

**MINUTES OF REGULAR BOARD MEETING  
SEPTEMBER 9, 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, September 9, 2025, in Building E, Room E100.01.

**1. Call to Order and Roll Call**

Chair Rakow called the regular meeting to order at 5:43 p.m., indicated that a quorum was present, and asked the recorder to call roll.

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

*Trustees absent:* Dr. Redmer and Mr. Parks

*ECC staff:* Dr. Heinrich, President; Dr. Schopen, VP, Teaching, Learning and Student Development; Dr. Wagner, 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 Arroyo moved to recess to closed session.

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

***Roll-Call Vote:*** Aye, 5: Rakow, Rodriguez, Arroyo, Allen and Barbosa-Guzman; nay, 0; Student Trustee Gidlund, aye; motion carried at 5:45 p.m.

**3. Reconvene Open Session**

The closed-session concluded at 6:04 p.m. The board reconvened in open session at 6:30 p.m. in E125, Seigle Auditorium.

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#### 4. Preliminary Matters

##### A. Roll Call

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

*Trustees absent:* Dr. Redmer and Mr. Parks

*ECC staff:* Dr. Heinrich, President; Dr. Schopen, VP, Teaching, Learning and Student Development; Dr. Wagner, VP, Business & 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 Trustee Rodriguez.

##### D. Board Purpose

The Board Purpose was recited by Trustee Allen.

#### 5. President's Report

- Dr. Heinrich acknowledged SSECCA leadership in attendance.
- We had a successful college convocation on August 14 with our national speaker, Dr. John Friedman, who spoke about big data, the concept of social mobility, and the reminder that we can make a lasting impact on all students at any age, providing a solid start for the semester.
- Our official 10<sup>th</sup> day enrollment ultimately landed with a 2% increase over last fall for a total count of 10,461 students enrolled. This is the number you will see used in statewide reports presenting statewide enrollment for the community college system.
- We are beginning the year with 152 student athletes. Our 5 fall sports (men's golf, men's and women's soccer, women's tennis and volleyball) officially began their seasons on August 1.
- Men's Soccer ranked 17<sup>th</sup> in the National Junior College Athletic Association Division II Preseason Poll based on last year's performance. This acknowledgement comes one year after our most successful season in program history, where we finished as the Region 4 runner-up with a 15-4-3 record. We are currently in the 19<sup>th</sup> spot in the NJCAA Division II Men's Soccer Rankings.
- Ali Kashani, our First Year Programs Coordinator, has been selected as the recipient of the 2025 Carrie Schade Service to the Profession Award. This award is given to those demonstrating outstanding leadership and innovation in transforming 1<sup>st</sup> year experience programs. Ali will receive the award at the Midwest First Year Conference on Friday, September 26.

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

There were no audience members wishing to address the Board.

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**7. Board Reports**

**A. Committee of the Whole**

Trustee Barbosa-Guzman provided an overview of the Committee of the Whole meeting held Monday, September 8, 2025. The presentations included: Liberal, Visual and Performing Arts: Innovative Projects in Art History by Dr. Perkins and Assistant Professor Brandolino; and Naming of College Facilities by Dr. Schopen and Dr. Wagner. A construction update was shared. No questions were raised regarding Board Actions and items on the September 9, 2025 agenda. 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 Allen shared that the next meetings will be held September 12-13. Trustees Arroyo and Allen will be attending. Highlights will include topics such as the Federal landscape, the roundtable discussion and the legislative session.

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

Trustee Arroyo shared that the ACCT webinar on September 4 was very informative. The ACCT Leadership Congress will be in October in New Orleans.

**D. Legislative**

Trustee Rodriguez shared the following:

- There continues to be significant movement at the federal level, particularly around budget and funding discussions.
- The Association of Community College Trustees (ACCT) shared a virtual federal update session last week. There were more than 200 employees in attendance. The session provided a timely overview of the federal activity, especially regarding the FY26 funding levels. With some programs at risk of reduced or eliminated funding, advocacy letters and calls to our state and federal legislators are being coordinated.
- The annual First Responders Roundtable at the Center for Emergency Services in Burlington was held last week. Representatives from local police, fire, and emergency response agencies attended. Senator DeWitte, and Representatives Keicher and Ugaste coordinated the event and shared legislative updates.
- We are preparing for the fall legislative session. We will continue our advocacy efforts and engagement with legislators.

**E. ECC Foundation**

Trustee Allen reported that the Foundation Board of Directors meeting is Thursday, October 16.

**F. Student Report**

Student Trustee Gidlund highlighted the following events:

- New Student Days were held August 5 and 6.
- Convocation and Campus Jam held on August 15.
- Ignite Leadership Retreat was held on August 8 and 9.
- Welcome Weeks events held August 18 -September 3.
- Student Government First General Meeting held on September 3.

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**8. College Reports**

**Board Action No. 026-A-26, Acceptance of Written College Reports**

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

***College Reports Under Separate Cover***

- D. Institutional Advancement and ECC Foundation (August)
- E. Community Engagement and Legislative Affairs (August)
- F. FY25 Program Review Report
- G. Annual Security Report

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

- Motion:*** Trustee Arroyo moved to accept the college reports.  
***Second:*** Student Trustee Gidlund seconded the motion.  
***Roll-Call Vote:*** Aye, 5; Rakow, Rodriguez, Arroyo, Allen and Barbosa-Guzman; nay, 0; Student Trustee Gidlund, aye; motion carried

**9. Consent Agenda**

Chair Rakow read the following consent agenda items:

- A. Board Action No. 027-A-26, Minutes of Regular Board Meeting, August 12, 2025**
- B. Board Action No. 028-A-26, Minutes of Closed Session of Board Meeting, August 12, 2025**
- C. Board Action No. 029-A-26, Destruction of Audiotapes of Closed Session Board Meeting, November 14, 2023**
- D. Board Action No. 030-F-26, Ratification of Report of Expenses**
- E. Board Action No. 031-F-26, Ratification of Trustee Travel Expenses**
- F. Board Action No. 032-F-26, Transfer to Auxiliary Enterprise Units**
- G. Board Action No. 033-F-26, Transfer to Internal Service Fund**
- H. Board Action No. 034-P-26, Faculty Supplemental Assignment Chart Modification Skyway Cocurricular Competition**
- I. Board Action No. 035-A-26, Ratification of the Memorandum of Agreement Between the Board of Trustees of Community College District 509 and the Metropolitan Alliance of Police, Chapter #735 (MAP)**
- J. Board Action No. 036-P-26, Police Retention and Recruitment Bonus Grant**
- K. Purchases**
  - 1. Board Action No. 037-T-26, Arts Center Ticketing System Renewal,** authorizes the administration to contract with Spectrix Inc. (New York, NY) to renew the ticketing system for the Arts Center for a period of one (1) year in an amount not to exceed \$31,200.

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2. **Board Action No. 038-T-26, Digital Management System**, authorizes the administration to contract with Mediagraph (Covina, CA) for the digital asset management system for three (3) years, in an amount not to exceed \$50,000, which will allow for the addition of terabyte storage.
3. **Board Action No. 039-I-26, Electric Forklift Purchase**, authorizes the administration to purchase a reconditioned electric forklift and accessories from Atlas Toyota Material Handling, LLC (Elk Grove Village, IL) in an amount not to exceed \$27,215.
4. **Board Action No. 040-M-26, Fall Impact Magazine**, authorizes the administration to purchase print services for the Fall Impact Magazine from Hagg Press Inc. (Elgin, IL), the lowest responsible bidder, in an amount not to exceed \$35,960.
5. **Board Action No. 041-T-26, Terminalfour Software Renewal**, authorizes the administration to contract with Terminalfour, Inc. (Boston, MA) for the content management system in an amount not to exceed \$57,000 for a period of one year.
6. **Board Action No. 042-A-26, Transcript Services Increase**, authorizes the administration to approve additional services with Instructure, Inc. (Salt Lake City, UT), previously Parchment, for transcript credential services for the remaining two (2) years from \$33,000 per year to \$56,000 per year, in an amount not to exceed \$112,000 for the remainder of the term.
7. **Board Action No. 043-I-26, Ratification of Fire Gear Purchase**, authorizes the administration to purchase fire gear from Air One Equipment Inc. (South Elgin, IL) immediately due to impending tariffs, in an amount not to exceed \$37,845.
8. **Board Action No. 044-B-26, Ratification of Replacement of Elevator Drive Unit in Car #5 Building C**, authorizes the administration to contract for the replacement of an elevator drive in Building C with Anderson Elevator Company (Broadview, IL), in the amount not to exceed \$42,160.

**L. Personnel**

1. **Board Action No. 045-P-26, New Hire, Chief Marketing and Communications Officer, Mr. Mark D. Branson**, authorizes the administration to appoint Mark Branson as Chief Marketing and Communications Officer at an annual salary of \$154,851 (Hay position classification 19), effective September 15, 2025.

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

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

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

**10. Old Business**

There was no old business brought forward.

**11. New Business**

There was no new business brought forward.

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**12. Adjournment**

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

***Second:*** Trustee Barbosa-Guzman seconded the motion.

***Voice Vote:*** Aye, 5; Rakow, Rodriguez, Arroyo, Allen and Barbosa-Guzman; nay; 0; Student Trustee Gidlund, aye: meeting adjourned at 6:52 p.m.

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Patricia Arroyo, Board Secretary

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Diane Kerruish, Board Recorder