

**MINUTES OF REGULAR BOARD MEETING
MARCH 14, 2023**

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, March 14, 2023, in Building E, Room E100.01/Virtual.

1. Call to Order and Roll Call

Chair Rakow called the regular meeting to order at 5:37 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 and Student Development; Dr. Wagner, VP, Business & Finance; Dr. Garber, VP, Planning, Institutional Effectiveness and Technology; 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 Redmer moved to recess to closed session.

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 at 5:38 p.m.

3. Reconvene Open Session

The closed-session concluded at 6:53 p.m. The board reconvened in open session at 6:59 p.m. in E125, Seigle Auditorium in-person and with a virtual connection.

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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 absent: None

ECC staff and Dr. Sam, President; Dr. Heinrich, VP Teaching, Learning and Student

Others present: Development; Dr. Wagner, VP Business & Finance; Dr. Garber, VP Planning, Institutional Effectiveness and Technology; 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 Trustee Ollayos.

D. Board Purpose

Trustee McCreary read the Board Purpose.

5. President's Report

- Dr. Sam acknowledged Dr. Clark, ECCFA president in the audience.
- Dr. Sam shared that our retention is over 18% compared to last spring. He thanked faculty and staff that have worked so hard to help students.
- ECC will be represented at AACC this year as a finalist at the Awards of Excellence gala in April under the category "Community College Safety, Emergency Preparedness and Leadership".
- ECC's PTK honor society and the ECC baseball team teamed up to participate in the Salvation Army Bell Ringing College Challenge. Thanks to the generosity of OTTO Engineering, ECC earned the winning team bragging rights and \$5,000.
- Six students' artwork was selected to represent ECC at the Skyway Art Exhibition this year. The awards reception will be held April 1 at Morton College.
- The Observer staff won first place for its digital newsletter at the 2023 Associated College Press (ACP) Spring College National Media Conference March 11. The Best of Show award was in the digital newsletter for the two-year schools' category.
- Ms. Pam Singleton, Managing Director of Business Services, was spotlighted.
- Mr. Geoffrey Pynn, Associate Professor I of Humanities, was also spotlighted.
- Dr. Sam shared student Michael de LaRosa's story with the Board.

6. Audience Wishing to Address the Board

The following audience members addressed the Board:

- Lori Clark, ECCFA president, offered comments regarding faculty negotiations.

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7. Board Reports

A. Finance Committee

Trustee Nowak reviewed the items addressed on the Finance Committee meeting agenda held on Monday, March 13, 2023. PMA, our investment company, gave a presentation and there was a motion passed to look at CDs to review investments for possible higher returns. An internal audit update was provided by Mr. Ed Martin, the new internal auditor. A financial update for FY23 was provided and a discussion of FY24 took place. The Committee reviewed the capital projects and will be reviewing insurance policy rates in May. Minutes of the Finance Committee meeting will be available on the website once they are approved.

B. Committee of the Whole

Trustee Redmer provided an overview of the Committee of the Whole meeting held Monday, March 13, 2023. The following presentations were provided: TikTok, Dr. Webb & Dr. Garber; and Board Meeting Recordings / Posting on Website, Dr. Sam. A construction update was provided by Dr. Wagner. Board Actions and items on the March 14, 2023 agenda were discussed. Minutes of the Committee of the Whole meeting will be available on the website once they are approved.

C. Illinois Community College Trustee Association (ICCTA)

Trustees provided an overview of the ICCTA meetings held on March 10 & 11, 2023. Dual credit and dual enrollment were topics of discussion. There are many differences among community colleges regarding dual credit processes. Lobby Day will be held May 3 in Springfield.

D. Association of Community College Trustees (ACCT)

Trustees Duffy, Ollayos, Rakow and Student Trustee McVey all attended the ACCT Conference in Washington, D.C. Trustees advocated for lowering the threshold for the Pell Grant program and funding for the Respiratory Care program. Registration for the October conference is now open. The call for presentations is also open.

E. Legislative

Chair Rakow provided the following updates: Trustees Duffy, Ollayos and Rakow, Student Trustee McVey and Dr. Webb participated in seven meetings with members of Congress and the US Dept of Education during the National Legislative Summit. Trustees shared news about ECC's rebounding enrollment numbers, our recognition as an Aspen Top 25 college and as an Achieving the Dream Leader College of Distinction, and an update about our Manufacturing and Technology building. In addition to sharing ECC success stories, trustees advocated for support of a Respiratory Care Program for ECC. ECC continues to advocate for support of a short-term PELL. By lowering the PELL Grant Eligibility threshold from 16 to 11 credits, hundreds of ECC students in short-term programs would benefit. Planning for Meet & Greets with representatives on ECC's campus is underway, with the first one scheduled with Congressman Foster on Thursday, April 6. Congressmen Raja Krishnamoorthi will be delivering a ceremonial check to ECC on Thursday, March 16 for the \$936,000 ECC received through federal community project funding. ICCTA Lobby Day in Springfield is May 3, 2023 and planning will begin soon.

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F. ECC Foundation

Trustee Ollayos reported the following: The Foundation has raised \$892,284.62 in monetary gifts and pledges, achieving 58.94% of the annual goal for FY23. The Bright Futures initiative has surpassed the \$1,000,000 benchmark. The Golf Outing and Gala planning committee meetings have begun. The 25th anniversary of the Annual Golf Classic is June 12th. Applications for Foundation Board membership are being accepted. The quarterly foundation board meeting was held on March 2. The recommended endowed spend rate of 4% was approved and maintains our historical disbursement rate for endowed scholarships.

G. Student Report

Student Trustee McVey reported the following: There are 10 new/reactivated clubs this year. Several stress-free events were held in December prior to finals. Welcome week activities after the break included a tailgate party and many games for students. USAC had their first field trip to Chinatown on January 29. A blood drive was held on campus January 30 & 31. Many Black History events took place in February. Auditions were held for A Midsummer Night's Dream. Spring club training and the general club meeting information can be found under Life at ECC in the Student Life tab on the website.

8. College Reports

Board Action No. 136-A-23, Acceptance of Written College Reports

- A. Personnel (January, February)
- B. Treasurer (December, January)
- C. Student (December, January, February)

College Reports Under Separate Cover

- D. Institutional Advancement and ECC Foundation (monthly)
- E. College & Career Student Success Report (quarterly)
- F. Community Engagement and Legislative Affairs (January, February)
- G. Marketing and Communications (quarterly)
- H. Grant Monitoring Report (for period ending December 31, 2022)
- I. Insurance Report (annual)

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 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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9. Consent Agenda

Chair Rakow removed the following item from the consent agenda:

- G. Board Action No. 143-A-23, Recommendation for Dean Emeritus Dr. Mary Hatch, Dr. Ruixuan Mao and Dr. Mi Hu**
- I.4 Board Action No. 165-P-23, Executive Director of Institutional Advancement and Elgin Community College Foundation Ms. Susan Taylor-Demming**
- I.5 Board Action No. 166-P-23, Amendment to the President's Contract**

Chair Rakow read the following consent agenda items:

- A. Board Action No. 137-A-23, Minutes of the Regular Board Meeting of January 24, 2023**
- B. Board Action No. 138-A-23, Closed Session Minutes of the Regular Board Meeting of January 24, 2023**
- C. Board Action No. 139-A-23, Destruction of Audiotapes of Closed Session of June 8, 2021**
- D. Board Action No. 140-F-23, Ratification of Report of Expenses**
- E. Board Action No. 141-A-23, Modified Instructional Fee Recommendation for Fiscal Year 2024**
- F. Board Action No. 142-F-23, Removal of Fitness Center Fee**
- H. Purchases**
 - 1. Board Action No. 144-B-23, Annual Carpentry Services**, authorizes the administration to approve an increase of \$25,000 for carpentry repair services for small projects from Shales McNutt (Elgin, IL) and an annual increase of \$75,000 for the remaining two (2) years.
 - 2. Board Action No. 145-B-23, Building H Furniture Purchase**, authorizes the administration to purchase furniture for Building H, direct from the manufacturer Krueger International (KI) (Chicago, IL) for \$333,517.55 and from Interiors for Business (Batavia, IL) for \$335,659.66 utilizing IPHEC pricing, in the combined amount of \$669,177.21.
 - 3. Board Action No. 146-B-23, Building H Signage Purchase**, authorizes the administration to contract with Serigraphics Sign Systems, Inc. (Minneapolis, MN) to provide and install new signage in Building H for the amount of \$29,048.
 - 4. Board Action No. 147-T-23, Cloud Storage Purchase**, authorizes the administration to purchase cloud storage services from CDW-G (Vernon Hills, IL) for three (3) years, in the amount of \$30,005.76.
 - 5. Board Action No. 148-C-23, Contract for Professional Commissioning Fees**, authorizes the administration to contract with Smith Seckman Reid, Inc. (SSR) (Memphis, TN) for professional fees associated with commissioning services for the new Manufacturing and Technology Center in an amount not to exceed \$132,775.
 - 6. Board Action No. 149-A-23, Contract for Professional Plat of Survey**, authorizes the administration to contract with W-T Group (Hoffman Estates, IL) for professional fees associated with creating a Plat of Survey for the new Manufacturing and Technology Center in the amount of \$75,000.

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7. **Board Action No. 150-A-23, Dashboard Data Consultant**, authorizes the administration to extend the contract with Datatelligent (Glen Ellyn, IL) for the dashboard improvements, in an amount not to exceed \$21,000.
8. **Board Action No. 151-T-23, Instructional and Office Replacement Computers and Monitors**, authorizes the administration to purchase computers and monitors for instructional and office departments from the lowest responsive bidder, Databit, Inc. (Mahwah, NJ), in the amount of \$888,711.90.
9. **Board Action No. 152-T-23, Laptop and Docking Station Purchase**, authorizes the administration to purchase laptops and docking stations for instructional and office departments from the lowest responsive bidder, Computers On The Move (Glendale, WI), in an amount of \$39,259.80.
10. **Board Action No. 153-A-23, Internet Services Renewal**, authorizes the administration to renew our services agreement with Northern Illinois University (NIU) (DeKalb, IL) for Internet Services. The agreement will be for four (4) years, in an amount not to exceed \$128,849 through the term.
11. **Board Action No. 154-A-23, Interpreter Services**, authorizes the administration to contract with 5 Star Interpreting (Tinley Park, IL) for sign language interpreting services for one year, in an amount not to exceed \$37,000.
12. **Board Action No. 155-T-23, IT Equipment Purchase**, authorizes the administration to purchase thirteen (13) Uninterrupted Power Supplies (UPSs) and two (2) extended batteries from CDW-G (Vernon Hills, IL) in an amount not to exceed \$46,049.67.
13. **Board Action No. 156-S-23 Bus Transportation for Spring Break College Campus Visits for TRiO Student Support Services**, authorizes the administration to contract with Olsen Transportation (Gurnee, IL) for buses to transport students for college visits in the amount of \$27,220.
14. **Board Action No. 157-S-23, Lodging for Spring Break College Campus Visits for TRiO Student Support Services**, authorizes the administration to contract for lodging with Hyatt Place (Washington, D.C.) and Hilton at Toledo Downtown (Toledo, OH) for college visits in the amount of \$46,068.51 and \$17,130.44, respectively.
15. **Board Action No. 158-S-23, Ratification of Spring Baseball Bus Transportation**, ratifies and authorizes the administration to contract for bus transportation services from Chicago Classic Coach (Chicago, IL), in an amount not to exceed, \$35,000, which will allow for post season trips.
16. **Board Action No. 159-A-23, Ratification of the Sale of Used Computer Equipment**, ratifies and authorizes the administration to sell used computer equipment consisting of desktop computers with peripheral equipment, monitors, and monitor stands to MD Disk & Associates (Marshfield, MA), the highest responsible bidder, in the total amount of \$7,000.
17. **Board Action No. 160-B-23, Spartan Terrace Restaurant Furniture and Carpet**, authorizes the administration to purchase furniture and carpet for Spartan Terrace Restaurant located in Building I from Interiors for Business (Batavia, IL) utilizing IPHEC pricing, for an amount not to exceed \$186,224.95.

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18. Board Action No. 161-S-23, Summer Camps for Underserved Secondary Students, authorizes the administration to contract with Ivy Campus USA, LLC (Aspen, CO) for summer camp programming in the amount of \$39,000.

I. Personnel

- 1. Board Action No. 162-A-23, Granting of Tenure, Instructor of HVAC Mr. Frank Cassara**
- 2. Board Action No. 163-A-23, Granting of Tenure, Assistant Professor I of Engineering Dr. Soma Chattopadhyay**
- 3. Board Action No. 164-A-23 Granting of Tenure, Instructor of Mathematics Mr. Christopher Purdy**

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

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.

Other

G. Board Action No. 143-A-23, Recommendation for Dean Emeritus Dr. Mary Hatch, Dr. Ruixuan Mao and Dr. Mi Hu

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

Second: Trustee Ollayos seconded the motion.

Dr. Sam thanked the Board for considering this for recent retirees that deserve to be recognized. Dr. Mary Hatch, Dr. Ruixuan Mao and Dr. Mi Hu all thanked the Board and Dr. Sam.

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

I.4 Board Action No. 165-P-23, Executive Director of Institutional Advancement and Elgin Community College Foundation Ms. Susan Taylor-Demming

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

Second: Trustee McCreary seconded the motion.

Dr. Redmer read Ms. Taylor-Demming's background provided in the board action.

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

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I.5 Board Action No. 166-P-23, Amendment to the President's Contract

Motion: Trustee Ollayos moved to approve the agenda item as presented.
Second: Trustee Rodriguez seconded the motion.

Trustee McCreary shared her concern with approving this action prior to the annual performance review. Mr. Vazquez explained why the amendment is necessary due to the restriction imposed by the current legislation. Trustee Duffy read a statement thanking Dr. Sam and highlighted the many achievements during his tenure at ECC. Trustee Ollayos requested that the document read by Trustee Duffy be included in the archive.

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

10. Old Business

No old business was brought forward.

11. New Business

- Trustee Rodriguez attended two black history events in February and they were both well-attended. He thanked Student Trustee McVey for her service on the Board.
- Trustee Rakow indicated that the land acknowledgement approved in December will be incorporated into a possible celebration in October, 2023.
- Trustee Ollayos requested that everyone keep Dr. Susan Timm in their prayers.

12. Adjournment

Motion: Trustee Redmer moved to adjourn the meeting.
Second: Trustee Nowak seconded the motion.

Voice Vote: Aye, 7; Rakow, Redmer, Duffy, McCreary, Nowak, Ollayos, Rodriguez; nay, 0; Student Trustee McVey, aye; meeting adjourned at 8:23 p.m.

John Duffy, MSED, Board Secretary

Diane Kerruish, Board Recorder