



# BOARD OF TRUSTEES AGENDA

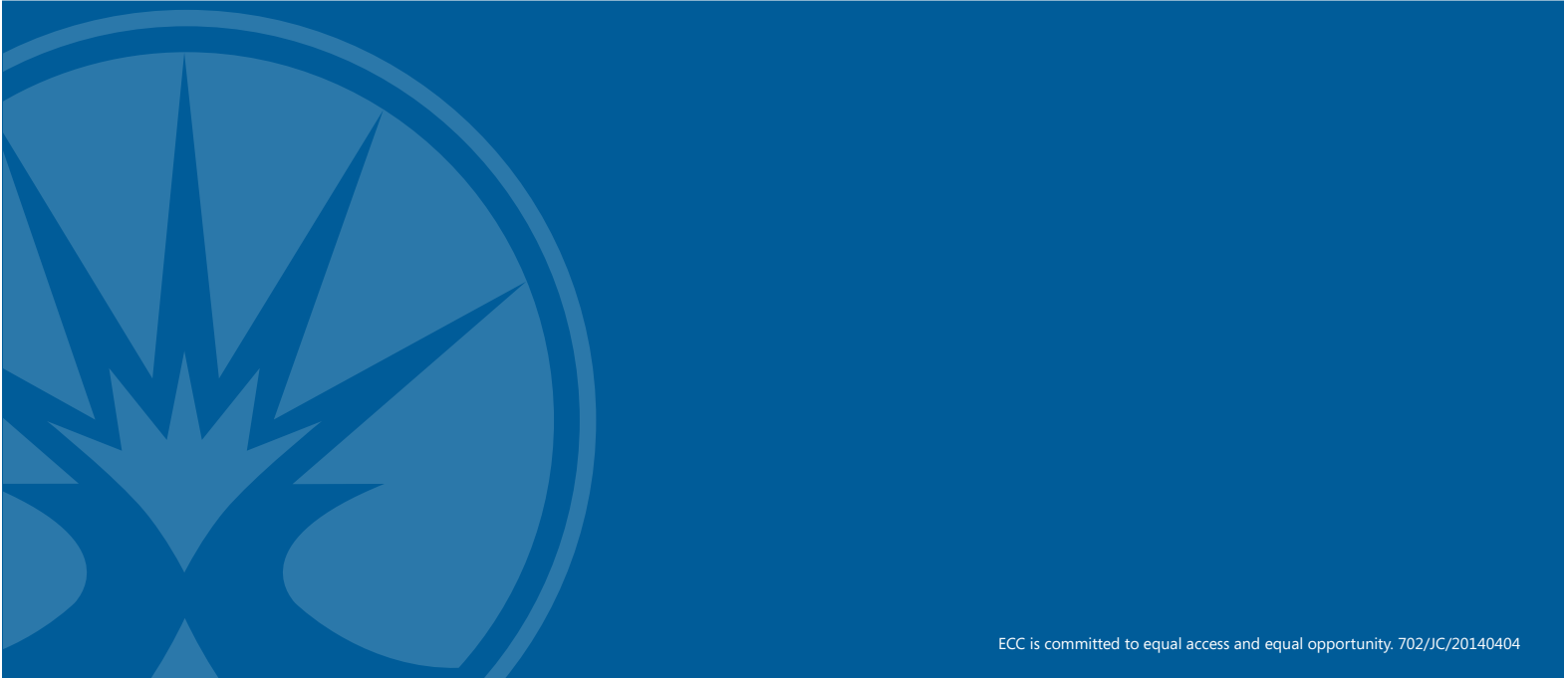
**SEPTEMBER 13, 2022**



Elgin  
Community  
College

Bright Choice. Bright Future.

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



**Regular Board Meeting  
September 13, 2022**

**In-Person Attendance**

5:00 p.m. Board Dinner	Dining Bay	Building E
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
6:30 p.m. Reconvene Open Session	Seigle Auditorium Room E 125	Elgin, IL 60123

**Virtual Attendance – Viewing Accessibility Only**

<https://elgin-edu.zoom.us/j/93346545270>

Phone: 312-626-6799 / Meeting ID: 933 4654 5270#

*The Regular Board Meeting will be conducted in person. Anyone wishing to provide public comment is welcome to do so in-person 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 4:00 p.m. which will be read aloud at the appropriate time on the agenda.*

**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. Consideration of and Possible Actions on any Requests for a Board Member's Electronic Participation in a Meeting
- C. Pledge of Allegiance
- D. Board Purpose

**5. President's Report**

Actions

**6. Resolutions of Appreciation**

- |                                                             |   |
|-------------------------------------------------------------|---|
| A. Professor II of English Composition, Dr. William Demaree | 1 |
| B. Recruitment Coordinator IV, Ms. Shirley Bell             | 3 |

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

**8. Board Reports**

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

Reports

**9. College Reports**

- |                       |    |
|-----------------------|----|
| A. Personnel (August) | 1  |
| B. Treasurer (July)   | 2  |
| C. Student (August)   | 5  |
|                       | 24 |

**College Reports Under Separate Cover**

- D. Institutional Advancement and ECC Foundation (August)
- E. Community Engagement and Legislative Affairs (August)
- F. Marketing and Communications (quarterly)
- G. Annual Security Report

Actions

**Acceptance of College Reports** 5

**10. Ratification of the Memorandum of Agreement Regarding the Spring 2023 Semester Between the Board of Trustees of Community College District 509 and the Elgin Community College Faculty Association (ECCFA)** 6

**11. Consent Agenda Approval**

- |                                                                          |    |
|--------------------------------------------------------------------------|----|
| A. Minutes of the Regular Board Meeting of August 9, 2022                | 10 |
| B. Closed Session Minutes of the Regular Board Meeting of August 9, 2022 | 18 |
| C. Destruction of Audiotape of Closed Session of January 25, 2021        | 19 |

D. Ratification of Report of Expenses	20
E. Amendment to Board Policies: Board President Relationship (BPR)	21
F. Amendment to Board Policies: Goals (G)	22
G. Amendment to Board Policies: Governance Process (GP)	24
H. Amendment to Board Policies: Governance Process (GP 6.4.c.3)	26
I. Purchases	
1. Construction Management Fees – Truck Driving	28
2. Fall Impact Magazine	29
3. Graduation Regalia and Supplies	30
4. Moving & Storage – Building H Renovation Project	31
5. Programmable Logic Controllers and Mechatronic Trainers	32
6. Ratification of Architectural Fees – Building H Renovation Modification Phase 2	33
7. Ratification of Nursing Lab Audio Visual Equipment	34
8. Ratification of Purchase and Sale of Vehicle	35
J. Personnel	
1. Ratification, Temporary Instructor of Mathematics, Ms. Katherine Fletcher	36
2. Ratification, Temporary Instructor of English, Ms. Susan Zelms	37

## **12. Old Business**

## **13. New Business**

## **14. Adjournment**

**Next regular meeting: 6:30 p.m. Tuesday, October 11, 2022**

# **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.



ELGIN COMMUNITY COLLEGE  
ACADEMIC CALENDAR 2022 - 2023

SUMMER SESSION 2022

Beginning Fri., June 3 and ending Sun., Aug. 7 all general use facilities will be closed Fridays through Sundays. The University & Business Center, Early Childhood School, Events Center and Visual & Performing Arts Center will be open as scheduled.

Sat., May 28 – Mon., May 30 ..... All Facilities Closed: Memorial Day Weekend  
Mon., June 6..... Summer Session I Begins  
Mon., June 13..... Summer Session II Begins  
Mon., June 20 ..... All Facilities Closed: Juneteenth Observed  
Mon., July 4 ..... All Facilities Closed: Independence Day  
Mon., July 11 ..... Summer Session III Begins  
Thurs., Aug. 4 ..... 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 2022

Tues., Aug. 16 – Wed., Aug. 17..... New Full-Time Faculty Orientation  
Thurs., Aug. 18 ..... College Convocation  
Fri., Aug. 19..... New Student Convocation  
Mon., Aug. 22 ..... Fall Semester Begins  
Sat., Sept. 3 – Mon., Sept. 5..... All Facilities Closed: Labor Day (No Classes Labor Day Weekend)  
Mon., Sept. 26..... 12-Week Fall Session Begins  
Mon., Oct. 17 ..... 2<sup>nd</sup> 8-Week Fall Session Begins  
Tues., Nov. 8..... All Facilities Closed: Election Day  
5:00 p.m. Wed., Nov. 23 – Sun., Nov. 27 ..... All Facilities Closed: Thanksgiving Recess  
Fri., Dec. 16 ..... Fall Semester Classes End  
Sat., Dec. 17..... Graduation  
Mon., Dec. 19 ..... Grading Day/Semester Ends  
Tues., Dec. 20 ..... Grades Due by 8:00 a.m.  
5:00 p.m. Thurs., Dec. 22 – Tues. Jan. 3..... All Facilities Closed: Winter Recess

SPRING SEMESTER 2023

Wed., Jan. 4..... Offices Reopen  
Tues., Jan. 10 – Wed., Jan. 11..... New Full-Time Faculty Orientation  
Thurs., Jan. 12..... College Convocation  
Fri., Jan. 13 ..... New Student Convocation  
Mon., Jan. 16..... All Facilities Closed: Martin Luther King, Jr. Day  
Tues., Jan. 17 ..... Spring Semester Begins  
Mon., Feb. 20..... All Facilities Closed: Presidents' Day  
Tues., Feb. 21..... 12-Week Spring Session Begins  
Mon., Mar. 13 ..... 2<sup>nd</sup> 8-Week Spring Session Begins  
Mon., Mar. 27 – Sun. April 2..... All Facilities Closed: Spring Recess  
Wed., May 17..... Spring Semester Classes End  
Thurs., May 18..... Grading Day/Semester Ends  
Fri., May 19 ..... High School Equivalency Graduation Ceremony  
Sat., May 20..... Graduation  
Mon., May 22..... Grades Due by 4:00 p.m.  
Mon., May 29..... 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; 6/5/19; 7/15/21; 7/27/21; 9/2/21



# 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												
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Goal and Budget Review Period: Departments review accomplishments from previous year												
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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)**

April 29, 2022	Board of Representatives Meeting, President Abraham Lincoln Hotel, Springfield, IL
September 9 – 10, 2022	Location to be determined
November 11 – 12, 2022	Location to be determined
March 10 – 11, 2023	Location to be determined

### **ICCTA ANNUAL CONVENTION:**

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

August 19 & 20, 2022	Executive Committee Retreat – Glen Ellyn, IL
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### **ILLINOIS COUNCIL OF COMMUNITY COLLEGE PRESIDENTS (ICCCP):**

June 10, 2022	Chicago Marriott Downtown Magnificent Mile, Chicago, IL
September 9, 2022	Location to be determined
November 11, 2022	Location to be determined
March 11, 2023	Location to be determined

### **ICCB MEETINGS:**

June 17, 2022	Harry L. Crisp II Community College Center, Springfield, IL
July 2022	Subject to Call
September 16, 2022	Richland Community College, Decatur, IL
December 2, 2022	Harry L. Crisp II Community College Center, Springfield, IL

### **IBHE MEETINGS:**

June 29, 2022	TBD
August 16, 2022	TBD
November 15, 2022	TBD

### **ISAC MEETINGS:**

June 16, 2022	Virtual or Chicago Site
September 22, 2022	Virtual or Chicago Site
December 8, 2022	Virtual or Chicago Site

### **ACCT/AACC EVENTS:**

February 6 – 9, 2022	ACCT National Legislative Summit (NLS), Marriott Marquis, Washington, DC
October 26 – 29, 2022	ACCT Leadership Congress, Marriott Marquis, New York, NY
February 5 – 8, 2023	ACCT National Legislative Summit (NLS), Marriott Marquis, Washington, DC

### **OTHER DATES/MEETINGS:**

April 28, 2022	Phi Theta Kappa Banquet, President Abraham Lincoln Hotel, Springfield, IL
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## 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

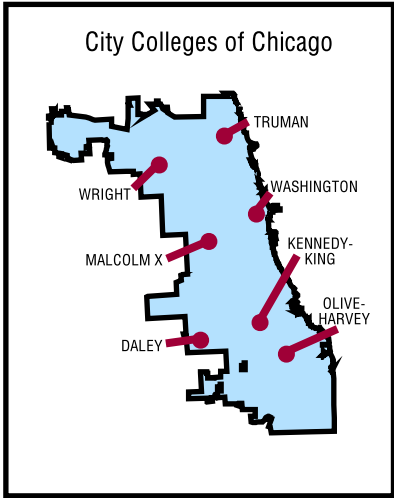
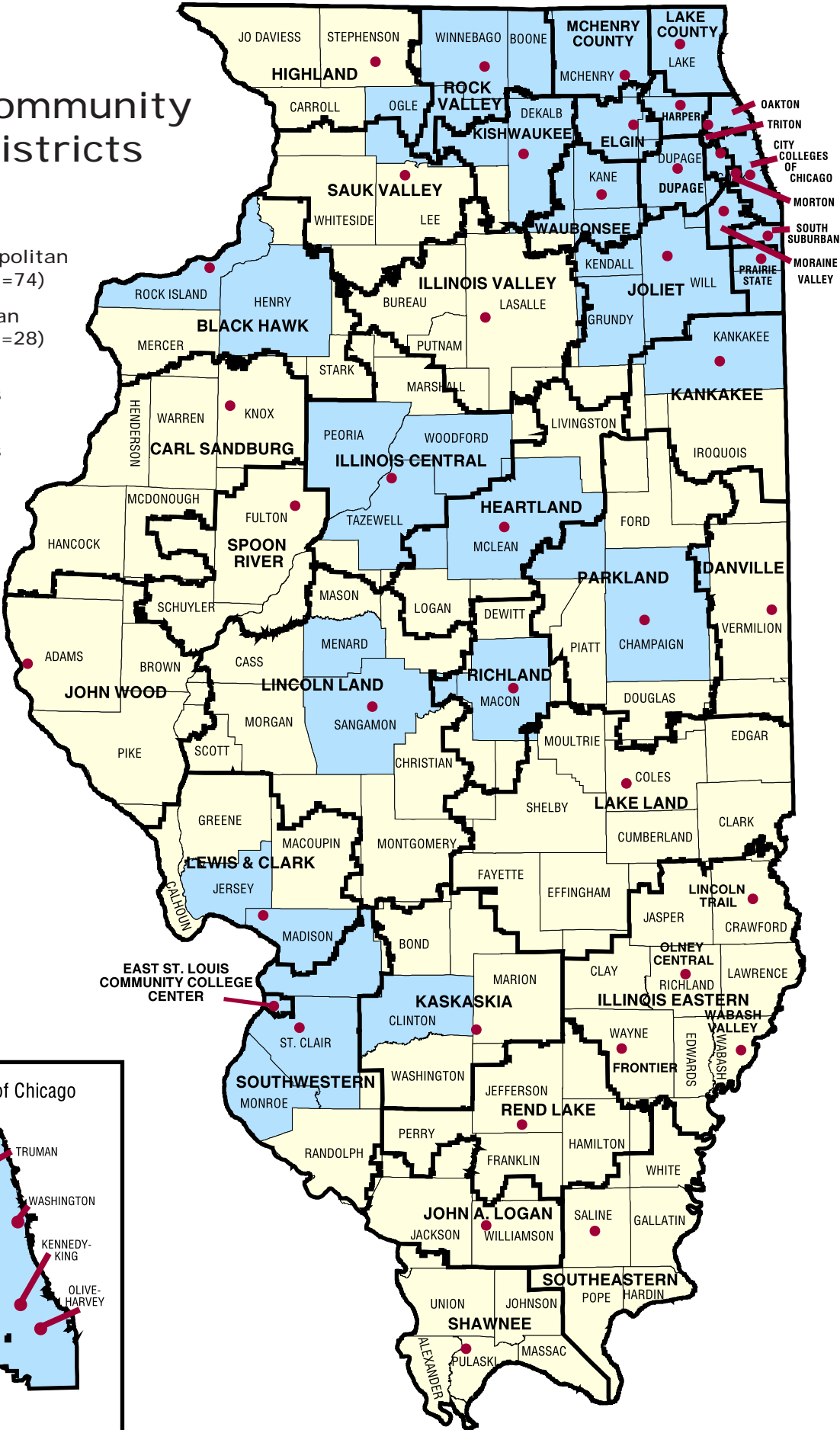
- 🎓 The average full-time Illinois community college student pays **\$4,410 per year in tuition and fees; nearly one-third the average tuition and fees** at Illinois public universities.
- 🎓 College costs can be reduced and students are able to gain access to college-level coursework during high school 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

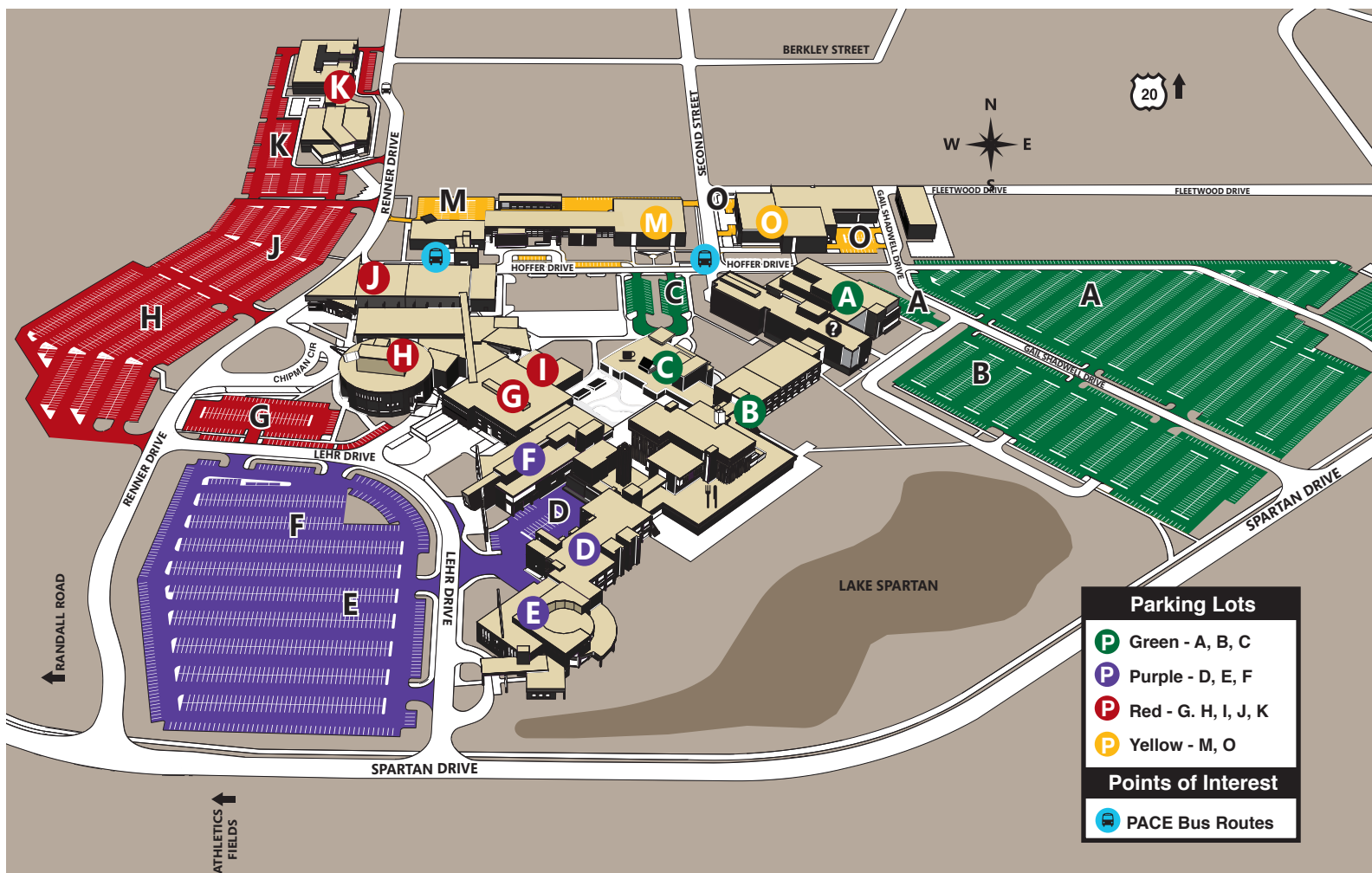
### K BUILDING

- 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 (August)
- B. Treasurer (July)
- C. Student (August)

College reports/procedures presented under separate cover:

- D. Institutional Advancement and ECC Foundation (August)
- E. Community Engagement and Legislative Affairs (August)
- F. Marketing and Communications (quarterly)
- G. Annual Security Report

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
Fernando	Gonzalez	NH	Post-Secondary Success Coach	8/15/2022	\$22.00	12
Michael	Hall	NH	Food Service Worker	8/15/2022	\$13.50	7
Kimberly	Johnson	NH	Student Success Specialist - ECACE	8/22/2022	\$45,760.00	12
Michelle	Kowalski	NH	Office Coordinator II	9/6/2022	\$46,000.00	13
Jennifer	Lichamer	NH	Director of CLT and Histotechnology Programs	9/6/2022	\$88,000.00	16
Ryan	Marzano	NH	Student Success Specialist	8/22/2022	\$45,760.00	12
Justin	Robertson	NH	Associate Dean of Communications and Behavioral Sciences	9/19/2022	\$89,000.00	17
Luis	Rodriguez	NH	Deputy General Counsel	8/22/2022	\$150,000.00	219
Fernanda	Sanchez-Ewald	NH	Wellness Professional	8/22/2022	\$69,000.00	16
Scott	Simon	NH	Senior Applications Developer II	9/6/2022	\$85,000.00	214
Allison	Thomas	NH	Student Success Specialist - ECACE	8/22/2022	\$45,760.00	12
Donna	Boyce	RC	Director of Nursing Simulation Center	8/10/2022	\$108,887.00	16
Sarah	DeMay	RC	Data Management Analyst	7/11/2022	\$55,858.00	14
Ann	Dondelinger-Migatz	RC	Administrative Assistant III	5/9/2022	\$17.17	11
Jomer	Jimenez	RC	Business and Finance Systems Analyst	5/3/2022	\$50,938.00	14
Elise	Wipperfurth	RC	Business and Finance Systems Analyst	5/3/2022	\$31.72	14
Samantha	D'Alessandro	TRN	Director of Testing Services	8/8/2022	\$69,000.00	15
Sarah	Stayner	TRN	Office Coordinator I	8/8/2022	\$43,119.00	12
Timothy	Whitney	TRS	Director of Corporate and Community Education	8/22/2022	\$94,000.00	16
Yongchun	Chen	RES	Administrative Assistant III	8/4/2022		
DeSean	Coleman	RES	Manager of Upward Bound	8/4/2022		
Kathy	Meisinger	RES	Director of Strategic Partnerships and Experiential Learning	8/11/2022		
Victoria	Ford	RES	Administrative Assistant III	8/18/2022		
Erik	Macias	RES	Shipping/Receiving Assistant II	8/19/2022		
Albena	Maslinkova	RES	Digital Marketing Specialist	8/19/2022		
William	Demaree	RET	Professor II of English Composition	7/31/2022		
Jabria	Jassim	RET	Professor II of Chemistry	8/21/2022		
Miguel	Soto	DEC	Custodian Lead	7/29/2022		

Key
NH - New Hire
RC - Reclassification
TRN - Transfer - New Grade/Group
TRS - Transfer - Same Grade/Group
RES - Resignation
RET - Retirement
DEC - Deceased

Staff Contact:

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

## **HUMAN RESOURCES STAFFING REPORT**

### **Fernando Gonzalez**

Fernando Gonzalez joins Elgin Community College as a Post-Secondary Success Coach. Fernando earned a Bachelor Degree in Community Health from the University of Illinois Urbana-Champaign and is currently attending Northern Illinois University, towards a Master's of Science in Higher Education and Student Affairs. Fernando comes to the College from Northern Illinois University, where he served as a graduate assistant for desk operations and student development.

### **Michael Hall**

Michael Hall joins Elgin Community College as a Food Service Worker. Michael is currently attending Elgin Community College towards an Associate Degree in Psychology. Michael has four years of experience working as a cashier.

### **Kimberly Johnson**

Kimberly Johnson joins Elgin Community College as a Student Success Specialist – Early Childhood Education. Kimberly earned an Associate of Applied Science in the Early Childhood Education from Elgin Community College. Kimberly has three years of experience in classroom management. She comes to the College from District U-46, where she served as a paraprofessional educator.

### **Michelle Kowalski**

Michelle Kowalski joins Elgin Community College as an Office Coordinator II. Michelle earned a Bachelor Degree in Business Administration from Judson University. She has an extensive background in office administration. Michelle comes to the College from Aurora University, where she served as an enrollment assistant.

### **Jennifer Lichamer**

Jennifer Lichamer joins Elgin Community College as the Director of CLT and Histotechnology Programs. Jennifer earned a Bachelor of Science in Clinical Laboratory, a Bachelor of Science in Biology and, a Master of Public Health in Health Promotion from Northern Illinois University. Jennifer has over seventeen years of experience in higher education in addition to eight years of clinical laboratory leadership experience. She comes to the College from Advocate Aurora Health, where she served as a laboratory supervisor.

### **Ryan Marzano**

Ryan Marzano joins Elgin Community College as a Student Success Specialist. Ryan earned a Bachelor Degree in American Studies from DePaul University. Ryan has over ten years of experience working as an assistant warehouse manager.

### **Justin Robertson**

Justin Robertson joins Elgin Community College as the Associate Dean of Communications and Behavioral Sciences. Justin earned a Bachelor Degree in English from University of Missouri-Columbia and a Master Degree in Creative Writing from University of Wyoming. Justin has over twelve years of experience working as a full-time instructor and comes to the College from Iowa Central Community College, where he served as a liberal arts associate dean for three years.

### **Luis Rodriguez**

Luis Rodriguez joins Elgin Community College as the Deputy General Counsel. Luis earned a Bachelor of Arts in Psychology from University of Illinois and a Juris Doctor from University of Illinois College of Law. Luis has thirteen years of experience working as a public sector education attorney, dedicating four years of service to the Chicago public schools and the last nine years to Illinois School District U-46.

### **Fernanda Sanchez-Ewald**

Fernanda Sanchez-Ewald joins Elgin Community College as a Wellness Professional. Fernanda earned a Bachelor of Arts in Psychology and a Master of Science in Applied Family and Child Studies from Northern Illinois University. She is a licensed marriage and family therapist in Illinois. Fernanda comes to the College from Arbor counseling center, where she served as a psychotherapist.

### **Scott Simon**

Scott Simon joins Elgin Community College as a Senior Applications Developer II. Scott earned a Bachelor Degree in Computer Science from Northeastern Illinois University. He has an extensive experience in different IT related areas with a focus on business improvement. Scott comes to the College from Northeastern Illinois University, where he served as a senior applications analyst.

### **Allison Thomas**

Allison Thomas joins Elgin Community College as a Student Success Specialist – Early Childhood Education. Allison earned a Bachelor of Arts in Elementary Education from Aurora University. She has three years of experience working as a preschool lead teacher. Allison comes to the College from Freeman Elementary School, where she served as an interventionist.

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

**ELGIN COMMUNITY COLLEGE DISTRICT 509**

**Investment Schedule**

**As of July 31, 2022**

	<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	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	6/2/2022	9/2/2022	1.031%	249,847.59	249,200.00	First National Bank of Gordon, NE
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	10/1/2021	10/3/2022	0.050%	249,925.59	249,800.00	New Omni Bank N.A.
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	11/1/2021	11/1/2022	0.054%	249,936.09	249,800.00	Security Bank of Crawford, TX
Certificate of Deposit	11/1/2021	11/1/2022	0.090%	249,925.38	249,700.00	Trustar Bank, VA
Certificate of Deposit	11/1/2021	11/1/2022	0.054%	249,934.89	249,800.00	Third Coast Bank, SSB
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	10/1/2021	4/3/2023	0.080%	249,800.22	249,500.00	Servisfirst Bank, FL
Certificate of Deposit	10/1/2021	4/3/2023	0.081%	249,889.33	249,600.00	First Internet Bank of Indiana
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	7/5/2022	6/16/2023	2.837%	249,843.34	243,300.00	First Mid-Illinois Bank & Trust, IL
Certificate of Deposit	7/7/2022	6/16/2023	2.771%	249,858.04	243,500.00	First Bank of Ohio, OH
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	10/1/2021	10/2/2023	0.120%	249,698.67	249,100.00	Financial Federal Bank, TN
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	2/7/2022	7/31/2022	0.366%	2,250,000.00	2,247,363.28	U.S. Treasury Note
Treasury Bills	5/5/2022	8/3/2022	0.732%	3,500,000.00	3,493,603.75	Federal Home Loan Discount
Treasury Bills	8/13/2021	8/12/2022	0.030%	249,000.00	249,173.79	1st Financial Bank USA
Treasury Bills	8/12/2020	8/12/2022	0.150%	249,000.00	249,248.53	California Bank of Commerce
Treasury Bills	5/27/2022	8/17/2022	0.940%	500,000.00	498,931.72	Federal Home Loan Discount
Treasury Bills	8/17/2021	8/17/2022	0.030%	249,000.00	249,174.25	TIAA FSB
Treasury Bills	5/17/2022	8/18/2022	0.899%	500,000.00	498,856.88	U.S. Treasury Note
Treasury Bills	5/5/2022	8/19/2022	0.833%	1,250,000.00	1,246,941.46	Federal Home Loan Discount
Treasury Bills	5/13/2022	8/19/2022	0.863%	1,750,000.00	1,745,898.29	Federal Home Loan Discount
Treasury Bills	7/26/2022	8/23/2022	1.989%	2,250,000.00	2,246,571.75	Treasury Bill
Treasury Bills	5/13/2022	9/2/2022	0.939%	2,000,000.00	1,994,176.00	Federal Home Loan Discount
Treasury Bills	5/27/2022	9/2/2022	1.007%	500,000.00	498,633.44	Federal Home Loan Discount
Treasury Bills	9/10/2021	9/8/2022	0.050%	249,000.00	249,123.76	Synchrony Bank
Treasury Bills	6/17/2022	9/9/2022	1.578%	1,250,000.00	1,245,415.00	Federal Home Loan Discount
Treasury Bills	5/27/2022	9/16/2022	1.039%	2,500,000.00	2,491,942.22	Federal Home Loan Discount
Treasury Bills	6/3/2022	9/16/2022	1.085%	1,000,000.00	996,844.17	Federal Home Loan Discount
Treasury Bills	6/24/2022	9/16/2022	1.610%	250,000.00	249,064.33	Federal Home Loan Discount
Treasury Bills	1/11/2022	9/30/2022	0.193%	2,000,000.00	1,998,984.38	U.S. Treasury Note
Treasury Bills	7/26/2022	10/6/2022	2.127%	1,000,000.00	995,822.00	Treasury Bill
Treasury Bills	4/9/2021	10/11/2022	0.080%	249,000.00	249,262.43	Wex Bank
Treasury Bills	11/2/2021	11/30/2022	0.050%	500,000.00	500,410.16	U.S. Treasury Note
Treasury Bills	6/24/2022	12/15/2022	2.092%	4,000,000.00	3,960,502.00	U.S. Treasury Note
Treasury Bills	12/13/2021	12/31/2022	0.210%	500,000.00	499,550.78	U.S. Treasury Note
Treasury Bills	12/22/2021	12/31/2022	0.208%	500,000.00	499,570.31	U.S. Treasury Note
Treasury Bills	7/6/2021	1/6/2023	0.040%	249,000.00	249,224.64	Capitol Bank
Treasury Bills	1/11/2022	1/15/2023	0.342%	3,750,000.00	3,793,798.83	U.S. Treasury Note
Treasury Bills	7/30/2021	1/30/2023	0.100%	249,000.00	249,187.11	Bankers Bank of Kansas
Treasury Bills	7/30/2021	1/30/2023	0.070%	249,000.00	249,299.45	Live Oak Banking Company
Treasury Bills	6/24/2022	3/3/2023	2.592%	1,750,000.00	1,718,811.50	Federal Home Loan Discount
Treasury Bills	6/30/2022	3/15/2023	2.596%	2,000,000.00	1,970,703.13	U.S. Treasury Note
Treasury Bills	6/30/2022	3/15/2023	2.550%	500,000.00	492,832.03	U.S. Treasury Note
Treasury Bills	7/6/2022	3/15/2023	2.515%	500,000.00	493,125.00	U.S. Treasury Note
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	10/14/2021	4/14/2023	0.060%	100,000.00	100,059.92	One Community Bank
Treasury Bills	11/2/2021	4/30/2023	0.211%	1,250,000.00	1,248,388.67	U.S. Treasury Note
Treasury Bills	7/6/2022	6/15/2023	2.680%	2,250,000.00	2,199,462.89	U.S. Treasury Note
Treasury Bills	7/11/2022	6/15/2023	2.850%	1,500,000.00	1,464,492.19	U.S. Treasury Note
Treasury Bills	7/11/2022	6/15/2023	2.810%	750,000.00	732,509.77	U.S. Treasury Note

**ELGIN COMMUNITY COLLEGE DISTRICT 509**

**Investment Schedule**

**As of July 31, 2022**

	<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	7/26/2022	6/15/2023	2.867%	1,000,000.00	977,226.56	U.S. Treasury Note
Treasury Bills	12/13/2021	6/30/2023	0.390%	500,000.00	497,949.22	U.S. Treasury Note
Treasury Bills	12/22/2021	6/30/2023	0.387%	500,000.00	498,007.81	U.S. Treasury Note
Treasury Bills	1/11/2022	7/15/2023	0.574%	3,750,000.00	3,724,658.20	U.S. Treasury Note
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	11/2/2021	10/31/2023	0.371%	1,000,000.00	1,000,078.13	U.S. Treasury Note
Treasury Bills	12/13/2021	12/31/2023	0.570%	250,000.00	258,544.92	U.S. Treasury Note
Treasury Bills	12/22/2021	12/31/2023	0.549%	500,000.00	517,109.38	U.S. Treasury Note
Treasury Bills	1/11/2022	12/31/2023	0.740%	3,500,000.00	3,500,683.59	U.S. Treasury Note
Treasury Bills	1/11/2022	12/31/2023	0.323%	3,500,000.00	3,493,300.78	U.S. Treasury Note
Treasury Bills	3/26/2021	3/26/2024	0.301%	249,000.00	250,109.13	BMW Bank North America
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	4/14/2021	4/15/2024	0.250%	249,000.00	249,000.00	Goldman Sachs Bank USA
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	7/1/2022	6/30/2024	2.840%	750,000.00	734,238.28	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	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
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	11/2/2021	10/15/2024	0.647%	1,250,000.00	1,249,218.75	U.S. Treasury Note
Treasury Bills	10/25/2021	10/25/2024	0.360%	249,000.00	249,297.42	Belmont Bank & Trust Co
Treasury Bills	10/29/2021	10/29/2024	0.350%	249,000.00	249,000.00	First General Bank
Treasury Bills	12/15/2021	12/15/2024	0.855%	250,000.00	251,074.22	U.S. Treasury Note
Treasury Bills	12/20/2021	12/15/2024	0.753%	500,000.00	503,632.81	U.S. Treasury Note
Treasury Bills	12/29/2021	12/30/2024	0.800%	249,000.00	249,369.60	UBS Bank USA
Treasury Bills	1/18/2022	1/15/2025	1.070%	3,500,000.00	3,505,651.31	WI Treasury Note
Treasury Bills	1/5/2022	1/31/2025	0.910%	250,000.00	253,515.63	U.S. Treasury Note
Treasury Bills	1/10/2022	1/31/2025	1.042%	250,000.00	260,937.50	U.S. Treasury Note
Treasury Bills	2/7/2022	2/15/2025	1.398%	250,000.00	254,433.59	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
Money Market Funds	7/31/2022	7/31/2022	0.025%	633.75	633.75	LIQ General Fund #10896-101
Money Market Funds	7/31/2022	7/31/2022	0.051%	7,761,226.48	7,761,226.48	MAX General Fund #10896-101
Money Market Funds	7/31/2022	7/31/2022	0.051%	292,478.56	292,478.56	MAX Chiller Replacement #10896-215
Money Market Funds	7/31/2022	7/31/2022	0.051%	31,788.91	31,788.91	MAX Replace Ext Doors/Upgrade Sec. #10896-216
Money Market Funds	7/31/2022	7/31/2022	0.051%	778,228.92	778,228.92	MAX Campus Door Project #10896-217
Money Market Funds	7/31/2022	7/31/2022	1.000%	16,283,753.85	16,283,753.85	US Bank - IL Funds (01-00000-125000)
			<b>0.67%</b>	<b>\$ 142,480,373.97</b>	<b>\$ 143,349,352.81</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 July 31, 2022**

	<b>2023 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual Budget</b>	<b>Prior Yr 7/31/2021 Actual</b>	<b>% of FY2022 Budget</b>
<b>REVENUES</b>					
Property Taxes	\$ 39,745,000	\$ 20,007,320	50.34%	\$ 19,666,521	49.27%
Local Grant and Contracts	-	-	-	-	-
Corporate Personal Property Replacement Tax	750,000	298,116	39.75%	157,440	28.63%
Illinois Community College Board	6,372,000	822,432	12.91%	-	-
Student Tuition and Fees *	24,221,600	10,216,711	42.18%	9,695,446	41.93%
Payment Plan and Late Fees	155,000	8,675	5.60%	7,615	4.23%
Interest	500,000	345,387	69.08%	116,171	14.52%
Miscellaneous External Revenue	3,842,964	21,509	0.56%	5,719	0.17%
<b>TOTAL REVENUES</b>	<b>75,586,564</b>	<b>31,720,150</b>	<b>41.97%</b>	<b>29,648,912</b>	<b>39.84%</b>
<b>EXPENDITURES BY OBJECT</b>					
Salaries	46,316,126	4,035,477	8.71%	3,315,782	7.09%
Employee Benefits	9,571,006	655,081	6.84%	649,946	6.97%
Contractual Services	4,352,348	655,579	15.06%	796,673	19.52%
General Material & Supplies	4,956,731	666,385	13.44%	508,798	11.50%
Professional Development	870,258	11,348	1.30%	11,725	1.68%
Fixed Charges	246,356	504	0.20%	504	0.28%
Utilities	1,300	138	10.62%	133	10.23%
Capital Outlay	2,217,330	80,920	3.65%	10,267	0.81%
Other	535,946	2,005	0.37%	159,745	37.47%
Waivers/Institutional Scholarships	450,000	7,670	1.70%	13,360	1.94%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>69,517,401</b>	<b>6,115,107</b>	<b>8.80%</b>	<b>5,466,933</b>	<b>8.06%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Instruction	33,126,132	2,903,720	8.78%	2,122,275	6.64%
Academic Support	10,022,945	944,464	9.42%	923,880	9.56%
Student Services	6,369,077	669,546	10.51%	801,348	11.97%
Public Services	705,753	37,685	5.34%	31,430	5.27%
Institutional Support	18,843,494	1,552,022	8.24%	1,574,641	8.55%
Institutional Waiver	450,000	7,670	1.70%	13,360	1.94%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>69,517,401</b>	<b>6,115,107</b>	<b>8.80%</b>	<b>5,466,933</b>	<b>8.06%</b>
Excess (deficiency) of revenues over expenditures	6,069,163	25,605,043	418.00%	24,181,979	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer to Capital Projects Fund	(4,400,000)	-	-	-	-
Transfer to Food Service	-	-	-	-	-
Transfer to Production Services	-	-	-	-	-
Transfer to Student Life	(498,671)	(68,930)	13.82%	(32,322)	5.79%
Transfer to Athletics	(896,815)	(34,062)	3.80%	(28,253)	3.18%
Transfer to Early Childhood Lab School	(189,239)	-	-	-	-
Transfer to LLL Continuing Education	-	-	-	-	-
Transfer to Corporate Education	(84,438)	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(6,069,163)</b>	<b>(102,992)</b>	<b>17.62%</b>	<b>(60,575)</b>	<b>0.92%</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	25,502,051	-	24,121,404	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>43,849,710</b>	<b>-</b>	<b>54,732,140</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 69,351,761</b>	<b>-</b>	<b>\$ 78,853,544</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**OPERATIONS AND MAINTENANCE FUND**  
**For the Months Ending July 31, 2022**

	<b>2023 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual Budget</b>	<b>Prior Yr 7/31/2021 Actual</b>	<b>% of FY2022 Budget</b>
<b>REVENUES</b>					
<b>Local Government Services:</b>					
Property Taxes	\$ 12,270,000	\$ 5,968,579	48.64%	\$ 5,804,289	48.04%
<b>State Government Services:</b>					
Other Local Government (Hanover Park)	91,550	-	-	-	-
Miscellaneous External Revenue	-	87	-	-	-
Miscellaneous Internal Revenue	6,000	-	-	-	-
Miscellaneous Internal Revenue (Security)	4,000	220	5.50%	-	-
Building Rental External Revenue (Net Comps)	169,881	9,661	5.69%	6,408	6.15%
<b>TOTAL REVENUES</b>	<b>12,541,431</b>	<b>5,978,547</b>	<b>47.67%</b>	<b>5,810,697</b>	<b>47.28%</b>
<b>EXPENDITURES BY OBJECT</b>					
<b>INSTITUTIONAL SUPPORT</b>					
Salaries	4,448,529	335,303	7.54%	325,902	7.57%
Employee Benefits	921,520	64,385	6.99%	63,528	7.11%
Contractual Services	1,168,740	91,034	7.79%	64,567	6.06%
General Material & Supplies	610,798	23,063	3.78%	19,458	2.73%
Professional Development	3,600	(844)	(23.44)%	830	16.27%
Fixed Charges	592,500	10,000	1.69%	-	-
Utilities	2,880,914	102,817	3.57%	168,790	5.84%
Capital Outlay	608,000	47	0.01%	5,170	1.15%
Other	7,800	-	-	-	-
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>11,242,401</b>	<b>625,805</b>	<b>5.57%</b>	<b>648,244</b>	<b>(5.89)%</b>
<b>CAMPUS SAFETY AND SECURITY</b>					
Salaries	650,436	48,335	7.43%	47,063	7.36%
Employee Benefits	340,289	22,043	6.48%	22,737	7.99%
Contractual Services	49,000	1,938	3.96%	1,938	4.08%
General Material & Supplies	102,930	2,492	2.42%	2,431	3.12%
Professional Development	11,875	598	5.04%	739	13.62%
Other	144,500	-	-	-	-
<b>TOTAL CAMPUS SAFETY AND SECURITY</b>	<b>1,299,030</b>	<b>75,406</b>	<b>5.80%</b>	<b>74,907</b>	<b>5.80%</b>
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>12,541,431</b>	<b>701,211</b>	<b>5.59%</b>	<b>723,152</b>	<b>5.88%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	11,242,401	625,805	5.57%	648,244	5.89%
Campus Safety and Security	1,299,030	75,406	5.80%	74,907	5.80%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>12,541,431</b>	<b>701,211</b>	<b>5.59%</b>	<b>723,152</b>	<b>5.88%</b>
Excess (deficiency) of revenues over expenditures	-	5,277,337	-	5,087,545	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer to O&M Facility Rental	(150,396)	-	-	-	-
Transfer from Other Funds	150,396	-	-	-	-
<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)	-	5,277,337	-	5,087,545	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>18,647,890</b>	<b>-</b>	<b>17,555,824</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 23,922,127</b>	<b>-</b>	<b>\$ 22,643,369</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**CAPITAL PROJECT FUND**  
**For the Months Ending July 31, 2022**

	<b>2023</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>7/31/2021</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Miscellaneous Revenue	\$ -	\$ -	-	\$ -	-
<b>TOTAL REVENUES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES BY OBJECT</b>					
Contractual Services	550,190	-	-	-	-
Capital Outlay	7,449,810	-	-	-	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>8,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	8,000,000	-	-	-	-
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>8,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures	8,000,000	-	-	-	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	4,400,000	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>4,400,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	3,600,000	-	-	-	-
Fund Balance Released	3,600,000	-	-	-	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>53,481,330</b>	<b>-</b>	<b>47,832,600</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 53,481,330</b>	<b>-</b>	<b>\$ 47,832,600</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**BOND AND INTEREST FUND**  
**For the Months Ending July 31, 2022**

	<b>2023</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>7/31/2021</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Property Taxes	\$ 10,609,020	\$ 5,319,839	50.14%	\$ 4,521,329	45.75%
<b>TOTAL REVENUES</b>	<b>10,609,020</b>	<b>5,319,839</b>	<b>50.14%</b>	<b>4,521,329</b>	<b>45.75%</b>
<b>EXPENDITURES BY OBJECT</b>					
Fixed Charges	10,664,419	-	-	-	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>10,664,419</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	10,664,419	-	-	-	-
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>10,664,419</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	(55,399)	5,319,839		4,521,329	
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>4,534,356</b>	<b>-</b>	<b>4,888,363</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ (55,399)</b>	<b>\$ 9,854,195</b>	<b>-</b>	<b>\$ 9,409,692</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, CONTINUING ED**  
**For the Months Ending July 31, 2022**

	<b>2023</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>7/31/2021</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ 120,000	\$ 70,545	58.79%	\$ 41,066	42.34%
Miscellaneous Internal Revenue	100,000	3,657	3.66%	4,177	6.96%
<b>TOTAL REVENUES</b>	<b>220,000</b>	<b>74,202</b>	<b>33.73%</b>	<b>45,243</b>	<b>28.82%</b>
<b>OPERATING EXPENSES</b>					
Salaries	117,650	7,576	6.44%	12,492	9.16%
Employee Benefits	19,557	72	0.37%	1,448	7.53%
Contractual Services	50,000	360	0.72%	11,294	16.39%
General Material & Supplies	107,600	37	0.03%	77	0.39%
Professional Development	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>294,807</b>	<b>8,045</b>	<b>2.73%</b>	<b>25,310</b>	<b>10.36%</b>
Excess (deficiency) of revenues over expenditures	<b>(74,807)</b>	<b>66,157</b>	<b>(88.44)%</b>	<b>19,933</b>	<b>(22.83)%</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Education Funds	84,438	-	-	-	-
Transfers from Corporate Funds	55,369	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>139,807</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	65,000	66,157	-	19,933	-
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>(17,350)</b>	<b>-</b>	<b>(17,350)</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$ 65,000</b>	<b>\$ 48,807</b>	<b>-</b>	<b>\$ 2,583</b>	<b>-</b>



**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, CORPORATE TRAINING**  
**For the Months Ending July 31, 2022**

	<b>2023</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>7/31/2021</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ 275,000	\$ -	-	\$ -	-
<b>TOTAL REVENUES</b>	<b>275,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OPERATING EXPENSES</b>					
Salaries	75,212	401	0.53%	8,353	4.24%
Employee Benefits	24,619	9	0.04%	1,266	7.54%
Contractual Services	-	-	-	-	-
General Material & Supplies	19,450	-	-	184	1.75%
Professional Development	350	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>119,631</b>	<b>410</b>	<b>0.34%</b>	<b>9,803</b>	<b>3.58%</b>
Excess (deficiency) of revenues over expenditures	155,369	(410)	(0.26)%	(9,803)	6.00%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers to Continuing Funds	(55,369)	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(55,369)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	100,000	(410)	-	(9,803)	-
Retained Earnings at beginning of the year	-	14,096	-	-	-
Retained Earnings	<b>\$ 100,000</b>	<b>\$ 13,686</b>	<b>-</b>	<b>\$ (9,803)</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, BOOKSTORE**  
**For the Months Ending July 31, 2022**

	<b>2023</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>7/31/2021</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$2,201,475	\$46,573	2.12%	\$34,017	1.57%
Miscellaneous Internal Revenue	86,738	3,407	3.93%	1,940	2.49%
<b>TOTAL REVENUES</b>	<b>2,288,213</b>	<b>49,980</b>	<b>2.18%</b>	<b>35,957</b>	<b>1.60%</b>
<b>OPERATING EXPENSES</b>					
Salaries	308,152	19,212	6.23%	18,627	6.87%
Employee Benefits	71,998	3,062	4.25%	3,267	4.28%
Contractual Services	44,028	7,201	16.36%	7,633	17.34%
General Material & Supplies	1,800,000	127,560	7.09%	550,659	30.78%
Other	31,500	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>2,255,678</b>	<b>157,036</b>	<b>6.96%</b>	<b>580,185</b>	<b>26.24%</b>
Excess (deficiency) of revenues over expenditures	32,535	(107,055)	-	(544,229)	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Net Income (Loss)	32,535	(107,055)	-	(544,229)	-
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>105,106</b>	<b>-</b>	<b>(203,718)</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$32,535</b>	<b>(\$1,949)</b>	<b>-</b>	<b>(\$747,947)</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, EARLY CHILDHOOD LAB SCHOOL**  
**For the Months Ending July 31, 2022**

	<b>2023</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>7/31/2021</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$416,000	\$3,242	0.78%	\$21,581	7.49%
<b>TOTAL REVENUES</b>	<b>416,000</b>	<b>3,242</b>	<b>0.78%</b>	<b>21,581</b>	<b>7.49%</b>
<b>OPERATING EXPENSES</b>					
Salaries	467,269	32,222	6.90%	26,323	5.06%
Employee Benefits	83,285	6,603	7.93%	5,696	4.69%
Contractual Services	2,355	-	-	45	1.23%
General Material & Supplies	52,330	680	1.30%	2,177	4.92%
<b>TOTAL OPERATING EXPENSES</b>	<b>605,239</b>	<b>39,506</b>	<b>6.53%</b>	<b>34,241</b>	<b>4.96%</b>
Excess (deficiency) of revenues over expenditures	(189,239)	(36,264)	19.16%	(12,660)	3.15%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	189,239	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>189,239</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	-	(36,264)	-	-	-
Retained Earnings at beginning of the year	-	-	-	(7,142)	-
Retained Earnings	\$ -	\$ (36,264)	-	\$ (7,142)	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, FOOD SERVICES**  
**For the Months Ending July 31, 2022**

	<b>2023</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>7/31/2021</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ 668,366	\$ 10,792	1.61%	\$ 5,956	1.72%
Miscellaneous Internal Revenue	137,706	-	-	1,679	3.36%
<b>TOTAL REVENUES</b>	<b>806,072</b>	<b>10,792</b>	<b>1.34%</b>	<b>7,635</b>	<b>1.92%</b>
<b>OPERATING EXPENSES</b>					
Salaries	347,416	21,403	6.16%	20,293	8.27%
Employee Benefits	65,423	3,597	5.50%	3,173	4.51%
Contractual Services	18,000	625	3.47%	187	1.91%
General Material & Supplies	356,980	18,322	5.13%	10,100	5.19%
Professional Development	150	-	-	-	-
Other	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>787,969</b>	<b>43,948</b>	<b>5.58%</b>	<b>33,753</b>	<b>6.49%</b>
Excess (deficiency) of revenues over expenditures	18,103	(33,156)	-	(26,118)	21.16%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	18,103	(33,156)	-	(26,118)	-
Retained Earnings at beginning of the year	-	(21,210)	-	(78,614)	-
Retained Earnings	<b>\$ 18,103</b>	<b>\$ (54,366)</b>	<b>-</b>	<b>\$ (104,732)</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, VISUAL AND PERFORMING ARTS CENTER**  
**For the Months Ending July 31, 2022**

	<b>2023</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>7/31/2021</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$598,213	(\$567)	(0.09)%	\$45,943	8.68%
Miscellaneous Internal Revenue	213,259	-	-	-	-
<b>TOTAL REVENUES</b>	<b>811,472</b>	<b>(567)</b>	<b>(0.07)%</b>	<b>45,943</b>	<b>6.51%</b>
<b>OPERATING EXPENSES</b>					
Salaries	212,949	11,994	5.63%	12,011	5.16%
Employee Benefits	13,999	1,112	7.94%	1,089	8.99%
Contractual Services	333,644	18,244	5.47%	315	0.09%
General Material & Supplies	122,721	920	0.75%	352	0.30%
Professional Development	22,550	100	0.44%	396	1.79%
Capital Outlay	74,812	14,863	19.87%	2,476	2.03%
Fixed Charges	5,000	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>785,675</b>	<b>47,233</b>	<b>6.01%</b>	<b>16,639</b>	<b>1.95%</b>
Excess (deficiency) of revenues over expenditures	25,797	(47,800)	-	29,304	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Release of Fund Balance	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	25,797	(47,800)	-	29,304	-
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>1,131,223</b>	<b>-</b>	<b>1,088,653</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$25,797</b>	<b>\$1,083,423</b>	<b>-</b>	<b>\$1,117,957</b>	<b>-</b>



**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, PRODUCTION SERVICES**  
**For the Months Ending July 31, 2022**

	<b>2023</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>7/31/2021</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ 2,000	\$ 1,480	74.02%	\$ 8	1.11%
Miscellaneous Internal Revenue	346,262	16,481	4.76%	22,051	10.51%
<b>TOTAL REVENUES</b>	<b>348,262</b>	<b>17,961</b>	<b>5.16%</b>	<b>22,059</b>	<b>10.47%</b>
<b>OPERATING EXPENSES</b>					
Salaries	147,234	12,866	8.74%	10,922	12.22%
Employee Benefits	43,887	3,265	7.44%	3,198	10.90%
Contractual Services	2,160	-	-	-	-
General Material & Supplies	52,500	1,929	3.67%	6,108	16.58%
Professional Development	100	-	-	-	-
Depreciation	12,381	(81,653)	(659.50)%	-	-
Fixed Charges	90,000	-	-	3,972	4.39%
<b>TOTAL OPERATING EXPENSES</b>	<b>348,262</b>	<b>(63,594)</b>	<b>(18.26)%</b>	<b>24,200</b>	<b>9.30%</b>
Excess (deficiency) of revenues over expenditures	-	81,555	-	(2,141)	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	-	81,555	-	(2,141)	-
Retained Earnings at beginning of the year	-	70,791	-	(36,270)	-
Retained Earnings	\$ -	\$ 152,346	-	\$ (38,411)	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, STUDENT LIFE**  
**For the Months Ending July 31, 2022**

	<b>2023</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>7/31/2021</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ -	\$ -	-	\$ -	-
<b>TOTAL REVENUES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OPERATING EXPENSES</b>					
Salaries	339,094	24,904	7.34%	24,653	7.45%
Employee Benefits	89,263	6,681	7.48%	5,924	6.56%
Contractual Services	10,000	-	-	-	-
General Material & Supplies	44,914	410	0.91%	1,685	4.21%
Professional Development	15,400	(96)	(0.62)%	60	0.39%
Capital Outlay	-	37,030	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>498,671</b>	<b>68,930</b>	<b>13.82%</b>	<b>32,322</b>	<b>5.78%</b>
Excess (deficiency) of revenues over expenditures	(498,671)	(68,930)	13.82%	(32,322)	5.79%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	498,671	68,930	13.82%	32,322	5.79%
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>498,671</b>	<b>68,930</b>	<b>13.82%</b>	<b>32,322</b>	<b>5.79%</b>
Net Income (Loss)	-	-	-	-	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ -	\$ -	-	\$ -	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, INTERCOLLEGIATE ATHLETICS**  
**For the Months Ending July 31, 2022**

	<b>2023</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>7/31/2021</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ -	\$ 575	-	\$ 1,825	-
<b>TOTAL REVENUES</b>	<b>-</b>	<b>575</b>	<b>-</b>	<b>1,825</b>	<b>-</b>
<b>OPERATING EXPENSES</b>					
Salaries	471,096	27,985	5.94%	20,949	4.55%
Employee Benefits	63,209	5,903	9.34%	3,786	4.95%
Contractual Services	82,500	150	0.18%	343	0.36%
General Material & Supplies	145,010	792	0.55%	4,146	2.98%
Professional Development	123,000	(193)	(0.16)%	-	-
Fixed Charges	12,000	-	-	-	-
Capital Outlay	4,000	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>900,815</b>	<b>34,637</b>	<b>3.85%</b>	<b>29,223</b>	<b>3.29%</b>
Excess (deficiency) of revenues over expenditures	896,815	(34,062)	3.78%	(27,398)	3.08%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	896,815	34,062	3.80%	28,253	3.18%
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>896,815</b>	<b>34,062</b>	<b>3.80%</b>	<b>28,253</b>	<b>3.18%</b>
Net Income (Loss)	(4,000)	-	-	855	-
Retained Earnings at beginning of the year	-	(2,103)	-	(567)	-
<b>Retained Earnings</b>	<b>\$ (4,000)</b>	<b>\$ (2,103)</b>	<b>-</b>	<b>\$ 288</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**WORKING CASH**  
**For the Months Ending July 31, 2022**

	<b>2023</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>7/31/2021</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Interest	\$ 40,000	4,065	10.16%	\$ 4,999	8.33%
<b>TOTAL REVENUES</b>	<b>40,000</b>	<b>4,065</b>	<b>10.16%</b>	<b>4,999</b>	<b>8.33%</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)	40,000	4,065	-	4,999	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>4,771,949</b>	<b>-</b>	<b>4,737,476</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ 40,000</b>	<b>\$ 4,776,014</b>	<b>-</b>	<b>\$ 4,742,475</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUDIT FUND**  
**For the Months Ending July 31, 2022**

	<b>2023</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>7/31/2021</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Property Taxes	\$168,764	\$49,199	29.15%	\$49,797	33.18%
<b>TOTAL REVENUES</b>	<b>168,764</b>	<b>49,199</b>	<b>29.15%</b>	<b>49,797</b>	<b>33.18%</b>
<b>EXPENDITURES BY OBJECT</b>					
Salaries	71,925	-	-	5,385	8.28%
Contractual Services	85,000	-	-	-	-
General Material & Supplies	0	-	-	17	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>156,925</b>	<b>-</b>	<b>-</b>	<b>5,401</b>	<b>3.60%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	156,925	-	-	5,401	3.60%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>156,925</b>	<b>-</b>	<b>-</b>	<b>5,401</b>	<b>3.60%</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	11,839	49,199	-	44,395	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>165,890</b>	<b>-</b>	<b>190,686</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$11,839</b>	<b>\$215,089</b>	<b>-</b>	<b>\$235,081</b>	<b>-</b>

ELGIN COMMUNITY COLLEGE DISTRICT 509  
LIABILITY, PROTECTION & SETTLEMENT SUBFUND  
For the Months Ending July 31, 2022

	2023 Budget	Fiscal Year Actual	% Actual Budget	Prior Yr 7/31/2021 Actual	% of FY2022 Budget
<b>REVENUES</b>					
<b>Local Government Services:</b>					
Property Taxes	1,005,000	395,737	39.38%	300,356	33.19%
<b>TOTAL REVENUES</b>	<b>1,005,000</b>	<b>395,737</b>	<b>39.38%</b>	<b>300,356</b>	<b>33.19%</b>
<b>EXPENDITURES BY OBJECT</b>					
<b>INSTITUTIONAL SUPPORT</b>					
Contractual Services	45,000	-	-	-	-
Fixed Charges	1,000,000	30,000	3.00%	30,000	3.16%
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>1,045,000</b>	<b>30,000</b>	<b>2.87%</b>	<b>30,000</b>	<b>2.62%</b>
<b>CAMPUS SAFETY AND SECURITY</b>					
Salaries	631,183	48,334	7.66%	47,030	7.35%
<b>TOTAL CAMPUS SAFETY &amp; SECURITY</b>	<b>631,183</b>	<b>48,334</b>	<b>7.66%</b>	<b>47,030</b>	<b>7.35%</b>
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>1,676,183</b>	<b>78,334</b>	<b>4.67%</b>	<b>77,030</b>	<b>4.32%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	1,045,000	30,000	2.87%	30,000	2.62%
Campus Safety and Security	631,183	48,334	7.66%	47,030	7.35%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>1,676,183</b>	<b>78,334</b>	<b>4.67%</b>	<b>77,030</b>	<b>4.32%</b>
Excess (deficiency) of revenues over expenditures other sources (uses)	(671,183)	317,402		223,327	
Fund Balance Released from Reserved Fund Balance	671,183	-	-	-	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>2,901,450</b>	<b>-</b>	<b>3,668,627</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 3,218,852</b>	<b>-</b>	<b>\$ 3,891,954</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**INTERNAL SERVICE FUND**  
**For the Months Ending July 31, 2022**

	<b>2023</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>7/31/2021</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Benefit Charges	12,214,714	815,654	6.68%	793,971	6.80%
<b>TOTAL REVENUES</b>	<b>12,214,714</b>	<b>815,654</b>	<b>6.68%</b>	<b>793,971</b>	<b>6.80%</b>
<b>EXPENDITURES BY OBJECT</b>					
Employee Benefits	12,214,714	146,483	1.20%	141,185	1.21%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>12,214,714</b>	<b>146,483</b>	<b>1.20%</b>	<b>141,185</b>	<b>1.21%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	12,214,714	146,483	1.20%	141,185	1.21%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>12,214,714</b>	<b>146,483</b>	<b>1.20%</b>	<b>141,185</b>	<b>1.21%</b>
Excess (deficiency) of revenues over expenditures	-	669,171	-	652,787	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from 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)	-	669,171	-	652,787	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>24,409,433</b>	<b>-</b>	<b>23,394,558</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 25,078,604</b>	<b>-</b>	<b>\$ 24,047,345</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.*

### July & August 2022

*July 21, 2022 through August 24th, 2022*

#### **Project Backpack - Packing (July 25th - 27th)**

Project Backpack, organized and hosted by ECC, with the help from Future Workforce Leader Program students, ECC employees, and other community volunteers who helped pack supplies and information for Project Backpack. The backpacks will be delivered to area school districts for distribution to families before the start of the new school year.

- 40 Attendees



#### **Streamwood Summer Celebration**

ECC representatives had a great time at the event and were happy to share all the information that they could. From the wide range of educational options ECC has to offer to all the programs that are here to help the college process become a little easier for college students.

#### **New Student Days (August 10th - August 11th)**

New Student Orientation was held for any new student registered for classes at Elgin Community College. Keynote speaker, Tom Krieglstein provided great advice to the incoming students as well as engaged new students in fun activities and breakout sessions. He gave the incoming students many useful tools on how to make the most of their college experience here at Elgin Community College.

- August 10 - 108 new students attended
- August 11 - 109 new students attended





### **New Student Convocation (August 19th)**

New Student Convocation took place the Friday before the fall semester started and many looked forward to attending. The event was kicked off with an ECC personnel procession of ECC's President, Dr. David Sam, Chair of the Board of Trustees, Jennifer Rakow, Student Trustee (MACE Bearer), Alison McVey, PTK President, Beth Barnes, ICCTA Adjunct Professor of the year, John Karnatz, additional Faculty, and Administrators all dressed in their respective regalia. Many were excited to attend the ceremony and we all can't wait to see the new students around campus as they attend classes this fall semester.

- 315 Students attended
- 117 Parents/Families
- 32 Faculty/Staff
- Total: 464



### **Campus Jam (August 19th)**

Following the New Student Convocation, the students were welcomed to join ECC's Student Life event Campus Jam lunch and activities that took place on the Green Space behind the Library. The event had giveaways, games, food, snow cones, 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.

- 650 total participants attended the event, which included new students, parents/families, faculty and staff.



### **Fall Semester and Classes Resume (August 22nd)**

On August 22<sup>nd</sup>, the fall semester started and classes resumed. Many were excited to see the fall semester start. New students are excited to be going to classes and join new things around campus and returning students are glad to be back in classes, being part of clubs and involved again and seeing their friends on campus coming back from summer break.

### **Welcome Days (August 22nd and August 23rd)**

On the first Monday and Tuesday of the semester, welcome tents were around all building entrances welcoming back students back to ECC for the fall semester. Students were greeted by employees and staff members and were given snacks, planners and giveaways to kickstart the new semester on a high note.

### **Welcome Weeks Fall 2022 Events (August 22nd - September 2nd)**

Student Life held two weeks of welcome events for the students at ECC. This year's theme was "Rewind To The 70's & 80's" where students have been able to enjoy several events and experiences throughout the two weeks. Student Life made sure to make the students feel welcome back on campus after coming back from summer break. The description of each event is below.



**Donuts and Decals (August 22nd)**

Students were able to stop by the Building A walkway from 10am - 1pm to receive donuts and colorful spartacat decals for their computers.

- 500 Attendees

**Friendship Bracelet Making (August 24th)**

Students were able to stop by the Building B walkway near the cafeteria from 11am - 1pm to get snacks, giveaways and make friendship bracelets.

- 250 Attendees

If you have any questions, please contact

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

**RESOLUTION OF APPRECIATION**  
**Professor II of English Composition, Dr. William Demaree**

**Recommendation**

The administration recommends that the Board of Trustees approves the Resolution of Appreciation for Dr. William Demaree, Professor II of English Composition, who retired July 31, 2022.



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Dr. David Sam, President

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

**RESOLUTION OF APPRECIATION**  
**Professor II of English Composition, Dr. William Demaree**

**WHEREAS**, Dr. William Demaree joined the English department at Elgin Community College as an instructor in 1987;

**WHEREAS**, Dr. William Demaree served on a number of committees during his tenure at ECC;

**WHEREAS**, Dr. William Demaree was a noted storyteller and regularly created and performed at various community-oriented story-telling events;

**WHEREAS**, Dr. William Demaree was a passionate supporter of freedom of expression and the transformative power of education;

**WHEREAS**, it is appropriate to formally recognize and honor Professor William Demaree upon his retirement from Elgin Community College on July 31, 2022; and now, therefore, be it

**RESOLVED** that the Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry, and DeKalb, State of Illinois, on the 13<sup>th</sup> day of September, expresses to Professor Demaree, on behalf of District 509 citizens, his colleagues, and the many students who have benefitted from his teaching, heartfelt appreciation for his many years of dedicated service, valuable contributions and service to the college, and extends to him best wishes for the future; and be it further

**RESOLVED** that Dr. William Demaree, upon his retirement from Elgin Community College, be granted the status of Professor Emeritus (*as defined by ECCFA contract*) and that he be accorded such recognition and honors as may be appropriate to persons holding this rank; and be it further

**RESOLVED** that this resolution be entered into the minutes of the Board of Trustees and a copy signed by all trustees be prepared for, and presented to, Dr. William Demaree.

**RESOLUTION OF APPRECIATION**  
**Recruitment Coordinator IV, Ms. Shirley Bell**

**Recommendation**

The administration recommends that the Board of Trustees approves the Resolution of Appreciation for Recruitment Coordinator IV Shirley Bell, who retired August 31, 2022.



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Dr. David Sam, President

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

**RESOLUTION OF APPRECIATION**  
**Recruitment Coordinator IV, Ms. Shirley Bell**

**WHEREAS**, Ms. Shirley Bell began her tenure at Elgin Community College in 1997 as a full-time Adult Recruitment and Special Initiative Coordinator and then transitioned to a Recruitment Coordinator IV in the Office of Admissions and Recruitment; and

**WHEREAS**, Ms. Shirley Bell has served in the division of Student Services and Development for 25 years and supported thousands of students in beginning their educational career at Elgin Community College by assisting them in applying and navigating the enrollment process to successfully enroll in classes; and

**WHEREAS**, Ms. Shirley Bell has served as a valuable member of the Admissions and Recruitment team and coordinated events such as Adult Information Sessions and Experience ECC; and

**WHEREAS**, Ms. Shirley Bell has taught developmental English and English as a Second Language courses for several years at Elgin Community College and effectively engaged students in the classroom; and

**WHEREAS**, Ms. Shirley Bell proudly served as the coordinator of the Black History Month committee for many years, as a member of the Women's History Month committee, and advisor to the student newspaper, *The Observer*; and

**WHEREAS**, Ms. Shirley Bell helped to coordinate the Girls Night Out event for three years, a successful community engagement event designed to welcome and provide awareness to women about Elgin Community College programs and resources; and

**WHEREAS**, Ms. Shirley Bell is a proud member of the Support Staff of Elgin Community College Association; and

**WHEREAS**, Ms. Shirley Bell has, for 25 years, served thousands of students, her colleagues, and district residents with kindness, compassion, and a wealth of institutional knowledge; and

**WHEREAS**, it is appropriate to formally recognize and honor Ms. Shirley Bell upon her retirement from Elgin Community College September 13, 2022; now, therefore, be it

**RESOLVED**, that the Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry, and Dekalb, State of Illinois on this 13<sup>th</sup> day of September, 2022, expresses to Ms. Shirley Bell, on behalf of District 509 citizens, her colleagues and the many students who have benefitted from her work, heartfelt appreciation for her many years of dedicated service and best wishes for the future; and, be it further

**RESOLVED** that this resolution be entered into the minutes of the Board and a copy signed by each Trustee be prepared for, and presented to, Ms. Shirley Bell.

## 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 (August)
- B. Treasurer (July)
- C. Student (August)

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 (August)
- E. Community Engagement and Legislative Affairs (August)
- F. Marketing and Communications (quarterly)
- G. Annual Security Report



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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

**RATIFICATION OF THE MEMORANDUM OF AGREEMENT REGARDING  
THE SPRING 2023 SEMESTER  
BETWEEN  
THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 509 AND  
THE ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION (ECCFA)**

**Recommendation**

The administration recommends the Board of Trustees of Community College District 509 ratifies the Memorandum of Agreement regarding the spring 2023 semester with the Elgin Community College Faculty Association.



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Dr. David Sam, President

**Background**

Impact bargaining between the Board of Trustees and the Elgin Community College Faculty Association commenced on July 25, 2022, and the parties reached a tentative agreement on August 29, 2022 which was fully executed on September 1, 2022.

Staff Contacts: Respicio F. Vazquez, General Counsel, 847-214-7760  
Dr. Peggy Heinrich, Vice President, Teaching, Learning, and Student  
Development, 847-214-7363



**MEMORANDUM OF AGREEMENT  
SPRING 2023 SEMESTER  
August 29, 2022**

This is an Agreement between the Board of Trustees Community College District 509 Elgin Community College (ECC) and the Elgin Community College Faculty Association, Illinois Federation of Teachers, AFT/AFL-CIO, IFT Local 3791 (ECCFA). This is a non-precedent setting agreement between the Board of Trustees Community College District 509 Elgin Community College (ECC) and the Elgin Community College Faculty Association, Illinois Federation of Teachers, AFT/AFL-CIO, IFT Local 3791 (ECCFA) associated with the spring 2023 semester only. Therefore, ECC and the ECCFA agree to the following:


1. Notwithstanding the definition of "hybrid" or "hybrid course development" set forth in the current contract, in spring 2023 a "hybrid" class shall mean a class inclusive of both face-to-face and online instruction including but not limited to an assignment in an on-campus lab or other instructional setting, or an assignment off campus at a clinic, hospital, or other off campus location. This definition shall be limited to the spring 2023 semester and shall sunset at the conclusion of the semester.
2. Online classes that are submitted for approval to be developed for spring 2023 may have no synchronous content, synchronous content consistent with the amount of class time in the equivalent face-to-face class, or anything in between. Approval of online courses will be consistent with current practice whereby the inclusion or exclusion of synchronously delivered instruction is not a factor for approval. It is encouraged, but not required, that recorded synchronous class time be made available to students outside scheduled class time. Synchronous sessions shall be scheduled to meet on a regular weekly basis throughout the semester conditional to the academic calendar, and should not be used for the provision of office hours.
3. Librarian faculty shall provide a combination of online and in person support. Librarian faculty scheduling shall be done in accordance with the Collective Bargaining Agreement. Final spring semester schedules including desk and class shifts shall be provided to librarian faculty no later than October 3, 2022. Private designated space for confidential meetings or synchronous online work activity will be provided with a computer and a portable webcam available in the private designated space.
4. The College shall release the schedule to faculty by September 2, 2022 for load selection or re-confirming of assignments in cases where faculty selections were previously made. With regard to online classes, other than those offered in Adult Education, faculty shall choose whether their sections shall be offered asynchronously or synchronously. Given ICCB requirements, classes in Adult Education will follow the same format as in fall 2020, spring 2021, and fall 2022. Faculty who have been offered and chosen load shall provide notification of their choice to their Dean or Designee by September 12, 2022. Faculty choosing load in accordance to existing protocol procedure, after September 12, 2022 shall include their choice for synchronous/asynchronous when selecting courses. In the event that the instructor of record chooses to include synchronous content, the synchronous meeting dates/times shall be built into the schedule at the onset, with advance notification provided to the dean or supervising administrator by September 12, 2022 or when they are making their course selection according to load protocol if after September 12, 2022 so that the course listing can be modified to make students aware of the expectations at the time of registration. Faculty who elect to include a synchronous component in their online class shall schedule the synchronous dates/times within the originally scheduled face to face class meeting times. Once the load assignment protocol procedure has been completed (minimum load requirements have been met which shall be defined as for FT load plus one overload, for


UAFI 10 credit/contact hours or as otherwise described in Article 8.2.1, for UAFI 8 credit/contact hours or as otherwise described in Article 10.4.1), any sections remaining unstaffed after September 12, 2022 shall be scheduled at the discretion of the Dean or Designee. When new sections are added after September 12, 2022, faculty who do not yet have load, as defined above, shall choose whether their sections shall be offered asynchronously or synchronously.

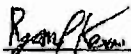
5. In the rare case where an asynchronous class requires students to attend a synchronous component for a specific purpose (for example, testing), the meeting date(s) and time(s) must be conveyed to the dean/supervising administrator by September 12, 2022 so as to be included in the class schedule from the onset.
6. Pay rates for course development remain as stated in the current contract.
  - a. If a faculty member believes an existing online or hybrid course is in need of redevelopment for reasons outside the control of the faculty member, including but not limited to; courses developed more than five (5) years ago; or changes as required by accreditation bodies or certifying authorities; or due to discontinuation/substantive changes to a textbook and/or manual; or due to a major course change; or due to significant technological changes to equipment, the faculty member may make a recommendation to their dean for course redevelopment. If redevelopment is approved, the faculty member will receive compensation in accordance with the pay rates for first time course development. The requirement for approval of course development shall apply to redevelopment of courses. This is non-precedent setting and restricted to courses developed during the fall 2022 semester.
7. Faculty members who taught online or hybrid class(es) at the College between fall 2016 and March 15, 2020 are not required to undergo any further training at this time in order to teach online or hybrid classes. Any other faculty teaching online or hybrid classes in the spring 2023 semester will be required to meet at least one of the following listed parameters:
  - a. Completion of one of the following workshops provided by Instructional Improvement and Distance Learning, with appropriate CETL credit awarded
    - i. Online Instruction and Assessment Practices  
Note: Techniques for Managing the Enhanced Classroom is also recommended for faculty unfamiliar with the mechanics of D2L;
    - ii. Other CETL training currently in development as approved by administration.
  - OR
  - b. Completion of one of the following online instruction external training/certification programs including, but not limited to:
    - i. Master Online Teacher Certificate from the Illinois Online Network;
    - ii. Quality Matters (QM) Teaching Online Certificate;
    - iii. Online Teaching Certificate from the Online Learning Consortium;
    - iv. Advanced Online Teaching Certificate from the Online Learning Consortium;
    - v. Other notable programs accepted at the discretion of the Dean, in consultation with the Associate Dean for Instructional Improvement and Distance Learning.
  - OR
  - c. With the Dean's approval, which shall not be arbitrarily or capriciously denied, prior online teaching experience.

8. All student evaluation of instruction surveys will be administered electronically, with the understanding that this practice shall be limited to the spring 2023 semester and shall sunset at the conclusion of the semester with regard to those faculty members, including but not limited to non-tenured full-time faculty and faculty teaching ABEC classes, for whom student evaluations were administered in person prior to the COVID 19 pandemic.
9. The college shall provide masks (including N95 upon request), hand sanitizer, and gloves.
10. This MOA will be superseded by a future collective bargaining agreement between ECCFA and the Board.


**IN WITNESS WHEREOF**, the Association and the Board have caused this Agreement to be executed by the signatures of their authorized representatives as set forth below.

 30 Aug. 2022  
\_\_\_\_\_  
Lori Clark  
ECCFA President

 Sept 1, 2022  
\_\_\_\_\_  
David A. Sam, Ph.D., J.D., LLM  
College President

 8-29-22  
\_\_\_\_\_  
Ryan Kerr  
ECCFA Chief Negotiator

 8-30-22  
\_\_\_\_\_  
Respinio F. Vazquez  
General Counsel & Chief Negotiator

 8-30-22  
\_\_\_\_\_  
Peggy Heinrich  
Vice President, TLSD

**MINUTES OF REGULAR BOARD MEETING  
AUGUST 9, 2022**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the regular board meeting held August 9, 2022.



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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  
AUGUST 9, 2022**

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, August 9, 2022, in Building E, Room E100.01/Virtual.

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

Chair Rakow called the regular meeting to order at 5:47 p.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, Dr. Ollayos, Mr. Rodriguez and Student Trustee Ms. McVey.  
Trustees participated in-person.

*Trustees absent:* None

*ECC staff:* Dr. Sam, President; Dr. Heinrich, VP Teaching, Learning & Student Development; Dr. Wagner, VP Business & Finance; Mr. Vazquez, General Counsel and Ms. Kerruish, Recorder; ECC staff and visitors.

**2. Recess to Closed Session**

The chair asked for a motion to recess immediately to closed session under the following exceptions to the *Illinois Open Meetings Act*:

- 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).

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

*Second:* Trustee Ollayos seconded the motion.

*Roll-Call Vote:* Aye, 7: Rakow, Redmer, Duffy, McCreary, Nowak, Ollayos, Rodriguez; nay, 0; Student Trustee McVey, aye; motion carried at 5:49 p.m.

**3. Reconvene Open Session**

The closed-session concluded at 6:15 p.m. The board reconvened in open session at 6:30 p.m. in E125, Seigle Auditorium in person and a virtual connection.

**4. Preliminary Matters**

**A. Roll Call**

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

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*Trustees absent:* None

*ECC staff and Others present:* Dr. Sam, President; Dr. Heinrich, VP Teaching, Learning & Student Development; Dr. Wagner, VP Business & Finance; Mr. Vazquez, General Counsel and Ms. Kerruish, Recorder; ECC staff and visitors.

**B. Consideration of and Possible Actions on Any Requests for a Board Member's Electronic Participation in Meeting.**

No considerations necessary at this meeting, as all trustees are in attendance.

**C. Pledge of Allegiance**

The Pledge of Allegiance was led by Student Trustee McVey.

**D. Board Purpose**

Trustee Nowak read the Board Purpose.

**5. President's Report**

- The 2022 Mammography class achieved a 100% pass-rate on the AART boards. ECC has had a 100% pass-rate since the program began in 2014.
- All of the Summer 2022 Truck Driving students passed the State testing requirements and received their CDLs.
- Aspen Day will be celebrated on campus on September 12<sup>th</sup> at 2 p.m. in Building E.
- Employee Convocation is Thursday, August 18<sup>th</sup> and Student Convocation is Friday, August 19<sup>th</sup>.
- Dr. Sam thanked Mr. Davin for his service to ECC, as he has accepted another position elsewhere.
- Dr. Sam thanked Dr. Hu for her years of service to the College as well.

**6. Resolution of Appreciation**

**A. Board Action No. 001-A-23, Retiree, Dean of Academic Development and Learning Resources, Dr. Mi Hu**

**Motion:** Trustee Duffy moved to accept the resolution as presented.

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

Trustee Ollayos read the resolution. Dr. Hu offered her comments and appreciation.

**Roll-Call Vote:** Aye, 7; Rakow, Redmer, Duffy, McCreary, Nowak, Ollayos, Rodriguez; nay, 0; Student Trustee McVey, aye; motion carried

**B. Board Action No. 002-A-23, Retiree, Professor II of Chemistry, Dr. Jabria Jassim**

**C. Board Action No. 003-A-23, Retiree, Administrative Assistant III, Ms. Mary A. Prystawsky**

**Motion:** Trustee McCreary moved to accept the resolutions as presented.

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

**Roll-Call Vote:** Aye, 7; Rakow, Redmer, Duffy, McCreary, Nowak, Ollayos, Rodriguez; nay, 0; Student Trustee McVey, aye; motion carried

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

The following audience members addressed the Board:

- Anitra King, SSECCA president, offered comments on remote work options.
- Lori Clark, ECCFA president offered congratulations to the retirees and also expressed that this is an exciting time at ECC with more students returning for in-person sessions and the ongoing construction projects.

**8. Board Reports**

**A. Committee of the Whole**

Trustee Redmer provided an overview of the Committee of the Whole meeting held Monday, August 8, 2022. A construction update was provided by Dr. Wagner. Board Actions and items on the August 9, 2022 agenda were discussed. Minutes of the Committee of the Whole meeting will be available on the website once they are approved.

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

Trustee Duffy stated that the next ICCTA meeting will be held the 2<sup>nd</sup> weekend of September in Springfield.

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

Trustee McCreary reminded the Board that the ACCT Public Policy and Government Relations tea, will facilitate a webinar August 11. There is no cost for registration.

**D. Legislative**

Chair Rakow provided the following update: \$11.9 million in grant funds have been released to ECC, most of which will be dedicated to constructing the manufacturing center. These funds will be managed by DCEO. A meeting was held with State Representative Anna Moeller's education advisory committee. Congressman Krishnamoorthi held a panel discussion on campus about school safety and gun violence prevention. National Night Out and local festivals have been very well attended throughout the district. On August 31<sup>st</sup> from 7:30-9:00 a.m., Representative Keicher will be hosting the second First Responders Roundtable at the Center for Emergency Services in Burlington.

**E. ECC Foundation**

Trustee Ollayos reported the following: The Foundation has raised \$1,136,052, achieving 159% of its goal for annual fundraising. The Campaign Cabinet determined that the campaign title will be *Bright Futures* and the next meeting will be on August 17<sup>th</sup>. The ICCB ECACE grant was funded at approximately \$1.27 million for 2+ years. Congressional Funding Request for mechatronics equipment was selected by Sen. Dick Durbin for inclusion in his list of recommended projects to be funded. 84% of scholarship funds for the 2021-22 academic year have been awarded.

**F. Student Report**

Student Trustee McVey reviewed the written report included in the board book. She highlighted the Spring Commencement Ceremonies, which included those that didn't get to participate in their graduation ceremony from Spring 2020 through Fall 2021 due to the pandemic. Many clubs took the summer break to train and/or recruit new officers and members.

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**9. Board Action No. 004-A-23, Acceptance of Written College Reports**

- A. Personnel (June, July)
- B. Treasurer (May, June)
- C. Student (May-July)

***College Reports Under Separate Cover***

- D. Institutional Advancement and ECC Foundation (June/July)
- E. College and Career Student Success (quarterly)
- F. Community Engagement and Legislative Affairs (June/July)
- G. Equity, Diversity and Inclusion (quarterly and year end)
- H. Grant Monitoring Report (period ending June 30, 2022)
- I. Vendor Report

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

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

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

***Roll-Call Vote:*** Aye, 7; Rakow, Redmer, Duffy, McCreary, Nowak, Ollayos, Rodriguez; nay, 0; Student Trustee McVey, aye; motion carried

**10. Board Action No. 005-A-23, Architectural and Engineering Services – Manufacturing Center** authorizes the administration to contract for general architectural and engineering services for a manufacturing center from DLA Architects, Ltd. (Itasca, IL) in an amount not to exceed \$3,037,500.

***Motion:*** Trustee Duffey moved to accept the contract.

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

***Roll-Call Vote:*** Aye, 7; Rakow, Redmer, Duffy, McCreary, Nowak, Ollayos, Rodriguez; nay, 0; Student Trustee McVey, aye; motion carried

**11. Board Action No. 006-A-23, Construction Management Fees – Manufacturing Center** authorizes the administration to contract for professional construction management fees for the College's manufacturing center with Lamp, Inc. (Elgin, IL) in an amount not to exceed \$2,488,010.

***Motion:*** Trustee Ollayos moved to approve the resolution.

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

***Roll-Call Vote:*** Aye, 6; Redmer, Duffy, McCreary, Nowak, Ollayos, Rodriguez; nay, 0; abstain, 1; Rakow; Student Trustee McVey, aye; motion carried



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**12. Consent Agenda**

The following items were removed from the Consent Agenda:

- C. Board Action No. 009-A-23, Closed Session Minutes of the Committee of the Whole Meeting of June 13, 2022**
- D. Board Action No. 010-A-23, Minutes of the Regular Board Meeting of June 14, 2022**
- E. Board Action No. 011-A-23, Closed Session Minutes of the Regular Board Meeting of June 14, 2022**

Chair Rakow read the following consent agenda items:

- A. Board Action No. 007-A-23, Minutes of the Special Meeting of June 1 and 2, 2022**
- B. Board Action No. 008-A-23, Closed Session Minutes of the Special Meeting of June 1 and 2, 2022**
- F. Board Action No. 012-A-23, Destruction of Audiotape of December 8, 2020**
- G. Board Action No. 013-F-23, Ratification of Report of Expenses**
- H. Board Action No. 014-F-23, Ratification of Board of Trustees Travel Expenses**
- I. Board Action No. 015-C-23, Resource Allocations and Management Plan for Community Colleges Building F Renovation**
- J. Board Action No. 016-A-23, Trustee In-State Attendance at ICCTA – Springfield**
- K. Purchases**
  - 1. Board Action No. 017-A-23, Architectural Fees – Truck Driving** authorizes the administration to contract for professional architectural services from Perkins and Will (Chicago IL) for the Truck Driving Building in an amount not to exceed \$165,864.80.
  - 2. Board Action No. 018-B-23, Building B – Emergency Fire Door** authorizes the administration to contract with Won-Door Corporation (Salt Lake City, UT) to provide and install an emergency self-deploying door for the amount of 29,665.
  - 3. Board Action No. 019-B-23, Building E – Furniture Purchase** authorizes the administration to purchase furniture for Building E, direct for the manufacturer Krueger International (KI) (Chicago, IL) utilizing Illinois Public higher Education Cooperative (IPHEC) pricing, in the amount of \$36,323.68.
  - 4. Board Action No. 020-B-23, Building H – Audio System Upgrades** authorizes the administration to purchase equipment and installation services from Advanced Communications In. (Michigan City, IN), the lowest responsible bidder, in an amount not exceed \$377,173.
  - 5. Board Action No. 021-B-23, Building H – Phase 2 Renovation** authorizes the administration to grant Lamp, Inc. (Elgin, IL) authority to contract, on behalf of Elgin Community College, for the renovation of the Arts Center/Building H – Phase 2 for an amount not to exceed \$11,482,357.
  - 6. Board Action No. 022-T-23, End User Software Support Subscription** authorizes the administration to increase the current contract with Salesforce (previously Tableau, San Francisco, CA) for an end user subscription in an amount not to exceed \$78,600.02.

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7. **Board Action No. 023-B-23, Plumbing Supplies** authorizes the administration to purchase plumbing supplies for the College's Operations and Maintenance (O&M) Department from best Plumbing (Myersville, MD).the lowest responsible bidder, in an amount not to exceed \$35,000 annually. This agreement will be for three (3) years with the option to renew for two additional, one-year periods.
8. **Board Action No. 024-I-23, Simulators Extended Warranty Renewal** authorizes the administration to contract with L3 Technologies, Inc. (Salt Lake City, UT) to provide extended warranty support at a cost not to exceed \$28,500 for a period of two years.

**L. Personnel**

1. **Board Action No. 025-P-23, Instructor of Ophthalmic Technician Program, Ms. Lori Marco**
2. **Board Action No. 026-P-23, Temporary Assistant Professor II Business, Dr. Mae Hicks Jones**
3. **Board Action No. 027-P-23, Temporary Instructor of Chemistry, Ms. Colleen Budziak**
4. **Board Action No. 028-P-23, Ratification, Dean of College Transitions and Secondary Partnerships, Dr. Kyla Wegman**
5. **Board Action No. 029-P-23, Assistant Dean of College in High School Programs, Mr. Sean Jensen**
6. **Board Action No. 030-P-23, Administrative Appointments, Reorganization of Academic Development and Learning Resources Division**

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

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

**Roll-Call Vote:** Aye, 7; Rakow, Redmer, Duffy, McCreary, Nowak, Ollayos, Rodriguez; nay, 0; Student Trustee McVey, aye; motion carried.

**Other**

- C. **Board Action No. 009-A-23, Closed Session Minutes of the Committee of the Whole Meeting of June 13, 2022**
- D. **Board Action No. 010-A-23, Minutes of the Regular Board Meeting of June 14, 2022**
- E. **Board Action No. 011-A-23, Closed Session Minutes of the Regular Board Meeting of June 14, 2022**

**Motion:** Trustee McCreary moved to approve the agenda items listed.

**Second:** Trustee Nowak seconded the motion

**Roll-Call Vote:** Aye, 6; Rakow, Redmer, Duffy, McCreary, Nowak, Ollayos; nay, 0; abstain, 1; Rodriguez; Student Trustee McVey, aye; motion carried.

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**13. Old Business**

Mr. Nowak inquired about the possible expansion of ECC's Nursing program. Dr. Sam stated that due to the availability of clinical sites and the accreditations necessary, it is difficult. However, it is something we can work towards.

**14. New Business**

With Federal and State funding being available for electric cars and charging stations, Dr Ollayos would like to know what the College is doing to access those funds. Dr. Sam stated that we already have one charging station on campus and we will work with the City of Elgin and other in-district communities to see where there is a need in the future.

**15. Adjournment**

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

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

***Voice Vote:*** Aye, 7; Rakow, Redmer, Duffy, McCreary, Nowak, Ollayos, Rodriguez; nay, 0; Student Trustee McVey, aye; meeting adjourned at 7:21 p.m.

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John Duffy, MSED, Board Secretary

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Diane Kerruish, Board Recorder

**MINUTES OF CLOSED SESSION OF BOARD MEETING  
AUGUST 9, 2022**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the closed session of the regular board meeting held August 9, 2022.



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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 AUDIOTAPES OF CLOSED SESSION BOARD MEETINGS  
JANUARY 25, 2021**

**Recommendation**

The administration recommends that the Board of Trustees approves the destruction of the verbatim audiotapes of the closed sessions of January 25, 2021 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

## **RATIFICATION OF REPORT OF EXPENSES**

### **Recommendation**

The Treasurer recommends that the Board of Trustees ratifies the Report of Expenses for the month of August 2022. (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 August 2022 in the amount of \$3,683,616.61.

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

## **AMENDMENT TO BOARD POLICIES: BOARD PRESIDENT RELATIONSHIP (BPR)**

### **Recommendation**

The administration recommends that the Board of Trustees adopts the following changes made to Board Policies:

#### **BPR 3: Presidential Evaluation**

Updates

- 3 ...and complete the process at the April board meeting.
- 3.2 ...strategic plan imperatives and key performance indicators.

#### **BPR 4: Executive Succession**

Update

- 4.1 For short periods of time, not to exceed 30 consecutive working days, the Vice President for Teaching, Learning and Student Development or the Vice President for Business and Finance may be designated by the President to serve as acting President in his/her absence. In the absence of both of these positions, the Vice President for Planning, Institutional Effectiveness and Technology will be designated.....



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Dr. David Sam, President

### **Background**

This action is presented in accordance with GP 8:5 which states, “The board will consider proposed new or revised policy twice, first as an information item and second as a recommendation for approval. Upon majority vote of the board, the policy will be incorporated into the Board’s policy.”

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

## **AMENDMENT TO BOARD POLICIES: GOALS (G)**

### **Recommendation**

The administration recommends that the Board of Trustees adopts the following changes made to Board Policies:

#### **G 1: Vision Statement**

The Vision of Elgin Community College is to be the first choice for everyone to learn, grow, and dream in a culture that ensures access, advances innovation, and fosters success.

#### **G 3: Five-Year Strategic Plan Key Imperatives for 2023-2027**

1. Teaching and Learning Excellence
2. Lifelong Connections
3. ECC Experience
4. Fortify Our Future

#### **G 4: Five-Year Strategic Plan Key Performance Indicators 2023-2027**

The Board of Trustees will ensure that the college routinely measures its performance with respect to institutional goals. Key performance indicators for these goals include measures related to:

1. College Readiness
2. Credit Momentum
3. Gateway Success
4. Retention
5. Completion
6. Enrollment
7. Generated Credit Hours
8. Career Advancement
9. Financial Health
10. Student Learning
11. Student Engagement
12. Satisfaction

The key performance indicators update, which occurs in September for the preceding fiscal year, will provide updates on all named indicators and will be arranged according to the twelve key performance indicators of the college for the Board to review.



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Dr. David Sam, President



## **Background**

This action is presented in accordance with GP 8:5 which states, “The board will consider proposed new or revised policy twice, first as an information item and second as a recommendation for approval. Upon majority vote of the board, the policy will be incorporated into the Board’s policy.”

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

## **AMENDMENT TO BOARD POLICIES: GOVERNANCE PROCESS (GP)**

### **Recommendation**

The administration recommends that the Board of Trustees adopts the following changes made to Board Policies:

#### **GP 5: Board Committees Principles**

Addition

- 5.6.c *Policy Committee*. Two trustees are appointed by the Chair to perform an annual review of the board policies.

#### **GP 6: Board Planning Cycles**

Updates

- 6.1 The long-range vision of the Board will be embodied in the college's five-year strategic plan.
- 6.2 The Board will develop its own annual goals. The board planning process will begin during the Board's annual review; May – July....
- 6.3 When creating board goals, trustees will identify areas of input from D509 constituencies, stakeholders and staff that lend to the mission of Elgin Community College; to improve people's lives through learning.
- 6.4.b ...Visiting Chef dinners...ECC Foundation fundraisers are not included. Contact the President's office for event tickets.
- 6.4.5 The Board will review and approve institutional vision, mission and goals every five years.
- 6.4.6 The Board will review and approve the Performance Report annually in September.

#### **GP 8: Board Operations**

Updates

- 8.3 ...will be adopted no later than the December board meeting for the upcoming calendar year and reviewed at the annual organizational meeting.
- 8.6 ...whenever practical.
- 8.7 ...no more than three minutes per speaker.
- 8.8 ...Chair, if practical, shall...
- 8.16 Each board member will be provided with a college email address to be used for Board business.

#### **GP 9: Board Self-Evaluations**

Update

The Board will begin to conduct a self-evaluation in April, to accommodate the student trustee's term, for review at the board retreat.

#### **GP 11: Remote Attendance**

Update

- 11.4.b ...on any requests for a board member's electronic participation...



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Dr. David Sam, President

## **Background**

This action is presented in accordance with GP 8:5 which states, “The board will consider proposed new or revised policy twice, first as an information item and second as a recommendation for approval. Upon majority vote of the board, the policy will be incorporated into the Board’s policy.”

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

## **AMENDMENT TO BOARD POLICIES: GOVERNANCE PROCESS (GP)**

### **Recommendation**

The administration recommends that the Board of Trustees adopts the following change made to Board Policy:

#### **GP 6: Board Planning Cycles**

Update

##### **6.4.c.3 Out-of-State**

Each trustee may elect to attend two out-of-state professional development events annually. Out-of-state events may include, but are not limited to, the following:

ACCT National Congress, site varies	<a href="http://www.acct.org">www.acct.org</a>
ACCT Legislative Summit*, Washington, DC	<a href="http://www.acct.org">www.acct.org</a>

Should a trustee wish to attend an event not shown above, board approval is required. In the event that one or more trustees are unable to attend two such opportunities in a given year, the Board may approve a third trip for certain trustees to allow attendance, learning, and representation by the Board at the widest variety of conferences possible.

The Board strives to participate in leadership at the national level by seeking appointments to one or two ACCT committees or other ACCT leadership opportunities, whether elected or appointed. Any trustee interested in serving at this level needs the recommendation and approval of the Board of Trustees in an open-session meeting because this level of service incurs a financial obligation by the Board.

Trustee travel and expenses will be approved by board action.

#### **\* ACCT Legislative Summit – Recommendations**

1. Recognize this summit as an opportunity to showcase ECC achievements.
2. Support the ACCT agenda and our own agenda, as needed.
3. Each year, identify who should attend to ensure the best possible, most professional manner of agenda presentation.



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Dr. David Sam, President

## **Background**

This action is presented in accordance with GP 8:5 which states, “The board will consider proposed new or revised policy twice, first as an information item and second as a recommendation for approval. Upon majority vote of the board, the policy will be incorporated into the Board’s policy.”

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

## **CONSTRUCTION MANAGEMENT FEES – TRUCK DRIVING**

### **Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to contract for professional construction management services for the College's Truck Driving Program building with Shales McNutt, LLC, (SMC) (Elgin, IL) in an amount not to exceed \$244,000.



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Dr. David Sam, President

### **Background**

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 Manager manages the bidding packages and the contracts for each of the trades on behalf of the College.

SMC has been selected based on prior proven performance with College construction projects. Reference building K, the Burlington Campus, Spartan Dr. Gateway sign, and the monument signs located at the other campus entrances.

The construction management fee has been negotiated, based on a \$2,000,000 construction cost.

Funding Source: Operations and Maintenance - Restricted Fund

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

## 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 responsible bidder, in an amount not to exceed \$41,233.

Vendor	Location	Base Bid
<b>Consolidated Carqueville Graphics</b>	<b>Streamwood, IL</b>	\$ <b>41,233.00</b>
Cardinal ColorGroup	Rolling Meadows, IL	\$ 53,500.00
Integrated Graphics Inc	Batavia, IL	\$ 57,337.37



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Dr. David Sam, President

### Background

The invitation to bid was advertised and sent to seven (7) vendors, two (2) of which were in-district and one (1) was an Illinois Certified Persons with a Disability owned business. One vendor did not submit all required documents and therefore was disqualified.

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

## GRADUATION REGALIA AND SUPPLIES

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase graduation regalia and supplies from Jostens (Minneapolis, MN), the lowest responsible bidder, in an amount not to exceed \$50,000 annually. This agreement will be for three (3) years with the option to renew for two additional, one-year periods. The amounts below are based on the top twenty (20) products purchased; the not-to-exceed amount is based on totals of prior yearly purchases.

Vendor	Location	Amount
Jostens, Inc.	Minneapolis, MN	\$ 82,048.55
Herff Jones, LLC	Indianapolis, IN	\$ 106,236.50
Balfour & Co.	Louisville, KY	\$ 109,156.44



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Dr. David Sam, President

### Background

The invitation to bid was advertised and sent to three (3) vendors, none of which were in-district. There were four (4) responses received but one vendor did not submit all required documents and therefore was disqualified.

This bid was for the purchase and rental of regalia and graduation supplies. Graduation occurs twice a year and student's place orders for their regalia, and faculty and administrators either purchase or rent regalia specific to their individual education background.

Jostens has served the College's commencement needs for many years. They have provided excellent service and flexibility, as well as a variety of choices of fabrics, stoles and accessories.

Funding Source: Education Fund

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



## **MOVING & STORAGE - BUILDING H RENOVATION PROJECT**

### **Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to contract with Hollander International Storage & Moving Co., Inc. (Elk Grove Village, IL.) to provide moving and storage services for an amount not to exceed \$186,068.85.

<b>Vendor</b>	<b>Location</b>	<b>Total Bid</b>
<b>Hollander International Storage &amp; Moving Company, Inc.</b>	<b>Elk Grove Village, IL</b>	<b>\$ 186,068.85</b>
Armstrong Relocation & Companies	Lombard, IL	\$ 229,439.00



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Dr. David Sam, President

### **Background**

The invitation to bid was advertised and sent to six (6) vendors, of which two (2) were in-district. The industry continues to struggle with more projects than they have resources for due to COVID-19, as such, only two (2) bids were received.

In August 2022, Board Action No. 021-B-23 was approved for the renovation of existing areas throughout building H along with two building additions. To facilitate construction throughout Building H, all equipment, computers, furniture, supplies, etc. will have to be removed. Much of what is currently in Building H will be relocated to off-site climate-controlled storage, some will be relocated to other areas on campus in order to continue offering classes associated with Liberal, Visual and Performing Arts (LVPA) programs during construction, and obsolete items will be evaluated and sold/donated/scrapped per College policy. Moving is scheduled to begin at the end of the fall semester and in approximately one year's time, at the completion of construction, equipment, computers, furniture, supplies, etc. will be returned to Building H.

Funding Source: Operations and Maintenance – Restricted Fund

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

## **PROGRAMMABLE LOGIC CONTROLLERS AND MECHATRONIC TRAINERS**

### **Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to contract with Moss Enterprises (Johnston, IA) for equipment at a cost not to exceed \$115,315.



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Dr. David Sam, President

### **Background**

Moss Enterprises is the vendor that provides the simulators and instructional equipment for the Integrated Systems Technology (IST) maintenance technician program. Moss Enterprises is the sole provider of Amatrol Programmable Logic Controller and Education Trainers, as such, this service is exempt from bidding in accordance with the Illinois Public Community College Act 110 ILCS 805/3-27.

The new Programmable Logic Controllers (PLC) will replace outdated equipment in the maintenance tech program. The new PLCs are completely different and can be integrated into the mechatronics education and training program, which is a rapidly increasing job function in the maintenance field. The new trainers are better aligned with equipment currently used in the industry and will prepare students to be successful in the field.

The benefit of the Amatrol mechatronic module helps to advance the IST program with multiple work stations for students to acquire hands-on practical skills in robotics, automation, and programming in pneumatic, electrical and mechanical distribution. The purchase of this module allows the program to begin offering relatable instruction for students and apprentices enrolled in the maintenance tech program.

The trainers assist the College in delivering valuable hands-on education and training for high skill in-demand jobs in our local community. Students, apprentices and incumbent workers stand to benefit from having exposure to this equipment and prepare them for success in the industry.

Funding Source: Perkins Grant Fund

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

**RATIFICATION OF ARCHITECTURAL FEES - BUILDING H RENOVATION  
MODIFICATION- PHASE 2**

**Recommendation**

The administration recommends that the Board of Trustees ratifies the modification of the Architectural and Design fees for the College's Building H Renovation Modification - Phase 2 project with Dewberry Architects, Inc. (Elmhurst, IL) in an amount not to exceed \$1,319,828.



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Dr. David Sam, President

**Background**

Board Action No. 113-A-22 was approved by the Board of Trustees in December 2021 for architectural services from Dewberry that included programming, design services, and administration for the Building H Renovation - Phase 2. The cost of the initial service fees was \$1,100,190.

After the Information Technology (IT) department reviewed their section of the project there were change orders needed to the scope that required additional costs. The additional IT costs resulted in an increase in the Architectural and Design fees (\$219,638) which exceeded 10% of the original approved fees.

Funding Source: Operations and Maintenance – Restricted Fund

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

## **RATIFICATION OF NURSING LAB AUDIO VISUAL EQUIPMENT**

### **Recommendation**

The administration recommends that the Board of Trustees ratifies the purchase of audio-visual equipment from Media Resources, Inc. (Lisle, IL) for the nursing program in an amount not to exceed \$22,158.



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Dr. David Sam, President

### **Background**

During the fall semester, nursing courses will need various combinations of online simulation and face-to-face clinicals to meet course objectives for the state and accreditation. As a result of the pandemic, it is more difficult to place students in face-to-face clinical settings. Out of 224 nursing student clinical placements planned for fall 2022, only 148 student placements can be accommodated by clinical sites. For continued student success, the nursing simulation center takes the place of face-to-face clinicals and supplements difficult content they are not exposed to.

The simulation rooms have consistent service issues due to the dated and failing equipment that was installed in 2012. Post COVID shutdown, the sound system was not working with upgraded video equipment. Students who were observing and evaluating in the briefing rooms were unable to hear the students performing “patient care” in the simulation center. This is needed for debriefing sessions, where the majority of the learning takes place.

In October 2021, a plan was implemented to upgrade the sound equipment in the amount of \$17,139, with Media Resources, Inc. Immediately following the installation, it was noted that additional functionality was needed due to the unique shape of the rooms. A reevaluation of the rooms resulted in the need for additional equipment to assist for the fall term.

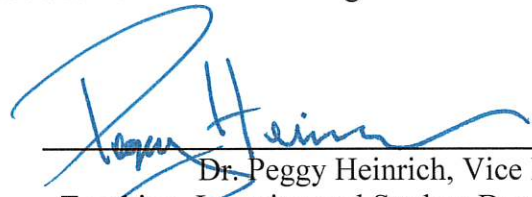
Funding Source: Education Fund

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning and Student Development, 847-214-7635

## **RATIFICATION OF PURCHASE AND SALE OF VEHICLE**

### **Recommendation**

The administration requests that the Board of Trustees ratify and authorize the administration to purchase and subsequently sell to Dr. David Sam a 2019 Jeep Grand Cherokee Overland in an amount not to exceed \$26,704.53 plus related costs at no cost to the College.

  
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Dr. Peggy Heinrich, Vice President  
Teaching, Learning and Student Development

### **Background**

The College entered into a three-year vehicle lease per Dr. Sam's employment contract on August 19, 2019 with Chrysler Capital, Dallas, TX. The Chrysler Capital lease offers the College a buy-out option at the end of the three (3) years. Dr. Sam has requested to purchase such vehicle for the same amount purchased by the College plus related costs for the transfer of title from the College to Dr. Sam. Once the vehicle title has been received by the College, the vehicle will be sold and title will be transferred to Dr. Sam, the sole driver of the vehicle during the lease period, for the exact purchase price of \$26,704.53 with all related costs and at no cost to the College.

Funding Source: Operations & Maintenance Fund

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

**RATIFICATION, TEMPORARY INSTRUCTOR OF MATHEMATICS  
Ms. Katherine Fletcher**

**Recommendation**

The administration recommends that the Board of Trustees ratifies the appointment of Ms. Katherine Fletcher as a Temporary Instructor of Mathematics for the 2022 Fall Semester at a salary of \$55,785 (Lane I, Step 3) on the Elgin Community College Faculty Association (ECCFA) full-time salary and rank schedule, effective August 16, 2022.



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Dr. David Sam, President

**Background**

Despite efforts to staff a number of unassigned sections this semester, the mathematics department was not able to hire a faculty to teach MTH 230-Calculus II. This is a key course in the engineering pathway, and one that would negatively impact our students' progression toward their Associate of Engineering Science degree and ultimately completion of their Engineering degree at UIUC. With only one week to go before the fall semester was set to begin, it was determined that the best option for the math department would be a temporary full-time faculty appointment. A unit adjunct faculty member, Ms. Katherine Fletcher, was selected for this position to ensure that engineering students could continue their program of study without interruption.

Ms. Fletcher has taught mathematics courses part-time at Elgin Community College since 2014. She has also served as an adjunct faculty at Northern Illinois University and Waubesa Community College.

Ms. Fletcher earned her Bachelor of Science degree in Mathematics from Edgewood College and her Master of Science degree in Pure Mathematics from Northern Illinois University. In the past, Ms. Katherine Fletcher has stepped in at critical times to help the math department when staffing was an issue, and we are grateful that she will be assuming a full-time role at the College this semester.

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

**RATIFICATION, TEMPORARY INSTRUCTOR OF ENGLISH**  
**Ms. Susan Zelms**

**Recommendation**

The administration recommends that the Board of Trustees ratifies the appointment of Ms. Susan Zelms as a Temporary Instructor of English for the 2022 Fall Semester at a salary of \$69,603 (Lane 1, Step 9) on the Elgin Community College Faculty Association (ECCFA) full-time salary and rank schedule, effective August 16, 2022.



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Dr. David Sam, President

**Background**

Tenured English Professor William Demaree announced his retirement on July 17, 2022. In order to assist with course coverage, it was determined that the best option for the English department would be to secure a temporary full-time faculty appointment. Unit adjunct faculty member Susan Zelms was selected for this position to ensure that English students could continue their academic progress without interruption.

Ms. Zelms has taught various courses (including Reading and Composition courses) part-time at Elgin Community College since 1993. She has also served as an adjunct faculty member at the College of DuPage.

Ms. Zelms earned both her Bachelor of Arts and Master of Arts degrees in English from DePaul University in Chicago, Illinois. She is a dedicated educator who has demonstrated a commitment to supporting ECC's students in achieving their academic goals through personalized support and engaging learning activities.

We look forward to having Susan Zelms joining us in a full-time capacity for the Fall 2022 semester.

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