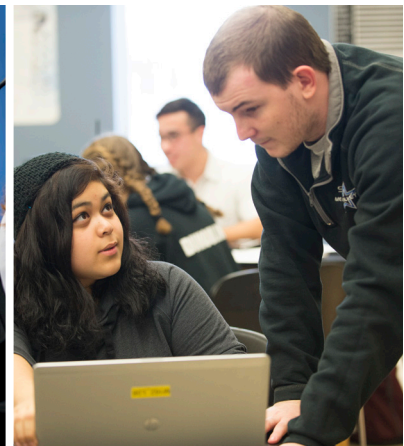




BOARD OF TRUSTEES AGENDA

May 14, 2024



Elgin
Community
College

Bright Choice. Bright Future.

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

**Regular Board Meeting
May 14, 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. Shared Values

5. President's Report

6. Audience Wishing to Address the Board

7. Board Reports

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

Reports

8. College Reports

- A. Personnel (April) 2
- B. Treasurer (March) 5
- C. Student (April 1-25) 24

College Reports Under Separate Cover

- D. Community Engagement and Legislative Affairs (April)
- E. Grant Report (period ending March 31, 2024)

Actions

Acceptance of College Reports

1

9. Ratification of the Agreement Between the Board of Trustees of Community College District No. 509 and the International Union of Operating Engineers of Chicago, Illinois and Vicinity Local No. 399

2

10. Consent Agenda Approval

- A. Minutes of the Regular Board Meeting of April 9, 2024 24
- B. Closed Session Minutes of the Regular Board Meeting of April 9, 2024 34
- C. Destruction of Audiotape of Closed Session of August 9, 2022 35
- D. Ratification of Report of Expenses 36
- E. Ratification of Board of Trustees Travel Expenses 37
- F. Trustees' In-State Attendance at Illinois Community College Trustee Association (ICCTA) Annual Convention 38
- G. Consulting Services Board Retreat June 2024 39
- H. Ratification of Revised Salary Schedules 42
- I. Fiscal Year 2025 Salary Adjustment and Insurance Contribution Rate for Administrative and Tutor Employees 47

J. Purchases	
1. Annual Electric Maintenance Services	48
2. Arts Center 2024-2025 Season Brochure	49
3. Asbestos Abatement for 550 S. McClean Blvd	50
4. Form Building Software Purchase	51
5. Geotechnical Soil Boring Testing - New Manufacturing Center Site	52
6. Instructional & Office Replacement Computers and Monitors	53
7. Notebooks & Software Purchase	54
8. Mental Health Services Hotline for Students	55
9. Ratification of Heat Exchanger Purchase	56
10. Ratification of Traffic Study for the Sites of the New Manufacturing Center and the Truck Driving Program	57
K. Personnel	
1. New Hire, Dean of Health Professions, Ms. Denise Kruckenberg	58
2. Resolution of Appreciation, Retiree, Dr. Wendy Miller	59
3. Resolution of Appreciation, Retiree, Ms. Noreen Burton-Hill	61
4. Resolution of Appreciation, Retiree, Ms. Nancy Chahino	63

11. Old Business

12. New Business

13. Adjournment

Next regular meeting: 6:30 p.m. Tuesday, June 11, 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		
Board Activities	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 articulates budgetary considerations for next fiscal year	Board Goal Planning Period: 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 (CCTA) 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	
	Suggested Reports for COTW and Board Meetings ¹	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 Review Report from previous fiscal year (TLSD)	Update on General Education (TLSD) Course and lab fees (TLSD) Performance on Key Indicators (PIE) Quarterly Student Success and Equity Report (EDI)	Institutional Advancement and ECC Foundation Annual Report (ECCF) Grant Monitoring Report (Jul-Sep)		Board adopts tax levy Board conducts semi-annual self-evaluation	Annual Insurance Report (Finance) Community Report (Communications) Quarterly Student Success and Equity Report (EDI)	Faculty Tenure Recommendations (TLSD) Annual Monitoring Report (Oct-Dec) Auxiliary unit business plans for next fiscal year	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	Goal and Budget Review Period: Departments review their accomplishments from the previous fiscal year		Goal and Budget Planning Period: Departments outline goals and budgets for the next fiscal year		Goal and Budget Planning Period: New Positions for Next Fiscal Year: Finance places tax levy on display and prepares tax levy hearing		Strategic Budget Council reviews department budget requests for the next fiscal year		Budget Discussions and Adjustments Period: Budget Council reviews department budget requests for the next fiscal year		Finalize Budget and Goals for the Next Fiscal Year		Finance finalizes budget for the next fiscal year and places it on display for the public	
	Employees update accomplishments from the previous fiscal year in the performance management system Cabinet retreats to outline key directions for next 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 progress on 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	Cabinet retreats to affirm progress of the current fiscal year and directions 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

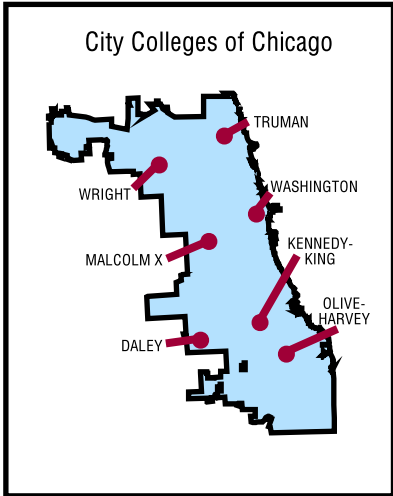
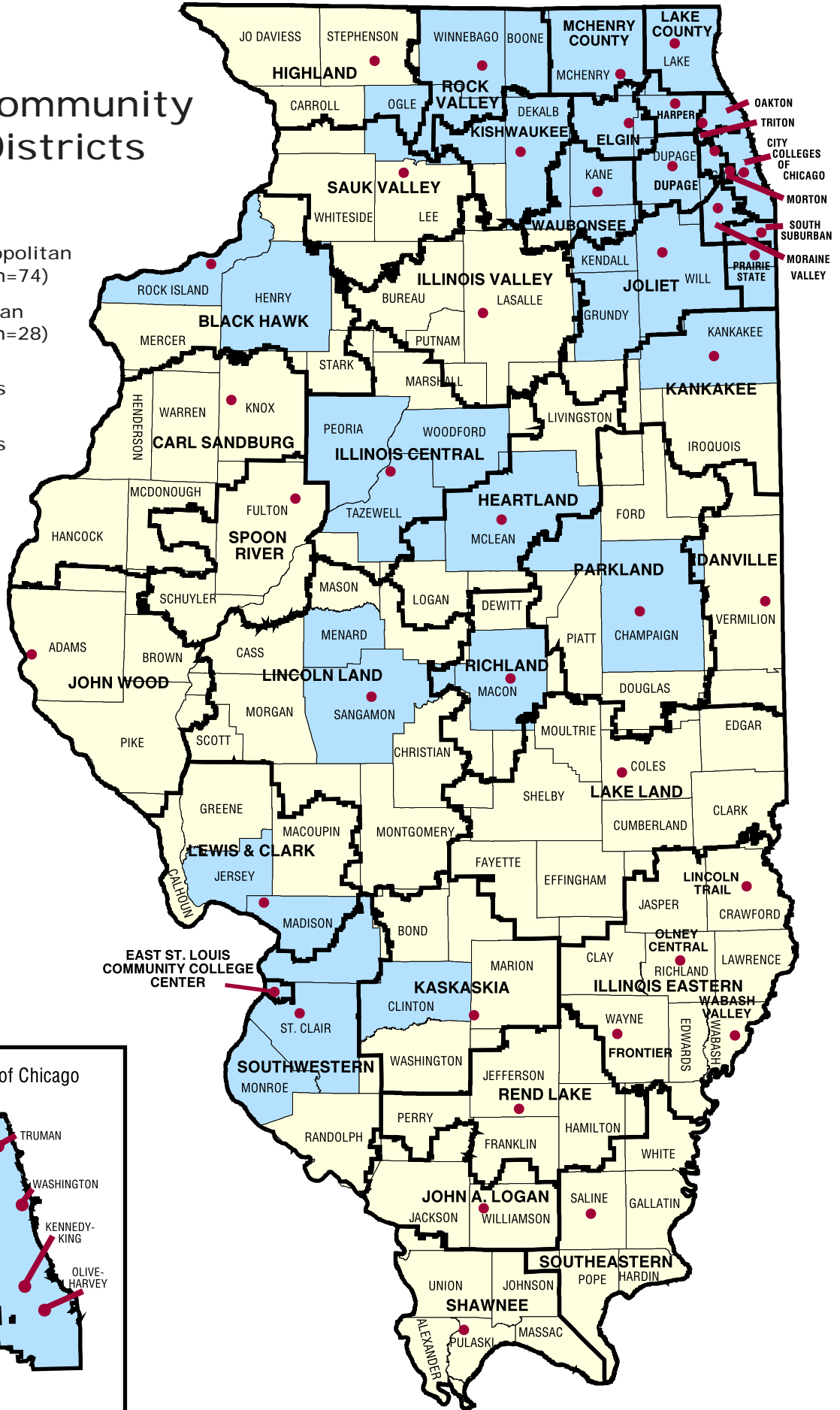
- 🎓 The average full-time Illinois community college student pays **\$4,410 per year in tuition and fees; nearly one-third the average tuition and fees** at Illinois public universities.
- 🎓 College costs can be reduced and students are able to gain access to college-level coursework during high school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

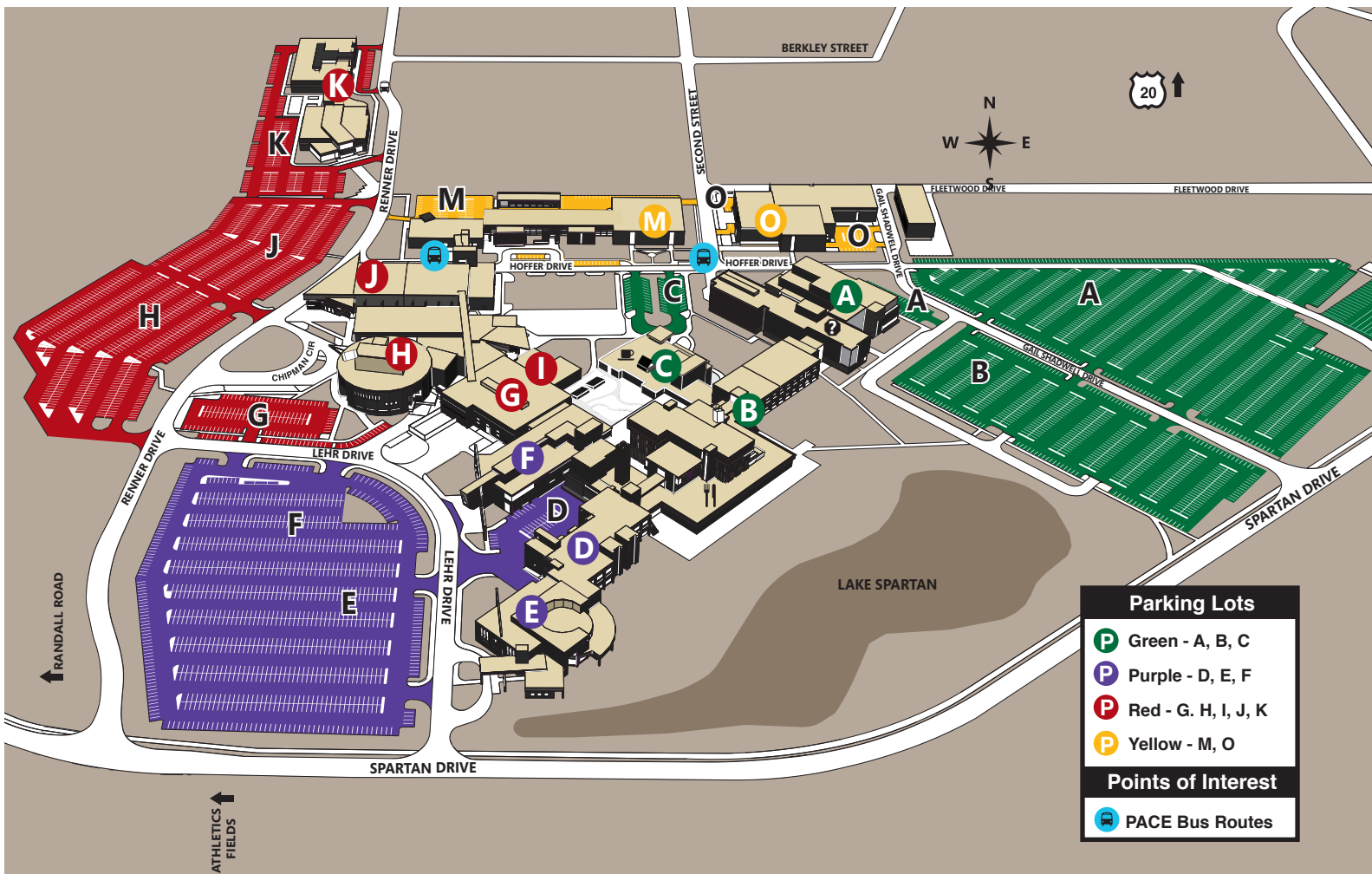
- Adult Basic Education Center (ABEC)
- Continuing Education/Corporate Training
- English as a Second Language (ESL)
- High School Equivalency/GED®
- TRiO/Upward Bound
- Workforce Development

M BUILDING

- Early Childhood Lab School

O BUILDING

- Refrigeration Lab
- Sheet Metal Lab
- HVAC Lab
- Welding Lab
- Manufacturing Lab
- IST Maintenance Tech Lab
- Motor Control/PLC Lab
- Hydraulic Lab
- CDL Driving Simulation Lab
- Electrical Lab



COLLEGE REPORTS

At each regular board meeting, various written departmental and liaison reports and materials are submitted to the board for their information and acceptance. That information includes, but is not limited to, the reports listed below.

College reports attached:

- A. Personnel (April)
- B. Treasurer (March)
- C. Student (April 1-25)

College reports/procedures presented under separate cover:

- D. Community Engagement and Legislative Affairs (April)
- E. Grant Report (period ending March 31, 2024)

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
Natalie	Bartimus	NH	Office Coordinantor II	4/15/2024	\$52,000.00	13
Denee	Cavicchioni	NH	Office Coordinator I	4/15/2024	\$54,000.00	12
Violet	Lara	NH	Director of Respiratory Care Program	4/29/2024	\$100,000.00	17
Kristen	Launius	NH	Administrative Assistant III	4/1/2024	\$17.50	11
Shiuny	Martinez	NH	Testing Assistant III - Part Time	4/15/2024	\$18.00	10
Emma	Neeper	NH	Student Services Coordinator III	4/29/2024	\$27.70	14
Gretchen	Taylor	NH	Student Readiness Coordinator	4/29/2024	\$62,000.00	13
Mary Ann	Werman	NH	Financial Aid Assistant III	4/22/2024	\$18.50	9
Paula	Amenta	RH	CMCO and Government Relations Officer	4/1/2024	\$187,860.00	20
Karla	Gomez	TRN	Recruitment Coordinator IV	4/29/2024	\$63,000.00	15
Jesus	Perez	TRN	Scholarship Specialist III	4/29/2024	\$49,000.00	13
Maria	Tovar	TRN	Bursar	4/29/2024	\$85,000.00	16
Savannah	Ilenikhena	RES	Director of Grant Programs	4/9/2024		
Toya	Webb	RES	CMCO and Government Relations Officer	3/29/2024		
Kyla	Wegman	RES	Dean of College Transitions and Secondary Partnerships	4/5/2024		
Jennifer	Milakovic	RES	Office Assistant III	3/29/2024		
Krupa	Patel	RES	Upward Bound Coordinator III	4/15/2024		
Julieta	Pelayo	RES	Post-Secondary Success Coach	3/30/2024		
Maria	Sosa Hildago	RES	Office Assistant III	4/26/2024		
Policarpo	Rufino	RET	Groundskeeper I	4/28/2024		
Conception	Dominguez	RET	Custodian Lead	4/30/2024		
Michele	Schoen	RET	Accounts Receivable Specialist III	4/30/2024		

Key
NH - New Hire
RH - Rehire
TRN - Transfer - New Grade/Grp
RES - Resignation
RET - Retirement

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

HUMAN RESOURCES STAFFING REPORT

Natalie Bartimus

Natalie Bartimus joins Elgin Community College as an Office Coordinator II. Natalie received a Bachelor of Science in Agriculture from Illinois State University. She comes to the College from Next Gen Tuning and Diagnostics, where she served as a Marketing Manager.

Denee Cavicchioni

Denee Cavicchioni joins Elgin Community College as an Office Coordinator I. Denee is an Elgin Community College alumnus and received an Associate in Science. She comes to the College from New Eden School of Natural Health, where she served as an Executive Assistant and Marketing Specialist.

Violet Lara

Violet Lara joins Elgin Community College as the Director of Respiratory Care Program. Violet received a Master's in Business Administration from the University of Wisconsin-Parkside. She comes to the College from Triage Staffing, where she served as a Registered Respiratory Therapist. Violet has over 20 years of experience working in respiratory care.

Kristen Launius

Kristen Launius joins Elgin Community College as an Administrative Assistant III. Kristen received a Bachelor of Science in Education from the University of Missouri-Columbia. She comes to the College from Schaumburg Christian School, where she served as a Classroom Teacher.

Shiuny Martinez

Shiuny Martinez joins Elgin Community College as a Testing Assistant III – Part Time. Shiuny is currently earning her associate's degree at Elgin Community College. She comes to the College from Chestnut Health, where she served as an Office Coordinator.

Emma Neeper

Emma Neeper joins Elgin Community College as a Student Services Coordinator III. Emma received a Bachelor of Arts in History from Ohio Wesleyan University. She comes to the College from Sitka Fine Arts Camp. Where she served as an Events and Hospitality Manager.

Gretchen Taylor

Gretchen Taylor joins Elgin Community College as a Student Readiness Coordinator. Gretchen received a master's degree in Non-Profit/Public/Organizational Management from National Louis University. Gretchen is also an Undergraduate Co-Instructor for Northern Illinois University. She comes to the College from Aurora University, where she served as an Assistant Registrar.

Mary Ann Werman

Mary Ann Werman joins Elgin Community College as a Financial Aid Assistant III. Mary Ann received her Master of Public Administration from Ohio State University. She comes to the College from Northern Illinois University, where she served as a Financial Aid Coordinator.

Paula Amenta

Paula Amenta returns to Elgin Community College as the CMCO and Government Relations Officer. Previously at Elgin Community College, Paula was the Chief Marketing and Communications Officer.

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

ELGIN COMMUNITY COLLEGE DISTRICT 509

As of March 31, 2024

Investment Schedule

	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	3/26/2024	9/6/2024	5.171%	4,860,361.89	4,750,000.00	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	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	St. Charles Bank & Trust Company
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Libertyville Bank & Trust Company
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Wintrust Bank
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	State Bank of the Lakes
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Lake Forest Bank & Trust Company
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Village Bank and Trust
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Northbrook Bank and Trust Company
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Schaumburg Bank & Trust Company
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Wheaton Bank & Trust
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Hinsdale Bank & Trust Company
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	3/19/2021	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 March 31, 2024

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity	Cost	Bank
				Value		
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	3/1/2024	9/27/2024	5.076%	1,750,000.00	1,699,672.92	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	3/27/2024	11/30/2024	5.067%	750,000.00	732,392.58	U.S. Treasury Note
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	3/1/2024	2/28/2025	4.915%	238,000.00	238,305.45	Northeast Community 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	3/6/2024	9/8/2025	4.804%	243,000.00	243,509.07	Commercial Bank of Cal
Treasury Bills	3/8/2024	9/8/2025	4.769%	248,000.00	248,649.68	American National Bank/Fox Cities
Treasury Bills	3/12/2024	9/12/2025	4.955%	243,000.00	243,504.69	Western Alliance Bank
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	3/5/2024	3/5/2026	4.555%	248,000.00	248,685.78	Peoples Bank East Tennessee
Treasury Bills	3/5/2024	3/5/2026	4.581%	249,000.00	249,563.41	CF Bank
Treasury Bills	3/8/2024	3/9/2026	4.605%	248,000.00	248,686.73	Anderson Bros. Bank
Treasury Bills	3/22/2021	3/31/2026	0.718%	3,000,000.00	3,226,406.25	U.S. Treasury Note
Treasury Bills	3/23/2021	3/31/2026	0.720%	2,250,000.00	2,419,453.13	U.S. Treasury Note
Treasury Bills	4/6/2021	4/30/2026	0.830%	1,750,000.00	1,883,847.66	U.S. Treasury Note
Treasury Bills	4/7/2021	4/30/2026	0.770%	1,250,000.00	1,349,462.89	U.S. Treasury Note
Treasury Bills	2/27/2024	2/28/2027	4.325%	1,000,000.00	910,703.13	U.S. Treasury Note
Treasury Bills	3/5/2024	3/5/2027	4.458%	244,000.00	244,960.22	Valley National Bank Wayne
Money Market Funds	3/31/2024	3/31/2024	5.119%	7.87	7.87	LIQ General Fund #10896-101
Money Market Funds	3/31/2024	3/31/2024	5.135%	8,228,630.17	8,228,630.17	MAX General Fund #10896-101
Money Market Funds	3/31/2024	3/31/2024	5.135%	838,625.27	838,625.27	MAX Campus Door Project #10896-217
Money Market Funds	3/31/2024	3/31/2024	1.000%	13,509,683.97	13,509,683.97	US Bank - IL Funds (01-00000-125000)
				4.09%	\$ 138,809,165.08	\$ 137,328,877.32

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

**ELGIN COMMUNITY COLLEGE DISTRICT 509
EDUCATION FUND
For the Months Ending March 31, 2024**

	2024 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr Mar. 31 2023 Actual	% of FY2023 Budget
REVENUES					
Property Taxes	\$ 40,411,000	\$ 40,960,582	101.36%	\$ 39,940,706	100.49%
Local Grants and Contracts	-	1,500	-	56,769	-
Personal Property Replacement Tax	890,000	943,730	106.04%	1,298,950	173.19%
Illinois Community College Board	6,976,437	5,304,429	76.03%	4,927,551	77.33%
Student Tuition and Fees *	24,349,800	22,868,653	93.92%	21,302,716	87.95%
Payment Plan and Late Fees	150,000	137,185	91.46%	120,565	77.78%
Investment Income	725,000	5,339,593	736.50%	2,236,036	447.21%
Miscellaneous External Revenue	803,458	424,532	52.84%	323,001	8.40%
Miscellaneous Internal Revenue	-	1,195	-	-	-
TOTAL REVENUES	74,305,695	75,981,399	102.26%	70,206,294	92.88%
EXPENDITURES BY OBJECT					
Salaries	47,927,175	37,710,797	78.68%	36,138,593	77.97%
Employee Benefits	10,128,699	6,928,993	68.41%	6,347,774	66.15%
Contractual Services	5,405,423	3,876,604	71.72%	2,708,170	66.14%
General Material & Supplies	5,024,977	3,407,181	67.80%	3,779,219	71.25%
Professional Development	714,070	550,081	77.03%	450,123	59.30%
Fixed Charges	248,647	110,403	44.40%	124,139	58.53%
Utilities	1,300	1,175	90.38%	1,263	97.13%
Capital Outlay	2,253,724	2,124,061	94.25%	582,836	26.55%
Other	505,651	186,386	36.86%	230,165	22.69%
Waivers/Institutional Scholarships	275,000	355,655	129.33%	362,379	80.53%
TOTAL EXPENDITURES BY OBJECT	72,484,666	55,251,336	76.22%	50,724,661	72.94%
EXPENDITURES BY FUNCTION					
Instruction	34,267,292	26,767,197	78.11%	24,309,553	73.44%
Academic Support	10,638,593	7,770,676	73.04%	7,817,960	76.86%
Student Services	6,782,931	4,897,114	72.20%	4,672,682	76.72%
Public Services	635,631	399,343	62.83%	486,186	54.70%
Institutional Support	19,885,219	15,061,351	75.74%	13,075,899	69.17%
Institutional Waiver	275,000	355,655	129.33%	362,379	80.53%
TOTAL EXPENDITURES BY FUNCTION	72,484,666	55,251,336	76.22%	50,724,659	72.94%
Excess (deficiency) of revenues over expenditures					
	1,821,029	20,730,063	-	19,481,635	-
OTHER FINANCING SOURCES (USES)					
Transfer to Capital Projects Fund	-	-	-	-	-
Transfer to Student Life	(557,647)	(349,134)	62.61%	(461,092)	92.46%
Transfer to Athletics	(1,104,555)	(685,963)	62.10%	(611,760)	66.73%
Transfer to Early Childhood Lab School	(158,827)	-	-	(5,185)	2.67%
TOTAL OTHER FINANCING SOURCES (USES)	(1,821,029)	(1,035,097)	-	(1,078,037)	-
Excess (deficiency) of revenues over expenditures and other sources (uses)					
	-	19,694,966	-	18,403,598	-
Fund Balance at beginning of year					
	-	47,825,820	-	46,440,691	-
Fund Balance					
	\$ -	\$67,520,786	-	\$64,844,289	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
OPERATIONS AND MAINTENANCE FUND
For the Months Ending March 31, 2024**

	2024 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr Mar. 31 2023 Actual	% of FY2023 Budget
REVENUES					
Local Government Services:					
Property Taxes	\$ 12,524,047	\$ 12,363,424	98.72%	\$ 12,132,383	98.88%
State Government Services:					
Other Local Government (Hanover Park)	183,100	373	0.20%	-	-
Miscellaneous External Revenue	-	1,139	-	1,841	-
Miscellaneous Internal Revenue	10,000	4,224	42.24%	5,760	96.00%
Miscellaneous Internal Revenue (Security)	-	9,684	-	6,560	164.00%
Building Rental External Revenue (Net Comps)	198,663	154,270	77.64%	122,556	72.14%
TOTAL REVENUES	12,915,810	12,533,114	97.04%	12,269,100	97.83%
EXPENDITURES BY OBJECT					
INSTITUTIONAL SUPPORT					
Salaries	4,918,340	3,400,259	69.13%	3,202,718	74.55%
Employee Benefits	1,111,187	656,319	59.06%	630,742	68.45%
Contractual Services	384,999	706,576	183.53%	692,381	47.95%
General Material & Supplies	917,200	539,444	58.81%	515,864	60.63%
Professional Development	13,200	6,551	49.63%	2,176	24.44%
Fixed Charges	671,060	356,308	53.10%	583,947	116.87%
Utilities	2,814,209	1,890,427	67.18%	1,305,043	48.82%
Capital Outlay	710,100	472,238	66.50%	153,350	24.67%
Other	(55,240)	-	-	-	-
TOTAL INSTITUTIONAL SUPPORT	11,485,055	8,028,122	69.90%	7,086,221	62.53%
CAMPUS SAFETY AND SECURITY					
Salaries	668,095	495,376	74.15%	482,683	74.21%
Employee Benefits	359,285	250,417	69.70%	215,601	63.36%
Contractual Services	21,650	8,870	40.97%	12,123	22.98%
General Material & Supplies	85,310	37,178	43.58%	43,057	42.24%
Professional Development	13,825	9,653	69.82%	7,410	72.12%
Other	273,897	71,474	-	4,339	8.08%
TOTAL CAMPUS SAFETY AND SECURITY	1,422,062	872,968	61.39%	765,213	63.27%
TOTAL EXPENDITURES BY OBJECT	12,907,117	8,901,090	68.96%	7,851,434	62.60%
EXPENDITURES BY FUNCTION					
Institutional Support	11,485,055	8,028,122	69.90%	7,086,220	62.53%
Campus Safety and Security	1,422,062	872,968	61.39%	765,214	63.27%
TOTAL EXPENDITURES BY FUNCTION	12,907,117	8,901,090	68.96%	7,851,434	62.60%
Excess (deficiency) of revenues over expenditures	8,693	3,632,024	-	4,417,666	-
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)	8,694	3,632,024	-	4,417,666	-
Fund Balance at beginning of year		20,477,286	-	18,647,890	-
Fund Balance	\$ 8,694	\$ 24,109,310	\$ -	\$ 23,065,556	\$ -

**ELGIN COMMUNITY COLLEGE DISTRICT 509
CAPITAL PROJECT FUND
For the Months Ending March 31, 2024**

	2024 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr Mar. 31 2023 Actual	% of FY2023 Budget
REVENUES					
BABS Rebates	\$ 11,745,000	\$ -	-	\$ -	-
TOTAL REVENUES	11,745,000	-	-	-	-
EXPENDITURES BY OBJECT					
Contractual Services	495,000	927,353	187.34%	690,043	76.91%
General Material & Supplies	-	-	-	1,690	84.50%
Capital Outlay	11,250,000	6,790,739	60.36%	5,358,428	75.46%
TOTAL EXPENDITURES BY OBJECT	11,745,000	7,718,092	65.71%	6,050,161	75.63%
EXPENDITURES BY FUNCTION					
Institutional Support	11,745,000	7,718,092	65.71%	6,050,161	75.63%
TOTAL EXPENDITURES BY FUNCTION	11,745,000	7,718,092	65.71%	6,050,161	75.63%
Excess (deficiency) of revenues over expenditures	-	(7,718,092)	-	(6,050,161)	-
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)	-	(7,718,092)	-	(6,050,161)	-
Fund Balance at beginning of year	-	44,301,582	-	53,481,330	-
Fund Balance	\$ -	\$ 36,583,490	-	\$ 47,431,169	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
 BOND AND INTEREST FUND
 For the Months Ending March 31, 2024**

	2024 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr Mar. 31 2023 Actual	% of FY2023 Budget
REVENUES					
Property Taxes	\$ 10,638,700	\$ 10,444,168	98.17%	\$ 10,599,366	99.91%
TOTAL REVENUES	10,638,700	10,444,168	98.17%	10,599,366	99.91%
EXPENDITURES BY OBJECT					
Fixed Charges	10,423,499	8,485,507	81.41%	8,640,591	81.02%
TOTAL EXPENDITURES BY OBJECT	10,423,499	8,485,507	81.41%	8,640,591	81.02%
EXPENDITURES BY FUNCTION					
Institutional Support	10,423,499	8,485,507	81.41%	8,640,591	81.02%
TOTAL EXPENDITURES BY FUNCTION	10,423,499	8,485,507	81.41%	8,640,591	81.02%
Excess (deficiency) of revenues over expenditures and other sources (uses)	215,201	1,958,661	-	1,958,775	-
Fund Balance at beginning of year	-	4,699,641	-	4,534,356	-
Fund Balance	\$ 215,201	\$ 6,658,302	-	\$ 6,493,131	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, CONTINUING ED
For the Months Ending March 31, 2024**

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$160,000	\$244,761	152.98%	\$201,630	84.72%
TOTAL REVENUES	160,000	244,761	152.98%	201,630	84.72%
OPERATING EXPENSES					
Salaries	69,341	79,799	115.08%	82,768	70.35%
Employee Benefits	22,855	11,197	48.99%	10,935	55.92%
Contractual Services	11,500	5,857	50.93%	84,941	78.65%
General Material & Supplies	24,750	11,955	48.30%	23,565	34.86%
Professional Development	1,000	184	18.40%	-	-
Others	500	-	-	-	-
TOTAL OPERATING EXPENSES	129,946	108,992	83.87%	202,209	64.64%
Excess (deficiency) of revenues over expenditures	30,054	135,769	-	(579)	-
OTHER FINANCING SOURCES (USES)					
Transfers from Education Funds	-	-	-	-	-
Transfers from Corporate Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	30,054	135,769	-	15,010	-
Retained Earnings at beginning of the year	-	(14,954)	-	(17,350)	-
Retained Earnings	\$30,054	\$120,815	-	(\$2,340)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, CORPORATE TRAINING
For the Months Ending March 31, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 543,700	71,746	13.20%	\$ 1,405	0.51%
TOTAL REVENUES	543,700	71,746	13.20%	1,405	0.51%
OPERATING EXPENSES					
Salaries	180,639	175,911	97.38%	36,887	49.04%
Employee Benefits	7,493	53,790	717.87%	12,797	51.98%
Contractual Services	90,000	56,408	62.68%	930	7.15%
General Material & Supplies	58,750	21,542	36.67%	23	0.48%
Professional Development	7,500	1,043	13.91%	265	13.59%
Others	8,500	448	5.27%	-	-
TOTAL OPERATING EXPENSES	352,882	309,142	87.60%	50,903	42.55%
Excess (deficiency) of revenues					
over expenditures	190,818	(237,396)	-	(49,498)	-
OTHER FINANCING SOURCES (USES)					
Transfers to Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	190,818	(237,396)	-	(49,498)	-
Retained Earnings at beginning of the year	-	4,311	-	14,096	-
Retained Earnings	\$ 190,818	\$ (233,085)	-	\$ (35,401)	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, BOOKSTORE
For the Months Ending March 31, 2024**

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 2,443,919	\$ 2,018,569	82.60%	\$ 1,905,833	86.57%
Miscellaneous Internal Revenue	88,257	83,115	94.17%	80,147	92.40%
TOTAL REVENUES	2,532,176	2,101,684	83.00%	1,985,980	86.79%
OPERATING EXPENSES					
Salaries	315,858	173,040	54.78%	177,118	57.48%
Employee Benefits	74,068	30,838	41.63%	30,620	42.53%
Contractual Services	53,954	48,163	89.27%	35,100	79.72%
General Material & Supplies	2,085,700	2,017,203	96.72%	1,819,552	101.09%
Professional Development	3,097	4,450	143.69%	-	-
Other	(500)	(241)	48.19%	(503)	(1.60)%
TOTAL OPERATING EXPENSES	2,532,176	2,273,452	89.78%	2,061,887	91.41%
Excess (deficiency) of revenues over expenditures	-	(171,768)	-	(75,908)	-
OTHER FINANCING SOURCES (USES)					
Transfers to Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	-	(171,768)	-	(75,908)	-
Retained Earnings at beginning of the year		379,870	-	105,106	-
Retained Earnings	\$ -	\$ 208,102	-	\$ 29,198	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, EARLY CHILDHOOD LAB SCHOOL
For the Months Ending March 31, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 499,000	\$ 361,198	72.38%	\$ 318,072	74.32%
TOTAL REVENUES	499,000	361,198	72.38%	318,072	74.32%
OPERATING EXPENSES					
Salaries	458,059	381,617	83.31%	318,848	68.24%
Employee Benefits	115,829	90,903	78.48%	50,948	61.17%
Contractual Services	3,465	1,797	51.86%	2,621	49.42%
General Material & Supplies	79,774	46,241	57.97%	47,456	77.44%
Professional Development	700	612	87.43%	144	144.00%
Other	-	-	-	4,997	96.38%
TOTAL OPERATING EXPENSES	657,827	521,170	79.23%	425,014	68.28%
Excess (deficiency) of revenues over expenditures	(158,827)	(159,972)	100.72%	(106,943)	55.00%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	158,827	-	-	5,185	-
TOTAL OTHER FINANCING SOURCES (USES)	158,827	-	-	5,185	-
Net Income (Loss)	-	(159,972)		(101,758)	
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ -	\$ (159,972)	-	\$ (101,758)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, FOOD SERVICES
For the Months Ending March 31, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$688,366	\$581,127	84.42%	\$468,272	69.64%
Miscellaneous Internal Revenue	188,127	147,022	78.15%	148,380	65.69%
TOTAL REVENUES	876,493	728,149	83.08%	616,652	68.65%
OPERATING EXPENSES					
Salaries	400,115	272,991	68.23%	239,624	73.09%
Employee Benefits	59,711	30,968	51.86%	33,972	79.15%
Contractual Services	17,000	7,688	45.23%	10,039	69.30%
General Material & Supplies	380,144	344,969	90.75%	295,382	77.50%
Professional Development	200	260	130.00%	102	100.00%
Capital Outlay	19,281	18,707	97.02%	-	-
Other	42	(1)	(3.14)%	24	100.00%
TOTAL OPERATING EXPENSES	876,493	675,582	77.08%	579,143	75.55%
Excess (deficiency) of revenues over expenditures	-	52,567	-	37,509	-
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	-	52,567	-	37,509	-
Retained Earnings at beginning of the year	-	110,563	-	(21,210)	-
Retained Earnings	\$ -	\$ 163,130	-	\$ 16,299	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, VISUAL AND PERFORMING ARTS CENTER
For the Months Ending March 31, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 628,215	\$ 207,352	33.01%	\$ 231,278	38.66%
Miscellaneous Internal Revenue	243,774	105,755	43.38%	140,492	65.88%
TOTAL REVENUES	871,989	313,107	35.91%	371,769	45.81%
OPERATING EXPENSES					
Salaries	271,972	121,015	44.50%	82,291	38.64%
Employee Benefits	27,105	15,173	55.98%	12,315	87.97%
Contractual Services	331,842	210,505	63.44%	188,617	55.86%
General Material & Supplies	125,671	92,315	73.46%	59,039	46.05%
Professional Development	15,200	16,158	106.30%	8,647	48.85%
Capital Outlay	95,198	58,481	61.43%	48,201	68.69%
Fixed Charges	5,000	660	13.20%	1,160	23.20%
TOTAL OPERATING EXPENSES	871,988	514,307	58.98%	400,270	50.95%
Excess (deficiency) of revenues over expenditures	-	(201,200)	-	(28,501)	-
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	-	(201,200)	-	(28,501)	-
Retained Earnings at beginning of the year	-	1,143,293	-	1,131,223	-
Retained Earnings	\$ -	\$ 942,093	-	\$ 1,102,722	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, PRODUCTION SERVICES
For the Months Ending March 31, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$2,600	\$3,190	122.70%	\$2,631	131.57%
Miscellaneous Internal Revenue	467,600	421,839	90.21%	400,800	110.77%
TOTAL REVENUES	470,200	425,029	90.39%	403,431	110.89%
OPERATING EXPENSES					
Salaries	150,228	126,528	84.22%	113,118	76.83%
Employee Benefits	22,833	39,752	174.10%	32,651	74.40%
Contractual Services	14,332	13,568	94.67%	598	9.67%
General Material & Supplies	60,029	45,828	76.34%	42,769	73.87%
Professional Development	550	-	-	-	-
Other	6,179	5,402	87.43%	-	-
Depreciation	8,375	-	-	-	-
Fixed Charges	95,560	60,159	62.95%	62,341	68.59%
TOTAL OPERATING EXPENSES	358,086	291,237	81.81%	251,477	69.12%
Excess (deficiency) of revenues over expenditures	112,114	133,792		151,954	
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	112,114	133,792	-	151,954	-
Retained Earnings at beginning of the year	-	228,468	-	70,791	-
Retained Earnings	\$ 112,114	\$ 362,260	-	\$ 222,745	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, STUDENT LIFE
For the Months Ending March 31, 2024**

	2024 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr Mar. 31 2023 Actual	% of FY2023 Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ -	\$ 849	-	\$ 132	-
TOTAL REVENUES	-	849	-	132	-
OPERATING EXPENSES					
Salaries	399,349	267,060	66.87%	265,847	78.40%
Employee Benefits	90,593	49,107	54.21%	66,812	74.85%
Contractual Services	9,000	2,287	25.41%	4,808	74.31%
General Material & Supplies	36,705	21,095	57.47%	45,890	80.65%
Professional Development	22,000	10,571	48.05%	5,307	82.83%
Capital Outlay	-	(137)	-	73,095	13,666.17%
TOTAL OPERATING EXPENSES	557,647	349,983	62.76%	461,759	92.60%
Excess (deficiency) of revenues over expenditures	(557,647)	(349,134)	62.61%	(461,626)	92.57%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	557,647	349,134	62.61%	461,092	92.46%
TOTAL OTHER FINANCING SOURCES (USES)	557,647	349,134	62.61%	461,092	92.46%
Net Income (Loss)	-	-	-	(535)	-
Retained Earnings at beginning of the year	-	66,323	-	-	-
Retained Earnings	\$ -	\$ 66,323	-	(535)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, INTERCOLLEGIATE ATHLETICS
For the Months Ending March 31, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2023	FY2023
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ -	\$ 575	-	\$ 1,175	-
TOTAL REVENUES	-	575	-	1,175	-
OPERATING EXPENSES					
Salaries	500,343	370,721	74.09%	348,728	74.02%
Employee Benefits	52,212	59,448	113.86%	61,802	97.77%
Contractual Services	117,000	49,476	42.29%	51,495	77.55%
General Material & Supplies	118,900	72,745	61.18%	53,100	51.78%
Professional Development	278,000	116,799	42.01%	118,180	62.15%
Fixed Charges	20,000	9,996	49.98%	8,421	69.03%
Capital Outlay	18,100	7,352	40.62%	5,934	39.04%
TOTAL OPERATING EXPENSES	1,104,555	686,537	62.16%	647,660	70.34%
Excess (deficiency) of revenues					
over expenditures	(1,104,555)	(685,963)	62.10%	(646,484)	70.21%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	1,104,555	685,963	62.10%	611,760	66.73%
TOTAL OTHER FINANCING SOURCES (USES)	1,104,555	685,963	62.10%	611,760	66.73%
Net Income (Loss)	-	-	-	(34,724)	-
Retained Earnings at beginning of the year				(2,103)	-
Retained Earnings	\$ -	\$ -	-	\$ (36,827)	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
WORKING CASH
For the Months Ending March 31, 2024**

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2023	FY2023
				Actual	Budget
REVENUES					
Interest	\$75,000	\$41,143	54.86%	\$25,756	64.39%
TOTAL REVENUES	75,000	41,143	54.86%	25,756	64.39%
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	41,143	-	25,756	-
Fund Balance at beginning of year	-	4,806,192	-	4,771,949	-
Fund Balance	\$75,000	\$4,847,335	-	\$4,797,705	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUDIT FUND
For the Months Ending March 31, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2023	FY2023
				Actual	Budget
REVENUES					
Property Taxes	\$ 125,000	\$ 154,527	123.62%	\$ 112,887	66.89%
TOTAL REVENUES	125,000	154,527	123.62%	112,887	66.89%
EXPENDITURES BY OBJECT					
Salaries	-	79,777	-	7,711	1,085.70%
Contractual Services	90,840	68,210	75.09%	85,655	99.29%
General Material & Supplies	-	764	-	16	-
TOTAL EXPENDITURES BY OBJECT	90,840	148,751	163.75%	93,382	180.72%
EXPENDITURES BY FUNCTION					
Institutional Support	90,840	148,751	163.75%	93,382	55.33%
TOTAL EXPENDITURES BY FUNCTION	90,840	148,751	163.75%	93,382	55.33%
Excess (deficiency) of revenues over expenditures and other sources (uses)	34,160	5,776	-	19,505	-
Fund Balance at beginning of year		139,524	-	165,890	-
Fund Balance	\$ 34,160	\$ 145,300	-	\$ 185,395	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
LIABILITY, PROTECTION & SETTLEMENT SUBFUND
For the Months Ending March 31, 2024**

	2024 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr Mar. 31 2023 Actual	% of FY2023 Budget
REVENUES					
Local Government Services:					
Property Taxes	\$ 1,405,000	\$ 1,427,325	101.59%	\$ 998,335	99.34%
TOTAL REVENUES	1,405,000	1,427,325	101.59%	998,335	99.34%
EXPENDITURES BY OBJECT					
INSTITUTIONAL SUPPORT					
Contractual Services	45,000	35,239	78.31%	17,994	39.99%
Fixed Charges	1,200,000	1,097,244	91.44%	899,058	89.91%
TOTAL INSTITUTIONAL SUPPORT	1,245,000	1,132,483	90.96%	917,052	87.76%
CAMPUS SAFETY AND SECURITY					
Salaries	645,919	492,595	76.26%	482,262	76.63%
TOTAL CAMPUS SAFETY & SECURITY	645,919	492,595	76.26%	482,262	76.63%
TOTAL EXPENDITURES BY OBJECT	1,890,919	1,625,078	85.94%	1,399,314	83.57%
EXPENDITURES BY FUNCTION					
Institutional Support	1,245,000	1,132,483	90.96%	917,052	87.76%
Campus Safety and Security	645,919	492,595	76.26%	482,262	76.63%
TOTAL EXPENDITURES BY FUNCTION	1,890,919	1,625,078	85.94%	1,399,314	83.57%
Excess (deficiency) of revenues over expenditures other sources (uses)	(485,919)	(197,753)	-	(400,979)	-
Fund Balance Released from Reserved Fund Balance	485,919	-	-	-	-
Fund Balance at beginning of year	-	2,309,378	-	2,901,450	-
Fund Balance	\$ -	\$ 2,111,625	-	\$ 2,500,471	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
INTERNAL SERVICE FUND
For the Months Ending March 31, 2024

	2024	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	Mar. 31 2023	FY2023
				Actual	Budget
REVENUES					
Benefit Charges	\$ 12,827,450	\$ 8,960,222	69.85%	\$ 8,273,998	67.74%
TOTAL REVENUES	12,827,450	8,960,222	69.85%	8,273,998	67.74%
EXPENDITURES BY OBJECT					
Employee Benefits	12,827,450	8,773,244	68.39%	8,295,200	67.91%
TOTAL EXPENDITURES BY OBJECT	12,827,450	8,773,244	68.39%	8,295,200	67.91%
EXPENDITURES BY FUNCTION					
Institutional Support	12,827,450	8,773,244	68.39%	8,295,200	67.91%
TOTAL EXPENDITURES BY FUNCTION	12,827,450	8,773,244	68.39%	8,295,200	67.91%
Excess (deficiency) of revenues over expenditures other sources (uses)	-	186,978	-	(21,202)	-
Fund Balance at beginning of year	-	(13,092,263)	-	(21,456,128)	-
Fund Balance	\$ -	\$ (12,905,285)	-	\$ (21,477,330)	-

STUDENT ACTIVITIES REPORT

Student Life Mission

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

April 2024

April 1st through April 25th, 2024

Sexual Assault Awareness Month (April)

April is Sexual Assault Awareness Month, and calls attention to the fact that sexual assault is widespread and impacts every person in the community. Student Life partnered with Community Crisis Center to provide events during the month of April to raise public awareness.

Resource Table: Community Crisis Center (April 3, 18, 23)

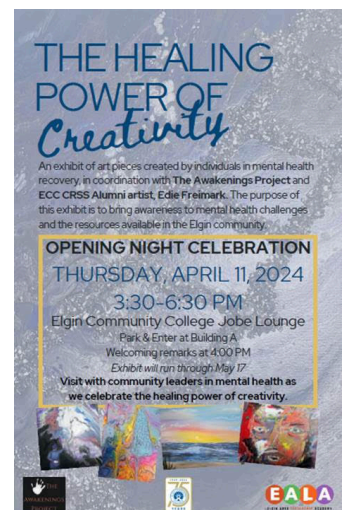
Community Crisis Center set up a resource table in the Building B Hallway throughout April. The tabling provided information and resources to students, regarding sexual assault awareness and safety. The goal of providing this information was to help ECC students become more informed about the resources available to them throughout the community.

Self-Defense and Empowerment Workshop (April 25)

The main event of sexual assault awareness month was the Self-Defense and Empowerment Workshop, which took place on April 25 in the Jobe Lounge from 6 to 8 PM. This workshop was led by officer Syeda Iftekhar from the South Elgin Police Department. During this workshop tips were shared on how people can protect themselves in moments of violence and help to provide a sense of confidence while being out in the community. **30 attendees**

The Healing Power of Creativity (April 11 – May 16)

An exhibit showcasing artworks created by individuals in recovery from mental illness and substance abuse, in collaboration with The Awakenings Project in Elgin and ECC CRSS Alumni artists including Edie Freimark and others. The aim of this exhibit is to increase awareness about mental health and substance abuse challenges and to highlight the resources available in the Elgin Community. The exhibit is in front of the Library and Jobe Lounge in Building B.



Asian American Pacific Islander Month (April 17 – May 4)

Asian American, Native Hawaiian and Pacific Islander Heritage Month is observed in the United States during the month of May, and recognizes the contributions and influence of Asian Americans, Native Hawaiians, and Pacific Islander Americans to the history, culture, and achievements of the United States. At ECC, we celebrate AAPI Month mid-April to early-May to account for the end of the spring semester and finals week.

Sens-Asian: Feel the Beat (April 17)

This AAPI Month kickoff event took place on Wednesday, April 17 from 10 to 11:30 AM in the Jobe Lounge. Those who attended experienced a mesmerizing performance that celebrated the rich heritage of Japanese taiko drumming from the Tsukasa Taiko drumming group. **100 attendees**



Mabu-Hi: You Are Your Own Voice (April 18)

This event took place on April 18 from 4 to 8 PM in the Spartan Auditorium and was co-sponsored by the Asian Filipino Club and Performing Arts Club. Those who attended were able to discover the power of self-expression through music with the classic Filipino tradition of karaoke. **60 attendees**

What's Love Got To Do With It? (April 23)

This movie and discussion event took place on Thursday, April 25 from 6 to 9 PM in the Spartan Auditorium. Participants explored the cultural traditions of arranged marriages in South Asian culture through a film and discussion. **60 attendees**

Asian Representation in Film (April 24)

This short film festival took place on Wednesday, April 24 from 1 to 2:30 PM in the Spartan Auditorium. Those who attended were able to learn about film production and creative processes from real Asian filmmakers. In addition, this event empowered Asian-American stories through a collection of short films. **15 attendees**

Roots and Wings (April 25)

This Asian American authors panel took place on Thursday, April 25 from 1230 to 2 PM in the Spartan Auditorium. Participants were able to hear from local Asian American authors, Niphaphone Laura Robertson (Lao American), Mia Manansala (Filipino American), and Dr. OiYan Poon (Chinese American) and how representation is important in today's society especially through literary arts. Participants also had a chance to ask the panelists questions about their journey and a book signing afterwards. **20 attendees**

HUS Family Night (April 17)

This event was produced and put on by five students in the Intro to Group Processes class (HUS 205). Each semester students who are in the group processes class are put into groups and required to put on an event that addresses a need that they see in the community as well as ECC. These students saw a need for an event that explains what human services is what the human services program is like. They saw this need after realizing their families did not understand what they were doing as an ECC human services student. That being said, they created this event to bridge this gap in understanding for their families and ECC as a whole. This event took place on April 17 from 4 to 6 PM in the Jobe Lounge. Everyone was welcome to this event, especially kids. The event had presentations, a scavenger hunt, arts and crafts, as well as snacks. The presentations that were shared addressed the need I mentioned earlier and gave information on the different areas of the human services program here at ECC. The presentation also talked about other resources available at ECC, in case anyone was interested in becoming a student. In addition, there were separate presentations for the adults and the kids, and each presentation was presented in both Spanish and English. At the end of the night, everyone who participated(kids and adults) got a certificate of completion as a symbol of what students do here at ECC.



Pancakes with the Po-Po's (April 24)

This event took place on Wednesday, April From 10AM to 12 PM in Spartan Corner Lounge. This event was hosted by Student Government in collaboration with the ECC Police Department and gave students the opportunity to talk to ECC police as well as their local police in the Elgin area. Those who attended the event were also able to enjoy some free pancake breakfast.

90 attendees



ECC speaks: What I Wish I Knew Then (April 25)

This event was put on by a group from the Intro to Group Processes class and the Oral Interpretations class(CMS 120). This is the second year this event took place on Thursday April 25 from 6 to 9 PM in the E dining room. The theme of the event for this year was What I Wish I Knew Then. The theme ties back to ECC 75th anniversary and tries to look back at where we've been and where we are now. This was a storytelling event where students could listen to, share, and tell stories. There were six student speakers from the CMS 120 class and there were six student as well as alumni stories from the audience. Each student who shared a story with everyone received a journal or book. The faculty members who helped to make this event possible were Liddy Hope and Brian Bohr.



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 app 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
StudentTrusteeHeiser@elgin.edu

ACCEPTANCE OF WRITTEN COLLEGE REPORTS

Recommendation

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

- A. Personnel (April)
- B. Treasurer (March)
- C. Student (April 1-25)

The administration recommends that the Board of Trustees accepts the following written college reports/procedures, which were presented under separate cover:

- D. Community Engagement and Legislative Affairs (April)
- E. Grant Report (period ending March 31, 2024)



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

**RATIFICATION OF THE AGREEMENT BETWEEN
THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 509
AND
THE INTERNATIONAL UNION OF OPERATING ENGINEERS OF CHICAGO,
ILLINOIS & VICINITY LOCAL NO. 399**

Recommendation

The administration recommends the Board of Trustees of Community College District 509 (“Board”) approves the collective bargaining agreement (“CBA”), effective July 1, 2024 through June 30, 2027, with the International Union of Operating Engineers of Chicago, Illinois & Vicinity Local No. 399. Further, the Board authorizes the President and/or his designee to prepare and print the final draft of this CBA.



Dr. David Sam, President

Background

Negotiations between the Board of Trustees and the International Union of Operating Engineers of Chicago, Illinois & Vicinity Local No. 399 commenced March 7, 2024, and concluded April 12, 2024. The International Union of Operating Engineers of Chicago, Illinois & Vicinity Local No. 399 met on April 16, 2024 and ratified the three (3) year CBA.

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

COLLECTIVE BARGAINING AGREEMENT

by and between

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 509,
ELGIN COMMUNITY COLLEGE

and

INTERNATIONAL UNION OF OPERATING ENGINEERS
OF CHICAGO, ILLINOIS AND VICINITY
LOCAL NO. 399

July 1, 2024 THROUGH June 30, 2027

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AGREEMENT FOR PERIOD
JULY 1, 2024 THROUGH JUNE 30, 2027

THIS AGREEMENT made and entered into as of the May 14, 2024 by and between
The Board of Trustees of Community College District 509, Elgin Community College
hereinafter referred to as the "Employer"

AND

INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 399 (AFL - CIO)

ARTICLE 1 - GENERAL

The Community College District 509, Elgin Community College Board of Trustees (Board) and the International Union of Operating Engineers Local No. 399 (Union) have agreed to the practices and procedures of collective bargaining as a fair and orderly way of conducting the Board's relations with its Employees insofar as such practices are appropriate to the obligations of the Board to retain the right to operate Community College District 509, Elgin Community College (College) in a responsible and efficient manner and are consonant with the paramount interests of the public and the students of the College.

It is the intention of the parties to the Agreement to provide, where not otherwise mandated by statute, for the salary structure, fringe benefits, and other employment conditions of the Employees covered by this Agreement, to promote the maximum productivity of such Employees, to prevent interruptions of work and interference with the efficient operation of the College, and to provide an orderly and prompt method for handling and processing grievances

ARTICLE 2 - RECOGNITION/JURISDICTION

The Employer recognizes The Union as the exclusive bargaining representative for all full-time and regular part-time building engineers and lead building engineers working for Elgin Community College certified in case number 2021-RC-0001-C, but excluding office, clerical, professional Employees, and all supervisory, managerial, confidential or short-term Employees as defined in Section 2 of the Illinois Educational Labor Relations Act.

ARTICLE 3 - RESPONSIBILITY FOR WORK

A. The bargaining unit Employees consisting of Engineer, and Lead Engineer, shall be responsible for and shall operate and maintain in good running order all machinery and equipment for which they are responsible. They shall perform all work that has traditionally and historically been within the work jurisdiction of the engineers, except that they shall not be

required to perform major repairs not reasonably expected of an Engineer or monitor equipment, as directed by the Managing Director, while away from the job site without compensation for time spent in such activity.

B. The scope of work covered by this Agreement encompasses the maintenance of the physical plant facility of Community College District #509 either owned or leased by the District.

- (a) Maintenance shall be work performed for the operation, repair, and upkeep of physical plant as described above to be kept in serviceable condition.
- (b) The modification or installation of new walls, doors, and windows, etc., is within the scope of this Agreement.
- (c) Construction of new additional buildings and/or new additional structures would be of a new construction nature and not be in the scope of this Agreement.
- (d) The Board reserves the right to contract work, and agrees that no work within the scope of this agreement will be contracted during a lay off.

C. Employees shall obey all orders of those in authority. The Employee shall not be unfairly disciplined as a result of having received conflicting orders.

ARTICLE 4 - NON-DISCRIMINATION

Neither Employers nor the Union will discriminate against applicants or Employees with regard to employment, tenure or any other term or condition of employment on the basis of race, sex, color, age, religious creed or national origin or ancestry in violation of any law. See Administrative Procedure 3.402 for complete administrative detailed procedures.

ARTICLE 5 - EMPLOYMENT TERMINATION-DISCIPLINE-SEVERANCE PAY

A. The right to employ, discipline, discharge and lay off for cause shall be vested solely in the Employer, but the Union shall have the right in case of discharge, discipline, or layoff to investigate the reasons therefore and to protest such discharge, discipline, or layoff through the grievance procedure. The Employer shall provide the Union with a copy of any written work rules or amendments thereof applicable to bargaining unit Employees which are promulgated during the term of this Agreement.

B. When making a reduction in the number of Employees due to lack of work and when rehiring, the following procedure shall be used. (a) Probationary Employees who have not established seniority shall be laid off first. (b) Thereafter, Employees shall be laid off in inverse order of their established seniority. (c) When adding Employees, Employees with seniority will be recalled in inverse order of layoff with a two-week grace period to report. (d) Nothing in the above shall prevent the Union and the Board from mutually agreeing to a program of spreading the work contemplated in such layoff. In case of layoff, the Board will give the Union at least ten (10) calendar days' notice.

C. If an Employee's job is phased out due to technological upgrades or building closure, the College will seek to retain and retrain the Employee at or above their current pay rate. The retention and/or retraining of Employees will be within the bargaining unit and within the scope of the Engineer job description.

D. All Employees newly hired or discharged shall be directed to the Union by the Employer after their hiring or discharge. A newly hired Employee, without previous service with the Employer, shall be considered as a probationary Employee for the first 90 days of employment. ECC will have the right to extend the probationary period an additional 90 days if an Employee has performance issues. The probationary Employee shall not have the benefit of subsection (C) above or recourse to the grievance procedure.

E. CHECK-OFF - The Employer agrees that, for the term of the current collective bargaining agreement, or any extension thereof, between the Employer and International Union of Operating Engineers, Local 399, (the "Union"), it will deduct Union dues from the earnings of Employees from whom it has received lawfully executed written deduction authorizations, and remit such dues to the Treasurer of the Union or such other person as may be designated in writing by the Union. The Union will notify the Employer in writing of the exact amount to be deducted and will indemnify and hold the Employer harmless against any claims or liability incurred by reason of such deductions.

F. LOCAL 399 IUOE PEF - The Employer will deduct a minimum of ten dollars (\$10.00) per month from employees' wages on the basis of individually signed, voluntary authorized deductions forms. It is agreed that these authorized deductions for the Local 399, International Union of Operating Engineers Political Education Fund (Local 399 IUOE PEF) are not conditions of membership in the International Union of Operating Engineers, Local 399 or of employment with the Employer. Payments will be made either by a separate check payable to Local 399 IUOE PEF or via wire transfer at the Employer's option. It is understood and agreed that the cost of administering this payroll deduction for the Local 399 IUOE PEF has been incorporated in the economic package provided under the terms of this Agreement, and therefore, the International Union of Operating Engineers, Local 399 is not required to reimburse the Employer for the costs of such administration. The Union will indemnify and hold the Employer harmless against any claims or liability incurred by reason of such deductions.

ARTICLE 6 - WAGES: BUILDING ENGINEERS

Job Classifications

Employees in the job classifications set forth below shall receive the hourly rate provided for their respective grade and length of service in the job classification. Employees will be increased to the appropriate step upon completion of the required length of service in the job classification and when job skills and workmanship have progressed to satisfactory levels as determined by the Managing Director of Building Operations.

BUILDING ENGINEERS

Length of Employment Percentage of Maximum Rate

0-3 Months 75%

4-6 Months 85%

7-12 Months 90%

13-17 Months 95%

18 Months + 100%

The maximum rate per hour for the years shall be as follows:

FY25: \$46.43

FY26: \$48.28

FY27: \$50.21

The College may establish the position of Lead Engineer. This position shall have a \$1.50 hour attached to it for assuming the additional duties. This position shall be appointed by the Managing Director of Building Operations and the appointment shall be renewable on an annual basis.

ARTICLE 7 - OVER-SCALE RATE

- A. CALL-INS - An Employee called back to work shall receive a minimum of four (4) hours pay at two (2) times the hourly rate.
- B. EARLY REPORTING - Should any engineer be required to report to work earlier than the Employee's normal starting time, such earlier time shall be added to the regular day's work and paid at the applicable rate.
- C. SENIORITY - Seniority is the length of service in the bargaining unit at Elgin Community College. Seniority within a classification shall apply for choice of vacation, layoff, vacancies on jobs and shifts. Seniority cannot be exercised until a vacancy occurs. Laid off Employees shall be recalled in seniority order. After twelve (12) months on layoff, an Employee shall lose seniority.

ARTICLE 8 - WORK WEEK.

- A. The normal work week shall consist of forty (40) hours of any five consecutive days between Monday and Saturday.

B. The normal workday shall consist of eight (8) consecutive hours between the hours of 6 am to 3:30 p.m. for the first shift and between the hours of 2 p.m. to midnight for the second shift.

A fifteen (15) minute relief period shall be given in each morning and each afternoon. The relief period is to be given as near the middle of the session as circumstances will permit. These fifteen (15) minute periods will be considered and paid for as time worked. The thirty (30) minute lunch period will be coordinated by the immediate supervisor. Any Employee who works a shift other than first shift shall receive a paid thirty (30) minute lunch break; however, the Employee shall not leave campus and is on an on-call status.

C. OVERTIME - All time worked in excess of forty (40) hours per week and eight (8) hours per day shall be compensated for at time and one-half, except as hereinafter provided. All time worked on Sundays or an Employee's seventh consecutive working day shall be compensated at two (2) times the regular rate of pay. Vacation time, personal time, and holidays will count as compensated time toward overtime.

Insofar as it is practical to do so, the Board will endeavor to distribute overtime work equally and impartially to the Employees at a given location who are qualified to do the class of work to be performed and who usually perform such work during their normal working schedules.

REMEDIES FOR OVERTIME ERRORS - Any error in the assignment of overtime will be corrected at the next available opportunity or opportunities for assignment of overtime with a minimum number of overtime hours equal to the error.

NOTICE OF OVERTIME - All scheduled overtime will have at least 48 hours prior notice.

D. All Employees who are required to work on a day when the College is closed due to an emergency will be paid one and one-half (1½) times their regular rate of pay in addition to their regular rate of pay. Employees who report to work but who are not required to do so will be paid their regular rate of pay.

E. The workweek shall begin on Monday and end the following Sunday.

ARTICLE 9 -BEREAVEMENT LEAVE

Employees may use up to six (6) work days without loss of pay, three (3) of which are bereavement days and three (3) of which are sick days, for bereavement of the death of a family member defined as spouse, domestic partner, civil union partner, children, parents, siblings, grandparents, grandparents-in-law, grandchildren, parents in-law, brothers-in-law, sisters-in-law, legal guardians and dependents (as defined by the Internal Revenue Code Section 152).

ARTICLE 10 - MAXIMUM LEAVES OF ABSENCE

If an Employee is absent from work for any reason (except for military leave) for a period of twelve (12) consecutive months, the Employee shall be terminated except as provided by law. During the twelve (12) consecutive months prior to termination Employees will continue to accrue seniority.

ARTICLE 11 - JURY DUTY

Employees summoned as jurors will notify the appropriate supervisor as soon as possible after Employee has received notice to serve, or the Legal department if subpoenaed for a work-related matter. Summoned/subpoenaed Employees required to appear in court during a day and time on which they were scheduled to work, will be paid their normal salary during this period. Reimbursement, exclusive of mileage, from county, state or federal agencies will be turned over to the College. Such time will not be deducted from accumulated sick, personal or vacation leave. Leave for Employees serving as witnesses at civil trials may be used for a maximum of three (3) days per trial. Employees who are a plaintiff or defendant in a criminal or civil proceeding unrelated to their employment by the college must use accumulated sick, personal or vacation leave for any absence, if available.

ARTICLE 12 - VACATION AND TERMINATION PAY

A. VACATION ACCRUAL

Annual vacation period is provided in accordance with the following schedule:

1-2 years continuous service	10 working days
3-4 years continuous service	15 working days
5-9 years continuous service	20 working days
Beginning with the 10 th year of continuous service	25 working days

Employees shall be allowed to pick vacation periods of a week-at-a-time in order of seniority. In the event two (2) or more Employees request the same vacation period for the same time, vacation shall be given to the more senior Employee and the junior Employee will be asked to choose an alternative date. When possible, Employees shall give a minimum of fifteen (15) days prior notice for all week-at-a time requests. The vacation time so chosen shall be subject to the approval of the Managing Director of Building Operations. Once approval by the Managing Director of Building Operations has been obtained, no changes to the vacation schedule shall be made due to additional vacation requests by other Employees. Only one (1) building engineer

per day shift/evening shift shall be on vacation at the same time, unless approved by the Managing Director of Building Operations. Employees shall not be permitted to take more than ten (10) working days or two (2) weeks consecutively unless approved by supervisor.

B. REQUESTS FOR INDIVIDUAL DAYS - Requests for individual or less than a week-at-a-time vacation days shall be considered in the order received after consideration to all week-at-a-time requests in accordance with Article XII of this section. Only one (1) building engineer per day shift/evening shift shall be on vacation at a time. Vacation so chosen shall be subject to the approval of the Managing Director of Building Operations. When possible, Employees shall give a minimum of three (3) business days' prior notice for all individual vacation day requests.

C. TERMINATION PAYOUT - If an Employee's service is terminated, Employee shall be paid for such vacation time as Employee has accrued up to the date of termination.

D. RESCHEDULING - If an Employee desires to reschedule a vacation period, the Employee shall give the department at least ten (10) business days' notice to the Managing Director of Building Operations who will attempt to accommodate the Employee, providing the change does not conflict with previously scheduled/approved vacations.

E. VACATION CARRYOVER - Unused vacation days shall be cumulative, but only thirty (30) days will be carried over on September 1st of every year. Any unused days over thirty (30) on September 1st will automatically roll into a non-SURS sick plan.

ARTICLE 13 – HOLIDAYS, HOLIDAY PAY AND FLOATING DAYS

A. The following days, or the days on which they are legally observed, shall be observed as holidays:

1. New Year's Day
2. Martin Luther King Jr.'s Birthday
3. President's Day
4. Good Friday
5. Memorial Day
6. Juneteenth
7. Independence Day
8. Labor Day

9. Veteran's Day
10. Thanksgiving Day
11. Day After Thanksgiving
12. Christmas Eve
13. Christmas Day
14. New Year's Eve

Eligibility To be eligible for holiday pay, an Employee must work their scheduled shift immediately prior to or after the holiday, unless they were on sick leave and submits a physician certificate confirming their inability to perform their assigned duties, or on paid vacation, or if the Employee has a reasonable explanation for failing to report as determined by the Managing Director of Building Operations.

Holiday Pay Employees eligible for holiday pay shall be paid eight (8) hours pay at their hourly rate.

Working Holidays Any Employee who works a holiday shall receive one and one-half the Employee's regular hourly rate for all hours actually worked, plus holiday pay at eight (8) hours pay. For all time worked in excess of eight (8) hours on an authorized holiday, the Employee will be paid two and one-half times the Employee's regular hourly rate, in addition to holiday pay as defined above.

B. FLOATING DAYS

Employees will be eligible for five (5) floating days each contract year.

Employees shall be allowed to select their floating days within the College's published Spring Break, Winter Break and/or Summer Fridays. Employees shall be able to utilize a floating day only within these Breaks or Summer Fridays. In the event two (2) or more employees request the same floating days for the same time, floating days shall be given to the more senior employee and the junior employee will be asked to choose an alternative date.

Approval is subject to the department's needs. The request shall be made to the employee's immediate supervisor and shall be made no later than a month before utilizing the floating day. The decision as to the time provision used will be based on the department's needs and will be the sole decision of the Administration.

All employees shall be paid eight (8) hours at their regular rate of pay for each of the floating days mentioned in this section, when no work is performed for those days.

All floating days must be used within the contract year and no days shall carry forward to the next contract year. No floating days will be paid out.

ARTICLE 14 - PERSONAL TIME

Each Employee shall be granted five (5) days without loss of salary each year for personal leave. Upon hire, new Employees will be granted personal leave prorated based on their hire date as follows:

- July 1 - September 30 = 5 days
- October 1 - December 31 = 4 days
- January 1 - March 31 = 3 days
- April 1 - June 30 = 2 days

These days may be taken in 1/4 hour increments. Unused personal days shall be credited to sick days. Requests for personal business days should be made ordinarily not less than 24 hours prior to the day being elected.

ARTICLE 15 - SICK LEAVE/FAMILY MEDICAL LEAVE

A. SICK LEAVE

Sick leave may be used for personal illness or disability, or because of a medical emergency in the Employee's immediate family defined as spouse, spouse-substitute, children, parents, grandparents, or grandchildren. Sick leave in cases of serious illness of immediate family shall be limited to five (5) days. A doctor's statement substantiating illness and/or verifying ability to return to duty may be required when the Employee has been absent three days or more. No payment for unused sick time accrued will be made. If legislation during the term of this contract requires the college to pay Employees for unused accrued sick days, the maximum which may be accrued for payment is one hundred eighty (180) days. Upon hire, the Employee shall be credited with twelve (12) sick days. After the first year of employment, they shall be earned at one (1) day per month.

B. FAMILY MEDICAL LEAVE

For simplification on this document, FMLA refers to the Family & Medical Leave Act. FML refers to Family Medical Leave.

1. Eligible Employees

Eligible Employees are those who have worked at least one thousand two hundred fifty (1250) hours over the twelve (12) months prior to the first day of the FMLA leave. Eligible Employees shall be entitled to a total of twelve (12) work weeks of unpaid leave in which they are scheduled to work during one thousand two hundred fifty (1250) hours for one or more of the following:

- a. In order to care for the spouse, child or parent of the Employee if such spouse, child or parent has a serious health condition;

- b. Because a serious health condition, defined by a written statement by the attending physician, makes the Employee unable to perform the functions of their position;
- c. The commencement to be determined by the Employee, not to exceed the accumulation of the twelve (12) week aggregate and will not be taken simultaneously with any other leave covered by this contract;
- d. For qualifying exigencies arising out of the fact that the Employee's spouse, child or parent is on active duty or call to active duty status as a member of the National Guard or Reserves in support of a contingency operation.

2. Intermittent Leave

Leave under Section 1, subparagraph (a) or (b) may be taken intermittently or on a reduced schedule leave when medically necessary. The taking of leave intermittently or on a reduced schedule leave shall not result in a reduction in the total amount of leave to which the Employee is entitled beyond the amount of leave actually taken.

3. Alternative Position

If an Employee requests intermittent leave, or leave on a reduced schedule that is foreseeable based upon planned medical treatment, the College may require that Employee to transfer temporarily to an available alternative position offered by the College for which that Employee is qualified and that:

- a. Has equivalent pay and benefits; and
- b. Better accommodates recurring periods of leave than the regular assignment of the Employee.

4. Duties of Employee

If any case in which the necessity for leave under Section 1, subparagraph (a) or (b) is foreseeable based upon planned medical treatment, the Employee:

- a. Shall make a reasonable effort to schedule the treatment so as not to disrupt unduly the operations of the College. Such treatment shall be subject to the approval of a health care provider's medical determination of need for treatment; and
- b. Shall provide the College with not less than a thirty (30) day advance notice. If the date of the treatment requires leave to begin in less than thirty (30) days, the Employee shall provide such notice as is practicable.

5. Certification

The College may require:

- a. Thirty (30) day advance notice of the need to take FMLA leave when the need is foreseeable;
- b. Medical certifications supporting the need for leave due to a serious health condition affecting the Employee, spouse, child, or parent;
- c. Second or third medical opinions, and related periodic recertification by a designated health care provider of the College (at the College's expense); and
- d. Periodic reports during FMLA leave regarding the Employee's status and intent to return to work. Such reports shall include the date of the onset of the condition, the probable duration, the appropriate medical facts, and a statement by the Employee that they are needed to care for the seriously ill spouse, child, or parent.
- e. Statement for the Employee (including available written support documentation) about the nature and details of the specific exigency, the amount of leave needed, and the Employee's relationship to the military member, as well as certification (i.e. the service members' active duty orders) that the covered service member is a member of the National Guard or Reserves who is on active duty or called to active duty in support of a contingency operation.

When leave is needed to care for self, a spouse, child, or parent and is for planned medical treatment, the Employee must try to schedule treatment so as not to unduly disrupt the Employer's operation.

The College will grant an eligible Employee who is a spouse, child, parent, or next of kin of a current service member of the Armed Forces, including a member of the National Guard or Reserves, with a serious injury or illness up to a total of 26 work weeks of unpaid leave during a "single 12-month period" to care for the service member. The single 12-month period is measured forward from the date an Employee's leave to care for the service member. The single 12-month period is measured forward from the date an Employee's leave to care for the covered service member begins.

Also, the College must inform Employees of their rights and responsibilities under FMLA, including giving specific information when an Employee gives notice of FMLA leave on what is required of the Employee and what might happen in certain circumstances, such as, if the Employee fails to return to work after FMLA leave.

6. Leave Designation

An eligible Employee will use any accrued personal leave, or medical or sick leave concurrently during the twelve (12) week period of such FML. Such designation shall be determined prior to

the commencement of the leave.

7. Job Restoration

Employees electing leave under FMLA shall be given the opportunity to return to work upon conclusion of such leave. Seniority shall accrue during FMLA leave.

8. Maintenance of Health Benefits

The College is required to maintain group health insurance coverage for Employees on FMLA leave on the same terms as if the Employee had continued to work. Employees shall pay their share of dependents health insurance premiums while on leave. If the Employee fails to return to work, the Board may recover premiums it paid to maintain their health coverage.

B. VICTIMS' ECONOMIC SECURITY AND SAFETY ACT (VESSA)

Employees who have worked for the College during any 12-month period may be entitled to a total of 12 workweeks of leave during any 12-month period under the Victims' Economic Security and Safety Act (VESSA).

VESSA leave may be taken on an intermittent basis.

An Employee may take VESSA leave to:

1. Seek medical attention for, or recovery from, physical or psychological injuries caused by domestic or sexual violence to the Employee or Employee's family or household member;
2. Obtain victim services for the Employee or Employee's family or household member;
3. Obtain psychological or counseling for the Employee or Employee's family or household member;
4. Participate in safety planning, including temporary or permanent relocation or other actions to increase the safety of the victim from future domestic or sexual violence; or
5. Seek legal assistance to ensure the health and safety of the victim, including participating in court proceedings related to the violence.

Employees who have paid sick leave available to them may use such leave concurrently with their VESSA leave. After exhausting their paid leave, the remainder of an Employee's VESSA leave will be unpaid. VESSA does not create a right for an Employee to take unpaid leave that exceeds the unpaid leave time allowed under, or is in addition to the unpaid leave time permitted by, the federal Family and Medical Leave Act (FMLA); thus, such leave shall run concurrently with VESSA.

Employees who wish to apply for a VESSA leave are required to meet certain notification and documentation requirements that are available from the Human Resource Department. The College reserves the right to request one or more of the following:

- a. Documentation from a victim services organization, attorney, member of the clergy, or medical or other professional from whom the Employee's family or household member has sought assistance;
- b. A police or court record; or
- c. Other corroborating evidence.

Employees must pay their share of health insurance premiums while on VESSA leave. If an Employee fails to return to work following the conclusion of a VESSA leave, the College may recover the health insurance premiums it paid on behalf of the Employee.

For more information on VESSA leave procedures and requirements, Employees should contact Human Resources.

ARTICLE 16 – PLAN CONTRIBUTIONS AND RETIREMENT

A. 403(b) PLAN AND 457(b) PLAN CONTRIBUTION – The board shall sponsor and Employees shall have the opportunity to elect salary reduction contributions to a 403(b) plan and a 457(b) plan, if available, with all related costs being borne by the plan participants, in a form authorized by the Board and plan administrator.

B. STATE UNIVERSITY RETIREMENT SYSTEM (“SURS”) – The Employer is a member of SURS which provides retirement benefits for eligible Employees. Employee contributions are required by the State of Illinois and shall be deducted accordingly from the Employee's earnings.

ARTICLE 17 - HEALTH AND WELFARE

A. EMPLOYEE HEALTH AND DENTAL PREMIUMS - Employees enrolled in the health and dental benefits plans will pay the listed percentage of the Employee premiums:

- Effective July 1, 2024 – 15%
- Effective July 1, 2025 – 15%
- Effective July 1, 2026 – 15%

DEPENDENT HEALTH AND DENTAL PREMIUMS - Employees enrolled in the health benefits plan will pay the listed percentage of the dependent premiums:

- Effective July 1, 2024 – 24%
- Effective July 1, 2025 – 24%
- Effective July 1, 2026 – 24%

B. The Board shall provide, at its expense, group term life insurance and accidental death and dismemberment insurance at two (2) times the annual base salary rounded to the next higher one thousand dollars (\$1,000), subject to a minimum of \$100,000 and a maximum allowed by the insurance carrier.

C. Severed Employees will have the opportunity to continue health insurance benefits under the provisions of COBRA, the Consolidated Omnibus Budget Reconciliation Act.

D. The Board agrees that Employees shall receive health and dental insurance at a level no less than is consistent with the administrative group.

The exact benefits, plans and terms are available on the Summary Plan Description available from the Human Resource Department.

ARTICLE 18 - NO-STRIKE CLAUSE

There shall be no lockout by the Board or picketing, boycotts, cessation of work, slowdowns, strikes, interference with the business of the Board or other disruptive activities by the Employees or the Union during the life of this Agreement.

ARTICLE 19 - GRIEVANCE AND ARBITRATION PROCEDURE

Definitions: 1. A grievance is any claim or question in dispute by the Union or an Employee that there has been a violation, misrepresentation, or misapplication of the terms of this Agreement.
2. All time limits consist of business days in which the College is open, except Saturdays and Sundays.

Procedures: The parties agree that it is usually most desirable for an Employee and the Employee's immediately involved supervisor to resolve problems through free and informal communications. When requested by the Employee, a Union Representative may accompany the Employee to assist in the informal or formal resolution of the grievance. If the informal process fails to satisfy the Employee or the Union, a grievance may be processed as follows:

Step 1: The Employee or the Union may present a grievance in writing, as well as a proposed remedy, to the immediately involved supervisor and the Chief Human Resource Officer or official designee. The grievance must be submitted in writing within ten (10) business days following the date of the act or omission giving rise to the grievance or following the date on which the Employee knew or, in the exercise of reasonable diligence, should have known of such act or omission if that date is later. The Chief Human Resource Officer or official designee will arrange for a meeting of the affected parties within ten (10) business days after receipt of the grievance. The Chief Human Resource Officer or official designee shall provide a written answer to the grievant within ten (10) business days after the meeting. The answer shall include a reason for the decision.

Step 2: If the grievance is not resolved to the satisfaction of the Employee or the Union at Step 1, then the Union may refer the grievance to the College President or the official designee within ten (10) business days after receipt of the Step 1 answer. The College President or designee shall

arrange with the Union Representative for a meeting to take place within ten (10) business days of the College President's receipt of the appeal. Each party shall have the right to include in its representation such witnesses and counselors as it deems necessary. Within ten (10) business days of the meeting, the Union shall be provided with a written response from the College President or designee, including the reasons for the decision.

Step 3: If the Union is not satisfied with the disposition of the grievance at Step 2 or if the time limits expire without the issuance of the College President's written reply, the Union may submit the grievance to final and binding arbitration. The Parties shall attempt to agree on an arbitrator. In the event that the parties are unable to agree on an arbitrator, the Employer and the Union shall join in a request to the Federal Mediation and Conciliation Services for a list of seven (7) qualified arbitrators who are members of the National Academy of Arbitrators (NAA) and are available to serve in the Chicago area. The parties shall then attempt to agree upon an arbitrator, and if they fail to agree, six (6) names from the list of seven (7) arbitrators, who are members of the NAA, shall be eliminated by the Union and Employer alternately striking one (1) name at a time. The remaining name shall be the arbitrator chosen, and the arbitrator's authority shall be limited to making a decision on the grievance in question in conformity with the terms of this Agreement.

Authority of Arbitrator. The arbitrator shall have no right to amend, modify, nullify, ignore, add to or subtract from the provision of this Agreement. The arbitrator shall consider and decide only the specific issues submitted in writing and shall have no authority to make any decision or recommendation on any other issue not submitted. The decision of the arbitrator shall be final and binding on the parties.

Union Participation - Employee Represented The Board acknowledges the right of the Union's grievance representative to participate in the processing of a grievance at any level, and no Employee shall be required to discuss any grievance if the Union's Representative is not present.

Union Participation - Employee Not Represented When an Employee is not represented by the Union, the Union shall reserve the right to have its representative present to state its views at any formal stage of the grievance procedure. The administration shall make every effort to notify the Union of any adjustment of a grievance filed at the informal level when the Union is not present.

No Reprisals Clause No reprisals shall be taken by the Board or the Administration against an Employee because of their participation in a grievance.

Released Time: Should a grievance hearing require that an Employee or a Union Representative be released from their regular assignment; they shall be released without loss of pay or benefits.

Filing of Materials: All records related to a grievance shall be filed separately from the personnel files of the participants, to the extent legally permitted, in Human Resources and the

Paralegal's office.

Grievance Withdrawal: A grievance may be withdrawn at any level without establishing precedent and shall be deemed as never having been filed.

Time Limit Extension: Time limits may be extended by the mutual consent of the Union and the Board. If no written response or decision has been rendered within the time limits indicated by a step, then the grievance may be processed to the next step.

Expense of Arbitration Each party shall bear the full cost of its representation in arbitration. The cost of the arbitrator shall be divided equally between the parties. If either party requests a transcript of the proceedings, that party shall bear the full cost of such transcripts. If both parties request a transcript, the cost shall be equally divided. If the arbitrator requests a copy of the transcript, these costs shall be divided equally between the parties.

ARTICLE 20 -PROFESSIONAL DEVELOPMENT/TUITION REIMBURSEMENT

A. Employees may be reimbursed up to \$2,600 per fiscal year for professional development activities and other approved costs. In order for an item to qualify for reimbursement, the Employee must follow the preapproval process prior to purchase. Professional development may include activities and related expenses associated with conferences and workshops, non-Elgin Community College tuition, dues for approved professional organizations, books, and professional publications and other activities and materials that are directly related to the performance of the engineer's job. Certification related to the eligibility to work is not included in this section. Computer hardware and software may be purchased once every three (3) years with professional development.

B. Each Employee, Employee's spouse, and Employee's children age twenty-five (25) or younger shall have the right to receive reimbursement of tuition for ECC credit courses. To receive reimbursement, an Employee must be actively employed at the completion of the course and the student must earn a grade of "C" or better. If the course is graded on a pass/fail scale, the grade earned must be "pass". The tuition reimbursement is limited to tuition only. Other fees must be paid by the individual and will not be reimbursed, including, but not limited to: laboratory fees, supplies, textbooks, etc. Qualified individuals, upon successful completion of a College course, shall submit a reimbursement form to the Human Resource Department within sixty (60) days of the completion of the course. The request will be validated both for eligibility and course grade by the Human Resource Department and the Business and Finance Department, respectively.

ARTICLE 21 - COALITION OF UNION LABOR CREDIT UNION

Local 399 members are now eligible for participation in the Coalition of Union Labor Credit Union. If mutually agreed upon between the Employer and Employee, direct deposit and savings deductions will be made available.

ARTICLE 22 - DURATION OF AGREEMENT

A. This Agreement shall be effective as of July 1, 2024, and shall continue in full force and effect until midnight June 30, 2027.

B. For the duration of this Agreement, the parties hereto waive further collective bargaining on all appropriate subjects of bargaining, whether or not discussed during negotiations or mentioned herein; provided, however, such waiver shall not prevent the parties from reaching mutual understandings as to the application or interpretation of any provisions of this Agreement.

APPENDIX A – PART-TIME EMPLOYEES

The College agrees that the recognition and jurisdiction in Article II refers to part-time Employees. However, Elgin Community College does not currently employ any part-time Employees in this classification. As such, the wages, paid time off (PTO), scope of work, overtime, benefits, holidays, professional development, and tuition reimbursement in this agreement do not apply. These sections may be opened for discussions prior to hiring the first part-time Employee.

AGREEMENT BETWEEN
THE BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT #509, ELGIN COMMUNITY COLLEGE
AND
INTERNATIONAL UNION OF OPERATING ENGINEERS
OF CHICAGO, ILLINOIS AND VICINITY
LOCAL NO. 399

JULY 1, 2024 THROUGH JUNE 30, 2027

This Agreement is made in duplicate and each copy is an original copy executed at Elgin, Illinois this 14th day of May, 2024.

EMPLOYER:

INTERNATIONAL UNION OF OPERATING
ENGINEERS, LOCAL 399

DONNA REDMER, Ed. D
CHAIR, BOARD OF TRUSTEES

PATRICK KELLY
PRESIDENT & BUSINESS MANAGER

VINCENT T. WINTERS
RECORDING/CORRESPONDING SECRETARY

**MINUTES OF REGULAR BOARD MEETING
APRIL 9, 2024**

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the regular board meeting held April 9, 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
APRIL 9, 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, April 9, 2024, in Building E, Room E100.01.

1. Call to Order and Roll Call

Chair Redmer called the regular meeting to order at 5:45 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, Ms. Arroyo, Mr. Parks and Student Trustee Mr. Kolbusz.

Trustees absent: Mr. Rodriguez

ECC staff: Dr. Sam, President; Dr. Heinrich, VP, Teaching, Learning and Student Development; Dr. Wagner, VP, Business & Finance; 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, and Arroyo; nay, 0; Student Trustee Kolbusz, aye; motion carried at 5:47 p.m.

3. Reconvene Open Session

The closed-session concluded at 6:21 p.m. The board reconvened in open session at 6:34 p.m. in E125, Seigle Auditorium.

4. Preliminary Matters

A. Roll Call

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

MINUTES OF REGULAR MEETING OF
APRIL 9, 2024

Trustees absent: Mr. Rodriguez

ECC staff: Dr. Sam, President; Dr. Heinrich, VP, Teaching, Learning and Student Development; Dr. Wagner, VP, Business & Finance; 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 Student Trustee Kolbusz.

D. Board Purpose

The Board Purpose was read by Trustee Arroyo.

5. President's Report

- Dr. Sam acknowledged Anitra King, SSECCA president, Raphaliata McKenzie with Speer Financial, the father of our incoming student trustee and the Kolbusz family in the audience.
- Dr. Sam announced math professor, Dan Kernler, is the new ECCFA president.
- Dr. Sam announced that our marketing department received several national marketing awards.

6. Audience Wishing to Address the Board

The following audience member addressed the Board:

- Ryan Klassy, marketing and public relations specialist at ECC, requested that the increases for SSECCA members associated with the approved contract be expedited. He also recommended that future communications be provided with more detail.

7. Board Reports

A. Committee of the Whole

Trustee Arroyo provided an overview of the Committee of the Whole meeting held Monday, April 8, 2024. The following presentations were provided: Student Learning Outcomes Assessment by Dr. Schopen; "Just One More" Academic Advising Enrollment Initiative by Mr. Long and Ms. Leisering; and Elgin Township Senior Pass Update by Mr. Hensel. Ms. Scholl provided a construction update. Board Actions and items on the April 9, 2024 agenda were discussed. Minutes of the Committee of the Whole meeting will be available on the website once they are approved.

B. Illinois Community College Trustee Association (ICCTA)

Trustees Ollayos shared that Lobby Day will be on May 1 & 2, 2024 in Springfield, IL. New officers have been selected and the annual awards will be awarded at the Annual Convention on June 7 & 8, 2024 in Lombard, IL. She also noted that Heartland Community College formally opened the Gregg Chadwick Community Board room.

MINUTES OF REGULAR MEETING OF
APRIL 9, 2024

C. Association of Community College Trustees (ACCT)

Trustee Ollayos reminded Trustees that the annual conference will be in Seattle, WA from October 22-26, 2024 and asked if the College plans to submit any presentations this year.

D. Legislative

Trustee Rakow reported the following: Ms. Rakow, Mr. Parks, Ms. Heiser and Dr. Sam will be attending ICCTA's Lobby Day on May 1 & 2.

E. ECC Foundation

Trustee Parks reported the following: The *Bright Futures* campaign is holding steady at just over \$2.3M. Awarding for the 2023-2024 school year continues with 91% of scholarships awarded. Over 370 students have received support. 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 Brunch celebration will be on Saturday, May 4. The Purses with Purpose Executive Committee will hold their first meeting of the year in mid-April as plans for the next cohort selection begin. Monday, June 17 is the ECC Annual Golf Outing. ECC received notice of a successful award from the Illinois Community College Board for Expansion of ESL Services for Adult Education Providers in the Chicagoland Area working with Asylees, Refugees, and Migrants. ECC submitted an Illinois Community College Board FY24 Noncredit Workforce Training Initiative grant application. Motorola Solutions has been a strong corporate grant partner with the foundation. Their \$65K gift this past year provided scholarships for 20+ students. A premier cultivation event will be held April 14 at ECC Alum, Sandro Miller's art studio in Chicago.

F. Student Report

Student Trustee Kolbusz highlighted several student events including the following: The Women's History Month events, the Building Konnections events, the Miss LatinoAmerica Pageant and the Ballot Block Party.

8. College Reports

Board Action No. 153-A-24, Acceptance of Written College Reports

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

College Reports Under Separate Cover

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

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

Motion: Trustee Ollayos moved to accept the college reports.
Second: Student Trustee Kolbusz seconded the motion.

MINUTES OF REGULAR MEETING OF
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Roll-Call Vote: Aye, 6; Redmer, Rakow, Nowak, Ollayos, Arroyo, Parks; nay, 0;
Student Trustee Kolbusz, aye; motion carried

9. Public Hearing – General Obligation Bonds

The public hearing regarding the intent of the Board of Trustees of Community College District No. 509 Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois to sell not to exceed \$55,000,000 General Obligation Bonds (Alternate Revenue Source) Series 2024, for the purpose of building and equipping a new building, renovating, improving and equipping existing District facilities and improving the site of District facilities, all in and for the Community College District at 7:02 p.m.

Chair Redmer asked if there was anyone present wishing to comment on the proposed intent to sell general obligation bonds as published on the agenda; three times as required. There was no one present wishing to comment. She then asked if there were any Trustees wishing to comment on the proposed intent to sell general obligation bonds as published on the agenda. Trustee Nowak requested confirmation that the bonds would not be sold until and if needed. Bonds will not be sold until needed. No written comments regarding the general obligation bonds were received.

Chair Redmer asked for a motion to close the public hearing.

Motion: Trustee Parks moved to close the public hearing.
Second: Trustee Ollayos seconded the motion.

Roll-Call Vote: Aye, 6; Redmer, Rakow, Nowak, Ollayos, Arroyo, Parks; nay, 0;
Student Trustee Kolbusz, aye; motion carried at 7:08 p.m.

10. Board Action No. 154-F-24, 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

Chair Redmer asked for a motion to approve the resolution.

Motion: Trustee Parks moved to approve the resolution.
Second: Trustee Rakow seconded the motion.

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

11. Consent Agenda

Trustee Ollayos asked that the following item be removed from the consent agenda:

K2. Board Action No. 171-A-24, Resolution of Appreciation, Lourdes (Lulu) Blacksmith, Associate Vice President of Student Services and Development

MINUTES OF REGULAR MEETING OF
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Chair Redmer read the following consent agenda items:

- A. Board Action No. 155-A-24, Minutes of the Regular Board Meeting, March 12, 2024**
- B. Board Action No. 156-A-24, Minutes of Closed Session of Board Meeting March 12, 2024**
- C. Board Action No. 157-A-24, Destruction of Audiotapes of Closed Session Board Meeting, June 1, 2 & 13, 2022**
- D. Board Action No. 158-A-24, Release of Select Closed-Session Minutes of Board Meetings of September 2022-December 2023**
- E. Board Action No. 159-F-24, Ratification of Report of Expenses**
- F. Board Action No. 160-F-24, Ratification of Board of Trustee Travel Expenses**
- G. Board Action No. 161-A-24, Application for Permanent Curriculum Approval: Associate of Applied Science Degree in Magnetic Resonance Imaging**
- H. Board Action No. 162-A-24, Faculty Supplemental Assignment Chart Addition Nursing Clinical Orientation/Training Compensation**
- I. Board Action No. 163-A-24, Trustees' In-State Attendance at Illinois Community College Association (ICCTA) Meeting**
- J. Purchases**
 - 1. Board Action No. 164-M-24, Billboard Advertising Services**, authorizes the administration to contract for billboard advertising services from Lamar (Crown Point, IN) for \$37,600.
 - 2. Board Action No. 165-C-24, Building Demolition Project**, 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.
 - 3. Board Action No. 166-T-24, Computer Equipment and Software License Purchase**, 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.
 - 4. Board Action No. 167-M-24, Spring Impact Magazine**, 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.
 - 5. Board Action No. 168-T-24, Virtual Reality Hardware and Software Purchase**, 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.
 - 6. Board Action No. 169-T-24, Ratification of Computer Equipment Purchase**, 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.

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APRIL 9, 2024

K. Personnel

1. Board Action No. 170-A-24, Ratification of Appointment: Interim Chief Marketing, Communications and Government Relations Officer, Ms. Paula Amenta

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

Second: Trustee Nowak seconded the motion.

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

Other

K2. Board Action No. 171-A-24, Resolution of Appreciation, Lourdes (Lulu) Blacksmith, Associate Vice President of Student Services and Development

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

Second: Trustee Kolbusz seconded the motion.

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

Vice Chair Rakow read the resolution. Dr. Sam thanked Dr. Blacksmith for all of her contributions to the College and wished her well in her retirement. Dr. Blacksmith thanked everyone for their support in her time here at ECC.

12. Resolution Adopting the Results of the Student Trustee Election for 2024-2025

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

Second: Trustee Arroyo seconded the motion.

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

13. Resolution of Appreciation, 2023-2024 Student Trustee, Ryan Kolbusz

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

Second: Trustee Ollayos seconded the motion.

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

MINUTES OF REGULAR MEETING OF
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Trustee Parks read the resolution. Dr. Sam thanked Mr. Kolbusz for all of his contributions to the Board and wished him well in his future endeavors. Mr. Kolbusz thanked the Board for their support and for the life-changing experience of being on the Board of Trustees at ECC.

14. Affirmation of Service – All Trustees

The Affirmation of Service was read in unison by all Trustees.

15. Election of Officers

A. Board Action No. 174-A-24, Election of Board Chair

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

Motion: Trustee Parks moved to nominate Trustee Redmer for Chair.

Second: Trustee Nowak seconded the motion.

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

B. Board Action No. 175-A-24, Election of Board Secretary

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

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

Second: Trustee Parks seconded the motion.

Roll-Call Vote: Aye, 6; Redmer, Rakow, Nowak, Ollayos, Arroyo, Parks; nay; 0;
Student Trustee Heiser, aye: motion carried

C. Board Action No. 176-A-24, Election of Vice Chair

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

Motion: Trustee Ollayos moved to nominate Trustee Rakow for Vice Chair.

Second: Trustee Nowak seconded the motion.

Roll-Call Vote: Aye, 6; Redmer, Rakow, Nowak, Ollayos, Arroyo, Parks; nay; 0;
Student Trustee Heiser, aye: motion carried

16. Reorganization of the Board of Trustees

A. Approval of Chair's Appointments

1. Board Action No. 177-A-24, Appointment of the Treasurer, approves the appointment of Dr. Kimberly Wagner as treasurer for a one-year term and affixes her compensation at \$1.10 per year.

Motion: Trustee Rakow moved to approve the appointment.

Second: Trustee Nowak seconded the motion.

Roll-Call Vote: Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, 6;

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APRIL 9, 2024

nay, 0; Student Trustee Heiser, aye; motion carried

- 2. Board Action No. 178-A-24, Appointment of Audit Firm Fiscal Year 2024,** approves the chair's reappointment 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.

Motion: Trustee Ollayos moved to approve the recommendation.

Second: Trustee Nowak seconded the motion.

Roll-Call Vote: Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, 6;
nay, 0; Student Trustee Heiser, aye; motion carried

- 3. Board Action No. 179-A-24, Appointment of Legal Counsel,** approves the appointment of law firms to act as legal counsel for the college.

Motion: Trustee Nowak moved to accept the recommendation.

Second: Trustee Rakow seconded the motion.

Roll-Call Vote: Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, 6;
nay, 0; Student Trustee Heiser, aye; motion carried

Each law firm has a different expertise and we may or may not consult with any of them, depending on the needs of the College.

- 4. Board Action No. 180-A-24, Appointment of Board Representatives and Liaisons,** approves the Board Chair's appointments to various committees of the College and external organizations as follows:
- Committee of the Whole; Entire Board of Trustees
 - Finance Committee; Chair, Trustee Rodriguez; Members Trustees Arroyo and Nowak
 - Legislative Liaison, Chair, Trustee Rakow and Co-Chair, Trustee Rodriguez
 - Parliamentarian, Trustee Ollayos
 - Foundation Liaison, Trustee Parks
 - Retreat Leader, Trustee Redmer
 - ICCTA Representative, Trustee Ollayos; Alternate, Trustee Rodriguez
 - ACCT Representative, Trustee Ollayos
 - ACCT Trustee Advisory Committee, Trustee Ollayos

Motion: Trustee Nowak moved to accept the recommendation.

Second: Trustee Parks seconded the motion.

Roll-Call Vote: Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, 6;
nay, 0; Student Trustee Heiser, aye; motion carried

MINUTES OF REGULAR MEETING OF
APRIL 9, 2024

B. Board Action No. 181-A-24, Confirmation of 2024 Schedule of Board Meetings, Elgin Community College, Regular, Committee of the Whole and Finance Committee

Motion: Trustee Nowak moved to accept the recommendation.

Second: Trustee Rakow seconded the motion.

Roll-Call Vote: Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, 6; nay, 0; Student Trustee Heiser, aye; motion carried

C. Board Action No. 182-A-24, Administrative Line of Succession During the President's Absence

Motion: Trustee Ollayos moved to accept the recommendation.

Second: Trustee Parks seconded the motion.

Roll-Call Vote: Aye, Redmer, Rakow, Nowak, Arroyo, Ollayos, Parks, 6; nay, 0; Student Trustee Heiser, aye; motion carried

17. Old Business

There was no old business discussed.

18. New Business

Vice Chair Rakow wished Chair Redmer an early happy birthday.

19. Adjournment

Motion: Trustee Nowak moved to adjourn the meeting.

Second: Trustee Arroyo seconded the motion.

Voice Vote: Aye, 6; Redmer, Rakow, Nowak, Ollayos, Arroyo, Parks; nay, 0; Student Trustee Heiser, aye; meeting adjourned at 7:48 p.m.

Shane Nowak, Board Secretary

Diane Kerruish, Board Recorder

MINUTES OF CLOSED SESSION OF BOARD MEETING
April 9, 2024

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the closed session of the regular board meeting held April 9, 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
AUGUST 9, 2022**

Recommendation

The administration recommends that the Board of Trustees approves the destruction of the verbatim audiotapes of the closed session of August 9, 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

RATIFICATION OF REPORT OF EXPENSES

Recommendation

The Treasurer recommends that the Board of Trustees ratifies the Report of Expenses for April 2024. (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 April 2024 in the amount of \$4,170,148.34

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

RATIFICATION OF BOARD OF TRUSTEE TRAVEL EXPENSES

Recommendation

The Treasurer recommends that the Board of Trustees ratifies the Board of Trustee Travel Expenses for April 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 April 2024 for \$2,049.89.

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

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

Recommendation

The administration recommends that the Board of Trustees approves the attendance of Trustees at the June 7 and 8, 2024 ICCTA Annual Meeting in Lombard, IL. Registration, hotel and travel expenses should not exceed \$3,500 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

**CONSULTING SERVICES
BOARD RETREAT JUNE 2024**

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to enter into an agreement for consulting services with Linda M. Kolbusz-Kosan Consulting (Palatine, IL), to facilitate the board retreat scheduled for June 25 and June 26, 2024, in an amount not to exceed \$5,000.



Dr. David Sam, President

Background

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

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



Linda M. Kolbusz-Kosan

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

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

Agreement made and entered into this 5th day of April, 2024, by and between the Board of Trustees (Board) of Elgin Community College, (Board/Agency) of 1700 Spartan Drive, Elgin, IL, 60123 and Linda M. Kolbusz-Kosan (Consultant) of Linda Kolbusz-Kosan Consulting of Palatine, IL 847.609.9722. The Consultant is a current member of the Illinois Community College Trustees Association (ICCTA).

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

1. The Consultant will perform those services described in the Work Plan, attached hereto as Exhibit A and by this reference incorporated herein.
2. The Consultant's services under this Agreement shall commence in April 2024 and end on October 31, 2024 unless sooner terminated pursuant to the terms hereof.
3. The Consultant will provide the Board/Agency with her Social Security Number upon execution of this Agreement.
4. The Board/Agency will make payment for services upon satisfactory completion of the services. The TOTAL CONTRACT AMOUNT is an amount not to exceed \$5,000.00.
5. While performing services hereunder, the Consultant is an independent contractor and not an officer, agent, or employee of the Board/Agency.

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

Agency/Board of Trustees

CONSULTANT

BY: _____
(NAME)

BY: Linda M Kolbusz-Kosan

(NAME)

(TITLE AND AGENCY)

Consultant

(TITLE)

(DATE)

April 5, 2024

(DATE)

EXHIBIT A

WORK PLAN/CONSULTING SERVICES

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

499 W. Auburn Woods Court, Palatine, IL 60067

Consultant will facilitate:

- a 2 Day Board Retreat (start/end times TBD)
- June 25, 2024 (Tues) and June 26, 2024 (Wed)
- at Site TBD on the ECC campus
- 2 days of onsite service as well as pre planning and post follow up days of service.

Consultant will contact each trustee and the President of the college prior to the retreat so that everyone's input is included in the planning of the two successful retreat days prior to June 2024.

The Board of Trustees will review/discuss/evaluate:

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

Key contact for the planning of the retreat is Dr. Donna Redmer, Chair of Trustees and 2024 Coordinator of Board Retreat Planning.

RATIFICATION OF REVISED SALARY SCHEDULES

Recommendation

The administration recommends ratification to the Board of Trustees to approve revised salary scales effective July 1, 2023 for administrative and tutor employees where any administrative or tutor employee below the minimum of the new salary grade will be brought up to the new minimum as of July 1, 2023. Additionally, the administration recommends to the Board of Trustees to approve an increase of the FY24 scales by 1% effective July 1, 2024.



Dr. David Sam, President

Background

In March 2024, the Board of Trustees approved salary schedules for non-bargaining employees following a Korn Ferry analysis and review. Included in the market adjustment plan was a periodic review of the salary schedules as they relate to the market rates for pay grade levels. In 2023, Korn Ferry recommended adjustments to the current scales to align with market pay rates from which the administration derived new scales (Attachment A). Any administrative or tutor employee who falls below the minimum of the new salary range will be brought up to the minimum of the range as of July 1, 2023 and compensated retroactively. Furthermore, the administration recommends that the FY24 salary scales be increased by 1% for FY25 to allow the scales to keep pace with the labor market.

Staff Contact: Mr. Anthony Ray, Chief Human Resources Officer, 847-214-7415
Mr. Respicio F. Vazquez, General Counsel, 847-214-7760

ATTACHMENT A

GRADE	FY 24 P50 RANGES		
	Min (75%)	Mid (KF P50)	Max (125%)
23	\$225,150	\$300,200	\$375,250
22	\$189,675	\$252,900	\$316,125
21	\$159,900	\$213,200	\$266,500
20	\$134,700	\$179,600	\$224,500
19	\$113,850	\$151,800	\$189,750
18	\$96,900	\$129,200	\$161,500
17	\$83,250	\$111,000	\$138,750
16	\$71,700	\$95,600	\$119,500
15	\$61,800	\$82,400	\$103,000
14	\$53,850	\$71,800	\$89,750
13	\$47,100	\$62,800	\$78,500
12	\$41,100	\$54,800	\$68,500
11	\$35,775	\$47,700	\$59,625
10	\$34,856	\$42,200	\$52,375
9	\$33,938	\$39,100	\$46,125
8	\$33,019	\$36,700	\$41,375
7	\$32,100	\$34,800	\$37,500

GRADE	FY 24 P75 RANGES		
	Min (75%)	Mid (KF P75)	Max (125%)
223	\$254,325	\$339,100	\$423,875
222	\$214,875	\$286,500	\$358,125
221	\$181,725	\$242,300	\$302,875
220	\$153,600	\$204,800	\$256,000
219	\$130,425	\$173,900	\$217,375
218	\$111,600	\$148,800	\$186,000
217	\$96,375	\$128,500	\$160,625
216	\$83,475	\$111,300	\$139,125
215	\$72,525	\$96,700	\$120,875
214	\$63,600	\$84,800	\$106,000
213	\$56,100	\$74,800	\$93,500
212	\$49,500	\$66,000	\$82,500
211	\$43,575	\$58,100	\$72,625
210	\$38,700	\$51,600	\$64,500
209	\$34,500	\$46,000	\$57,500
208	\$33,300	\$42,200	\$52,250
207	\$32,100	\$40,000	\$47,875

GRADE	FY 24 P50 RANGES		
	Min (75%)	Mid (KF P50)	Max (125%)
23	\$108.25	\$144.33	\$180.41
22	\$91.19	\$121.59	\$151.98
21	\$76.88	\$102.50	\$128.13
20	\$64.76	\$86.35	\$107.93
19	\$54.74	\$72.98	\$91.23
18	\$46.59	\$62.12	\$77.64
17	\$40.02	\$53.37	\$66.71
16	\$34.47	\$45.96	\$57.45
15	\$29.71	\$39.62	\$49.52
14	\$25.89	\$34.52	\$43.15
13	\$22.64	\$30.19	\$37.74
12	\$19.76	\$26.35	\$32.93
11	\$17.20	\$22.93	\$28.67
10	\$16.76	\$20.29	\$25.18
9	\$16.32	\$18.80	\$22.18
8	\$15.87	\$17.64	\$19.89
7	\$15.43	\$16.73	\$18.03

GRADE	FY 24 P75 RANGES		
	Min (75%)	Mid (KF P75)	Max (125%)
223	\$122.27	\$163.03	\$203.79
222	\$103.31	\$137.74	\$172.18
221	\$87.37	\$116.49	\$145.61
220	\$73.85	\$98.46	\$123.08
219	\$62.70	\$83.61	\$104.51
218	\$53.65	\$71.54	\$89.42
217	\$46.33	\$61.78	\$77.22
216	\$40.13	\$53.51	\$66.89
215	\$34.87	\$46.49	\$58.11
214	\$30.58	\$40.77	\$50.96
213	\$26.97	\$35.96	\$44.95
212	\$23.80	\$31.73	\$39.66
211	\$20.95	\$27.93	\$34.92
210	\$18.61	\$24.81	\$31.01
209	\$16.59	\$22.12	\$27.64
208	\$16.01	\$20.29	\$25.12
207	\$15.43	\$19.23	\$23.02

GRADE	FY 25 P50 RANGES		
	Min (75%)	Mid (KF P50)	Max (125%)
23	\$227,402	\$303,202	\$379,003
22	\$191,572	\$255,429	\$319,286
21	\$161,499	\$215,332	\$269,165
20	\$136,047	\$181,396	\$226,745
19	\$114,989	\$153,318	\$191,648
18	\$97,869	\$130,492	\$163,115
17	\$84,083	\$112,110	\$140,138
16	\$72,417	\$96,556	\$120,695
15	\$62,418	\$83,224	\$104,030
14	\$54,389	\$72,518	\$90,648
13	\$47,571	\$63,428	\$79,285
12	\$41,511	\$55,348	\$69,185
11	\$36,133	\$48,177	\$60,221
10	\$35,205	\$42,622	\$52,899
9	\$34,277	\$39,491	\$46,586
8	\$33,349	\$37,067	\$41,789
7	\$32,421	\$35,148	\$37,875

GRADE	FY 25 P75 RANGES		
	Min (75%)	Mid (KF P75)	Max (125%)
223	\$256,868	\$342,491	\$428,114
222	\$217,024	\$289,365	\$361,706
221	\$183,542	\$244,723	\$305,904
220	\$155,136	\$206,848	\$258,560
219	\$131,729	\$175,639	\$219,549
218	\$112,716	\$150,288	\$187,860
217	\$97,339	\$129,785	\$162,231
216	\$84,310	\$112,413	\$140,516
215	\$73,250	\$97,667	\$122,084
214	\$64,236	\$85,648	\$107,060
213	\$56,661	\$75,548	\$94,435
212	\$49,995	\$66,660	\$83,325
211	\$44,011	\$58,681	\$73,351
210	\$39,087	\$52,116	\$65,145
209	\$34,845	\$46,460	\$58,075
208	\$33,633	\$42,622	\$52,773
207	\$32,421	\$40,400	\$48,354

GRADE	FY 25 P50 RANGES		
	Min (75%)	Mid (KF P50)	Max (125%)
23	\$109.33	\$145.77	\$182.21
22	\$92.10	\$122.80	\$153.50
21	\$77.64	\$103.53	\$129.41
20	\$65.41	\$87.21	\$109.01
19	\$55.28	\$73.71	\$92.14
18	\$47.05	\$62.74	\$78.42
17	\$40.42	\$53.90	\$67.37
16	\$34.82	\$46.42	\$58.03
15	\$30.01	\$40.01	\$50.01
14	\$26.15	\$34.86	\$43.58
13	\$22.87	\$30.49	\$38.12
12	\$19.96	\$26.61	\$33.26
11	\$17.37	\$23.16	\$28.95
10	\$16.93	\$20.49	\$25.43
9	\$16.48	\$18.99	\$22.40
8	\$16.03	\$17.82	\$20.09
7	\$15.59	\$16.90	\$18.21

GRADE	FY 25 P75 RANGES		
	Min (75%)	Mid (KF P75)	Max (125%)
223	\$123.49	\$164.66	\$205.82
222	\$104.34	\$139.12	\$173.90
221	\$88.24	\$117.66	\$147.07
220	\$74.58	\$99.45	\$124.31
219	\$63.33	\$84.44	\$105.55
218	\$54.19	\$72.25	\$90.32
217	\$46.80	\$62.40	\$78.00
216	\$40.53	\$54.04	\$67.56
215	\$35.22	\$46.96	\$58.69
214	\$30.88	\$41.18	\$51.47
213	\$27.24	\$36.32	\$45.40
212	\$24.04	\$32.05	\$40.06
211	\$21.16	\$28.21	\$35.27
210	\$18.79	\$25.06	\$31.32
209	\$16.75	\$22.34	\$27.92
208	\$16.17	\$20.49	\$25.37
207	\$15.59	\$19.42	\$23.25

**FISCAL YEAR 2025 SALARY ADJUSTMENT AND INSURANCE
CONTRIBUTION RATE FOR ADMINISTRATIVE AND TUTOR EMPLOYEES**

Recommendation

The administration recommends that the Board of Trustees approve a 4% increase for current administrative and tutor (non-bargaining unit) employees with at least 90 days of ECC employment, effective July 1, 2024 at the approximate cost of \$585,184. The administration recommends no percentage change in the employee share insurance contribution rate in accordance with the guidelines below; however, the administration will implement the appropriate medical premium rate increases.



Dr. David Sam, President

Background

The administration believes that employees should be compensated fairly and equitably and requests that the Board of Trustees approve a 4% general increase for administrative and tutor (non-bargaining unit) employees.

Finally, it is recommended that the employee share insurance contribution rates for administrative employees remain the same for FY25. These rates are consistent with the other workgroups.

Staff Contact: Mr. Anthony Ray, Chief Human Resources Officer, 847-214-7415
Mr. Respicio F. Vazquez, General Counsel, 847-214-7760

ANNUAL ELECTRICAL MAINTENANCE SERVICES

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase electrical maintenance and repair services for small projects under \$10,000 from Kellenberger Electric (Elgin, IL), in an amount not to exceed \$25,000 annually. This agreement will be for a period of three (3) years with the option to renew for two (2) additional, one-year periods.

YEAR	VENDOR	LOCATION	HOURLY RATES			
			ELECTRICAL FOREMAN	ELECTRICAL JOURNEYMAN	ELECTRICAL APPRENTICE	LABORER
1	Kellenberger Electric, Inc.	Elgin, IL	102.00	95.00	73.00	20.00
	Max Electric LLC	Arlington Heights, IL	151.00	145.00	115.00	0.00
	iPower Electric, LLC	Niles, IL	175.00	170.00	165.00	165.00
2	Kellenberger Electric, Inc.	Elgin, IL	105.00	98.00	75.00	22.00
	Max Electric LLC	Arlington Heights, IL	157.00	150.00	121.00	0.00
	iPower Electric, LLC	Niles, IL	180.00	175.00	170.00	170.00
3	Kellenberger Electric, Inc.	Elgin, IL	108.00	101.00	77.00	24.00
	Max Electric LLC	Arlington Heights, IL	165.00	157.00	128.00	0.00
	iPower Electric, LLC	Niles, IL	180.00	175.00	170.00	170.00

Dr. David Sam, President

Background

The invitation to bid was advertised and sent to twenty-eight (28) vendors. We received three (3) bids.

This agreement will provide the College with an electrical contractor for scheduled service and availability 24/7 for emergency services for work above what can be reasonably expected of in-house staff.

Funding Source: Operations and Maintenance Fund

Staff Contact: Dr. Kimberly Wagner, Vice President, Business and Finance
 847-214-7367

ARTS CENTER 2024-2025 SEASON BROCHURE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to engage with Schiele Group (Elk Grove Village, IL), for the printing of the Arts Center 2024-2025 Season Brochure from the lowest responsible bidder, in an amount not to exceed \$26,121.11.

Vendor	Location	Base Bid
Schiele Group	Elk Grove Village, IL	\$ 26,121.11
Cardinal ColorGroup	Rolling Meadows, IL	\$ 29,750.00



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 a Business Enterprise Program certified business. We received four (4) bids but two (2) were disqualified for not acknowledging the addenda.

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

The College is having the vendor print 55,000 36-page brochures. 50,000 of them will be mailed directly to community members and the remaining will be distributed on campus and inserted in the Daily Herald newspaper.

Funding Source: Visual Performing Arts Auxiliary Fund

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

ASBESTOS ABATEMENT FOR 550 S. MCLEAN BLVD.

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract with Midwest Environmental Consulting Services (Yorkville, IL) for asbestos abatement in an amount not to exceed \$80,000.



Dr. David Sam, President

Background

Midwest Environmental Consulting Services (MEC) specializes in Asbestos Abatement, and per the Illinois Community College Act Compiled Statutes, Chapter 110, Act 805/3-27.1, “contracts for services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part” are exempt from bidding.

Midwest Environmental Consulting Services was hired to check for asbestos at 550 S. McLean Blvd. During the review, they discovered asbestos in the building, which must be removed safely before demolition of the building. This will ensure the demolition crew, the surrounding area, and the environment are safe from hazardous material. According to the MEC proposal, they will handle project design, project management, air quality testing, and contractor bidding.

Funding Source: Operations & Maintenance Restricted Fund

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

FORM BUILDING SOFTWARE PURCHASE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract for software management software from Formstack (Fishers, IN) for the Foundation and IT, in an amount of \$29,202 for a three (3) year period.

	Year 1 (FY24)	Year 2 (FY25)	Year 3 (FY26)	Totals
Foundation – One Time Setup Fee	\$942			\$942
Foundation – 3 Licenses	\$7,065	\$7,065	\$7,065	\$21,195
Foundation Subtotals	\$8,007	\$7,065	\$7,065	\$22,137
IT – 1 License	\$2,355	\$2,355	\$2,355	\$7,065
Totals	\$10,362	\$9,420	\$9,420	\$29,202



Dr. David Sam, President

Background

The College currently has multiple form-building tools and is working toward standardization with the implementation of Formstack. The purchase of Formstack for Salesforce for the Foundation will allow for the migration of forms from the current application, Form Assembly, to Formstack. The Foundation uses form-building tools in the following manner: 1) Event tracking for RSVP's; 2) Streamlining Donor information for Foundation major events and creating a manner to track donor pledges; 3) Streamlining Alumni information, including residential and employment information; and 4) Streamlining Retiree contact information. Formstack will replace the Foundation's use of Form Assembly, which has been charged at an annual rate of \$20,000.

Funding Source: Foundation and Education Fund

Staff Contact: Susan Taylor Demming Executive Director of Institutional Advancement and Elgin Community College Foundation, 847-214-7258

GEOTECHNICAL SOIL BORING TESTING - MANUFACTURING CENTER SITE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract with Midland Standard (MSET) (South Elgin, IL) for soil borings at the new building site to the lowest responsible bidder, in an amount not to exceed \$30,805.



Dr. David Sam, President

Vendor	Location	Cost
Midland Standard	South Elgin, IL	\$ 30,805.00
GeoCon	Frankfort, IL	\$ 37,750.00
Rubino	Elgin, IL	\$ 39,930.00

Background

A Request for Proposal was sent to three (3) vendors, two (2) of which are in district.

The structural and civil engineering design of the new Manufacturing Technology Center requires analysis of the subsurface conditions for related building, paving and drainage construction. The geotechnical consultant will perform soil sampling to accurately determine the condition of the underlying subsurface. The consultant is required to prepare geotechnical reports including recommendations for foundation design, site preparation, drainage capabilities, and other design requirements relevant to the site conditions; such as, vehicular pavement, stormwater-retention, all applicable building codes, and any Regulatory Agencies' requirements.

Funding Source: Operations & Maintenance Restricted Fund

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

INSTRUCTIONAL & OFFICE REPLACEMENT COMPUTERS AND MONITORS

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase computers and monitors for instructional and office departments from the lowest responsible bidder, Government Goods Inc. (Brooklyn, NY), in the amount of \$535,020.40.

Vendor	HP Elite Mini 600 PC	3Year Warranty for PC	HP EliteBook 840 Notebook	5Year Warranty for Notebook	HP E22 22" Monitor	HP USB-C Dock	Total
Qty	575	575	100	100	125	25	
Government Goods Inc (Brooklyn, NY)	\$389,264.15	\$ 9,382.97	\$88,152.98	\$22,216.22	\$18,740.44	\$3,263.64	\$535,020.40
RocketDrop LLC (Salem, NH)	\$485,840.50	\$9,481.75	\$107,800	\$18,896	\$18,742.50	\$3,423.50	\$625,288.25

Dr. David Sam, President

Background

An invitation to bid was advertised and sent to twenty-seven (27) vendors, one (1) was in-district and eight (8) were Illinois Certified Business Enterprises. The bid was extended two (2) additional weeks to allow additional vendors to submit bids, however, only two (2) bids were received.

This purchase will replace instructional and office computers on the College’s campuses in accordance with the replacement schedule, approximately every 6 years. The purchase of this equipment will provide students, faculty and staff access to current technology for instruction, work, and allow students to employ state-of-the-art technology and tools to develop the technical skills needed to transform concepts into presentations.

Funding Source: Education Fund

Staff Contact: Dr. Philip Garber, Vice President Planning, Institutional Effectiveness & Technology, 847-214-7162

NOTEBOOK AND SOFTWARE PURCHASE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase Notebooks and software from the lowest responsible bidder, Government Goods Inc. (Brooklyn, NY), in an amount not to exceed \$60,983.41.

Description	Qty	Government Goods Inc (Brooklyn, NY)	RocketDrop LLC (Salem, NH)	Howard Technology Solutions (Laurel, MS)	TechMicro USA Inc (Bolingbrook, IL)
HP EliteBook 650 Notebook	55	\$ 53,643.28	\$ 54,917.50	\$ 57,805.00	\$ 72,599.45
Microsoft Office	55	\$ 7,340.13	\$ 7,315.00	\$ 7,645.00	\$ 7,479.45
Total		\$ 60,983.41	\$ 62,232.50	\$ 65,450.00	\$ 80,078.90

Dr. David Sam, President

Background

An invitation to bid was advertised and sent to twenty-seven (27) vendors, one (1) of which was in-district, eight (8) were Illinois Business Enterprise Program Certified. Seven (7) bids were received and three (3) were disqualified due to lead times, incomplete bids or incorrect equipment quoted.

This project will be funded by the 814 CRSS (Certified Recovery Support Specialist) Success Program grant from the Illinois Department of Human Services. The project aims to enhance student outcomes by improving technological infrastructure, learning options and intentional digital skill instruction, addressing the expanding employment needs in the College community. Student survey results have highlighted the necessity to focus more on basic technology skill instruction and support for learners. Improving digital literacy is fundamental for all learners, and increased technology infrastructure funded by this grant will help address these challenges and meet increasing needs.

Funding Source: 814 CRSS (Certified Recovery Support Specialist) Success Program Grant

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

MENTAL HEALTH SERVICES HOTLINE FOR STUDENTS

Recommendation

The administration recommends the Board of Trustees authorizes the administration to contract with Uwill (Natick, MA) for a 24/7/365 mental health hotline for students for three (3) years, in an amount not to exceed \$74,250.



Dr. David Sam, President

Background

Recognizing the need for mental health support for students, the College has partnered with Uwill, (Natick, MA) a leader in providing mental health and wellness services in higher education, to provide our College students continuous support, 24/7/365. This partnership enables the College the requirements of Goal 11 detailed in the Mental Health Early Action on Campus Act. This goal stipulates that each public college and university should strive to achieve a benchmark ratio of one clinical, non-student staff member for every 1,250 students. This ratio benchmark can be met through a combination of on-campus College clinical resources and off-campus service providers.

Uwill will offer students 24/7/365 mental health support for non-emergency, in-the-moment, or crisis support from licensed Uwill clinicians, as well as guidance for next steps in care, regardless of the time of day, college closure or student's location. When students call the main number for Wellness Services, they will be prompted to press 1 if a Wellness Professional is unavailable or the College is closed and they would like to speak to a Uwill clinician for non-emergency support. Additionally, they can leave a message for a Wellness Professional in these instances. The students will also be prompted to call 911 for all emergency issues.

All Wellness Services staff will have access to the Uwill dashboard, which contains all student activity recorded by the Uwill clinicians, along with notes, follow-up, and/or referrals provided to the student. The departmental process includes checking the dashboard each morning and reaching out to all students who have sought services from a Uwill clinician after hours or during College closures. At that point, service will transition from Uwill to the College. Uwill's dashboard provides realtime data, analytics, customized reporting, and facilitates care coordination.

Funding Source: Mental Health Early Action Grant

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning and Student
Development, 847-214-7635

RATIFICATION OF HEAT EXCHANGER PURCHASE

Recommendation

The administration recommends that the Board of Trustees ratifies and authorizes the administration to purchase and replace a broken heat exchanger in Building A from Johnson Pipe & Supply Company (Chicago, IL), the lowest responsive bidder, in an amount not to exceed \$29,836.82

Vendor	Location	Cost
Johnson Pipe & Supply Company	Chicago, IL	\$ 29,836.82
Best Plumbing Specialties, Inc.	Myersville, MD	\$ 32,876.50



Dr. David Sam, President

Background

The invitation to bid was advertised and sent to three (3) vendors, of which none were in district.

A domestic water heat exchanger cracked in Building A. This caused water from the tank to leak into the exchanger, which in turn caused the mechanical room to flood. Without this repair, Building A has no hot water in the sinks. A new heat exchanger is needed to restore the system to total capacity.

Funding Source: Operations and Maintenance Fund

Staff Contact: Dr. Kimberly Wagner, Vice President of Business and Finance,
847-214-7367

**RATIFICATION OF TRAFFIC STUDY FOR THE SITES OF THE NEW
MANUFACTURING CENTER AND THE TRUCK DRIVING PROGRAM**

Recommendation

The administration recommends that the Board of Trustees ratifies and authorizes the administration to contract with Sam Schwartz (Chicago, IL) for traffic study in an amount not to exceed \$59,700.



Dr. David Sam, President

Background

Sam Schwartz specializes in traffic studies, and per the Illinois Community College Act Compiled Statutes, Chapter 110, Act 805/3-27.1, “contracts for services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part” are exempt from bidding.

During multiple meetings with the City of Elgin Community Development Department for new building projects for the College, the City requested an in-depth study of traffic patterns and parking capacity given changes to the main campus at-large. The City’s interest is in identifying existing traffic, pedestrian and parking needs, as well as the potential impacts of campus upgrades.

The College engaged with a traffic engineering consultant, Sam Schwartz, to provide a proposal to perform a Traffic & Parking Study evaluating the influence of two building projects on campus: i.e., the relocation of the College’s Truck Driving instructional facility from the east side of campus to the west side, as well as the construction of a new Manufacturing Center in place of the Truck Driving current instructional facility. The College is also asking for traffic and pedestrian counts for the area surrounding Building O to provide information for the future redevelopment of this building for classroom and staff use. Sam Schwartz is expected to perform the counting of traffic in at least twelve (12) locations around campus using a combination of camera-and sensor technology and field personnel over the course of several typical school day periods. Sam Schwartz’s study will conform with both the College and the City of Elgin standard specifications and is expected to be submitted with building permit and zoning submittals.

Funding Source: Operations & Maintenance Restricted Fund

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

**NEW HIRE, DEAN OF HEALTH PROFESSIONS
Ms. Denise Kruckenberg**

Recommendation

The administration recommends that the Board of Trustees approves the appointment of Ms. Denise Kruckenberg as the new Dean of Health Professions at an annual salary of \$125,000 (Hay position classification 19), effective May 20, 2024.



Dr. David Sam, President

Background

Ms. Denise Kruckenberg brings over 25 years of related and varied experiences to her new role at ECC as the Dean of Health Professions. Since 2022, Ms. Kruckenberg has served as the Program Director of Workforce Education for the Maricopa County Community College District in Tempe, Arizona. Prior to this, she served as Respiratory Therapy Clinical Director for Pima Medical Institute, Director of Adult Education and Health Programs for the East Valley Institute of Technology, Associate Dean of Health Careers for Illinois Central College, Interim Director of Retention and Disabilities Services for Central Arizona College, Clinical Director of Respiratory Care for Cochise College, and Associate Professor of Respiratory Care for the College of DuPage (COD). Ms. Kruckenberg held several additional positions earlier in her career as Director of Clinical Education and Associate Professor of Respiratory Care for COD, Adjunct Faculty and Lab Supervisor for Respiratory Care for COD, and Charge Therapist and Clinical Instructor for Advocate Health Care.

Ms. Kruckenberg holds a Master of Science in Health Services Administration and a Bachelor of Arts in Health Care Sciences, both from the University of St. Francis in Joliet, IL, and an Associate of Applied Science from the CRTT and RRT program at the College of DuPage.

Ms. Kruckenberg's experience in health professions, both instructionally and through administrative roles, has prepared her well for this position at ECC. Her experiences in workforce education, adult education, and disabilities services afford her a unique lens that will strengthen the work of the division. Her deep background in respiratory therapy will serve as an additional asset as we seek to launch this new program in fall 2024. Ms. Kruckenberg's combined experiences render her the right candidate to lead and strengthen ECC's health professions division.

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

RESOLUTION OF APPRECIATION
Dr. Wendy Miller, Dean of Health Professions, Math, Science and Engineering

Recommendation

The administration recommends that the Board of Trustees approves the Resolution of Appreciation for the Dean of Health Professions, Math, Science and Engineering, Dr. Wendy Miller, who will retire May 31, 2024.



Dr. David Sam, President

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

RESOLUTION OF APPRECIATION
Dean of Health Professions, Math, Science and Engineering, Dr. Wendy Miller

WHEREAS, Dr. Wendy Miller has been with Elgin Community College for 32 years, originally hired in 1992 to serve as the Director of Clinical Laboratory Technology and Histotechnology (where she spent 17 years) before subsequently serving as the Associate Dean of Health Professions, then Interim and permanent Dean of Health Professions, and finally Interim and permanent Dean of the newly combined division of Health Professions, Math, Science and Engineering; and

WHEREAS, Dr. Miller served on the Board of Directors for Advocate Sherman Hospital and served in a variety of leadership capacities at the regional, state, and national levels for the American Society for Clinical Laboratory Science, and on numerous committees and taskforces for the National Accrediting Agency for Clinical Laboratory Sciences; and

WHEREAS, Dr. Miller was a trailblazer, developing and starting the first Histotechnology program in Illinois and providing unwavering guidance and leadership to help establish the groundbreaking Engineering Pathways program with the Grainger School of Engineering at UIUC; and

WHEREAS, Dr. Miller was deeply involved in the design and planning of the beautiful Building A, including subsequent renovations to build out spaces for new programs, benefiting ECC's students with cutting-edge classrooms and equipment for years to come; and

WHEREAS, Dr. Miller's employees and colleagues describe her as a calm, collected, respectful leader who was an inspirational mentor to many, including numerous program directors who were often new to administration, providing near-weekly "Miller Messages" for over 10 years to her division with reminders, announcements, and words of inspiration, and whereas she is considered a "go to" by her vice president due to her insight, experience and wisdom as a dean; and

WHEREAS, Dr. Miller served as the tenure committee chair for 17 Health Professions and 22 Math, Science and Engineering faculty, led countless search committees, launched 10 new Health Professions programs, facilitated over 150 clinical partnerships, secured or maintained accreditation for 10 programs in Health Professions (with three more in progress), supervised a total of 17 health professions programs with eight associate of applied science degrees and nine certificate programs, and generated approximately 60,000 credit hours annually for each of the past 11 years; and

WHEREAS, Dr. Miller was uniquely skilled and organized in supervising a division so large and complex that it will now take two deans to replace her; 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 14th day of May 2024, expresses to Dr. Wendy Miller, 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 Dr. Miller, upon her retirement from Elgin Community College on May 31, 2024, be granted the status of Dean Emeritus and that she be accorded such recognition and honors as may be appropriate to a person holding this rank, and be it further

RESOLVED that this Resolution be entered into the minutes of the Board and a copy signed by each Trustee be prepared for, and presented to, Dr. Wendy Miller. In the words of Dr. Miller, "Be remarkable. Be Well. Be encouraged. Let's create moments."

RESOLUTION OF APPRECIATION
Ms. Noreen Burton-Hill, Office Coordinator II

Recommendation

The administration recommends that the Board of Trustees approve the Resolution of Appreciation for Ms. Noreen Burton-Hill, Office Coordinator II, SBCT Division, who will retire on May 31, 2024.



Dr. David Sam, President

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

RESOLUTION OF APPRECIATION
Office Coordinator II, Ms. Noreen Burton-Hill

WHEREAS, Ms. Noreen Burton-Hill began her tenure at Elgin Community College in 2006 as a part-time data entry clerk in the ABEC Division at Fountain Square before transferring in 2009 to the Purchasing Department, and later to Office Coordinator II in the sustainability, business, and career technologies (SBCT) division in 2016; and

WHEREAS, Ms. Burton-Hill takes great pride in the contributions she has made in three different departments; and

WHEREAS, Ms. Burton-Hill is proud of the certificates she has earned in a variety of areas, including ethics training, cultural competency, information security; and

WHEREAS, Ms. Burton-Hill has assisted students in the emergency medical technician basic program to complete necessary background checks and drug screening; and

WHEREAS, Ms. Burton-Hill is grateful for the time spent at Elgin Community College, and the friends she has made; and

WHEREAS, Ms. Burton-Hill acknowledges that she has spent 45 years in the workforce; and

WHEREAS, Ms. Burton-Hill looks forward to doing anything she wants including “snowbirding” to her daughter’s homes in Florida and Texas, and exploring new interests; and

WHEREAS, it is appropriate to formally recognize and honor Ms. Burton-Hill upon her retirement from Elgin Community College on May 31, 2024; and now, therefore, be it

RESOLVED that the Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry, and DeKalb, State of Illinois, on the 14th day of May 2024 expresses to Ms. Noreen Burton-Hill, on behalf of District 509 citizens, her colleagues, and the many students who have benefited from her service, heartfelt appreciation for her years of dedicated service and extends to her best wishes for the future; and be it further

RESOLVED that 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, Ms. Noreen Burton-Hill.

RESOLUTION OF APPRECIATION
Mrs. Nancy Chahino, Perkins Administrator

Recommendation

The administration recommends that the Board of Trustees approves the Resolution of Appreciation for Perkins Administrator, Mrs. Nancy Chahino, who will retire May 18, 2024.



Dr. David Sam, President

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

RESOLUTION OF APPRECIATION
Perkins Administrator, Mrs. Nancy Chahino

WHEREAS, Mrs. Nancy Chahino began her tenure at Elgin Community College in February 2009 a member of adjunct faculty in the business department until January of 2019, teaching Business Math and Introduction to Business; and

WHEREAS, Mrs. Nancy Chahino has served thousands of students during her tenure by assisting them in different departments with purchasing new and updated equipment for career technical education equipment; and

WHEREAS, Mrs. Nancy Chahino assisted the College in obtaining Perkin's approval for the following Programs of Study: Human Service, Early Childhood Education, Nursing, Culinary and Hospitality Management, Automotive, Fire Science and EMT Basic, Industrial Maintenance Technology, Accounting, Physical Therapy; and

WHEREAS, Mrs. Nancy Chahino was an Interim CTE Manager in SBCT in 2018; and in 2019 she was then granted a full time Perkins Administrator position; and

WHEREAS, Mrs. Nancy Chahino was a co-chair of SSI from 2015 to 2017, the Student Success Initiative that helped with mentoring, teaching and many other programs to bring specialized support to students, and also was a part of the group of staff that started TIDE; and

WHEREAS, Mrs. Nancy Chahino also participated on the curriculum review team; and

WHEREAS, Mrs. Nancy Chahino was part of the planning team for Skills USA, the regional competition that Elgin Community College hosted; and

WHEREAS, Mrs. Nancy Chahino has, for more than fifteen years, helped the College serve thousands of CTE students, her colleagues, and district residents with kindness, empathy, humility, and a wealth of Perkins Grant knowledge; and

WHEREAS, it is appropriate to formally recognize and honor Mrs. Nancy Chahino upon her retirement from Elgin Community College on May 18, 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 14th day of May, 2024, expresses to Mrs. Nancy Chahino, 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, Mrs. Nancy Chahino.