



# BOARD OF TRUSTEES AGENDA

**JUNE 13, 2023**



Elgin  
Community  
College

Bright Choice. Bright Future.

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

**Regular Board Meeting  
June 13, 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](mailto:dkerruish@elgin.edu) in advance of the meeting by 4:00 p.m. which will be read aloud at the appropriate time on the agenda.*

**Agenda**

**Call to Order by Presiding Officer**

**1. Roll Call**

**2. Recess to Closed Session**

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

**3. Reconvene Open Session**

**4. Preliminary Matters**

- A. Roll Call
- B. Consideration of and possible actions on any requests for a board member's electronic participation in a meeting
- C. Pledge of Allegiance
- D. Board Purpose

**5. President's Report**

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

**7. Board Reports**

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

Reports

**8. College Reports**

- A. Personnel (May) 2
- B. Treasurer (April) 5
- C. Student Report (May) 24

**College Reports Under Separate Cover**

- D. Institutional Advancement and ECC Foundation (monthly)
- E. Community Engagement and Legislative Affairs (April, May)

Actions

**Acceptance of College Reports**

1

**9. Public Hearing on Fiscal Year 2024 Budget**

**10. Resolution to Adopt Fiscal Year 2024 Budget**

2

**11. Consent Agenda Approval**

- A. Minutes of the Special Board Meeting of May 1, 2023 6
- B. Minutes of the Regular Board Meeting of May 9, 2023 12
- C. Closed Session Minutes of the Regular Board Meeting of May 9, 2023 20
- D. Destruction of Audiotapes of Closed Sessions of October 19, 2021 21
- E. Ratification of Report of Expenses 22
- F. Ratification of Board of Trustees Travel Expenses 23
- G. Compensation Rates for Non-Unit Adjunct Faculty 24
- H. Faculty Supplemental Assignment Modifications 25
  - I. Implementation of New Minimum Wage Rate for Employees 40
  - J. Transfer to Internal Service Fund 41
  - K. Amendment to Job Description – Trustee Legislative Liaison 42

L. Trustees Out-Of-State Travel to 2023 ACCT Leadership Congress – Las Vegas, NV	43
M. Purchases	
1. Annual Trane HVAC Equipment Maintenance – Buildings E and K	44
2. Advertising Services – Cable Television and On-Demand	45
3. Digital Advertising Services	47
4. Background Check Services	49
5. Interpreter Services	50
6. Ratification – IT Equipment and Supplies Purchase	51
7. Ratification – Installation Services for Zoom Rooms	52
8. Ratification – Boomer Tractor Purchase	53
9. Ratification – Semi-Tractor Purchase	54
10. Simulation Environment Purchase	55
N. Personnel	
1. Manager of Building Operations, Mr. Michael Castritsis	56
2. Instructor of Mathematics, Ms. Kari Farooqie	57
3. Assistant Professor I of Truck Driving, Mr. Brian Hamm	58
4. Instructor of Business, Dr. Mae Jones	59
5. Instructor of Biology, Dr. Jennifer Maxwell	60
6. Instructor of Welding, Mr. Kyle Witek	61
O. Resolution of Appreciation	
1. Retiree, Senior Director of Facilities, Mr. Edward B. Cook	62

**12. Old Business**

**13. New Business**

**14. Adjournment**

**Next regular meeting: 6:30 p.m. Tuesday, August 8, 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.



## ACADEMIC CALENDAR 2023 - 2024

### SUMMER SESSION 2023

Beginning Fri., June 2, and ending Sun., Aug. 6, all general use facilities will be closed Fridays through Sundays. The University & Business Center, Early Childhood Lab School, Events Center, and Visual & Performing Arts Center will be open as scheduled.

Sat., May 27 – Mon., May 29	All Facilities Closed: Memorial Day Weekend
Mon., June 5	Summer Session I Begins
Mon., June 12	Summer Session II Begins
Mon., June 19	All Facilities Closed: Juneteenth Observed
Tue., July 4	All Facilities Closed: Independence Day
Mon., July 10	Summer Session III Begins
Thurs., Aug. 10	End of Summer Session Classes

Note: Summer session grades are due by 4 pm the Monday following the last day of class.

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

[Check dates»](#)

### FALL SEMESTER 2023

Tues., Aug. 15 – Wed., Aug. 16	New Full-Time Faculty Orientation
Thurs., Aug. 17	College Convocation
Fri., Aug. 18	New Student Convocation
Mon., Aug. 21	Fall Semester Begins
Sat., Sept. 2 – Mon., Sept. 4	All Facilities Closed: Labor Day (No Classes Labor Day Weekend)
Mon., Sept. 25	12-Week Fall Session Begins
Mon., Oct. 16	2 <sup>nd</sup> 8-Week Fall Session Begins
5:00 pm Wed., Nov. 22 – Sun., Nov. 26	All Facilities Closed: Thanksgiving Recess
Thurs., Dec. 14	Fall Semester Classes End
Fri., Dec. 15	Grading Day/Semester Ends
Sat., Dec. 16	Graduation
Mon., Dec. 18	Grades due by 4 pm
5:00 pm Thurs., Dec. 21 – Mon., Jan. 1	All Facilities Closed: Winter Recess

### SPRING SEMESTER 2024

Tues., Jan. 2	Offices Reopen
Tues., Jan. 9 – Wed., Jan. 10	New Full-Time Faculty Orientation
Thurs., Jan. 11	College Convocation
Fri., Jan. 12	New Student Convocation
Mon., Jan. 15	All Facilities Closed: Martin Luther King, Jr. Day
Tues., Jan. 16	Spring Semester Begins
Mon., Feb. 19	All Facilities Closed: Presidents' Day
Tues., Feb. 20	12-Week Spring Session Begins
Mon., Mar. 11	2 <sup>nd</sup> 8-Week Spring Session Begins
Mon., Mar. 25 – Sun., Mar. 31	All Facilities Closed: Spring Recess
Wed., May 15	Spring Semester Classes End
Thurs., May 16	Grading Day/Semester Ends
Fri., May 17	High School Equivalency Graduation Ceremony
Sat., May 18	Graduation
Mon., May 20	Grades due by 4:00 pm
Mon., May 27	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 at [elgin.edu](http://elgin.edu) for information regarding registration, financial aid, and payment.

8/18/15, 9/14/15, 7/19/16; 8/19/16; 6/29/17; 6/5/19; 7/15/21; 7/27/21; 9/2/21



# Elgin Community College Board of Trustees Annual Planning Calendar

		JUL <sup>1</sup>	AUG	SEP	OCT	NOV	DEC	JAN	FEB <sup>1</sup>	MAR	APR	MAY	JUN
Board Activities	Board Policy Review Period <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 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	Departments review 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 goals proposed goals	Departments estimate budgets for next fiscal year based on	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)	ICCB Program Review Report from previous fiscal year (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)

<sup>1</sup> 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
------------------	---

**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

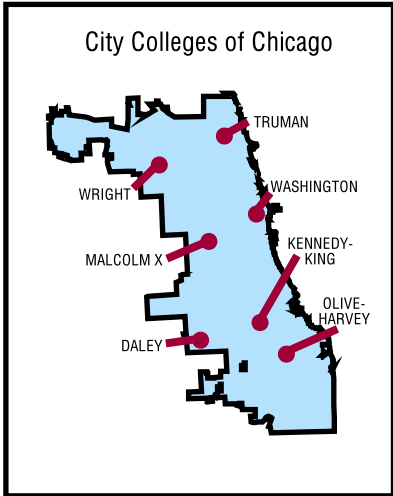
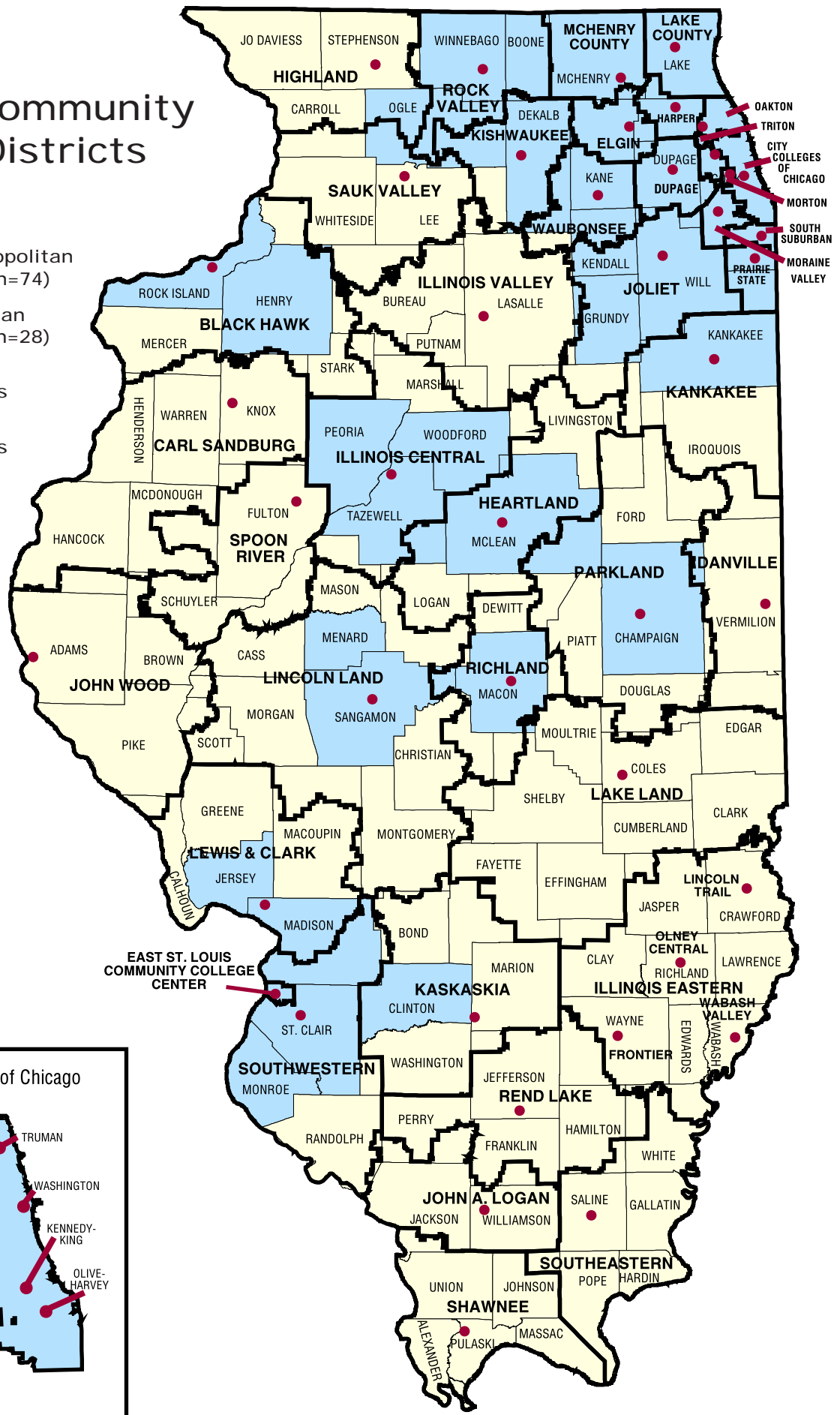
- 🎓 The average full-time Illinois community college student pays **\$4,410 per year in tuition and fees; nearly one-third the average tuition and fees** at Illinois public universities.
- 🎓 College costs can be reduced and students are able to gain access to college-level coursework during high school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

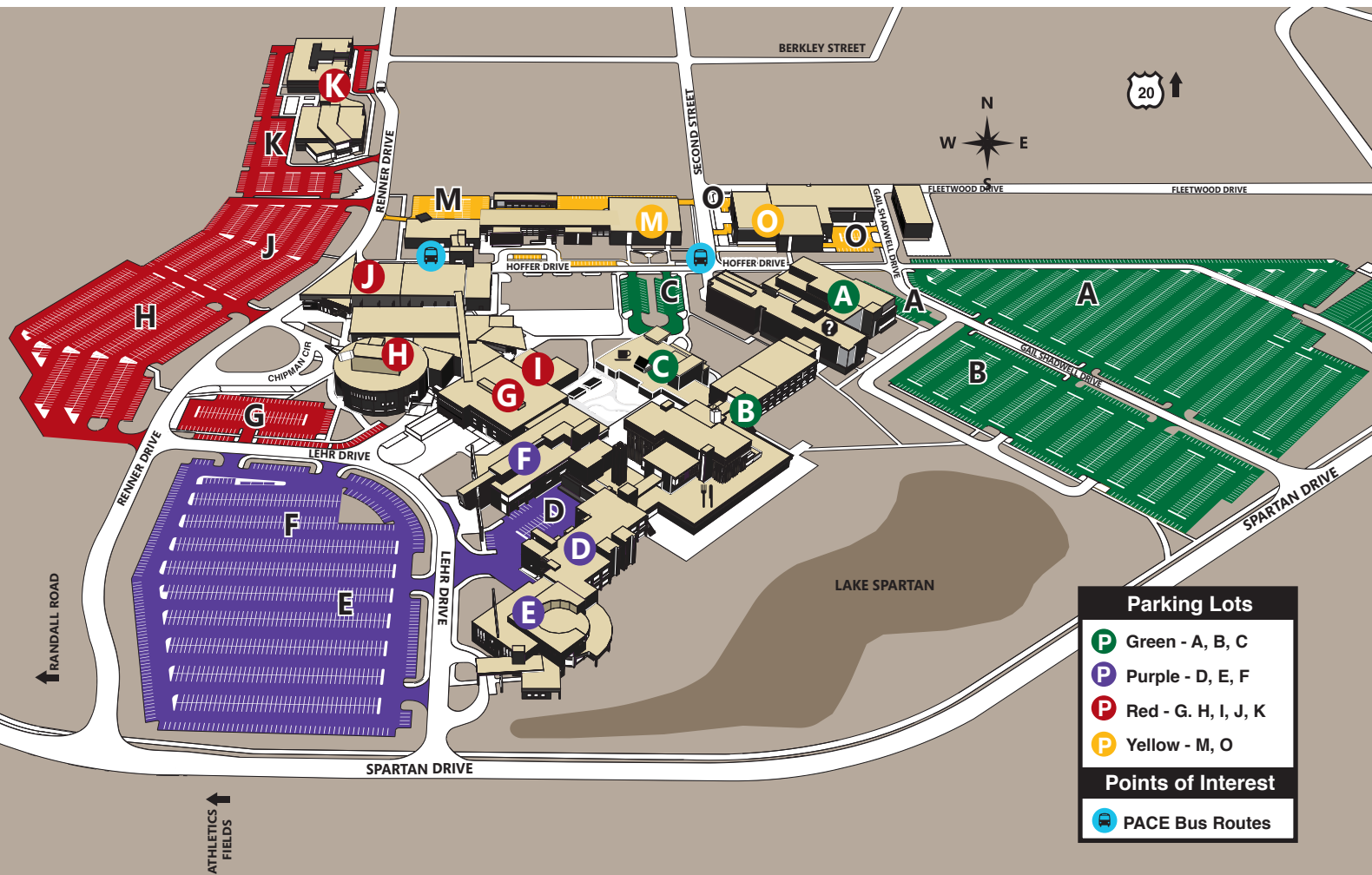
### K BUILDING

- 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



## 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 (May)
- B. Treasurer (April)
- C. Student (May)

College reports/procedures presented under separate cover:

- D. Institutional Advancement and ECC Foundation (monthly)
- E. Community Engagement and Legislative Affairs (April, May)

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
Wilbur	Dumas	NH	Custodian I	5/1/2023	\$13.50	7
Jennifer	Aguirre	NH	Registration Specialist II	5/15/2023	\$38,000.00	11
Luis	Pasillas	NH	Manager of Custodial Services	5/30/2023	\$75,000.00	15
Jina	Kelly	NH	Student Accounts Assistant IV	5/22/2023	\$17.00	11
Erin	Schmalen	NH	Paralegal	5/30/2023	\$110,000.00	217
Carol	Mccabe	NH	Global Engagement Specialist	6/5/2023	\$16.35	11
Valeria	Garza Cordero	RH	Student Accounts Assistant IV	5/18/2023	\$35,360.00	11
Daniel	Schnell	RH	Theatre Technician	5/30/2023	\$18.70	11
Amy	Stringwell	PF	Academic Advisor	5/15/2023	\$50,960.00	14
Vincent	Hernandez	CG	Supervisor II of Food Service	5/1/2023	\$58,000.00	14
Edward	Dawson	RC	Technical Manager of Arts Center	3/17/2023	\$60,084.00	14
Alexander	Desimone	RC	Production Director of Arts Center	3/17/2023	\$81,540.00	16
Laura	Aleman Guzman	TRN	Enrollment Services Coordinator	5/1/2023	\$43,350.00	13
Edgar	Ruiz	TRS	Admissions Coordinator II	5/1/2023	\$54,518.00	13
Luis	Rodriguez	RES	Deputy General Counsel	4/28/2023		
Fernanda	Sanchez-Ewald	RES	Wellness Professional	5/19/2023		

Key
NH - New Hire
RH- Rehire
PF- Part-time to Full-time
CG- Change Employee Group
RC- Reclassification
TRN- Transfer- New Grade/Group
TRS- Transfer - Same Grade/Group
RES- Resignation

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

## HUMAN RESOURCES STAFFING REPORT

### **Wilbur Dumas**

Wilbur Dumas joins Elgin Community College as a Custodian I. Wilbur has a high school diploma from Larkin High School. Wilbur has five years of experience in customer service. He comes to the College from Lincoln Ave Barbershop, where he served as a barber.

### **Jennifer Aguirre**

Jennifer Aguirre joins Elgin Community College as a Registration Specialist II. Jennifer earned an Associate in Arts from Elgin Community College. Jennifer has five years of customer service experience. She comes to the College from Walgreens, where she served as a customer service associate.

### **Luis Pasillas**

Luis Pasillas joins Elgin Community College as the Manager of Custodial Services. Luis earned a certificate in HVAC Facilities from Elgin Community College. Luis has over eleven years of maintenance experience. He comes to the college from Tower Hill Healthcare Center, where he served as an environmental services director.

### **Jina Kelly**

Jina Kelly joins Elgin Community College as a Student Accounts Assistant IV. Jina earned an Associate in Science from Elgin Community College. Jina has three years of experience in education. She comes to the College from Hampshire Middle School, where she served as a backstage manager.

### **Erin Schmalen**

Erin Schmalen joins Elgin Community College as a Paralegal. Erin earned a Bachelor of Arts from Northern Illinois University. Erin has over six years of paralegal experience. She comes to the College from Illinois School District U-46, where she served as a paralegal and executive assistant to the chief legal officer.

### **Carol Mccabe**

Carol Mccabe joins Elgin Community College as a Global Engagement Specialist. Carol earned a Master's from Illinois State University. Carol has over nineteen years of higher education experience. She comes to the College from St Charles Community Unit School District 303, where she served as a substitute teacher.

**Valeria Garza Cordero**

Valeria Garza Cordero joins Elgin Community College as a Student Accounts Assistant IV. Valeria earned a Bachelor of Science in Political Science and a minor in Computer Science from the Illinois Institute of Technology. Valeria has three years of experience in higher education. She was previously employed at Elgin Community College as the Student Readiness Coordinator.

**Daniel Schnell**

Daniel Schnell joins Elgin Community College as the Theatre Technician. Daniel earned an Associate degree from Elgin Community College. Daniel has over three years of theatre experience. He comes to the College from Wise Guys Vapes, where he served as a team member.

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

**ELGIN COMMUNITY COLLEGE DISTRICT 509**

**Investment Schedule**

**As of April 30, 2023**

	<b>Purchase Date</b>	<b>Maturity Date</b>	<b>Percentage Yield</b>	<b>Total Maturity Value</b>	<b>Cost</b>	<b>Bank</b>
Certificate of Deposit	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	4/7/2023	10/20/2023	4.966%	249,788.32	243,300.00	MainStreet Bank
Certificate of Deposit	4/7/2023	10/20/2023	4.908%	249,814.80	243,400.00	CedarStone Bank
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	4/7/2023	4/8/2024	5.253%	249,747.49	237,250.00	First Internet Bank of Indiana
Certificate of Deposit	4/20/2023	4/22/2024	5.228%	249,860.47	237,350.00	ServisFirst 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	0.230%	248,804.59	247,100.00	Wisconsin River Bank
Certificate of Deposit	4/7/2023	10/7/2024	5.190%	249,697.38	231,500.00	First Priority Bank
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	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	4/18/2023	8/15/2023	4.985%	3,500,000.00	3,444,177.43	Treasury Bill
Treasury Bills	3/24/2023	8/17/2023	4.600%	250,000.00	245,483.13	Treasury Bill
Treasury Bills	4/25/2023	8/22/2023	5.036%	5,500,000.00	5,411,387.97	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
Treasury Bills	4/21/2023	10/19/2023	4.890%	250,000.00	244,097.39	Treasury Bill
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



**ELGIN COMMUNITY COLLEGE DISTRICT 509**

**Investment Schedule**

**As of April 30, 2023**

	<b>Purchase Date</b>	<b>Maturity Date</b>	<b>Percentage Yield</b>	<b>Total Maturity Value</b>	<b>Cost</b>	<b>Bank</b>
Treasury Bills	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	4/30/2023	4/30/2023	0.025%	697.23	697.23	LIQ General Fund #10896-101
Money Market Funds	4/30/2023	4/30/2023	0.051%	10,104,513.15	10,104,513.15	MAX General Fund #10896-101
Money Market Funds	4/30/2023	4/30/2023	0.051%	195,630.99	195,630.99	MAX Chiller Replacement #10896-215
Money Market Funds	4/30/2023	4/30/2023	0.051%	799,281.20	799,281.20	MAX Campus Door Project #10896-217
Money Market Funds	4/30/2023	4/30/2023	1.000%	8,864,723.43	8,864,723.43	US Bank - IL Funds (01-00000-125000)
			<b>2.78%</b>	<b>\$ 137,575,081.92</b>	<b>\$ 137,207,160.82</b>	

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

**ELGIN COMMUNITY COLLEGE DISTRICT 509  
EDUCATION FUND  
For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Property Taxes	\$ 39,745,000	\$ 39,950,303	100.52%	\$ 39,535,243	99.04%
Local Grants and Contracts	-	56,769	0.00%	181,644	35.71%
Personal Property Replacement Tax	750,000	1,527,236	203.63%	1,264,831	229.97%
Illinois Community College Board	6,372,000	5,749,983	90.24%	5,822,297	97.59%
Student Tuition and Fees *	24,221,600	21,229,279	87.65%	20,164,107	87.20%
Payment Plan and Late Fees	155,000	121,955	78.68%	115,695	64.28%
Investment Income	500,000	2,658,069	455.48%	(2,413,928)	(301.74)%
Miscellaneous External Revenue	3,846,422	340,740	8.86%	834,325	24.70%
Miscellaneous Internal Revenue	-	-	-	622	-
<b>TOTAL REVENUES</b>	<b>75,590,022</b>	<b>71,634,334</b>	<b>94.77%</b>	<b>65,504,835</b>	<b>88.01%</b>
<b>EXPENDITURES BY OBJECT</b>					
Salaries	46,348,563	39,863,401	85.74%	38,731,786	82.84%
Employee Benefits	9,610,288	6,984,463	72.68%	7,085,825	76.00%
Contractual Services	4,044,552	3,081,096	76.18%	2,348,009	57.53%
General Material & Supplies	5,337,394	4,145,101	77.66%	3,049,626	68.95%
Professional Development	763,390	514,443	67.39%	309,923	44.41%
Fixed Charges	212,085	125,459	59.15%	136,784	75.69%
Utilities	1,300	1,263	97.13%	1,356	104.28%
Capital Outlay	2,191,879	723,512	33.01%	634,388	49.82%
Other	536,223	23,185	4.32%	103,060	37.29%
Waivers/Institutional Scholarships	450,000	363,472	80.77%	317,066	45.95%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>69,495,674</b>	<b>55,825,395</b>	<b>80.33%</b>	<b>52,717,823</b>	<b>77.87%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Instruction	33,103,273	27,047,717	81.33%	26,161,416	81.87%
Academic Support	10,170,587	8,490,322	83.48%	7,369,819	76.25%
Student Services	6,091,600	5,073,605	83.29%	4,732,463	74.27%
Public Services	627,431	358,975	57.21%	394,641	66.20%
Institutional Support	19,052,783	14,491,304	76.06%	13,742,417	74.59%
Institutional Waiver	450,000	363,472	80.77%	317,066	45.95%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>69,495,674</b>	<b>55,825,395</b>	<b>80.33%</b>	<b>52,717,823</b>	<b>77.87%</b>
Excess (deficiency) of revenues over expenditures	6,094,348	15,808,939	249.09%	12,787,012	190.07%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer to Capital Projects Fund	(4,400,000)	-	-	(11,844,601)	(269.20)%
Transfer to Student Life	(498,671)	(495,433)	99.45%	(370,475)	(66.34)%
Transfer to Athletics	(916,815)	(720,144)	78.57%	(589,478)	(66.34)%
Transfer to Early Childhood Lab School	(194,424)	(5,185)	-	-	-
Transfer to LLL Continuing Education	(84,438)	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(6,094,348)</b>	<b>(1,220,762)</b>	<b>2</b>	<b>(12,804,554)</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	14,588,177		(167,542)	
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>46,440,691</b>	<b>-</b>	<b>54,732,140</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 61,028,868</b>	<b>-</b>	<b>\$ 54,564,598</b>	<b>-</b>

Reports 7

**ELGIN COMMUNITY COLLEGE DISTRICT 509  
OPERATIONS AND MAINTENANCE FUND  
For the Months Ending April 30, 2023**

	<b>2023 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual Budget</b>	<b>Prior Yr Apr. 30 2022 Actual</b>	<b>% of FY2022 Budget</b>
<b>REVENUES</b>					
Local Government Services:					
Property Taxes	\$ 12,270,000	\$ 12,137,716	98.92%	\$ 11,780,561	97.50%
State Government Services:					
Other Local Government (Hanover Park)	91,550	-	-	17,135	18.78%
Miscellaneous External Revenue	-	1,961	-	646	14.36%
Miscellaneous Internal Revenue	6,000	7,560	126.00%	4,392	125.49%
Miscellaneous Internal Revenue (Security)	4,000	7,960	199.00%	3,892	103.79%
Building Rental External Revenue (Net Comps)	169,881	138,260	81.39%	76,235	73.20%
<b>TOTAL REVENUES</b>	<b>12,541,431</b>	<b>12,293,457</b>	<b>98.02%</b>	<b>11,882,862</b>	<b>96.69%</b>
<b>EXPENDITURES BY OBJECT</b>					
<b>INSTITUTIONAL SUPPORT</b>					
Salaries	4,296,029	3,502,509	81.53%	3,537,397	82.19%
Employee Benefits	921,520	693,698	75.28%	685,298	76.67%
Contractual Services	1,463,926	790,026	53.97%	751,335	70.47%
General Material & Supplies	805,477	589,855	73.23%	483,824	67.99%
Professional Development	8,900	2,895	32.53%	3,618	70.94%
Fixed Charges	499,670	583,947	116.87%	471,770	70.41%
Utilities	2,690,581	1,500,598	55.77%	1,971,548	68.19%
Capital Outlay	629,630	167,795	26.65%	311,925	69.43%
Other	16,301	-	-	-	-
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>11,332,034</b>	<b>7,831,322</b>	<b>69.11%</b>	<b>8,216,715</b>	<b>74.70%</b>
<b>CAMPUS SAFETY AND SECURITY</b>					
Salaries	650,436	531,417	81.70%	525,738	82.17%
Employee Benefits	340,289	239,494	70.38%	264,871	93.13%
Contractual Services	52,754	13,035	24.71%	12,643	26.62%
General Material & Supplies	101,930	50,022	49.07%	43,708	56.05%
Professional Development	10,275	7,834	76.24%	3,763	69.36%
Other	53,714	11,856	-	109,433	46.37%
<b>TOTAL CAMPUS SAFETY AND SECURITY</b>	<b>1,209,398</b>	<b>853,658</b>	<b>70.59%</b>	<b>960,155</b>	<b>74.36%</b>
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>12,541,431</b>	<b>8,684,979</b>	<b>69.25%</b>	<b>9,176,871</b>	<b>74.67%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	11,332,034	7,831,322	69.11%	8,216,715	74.70%
	1,209,398	853,658	70.59%	960,155	74.36%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>12,541,431</b>	<b>8,684,979</b>	<b>69.25%</b>	<b>9,176,871</b>	<b>74.67%</b>
Excess (deficiency) of revenues over expenditures	-	3,608,478	-	2,705,991	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer to O&M Facility Rental	(150,396)	-	-	-	-
Transfer from Other Funds	150,396	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	3,608,478	-	2,705,991	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>18,647,890</b>	<b>-</b>	<b>17,555,824</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 22,256,368</b>	<b>-</b>	<b>\$ 20,261,815</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**CAPITAL PROJECT FUND**  
**For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
BABS Rebates	\$ 3,600,000	\$ -	-	\$ -	-
<b>TOTAL REVENUES</b>	<b>3,600,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES BY OBJECT</b>					
Contractual Services	897,259	733,449	81.74%	600,366	44.89%
General Material & Supplies	2,000	1,690	84.50%	-	-
Capital Outlay	7,100,741	6,989,610	98.43%	2,732,057	23.12%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>8,000,000</b>	<b>7,724,749</b>	<b>96.56%</b>	<b>3,332,424</b>	<b>25.33%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	8,000,000	7,724,749	96.56%	3,332,424	25.33%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>8,000,000</b>	<b>7,724,749</b>	<b>96.56%</b>	<b>3,332,424</b>	<b>25.33%</b>
Excess (deficiency) of revenues over expenditures	(4,400,000)	(7,724,749)	175.56%	(3,332,424)	25.33%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	4,400,000	-	-	11,844,601	269.20%
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>4,400,000</b>	<b>-</b>	<b>-</b>	<b>11,844,601</b>	<b>269.20%</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	(7,724,749)	-	8,512,177	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>53,481,330</b>	<b>-</b>	<b>47,832,600</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 45,756,581</b>	<b>-</b>	<b>\$ 56,344,777</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**BOND AND INTEREST FUND**  
**For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Property Taxes	\$ 10,609,020	\$ 10,604,083	99.95%	\$ 9,794,157	99.11%
<b>TOTAL REVENUES</b>	<b>10,609,020</b>	<b>10,604,083</b>	<b>99.95%</b>	<b>9,794,157</b>	<b>99.11%</b>
<b>EXPENDITURES BY OBJECT</b>					
Fixed Charges	10,664,419	8,640,591	81.02%	8,260,288	118.46%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>10,664,419</b>	<b>8,640,591</b>	<b>81.02%</b>	<b>8,260,288</b>	<b>118.46%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	10,664,419	8,640,591	81.02%	8,260,288	118.46%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>10,664,419</b>	<b>8,640,591</b>	<b>81.02%</b>	<b>8,260,288</b>	<b>118.46%</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	(55,399)	1,963,492	-	1,533,870	52.73%
Fund Balance Released from Reserved Fund Balance	55,399	-	-	-	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>4,534,356</b>	<b>-</b>	<b>4,888,363</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 6,497,848</b>	<b>-</b>	<b>\$ 6,422,233</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509  
AUXILIARY SERVICES FUND, CONTINUING ED  
For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ 238,000	\$ 270,801	113.78%	\$ 142,590	90.82%
<b>TOTAL REVENUES</b>	<b>238,000</b>	<b>270,801</b>	<b>113.78%</b>	<b>142,590</b>	<b>90.82%</b>
<b>OPERATING EXPENSES</b>					
Salaries	117,650	92,604	78.71%	118,917	87.17%
Employee Benefits	19,557	12,542	64.13%	9,395	48.87%
Contractual Services	108,000	93,772	86.83%	59,247	85.99%
General Material & Supplies	67,600	28,062	41.51%	11,859	60.66%
Professional Development	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>312,807</b>	<b>226,980</b>	<b>72.56%</b>	<b>199,418</b>	<b>81.63%</b>
Excess (deficiency) of revenues over expenditures	<b>(74,807)</b>	<b>43,821</b>	<b>(58.58)%</b>	<b>(56,828)</b>	<b>65.09%</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Education Funds	84,438	-	-	-	-
Transfers from Corporate Funds	55,369	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>139,807</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	65,000	43,821	-	(56,828)	-
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>(17,350)</b>	<b>-</b>	<b>(17,350)</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$ 65,000</b>	<b>\$ 26,471</b>	<b>-</b>	<b>\$ (74,178)</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, CORPORATE TRAINING**  
**For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	275,000	8,531	3.10%	67,992	61.53%
<b>TOTAL REVENUES</b>	<b>275,000</b>	<b>8,531</b>	<b>3.10%</b>	<b>67,992</b>	<b>61.53%</b>
<b>OPERATING EXPENSES</b>					
Salaries	75,212	44,321	58.93%	30,471	15.45%
Employee Benefits	24,619	15,384	62.49%	4,582	27.27%
Contractual Services	11,000	4,159	37.81%	34,953	71.50%
General Material & Supplies	6,850	23	0.34%	1,804	17.18%
Professional Development	1,950	1,055	54.12%	300	54.55%
<b>TOTAL OPERATING EXPENSES</b>	<b>119,631</b>	<b>64,942</b>	<b>54.29%</b>	<b>72,110</b>	<b>26.33%</b>
Excess (deficiency) of revenues over expenditures	155,369	(56,411)	(36.31)%	(4,118)	2.52%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers to Continuing Funds	(55,369)	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(55,369)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	100,000	(56,411)	-	(4,118)	0.03
Retained Earnings at beginning of the year	-	14,096	-	-	-
<b>Retained Earnings</b>	<b>100,000</b>	<b>(42,315)</b>	<b>-</b>	<b>(4,118)</b>	<b>0.03</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509  
AUXILIARY SERVICES FUND, BOOKSTORE  
For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ 2,201,475	\$ 1,944,918	88.35%	\$ 1,925,706	88.97%
Miscellaneous Internal Revenue	86,738	99,334	114.52%	64,696	82.94%
<b>TOTAL REVENUES</b>	<b>2,288,213</b>	<b>2,044,252</b>	<b>89.34%</b>	<b>1,990,401</b>	<b>88.76%</b>
<b>OPERATING EXPENSES</b>					
Salaries	308,152	193,738	62.87%	217,274	80.15%
Employee Benefits	71,998	33,682	46.78%	36,401	47.70%
Contractual Services	44,028	35,225	80.01%	38,850	88.24%
General Material & Supplies	1,800,000	1,748,155	97.12%	1,618,821	90.49%
Other	31,500	(509)	(1.62)%	486	1.57%
<b>TOTAL OPERATING EXPENSES</b>	<b>2,255,678</b>	<b>2,010,291</b>	<b>89.12%</b>	<b>1,911,832</b>	<b>86.46%</b>
Excess (deficiency) of revenues over expenditures	<b>32,535</b>	33,961	-	<b>78,569</b>	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers to Continuing Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	<b>32,535</b>	33,961	-	<b>78,569</b>	-
Retained Earnings at beginning of the year	-	<b>105,106</b>	-	<b>(203,718)</b>	-
Retained Earnings	<b>\$ 32,535</b>	<b>\$ 139,067</b>	-	<b>\$ (125,149)</b>	-



**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, EARLY CHILDHOOD LAB SCHOOL**  
**For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$428,000	\$319,270	74.60%	\$243,434	84.45%
<b>TOTAL REVENUES</b>	<b>428,000</b>	<b>319,270</b>	<b>74.60%</b>	<b>243,434</b>	<b>84.45%</b>
<b>OPERATING EXPENSES</b>					
Salaries	467,269	353,866	75.73%	190,783	36.65%
Employee Benefits	83,285	57,619	69.18%	46,481	38.29%
Contractual Services	5,303	2,716	51.22%	1,549	42.28%
General Material & Supplies	61,282	54,225	88.48%	32,780	74.08%
Professional Development	100	144	144.00%	90	-
Other	5,185	4,997	96.38%	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>622,424</b>	<b>473,567</b>	<b>76.08%</b>	<b>271,683</b>	<b>39.38%</b>
Excess (deficiency) of revenues over expenditures	(194,424)	(154,297)	79.36%	(28,249)	7.03%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	194,424	5,185	2.67%	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>194,424</b>	<b>5,185</b>	<b>2.67%</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	-	(149,112)	-	(28,249)	-
Retained Earnings at beginning of the year	-	-	-	7,142	-
Retained Earnings	-	(149,112)	-	(21,107)	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509  
AUXILIARY SERVICES FUND, FOOD SERVICES  
For the Months Ending April 30, 2023**

	<b>2023 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr Apr. 30 2022 Actual</b>	<b>% of FY2022 Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ 718,366	\$ 552,663	76.93%	\$222,241	70.51%
Miscellaneous Internal Revenue	137,706	169,604	123.16%	56,033	46.35%
<b>TOTAL REVENUES</b>	<b>856,072</b>	<b>722,268</b>	<b>84.37%</b>	<b>278,274</b>	<b>63.82%</b>
<b>OPERATING EXPENSES</b>					
Salaries	347,416	261,479	75.26%	224,519	83.27%
Employee Benefits	65,423	36,954	56.48%	34,812	83.16%
Contractual Services	19,760	12,485	63.18%	6,143	86.59%
General Material & Supplies	405,220	325,603	80.35%	128,229	69.81%
Professional Development	150	102	67.90%	28	100.00%
Other	-	24	-	(49)	90.77%
<b>TOTAL OPERATING EXPENSES</b>	<b>837,969</b>	<b>636,647</b>	<b>75.97%</b>	<b>393,683.11</b>	<b>78.38%</b>
Excess (deficiency) of revenues over expenditures	18,103	85,621	21.14%	(115,409)	174.33%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers From Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	18,103	85,621	-	(115,409)	-
Retained Earnings at beginning of the year	-	(21,210)	-	(78,614)	-
<b>Retained Earnings</b>	<b>\$ 18,103</b>	<b>\$ 64,411</b>	<b>-</b>	<b>\$ (194,023)</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, VISUAL AND PERFORMING ARTS CENTER**  
**For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ 598,213	\$ 247,271	41.33%	\$ 200,061	37.82%
Miscellaneous Internal Revenue	213,259	140,492	65.88%	136,681	77.25%
<b>TOTAL REVENUES</b>	<b>811,472</b>	<b>387,763</b>	<b>47.79%</b>	<b>336,742</b>	<b>47.70%</b>
<b>OPERATING EXPENSES</b>					
Salaries	212,949	94,323	44.29%	90,192	38.72%
Employee Benefits	13,999	13,647	97.49%	11,977	98.87%
Contractual Services	337,644	212,059	62.81%	179,975	52.29%
General Material & Supplies	123,359	64,905	52.61%	37,051	31.93%
Professional Development	22,550	9,773	43.34%	5,133	23.17%
Capital Outlay	70,174	48,763	69.49%	42,367	34.73%
Fixed Charges	5,000	1,160	23.20%	880	17.60%
<b>TOTAL OPERATING EXPENSES</b>	<b>785,675</b>	<b>444,630</b>	<b>56.59%</b>	<b>367,575</b>	<b>43.02%</b>
Excess (deficiency) of revenues over expenditures	25,797	(56,868)	(220.44)%	(30,833)	481.60%
<b>OTHER FINANCING SOURCES (USES)</b>					
Release of Fund Balance	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	25,797	(56,868)	-	(30,833)	-
Retained Earnings at beginning of the year		1,131,223	-	1,088,653	-
<b>Retained Earnings</b>	<b>\$ 25,797</b>	<b>\$ 1,074,355</b>	<b>-</b>	<b>\$ 1,057,820</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, PRODUCTION SERVICES**  
**For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ 2,000	\$ 2,674	133.71%	\$ 1,984	287.50%
Miscellaneous Internal Revenue	351,662	447,068	127.13%	302,148	143.94%
<b>TOTAL REVENUES</b>	<b>353,662</b>	<b>449,742</b>	<b>127.17%</b>	<b>304,132</b>	<b>144.41%</b>
<b>OPERATING EXPENSES</b>					
Salaries	147,234	128,081	86.99%	121,919	136.44%
Employee Benefits	43,887	35,917	81.84%	35,179	119.91%
Contractual Services	681	598	87.81%	1,479	100.00%
General Material & Supplies	54,130	47,412	87.59%	28,278	76.75%
Professional Development	-	-	-	250	100.00%
Other	5,349	5,349	100.00%	-	-
Depreciation	12,381	-	-	-	-
Fixed Charges	90,000	71,207	79.12%	67,726	74.78%
<b>TOTAL OPERATING EXPENSES</b>	<b>353,662</b>	<b>288,563</b>	<b>81.59%</b>	<b>254,831</b>	<b>97.93%</b>
Excess (deficiency) of revenues over expenditures	-	<b>161,179</b>	-	<b>49,301</b>	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	-	-	-	-	-
Net Income (Loss)	-	161,179	-	49,301	-
Retained Earnings at beginning of the year	-	<b>70,791</b>	-	<b>(36,270)</b>	-
Retained Earnings	<b>\$ -</b>	<b>\$ 231,970</b>	-	<b>\$ 13,031</b>	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509  
AUXILIARY SERVICES FUND, STUDENT LIFE  
For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ -	\$ 1,195	-	\$ -	-
<b>TOTAL REVENUES</b>	<b>-</b>	<b>1,195</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OPERATING EXPENSES</b>					
Salaries	339,094	291,716	86.03%	274,201	82.90%
Employee Benefits	89,263	73,494	82.33%	69,454	76.94%
Contractual Services	6,470	4,808	74.31%	300	10.00%
General Material & Supplies	56,785	47,894	84.34%	26,183	65.46%
Professional Development	6,524	5,622	86.16%	1,421	9.29%
Capital Outlay	535	73,094	13,662.43%	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>498,671</b>	<b>496,628</b>	<b>99.59%</b>	<b>371,558</b>	<b>66.43%</b>
Excess (deficiency) of revenues over expenditures	<b>(498,671)</b>	<b>(495,433)</b>	<b>99.35%</b>	<b>(371,558)</b>	<b>66.54%</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	498,671	495,433	99.35%	370,475	66.34%
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>498,671</b>	<b>495,433</b>	<b>99.35%</b>	<b>370,475</b>	<b>66.34%</b>
Net Income (Loss)	-	-	-	(1,084)	-
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ (1,084)</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, INTERCOLLEGIATE ATHLETICS**  
**For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ -	\$ 1,175	-	\$ 1,975	-
<b>TOTAL REVENUES</b>	<b>-</b>	<b>1,175</b>	<b>-</b>	<b>1,975</b>	<b>-</b>
<b>OPERATING EXPENSES</b>					
Salaries	471,096	380,764	80.83%	366,683	79.61%
Employee Benefits	63,209	68,062	107.68%	55,312	72.27%
Contractual Services	66,100	57,900	87.60%	51,553	53.70%
General Material & Supplies	102,845	55,560	54.02%	81,980	58.85%
Professional Development	190,165	138,113	72.63%	29,831	36.38%
Fixed Charges	12,200	9,047	74.16%	7,415	37.08%
Capital Outlay	15,200	11,873	78.11%	8,542	60.15%
<b>TOTAL OPERATING EXPENSES</b>	<b>920,815</b>	<b>721,319</b>	<b>78.33%</b>	<b>601,316</b>	<b>67.67%</b>
Excess (deficiency) of revenues over expenditures	(920,815)	(720,144)	78.21%	(599,341)	67.45%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	916,815	720,144	78.55%	589,478	66.34%
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>916,815</b>	<b>720,144</b>	<b>78.55%</b>	<b>589,478</b>	<b>66.34%</b>
Net Income (Loss)	(4,000)	-	-	(9,863)	-
Retained Earnings at beginning of the year	-	(2,103)	-	(567)	-
<b>Retained Earnings</b>	<b>\$ (4,000)</b>	<b>\$ (2,103)</b>	<b>-</b>	<b>\$ (10,430)</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509  
WORKING CASH  
For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Interest	\$ 40,000	\$ 28,344	70.86%	\$ 29,940	49.90%
<b>TOTAL REVENUES</b>	<b>40,000</b>	<b>28,344</b>	<b>70.86%</b>	<b>29,940</b>	<b>49.90%</b>
<b>EXPENDITURES BY OBJECT</b>					
General Material & Supplies	-	-	-	-	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	-	-	-	-	-
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	40,000	28,344	-	29,940	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>4,771,949</b>	<b>-</b>	<b>4,737,476</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ 40,000</b>	<b>\$ 4,800,293</b>	<b>-</b>	<b>\$ 4,767,416</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUDIT FUND**  
**For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Property Taxes	\$ 168,764	\$ 112,932	66.92%	\$ 99,033	65.99%
<b>TOTAL REVENUES</b>	<b>168,764</b>	<b>112,932</b>	<b>66.92%</b>	<b>99,033</b>	<b>65.99%</b>
<b>EXPENDITURES BY OBJECT</b>					
Salaries	83,719	15,422	18.42%	64,975	100.14%
Contractual Services	85,045	85,655	100.72%	63,377	134.12%
General Material & Supplies	-	19	-	79	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>168,764</b>	<b>101,096</b>	<b>59.90%</b>	<b>128,430</b>	<b>116.85%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	168,764	101,096	59.90%	128,430	85.58%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>168,764</b>	<b>101,096</b>	<b>59.90%</b>	<b>128,430</b>	<b>85.58%</b>
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	11,837	-	(29,397)	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>165,890</b>	<b>-</b>	<b>190,686</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 177,727</b>	<b>-</b>	<b>\$ 161,288</b>	<b>-</b>



**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**LIABILITY, PROTECTION & SETTLEMENT SUBFUND**  
**For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Local Government Services:					
Property Taxes	\$ 1,005,000	\$ 998,691	99.37%	\$ 696,189	76.93%
Miscellaneous External Revenue	-	-	-	2,451	-
<b>TOTAL REVENUES</b>	<b>1,005,000</b>	<b>998,691</b>	<b>99.37%</b>	<b>698,640</b>	<b>77.20%</b>
<b>EXPENDITURES BY OBJECT</b>					
<b>INSTITUTIONAL SUPPORT</b>					
Contractual Services	45,000	17,994	39.99%	10,013	5.13%
Fixed Charges	1,000,000	899,058	89.91%	935,271	98.45%
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>1,045,000</b>	<b>917,052</b>	<b>87.76%</b>	<b>945,284</b>	<b>82.56%</b>
<b>CAMPUS SAFETY AND SECURITY</b>					
Salaries	631,183	530,996	84.13%	523,533	90.63%
<b>TOTAL CAMPUS SAFETY &amp; SECURITY</b>	<b>631,183</b>	<b>530,996</b>	<b>84.13%</b>	<b>523,533</b>	<b>90.63%</b>
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>1,676,183</b>	<b>1,448,047</b>	<b>86.39%</b>	<b>1,468,817</b>	<b>85.27%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	1,045,000	917,052	87.76%	945,284	82.56%
Campus Safety and Security	631,183	530,996	84.13%	523,533	90.63%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>1,676,183</b>	<b>1,448,047</b>	<b>86.39%</b>	<b>1,468,817</b>	<b>85.27%</b>
Excess (deficiency) of revenues over expenditures other sources (uses)	(671,183)	(449,356)	-	(770,177)	-
Fund Balance Released from Reserved Fund Balance	671,183	-	-	-	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>2,901,450</b>	<b>-</b>	<b>3,668,627</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 2,452,094</b>	<b>-</b>	<b>\$ 2,898,451</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**INTERNAL SERVICE FUND**  
**For the Months Ending April 30, 2023**

	<b>2023</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Apr. 30 2022</b>	<b>FY2022</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Benefit Charges	\$ 12,214,714	\$ 9,121,112	74.67%	\$ 8,806,605	75.44%
<b>TOTAL REVENUES</b>	<b>12,214,714</b>	<b>9,121,112</b>	<b>74.67%</b>	<b>8,806,605</b>	<b>75.44%</b>
<b>EXPENDITURES BY OBJECT</b>					
Employee Benefits	12,214,714	9,247,287	75.71%	9,634,764	82.53%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>12,214,714</b>	<b>9,247,287</b>	<b>75.71%</b>	<b>9,634,764</b>	<b>82.53%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	12,214,714	9,247,287	75.71%	9,634,764	82.53%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>12,214,714</b>	<b>9,247,287</b>	<b>75.71%</b>	<b>9,634,764</b>	<b>82.53%</b>
Excess (deficiency) of revenues over expenditures other sources (uses)	-	(126,176)	-	(828,159)	-
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>(21,456,128)</b>	<b>-</b>	<b>(23,394,558)</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ (21,582,304)</b>	<b>-</b>	<b>\$ (24,222,717)</b>	<b>-</b>

## STUDENT ACTIVITIES REPORT

### Student Life Mission

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

### April - May 2023

April 20th through May 24, 2023

### 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”.

### Be A Voice For The Voiceless (April 27th)

The last event of Sexual Assault Awareness Month took place on Thursday, April 27th in the Seigle Auditorium (Building E) from 7-8:30 pm. Deanna Hynes, a big supporter of child sexual abuse and survivor herself, talked to the audience about the impact of abuse on her own life, her struggles to obtain justice, and her decision to press charges against her father.

### 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 Film: Everything Everywhere All At Once (April 25th)

The third event of Asian Pacific Month was on Tuesday, April 25th from 6:30pm-9:30pm in the Community/Heritage Rooms (B180/B181). Everything Everywhere All At Once tells the story of a middle aged Chinese immigrant who uses her powers of exploring and connecting with the lives she could have led in order to save existence when an interdimensional rupture unravels reality. Those in attendance were able to enjoy some refreshments as well as a discussion following the movie. There were **50 attendees**.

**Wellness In The AAPI Community: Destigmatization And Resources (April 27th)**

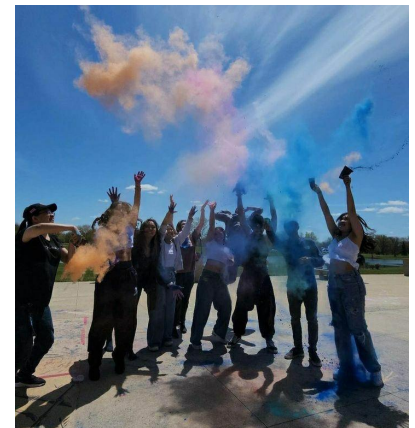
The next event of Asian Pacific Month took place on Thursday, April 27th from 2pm-3:30pm in the Heritage Room (B180). People were able to learn new perspectives about how mental health and wellness are perceived in the AAPI community. Topics such as stigma, resilience, intergenerational and cross cultural dialogue were discussed throughout the event. The discussion was led by Dr. Eilene Edejer, Clinical Assistant Professor at the Research Methodology and Office of Institutional Effectiveness at Loyola University of Chicago. There were **45 attendees**.

**2023 APAHM Community Kickoff & Networking Field Trip (May 1st)**

On Monday, May 1st students took a field trip to Chicago from 8:30am-3pm to attend a networking luncheon event at the Illinois Institute of Technology in Chicago. Those in attendance were able to get connected with community leaders and advocates for the AAPI community. There were **4 attendees**.

**Asian Pacific Month Closing Celebration (May 3rd)**

The last event of the Asian Pacific Month was a closing celebration that took place on Wednesday, May 3rd at the Lakeside Patio outside of Building B from 10am-1pm. The celebration featured cultural dance performances by the Asian Filipino Club (AFC) and United Students of All Cultures (USAC). In addition to the dance performances, there were also many fun games to play and some food to eat for those in attendance. There were **115 attendees**.



**Drunk Busters and Sobriety Test (April 20th)**

ECC Student Government, along with the ECC Police Department and Student Life hosted the annual Drunk Busters event in the Jobe Lounge on Thursday, April 20th from 12pm-2pm. The ECC community was able to partake in a sobriety test with an ECC police officer, and then try and complete the driving course with impairment goggles on to bring awareness to substance abuse. There were **95 attendees**.

**Dream A Little Drag With Me Drag Show (April 21st)**

Students Who Are Not Silent (SWANS) hosted their drag show on Friday, April 21st at 7pm in the Jobe Lounge. The event was hosted by Jakki Love with appearances by Rachel Slurrz, Spade Slick, Lady Deviant, Tory Chiffon, and Elgin Community College students. There was some popcorn and other concessions available for those who attended.



**ADAPT Disability Awareness Month Movie (April 24th)**

The ADAPT club hosted a movie watch party on Monday, April 24th, from 1pm-4pm in B180. Their goal was to help raise disability awareness for Disability Awareness Month. They also had free popcorn for those to enjoy while watching the movie.

### **Honors in Action and Organization of Latin American Students Collab (April 26th)**

Honors in Action (HIA), and Organization of Latin American Students (OLAS) collaborated to host an event on Wednesday, April 26th from 11:30am-1pm in the Honors Space (B349). Students were able to play some interesting games and also enjoy some time relaxing while drinking some free coffee.

### **Organization of Latin American Students Founders Week (May 1st-May 5th)**

Organization of Latin American Students (OLAS) held founder's week with five (4) events planned. Founders' week is the annual celebration of the founding of OLAS by Jane Barbosa.

#### **Nuestra Historia Student Panel (May 1st)**

The first event of Founders Week was a student panel called "Nuestra Historia". This discussion took place on May 1st from 11:30am-2pm in the Jobe Lounge. The panelists spoke about their struggles being first generation Latin American students as well as mentioning all of the resources that ECC has to offer. There were **35 attendees**

#### **Movie Night and La Michoacana Fundraiser (May 2nd)**

The next event of Founders Week consisted of a movie night and Fundraiser. The movie took place on May 2nd at 5:00pm in the Heritage Room (B180) where students could relax and enjoy some time with their friends after classes. Also, OLAS hosted a fundraiser at La Michoacana in Elgin from 12pm-10pm. After the movie the students could go and enjoy some ice cream and tasty drinks while supporting The Organization of Latin American Students. There were **15 attendees**

#### **Field Day With Early Child Lab School (May 3rd)**

The third event of Founders Week was a Field Day with The Early Childhood Lab School. This event took place on Wednesday, May 3rd from 10am-11am on the Lakeside Patio. After the Field Day, OLAS had their last general meeting where they passed the cake to the next President and Vice President. There were **25 attendees**

#### **Craft Vendor Fair (May 4th)**

Founders Week concluded with a craft vendor fair on Thursday, May 4th from 11am-2pm in the Building B hallway outside the Jobe Lounge. The fair featured student artists and other clubs including United Students of All Cultures (USAC) who were able to sell their crafts to students as well as employees. There were **5 student club vendors and about 100 attendees**.

### **Honors in Action and Strength and Wellness Field Day (May 2nd)**

On Tuesday May 2nd Honors in Action (HIA) and Strength and Wellness Club worked together to host a Field Day on the Green Space (Outside the Library) from 11am-2pm. At the field day, students participated in relays, nostalgic games, team games, arts and crafts and food. It was a great way to spend some quality time outdoors not having to think about the final month of the semester.



### Lost and Found Our Stories: ECC Speaks (May 3rd)

The Human Services Club sponsored the Lost and Found event on Wednesday, May 3rd, from 6pm-8pm in the Building E dining room. This was ECC's first storytelling event. Those in attendance were able to see students from the Communication Department perform their stories of "Lost and Found." Others were also able to bring their own stories to share. This event was a great way to have a conversation and enjoy some snacks and the opportunity to win prizes.

### Art and Design Club Student Spring Art Sale (May 9th-11th)

During the week of May 9th, the Art and Design Club put on the Spring Art Sale near the Jobe lounge from 12:30pm-2pm each day. Students were able to display their wonderful works of art and sell them to whomever wanted to buy the artwork. Also, outside the Library is the student art gallery which showcases all of the creative works of art created by students. There were **6 student artists**.

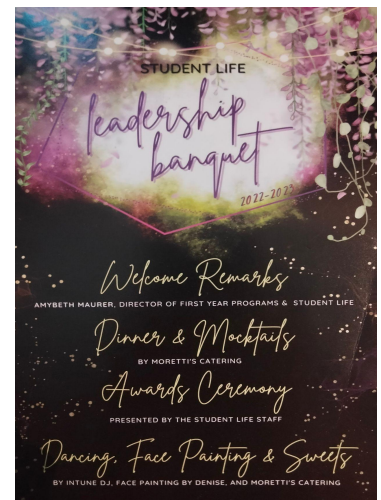
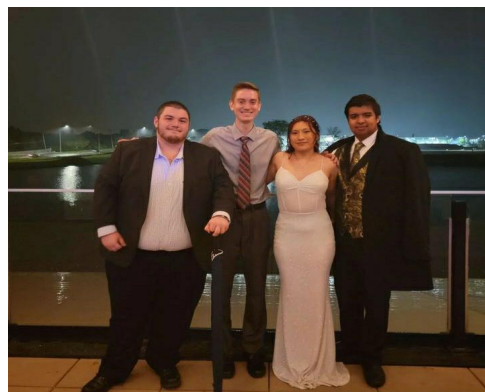
### Stress Free Zone (May 10th)

At the end of semesters, students often become overwhelmed with all the last minute studying and final tests. That is why Student Life and Wellness departments collaborated to host the Stress Free Zone for all ECC students looking to get their mind off of schooling. The event took place on Wednesday, May 10th from 10am-1pm on the Lakeside Patio. At the Stress Free Zone there was a Kona Ice Truck, a comfort dog, lawn games including cornhole, volleyball and spikeball. In addition to the fun games, ECC Wellness was in attendance to provide support for students. There were **125 attendees**.



### Enchanted Forest - Student Life Leadership Banquet (May 12th)

On Friday May 12th, Student Life hosted their annual Leadership Banquet at Morettis recognizing the leaders of clubs and organizations at ECC. The theme of the night was Enchanted Forest. Clubs were recognized for their events that they hosted throughout the semester, standout leaders were given awards, and even future leaders were recognized. Also, leaders who were graduating received the leadership chord from their advisor, and student workers were also congratulated for all of their hard work. In addition to all of the awards, the new Student Government team was sworn in and also recognized. After the awards and dinner, there was dancing and a face painting station. Those in attendance included Trustee Ollayos, Trustee Rodriguez, Trustee Nowak, Trustee Arroyo, Mr. Duffy, student life advisors and other ECC staff. There were **190 attendees**.



**Associated Nursing Students Field Day (May 16th)**

Another field day event was put on by the Associated Nursing Students (ANS) on Tuesday, May 16th from 12pm-4pm on the Green Space (Building C). Associated Nursing Students threw it back to elementary school! At the field day, students were able to participate in some classics like tug of war, and water balloon toss while also winning some prizes. After completing the sobriety test and the driving course, participants were able to enjoy mochi donuts from Mochinut in St. Charles.

**Elgin Community College’s Spring Commencement Ceremonies (May 19th and 20th)**

On May 20th, commencement ceremonies were held for ECC students who were graduating. This semester saw more than 914 students reach their goals of graduating from Elgin Community College. Many received their career and technical degrees at the 10am ceremony, and others received their university transfer degrees at the 2pm ceremony. At both ceremonies there were speeches by Antonio Ramirez (Faculty of the Year), Kira Spears (10am), Chioma Echefu (2pm), and Paulina Sequeda Malave who congratulated the graduates and encouraged them to continue their education. Many members of clubs and organizations were among the graduates including those from Student Government. Also, Trustee Emeritus Duffy received an Honorary Associate in Arts Degree, and Former Trustee McCreary received an Honorary Associate in Science Degree. Commencement was filled with smiles on the faces of the graduates as well as many cheers from the families and friends in attendance.



## **ECC Observer**

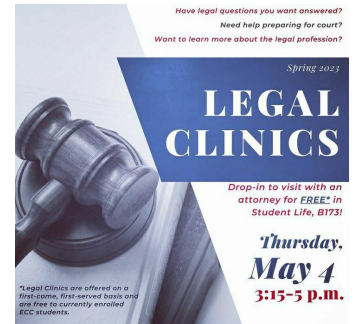
The Elgin Community College newspaper (The Observer) which is made up of students who write articles in the online newspaper about current events and activities around campus recently started a podcast. Stay tuned and keep your ears open for more news about that.

## **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. (May 4th)

## **HIV Testing**

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



## **GENERAL CLUB MEETINGS**

In the last weeks of the spring semester, clubs and organizations celebrated by holding their final meetings of the year. Most clubs take the summer off, but there are a few active clubs that meet over the summer. If you want more information about what clubs may be planning over the summer, contact the Student Life Office.

If you have any questions, please contact  
[StudentTrusteeKolbusz@elgin.edu](mailto: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 (May)
- B. Treasurer (April)
- C. Student (May)

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. Community Engagement and Legislative Affairs (April, May)



---

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

## RESOLUTION TO ADOPT FISCAL YEAR 2024 BUDGET

### Recommendation

The administration recommends that the Board of Trustees adopts the attached resolution for the Fiscal Year 2024 Budget and the planning assumptions contained within the budget.



---

Dr. David Sam, President

### Background

The Board of Trustees has overseen the budget development process and has reviewed the proposed assumptions and budget. Legal notices for the public hearing were properly published and opportunity for public review of the proposed budget was provided. The administration was available to answer any questions that may have arisen regarding the proposed budget.

This recommendation is provided in accordance with Board Policy EP 3.1, which states,  
. . . the President may not propose a budget which does not include accurate projections of revenues and expenses, separation of capital and operational items, cash flow, and disclosure of planning assumptions;

and with Board Policy EP 3:2, which states,  
. . . the President may not propose a budget in any fiscal year of more funds than are conservatively projected to be received during that year.

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

COMMUNITY COLLEGE DISTRICT NO. 509

COUNTIES OF

KANE, COOK, DUPAGE, MCHENRY, and DEKALB

**RESOLUTION TO ADOPT 2023-2024 BUDGET**

For Fiscal Year Beginning July 1, 2023, and Ending June 30, 2024

WHEREAS, the Board of Community College District No. 509, Counties of Kane, Cook, DuPage, McHenry, and DeKalb, State of Illinois, caused to be prepared in the tentative form a budget, and a Secretary of the Board has made the same conveniently available to public inspection for at least thirty (30) days prior to final action thereon:

AND WHEREAS a public hearing will be held on such budget on the 13<sup>th</sup> day of June 2023, a notice of said hearing will be given at least thirty (30) days prior thereto as required by law and all other legal requirements have been complied with;

AND THEREFORE, BE IT RESOLVED, by the Board and said Community College District as follows:

Section 1: That the fiscal year of this Community College is fixed and declared to be July 1, 2023, and ending June 30, 2024.

Section 2: That the following budget contains an estimate of amounts available to fund the expenditures in each fund as follows: Education; Operations and Maintenance; Capital Projects; Bond and Interest; Audit; Internal Service Fund; Liability, Protection and Settlement; Bond Proceeds; and Auxiliary Enterprises each separately, and is hereby proposed as the budget of this Community College District for the said fiscal year.

Education	\$72,484,666
Operations and Maintenance	12,915,810
Capital Projects	11,745,000
Bond and Interest	10,423,499
Auxiliary Enterprises	7,255,000
Audit	194,897
Liability, Protection and Settlement	1,890,919
Internal Service	12,825,450
 TOTAL	 \$129,735,241

---

Chairman, Board of Trustees

---

Secretary, Board of Trustees

June 13, 2023

STATE OF ILLINOIS

COUNTY OF KANE

I, the undersigned, Secretary of the Board of Trustees of Community College District No. 509, Counties of Kane, Cook, DuPage, McHenry, and DeKalb, and the State of Illinois, do hereby certify that the attached resolution is a true, complete, and correct copy of the resolution authorizing the approval of the Fiscal Year 2024 budget, which was approved by the Board, by a vote of \_\_\_\_\_, of said Community College District No. 509 and approved by the Chairman on the 13<sup>th</sup> day of June 2023 the same appears in the records and files in my office.

Given under my hand this 13<sup>th</sup> day of June 2023.

---

Secretary, Board of Trustees  
Community College District No. 509  
Counties of Kane, Cook, DuPage, McHenry,  
and DeKalb, and the State of Illinois

---

Notary Public

**MINUTES OF SPECIAL BOARD MEETING  
MAY 1, 2023**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the special board meeting held May 1, 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 SPECIAL BOARD MEETING OF  
MAY 1, 2023**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a special meeting on Monday, May 1, 2023, in Building E, Room E125, Seigle Auditorium.

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

Chair Redmer called the special meeting to order at 4:07 p.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present:* Dr. Redmer, Ms. Rakow, Mr. Nowak, Ms. Arroyo, Dr. Ollayos, Mr. Parks, Mr. Rodriguez and student trustee, Mr. Kolusz

*Trustees absent:* None

*ECC staff Present:* 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. Preliminary Matters**

**A. Roll Call**

See above.

**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 led by Trustee Parks.

**D. The Board Purpose**

Trustee Arroyo read the Board Purpose.

**3. President's Comments**

- Dr. Sam acknowledged Dr. Clark, ECCFA president in the audience.
- Dr. Ramos showcased the NADOHE Inclusive Excellence Award that ECC received.
- Student presentations are on display in Building A this week.

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

The following audience member addressed the Board:

- Associate Professor Ryan Kerr expressed gratitude for the peaceful contract negotiations with staff and thanked the Board.

**5. Board Action No. 182-A-23, Resolution Adopting Final Results of Consolidated Election Held April 4, 2023**

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

*Second:* Trustee Nowak seconded the motion.

MINUTES OF SPECIAL MEETING OF  
MAY 1, 2023

**Roll-Call Vote:** Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, Rodriguez, 7;  
nay, 0; student trustee, aye; motion carried

**6. Affirmation of Service – All Trustees**

In unison, the board stated the Elgin Community College Board of Trustees Affirmation of Service.

**7. Election of Officers**

**A. Board Action No. 183-A-23, Election of Board Chair**

Dr. Sam opened the floor to nominations for the office of Chair.

**Motion:** Trustee Ollayos moved to nominate Trustee Redmer for Chair.

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

**Roll-Call Vote:** Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, Rodriguez, 7;  
nay, 0; student trustee, aye; motion carried

**B. Board Action No. 184-A-23, Election of the Board Secretary**

Dr. Sam opened the floor to nominations for the office of Secretary.

**Motion:** Trustee Rakow moved to nominate Trustee Nowak for Secretary.

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

**Roll-Call Vote:** Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, Rodriguez, 7;  
nay, 0; student trustee, aye; motion carried

**C. Board Action No. 185-A-23, Election of Vice Chair**

Dr. Sam opened the floor to nominations for the office of Vice Chair.

**Motion:** Trustee Rodriguez moved to nominate Trustee Rakow for Vice Chair.

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

**Roll-Call Vote:** Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, Rodriguez, 7;  
nay, 0; student trustee, aye; motion carried

**8. Reorganization of the Board of Trustees**

**A. Approval of Chair's Appointments**

**1. Board Action No. 186-A-23, Appointment of the Treasurer,** approves the appointment of Dr. Kimberly Wagner as treasurer for a one-year term and affixes her compensation at \$1 per year.

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

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



MINUTES OF SPECIAL MEETING OF  
MAY 1, 2023

**Roll-Call Vote:** Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, Rodriguez, 7;  
nay, 0; student trustee, aye; motion carried

**2. Board Action No. 187-A-23, Appointment of Audit Firm Fiscal Year 2023,**  
approves the chair's reappointment of Sikich LLP to conduct the annual audit for fiscal  
year 2023. The fee for preparation of the fiscal year 2023 audit and financial statements  
should not exceed \$87,600.

**Motion:** Trustee Rodriguez moved to approve the recommendation.

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

**Roll-Call Vote:** Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, Rodriguez, 7;  
nay, 0; student trustee, aye; motion carried

**3. Board Action No. 188-A-23, Appointment of Legal Counsel,** approves the  
appointment of law firms to act as legal counsel for the college.

**Motion:** Trustee Rakow moved to accept the recommendation.

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

**Roll-Call Vote:** Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, Rodriguez, 7;  
nay, 0; student trustee, aye; motion carried

Trustee Ollayos asked for clarification as to why we are appointing six (6) firms. Each law  
firm has a different expertise and we may or may not consult with any of them, depending on  
the needs of the College.

**4. Board Action No. 189-A-23, Appointment of Board Representatives and  
Liaisons,** approves the Board Chair's appointments to various committees of the college  
and external organizations as follows:

- Committee of the Whole; Entire Board of Trustees
- Finance Committee; Chair, Trustee Rodriguez; Members, Trustees Arroyo and  
Nowak
- Legislative Liaison, Trustee Rakow and possibly as co-chair, Trustee Rodriguez
- Parliamentarian, Trustee Ollayos
- Foundation Liaison, Trustee Parks
- Retreat Leader, Trustee Redmer
- ICCTA Representative, Trustee Ollayos; Alternate, Trustee Rodriguez
- ACCT Representative, Trustee Ollayos

**Motion:** Trustee Ollayos moved to accept the recommendation.

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

MINUTES OF SPECIAL MEETING OF  
MAY 1, 2023

**Roll-Call Vote:** Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, Rodriguez, 7;  
nay, 0; student trustee, aye; motion carried

**B. Board Action No. 190-A-23, Confirmation of 2023 Schedule of Board Meetings,  
Elgin Community College, Regular, Committee of the Whole and Finance  
Committee**

**Motion:** Trustee Arroyo moved to accept the recommendation.

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

**Roll-Call Vote:** Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, Rodriguez, 7;  
nay, 0; student trustee, aye; motion carried

**C. Board Action No. 191-A-23, Administrative Line of Succession During the  
President's Absence**

**Motion:** Trustee Rakow moved to accept the recommendation.

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

**Roll-Call Vote:** Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, Rodriguez, 7;  
nay, 0; student trustee, aye; motion carried

**9. Board Action No. 192-A-23, Consideration of Ratification of the Agreement Between  
the Board of Trustees of Community College District 509 and the Elgin Community  
College Faculty Association (ECCFA)**

**Motion:** Trustee Rodriguez moved to approve the ratification.

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

**Roll-Call Vote:** Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, Rodriguez 7;  
nay, 0; student trustee, aye; motion carried

Mr. Vazquez provided a brief summary and thanked Dr. Clark and Associate Professor Kerr. ECCFA met on Sunday, April 30, 2023 to ratify the new contract. This motion is a request for the Board to ratify it as well. Trustee Rakow also thanked the teams involved in the negotiations.

**10. Architect Update – DLA**

Dr. Heinrich provided background on the project, Dean Taylor provided the history of the need for the new manufacturing center and Dr. Wagner explained the financial piece and plan. Representatives from DLA shared the placement options for the manufacturing center based on the current details. Accessibility for deliveries and future expansion was discussed. The cost to remove the truck driving pad would be in excess of \$2 million. Finding a suitable location might prove difficult as well. After further discussion, the Board would like to move forward with a wetland study to determine if option #3 as presented is feasible.

MINUTES OF SPECIAL MEETING OF  
MAY 1, 2023

**Motion:** Trustee Rakow moved to approve the initial wetland study and soil boring.  
**Second:** Trustee Rodriguez seconded the motion.

**Roll-Call Vote:** Aye, Redmer, Rakow Nowak, Arroyo, Ollayos, Parks, Rodriguez, 7;  
nay, 0; student trustee, aye; motion carried

### 11. Old Business

Dr. Sam suggested the Chair & Vice-Chair of the ECC Foundation be appointed to the Decennial Committee. The first meeting for this committee will be during the May 8, 2023 Committee of the Whole meeting.

### 12. New Business

- Trustee Ollayos has been invited to the Seigle's home, as part of the Foundation group, and invited Trustee Parks to attend as well.
- Trustee Rakow will be providing updates and advocating for the new manufacturing center along with the other Trustees attending Lobby Day on May 2 & 3, 2023.
- Trustee Redmer mentioned the new Senate bill regarding credit hours.

### 13. Adjournment

**Motion:** Trustee Nowak moved to adjourn the meeting at 5:16 p.m.  
**Second:** Trustee Arroyo seconded the motion.

**Voice Vote:** Aye, 7; nay, 0; student trustee, aye; motion carried

---

Shane Nowak, MA, Board Secretary

---

Diane Kerruish, Board Recorder

**MINUTES OF REGULAR BOARD MEETING  
MAY 9, 2023**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the regular board meeting held May 9, 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  
MAY 9, 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, May 9, 2023, in Building E, Room E100.01.

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

Chair Redmer called the regular meeting to order at 5:42 p.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present:* Dr. Redmer, Ms. Rakow, Mr. Nowak, Dr. Ollayos, Mr. Rodriguez, Ms. Arroyo, Mr. Parks and Student Trustee Mr. Kolbusz.

*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 Nowak seconded the motion.

**Roll-Call Vote:** Aye, 7: Redmer, Rakow, Nowak, Ollayos, Rodriguez, Arroyo, Parks; nay, 0; Student Trustee Kolbusz, aye; motion carried at 5:44 p.m.

**3. Reconvene Open Session**

The closed-session concluded at 6:08 p.m. The board reconvened in open session at 6:30 p.m. in E125, Seigle Auditorium.

MINUTES OF REGULAR MEETING OF  
MAY 9, 2023

#### 4. Preliminary Matters

##### A. Roll Call

*Trustees present:* Dr. Redmer, Ms. Rakow, Mr. Nowak, Dr. Ollayos, Mr. Rodriguez, Ms. Arroyo, Mr. Parks and Student Trustee Mr. Kolbusz.

*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.

##### 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 Rakow.

##### D. Board Purpose

The Trustees read the Shared Values.

#### 5. President's Report

- Dr. Sam acknowledged Dr. Clark, ECCFA president in the audience and mentioned the ECCFA end of year celebration on May 18th at Carmina's.
- ECC's Forensics team competed at the Phi Rho Pi Nationals. Aleah Janae received a bronze medal in two events. These two medals made her the most decorated national competitor in program history, with a total of 6 national medals. Hannah Carpenter received two bronze medals. ECC received the following team awards: Team bronze medal in individual event sweepstakes, Team bronze medal in overall sweepstakes, and Tim Anderson also received the Collie-Taylor Coach Fellowship Award for 2023.
- At the Skills USA State Competition, Damian Wegiel was awarded gold in cabinet making; Lilian Huang was awarded gold in welding sculpture; Elija Miskic was awarded silver in welding sculpture; and Joshua Palmer, Meralia Gomez and Colin Dameron were awarded gold as a welding fabrication team.
- The Honors in Action project this year was awarded the Distinguished Honors in Action Hallmark award at Catalyst, the International Phi Theta Kappa conference.
- May 19<sup>th</sup> is the High School Equivalency commencement
- May 20<sup>th</sup> is ECC's commencement with a ceremony at 10 a.m. and another at 2 p.m.
- Dr. Sam mentioned that the HR department did receive some applicants for custodial positions at the recent ECC job fair on April 17th. Until they are hired and up and running, we will continue to use GFS for our custodial needs on a month-to-month basis.
- Dr. Sam acknowledged Ms. Monika Gadek from the Education and Work Center (EWC). We have a new enrollment record of 653 students.

MINUTES OF REGULAR MEETING OF  
MAY 9, 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 thanked those involved. Dr. Clark also acknowledged the newly elected fair-minded and diverse Board. Lastly, Dr. Clark offered comments on adjunct and librarian equity.

**7. Board Reports**

**A. Finance Committee**

Trustee Rodriguez reviewed the Finance Committee agenda presented May 8, 2023. Included were the following: Internal Audit Report, FY2024 Draft Budget, Capital Projects Funding and Timeline, College Insurance Program Funding Plan, Report on Tax-Exempt Bond Record-Keeping Policy, and Fiscal Year 2024 Finance Committee Agenda Items. Minutes of the Finance Committee will be available on the website once they are approved.

**B. Committee of the Whole**

Trustee Arroyo provided an overview of the Committee of the Whole meeting held Monday, May 8, 2023. The following presentation was provided: College Transitions & Secondary Partnerships, Dr. Kyla Wegman. A construction update was provided by Dr. Wagner. Board Actions and items on the May 9, 2023 agenda were discussed. Minutes of the Committee of the Whole meeting will be available on the website once they are approved.

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

Trustee Ollayos offered that the slate of officers was completed. The annual convention and awards banquet will be held June 2-3, 2023. The FY24 Budget was approved.

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

Trustee Ollayos mentioned that the annual ACCT conference information is available. ACCT Connects is now up and running and suggested it be reviewed at the annual Board Retreat in June.

**E. Legislative**

Chair Rakow provided the following updates: On May 2 and 3, 2023 Trustees Redmer, Rodriguez, Parks and Rakow, along with Dr. Sam participated in Lobby Day in Springfield, IL and met with more than a dozen elected officials representing Elgin Community College. In addition to providing updated on the great things happening at ECC and thanking them for their support of the new manufacturing and technology center, Trustees advocated for Senate Bill 2288 that would require four-year public institutions to grant full credit for all major courses taken at community colleges. A full lobby day report will be provided in the June meeting packet. Moving forward, Dr. Webb will be following up with many of our legislators to schedule meet and greets on campus.

**F. ECC Foundation**

Trustee Parks reported the following: The Foundation has raised \$924,752.25 in monetary gifts and pledges, achieving 61.08% of the annual goal for FY23. The Bright Futures initiative has surpassed the \$1,500,000 benchmark. 77% of funds for the 2022-2023 academic year have been awarded to students. Planning for the 25<sup>th</sup> Annual Golf Outing is ongoing. The Purses with Purpose Steering Committee has begun the process

MINUTES OF REGULAR MEETING OF  
MAY 9, 2023

for scholar Interview Day (6/26), to determine student recipients for the 2023-2024 school year. The College's recent grant related work includes completing applications to solicit support from two private foundations: ECMC & Motorola Solutions. Joan Dufelmeier is the Foundation's new Data Management Analyst and the new Director of Leadership Giving is Eric Solberg. Applications for Foundation Board membership are still being accepted.

**G. Student Report**

Student Trustee Kolbusz reported the following: The PTK Induction Ceremony was held on March 23<sup>rd</sup>. April is Sexual Assault Awareness Month and several events were highlighted. Asian Pacific Month events began on April 12<sup>th</sup> with the Kickoff Celebration. The "What Kind of Eggroll Are You?" event was held on April 18<sup>th</sup>. The Educators Rising Royal Family Kids Camp Birthday Boxes Packing event was on April 12<sup>th</sup>. The Organization of Latin American Students Miss Latino America Pageant was held on April 14<sup>th</sup> and the Black History Month African Ball was rescheduled for April 15<sup>th</sup>. The full report is included in the May board book.

**8. College Reports**

**Board Action No. 193-A-23, Acceptance of Written College Reports**

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

***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)

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

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

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

***Roll-Call Vote:*** Aye, 7; Redmer, Rakow, Nowak, Ollayos, Rodriguez, Arroyo, Parks; nay, 0; Student Trustee Kolbusz, aye; motion carried

**9. Consent Agenda**

Chair Redmer removed the following item from the consent agenda:

**H. Board Action No. 201-A-23, Consulting Services Board Retreat June 2023**

Chair Redmer read the following consent agenda items:

- A. Board Action No. 194-A-23, Minutes of the Regular Board Meeting of April 11, 2023**
- B. Board Action No. 195-A-23, Closed Session Minutes of the Regular Board Meeting of April 11, 2023**



MINUTES OF REGULAR MEETING OF  
MAY 9, 2023

- C. Board Action No. 196-A-23, Destruction of Audiotapes of Closed Session of September 1, 13, 21 and 22, 2021**
- D. Board Action No. 197-F-23, Ratification of Report of Expenses**
- E. Board Action No. 198-F-23, Ratification of Board of Trustee Travel Expenses**
- F. Board Action No. 199-A-23, Intergovernmental Agreement Between Community College District No. 509, Community College District No. 512, Chicago Cook Workforce Partnership, and the Village of Hanover Park**
- G. Board Action No. 200-A-23, Hanover Square Shopping Center Lease**
- I. Board Action No. 202-A-23, Trustees' In-State Attendance at Illinois Community College Trustee Association (ICCTA) Meeting**
- J. Purchases**
  - 1. Board Action No. 203-S-23, 9-1-1 Computer-Aided Simulator Purchase,** 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.
  - 2. Board Action No. 204-A-23, Adult Mental Health First Aid Training,** 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.
  - 3. Board Action No. 205-B-23, Annual Fire Alarm System Testing,** 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.
  - 4. Board Action No. 206-M-23, Arts Center 2023-2024 Season Booklet,** 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.
  - 5. Board Action No. 207-T-23, Intersect Software Renewal,** 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.
  - 6. Board Action No. 208-S-23, Programmable Logic Controllers and Mechatronic Trainers,** authorizes the administration to contract with Moss Enterprises (Johnston, IA) for mechatronics equipment at a cost not to exceed \$859,391.
  - 7. Board Action No. 209-B-23, Temporary Supplemental Custodial Campus Cleaning,** 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.
  - 8. Board Action No. 210-S-23, Welding Gases and Supplies,** 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.

MINUTES OF REGULAR MEETING OF  
MAY 9, 2023

**K. Personnel**

- 1. Board Action No. 211-P-23, Extension, Temporary Full-Time Instructor of Truck Driving, Ms. Sharla Suggs**
- 2. Board Action No. 212-P-23, New Hire, Assistant Professor I of Applied Physical Science, Dr. Bailey Zo Kreager**
- 3. Board Action No. 213-P-23, New Hire, Instructor of Mathematics, Mr. Richard McBride**

**L. Resolutions of Appreciation**

- 1. Board Action No. 214-A-23, Resolution of Appreciation, Mary Crowe, Director of Financial Aid and Scholarships**
- 2. Board Action No. 215-A-23, Resolution of Appreciation, Janet Whitsitt, Professor I of Biology**

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

**Second:** Student Trustee Kolbusz seconded the motion.

**Roll-Call Vote:** Aye, 7; Redmer, Rakow, Nowak, Ollayos, Rodriguez, Arroyo, Parks; nay, 0; Student Trustee Kolbusz, aye; motion carried.

Other

- H. Board Action No. 201-A-23, Consulting Services Board Retreat June 2023,** 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.

Discussion was held regarding the consultant's fee. Trustee Nowak is concerned that we are paying her for two full days of the planned retreat when we have an ACCT facilitator for a half day of the retreat. Chair Redmer stated that the consultant will be incorporating the ACCT facilitator's content into her work as well.

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

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

**Motion:** Trustee Nowak moved to amend the motion to lower the consultant's fee to \$4,000.

**Second:** No second, motion failed.

**Roll-Call Vote:** Aye, 6; Redmer, Rakow, Ollayos, Rodriguez, Arroyo, Parks; nay, 1; Nowak; Student Trustee Kolbusz, aye; motion carried.

**10. Old Business**

No old business was brought forward.

MINUTES OF REGULAR MEETING OF  
MAY 9, 2023

**11. New Business**

- Trustee Ollayos mentioned that the AAWCC Vintage Jewelry Sale will be in Jobe Lounge tomorrow from 10 a.m.-2 p.m.
- Chair Redmer will be attending the YWCA luncheon on Thursday to honor nominees Dr. Heinrich, Trustee Rakow and Professor Susan Timm.
- Student Trustee Kolbusz reminded everyone about the Student Leadership Banquet on Friday evening at Moretti's at 6:00 p.m. Dr. Sam and the Trustees are all welcome to attend.
- Trustee Parks will be attending the inauguration ball for Mayor Brandon Johnson.

**12. Adjournment**

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

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

***Voice Vote:*** Aye, 7; Redmer, Rakow, Nowak, Ollayos, Rodriguez, Arroyo, Parks; nay, 0; Student Trustee Kolbusz, aye; meeting adjourned at 7:13 p.m.

---

Shane Nowak, Board Secretary

---

Diane Kerruish, Board Recorder

**MINUTES OF CLOSED SESSION OF BOARD MEETING  
MAY 9, 2023**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the closed session of the regular board meeting held May 9, 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  
OCTOBER 19, 2021**

**Recommendation**

The administration recommends that the Board of Trustees approves the destruction of the verbatim audiotapes of the closed session of October 19, 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 May 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 May 2023 in the amount of \$3,705,953.98.

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 May 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 May 2023 in the amount of \$937.27.

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

## COMPENSATION RATES FOR NON-UNIT ADJUNCT FACULTY

### Recommendation

The administration recommends that the Board of Trustees approves the following schedule of contact hour and per hour compensation rates for adjunct faculty members who are not part of the bargaining unit represented by the Elgin Community College Faculty Association (ECCFA).

#### Per Contact Hour

Year	Less than Masters	Masters and Above
2023	\$ 986.00	\$ 1,024.00
2024	\$ 1,027.00	\$ 1,066.00
2025	\$ 1,069.00	\$ 1,109.00

#### Per Hour

Year	Less Than Masters	Masters and Above
2023	\$ 43.33	\$ 44.98
2024	\$ 44.95	\$ 46.67
2025	\$ 46.64	\$ 48.42



---

Dr. David Sam, President

### Background

To achieve its goal of attracting and retaining a highly qualified adjunct faculty, Elgin Community College periodically increases rates of pay for adjunct faculty members who are not covered under the ECCFA labor contract.

Recommended contact hour rates are \$100 less, per contact hour, than those paid to Unit Adjunct Faculty I members, and per hour rates are calculated in a similar manner, being lower than the Unit Adjunct Faculty I per hour rate.

The annual rate adjustments for Non-Unit Adjunct Faculty members become effective on January 1<sup>st</sup> each year, the same date all other faculty pay adjustments are made.

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



## FACULTY SUPPLEMENTAL ASSIGNMENT MODIFICATIONS

### Recommendation

The administration recommends that the Board of Trustees approves the suggested rates for supplemental work provided by full- and part-time faculty.



---

Dr. David Sam, President

### Background

Periodically, a team consisting of members of the Elgin Community College Faculty Association (ECCFA) and ECC Administrators review and make recommendations to the Board of Trustees to revise a list of standardized payment rates to faculty for work performed that is not covered by the terms of the ECCFA contract; e.g., special projects or grants, participating/presenting at orientations or workshops, chairing or co-chairing committees, coaching/advising, skills assessment, and special tutoring. The chart reflects current rates, inclusive of updates made since January 2020. The team discusses any proposed changes or additions to the chart minimally once per semester, and items with a monetary impact are brought forward to the Board of Trustees for approval.

The team consisted of:

Mr. Anthony Ray, Chief Human Resources Officer

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

Dr. Kim Wagner, Vice President of Business and Finance

Dr. Lori Clark, Professor I of English and ECCFA President

Ms. Stacey Shah, Professor I/Distance Learning Faculty Librarian and ECCFA 1<sup>st</sup> Vice-President

Mr. Ryan Kerr, Associate Professor II of English and ECCFA Chief Negotiator

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

**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION  
SUPPLEMENTAL ASSIGNMENT CHART  
HOURLY RATE AND SEMESTER ASSIGNMENTS**

<b>Category</b>	<b>Position</b>	<b>Description</b>	<b>Compensation</b>
<b>ACCREDITATION/ CERTIFICATION</b>			
Accreditation/Certification Report Writing	Accreditation Report Writer		<b>L2 S2 UA2*</b> hourly not to exceed forty (40) hours unless approved by supervising administrator. Hours are required to be tracked and submitted to the Dean for approval.
American Bar Association (ABA) Certification Report Writing	American Bar Association Report Writer		<b>L2 S2 UA2*</b> hourly not to exceed sixty (60) hours unless approved by supervising administrator. Hours are required to be tracked and submitted to the Dean for approval.
American Bar Association (ABA) Site Visit Coordination	American Bar Association Site Visit Coordinator		<b>L2 S2 UA2*</b> hourly not to exceed forty (40) hours unless approved by supervising administrator. Hours are

REVISED 06/1/2023

**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION  
SUPPLEMENTAL ASSIGNMENT CHART  
HOURLY RATE AND SEMESTER ASSIGNMENTS**

			required to be tracked and submitted to the Dean for approval.
Human Services Site Visit Coordination	Human Services Site Visit Coordinator		<b>L2 S2 UA2*</b> hourly not to exceed thirty (30) hours unless approved by supervising administrator. Hours are required to be tracked and submitted to Dean for approval.
<b>BRIDGE PROGRAMS (NOT INCLUDING CREDIT)</b>	Unless otherwise specified in a grant		
Youth and Adult		Coordination, curriculum development, teaching, and prep	\$40/hour
<b>COACHES/ADVISORS/ ASSISTANTS</b>			
ECC Observer	Advisor		3 hrs. VOL/year
Forensic Team AND Mock Trial Team	Coach Per Team		6 hrs. release/semester
Spire	Advisors (1 Art Faculty, 1 Lit Faculty)	Supervise and schedule student production of Spire	1.5 hrs. VOL/year for Lit Faculty 1.5 hrs. VOL/year for Art Faculty 1 hr. VOL/year for primary layout/technical for Art Faculty

REVISED 06/1/2023

**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION  
SUPPLEMENTAL ASSIGNMENT CHART  
HOURLY RATE AND SEMESTER ASSIGNMENTS**

Tournament or Event—not including compensated Fulltime coaches	UA Driver or Assistant	Drive time and/or time at event	\$25/hour
Adult Ed National Honor Society	Advisor	Drafting documents, outreach to faculty, establishing member database, reaching out to students, planning induction ceremonies, establishing structure of the group, reviewing potential candidates, regular meetings with students, communicating with the national organization and other campus organizations	1.5 hrs VOL/semester
<b>COMMITTEE CHAIRS</b>			
Technology Advisory Committee	Co-chair		1 hour release or VOL/semester
Assessment Committee	Chair		3 hrs. release/semester
GIST	Co-chair		3 hrs. VOL/semester
MAGIC	Chair (or Co-chairs)		3 hrs. VOL/semester (shared)
Textbook and Course Materials Cost Reduction Strategy and Implementation Team	Co-chair		3 hrs. VOL/semester; summer 1.5 VOL or \$50/hr. meeting time in summer not to exceed \$1,400
Teaching/Learning for Inclusivity, Diversity, and Equity (TIDE)	Co-chair		3 hrs. Vol/semester
Undocumented Student Support Committee	Co-chair		3 hrs. VOL/semester; summer 1.5 VOL or \$50/hr. meeting time in summer not to exceed \$1,400

REVISED 06/1/2023

**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION  
SUPPLEMENTAL ASSIGNMENT CHART  
HOURLY RATE AND SEMESTER ASSIGNMENTS**

<b>CURRICULUM DEVELOPMENT</b>			
Program Development	UAs (if no FT available)	(in FT job description)	\$50/hour up to 50 hours
New Course/Curriculum Development	UAs (if no FT available)	(in FT job description)	\$150/course contact hour developed up to \$900
Transitional Course Support	Faculty (FT and/or PT)	<p>Assist high schools with instructional design and necessary professional development</p> <p>Collect and manage documentation for the Local Advisory Panel and State Portability Panels, including course syllabi</p> <p>Annually meet with D509 high school staff and faculty to review student learning data</p> <p>Annually meet with D509 high school staff and faculty to strengthen student learning and/or teaching practices</p> <p>Provide ongoing support for D509 high school faculty teaching transitional courses</p>	\$50/hour
CTE Contextualization Project	Faculty (FT and/or PT)	<p>Review contextualization models and potential methods for instruction</p> <p>Review textbooks/manuals to assess reading levels and complexity of tasks</p> <p>Review assignments to assess reading and writing expectations</p> <p>Assess scaffolding needed to prepare students for assignment</p>	\$50/hour

REVISED 06/1/2023

**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION  
SUPPLEMENTAL ASSIGNMENT CHART  
HOURLY RATE AND SEMESTER ASSIGNMENTS**

		Identify literacy and study strategies that could supplement content instruction Define plan for literacy instruction	
<b>DIRECTORS</b>			
Alliance for College Readiness	Director		6 hrs. release/academic semester \$50/hour in summer term, not to exceed \$4,500
Writers' Center	Director	Plan & schedule literary events and authors visits	3 hrs. release/academic semester plus 3 hrs. VOL/academic semester
The Write Place	Director	Set operating schedule, recruit and recommend tutors for hire, provide training to tutors, hire and supervise student workers, complete all reports	3 hrs. release/academic semester plus 3 hrs. VOL/academic semester 3 hrs. release/summer, if applicable
Math Lab	Director	Set operating schedule, recruit and recommend tutors for hire, hire and supervise student workers, complete all reports	3 hrs. release/academic semester plus 3 hrs. VOL/academic semester 3 hrs. release/summer, if applicable
Honors Program	Director	Recruit faculty, work with deans to schedule honors sections, program development, attend conferences . . .	6 hours release/semester (including summer as necessary)
Medical Imaging	Interim Dir Asst.	Provide assistance during vacancy of Medical Imaging Director position	10% stipend

REVISED 06/1/2023

**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION  
SUPPLEMENTAL ASSIGNMENT CHART  
HOURLY RATE AND SEMESTER ASSIGNMENTS**

<p>Undergraduate Research, Innovation, &amp; Creativity Program</p>	<p>CURIC Director</p>	<p>Recruiting faculty mentors, develop and implement center processes and procedures, marketing center opportunities to students, facilitating informational sessions for faculty and students, providing workshops for students on research topics, encouraging faculty engagement with the ECC grants office, providing an annual platform for a student research showcase, collaborating with other campus stakeholders, facilitating administrative center tasks, conference attendance and presentation, annual reporting</p>	<p>6 hrs release/semester \$50/hr summer term not to exceed \$4,500</p>
<p>Center for Civic Engagement (CCE)</p>	<p>Director/Co-Directors</p>	<p>Recruit, train, &amp; supervise ECC student Civic Leaders and projects; Supervise student Civic Leaders travel; Establish and maintain the CCE; Develop workshops or national or local issue forums; Determine the qualifications for the ALL IN Campus Democracy Challenge and the college-wide efforts required to achieve ALL IN excellence in nonpartisan student democratic engagement; Establish relationships and partnerships with nonpartisan organizations that serve to advance civic education; Establish a relationship with the Kane County Board of Elections in order to facilitate requests for ECC to serve as an early voting location; Coordinate a service-learning effort(s) with a local nonprofit(s); In conjunction with</p>	<p>6 hours release/semester; summer \$50/hr not to exceed \$4,500 (may be split between co-directors)</p>

REVISED 06/1/2023

**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION  
SUPPLEMENTAL ASSIGNMENT CHART  
HOURLY RATE AND SEMESTER ASSIGNMENTS**

		<p>Student Life, co-create college-wide programming and voter registration efforts for Constitution Day and National Voter Registration Day; The CCE will make every effort to invite elected, appointed, or other officials on a nonpartisan and/or bipartisan basis to Center events, including but not limited to an annual Lobbying Day. The invitations extended to Center events will depend (1) upon the topical nature of the event, (2) the applicable level/s of government, and (3) the applicable jurisdiction of elected, appointed or other officials being extended an invitation to nonpartisan and/or bipartisan events (e.g., local school board/s, Community College District 509, state and/or federal legislators, City of Elgin legislators, Elgin City Council members, etc.);</p> <p>Coordinate efforts with Career Services to refer Civic Leaders to legislative and other governmental internships and employment opportunities; Coordinate marketing/promotion; Assist with budget development and tracking; Track, analyze, and report data</p>	
<b>GRANTS</b>			
Grant Writing		Preparing grant narrative budgets	\$50/hour (established rate)
ICAPS	Instructor	Special Agreement	See Fall 2011 Agreement
<b>HUMANITIES</b>			

REVISED 06/1/2023



**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION  
SUPPLEMENTAL ASSIGNMENT CHART  
HOURLY RATE AND SEMESTER ASSIGNMENTS**

Humanities Center	Chair/Director		3 hours release or VOL/semester
Socrates Café or International Films	Chair/Director	Schedule, advertise, and run sessions or find and schedule films	3 hours VOL/academic year each
<b>LAB MANUALS/ADJUNCT FACULTY HANDBOOKS</b>			
Initial Development or Revision	Writer/compiler/Reviser	Create or update manual	\$50/hour, not to exceed \$2,000
<b>LEARNING COMMUNITIES</b>			
Learning Communities	Development per Faculty Member		\$500/1 <sup>st</sup> time
Learning Communities	Teaching per Faculty Member		15% stipend in 1 <sup>st</sup> semester and for both faculty whenever one faculty member changes
<b>MUSIC/THEATER</b>			
Concert Band, Steel Band, Jazz Ensemble, Improvisation, American Roots, Electronic Music Ensemble, Hip Hop Ensemble	Director		\$1,500/semester
Music Festival	Director		\$3,000/year
Conservatory	Manager		\$25/hour
Exhibition Assistance			\$25/hour
Music/Theater	Music Lessons		<b>L2 S2 UA2* hourly</b> or \$50.61, whichever is greater

REVISED 06/1/2023

**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION  
SUPPLEMENTAL ASSIGNMENT CHART  
HOURLY RATE AND SEMESTER ASSIGNMENTS**

Music/Theater	Production Directors		6 hours release time or voluntary overload in the semester the production takes place
Guest Curator			\$50/hour. max of \$2,000
<b>ORIENTATION/WORKSHOP</b>	<b>CETL or OTHER</b>		
New FT Orientation	Presenter (Typically 4 hours Opening Week)		\$50/hour (presentation time only)
New Adjunct Orientation, CETL New Hires (Special Initiatives)	Presenter Unit Adjunct Attendance		\$50/hour (presentation time only) \$28/hour
Peer Mentoring	Mentor-Coaching	Mentoring	\$50/hour Note: Rate applies for mentor/coach assisting faculty on improvement plan, but in this case mentee is unpaid
Math Mentoring (Added April 2014) SSI Project	Mentee-Unit Adjunct + Mentor		\$50/hour mentor \$28/hour mentee

REVISED 06/1/2023

**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION  
SUPPLEMENTAL ASSIGNMENT CHART  
HOURLY RATE AND SEMESTER ASSIGNMENTS**

ECC Teaching Pairs	Mentor and Mentee	<p>Mentor: Attend one initial 60 minute training session</p> <p>Mentor: Identify resources, develop discussion questions, respond to ongoing questions, and participate in five one-hour mentoring sessions</p> <p>Mentee: Prepare for one-on-one sessions by developing questions and sharing teaching materials such as syllabus, assignment descriptions, and instructional videos</p>	<p>Pay at committee meeting rate in Article 8.15 to attend training session</p> <p>L2 S2 UA2 hourly* for five one-hour sessions</p> <p>Pay at committee meeting rate in Article 8.15 to attend five one-hour sessions</p>
Mandatory Workshop Attendance	Unit Adjunct Attendance		\$28/hour
Workshop Presentation	Workshop Presenter		\$50/hour, max \$400
Other Mentoring	Mentor		\$50/hour
Undergraduate Research, Innovation & Creativity	CURIC Mentor	Engaging in a semester or year-long research project with an ECC student, providing a project description to advertise and attract students, providing project outcomes, preparing students to present at the annual student research showcase	\$1,000 stipend/semester
<b>SKILLS ASSESSMENT</b>			
Skills Validation	Skills Validator	Includes but is not limited to presenting/tutoring/assessing practical skills	L2 S2 UA2 hourly*
English Placement Reading	Coordinator	Recruit Readers; Schedule Readings Assemble Reports; Update Test Prompts; Schedule norming readings	3 hrs. release/semester; Summer \$50/hr. not to exceed \$2,500

REVISED 06/1/2023

**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION  
SUPPLEMENTAL ASSIGNMENT CHART  
HOURLY RATE AND SEMESTER ASSIGNMENTS**

Developmental Math Coordination	Developmental Math Coordinator	Develop, maintain, and distribute materials to support Math 090 faculty in implementing first-week remediation in every Math 090 class.	L2S2/hr not to exceed 50 hrs for initial development of materials; L2S2/hour not to exceed 20 hours for coordination with Math 090 faculty and/or classroom visits and/or coordination with testing center
		Collaborate with Academic Advisors and/or Student Success Coaches on relevant and effective intervention strategies, services, programs and/or initiatives that would benefit students' progress in developmental math courses and report these efforts to the math department.	L2S2/hour not to exceed 20 hours
		Conduct Math 099 content-specific interventions regularly throughout the semester.	L2/S2/hour not to exceed 40 hours
		Review syllabi or Math 098 and Math 099 sections to coordinate implementation of HB2170 reforms.	L2S2/hour not to exceed 10 hours
English Placement Reading	Contingent English Essay Reader	Reads and scores English placement essays	\$2/essay

REVISED 06/1/2023

**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION  
SUPPLEMENTAL ASSIGNMENT CHART  
HOURLY RATE AND SEMESTER ASSIGNMENTS**

Final Course Grading	Instructor	Complete final course grading in cases of unexpected faculty absence. May include re-grading assignments, creation and administration of assessments, and submission of final grades.	\$50/hr.
<b>SKILLSUSA</b>			
SkillsUSA	Chapter Liaison**	Serves as the College Liaison for SkillsUSA Illinois State Leadership and Skills Conference participation	.5 hour VOL/Fall semester Additional .5 hour VOL/Fall semester when participating in the Leadership Conference 3 hrs. VOL/Spring semester
SkillsUSA	Contest Supervisor	Prepares for and hosts SkillsUSA Illinois State Qualifying Conference North competition in ECC classroom	<b>L2 S2 UA2* hourly</b> Not to exceed 10 hours unless approval has been received from the supervising administrator
SkillsUSA	Skills Practice Facilitator	Provides extra support and skills practice opportunities to students preparing to participate in SkillsUSA Illinois State Leadership & Skills Conference competition	1 hour VOL/year (may be divided among more than one faculty member)
<b>SPECIAL TUTORING</b>			
Math Final Exam Review	Instructor		<b>L2 S2 UA2* Hourly or \$50/hr., whichever is greater</b>

REVISED 06/1/2023

**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION  
SUPPLEMENTAL ASSIGNMENT CHART  
HOURLY RATE AND SEMESTER ASSIGNMENTS**

Early Childhood Education Lab Visitation	Instructor		<b>L2 S2 UA2* Hourly</b>
<b>STUDENT SUCCESS -AtD</b>			
Faculty Research Community	Approved participant	Annual (two installments)	\$1,200
Faculty Research Community	Director		3 hours VOL/semester or 1.5 each if split/shared
Student Success Initiative Incubator (SSII)	SSII Co-Chair	Co-chair shares responsibility for setting meeting agendas, facilitating meetings, providing leadership for activities	3 hrs. VOL/semester; summer 1.5 VOL if SSI actively meeting or \$50/hour meeting time in summer, not to exceed \$1,400 (equiv. to 1.5 VOL)
ESSAC (Equity, & Student Success Action Council)	Strategy Team Leaders	Co-chair strategy teams focusing on special topics identified by ESSAC (# of taskforces to be determined, as needed)	3 hours VOL/semester; summer 1.5 VOL if SSI actively meeting or \$50/hour meeting time in summer, not to exceed \$1,400 (equivalent to 1.5 VOL)
<b>MISCELLANEOUS</b>			
Cadaver Dissection	Qualified Faculty	When class not available	\$120/hour/cadaver Averaging 27 hours/body
Assessment Committee Project	Reading/Assessing Essays		Current Placement Reading Rate
Skyway Competition	Event Coordinator	Organize submission, collection, and judging of entries	3 hours VOL/year
Videography	Videographer	Production of videos	\$50/hour

REVISED 06/1/2023

**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION  
SUPPLEMENTAL ASSIGNMENT CHART  
HOURLY RATE AND SEMESTER ASSIGNMENTS**

PIE Project Work	Data Analyst	Quantitative & Qualitative projects under direction of IR	\$40/hour max number of hours to be determined by IR
Specialized Report Writing	Specialized Report Writer	Special projects requiring data collection, analysis, and report writing	\$50/hour max number of hours to be determined by project, if applicable
ECC 75 <sup>th</sup> Anniversary Book	Primary Editor	Collect all individual pieces of writing, including decisions on pieces to include through to final proofing. Receive and refine rough drafts. Ensure all pieces are written in a uniform voice. Work w/designer on layout. Edit the printer's proof and oversee corrections and changes. Review existing 60-year Anniversary Book and update articles as needed.	3 hrs. release/FA2023 semester
Application Review: Adjuncts Serving on Search Committees		In addition to receiving the committee meeting rate of pay for attending search committee meetings, adjunct faculty will receive a flat rate of \$56 (equivalent to 2 hours at the committee meeting rate of \$28/hr.) for the purpose of reviewing applications.	Flat rate of \$56 for 2 hours at the committee meeting rate of \$28/hr.

**Note: References to the VOL rate refer to the Voluntary Overload Teaching Faculty rate.**

**\*L2S2 UA2 HOURLY SCHEDULE (per Appendix A-3 of the ECCFA contract)**

<b>2023</b>	<b>\$52.86</b>
<b>2024</b>	<b>\$54.84</b>

REVISED 06/1/2023

## IMPLEMENTATION OF NEW MINIMUM WAGE RATE FOR EMPLOYEES

### Recommendation

The administration recommends that the Board of Trustees approves the implementation of a new minimum wage rate of \$15.43 per hour for new hires and for current employees effective May 15, 2023.



---

Dr. David Sam, President

### Background

The administration supports a new minimum wage rate of \$15.43 per hour for new hires and current employees based on external market review and data provided by Korn Ferry.

Elgin Community College (ECC) has employees who are paid at a rate below the current market of \$15.43 per hour in Administrative and Union classifications. ECC has encountered issues filling vacancies because the minimum wage that is currently used (\$13.00 per hour) is below the market. In order to begin to fill these vacancies, ECC will need to meet the market at \$15.43. The Board has the authority to unilaterally increase the minimum wage for all new hires.

If the Board approves the increase for new hires, it should increase the rate for current employees below \$15.43 per hour with the same effective date. The increase for current employees is to ensure that pay continues to be fair and equitable. The increases for administrative employees are within the purview of the Board. Increases for employees who are represented by the Support Staff Employees of Community Colleges Association (SSECCA) will be triggered by Article 18D of the Collective Bargaining Agreement, which states:

#### B. New Member Placement (Full-Time and Part-Time)

1. A new member will not receive a higher salary/rate of pay than a current member within the same classification level in a like position. If the Board wishes to pay a new member a salary/rate of pay that is higher than that of a current member within the same classification level in a like position, then the salary/rate of pay of the current member must be increased to equal or exceed that of the new member.

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



## TRANSFER TO INTERNAL SERVICE FUND

### Recommendation

The administration recommends that the Board of Trustees authorizes the transfer of \$3,296,241 from the Education Fund to the Internal Service Fund to partially fund the liability created by recognizing the College's share of the long-term obligation for the College Insurance Program.



---

Dr. David Sam, President

### Background

Governmental Accounting Standards Board ("GASB") Statement No. 75 requires governments providing defined Postemployment Benefits Other Than Pensions ("OPEB") to recognize their long-term obligation for OPEB as a liability. This liability is estimated at \$41.72 million as of June 30, 2022, and is recorded as a long-term liability in the Internal Service Fund. The College recommends to take a multi-year, proactive approach to funding this liability and has funded \$21.9 million since fiscal year 2018.

Funding Source: Education Fund

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

**AMENDMENT TO JOB DESCRIPTION – TRUSTEE LEGISLATIVE LIAISON**

**Recommendation**

The administration recommends that the Board of Trustees adopts the following addition to the job description for ECC trustee legislative liaison:

*The legislative liaison may select a co-chair to assist with the legislative affairs as needed.*



---

Dr. David Sam, President

**Background**

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

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

**TRUSTEES' OUT-OF-STATE TRAVEL TO  
2023 ACCT LEADERSHIP CONGRESS – LAS VEGAS, NV**

**Recommendation**

The administration recommends that the Board of Trustees approves trustees' attendance at the 2023 Association of Community College Trustees (ACCT) Leadership Congress in Las Vegas, NV, October 9-12, 2023. The estimated cost for all trustees to attend the Leadership Congress should not exceed \$18,350. Registration, hotel, airfare and miscellaneous travel expenses are included in the estimated expense.



---

Dr. David Sam, President

**Background**

The 2023 ACCT Leadership Congress, *Building a Legacy* offers opportunities to discover new pathways to student success and strengthening communities. Leading with intent must be the focus for today's community college governing boards and requires collaboration and partnership.

The focus of the Leadership Congress is to add value where it matters most and achieve the greatest return on investment, while continuing to champion fairness, mobility and equity. Trustees, presidents and other thought and policy leaders are brought together to share experiences and expertise. The ACCT Leadership Congress is the premier annual conference for community college leaders and the only national conference dedicated to community college trustees.

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

**ANNUAL TRANE HVAC EQUIPMENT MAINTENANCE – BUILDINGS E and K**

**Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to contract with Trane U.S., Inc. (Willowbrook, IL) for three (3) years of annual factory maintenance services for the Trane HVAC equipment located at buildings E and K in the amount of \$56,981.00.

<b>Building</b>	<b>Year 1 Cost</b>	<b>Year 2 Cost</b>	<b>Year 3 Cost</b>	<b>3 Year Total Cost</b>
E	\$ 7,588.00	\$ 7,890.00	\$ 8,206.00	\$ 23,684.00
K	\$ 10,667.00	\$ 11,093.00	\$ 11,537.00	\$ 33,297.00
			<b>Total for Both Buildings</b>	<b>\$ 56,981.00</b>



---

Dr. David Sam, President

**Background**

Trane U.S., Inc. is the single regional source for Trane factory service and parts. Per the Illinois Community College Act Compiled Statutes, Chapter 110, Act 805/3-27.1, “contracts for goods or services which are economically procurable from only one source” are exempt from bidding.

This is a continuation of annual service agreements for four (4) Trane Intellipak rooftop HVAC units located on building E and four (4) Trane Intellipak rooftop HVAC units located on building K. This equipment requires specific factory maintenance and support to ensure smooth reliable operation.

Funding Source: Operations & Maintenance Fund

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

## ADVERTISING SERVICES – CABLE TELEVISION AND ON-DEMAND

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract for advertising services from Effectv (Comcast) (Boston, MA) in the amount not to exceed \$75,670.



---

Dr. David Sam, President

### Background

The Marketing and Communications department exclusively uses Effectv (Comcast) for managed advertising services for cable television and on-demand services. As per the Illinois Public Community College Act, 110 ILCS 805/3.27.1, this qualifies as a sole source and is exempt from bidding.

The Marketing and Communications Department is recommending that the College continues to advertise through Effectv (Comcast) in Fiscal Year 2024 (FY24) in the amount of \$75,690.

The FY24 contract includes 40,588 traditional video commercial spots (also known as ‘linear’), an increase of roughly 10,500 spots or 25% from FY23, delivered year-round on cable television across seven zones to cover the full district and beyond. The media buy is focused on relevant TV programs that reach our target demographics, including high-value entertainment programming, live news, and sports. The media buy also includes 327,868 impressions (the number of times your content is displayed) on the Xfinity X1 Video On-Demand platform, two promotional sponsorships (i.e. brought to you by Elgin Community College), and a 5% bonus added value media buy impressions to utilize on live TV throughout the year to enhance reach and awareness. The requested funds will provide adequate reach and frequency that drives brand awareness and action (73% reach of the market with 6.5 frequency per person). The continual presence on-air throughout the year builds reach over time and follows best practices.

The objective of this initiative is to impact enrollment through:

1. Increase in brand awareness of the College within District 509.
2. Increase in traffic to elgin.edu.
3. Increase in online applications generated via elgin.edu.

The administration recommends continuing this tactic based on the FY23 results received, as highlighted below:

- More than 30,500 commercials delivered across 45 TV networks.
- A projected 31,342 unique visitors visited elgin.edu within 30 minutes of viewing the ad, and a projected 161,483 return visits occurred within 14 days of seeing the ad.
- In reviewing website data from FY23 compared to the same time period in FY22, elgin.edu has experienced growth in a number of key metrics, including:
  - A 31% increase in users visiting elgin.edu.
  - A 28% increase in direct traffic to elgin.edu.
  - A 14% increase in organic search traffic to elgin.edu.
- This data suggests that awareness of the College is strong and growing -- this advertising plan will help keep brand awareness high and support enrollment.

Funding Source: Education Fund

Staff Contact: Dr. Toya Webb, Chief Marketing Communications Officer and  
Government Relations Officer, 847-214-7769

## DIGITAL ADVERTISING SERVICES

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract for digital advertising services from Viant, Inc. (Irvine, CA) in the amount not to exceed \$210,000.



---

Dr. David Sam, President

### Background

The Marketing and Communications department exclusively uses Viant, Inc. for the management of the College's digital advertising services. As per the Illinois Public Community College Act, 110 ILCS 805/3.27.1, this qualifies as a sole source and is exempt from bidding.

The Marketing and Communications Department is recommending that the College continues to advertise through Viant, Inc., a managed Demand Side Platform (DSP) in Fiscal Year 2024 (FY24) in the amount of \$210,000.

A DSP is a system for advertisers to purchase and manage ad inventories from multiple ad sources through a single interface. The contract includes 30,000,000 media impressions (the number of times your content is displayed) for digital advertising services, including streaming TV, streaming radio, display, native, retargeting, and digital out-of-home.

Digital out-of-home is an innovative and cost-effective way to enhance reach and awareness of ECC in the spaces and places our best-performing audiences are most likely to be, such as restaurants, gyms, and gas stations. Unlike traditional billboards, digital out-of-home allows us to easily change the physical locations and ad creatives displayed throughout the campaign to optimize results based on data insights.

Unlike other advertising partners, Viant, Inc. allows us to target several key audience segments across platforms and devices to understand the omnichannel consideration journey. For example, someone may be initially exposed to an ad on mobile, then see it on TV, and later complete an application on a desktop. The omnichannel approach helps ECC stay top of mind and optimize results across platforms and devices. Ads will be distributed throughout District 509 across mobile, desktop, tablet, and connected TV to increase awareness, traffic, and conversions that support enrollment.

The administration recommends continuing this media buy based on the FY23 results to date, as summarized below:

- More than 23,000,000 digital media impressions delivered and 3,895,00 video completions.
  - A 97% view-through rate on streaming TV and a 95% listen-through rate on streaming radio spots (above the industry average).
  - Click-through rates above the industry average on direct-response tactics, including display, display retargeting, and native.
- More than 191,600 total conversions generated, including homepage visits, microsite visits, information session sign-ups, tour sign-ups, info request form submissions, and online application submissions.
  - 1,217 online application submissions and 108 event/tour sign-ups can be tied back to the advertising from FY23.

Funding Source: Education Fund

Staff Contact: Dr. Toya Webb, Chief Marketing Communications Officer and  
Government Relations Officer, 847-214-7769



## **BACKGROUND CHECK SERVICES**

### **Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to contract for the period of one (1) year for background check services from HireRight LLC (Chicago, IL) in the amount not to exceed \$25,000.



---

Dr. David Sam, President

### **Background**

Per 110 ILCS 805/3-27.1, “contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part” are exempt from bidding.

The College contracts with HireRight, LLC to provide background check services for employment. Human Resources (HR) uses HireRight, LLC for hiring new employees and performing the necessary checks in a timely fashion. HR depends on HireRight’s efficient and effective services. They have generally performed these checks within an acceptable time frame.

Funding Source: Education Fund

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

## INTERPRETER SERVICES

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract for the period of one (1) year for interpreter services from 5 Star Interpreting Chicago (Chicago, IL) in the amount not to exceed \$37,000.



---

Dr. David Sam, President

### Background

Per 110 ILCS 805/3-27.1, “contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part” are exempt from bidding.

The College’s Student Access & Disability Services department provides sign language interpreters for our students who are deaf/hard of hearing in two methods of delivery. The College enters into contracts with multiple independent contractors and utilizes the services of 5 Star Interpreting Chicago. This service needs to be provided to our students many times on a “just-in-time” basis. 5 Star Interpreting Chicago is the leader in the industry and is utilized by the majority of other Illinois community colleges. Their mission is to provide excellence in services to the Midwest Deaf and Hard of Hearing Community.

Funding Source: Education Fund

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

## **RATIFICATION - IT EQUIPMENT & SUPPLIES PURCHASE**

### **Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to ratify the purchase of cabling and peripherals from CDW (Vernon Hills, IL), utilizing educational pricing under the Illinois Public Higher Education Cooperative (IPHEC) contract in the amount of \$37,291.63.



---

Dr. David Sam, President

### **Background**

The College will be utilizing the Illinois Public Higher Education Cooperative (IPHEC) for this purchase, under the Illinois Administrative Code, Chapter 110 Illinois Community College Purchase Act 805/3-27.2. IPHEC was formed to consolidate common requirements for various state universities, competitively bidding products/services through a lead state university, which then provides purchasing opportunities for public agencies statewide.

The Technology Services department is a service-based group. Past practices were to order peripherals and cables as needed. However, due to the pandemic and an increased lead time of items, we need to shift our business practices. In doing so, we will be holding stock for common service requests, including the ability to swap an entire classroom or office with new equipment when needed. This will help eliminate down time for students, faculty, and staff.

Funding Source: Education Fund

Staff Contact: Dr. Philip Garber, Vice President Planning, Institutional Effectiveness & Technology, 847-214-7285

**RATIFICATION - INSTALLATION SERVICES FOR ZOOM ROOMS**

**Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to ratify the purchase zoom room installation services from Media Resources, Inc. (Lisle, IL), the lowest responsible bidder, in an amount not to exceed \$63,630.

<b>VENDOR</b>	<b>LOCATION</b>	<b>AMOUNT</b>
<b>Media Resources, Inc.</b>	<b>Lisle, IL</b>	<b>\$ 63,630.00</b>
Mesa Electronics	Lombard, IL	\$ 94,068.00



---

Dr. David Sam, President

**Background**

In January 2023, the Board approved the purchase of “Zoom Room” equipment on board action No. 135-T-23. The installation of the approved equipment is phase two of that project.

The invitation to bid was advertised and sent to four (4) vendors, none of which were in-district, and one (1) was a Women-Owned Business. Two (2) vendors did not complete the bid. The installation of the fifteen (15) conference rooms across the main campus will allow access to zoom capability for teachers, students, and staff.

Funding Source:        Coronavirus Response and Relief Supplemental Appropriations Act  
                                  (CRRSAA) Grant Funds

Staff Contact:         Dr. Philip Garber, Vice President Planning, Instructional Effectiveness &  
                                  Technology, 847-214-7285

## **RATIFICATION - BOOMER TRACTOR PURCHASE**

### **Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to ratify the purchase a boomer tractor from Alta Equipment Company (South Elgin, IL) in an amount not to exceed \$29,900.



---

Dr. David Sam, President

### **Background**

The purchase is for a previously owned New Hollander Boomer 50 tractor. This is exempt from bidding in accordance with the Illinois Public Community College Act 110 ILCS 805/3-27.1.

The Grounds Department is in need of a gently used tractor for the main campus. This tractor is primarily used to mow the main campus. Other attachments can be utilized with this piece of equipment. A mower deck is attached and will be used weekly while the grass is growing.

This New Holland Boomer 50 will replace an existing broken tractor the College purchased in 2008. The cast iron housing was damaged on the rear of the tractor and would have been costly to repair. This damage no longer allowed us to use the mower deck or any attachments needed for lawn maintenance.

Funding Source:            Operations and Maintenance

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

## RATIFICATION - SEMI-TRACTOR PURCHASE

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to ratify the purchase of a semi-tractor from Arrow Truck Sales (Bolingbrook, IL) in an amount not to exceed \$108,925.



---

Dr. David Sam, President

### Background

The purchase is for a previously owned Freightliner Cascadia semi-tractor. This is exempt from bidding in accordance with the Illinois Public Community College Act 110 ILCS 805/3-27.1.

The 2021 Freightliner Cascadia semi-tractor will be added to the truck driving fleet as an instructional tool for the students enrolled in the truck driving program. According to BLC Transportation, Inc. reviews, the Freightliner Cascadia trucks are 'lighter than other models, providing excellent gas mileage' and are 'built to go the distance,' making this truck better suited to give students a realistic experience behind the wheel.

ECC students enrolled in the truck driving program can now earn their CDL certification by driving one of the best trucks in the industry. This purchase helps the College maintain its commitment to educating and training professional truck drivers for the future.

Funding Source: Education Fund

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

## SIMULATION ENVIRONMENT PURCHASE

### Recommendation

The administration recommends that the Board of Trustees authorize the administration to purchase a police training simulator from ADS (Virginia Beach, VA) in an amount not to exceed \$168,887.



---

Dr. David Sam, President

### Background

Per Illinois Community College Act State Statute 110 ILCS 805/3.27.2, the State allows for Joint Purchasing, which permits the College to proceed without doing a formal bid. The quote was received through Sourcewell.

This purchase is for the TI Training Recon 300 Simulation Environment. This unit will be installed at the Center for Emergency Services. The simulator will provide scenario-based training for the ECC Police Department, the Colleges' criminal justice program, and area police departments. We anticipate charging a usage fee for other police departments to use the equipment through Corporate and Continuing Education. The system will be used to meet the state mandate for scenario-based training under the Safe-T-Act.

The simulator includes five (5) screens for a 300-degree interactive system. Installation includes all necessary hardware, training scenarios, training firearm conversion kits, and law enforcement tools. The purchase includes an immersive reality component utilizing goggles to increase realism. The purchase also includes three (3) years of warranty service. There will also be storage lockers to secure the guns and some minimal cabling fees in association with making this classroom 'lab' ready.

The collaboration for this project included the College's Police Department; the Business Services Office; Sustainability, Business, and Career Technologies; and the Center for Emergency Services.

Funding Source: Education Fund

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

**MANAGER OF BUILDING OPERATIONS**  
**Mr. Michael Castritsis**

**Recommendation**

The administration recommends that the Board of Trustees approves the appointment of Mr. Michael Castritsis as the Manager of Building Operations at a salary of \$94,875 (over the midpoint, grade 15) on the 2023 Elgin Community College Admin salary schedule.



---

Dr. David Sam, President

**Background**

Michael has been employed by the College as a Building Engineer since January 2010. He has 13 years of first-hand experience with the day-to-day operations of the College and has extensive technical experience with all of the College's systems and equipment such as electrical, mechanical, plumbing, fire alarm, fire suppression, HVAC, kitchen equipment, etc.

Michael's experience, knowledge, and familiarity with the campuses and staff make him the ideal choice for this position and should allow for a smooth transition.

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



**INSTRUCTOR OF MATHEMATICS**  
**Ms. Kari Farooqie**

**Recommendation**

The administration recommends that the Board of Trustees approves the appointment of Ms. Kari Farooqie as a tenure-track Instructor of Mathematics at a salary of \$59,396 (Lane I, Step 4) on the Elgin Community College Faculty Association (ECCFA) 2023 salary schedule, effective fall semester, 2023.



---

Dr. David Sam, President

**Background**

Ms. Kari Farooqie is an ECC alumnus who earned her Bachelor's degree in Mathematics from the University of Illinois Urbana-Champaign. She went on to earn her Master's degree in Mathematics, as well as complete a Secondary Teacher Education program from Northern Illinois University.

Ms. Farooqie has been an adjunct instructor in the math department at ECC since 2011, instructing classes ranging from Pre-Algebra through Calculus III. She has also worked for Pearson Publishing for the past ten years as a math content developer and tester.

Ms. Farooqie was nominated for the Orrin G. Thompson Teaching Excellence Award in 2022, and we are looking forward to having her join the math department as a full-time faculty member this fall.

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

**ASSISTANT PROFESSOR I OF TRUCK DRIVING  
Mr. Brian Hamm**

**Recommendation**

The administration recommends that the Board of Trustees approves the appointment of Mr. Brian Hamm as a tenure-track Assistant Professor I of Truck Driving at a salary of \$80,590 (Lane I, Step 13) on the Elgin Community College Faculty Association (ECCFA) 2023 salary schedule, effective fall semester, 2023.



---

Dr. David Sam, President

**Background**

Mr. Brian Hamm has over 20 years of experience in the trucking industry. He has worked in training and education as an instructor for truck drivers and transportation safety at Illinois Central College, in East Peoria, Harper College, and most recently as an adjunct instructor for ECC.

Mr. Hamm earned a Bachelor's degree in Finance at Southern Illinois University, Carbondale. He has a Class A CDL, and a safety profile with the Federal Motor Carrier and Safety Administration (FMCSA).

Mr. Hamm brings a combination of classroom instruction and hands-on experience in the trucking industry to ECC's truck driving program. His teaching style is one of facilitator in the classroom that allows him to adapt to various student learning styles.

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

**INSTRUCTOR OF BUSINESS**  
**Dr. Mae Jones**

**Recommendation**

The administration recommends that the Board of Trustees approves the appointment of Dr. Mae Jones as a tenure-track Instructor of Business at a salary of \$96,996 (Lane X, Step 9) on the Elgin Community College Faculty Association (ECCFA) 2023 salary schedule, effective fall semester, 2023.



---

Dr. David Sam, President

**Background**

Dr. Mae Jones is an experienced instructor in higher education with specialization in human resources management, global business, management, and e-Commerce. She has served as an adjunct instructor at Elgin Community College (ECC) since 2008 and has worked as an adjunct instructor of business at other institutions, including Columbia College, Judson University, Benedictine University and DeVry University's Keller Graduate School of Management.

As an adjunct instructor in ECC's business department, Dr. Jones has consistently infused real-world business practices into classroom instruction that she acquired from 32 years at The Northern Trust Company, where she served as vice president, human resources; program manager for global diversity and inclusion; senior human resources consultant, and IT & operations manager.

Dr. Jones earned her PhD in business management at The Union Institute and University. She also holds a Masters of Arts in education and a Bachelor of Arts in human services from Northeastern Illinois University, and an Associate of Arts in business administration from Malcolm X College in Chicago.

Because of her years of dedication to higher education, and her commitment to diversity, equity, and inclusion, we believe Dr. Mae Jones will enhance the quality of instruction for students enrolled in ECC's business program.

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

**INSTRUCTOR OF BIOLOGY**  
**Dr. Jennifer Maxwell**

**Recommendation**

The administration recommends that the Board of Trustees approves the appointment of Dr. Jennifer Maxwell as a tenure-track Instructor of Biology at a salary of \$74,530 (Lane X, Step 2) on the Elgin Community College Faculty Association (ECCFA) 2023 salary schedule, effective fall semester, 2023.



---

Dr. David Sam, President

**Background**

Dr. Jennifer (Jen) Maxwell earned her Bachelor's degree in Biology from Trinity College, and her PhD in Plant Biology from North Carolina State University. In her post-doctoral research at Iowa State University, she studied interactions among several corn pests.

Dr. Maxwell's teaching experience includes a position as visiting assistant professor at Wartburg College, Waverly, IA, where she taught Introductory Biology I and II, Science Seminar, Methods of Research, and Concepts of Research, as well as served as the Research Mentor for students working in her laboratory.

We are looking forward to the expertise that Dr. Jennifer Maxwell will bring to ECC's biology department and her commitment to providing a strong science foundation for students pursuing biology degrees and healthcare careers.

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

**INSTRUCTOR OF WELDING**  
**Mr. Kyle Witek**

**Recommendation**

The administration recommends that the Board of Trustees approves the appointment of Mr. Kyle Witek as a tenure-track Instructor of Welding at a salary of \$54,686 (Lane I, Step 2) on the Elgin Community College Faculty Association (ECCFA) 2023 salary schedule, effective fall semester, 2023.



---

Dr. David Sam, President

**Background**

Mr. Kyle Witek is a retired nuclear engineer officer who served time in the U.S. Navy working on ballistic missile submarines. Upon his retirement from the Navy, Mr. Witek worked in property management before he joined ECC as an adjunct instructor and lab assistant in the welding department.

Mr. Witek earned a Bachelor's in Civil Engineering at Northwestern University, completed the U.S. Navy Nuclear Propulsion Program, and earned an AAS in Welding Fabrication Technology from ECC. Mr. Witek is certified by the American Welding Society in Gas Metal Arc Welding (GMAW) and is an instructor with the Fabricators and Manufacturer's Association (FMA) International.

Mr. Witek brings an equity-minded approach to the welding program, with a commitment to eliminating roadblocks and barriers to student success.

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

**RESOLUTION OF APPRECIATION**  
**Senior Director of Facilities, Mr. Edward B. Cook**

**Recommendation**

The administration recommends that the Board of Trustees approves the Resolution of Appreciation for Mr. Edward B. Cook, who will retire June 30, 2023.



---

Dr. David Sam, President

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

**RESOLUTION OF APPRECIATION**  
**Senior Director of Facilities**  
**Mr. Edward B. Cook**

**WHEREAS**, Mr. Edward Cook began his employment with Elgin Community College on May 23, 1994 as a Lead Building Engineer, served as the Manager of Plant Operations, and became the Senior Director of Facilities; and

**WHEREAS**, Mr. Cook also served as an adjunct faculty member in the HVAC program from January of 1997 through of May 2007.

**WHEREAS**, Mr. Cook has been instrumental in maintaining operations of the College through his oversight of plant operations and deferred maintenance projects throughout campus. Mr. Cook and his team ensure that the campus is open for the faculty, students, and staff on a daily basis; and

**WHEREAS**, Mr. Cook has managed numerous capital improvement projects throughout campus including the most recent remodel and expansion of building H and the planning for the new manufacturing and technology building which will be built in the near future; and

**WHEREAS**, Mr. Cook has been a collaborative partner across campus, not only to the teams within the Operations and Maintenance Departments, but also those he interacted with from other departments and divisions, always providing mentorship and guidance.

**WHEREAS**, Mr. Cook participated in contract negotiations both as a member of the International Brotherhood of Electrical Workers when he was an engineer at the College and as a member of the administrative team on behalf of the Board of Trustees in recent years; and

**WHEREAS**, Mr. Cook has been on call 24 hours a day, seven days a week for most of his career at Elgin Community College responding to the needs of campus; and

**WHEREAS**, Mr. Cook's dedication to the College has been evident by the many spring and winter breaks, holidays, and Fridays in the summer that he worked to monitor projects, and test and update systems; and

**WHEREAS**, it is appropriate to formally recognize and honor Mr. Edward B. Cook upon his retirement from Elgin Community College June 30, 2023; and now, therefore, be it

**RESOLVED** that the Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry, and DeKalb, State of Illinois, on the 13th day of June 2023, expresses to Mr. Cook, on behalf of District 509 citizens, his colleagues, and the many students who have benefited from his service, heartfelt appreciation for his years of dedicated service and extends to him best wishes for the future; 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, Mr. Edward B. Cook.