



BOARD OF TRUSTEES AGENDA

April 9, 2024



Elgin
Community
College

Bright Choice. Bright Future.

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

**Regular Board Meeting
April 9, 2024**

5:00 p.m. Board Dinner	Dining Bay	Building E
5:30 p.m. Open Session	Room E 100.01	Elgin Community College
5:35 p.m. Closed Session	Room E 100.01	1700 Spartan Drive
6:30 p.m. Reconvene Open Session	Seigle Auditorium, Room E 125	Elgin, IL 60123

The Regular Board Meeting will be conducted in person. Anyone wishing to provide public comment is welcome to do so in-person at the appropriate time indicated on the agenda. Written comments can be sent to dkerruish@elgin.edu in advance of the meeting by 4:00 p.m. which will be read aloud at the appropriate time on the agenda.

Agenda

Call to Order by Presiding Officer

1. Roll Call

2. Recess to Closed Session

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

3. Reconvene Open Session

4. Preliminary Matters

- A. Roll Call
- B. Consideration of and possible actions on any requests for a board member's electronic participation in a meeting
- C. Pledge of Allegiance
- D. 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 (March) 2
- B. Treasurer (February) 4
- C. Student (March 2 – March 20) 23

College Reports Under Separate Cover

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

Actions

- Acceptance of College Reports** 1

9. Public Hearing – General Obligation Bonds

- 10. Resolution Authorizing Issuance of Not to Exceed \$55,000,000 General Obligation Bonds (Alternate Revenue Source), Series 2024, of Elgin Community College District No. 509** 2

11. Consent Agenda Approval

- A. Minutes of the Regular Board Meeting of March 12, 2024 7
- B. Closed Session Minutes of the Regular Board Meeting of March 12, 2024 15
- C. Destruction of Audiotape of Closed Session of June 1, 2 and 13, 2022 16
- D. Release of Select Closed Sessions of September 2022 – December 2023 17
- E. Ratification of Report of Expenses 19
- F. Ratification of Board of Trustees Travel Expenses 20
- G. Application for Permanent Curriculum Approval: Associate of Applied Science Degree in Magnetic Resonance Imaging 21

H. Faculty Supplemental Assignment Chart Addition Nursing Clinical Orientation / Training Compensation	22
I. Trustees' In-State Attendance at Illinois Community College Trustee Association (ICCTA) Meeting	23
J. Purchases	
1. Billboard Advertising Services	24
2. Building Demolition Project	25
3. Computer Equipment and Software License Purchase	27
4. Spring Impact Magazine	29
5. Virtual Reality Hardware and Software Purchase	30
6. Ratification of Computer Equipment Purchase	31
K. Personnel	
1. Ratification of Appointment: Interim Chief Marketing and Communications Officer and Government Relations Officer, Ms. Paula Amenta	32
2. Resolution of Appreciation. Retiree, Dr. Lourdes (Lulu) Blacksmith	33
12. Resolution Appointing the Student Trustee for 2024-2025	35
13. Resolution of Appreciation, 2023-2024 Student Trustee, Ryan Kolbusz	37
14. Affirmation of Service – All Trustees	39
15. Election of Officers	
A. Chair	40
B. Secretary	41
C. Vice Chair	42
16. Reorganization of the Board of Trustees	
A. Approval of Chair's Appointments	
1. Treasurer	43
2. Auditor	44
3. Legal Counsel	45
4. Committee Representatives and Liaisons	46
B. Confirmation of 2024 Schedule of Board Meetings	47
C. Administration Line of Succession During the President's Absence	48
17. Old Business	
18. New Business	
19. Adjournment	

Next regular meeting: 6:30 p.m. Tuesday, May 14, 2024

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 29All Facilities Closed: Memorial Day Weekend
Mon., June 5Summer 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 10Summer 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. 4All Facilities Closed: Labor Day (No Classes Labor Day Weekend)
Mon., Sept. 25.....12-Week Fall Session Begins
Mon., Oct. 16.....2nd 8-Week Fall Session Begins
5:00 pm Wed., Nov. 22 – Sun., Nov. 26All 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. 2Offices 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. 15All Facilities Closed: Martin Luther King, Jr. Day
Tues., Jan. 16Spring Semester Begins
Mon., Feb. 19.....All Facilities Closed: Presidents' Day
Tues., Feb. 20.....12-Week Spring Session Begins
Mon., Mar. 11.....2nd 8-Week Spring Session Begins
Mon., Mar. 25 – Sun., Mar. 31All 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 27All 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 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 ¹	AUG	SEP	OCT	NOV	DEC	JAN	FEB ¹	MAR	APR	MAY	JUN
Suggested Reports for CTW and Board Meetings¹	Board Policy Review Period <i>(cont'd from Jun)</i>		Attorney reviews closed session minutes	Board adopts course fees for next fiscal year Board attends ACCT Annual Congress Board awards faculty tenure Board adopts audit report from the previous fiscal year (Finance Committee)	Board adopts tax levy Board conducts semi-annual self-evaluation	Board articulates budgetary considerations for next fiscal year	Board adopts tuition for the next fiscal year Board provides input regarding budget projections and considerations proposed for the next fiscal year	Board attends ACCT Legislative Summit	Attorney reviews closed session minutes Board awards faculty tenure Board and College discuss budget and considerations in preparation for budget adoption in June (Finance Committee)	Board seats student trustee Board plans state lobby events (ICCTA) Board approves external audit firm and legal counsel Board presents and discusses President's evaluation with President	Board seats newly elected trustees (in odd years)	Board Policy Review Period <i>(cont'd thru Jul)</i> Board adopts the next fiscal year's budget including auxiliary business unit operating parameters and transfers Board retreats and conducts semi-annual self-evaluation and goal setting
		Vendor Report (Finance) Grant Monitoring Report (Apr-Jun) Quarterly Student Success and Equity Report (EDI)	Campus Crime Report (Clery Act) Faculty Tenure Recommendations (TLSD) ICCB Program Report from previous fiscal year (TLSD)	Update on General Education (TLSD) Course and lab fees (TLSD) Performance Report on Key Indicators (PIE) Quarterly Student Success and Equity Report (EDI)	Institutional Advancement and ECC Foundation Annual Report (ECCF) Grant Monitoring Report (Jul-Sep)	Annual Insurance Report (Finance) Community Report (Communications) Quarterly Student Success and Equity Report (EDI)	Faculty Tenure Recommendations (TLSD) Auxiliary unit business plans for next fiscal year	Grant Monitoring Report (Oct-Dec)	Quarterly Student Success and Equity Report (EDI)	Committee Representation Report (CELA)	ICCB RAMP (Operations & Maintenance) Grant Monitoring Report (Jan-Mar)	
¹ Committee of the Whole (COTW) and Board of Trustees meetings are not held in February and July. Reports provided to the Board on a monthly basis include: enrollment updates (e.g., headcounts, seats/hours, etc.) as part of the President's Report, Illinois Community College Trustees Association Report, ECC Foundation/Institutional Advancement Report, Personnel Report, Marketing and Communications Report, Report of Expenses, and Student Activities Report.												
Cabinet Activities	Departments review their accomplishments from the previous fiscal year	Employees update goals for the current fiscal year into the performance management system Finance audits budget from the previous fiscal year TLSD compiles and summarizes five-year progress and goals for academic programs	TLSD & Finance recommend course fees for the next fiscal year PIE summarizes performance indicators from the previous fiscal year President previews goals for the current fiscal year with the Board	Finance proposes tax levy and abatements TLSD drafts academic calendar for the fiscal year that follows the next	Finance places tax levy on display and prepares tax levy hearing Finance makes tuition recommendation for the next fiscal year	Finance outlines budget projections for expected revenues and expenditures for the next fiscal year (e.g., capital outlay, staffing needs, and auxiliary operating parameters)	Cabinet accepts proposals for new positions for next fiscal year, deliberates, finalizes, and communicates selections	Departments outline goals and budgets for the next fiscal year	Cabinet retreats to affirm progress of the current fiscal year and directions for the next fiscal year	Strategic Budget Council reviews department budget requests for the next fiscal year	Finance finalizes budget for the next fiscal year and places it on display for the public	Finalize Budget and Goals for the Next Fiscal Year
	Goal and Budget Review Period: Departments review their accomplishments from the previous fiscal year	Goal and Budget Planning Period: Cabinet accepts proposals for new positions for next fiscal year, deliberates, finalizes, and communicates selections	Goal and Budget Review Period: TSLD & Finance recommend course fees for the next fiscal year PIE summarizes performance indicators from the previous fiscal year President previews goals for the current fiscal year with the Board	Goal and Budget Review Period: Finance proposes tax levy and abatements TLSD drafts academic calendar for the fiscal year that follows the next	Goal and Budget Review Period: Finance places tax levy on display and prepares tax levy hearing Finance makes tuition recommendation for the next fiscal year	Goal and Budget Review Period: Finance outlines budget projections for expected revenues and expenditures for the next fiscal year (e.g., capital outlay, staffing needs, and auxiliary operating parameters)	Goal and Budget Review Period: Cabinet accepts proposals for new positions for next fiscal year, deliberates, finalizes, and communicates selections	Goal and Budget Review Period: Departments outline goals and budgets for the next fiscal year	Goal and Budget Review Period: Cabinet retreats to affirm progress of the current fiscal year and directions for the next fiscal year	Goal and Budget Review Period: Strategic Budget Council reviews department budget requests for the next fiscal year	Goal and Budget Review Period: Finance finalizes budget for the next fiscal year and places it on display for the public	Goal and Budget Review Period: Finalize Budget and Goals for the Next Fiscal Year

ICCTA MEETING AND CONVENTION SCHEDULE****Meetings, dates, and locations are subject to change******ICCTA SEMINARS (Fridays) & BOARD OF REPRESENTATIVES (Saturdays): (unless otherwise noted)**

February 5, 2024	Board of Representatives Meeting in conjunction w/ACCT, Washington, DC
March 8 – 9, 2024	Kankakee Community College, Kankakee, IL
May 1, 2024	Committee and Board of Representatives Meeting in conjunction with ICCTA Lobby Day President Abraham Lincoln Hotel, Springfield, IL
May 2, 2024	Lobby Day, Springfield, IL
September 13 – 14, 2024	President Abraham Lincoln Hotel, Springfield, IL
November 15 – 16, 2024	Chicago Marriott Schaumburg, Schaumburg, IL

ICCTA ANNUAL CONVENTION:

June 7 - 8, 2024	The Westin Chicago Lombard, Lombard, IL
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ICCTA REGIONAL AND OTHER MEETINGS:**ILLINOIS COUNCIL OF COMMUNITY COLLEGE PRESIDENTS (ICCCP):**

February 1, 2024	Virtual
March 7 – 8, 2024	Kankakee Community College, Kankakee, IL (Joint meeting & ICCCP meetings)
May 1, 2024 (Tentative)	Springfield, IL
June 7, 2024	The Westin Chicago Lombard, Lombard, IL
September 13, 2024	President Abraham Lincoln Hotel, Springfield, IL
November 15, 2024	Chicago Marriott Schaumburg, Schaumburg, IL

ICCB MEETINGS:

February 2, 2024	Harry L. Crisp II Community College Center, Springfield, IL
March 22, 2024	Joliet Junior College, Joliet, IL
June 7, 2024	The Westin Chicago Lombard, Lombard, IL – ICCTA Convention
July 2024	Subject to Call
September 20, 2024	John Wood Community College, Quincy, IL
December 6, 2024	Harry L. Crisp II Community College Center, Springfield, IL

IBHE MEETINGS:

January 17, 2024	Loyola University of Chicago, Chicago, IL & Videoconference
March 13, 2024	Monmouth College, Monmouth, IL & Videoconference
June 26, 2024	TBD
August 14, 2024	Southern Illinois University, Carbondale, IL & Videoconference
November 13, 2024	Lake Land College, Mattoon, IL & Videoconference

ISAC MEETINGS:

April 18, 2024	In-person at either Springfield or Deerfield Office
June 20, 2024	In-person at either Springfield or Deerfield Office
September 19, 2024	In-person at either Springfield or Deerfield Office
December 5, 2024	In-person at either Springfield or Deerfield Office

ACCT/AACC EVENTS:

February 4 – 7, 2024	ACCT National Legislative Summit (NLS), Marriott Marquis, Washington, DC
April 5 – 9, 2024	AACC 2024, Louisville, KY
October 23 – 26, 2024	ACCT Leadership Congress, Arch/Washington State Convention Ctr, Seattle, WA

OTHER DATES/MEETINGS:

February 23, 2024	Deadline for ICCTA Awards – Distinguished Alumnus, Equity and Diversity, Gary W. Davis Ethical Leadership, Gigi Campbell Student Trustee Excellence Scholarship, Pacesetter, Professional Board Staff Member, and Ray Hartstein Trustee Achievement
March 29, 2024	Deadline for ICCTA Awards – Advocacy, Business/Industry Partnership, Certificate of Merit, Gandhi/King Peace Scholarship, Gregg Chadwick Student Service Scholarship, Honorary Membership, Lifelong Learning, Michael S. Monaghan Meritorious Service, Outstanding Adjunct Faculty Member, Outstanding Full-Time Faculty Member, and Paul Simon Student Essay Contest
April 25, 2024	Phi Theta Kappa Banquet, Abraham Lincoln Hotel, Springfield, 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

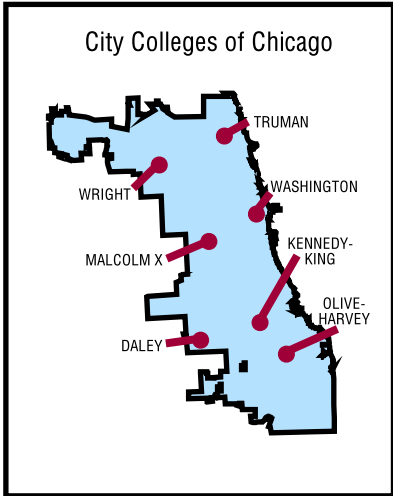
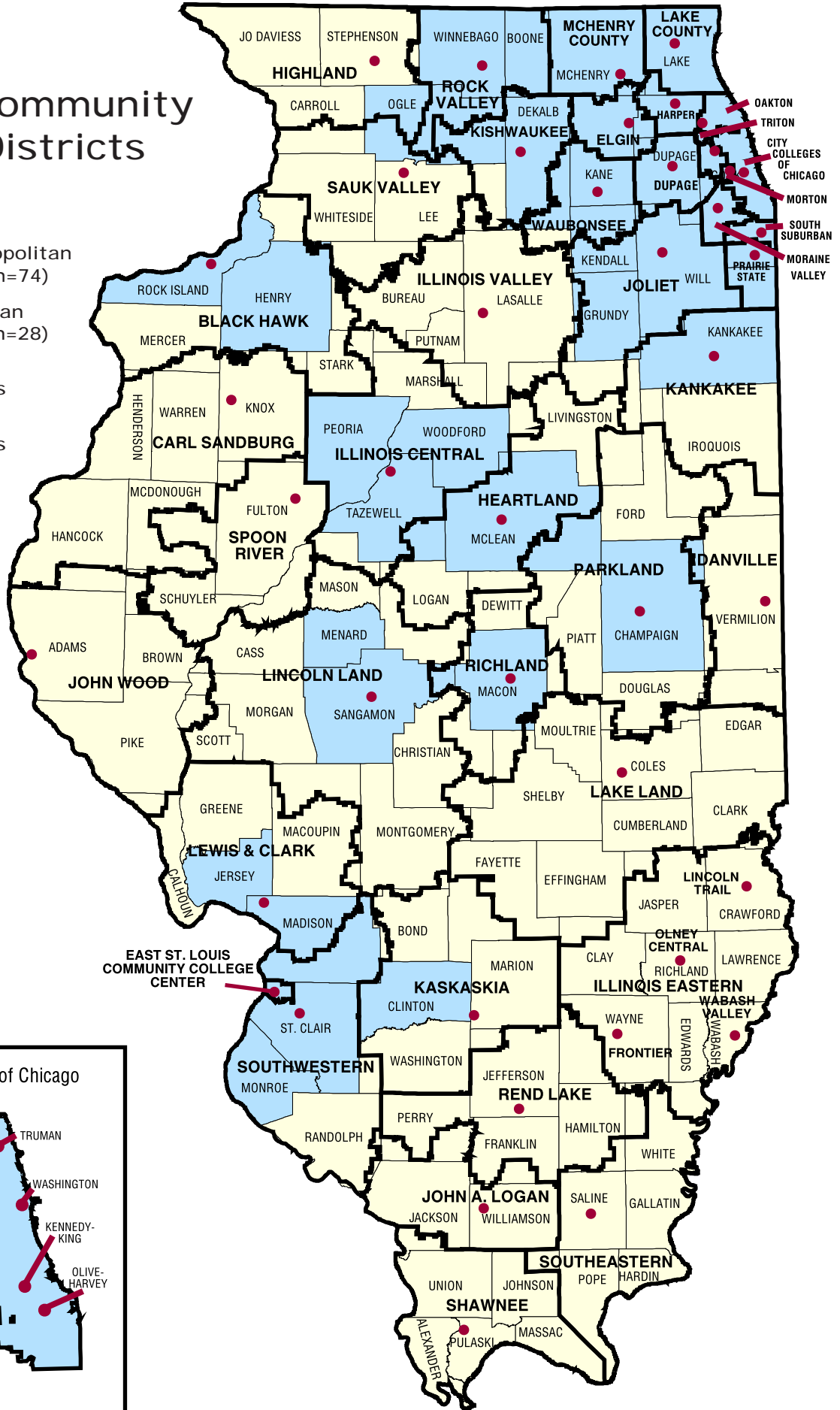
- 🎓 The average full-time Illinois community college student pays **\$4,410 per year in tuition and fees; nearly one-third the average tuition and fees** at Illinois public universities.
- 🎓 College costs can be reduced and students are able to gain access to college-level coursework during high school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

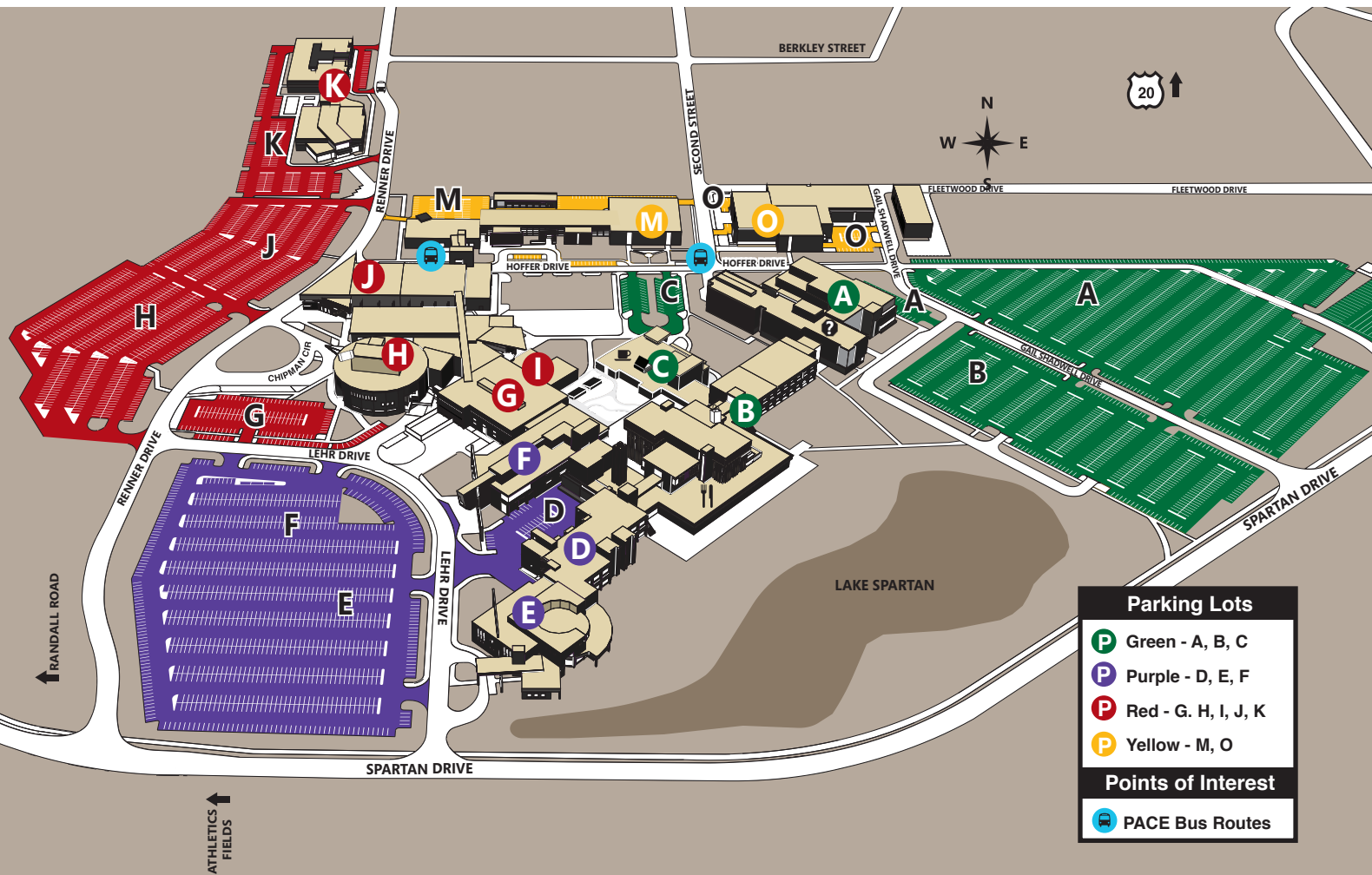
K BUILDING

- 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 (March)
- B. Treasurer (February)
- C. Student (March 2-March 20)

College reports/procedures presented under separate cover:

- D. Institutional Advancement and ECC Foundation (March)
- E. Community Engagement and Legislative Affairs (February)
- F. Diversity, Equity, Inclusion & Belonging Report (quarterly)

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
Evan	Courtois	NH	Lab Assistant II - Welding	3/11/2024	\$16.00	9
Sandra	Gonzalez	NH	Dean of College Transitions and Secondary Partnerships	3/18/2024	\$120,000.00	19
David	Meraz	NH	Student Success Specialist - Certified Recovery Support Specialist Program	3/4/2024	\$45,760.00	12
Minna	Seun	NH	Digital Analytics and SEO Specialist	3/4/2024	\$49,796.00	212
Angel	Vazquez	NH	Administrative Assistant I - Small Business Development Center	3/4/2024	\$15.72	9
Andrea	Alfaro	RH	Testing Assistant III - Full Time	3/18/2024	\$35,256.00	10
Jonathan	Rodriguez Marin	RH	Administrative Assistant III - TRiO Student Support Services	3/4/2024	\$34,935.00	11
Elizabeth	Utley	PF	Academic Advisor	3/4/2024	\$52,083.00	14
Megan	Highland	RES	Student Life Coordinator IV	3/1/2024		
Carol	McCabe	RES	Gobal Engagement Specialist	3/22/2024		
Maria	Olivera	RES	Custodian I	2/26/2024		
Katelyn	Schultz	RES	Catering Services Assistant	2/16/2024		

Key
NH - New Hire
RH - Rehire
PF - Part-time to Full-Time
RES - Resignation

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

HUMAN RESOURCES STAFFING REPORT

Evan Courtois

Evan Courtois joins Elgin Community College as a Lab Assistant II - Welding. Evan is currently earning his associate's degree in Boiler making/Welding at Elgin Community College. Evan comes to the College from Kacoa Landscaping, where he served in lawn maintenance.

Sandra Gonzalez

Sandra Gonzalez joins Elgin Community College as the Dean of College Transitions and Secondary Partnerships. Sandra received a Master of Education in International Teaching from Framingham State College and a Bachelor's degree in Mass Communication from Mankato State University. Sandra comes to the College from Minneapolis Community and Technical College, where she served as a College Now Coordinator.

David Meraz

David Meraz joins Elgin Community College as a Student Success Specialist – Certified Recovery Support Specialist Program. David received a Bachelor of Science in Health Science from Benedictine University. He comes to the College from Casa Iskali, where he served as a Hospitality Associate.

Minna Seun

Minna Seun joins Elgin Community College as a Digital Analytics and SEO Specialist. Minna received a Bachelor of Arts in Psychology from Northern Illinois University. She comes to the College from XSN, Inc, where she served as a Digital Marketing Specialist.

Angel Vazquez

Angel Vazquez joins Elgin Community College as an Administrative Assistant I – Small Business Development Center. Angel is currently earning his associate's degree at Elgin Community College. He comes to the College from Burlington, where he served as a Stockroom Associate.

Andrea Alfaro

Andrea Alfaro joins Elgin Community College as a Testing Assistant III – Full Time. Andrea received an Associate of Applied Science in Accounting from Elgin Community College. She comes to the College from Popular Creek Public Library, where she served as a Circulation Clerk.

Jonathan Rodriguez Marin

Jonathan Rodriguez Marin joins Elgin Community College as an Administrative Assistant III – TRiO Student Support Services. Jonathan received a Bachelor of Science in Electrical Engineering/Biomedical Engineering from Northern Illinois University. He comes to the College from Kapital Trading LLC., where he served as a JavaScript Developer.

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

ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of February 29, 2024

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
Certificate of Deposit	7/18/2023	4/5/2024	5.394%	249,812.84	240,500.00	Vast Bank, National Association
Certificate of Deposit	7/18/2023	4/5/2024	5.235%	249,796.73	240,750.00	Cornerstone Bank
Certificate of Deposit	7/18/2023	4/5/2024	5.195%	249,882.84	240,900.00	Crystal Lake Bank and Trust Company, National Association
Certificate of Deposit	7/18/2023	4/5/2024	5.195%	249,882.84	240,900.00	Beverly Bank & Trust Company, National Association
Certificate of Deposit	7/18/2023	4/5/2024	5.195%	249,882.84	240,900.00	Barrington Bank & Trust Company, National Association
Certificate of Deposit	7/20/2023	4/5/2024	5.231%	249,876.40	240,900.00	Southside Bank
Certificate of Deposit	7/20/2023	4/5/2024	5.314%	249,863.15	240,750.00	Third Coast Bank, SSB
Certificate of Deposit	7/20/2023	4/5/2024	5.230%	249,771.06	240,800.00	Truxton Trust Company
Certificate of Deposit	7/24/2023	4/5/2024	5.240%	249,857.22	241,000.00	Old Plank Trail Community Bank, National Association
Certificate of Deposit	7/24/2023	4/5/2024	5.240%	249,857.22	241,000.00	Town Bank, National Association
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	5/1/2023	4/30/2024	4.940%	249,862.14	238,100.00	The First National Bank of McGregor
Certificate of Deposit	5/2/2023	5/2/2024	4.838%	249,860.67	238,300.00	Capital Community Bank
Certificate of Deposit	5/2/2023	5/2/2024	4.818%	249,812.92	238,300.00	The First State Bank of Healy
Certificate of Deposit	5/2/2023	5/2/2024	4.816%	249,859.37	238,350.00	American Plus Bank, N.A.
Certificate of Deposit	5/2/2023	5/2/2024	5.000%	249,775.08	237,850.00	Sentry Bank
Certificate of Deposit	1/6/2023	7/5/2024	4.513%	1,334,562.71	1,250,000.00	BAXTER
Certificate of Deposit	8/4/2023	7/12/2024	5.372%	249,751.32	237,750.00	Baxter Credit Union
Certificate of Deposit	8/10/2023	7/12/2024	5.312%	249,881.98	238,200.00	Preferred Bank
Certificate of Deposit	8/10/2023	7/12/2024	5.316%	249,754.49	238,100.00	5Star Bank
Certificate of Deposit	8/15/2023	7/12/2024	5.280%	249,797.19	238,350.00	DMB Community Bank
Certificate of Deposit	1/9/2024	7/26/2024	5.136%	249,855.73	243,050.00	CrossFirst Bank
Certificate of Deposit	7/30/2021	7/30/2024	0.230%	248,804.59	247,100.00	Wisconsin River Bank
Certificate of Deposit	8/11/2023	8/12/2024	5.230%	249,884.11	237,400.00	Exchange Bank
Certificate of Deposit	8/17/2023	8/19/2024	5.200%	249,793.71	237,350.00	NexBank
Certificate of Deposit	8/17/2023	8/19/2024	5.211%	249,819.99	237,350.00	Global Bank
Certificate of Deposit	8/22/2023	8/22/2024	5.240%	249,874.08	237,400.00	CIBC Bank USA
Certificate of Deposit	8/22/2023	8/22/2024	5.248%	249,788.99	237,300.00	The Corner Stone Bank
Certificate of Deposit	8/29/2023	8/27/2024	5.368%	1,580,299.40	1,500,000.00	Western Alliance Bank
Certificate of Deposit	9/12/2023	9/12/2024	5.332%	249,882.84	237,200.00	Pacific National Bank
Certificate of Deposit	9/15/2023	9/16/2024	5.290%	249,868.68	237,250.00	COREBANK
Certificate of Deposit	9/15/2023	9/16/2024	5.605%	249,897.66	236,600.00	Consumers Credit Union
Certificate of Deposit	1/16/2024	10/4/2024	5.150%	249,857.23	240,950.00	Financial Federal Bank
Certificate of Deposit	1/16/2024	10/4/2024	5.185%	249,893.26	240,950.00	GBank
Certificate of Deposit	1/16/2024	10/4/2024	4.978%	2,071,464.99	2,000,000.00	Western Alliance Bank
Certificate of Deposit	2/29/2024	10/4/2024	5.101%	249,888.86	242,500.00	BOM Bank
Certificate of Deposit	4/7/2023	10/7/2024	5.190%	249,697.38	231,500.00	First Priority Bank
Certificate of Deposit	10/17/2023	10/16/2024	5.414%	249,884.41	237,050.00	First National Bank
Certificate of Deposit	10/17/2023	10/16/2024	5.343%	249,872.41	237,200.00	First Guaranty Bank
Certificate of Deposit	10/17/2023	10/16/2024	5.341%	249,868.57	237,200.00	The Valley State Bank
Certificate of Deposit	10/23/2023	10/22/2024	5.421%	249,847.77	237,000.00	Bank 7
Certificate of Deposit	10/23/2023	10/22/2024	5.285%	249,893.95	237,350.00	CIBM Bank
Certificate of Deposit	5/2/2023	11/4/2024	4.793%	249,888.02	233,000.00	Schertz Bank & Trust
Certificate of Deposit	1/26/2023	1/27/2025	4.144%	249,874.33	230,700.00	Riverside Bank
Certificate of Deposit	8/29/2023	2/19/2025	5.130%	1,614,761.04	1,500,000.00	Western Alliance Bank
Certificate of Deposit	2/26/2024	2/26/2025	4.972%	249,867.44	238,050.00	First State Bank of DeQueen
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	5/2/2023	5/2/2025	4.815%	249,724.77	227,350.00	EagleBank
Certificate of Deposit	8/15/2023	8/15/2025	4.942%	249,854.33	227,350.00	First Bank of Ohio
Certificate of Deposit	8/15/2023	8/15/2025	5.266%	249,857.44	225,550.00	Vibrant Credit Union
Certificate of Deposit	9/15/2023	9/15/2025	5.036%	249,892.95	227,000.00	First National Bank
Certificate of Deposit	10/23/2023	10/23/2025	5.235%	249,861.83	226,150.00	Bank of Crockett
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.
Certificate of Deposit	2/26/2024	2/26/2026	4.647%	249,876.75	228,600.00	American National Bank & Trust
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	8/1/2023	4/5/2024	5.255%	2,000,000.00	1,930,132.89	Federal Home Loan Discount
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	1/10/2024	4/11/2024	5.230%	4,500,000.00	4,441,603.00	Treasury Bill
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	9/21/2023	5/2/2024	5.311%	1,750,000.00	1,694,020.22	Federal Home Loan Discount
Treasury Bills	5/5/2023	5/3/2024	4.943%	238,000.00	238,242.03	Associated BK Green Bay
Treasury Bills	5/8/2023	5/7/2024	4.943%	237,000.00	237,241.65	Veritex Community Bank
Treasury Bills	5/4/2023	5/16/2024	4.950%	243,000.00	243,363.45	Charles Schwab Bank SSB
Treasury Bills	9/21/2023	5/16/2024	5.311%	9,000,000.00	8,694,705.50	Federal Home Loan Discount
Treasury Bills	2/29/2024	5/30/2024	5.270%	3,000,000.00	2,961,199.38	WI Treasury Note
Treasury Bills	8/1/2023	5/31/2024	5.252%	2,000,000.00	1,915,065.78	Federal Home Loan Discount
Treasury Bills	7/1/2022	6/30/2024	2.840%	750,000.00	734,238.28	U.S. Treasury Note
Treasury Bills	8/16/2023	7/5/2024	5.270%	3,500,000.00	3,341,523.50	Federal Home Loan Discount
Treasury Bills	1/10/2024	7/12/2024	4.980%	1,500,000.00	1,462,765.67	Federal Home Loan Discount
Treasury Bills	7/22/2021	7/15/2024	0.225%	1,742,000.00	1,749,757.34	U.S. Treasury Note
Treasury Bills	12/15/2023	7/15/2024	5.150%	772,540.07	750,000.00	ISDLAF+ Term Series IL

ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of February 29, 2024

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
Treasury Bills	7/16/2021	7/16/2024	0.310%	249,000.00	249,297.65	Hanmi Bank
Treasury Bills	1/18/2024	7/18/2024	5.047%	1,250,000.00	1,219,394.09	WI Treasury Note
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	8/23/2023	8/21/2024	5.231%	250,000.00	237,442.53	Federal Home Loan Discount
Treasury Bills	2/28/2023	8/31/2024	4.929%	500,000.00	478,183.59	U.S. Treasury Note
Treasury Bills	9/18/2023	9/13/2024	5.301%	1,250,000.00	1,186,912.74	Federal Home Loan Discount
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	5/5/2023	11/5/2024	4.817%	243,000.00	243,289.78	Mercantile 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	8/16/2023	2/15/2025	5.029%	750,000.00	712,265.63	U.S. Treasury Note
Treasury Bills	8/18/2023	2/15/2025	5.054%	500,000.00	474,765.63	U.S. Treasury Note
Treasury Bills	8/25/2023	2/25/2025	5.046%	248,000.00	248,193.92	Cortrust Bank
Treasury Bills	8/23/2023	2/28/2025	5.072%	500,000.00	471,445.31	U.S. Treasury Note
Treasury Bills	8/30/2023	2/28/2025	5.032%	248,000.00	248,422.32	State Bank of Texas/Dallas
Treasury Bills	2/29/2024	2/28/2025	4.853%	237,000.00	237,445.28	S & T Bank
Treasury Bills	9/18/2023	3/15/2025	5.088%	1,250,000.00	1,190,771.48	U.S. Treasury Note
Treasury Bills	9/22/2023	3/21/2025	5.122%	248,000.00	248,634.38	Essa Bank & Trust PA
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	8/30/2023	8/15/2025	4.780%	1,250,000.00	1,185,742.19	U.S. Treasury Note
Treasury Bills	8/22/2023	8/22/2025	4.905%	248,000.00	248,683.09	Tab Bank Inc.
Treasury Bills	8/25/2023	8/25/2025	4.875%	248,000.00	248,590.36	Investar Bank NA
Treasury Bills	8/30/2023	8/29/2025	4.907%	243,000.00	243,654.36	Security Bank and Trust
Treasury Bills	8/30/2023	8/29/2025	4.878%	248,000.00	248,575.43	First Financial Bank
Treasury Bills	8/31/2023	8/29/2025	4.906%	248,000.00	248,680.02	Rivers Edge Bank
Treasury Bills	2/29/2024	8/29/2025	4.855%	243,000.00	243,502.59	Bank of America NA
Treasury Bills	2/29/2024	8/29/2025	4.854%	248,000.00	248,521.69	Meridian Bank
Treasury Bills	8/30/2023	9/2/2025	4.906%	243,000.00	243,662.41	Home Federal Savings Bank MN
Treasury Bills	9/20/2023	9/22/2025	5.106%	243,000.00	243,658.17	American Express National Bank
Treasury Bills	9/20/2023	9/22/2025	5.006%	243,000.00	243,659.55	Eaglemark Savings Bank
Treasury Bills	9/22/2023	9/22/2025	5.083%	243,000.00	243,533.69	Northern Bank & Trust MA
Treasury Bills	9/27/2023	9/26/2025	5.006%	248,000.00	248,680.35	Bank of Deerfield
Treasury Bills	9/27/2023	9/26/2025	5.056%	248,000.00	248,679.75	Signature Bank of Arkansas
Treasury Bills	1/11/2023	1/8/2026	4.017%	247,000.00	247,575.71	Popular Bank
Treasury Bills	2/29/2024	3/2/2026	4.606%	244,000.00	244,665.81	BMO Bank NA
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
Treasury Bills	2/27/2024	2/28/2027	4.325%	1,000,000.00	910,703.13	U.S. Treasury Note
Money Market Funds	2/29/2024	2/29/2024	5.119%	56.92	56.92	LIQ General Fund #10896-101
Money Market Funds	2/29/2024	2/29/2024	5.135%	19,431,029.30	19,431,029.30	MAX General Fund #10896-101
Money Market Funds	2/29/2024	2/29/2024	5.135%	834,902.14	834,902.14	MAX Campus Door Project #10896-217
Money Market Funds	2/29/2024	2/29/2024	1.000%	11,492,535.50	11,492,535.50	US Bank - IL Funds (01-00000-125000)
			3.96%	\$ 136,419,558.57	\$ 135,199,132.50	

*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 February 29, 2024**

	2024 Budget	Fiscal Year Actual	% Actual Budget	Prior Yr Feb. 28 2023 Actual	% of FY2023 Budget
REVENUES					
Property Taxes	40,411,000	41,097,614	101.70%	\$39,690,613	99.86%
Local Grants and Contracts	-	1,000	-	50,517	-
Personal Property Replacement Tax	890,000	843,284	94.75%	1,155,257	154.03%
Illinois Community College Board	6,976,437	4,919,860	70.52%	4,600,298	72.20%
Student Tuition and Fees *	24,349,800	22,940,228	94.21%	21,268,717	87.81%
Payment Plan and Late Fees	150,000	135,715	90.48%	115,030	74.21%
Investment Income	725,000	4,854,676	630.94%	1,172,695	234.54%
Miscellaneous External Revenue	803,458	369,189	45.95%	225,204	5.85%
Miscellaneous Internal Revenue	-	1,070	-	-	-
TOTAL REVENUES	74,305,695	75,162,636	100.78%	68,278,330	90.33%
EXPENDITURES BY OBJECT					
Salaries	47,927,578	\$31,580,643	65.89%	30,755,494	66.36%
Employee Benefits	10,128,699	5,882,530	58.08%	5,401,438	56.28%
Contractual Services	5,461,664	3,731,715	68.33%	2,521,288	61.58%
General Material & Supplies	5,000,152	3,102,997	62.06%	3,450,605	65.06%
Professional Development	707,258	491,301	69.47%	395,769	52.14%
Fixed Charges	249,571	77,740	31.15%	123,116	58.05%
Utilities	1,300	1,027	79.00%	1,120	86.12%
Capital Outlay	2,253,414	2,083,874	92.48%	555,743	25.32%
Other	480,030	203,688	42.43%	84,144	21.90%
Waivers/Institutional Scholarships	275,000	354,126	128.77%	360,344	80.08%
TOTAL EXPENDITURES BY OBJECT	72,484,666	47,509,641	65.54%	43,649,059	62.94%
EXPENDITURES BY FUNCTION					
Instruction	34,280,254	22,570,396	65.84%	20,754,403	62.70%
Academic Support	10,628,132	6,718,458	63.21%	6,874,164	67.58%
Student Services	6,782,929	4,267,015	62.91%	4,056,724	66.60%
Public Services	635,632	329,893	51.90%	287,963	45.90%
Institutional Support	19,882,719	13,269,754	66.74%	11,315,461	59.86%
Institutional Waiver	275,000	354,126	128.77%	360,344	80.08%
TOTAL EXPENDITURES BY FUNCTION	72,484,666	47,509,642	65.54%	43,649,059	62.94%
Excess (deficiency) of revenues over expenditures	1,821,029	27,652,994	-	24,629,271	-
OTHER FINANCING SOURCES (USES)					
Transfer to Student Life	(557,647)	(291,512)	52.28%	(413,706)	82.96%
Transfer to Athletics	(1,104,555)	(587,167)	53.16%	(550,013)	59.99%
Transfer to Early Childhood Lab School	(158,827)	-	-	(5,185)	2.67%
TOTAL OTHER FINANCING SOURCES (USES)	(1,821,029)	(878,679)	-	(968,904)	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	26,774,315	-	23,517,367	-
Fund Balance at beginning of year	-	47,825,820	-	46,440,691	-
Fund Balance	\$ -	\$ 74,600,135	-	\$ 69,958,058	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
OPERATIONS AND MAINTENANCE FUND
For the Months Ending February 29, 2024**

	2024 Budget	Fiscal Year Actual	% Actual Budget	Prior Yr Feb. 28 2023 Actual	% of FY2023 Budget
REVENUES					
Local Government Services:					
Property Taxes	\$ 12,524,047	\$ 12,405,046	99.05%	\$ 12,050,789	98.21%
State Government Services:					
Other Local Government (Hanover Park)	183,100	373	0.20%	-	-
Miscellaneous External Revenue	-	1,007	-	1,718	-
Miscellaneous Internal Revenue	10,000	2,208	22.08%	4,680	78.00%
Miscellaneous Internal Revenue (Security)	-	8,234	-	5,240	131.00%
Building Rental External Revenue (Net Comps)	198,663	126,403	63.63%	99,049	58.30%
TOTAL REVENUES	12,915,810	12,543,271	97.12%	12,161,476	96.97%
EXPENDITURES BY OBJECT					
INSTITUTIONAL SUPPORT					
Salaries	4,918,340	2,858,545	58.12%	2,748,416	63.98%
Employee Benefits	1,111,187	554,024	49.86%	535,689	58.13%
Contractual Services	404,999	656,725	162.15%	635,567	44.02%
General Material & Supplies	877,200	487,733	55.60%	482,207	56.68%
Professional Development	13,200	6,551	49.63%	1,687	18.96%
Fixed Charges	671,060	355,886	53.03%	583,947	116.87%
Utilities	2,814,209	1,619,894	57.56%	1,221,164	45.68%
Capital Outlay	730,100	448,435	61.42%	129,203	20.78%
Other	(19,447)	-	-	-	-
TOTAL INSTITUTIONAL SUPPORT	11,520,848	6,987,793	60.65%	6,337,880	55.93%
CAMPUS SAFETY AND SECURITY					
Salaries	668,095	425,598	63.70%	408,428	62.79%
Employee Benefits	359,285	213,760	59.50%	179,762	52.83%
Contractual Services	21,650	8,870	40.97%	11,212	21.25%
General Material & Supplies	85,310	34,726	40.71%	39,127	38.39%
Professional Development	13,825	8,970	64.88%	6,383	62.12%
Other	273,897	61,438	22.43%	4,339	8.08%
TOTAL CAMPUS SAFETY AND SECURITY	1,422,062	753,362	52.98%	649,251	53.68%
TOTAL EXPENDITURES BY OBJECT	12,942,910	7,741,155	59.81%	6,987,131	55.71%
EXPENDITURES BY FUNCTION					
Institutional Support	11,520,848	6,987,793	60.65%	6,337,879	55.93%
Campus Safety and Security	1,422,062	753,362	52.98%	649,250	53.68%
TOTAL EXPENDITURES BY FUNCTION	12,942,910	7,741,155	59.81%	6,987,129	55.71%
Excess (deficiency) of revenues over expenditures	(27,100)	4,802,116	-	5,174,347	-
OTHER FINANCING SOURCES (USES)					
Transfer to O&M Facility Rental	(137,125)	-	-	-	-
Transfer from Other Funds	137,125	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	(27,100)	4,802,116	-	5,174,347	-
Fund Balance at beginning of year	-	20,477,286	-	18,647,890	-
Fund Balance	\$ (27,100)	\$ 25,279,402	-	\$ 23,822,237	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
CAPITAL PROJECT FUND
For the Months Ending February 29, 2024**

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	Feb. 28 2023	FY2023
				Actual	Budget
REVENUES					
BABS Rebates	\$11,745,000	-	-	-	-
TOTAL REVENUES	11,745,000	-	-	-	-
EXPENDITURES BY OBJECT					
Contractual Services	495,000	863,466	174.44%	652,168	72.68%
General Material & Supplies	-	-	-	1,690	84.50%
Capital Outlay	11,250,000	6,787,914	60.34%	3,641,392	51.28%
TOTAL EXPENDITURES BY OBJECT	11,745,000	7,651,380	65.15%	4,295,250	53.69%
EXPENDITURES BY FUNCTION					
Institutional Support	11,745,000	7,651,380	65.15%	4,295,250	53.69%
TOTAL EXPENDITURES BY FUNCTION	11,745,000	7,651,380	65.15%	4,295,250	53.69%
Excess (deficiency) of revenues over expenditures	-	(7,651,380)	-	(4,295,250)	-
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	-	-
Fund Balance Released from Reserved Fund Balance	11,745,000	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	11,745,000	-	-	-	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	(7,651,380)	-	(4,295,250)	-
Fund Balance at beginning of year	-	44,301,582	-	53,481,330	-
Fund Balance	\$ -	\$36,650,202	-	\$49,186,080	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
 BOND AND INTEREST FUND
 For the Months Ending February 29, 2024**

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	Feb. 28 2023	FY2023
				Actual	Budget
REVENUES					
Property Taxes	\$ 10,638,700	\$ 10,479,428	98.50%	\$ 10,471,691	98.71%
TOTAL REVENUES	10,638,700	10,479,428	98.50%	10,471,691	98.71%
EXPENDITURES BY OBJECT					
Fixed Charges	10,423,499	8,485,507	81.41%	8,639,663	81.01%
TOTAL EXPENDITURES BY OBJECT	10,423,499	8,485,507	81.41%	8,639,663	81.01%
EXPENDITURES BY FUNCTION					
Institutional Support	10,423,499	8,485,507	81.41%	8,639,663	81.01%
TOTAL EXPENDITURES BY FUNCTION	10,423,499	8,485,507	81.41%	8,639,663	81.01%
Excess (deficiency) of revenues over expenditures and other sources (uses)	215,201	1,993,921	-	1,832,029	-
Fund Balance at beginning of year	-	4,699,641	-	4,534,356	-
Fund Balance	\$ 215,201	\$ 6,693,562	-	\$ 6,366,385	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, CONTINUING ED
For the Months Ending February 29, 2024**

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	Feb. 28 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$447,700	\$216,062	48.26%	\$209,999	88.23%
TOTAL REVENUES	447,700	216,062	48.26%	209,999	88.23%
OPERATING EXPENSES					
Salaries	150,441	149,830	99.59%	71,495	60.77%
Employee Benefits	22,855	35,635	155.92%	9,359	47.85%
Contractual Services	59,000	32,675	55.38%	74,285	60.39%
General Material & Supplies	50,500	23,208	45.96%	21,776	43.03%
Professional Development	2,500	858	34.32%	-	-
Others	6,000	448	7.47%	-	-
TOTAL OPERATING EXPENSES	291,296	242,654	83.30%	176,914	56.56%
Excess (deficiency) of revenues over expenditures	156,404	(26,592)	-	33,084	-
OTHER FINANCING SOURCES (USES)					
Transfers from Education Funds	-	-	-	-	-
Transfers from Corporate Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	156,404	(26,592)	-	33,084	-
Retained Earnings at beginning of the year	-	(14,954)	-	(17,350)	-
Retained Earnings	\$156,404	(\$41,546)	-	\$15,734	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, CORPORATE TRAINING
For the Months Ending February 29, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	Feb. 28 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 256,000	\$ 53,977	21.08%	\$ 700	0.25%
TOTAL REVENUES	256,000	53,977	21.08%	700	0.25%
OPERATING EXPENSES					
Salaries	99,539	66,602	66.91%	26,663	35.45%
Employee Benefits	7,493	17,053	227.58%	9,181	37.29%
Contractual Services	45,000	22,144	49.21%	500	3.85%
General Material & Supplies	30,500	7,001	22.95%	23	0.48%
Professional Development	6,000	369	6.14%	228	11.67%
Other	3,000	-	-	-	-
TOTAL OPERATING EXPENSES	191,532	113,169	60.03%	36,595	30.59%
Excess (deficiency) of revenues over expenditures	64,468	(59,192)	(87.73)%	(35,895)	(23.10)%
OTHER FINANCING SOURCES (USES)					
Transfers to Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	64,468	(59,192)	-	(35,895)	-
Retained Earnings at beginning of the year	-	4,311	-	14,096	-
Retained Earnings	\$ 64,468	\$ (54,881)	-	\$ (21,799)	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, BOOKSTORE
For the Months Ending February 29, 2024**

	2024 Budget	Fiscal Year Actual	% Actual Budget	Prior Yr Feb. 28 2023 Actual	% of FY2023 Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 2,443,919	\$ 2,001,617	81.90%	\$ 1,880,822	85.43%
Miscellaneous Internal Revenue	88,257	74,294	84.18%	78,281	90.25%
TOTAL REVENUES	2,532,176	2,075,912	81.98%	1,959,102	85.62%
OPERATING EXPENSES					
Salaries	315,858	146,990	46.54%	151,524	49.17%
Employee Benefits	74,068	26,208	35.38%	26,027	36.15%
Contractual Services	53,954	48,163	89.27%	35,083	79.68%
General Material & Supplies	2,085,700	2,027,579	97.21%	1,709,979	95.00%
Professional Development	3,097	1,975	63.79%	-	-
Other	(500)	(244)	48.86%	(504)	(1.60)%
TOTAL OPERATING EXPENSES	2,532,176	2,250,672	88.88%	1,922,110	85.21%
Excess (deficiency) of revenues over expenditures	-	(174,760)	-	36,993	-
OTHER FINANCING SOURCES (USES)					
Transfers to Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	-	(174,760)	-	36,993	-
Retained Earnings at beginning of the year		379,870	-	105,106	-
Retained Earnings	\$ -	\$ 205,110	-	\$ 142,099	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, EARLY CHILDHOOD LAB SCHOOL
For the Months Ending February 29, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	Feb. 28 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 499,000	\$ 311,323	62.39%	\$ 271,203	63.37%
TOTAL REVENUES	499,000	311,323	62.39%	271,203	63.37%
OPERATING EXPENSES					
Salaries	458,059	314,421	68.64%	260,929	55.84%
Employee Benefits	115,829	73,726	63.65%	40,941	49.16%
Contractual Services	3,465	1,481	42.74%	2,258	42.58%
General Material & Supplies	79,774	41,009	51.41%	41,852	68.29%
Professional Development	700	612	87.49%	99	99.00%
Other	-	-	-	-	-
TOTAL OPERATING EXPENSES	657,827	431,249	65.56%	346,079	55.60%
Excess (deficiency) of revenues over expenditures	(158,827)	(119,926)	75.51%	(74,877)	38.51%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	158,827	-	-	5,185	-
TOTAL OTHER FINANCING SOURCES (USES)	158,827	-	-	5,185	-
Net Income (Loss)	-	(119,926)	-	(69,692)	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ -	\$ (119,926)	-	\$ (69,692)	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, FOOD SERVICES
For the Months Ending February 29, 2024**

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	Feb. 28 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$688,366	\$471,742	68.53%	\$382,537	56.89%
Miscellaneous Internal Revenue	188,127	128,475	68.29%	136,414	60.39%
TOTAL REVENUES	876,493	600,217	68.48%	518,951	57.77%
OPERATING EXPENSES					
Salaries	400,115	226,808	56.69%	199,778	60.94%
Employee Benefits	59,711	26,304	44.05%	29,499	68.73%
Contractual Services	17,000	7,274	42.79%	8,912	61.53%
General Material & Supplies	380,144	299,568	78.80%	254,584	66.79%
Professional Development	200	-	-	91	89.25%
Capital Outlay	19,281	18,707	97.02%	-	-
Other	42	(1)	(3.14)%	24	100.00%
TOTAL OPERATING EXPENSES	876,493	578,659	66.02%	492,889.34	64.30%
Excess (deficiency) of revenues over expenditures	-	21,557	-	26,062	-
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	-	21,557	-	26,062	-
Retained Earnings at beginning of the year	-	110,563	-	(21,210)	-
Retained Earnings	\$ -	\$ 132,120	-	\$ 4,852	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, VISUAL AND PERFORMING ARTS CENTER
For the Months Ending February 29, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	Feb. 28 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 628,215	\$ 189,895	30.23%	\$ 214,628	35.88%
Miscellaneous Internal Revenue	243,774	68,854	28.25%	117,279	54.99%
TOTAL REVENUES	871,989	258,749	29.67%	331,907	40.90%
OPERATING EXPENSES					
Salaries	271,972	108,699	39.97%	73,677	34.60%
Employee Benefits	27,105	12,778	47.14%	10,317	73.70%
Contractual Services	332,167	204,121	61.45%	192,213	56.93%
General Material & Supplies	125,346	86,532	69.03%	53,835	41.99%
Professional Development	15,200	15,320	100.79%	8,452	47.75%
Capital Outlay	95,198	57,193	60.08%	48,201	68.69%
Fixed Charges	5,000	660	13.20%	1,160	23.20%
TOTAL OPERATING EXPENSES	871,989	485,304	55.65%	387,856	49.37%
Excess (deficiency) of revenues over expenditures	-	(226,555)	-	(55,949)	-
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	-	(226,555)	-	(55,949)	-
Retained Earnings at beginning of the year	-	1,143,293	-	1,131,223	-
Retained Earnings	\$ -	\$ 916,738	-	\$ 1,075,274	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, PRODUCTION SERVICES
For the Months Ending February 29, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	Feb. 28 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 2,600	\$ 3,092	118.91%	\$ 2,570	128.49%
Miscellaneous Internal Revenue	467,600	380,094	81.29%	354,394	97.95%
TOTAL REVENUES	470,200	383,185	81.49%	356,964	98.12%
OPERATING EXPENSES					
Salaries	150,228	104,433	69.52%	96,490	65.54%
Employee Benefits	22,833	32,368	141.76%	27,754	63.24%
Contractual Services	14,332	12,993	90.66%	598	9.67%
General Material & Supplies	60,029	40,659	67.73%	36,404	62.88%
Professional Development	550	-	-	-	-
Other	6,179	5,402	87.42%	-	-
Depreciation	8,375	-	-	-	-
Fixed Charges	95,560	53,027	55.49%	54,968	60.48%
TOTAL OPERATING EXPENSES	358,086	248,882	69.50%	216,213	59.43%
Excess (deficiency) of revenues over expenditures	112,114	134,303		140,751	
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	112,114	134,303	-	140,751	-
Retained Earnings at beginning of the year	-	228,468	-	70,791	-
Retained Earnings	\$ 112,114	\$ 362,771	-	\$ 211,542	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, STUDENT LIFE
For the Months Ending February 29, 2024**

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	Feb. 28 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ -	\$ 13	-	\$ 132	-
TOTAL REVENUES	-	13	-	132	-
OPERATING EXPENSES					
Salaries	399,349	224,439	56.20%	227,687	67.15%
Employee Benefits	90,593	42,036	46.40%	56,791	63.62%
Contractual Services	9,000	1,512	16.80%	4,808	74.31%
General Material & Supplies	36,705	15,950	43.45%	43,264	76.03%
Professional Development	22,000	7,726	35.12%	5,110	79.77%
Capital Outlay	-	(137)	-	73,095	13,666.17%
TOTAL OPERATING EXPENSES	557,647	291,525	52.28%	410,754	82.37%
Excess (deficiency) of revenues over expenditures	(557,647)	(291,512)	52.28%	(410,622)	82.34%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	557,647	291,512	52.28%	413,706	82.96%
TOTAL OTHER FINANCING SOURCES (USES)	557,647	291,512	52.28%	413,706	82.96%
Net Income (Loss)	-	-	-	3,084	-
Retained Earnings at beginning of the year	-	66,323	-	-	-
Retained Earnings	\$ -	\$ 66,323	-	\$ 3,084	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, INTERCOLLEGIATE ATHLETICS
For the Months Ending February 29, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	Feb. 28 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ -	\$ 575	-	\$ 1,175	-
TOTAL REVENUES	-	575	-	1,175	-
OPERATING EXPENSES					
Salaries	500,343	307,391	61.44%	293,244	62.25%
Employee Benefits	52,212	51,694	99.01%	52,411	82.92%
Contractual Services	117,000	44,190	37.77%	50,279	75.72%
General Material & Supplies	120,500	70,141	58.21%	48,641	47.43%
Professional Development	278,000	100,399	36.11%	96,504	50.75%
Fixed Charges	20,000	8,971	44.86%	6,955	57.01%
Capital Outlay	16,500	4,957	30.04%	5,934	39.04%
TOTAL OPERATING EXPENSES	1,104,555	587,742	53.21%	553,968	60.16%
Excess (deficiency) of revenues over expenditures	(1,104,555)	(587,167)	53.16%	(552,793)	60.03%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	1,104,555	587,167	53.16%	550,013	59.99%
TOTAL OTHER FINANCING SOURCES (USES)	1,104,555	587,167	53.16%	550,013	59.99%
Net Income (Loss)	-	-	-	(2,779)	-
Retained Earnings at beginning of the year	-	924	-	(2,103)	-
Retained Earnings	\$ -	\$ 924	-	\$ (4,882)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
WORKING CASH
For the Months Ending February 29, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	Feb. 28 2023	FY2023
				Actual	Budget
REVENUES					
Interest	75,000	39,402	52.54%	19,352	48.38%
TOTAL REVENUES	75,000	39,402	52.54%	19,352	48.38%
EXPENDITURES BY OBJECT					
General Material & Supplies	-	-	-	-	-
TOTAL EXPENDITURES BY OBJECT	-	-	-	-	-
EXPENDITURES BY FUNCTION					
Institutional Support	-	-	-	-	-
TOTAL EXPENDITURES BY FUNCTION	-	-	-	-	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	75,000	39,402	-	19,352	-
Fund Balance at beginning of year	-	4,806,192	-	4,771,949	-
Fund Balance	\$ 75,000	\$ 4,845,594	-	\$ 4,791,301	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUDIT FUND
For the Months Ending February 29, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	Feb. 28 2023	FY2023
				Actual	Budget
REVENUES					
Property Taxes	\$ 125,000	\$ 154,940	123.95%	\$ 110,501	65.48%
TOTAL REVENUES	125,000	154,940	123.95%	110,501	65.48%
EXPENDITURES BY OBJECT					
Salaries	-	67,796	-	-	-
Contractual Services	90,840	68,210	75.09%	85,655	99.29%
General Material & Supplies	-	761	-	-	-
TOTAL EXPENDITURES BY OBJECT	90,840	136,767	150.56%	85,655	197.03%
EXPENDITURES BY FUNCTION					
Institutional Support	90,840	136,767	150.56%	85,655	50.75%
TOTAL EXPENDITURES BY FUNCTION	90,840	136,767	150.56%	85,655	50.75%
Excess (deficiency) of revenues over expenditures and other sources (uses)	34,160	18,173	-	24,846	-
Fund Balance at beginning of year	-	139,524	-	165,890	-
Fund Balance	\$ 34,160	\$ 157,697	-	\$ 190,736	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
LIABILITY, PROTECTION & SETTLEMENT SUBFUND
For the Months Ending February 29, 2024**

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	Feb. 28 2023	FY2023
				Actual	Budget
REVENUES					
Local Government Services:					
Property Taxes	\$ 1,405,000	\$ 1,431,363	101.88%	\$ 986,508	98.16%
TOTAL REVENUES	1,405,000	1,431,363	101.88%	986,508	98.16%
EXPENDITURES BY OBJECT					
INSTITUTIONAL SUPPORT					
Contractual Services	45,000	30,622	68.05%	11,941	26.54%
Fixed Charges	1,200,000	1,097,244	91.44%	884,211	88.42%
TOTAL INSTITUTIONAL SUPPORT	1,245,000	1,127,866	90.59%	896,152	85.76%
CAMPUS SAFETY AND SECURITY					
Salaries	645,919	422,998	65.49%	408,308	64.88%
TOTAL CAMPUS SAFETY & SECURITY	645,919	422,998	65.49%	408,308	64.88%
TOTAL EXPENDITURES BY OBJECT	1,890,919	1,550,864	82.02%	1,304,461	77.91%
EXPENDITURES BY FUNCTION					
Institutional Support	1,245,000	1,127,866	90.59%	896,152	85.76%
Campus Safety and Security	645,919	422,998	65.49%	408,308	64.88%
TOTAL EXPENDITURES BY FUNCTION	1,890,919	1,550,864	82.02%	1,304,461	77.91%
Excess (deficiency) of revenues over expenditures other sources (uses)	(485,919)	(119,501)	-	(317,953)	-
Fund Balance Released from Reserved Fund Balance	485,919	-	-	-	-
Fund Balance at beginning of year	-	2,309,378	-	2,901,450	-
Fund Balance	\$ -	\$ 2,189,877	-	\$ 2,583,498	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
INTERNAL SERVICE FUND
For the Months Ending February 29, 2024**

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	Feb. 28 2023	FY2023
				Actual	Budget
REVENUES					
Benefit Charges	\$ 12,827,450	\$ 7,580,214	59.09%	\$ 7,001,024	57.32%
TOTAL REVENUES	12,827,450	7,580,214	59.09%	7,001,024	57.32%
EXPENDITURES BY OBJECT					
Employee Benefits	12,827,450	7,767,741	60.56%	7,171,646	58.71%
TOTAL EXPENDITURES BY OBJECT	12,827,450	7,767,741	60.56%	7,171,646	58.71%
EXPENDITURES BY FUNCTION					
Institutional Support	12,827,450	7,767,741	60.56%	7,171,646	58.71%
TOTAL EXPENDITURES BY FUNCTION	12,827,450	7,767,741	60.56%	7,171,646	58.71%
Excess (deficiency) of revenues over expenditures	-	(187,527)	-	(170,622)	-
Fund Balance at beginning of year	-	(13,092,263)	-	(21,456,128)	-
Fund Balance	\$ -	\$ (13,279,790)	-	\$ (21,626,750)	-

STUDENT ACTIVITIES REPORT

Student Life Mission

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

March 2024

March 2nd through March 20th, 2024

Women's History Month (March)

Women's History Month, celebrated annually in March, honors the contributions, achievements, and struggles of women throughout history. This year's theme focuses on women who advocate for diversity, equity and inclusion. It serves as a reminder of the countless women who have broken barriers, fought for equality, and shaped societies worldwide. This month-long observance encourages reflection on women's roles in shaping the past, present, and future, inspiring empowerment and advocacy for gender equality.

Feminine Hygiene Drive (March 1st - March 31st)

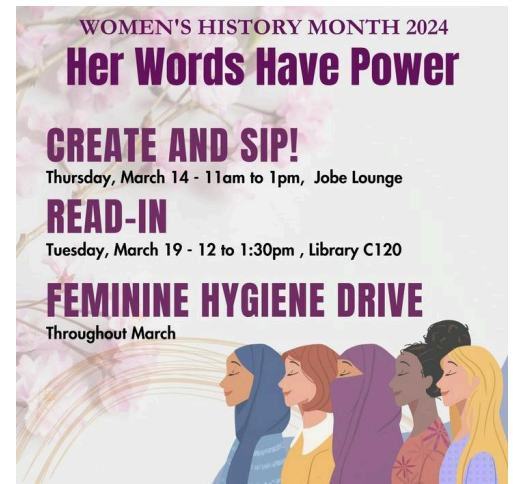
Collecting Feminine Hygiene products from March 1st through the 31st. Help ECC stock the Spartan Pantry with pads, pantliners, and tampons! Students and faculty were able to drop off donations in Student Life, B173.

Create and Sip! (March 14th)

The first event of Women's History Month was Create and Sip which took place on Thursday, March 14th from 11am-1pm in the Jobe Lounge. Participants were able to design their own canvas with empowering quotes, and enjoy some gourmet coffee from Dapper Brews.

Read-In (March 19th)

The last event of Women's History Month was Read-In which occurred on Tuesday, March 19th from 12pm-1:30pm in C120. Attendees were able to read selected works from some powerful female writers about women or read their own work. Refreshments were also provided.



Building Konnections (March)

Student Life's newest initiative is to set up information tables in Building K to connect students to the services and resources available across campus.

Pop Up Pantry (March 7th)

Students were able to get household items and supplies.

Coffee and Donuts (March 20th)

Students were able to enjoy some delicious donuts and coffee while talking amongst each other.

Associated Nursing Students Panera Fundraiser (March 6th)

Associated Nursing Students (ANS) held an all day fundraiser at Panera Bread in South Elgin on Wednesday, March 6th. 20% of the sales were donated to Associated Nursing Students to help current ECC Nursing students with supplies, graduation ceremonies, and volunteering.



Bill Pelz Global Speaker Series The Israel/Gaza Conflict: Strategic Considerations and Human Rights (March 12th)

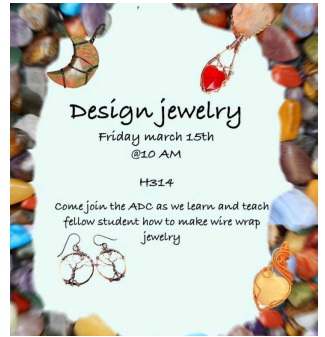
Following the initial Israel/Gaza presentation in November about the historical analysis of the conflict, this presentation on March 12th talked about the Human Rights of the situation. Professor Vincent Gaddis examined what has happened in Gaza militarily since November. Professor Gaddis was also joined by Junaid Afeef, an administrative law judge who talked about the United Nations Declaration of Human Rights and much more.

Organization of Latin American Students Miss LatinoAmerica Pageant (March 15th)

Organization of Latin American Students (OLAS) organized and hosted the Miss LatinoAmerica Pageant on March 15th at 6:00 pm in the Spartan Auditorium (Building G). Miss Latino America helps promote Latin American Culture through the education of Latin countries. The 11 contestants this year were Brenda Rogel (Argentina), Valentina Montilla (Venezuela), Diana Ayala (El Salvador), Yanixa Buzo (Puerto Rico), Vanessa Marquez (Brazil), Marisol Flores-Montoya (Colombia), Itzel Miguel (Cuba), Miriam Salas (Peru), Adamari Jimenez (Costa Rica), Jimena Cabrera (Nicaragua), Ximena Carranza (Mexico). The show began with a group dance by all the contestants. Then each contestant introduced themselves, and after each girl did a country presentation in their countries traditional clothing. After the intermission there was an evening gown competition and the top 5 contestants answered two questions related to Latin America. Diana Ayala (El Salvador) was crowned Miss LatinoAmerica 2024, Jimena Cabrera (Nicaragua) was the first runner-up, and Marisol Flores-Montoya



(Columbia) was the second runner-up. This year's competition was attended by Dr. Sam, many students, family and friends who were all cheering on and encouraging the contestants as they competed for the \$700 scholarship prize. Dr. Sam also awarded all eleven of the contestants a \$100 scholarship to congratulate them for all their hard work and dedication.



Art and Design Club: Design Jewelry (March 15th)

On Friday, March 15th, Art and Design Club (ADC) hosted a Jewelry event in H314 at 10am. At the event Art and Design Club taught participants about Jewelry, and how to make wire wrap jewelry.

United Students of All Cultures Easter Fundraiser (March 18th - 20th)

The United Students of All Cultures (USAC) hosted a fundraiser on March 18th-20th from 10am-3pm in the Building B hallway. They sold Easter Baskets for \$7, and Raffle Eggs for \$5.

Ballot Block Party Student Body Elections (March 20th)

As the terms of the 2023-2024 Student Government begin to come to an end, it is time to elect the new leadership team of ECC. The candidates in this year's Student Body Elections were Seth Hernandez (President), Brianna Zlotow (Vice President), and Jessica Heiser (Student Trustee). Throughout the month of March, the candidates were able to campaign and promote themselves to the student body. The election began on Monday, March 18th at 6pm, and concluded on Wednesday, March 20th at 11:59pm. On Wednesday, March 20th, Student Government hosted a voting event called Ballot Block Party, from 11am-1pm in the Jobe Lounge to help encourage students to vote and also allow the candidates an opportunity to talk with students and express their reasons for wanting to be a part of Student Government. This event was a huge success with over 80 students voting, talking to candidates, and being a part of the event. The Student Government catered some food through ECC to provide a great environment for students to attend. There were mini tacos, empanadas, quesadillas, jalapeno poppers, brownies, and cookies. The new Student Government team will begin their term in May at the Student Life Leadership Banquet.

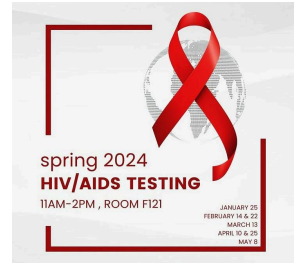


ECC Observer

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 are in their second season of the Eye of the Observer podcast. Stay tuned and keep your ears open for new episodes of the podcast.

HIV Testing

Break the stigma. Raise awareness. Get tested. Get tested on March 13th from 11:00 am-2:00 pm, in F121.



Legal Clinic

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, on Wednesday, March 13th.

GENERAL CLUB MEETINGS

Most clubs have meetings every week, every other week, or once a month. Check the MyECC Engagement to learn more information about each club and the list of their meetings and events.



MYECC EXPERIENCE MOBILE APP

MyECC Experience is Elgin Community College's official app. Connect to all things ECC anytime, anywhere! This app is designed to enrich your ECC education and provide you with a personalized experience that provides access to student activities, events, and resources you use most often.



Download the new MyECC mobile app!



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

ACCEPTANCE OF WRITTEN COLLEGE REPORTS

Recommendation

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

- A. Personnel (March)
- B. Treasurer (February)
- C. Student (March 2-March 20)

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 (March)
- E. Community Engagement and Legislative Affairs (February)
- F. Diversity, Equity, Inclusion & Belonging Report (quarterly)



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 AUTHORIZING ISSUANCE OF NOT TO EXCEED \$55,000,000
GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE), SERIES 2024,
OF ELGIN COMMUNITY COLLEGE DISTRICT NO. 509**

Recommendation

The administration recommends that the Board of Trustees adopts the Resolution authorizing the issuance of not to exceed \$55,000,000 General Obligation Bonds (Alternate Revenue Source), Series 2024 (the “2024 Bonds”), of the Community College District pursuant to the Local Governmental Debt Reform Act of the State of Illinois, as amended, for the purpose of building and equipping a new building, renovating, improving and equipping existing District facilities, and improving the sites of District facilities, all in and for the Community College District.



Dr. David Sam, President

Background

The Master Plan of the College approved by the Board of Trustees in May of 2020 includes the plan to construct a Manufacturing and Technology Center and renovate the vacated space in Building O. The planning and design of the new facility is underway. Funding for the projects will come from three sources; grant funding from the Illinois Department of Commerce and Economic Opportunity (DCEO), earmarked available fund balance reserves, and the issuance of the 2024 Bonds.

The Issuance of the 2024 Bonds is anticipated to take place on September 10, 2024. The alternate revenue sources intended to pay the principal and interest payments on the bonds are property taxes in the operations and maintenance fund and tuition and fees.

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

RESOLUTION authorizing the issuance of not to exceed \$55,000,000 General Obligation Bonds (Alternate Revenue Source) of Community College District No. 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb and State of Illinois, pursuant to the Local Government Debt Reform Act of the State of Illinois, as amended, for the purpose of building and equipping a new building, renovating, improving and equipping existing District facilities, and improving the sites of District facilities, all in and for said Community College District.

* * *

WHEREAS, Community College District No. 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb and State of Illinois (the “*District*”), is a duly organized and existing Community College District created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Public Community College Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto, including the Local Government Debt Reform Act of the State of Illinois, as amended (the “*Act*”); and

WHEREAS, the Board of Trustees of the District (the “*Board*”) has determined that it is advisable, necessary and in the best interests of the District to finance building and equipping a new building, renovating, improving and equipping existing District facilities, and improving the sites of District facilities, all in and for the District (the “*Project*”), all in accordance with the preliminary plans and estimate of costs heretofore approved by the Board and now on file in the office of the Secretary of the Board; and

WHEREAS, the estimated costs of the Project, including engineering, legal, financial, bond discount, capitalized interest, printing and publication costs and other expenses, is not less than \$55,000,000, and there are insufficient funds on hand and lawfully available to pay such costs; and

WHEREAS, the Board has further determined that it is advisable, necessary and in the best interests of the District to proceed with the Project and, in order to raise the funds required to pay costs thereof, it will be necessary for the District to borrow an amount not to exceed \$55,000,000

and, in evidence thereof, to issue alternate bonds in an aggregate principal amount not to exceed \$55,000,000, all in accordance with the Act; and

WHEREAS, the revenue sources that will be pledged to the payment of the principal of and interest on such alternate bonds will be taxes received by the District for operation and maintenance purposes and tuition and fees; and

WHEREAS, if such revenue sources are insufficient to pay such alternate bonds, ad valorem property taxes levied upon all taxable property in the District without limitation as to rate or amount are authorized to be extended and collected to pay the principal of and interest on such alternate bonds:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of Community College District No. 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb and State of Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

Section 2. Determination to Issue Bonds. It is advisable, necessary and in the best interests of the District to proceed with the Project in accordance with the preliminary plans and estimate of costs as described, and that for such purpose general obligation alternate bonds (the “Bonds”) of the District are hereby authorized to be issued and sold from time to time in an aggregate principal amount not to exceed \$55,000,000.

Section 3. Publication. This Resolution, together with a notice in the statutory form, shall be published in a newspaper of general circulation in the District. If no petition signed by the number of electors equal to the greater of (i) 7.5% of the registered voters in the District or (ii) 200 of those registered voters or 15% of those registered voters, whichever is less, asking that

the issuance of the Bonds be submitted to referendum, is filed with the Secretary of the Board within thirty (30) days after the date of the publication of this Resolution and said notice, then the Bonds shall be authorized to be issued.

Section 4. Additional Resolutions. If no petition meeting the requirements of applicable law is filed during the petition period hereinabove referred to, then the Board may adopt additional resolutions or proceedings supplementing or amending this Resolution providing for the issuance and sale of the Bonds and prescribing all the details of the Bonds, so long as the maximum amount of the Bonds as set forth in this Resolution is not exceeded and there is no material change in the Project described herein. Such additional resolutions or proceedings shall in all instances become effective immediately without publication or posting or any further act or requirement. This Resolution, together with such additional resolutions or proceedings, shall constitute complete authority for the issuance of the Bonds under applicable law.

Section 5. Reimbursement. None of the proceeds of the Bonds will be used to pay, directly or indirectly, in whole or in part, for an expenditure that has been paid by the District prior to the date hereof except architectural or engineering costs incurred prior to commencement of the Project or expenditures for which an intent to reimburse it as properly declared under Treasury Regulations Section 1.103-18. This Resolution is in itself a declaration of official intent under Treasury Regulations Section 1.103-18 as to all costs of the Project paid within 60 days prior to the date hereof or on any date after the date hereof and prior to issuance of the Bonds.

Section 6. Severability. If any section, paragraph, clause or provision of this Resolution shall be held invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the other provisions of this Resolution.

Section 7. Repealer. All resolutions or orders, or parts thereof, in conflict with the provisions of this Resolution are to the extent of such conflict hereby repealed.

Adopted April 9, 2024.

Chair, Board of Trustees

Secretary, Board of Trustees

**MINUTES OF REGULAR BOARD MEETING
MARCH 12, 2024**

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the regular board meeting held March 12, 2024.



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
MARCH 12, 2024**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a regular meeting on Tuesday, March 12, 2024, 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: Student Trustee Kolbusz moved to recess to closed session.

Second: Trustee Nowak seconded the motion.

Roll-Call Vote: Aye, 6: Redmer, Rakow, Nowak, Ollayos, Parks, Arroyo and Rodriguez; nay, 0; Student Trustee Kolbusz, aye; motion carried at 5:44 p.m.

3. Reconvene Open Session

The closed-session concluded at 6:18 p.m. The board reconvened in open session at 6:30 p.m. in E125, Seigle Auditorium.

MINUTES OF REGULAR MEETING OF
MARCH 12, 2024

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.

C. Pledge of Allegiance

The Pledge of Allegiance was led by Vice Chair Rakow.

A moment of silence was observed for ECC retiree and military veteran, Roger Ramey.

D. Shared Values

The Trustees recited the Shared Values.

5. President's Report

- Dr. Sam acknowledged Lori Clark, ECCFA president and Anitra King, SSECCA president in the audience. Dr. Sam thanked Ms. King for her work regarding the Military Friendly School designation for 2024-2025.
- Dr. Sam thanked all of those involved with the Variety Show, it was a huge success.
- Dr. Sam thanked Dr. Toya Webb for her years of service as she is leaving the College to pursue another opportunity.

6. Audience Wishing to Address the Board

The following audience members addressed the Board:

- Lori Clark, ECCFA president, announced that she will not be seeking another term as president of the faculty union and spoke on equity for all faculty moving forward.
- Anitra King, SSECCA president, offered comments on bargaining process and thanked everyone for their support.

7. Board Reports

A. Finance Committee

Trustee Rodriguez provided an overview of the Finance Committee meeting held Monday, March 11, 2024. The following items were on the agenda: Internal Audit Update; Auxiliary Business Plans; Insurance Discussion; Fiscal Year 2024 Financial Update; Fiscal Year 2025 Budget Discussion; Capital Projects Priority and Funding List; and Fiscal Year 2024 Audit Fees.

MINUTES OF REGULAR MEETING OF
MARCH 12, 2024

B. Committee of the Whole

Trustee Arroyo provided an overview of the Committee of the Whole meeting held Monday, March 12, 2024. The following presentations were provided: DLA Architects and Health Professions, Math, Science and Engineering by Dr. Miller and Ms. Skrabacz. Dr. Wagner provided a construction update. Board Actions and items on the March 12, 2024 agenda were discussed. Minutes of the Committee of the Whole meeting will be available on the website once they are approved.

C. Illinois Community College Trustee Association (ICCTA)

Trustees Ollayos shared that the most recent ICCTA meeting was on March 8-9, 2024 in Kankakee, IL and Trustees Rakow and Rodriguez reported the following: the awards committee has started judging the applications; they are currently looking for additional officers; the education seminar focused on AI and pointed out that the laws have not caught up with the technology.

D. Association of Community College Trustees (ACCT)

Trustee Ollayos reminded Trustees to sign up for ACCT Connect in order to get the most up to date news and to communicate with other trustees.

E. Legislative

Trustee Rakow reported the following: January 30, ECC hosted Senator Holmes for a meet and greet at the College. February 5-7, a delegation from Elgin Community College participated in seven meetings with members of Congress during the 2024 National Legislative Summit in Washington DC. Trustees Rakow, Ollayos and Parks, Student Trustee Kolbusz, and Dr. Sam attended. Each meeting provided an opportunity for Trustees to share a brief state of the College update with District 509 legislators. This included an update on the 7.9 % increase in enrollment for the Fall 2023 semester and the 11.0% increase the following Spring, which has resulted in ECC's largest enrollment since 2017. Additionally, trustees reiterated ECC's commitment to providing an affordable education through mandatory loan counseling, access to the on-campus credit union, and maintaining the second-lowest tuition rate for community colleges in the state of Illinois. Elected officials were pleased to hear about how ECC continues to close equity gaps as an Achieving the Dream Leader College of Distinction and an Aspen Top 150 College. Student Trustee Ryan Kolbusz shared his personal story, his passion for education and the concerns of students regarding the need to ensure that college remains affordable for everyone. Trustee Parks provided an update on the new manufacturing and technology center and invited our elected officials to the groundbreaking this fall. He also expressed ECC's support for Workforce Pell, which would increase access and cover tuition for students in short-term programs. Trustee Ollayos emphasized how ECC continues to be a post-pandemic economic recovery engine in its region and provided an update on the three programs—Ophthalmic Technology, Medical Assisting, and Recovery Support Specialist—that started in the Fall 2023 semester. She also restated the need for funding to support the college's new Respiratory Care program. Dr. Sam shared that the College has awarded **71,313** degrees and certificates (**56.8%** of the total number) since he began his tenure in 2007. ECC advocated for \$250,000 to purchase equipment, such as mannequins and newer technology, for the new Respiratory Care Program. Senators Richard Durbin and Tammy Duckworth met with Illinois community college representatives to share updates in a joint meeting. They discussed their advocacy efforts

MINUTES OF REGULAR MEETING OF
MARCH 12, 2024

to double the maximum Pell Grant and support for other federal student aid programs to help improve the accessibility of higher education. They reinforced the need for job training programs at Illinois colleges and universities and how they can serve as a pipeline to fill the gaps in the workforce shortage, including the healthcare industry. It was a productive visit with engaging discussions. The college received advice on where to look for additional funding opportunities outside of federal appropriations requests; this includes exploring grants through the Department of Commerce, NASA, and the Chips and Science Act.

F. ECC Foundation

Trustee Parks reported the following: The *Bright Futures* campaign has reached the \$2.3M giving level and the Foundation is excited to complete the \$3M goal in 2024. Awarding for the 2023-2024 school year is currently underway with 91% of scholarships awarded. A new scholarship for the 2024-2025 school year has been posted online for students. Foundation staff have distributed new promotional materials, and have done presentations in classrooms to promote opportunities. The Retiree Advisory Network Committee's event for the year is the April 13 presentation of Hollywood Revisited at the ECC Arts Center. The Sensational Seventy-Five Alumni have been finalized. Announcements are in the planning stages and celebrations will include ECC website Alumni Spotlights and an Alumni Brunch celebration on Saturday, May 4. The Purses with Purpose Executive Committee is already planning for the new cohort for the Fall semester. Work is underway with the financial aid office to ensure all prospective scholars are identified. Interview Day will occur in June. The Donor Appreciation Breakfast occurred March 9. Monday, June 17 is the ECC Annual Golf Outing. ECC received notice of successful awards from the Illinois Community College Board FY24 Digital Instruction for Adult Education Grant proposal for Increasing Technology Access for ABEC Students (\$67,300) and a Career Training & Technology Virtual Reality Exploration grant (\$94,000). An Illinois Community College Board FY24 ESL Expansion Grant (\$75,000) was submitted. The Foundation welcomed Bonita Boist, Manager of Alumni and Affinity Relations.

G. Student Report

Student Trustee Kolbusz highlighted several student events including the following: Welcome Week and Black History Month events, the PTK Fundraiser, the Valentine's Day event, and the United Students of All Cultures & Asian Filipino Club Lunar NY Trip. Mr. Kolbusz thanked the Board for their support and for the life-changing experience of being on the Board of Trustees at ECC.

8. College Reports

Board Action No. 130-A-24, Acceptance of Written College Reports

- A. Personnel (January, February)
- B. Treasurer (December, January)
- C. Student (January 11-March 1)

MINUTES OF REGULAR MEETING OF
MARCH 12, 2024

College Reports Under Separate Cover

- D. Institutional Advancement and ECC Foundation (January, February)
- E. Community Engagement and Legislative Affairs (January)
- F. Marketing & Communications (quarterly)
- G. Grant Monitoring Report (for period ending December 31, 2023)
- H. Supporting Justice-Impacted Students

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

Motion: Trustee Parks moved to accept the college reports.
Second: Trustee Nowak seconded the motion.

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

9. Ratification of the Agreement Between the Board of Trustees of Community College District 509 and the Support Staff of Elgin Community College Association

Motion: Trustee Ollayos moved to ratify the agreement.
Second: Trustee Rodriguez seconded the motion.

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

10. Consent Agenda

Trustee Arroyo requested the following items be removed from the consent agenda:

- A. Board Action No. 132-A-24, Minutes of the Regular Board Meeting, January 23, 2024**
- B. Board Action No. 133-A-24, Closed Session Minutes of the Regular Board Meeting, January 23, 2024**

Chair Redmer read the following consent agenda items:

- C. Board Action No. 134-A-24, Destruction of Audiotapes of Closed Session Board Meeting, June 14, 2022**
- D. Board Action No. 135-F-24, Ratification of Report of Expenses**
- E. Board Action No. 136-A-24, Implementation of Korn Ferry Salary Scales and Recommendations**
- F. Board Action No. 137-F-24, Modified Instructional Fee Recommendations for Fiscal Year 2025**
- G. Board Action No. 138-A-24, Ratification of Transitional English Language Arts Course Memorandum of Understanding Between Community Unit School District No. 300, School District U-46, and Community College District No. 509**
- H. Board Action No. 139-A-24, Resolution Adopting a Neurodiversity Statement**

MINUTES OF REGULAR MEETING OF
MARCH 12, 2024

I. Purchases

- 1. Board Action No. 140-T-24, Computer Equipment and License Purchase,** authorizes the administration to purchase laptops, monitors, printers and licenses for instructional and office departments from the lowest responsible bidder, CDW Government LLC (Vernon Hills, IL), in the amount of \$39,553.53.
- 2. Board Action No. 141-T-24, Digital Accessibility Software Renewal,** authorizes the administration to renew its contract with Siteimprove (Bloomington, MN) for web-based accessibility and quality assurance tools in an amount not to exceed \$32,000 (\$10,666.66 per year) for a period of three (3) years.
- 3. Board Action No. 142-A-24, General Architectural and Engineering Services,** authorizes the administration to contract for general architectural and engineering services for interior and exterior building space-related projects from the following firms: Bailey Edwards (Chicago, IL), FGM Architects (Chicago, IL), and Legat Architects (Chicago, IL). The contract will be for three (3) years.
- 4. Board Action No. 143-A-24, Interpreter Services,** authorizes the administration to contract for the period of one (1) year for interpreter services from 5 Star Interpreting Chicago, (Chicago, IL), in an amount not to exceed \$42,000 annually.
- 5. Board Action No. 144-F-24, Ratification of Additional Funding for Mail House Services,** authorizes the administration to increase the amount of funds for mail house services from Carol Ann Marketing (West Chicago, IL), to a total amount of \$300,000, increasing the original \$151,843.38 by \$148,156.62 over the five (5) year term.
- 6. Board Action No. 145-A-24, Ratification of Mobile Safety Renewal Services,** authorizes the administration to contract for three (3) years for Mobile Safety Services with Rave Mobile Safety (Framingham, MA) in an amount not to exceed \$26,874.19.
- 7. Board Action No. 146-S-24, Ratification of Spring Baseball Bus Transportation,** authorizes the administration to contract for bus transportation services for the spring baseball season from Chicago Classic Coach (Chicago, IL), in an amount not to exceed, \$40,000, which will allow for post-season trips.

J. Personnel

- 1. Board Action No. 147-A-24, Granting of Tenure, Instructor of HVAC, Mr. Reyes Estrada,** effective August, 2024.
- 2. Board Action No. 148-A-24, Granting of Tenure, Professor II of History, Dr. Vincent Gaddis,** effective August, 2024.
- 3. Board Action No. 149-A-24, Granting of Tenure, Assistant Professor I of Sociology, Ms. Emily Healy,** effective August, 2024.
- 4. Board Action No. 150-A-24, Granting of Tenure, Instructor of Nursing, Ms. Lisa Stoltenberg,** effective August, 2024.
- 5. Board Action No. 151-A-24, Granting of Tenure, Instructor of Culinary Arts & Hospitality, Mr. Lucas Wagner,** effective August, 2024.
- 6. Board Action No. 152-P-24, New Hire, Dean of College Transitions and Secondary Partnerships, Ms. Sandra Gonzalez,** approves the appointment of Ms. Sandra Gonzalez as the new Dean of College Transitions and Secondary Partnerships at an annual salary of \$120,000, effective March 18, 2024.

MINUTES OF REGULAR MEETING OF
MARCH 12, 2024

Motion: Trustee Rakow moved to approve the consent agenda as presented.
Second: Trustee Parks seconded the motion.

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

Other

10.A. Board Action No. 132-A-24, Minutes of the Regular Board Meeting, January 23, 2024

Motion: Trustee Ollayos moved to approve the agenda item as presented.
Second: Trustee Rodriguez seconded the motion.
Trustee Arroyo was absent from the January 23, 2024 meeting.

Roll-Call Vote: Aye, 6; Redmer, Rakow, Nowak, Ollayos, Parks, Rodriguez; nay, 0; Abstain, 1; Arroyo; Student Trustee Kolbusz, aye; motion carried.

10.B. Board Action No. 133-A-24, Closed Session Minutes of the Regular Board Meeting, January 23, 2024

Motion: Trustee Ollayos moved to approve the agenda item as presented.
Second: Trustee Nowak seconded the motion.
Trustee Arroyo was absent from the closed session of January 23, 2024.

Roll-Call Vote: Aye, 6; Redmer, Rakow, Nowak, Ollayos, Parks, Rodriguez; nay, 0; Abstain, 1; Arroyo; Student Trustee Kolbusz, aye; motion carried.

11. Old Business

There was no old business discussed.

12. New Business

Vice Chair Rakow reminded the Board that this Friday at 3 PM is the Performing Arts Center's Grand Re-opening.

13. Adjournment

Motion: Trustee Rodriguez moved to adjourn the meeting.
Second: Trustee Ollayos seconded the motion.

Voice Vote: Aye, 7; Redmer, Rakow, Nowak, Ollayos, Arroyo, Parks, Rodriguez; nay, 0; Student Trustee Kolbusz, aye; meeting adjourned at 7:15 p.m.

**MINUTES OF CLOSED SESSION OF BOARD MEETING
March 12, 2024**

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the closed session of the regular board meeting held March 12, 2024.



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
JUNE 1, 2 & 13, 2022**

Recommendation

The administration recommends that the Board of Trustees approves the destruction of the verbatim audiotapes of the closed session of June 1, 2 & 13, 2022 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

**RELEASE OF SELECT CLOSED-SESSION MINUTES OF
BOARD MEETINGS OF SEPTEMBER 2022– DECEMBER 2023**

Recommendation

The administration recommends that the Board of Trustees authorizes, where appropriate, the continued closure and/or release of closed-session minutes for public view, as noted.

The following minutes and/or portions of minutes have been reviewed by the college's attorney and approved for release. Items **listed** in a line item are deemed **open**; those not listed in a line item are deemed confidential and are not to be released for public viewing. [Reference: Memo dated April 2, 2024 from college general counsel]

Names, as well as references or comments made by or to attorneys, are redacted in all minutes which have been released for public viewing.



Dr. David Sam, President

Background

The *Illinois Open Meetings Act* (5 ILCS 120/1 et. seq.) requires all governmental bodies to semi-annually review the minutes of closed sessions and to release to the public those minutes which no longer need to be kept from public view. The minutes for closed sessions from September 2022 through December 2023, have been reviewed by general counsel; this represents the recommendation for this period, in addition to those minutes previously released.

Staff Contact: Mr. Respicio Vazquez, General Counsel, 847-214-7760

Portions approved for release are shown after the meeting date.

2023

December 12, sections 1,2,3,4,5,7,8

November 14, sections 1,2,3,4,8

October 17, sections 1,2,3,4,8

September 12, sections 1,2,3,4,5,6,8,9

August 8, 1,2,3,4,6,7,8

June 13, sections 1,2,3,4,5,6,7,11

May 9, sections 1,2,3,4,8

April 11, sections 1,2,3,4,6,7,8,9

March 14, sections 1,2,3,4,5,10,11,12

January 24, sections 1,2,3,4,5,7,8,10

2022

October 11, sections 1,2,3,4,6,7,8,9

September 13, sections 1,2,3,4,6,7,8,9,10

RATIFICATION OF REPORT OF EXPENSES

Recommendation

The Treasurer recommends that the Board of Trustees ratify the Report of Expenses for March 2024. (The Reports are provided under separate cover.)



Dr. David Sam, President

Background

The Report of Expenses identifies the vendors that have been paid during the month of March 2024 in the amount of \$2,565,740.87

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 ratify the Board of Trustee Travel Expenses for March 2024. (Reports are 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 March 2024 for \$2270.66.

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

**APPLICATION FOR PERMANENT CURRICULUM APPROVAL:
ASSOCIATE OF APPLIED SCIENCE DEGREE IN
MAGNETIC RESONANCE IMAGING**

Recommendation

The administration recommends that the Board of Trustees approves the Application for Permanent Approval of an associate of applied science degree in magnetic resonance imaging.



Dr. David Sam, President

Background

Traditionally schools that offer Magnetic Resonance Imaging (MRI) programs have done so as a secondary path, meaning students were required to complete the Radiography AAS Degree program first to be eligible to enter an advanced modality program. This is currently what ECC offers. However, it is important to note that MRI differs from other advanced modalities, such as Mammography or Computed Tomography, as it generates images using a powerful magnetic force instead of radiation. This differentiation provides the opportunity to provide a primary pathway for an MRI program, where students can directly pursue their chosen path without the requirement of learning about radiation. This AAS degree would not only benefit students in their career journeys by allowing them to be workforce-ready in 6 semesters as opposed to 9 semesters, but also address the shortage of MRI technologists in our local healthcare community.

Funding Source: Education Fund

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

**FACULTY SUPPLEMENTAL ASSIGNMENT CHART ADDITION
NURSING CLINICAL ORIENTATION/TRAINING COMPENSATION**

Recommendation

The administration recommends that the Board of Trustees approves this suggested addition to the ECCFA supplemental assignment chart related to compensation for faculty in the nursing program who are required to complete orientation and/or training for specific clinical site locations.



Dr. David Sam, President

Background

In March, 2024, a team consisting of members of the Elgin Community College Faculty Association (ECCFA) and ECC Administrators met to discuss a concern related to a requirement impacting part-time and full-time faculty in the nursing program. Specifically, faculty members who teach in the clinical setting are required to complete on-site and/or online orientation and training periodically to remain in compliance with the requirements of ECC's partner agencies in the health professions. As this is a requirement impacting only nursing faculty, it is recommended that it be added as a compensation item to the supplemental pay chart. A rate of \$28 per hour is recommended, mirroring the amount paid to adjunct faculty for attending ECC's faculty orientation. It is recommended this be approved retroactively to include any training and/or orientation nursing faculty were required to complete in preparation for teaching in ECC's clinical settings for the Spring 2024 semester. This item will then be added to the supplemental assignment chart.

The committee consisted of:

Dr. Peggy Heinrich, Vice President of Teaching, Learning, and Student Development
Mr. Anthony Ray, Chief Human Resources Officer
Dr. Kimberly Wagner, Vice President of Business and Finance
Dr. Lori Clark, Professor II of English
Mr. Ryan Kerr, Associate Professor II of English
Ms. Stacey Shah, Professor II Distance Learning Librarian

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

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

Recommendation

The administration recommends that the Board of Trustees approves the attendance of Trustees at the May 1 and 2, 2024 ICCTA meetings and Lobby Day in Springfield, IL. Travel expenses should not exceed \$2,500 should all attend. Each trustee is a member of ICCTA and dues are paid from the board's budget.



Dr. David Sam, President

Background

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

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

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

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

BILLBOARD ADVERTISING SERVICES

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract for billboard advertising services from Lamar (Crown Point, IN) for \$37,600.

Dr. David Sam, President

Background

This marketing strategy aims to increase brand awareness of the College within District 509 during open enrollment periods. The FY25 contract includes two billboard locations for each enrollment term (Fall 2024, Spring 2025, and Summer 2025) plus production costs.

Panel #	Location	Service Dates	Campaign	Cost
1450	LAKE (US 20) N/S .4 MI E/O BARTLETT F/W	07/01/24- 08/25/24	Fall 2024	\$4,500
1536	LAKE (US 20) S/S 1.2 MI E/O BARTLETT F/SE	07/01/24- 08/25/24	Fall 2024	\$4,500
1535	NORTH (RT 64) N/S .4 MI W/O SWIFT F/E	10/07/24- 12/29/24	Spring 2025	\$6,750
1536	LAKE (US 20) S/S 1.2 MI E/O BARTLETT F/SE	10/07/24- 12/29/24	Spring 2025	\$6,750
1451	LAKE (US 20) N/S .4 MI E/O BARTLETT F/E	03/03/25- 05/25/25	Summer 2025	\$6,750
1536	LAKE (US 20) S/S 1.2 MI E/O BARTLETT F/SE	03/03/25- 05/25/25	Summer 2025	\$6,750

Funding Source: Education Fund

Staff Contact: Ms. Paula Amenta, Interim Chief Marketing, Communications and Government Relations Officer, 847-214-7769

BUILDING DEMOLITION PROJECT

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract with the lowest responsible bidder, Omega III, LLC (Elgin, IL) for the demolition of the building located at 550 S. McLean Blvd. in an amount not to exceed \$111,125.00.

Trade Contractor	Base Bid	Alternate #1 Eliminate backfill	Alternate #2 Complete Water Service Removal	total
Omega III, LLC (Elgin, IL)	\$ 153,500.00	\$ (57,500.00)	\$ 15,125.00	\$ 111,125.00
McDonagh Demolition, Inc. (Chicago, IL)	\$ 175,990.00	\$ (51,100.00)	\$ 5,500.00	\$ 130,390.00
Rezzar Demolition, LLC (Crystal Lake, IL)	\$ 181,600.00	\$ (71,700.00)	\$ 22,000.00	\$ 131,900.00
Fowler Enterprises, Inc. (South Elgin, IL)	\$ 185,250.00	\$ (82,000.00)	\$ 20,500.00	\$ 123,750.00
Green Demolition (Chicago, IL)	\$ 204,650.00	\$ (95,000.00)	\$ 75,000.00	\$ 184,650.00
Alpine Demolition Services, LLC (St. Charles)	\$ 238,600.00	\$ (95,450.00)	\$ 25,200.00	\$ 168,350.00

Dr. David Sam, President

Background

The invitation to bid was advertised and sent to twenty (20) contractors, of which five (5) were in-district.

Board Action No. 030-A-24 was approved on September 12, 2023 for the purchase of the property and building located at 550 S. McLean Blvd. The building has been vacated for a period of time and as is, does not serve the needs of the College. On August 9, 2022, Board Action No. 005-A-23 was approved to contract for professional architectural services from DLA Architects. This action included the development of bid documents and drawings. Other options were explored for this building’s demolition but it was determined that professional services for the demolition of the building and restoration of the property was required.

The scope of work for this project includes but is not limited to the following:

- Demolition of the approximately 11,400 sq. ft. single story masonry structure
- Fill in of the basement area
- Removal of the associated parking lot surfaces
- Utilities shut down and disconnection
- Debris haul off
- Restoration of property, including seeding

Funding Source: Operations and Maintenance - Restricted Fund

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

COMPUTER EQUIPMENT AND SOFTWARE LICENSE PURCHASE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase Chromebooks, desktops, and monitors for the Adult Education department at our Streamwood branch from the lowest responsible bidder, Hypertec USA, Inc.

(Tempe, AZ), in an amount not to exceed \$30,893.44.

Part Number	HyperTec (Tempe, AZ)	RocketDrop (Salem, NH)	Malor and Company, Inc. (New York, NY)
HP Chromebook 14 G7 14" (QTY 40)	\$ 8,122.80	\$ 8,780.00	\$ 9,270.80
Google Chrome License (QTY 40)	\$ 1,319.60	\$ 1,230.00	\$ 1,080.00
Chromebook Enterprise Zero Touch Service (QTY 40)	\$ 120.00	\$ 160.00	\$ 1,080.00
HP E22 G5 22" Monitor (QTY 25)	\$ 4,147.50	\$ 4,700.00	\$ 4,375.00
HP Elite Mini 600 G9 Desktop (QTY 25)	\$ 15,282.00	\$ 15,975.00	\$ 18,875.00
HP 3 year NBD Warranty (QTY 25)	\$ 640.25	\$ 656.25	\$ 4,375.00
HP LaserJet Pro 4001DN Printer (QTY 1)	\$ 217.43	\$ 239.00	\$ 199.00
Bretford Cube Charging Cart (QTY 1)	\$ 1,043.86	\$ 1,015.00	\$ 450.00
total	\$ 30,893.44	\$ 32,755.25	\$ 39,704.80

Dr. David Sam, President

Background

An invitation to bid was advertised and sent to twenty-six (26) vendors, one (1) of which was in-district, seven (7) were Illinois Business Enterprise Program Certified. Six (6) bids were received and three (3) were disqualified for incomplete bids.

The project is funded by an Illinois Community College Board (ICCB) Digital Instruction for Adult Education grant. This purchase will enhance student outcomes through improving technological infrastructure. This grant will provide more learning options and intentional digital skill instruction. While managing growth in distance learning, the Adult Basic Education Center (ABEC) has experienced additional challenges over the past two years. A dramatic onsite enrollment increase of over 30% necessitates the addition of a computer classroom at the Streamwood Village Hall (SWVH) site. Expanding employment needs in the College community and student survey results highlighted the need to focus more on basic technology skill instruction and support for learners. Meanwhile improving digital literacy is a fundamental need for all learners. Increased technology infrastructure funded by this grant will help address these challenges and meet increasing needs.

Funding Source: Illinois Community College Board (ICCB) Digital Instruction Grant Fund

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

SPRING IMPACT MAGAZINE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase print services for the Spring Impact Magazine from Schiele Group (Elk Grove Village, IL), the lowest responsible bidder, in an amount not to exceed \$41,801.47.

Vendor	Location	Base Bid
Schiele Group	Elk Grove Village, IL	\$ 41,801.47
Cardinal Color Group	Rolling Meadows, IL	\$ 41,985.00
RRD Carqueville	Streamwood, IL	\$ 46,000.00
Indiana Printing and Publishing Company, Inc	Indiana, PA	\$ 58,692.94



Dr. David Sam, President

Background

The invitation to bid was advertised and sent to six (6) vendors, two (2) of which were in-district and one (1) was an Illinois Certified Persons with a Disability owned business.

IMPACT is a magazine-type newsletter incorporating Elgin Community College news, initiatives, and personal profiles about students, employees, alumni, programs, the ECC Foundation, and other important College information. This magazine is shared with the district community, students, parents/guardians, employees, donors, and alumni. It is both informational and personal in its content and style and delivers the College's message and mission to the College's wider audience.

The College is having the vendor print 196,000 magazines to be mailed directly to community members and 1,000 will be delivered to the College for internal distribution.

Funding Source: Education Fund

Staff Contact: Ms. Paula Amenta, Interim Chief Marketing, Communications and Government Relations Officer, 847-214-7769

VIRTUAL REALITY HARDWARE AND SOFTWARE PURCHASE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase career exploration virtual reality headsets and software licenses from Transfr (New York, NY) in an amount not to exceed \$89,700.



Dr. David Sam, President

Background

Transfr is the sole source provider of the proprietary Transfr Virtual Training Facility, Transfr Virtual Healthcare Facility, and Transfr Career Exploration Facility for the hands-on, simulation-based training skills from Transfr's catalog of over 300 worksite and job skills interactive simulations across multiple industries. 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.

The Workforce Development and Continuing Education division applied for and received funding via an Illinois Community College Board (ICCB) grant for the purchase of two-year licenses for eleven (11) additional virtual reality headsets from Transfr. These headsets include custom software designed for virtual career exploration and entry-level training in over twenty disciplines across multiple industries including Manufacturing, Skilled Trades, Warehousing & Storage, Public Safety, and Automotive. The headsets allow students to explore the day-to-day realities of specific careers and skills in a safe and engaging environment.

The headsets will be utilized through coordinated activities during the College calendar in concert with the College's credit-bearing career and technical programs, advising, recruitment, student services, and federal grant programs such as TRiO to reach students across age levels, providing opportunities to explore various in demand technical disciplines.

Funding Source: Illinois Community College Board (ICCB) Grant Fund

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

RATIFICATION OF COMPUTER EQUIPMENT PURCHASE

Recommendation

The administration recommends that the Board of Trustees ratifies and authorizes the administration to purchase Chromebooks, laptops, google licenses, and hardware support for the College library department from the lowest responsible bidder, Government Goods, Inc. (Brooklyn, NY), in an amount not to exceed \$36,770.93.

Vendor	HP Chromebook 15 G7 14" (QTY 82)	Google Chrome License (QTY 82)	HP Elite Notebook 840 10 14" (QTY 15)	HP eCare Warranty (QTY 15)	Total
Government Goods, Inc. (Brooklyn, NY)	\$ 17,220.00	\$ 2,459.18	\$ 14,400.00	\$ 2,691.75	\$ 36,770.93
Hypertec, Inc. (Tempe, AZ)	\$ 17,227.38	\$ 2,548.56	\$ 13,335.00	\$ 4,395.90	\$ 37,506.84
Archangel Education & Technology (N. Miami Beach, FL)	\$ 17,171.62	\$ 2,442.78	\$ 17,706.90	\$ 2,442.78	\$ 39,764.08
Howard Technology Solutions (Laurel, MS)	\$ 18,942.00	\$ 2,706.00	\$ 16,455.00	\$ 3,090.00	\$ 41,193.00
CDW Government, LLC (Vernon Hills, IL)	\$ 18,804.24	\$ 2,788.00	\$ 17,136.00	\$ 3,396.60	\$ 42,124.84
Axellant LLC (Torrance, CA)	\$ 24,552.44	\$ 2,454.26	\$ 22,723.65	\$ 3,856.50	\$ 53,586.85

Dr. David Sam, President

Background

An invitation to bid was advertised and sent to twenty-six (26) vendors, one (1) of which was in-district, seven (7) were Illinois Business Enterprise Program Certified.

The library endeavors to maintain sizable collections of Chromebooks and laptops to serve students who are not able to get these resources for themselves, therefore eliminating barriers to their education. The College Academic Library utilizes these laptops and Chromebooks as replacements. The library has procedures in place to maintain the collection in a timely and consistent manner.

Funding Source: Illinois Community College Board (ICCB) Innovative Bridge FY24 Grant Fund
 Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning and Student Development, 847-214-7363

**RATIFICATION OF APPOINTMENT: INTERIM CHIEF MARKETING,
COMMUNICATIONS AND GOVERNMENT RELATIONS OFFICER
Ms. Paula Amenta**

Recommendation

The administration recommends that the Board of Trustees ratifies the appointment of Ms. Paula Amenta as Interim Chief Marketing, Communications and Government Relations Officer at an annual salary of \$187,860 (Hay position classification 20), effective April 1, 2024 to December 31, 2024.



Dr. David Sam, President

Background

Paula Amenta will be responsible for leading the Marketing and Communications function at ECC. Furthermore, Ms. Amenta is expected to build productive partnerships and strategic relationships with businesses, institutions, and individuals throughout Community College District No. 509, while overseeing the College's legislative initiatives.

Ms. Amenta holds a Master's Degree in Integrated Marketing Communications from Roosevelt University, Chicago, IL; a Bachelor's Degree in Organizational Communication from North Central College, Naperville, IL; and an Associate's Degree from Elgin Community College, Elgin, IL. Ms. Amenta previously worked as Managing Director, Community Engagement and Legislative Affairs, Chief Marketing Communications Officer, and Director of Communications at Elgin Community College. She has served as Director of Marketing Communications at Waubensee Community College and as Economic Development Manager for the Elgin Area Chamber of Commerce. Ms. Amenta was awarded an ECC scholarship in Journalism from the Board of Trustees in 1996, and received ECC's Pacesetter Award in 1999. She was named a "Fabulous 50" alum, and is one of ECC's Sensational 75.

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

RESOLUTION OF APPRECIATION

Lourdes (Lulu) Blacksmith, Associate Vice President of Student Services and Development

Recommendation

The administration recommends that the Board of Trustees approves the Resolution of Appreciation for the Associate Vice President of Student Services and Development, Dr. Lourdes (Lulu) Blacksmith, who will retire April 30, 2024.



Dr. David Sam, President

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

RESOLUTION OF APPRECIATION

Associate Vice President of Student Services and Development, Lulu Blacksmith

WHEREAS, Dr. Lourdes (Lulu) Blacksmith joined Elgin Community College as Chief Community and Government Relations Officer in January 2020 and subsequently transitioned into the role of Associate Vice President of Student Services and Development in June 2022; and

WHEREAS, Dr. Blacksmith implemented a variety of improvements to the student experience, including removing clutter and non-friendly signage, replacing worn out furniture, implementing enhanced “Welcome Week” tables at entrances, personally walking students across campus to their destinations and encouraging others to do the same, recommending all divisional employees wear name tags at all times, ensuring appropriate telephone etiquette is used with students, and breaking down complex student processes into simplified step-by-step directions; and

WHEREAS, Dr. Blacksmith served as President of the Elgin Hispanic Network, maintained regular community engagement, sought out multilingual volunteers to assist students and visitors requiring language assistance, volunteering her personal time to stay after hours to assist with translation and focus groups, and focusing the division on ECC’s HSI identity through various means; and

WHEREAS, Dr. Blacksmith helped renew ECC’s commitment to all students, including a new “Building Connections” initiative inclusive of a diverse range of activities to ensure adult students feel included within the college community, improvements to the registration process for adult basic/secondary education students, and new parent sessions focusing on Latinx families at Experience ECC; and

WHEREAS, Dr. Blacksmith, in collaboration with division colleagues, submitted a number of proposals to enhance student services including a name change for Student Life, upgrading the fitness center and softball field, increasing coaches’ salaries, implementing emergency transportation resources for students, relocating access and disability services, and enhancing community collaborations such as project backpack; and

WHEREAS, Dr. Blacksmith assisted the Board of Trustees by establishing clear goals in alignment with the strategic plan and equipping them with speaking points in their legislative advocacy efforts for the college; and

WHEREAS, Dr. Blacksmith worked to improve the experience in her division by demonstrating appreciation in various forms, maintaining an open-door policy, and leading by example in her kind and compassionate interactions with all employees; and

WHEREAS, it is appropriate to formally recognize and honor Dr. Lulu Blacksmith upon her retirement from Elgin Community College on April 30, 2024; now, therefore,

BE IT RESOLVED, that the Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry, and Dekalb, State of Illinois on this 9th day of April 2024, expresses to Dr. Lulu Blacksmith, on behalf of District 509 citizens, her colleagues and the many students who have benefited from her work, heartfelt appreciation for her many years of dedicated service and best wishes for the future; and,

BE IT FURTHER RESOLVED that this Resolution be entered into the minutes of the Board and a copy signed by each Trustee be prepared for, and presented to, Dr. Lulu Blacksmith.

**RESOLUTION ADOPTING RESULTS OF STUDENT TRUSTEE
ELECTION FOR 2024-2025**

Recommendation

The administration recommends that the Board of Trustees adopts the Resolution Adopting the Results of the Student Trustee Election for 2024-2025.



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP 2.1, which states,

[The Board of Trustees will] . . . act in accordance with all applicable laws, rules and regulations in carrying out the mission of Elgin Community College and to uphold its statutory duties and powers as stipulated in the Illinois Compiled Statutes.

Also,

Each community college board shall have one non-voting member who is a student enrolled in the community college under the jurisdiction of the board. . . . The method of selecting these student members shall be determined by campus-wide student referendum.

The student members shall serve a term of one year beginning on April 15 of each year. . . .

The nonvoting student members shall have all of the privileges of membership, including the right to make and second motions and to attend executive sessions, other than the right to vote. *(Source: P.A. 80-730)*

(110 ILCS 805/3-7.24) (from Ch. 122, par. 103-7.24)

Staff Contact: Ms. Diane Kerruish, Board Recorder/Election Official, 847-214-7374

**RESOLUTION ADOPTING RESULTS OF STUDENT TRUSTEE
ELECTION FOR 2024-2025**

WHEREAS, there was held by the Student Government of Community College District No. 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, in and for such district, an election for the purpose of selecting one student trustee for a one-year full term for said board; and

WHEREAS, said election was regularly called and held as provided by law and by Student Government procedure, and the returns of said election have been confirmed by the Office of Student Life, and the returns are now before this board the 9th day of April, 2024, and have been canvassed by this board, and this board is familiar therewith; now, therefore, be it

RESOLVED that the board finds, from a canvass of the returns of said election, that a total of 106 ballots were cast, with the following candidates receiving the number of votes ascribed for the one-year term for trustee:

Candidate	Candidate Totals
Jessica Heiser	106
Totals	<u>106</u>

and be it further

RESOLVED that, as a result of said election, the following candidate was elected to serve as student trustee for a one-year full term:

NAME	ADDRESS	CITY / STATE / ZIP
Jessica Heiser	6N117 Oakwood Drive	St. Charles, IL 60174

and be it further

RESOLVED that the secretary or the secretary’s designee (recorder/election official) transmits this information to the Illinois Community College Board (ICCB) and the Illinois Community College Trustees Association (ICCTA) to take such action as they may require.

RESOLUTION OF APPRECIATION
Mr. Ryan Kolbusz

Recommendation

The administration recommends that the Board of Trustees approves the Resolution of Appreciation for Mr. Ryan Kolbusz.



Dr. David Sam, President

Staff Contact: Dr. David Sam, President, 847-214-7363

RESOLUTION OF APPRECIATION
Mr. Ryan Kolbusz

WHEREAS, Mr. Ryan Kolbusz has served as the Student Member of the Board of Trustees from April 2023 to April 2024; and,

WHEREAS, Mr. Ryan Kolbusz has shown a strong commitment to Elgin Community College (ECC) and lived up to the ideals of an Aspen Top 25 college; and,

WHEREAS, Mr. Ryan Kolbusz has earned the respect of his student constituents, ECC employees and board members, alike, through his dedication and passion for serving others; and,

WHEREAS, Mr. Ryan Kolbusz has served as a role model, mentor and trusted friend among his peers, taking time to hear student concerns and share feedback with the board; and,

WHEREAS, Mr. Ryan Kolbusz has developed his leadership and communication skills by contributing to the vibrant campus culture through civic engagement and service to the community as an active member of Phi Theta Kappa and Student Government; and

WHEREAS, Mr. Ryan Kolbusz has worked on campus for two years as a Federal Work Study student at First Stop serving as a friendly and knowledgeable person assisting students navigate campus resources and procedures to ensure student success; and,

WHEREAS, Mr. Ryan Kolbusz has been a strong advocate for community college education through hosting an on-campus event promoting ICCB's new marketing campaign, ***For Every Student For Every Community***, which focuses on local learning partnerships between colleges, students, and the communities they serve; and

WHEREAS, Mr. Ryan Kolbusz has been actively engaged in the college's 75th Anniversary celebrations helping to coordinate student feedback and develop a survey regarding the design, appearance, and name of the new college mascot; now, therefore, be it

RESOLVED that the Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry, and DeKalb, State of Illinois, on this 9th day of April, 2024, expresses to Mr. Ryan Kolbusz, on behalf of District 509 citizens, the staff and the many students who have benefitted from his work, heartfelt appreciation for his valuable contributions and dedicated service to the business of the Board of Trustees, and extends to him best wishes for the future; and now, therefore, 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. Ryan Kolbusz.

**ELGIN COMMUNITY COLLEGE BOARD OF TRUSTEES
AFFIRMATION OF SERVICE**

It is with the deepest sense of responsibility and conviction, as I assume my office as a Trustee of Elgin Community College, District 509 that I do solemnly affirm:

That I understand my authority exists only when acting collectively with my fellow board members, and that our authority is derived from, and obliged to serve, the interests of our entire community;

That I will exemplify ethical behavior and conduct that is above reproach;

That I will engage in an ongoing process of in-service education and continuous improvement;

That I will be prepared to participate in open, honest, and civil deliberation with my colleagues, vote my conscience rather than advance any special interests, and I will abide by majority decisions of the board, while retaining the right to seek changes in such decisions through ethical and constructive channels; and

That I will honor the division of responsibility between the board and the president; and

That I will contribute to creating a spirit of true cooperation and a mutually-supportive relationship in support of our community.

ELECTION OF BOARD CHAIR

Recommendation

The administration recommends that the Board of Trustees elects the board chair for a one-year term.



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP 8.2, which reads:

The chair shall convene the annual board organizational meeting in April or May, in accordance with current election regulations. The board shall elect a chair, a vice chair and a secretary. The vice chair shall fulfill the duties of the chair in the absence, inability or refusal to act by the chair. The secretary will oversee the appropriate signatory responsibilities of the board

and

. . . At all . . . organizational meetings, the chairman of the board, or, in his or her absence, the president of the community college or acting chief executive officer of the college shall convene the new board, and conduct the election for chairman, vice chairman and secretary. The board shall then proceed with its organization under the newly elected board officers

(110 ILCS 805/3-8) (from Ch. 122, par. 103-8)

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

ELECTION OF BOARD SECRETARY

Recommendation

The administration recommends that the Board of Trustees elects the board secretary for a one-year term.



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP 8.2, which reads:

The chair shall convene the annual board organizational meeting in April or May, in accordance with current election regulations. The board shall elect a chair, a vice chair and a secretary. The vice chair shall fulfill the duties of the chair in the absence, inability or refusal to act by the chair. The secretary will oversee the appropriate signatory responsibilities of the board

and

. . . At all . . . organizational meetings, the chairman of the board, or, in his or her absence, the president of the community college or acting chief executive officer of the college shall convene the new board, and conduct the election for chairman, vice chairman and secretary. The board shall then proceed with its organization under the newly elected board officers

(110 ILCS 805/3-8) (from Ch. 122, par. 103-8)

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

ELECTION OF BOARD VICE CHAIR

Recommendation

The administration recommends that the Board of Trustees elects the board vice chair for a one-year term.



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP 8.2, which reads:

The chair shall convene the annual board organizational meeting in April or May, in accordance with current election regulations. The board shall elect a chair, a vice chair and a secretary. The vice chair shall fulfill the duties of the chair in the absence, inability or refusal to act by the chair. The secretary will oversee the appropriate signatory responsibilities of the board

and

. . . At all . . . organizational meetings, the chairman of the board, or, in his or her absence, the president of the community college or acting chief executive officer of the college shall convene the new board, and conduct the election for chairman, vice chairman and secretary. The board shall then proceed with its organization under the newly elected board officers

(110 ILCS 805/3-8) (from Ch. 122, par. 103-8)

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

APPOINTMENT OF THE TREASURER

Recommendation

The administration recommends that the Board of Trustees approves the appointment of Dr. Kimberly Wagner as treasurer for a one-year term and affixes her compensation at the rate of \$1 per year.



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP 4.10, which reads:

. . . The chair will . . . appoint a college treasurer and fix his or her compensation with approval of the board at the annual organizational meeting.

and

. . . Community college boards shall appoint a treasurer to serve at the pleasure of the board. The treasurer may not be a member of the community college board. The board of the community college district shall fix the compensation of the treasurer.

110 ILCS 805/3-18 (from Ch. 122, part 103-18)

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

**APPOINTMENT OF AUDIT FIRM
FISCAL YEAR 2024**

Recommendation

The administration recommends that the Board of Trustees approves the chair's appointment of Sikich LLP to conduct the annual audit for fiscal year 2024. The fee for preparation of the fiscal year 2024 audit and financial statements should not exceed \$90,230.



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP 4.11, which reads:

[The chair will . . .] Appoint auditors for the college, as recommended by the Finance Committee, with approval by the board at the annual organizational meeting.

and (110 ILCS 805/3-22.1) (from Ch. 122, par. 103-22.1)

[The board shall . . .] cause an audit to be made at of the end of each fiscal year by an accountant licensed to practice public accounting in Illinois and appointed by the board.

The recommendation for the reappointment of Sikich LLP for the annual audit for fiscal year 2024 was presented and discussed at Finance Committee on March 11, 2024.

Funding Source: Audit Fund

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

APPOINTMENT OF LEGAL COUNSEL

Recommendation

The administration recommends the Board of Trustees approves the appointment of law firms to act as legal counsel for the college.



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP 4.9, which reads,

[The chair will . . .] Appoint legal counsel for the college with approval by the board at the annual organizational meeting.

The chair has appointed the following law firms to act as legal counsel for the college:

Huck Bouma PC
1755 S. Naperville Road, Suite 200
Wheaton, IL 60189

Amundsen Davis
3815 East Main St., Suite A-1
St. Charles, IL 60174

Robbins Schwartz
190 South LaSalle St. Suite 2550
Chicago, IL 60603-3410

Husch Blackwell LLP
120 S. Riverside Plaza, Suite 2200
Chicago, IL 60606

Littler Mendelson
321 North Clark Street, Suite 1100
Chicago, IL 60654

Staff Contact: Mr. Respicio F. Vazquez, General Counsel, 847-214-7760

APPOINTMENT OF BOARD REPRESENTATIVES AND LIAISONS

Recommendation

The administration recommends that the Board of Trustees approves the board Chair's appointments, as announced, of individual board members as representatives and liaisons to various committees of the college and external organizations.

Committee of the Whole	Entire Board of Trustees
Finance Committee Chair and Two Representatives	Trustee (Chair) Trustees (2)
Legislative Liaison	Trustee
Parliamentarian	Trustee
Elgin Community College Foundation Liaison	Trustee
Retreat Leader	Trustee
Illinois Community College Trustees Association (ICCTA) Representative and Alternate	Trustee Trustee
Association of Community College Trustees (ACCT) Liaison	Trustee

The administration also recommends that the Board of Trustees *reaffirms* its approval and support of ECC trustee participation through the end of the current term.

ACCT Trustee Advisory Committee

Trustee Ollayos



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP 5, which reads:

The board may establish committees to help carry out its governing responsibilities and will determine committee goals and limits of committee authority. . . .

and Board Policy GP 8.2, which reads,

. . . The board shall approve . . . board representatives to external organizations and board committees.

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

2024 SCHEDULE OF BOARD MEETINGS, ELGIN COMMUNITY COLLEGE
Regular, Committee of the Whole and Finance Committee

Recommendation

The administration recommends that the Board of Trustees confirms the following schedule of meetings for calendar year 2024, to be held in Building E on the Elgin Community College campus.

REGULAR MEETINGS 6:30 pm Seigle Aud	COMMITTEE OF THE WHOLE* 3:00 pm Rm 100.01	FINANCE COMMITTEE* 2:00 pm Rm 100.01
January 23	January 22	
<i>February [No Meetings]</i>	<i>February [No Meetings]</i>	
March 12	March 11	March 11
April 9	April 8	
May 14	May 13	May 13
June 11	June 10	
<i>July [No Meetings]</i>	<i>July [No Meetings]</i>	
August 13	August 12	
September 10	September 9	
October 8	October 7	October 7
November 12	November 11	
December 10	December 9	December 9

* When the Finance Committee is scheduled to meet (four times per year), the Committee of the Whole will follow. Meeting times may be adjusted to accommodate agenda items.



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP.3, which reads:

A schedule of regular board meetings will be adopted at the annual organizational meeting. All regular meetings are open and public.

and

. . . The board . . . shall fix a time and place for its regular meetings. . . Public notice of the schedule of regular meetings for the next calendar year, as set at the organizational meeting, must be given at the beginning of that calendar year. (110 ILCS 805/3-8) (from Ch. 122, par. 103-8) Sec. 3-8

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

**ADMINISTRATIVE LINE OF SUCCESSION
DURING THE PRESIDENT'S ABSENCE**

Recommendation

The administration recommends that the Board of Trustees approves the president's recommended administrative line of succession, in the case of emergency during the president's absence:

- | | |
|---|----------------------|
| 1. Vice president, teaching, learning and student development | Dr. Peggy Heinrich |
| 2. Vice president, business and finance | Dr. Kimberly Wagner |
| 3. Vice president, planning, institutional effectiveness/technology | Dr. Phil Garber |
| 4. General counsel | Mr. Respicio Vazquez |



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy BPR 4.2 and 4.3, which reads:

- BPR 4.2 If the president cannot designate an acting president for an absence of less than 30 days, administrative responsibility shall be in the following order:
- Vice president for teaching, learning and student development
 - Vice president for business and finance
 - Vice president, planning, institutional effectiveness/technology

In the absence of all of the above (1 – 5), the president or his/her designee shall designate the person who has administrative responsibility.

- BPR 4.3 In order to protect the board from sudden loss of presidential services, the president must have at least two other executives familiar with board and presidential issues and processes. The president will recommend to the board each year, at the organizational meeting, his or her designated line of succession.

In preparation for possible emergency, the president shall annually provide contact information for the above-named administrators to the ECC Police Department, which they shall maintain with confidentiality. In the case of the president's absence during an emergency situation, ECC Police will communicate with the administrator designated as next in succession.

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