

**MINUTES OF REGULAR BOARD MEETING
SEPTEMBER 12, 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, September 12, 2023, in Building E, Room E100.01.

1. Call to Order and Roll Call

Chair Redmer called the regular meeting to order at 5:51 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. . . .
- 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).

Motion: Trustee Rakow moved to recess to closed session.

Second: Trustee Parks seconded the motion.

Roll-Call Vote: Aye, 7: Redmer, Rakow, Nowak, Ollayos, Rodriguez, Arroyo, Parks; nay, 0; Student Trustee Kolbusz, aye; motion carried at 5:53 p.m.

3. Reconvene Open Session

The closed-session concluded at 6:23 p.m. The board reconvened in open session at 6:32 p.m. in E125, Seigle Auditorium.

MINUTES OF REGULAR MEETING OF
SEPTEMBER 12, 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 Rodriguez.

Chair Redmer asked for a moment of silence to acknowledge the tragedy of 9/11; 22 years ago.

D. Board Purpose

Trustee Arroyo read the Board Purpose.

5. President's Report

- Dr. Sam acknowledged Lori Clark, ECCFA president and Anitra King, SSECCA president in the audience.
- Enrollment report: Fall enrollment is up 8% from last year with 9,616 students. We have 1,231 high school students enrolled. Students enrolled in transfer programs has increased 3% and students enrolled in career/certificate areas has increased 25%. New student enrollment is up 13% and ESL is up 32%.
- The custodial services contract for buildings K, M, O, Hanover Park and Burlington will expire at the end of this month. At this time, we will not be renewing it, as we have been able to hire additional custodians. Should a need arise in the future, it will be addressed.
- ECC's job fair will be held on September 28 1 p.m.-4 p.m. in Building E.
- ECC's Marketing & Communications department has won 13 awards through the National Council for Marketing & Public Relations (NCMPR).
- Mr. Tim Whitney, Director of Corporate & Community Education, was spotlighted.
- Ms. Carissa Miller, Assistant Professor I in English, was also spotlighted.
- Reminder: The Annual Retiree Luncheon will be held September 21 in the Building E Dining Room.

6. Audience Wishing to Address the Board

The following audience member addressed the Board:

- Lori Clark, ECCFA president, offered comments on Labor Day and the ILGW Union.

MINUTES OF REGULAR MEETING OF
SEPTEMBER 12, 2023

- Jessica Carpenter, Professor II of Psychology, offered comments on the new mascot design and provided data from students.
- Anitra King, SECCA president, offered comments on the library hours.

7. Board Reports

A. Committee of the Whole

Trustee Arroyo provided an overview of the Committee of the Whole meeting held Monday, September 11, 2023. The following presentations were provided: Mascot by Dr. Toya Webb; Sabbatical Report by Professor Jessica Carpenter; Achieving the Dream Community Vibrancy by Dr. Phil Garber. An update on the Manufacturing Center was provided by DLA and Lamp, Inc. Board Actions and items on the September 12, 2023 agenda were discussed. Minutes of the Committee of the Whole meeting will be available on the website once they are approved.

B. Illinois Community College Trustee Association (ICCTA)

Trustee Ollayos reported the following: The September 8-9 meeting was held in Springfield, IL. Roundtable topics included *Engaging the Community On and Off Campus* and *Mental Health Services for Students and Staff*. The seminar addressed Dual Credit and Dual Enrollment. Security / Data was discussed at the committee meeting. Dr. Redmer added an update on the House Bills Veto Session. Also, there are issues with Tier 2 funding that will need to be addressed and information regarding student loan forgiveness was provided.

C. Association of Community College Trustees (ACCT)

Trustee Ollayos indicated that ECC's presentation on predictive analytics is scheduled at 9:15 a.m. on Wednesday, October 11. She will also participate with the Governance & Bylaws Committee, as well as the Advisory Committee.

D. Legislative

Trustee Rakow reported the following: August 21, Trustees Redmer and Rodriguez, Dr. Sam, and College staff met with Congresswoman Ramirez at a Meet & Greet on campus. Dr. Sam shared key messages and updates on the College; including information on the College's recognition as an Aspen Top 25 school, our Hispanic-Serving Institute designation, the new KCT Credit Union branch, the Manufacturing and Technology Center, and the Respiratory Care Program. August 22, Trustees Redmer and Rodriguez, Dr. Sam and Dr. Webb met with Congresswoman Schakowsky at her office in Skokie. Congresswoman Schakowsky shared her thoughts on student debt and commended the College for its mandatory loan counseling program and its on-campus clinic to serve the needs of students. Congresswoman Schakowsky's senior advisor, Andrew Goczowski, agreed to connect the College with funding opportunities through the Manufacturing Renaissance organization. August 24 Trustees Redmer, Rakow and Student Trustee Kolbusz, attended the annual First Responders' Roundtable at the Center for Emergency Services in Burlington. Senior Director of Academic Programming and Public Safety Training, Ron Two Bulls, provided information about programs and training opportunities available at the Center. Approximately 60 first responders were in attendance.

MINUTES OF REGULAR MEETING OF
SEPTEMBER 12, 2023

E. ECC Foundation

Trustee Parks reported the following: The Foundation has raised \$1,065,682.99 in monetary gifts and pledges, achieving 70.39% of the annual goal. Awarding for the 2023-2024 school year is currently underway with 41% of scholarships awarded. The 2023-2024 cohort of Complete to Compete students have been awarded the first portion of their scholarship disbursement. Purses with Purpose is eagerly planning next year's events. Two new donors have joined the Giving Circle and we are excited to welcome Cindy Green and Don Gaylord to the Donor Circle. *Dare to Dream* Gala is September 23. A proposal was submitted to the Illinois Department of Human Services for Smart Start Transitions Grant funds and were successfully awarded \$29,700. A proposal to Motorola Solutions Foundation for the ECCF's 23-24 Motorola Scholars Scholarship Program was submitted. The Sensational Seventy-Five Alumni nomination list is being finalized for submission to Dr. Sam and the Board for review.

F. Student Report

Student Trustee Kolbusz reported the following: New Student Days events took place August 11 and 12. New Student Convocation and the Campus Jam was held August 18. There were 469 attendees at Convocation and 570 at the Campus Jam. The Fall semester began August 21. Welcome Week Events included Trendy Tuesday and WTW Wednesday, each with 500 attendees. A detailed report is included in the Reports Section.

8. College Reports

Board Action No. 029-A-24, Acceptance of Written College Reports

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

College Reports Under Separate Cover

- D. Institutional Advancement and ECC Foundation (August)
- E. Community Engagement and Legislative Affairs (July)
- F. Annual Security Report
- G. FY23 Program Review Report

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

Motion: Trustee Ollayos moved to accept the college reports.

Second: Student Trustee Kolbusz seconded the motion.

Trustee Nowak stated that the Annual Security Report is excellent.

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

MINUTES OF REGULAR MEETING OF
SEPTEMBER 12, 2023

9. Board Action No. 030-A-24, Purchase of Real Property

Motion: Trustee Rakow moved to accept the agenda item as presented.

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

10. Consent Agenda

Chair Redmer read the following consent agenda items:

A. Board Action No. 031-A-24, Minutes of the Regular Board Meeting of August 8, 2023

B. Board Action No. 032-A-24, Minutes of Closed Session Board Meeting of August 8, 2023

C. Board Action No. 033-A-24, Destruction of Audiotapes of Closed Session of December 14, 2021

D. Board Action No. 034-F-24, Ratification of Report of Expenses

E. Board Action No. 035-F-24, Ratification of Board of Trustee Travel Expenses

F. Board Action No. 036-A-24, Modified Academic Calendar for 2024-2025

G. Purchases

- 1. Board Action No. 037-S-24, Microscope Cameras and Accessories**, authorizes the administration to purchase microscope cameras and the accessories from Nikon Instruments Inc. (Melville, NY), the lowest responsible bidder, in an amount not to exceed \$28,698.
- 2. Board Action No. 038-S-24, Purchase of Ovens for Culinary Program**, authorizes the administration to purchase two (2) ovens for the culinary program from Bakery Equipment Services (Richmond, CA), the lowest responsible bidder, in an amount not to exceed \$44,505.
- 3. Board Action No. 039-S-24, Tractor and Trailer Maintenance Services**, authorizes the administration to purchase tractor and trailer maintenance services from Mobile Fleet Service, Inc. (Woodstock, IL), the lowest responsible bidder, in the amount not to exceed \$74,500 annually. This agreement will be for three (3) years with the option to renew for two (2) additional, one-year periods.
- 4. Board Action No. 040-S-24, Virtual Reality Hardware & Software**, authorizes the administration to purchase career exploration virtual reality headsets and software licenses from Transfr (New York, NY) in an amount not to exceed \$24,750.
- 5. Board Action No. 041-B-24, Annual Heating Ventilation and Air Conditioning Equipment Maintenance**, authorizes the administration to contract with Thermosystems, LLC (Elmhurst, IL) for annual factory maintenance services for the Daikin/McQuay HVAC equipment located in buildings A, B, C, J, M-east, and O in the amount of \$37,887.
- 6. Board Action No. 042-M-24, Fall Impact Magazine**, authorizes the administration to purchase print services for the Fall Impact Magazine from Cardinal ColorGroup (Rolling Meadows, IL), the lowest responsible bidder, in an amount not to exceed \$43,500.

MINUTES OF REGULAR MEETING OF
SEPTEMBER 12, 2023

H. Resolution of Appreciation

1. Board Action No. 043-A-24, Director of Payroll, Ms. Theresa Reddick

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

Second: Trustee Rodriguez seconded the motion.

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

11. Old Business

No old business was brought forward.

12. New Business

- Trustee Ollayos shared that ACCT's Governance Leadership meeting is November 30 and December 1 in Illinois.
- Student Trustee Kolbusz shared that Student Government's Power Passion Panel of Legislators event will be September 19 from 11:00 a.m.-1:30 p.m. in Jobe Lounge.
- Student Trustee Kolbusz shared that the first event for Latinx Heritage month, Human Rights, is September 21 from 5:30 p.m. -7:00 p.m. in Building B.

13. Adjournment

Motion: Trustee Rodriguez 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 7:33 p.m.

Shane Nowak, Board Secretary

Diane Kerruish, Board Recorder