

**MINUTES OF REGULAR BOARD MEETING  
OCTOBER 8, 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, October 8, 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, Mr. Rodriguez, Mr. Parks and Student Trustee Ms. Heiser.

*Trustees absent:* Ms. Arroyo.

*ECC staff:* Dr. Heinrich, Interim President; Dr. Schopen, Interim VP, Teaching, Learning and Student Development; Dr. Wagner, VP, Business & Finance; Dr. Garber, VP Planning, Institutional Effectiveness and Technology; Mr. Vazquez, General Counsel; and Ms. Kerruish, Recorder.

**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 of more classes of employees... all pursuant to Chapter 5 of the *Illinois Compiled Statutes* Sections 120/2 (c) (21, 1, 11 and 2 respectively).

***Motion:*** Trustee Parks moved to recess to closed session.

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

***Roll-Call Vote:*** Aye, 6: Redmer, Rakow, Nowak, Ollayos, Parks and Rodriguez; nay, 0; Student Trustee Heiser, aye; motion carried at 5:47 p.m.

**3. Reconvene Open Session**

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

**4. Preliminary Matters**

**A. Roll Call**

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

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*Trustees absent:* Ms. Arroyo

*ECC staff:* Dr. Heinrich, Interim President; Dr. Schopen, Interim VP, Teaching, Learning and Student Development; Dr. Wagner, VP, Business & Finance; Dr. Garber, VP, Planning, Institutional Effectiveness and Technology; Mr. Vazquez, General Counsel; and Ms. Kerruish, Recorder; ECC staff and visitors.

**B. Consideration of and Possible Actions on Any Requests for a Board Member's Electronic Participation in Meeting.**

No considerations necessary at this meeting.

**C. Pledge of Allegiance**

The Pledge of Allegiance was led by Trustee Rakow.

**D. Shared Values**

The Shared Values were recited by the Trustees.

**5. Interim President's Report**

- Dr. Heinrich acknowledged Anitra King, SSECCA president and Luis Martinez, ECCFA were in the audience.
- Pending the Board's approval this evening, we will be granting tenure to seven faculty members who have completed this intensive three-year process.
- We have over 150 colleges and universities on campus this evening for College Night until 8:00 p.m. in the gym.
- A very well-attended groundbreaking event for the Manufacturing and Technology Center was held September 18. Over 300 people were in attendance, and three of the legislators who were instrumental in securing state funding support for the project spoke at the event. ECC received positive press following the event from the Daily Herald, Crain's Chicago Business, and WRMN radio. A team is heading to the City of Elgin Council meeting tomorrow evening, where our permits are on the agenda for action.
- ECC was selected by the National Council for Marketing and Public Relations (NCMPR) to win 17 Medallion awards. Congratulations to the Marketing and Communications Department.
- ECC has been awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the US and Canada for our FY23 report. It is the highest form of recognition in the area of governmental accounting and financial reporting and represents a significant accomplishment by a government and its management. This is the 21<sup>st</sup> year we have received the award.
- The National Association of College and University Business Partners (NACUBO), the Association of Institutional Researchers (AIR), and EDUCAUSE partnered together through the Gates Foundation grant to develop a new playbook called "Change with Analytics" that contains best practices of leveraging data and technology to drive analytics. This is mentioned because teams from seven colleges and universities were invited to contribute to the development of the playbook, and ECC is one of those seven. ECC was the only community college on the committee and were specifically invited to serve. Thank you to ECC's Mr. Michael Chahino, Mr. David Rudden, and Dr. Kim

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Wagner, who were included on the team. The work of this group has since led to the formation of a new data governance committee at ECC.

- September 20, the “Hire Spartans Job Fair” was hosted at ECC, with 94 businesses and 250 students and community members attending.
- ECC hosted a Family Fun Health and Wellness Festival September 22 with over 200 people attending. Many received clinical care, and the Lincoln Ave. Barbershop provided 30 free haircuts. The event was spearheaded by Vituity Cares, with the support of Sherman Hospital, the City of Elgin, and ECC.
- ECC held the annual Retiree Luncheon September 26 and approximately 45 retirees were in attendance. Dr. Mary Hatch, Dean Emeritus, was recognized for her leadership in producing our 75<sup>th</sup> anniversary book.
- ECC will be celebrating the 10-year anniversary of the Education and Work Center (EWC) in Hanover Park October 10. The EWC broke its record enrollment this past year, serving 762 in adult education and other short-term training classes.

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

There were no audience members wishing to address the Board.

**7. Board Reports**

**A. Finance Committee**

Trustee Rodriguez provided an overview of the Finance Committee meeting held Monday, October 7, 2024. The following items were discussed: Internal Audit Update, Review of the FY 2025 Budget to Actual, Internal Service Fund Transfer, Capital Project Priority and Funding List, FY26 Lab Fees, Course Fees, and Instructional Fees, Service Fees for FY 2026, FY26 Tuition Rate Discussion and Property Tax Levy Discussion – Tax Year 2024 Discussion. Minutes of the Finance Committee meeting will be available on the website once they are approved.

**B. Committee of the Whole**

Trustee Rodriguez provided an overview of the Committee of the Whole meeting held Monday, October 7, 2024. The following presentations were provided: Sustainability, Business & Career Technologies (SBCT), by Dr. Taylor; and ACCT Preview: Digital Accessibility-Ensuring Equal Access for All, by Ms. Jouhet. Ms. Denise Kruckenberg was spotlighted. Dr. Wagner provided a construction update. Board Actions and items on the October 8, 2024 agenda were discussed, no questions were raised. Minutes of the Committee of the Whole meeting will be available on the website once they are approved.

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

Trustee Ollayos shared that the ICCTA Board of Reps meeting was held on September 13 and 14. A detailed report was provided to the Board. The roundtable discussion reviewed the roles of the Trustees and the Chair. ICCTA is creating a DEI statement and requesting any input by early November. ICCB has launched a statewide program “FEED the NEED” through November 30.

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

Trustee Ollayos shared that ECC had a preview of the session presentation at the Committee of the Whole meeting yesterday.

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**D. Legislative**

Trustee Rakow shared the following:

- More than 300 people attended the Manufacturing and Technology Groundbreaking September 18, including Senators Castro and DeWitte, Representatives Ness, Hanson, and Moeller, Kane County Chairwoman Pierog, Mayor Kaptain, Elgin City Council members, and many more.
- Kane County Bilingual Candidate Forum, featuring Democrat and Republican candidates for Kane County Board Chair and State's Attorney, will take place October 17 in Building E. This event is co-sponsored by the Center for Civic Engagement and Centro de Informacion.
- General Election Day is November 5, 2024.
- Engagement and Legislative Affairs will commence research and outreach to any newly elected state or federal legislators within District 509. Meet and greets will be planned once they are seated in their new roles.
- During the ICCTA meeting, Trustees were encouraged to have conversations with legislators for renewed funding for the PATH program. Trustees agreed, and with Ms. Amenta's assistance, information will be shared with legislators.

**E. ECC Foundation**

Trustee Parks reported the following:

- As of September 23, 2024, booked gifts sit at \$3.023 million.
- The Foundation Gala: Decades of Dreams was held on Saturday, September 14. Nearly 300 attended. Over \$150,000 was raised in support of the ECC Foundation and student scholarships.
- The Foundation is in collaboration with a number of college departments to coordinate a young alumni mentorship program likely to utilize older alums, ECC retirees, local community leaders and others.
- Joel Yumba has joined the team as the Manager of Annual Giving.
- The Foundation held their quarterly meeting at the Burlington campus on September 5. It was a wonderful opportunity to see the full spectrum of ECC's academic offerings.

**F. Student Report**

Student Trustee Heiser highlighted several student events outlined in the written report, including the Elgin Pride Parade and Mutts Gone Nuts. New Student Days, IGNITE Student Leader Retreat, and New Student Convocation were held in August, along with the Campus Jam and Welcome Week Events that were focused on the November election.

**8. College Reports**

**Board Action No. 051-A-25, Acceptance of Written College Reports**

- A. Personnel (September)
- B. Treasurer (August)
- C. Student Report (June-September)

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*College Reports Under Separate Cover*

- D. Institutional Advancement and ECC Foundation (September)
- E. Community Engagement and Legislative Affairs (September)

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:** Trustee Nowak seconded the motion.

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

**9. Consent Agenda**

Chair Redmer read the following consent agenda items:

- A. Board Action No. 052-A-25, Minutes of the Regular Board Meeting, September 10, 2024**
- B. Board Action No. 053-A-25, Closed Session Minutes of the Regular Board Meeting, September 10, 2024**
- C. Board Action No. 054-A-25, Destruction of Audiotapes of Closed Session Board Meeting, December 13, 2022**
- D. Board Action No. 055-F-25, Ratification of Report of Expenses**
- E. Board Action No. 056-A-25, Release of Select Closed-Session Minutes of Board Meetings of September 2022-August 2024**
- F. Board Action No. 057-A-25, Trustee In-State Attendance at Illinois Community College Trustee Association (ICCTA) Meeting**
- G. Board Action No. 058-F-25, Transfer to Internal Service Fund**
- H. Purchases**
  - 1. Board Action No. 059-T-25, Accessibility Software Purchase**, authorizes the administration to contract for software for a content accessibility application from YuJa Panorama (San Jose, CA) in an amount not to exceed \$77,081, over a three (3) year period.
  - 2. Board Action No. 060-B-25, Annual Carpentry Services**, authorizes the administration to contract for carpentry repair services for small projects under \$15,000 from Hargrave Builders (Elgin, IL), the lowest responsive bidder, 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.
  - 3. Board Action No. 061-B-25, Annual Roof Repair Services**, authorizes the administration to procure services for small roof repair projects under \$15,000 from Weatherguard Roofing (Elgin, IL), the lowest responsive bidder, 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.

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4. **Board Action No. 062-T-25, Digital Literacy Software**, authorizes the administration to contract for software for digital literacy from Burlington English (Boca Raton, FL) in an amount not to exceed \$34,560.
  5. **Board Action No. 063-M-25, Fall Impact Magazine**, authorizes the administration to purchase print services for the Fall Impact Magazine from Hagg Press Inc (Elgin, IL), the lowest responsive bidder, in an amount not to exceed \$37,750.
  6. **Board Action No. 064-S-25, Fire Tools and Gear Purchase**, authorizes the administration to purchase fire gear and equipment from Air One Equipment Inc. (South Elgin) in an amount not to exceed \$50,970.
  7. **Board Action No. 065-A-25, Multi-Function Printers (Copiers) Agreement**, authorizes the administration to enter into a five (5) year lease and maintenance agreement for forty-eight (48) new color and black & white multi-function printers (MFP)/digital imagers, prints, PaperCut Licensing, and PaperCut Job Ticketing from Marco Technologies, LLC. (Rockford, IL) in an amount not to exceed \$85,000 annually, which will allow for estimated increases in total impressions.
  8. **Board Action No. 066-T-25, Service Management Licenses Renewal**, authorizes the administration to contract with ISOS Technology (Tempe, AZ) for Jira software renewal, in the amount of \$44,520.
  9. **Board Action No. 067-C-25, Ratification of Additional Asbestos Abatement for 550 S. McLean Blvd**, ratifies and authorizes the administration to contract with Nationwide Environmental Group, LLC (Park Ridge, IL) for additional asbestos abatement.
  10. **Board Action No. 068-S-25, Ratification of Winter Sports Bus Transportation**, ratifies and authorizes the administration to contract for bus services from Chicago Classic Coach (Chicago, IL), in an amount not to exceed \$45,000 which will allow for post-season trips.
- I. **Personnel**
1. **Board Action No. 069-A-25, Granting of Tenure, Instructor of Nursing, Ms. Taylor Bernhard**, effective January 2025.
  2. **Board Action No. 070-A-25, Granting of Tenure, Instructor of Communication Studies, Mr. Brian Bohr**, effective January 2025.
  3. **Board Action No. 071-A-25, Granting of Tenure, Assistant Professor I of Adult Basic Education, Ms. Kathleen DeMars**, effective January 2025.
  4. **Board Action No. 072-A-25, Granting of Tenure, Assistant Professor I of Culinary Arts & Hospitality, Mr. James Guzzaldo**, effective January 2025.
  5. **Board Action No. 073-A-25, Granting of Tenure, Associate Professor I of Physics, Mr. Richard Jesik**, effective January 2025.
  6. **Board Action No. 074-A-25, Granting of Tenure, Assistant Professor I of Truck Driving, Mr. Brian Molyneux**, effective January 2025.
  7. **Board Action No. 075-A-25, Granting of Tenure, Instructor Technical Services Librarian, Ms. Victoria Turner**, effective January 2025.

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- 8. Board Action No. 076-A-25, Appointment, Interim Chief Community and Government Relations Officer, Ms. Paula Amenta,** approves the appointment of Ms. Paula Amenta as Interim Chief Community and Government Relations Officer at an annual salary of \$161,260 (Hay position classification 18), effective October 14, 2024 to end no later than February 14, 2025.

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

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

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

**10. Old Business**

There was no old business brought forward.

**11. New Business**

Trustee Ollayos shared that Kane County Connects is looking for election judges.

**12. Adjournment**

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

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

***Voice Vote:*** Aye, 6; Redmer, Rakow, Nowak, Ollayos, Rodriguez, and Parks; nay, 0; Student Trustee Heiser, aye; meeting adjourned at 7:14 p.m.

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Shane Nowak, Board Secretary

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Diane Kerruish, Board Recorder