



BOARD OF TRUSTEES AGENDA

MAY 9, 2023



Elgin
Community
College

Bright Choice. Bright Future.

1700 Spartan Drive • Elgin, IL 60123-7193 • 847-697-1000 • elgin.edu

**Regular Board Meeting
May 9, 2023**

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

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 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. Shared Values

5. President's Report

6. Audience Wishing to Address the Board

7. Board Reports

- A. Finance Committee – Trustee Rodriguez
- B. Committee of the Whole – Trustee Arroyo
- C. Illinois Community College Trustee Association (ICCTA) – Trustee Ollayos
- D. Association of Community College Trustees (ACCT) – Trustee Ollayos
- E. Legislative – Trustee Rakow
- F. ECC Foundation – Trustee Parks
- G. Student Report – Student Trustee Kolbusz

Reports

8. College Reports

- A. Personnel (April) 2
- B. Treasurer (March) 4
- C. Student Report (April) 23

College Reports Under Separate Cover

- D. Institutional Advancement and ECC Foundation (monthly)
- E. College & Career Student Success Report (quarterly)
- F. Grant Report (period ending March 31, 2023)

Actions

Acceptance of College Reports

1

9. Consent Agenda Approval

- A. Minutes of the Regular Board Meeting of April 11, 2023 2
- B. Closed Session Minutes of the Regular Board Meeting of April 11, 2023 10
- C. Destruction of Audiotapes of Closed Sessions of September 1, 21 and 22, 2021 11
- D. Ratification of Report of Expenses 12
- E. Ratification of Board of Trustees Travel Expenses 13
- F. Intergovernmental Agreement Between Community College District No. 509, Community College District No. 512, Chicago Cook Workforce Partnership and the Village of Hanover Park 14
- G. Hanover Square Shopping Center Lease 27
- H. Consulting Services Board Retreat June 2023 33
- I. Trustees' In-State Attendance at Illinois Community College Trustee Association (ICCTA) Meeting 36

J. Purchases	
1. 9-1-1 Computer-Aided Simulator	37
2. Adult Mental Health First Aid Training	38
3. Annual Fire Alarm System Testing	39
4. Arts Center 2023-2024 Season Booklet	40
5. Intersect Software Renewal	41
6. Programmable Logix Controllers and Mechatronic Simulators	42
7. Temporary Supplemental Custodial Campus Cleaning	43
8. Welding Gases and Supplies	44
K. Personnel	
1. Extension, Temporary Full-time Instructor of Truck Driving, Ms. Sharla Suggs	45
2. New Hire, Assistant Professor I of Applied Physical Science, Dr. Bailey Zo Kreager	46
3. New Hire, Instructor of Mathematics, Mr. Richard McBride	47
L. Resolutions of Appreciation	
1. Retiree, Director of Financial Aid & Scholarships, Mary Crowe	48
2. Retiree, Professor I of Biology, Janet Whitsitt	50

10.Old Business

11.New Business

12.Adjournment

Next regular meeting: 6:30 p.m. Tuesday, June 13, 2023

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

To improve people's lives through learning.

Vision

To be the first choice for everyone to learn, grow, and dream in a culture that ensures access, advances innovation, and fosters success.

Philosophies

- Learning – Learning is a lifelong process that empowers individuals
- Equity – Equity is ensuring everyone receives what they need to be successful
- Diversity – Diversity is all expressions of humanity
- Inclusion – Inclusion is valuing what makes us unique
- Justice – Justice is ensuring our structures and systems honor individual rights

Key Imperatives

Teaching and Learning Excellence
ECC Experience

Lifelong Connections
Fortify Our Future

Shared Values

Excellence

We strive to offer the highest level of excellence in our programs and services to 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 innovation and inquiry flourish.

Ethical Practices

We are responsible to carry out our work with honesty and integrity. Our Vision, not personal interests, guides our decisions and actions so that they will be enacted out of service to our students and community members.

Accountability

As a public institution, we commit to making the best use of resources. We are transparent in measurement and reporting, seek feedback from others, accept responsibility for our decisions and actions, and continuously improve our practices.

Collaboration

We are committed to serving students, employees, and community members. The decisions and actions we undertake in carrying out our Vision derive from working cooperatively with all stakeholders.

Holistic Approach

As stewards of people's learning, we understand their perspectives and we use our insight and compassion to support them through challenging times. We believe in educating and supporting the whole person through a comprehensive approach that addresses the emotional, social, ethical, and academic needs of students, employees, and community members.

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 Center, 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 2nd 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 2nd 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 for information regarding Registration, Financial Aid and Payment



Elgin Community College Board of Trustees Annual Planning Calendar

		JUL ¹	AUG	SEP	OCT	NOV	DEC	JAN	FEB ¹	MAR	APR	MAY	JUN
Board Activities	Board Policy Review Period <i>(cont'd from Jun)</i>			Attorney reviews closed session minutes	Board attends ACCT Annual Congress Board awards faculty tenure	Board adopts course fees for next fiscal year	Board adopts tax levy Board conducts semi-annual self-evaluation	Board articulates budgetary considerations for next fiscal year Board adopts tuition for next fiscal year Board provides input regarding budget projections and considerations proposed for next fiscal year	Board attends ACCT Legislative Summit	Attorney reviews closed session minutes Board awards faculty tenure Board and College discuss budget considerations in preparation for budget adoption in June (Finance Committee)	Board seats student trustee Board re-organizes (in even years) Board plans state lobby events (ICCTA) Board prepares President's evaluation	Board presents and discusses President's evaluation with the President Board seats newly elected trustees and re-organizes (in odd years)	Board Policy Review Period <i>(cont'd thru Jul)</i>
													Board adopts next fiscal year's budget including auxiliary business unit operating parameters and transfers Board retreats and conducts semi-annual self-evaluation and goal setting
College Activities	Goal and Budget Review Period: Departments review accomplishments from previous year	Goal and Budget Planning Period: College reviews department budget requests to prepare college budget for next fiscal year											
	College complies annual accomplishments from previous year	Finance begins fiscal auditing activities for previous fiscal year	TLSD & Finance recommend course fees for next fiscal year	College summarizes performance on key indicators from previous year	Finance adopts comprehensive audit report for previous fiscal year Finance proposes tax levy and abatements TLSD drafts academic calendar for the fiscal year that follows the next 3 years	Finance places tax levy on display and prepares tax levy hearing	College outlines budget projections for expected revenues and anticipated expenditures for next fiscal year (e.g., capital outlay, staffing needs, and auxiliary operating parameters) College makes tuition recommendation for next fiscal year	President sets goals for next fiscal year	Departments estimate budgets for next fiscal year based on proposed goals	Departments estimate budgets for next fiscal year based on proposed goals	Finance finalizes and places next fiscal year's annual budget on display		
Suggested Reports for Presentations <small>(for COTW or Board Meetings)</small>	Prevailing Wage Report (Finance)	Vendor Report Grant Monitoring Report (Apr-Jun)	Campus Crime Report (Clery Act) Faculty Tenure Recommendations (TLSD)	Update on General Education Assessment (TLSD) Performance Report/Effectiveness Indicators Update (Planning) Course and lab fees (TLSD)	ECC Foundation Annual Report Grant Monitoring Report (Jul-Sep)	Annual Insurance Report (Finance) Community Report (Communications)	Faculty Tenure Recommendations (TLSD)	Grant Monitoring Report (Oct-Dec)	Committee Representation Report (CELA)	ICCB RAMP (Operations & Maintenance) Grant Monitoring Report (Jan-Mar)			

¹ Committee 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)**

February 6, 2023 (Monday)	Board of Representatives Meeting, Washington DC inconjunction with ACCT NLS
March 10 – 11, 2023	Westin Chicago Lombard, Lombard, IL
May 2, 2023 (Tuesday)	Board of Representatives Meeting, Springfield, IL – Location to be determined
May 3, 2023	Lobby Day, Springfield, IL
September 8 – 9, 2023	Board of Representatives Meeting, Springfield, IL – Location to be determined
November 10 – 11, 2023	Board of Representatives Meeting, Chicago Marriott Schaumburg, Schaumburg, IL

ICCTA ANNUAL CONVENTION:

June 2 – 3, 2023	Bloomington-Normal Marriott Hotel & Conference Center, Normal, IL
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ICCTA REGIONAL AND OTHER MEETINGS:

January 18, 2023	South Suburban Region Meeting, SSC Oak Forest Campus, Oak Forest, IL
February 24, 2023	East Central Region Meeting, Heartland Community College, Normal, IL
March 24, 2023	West Central Region Meeting, SRC Macomb Outreach Center, Macomb, IL
August 18 – 19, 2023	Executive Committee Retreat, Joliet, IL

ILLINOIS COUNCIL OF COMMUNITY COLLEGE PRESIDENTS (ICCCP):

January 26 – 27, 2023	Heartland Community College, Normal, IL
March 9 – 10, 2023	Westin Chicago Lombard, Lomard, IL (Joint meeting & ICCCP meetings)
May 2, 2023	In conjunction with ICCTA Lobby Day, Springfield, IL – Location to be determined
June 1, 2023	Bloomington-Normal Marriott Hotel & Conference Center, Normal, IL
September 8, 2023	Springfield, IL – Location to be determined
November 10, 2023	Chicago Marriott Schaumburg, Schaumburg, IL

ICCB MEETINGS:

January 27, 2023	Harry L. Crisp II Community College Center, Springfield, IL
March 24, 2023	Illinois Valley Community College, Oglesby, IL
June 2, 2023	Bloomington-Normal Marriott Hotel & Conference Center, Normal, IL
July 2023	Subject to Call
September 15, 2023	Richland Community College, Decatur, IL
December 1, 2023	Harry L. Crisp II Community College Center, Springfield, IL

IBHE MEETINGS:

January 18, 2023	TBD
March 15, 2023	TBD
June 14, 2023	TBD
August 16, 2023	TBD
November 15, 2023	TBD

ISAC MEETINGS:

April 13, 2023	Virtual or Chicago Site
June 22, 2023	Virtual or Chicago Site
September 21, 2023	Virtual or Chicago Site
December 7, 2023	Virtual or Chicago Site

ACCT/AACC EVENTS:

February 5 – 8, 2023	ACCT National Legislative Summit (NLS), Marriott Marquis, Washington, DC
October 9 – 12, 2023	ACCT Leadership Congress, Aria Resort and Casino, Las Vegas, NV

OTHER DATES/MEETINGS:

April 4, 2023	Illinois consolidated election (including community college trustee elections)
April 27, 2023	Annual Phi Theta Kappa Banquet, President Abraham Lincoln Hotel, Springfield, IL
May 2, 2023	Last day for community college boards to conduct organizational meetings and seat trustees elected on April 4
May 19, 2023	Scheduled adjournment of the Illinois General Assembly
August 24 – 25, 2023	Professional Administrative Assistants Conference, College of DuPage, Glen Ellyn, IL



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

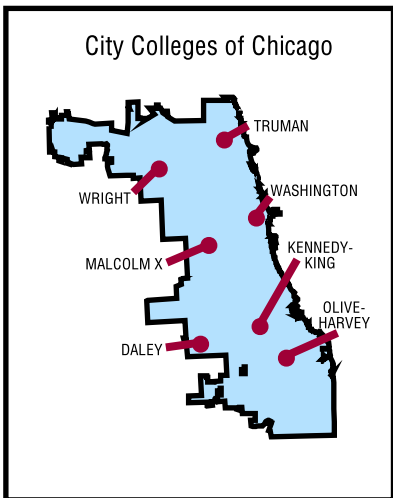
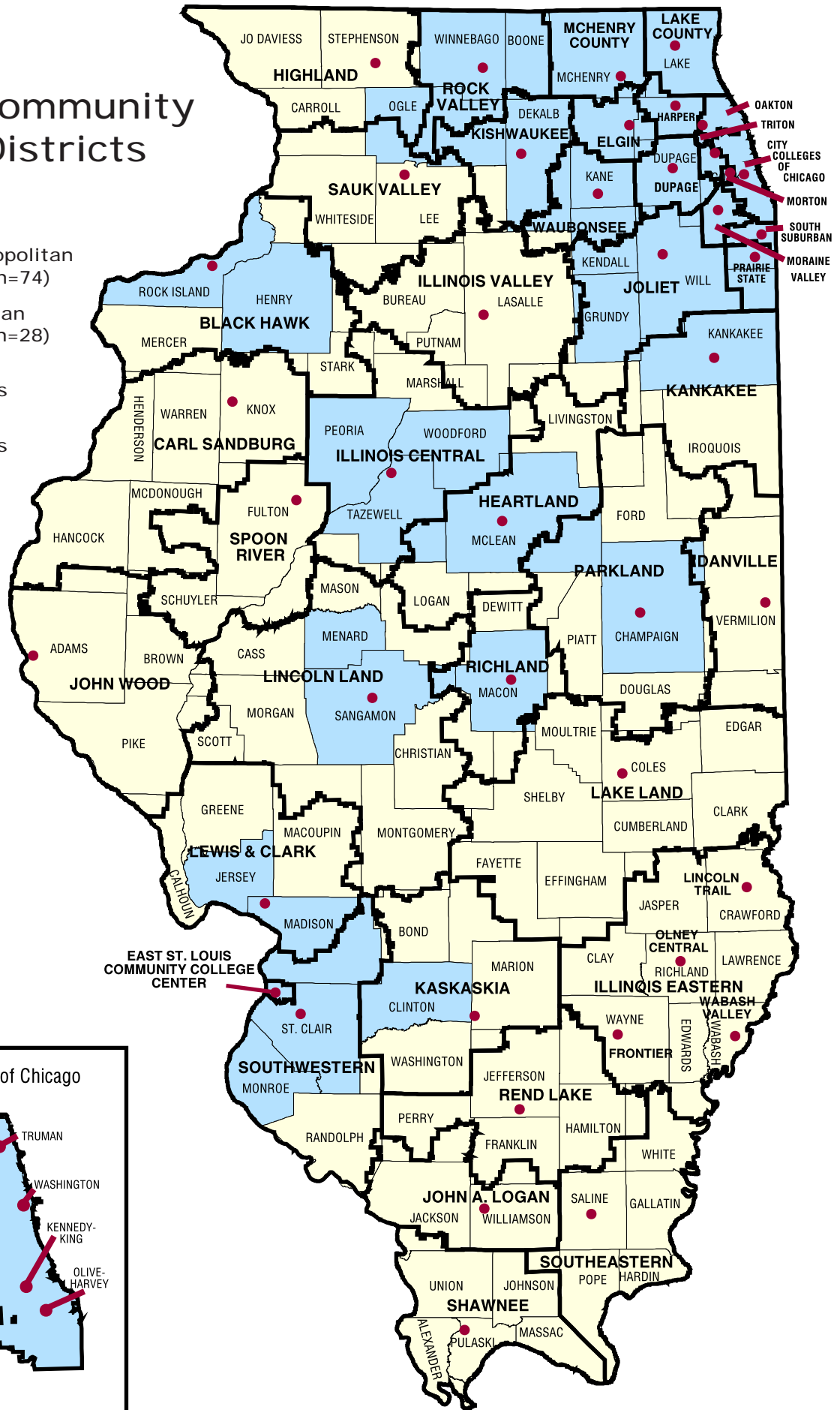
- 🎓 The average full-time Illinois community college student pays **\$4,410 per year in tuition and fees; nearly one-third the average tuition and fees** at Illinois public universities.
- 🎓 College costs can be reduced and students are able to gain access to college-level coursework during high school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

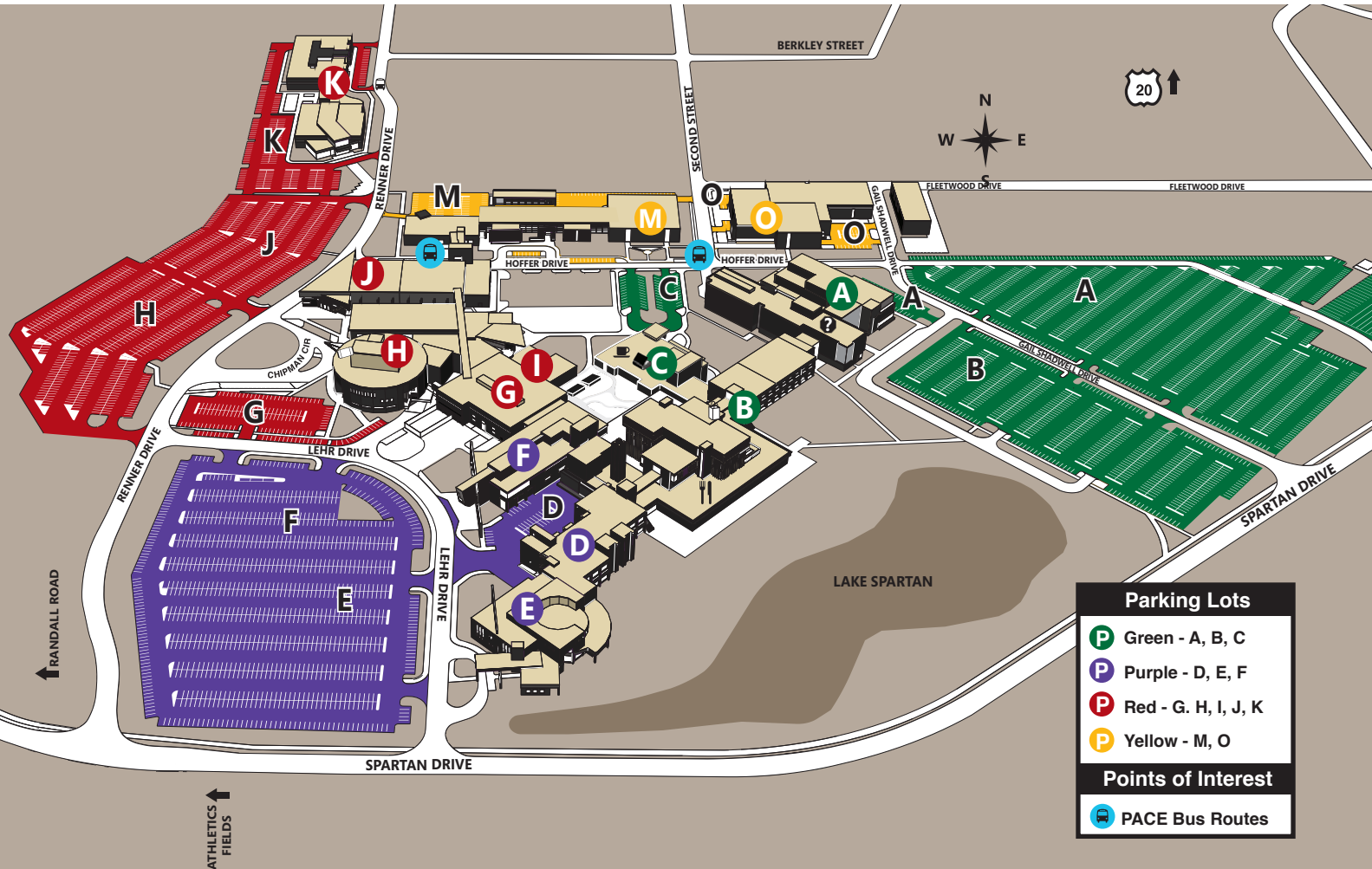
K BUILDING

- 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



Parking Lots

- P Green** - A, B, C
- P Purple** - D, E, F
- P Red** - G, H, I, J, K
- P Yellow** - M, O

Points of Interest

- Bus** PACE Bus Routes

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 (April)
- B. Treasurer (March)
- C. Student (April)

College reports/procedures presented under separate cover:

- D. Institutional Advancement and ECC Foundation (monthly)
- E. College & Career Student Success Report (quarterly)
- F. Grant Monitoring Report (period ending March 31, 2023)

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
Joan	Dufelmeier	NH	Data Management Analyst	4/3/2023	\$65,000.00	14
Christopher	Kranz	NH	Career Development Specialist V	4/3/2023	\$26.20	14
Eric	Solberg	NH	Director of Leadership Giving	4/17/2023	\$83,000.00	16
David	Visenti	NH	Custodian I	5/1/2023	\$13.50	7
Julia	Perez	NH	Student Success Coach	5/1/2023	\$50,960.00	14
Evelyn	Lozano	NH	Student Success Coach	5/1/2023	\$50,960.00	14
Diane	Kmet	RDNR	Senior Director of Enterprise Systems, Applications and Project Management	3/7/2023	\$152,393.00	217
Kelly	Scott	RDWR	Managing Director of Enterprise Systems, Applications and Project Management	3/7/2023	\$119,532.00	218
Laura	Hosford Yunker	RC	International Admissions Coordinator	3/7/2023	\$59,177.00	14
Shimaa	Kamel	TRN	Payroll Specialist	3/20/2023	\$54,000.00	13
Graciela	Ortiz	TRS	Custodian I	4/3/2023	\$28,548.00	7
Theresa	Reddick	SOVL	Director of Payroll	3/20/2023	\$105,145.00	17
Megan	DiCianni	RES	Instructional Technology / Accessibility Coordinator	4/7/2023		
Michelle	Polyakov	RES	Assistant Dean of College Transitions	4/12/2023		
Selena	Tapia	RES	Academic Advisor	4/7/2023		
Laura	Hosford Yunker	RES	International Admissions Coordinator	4/21/2023		
Megan	Petronella	RES	Financial Aid Assistant III	4/14/2023		
Kimberly	Shaw	DFP	Out-of-School Coordinator IV	3/17/2023		
Theresa	Reddick	RET	Director of Payroll	3/31/2023		

Key
NH - New Hire
RDNR - Redesign no Reclass
RDWR - Redesign with Reclass
RC - Reclassification
TC - Title Change
TRN - Transfer - New Grade/Group
TRS - Transfer- Same Grade/Group
SOVL - Slot Change - Early Replace
RES - Resignation
DFP - Discharged for performance
RET - Retirement

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

HUMAN RESOURCES STAFFING REPORT

Joan Dufelmeier

Joan Dufelmeier joins Elgin Community College as a Data Management Analyst. Joan earned a Bachelor's in Marketing from Northern Illinois University. Joan has more than ten years of marketing and sales experience focused on data insights. She comes to the College from McCain Foods, where she served as a business and customer intelligence analyst.

Christopher Kranz

Christopher Kranz joins Elgin Community College as a Career Development Specialist V. Christopher earned a Bachelor's in Psychology from Bethel College and a Master's in Human Resource Management and Development from National-Louis University. Christopher has over fourteen years of community college career counseling and job search advising experience. He comes to the College from KR Builders, LLC, where he served as the president.

Eric Solberg

Eric Solberg joins Elgin Community College as the Director of Leadership Giving. Eric earned a Bachelor of Arts in Psychology from Luther College and a Master of Science in Sport Management from Minnesota State University. Eric has over twenty years of experience in all areas of Advancement including alumni relations, stewardship, marketing, advancement services, business office protocol, along with corporate and foundation giving. He comes to the College from Benedictine University, where he served as a senior development officer.

David Visenti

David Visenti joins Elgin Community College as a Custodian I. David has over ten years of customer and custodial service experience. He comes to the College from Michaels, where he served as a replenishment associate.

Julia Perez

Julia Perez joins Elgin Community College as a Student Success Coach. Julia earned a Bachelor of Arts in Communications from Purdue University and a Master of Education in International Higher Education from Loyola University. Julia has over six years of higher education experience. She comes to the College from the National University of Health Sciences, where she served as an education coordinator.

Evelyn Lozano

Evelyn Lozano joins Elgin Community College as a Student Success Coach. Evelyn earned a Bachelor's and a Master of Arts in Visual Arts from Eastern Illinois University. Evelyn has over seven years of teaching experience. She comes to the College from McHenry County College, where she served as an academic advisor.

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

ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of March 31, 2023

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	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	1/17/2023	4/21/2023	4.550%	249,843.71	246,950.00	American Investors Bank and Mortgage
Certificate of Deposit	10/28/2022	5/30/2023	4.250%	249,874.96	243,800.00	Winchester Savings Bank, MA
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	3/31/2023	7/27/2023	4.850%	249,755.58	245,900.00	Pacific National Bank
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	3/16/2023	8/4/2023	4.520%	249,634.11	245,350.00	First State Bank
Certificate of Deposit	3/16/2023	8/4/2023	5.020%	249,700.15	244,950.00	Preferred Bank
Certificate of Deposit	3/16/2023	8/4/2023	4.520%	249,634.11	245,350.00	First Community Bank of the Heartland, Inc.
Certificate of Deposit	3/16/2023	8/4/2023	4.745%	249,338.29	244,850.00	Fieldpoint Private Bank & Trust
Certificate of Deposit	3/16/2023	8/4/2023	4.800%	249,491.98	244,950.00	First Community Bank of Tennessee
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	3/30/2023	8/18/2023	4.585%	249,848.56	245,500.00	CIBC Bank USA
Certificate of Deposit	11/30/2022	9/15/2023	4.622%	249,716.00	240,900.00	Bank 7, OK
Certificate of Deposit	12/7/2022	9/15/2023	4.500%	3,621,685.91	3,500,000.00	BMO Harris Bank National Association
Certificate of Deposit	12/15/2022	9/15/2023	4.734%	249,771.98	241,200.00	T Bank, National Association
Certificate of Deposit	10/1/2021	10/2/2023	0.120%	249,698.67	249,100.00	Financial Federal Bank, TN
Certificate of Deposit	9/30/2022	10/2/2023	4.130%	249,531.54	239,600.00	First National Bank, ME
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	1/6/2023	1/8/2024	4.665%	249,825.94	238,650.00	Merrick Bank
Certificate of Deposit	1/17/2023	1/17/2024	4.693%	249,849.84	238,650.00	Western Alliance Bank
Certificate of Deposit	1/6/2023	7/5/2024	4.513%	1,334,562.71	1,250,000.00	BAXTER
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
Certificate of Deposit	1/26/2023	1/27/2025	4.144%	249,874.33	230,700.00	Riverside Bank
Certificate of Deposit	2/27/2023	2/27/2025	4.818%	249,848.66	227,450.00	PeopleFirst Bank
Certificate of Deposit	2/27/2023	2/27/2025	4.644%	249,641.20	228,400.00	Modern Bank, National Association
Certificate of Deposit	1/6/2023	1/6/2026	4.021%	249,876.80	222,100.00	KS StateBank
Certificate of Deposit	1/6/2023	1/6/2026	4.246%	249,854.00	221,600.00	Great Midwest Bank, S.S.B.
Certificate of Deposit	1/6/2023	1/6/2026	4.096%	249,867.50	222,500.00	Bank Hapoalim B.M.
Treasury Bills	10/14/2021	4/14/2023	0.060%	100,000.00	100,059.92	One Community Bank
Treasury Bills	1/18/2023	4/20/2023	4.520%	3,750,000.00	3,707,756.67	Treasury Bill
Treasury Bills	11/2/2021	4/30/2023	0.211%	1,250,000.00	1,248,388.67	U.S. Treasury Note
Treasury Bills	1/9/2023	5/2/2023	4.547%	4,250,000.00	4,190,995.95	Treasury Bill
Treasury Bills	1/10/2023	5/9/2023	4.590%	1,750,000.00	1,724,200.14	Treasury Bill
Treasury Bills	1/18/2023	5/16/2023	4.576%	2,500,000.00	2,463,559.31	Treasury Bill
Treasury Bills	1/24/2023	5/23/2023	4.595%	2,250,000.00	2,216,784.13	Treasury Bill
Treasury Bills	1/18/2023	6/1/2023	4.529%	4,250,000.00	4,180,489.36	Treasury Bill
Treasury Bills	1/31/2023	6/2/2023	4.617%	1,250,000.00	1,230,742.64	Federal Home Loan Discount
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
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	11/22/2022	6/30/2023	4.512%	2,000,000.00	1,948,125.00	U.S. Treasury Note
Treasury Bills	1/31/2023	7/7/2023	4.640%	500,000.00	490,082.83	Federal Home Loan Discount
Treasury Bills	2/21/2023	7/7/2023	4.688%	3,500,000.00	3,439,098.44	Federal Home Loan Discount
Treasury Bills	1/11/2022	7/15/2023	0.574%	3,750,000.00	3,724,658.20	U.S. Treasury Note
Treasury Bills	2/28/2023	7/15/2023	4.812%	1,500,000.00	1,473,867.19	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	3/21/2023	7/18/2023	4.741%	1,500,000.00	1,477,226.38	Treasury Bill
Treasury Bills	2/21/2023	7/20/2023	4.793%	500,000.00	490,406.06	Treasury Bill
Treasury Bills	2/23/2023	7/21/2023	4.784%	500,000.00	490,355.33	Federal Home Loan Discount
Treasury Bills	7/23/2021	7/24/2023	0.120%	249,000.00	249,149.42	Axiom Bank
Treasury Bills	3/28/2023	7/25/2023	4.700%	2,750,000.00	2,708,611.97	WI Treasury Note
Treasury Bills	7/28/2021	7/28/2023	0.200%	249,000.00	249,496.76	Sallie Mae Bank/Salt Lake
Treasury Bills	3/24/2023	8/17/2023	4.600%	250,000.00	245,483.13	Treasury Bill
Treasury Bills	12/1/2022	9/15/2023	4.588%	1,000,000.00	965,859.38	U.S. Treasury Note
Treasury Bills	12/16/2022	9/15/2023	4.606%	250,000.00	241,561.65	Federal Home Loan Discount
Treasury Bills	1/9/2023	9/15/2023	4.548%	250,000.00	242,685.55	U.S. Treasury Note
Treasury Bills	3/30/2021	9/29/2023	0.150%	249,000.00	249,000.00	Amer Natl Bank/Fox Cities
Treasury Bills	9/29/2022	9/30/2023	4.085%	750,000.00	722,021.48	U.S. Treasury Note
Treasury Bills	10/3/2022	9/30/2023	4.138%	500,000.00	481,308.59	U.S. Treasury Note
Treasury Bills	10/4/2022	9/30/2023	4.111%	500,000.00	481,484.38	U.S. Treasury Note

ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of March 31, 2023

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
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	1/9/2023	1/15/2024	4.554%	1,000,000.00	956,484.38	U.S. Treasury Note
Treasury Bills	2/28/2023	2/26/2024	5.130%	750,000.00	713,110.13	Federal Home Loan Discount
Treasury Bills	2/23/2023	2/29/2024	4.945%	250,000.00	241,582.03	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	10/3/2022	3/31/2024	4.120%	750,000.00	729,902.34	U.S. Treasury Note
Treasury Bills	10/6/2022	4/8/2024	4.100%	244,000.00	244,176.52	Morgan Stanley Bank
Treasury Bills	10/11/2022	4/11/2024	4.100%	249,000.00	249,361.97	Wells Fargo Bank
Treasury Bills	10/11/2022	4/11/2024	4.104%	244,000.00	244,512.57	Synovus Bank
Treasury Bills	4/14/2021	4/15/2024	0.250%	249,000.00	249,000.00	Goldman Sachs Bank USA
Treasury Bills	10/14/2022	4/15/2024	4.100%	249,000.00	249,181.30	First Carolina Bank
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	1/30/2023	7/30/2024	4.404%	249,000.00	249,526.95	First Savings Bank Jefferson, NV
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	2/28/2023	8/31/2024	4.929%	500,000.00	478,183.59	U.S. Treasury Note
Treasury Bills	10/5/2022	10/7/2024	4.155%	244,000.00	244,674.21	Capitol Bank
Treasury Bills	10/6/2022	10/7/2024	4.205%	244,000.00	244,672.00	Morgan Stanley Bank
Treasury Bills	10/7/2022	10/7/2024	4.160%	244,000.00	244,649.94	Tristate Capital Bank
Treasury Bills	10/7/2022	10/7/2024	4.155%	244,000.00	244,671.20	Synchrony Bank
Treasury Bills	10/10/2022	10/10/2024	4.206%	244,000.00	244,668.99	Discover Bank
Treasury Bills	11/2/2021	10/15/2024	0.647%	1,250,000.00	1,249,218.75	U.S. Treasury Note
Treasury Bills	10/15/2022	10/15/2024	4.120%	249,000.00	249,382.80	United Bankers Bank
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	1/11/2023	1/13/2025	4.355%	244,000.00	244,671.38	City National Bank, Beverly Hills
Treasury Bills	1/13/2023	1/13/2025	4.326%	244,000.00	244,574.51	Signature Bank New York
Treasury Bills	1/18/2022	1/15/2025	1.070%	3,500,000.00	3,505,651.31	WI Treasury Note
Treasury Bills	1/9/2023	1/15/2025	4.138%	500,000.00	471,132.81	U.S. Treasury Note
Treasury Bills	1/18/2023	1/17/2025	4.327%	249,000.00	249,347.65	Southpoint Bank
Treasury Bills	1/20/2023	1/21/2025	4.305%	244,000.00	244,670.58	Manuf & Traders Trust Co.
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	1/11/2023	1/8/2026	4.017%	247,000.00	247,575.71	Popular Bank
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	3/31/2023	3/31/2023	0.025%	10,760.54	10,760.54	LIQ General Fund #10896-101
Money Market Funds	3/31/2023	3/31/2023	0.051%	8,682,501.05	8,682,501.05	MAX General Fund #10896-101
Money Market Funds	3/31/2023	3/31/2023	0.051%	259,850.63	259,850.63	MAX Chiller Replacement #10896-215
Money Market Funds	3/31/2023	3/31/2023	0.051%	796,129.65	796,129.65	MAX Campus Door Project #10896-217
Money Market Funds	3/31/2023	3/31/2023	1.000%	7,581,463.90	7,581,463.90	US Bank - IL Funds (01-00000-125000)
			2.51%	\$ 136,051,908.01	\$ 135,827,924.39	

*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 March 31, 2023**

	2023 Budget	Fiscal Year Actual	% Actual Budget	Prior Yr Mar. 31 2022 Actual	% of FY2022 Budget
REVENUES					
Property Taxes	\$ 39,745,000	\$ 39,940,706	100.49%	\$ 39,561,119	99.10%
Local Grants and Contracts	-	56,769	-	181,644	35.71%
Personal Property Replacement Tax	750,000	1,298,950	173.19%	955,563	173.74%
Illinois Community College Board	6,372,000	4,927,551	77.33%	4,703,517	78.84%
Student Tuition and Fees *	24,221,600	21,311,835	87.99%	20,137,957	87.08%
Payment Plan and Late Fees	155,000	120,565	77.78%	112,100	62.28%
Investment Income	500,000	2,243,764	448.75%	(2,014,541)	(251.82)%
Miscellaneous External Revenue	3,846,422	310,057	8.06%	788,225	23.33%
Miscellaneous Internal Revenue	-	-	-	622	-
TOTAL REVENUES	75,590,022	70,210,197	92.88%	64,426,206	86.56%
EXPENDITURES BY OBJECT					
Salaries	46,347,855	36,137,546	77.97%	33,405,416	71.45%
Employee Benefits	9,610,288	6,339,917	65.97%	6,185,324	66.35%
Contractual Services	4,052,019	2,715,975	67.03%	2,164,866	53.04%
General Material & Supplies	5,230,084	3,753,206	71.76%	2,770,414	62.64%
Professional Development	763,361	435,919	57.11%	261,713	37.50%
Fixed Charges	245,640	124,139	50.54%	135,210	74.82%
Utilities	1,300	1,120	86.12%	1,218	93.66%
Capital Outlay	2,218,071	707,464	31.90%	611,398	48.01%
Other	577,056	21,727	3.77%	250,205	36.26%
Waivers/Institutional Scholarships	450,000	362,379	80.53%	316,605	45.88%
TOTAL EXPENDITURES BY OBJECT	69,495,674	50,599,392	72.81%	46,102,369	67.88%
EXPENDITURES BY FUNCTION					
Instruction	33,115,819	24,423,608	73.75%	22,600,274	70.73%
Academic Support	10,143,300	7,814,933	77.05%	6,448,200	66.72%
Student Services	6,091,600	4,605,301	75.60%	4,146,535	65.07%
Public Services	709,508	339,258	47.82%	348,631	58.48%
Institutional Support	18,985,447	13,053,914	68.76%	12,242,120	65.63%
Institutional Waiver	450,000	362,379	80.53%	316,605	45.88%
TOTAL EXPENDITURES BY FUNCTION	69,495,674	50,599,393	72.81%	46,102,365	67.88%
Excess (deficiency) of revenues over expenditures	6,094,348	19,610,804	300.25%	18,323,841	274.60%
OTHER FINANCING SOURCES (USES)					
Transfer to Capital Projects Fund	(4,400,000)	-	-	(11,844,601)	(269.20)%
Transfer to Student Life	(498,671)	(461,092)	92.46%	(318,696)	(57.07)%
Transfer to Athletics	(916,815)	(611,760)	66.73%	(506,277)	(56.97)%
Transfer to Early Childhood Lab School	(194,424)	(5,185)	-	-	-
Transfer to LLL Continuing Education	(84,438)	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(6,094,348)	(1,078,037)		(12,669,574)	
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	18,532,767	-	5,654,267	-
Fund Balance at beginning of year	-	46,440,691	-	54,732,140	-
Fund Balance	\$ -	\$ 64,973,458	-	\$ 60,386,407	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
OPERATIONS AND MAINTENANCE FUND
For the Months Ending March 31, 2023**

	2023 Budget	Fiscal Year Actual	% Actual Budget	Prior Yr Mar. 31 2022 Actual	% of FY2022 Budget
REVENUES					
Local Government Services:					
Property Taxes	\$ 12,270,000	\$ 12,132,383	98.88%	\$ 11,775,260	97.45%
State Government Services:					
Other Local Government (Hanover Park)	91,550	-	-	17,135	18.78%
Miscellaneous External Revenue	-	1,841	-	549	12.19%
Miscellaneous Internal Revenue	6,000	4,815	80.25%	3,672	104.91%
Miscellaneous Internal Revenue (Security)	4,000	6,560	164.00%	3,392	90.46%
Building Rental External Revenue (Net Comps)	169,881	123,500	72.70%	66,941	64.28%
TOTAL REVENUES	12,541,431	12,269,099	97.83%	11,866,949	96.56%
EXPENDITURES BY OBJECT					
INSTITUTIONAL SUPPORT					
Salaries	4,356,029	3,202,718	73.52%	3,051,176	70.89%
Employee Benefits	921,520	630,742	68.45%	590,028	66.01%
Contractual Services	1,415,926	690,446	48.76%	717,280	67.27%
General Material & Supplies	749,477	515,003	68.72%	399,420	56.13%
Professional Development	8,900	1,831	20.58%	3,618	70.94%
Fixed Charges	592,500	583,947	98.56%	471,770	70.41%
Utilities	2,794,581	1,305,034	46.70%	1,889,901	65.37%
Capital Outlay	476,800	153,350	32.16%	309,744	68.95%
Other	16,301	-	-	-	-
TOTAL INSTITUTIONAL SUPPORT	11,332,034	7,083,071	62.50%	7,432,937	67.58%
CAMPUS SAFETY AND SECURITY					
Salaries	650,436	482,683	74.21%	453,680	70.90%
Employee Benefits	340,289	215,601	63.36%	229,924	80.84%
Contractual Services	52,754	12,123	22.98%	10,705	22.54%
General Material & Supplies	101,930	43,815	42.98%	37,161	47.65%
Professional Development	10,275	7,410	72.12%	3,733	68.81%
Other	53,714	4,339	-	108,418	45.94%
TOTAL CAMPUS SAFETY AND SECURITY	1,209,398	765,971	63.33%	843,622	65.34%
TOTAL EXPENDITURES BY OBJECT	12,541,431	7,849,042	62.58%	8,276,558	67.34%
EXPENDITURES BY FUNCTION					
Institutional Support	11,332,034	7,083,071	62.50%	7,432,937	67.58%
	1,209,398	765,971	63.33%	843,622	65.34%
TOTAL EXPENDITURES BY FUNCTION	12,541,431	7,849,042	62.58%	8,276,558	67.34%
Excess (deficiency) of revenues over expenditures	-	4,420,057	-	3,590,391	-
OTHER FINANCING SOURCES (USES)					
Transfer to O&M Facility Rental	(150,396)	-	-	-	-
Transfer from Other Funds	150,396	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	4,420,057	-	3,590,391	-
Fund Balance at beginning of year	-	18,647,890	-	17,555,824	-
Fund Balance	\$ -	\$ 23,067,947	-	\$ 21,146,215	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
CAPITAL PROJECT FUND
For the Months Ending March 31, 2023

	2023	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2022	FY2022
				Actual	Budget
REVENUES					
BABS Rebates	\$ 3,600,000	\$ -	-	\$ -	-
TOTAL REVENUES	3,600,000	-	-	-	-
EXPENDITURES BY OBJECT					
Contractual Services	897,259	690,043	76.91%	550,899	41.19%
General Material & Supplies	2,000	1,690	84.50%	-	-
Capital Outlay	7,100,741	5,358,428	75.46%	1,776,963	15.03%
TOTAL EXPENDITURES BY OBJECT	8,000,000	6,050,161	75.63%	2,327,862	17.69%
EXPENDITURES BY FUNCTION					
Institutional Support	8,000,000	6,050,161	75.63%	2,327,862	17.69%
TOTAL EXPENDITURES BY FUNCTION	8,000,000	6,050,161	75.63%	2,327,862	17.69%
Excess (deficiency) of revenues over expenditures	(4,400,000)	(6,050,161)	-	(2,327,862)	-
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	4,400,000	-	-	11,844,601	-
TOTAL OTHER FINANCING SOURCES (USES)	4,400,000	-	-	11,844,601	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	(6,050,161)	-	9,516,739	-
Fund Balance at beginning of year	-	53,481,330	-	47,832,600	-
Fund Balance	-	47,431,169	-	57,349,339	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
 BOND AND INTEREST FUND
 For the Months Ending March 31, 2023**

	2023	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2022	FY2022
				Actual	Budget
REVENUES					
Property Taxes	\$10,609,020	10,599,366	99.91%	\$9,790,029	99.07%
TOTAL REVENUES	\$10,609,020	10,599,366	99.91%	9,790,029	99.07%
EXPENDITURES BY OBJECT					
Fixed Charges	10,664,419	8,640,591	81.02%	8,259,360	118.45%
TOTAL EXPENDITURES BY OBJECT	10,664,419	8,640,591	81.02%	8,259,360	118.45%
EXPENDITURES BY FUNCTION					
Institutional Support	10,664,419	8,640,591	81.02%	8,259,360	118.45%
TOTAL EXPENDITURES BY FUNCTION	10,664,419	8,640,591	81.02%	8,259,360	118.45%
Excess (deficiency) of revenues over expenditures and other sources (uses)	(55,399)	1,958,775	-	1,530,669	-
Fund Balance Released from Reserved Fund Balance	55,399	-	-	-	-
Fund Balance at beginning of year	-	4,534,356	-	4,888,363	-
Fund Balance	\$ -	\$ 6,493,131	-	\$ 6,419,032	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, CONTINUING ED
For the Months Ending March 31, 2023**

	2023	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2022	FY2022
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 238,000	\$ 251,440	105.65%	\$ 139,894	89.10%
TOTAL REVENUES	238,000	251,440	105.65%	139,894	89.10%
OPERATING EXPENSES					
Salaries	117,650	82,768	70.35%	108,406	79.46%
Employee Benefits	19,557	10,935	55.91%	9,291	48.32%
Contractual Services	108,000	84,941	78.65%	47,522	68.97%
General Material & Supplies	67,600	22,714	33.60%	11,786	60.29%
Professional Development	-	-	-	-	-
TOTAL OPERATING EXPENSES	312,807	201,358	64.37%	177,005	72.45%
Excess (deficiency) of revenues over expenditures	(74,807)	50,082	(61.98)%	(37,111)	42.51%
OTHER FINANCING SOURCES (USES)					
Transfers from Education Funds	84,438	-	-	-	-
Transfers from Corporate Funds	55,369	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	139,807	-	-	-	-
Net Income (Loss)	65,000	50,082	-	(37,111)	-
Retained Earnings at beginning of the year	-	(17,350)	-	(17,350)	-
Retained Earnings	\$ 65,000	\$ 32,732	-	\$ (54,461)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, CORPORATE TRAINING
For the Months Ending March 31, 2023

	2023	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2022	FY2022
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$275,000	\$1,405	0.51%	\$48,292	43.70%
TOTAL REVENUES	275,000	1,405	0.51%	48,292	43.70%
OPERATING EXPENSES					
Salaries	75,212	36,887	49.04%	29,896	15.16%
Employee Benefits	24,619	12,797	51.98%	4,569	27.19%
Contractual Services	11,000	930	8.45%	28,333	57.96%
General Material & Supplies	8,450	23	0.28%	679	6.47%
Professional Development	350	228	65.00%	300	54.55%
TOTAL OPERATING EXPENSES	119,631	50,865	42.52%	63,776	23.28%
Excess (deficiency) of revenues over expenditures	155,369	(49,460)	(32.59)%	(15,484)	9.48%
OTHER FINANCING SOURCES (USES)					
Transfers to Continuing Funds	(55,369)	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(55,369)	-	-	-	-
Net Income (Loss)	100,000	(49,460)	-	(15,484)	-
Retained Earnings at beginning of the year		14,096	-	-	-
Retained Earnings	\$ 100,000	\$ (35,364)	-	\$ (15,484)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, BOOKSTORE
For the Months Ending March 31, 2023

	2023	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2022	FY2022
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$2,201,475	\$1,905,753	86.57%	\$1,844,030	85.19%
Miscellaneous Internal Revenue	86,738	80,147	92.40%	63,613	81.56%
TOTAL REVENUES	2,288,213	1,985,900	86.79%	1,907,643	85.07%
OPERATING EXPENSES					
Salaries	308,152	177,118	57.48%	192,554	71.03%
Employee Benefits	71,998	30,620	42.53%	31,900	41.81%
Contractual Services	44,028	35,100	79.72%	38,695	87.89%
General Material & Supplies	1,800,000	1,819,552	101.09%	1,683,457	94.11%
Other	31,500	(503)	(1.60)%	486	1.57%
TOTAL OPERATING EXPENSES	2,255,678	2,061,887	91.41%	1,947,092	88.05%
Excess (deficiency) of revenues over expenditures	32,535	(75,987)	-	(39,449)	-
OTHER FINANCING SOURCES (USES)					
Transfers to Continuing Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	32,535	(75,987)	-	(39,449)	-
Retained Earnings at beginning of the year	-	105,106	-	(203,718)	-
Retained Earnings	\$32,535	\$29,119	-	(243,168)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, EARLY CHILDHOOD LAB SCHOOL
For the Months Ending March 31, 2023

	2023	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2022	FY2022
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 428,000	\$ 318,072	74.32%	\$ 214,404	74.38%
TOTAL REVENUES	428,000	318,072	74.32%	214,404	74.38%
OPERATING EXPENSES					
Salaries	467,269	318,846	68.24%	143,597	27.58%
Employee Benefits	83,285	50,948	61.17%	36,773	30.29%
Contractual Services	4,355	2,621	60.18%	1,464	39.96%
General Material & Supplies	62,230	46,925	75.41%	29,148	65.87%
Professional Development	100	99	99.00%	90	-
Other	5,185	4,997	99.00%	-	-
TOTAL OPERATING EXPENSES	622,424	424,436	99.00%	211,072	30.59%
Excess (deficiency) of revenues over expenditures	(194,424)	(106,364)	54.71%	3,332	(0.83)%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	194,424	5,185	2.67%	-	-
TOTAL OTHER FINANCING SOURCES (USES)	194,424	5,185	2.67%	-	-
Net Income (Loss)	-	(101,179)	-	3,332	-
Retained Earnings at beginning of the year	-	-	-	7,142	-
Retained Earnings	\$ -	\$ (101,179)	-	\$ 10,474	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, FOOD SERVICES
For the Months Ending March 31, 2023**

	2023	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2022	FY2022
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 668,366	\$ 468,272	70.06%	\$ 188,072	59.67%
Miscellaneous Internal Revenue	137,706	148,380	107.75%	49,680	41.10%
TOTAL REVENUES	806,072	616,652	76.50%	237,752	54.52%
OPERATING EXPENSES					
Salaries	347,416	239,624	68.97%	191,211	70.92%
Employee Benefits	65,423	33,972	51.93%	29,525	70.53%
Contractual Services	18,800	10,039	53.40%	5,310	74.85%
General Material & Supplies	356,180	295,064	82.84%	126,816	69.04%
Professional Development	150	91	60.60%	28	100.00%
Other	-	24	-	(49)	90.77%
TOTAL OPERATING EXPENSES	787,969	578,813	73.46%	352,841	70.25%
Excess (deficiency) of revenues over expenditures	18,103	37,839	44.84%	(115,089)	173.85%
OTHER FINANCING SOURCES (USES)					
Transfers From Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	18,103	37,839	-	(115,089)	-
Retained Earnings at beginning of the year	-	(21,210)	-	(78,614)	-
Retained Earnings	\$ 18,103	\$ 16,629	-	\$ (193,703)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, VISUAL AND PERFORMING ARTS CENTER
For the Months Ending March 31, 2023

	2023	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2022	FY2022
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 598,213	\$ 231,278	38.66%	\$ 178,409	33.72%
Miscellaneous Internal Revenue	213,259	140,492	65.88%	133,933	75.70%
TOTAL REVENUES	811,472	371,770	45.81%	312,342	44.24%
OPERATING EXPENSES					
Salaries	212,949	82,291	38.64%	74,077	31.80%
Employee Benefits	13,999	12,315	87.97%	10,344	85.39%
Contractual Services	337,644	188,617	55.86%	177,765	51.64%
General Material & Supplies	123,359	59,014	47.84%	33,147	28.57%
Professional Development	22,550	8,647	38.35%	4,859	21.94%
Capital Outlay	70,174	48,201	68.69%	37,761	30.95%
Fixed Charges	5,000	1,160	23.20%	880	17.60%
TOTAL OPERATING EXPENSES	785,675	400,245	50.94%	338,833	39.65%
Excess (deficiency) of revenues over expenditures	25,797	(28,475)	(110.38)%	(26,491)	560.54%
OTHER FINANCING SOURCES (USES)					
Release of Fund Balance	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	25,797	(28,475)	-	(26,491)	-
Retained Earnings at beginning of the year	-	1,131,223	-	1,088,653	-
Retained Earnings	\$ 25,797	\$ 1,102,748	-	\$ 1,062,162	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, PRODUCTION SERVICES
For the Months Ending March 31, 2023

	2023	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2022	FY2022
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 2,000	\$ 2,631	131.57%	\$ 1,961	284.23%
Miscellaneous Internal Revenue	351,662	402,370	114.42%	264,391	125.95%
TOTAL REVENUES	353,662	405,002	114.52%	266,352	126.47%
OPERATING EXPENSES					
Salaries	147,234	113,118	76.83%	105,536	118.10%
Employee Benefits	43,887	32,651	74.40%	30,382	103.56%
Contractual Services	2,160	598	27.69%	1,479	100.00%
General Material & Supplies	52,500	42,769	81.47%	24,084	65.37%
Professional Development	100	-	-	250	100.00%
Other	5,400	-	-	-	-
Depreciation	12,381	-	-	-	-
Fixed Charges	90,000	62,341	69.27%	59,582	65.79%
TOTAL OPERATING EXPENSES	353,662	251,478	71.11%	221,314	85.05%
Excess (deficiency) of revenues over expenditures	-	153,524	-	45,039	-
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	-	153,524	-	45,039	-
Retained Earnings at beginning of the year	-	70,791	-	(36,270)	-
Retained Earnings	\$ -	\$ 224,315	-	\$ 8,768	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, STUDENT LIFE
For the Months Ending March 31, 2023**

	2023	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2022	FY2022
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ -	\$ 132	-	\$ -	-
TOTAL REVENUES	-	132	-	-	-
OPERATING EXPENSES					
Salaries	339,094	265,847	78.40%	235,769	71.28%
Employee Benefits	89,263	66,812	74.85%	59,639	66.07%
Contractual Services	6,470	4,808	74.31%	300	10.00%
General Material & Supplies	56,785	45,517	80.09%	22,850	57.13%
Professional Development	6,524	5,307	81.34%	558	3.64%
Capital Outlay	535	72,933	13,632.34%	-	0.00%
TOTAL OPERATING EXPENSES	498,671	461,224	92.49%	319,115	57.05%
Excess (deficiency) of revenues over expenditures	498,671	(461,092)	(92.46)%	(319,115)	57.15%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	498,671	461,092	92.46%	318,696	57.07%
TOTAL OTHER FINANCING SOURCES (USES)	498,671	461,092	92.46%	318,696	57.07%
Net Income (Loss)	-	-	-	(419)	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ -	\$ -	-	\$ (419)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, INTERCOLLEGIATE ATHLETICS
For the Months Ending March 31, 2023

	2023	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2022	FY2022
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ -	\$ 1,175	-	\$ 1,975	-
TOTAL REVENUES	-	1,175	-	1,975	-
OPERATING EXPENSES					
Salaries	471,096	328,266	69.68%	316,489	68.71%
Employee Benefits	63,209	61,802	97.77%	46,635	60.93%
Contractual Services	71,500	51,495	72.02%	46,314	48.24%
General Material & Supplies	97,010	52,433	54.05%	75,428	54.15%
Professional Development	193,000	104,584	54.19%	24,360	29.71%
Fixed Charges	12,000	8,421	70.18%	4,515	22.57%
Capital Outlay	13,000	5,934	45.65%	1,455	10.25%
TOTAL OPERATING EXPENSES	920,815	612,935	66.56%	515,196	57.98%
Excess (deficiency) of revenues over expenditures	(920,815)	(611,760)	66.44%	(513,221)	57.75%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	916,815	611,760	66.73%	506,277	56.97%
TOTAL OTHER FINANCING SOURCES (USES)	916,815	611,760	66.73%	506,277	56.97%
Net Income (Loss)	(4,000)	-	-	(6,943)	-
Retained Earnings at beginning of the year	-	(2,103)	-	(567)	-
Retained Earnings	\$ (4,000)	\$ (2,103)	-	\$ (7,511)	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
WORKING CASH
For the Months Ending March 31, 2023**

	2023	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2022	FY2022
				Actual	Budget
REVENUES					
Interest	\$ 40,000	\$ 25,756	64.39%	\$ 29,743	49.57%
TOTAL REVENUES	40,000	25,756	64.39%	29,743	49.57%
EXPENDITURES BY OBJECT					
General Material & Supplies	-	-	-	-	-
TOTAL EXPENDITURES BY OBJECT	-	-	-	-	-
EXPENDITURES BY FUNCTION					
Institutional Support	-	-	-	-	-
TOTAL EXPENDITURES BY FUNCTION	-	-	-	-	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	40,000	25,756	-	29,743	-
Fund Balance at beginning of year	-	4,771,948	-	4,737,476	-
Fund Balance	\$ 40,000	\$ 4,797,704	-	\$ 4,767,219	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUDIT FUND
For the Months Ending March 31, 2023

	2023	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2022	FY2022
				Actual	Budget
REVENUES					
Property Taxes	\$ 168,764	\$ 112,887	66.89%	\$ 98,989	65.96%
TOTAL REVENUES	168,764	112,887	66.89%	98,989	65.96%
EXPENDITURES BY OBJECT					
Salaries	83,719	7,711	9.21%	55,595	117.04%
Contractual Services	85,045	85,655	100.72%	61,000	139.34%
General Material & Supplies	-	16	-	54	-
TOTAL EXPENDITURES BY OBJECT	168,764	93,382	55.33%	116,649	128.65%
EXPENDITURES BY FUNCTION					
Institutional Support	168,764	93,382	55.33%	116,649	77.73%
TOTAL EXPENDITURES BY FUNCTION	168,764	93,382	55.33%	116,649	77.73%
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	19,505	-	(17,661)	-
Fund Balance at beginning of year	-	165,890	-	190,686	-
Fund Balance	\$ -	\$ 185,395	-	\$ 173,025	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
LIABILITY, PROTECTION & SETTLEMENT SUBFUND
For the Months Ending March 31, 2023**

	2023 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr Mar. 31 2022 Actual	% of FY2022 Budget
REVENUES					
Local Government Services:					
Property Taxes	\$ 1,005,000	\$ 998,335	99.34%	\$ 695,915	76.90%
Miscellaneous External Revenue	-	-	-	2,451	-
TOTAL REVENUES	1,005,000	998,335	99.34%	698,366	77.17%
EXPENDITURES BY OBJECT					
INSTITUTIONAL SUPPORT					
Contractual Services	45,000	17,994	39.99%	10,013	5.13%
Fixed Charges	1,000,000	899,058	89.91%	932,607	98.17%
TOTAL INSTITUTIONAL SUPPORT	1,045,000	917,052	87.76%	942,620	82.32%
CAMPUS SAFETY AND SECURITY					
Salaries	631,183	482,262	76.41%	451,475	78.16%
TOTAL CAMPUS SAFETY & SECURITY	631,183	482,262	76.41%	451,475	78.16%
TOTAL EXPENDITURES BY OBJECT	1,676,183	1,399,314	83.48%	1,394,094	80.93%
EXPENDITURES BY FUNCTION					
Institutional Support	1,045,000	917,052	87.76%	942,620	82.32%
Campus Safety and Security	631,183	482,262	76.41%	451,475	78.16%
TOTAL EXPENDITURES BY FUNCTION	1,676,183	1,399,314	83.48%	1,394,094	80.93%
Excess (deficiency) of revenues over expenditures other sources (uses)	(671,183)	(400,979)	-	(695,729)	-
Fund Balance Released from Reserved Fund Balance	671,183	-	-	-	-
Fund Balance at beginning of year	-	2,901,450	-	3,668,627	-
Fund Balance	\$ -	\$ 2,500,471	-	\$ 2,972,898	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
INTERNAL SERVICE FUND
For the Months Ending March 31, 2023**

	2023	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2022	FY2022
				Actual	Budget
REVENUES					
Benefit Charges	\$ 12,214,714	\$ 8,273,998	67.74%	\$ 7,594,198	65.05%
TOTAL REVENUES	12,214,714	8,273,998	67.74%	7,594,198	65.05%
EXPENDITURES BY OBJECT					
Employee Benefits	12,214,714	8,295,200	67.91%	8,600,667	73.67%
TOTAL EXPENDITURES BY OBJECT	12,214,714	8,295,200	67.91%	8,600,667	73.67%
EXPENDITURES BY FUNCTION					
Institutional Support	12,214,714	8,295,200	67.91%	8,600,667	73.67%
TOTAL EXPENDITURES BY FUNCTION	12,214,714	8,295,200	67.91%	8,600,667	73.67%
Excess (deficiency) of revenues over expenditures other sources (uses)	-	(21,202)	-	(1,006,469)	-
Fund Balance at beginning of year	-	(21,456,128)	-	(23,394,558)	-
Fund Balance	\$ -	\$ (21,477,330)	-	\$ (24,401,027)	-

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.*

March - April 2023

March 23rd through April 19th, 2023

Phi Theta Kappa Induction Ceremony (March 23rd)

Every semester, Elgin Community College's Rho Kappa chapter of Phi Theta Kappa inducts new members into the honors society. This semester the ceremony was held on Thursday, March 23rd starting at 7:00 pm in the Jobe Lounge.

96 Inductees

138 Attendees

Gamers United Board Game Night (March 24th)

Gamers United (GU) held their Board Game Night on Friday, March 24th in room B182 from 3:30-9:30 pm. This event occurs on the last Friday of each month. Students are able to relax, enjoy playing some of their favorite board games while enjoying some delicious snacks, and have a good time talking amongst their peers.

Sexual Assault Awareness Month (April)

Sexual Assault Awareness Month raises public awareness about Sexual Assault and helps people and the community find ways to prevent sexual assault and violence. "Stand up for those who couldn't".

Community Crisis Resource Table (April 4th & 18th)

On April 4th and 18th, students were able to stop by the Community Crisis Center table between 10:00 am-1:00 pm to learn about the many resources available through the Community Crisis Center.

Empowerment Self-Defense Workshop (April 19th)

The Self-Defense Workshop took place on April 6th & 19th in the Jobe Lounge (Building B) between 6:00-8:00 pm. At the workshop, participants learned about practical self-defense strategies, and verbal and physical defense skills. The entire workshop was led by Juli Brown, who is a Certified Empowerment Self-Defense Instructor. Those who attended were able to learn valuable skills that can help them in the future. **15 Attendees**



Asian Pacific Month (April 12th-May 3rd)

Asian American and Pacific Island Heritage Month recognizes the contributions of Asian Americans, and Pacific Islander Americans to the history of the United States. Elgin Community College celebrates during the months of April and May due to the busy schedule at the end of the semester including finals week. The celebration of the month's events was sponsored by the Asian Pacific Month Committee, Asian Filipino Club, United Students of All Cultures, and Student Life.

Asian Pacific Month Kickoff Celebration (April 12th)

Asian Pacific Month Kickoff Celebration took place on Wednesday, April 12th from 10:00 am-12:30 pm in the Jobe Lounge (Building B). The event consisted of a musical performance and an informational cultural presentation by the Northern Illinois University World Music Club as well as a martial arts demonstration by the Fusion Academy of Martial Arts.

90 Attendees

What Kind of Eggroll Are You? (April 18th)

The second event of Asian Pacific Month was Tuesday, April 18th from 11:30 am-1:00 pm in the Jobe Lounge (Building B). A student Panel of five ECC students (Mahum, Honey, Hannah, Ferd, and Bert) of Indian, Filipino, and Indonesian descent shared some of their views about myths, stigmas, and stereotypes of what it means to be Asian. During the event, egg rolls from different Asian countries were available for attendees to try. The panel discussion was led by records specialist and Asian Pacific Month Committee Member, Ramon Albino.

60 Attendees

Gamers United Gaming Tournament (April 5th & 19th)

Gamers United (GU) held a couple of gaming tournaments on April 5th and 19th in the Lakeside Lounge (Building B) which is located behind the cafe. The tournament began at 3:30, and the gamers in attendance played Smash Bros. The tournament was free to enter for skill levels. Many different students came out to support their friends and watch an entertaining game competition.

Performing Arts Club Spartan Mic Night (April 7th)

Performing Arts Club (PAC) held Spartan Mic Night on Friday, April 7th at 7:30 pm in the Spartan Auditorium (Building G). Spartan Mic Night is an annual talent event that provides a wonderful opportunity for students to showcase their singing, dancing, and acting skills to their peers. In order to participate in the showcase, participants needed to audition. Auditions took place on March 22nd and 23rd from 4:00-5:00 pm in room F102.



United Students of All Cultures Indian Holi Festival (April 8th)

United Students of All Cultures took a field trip to the Indian Holi Festival in Naperville. The Holi Fest is a Hindu festival that is celebrated as a way to welcome spring. Those in attendance were able to throw powder dye into the air, covering all in attendance with vibrant colors. The colors symbolize a vibrant new life. All the participants had a fun and wonderful experience.



Phi Theta Kappa + Fiber Arts Club Love Project Event (April 10th)

Phi Theta Kappa (PTK) teamed up with Fiber Arts Club to present the Love Project Event on Monday, April 10th, in B182 from 1:00-4:00 pm. The Love Project encouraged students in attendance to look around and find places that could use more yarn balls. Students were able to enjoy a relaxing time crocheting with their friends. The final creations were shown on campus during the week following the event.



Blood Drive (April 10th)

Elgin Community College held its annual blood drive event on Monday, April 10th, from 8:00 am-6:00 pm in the Jobe lounge. Students were able to give either blood or plasma and receive snacks afterward. This is a great event as it helps give to those in need.

47 registered donors:

51 total units

153 LIVES SAVED

Associated Nursing Students Churros Fundraiser (April 11th)

Associated Nursing Students held a fundraiser on Tuesday, April 11th in the hallway outside the Jobe Lounge (Building B) 11:00 am-2:00 pm. They sold many different flavored Churros to students who wanted a tasty snack while helping out the club.

Strength and Wellness Club First Aid Kit Fundraiser (April 11th & 12th)

Strength and Wellness Club (SAW) held a fundraiser on Tuesday, April 11th, and Wednesday, April 12th from 11:00 am-2:00 pm in the hallway outside the Cafeteria. The club was selling first aid kits that included basic first aid such as bandaids, antiseptic wipes, and gauze. The first aid kits were sold for \$5.



Educators Rising Royal Family Kids Camp Birthday Boxes Packing (April 12th)

Educators Rising held a box packing day on April 12th to pack all of the wonderful donations into boxes that were all decorated. Educators Rising teamed up with Royal Family Kids to collect items to create birthday boxes for foster children who are unable to have their birthdays celebrated. The goal of the fundraiser was to have enough items to make 25 boxes. They were able to reach their goal and then some.



Gamers United Red Dragon In Tournament (April 14th)

Gamers United (GU) held a Red Dragon In tournament on Friday, April 14th in room B182 from 5:00-9:30 pm. It is a popular game among the club and this was a chance for students to get together to play the game together. The tournament was free to enter and the first, second, and third-place winners each won a bag of chocolate coins.

Organization of Latin American Students Miss LatinoAmerica Pageant (April 14th)

Organization of Latin American Students (OLAS) organized and hosted the Miss LatinoAmerica Pageant on April 14th at 6:00 pm in the Spartan Auditorium (Building G). Miss Latino America helps promote Latin American Culture through the education of Latin countries. The seven contestants were Alondra Pacheco (Chile), Alondra Nunez (Mexico), Jessica Ramirez (Peru), Elizabeth Perez (Paraguay), Kate Moreno (Venezuela), Janice Palacio (El Salvador), and Cassandra Valdes (Belize). The contestants were judged based on their knowledge and presentation of the



country they represented. Kate Moreno (Venezuela) was crowned Miss LatinoAmerica 2023, Alondra Nunez (Mexico) was first runner-up, and Cassandra Valdes (Belize) was second runner-up. The pageant was attended by many, including Dr. Sam, ECC students, friends, and family who were cheering on the contestants as they competed for a \$500 scholarship to help continue their education journey. Dr. Sam also awarded all seven of the contestants a \$100 scholarship to congratulate them for all their hard work and dedication.

200 Attendees

Black History Month African Ball (April 15th)

This year saw an extended Black History Month Celebration as the African Ball was held on Saturday, April 15th from 6:30-9:30 pm in the Jobe Lounge (Building B). Throughout the evening, Black overcomers, resisters, and disruptors were honored. Some of our very own ECC students won the Black Student Achievers award for overcoming many obstacles to become exceptional students and role models for the college and community. The ball was attended by many, including Dr. Sam, Elgin Mayoral Candidate Corey Dixon, Patrick Parks, ECC students, and their families. A wonderful and tasty African dinner was served and was followed up by a great West African dance performance. The night was an awesome way to wrap up the Black History Month celebrations.



88 Attendees

United Students of All Cultures Futbol (April 17th)

United Students of All Cultures (USAC) held a Futbol event on Monday, April 17th in the ECC Gymnasium. This event was in celebration of Dia de Las Americas (Pan American Day) where students played Futbol. All students were welcome and were encouraged to wear sports attire.

Asian Filipino Club Calligraphy and Haiku Day (April 18th)

Asian Filipino Club hosted a Calligraphy and Haiku Day on Tuesday, April 18th in B182 from 3:00-4:00 pm. Students were able to unwind and get a little messy while painting to create some cool designs.

Strength and Wellness Club Panera Fundraiser (April 19th)

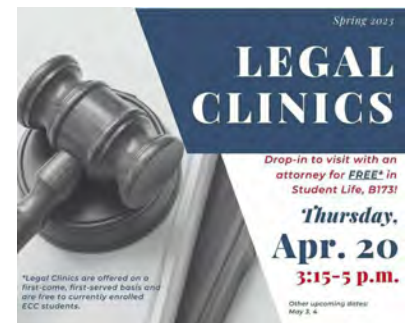
The Strength and Wellness Club (SAW) held an all-day fundraiser on Wednesday, April 19th at the Panera Bread in South Elgin. Anyone with the code was able to enjoy a nice meal while giving back to the club.

ECC Observer

The Elgin Community College newspaper (The Observer) which is made up of students who write articles in the online newspaper about current events and activities around campus recently started a podcast. Stay tuned and keep your ears open for more news about that.

Legal Clinics

Have legal questions you want answered? Need help preparing for court? Want to learn more about the legal profession? Visit an attorney for free in Student Life, B173, from 3:15-5:00 pm on select dates. (April 5th, 6th, 19th,)



HIV Testing

Break the stigma. Raise awareness. Get tested. Get tested on select Wednesdays from 11:00 am-2:00 pm, in F121. (April 12th)

GENERAL CLUB MEETINGS

Most clubs have meetings every week, every other week, or once a month. Check the ECC website to see more information about each club and their general meetings for their members. This information can be found under Life at ECC in the Student Life tab with club and organization information.

If you have any questions, please contact
StudentTrusteeKolbusz@elgin.edu

ACCEPTANCE OF WRITTEN COLLEGE REPORTS

Recommendation

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

- A. Personnel (April)
- B. Treasurer (March)
- C. Student (April)

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 (monthly)
- E. College & Career Student Success Report (quarterly)
- F. Grant Monitoring Report (period ending March 31, 2023)



Dr. David Sam, President

Background

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

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

**MINUTES OF REGULAR BOARD MEETING
APRIL 11, 2023**

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the regular board meeting held April 11, 2023.



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
APRIL 11, 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, April 11, 2023, in Building E, Room E100.01/Virtual.

1. Call to Order and Roll Call

Chair Rakow called the regular meeting to order at 5:40 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 Rodriguez moved to recess to closed session.

Second: Trustee Duffy seconded the motion.

Roll-Call Vote: Aye, 7: Rakow, Redmer, Duffy, McCreary, Nowak, Ollayos, Rodriguez; nay, 0; Student Trustee McVey, aye; motion carried at 5:43 p.m.

3. Reconvene Open Session

The closed-session concluded at 6:37 p.m. The board reconvened in open session at 6:44 p.m. in E125, Seigle Auditorium in-person and with a virtual connection.

MINUTES OF REGULAR MEETING OF
APRIL 11, 2023

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 Duffy.

D. Board Purpose

The Trustees read the Shared Values.

5. President's Report

- Dr. Sam acknowledged Dr. Clark, ECCFA president and Anitra King, SECCA president in the audience and thanked them for their participation at Mr. Duffy's Retirement Celebration.
- The 2023 Coca-Cola Academic Team Scholars – ECC students, Elizabeth Barnes & Ely Thompson have been selected as silver scholars. There were 2400 applications received in this year's competition.
- The ECC Forensics Team participated in the Phi Rho Pi Region 4 Tournament in March. They brought home the following recognitions:
 - Hannah Carpenter – Bronze Medal in Speech to Entertain
 - Damian Hacz – 3 Silver Medals and a Gold Medal in Extemporaneous Speaking
 - Aleah Janae – 1 Bronze Medal and 34 Gold Medals – She was the top point earner at the tournament and was awarded the Regions' "Cheri Corey Individual Sweepstakes Award" – the FIRST student from ECC to win this award.
 - Coach Tim Anderson – awarded the Region 4 Outstanding Coach Award for 2022-23
 - The team also brought home: a Bronze Medal in Individual Event Team Sweepstakes; a Bronze Medal in Overall Team Sweepstakes; and a GOLD Medal (Regional Champions) in Debate Team Sweepstakes.
- Dr. Sam thanked Dr. McCreary for her service to the Board.
- Dr. Sam thanked Ms. McVey for her service to the Board.
- Dr. Sam thanked Mr. Duffy for his service to the Board and shared some key highlights of their time together at ECC.

MINUTES OF REGULAR MEETING OF
APRIL 11, 2023

6. Audience Wishing to Address the Board

The following audience members addressed the Board:

- Lori Clark, ECCFA president, offered comments regarding faculty negotiations and office space for librarians.
- Anitra King, SECCA president, offered comments regarding the upcoming support staff negotiations and looks forward to working together.

7. Board Reports

A. Committee of the Whole

Trustee Redmer provided an overview of the Committee of the Whole meeting held Monday, April 10, 2023. The following presentations were provided: Sabbatical Report, Associate Professor Ginger Alms; and Communications & Behavioral Sciences, Dr. Kristina Garcia. A construction update was provided by Dr. Wagner. Board Actions and items on the April 11, 2023 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)

There was no meeting in April. Several ICCTA members attend Mr. Duffy's Retirement Celebration. Dr. Ollayos is serving on the awards committee and there will be a zoom meeting on April 22nd.

C. Association of Community College Trustees (ACCT)

There was no report this month.

D. Legislative

Chair Rakow provided the following updates: On March 16, 2023 Trustees Duffy, Redmer, Rodriguez and Rakow participated in a meeting hosted by ECC for local manufacturing employers and key community stakeholders. Attendees discussed current workforce capacities, strengths, employment trends, and areas of concern. Feedback received will help inform future programming decisions for our new manufacturing and technology center that is scheduled to break ground in the fall of 2024. Immediately following the manufacturing discussion on March 16th, Trustees Duffy, Ollayos, Redmer, Rodriguez and Rakow were pleased to help welcome Congressman Raja Krishnamoorthi to campus where he publicly presented a \$936,000 check to the Board of Trustees in response to requests for federal funding for the mechatronics and automation program. Krishnamoorthi praised ECC for its commitment to developing a technologically strong workforce and also referred to ECC as one of the jewels in the crown of community colleges that bless our state and one of the finest in the country. Trustees Redmer, Rodriguez, Rakow, along with Dr. Sam and Dr. Webb, will attend ICCTA Lobby Day in Springfield from May 2 to May 3, 2023. Scheduling of appointments with our state legislators is currently underway.

E. ECC Foundation

Trustee Ollayos reported the following: The Foundation has raised \$905,499.07 in monetary gifts and pledges, achieving 59.81% of the annual goal for FY23. The Bright Futures initiative has surpassed the \$1,250,000 benchmark. 77% of funds for the 2022-2023 academic year have been awarded to students. Planning for the 25th Annual Golf Outing has started and the Gala planning committees have confirmed the Dare to Dream theme continuation for this year. The Purses with Purpose Steering Committee met in

MINUTES OF REGULAR MEETING OF
APRIL 11, 2023

March and has begun the process for scholar Interview Day (6/26), to determine student recipients for the 2023-2024 school year. Congressionally Directed Spending Requests have been completed, including applications from the following: Senator Duckworth, Senator Durbin, Representative Krishnamoorthi, Representative Foster, and Representative Ramirez. Meetings are taking place with administrators and faculty in Visual and Performing Arts, Communications and Behavioral Sciences, Student Life, and Diversity, Equity and Inclusion to discuss grant opportunities.

F. Student Report

Student Trustee McVey reported the following: The Engineering Tech Club VEX Competition took place on February 24 at Purdue University. The ECC robotics club got 2nd place in the competition. Dr. Redmer inquired as to who all competes in this competition and Ms. McVey explained that both 2-year and 4-year colleges compete. Ms. Rakow suggested this club for a future spotlight. March is Women's History Month and there were several events highlighting the contributions of women to events in history and society. A Budget Allocation Workshop was held on March 8 & 9 United Students of All Cultures took a field trip downtown Chicago to watch the St. Patrick's Day parade on March 11. The Party at the Polls events took place on March 21 & 22. Student Government and the Political Sciences Department were encouraging students to vote. The ECC Observer will be starting a podcast to discuss current events and activities around the campus. The Miss Latina competition will be this Friday evening on campus in the Spartan Auditorium. The African Ball is this Saturday. The SWANS drag show will be on April 21. The Student Life banquet will be on Friday, May 12.

Ms. Rakow thanked Ms. McVey for her service as student trustee.

8. College Reports

Board Action No. 167-A-23, Acceptance of Written College Reports

- A. Personnel (March)
- B. Treasurer (February)
- C. Student (March)

College Reports Under Separate Cover

- D. Institutional Advancement and ECC Foundation (monthly)
- E. Community Engagement and Legislative Affairs (March)
- F. Student Success / Equity, Diversity and Inclusion (quarterly)

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

Motion: Trustee Ollayos moved to accept the college reports.

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

MINUTES OF REGULAR MEETING OF
APRIL 11, 2023

9. Consent Agenda

Chair Rakow read the following consent agenda items:

- A. Board Action No. 168-A-23, Minutes of the Regular Board Meeting of March 14, 2023**
- B. Board Action No. 169-A-23, Closed Session Minutes of the Regular Board Meeting of March 14, 2023**
- C. Board Action No. 170-A-23, Destruction of Audiotapes of Closed Session of August 9 & 10, 2021**
- D. Board Action No. 171-A-23, Release of Select Closed-Session Minutes of Board Meetings of August 2021 – December 2022**
- E. Board Action No. 172-F-23, Ratification of Report of Expenses**
- F. Board Action No. 173-F-23, Ratification of Board of Trustee Travel Expenses**
- G. Board Action No. 174-A-23, Trustees' In-State Attendance at Illinois Community College Trustee Association (ICCTA) Meeting**
- H. Purchases**
 - 1. Board Action No. 175-T-23, Information Technology (IT) Purchase of Network Services**, authorizes the administration to purchase one hundred and sixty-seven (167) Aruba network switches and associated cabling from CDW (Vernon Hills, IL), for a total of \$1,354,369.99 to be spent over fiscal years FY2023 and FY2024.
 - 2. Board Action No. 176-T-23, Learning System Software Licensing and Maintenance**, authorizes the administration to renew a five (5) year contract for D2L Learning Environment Platform with Desire2Learn Ltd. (D2L) (Baltimore, MD) for licensing and maintenance in an amount of \$245,202.54 in the first year and with an annual increase of 3% each year thereafter, for a total not to exceed \$1,301,813.59 over the five-year (5) term.
 - 3. Board Action No. 177-M-23, Spring Impact Magazine**, authorizes the administration to purchase print services for the Spring Impact Magazine from Consolidated Carqueville Graphics (Streamwood, IL), the lowest responsible bidder, in an amount not to exceed \$39,890.

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

Second: Trustee Duffy 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. 178-A-23, Resolution Adoption Results of Student Trustee Election for 2023-2024

Motion: Trustee Duffy moved to approve the resolution as presented.

Second: Trustee McVey seconded the motion.

Trustee Duffy read the resolution.

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

MINUTES OF REGULAR MEETING OF
APRIL 11, 2023

Chair Rakow welcomed Mr. Kolbusz to the Board. Mr. Kolbusz thanked the Trustees and thanked Student Trustee McVey for mentoring him.

11. Board Action No. 179-A-23, Resolution of Appreciation, 2022-2023 Student Trustee, Ms. Alison McVey

Motion: Trustee Ollayos moved to approve the resolution as presented.
Second: Trustee Nowak seconded the motion.

Trustee Rodriguez read the resolution.

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

Chair Rakow presented Ms. McVey with the resolution. Ms. McVey thanked the Board for their support and guidance throughout this great opportunity.

12. Board Action No. 180-A-23, Resolution of Appreciation, Trustee Candace McCreary

Motion: Trustee Rodriguez moved to approve the resolution as presented.
Second: Trustee Nowak seconded the motion.

Trustee Nowak read the resolution.

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

Chair Rakow presented Dr. McCreary with the resolution. Dr. McCreary thanked the Board and stated that it has been an honor to serve and to have supported the hiring of our HR Director, our Executive Director of DEI and the General Counsel. She also took part in the salary compensation surveys.

13. Board Action No. 181-A-23, Resolution of Appreciation, Trustee John Duffy

Motion: Trustee Ollayos moved to approve the resolution as presented.
Second: Trustee Redmer seconded the motion.

Trustee Redmer read the resolution.

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

Chair Rakow presented Mr. Duffy with the resolution. Mr. Duffy thanked his wife, Ann. He stated that he is proud of his time spent teaching and his time on this Board. He closed with “It’s not the buildings that matter, it’s what happens inside.”

MINUTES OF REGULAR MEETING OF
APRIL 11, 2023

14. Old Business

No old business was brought forward.

15. New Business

No new business was brought forward.

16. Adjournment

Motion: Trustee Duffy moved to adjourn the meeting.

Second: Trustee McCreary seconded the motion.

Voice Vote: Aye, 7; Rakow, Redmer, Duffy, McCreary, Nowak, Ollayos, Rodriguez; nay, 0; Student Trustee McVey, aye; meeting adjourned at 7:44 p.m.

Shane Nowak, Board Secretary

Diane Kerruish, Board Recorder

**MINUTES OF CLOSED SESSION OF BOARD MEETING
APRIL 11, 2023**

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the closed session of the regular board meeting held April 11, 2023.



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 MEETING
SEPTEMBER 1, 13, 21 AND 22, 2021**

Recommendation

The administration recommends that the Board of Trustees approves the destruction of the verbatim audiotapes of the closed session of September 1, 13, 21 and 22, 2021 as all criteria for destruction of these tapes have been met.



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 April 2023. (Reports provided under separate cover)



Dr. David Sam, President

Background

The Report of Expenses identifies the vendors that have been paid during the month of April 2023 in the amount of \$4,732,027.21.

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

RATIFICATION OF BOARD OF TRUSTEE TRAVEL EXPENSES

Recommendation

The Treasurer recommends that the Board of Trustees ratifies the Board of Trustee Travel Expenses for the month of April 2023. (Reports provided under separate cover)



Dr. David Sam, President

Background

The Board of Trustee Travel Expenses identifies the expenses that have been paid during the month of April 2023 in the amount of \$48.60.

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

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

**INTERGOVERNMENTAL AGREEMENT BETWEEN COMMUNITY COLLEGE
DISTRICT NO. 509, COMMUNITY COLLEGE DISTRICT NO. 512, CHICAGO COOK
WORKFORCE PARTNERSHIP, AND THE VILLAGE OF HANOVER PARK**

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to extend the intergovernmental agreement (IGA) between Community College District No. 509 (Elgin Community College), Community College District No. 512 (William Rainey Harper College), the Chicago Cook Workforce Partnership, and the Village of Hanover Park for the period of July 1, 2023 through June 30, 2024.



Dr. David Sam, President

Background

In March 2014, Board Action No. 109-A-14 was approved to execute the intergovernmental agreement between Community College District No. 509 (Elgin Community College), Community College District No. 512 (William Rainey Harper College), the Chicago Cook Workforce Partnership, and the Village of Hanover Park. In April 2017, January 2018, June 2018, June 2020, and January 2022 Board Actions were approved for the extensions of the original IGA until June 30, 2023.

The goal of the Education and Work Center (EWC) is to improve the lives of residents of Hanover Park and surrounding communities through the provision of adult basic skills instruction and job search and career readiness assistance. More than 650 students were enrolled in Adult Education classes, including English as a Second Language (ESL), High School Equivalency (HSE) preparation and computer/employment skills classes this year. In addition, more than 900 clients accessed the on-site Illinois workNet® Center for core employment services such as job search assistance, resume help, computer tutoring, and WIOA intensive career advising/special services, such as the Manufacturing Career Internship Program and AARP programming this year.

Staff Contacts: Dr. Peggy Heinrich, Vice President of Teaching, Learning, & Student
 Development, 847-214-7635
 Mr. Respicio Vazquez, General Counsel, 847-214-7760

**INTERGOVERNMENTAL AGREEMENT BETWEEN COMMUNITY COLLEGE DISTRICT
509 (Elgin Community College), COMMUNITY COLLEGE DISTRICT 512 (William Rainey
Harper College), THE CHICAGO COOK WORKFORCE PARTNERSHIP AND THE VILLAGE
OF HANOVER PARK.**

THIS INTERGOVERNMENTAL COOPERATION AGREEMENT (the “IGA”), is entered into as of the date last written below, by and between the Board of Trustees of Illinois Community College District No. 509, known as Elgin Community College (hereinafter “ECC”), the Board of Trustees of Illinois Community College District No. 512, known as William Rainey Harper College (hereinafter “Harper” and both ECC and Harper hereinafter each a “College” and collectively the “Colleges”), the Chicago Cook Workforce Partnership, an Illinois not for profit corporation (hereinafter the “Partnership”) and the Village of Hanover Park, an Illinois municipal corporation (hereinafter the “Village”), each individually referred to herein as a “Party” and collectively as the “Parties”.

WHEREAS, Article VII of the Constitution of the State of Illinois and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, provide that any power or powers, privileges, functions, or authority exercised or which may be exercised by a public agency of this State may be exercised, combined, transferred, and enjoyed jointly with any other public agency of this State including units of local government and Community Colleges which may contract or otherwise associate among themselves to obtain or share services and to exercise, combine, or transfer any power of function, in any manner not prohibited by law or by ordinance; and

WHEREAS, The Illinois Community College Board (ICCB) granted approval in August 2011 for ECC and Harper to jointly offer adult education classes within Hanover Park, with ECC being the lead agency. The ICCB's approval is contingent on the acceptance of the arrangement by Area Planning Council 512 and 509 (the “APC”) within Harper's and ECC's respective districts, each of which APC confirmed approval in November 2011. The ICCB further stated that restricted, Adult & Family Literacy grant funds should be used to support the cost of instruction offered by each College. In this case, the Colleges are approved to serve students from either district within adult education classes at the Education and Work Center, which is located at Hanover Square Shopping Center at 6704 Barrington Road, Hanover Park, Illinois (the “EWC” or “Education and Work Center”). Should either College prefer to use unrestricted dollars to support the cost of instruction, the College electing to use unrestricted dollars for such purposes must code and report each student as in or out of district within their college reporting system; and

WHEREAS, unrestricted dollars were approved to support all other costs associated with the project. The ICCB agreement provides approval for Harper to offer adult education services only at the Hanover Park Education and Work Center and at no other location within ECC’s district, and Harper will not become a member of Area Planning Council #509. Harper will not apply for adult education grant funding within ECC’s district, and ECC will not apply for adult education grant funding in Harper’s district.

NOW, THEREFORE, upon the consideration of the mutual promises herein, it is hereby agreed as follows:

ARTICLE I
GOVERNANCE AND OPERATIONS

1. The above recitals are hereby incorporated by reference and made a part hereof.
2. Governance. From execution through and including June 30, 2024: two designees from ECC, two from Harper as designated by the college presidents, and one from the Partnership will constitute the voting membership of an advisory board for the Education and Work Center (the “Advisory Board”), holding meetings at least quarterly to provide advice and oversight of decision-making regarding the site’s operations, finances, and offerings. Day-to-day operations of the Education and Work Center shall be the responsibility of a Senior Director employed by ECC. The Advisory Board will convene more frequently at the request of any party, if needed, to resolve differences between partner agencies. ECC will be responsible for convening such meetings of the Advisory Board. In the event the advice and oversight of the Advisory Board is unable to resolve any issue before it, such matters shall be resolved by mutual agreement of the respective College presidents. Minutes will be produced by ECC for all Advisory Board meetings.
3. Staffing.
 - a. The costs of salary and benefits for the following positions will be borne equally by ECC and Harper from July 1, 2023 through and including June 30, 2024:
 - i. One (1) full-time Senior Director
Responsibilities include supervision of employees, overall coordination and scheduling of available services, budget management, operational supervision of the facility, marketing and recruitment efforts, serving as the liaison between the partner agencies, and direct delivery of services to students, including testing, intake, advising, placement, and registration.
 - ii. One (1) full-time and one (1) part-time Transition Coordinator
Responsibilities include assisting with overall program coordination and providing personalized assistance to residents, including testing, intake, advising, placement, and registration.
 - iii. One (1) full-time and one (1) part-time Bilingual Office Assistant.
Responsibilities include essential clerical and general office duties in both English and Spanish.
 - b. Any changes to job descriptions for above employees will be jointly developed and approved by ECC and Harper, following ECC’s hiring procedures and practices. At least one representative from Harper will serve on the hiring committees for all five positions but individuals hired to fill such positions shall be exclusively under the control, direction, and supervision of ECC as ECC employees. Accordingly, ECC shall be responsible for the payment of all wages, compensation, and other benefits to such employees and fulfilling other obligations of an employer with respect to such

employees.

4. Programs and Services.

- a. ECC and Harper will coordinate the delivery of adult education classes. Courses may include any of the adult education courses approved by the ICCB and may change each semester, based upon local demand.
 - i. Harper will offer ESL and HSE programming in English during morning hours. ECC will offer ESL as well as HSE in English and Spanish during evening hours. This arrangement will be revisited, as necessary, to discuss any changes in programming needs.
- b. ECC and Harper will continue to explore and may expand programming options, potentially including both credit and non-credit courses. The Colleges will jointly identify programming to be offered by each College and will be responsible for separately applying for any necessary Higher Learning Commission approvals. If requested, each College agrees to exert reasonable efforts to assist the other in such applications for approval from the Higher Learning Commission.
- c. Prioritization of programming in regard to space and computer access at the EWC will be guided by the EWC mission and by the Joint Advisory Board.
- d. Final decisions regarding internal processes will be made by the Senior Director of EWC.
- e. Hours of operation:
Monday-Thursday, 8:00 a.m. - 9:00 p.m.; Friday 8:00 a.m. - 5:00 p.m.
*Note that the Education and Work Center will follow ECC's holidays and breaks, including Friday closings during the summer months, in accordance with ECC's calendar.

ARTICLE II
OPERATIONS AND COSTS

1. Operations.

- a. ECC shall be the lead agency and shall be responsible for the normal and customary administrative activities of a community college to be conducted at the Education and Work Center, including but not limited to purchasing, record keeping, insurance coverage, records retention, accounting for all funds received in support of the Education and Work Center and keeping the books and records for all operations, excluding personnel under the control and supervision of Harper or the Illinois WorkNet Center. The Colleges shall develop and execute a joint marketing plan.
- b. The Education and Work Center is budgeted on an annual basis and funded for a one (1) year period until June 30, 2024 by ECC and Harper.
- c. Overall, operational costs for elements specified in Attachment I may not exceed the annual total identified therein, although line item expenditures may vary subject to any applicable state and federal laws or regulations governing the use and expenditure of grant funds or any requirements imposed by third parties providing

nongovernmental grant funding. The Parties acknowledge that the costs listed in the annual budget are estimated as listed in Attachment I. The Senior Director may shift funds between the line items associated with each category provided that the total budget is not exceeded and such practice is in accordance with any applicable state or federal laws and regulations governing the use and expenditure of grant funds or any requirements imposed by third parties providing nongovernmental funding. In the event an unexpected expense is identified, deemed necessary to be incurred to operate the EWC, and exceeds the previously agreed upon budget, the budget modification will be mutually agreed upon between Harper and ECC. If any assets are purchased through this budget modification, asset ownership will be determined as part of the modification discussion and must be consistent with applicable state and federal regulations relating to the expenditure of grant funds.

- d. All costs included within Attachment I will be borne by Harper and ECC as follows:
 - i. All shared costs for operations of the Education and Work Center will be shared equally by Harper and ECC, with ECC billing for operations at 50/50 (as is the current process). Any additional funding allocation or grants received will be applied toward shared operating costs until that funding is exhausted, if consistent with any limitations placed on the use of such funding allocations or grant funds. The remainder of the operating expenses will be shared equally by ECC and Harper in accordance with Attachment I or as otherwise specified herein.
 - ii. ECC's foundation may seek grants to support the EWC, and any potential grant request will be brought to the EWC Advisory Board for discussion, agreement and implementation.

When a grant is obtained by Harper for the benefit of the EWC in Hanover Park, ECC assigns the grant its own chart of accounts to track revenues and expenses separately for the grant and shall agree to enter into a written agreement with Harper and the source of such grant funding, if requested. When expenses are paid related to the grant, the expense is coded directly to that grant's specific chart of accounts at ECC. A separate budget and actual expenses are maintained for the grant along with the operating departments for the EWC in Fund 01 and Fund 02 at ECC. Depending on the grant budget, costs are allocated accordingly to the specific account number. If the grant is issued to Harper with the intention to fund the EWC in Hanover Park, ECC sends Harper a monthly invoice for the expenses incurred for the EWC grant. Harper reimburses ECC for the expenses incurred within thirty (30) days after invoiced. Harper files all required grant reports for grants that were issued to Harper on behalf of the EWC. Harper consults with ECC and the EWC to develop a budget that would be beneficial to the EWC. The grants are meant to reduce the support coming from ECC's and Harper's operating budgets, and ECC and Harper agree to work in good faith in exchanging any necessary information required to ensure proper administration and expenditure of any grant funds received.
 - iii. Should Harper and ECC offer Career and Technical Education (CTE), Continuing Education (CE), and/or credit and non-credit programming at the

EWC (pending any required ICCB and Higher Learning Commission approval), each College:

1. will be responsible for the cost of delivering their own programming at the EWC;
 2. will retain all fees and revenue generated from their own program offerings; and
 3. report any enrollment and revenue each semester to the advisory council.
- e. The Partnership will not be required to pay rent or utilities; however, the Partnership will provide staffing to operate the on-site Illinois WorkNet Center and financially support computer purchases and maintenance for the Illinois WorkNet Center area.
- f. Furnishings, fixtures, equipment and miscellaneous personal property acquired solely by one party for use in its programs shall remain the property of that party in the Event of Termination.

ARTICLE III VILLAGE SUPPORT AND CONTRIBUTION

1. Notwithstanding any other Article or provision of this IGA, the only Articles or provisions of this IGA which are applicable to the Village are contained solely in this Article III, no provision of this IGA in any way alters, modifies, limits, expands, diminishes or affects the Lease or any of its provisions or terms by and between the Village and ECC concerning the Education and Work Center located in the Hanover Square Shopping Center at 6704 Barrington Road, Hanover Park, Illinois.
2. Marketing and Promotion of the College Offerings. The Colleges will regularly provide to the Village information concerning class offerings, schedules, registration procedures, eligibility requirements and the like for college course offerings at the Education and Work Center. The Village agrees to:
 - a. Advertise and promote the programming of the Colleges at the Education and Work Center through its communications distributed to Village residents including the newsletter known as the Hi-Lighter, both in print and electronic media and in any other publication or communications regularly distributed by the Village to its residents.
 - b. Advertise and promote programming at the Education and Work Center by causing notices of such offerings produced by the Colleges to be posted prominently within public buildings under the ownership or control of the Village.
3. Security. The Village shall provide as necessary a visible police presence and assist when necessary at the Education and Work Center during the regular hours of operation.

ARTICLE IV
MISCELLANEOUS

1. Term of IGA. This IGA shall become effective on July 1, 2023 and expire automatically on June 30, 2024 unless earlier terminated or extended by mutual consent of ECC and Harper.
2. Entire Agreement. This IGA constitutes the entire agreement between the Colleges concerning the subject matter hereof and supersedes all prior IGAs between the Colleges relating to such subject matter. This IGA may only be amended by the subsequent written agreement of all Parties.
3. Jurisdiction. Any action to enforce the terms of this IGA shall be brought in Cook County, Illinois, if initiated against Harper or the Partnership, and Kane County, Illinois, if initiated against ECC. The prevailing party shall be entitled, as part of any judgment, to all reasonable attorneys' fees and cost incurred by it in enforcing the terms and provision of this IGA.
4. Mutual Cooperation. Each party shall extend such cooperation necessary to effectuate the intent and terms of this IGA.
5. Statutory Amendment. If the State General Assembly amends the Public Community College Act (110 ILCS 805) subsequent to the execution of this IGA in a manner which affects the ability of the Parties to perform hereunder, the Parties agree to either amend this IGA accordingly, or in the event the Parties are unable to mutually agree to such an amendment, to terminate this IGA. The Parties agree to notify each other in the event either Party becomes aware of any such proposed legislation.
6. Binding Effect: Benefits. This IGA shall be binding upon and shall inure to the benefit of the Parties hereto and their respective successors and assigns. Notwithstanding anything contained in this IGA to the contrary, nothing in this IGA, expressed or implied, is intended to confer on any person other than the Parties hereto or their respective successors and assigns, any rights, remedies, obligations, or liabilities under or by reason of this IGA.
7. Counterparts. This IGA may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument; but in making proof of this IGA, it shall not be necessary to produce of account for more than one such counterpart.
8. Headings. Headings of the Sections of this IGA are for the convenience of the Parties only and shall be given no substantive or interpretive effect whatsoever.
9. Severability. Each section, clause, provision or part of this IGA shall be severable from each other, and, if for any reason any section, clause, or provision or part is illegal,

invalid, unenforceable, or inoperative, such illegal, invalid, unenforceable or inoperative provision shall not prejudice or in any way affect the validity or enforceability of any other section, clause, provision or part hereof. It is the intention of this IGA that if any provision herein is found to be illegal, invalid, unenforceable, or imperative as written, such provision be construed or modified so as to be valid and enforceable to the fullest extent possible. In lieu of each illegal, invalid, unenforceable or inoperative provision, there shall be added automatically, as part of this IGA, a provision similar in terms of such illegal, invalid, unenforceable, or inoperative provision as may be possible and as shall be legal, valid, enforceable and operative.

10. Drafting. The Parties acknowledge and confirm that each of their respective attorneys have participated jointly in the review and revision of this IGA and that it has not been written solely by counsel for one party. The Parties hereto therefore stipulate and agree that the rule of construction to the effect that any ambiguities are to be or may be resolved against the drafting party shall not be employed in the interpretation of this IGA to favor any party against another.

11. Notices. Notices under this IGA shall be delivered to:

Elgin Community College:

Board of Trustees of Community College District No. 509
Attn: College President
1700 Spartan Drive
Elgin, IL 60123

With a copy to:

Respicio Vazquez, General Counsel
1700 Spartan Drive, Building E210.02
Elgin, IL 60123

William Rainey Harper College:

Board of Trustees of Community College District No. 512
Attn: College President
1200 W. Algonquin Rd.
Palatine, IL 60067

With a copy to:

Robbins Schwartz
Attn: Christopher Gorman
Robbins Schwartz
55 W. Monroe Street, Ste. 800
Chicago, IL 60603

Chicago Cook Workforce Partnership:

Chicago Cook Workforce Partnership
69 W. Washington, Suite 2860
Chicago, IL 60602

Village of Hanover Park:
Village of Hanover Park
Attn: Village Clerk
2121 W Lake Street
Hanover Park, IL 60133

In Witness Whereof, the parties have by their duly authorized representatives, set their signatures in assent to this AGREEMENT, as of the date as set forth below.

COMMUNITY COLLEGE DISTRICT NO. 509

_____ (Signature) Dated: _____

_____ (Print name)

President _____ (Title)

ATTEST:

By: _____ Dated: _____

Title: _____

COMMUNITY COLLEGE DISTRICT NO. 512

_____ (Signature) Dated: _____

_____ (Print name)

President _____ (Title)

ATTEST:

By: _____ Dated: _____

Title: _____

VILLAGE OF HANOVER PARK

_____ (Signature) Dated: _____

_____ (Print name)

_____ (Title)

ATTEST:

By: _____ Dated: _____

Village Clerk _____ (Title)

CHICAGO COOK WORKFORCE PARTNERSHIP
An Illinois not- for-profit corporation

_____ (Signature) Dated: _____

_____ (Print name)

_____ (Title)

ATTACHMENT I
PROPOSED BUDGET FY24¹

DRAFT

¹ This is a proposed budget that is estimated and subject to the 5th Lease Extension to the related Lease for Retail Space – Hanover Park dated and/or executed on March 12, 2014 (“Lease Extension”) which contain provisions related to the Minimum Annual Rent and the Tentative Annual Additional Rent Increases Subject to State Funding. The Lease Extension is herein incorporated to this IGA and any State funding Increases and rental Increases will be adhered to and this proposed budget will be amended to comply with the provisions of such Lease Extension.

		EWC FY24 Budget without DCEO Grant
Account	Description	
511010	Adm. FT	
512010	Prof. FT	65,760
512020	Prof. PT	37,432
512030	Prof.PT temp	
512040	Overtime	
513041	Adm/SSECCA	
514010	Mgr.FT	84,794
514020	Mgr. PT	
514040	Overtime	
516010	Clerical FT	31,126
516020	Clerical PT	34,207
516030	Clerical - Temp	
516040	Overtime	
517020	Cust/Maint	12,991
518010	Inst.Work St.	
519000	Other Sal.	
521000	Benefits	
521010	Medical	38,381
521020	Dental	1,965
521030	Vision	
521040	Life	855
529000	Other Ben.	
531000	Audit Serv.	
532000	Consulting	
534000	Warranty	
539000	Contr. Serv.	9,000
541010	Off. Sup.	7,000
541020	Instr. Sup.	8,000
541040	Maintenance Sup.	
541090	Other Sup.	4,000
542000	Printing	7,100
544020	Software	1,900
544030	Postage	
544030	Postage	
546000	Pub.&Dues	500
547000	Advertising	8,900
551000	Conf./Mtg.	
552000	Travel/In St.	2,500
553000	Travel/Out	
559000	Other Conf.	1,000
561000	RentalFacil.	120,000

		EWC FY24 Budget with DCEO Grant
Account	Description	
511010	Adm. FT	
512010	Prof. FT	65,760
512020	Prof. PT	37,432
512030	Prof.PT temp	
512040	Overtime	
513041	Adm/SSECCA	
514010	Mgr.FT	84,794
514020	Mgr. PT	
514040	Overtime	
516010	Clerical FT	31,126
516020	Clerical PT	34,207
516030	Clerical - Temp	
516040	Overtime	
517020	Cust/Maint	12,991
518010	Inst.Work St.	
519000	Other Sal.	
521000	Benefits	
521010	Medical	38,381
521020	Dental	1,965
521030	Vision	
521040	Life	855
529000	Other Ben.	
531000	Audit Serv.	
532000	Consulting	
534000	Warranty	
539000	Contr. Serv.	9,000
541010	Off. Sup.	7,000
541020	Instr. Sup.	8,000
541040	Maintenance Sup.	
541090	Other Sup.	4,000
542000	Printing	7,100
544020	Software	1,900
544030	Postage	
544030	Postage	
546000	Pub.&Dues	500
547000	Advertising	8,900
551000	Conf./Mtg.	
552000	Travel/In St.	2,500
553000	Travel/Out	
559000	Other Conf.	1,000
561000	RentalFacil.	156,440

567000	Property & Casualty Insurance	
571000	Gas	2,700
573000	Electricity	9,800
574000	Water/Sewage	
575000	Telephone	6,400
576000	Telecommuni	8,900
577000	Refuse Dispo	1,400
579000	Other Utilities	2,400
585000	Off. Equip.	
585002	Off.Eq./VP	
586000	Instr. Equip.	700
529100	403 (b)	
592000	Student Grants	
592004	Uniforms	
592005	Transportation	
595000	Indirect Cost	
592005	Student Transp.	
599000	Other	8,000
TOTALS		\$517,711

*rent is projected to remain flat

567000	Property & Casualty Insurance	
571000	Gas	2,700
573000	Electricity	9,800
574000	Water/Sewage	
575000	Telephone	6,400
576000	Telecommunicat	8,900
577000	Refuse Disposal	1,400
579000	Other Utilities	2,400
585000	Off. Equip.	
585002	Off.Eq./VP	
586000	Instr. Equip.	700
529100	403 (b)	
592000	Student Grants	
592004	Uniforms	
592005	Transportation	
595000	Indirect Cost	
592005	Student Transp.	
599000	Other	8,000
TOTALS		\$554,151

* DCEO funds received - rent increase

HANOVER SQUARE SHOPPING CENTER LEASE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to execute a twelve (12) month lease agreement for space in the Hanover Square Shopping Center, where the Education and Work Center (EWC) is located. The term of the lease will be from July 1, 2023 through June 30, 2024 in the amount of \$120,000 to \$156,439.94.

	Grant Funding - \$225,000 or less		Grant Funding - \$297,897.88 or above	
Lease Dates	Monthly Lease	Annual Lease	Monthly Lease	Annual Lease
July 1, 2023 – June 30, 2024	10,000	120,000	13,036.66	156,439.94

Note: For 2023-2024, any increase to grant funding above \$225,000 but less than \$72,879.88, the lease increase will be 50% of the total grant increase.

Dr. David Sam, President

Background

In March 2014, Board Action No. 120-A-14 was approved to execute a lease for space in the Hanover Square Shopping Center, and four (4) additional lease extensions have been approved by the Board of Trustees. Administration is recommending the approval of a twelve (12) month extension of the lease.

In the new lease, provisions have been made to increase the lease cost for any amount above the current Illinois Department of Commerce and Economic Opportunity funding of \$225,000. Any increase of \$72,879.88 or above will increase the lease cost by \$36,439.94. Grant funding of \$297,897.88 or above will increase the annual lease cost to \$156,439.94. For any increase to grant funding less than \$72,879.88 and above the \$225,000 funding, the lease increase will be 50% of the total grant increase.

The Education and Work Center is a collaborative partnership, undertaken by means of an Intergovernmental Agreement (IGA) between Community College District No. 509 (Elgin Community College), Community College District No. 512 (William Rainer Harper College), the Chicago Cook Workforce Partnership, and the Village of Hanover Park.

The space is a store front of approximately 10,000 square feet, containing five classrooms (four traditional SMART classrooms and one computerized classroom). The goal of the EWC is to improve the lives of residents of Hanover Park and surrounding communities through the provision of adult basic skills instruction and job search and career readiness assistance. More than 650 students were enrolled in Adult Education classes, including English as a Second Language (ESL), High School Equivalency (HSE) preparation and computer/employment skills classes this year. In addition, more than 900 clients have accessed the on-site Illinois workNet® Center for core employment services such as job search assistance, resume help, computer tutoring, and WIOA intensive career advising/special services, such as the Manufacturing Career Internship Program and AARP programming this year.

Staff Contacts: Dr. Peggy Heinrich, Vice President of Teaching, Learning, & Student
 Development, 847-214-7635
 Mr. Respicio Vazquez, General Counsel, 847-214-7760

5th LEASE EXTENSION FOR RETAIL SPACE

This 5th lease extension and amendment to the lease for retail space between HANOVER SQUARE, LLC (Landlord) and Elgin Community College District 509 (“ECC” and/or “Tenant”), is made and entered into on this ____ day of _____, 2023:

RECITALS

On March 12, 2014, the Village of Hanover Park leased to ECC certain property interests at 6704 Barrington Road in Village’s real property located at the Village’s shopping center property on Barrington Road, a copy of said lease, entitled “Lease for Retail Space” is attached.

On May 3, 2017, the Village of Hanover Park extended said lease to ECC, a copy of said lease extension, entitled “LEASE EXTENSION FOR RETAIL SPACE” is also attached.

On June 26, 2018, the Village of Hanover Park extended said lease to ECC, a copy of said lease extension, entitled “2nd LEASE EXTENSION FOR RETAIL SPACE” is also attached.

On June 18, 2020, the Village of Hanover Park extended said lease to ECC, a copy of said lease extension, entitled “3rd LEASE EXTENSION FOR RETAIL SPACE” is also attached.

The 4th lease extension for retail space (hereinafter the “4th lease extension”), will expire on June 30, 2023, and ECC has requested a further extension of said lease.

AGREEMENT

It is agreed by HANOVER SQUARE, LLC (Landlord) and Elgin Community College District 509 (ECC or Tenant), (hereinafter collectively known as Parties) that the lease and the lease extension (collectively “Lease”) for retail space both attached hereto and made a part hereof are amended as to Article 1 and Article 3, so that said Articles read as follows:

* * * * *

ARTICLE 1. REFERENCE PROVISIONS. Reference provisions in this Article 1 serve only as an outline of key terms of this Lease. In the event of any conflict between these reference provisions and provisions of any other Articles of this Lease, the latter provisions shall control.

- a) **Term [see Article 3]:** The Lease Term shall be for a period of ten (10) years and one (1) month. Tenancy (term) shall commence on the later of the 1st day of June 2014 or the date on which the Tenant is given possession and ending June 30, 2024.
- b) **Leased Premises [see Article 2]:** Approx. 10,000 square feet in the Hanover Square Shopping Center at 6704 Barrington Road in Hanover Park, Illinois

LEGAL DESCRIPTION (See Exhibit 1)

c1) Minimum Annual Rent [see Article 4(a)]:

July 1, 2014 to June 30, 2019 (Years 1 – 5): All payments (\$120,000 annually - payable in equal monthly installments of \$10,000 per month) have been paid.

July 1, 2019 to June 30, 2020 (Year 6): \$120,000.00 – payable in equal monthly installments of \$10,000.00 per month

July 1, 2020 to June 30, 2021 (Year 7): \$120,000.00 – payable in equal monthly installments of \$10,000.00 per month

July 1, 2021 to June 30, 2022 (Year 8): \$120,000.00 – payable in equal monthly installments of \$10,000.00 per month

July 1, 2022 to June 30, 2023 (Year 9): \$120,000.00 – payable in equal monthly installments of \$10,000.00 per month

July 1, 2023 to June 30, 2024 (Year 10): \$120,000.00 – payable in equal monthly installments of \$10,000.00 per month

Monthly installments are due on the 1st day of each month.

c2) Tentative Annual Additional Rent Increases Subject to State Funding: For the period starting on July 1, 2020, there may be additional rent increases subject to the following:

i. The Parties acknowledge that the Tenant in conjunction with Harper College (Colleges) has received financial support through a grant from the State of Illinois (“State”) (the Colleges represent that the grant was through the Illinois Department of Commerce and Economic Opportunity (“Grant”)) which Grant is subject to funding from the State and State appropriations as well as other funding conditions that may reduce or eliminate such State funding. If this Grant with the same terms and conditions for the same purpose for use at the Illinois Public Community College and WorkNet Satellite Center is transferred to a successor State agency or other State agency, the Tenant and the Colleges will continue to use the Grant as stated herein.

ii. The Parties acknowledge that the Grant is funded as a reimbursement grant for which Tenant or one or both of the Colleges must submit related expenses pursuant to the Grant terms and conditions. If the reimbursement request is granted, the State will pay Tenant or one or more of the Colleges after one or more of the Colleges incurs and submits evidence of such expenses to the State. Thereafter, the State may reimburse Tenant within a period which is discretionary by the State outside of the Colleges’ control.

iii. The Village of Hanover Park (“Village”) is assisting the Colleges in requesting an increase of the Grant above the \$225,000.00 annual amount to provide funding for Colleges’ expenses.

iv. The Parties are anticipating an annual increase of \$75,000 above the \$225,000 annual grant amount (Annual Grant Fund Increase) for each of Year 7, Year 8, Year 9 and Year 10.

v. Subject to and upon one or more of the Colleges actual receipt from the State’s Grant of the anticipated and received \$75,000 Annual Grant Fund Increase, Tenant shall pay the additional monthly rental payments:

July 1, 2020 to June 30, 2021 (Year 7): \$23,335.00 – payable in equal monthly installments of \$1,944.58 per month

July 1, 2021 to June 30, 2022 (Year 8): \$27,635.05 – payable in equal monthly installments of \$2,302.92 per month

July 1, 2022 to June 30, 2023 (Year 9): \$31,883.44 – payable in equal monthly installments of \$2,656.95 per month

July 1, 2023 to June 30, 2024 (Year 10): \$36,439.94 – payable in equal monthly installments of \$3,036.66 per month

- vi. If there is no Annual Grant Fund Increase above the current annual \$225,000 Grant funds’ amount, Landlord agrees to continue this lease for the rental payments outlined in Paragraph C1 above.
- vii. If there is an additional State Grant fund increase above the current annual \$225,000 Grant funds’ amount, but less than the anticipated \$75,000.00 Annual Grant Fund Increase, the Parties agree that any additional rental increase will be subject to the following:
 - a. Tenant will not be responsible to pay any additional rental increase that is not funded above the current State \$225,000 Grant annual allocated amount.
 - b. Tenant will only be obligated to pay a rental lease payment increase subject to funding and the Tenant’s or one of the Colleges actual receipt of the State Annual Grant Fund Increase.
 - c. The Parties agree that the Tenant shall pay to Landlord each of the additional annual rental increase amounts above in C2(vi) only if the State annual additional grant increase over the current Grant amount of \$225,000 is twice the amount of the respective yearly additional lease payment increase as follows:
 - i. Year 7 – minimum State grant fund increase is \$46,670.00
 - ii. Year 8 – minimum State grant fund increase is \$55,270.10
 - iii. Year 9 – minimum State grant fund increase is \$63,766.88
 - iv. Year 10 – minimum State grant fund increase is \$72,879.88
 - d. If the additional State Grant funding increase over the current Grant amount of \$225,000 is less than twice the amount of the respective yearly additional lease payment increases as outlined in C2(viii)(c) above, the Parties agree that the maximum amount of any additional lease payment increase would be 50% of the additional State Grant funding increase for the respective year. [For example in Year 7, if the additional State Grant funding increase is \$45,000, then the maximum additional lease payment increase would be \$22,500 (50% of the \$45,000 State Grant fund increase.)]

d) Use [see Article 10]: Tenant’s primary business will be the operation of an Illinois Public Community College and WorkNet Satellite Center.

e) Security Deposit [see Article 28]: NONE.

f) Notice Address:

<i>TO LANDLORD:</i>	<i>TO TENANT:</i>
Hanover Square, LLC c/o Village of Hanover Park, its managing partner / Village Manager 2121 West Lake Street Hanover Park, IL 60133 630-823-5610	Elgin Community College District 509 Attn: Kimberly Wagner, Vice President 1700 Spartan Drive Elgin, IL 60123-7183
Attn: Bernard Paul Partner 231 S. Fourth Street DeKalb, IL 60115	Attn: Respicio Vazquez General Counsel 1700 Spartan Drive Elgin, IL 60123-7183

* * * * *

ARTICLE 3. TERM. Term: The term of this Lease shall be for ten (10) years and one (1) month commencing on the later of the 1st day of June 2014 or the date on which the Tenant is given possession and ending on June 30, 2024. The expression "Lease Term" used herein shall mean the term of this Lease specified in this paragraph.

* * * * *

EFFECTIVENESS OF 5th LEASE EXTENSION AND AMENDMENT: All terms and conditions of the LEASE FOR RETAIL SPACE shall remain in full force and effect except as specifically modified by this 5th LEASE EXTENSION FOR RETAIL SPACE. In the event of a conflict between the terms and conditions of the LEASE FOR RETAIL SPACE with those of this 5th LEASE EXTENSION FOR RETAIL SPACE, the terms and conditions of this 5th Extension shall supersede and control.

LANDLORD:
HANOVER SQUARE, LLC
DISTRICT 509
Owner of Hanover Square

Tenant:
ELGIN COMMUNITY COLLEGE

By: _____

By: _____

Juliana Maller
for its Managing Partner,
the Village of Hanover Park

Dr. David Sam
President

**CONSULTING SERVICES
BOARD RETREAT JUNE 2023**

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to enter into an agreement for consulting services with Linda M. Kolbusz-Kosan Consulting (Palatine, IL), to facilitate the board retreat scheduled for June 21 and June 22, 2023, in an amount not to exceed \$5,000.



Dr. David Sam, President

Background

Linda Kolbusz-Kosan has facilitated past retreats for the Board of Trustees. Her services have provided successful discussions. During the retreat, the Board of Trustees will review and discuss the board self-assessment, components of the strategic plan, previous board activities, results/data reports completed by trustees, measurable goal setting to support board policy, and tools to be used for measurement of success and professional development.

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



Linda M. Kolbusz-Kosan

499 W Auburn Woods Court Palatine, IL 60067
lindakolbusz@gmail.com/847.609.9722

Linda Kolbusz-Kosan and Board of Trustees for Elgin Community College CONSULTING CONTRACT: Elgin Community College Board of Trustees Retreat

Agreement made and entered into this 4th day of April, 2023, by and between the Board of Trustees (Board) of Elgin Community College, (Board/Agency) of 1700 Spartan Drive, Elgin, IL, 60123 and Linda M. Kolbusz-Kosan (Consultant) of Linda Kolbusz-Kosan Consulting of Palatine, IL 847.609.9722. The Consultant is a current member of the Illinois Community College Trustees Association (ICCTA).

The Board/Agency hereby enters into this Agreement for services with Consultant in consideration of and pursuant to the terms and conditions set forth herein.

1. The Consultant will perform those services described in the Work Plan, attached hereto as Exhibit A and by this reference incorporated herein.
2. The Consultant's services under this Agreement shall commence in April 2023 and end on October 31, 2023 unless sooner terminated pursuant to the terms hereof.
3. The Consultant will provide the Board/Agency with her Social Security Number upon execution of this Agreement.
4. The Board/Agency will make payment for services upon satisfactory completion of the services. The TOTAL CONTRACT AMOUNT is an amount not to exceed \$5,000.00.
5. While performing services hereunder, the Consultant is an independent contractor and not an officer, agent, or employee of the Board/Agency.

In Witness Whereof, the parties signify their agreement effective the date above first written by the signatures affixed below.

Agency/Board of Trustees

CONSULTANT

BY: _____
(NAME)

BY: Linda M Kolbusz-Kosan

(NAME)

(TITLE AND AGENCY)

Consultant

(TITLE)

(DATE)

April 4, 2023

(DATE)

EXHIBIT A

WORK PLAN/CONSULTING SERVICES

ELGIN COMMUNITY COLLEGE BOARD OF TRUSTEES BOARD RETREAT BY LINDA KOLBUSZ-KOSAN OF LINDA KOLBUSZ-KOSAN CONSULTING

499 W. Auburn Woods Court, Palatine, IL 60067

Consultant will facilitate:

- a 2 Day Board Retreat (start/end times TBD)
- June 21, 2023 (Wed) and June 22, 2023 (Thurs)
- at Site TBD on the ECC campus (following current Covid-19 Protocols as applicable)
- 2 days of onsite service as well as pre planning and post follow up days of service.
- coordination with Dr. Bruce Leslie, presenter of the ½ day ACCT workshop on 6/21/2023

Consultant will contact each trustee and the President of the college as well as Dr. Bruce Leslie of ACCT prior to the retreat so that everyone's input is included in the planning of the two successful retreat days prior to June 2023.

The Board of Trustees will review/discuss/evaluate:

- board self-assessment
- components of the strategic plan
- previous board activities reviewed through lens of new trustees (including student trustee)
- results/data reports to be completed by trustees prior to the retreat
- measureable goal setting to support board policy and strategic plan
- tools to be used for measurement of success
- format to be used for goals document

Key contact for the planning of the retreat is Dr. Donna Redmer, Trustee and 2023 Coordinator of Board Retreat Planning.

**TRUSTEES' IN-STATE ATTENDANCE AT ILLINOIS COMMUNITY COLLEGE
TRUSTEE ASSOCIATION (ICCTA) MEETING**

Recommendation

The administration recommends that the Board of Trustees approves the attendance of Trustees at the June 1-3, 2023 ICCTA Annual Convention and Awards Banquet to be held in Normal, IL. The expected cost should not exceed \$5,500, which includes registration, hotel and travel costs for all trustees to attend. This meeting includes the mandated four hours of leadership training required for trustees in their first, third and fifth year in office. Each trustee is a member of ICCTA and dues are paid from the board's budget.



Dr. David Sam, President

Background

Board policy GP 6.4.c.2, states *...only one trustee may be appointed as the board's official representative (with one alternate) to the ICCTA meetings, all trustees are encouraged to attend all appropriate ICCTA meetings, seminars and workshops, whether held in the Chicago area or downstate...*

Administrative Procedure 2.601, *Travel and Business-Related Expenses* outlines the details regarding travel arrangements. Board members are required to complete a travel claim form for reimbursement within 30 days of attending professional development meetings.

The Public Community College Act (110 ILCS 805/3-8.5) requires every voting member of a board of trustees to complete a minimum of four (4) hours of professional leadership training, covering topics that include, but are not limited to, open meetings law, community college and labor law, freedom of information law, ethics, sexual violence on campus, financial oversight and accountability, audits, and fiduciary responsibilities of a community college trustee during the first, third and fifth year of his or her term.

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

9-1-1 COMPUTER-AIDED SIMULATOR PURCHASE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract with Professional Pride, Inc. (Sumner, WA) for a 9-1-1 Computer Aided Dispatch/Phone/Radio Simulators for the Public Safety Communications program in an amount not to exceed \$40,000.



Dr. David Sam, President

Background

Professional Pride, Inc. is the sole provider of the 9-1-1 simulator, as such, this service is exempt from bidding in accordance with the Illinois Public Community College Act 110 ILCS 805/3-27.1.

The proposal is for the purchase of two (2) new 9-1-1 Computer Aided Dispatch/Phone/Radio Simulators for the Public Safety Communications program. These will provide industry-standard hardware for the current curriculum and upcoming industry trends. The simulators will bring the program an updated and enhanced computer-aided dispatch capability. These simulators will allow for the expansion of the curriculum to meet the needs of 9-1-1 industry employers. The simulators will provide a job-specific experience for the students. These simulators are the standard not only in higher education but also in industry-specific training scenarios.

These machines also help to satisfy Perkins V pathway development by offering the latest technology advancements in 9-1-1 dispatch services for students enrolled in the emergency services career field.

Funding Source: Perkins Grant Fund

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

ADULT MENTAL HEALTH FIRST AID TRAINING

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract with National Council for Behavioral Health DBA National Council for Mental Wellbeing (Washington, DC) for training in an amount not to exceed of \$26,000.



Dr. David Sam, President

Background

National Council for Behavioral Health DBA National Council for Mental Wellbeing is the sole provider of Mental Health First Aid (MHFA) Instructor training program, as such, this service is exempt from bidding in accordance with the Illinois Public Community College Act 110 ILCS 805/3-27.

As the number of students that face mental health and substance use challenges continues to grow, it is more important than ever to equip faculty and staff with the skills to recognize and respond to the signs and symptoms that someone may need help. Training College personnel to be MHFA instructors allows MHFA training to be offered on-campus multiple times throughout the academic year through Professional and Organizational Development and the Center for Teaching, Assess, and Learning.

The three (3) full days of MHFA training will be offered to a diverse group of College employees who have a purpose and passion for mental health and wellness. Cost per person is \$2,000 which includes all training materials. The full cost of \$26,000 for MHFA Instructor training includes training for up to thirteen (13) employees and all travel and expenses for two certified National MHFA Trainers.

Funding Source: Mental Health Early Action on Campus Fund

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

ANNUAL FIRE ALARM SYSTEM TESTING

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract with Affiliated Customer Service, Inc. (Downers Grove, IL), for annual fire alarm systems testing at the Main and Burlington campuses for the amount of \$26,764 and \$1,078 respectively, for a combined total of \$27,252.



Dr. David Sam, President

Background

Affiliated Customer Service, Inc. is an authorized dealer and service firm for Gamewell Fire Control Instruments by Honeywell, the manufacturer of the College's alarm system, and is the College's sole provider of fire alarm system maintenance, service, annual testing, and proprietary programming for the entire campus life safety network. As such, this service is exempt from bidding in accordance with the Illinois Public Community College Act 110 ILCS 805/3-27.1.

Annual testing of fire alarm systems operations is required under the National Fire Alarm Code – NFPA72.

Funding Source: Operations and Maintenance Restricted Fund

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

ARTS CENTER 2023-2024 SEASON BOOKLET

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase print services for the Arts Center 2023-2024 Season Booklet from Cardinal ColorGroup (Rolling Meadows, IL), the lowest responsible bidder, in an amount not to exceed \$28,970.

Vendor	Location	Base Bid
Cardinal Color Group	Rolling Meadows, IL	\$ 28,970.00
Schiele Group	Elk Grove Village, IL	\$ 31,018.82
Stolze Printing	Bridgeton, MO	\$ 33,466.54



Dr. David Sam, President

Background

The invitation to bid was advertised and sent to eight (8) vendors, two (2) of which were in-district, and two (2) were Business Enterprise Program (BEP) certified businesses. We received four (4) bids but one was disqualified.

The College Arts Center Booklet is used to promote Centerstage visiting artists, the College Ensembles, and In-Resident Ensemble performances. The booklet will be mailed to over 50,000 existing, former, and future patrons of the Arts Center and the district. The booklet will provide the fall and spring schedule of events celebrating the 30th anniversary of the Arts Center and the 75th anniversary of the College.

The College is having the vendor print 55,000 booklets. 50,000 of them will be mailed directly to community members and the remaining will be distributed on campus and inserted in the Daily Herald.

Funding Source: Visual Performing Arts Auxiliary Fund

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

INTERSECT SOFTWARE RENEWAL

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to renew a two (2) year contract with Intersect by Powerschool (Folsom, CA) for digital recruitment and enrollment marketing in an annual amount of \$21,288, for a total not to exceed of \$42,576.



Dr. David Sam, President

Background

Powerschool is the sole provider of Intersect software, as such, this service is exempt from bidding in accordance with the Illinois Public Community College Act 110 ILCS 805/3-27.1.

In 2020, the College partnered with Powerschool/Intersect to better connect and reach prospective students and high school partners as part of a multi-faceted enrollment and marketing plan to increase student enrollment. Intersect connects with Naviance, the leading college, career, and life readiness platform in use by 41% of all U.S. high school students and is widely used by District 509 high schools.

The platform provides the College with the ability to customize and enhance an institutional profile, connect and engage with interested and prospective students, schedule visits with high school partners through RepVisits, and raise awareness about scholarships and events on campus. The percentage of students who connected with the College via the platform increased by 68% year over year, and more than 2,400 students interacted with the College's spotlight view.

Funding Source: Education Fund

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

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 mechatronics equipment at a cost not to exceed \$859,391.



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.

This purchase will entail one complete mechatronics learning system and six (6) additional modules that will attach to a previous purchase approved in September on Board Action No. 048-I-23 providing the college with two (2) complete learning systems. In addition, to the trainers, this purchase includes nine (9) portable smart machine sensor learning systems.

The benefit of the Amatrol remaining modules and the additional mechatronic module helps to advance the IST program with multiple workstations for students to acquire hands-on practical skills in robotics, automation, and programming in pneumatic, electrical and mechanical distribution. Along with the portable smart sensors, these purchases enable the College to enhance its offering of relatable instruction for students and apprentices enrolled in the maintenance tech program.

The mechatronic trainers and sensors 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: Congressional Delegation Grant Fund

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

TEMPORARY SUPPLEMENTAL CUSTODIAL CAMPUS CLEANING

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to continue with temporary supplemental custodial campus cleaning services from GSF (Des Plaines, IL) on a month-to-month basis with the option to cancel in 30 days, in an amount not to exceed \$175,000 for a period of seven (7) months.



Dr. David Sam. President

Background

In November 2023, the College partnered with GSF for the same services. Board Action No. 094-B-93 was approved by the Board of Trustees at that time.

The purpose of this request is to continue janitorial campus cleaning services to supplement services of the College's in-house staff. The staff currently provides a safe and clean environment; however, due to the lack of internal resources, there is a need to have more cleaning capabilities to cover the offsite locations (Hanover Park and Burlington) and outlying buildings on the main campus (K, M, and O). Pricing is for seven (7) months of part-time night-time cleaning for the sites listed. As we hire more College employees we will reduce these supplemental services. Approving this supplemental cleaning will ensure that the campus stays clean for the safety of students, faculty, and staff.

The Operations and Maintenance Department along with the College's human resources department has taken many measures to attract applicants to work for the College. This has included a job fair, social media, and utilizing District 509 Chambers of Commerce connections.

Funding Source: Operations and Maintenance Fund

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

WELDING GASES AND SUPPLIES

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase gases and supplies for the welding program from Weldstar (Aurora, IL), the lowest responsible bidder, in an amount not to exceed \$45,000 annually. The contract will be for three (3) years with the option to renew for two (2) additional years.



Dr. David Sam, President

Background

The invitation to bid was advertised and sent to seven (7) vendors; three (3) bids were received. One (1) of which was in-district and two (2) were disqualified.

The welding program is experiencing continued increases in costs for hard goods and gases for the program due to inflation, increased delivery fees and fuel surcharges.

The purpose of this bid was to contract with a vendor on a time and material basis for annual purchases of gases and supplies for the welding program. This will enable a high-demand program to continue providing quality instruction to students and adult learners in District 509. The gases and supplies are used to meet learning objectives that help students to qualify for American Welding Society (AWS) certifications.

Funding Source: Education Fund

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

**EXTENTION, TEMPORARY FULL-TIME INSTRUCTOR OF TRUCK DRIVING
Ms. Sharla Suggs**

Recommendation

The administration recommends that the Board of Trustees extends the appointment of Ms. Sharla Suggs as a Temporary Full-time Instructor of Truck Driving through Summer 2023 at a salary of \$52,331 (Lane I, Step 1) on the Elgin Community College Faculty Association (ECCFA) full-time salary schedule, effective summer semester, 2023.



Dr. David Sam, President

Background

Ms. Suggs' initial appointment as a temporary full-time instructor for Spring 2023 was approved December 13, 2022 by Board Action No. 118-P-23.

Sharla Suggs is a career-changer seeking new opportunities to train and educate the next generation of truck drivers. As a graduate of ECC's truck driving program, Ms. Suggs demonstrates her experience in communications, active listening, relationship building, and teamwork that enhances the program objectives with necessary employability skills that our students need for success. In addition, her experience with a global logistics firm represents skills and experiences that transfer to her instructional delivery of course content in the program.

Ms. Suggs is a life-long learner and the evidence of that is visible in her day-to-day interactions with students and colleagues in the truck driving program.

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

**NEW HIRE, ASSISTANT PROFESSOR I OF APPLIED PHYSICAL SCIENCE
Dr. Bailey Zo Kreager**

Recommendation

The administration recommends that the Board of Trustees approves the appointment of Dr. Bailey Zo Kreager as a tenure-track Assistant Professor I of Applied Physical Science at a salary of \$77,743 (Lane X, Step 3) on the Elgin Community College Faculty Association (ECCFA) full-time salary schedule, effective summer semester, 2023.



Dr. David Sam, President

Background

Dr. Bailey Zo Kreager earned her Bachelor's degree in Geology from Marietta College (Ohio), her Master's degree in Earth and Atmospheric Sciences from the University of Nebraska-Lincoln, and her Doctorate degree in Geology from Northern Illinois University.

Dr. Kreager's previous teaching experience includes three semesters of classroom instruction and four semesters of online instruction for Northern Illinois University. Since Fall 2021 she has held an Assistant Professor of Geology position at the State University of New York College at Oneonta. Dr. Kreager's accomplishments include: developing an earth science course for the K-12 classroom, designing field trips to see local geology, and conducting research in science education.

We are looking forward to the innovative pedagogy that Dr. Bailey Zo Kreager will bring to ECC, in particular, peer instruction using polling cards, predict-observe-explain activities, inquiry-based labs, and spatial visualization focused instruction.

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

NEW HIRE, INSTRUCTOR OF MATHEMATICS
Mr. Richard McBride

Recommendation

The administration recommends that the Board of Trustees approves the appointment of Mr. Richard McBride as a tenure-track Instructor of Mathematics at a salary of \$82,731 (Lane VII, Step 8) on the Elgin Community College Faculty Association (ECCFA) full-time salary schedule, effective fall semester, 2023.



Dr. David Sam, President

Background

Mr. Richard (Rich) McBride earned his Bachelor's and Master's degrees in Mathematics from Illinois State University, and has additional graduate hours toward a PhD in Mathematics from Iowa State University.

Mr. McBride is an experienced math educator in the classroom as well as in the online environment. He taught for one year at Lamar Community College (Lamar, CO), ten years at Horry-Georgetown Technical College (Conway, SC), and three years most recently at Lane Community College (Eugene, OR). In addition to his time in the classroom, Rich has experience as a department chair and assessment liaison.

We are looking forward to the expertise that Mr. Richard McBride will bring to ECC's math department, and his commitment to supporting our students in reaching their academic goals.

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

RESOLUTION OF APPRECIATION
Mary Crowe, Director of Financial Aid and Scholarships

Recommendation

The administration recommends that the Board of Trustees approves the Resolution of Appreciation for the Director of Financial Aid and Scholarships, Mary Crowe, who will retire May 31, 2023.



Dr. David Sam, President

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

RESOLUTION OF APPRECIATION
Director of Financial Aid & Scholarships, Mary Crowe

WHEREAS, Ms. Mary Crowe began her tenure at Elgin Community College in April of 2009 as the Scholarship Coordinator and then transitioned to the Assistant Director of Financial Aid & Scholarships in May of 2010 and then was promoted to Director of Financial Aid & Scholarships in February of 2020; and

WHEREAS, Ms. Mary Crowe received the “Friend of Student Life” award in 2009-2010; and

WHEREAS, Ms. Mary Crowe has served thousands of students during her tenure by assisting them with their financial aid, scholarship and student employment needs as well as helping them navigate through the enrollment process at ECC; and

WHEREAS, Ms. Mary Crowe has served as a founding member of ECC’s award winning Financial Literacy Program which has successfully connected thousands of students with the knowledge and assistance needed to attend college at an affordable price with little to no student loan debt; and

WHEREAS, Ms. Mary Crowe has taken on a leadership role in organizing and developing our Game of Life event for students and the community who want to learn more about financial health and wellness; and

WHEREAS, Ms. Mary Crowe has taught College 101 and effectively engaged students in the classroom; and

WHEREAS, Ms. Mary Crowe proudly served as the coordinator for over 1,000 financial aid presentations to students and their families in the college community; and

WHEREAS, Ms. Mary Crowe served as a member of the Complete to Compete Committee, the Foundation’s Scholarship & Grants Committee, Curriculum Review Committee and several hiring committees; and

WHEREAS, Ms. Mary Crowe has, for more than fourteen years, served thousands of students, her colleagues, and district residents with kindness, empathy, humility, and a wealth of financial aid knowledge; and

WHEREAS, it is appropriate to formally recognize and honor Ms. Mary Crowe upon her retirement from Elgin Community College on May 31, 2023; 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 9th day of May, 2023, expresses to Ms. Mary Crowe, on behalf of District 509 citizens, her colleagues and the many students who have benefited 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. Mary Crowe.

RESOLUTION OF APPRECIATION
Janet Whitsitt, Professor I of Biology

Recommendation

The administration recommends that the Board of Trustees approves the Resolution of Appreciation for Janet Whitsitt, Professor I of Biology who will retire May 31, 2023.



Dr. David Sam, President

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

RESOLUTION OF APPRECIATION
Professor I of Biology, Janet Whitsitt

WHEREAS, Professor Whitsitt joined the biology department at Elgin Community College as an adjunct faculty in 1999 and joined as a full-time member in 2011; and

WHEREAS, Professor Whitsitt was a member of the Academy of Nutrition and Dietetics, a registered nutritionist and licensed dietitian nutritionist in the State of Illinois; and

WHEREAS, Professor Whitsitt served on a number of committees during her time at Elgin Community College, which included Student Learning Assessment and Advisory Committee (SLAAC), faculty development, ECC insurance committee, the committee to produce, organize and print ECC pathways for transfer into biology and health professions, multiple tenure committees and multiple hiring committees; and

WHEREAS, Professor Whitsitt served in multiple leadership roles, which included ECCFA Senator, vice chair of SLAAC, chair of SLAAC and helped to hire, train and support all adjunct nutrition faculty at ECC; and

WHEREAS, Professor Whitsitt performed multiple special projects for Elgin community College, which included the BIO110 lead for the first cohort of Advancing Equity through Assessment of Student Learning Project, development of a section of BIO101 specifically for culinary students, development of BIO201 for Allied Health career path students and the development of online sections for both BIO101 and BIO201; and

WHEREAS, Professor Whitsitt took the lead in creating two new labs attached to the nutrition classroom for the practical application of nutrition science – the nutrition kitchen (to safely apply the science of nutrition through food production) and the nutrition assessment lab, which included the Bod Pod (for measuring body fat versus lean tissue), the Body Gem (measurement of calorie expenditure), a treadmill and scales; and

WHEREAS, Professor Whitsitt developed a pathway for ECC students to transfer directly into the Nutrition/Dietetics Program at Dominican University in Riverside, IL and

WHEREAS, Professor Whitsitt was an amazing colleague who always had a smile on her face and a sunny disposition and who was always willing to help on matters related to ECC and/or life; and

WHEREAS, Professor Whitsitt dedicated the focus of her 24 years in education to being a tireless and effective advocate for her students in the classroom and in life; 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 9th day of May 2023, expresses to Professor Janet Whitsitt, on behalf of District 509 citizens, her colleagues, and the many students who have benefited from her service, heartfelt appreciation for her years of dedicated service and extends to her best wishes for the future; and be it further

RESOLVED that Professor Whitsitt, upon her retirement from Elgin Community College on May 31, 2023, be granted the status of Professor Emeritus (as defined in the ECCFA contract) and that she be accorded such recognition and honors as may be appropriate to a person 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, Professor Janet Whitsitt.