

**MINUTES OF REGULAR BOARD MEETING
MAY 13, 2025**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a regular meeting on Tuesday, May 13, 2025, in Building E, Room E100.01.

1. Call to Order and Roll Call

Chair Rakow called the regular meeting to order at 5:39 p.m., indicated that a quorum was present, and asked the recorder to call roll.

Trustees present: Ms. Rakow, Mr. Rodriguez, Ms. Arroyo, Mr. Parks, Mr. Allen, Ms. Barbosa-Guzman and Student Trustee Mr. Gidlund.

Trustees absent: Dr. Redmer

ECC staff: Dr. Heinrich, President; Dr. Schopen, VP, Teaching, Learning and Student Development; Dr. Wagner, Assistant VP, Business & Finance; Dr. Phil Garber, VP, Planning, Institutional Effectiveness & 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 Arroyo seconded the motion.

Roll-Call Vote: Aye, 6: Rakow, Rodriguez, Arroyo, Parks, Allen and Barbosa-Guzman; nay, 0; Student Trustee Gidlund, aye; motion carried at 5:41 p.m.

3. Reconvene Open Session

The closed-session concluded at 6:17 p.m. The board reconvened in open session at 6:30 p.m. in E125, Seigle Auditorium.

MINUTES OF REGULAR MEETING OF
MAY 13, 2025

4. Preliminary Matters

A. Roll Call

Trustees present: Ms. Rakow, Mr. Rodriguez, Ms. Arroyo, Mr. Parks, Mr. Allen, Ms. Barbosa-Guzman and Student Trustee Mr. Gidlund.

Trustees absent: Dr. Redmer

ECC staff: Dr. Heinrich, President; Dr. Schopen, VP, Teaching, Learning and Student Development; Dr. Wagner, VP, Business and Finance; Dr. Phil Garber, VP, Planning, Institutional Effectiveness & 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 Student Trustee Gidlund.

D. Shared Values

The Shared Values were recited by the Trustees.

5. President's Report

- Dr. Heinrich acknowledged ECCFA and SSECCA leadership in attendance.
- ECC is again being designated as a Military Friendly School for 2025-26 with a Gold status (THE BEST) and is also being designated as a military spouse friendly school.
- A board action for ECC's next Chief Human Resources Officer is on the agenda. Alison Guengerich comes to us most recently as the Director of Human Resources for Wright College (one of the City Colleges) and also worked within HR at the City College District Office. She demonstrated a balance of vision and operational focus that will be a great asset to us in HR. We are very thankful to Dr. Tonisha Via for serving as our Interim CHRO, and Ms. Guengerich will be joining us on June 9.
- Accolades/Awards:
 - ECC placed first in two categories at the Skyway STEM poster competition, which was hosted at ECC. The categories were Environmental Science and Sustainability and also Innovative Technologies and Engineering.
 - Student, Marielena Nunez, is being recognized as this year's Dorothy Silverstein Scholarship Award recipient by the YWCA Elgin. She is studying to become a psychologist and art therapist for children from immigrant backgrounds.
 - We have a number of students and individuals who have been nominated for ICCTA awards, with announcements of winners to be made at the ICCTA's June 6 awards banquet:
 - Student Isabella Garza, who is one of 13 students in the state nominated for the ICCTA's Paul Simon Student Essay Contest.
 - Student Mikaela Whitley, who is one of 10 students in the state nominated for the Gandhi/King Peace Scholarship.

MINUTES OF REGULAR MEETING OF
MAY 13, 2025

- ECC alum Zach Laidlaw, who was also our recent Visiting Chef, who is one of 19 nominated for the ICCTA Distinguished Alumnus Award.
- ECC adjunct faculty member, Nina Ulman, one of 21 adjunct faculty members nominated for the ICCTA Outstanding Adjunct Faculty Member Award.
- Dr. Soma Chattopadhyah, Assistant Professor II of Engineering, has been selected as the recipient of ICCTA's 2025 Outstanding Full-Time Faculty Member Award for the whole state of Illinois.
- Finally, Trustee Emeritus Dr. Clare Ollayos will be honored at the ICCTA banquet by receiving the 30-Year Trustee Award.
- ECC's baseball team won our Skyway Conference this year and has moved up to No. 16 in the NJCAA Top 25.
- Dr. Farah Bennani, dean of math, science, and engineering at ECC, received McGraw Hill's 2025 Pathfinder Award. Dr. Bennani won for improving access and retention for underrepresented students by eliminating barriers to hands-on scientific exploration. This included exposing them to things like augmented reality and artificial intelligence –, and also by developing Remote Web-Based Science Labs for the North American Network of Science Labs Online (NANSLO).
- Dr. Liddy Hope, Associate Professor I of Human Services won the Betty Brown Racial Justice Award at the recent YWCA leader luncheon in honor of her work both inside and outside of the classroom.
- Ian King, Director of our Small Business Development Center, has been selected by the Illinois SBDC Network as the 2025 Illinois America's SBDC State Star – the only one in Illinois.

6. Audience Wishing to Address the Board

Mr. Dan Kernler, President of ECCFA, offered appreciation to Dr. Schopen and Dr. Heinrich for continued conversations.

7. Board Reports

A. Finance Committee

Trustee Parks provided an overview of the Finance Committee meeting held Monday, April 14, 2025. Items presented and discussed included: Internal Audit Update, Software Contract Renewals, FY25 Financial Update and Transfers to Aux Units, Capital Project Funding List, Fund Balance Policy Review, FY2026 Draft Budget, College Insurance Program Funding Plan, Report on Tax-Exempt Bond Record-Keeping Policy and Fiscal Year 2026 Finance Committee Agenda Items. Minutes of the Finance Committee meeting will be available on the website once they are approved.

B. Committee of the Whole

Trustee Barbosa-Guzman provided an overview of the Committee of the Whole meeting held Monday, May 13, 2025. Presentations included: Sabbatical Report by Professor Tarver and Disability & Accessibility Services Update by Mr. Rudden, Mr. Long and staff. A construction update was provided. Board Actions and items on the May 14, 2025 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.

MINUTES OF REGULAR MEETING OF
MAY 13, 2025

C. Illinois Community College Trustee Association (ICCTA)

Trustee Allen shared a quick review of Lobby Day. The Annual Convention is upcoming in June.

D. Association of Community College Trustees (ACCT)

Trustee Arroyo shared the correspondence that ACCT sends to Trustees. Trustee Arroyo will be participating in a webinar tomorrow to learn about the student loan default rates. The ACCT Leadership Congress will be in October.

E. Legislative

Trustee Rodriguez shared the following:

- May 6 and Wednesday, May 7, a delegation from ECC participated in the Illinois Community College Trustee Association (ICCTA) Lobby Day in Springfield. They met with 11 legislators, prioritizing those who represent a significant portion of our district, as well as a few we don't often connect with locally. Advocacy efforts focused on; supporting the Community College Baccalaureate bill, which would allow community colleges to offer select four-year degrees in high demand fields and sharing an update on ECC's new Manufacturing Technology Center (MTC) and the need for continued investment in equipment for this facility. Representing ECC were Trustees Rodriguez and Allen, President Heinrich and Chief Community & Government Relations Officer, Karla Jimenez.
- Community College Baccalaureate Legislation Update: The bill did not advance out of the House Higher Education Committee before the March 21 deadline. Concerns were raised about potential impacts on four-year institutions and duplication of existing programs. While the bill is stalled, discussions are ongoing to explore paths forward in upcoming legislative sessions.
- Dual Credit Negotiation Update: Discussions continue at the state level regarding cost-sharing and implementation framework. Emphasis remains on preserving equitable, sustainable partnerships between community colleges and K-12 districts. Dr. Heinrich has been an active participant in these discussions.
- TRIO Program Funding: There is concern at the federal level about potential cuts to TRIO funding. ECC is advocating for continued federal support of these essential programs.

F. ECC Foundation

Trustee Allen reported that he will be meeting with foundation leadership for an orientation and training. A written report was provided.

G. Student Report

Student Trustee Gidlund highlighted recent student events.

8. College Reports

Board Action No. 208-A-25, Acceptance of Written College Reports

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

MINUTES OF REGULAR MEETING OF
MAY 13, 2025

College Reports Under Separate Cover

- C. Institutional Advancement and ECC Foundation (April)
- D. Community Engagement and Legislative Affairs (April)
- E. Grant Monitoring Report (as of 3/31/25)

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

- Motion:*** Trustee Rodriguez moved to accept the college reports.
Second: Trustee Arroyo seconded the motion.
Roll-Call Vote: Aye, 6; Rakow, Rodriguez, Arroyo, Parks, Allen and Barbosa-Guzman; nay, 0; Student Trustee Gidlund, aye; motion carried

9. Consent Agenda

Chair Rakow read the following consent agenda items:

- C. Board Action No. 211-A-25, Minutes of Special Board Meeting, April 28, 2025**
- D. Board Action No. 212-A-25, Minutes of Closed Session of Special Board Meeting April 28, 2025**
- E. Board Action No. 213-A-25, Destruction of Audiotapes of Closed Session Board Meetings, August 8, 2023**
- F. Board Action No. 214-F-25, Ratification of Report of Expenses**
- G. Board Action No. 215-F-25, Ratification of Trustee Travel Expenses**
- H. Board Action No. 216-A-25, In-Residence Ensemble Renewal of Agreement Ballet Folklorico Huehucoyotl (also known as BFH)**
- J. Board Action No. 218-A-25, In-Residence Ensemble Renewal of Agreement Elgin Master Chorale, Inc.**
- L. Board Action No. 220-A-25, In-Residence Ensemble Renewal of Agreement Hamilton Wings**
- M. Board Action No. 221-A-25, Fiscal Year 2026 Salary Adjustment and Insurance Contribution Rate for Administrative and Tutor Employees**
- N. Board Action No. 222-A-25, Revised Salary Schedules for Administrative and Tutor Employees**
- O. Board Action No. 223-A-25, Amendment to Board Policies: Governance Process (GP)**
- P. Board Action No. 224-A-25, Trustees' In-State Attendance at Illinois Community College Trustee Association (ICCTA) Meeting**
- Q. Purchases**
 - 1. Board Action No. 225-F-25, Additional Funding for Mail House Services**
authorizes the administration to increase the amount of funds for mail house services from Carol Ann Marketing (West Chicago, IL), to a total amount of \$410,000, increasing the original \$300,000 approved in the last board action noted below by an additional \$110,000 through the remaining term, which ends in December 2026.

MINUTES OF REGULAR MEETING OF
MAY 13, 2025

2. **Board Action No. 226-B-25, Annual Fire Alarm System Testing** authorizes the administration to contract with Affiliated Customer Service, Inc. (Downers Grove, IL), for annual fire alarm systems testing at the main and Burlington campuses for \$28,540 and \$1,149 respectively, for a combined total of \$29,689.
3. **Board Action No. 227-M-25, Arts Center 2025-2026 Season Brochure** authorizes the administration to purchase the Arts Center 2025-2026 Season Brochure from Schiele Group (Elk Grove Village, IL), the lowest responsible bidder, in an amount not to exceed \$20,032.
4. **Board Action No. 228-M-25, Billboard Advertising Services - Lamar** authorizes the administration to contract with Lamar (Crown Point, IN) for billboard advertising services, in an amount not to exceed \$35,050 for one year.
5. **Board Action No. 229-C-25, Construction Management Fees – Truck Driving Program Building** authorizes the administration to contract for an additional \$75,925 in professional construction management service fees for the College's new truck driving building with Shales McNutt Construction (Elgin, IL). This increase is due to changes by the Illinois Secretary of State Commercial Drivers Licenses training requirements. The new total for construction management service fees on the project will not exceed \$498,884.
6. **Board Action No. 230-C-25, Construction of the New Truck Driving Program Building**, authorizes the administration to grant additional funding for the new truck driving building to Shales McNutt Construction (SMC) (Elgin, IL) and authority to contract, on behalf of Elgin Community College, for the re-bidding of construction trade packages due to changes in the Illinois state requirements and architectural drawings to build the new truck driving program building. The total amount not to exceed is \$456,646.
7. **Board Action No. 231-T-25, Data Warehouse Maintenance Consultant**, authorizes the administration to contract with ASR Analytics (Columbia, MD) for additional technical support and maintenance of the Institutional Research office's data warehouse. This agreement will be for a period of twelve (12) months (July, 2025 to July, 2026), in an amount not to exceed \$50,400.
8. **Board Action No. 232-T-25, End User Software Support Subscription – Multi Year**, authorizes the administration to increase the current contract request that was submitted at the April 2025 Board of Trustees meeting with Salesforce (previously Tableau, San Francisco, CA) in order to switch licensing from the current Tableau Server (ECC-managed hosting) to Tableau Online (Tableau-managed hosting) not to exceed \$97,890 annually, for a period of two (2) years. This contract will replace the current subscription and extend the licensing for this software through August, 2027. The total amount not to exceed is \$201,244 over the term.
9. **Board Action No. 233-M-25, Fall 2025 & Spring 2026 Continuing Ed/Career Training Schedule**, authorizes the administration to purchase the fall 2025 and spring 2026 Continuing Ed/Career Training Schedule from Woodward Printing (Platteville, WI), the lowest responsible bidder, in an amount not to exceed \$37,890.14.

MINUTES OF REGULAR MEETING OF
MAY 13, 2025

- 10. Board Action No. 234-T-25, Instructional and Office Replacement Computers and Monitors**, authorizes the administration to purchase computers and monitors for instructional and office use from the lowest responsible bidder, Government Goods, Inc. (Brooklyn, NY), in the amount of \$434,221.
- 11. Board Action No. 235-A-25, Integrated Library Platform Software Renewal**, authorizes the administration to contract with Consortium of Academic and Research Libraries in Illinois (CARLI) (Champaign, IL) for the renewal of an additional two (2) years of software for the Integrated Library Platform in the amount of \$30,873 and \$31,799, for an amount not to exceed \$62,672 over the term.
- 12. Board Action No. 236-T-25, Networking Equipment Purchase**, authorizes the administration to purchase four (4) high-end switches, associated accessories, and equipment maintenance to support the network infrastructure from CDW (Vernon Hills, IL), in an amount not to exceed \$376,345.65.
- 13. Board Action No. 237-T-25, Purchase and Renewal of Computer Backup Software**, authorizes the administration to renew existing computer backup licenses and purchase additional licenses with Veeam software from CDW (Vernon Hills, IL), in an amount not to exceed \$62,281.76 for a period of one year.
- 14. Board Action No. 238-B-25, Safety Data Sheet Portal for Chemicals on Campus**, authorizes the administration to contract with Velocity EHS (Chicago, IL), for safety data sheet (SDS) portal in an amount of \$30,960, for a total of three (3) years.
- 15. Board Action No. 239-A-25, Transcript Services Renewal**, authorizes the administration to approve additional services with Parchment (Scottsdale, AZ) for transcript credential services for the remaining two (2) years from \$25,000 per year to \$33,000 per year, in an amount not to exceed \$91,000 for the remainder of the term.
- 16. Board Action No. 240-B-25, Waste Removal Services**, authorizes the administration to contract for additional waste removal services with Groot (Elgin, IL), in the amount of \$65,000 for the remainder of the fiscal year 2025 and through June 2026, the total not to exceed is \$239,000.

R. Personnel

- 2. Board Action No. 242-A-25, Resolution of Appreciation, Dr. Joseph Rosenfeld, Professor II of Human Services**
- 3. Board Action No. 243-P-25, New Hire, Chief Human Resources Officer, Ms. Alison K. Guengerich**

Motion: Trustee Arroyo moved to accept the consent agenda as presented.
Second: Student Trustee Gidlund seconded the motion.

Roll-Call Vote: Aye, 6; Rakow, Rodriguez, Arroyo, Parks, Allen and Barbosa-Guzman; nay, 0; Student Trustee Gidlund, aye; motion carried

MINUTES OF REGULAR MEETING OF
MAY 13, 2025

Other

A. Board Action No. 209-A-25, Minutes of Regular Board Meeting, April 15, 2025

B. Board Action No. 210-A-25, Minutes of Closed Session of Board Meeting, April 15, 2025

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

Second: Trustee Rodriguez seconded the motion.

Roll-Call Vote: Aye, 4; Rakow, Rodriguez, Arroyo, and Parks; Abstain, 2; Allen and Barbosa-Guzman; nay, 0; Student Trustee Gidlund, aye; motion carried

I. Board Action No. 217-A-25, In-Residence Ensemble Renewal of Agreement Children's Theatre of Elgin/Fox Valley Theatre Company

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

Second: Trustee Arroyo seconded the motion.

Roll-Call Vote: Aye, 5; Rakow, Rodriguez, Arroyo, Parks and Allen; Abstain, 1; Barbosa-Guzman; nay, 0; Student Trustee Gidlund, aye; motion carried

K. Board Action No. 219-A-25, In-Residence Ensemble Renewal of Agreement Elgin Youth Symphony Orchestra

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

Second: Trustee Arroyo seconded the motion.

Roll-Call Vote: Aye, 5; Rakow, Rodriguez, Arroyo, Parks and Barbosa-Guzman; Abstain, 1; Allen; nay, 0; Student Trustee Gidlund, aye; motion carried

R.1 Board Action No. 241-A-25, Resolution of Appreciation, Lead Building Engineer, Mr. John Manning

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

Second: Trustee Barbosa-Guzman seconded the motion.

Trustee Rodriguez read the Resolution of Appreciation. Mr. Manning offered his thanks and appreciation to the Board and reflected on his years with the college.

Roll-Call Vote: Aye, 6; Rakow, Rodriguez, Arroyo, Parks, Allen and Barbosa-Guzman; nay, 0; Student Trustee Gidlund, aye; motion carried

MINUTES OF REGULAR MEETING OF
MAY 13, 2025

10. Old Business

Chair Rakow commented that the Manufacturing Student Showcase was outstanding and was well attended.

11. New Business

There was no new business brought forward.

12. Adjournment

Motion: Trustee Arroyo moved to adjourn the meeting.

Second: Trustee Allen seconded the motion.

Voice Vote: Aye, 6; Rakow, Rodriguez, Arroyo, Parks, Allen and Barbosa-Guzman; nay, 0; Student Trustee Gidlund, aye: meeting adjourned at 7:15 p.m.

Patricia Arroyo, Board Secretary

Diane Kerruish, Board Recorder