recommends that the Board of Trustees accepts the following written college reports, which are attached:

- A. Personnel (September)
- B. Treasurer (September)
- C. Student (August/September)

The administration recommends that the Board of Trustees accepts the following written college reports/procedures, which were presented under separate cover:

- D. Institutional Advancement and ECC Foundation (September)
- E. Community Engagement and Legislative Affairs (September)
- F. Equity, Diversity, Inclusion (quarterly)



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Dr. David Sam, President

### Background

At each regular board meeting, various departmental and liaison reports and materials are submitted to the board for their information and acceptance. That information includes, but is not limited to, financial data, grants data, personnel data, marketing and community activities, student activities, institutional advancement data/Foundation news, and police department statistics.

Staff Contact: Dr. David Sam, President, 847-214-7374

**MINUTES OF SPECIAL BOARD MEETING  
SEPTEMBER 1, 2021**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the special board meeting held September 1, 2021.



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Dr. David Sam, President

**Background**

This recommendation is provided in accordance with Board Policy GP 8.1 and 5 *ILCS 120/2.06*:  
(from Ch. 102, par. 42.06)

- Sec. 2.06* (a) All public bodies shall keep written minutes of all their meetings, whether open or closed . . . .
- (b) A public body shall approve the minutes of its open meeting within 30 days after that meeting or at the public body's second subsequent regular meeting, whichever is later. The minutes of meetings open to the public shall be available for public inspection within 10 days after the approval of such minutes by the public body. Beginning July 1, 2006, at the time it complies with the other requirements of this subsection, a public body that has a website that the full-time staff of the public body maintains shall post the minutes of a regular meeting of its governing body open to the public on the public body's website within 10 days after the approval of the minutes by the public body. Beginning July 1, 2006, any minutes of meetings open to the public posted on the public body's website shall remain posted on the website for at least 60 days after their initial posting.

Staff Contact: Dr. David Sam, President, 847-214-7374

**MINUTES OF SPECIAL BOARD MEETING  
SEPTEMBER 1, 2021**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a special meeting on Wednesday, September 1, 2021, in Building E, Room E100.01/Virtual.

**1. Call to Order and Roll Call**

Chair Rakow called the special meeting to order at 6:00 p.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present:* Ms. Rakow, Mr. Meyer, Dr. Redmer, Mr. Duffy, Dr. McCreary, Mr. Nowak, and Dr. Ollayos and student trustee Mr. Allen.

*Trustees absent:* None.

*ECC staff and* Dr. Sam, President; Dr. Heinrich, VP Teaching, Learning & Student Development; Dr. Wagner, VP Business & Finance; Dr. Garber, VP Planning, Institutional Effectiveness and Technology; Ms. Kerruish, Recorder; and ECC staff members and visitors attended virtually.

**2. Pledge of Allegiance**

Trustee McCreary led the Pledge of Allegiance.

**3. Presentation**

**A. COVID-19 Mitigation Protocols**

Dr. Sam explained the Governor's mandate issued last week, which states higher education employees and students must be vaccinated or must submit to weekly testing. The ICCB has held numerous meetings to share information among colleges on implementing this policy. The timeline is tight and we don't have all the answers, but we are being pragmatic and flexible. Dr. Heinrich and Dr. Wagner informed the Board on the status of where we stand in the process of implementing the executive order to come into compliance by next week. Details about the mandate were outlined. In order to comply with the order, vaccine clinics on campus will continue. The College will provide on-site testing, and the cost will be covered under higher education relief funds. Dr. Garber provided information on potential vendors being considered for data management, noting they are HIPPA and FERPA compliant. Costs for this service cannot be determined yet. There may be a board action for ratification of a data base vendor at the next meeting. Comments, questions and a discussion among trustees followed the presentation.

**4. President's Comments**

Dr. Sam indicated his comments were included in the Covid-19 Mitigation Protocols presentation.

Chair Rakow requested unanimous board consent to suspend the rules and move agenda item #7, Audience Members Wishing to Address the Board, to this point in the meeting. There were no objections.

MINUTES OF SPECIAL MEETING OF  
SEPTEMBER 1, 2021

**Audience Members Wishing to Address the Board:**

The following individuals submitted written comments to the Board prior to the meeting:

Danielle Barrueta, ECC employee; regarding Covid-19 safety protocols.

Anitra King, SSECCA president; regarding Covid-19 safety concerns.

Christina Leverenzzi, ECC professor; regarding Covid-19 testing.

Heather Glass, ECC employee; regarding Covid-19 protocols.

Kyle Witek, ECC employee; regarding Covid-19 protocols.

Anne Duffy, Elgin resident; regarding vaccinations.

The following individuals addressed the Board virtually:

Kim Tarver, ECCFA president; regarding Covid-19 mitigation protocols and safety.

Scott Piner, ECC employee; regarding Covid-19 accommodations.

**5. Board Action No. 022-A-22, Intergovernmental Agreement Between Elgin Community College District 509 and the Board of Trustees of the University of Illinois for Shield IL COVID-19 Testing Support**

**Motion:** Trustee McCreary moved to approve the agenda item as presented.

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

Trustee Ollayos requested that highlights of the board action be provided. Dr. Wagner reviewed details of the agenda item, as outlined in the presentation earlier in this meeting. It was noted the College would be responsible for conducting Covid-19 testing, hiring staff if required, providing a location for collection, and communication to constituents. The agreement would end on December 31, 2021, but it can be rolled over. Trustee Meyer expressed his opinion about the Governor's new mandate, stating that while there is still a pandemic, we are no longer in an emergency situation. He provided additional factors on why he believes we should not agree to the mandate. Trustee Nowak agreed, stating the data doesn't support this action. Other trustees disagreed and provided feedback on the importance of promoting the general welfare of the community and the Board's responsibility to ensure appropriate steps are taken.

**Roll Call Vote:** Aye, 5; Rakow, Duffy, Redmer, McCreary, Ollayos;  
nay, 2; Meyer, Nowak; student trustee Allen, aye; motion carried.

**6. Board Action No. 023-A-22, COVID-19 Testing Services Agreement with Vitality Urgent and Primary Care**

**Motion:** Trustee Duffy moved to approve the agenda item as presented.

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

Trustee Meyer indicated he does not feel the College should provide on-site testing, as it is readily available at several locations, including pharmacies. Trustee Ollayos stated she would like to see testing on campus only for as long as necessary, with monthly reports on testing data provided to the Board. Student trustee Allen mentioned that there is a fee for testing at pharmacies for individuals who are not insured. Trustee Redmer would like the marketing and communications department to provide information to the campus community on vaccines and free testing.

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**Roll Call Vote:** Aye, 5; Rakow, Duffy, Redmer, McCreary, Ollayos;  
nay, 2; Meyer, Nowak; student trustee Allen, aye; motion carried.

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

*Note: Per unanimous consent, this item was moved up on the agenda, following Item #4, President's Comments.*

**8. Old Business**

There was no old business reported.

**9. New Business**

Trustees Redmer and Duffy participated in a legislative roundtable at the Burlington facility on this date, which they felt was outstanding.

Trustee Nowak requested that a presentation by Mr. Ramos, Executive Director of Equity, Diversity and Inclusion, be scheduled for the October meeting.

**10. Recess to Closed Session**

A. To consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the college...

B. To discuss litigation, when an action...has been filed...or when the public body finds that an action is probable or imminent...

C. To consider collective negotiation matters...for one or more classes of employees...all pursuant to Chapter 5 of the *Illinois Compiled Statutes* Sections 120/2 (c) (1, 11 and 2 respectively).

**Motion:** Trustee Duffy moved to recess to closed session.

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

**Roll-Call Vote:** Aye, 7; Rakow, Duffy, Meyer, Redmer, McCreary, Nowak, Ollayos;  
Nay, 0; student trustee Allen, aye. Motion carried at 7:54 p.m. Virtual connections were confirmed and the closed-session began at 7:58 p.m.

**11. Reconvene Open Session**

The closed session concluded at 8:15 p.m. The board reconvened in open session at 8:16 p.m.

**Adjournment**

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

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

**Roll Call Vote:** Aye, 7; Rakow, Meyer, Duffy, Redmer, McCreary, Nowak, Ollayos;  
nay, 0; student trustee Allen, aye; meeting adjourned at 8:17 p.m.

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Donna Redmer, EdD, Board Secretary

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Diane Kerruish, Board Recorder

**MINUTES OF CLOSED SESSION OF SPECIAL BOARD MEETING  
SEPTEMBER 1, 2021**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the closed session of the special board meeting held September 1, 2021.



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Dr. David Sam, President

**Background**

This recommendation is provided in accordance with Board Policy GP 8.1 and 5 *ILCS* 120/2.06 (a, f):

*Sec. 2.06 (a)* All public bodies shall keep written minutes of all their meetings, whether open or closed . . . .

*Sec. 2.06 (f)* Minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

Staff Contact: Dr. David Sam, President, 847-214-7374



**MINUTES OF CLOSED SESSION OF  
COMMITTEE OF THE WHOLE BOARD MEETING  
SEPTEMBER 13, 2021**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the closed session of the committee of the whole board meeting held September 13, 2021.



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Dr. David Sam, President

**Background**

This recommendation is provided in accordance with Board Policy GP 8.1 and 5 *ILCS* 120/2.06 (*a, f*):

*Sec. 2.06 (a)* All public bodies shall keep written minutes of all their meetings, whether open or closed . . . .

*Sec. 2.06 (f)* Minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

Staff Contact: Dr. David Sam, President, 847-214-7374

**MINUTES OF REGULAR BOARD MEETING  
SEPTEMBER 14, 2021**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the regular board meeting held September 14, 2021.



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Dr. David Sam, President

**Background**

This recommendation is provided in accordance with Board Policy GP 8.1 and 5 *ILCS 120/2.06*:  
(from Ch. 102, par. 42.06)

- Sec. 2.06* (a) All public bodies shall keep written minutes of all their meetings, whether open or closed . . . .
- (b) A public body shall approve the minutes of its open meeting within 30 days after that meeting or at the public body's second subsequent regular meeting, whichever is later. The minutes of meetings open to the public shall be available for public inspection within 10 days after the approval of such minutes by the public body. Beginning July 1, 2006, at the time it complies with the other requirements of this subsection, a public body that has a website that the full-time staff of the public body maintains shall post the minutes of a regular meeting of its governing body open to the public on the public body's website within 10 days after the approval of the minutes by the public body. Beginning July 1, 2006, any minutes of meetings open to the public posted on the public body's website shall remain posted on the website for at least 60 days after their initial posting.

Staff Contact: Dr. David Sam, President, 847-214-7374

**MINUTES OF REGULAR BOARD MEETING  
SEPTEMBER 14, 2021**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a regular meeting on Tuesday, September 14, 2021, in Building E, Room E100.01/Virtual.

**1. Call to Order and Roll Call**

Chair Rakow called the regular meeting to order at 6:30 p.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present:* Ms. Rakow, Mr. Meyer, Dr. Redmer, Mr. Duffy, Dr. McCreary, Mr. Nowak and Dr. Ollayos, and Student trustee Mr. Allen.  
Trustees participated in-person.

*Trustees absent:* None.

*ECC staff and* Dr. Sam, President; Dr. Heinrich, VP Teaching, Learning & Student Development; Dr. Wagner, VP Business & Finance; Dr. Garber, VP Planning, Institutional Effectiveness and Technology; Ms. Franck, Recorder; and ECC staff members and visitors attended virtually.

**2. Preliminary Matters**

Following the Pledge of Allegiance led by Trustee Nowak, Trustee Duffy read the Board Purpose.

**3. President's Report**

- Dr. Sam acknowledged the presence of ECCFA and SSECCA representatives participating virtually.
- Dr. Sam provided an update on enrollment noting overall numbers are up slightly from 10<sup>th</sup> day. We are now up 2.5% overall (8,154 students) from fall 2020 (7,958). Enrollment of university transfer students is still up (+7.7%), as it was on the 10<sup>th</sup> day, and we are not down in career tech students (-7.2%) as much as we were on 10<sup>th</sup> day (-8.3%). ABEC enrollment is still low compared to where we typically are.
- Dr. Sam reported on metrics we commonly report to ATD, ILEA, and ICCB, including credits attempted; credits earned with a grade of C or higher; gateway course success; persistence from fall to fall; completion within three years, four years, and five years; baccalaureate attainment at transfer institutions; and job attainment. The demographic groups we disaggregate these metrics by include gender; age; race/ethnicity; Pell status; veteran status; enrollment status; first time status; first generation status; student parent status; and dual credit status.

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

Roberto Perez, Laborers Local 225, addressed the Board regarding Board Action No. 032-B-22, Building Demolition Project.

Ed Hanson, Elgin Trades Council, addressed the Board regarding Board Action No. 032-B-22, Building Demolition Project.

MINUTES OF REGULAR MEETING OF  
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Mark Castelvechi, Laborers Local 582, addressed the Board regarding Board Action No. 032-B-22, Building Demolition Project.

Kimberly Tarver, ECCFA president, addressed the Board regarding the building demolition project; Latinx Heritage Month; webmail; executive orders and legislation specific to Covid-19; Executive Director of EDI.

**5. Board Reports**

**A. Committee of the Whole**

Trustee Meyer reported on the September 13 Committee of the Whole meeting. There were three presentations: ECC Foundation Development Study Results; Lundstrom Insurance: Cyber Security Review; and Advancing Equity through the Assessment of Student Learning Quality Initiative. Purchases were reviewed, and there were questions about the building demolition project action. An error was noted on the passenger vans purchase, which has been corrected and published. Under old business, items addressed were video recordings of board meeting and Covid-19 mitigation protocols. New business topics were the Board's retreat, the ACCT Leadership Congress, board meeting dates for 2022, and upcoming presentations. Minutes of the Committee of the Whole meeting will be available on ECC's website (elgin.edu) following approval.

**B. Illinois Community College Trustee Association (ICCTA)**

Trustee Duffy provided highlights of the ICCTA meetings held on September 10 and 11, including a trustee roundtable which focused on the topic of the governor's mandate. Trustees discussed how their colleges were dealing with the mandate, which almost every college is following. Seminars for upcoming meetings were determined. It is not known yet when the next Lobby Day will be held. Copies of the presentations Mr. Duffy participated in will be distributed to trustees at the retreat.

**C. Association of Community College Trustees (ACCT)**

The ACCT National Congress will take place in San Diego from October 13 through October 16, with committee meetings on October 12. Trustee McCreary will not be attending the Congress. Trustees Duffy and Ollayos will participate; and Trustee Duffy will assist Dr. Webb with the College's presentation.

**D. Legislative**

Chair Rakow provided the following update: ECC Board of Trustees and employees participated in six instances of engagement with members/staff of the Illinois General Assembly. Trustees and staff continue to engage with elected officials to strengthen relationships and emphasize the need to build an advanced manufacturing center to meet urgent needs for enhanced training. On this date, Senator Castro met with Trustees Redmer and Rakow, Dr. Sam and Dr. Blacksmith to provide her input and support for the manufacturing center. In an effort to help us advance our project, she asked for the release of \$1 million dollars that she advocated for in the state budget. Representative Moeller is championing efforts to organize a meeting for ECC with Speaker of the House Emanuel Chris Welch, and to organize a joint letter to the governor from our State Reps. In a brief meeting ahead of the regularly scheduled board meeting and the Town Hall, Speaker Welch stated his willingness to help with this effort. On August 30, we hosted a meet and greet with State Senator Karina Villa's District staff. Senator Villa was unable to attend the meeting. Staff and interns toured the campus following the meeting. ECC

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Trustees and staff participated in 12 instances of community engagement activities. The College continues to collaborate with Northern Illinois Food Bank to provide free groceries to community members. In August, 576 families received groceries. ECC has hosted nine vaccine clinics (not including those this past Spring); and we currently have a clinic per week scheduled through October 21. ECC is hosting the following events:  
September 14, 2021: Town Hall; Representative Ness, Speaker of the IL House of Representatives, Emanuel Chris Welch.

September 16, 2021: Job Fair; Representative Hirschauer, Senator Castro, Representative Moeller

November 17, 2021: Town Hall; Senators DeWitte, McConchie, Curran  
Trustees Redmer, Duffy, and Rakow provided comments on the recent First Responders Roundtable at ECC's Burlington Center for Emergency Services which was held September 1. The event was coordinated by Representatives Keicher and Ugaste and Senators Syverson and De Witte. There was strong representation from various police and fire agencies. The event was very successful, and excellent feedback was received on various topics.

**E. ECC Foundation**

Trustee Ollayos reported the following: The Foundation Board received the results of the Feasibility Study from ACB regarding a potential Foundation campaign. The report presented extremely positive results about the community's regard for ECC, especially Dr. Sam's leadership. An edited version of the results were shared with Trustees during a presentation at the September 13 Committee of the Whole meeting. The Foundation's Gala will be held on September 18, in-person and virtually. Student Trustee Allen will be a speaker at the Gala. 45% of scholarship funds have been awarded so far for the 2021-22 academic year. Awarding will continue through the Spring semester. Of special note: we continue to receive very active support from ECC retirees. A second Co-Hort of 24 students were awarded Complete to Compete scholarships for FY22.

**F. Student Report**

Mr. Allen read a letter addressed to the Board from Taylor Vitacco, former student trustee. Ms. Vitacco expressed her thankfulness for having had the opportunity to build relationships with the trustees. She provided an update on how things are going for her at NIU noting that, because of the Board's support, she has received scholarships for her first two years at NIU. Ms. Vitacco expressed her appreciation for the endless opportunities she received at ECC.

**6. Board Action No. 024-A-22, Acceptance of College Reports**

- A. Personnel (August)
- B. Treasurer (July)

*College Reports Under Separate Cover*

- C. Institutional Advancement and ECC Foundation (August)
- D. Community Engagement and Legislative Affairs (August)
- E. Marketing and Communications (quarterly)

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F. Student Success Report (quarterly)

G. Annual Security Report

Chair Rakow confirmed receipt, either attached or under separate cover, of the afore mentioned written reports.

**Motion:** Trustee McCreary moved to accept the college reports.

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

Chair Rakow commented on the Personnel Report, noting the resignation of one of the Wellness Professionals and the value of this position. Additional comments followed regarding the importance of student health. Comments about the Student Success Report were also made; and updates on initiatives to achieve greater equity were pointed out. Also noted was a gain in persistence among black students, which Erik Enders was credited for; and a gain in baccalaureate degree attainment, which Sean Jensen was credited for.

Trustee Meyer commented on the Annual Security Report, which is a reflection of the quality of service provided by ECC's police force.

**Roll-Call Vote:** Aye, 7; Rakow, Meyer, Redmer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Allen, aye; motion carried

## 7. Consent Agenda

The following item was removed from the Consent Agenda prior to action by Chair Rakow:

### G.2 Board Action No. 032-B-22, Building Demolition Project

Chair Rakow read the following consent agenda items:

**A. Board Action No. 025-A-22, Closed Session Minutes of the Committee of the Whole Meeting of August 9, 2021**

**B. Board Action No. 026-A-22, Minutes of the Regular Board Meeting of August 10, 2021**

**C. Board Action No. 027-A-22, Destruction of Audiotapes of January 28, 2020**

**D. Board Action No. 028-F-22, Ratification of Board Expenses**

**E. Board Action No. 029-A-22, Modified Academic Calendar for 2022-2023**

**F. Board Action No. 030-A-22, Modified Academic Calendar for 2023-2024**

### G. Purchases

**1. Board Action No. 031-B-22, Annual Heating, Ventilation and Air Conditioning Equipment Maintenance**, authorizes the administration to contract with Thermosystems, LLC (Elmhurst, IL) for annual factory maintenance services for the Daikin/McQuay HVAC equipment located in Buildings A, B, C, J, M-east, and O in the amount of \$34,330.00.

**3. Board Action No. 033-B-22, Building O Chiller Repairs**, authorizes the administration to contract with Thermosystems (Elmhurst, IL) for the repair of the Daikin/McQuay TurboCore chiller located in Building O in the amount of \$62,177.00.

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- 4. Board Action No. 034-X-22, Eight (8) Passenger Vans Purchase**, authorizes the administration to purchase two (2) new Ford F-150 eight (8) passenger vans from Roesch Ford (Bensenville, IL), the lowest responsive bidder, in the amount of \$37,030 per van and a trade-in of one vehicle valued at \$1,500.00, for a total of \$72,560.
- 5. Board Action No. 035-T-22, Google Workspace for Education Plus**, authorizes the purchase of Google Workspace for Education Plus (formerly GSuite for Education Enterprise) from authorized reseller SHI International Corp. in the amount of \$25,867.80.
- 6. Board Action No. 036-I-22, Patient Simulator (Mannequin)**, authorizes the administration to purchase one (1) SimNewB simulator mannequin, peripheral equipment for the mannequin and a three (3) year service agreement for the College's Health Professions Department direct from the manufacturer, Laerdal Medical Corporation (Wappingers Falls, NY), in the amount of \$27,923.30.
- 7. Board Action No. 037-B-22, Phase 2 Building H Renovation – HVAC and Electrical**, authorizes the administration to grant Lamp, Inc. (Elgin, IL) authority to contract, on behalf of Elgin Community College, for heating, ventilation, and air conditioning (HVAC) and electrical service as part of the renovation of the Arts Center – Phase 2. The lowest responsible bidders are Jensen's Plumbing and Heating (Woodstock, IL) and Kellenberger Electric (Elgin, IL) in the amounts of \$289,000 and \$38,750, respectively.

**H. Personnel**

- 1. Board Action No. 038-P-22, New Hire, Dean of Workforce Development and Continuing Education, Dr. Gina Marie De rosier-Cook**
- 2. Board Action No. 039-P-22, Ratification, Temporary Instructor of Heating Air Conditioning, Ventilation and Refrigeration, Mr. Frank Cassara, III**
- 3. Board Action No. 040-A-22, Resolution of Appreciation, Retiree, Dean of Workforce Development and Continuing Education, Anne Hauca**

**Motion:** Trustee Redmer moved to approve the consent agenda as presented.

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

**Roll-Call Vote:** Aye, 7; Rakow, Meyer, Redmer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Allen, aye; motion carried.

**Other**

**G.2 Board Action No. 032-B-22, Building Demolition Project**, authorizes the administration to contract with the lowest responsible bidder, Fowler Enterprises, LLC (Elgin, IL), for the demolition of the building located at 600 S McLean Blvd. in the amount of \$191,423.00.

**Motion:** Trustee McCreary moved to approve the agenda item as presented.

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

Concerns from trustees about the proposed vendor selected were addressed by Mr. Vazquez, who explained the research he conducted looking into this situation. Trustees



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were assured the concerns relayed were not about the bidder recommended in this action item; however they are related to a company with a similar name. Fowler Enterprises, LLC is a separate entity; and there is no documentation that they haven't complied with laws or that they have not paid the prevailing wage. Trustee Meyer stated he opposes this action item.

**Roll-Call Vote:** Aye, 6; Rakow, Redmer, Duffy, McCreary, Ollayos; Nowak; Nay, 1; Meyer; student trustee Allen, aye; motion carried.

**8. Old Business**

Trustee McCreary reminded the Board of the upcoming retreat on September 21 and 22, beginning at 8:00 a.m. in the Building E dining room.

**9. New Business**

Trustee Ollayos mentioned the latest ACCT alert which notes the House Education and Labor Committee approved the Reconciliation Bill. The proposal will now go to the House Budget Committee for inclusion in the Build Back Better Act, which includes free community college tuition to eligible students through America's College Promise.

**Adjournment**

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

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

**Roll Call Vote:** Aye, 7; Rakow, Meyer, Duffy, Redmer, McCreary, Nowak, Ollayos; nay, 0; student trustee Allen, aye; meeting adjourned at 7:50 p.m.

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Donna Redmer, EdD, Board Secretary

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Susan Franck, Board Recorder

**MINUTES OF SPECIAL BOARD MEETING  
SEPTEMBER 21 AND 22, 2021**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the special board meeting held September 21 and 22, 2021.



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Dr. David Sam, President

**Background**

This recommendation is provided in accordance with Board Policy GP 8.1 and 5 *ILCS 120/2.06*:  
(from Ch. 102, par. 42.06)

- Sec. 2.06* (a) All public bodies shall keep written minutes of all their meetings, whether open or closed . . . .
- (b) A public body shall approve the minutes of its open meeting within 30 days after that meeting or at the public body's second subsequent regular meeting, whichever is later. The minutes of meetings open to the public shall be available for public inspection within 10 days after the approval of such minutes by the public body. Beginning July 1, 2006, at the time it complies with the other requirements of this subsection, a public body that has a website that the full-time staff of the public body maintains shall post the minutes of a regular meeting of its governing body open to the public on the public body's website within 10 days after the approval of the minutes by the public body. Beginning July 1, 2006, any minutes of meetings open to the public posted on the public body's website shall remain posted on the website for at least 60 days after their initial posting.

Staff Contact: Dr. David Sam, President, 847-214-7374

**MINUTES OF SPECIAL BOARD MEETING  
SEPTEMBER 21 AND 22, 2021**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a special board meeting on Tuesday, September 21, 2021, in Building E, Room E 121.

**Call to Order by Presiding Officer**

**1. Preliminary Matters**

**1. Roll Call**

Chair Rakow called the special meeting to order at 8:29 a.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present:* Ms. Rakow, Mr. Meyer, Dr. Redmer, Mr. Duffy, Dr. McCreary, Mr. Nowak and Dr. Ollayos, and Student trustee Mr. Allen.  
Trustees participated in-person.

*Trustees absent:* None.

*ECC staff and Others Present:* Dr. Sam, President, Dr. Wagner, VP Business & Finance; Dr. Garber, VP Planning, Institutional Effectiveness and Technology; Dr. Blacksmith; Mr. Ramos; Ms. Kolbusz-Kosan, facilitator; Ms. Franck and Ms. Kerruish.

**2. Pledge of Allegiance**

The Pledge of Allegiance was led by Student Trustee Allen.

**2. Board Action No. 041-A-22; Ratification of the Memorandum of Agreement Regarding the Spring 2022 Semester Between The Board of Trustees of Community College District 509 and the Elgin Community College Faculty Association (ECCFA)**

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

*Second:* Trustee McCreary seconded the motion.

*Roll-Call Vote:* Aye, 7; Rakow, Meyer, Redmer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Allen, aye; motion carried.

**3. Board Action No. 042-B-22; Dump Truck Purchase, authorizes the administration to purchase a 2020 Western Star 4700 dump truck in an amount not to exceed \$166,273.**

*Motion:* Trustee Ollayos moved to approve the agenda item as presented.

*Second:* Trustee Nowak seconded the motion.

*Roll-Call Vote:* Aye, 7; Rakow, Meyer, Redmer, Duffy, McCreary, Ollayos; Nowak; Nay, 0; student trustee Allen, aye; motion carried.

MINUTES OF SPECIAL MEETING OF  
SEPTEMBER 21 AND 22, 2021

- 4. Board Action No. 043-B-22; Police Vehicle Purchase,** authorizes the administration to purchase a new 2021 Ford Police Interceptor Utility hybrid vehicle for the College's police department from Morrow Brothers Ford, Inc. (Greenfield, IL) in the amount of \$40,965.

**Motion:** Trustee Duffy moved to approve the agenda item as presented.

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

**Roll-Call Vote:** Aye, 7; Rakow, Meyer, Redmer, Duffy, McCreary, Ollayos; Nowak; Nay, 0; student trustee Allen, aye; motion carried.

- 5. Board Action No. 044-T-22; Ratification of Technology Software,** authorizes the administration to purchase technology software from Clear4 in the amount not to exceed \$83,000 through June 30, 2022.

**Motion:** Trustee Redmer moved to approve the agenda item as presented.

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

**Roll-Call Vote:** Aye, 5; Rakow, Redmer, Duffy, McCreary, Ollayos; Nay, 2, Meyer, Nowak; student trustee Allen, aye; motion carried.

**6. President's Remarks**

Dr. Sam indicated that we continue to do what is necessary to be in compliance with the Governor's executive order as it relates to higher education. He has participated in a video to demonstrate the testing process. The Foundation Gala was held on Saturday, September 18, and approximately \$100,000 was raised to support students. More details will be shared once accounting has been completed.

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

There were no audience members wishing to address the Board.

**8. Recess to Closed Session**

To undertake self-evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the college is a member, pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2 (c) (16).

**Motion:** Trustee Duffy moved to recess to closed session.

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

**Roll-Call Vote:** Aye, 7; Rakow, Meyer, Redmer, Duffy, McCreary, Ollayos; Nowak; Nay, 0; student trustee Allen, aye; motion carried at 8:35 a.m.

**9. Reconvene Open Session**

**Motion:** Trustee Nowak moved to reconvene open session.

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

**Roll-Call Vote:** Aye, 7; Rakow, Meyer, Redmer, Duffy, McCreary, Ollayos; Nowak; Nay, 0; student trustee Allen, aye; motion carried at 4:36 p.m.

MINUTES OF SPECIAL MEETING OF  
SEPTEMBER 21 AND 22, 2021

**10. Adjourn until 8 a.m. September 22, 2021**

- Motion:** Trustee Ollayos moved to adjourn the meeting until 8 a.m. September 22, 2021.
- Second:** Trustee Meyer seconded the motion.
- Roll Call Vote:** Aye, 7; Rakow, Meyer, Duffy, Redmer, McCreary, Nowak, Ollayos; nay, 0; student trustee Allen, aye; meeting adjourned at 4:37 p.m.

**11. Reconvene Open Session 8 a.m. September 22, 2021**

**12. Preliminary Matters**

1. Roll Call

Chair Rakow called the special meeting to order at 8:35 a.m., indicated that a quorum was present, and asked the recorder to call roll.

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

*Trustees absent:* Mr. Meyer.

*ECC staff and* Dr. Sam, President, Dr. Wagner, Dr. Blacksmith; Mr. Ramos; Ms. Kolbusz-Kosan, facilitator; Ms. Franck and Ms. Kerruish.

2. Pledge of Allegiance

The Pledge of Allegiance was led by Trustee Nowak.

**13. Recess to Closed Session**

To undertake self-evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the college is a member, pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2 (c) (16).

- Motion:** Trustee Nowak moved to recess to closed session.
- Second:** Trustee Ollayos seconded the motion.
- Roll-Call Vote:** Aye, 6; Rakow, Redmer, Duffy, McCreary, Ollayos; Nowak; Nay, 0; student trustee Allen, aye; motion carried at 8:38 a.m.

Trustee Ollayos left the meeting at 11 a.m.

MINUTES OF SPECIAL MEETING OF  
SEPTEMBER 21 AND 22, 2021

**14. Reconvene Open Session**

***Motion:*** Trustee Nowak moved to reconvene the open session.  
***Second:*** Trustee Redmer seconded the motion.  
***Roll-Call Vote:*** Aye, 6; Rakow, Redmer, Duffy, McCreary, Ollayos; Nowak;  
Nay, 0; student trustee Allen, aye; motion carried at 11:18 a.m.

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

There were no audience members wishing to address the Board.

**16. Adjournment**

***Motion:*** Trustee Nowak moved to recess to closed session.  
***Second:*** Trustee Redmer seconded the motion.  
***Roll-Call Vote:*** Aye, 6; Rakow, Redmer, Duffy, McCreary, Ollayos; Nowak;  
Nay, 0; student trustee Allen, aye; motion carried at 11:19 a.m.

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Donna Redmer, EdD, Board Secretary

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Diane Kerruish, Board Recorder

**MINUTES OF CLOSED SESSION OF SPECIAL BOARD MEETING  
SEPTEMBER 21 and 22, 2021**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the closed session of the special board meeting held September 21 and 22, 2021.



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Dr. David Sam, President

**Background**

This recommendation is provided in accordance with Board Policy GP 8.1 and 5 *ILCS* 120/2.06 (a, f):

*Sec. 2.06 (a)* All public bodies shall keep written minutes of all their meetings, whether open or closed . . . .

*Sec. 2.06 (f)* Minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

Staff Contact: Dr. David Sam, President, 847-214-7374

**DESTRUCTION OF AUDIOTAPE OF CLOSED SESSION BOARD MEETING  
MARCH 10, 2020**

**Recommendation**

The administration recommends that the Board of Trustees approves the destruction of the verbatim audiotapes of the closed sessions of March 10, 2020 as all criteria for destruction of these tapes have been met.



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Dr. David Sam, President

**Background**

With no lawsuit pending regarding the legality of these closed sessions, in accordance with *The Open Meetings Act (5 ILCS 120/2.06)*:

- (c) The verbatim record may be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act no less than 18 months after the completion of the meeting recorded but only after:
  - (1) the public body approves the destruction of a particular recording; and
  - (2) the public body approves minutes of the closed meeting that meet the written minutes requirements of subsection (a) of this Section.

The audiotaped recordings of the closed sessions noted above meet the legal criteria, as stated.

Staff Contact: Dr. David Sam, President, 847-214-7374



**RELEASE OF SELECT CLOSED-SESSION MINUTES OF  
BOARD MEETINGS OF JULY 2019 – JUNE 2021**

**Recommendation**

The administration recommends that the Board of Trustees authorizes, where appropriate, the continued closure and/or release of closed-session minutes for public view, as noted.

The following minutes and/or portions of minutes have been reviewed by the college's attorney and approved for release. Items **listed** in a line item are deemed **open**; those not listed in a line item are deemed confidential and are not to be released for public viewing. [Reference: Memo dated October 13, 2021 from college general counsel]

Names, as well as references or comments made by or to attorneys, are redacted in all minutes which have been released for public viewing.



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Dr. David Sam, President

**Background**

The *Illinois Open Meetings Act* (5 ILCS 120/1 et. seq.) requires all governmental bodies to semi-annually review the minutes of closed sessions and to release to the public those minutes which no longer need to be kept from public view. The minutes for closed sessions from December, 2018 through December, 2020, have been reviewed by general counsel; this represents the recommendation for this period, in addition to those minutes previously released.

Staff Contact: Mr. Respicio Vazquez, General Counsel, 847-214-7760

Portions approved for release are shown  
after the meeting date.

**2021**

June 7, sections 1,2,3,4,5,7,8,9  
May 10, sections 1,2,3,4,5  
May 3, sections 1,2,3,4,5,6  
April 12, sections 1,2,3,4,5,6,7,8  
March 8, sections 1,2 3,4,5,6,7,9  
February 8, sections 1,2,3,4,6,7  
January 25, sections 1,2,3,4,5,6,7

**2020**

December 8, sections 1,2,3,4,5,6,7,9  
September 15, sections 1,2,3,4,5,8,9  
August 10, sections 1,2,3,4,5,6,8,10  
March 10, sections 1,2,3,4,5,6,9,10  
January 28, sections 1,2,3,4,5,6,8,9,10,11

**2019**

December 10, sections 1,2,3,  
6,7,8,9,10,11,13,14,15  
November 12, sections 1-10,12,13,14  
October 8, sections 1,2,3,4,5,6,7,8,9  
July 15, sections 1,2,3,4,5,6,7,8,9

## **RATIFICATION OF REPORT OF EXPENSES**

### **Recommendation**

The Treasurer recommends that the Board of Trustees ratifies the Report of Expenses for the month of September 2021. (Reports provided under separate cover.)



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Dr. David Sam, President

### **Background**

The enclosed Report of Expenses identifies the vendors that have been paid during the month of September 2021 in the amount of \$3,243,622.56.

Staff Contact: Dr. Kimberly Wagner, Vice President, Business and Finance 847-214-7728

## **RATIFICATION OF BOARD OF TRUSTEE TRAVEL EXPENSES**

### **Recommendation**

The Treasurer recommends that the Board of Trustees ratifies the Board of Trustee Travel Expenses for the month of September, 2021. (Reports provided under separate cover.)



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Dr. David Sam, President

### **Background**

The Board of Trustee Travel Expenses identifies the expenses that have been paid during the month of September, 2021 in the amount of \$116.59.

This recommendation is provided in accordance with the provisions of the Local Government Travel Expense Control Act (50 ILCS 150/).

Staff Contact: Dr. Kimberly Wagner, Vice President, Business and Finance 847-214-7728

**COMPREHENSIVE ANNUAL FINANCIAL REPORTS  
FISCAL YEAR 2021**

**Recommendation**

The administration recommends that the Board of Trustees accepts the Fiscal Year 2021 Comprehensive Annual Financial Report and Fiscal Year 2021 Independent Auditor's Report in Accordance with Government Auditing Standards, with accompanying Auditor's Communication to the Board of Trustees from Sikich, LLP.



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Dr. David Sam, President

**Background**

The Fiscal Year 2021 Comprehensive Annual Financial Report, Fiscal Year 2021 Independent Auditor's Report in Accordance with Government Auditing Standards, and Auditor's Communication to the Board of Trustees were distributed to the Board of Trustees under separate cover. Sikich, LLP partners reviewed the reports at the October 18, 2021 Board Finance Committee meeting. Upon formal acceptance of the reports, the Fiscal Year 2021 Comprehensive Annual Financial Report will be posted on the College's website and submitted to the Illinois Community College Board, as required.

Staff Contact: Dr. Kimberly Wagner, Vice President, Business & Finance, 847-214-7728

**APPLICATION FOR PERMANENT CURRICULUM APPROVAL:  
BASIC VOCATIONAL CERTIFICATE IN RECOVERY SUPPORT SPECIALIST**

**Recommendation**

The administration recommends that the Board of Trustees approves the Application for Permanent Approval of a basic vocational specialist certificate in recovery support specialist.



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Dr. David Sam, President

**Background**

This program will provide the training necessary for individuals to qualify to take the Certification Exam to become either Certified Recovery Support Specialists (CRSS) or Certified Peer Recovery Support Specialists (CPRS). Individuals with either of these Certifications will work as peer support specialists in a variety of mental health, substance abuse treatment services, and dual diagnosis.

Peer support specialists will work with clients in three core areas: patient advocacy and aiding patients with personal advocacy; mentoring patients in recovery; and recovery/wellness support. This program is both for people entering the field and for people already working in either the Substance Use Disorder (SUD) or mental health fields who wish to transition from their current role, either clinical or administrative, to work as a Recovery Support Specialist (RSS).

Funding Source: Education Fund

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning and Student Development, 847-214-7363

**APPLICATION FOR PERMANENT CURRICULUM APPROVAL:  
VOCATIONAL CERTIFICATE IN MEDICAL ASSISTING**

**Recommendation**

The administration recommends that the Board of Trustees approves the Application for Permanent Approval of a vocational specialist certificate in medical assisting.



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Dr. David Sam, President

**Background**

The Medical Assisting Program will prepare students to assume the role of a Medical Assistant in a variety of healthcare settings including outpatient or ambulatory care facilities, such as medical offices and clinics. Graduates will be prepared to sit for the Certified Medical Assistant (CMA) examination. The administrative duties of a medical assistant may include scheduling appointments, maintaining medical records, billing, and coding information for insurance purposes. The clinical duties of a medical assistant may include taking and recording vital signs and medical histories, preparing patients for examination, drawing blood, and administering medications as directed by a physician.

Per the Bureau of Labor Statistics, the industry outlook for Medical Assistants shows an 18% growth from 2020-30 which is much faster than the average for all occupations.

Funding Source: Education Fund

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning and Student Development, 847-214-7363

**2022 SCHEDULE OF BOARD MEETINGS, ELGIN COMMUNITY COLLEGE**  
**Regular, Committee of the Whole and Finance Committee**

**Recommendation**

The administration recommends that the Board of Trustees confirms the following schedule of meetings for calendar year 2022, to be held in Building E on the Elgin Community College campus.

<b>REGULAR MEETINGS</b>		<b>COMMITTEE OF THE WHOLE*</b>		<b>FINANCE COMMITTEE*</b>	
<b>6:30 pm Seigle Aud</b>		<b>3:00 pm Rm 100.01</b>		<b>2:00 pm Rm 100.01</b>	
<b>January</b>	<b>25</b>	January	24		
<i>February [No Meetings]</i>		<i>February [No Meetings]</i>			
<b>March</b>	<b>8</b>	March	7	March	7
<b>April</b>	<b>12</b>	April	11		
<b>May</b>	<b>10</b>	May	9	May	9
<b>June</b>	<b>14</b>	June	13		
<i>July [No Meetings]</i>		<i>July [No Meetings]</i>			
<b>August</b>	<b>9</b>	August	8		
<b>September</b>	<b>13</b>	September	12		
<b>October</b>	<b>11</b>	October	10	October	10
<b>November</b>	<b>15</b>	November	14		
<b>December</b>	<b>13</b>	December	12	December	12

\* When the Finance Committee is scheduled to meet (four times per year), the Committee of the Whole will follow. Meeting times may be adjusted to accommodate agenda items.



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Dr. David Sam, President

**Background**

This recommendation is provided in accordance with Board Policy GP.3, which reads:

A schedule of regular board meetings will be adopted at the annual organizational meeting. All regular meetings are open and public.

*and*

. . . The board . . . shall fix a time and place for its regular meetings. . . Public notice of the schedule of regular meetings for the next calendar year, as set at the organizational meeting, must be given at the beginning of that calendar year. (110 ILCS 805/3-8) (from Ch. 122, par. 103-8) Sec. 3-8

Staff Contact: Dr. David Sam, President, 847-214-7374



## ANNUAL FIRE SPRINKLER TESTING SERVICES

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract with Johnson Controls Fire Protection LP (Addison, IL), the lowest responsive bidder, for annual automatic fire sprinkler (AFS) testing services in the amount not to exceed \$26,450.00. This agreement will be for services for three years with the option to renew for two additional one-year periods.

Year	Service	Johnson Controls Fire Protection LP (Addison, IL)	Collins Backflow Specialist, Inc. (Algonquin, IL)	Fox Valley Fire and Safety (Elgin, IL)
1	AFS testing	\$ 3,600.00	\$ 4,180.00	\$ 15,880.00
2	AFS testing	\$ 3,600.00	\$ 4,180.00	\$ 15,880.00
3	AFS testing	\$ 3,600.00	\$ 4,180.00	\$ 15,880.00
4	AFS testing	\$ 3,600.00	\$ 4,180.00	\$ 16,200.00
5	AFS testing	\$ 3,600.00	\$ 4,180.00	\$ 16,200.00
	5-year NFPA 25 maintenance & inspection	\$ 8,450.00	\$ 7,375.00	\$ 14,750.00
	<b>Total</b>	<b>\$ 26,450.00</b>	<b>\$ 28,275.00</b>	<b>\$ 94,790.00</b>



Dr. David Sam, President

### Background

The invitation to bid was advertised and sent to six (6) vendors, one (1) of which was in district. One (1) bid was incomplete and therefore did not meet the bid requirements.

Since the completion of new construction and renovation of older buildings in 2016, the College buildings have all been equipped with automatic fire sprinkler systems. Automatic fire sprinkler systems are a means of automatic fire suppression and are regulated by the National Fire Protection Agency (NFPA). The College's risk of loss due to fire is reduced due to having automatic fire sprinklers throughout campus buildings. These systems require annual maintenance and inspections every five years to ensure proper operation and code compliance.

Funding Source: Operations and Maintenance Fund

Staff Contact: Dr. Kimberly Wagner, Vice President of Business and Finance, 847-214-7728

## ANNUAL GYM EQUIPMENT & BLEACHER MAINTENANCE

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract with Faciliserv dba BR Bleachers (Woodstock, IL), the lowest responsive bidder, for annual gym equipment and bleacher maintenance services in the amount not to exceed \$44,934.00. This agreement will include maintenance services for three years with the option to renew for two additional one-year periods.

Year	Service	Faciliserv dba BR Bleachers (Woodstock, IL)	SDM Gym Solutions (Joliet, IL)	Carroll Seating Company LLC (Elk Grove Village, IL)
1	Equipment Maintenance	\$ 8,301.00	\$ 8,400.00	\$ 18,043.25
2	Equipment Maintenance	\$ 8,301.00	\$ 8,400.00	\$ 18,043.25
3	Equipment Maintenance	\$ 8,301.00	\$ 8,400.00	\$ 19,200.00
4	Equipment Maintenance	\$ 8,301.00	\$ 8,400.00	\$ 19,200.00
5	Equipment Maintenance	\$ 8,301.00	\$ 8,400.00	\$ 19,200.00
Year 1 repair	Gym Curtain Repair	\$ 3,429.00	\$ 4,450.00	\$ 5,332.70
	<b>Total</b>	<b>\$ 44,934.00</b>	<b>\$ 46,450.00</b>	<b>\$ 99,019.20</b>



Dr. David Sam, President

### Background

The invitation to bid was advertised and sent to eight (8) vendors, none of which were in district.

The college's gymnasium is equipped with two banks of motorized bleachers and automated equipment that includes fourteen basketball backstops, two batting cages, and two court curtains. This equipment requires annual inspections and maintenance to ensure proper operation of the equipment and the safety of students, faculty, staff, and visitors. This bid also includes the cost of completing repairs, identified during a previous inspection, to one of the court curtains.

Funding Source: Operations and Maintenance Fund

Staff Contact: Dr. Kimberly Wagner, Vice President of Business and Finance, 847-214-7728

## **ARCHITECTURAL FEES**

### **Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to contract for professional architectural services from Perkins & Will (Chicago, IL) for the Building G space remodeling project in the amount of \$33,438.00



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Dr. David Sam, President

### **Background**

Board Action No. 012-A-21 was approved by the Board of Trustees in August, 2020 for General Architectural and Engineering (A/E) Services. Perkins & Will is one (1) of three (3) architectural firms that were approved to provide these services through a Quality Based Selection (QBS) process.

This project will convert two existing classrooms into shared office space for our In-Residence Ensembles (IRE's) and provide them with furnishings consistent with college standards. These classrooms were chosen because of their proximity to Building H. They are adjacent to each other and in an ancillary hallway on the second floor of Building G where they are underutilized as classrooms. The scope of work includes removing the shared wall between the two rooms to create a single space large enough to house all of our IRE's. The spaces currently occupied by the IRE's will be converted to adjunct faculty shared office space and multi-purpose student space as part of the Building H, phase 2 renovation project. The plan is to relocate the IRE's at the end of the fall semester.

As part of this project, the architect will develop drawings/bid documents and provide bidding and construction administration.

Funding Source: Operations and Maintenance Fund

Staff Contact: Dr. Kimberly Wagner, Vice President of Business and Finance, 847-214-7728

**CONSTRUCTION MANAGEMENT FEES - BUILDING A SHELL SPACE BUILDOUT  
(for Ophthalmic Technician and Medical Assistant Programs)**

**Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to contract for professional construction management fees for the College's Building A shell space buildout project with IHC Construction Company, LLC (Elgin, IL) in an amount not to exceed \$357,518.00.

<b>Services</b>	<b>IHC Construction Companies (Elgin, IL)</b>	<b>SMC Construction Services (Elgin, IL)</b>
Preconstruction Services	\$ 27,036.00	\$ 19,240.00
Company Construction Phase General Conditions	\$ 195,762.00	\$ 168,820.00
Project General Conditions & Reimbursables	\$ 26,000.00	\$ 44,053.00
Construction Management fee	\$ 85,500.00 (2.85%)	\$ 99,000.00 (3.3%)
Performance and Payment Bond	\$ 18,720.00	\$ 18,000.00
General Liability Insurance	\$ 4,500.00	\$ 18,000.00
<b>Total:</b>	<b>\$ 357,518.00</b>	<b>\$ 367,113.00</b>



Dr. David Sam, President

**Background**

Board Action No. 009-B-22 was approved by the Board of Trustees in August 2021 for general architectural services to be provided by DLA for the design work required to buildout the third-floor shell space in Building A. The new spaces will be used for two new programs, ophthalmic technician and medical assistant program, scheduled to begin in August, 2022.

Requests for proposals to perform the construction management of this project was sent to two (2) firms, both in district, previously proven and qualified by the college.

When Building A was being constructed, it was anticipated that the Health and Life Sciences programs would grow and expand. At that time however, the future programs were unknown. The construction steering committee received approval to build into the design a shell space.

This space, on the third floor of Building A, is approximately 12,000 square feet. As the shell space is in a “ready to build” state, automatic fire suppression and duct work for air distribution are already in place. This project will include the extension/expansion of the existing HVAC systems, walls, flooring, lighting, and the electrical/data infrastructure to support the proposed and future programs.

The space will be reconfigured to house two new Health Professions programs, an Associate of Applied Science degree program for Ophthalmic Technicians (OPH) and a Vocational Specialist Certificate program for Medical Assistants (MED). These programs will be launched in Fall 2022, with anticipated cohorts of 20 students in each program.

The Ophthalmic Technician program will require dedicated classroom and lab space, in addition to three exam lanes. Offices for one full-time program director, one full-time faculty, and several adjunct faculty members will be necessary. The Medical Assistant program will also require dedicated classroom and lab space, as well as offices for one full-time program director, one full-time faculty, and several adjunct faculty members.

Construction of these spaces must be completed by summer 2022 to allow for time to move equipment and furniture in by the start of the fall 2022 semester. If the construction timeline is delayed, the programs will be housed temporarily in A118 and A121.

Construction management services consist of cost estimating, value engineering, scheduling and development of phasing strategies, and site logistics planning. The construction manager is responsible to collaborate with the architect to provide estimated project costs and with the College’s project manager to ensure that the owner’s visions are achieved.

The construction management fee is based upon a budgeted \$3,000,000 total project cost.

Funding Source: Operations and Maintenance - Restricted Fund and DCEO Grant

Staff Contact: Dr. Kimberly Wagner, Vice President of Business and Finance, 847-214-7728

## **DRILL PRESS MACHINES PURCHASE**

### **Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to purchase six (6) drill press machines for the Industrial Manufacturing Technology (IMT) Program from Iverson & Company (Des Plaines, IL) in the amount of \$5,554.42 each - for a total of \$33,326.52. Trade-in credit for five (5) units at \$200.00 each. The total cost is \$32,326.52.



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Dr. David Sam, President

### **Background**

The invitation to bid was advertised and sent to five (5) vendors, of which none (0) were in-district. The minimum requirement for this bid was a Clausing Series 2272 or similar. There are a small number of manufacturers and distributors of this type of equipment. Of the five (5) vendors that received the bid, two (2) said they couldn't get the units delivered in time and the other two (2) did not submit a bid.

The drill press machine is used in industry to produce holes in hard substances. The existing drill press machines in the IMT program have not been upgraded in more than 20 years. Consequently, this recommended purchase addresses potential safety-related issues in the lab. With the purchase of six (6) machines, the new instructional equipment will satisfy current and upcoming industry trends.

Students enrolled in the IMT program, including students enrolled in the Integrated Career and Academic Preparation System (ICAPS) program and apprentices, have been introduced to precision operations in their educational sequence with industry standards. The new drill presses will be integrated into the academic sequence in several of the foundational courses in the program, as well as the Tool & Die making courses. In addition, this new technology will add an upgraded level of technology that meets today's industry standards. Moreover, the drill presses will align with the safety and operation Manufacturing Skill Standards Council (MSSC) credentials.

Lastly, as the College continues to build the manufacturing and engineering pathway with District-509 partners, this new technology adds another element of modern technology and instructional equipment to the program.

Funding Source: Perkins Grant

Staff Contact: Dr. Peggy Heinrich, Vice President of Teaching, Learning, and Student Development, 847-214-7363

## **FALL IMPACT MAGAZINE**

### **Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to purchase print services for the Fall Impact Magazine from Consolidated Carqueville Graphics (Streamwood, IL), the lowest responsive bidder, in the amount of \$30,450.00.

<b>Vendor</b>	<b>Location</b>	<b>Base Bid</b>
<b>Consolidated Carqueville Graphics</b>	<b>Streamwood, IL</b>	<b>\$ 30,450.00</b>
<b>Cardinal Colorgroup</b>	<b>Itasca, IL</b>	<b>\$ 31,400.00</b>



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Dr. David Sam, President

### **Background**

The invitation to bid was advertised and sent to six (6) vendors, two (2) of which were in-district and one (1) was an Illinois Certified Persons with a Disability owned business.

IMPACT is a magazine-type newsletter incorporating Elgin Community College news, initiatives, and personal profiles about ECC students, employees, alumni, programs, the ECC Foundation, and other important College information. This magazine is shared with the district community, students, parents/guardians, employees, donors, and alumni. It is both informational and personal in its content and style and delivers the College's message and mission to ECC's wider audience.

The College is having the vendor print 192,280 magazines to be mailed directly to community members and 970 will be delivered to the College for internal distribution.

Funding Source: Education Fund

Staff Contact: Dr. Toya Webb, Chief Marketing and Communications Officer, Marketing & Communications, 847-214-7389

## **LIGHTNING DETECTION AND WARNING SYSTEM PURCHASE**

### **Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to purchase a lightning detection and warning system from Perry Weather (Dallas, TX), the lowest responsive bidder, in the total amount of \$42,794.00.

<b>VENDOR</b>	<b>LOCATION</b>	<b>TOTAL</b>
<b>Perry Weather</b>	<b>Dallas, TX</b>	<b>\$ 42,794.00</b>
Capital Electronics	Plainfield, IN	\$ 46,540.00
Vaisala	Louisville, CO	\$ 65,364.80



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Dr. David Sam, President

### **Background**

The invitation to bid was advertised and sent to eight (8) vendors, none of which were in-district.

The College is seeking to install a lightning detection and warning system for both the Main Campus and the ECC Center for Emergency Services. This system is needed as the College hosts a significant number of outdoor events, including athletics, academic assessments for various courses, truck driving classes, and classes at the fire tower in Burlington. The College also conducts grounds work outside the building by the Colleges' staff and it is highly recommended that the College have a system to detect incoming lightning producing storms, as well as a warning system to notify individuals of an imminent threat.

NOAA (National Oceanic and Atmospheric Administration) recommends that employers first rely on NOAA weather reports, including NOAA Weather Radio All Hazards. The College recently installed two (2) NOAA Weather Radios to provide advanced notification and warning of potentially severe weather. To continue to provide a safe work and learning space, the purchase and installation of a lightning detection and warning system is recommended by the Emergency Management Department. Similar systems are also being used by other Illinois community colleges and local Park Districts.

Funding Source: Operations and Maintenance Education Fund

Staff Contact: Dr. Kimberly Wagner, Vice President of Business and Finance, 847-214-7728



## OFFICE FURNITURE PURCHASE - BUILDING F

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase office furniture for Building F, from Interiors for Business Inc. (Batavia, IL) the lowest responsive bidder, in the amount of \$31,869.60.

Item	Interiors for Business Inc. (Batavia, IL)	Resource One (Springfield, IL)
Chair Manufacture	AMQ BODI	Trendway
Cost Per Chair	\$ 266.75	\$ 391.72
Total Cost (9) Chairs	\$ 2,400.75	\$ 3,525.48
Workstation Manufacture	Steelcase Kick	Trendway
Cost per Workstation	\$ 2,389.05	\$ 2,625.58
Total Cost (9) Workstations	\$ 21,501.45	\$ 23,630.23
Alternate Pricing - (3) Workstations	\$ 7,167.15	\$ 7,876.74
Alternate Pricing - (3) Chairs	\$ 800.25	\$ 1,175.16
<b>total:</b>	<b>\$ 31,869.60</b>	<b>\$ 36,207.61</b>



Dr. David Sam, President

### Background

The invitation to bid was advertised and sent to twelve (12) vendors, none (0) of which were in district. Only three (3) bids were received, one (1) did not meet the bid requirements and therefore was disqualified.

Elgin Community College building engineering staff is currently assigned to office/work space in several remote areas of the campus, including the boiler room in building B, an electrical closet in the administration wing, a store room in building J, and in the third-floor shell space of building A. Their current office furniture consists of discarded remnants of past renovation projects. There are currently eleven building engineers assigned to the main campus and the intent is to hire another before the end of this year. The intent of this project is to provide central office/work space for twelve (12) building engineers.

This bid includes nine (9) modular work stations and nine (9) office chairs, to be delivered and installed in F230.01. The alternate bid is for an additional three (3) work stations and chairs. The total bid for twelve (12) total work stations and twelve (12) total chairs is being recommended.

Funding Source: Operations and Maintenance Fund

Staff Contact: Dr. Kimberly Wagner, Vice President of Business and Finance, 847-214-7728

## SALE OF USED COMPUTER EQUIPMENT

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to sell used computer equipment consisting of Hewlett Packard (HP) desktop computers with peripheral equipment, laptop computers, monitors, Apple equipment, and monitor stands to Cornerstone Technologies (Norcross, GA), the highest responsive bidder, in the total amount of \$30,057.00.

VENDOR	LOCATION	TOTAL
Cornerstone Technologies, Inc.	Norcross, GA	\$ 30,057.00
Imaan International, Inc.	Fredericksburg, VA	\$ 17,650.00
American Union Ventures, Inc. dba American Recycling	Lincoln, NE	\$ 10,100.00
ARCOA Group	Waukegan, IL	\$ 8,045.00



Dr. David Sam, President

### Background

The invitation to bid was advertised and sent to fifteen (15) vendors, none of which were in-district.

Every year, the Information Technology Department replaces 300-600 of the oldest computers from the College's inventory of 2,500 computers. This ongoing computer replacement program was put in place because of continued technological changes in the industry.

The College's bid consisted of 266 Apple and HP computers and their associated peripheral equipment (keyboards, mice, monitors). The equipment was shrink-wrapped on 11 pallets and the vendor is responsible for using their company resources and transportation to take possession of the equipment. Payment by wire transfer from the vendor will be required prior to taking possession. All equipment is sold "as is" and with no warranty offered.

Funding Source: Funds received will be credited to the Education Fund

Staff Contact: Dr. Kimberly Wagner, Vice President of Business and Finance, 847-214-7728

**GRANTING OF TENURE, INSTRUCTOR OF ART HISTORY**  
**Amy Brandolino**

**Recommendation**

The administration recommends that the Board of Trustees grants tenure to Amy Brandolino, Instructor of Art History, effective January 2022.



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Dr. David Sam, President

**Background**

Faculty members are eligible for tenure after being employed for a period of three consecutive school years. The criteria for evaluation of non-tenured teaching faculty are based on performance of job tasks. The following processes are completed on an annual basis for the three consecutive years prior to the faculty being eligible for tenure recommendation.

***Teaching Faculty***

1. At least one classroom visitation per semester with dean and peer review
2. Student Evaluations of Instruction for all classes each semester
3. Annual Faculty Content Assessment
4. Annual Content Assessment Report by assigned faculty
5. Annual Faculty Self-Assessment Report
6. Annual Summary Evaluation Conference

The three-year tenure process is concluded with the annual conference between the dean of the respective area and the faculty member. Based on agreement between the tenure and evaluation committee and the dean, their joint recommendation is forwarded by the dean to the vice president for teaching, learning and student development.

This recommendation for tenure, submitted by Dr. Mary Hatch, dean of liberal, visual, and performing arts is supported by Dr. Peggy Heinrich, vice president for teaching, learning, and student development. It is in accordance with Board Policy GP 8. 1; *Illinois Public Community College Act (Illinois Compiled Statutes, Chapter 110, Act 805)*; and Article IIIB, Tenure, paragraph 805/3B-2, of the *Illinois Public Community College Act*.

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning, and Student Development 847-214-7363

**GRANTING OF TENURE, INSTRUCTOR OF MATHEMATICS**  
**Christopher Cunningham**

**Recommendation**

The administration recommends that the Board of Trustees grants tenure to Christopher Cunningham, Instructor of Mathematics, effective January 2022.



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Dr. David Sam, President

**Background**

Faculty members are eligible for tenure after being employed for a period of three consecutive school years. The criteria for evaluation of non-tenured teaching faculty are based on performance of job tasks. The following processes are completed on an annual basis for the three consecutive years prior to the faculty being eligible for tenure recommendation.

***Teaching Faculty***

1. At least one classroom visitation per semester with dean and peer review
2. Student Evaluations of Instruction for all classes each semester
3. Annual Faculty Content Assessment
4. Annual Content Assessment Report by assigned faculty
5. Annual Faculty Self-Assessment Report
6. Annual Summary Evaluation Conference

The three-year tenure process is concluded with the annual conference between the dean of the respective area and the faculty member. Based on agreement between the tenure and evaluation committee and the dean, their joint recommendation is forwarded by the dean to the vice president for teaching, learning and student development.

This recommendation for tenure, submitted by Dr. Wendy Miller, dean of health professions, math, science, and engineering is supported by Dr. Peggy Heinrich, vice president for teaching, learning, and student development. It is in accordance with Board Policy GP 8. 1; *Illinois Public Community College Act (Illinois Compiled Statutes, Chapter 110, Act 805)*; and Article IIIB, Tenure, paragraph 805/3B-2, of the *Illinois Public Community College Act*.

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning, and Student Development 847-214-7363

**GRANTING OF TENURE, ASSISTANT PROFESSOR II OF HISTORY  
Latasha DeHaan**

**Recommendation**

The administration recommends that the Board of Trustees grants tenure to Latasha DeHaan, Assistant Professor II of History, effective January 2022.



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Dr. David Sam, President

**Background**

Faculty members are eligible for tenure after being employed for a period of three consecutive school years. The criteria for evaluation of non-tenured teaching faculty are based on performance of job tasks. The following processes are completed on an annual basis for the three consecutive years prior to the faculty being eligible for tenure recommendation.

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The three-year tenure process is concluded with the annual conference between the dean of the respective area and the faculty member. Based on agreement between the tenure and evaluation committee and the dean, their joint recommendation is forwarded by the dean to the vice president for teaching, learning and student development.

This recommendation for tenure, submitted by Dr. Mary Hatch, dean of liberal, visual, and performing arts is supported by Dr. Peggy Heinrich, vice president for teaching, learning, and student development. It is in accordance with Board Policy GP 8. 1; *Illinois Public Community College Act (Illinois Compiled Statutes, Chapter 110, Act 805)*; and Article IIIB, Tenure, paragraph 805/3B-2, of the *Illinois Public Community College Act*.

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning, and Student Development 847-214-7363

**GRANTING OF TENURE, ASSISTANT PROFESSOR I OF HUMAN SERVICES  
Liddy Hope**

**Recommendation**

The administration recommends that the Board of Trustees grants tenure to Liddy Hope, Assistant Professor I of Human Services, effective January 2022.



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Dr. David Sam, President

**Background**

Faculty members are eligible for tenure after being employed for a period of three consecutive school years. The criteria for evaluation of non-tenured teaching faculty are based on performance of job tasks. The following processes are completed on an annual basis for the three consecutive years prior to the faculty being eligible for tenure recommendation.

***Teaching Faculty***

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The three-year tenure process is concluded with the annual conference between the dean of the respective area and the faculty member. Based on agreement between the tenure and evaluation committee and the dean, their joint recommendation is forwarded by the dean to the vice president for teaching, learning and student development.

This recommendation for tenure, submitted by Dr. Rick Mao, dean of communications, and behavioral sciences is supported by Dr. Peggy Heinrich, vice president for teaching, learning, and student development. It is in accordance with Board Policy GP 8. 1; *Illinois Public Community College Act (Illinois Compiled Statutes, Chapter 110, Act 805)*; and Article IIIB, Tenure, paragraph 805/3B-2, of the *Illinois Public Community College Act*.

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning, and Student Development 847-214-7363

**GRANTING OF TENURE, ASSISTANT PROFESSOR II OF VISUAL ARTS  
Daniel Josh**

**Recommendation**

The administration recommends that the Board of Trustees grants tenure to Daniel Josh, Assistant Professor II Visual Arts, effective January 2022.



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Dr. David Sam, President

**Background**

Faculty members are eligible for tenure after being employed for a period of three consecutive school years. The criteria for evaluation of non-tenured teaching faculty are based on performance of job tasks. The following processes are completed on an annual basis for the three consecutive years prior to the faculty being eligible for tenure recommendation.

***Teaching Faculty***

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The three-year tenure process is concluded with the annual conference between the dean of the respective area and the faculty member. Based on agreement between the tenure and evaluation committee and the dean, their joint recommendation is forwarded by the dean to the vice president for teaching, learning and student development.

This recommendation for tenure, submitted by Dr. Mary Hatch, dean of liberal, visual, and performing arts is supported by Dr. Peggy Heinrich, vice president for teaching, learning, and student development. It is in accordance with Board Policy GP 8. 1; *Illinois Public Community College Act (Illinois Compiled Statutes, Chapter 110, Act 805)*; and Article IIIB, Tenure, paragraph 805/3B-2, of the *Illinois Public Community College Act*.

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning, and Student Development 847-214-7363

**GRANTING OF TENURE, ASSISTANT PROFESSOR II OF HISTORY  
Marisol Rivera**

**Recommendation**

The administration recommends that the Board of Trustees grants tenure to Marisol Rivera, Assistant Professor II of History, effective January 2022.



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Dr. David Sam, President

**Background**

Faculty members are eligible for tenure after being employed for a period of three consecutive school years. The criteria for evaluation of non-tenured teaching faculty are based on performance of job tasks. The following processes are completed on an annual basis for the three consecutive years prior to the faculty being eligible for tenure recommendation.

***Teaching Faculty***

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The three-year tenure process is concluded with the annual conference between the dean of the respective area and the faculty member. Based on agreement between the tenure and evaluation committee and the dean, their joint recommendation is forwarded by the dean to the vice president for teaching, learning and student development.

This recommendation for tenure, submitted by Dr. Mary Hatch, dean of liberal, visual, and performing arts is supported by Dr. Peggy Heinrich, vice president for teaching, learning, and student development. It is in accordance with Board Policy GP 8. 1; *Illinois Public Community College Act (Illinois Compiled Statutes, Chapter 110, Act 805)*; and Article IIIB, Tenure, paragraph 805/3B-2, of the *Illinois Public Community College Act*.

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning, and Student  
Development 847-214-7363



**GRANTING OF TENURE, ASSISTANT PROFESSOR II OF ENGLISH  
Joshua Thusat**

**Recommendation**

The administration recommends that the Board of Trustees grants tenure to Joshua Thusat, Assistant Professor II of English, effective January 2022.



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Dr. David Sam, President

**Background**

Faculty members are eligible for tenure after being employed for a period of three consecutive school years. The criteria for evaluation of non-tenured teaching faculty are based on performance of job tasks. The following processes are completed on an annual basis for the three consecutive years prior to the faculty being eligible for tenure recommendation.

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The three-year tenure process is concluded with the annual conference between the dean of the respective area and the faculty member. Based on agreement between the tenure and evaluation committee and the dean, their joint recommendation is forwarded by the dean to the vice president for teaching, learning and student development.

This recommendation for tenure, submitted by Dr. Rick Mao, dean of communications, and behavioral sciences is supported by Dr. Peggy Heinrich, vice president for teaching, learning, and student development. It is in accordance with Board Policy GP 8. 1; *Illinois Public Community College Act (Illinois Compiled Statutes, Chapter 110, Act 805)*; and Article IIIB, Tenure, paragraph 805/3B-2, of the *Illinois Public Community College Act*.

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning, and Student  
Development 847-214-7363

**GRANTING OF TENURE, INSTRUCTOR OF IMT/CIM  
Umberto Tinajero**

**Recommendation**

The administration recommends that the Board of Trustees grants tenure to Umberto Tinajero, Instructor of IMT/CIM, effective January 2022.



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Dr. David Sam, President

**Background**

Faculty members are eligible for tenure after being employed for a period of three consecutive school years. The criteria for evaluation of non-tenured teaching faculty are based on performance of job tasks. The following processes are completed on an annual basis for the three consecutive years prior to the faculty being eligible for tenure recommendation.

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5. Annual Faculty Self-Assessment Report
6. Annual Summary Evaluation Conference

The three-year tenure process is concluded with the annual conference between the dean of the respective area and the faculty member. Based on agreement between the tenure and evaluation committee and the dean, their joint recommendation is forwarded by the dean to the vice president for teaching, learning and student development.

This recommendation for tenure, submitted by Ms. Cathy Taylor, dean of sustainability, business, and career technologies is supported by Dr. Peggy Heinrich, vice president for teaching, learning, and student development. It is in accordance with Board Policy GP 8. 1; *Illinois Public Community College Act (Illinois Compiled Statutes, Chapter 110, Act 805)*; and Article IIIB, Tenure, paragraph 805/3B-2, of the *Illinois Public Community College Act*.

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning, and Student Development 847-214-7363

**GRANTING OF TENURE, INSTRUCTOR OF NURSING  
Jessica Woloszyk**

**Recommendation**

The administration recommends that the Board of Trustees grants tenure to Jessica Woloszyk, Instructor of Nursing, effective January 2022.



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Dr. David Sam, President

**Background**

Faculty members are eligible for tenure after being employed for a period of three consecutive school years. The criteria for evaluation of non-tenured teaching faculty are based on performance of job tasks. The following processes are completed on an annual basis for the three consecutive years prior to the faculty being eligible for tenure recommendation.

**Teaching Faculty**

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6. Annual Summary Evaluation Conference

The three-year tenure process is concluded with the annual conference between the dean of the respective area and the faculty member. Based on agreement between the tenure and evaluation committee and the dean, their joint recommendation is forwarded by the dean to the vice president for teaching, learning and student development.

This recommendation for tenure, submitted by Dr. Wendy Miller, dean of health professions, math, science, and engineering supported by Dr. Peggy Heinrich, vice president for teaching, learning, and student development. It is in accordance with Board Policy GP 8. 1; *Illinois Public Community College Act (Illinois Compiled Statutes, Chapter 110, Act 805)*; and Article IIIB, Tenure, paragraph 805/3B-2, of the *Illinois Public Community College Act*.

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning, and Student Development 847-214-7363