



BOARD OF TRUSTEES AGENDA



Elgin
Community
College

Bright Choice. Bright Future.

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

**Regular Board Meeting
August 11, 2026**

5:00 p.m. Board Dinner	Dining Room	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. Committee of the Whole – Trustee Barbosa-Guzman
- B. Illinois Community College Trustee Association (ICCTA) – Trustee Allen
- C. Association of Community College Trustees (ACCT) – Trustee Arroyo
- D. Legislative – Trustee Rodriguez
- E. ECC Foundation – Trustee Allen
- F. Student Report – Student Trustee Singh

Reports

8. College Reports

- A. Personnel (June/July) 1
- B. Treasurer (May/June) 2

College Reports Under Separate Cover

- C. Institutional Advancement and ECC Foundation (June/July)
- D. Community Engagement and Legislative Affairs (June/July)
- E. Grant Monitoring Report (period ending June 30, 2026)
- F. Vendor Report (annual)
- G. Institutional Success and Engagement Impact Report (bi-annual)

Actions

Acceptance of College Reports

1

9. Consent Agenda Approval

- A. Minutes of the Regular Board Meeting of June 9, 2026 2
- B. Closed Session Minutes of the Regular Board Meeting of June 9, 2026 11
- C. Minutes of the Special Board Meeting of June 22 and 23, 2026 12
- D. Closed Session Minutes of the Special Board Meeting of June 22 and 23, 2026 16
- E. Destruction of Audiotape of Closed Session of November 12, 2024 17
- F. Ratification of Report of Expenses 18
- G. Resource Allocation and Management Plan for Community Colleges – Building I Renovation and Expansion 19
- H. Faculty Supplemental Assignment Chart 22
- I. Faculty Supplemental Assignment Faculty Participation in the 2026 NASA MUREP Mars Rover Engineering and Astrobiology Competition 41

J. Revisions to the Full-Time Faculty Development Handbook and the Unit Adjunct I & II Faculty Development Handbook	42
K. Purchases	
1. Building S Interior Signage – Phase II	91
2. Fire Gear Purchase	92
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5. Renewal of Arts Center Ticketing System	95
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7. Renewal of Microsoft License	97
8. Tableau Dashboard Optimization and Training	98
9. Tractor and Trailer Maintenance Services	99
10. Ratification of Equipment Purchase – Heat Pump	100
L. Personnel	
1. New Hire, Assistant Professor II of Communication Studies, Ms. Dana Trunnell	101

10. Old Business

11. New Business

12. Adjournment

Next regular meeting: 6:30 p.m. Tuesday, September 15, 2026

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.

ELGIN COMMUNITY COLLEGE
ACADEMIC CALENDAR 2026 - 2027

SUMMER SESSION 2026

Beginning Fri., May 22 and ending Sun., Aug. 9 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.

Fri., May 22 – Mon., May 25..... All Facilities Closed: Memorial Day Weekend
Mon., June 1..... Summer Session I Begins
Mon., June 8..... Summer Session II Begins
Fri., June 19 All Facilities Closed: Juneteenth
Sat., July 4 All Facilities Closed: Independence Day
Mon., July 6 Summer Session III Begins
Thurs., Aug. 6 End of Summer Session Classes

Note: Summer session grades due by 4 p.m. the Monday following the last day of class.

***Critical Registration,
Financial Aid or
Payment Dates***

[Check dates»](#)

FALL SEMESTER 2026

Tues., Aug. 18 – Wed., Aug. 19..... New Full-Time Faculty Orientation
Thurs., Aug. 20 College Convocation
Fri., Aug. 21..... New Student Convocation
Mon., Aug. 24 Fall Semester Begins
Sat., Sept. 5 - Mon., Sept. 7 All Facilities Closed: Labor Day (No Classes Labor Day Weekend)
Mon., Sept. 28..... 12-Week Fall Session Begins
Mon., Oct. 26 2nd 8-Week Fall Session Begins
5:00 p.m. Wed., Nov. 25 – Sun., Nov 29 All Facilities Closed: Thanksgiving Recess
Thurs., Dec. 17..... Fall Semester Classes End
Fri., Dec. 18 Grading Day/Semester Ends
Sat., Dec. 19..... Graduation
Mon., Dec. 21 Grades Due by 4 p.m.
5:00 p.m. Wed., Dec. 23– Sun. Jan.3 All Facilities Closed: Winter Recess

SPRING SEMESTER 2027

Mon., Jan.4 Offices Reopen
Tues., Jan. 12 – Wed., Jan. 13..... New Full-Time Faculty Orientation
Thurs., Jan. 14..... College Convocation
Fri., Jan. 15 New Student Convocation
Mon., Jan. 18..... All Facilities Closed: Martin Luther King, Jr. Day
Tues., Jan. 19 Spring Semester Begins
Mon., Feb. 15..... All Facilities Closed: Presidents' Day
Tues., Feb. 22..... 12-Week Spring Session Begins
Mon., Mar. 22 2nd 8-Week Spring Session Begins
Mon., Mar. 29 – Sun. Apr. 4 All Facilities Closed: Spring Recess
Wed., May 19..... Spring Semester Classes End
Thurs., May 20..... Grading Day/Semester Ends
Fri., May 21 State of Illinois High School Diploma Graduation Ceremony
Sat., May 22..... Graduation
Mon., May 24..... Grades Due by 4:00 p.m.
Mon., May 31..... All Facilities Closed: Memorial Day Weekend

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 www.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;5/20/20;6/7/21;7/27;6/14/22; 5/25/23

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 (cont'd from Jun)		Attorney reviews closed session minutes	Board adopts course fees for next fiscal year		Board adopts tax levy	Board adopts tuition for the next fiscal year	Board attends ACCT Legislative Summit	Attorney reviews closed session minutes	Board plans state lobby events (ICCTA)	Board seats newly elected trustees (in odd years)	Board Policy Review Period (cont'd thru Jul)
			Board attends ACCT Annual Congress	Board awards faculty tenure	Board adopts audit report from the previous fiscal year (Finance Committee)	Board conducts semi-annual self-evaluation	Board provides input regarding budget projections and considerations proposed for the next fiscal year		Board awards faculty tenure	Board approves external audit firm and legal counsel		Board adopts the next fiscal year's budget including auxiliary business unit operating parameters and transfers
Suggested Reports for Board Meetings ¹		Vendor Report (Finance)	Campus Crime Report (Clery Act)	Update on General Education Assessment (TLSD)	Institutional Advancement and ECC Foundation Annual Report (ECCF)		Annual Insurance Report (Finance)	Faculty Tenure Recommendations (TLSD)	Grant Monitoring Report (Oct-Dec)		Committee Representation Report (CELA)	ICCB RAMP (Operations & Maintenance)
		Grant Monitoring Report (Apr-Jun)	Faculty Tenure Recommendations (TLSD)	Course and lab fees (TLSD)	Grant Monitoring Report (Jul-Sep)		Community Report (Communications)		Auxiliary unit business plans for next fiscal year			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 monthly 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:			New Positions for Next Fiscal Year:		Goal and Budget Planning Period:		Budget Discussions and Adjustments Period:		Finalize Budget and Goals for the Next Fiscal Year		
	Departments review their accomplishments from the previous fiscal year	Employees update goals for the current fiscal year into the performance management system	TLSD & Finance recommend course fees for the next fiscal year	Finance proposes tax levy and abatements	Finance places tax levy on display and prepares tax levy hearing	Departments outline goals and budgets for the next fiscal year	Cabinet retreats to affirm progress of the current fiscal year and directions for the next fiscal year	Budget Council reviews department budget requests for the next fiscal year	Budget officers submit planned budgets for next fiscal year	Finance finalizes budget for the next fiscal year and places it on display for the public		
	Performance management system	Finance audits budget from the previous fiscal year	President previews goals for the current fiscal year with the Board	PIE summarizes progress on performance metrics from the previous fiscal year	Finance makes tuition recommendations for the next fiscal year	Budget Forum outlines budget projections for expected revenues and expenditures for the next fiscal year (e.g., capital outlay, staffing needs, and auxiliary operating parameters)	Budget workbooks (Questica) are opened for budget officers to plan next fiscal year's budget					
	Cabinet retreats to outline key directions for next fiscal year	TLSD compiles and summarizes five-year progress and goals for academic programs		TLSD drafts academic calendar for the fiscal year that follows the next								

ICCTA MEETING AND CONVENTION SCHEDULE****Meetings, dates, and locations are subject to change****For the most current list of events, visit www.communitycolleges.org/upcoming-events.**ICCTA SEMINARS (Fridays) & BOARD OF REPRESENTATIVES (Saturdays): (unless otherwise noted)**

September 18 - 19, 2026	Crowne Plaza, Springfield, IL
November 13 – 14, 2026	Chicago Marriott Naperville, Naperville, IL
February 2027 (Date TBD)	Board of Representatives Meeting in conjunction with ACCT-NLS, Washington, DC
March 12 – 13, 2027	Black Hawk College, Moline, IL
April/May 2027 (Date TBD)	Location TBD, Springfield, IL

ICCTA ANNUAL CONVENTION:

June 5 – 6, 2026	The Westin Chicago Lombard, Lombard, IL
June 4 – 5, 2027	Bloomington-Normal Marriott Hotel & Conference Center, Normal, IL

ICCTA REGIONAL AND OTHER MEETINGS:

August 7 – 8, 2026	ICCTA Executive Committee Retreat, Freeport, IL
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ILLINOIS COUNCIL OF COMMUNITY COLLEGE PRESIDENTS (ICCCP):

June 5, 2026	The Westin Chicago Lombard, Lombard, IL
September 18, 2026	Crowne Plaza, Springfield, IL
November 13, 2026	Chicago Marriott Naperville, Naperville, IL
January 2027 (Date TBD)	Virtual
March 11 - 12, 2026	CEO/CAO/CSSO Meeting and Regular Meeting, Black Hawk College, Moline, IL
April/May 2027 (Date TBD)	ICCCP Meeting & ICCCP Reception, Locations TBD, Springfield, IL
June 4, 2027	Bloomington-Normal Marriott Hotel & Conference Center, Normal, IL

ICCB MEETINGS:

June 5, 2026	The Westin Chicago Lombard, Lombard, IL
September 25, 2026	Elgin Community College, Elgin, IL
November 6, 2026	Harry L. Crisp II Community College Center, Springfield, IL

IBHE MEETINGS:

June 17, 2026	CMS Regional Complex-Springfield & Videoconference
August 19, 2026	TBD
November 18, 2026	College of DuPage & Videoconference
January 20, 2027	TBA
March 17, 2027	Illinois Mathematics and Science Academy
June 16, 2027	TBA
August 18, 2027	TBA
November 17, 2027	TBA

ICCTA MEETING AND CONVENTION SCHEDULE****Meetings, dates, and locations are subject to change****For the most current list of events, visit www.communitycolleges.org/upcoming-events.**ISAC MEETINGS:**

June 25, 2026	In-person at either Springfield or Deerfield Office
September 17, 2026	In-person at either Springfield or Deerfield Office
December 3, 2026	In-person at either Springfield or Deerfield Office

ACCT/AACC EVENTS:

October 21 – 24, 2026	ACCT Leadership Congress, Hyatt Regency Chicago, Chicago, IL
February 7 – 11, 2027	ACCT National Legislative Summit, Marriott Marquis, Washington, DC
October 13 – 16, 2027	ACCT Leadership Congress, Marriott Philadelphia Downtown, Philadelphia, PA

OTHER DATES/MEETINGS:



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

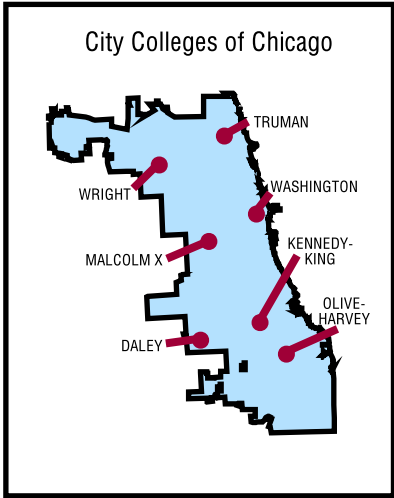
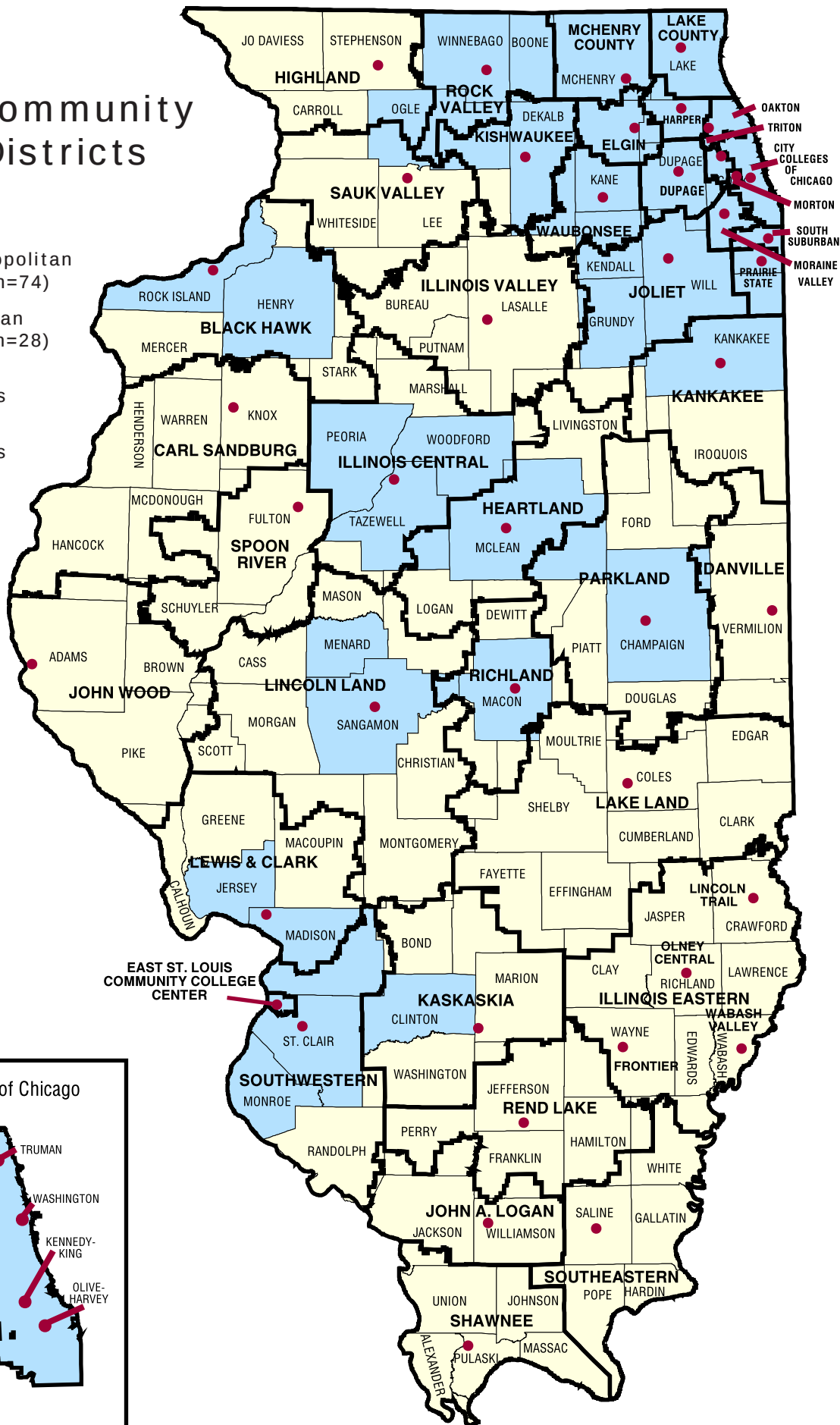
- 🎓 The average full-time Illinois community college student pays **\$4,410 per year in tuition and fees; nearly one-third the average tuition and fees** at Illinois public universities.
- 🎓 College costs can be reduced and students are able to gain access to college-level coursework during high school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

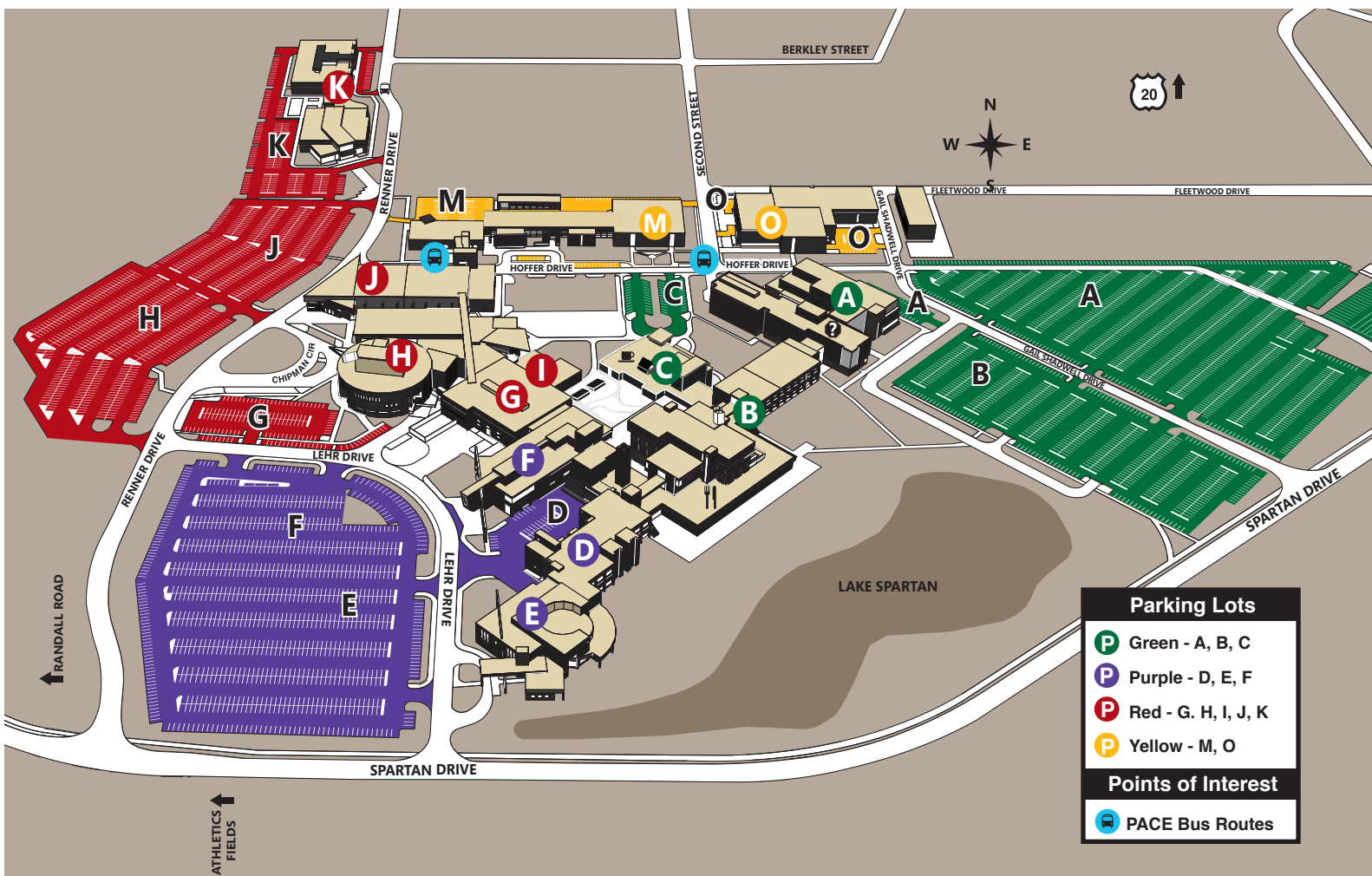
- Adult Basic Education Center (ABEC)
- Continuing Education/Corporate Training
- English as a Second Language (ESL)
- High School Equivalency/GED®
- TRiO/Upward Bound
- Workforce Development

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 (June/July)
- B. Treasurer (May/June)

College reports/procedures presented under separate cover:

- C. Institutional Advancement and ECC Foundation (June/July)
- D. Community Engagement and Legislative Affairs (June/July)
- E. Grant Monitoring Report (period ending June 30, 2026)
- F. Vendor Report (annual)
- G. Institutional Success and Engagement Impact Report (bi-annual)

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

PERSONNEL REPORT

First Name	Last Name	Action Code	Department and Position	Effective Date	Wage	Position Class
Chris	Aucoin	NH	Senior Director of Performing Arts	10/5/2026	\$110,000.00	Grade 17
Detra	Davis	NH	Library Clerk III	7/6/2026	\$18.50	Grade 9
Kevin	Davis	NH	Analyst of Human Resources Information Systems	7/6/2026	\$90,000.00	Grade 215
Reina	Olivares	NH	Student Services Coordinator III	6/1/2026	\$31.20	Grade 14
Jocelyn	Quinones Solis	NH	Academic Advisor	7/6/2026	\$60,000.00	Grade 14
Kathleen	Sanders	NH	Director of Financial Aid and Scholarships	6/22/2026	\$90,000.00	Grade 16
Jeffrey	Smith	NH	Business Intelligence Developer	7/20/2026	\$98,000.00	Grade 215
Dana	Trunnell	NH	Assistant Professor II of Communication Studies	8/17/2026	\$99,777.00	Lane VIII, Step 8
Raul	Ornelas	RH	Custodian I - Part-Time - Second Shift	7/13/2026	\$15.90	Grade 7
Caleb	Kim	PF	Testing Assistant III	7/20/2026	\$42,120.00	Grade 10
Paul	Letheby	TC	Lead Building Engineer	7/1/2026	\$107,557.00	Grade E, Step LEAD
Karla	Jimenez	RC	Chief Community and Government Relations Officer	7/13/2026	\$153,000.00	Grade 19
Sejal	Chowdhury	TRN	Office Assistant III	6/29/2026	\$48,482.00	Grade 10
Marcia	Luptak	TRN	Dean of Adult Education	7/6/2026	\$148,917.00	Grade 19
Patrick	King	EA	Director of Business Development Center	6/30/2026		
Andrea	Alfaro	RES	Accounts Receivable Specialist III	5/28/2026		
Chiquita	Hallom	RES	Accessibility Specialist and Student Success Coach	6/29/2026		
Heather	Martin	RES	Assistant Dean of CETAL	7/9/2026		
Mah-E	Noor	RES	Digital Marketing Specialist	7/16/2026		
Kimberly	Simpson	RES	Accessibility Specialist and Student Success Coach	6/29/2026		
Yetzeman	Solis	RES	Accounts Receivable Specialist III	7/27/2026		
Keith	Mayeda	RET	Shipping and Receiving Assistant I	6/30/2026		
Kimberly	Rother	RET	Professor II of Culinary Arts and Hospitality	6/30/2026		
Steve	Testin	RET	Lead Building Engineer	6/30/2026		
Brian	Signorella	DEC	Senior Applications Architect	6/9/2026		
Shinya	Takai	DEC	IT Technician II	6/18/2026		

Key
NH - New Hire
RH - Rehire
PF - Part-Time to Full-Time
TC - Title Change
RC - Reclassification
TRN - Transfer - New Grade/Group
EA - End of Assignment
RET - Retirement
RES - Resignation
DEC - Deceased

HUMAN RESOURCES STAFFING REPORT

Chris Aucoin

Chris Aucoin joins Elgin Community College as the Senior Director of Performing Arts. Chris received a Master of Arts Administration from Drexel University. Chris comes to the College from 1894, Inc., where he served as the Deputy Executive Director.

Detra Davis

Detra Davis joins Elgin Community College as a Library Clerk III. Detra received a Master of Science, specializing in Publishing, from Pace University. Detra comes to the College from AOSSM, where she served as a Director.

Kevin Davis

Kevin Davis joins Elgin Community College as an Analyst of Human Resources Information Systems. Kevin received a Master of Science in Education, specializing in Instructional Technology, from Northern Illinois University. Kevin comes to the College from Waubensee Community College, where he served as a Data Analyst.

Reina Olivares

Reina Olivares joins Elgin Community College as a Student Services Coordinator III. Reina received a Master of Business Administration from Northern Illinois University. Reina comes to the College from Northern Illinois University, where she served as an IDR Coordinator.

Jocelyn Quinones Solis

Jocelyn Quinones Solis joins Elgin Community College as an Academic Advisor. Jocelyn received a Master of Science, specializing in Digital Marketing, from Northern Illinois University. Jocelyn comes to the College from Northern Illinois University, where she served as an Admissions Counselor.

Kathleen Sanders

Kathleen Sanders joins Elgin Community College as the Director of Financial Aid and Scholarships. Kathleen received a Bachelor of Arts, specializing in Criminal Justice, from the University of Illinois Springfield. Kathleen comes to the College from Colorado Technical University Online, where she served as the Student Finance Manager.

Jeffrey Smith

Jeffrey Smith joins Elgin Community College as a Business Intelligence Developer. Jeffrey received a Master of Arts, specializing in Sociology, from the University of Notre Dame. Jeffrey comes to the College from Township High School District 214, where he served as the Director of Research and Evaluation.

Raul Ornelas

Raul Ornelas returns to Elgin Community College as a Custodian I – Part-Time – Second Shift. Raul comes to the College from School District 300, where he served in Transportation.

Staff Contact: Ms. Alison Guengerich, Chief Human Resources Officer, 847-214-7415

ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of May 31, 2026

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
Certificate of Deposit	1/20/2026	6/5/2026	3.460%	249,880.47	246,700.00	Cendera Bank
Certificate of Deposit	1/20/2026	6/5/2026	3.460%	249,880.47	246,700.00	Luminate Bank
Certificate of Deposit	12/17/2025	6/18/2026	3.523%	249,836.33	245,500.00	Farmers and Merchants State Bank
Certificate of Deposit	12/20/2024	6/22/2026	4.120%	249,881.38	235,300.00	Milledgeville State Bank
Certificate of Deposit	6/25/2025	6/25/2026	4.143%	249,942.00	240,000.00	NexBank
Certificate of Deposit	6/30/2025	6/30/2026	4.131%	249,915.17	240,000.00	Preferred Bank
Certificate of Deposit	6/30/2025	6/30/2026	3.950%	249,791.85	240,300.00	Susquehanna Community Bank
Certificate of Deposit	6/30/2025	6/30/2026	3.981%	249,763.27	240,200.00	Harmony Bank
Certificate of Deposit	6/30/2025	6/30/2026	3.972%	249,740.74	240,200.00	Uinta Bank
Certificate of Deposit	1/27/2026	7/2/2026	3.490%	249,872.56	246,200.00	Schertz Bank & Trust
Certificate of Deposit	1/27/2026	7/2/2026	3.490%	249,872.36	246,200.00	F & M Bank and Trust Company
Certificate of Deposit	3/2/2026	7/2/2026	3.521%	249,906.52	247,000.00	Barrington Bank & Trust Company, NA
Certificate of Deposit	3/2/2026	7/2/2026	3.520%	249,906.07	247,000.00	Priority Bank
Certificate of Deposit	3/2/2026	7/2/2026	3.520%	249,906.07	247,000.00	The Bank of Versailles
Certificate of Deposit	3/10/2026	7/2/2026	3.523%	249,920.32	247,200.00	State Bank of the Lakes, NA
Certificate of Deposit	3/10/2026	7/2/2026	3.523%	249,920.32	247,200.00	Village Bank and Trust, NA
Certificate of Deposit	3/10/2026	7/2/2026	3.523%	249,920.32	247,200.00	Town Bank, NA
Certificate of Deposit	3/10/2026	7/2/2026	3.523%	249,920.32	247,200.00	Lake Forest Bank & Trust Company, NA
Certificate of Deposit	3/10/2026	7/17/2026	3.523%	249,872.95	246,800.00	St. Charles Bank & Trust Company, NA
Certificate of Deposit	3/10/2026	7/17/2026	3.523%	249,872.95	246,800.00	Old Plank Trail Community Bank, NA
Certificate of Deposit	3/10/2026	7/17/2026	3.523%	249,872.95	246,800.00	Wheaton Bank & Trust, NA
Certificate of Deposit	3/10/2026	7/17/2026	3.523%	249,872.95	246,800.00	Northbrook Bank and Trust Company, NA
Certificate of Deposit	3/10/2026	7/17/2026	3.523%	249,872.95	246,800.00	Schaumburg Bank & Trust Company, NA
Certificate of Deposit	3/10/2026	7/17/2026	3.523%	249,872.95	246,800.00	Libertyville Bank & Trust Company, NA
Certificate of Deposit	7/21/2025	7/21/2026	3.950%	249,895.80	240,400.00	Pacific Alliance Bank
Certificate of Deposit	7/21/2025	7/21/2026	3.993%	249,893.98	240,300.00	The First State Bank of Healy
Certificate of Deposit	8/1/2025	8/3/2026	3.950%	249,947.83	240,400.00	The Exchange State Bank of St. Paul, Kansas
Certificate of Deposit	3/11/2026	8/7/2026	3.502%	249,923.00	246,400.00	Stearns Bank NA
Certificate of Deposit	3/11/2026	8/7/2026	3.522%	249,943.12	246,400.00	Hinsdale Bank & Trust Company, NA
Certificate of Deposit	3/11/2026	8/7/2026	3.522%	249,943.12	246,400.00	Crystal Lake Bank and Trust Company, NA
Certificate of Deposit	3/11/2026	8/21/2026	3.511%	249,856.82	246,000.00	Beverly Bank & Trust Company, NA
Certificate of Deposit	3/11/2026	8/21/2026	3.510%	249,856.00	246,000.00	First Bank
Certificate of Deposit	3/30/2026	8/21/2026	3.652%	249,849.14	246,300.00	Wintrust Bank, NA
Certificate of Deposit	3/30/2026	8/21/2026	3.550%	249,850.95	246,400.00	American Plus Bank, NA
Certificate of Deposit	3/30/2026	8/21/2026	3.550%	249,851.22	246,400.00	Bank of Crockett
Certificate of Deposit	3/30/2026	8/21/2026	3.550%	249,850.95	246,400.00	American Pride Bank
Certificate of Deposit	8/25/2025	8/25/2026	3.783%	249,908.26	240,800.00	Patriot Bank
Certificate of Deposit	8/25/2025	8/25/2026	3.792%	249,828.55	240,700.00	FirstBank Southwest
Certificate of Deposit	8/27/2025	8/27/2026	3.760%	249,855.28	240,800.00	First Community Bank of the Heartland, Inc.
Certificate of Deposit	8/27/2025	8/27/2026	3.871%	249,809.01	240,500.00	BOM Bank
Certificate of Deposit	9/3/2025	9/3/2026	3.871%	249,912.80	240,600.00	Millennial Bank
Certificate of Deposit	9/4/2025	9/4/2026	3.743%	249,811.94	240,800.00	California International Bank, NA
Certificate of Deposit	9/8/2025	9/8/2026	3.660%	249,924.26	241,100.00	Third Coast Bank
Certificate of Deposit	9/12/2024	9/14/2026	3.391%	249,913.86	234,000.00	GBC International Bank
Certificate of Deposit	9/12/2024	9/14/2026	3.542%	249,874.59	233,300.00	American Commercial Bank & Trust, NA
Certificate of Deposit	9/12/2024	9/14/2026	3.541%	249,867.79	233,300.00	Mountain Pacific Bank
Certificate of Deposit	4/9/2026	9/25/2026	3.562%	249,854.00	245,800.00	Merrick Bank
Certificate of Deposit	3/31/2025	10/1/2026	3.798%	249,905.47	236,400.00	First Internet Bank of Indiana
Certificate of Deposit	10/7/2025	10/7/2026	3.821%	249,897.15	240,700.00	Consumers Credit Union
Certificate of Deposit	4/6/2026	10/16/2026	3.620%	249,893.64	245,200.00	Maple Mark Bank
Certificate of Deposit	4/13/2026	10/16/2026	3.580%	249,876.90	245,400.00	Dundee Bank
Certificate of Deposit	10/22/2024	10/22/2026	3.965%	249,697.64	231,100.00	First FSB of Mascoutah
Certificate of Deposit	10/24/2025	10/26/2026	3.537%	249,881.95	241,300.00	Town & Country Bank
Certificate of Deposit	11/3/2025	11/3/2026	3.603%	249,785.63	241,100.00	First Guaranty Bank
Certificate of Deposit	11/6/2025	11/6/2026	3.639%	249,770.42	241,000.00	Solera National Bank
Certificate of Deposit	11/10/2025	11/10/2026	3.660%	249,924.26	241,100.00	Western Alliance Bank
Certificate of Deposit	12/17/2025	12/17/2026	3.723%	249,764.82	240,800.00	T Bank, NA
Certificate of Deposit	6/30/2025	12/30/2026	3.692%	249,927.74	236,800.00	First Capital Bank
Certificate of Deposit	6/30/2025	12/30/2026	3.806%	249,906.98	236,400.00	CIBC Bank USA
Certificate of Deposit	6/30/2025	12/30/2026	3.993%	249,722.38	235,600.00	BankChampaign, NA
Certificate of Deposit	1/7/2025	1/7/2027	4.131%	249,867.78	230,500.00	Cornerstone Bank
Certificate of Deposit	1/20/2026	1/20/2027	3.493%	249,727.40	241,300.00	Integro Bank
Certificate of Deposit	1/27/2026	1/27/2027	3.701%	249,919.41	241,000.00	KS StateBank
Certificate of Deposit	2/18/2025	2/18/2027	4.190%	249,924.28	230,600.00	Affinity Bank, NA
Certificate of Deposit	3/10/2026	3/10/2027	3.585%	249,847.02	241,200.00	Providence Bank
Certificate of Deposit	3/10/2026	3/10/2027	3.580%	249,938.54	241,300.00	Oxford Bank
Certificate of Deposit	3/11/2026	3/11/2027	3.450%	249,728.30	241,400.00	The First National Bank of Tom Bean
Certificate of Deposit	3/28/2025	3/29/2027	3.842%	249,853.62	232,000.00	Fairfax State Savings Bank
Certificate of Deposit	3/30/2026	3/30/2027	3.750%	249,933.75	240,900.00	OMB Bank
Certificate of Deposit	3/31/2025	3/31/2027	3.750%	249,937.50	232,500.00	Cross River Bank
Certificate of Deposit	3/31/2026	3/31/2027	3.700%	249,917.00	241,000.00	Financial Federal Bank
Certificate of Deposit	4/6/2026	4/6/2027	3.716%	249,747.08	240,800.00	First State Bank of DeQueen
Certificate of Deposit	10/7/2025	4/7/2027	3.619%	249,747.17	236,900.00	Bank of Cashton

ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of May 31, 2026

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
Certificate of Deposit	6/16/2025	6/16/2027	3.885%	249,596.82	231,600.00	Ponce Bank
Certificate of Deposit	6/20/2025	6/21/2027	3.886%	249,624.61	231,600.00	First Southwest Bank
Certificate of Deposit	8/25/2025	8/25/2027	3.600%	249,669.69	232,900.00	Community Savings Bank
Certificate of Deposit	9/9/2025	9/9/2027	3.792%	249,704.79	232,100.00	Farmers and Merchants Union Bank
Certificate of Deposit	3/11/2026	9/13/2027	3.510%	249,875.45	237,300.00	New Republic Bank
Certificate of Deposit	1/28/2026	1/28/2028	3.775%	249,944.61	232,400.00	Flagstar Bank, NA
Certificate of Deposit	3/31/2025	3/31/2028	3.730%	249,866.89	224,700.00	The Commercial Bank
Certificate of Deposit	3/31/2025	3/31/2028	3.730%	249,866.89	224,700.00	Farmers Bank & Trust
Certificate of Deposit	7/9/2025	7/7/2028	3.718%	249,849.17	224,800.00	Oklahoma Capital Bank
Certificate of Deposit	8/25/2025	8/25/2028	3.825%	249,501.40	223,800.00	High Plains Bank
Certificate of Deposit	9/9/2025	9/11/2028	3.322%	249,903.37	227,200.00	CIBM Bank
Certificate of Deposit	11/6/2025	11/6/2028	3.480%	249,726.40	226,100.00	Stryv Bank
Certificate of Deposit	2/2/2026	2/2/2029	3.730%	249,867.15	224,700.00	CFG Bank
Certificate of Deposit	3/11/2026	3/12/2029	3.494%	249,846.50	226,100.00	Trustar Bank
Treasury Bills	12/18/2025	5/31/2026	3.454%	3,250,000.00	3,211,025.39	U.S. Treasury Note
Treasury Bills	1/30/2026	6/1/2026	3.500%	1,517,548.22	1,500,000.00	ISDLAF Term Series
Treasury Bills	1/21/2026	6/4/2026	3.459%	3,250,000.00	3,209,244.46	Treasury Bill
Treasury Bills	12/11/2024	6/11/2026	4.104%	244,000.00	244,161.54	Dollar Bank FSB PA
Treasury Bills	12/4/2024	6/15/2026	4.092%	250,000.00	250,117.19	U.S. Treasury Note
Treasury Bills	12/13/2024	6/15/2026	4.110%	244,000.00	244,317.17	Northwest Bank PA
Treasury Bills	6/20/2025	6/15/2026	4.020%	1,299,561.64	1,250,000.00	ISDLAF Term Series
Treasury Bills	12/18/2025	6/18/2026	3.453%	5,750,000.00	5,652,675.50	Treasury Bill
Treasury Bills	6/23/2025	6/30/2026	3.760%	1,000,000.00	928,984.38	U.S. Treasury Note
Treasury Bills	3/13/2026	7/1/2026	3.520%	2,779,172.20	2,750,000.00	ISDLAF Term Series
Treasury Bills	1/30/2026	7/1/2026	3.480%	1,775,361.10	1,750,000.00	ISDLAF Term Series
Treasury Bills	3/6/2026	7/2/2026	3.518%	250,000.00	247,188.49	Treasury Bill
Treasury Bills	1/8/2025	7/15/2026	4.133%	250,000.00	251,337.89	U.S. Treasury Note
Treasury Bills	7/25/2025	7/24/2026	3.952%	240,000.00	240,455.38	First Horizon Bank
Treasury Bills	3/12/2026	7/30/2026	3.516%	3,500,000.00	3,453,422.78	Treasury Bill
Treasury Bills	1/23/2025	7/31/2026	4.121%	250,000.00	237,236.33	U.S. Treasury Note
Treasury Bills	1/31/2025	7/31/2026	4.060%	244,000.00	244,490.98	Paragon Bank Memphis, TN
Treasury Bills	1/31/2025	7/31/2026	4.105%	244,000.00	244,509.49	Adams Community Bank
Treasury Bills	3/31/2026	8/3/2026	3.520%	2,530,136.96	2,500,000.00	ISDLAF Term Series
Treasury Bills	2/5/2025	8/5/2026	4.060%	249,000.00	249,324.72	First Community Bank of TN
Treasury Bills	2/19/2025	8/15/2026	4.150%	250,000.00	235,167.50	STRIPS
Treasury Bills	3/31/2026	8/20/2026	3.541%	250,000.00	246,602.85	Treasury Bill
Treasury Bills	4/1/2026	8/27/2026	3.547%	500,000.00	492,912.44	Treasury Bill
Treasury Bills	11/28/2025	8/28/2026	3.619%	243,000.00	243,231.82	EverBank NA
Treasury Bills	8/29/2025	8/28/2026	3.781%	240,000.00	240,389.79	Cornerstone Bank
Treasury Bills	4/10/2026	8/31/2026	3.564%	3,250,000.00	3,214,960.94	U.S. Treasury N/B
Treasury Bills	2/26/2025	8/31/2026	3.990%	500,000.00	476,562.50	U.S. Treasury Note
Treasury Bills	3/31/2026	9/2/2026	3.560%	2,284,015.21	2,250,000.00	ISDLAF Term Series
Treasury Bills	4/10/2026	9/8/2026	3.570%	761,076.78	750,000.00	ISDLAF Term Series
Treasury Bills	9/9/2025	9/9/2026	3.760%	240,000.00	240,323.82	Brantley Bank & Trust Co.
Treasury Bills	9/17/2025	9/17/2026	3.552%	240,000.00	240,458.90	Community Bank & Trust WST GA
Treasury Bills	9/19/2024	9/21/2026	3.805%	244,000.00	244,676.98	Ally Bank
Treasury Bills	3/21/2025	9/21/2026	4.036%	249,000.00	249,413.58	Southern States Bank
Treasury Bills	9/24/2024	9/24/2026	3.705%	244,000.00	244,676.04	First Premier Bank
Treasury Bills	3/31/2025	9/30/2026	3.860%	750,000.00	717,685.55	Treasury Bill
Treasury Bills	4/1/2025	9/30/2026	3.785%	1,565,000.00	1,499,282.23	U.S. Treasury Note
Treasury Bills	10/4/2024	10/5/2026	3.604%	249,000.00	249,701.41	Univ of Illinois Comm
Treasury Bills	4/4/2025	10/5/2026	3.903%	249,000.00	249,533.69	Community First Bank
Treasury Bills	10/7/2024	10/7/2026	3.504%	249,000.00	249,701.41	Primebank
Treasury Bills	10/9/2024	10/9/2026	3.504%	249,000.00	249,701.41	Washington State Bank
Treasury Bills	4/9/2025	10/9/2026	3.854%	245,000.00	245,516.83	First Merchants Bank
Treasury Bills	4/11/2025	10/13/2026	3.703%	249,000.00	249,536.73	Community West Bank
Treasury Bills	4/16/2026	10/15/2026	3.570%	500,000.00	491,255.43	WI Treasury SEC
Treasury Bills	10/8/2024	10/15/2026	3.830%	250,000.00	253,828.13	U.S. Treasury Note
Treasury Bills	9/5/2025	10/30/2026	3.680%	104,234.62	100,000.00	ISDLAF Term Series
Treasury Bills	11/20/2024	11/15/2026	4.171%	500,000.00	460,640.00	STRIPS
Treasury Bills	12/6/2024	12/4/2026	4.056%	244,000.00	244,666.75	State Bank of India
Treasury Bills	12/6/2024	12/7/2026	4.030%	247,000.00	247,567.55	First Federal Bank FL
Treasury Bills	6/24/2025	12/24/2026	4.004%	244,000.00	244,513.43	First Bank of Richmond
Treasury Bills	6/25/2025	12/28/2026	3.953%	249,000.00	249,536.55	Great North Bank
Treasury Bills	6/23/2025	12/31/2026	3.870%	500,000.00	480,839.84	U.S. Treasury Note
Treasury Bills	7/22/2025	1/15/2027	3.796%	500,000.00	501,445.31	U.S. Treasury Note
Treasury Bills	7/18/2025	1/19/2027	3.850%	245,000.00	245,177.68	Commercial Savings Bank
Treasury Bills	7/28/2025	1/28/2027	3.820%	245,000.00	245,461.28	Bank of Coushatta
Treasury Bills	1/30/2025	1/29/2027	4.080%	244,000.00	244,324.44	First Business Bank
Treasury Bills	1/23/2025	1/31/2027	4.149%	250,000.00	237,285.16	U.S. Treasury Note
Treasury Bills	1/28/2025	1/31/2027	4.070%	500,000.00	475,468.75	U.S. Treasury Note
Treasury Bills	2/7/2025	2/5/2027	4.080%	249,000.00	249,333.33	Peoples State Bank WI
Treasury Bills	2/27/2024	2/28/2027	4.325%	1,000,000.00	910,703.13	U.S. Treasury Note

ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of May 31, 2026

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
Treasury Bills	8/26/2025	2/28/2027	3.650%	1,000,000.00	974,101.56	U.S. Treasury Note
Treasury Bills	9/12/2025	3/1/2027	3.470%	1,313,585.73	1,250,000.00	ISDLAF Term Series
Treasury Bills	3/6/2026	3/5/2027	3.502%	241,000.00	241,459.78	PCB Bank
Treasury Bills	3/5/2024	3/5/2027	4.458%	244,000.00	244,960.22	Valley National Bank Wayne
Treasury Bills	3/6/2025	3/8/2027	4.054%	249,000.00	249,697.79	Bank3
Treasury Bills	9/12/2025	3/12/2027	3.553%	249,000.00	249,531.34	Timberland Bank Hoquaim
Treasury Bills	3/14/2025	3/15/2027	4.104%	249,000.00	249,695.60	First County Bank/CT
Treasury Bills	9/19/2025	3/19/2027	3.653%	249,000.00	249,530.64	Capital Bank NA/Rockville, MD
Treasury Bills	8/29/2025	3/22/2027	3.620%	528,265.75	500,000.00	ISDLAF Term Series
Treasury Bills	9/23/2025	3/23/2027	3.504%	245,000.00	245,516.73	First Natl Bank In Sioux
Treasury Bills	3/30/2026	3/30/2027	3.502%	241,000.00	241,461.03	Newtek Bank
Treasury Bills	4/1/2025	3/31/2027	3.740%	531,000.00	499,451.13	U.S. Treasury Note
Treasury Bills	4/6/2026	4/2/2027	3.653%	240,000.00	240,452.45	Web Bank
Treasury Bills	4/2/2025	4/2/2027	3.855%	245,000.00	245,676.68	Tompkins Community Bank
Treasury Bills	4/4/2025	4/5/2027	3.851%	245,000.00	245,697.19	VersaBank USA NA
Treasury Bills	4/7/2025	4/7/2027	3.740%	245,000.00	245,514.71	First Citizens Natl Bank
Treasury Bills	4/9/2025	4/9/2027	3.854%	249,000.00	249,697.10	Chesapeake Bank
Treasury Bills	4/9/2025	4/9/2027	3.754%	249,000.00	249,698.33	American Bank of Freedom
Treasury Bills	4/15/2025	4/15/2027	3.851%	249,000.00	249,713.06	Katahdin Trust Co
Treasury Bills	5/1/2024	4/30/2027	4.710%	250,000.00	220,898.44	U.S. Treasury Note
Treasury Bills	5/8/2024	5/10/2027	4.784%	243,000.00	243,780.47	Morgan Stanley Bank
Treasury Bills	5/3/2024	5/15/2027	4.640%	1,250,000.00	1,170,751.95	U.S. Treasury Note
Treasury Bills	11/18/2025	5/18/2027	3.503%	249,000.00	249,531.70	Enterprise Bank & Trust
Treasury Bills	5/21/2024	5/21/2027	4.708%	248,000.00	248,983.47	Wells Fargo Bank
Treasury Bills	6/27/2025	6/25/2027	3.855%	249,000.00	249,693.95	American State Bank IA
Treasury Bills	6/27/2025	6/28/2027	3.854%	249,000.00	249,698.68	Cedarstone Bank TN
Treasury Bills	12/29/2025	6/29/2027	3.453%	249,000.00	249,533.67	Sawyer Savings Bank
Treasury Bills	1/30/2026	7/30/2027	3.453%	249,000.00	249,532.06	Kentland Bank
Treasury Bills	1/30/2026	7/30/2027	3.653%	249,000.00	249,530.64	Connectone Bank
Treasury Bills	7/22/2025	7/31/2027	3.695%	500,000.00	490,859.38	U.S. Treasury Note
Treasury Bills	9/9/2025	9/9/2027	3.653%	249,000.00	249,530.64	Freedom Bank of Virginia
Treasury Bills	9/9/2025	9/9/2027	3.554%	145,000.00	145,408.09	Park Bank
Treasury Bills	9/10/2025	9/10/2027	3.555%	245,000.00	245,680.95	M1 Bank
Treasury Bills	9/9/2025	9/11/2027	3.530%	245,000.00	245,485.42	Bank of Greene County
Treasury Bills	3/13/2026	9/13/2027	3.503%	249,000.00	249,536.54	Meridian Bank
Treasury Bills	9/12/2025	9/13/2027	3.554%	249,000.00	249,701.77	Premier Community Bank WI
Treasury Bills	9/16/2025	9/16/2027	3.604%	249,000.00	249,700.17	Tab Bank
Treasury Bills	3/18/2026	9/20/2027	3.495%	249,000.00	249,201.09	Auburn Savings
Treasury Bills	9/19/2025	9/20/2027	3.504%	249,000.00	249,702.13	Woodford State Bank
Treasury Bills	3/30/2026	9/30/2027	3.562%	249,000.00	249,502.51	Evolve Bank & Trust
Treasury Bills	3/31/2026	9/30/2027	3.740%	250,000.00	249,130.86	US Treasury N/B
Treasury Bills	4/17/2026	10/15/2027	3.703%	249,000.00	249,530.28	Celtic Bank
Treasury Bills	10/4/2024	10/15/2027	3.545%	249,000.00	250,107.32	Texas Exchange Bank SSB
Treasury Bills	10/25/2024	10/25/2027	3.807%	245,000.00	245,296.02	BMW Bank North America
Treasury Bills	10/8/2024	10/31/2027	3.751%	250,000.00	226,689.45	U.S. Treasury Note
Treasury Bills	11/20/2024	11/15/2027	4.181%	250,000.00	220,937.50	STRIPS
Treasury Bills	12/11/2024	12/13/2027	3.960%	245,000.00	245,619.05	Optum Bank Inc.
Treasury Bills	12/30/2025	12/30/2027	3.504%	249,000.00	249,701.41	Bankers Bank Oklahoma
Treasury Bills	12/4/2024	12/31/2027	3.988%	250,000.00	225,908.20	U.S. Treasury Note
Treasury Bills	1/30/2026	1/31/2028	3.605%	245,000.00	245,680.51	Nano Banc
Treasury Bills	1/8/2025	1/31/2028	4.226%	250,000.00	244,833.98	U.S. Treasury Note
Treasury Bills	1/28/2025	1/31/2028	4.114%	1,000,000.00	982,812.50	U.S. Treasury Note
Treasury Bills	1/30/2026	2/1/2028	3.504%	245,000.00	245,684.79	Dart Bank Mason MI
Treasury Bills	2/6/2026	2/7/2028	3.560%	245,000.00	245,680.92	Bank of America NA
Treasury Bills	2/20/2025	2/15/2028	4.270%	250,000.00	220,367.50	STRIPS
Treasury Bills	2/26/2025	2/29/2028	3.960%	750,000.00	690,292.97	U.S. Treasury Note
Treasury Bills	3/18/2026	3/20/2028	3.491%	245,000.00	245,513.62	Bank Of Deerfield
Treasury Bills	8/29/2025	3/24/2028	3.521%	272,619.98	250,000.00	ISDLAF Term Series
Treasury Bills	3/25/2026	3/27/2028	3.504%	249,000.00	249,706.17	Bankfirst Norfolk
Treasury Bills	4/1/2025	3/31/2028	3.721%	1,074,000.00	999,407.34	U.S. Treasury Note
Treasury Bills	4/2/2025	4/3/2028	3.982%	244,000.00	244,808.01	Morgan Stanley Bank
Treasury Bills	4/2/2025	4/3/2028	3.831%	249,000.00	249,839.93	UBS Bank USA
Treasury Bills	4/3/2025	4/3/2028	3.932%	245,000.00	245,811.31	Toyota Financial SGS Bank
Treasury Bills	4/3/2025	4/3/2028	3.782%	245,000.00	245,813.37	BNY Mellon NA
Treasury Bills	4/9/2025	4/10/2028	3.832%	245,000.00	245,813.39	Luana Savings Bank
Treasury Bills	4/16/2026	4/13/2028	3.754%	249,000.00	249,695.17	Bank of Lake Mills
Treasury Bills	9/5/2025	6/1/2028	3.501%	1,095,914.92	1,000,000.00	ISDLAF Term Series
Treasury Bills	7/22/2025	7/15/2028	3.650%	750,000.00	754,716.80	U.S. Treasury Note
Treasury Bills	8/26/2025	8/31/2028	3.544%	500,000.00	465,703.13	U.S. Treasury Note
Treasury Bills	9/19/2025	9/19/2028	3.373%	249,000.00	249,901.85	Hardin City Savings Bank
Treasury Bills	12/23/2025	12/22/2028	3.456%	249,000.00	250,021.71	1st Financial Bank USA
Treasury Bills	1/30/2026	1/30/2029	3.530%	249,000.00	249,495.90	Medallion Bank Utah
Money Market Funds	5/31/2026	5/31/2026	5.131%	2,947.57	2,947.57	LIQ General Fund #10896-101

ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of May 31, 2026

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
Money Market Funds	5/31/2026	5/31/2026	5.228%	27,176,093.29	27,176,093.29	MAX General Fund #10896-101
Money Market Funds	5/31/2026	5/31/2026	4.236%	2,254,691.48	2,254,691.48	MAX Building F Renovation #10896-0104
Money Market Funds	5/31/2026	5/31/2026	2.310%	10,806,016.72	10,806,016.72	LIQ Alternate Revenue Bonds #10896-218
Money Market Funds	5/31/2026	5/31/2026	5.135%	567,161.71	567,161.71	MAX Alternate Revenue Bonds #10896-218
Money Market Funds	5/31/2026	5/31/2026	1.000%	3,537,937.71	3,537,937.71	US Bank - IL Funds (01-00000-125000)
			3.73%	\$ 139,627,465.67	\$ 137,229,743.37	

*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

Investment Schedule

As of June 30, 2026

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
Certificate of Deposit	1/27/2026	7/2/2026	3.490%	249,872.56	246,200.00	Schertz Bank & Trust
Certificate of Deposit	1/27/2026	7/2/2026	3.490%	249,872.36	246,200.00	F & M Bank and Trust Company
Certificate of Deposit	3/2/2026	7/2/2026	3.521%	249,906.52	247,000.00	Barrington Bank & Trust Company, NA
Certificate of Deposit	3/2/2026	7/2/2026	3.520%	249,906.07	247,000.00	Priority Bank
Certificate of Deposit	3/2/2026	7/2/2026	3.520%	249,906.07	247,000.00	The Bank of Versailles
Certificate of Deposit	3/10/2026	7/2/2026	3.523%	249,920.32	247,200.00	State Bank of the Lakes, NA
Certificate of Deposit	3/10/2026	7/2/2026	3.523%	249,920.32	247,200.00	Village Bank and Trust, NA
Certificate of Deposit	3/10/2026	7/2/2026	3.523%	249,920.32	247,200.00	Town Bank, NA
Certificate of Deposit	3/10/2026	7/2/2026	3.523%	249,920.32	247,200.00	Lake Forest Bank & Trust Company, NA
Certificate of Deposit	3/10/2026	7/17/2026	3.523%	249,872.95	246,800.00	St. Charles Bank & Trust Company, NA
Certificate of Deposit	3/10/2026	7/17/2026	3.523%	249,872.95	246,800.00	Old Plank Trail Community Bank, NA
Certificate of Deposit	3/10/2026	7/17/2026	3.523%	249,872.95	246,800.00	Wheaton Bank & Trust, NA
Certificate of Deposit	3/10/2026	7/17/2026	3.523%	249,872.95	246,800.00	Northbrook Bank and Trust Company, NA
Certificate of Deposit	3/10/2026	7/17/2026	3.523%	249,872.95	246,800.00	Schaumburg Bank & Trust Company, NA
Certificate of Deposit	3/10/2026	7/17/2026	3.523%	249,872.95	246,800.00	Libertyville Bank & Trust Company, NA
Certificate of Deposit	7/21/2025	7/21/2026	3.950%	249,895.80	240,400.00	Pacific Alliance Bank
Certificate of Deposit	7/21/2025	7/21/2026	3.993%	249,893.98	240,300.00	The First State Bank of Healy
Certificate of Deposit	8/1/2025	8/3/2026	3.950%	249,947.83	240,400.00	The Exchange State Bank of St. Paul, Kansas
Certificate of Deposit	3/11/2026	8/7/2026	3.502%	249,923.00	246,400.00	Stearns Bank NA
Certificate of Deposit	3/11/2026	8/7/2026	3.522%	249,943.12	246,400.00	Hinsdale Bank & Trust Company, NA
Certificate of Deposit	3/11/2026	8/7/2026	3.522%	249,943.12	246,400.00	Crystal Lake Bank and Trust Company, NA
Certificate of Deposit	3/11/2026	8/21/2026	3.511%	249,856.82	246,000.00	Beverly Bank & Trust Company, NA
Certificate of Deposit	3/11/2026	8/21/2026	3.510%	249,856.00	246,000.00	First Bank
Certificate of Deposit	3/30/2026	8/21/2026	3.652%	249,849.14	246,300.00	Wintrust Bank, NA
Certificate of Deposit	3/30/2026	8/21/2026	3.550%	249,850.95	246,400.00	American Plus Bank, NA
Certificate of Deposit	3/30/2026	8/21/2026	3.550%	249,851.22	246,400.00	Bank of Crockett
Certificate of Deposit	3/30/2026	8/21/2026	3.550%	249,850.95	246,400.00	American Pride Bank
Certificate of Deposit	8/25/2025	8/25/2026	3.783%	249,908.26	240,800.00	Patriot Bank
Certificate of Deposit	8/25/2025	8/25/2026	3.792%	249,828.55	240,700.00	FirstBank Southwest
Certificate of Deposit	8/27/2025	8/27/2026	3.760%	249,855.28	240,800.00	First Community Bank of the Heartland, Inc.
Certificate of Deposit	8/27/2025	8/27/2026	3.871%	249,809.01	240,500.00	BOM Bank
Certificate of Deposit	9/3/2025	9/3/2026	3.871%	249,912.80	240,600.00	Millennial Bank
Certificate of Deposit	9/4/2025	9/4/2026	3.743%	249,811.94	240,800.00	California International Bank, NA
Certificate of Deposit	9/8/2025	9/8/2026	3.660%	249,924.26	241,100.00	Third Coast Bank
Certificate of Deposit	9/12/2024	9/14/2026	3.391%	249,913.86	234,000.00	GBC International Bank
Certificate of Deposit	9/12/2024	9/14/2026	3.542%	249,874.59	233,300.00	American Commercial Bank & Trust, NA
Certificate of Deposit	9/12/2024	9/14/2026	3.541%	249,867.79	233,300.00	Mountain Pacific Bank
Certificate of Deposit	6/2/2026	9/18/2026	3.659%	249,876.10	247,200.00	Customers Bank
Certificate of Deposit	6/2/2026	9/18/2026	3.643%	249,864.27	247,200.00	West Pointe Bank
Certificate of Deposit	6/11/2026	9/18/2026	3.727%	249,900.93	247,400.00	Bank 7
Certificate of Deposit	4/9/2026	9/25/2026	3.562%	249,854.00	245,800.00	Merrick Bank
Certificate of Deposit	3/31/2025	10/1/2026	3.798%	249,905.47	236,400.00	First Internet Bank of Indiana
Certificate of Deposit	10/7/2025	10/7/2026	3.821%	249,897.15	240,700.00	Consumers Credit Union
Certificate of Deposit	4/6/2026	10/16/2026	3.620%	249,893.64	245,200.00	Maple Mark Bank
Certificate of Deposit	4/13/2026	10/16/2026	3.580%	249,876.90	245,400.00	Dundee Bank
Certificate of Deposit	10/22/2024	10/22/2026	3.965%	249,697.64	231,100.00	First FSB of Mascoutah
Certificate of Deposit	10/24/2025	10/26/2026	3.537%	249,881.95	241,300.00	Town & Country Bank
Certificate of Deposit	11/3/2025	11/3/2026	3.603%	249,785.63	241,100.00	First Guaranty Bank
Certificate of Deposit	11/6/2025	11/6/2026	3.639%	249,770.42	241,000.00	Solera National Bank
Certificate of Deposit	11/10/2025	11/10/2026	3.660%	249,924.26	241,100.00	Western Alliance Bank
Certificate of Deposit	6/17/2026	11/13/2026	3.700%	249,918.63	246,200.00	Cendera Bank
Certificate of Deposit	12/17/2025	12/17/2026	3.723%	249,764.82	240,800.00	T Bank, NA
Certificate of Deposit	6/30/2025	12/30/2026	3.692%	249,927.74	236,800.00	First Capital Bank
Certificate of Deposit	6/30/2025	12/30/2026	3.806%	249,906.98	236,400.00	CIBC Bank USA
Certificate of Deposit	6/30/2025	12/30/2026	3.993%	249,722.38	235,600.00	BankChampaign, NA
Certificate of Deposit	1/7/2025	1/7/2027	4.131%	249,867.78	230,500.00	Cornerstone Bank
Certificate of Deposit	1/20/2026	1/20/2027	3.493%	249,727.40	241,300.00	Integro Bank
Certificate of Deposit	1/27/2026	1/27/2027	3.701%	249,919.41	241,000.00	KS StateBank
Certificate of Deposit	2/18/2025	2/18/2027	4.190%	249,924.28	230,600.00	Affinity Bank, NA
Certificate of Deposit	3/10/2026	3/10/2027	3.585%	249,847.02	241,200.00	Providence Bank
Certificate of Deposit	3/10/2026	3/10/2027	3.580%	249,938.54	241,300.00	Oxford Bank
Certificate of Deposit	3/11/2026	3/11/2027	3.450%	249,728.30	241,400.00	The First National Bank of Tom Bean
Certificate of Deposit	3/28/2025	3/29/2027	3.842%	249,853.62	232,000.00	Fairfax State Savings Bank
Certificate of Deposit	3/30/2026	3/30/2027	3.750%	249,933.75	240,900.00	OMB Bank
Certificate of Deposit	3/31/2025	3/31/2027	3.750%	249,937.50	232,500.00	Cross River Bank
Certificate of Deposit	3/31/2026	3/31/2027	3.700%	249,917.00	241,000.00	Financial Federal Bank
Certificate of Deposit	4/6/2026	4/6/2027	3.716%	249,747.08	240,800.00	First State Bank of DeQueen
Certificate of Deposit	10/7/2025	4/7/2027	3.619%	249,747.17	236,900.00	Bank of Cashton
Certificate of Deposit	6/16/2025	6/16/2027	3.885%	249,596.82	231,600.00	Ponce Bank
Certificate of Deposit	6/20/2025	6/21/2027	3.886%	249,624.61	231,600.00	First Southwest Bank
Certificate of Deposit	8/25/2025	8/25/2027	3.600%	249,669.69	232,900.00	Community Savings Bank
Certificate of Deposit	9/9/2025	9/9/2027	3.792%	249,704.79	232,100.00	Farmers and Merchants Union Bank
Certificate of Deposit	3/11/2026	9/13/2027	3.510%	249,875.45	237,300.00	New Republic Bank
Certificate of Deposit	1/28/2026	1/28/2028	3.775%	249,944.61	232,400.00	Flagstar Bank, NA
Certificate of Deposit	3/31/2025	3/31/2028	3.730%	249,866.89	224,700.00	The Commercial Bank
Certificate of Deposit	3/31/2025	3/31/2028	3.730%	249,866.89	224,700.00	Farmers Bank & Trust
Certificate of Deposit	7/9/2025	7/7/2028	3.718%	249,849.17	224,800.00	Oklahoma Capital Bank

ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of June 30, 2026

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
Certificate of Deposit	8/25/2025	8/25/2028	3.825%	249,501.40	223,800.00	High Plains Bank
Certificate of Deposit	9/9/2025	9/11/2028	3.322%	249,903.37	227,200.00	CIBM Bank
Certificate of Deposit	11/6/2025	11/6/2028	3.480%	249,726.40	226,100.00	Stryv Bank
Certificate of Deposit	2/2/2026	2/2/2029	3.730%	249,867.15	224,700.00	CFG Bank
Certificate of Deposit	3/11/2026	3/12/2029	3.494%	249,846.50	226,100.00	Trustar Bank
Treasury Bills	6/23/2025	6/30/2026	3.760%	1,000,000.00	928,984.38	U.S. Treasury Note
Treasury Bills	3/13/2026	7/1/2026	3.520%	2,779,172.20	2,750,000.00	ISDLAF Term Series
Treasury Bills	1/30/2026	7/1/2026	3.480%	1,775,361.10	1,750,000.00	ISDLAF Term Series
Treasury Bills	3/6/2026	7/2/2026	3.518%	250,000.00	247,188.49	Treasury Bill
Treasury Bills	1/8/2025	7/15/2026	4.133%	250,000.00	251,337.89	U.S. Treasury Note
Treasury Bills	7/25/2025	7/24/2026	3.952%	240,000.00	240,455.38	First Horizon Bank
Treasury Bills	3/12/2026	7/30/2026	3.516%	3,500,000.00	3,453,422.78	Treasury Bill
Treasury Bills	1/23/2025	7/31/2026	4.121%	250,000.00	237,236.33	U.S. Treasury Note
Treasury Bills	1/31/2025	7/31/2026	4.060%	244,000.00	244,490.98	Paragon Bank Memphis, TN
Treasury Bills	1/31/2025	7/31/2026	4.105%	244,000.00	244,509.49	Adams Community Bank
Treasury Bills	3/31/2026	8/3/2026	3.520%	2,530,136.96	2,500,000.00	ISDLAF Term Series
Treasury Bills	2/5/2025	8/5/2026	4.060%	249,000.00	249,324.72	First Community Bank of TN
Treasury Bills	2/19/2025	8/15/2026	4.150%	250,000.00	235,167.50	STRIPS
Treasury Bills	3/31/2026	8/20/2026	3.541%	250,000.00	246,602.85	Treasury Bill
Treasury Bills	4/1/2026	8/27/2026	3.547%	500,000.00	492,912.44	Treasury Bill
Treasury Bills	11/28/2025	8/28/2026	3.619%	243,000.00	243,231.82	EverBank NA
Treasury Bills	8/29/2025	8/28/2026	3.781%	240,000.00	240,389.79	Cornerstone Bank
Treasury Bills	4/10/2026	8/31/2026	3.564%	3,250,000.00	3,214,960.94	U.S. Treasury N/B
Treasury Bills	2/26/2025	8/31/2026	3.990%	500,000.00	476,562.50	U.S. Treasury Note
Treasury Bills	3/31/2026	9/2/2026	3.560%	2,284,015.21	2,250,000.00	ISDLAF Term Series
Treasury Bills	4/10/2026	9/8/2026	3.570%	761,076.78	750,000.00	ISDLAF Term Series
Treasury Bills	6/5/2026	9/8/2026	3.610%	1,766,442.80	1,750,000.00	ISDLAF Term Series
Treasury Bills	9/9/2025	9/9/2026	3.760%	240,000.00	240,323.82	Brantley Bank & Trust Co.
Treasury Bills	6/12/2026	9/10/2026	3.605%	1,765,554.97	1,750,000.00	ISDLAF Term Series
Treasury Bills	6/18/2026	9/16/2026	3.605%	2,270,000.35	2,250,000.00	ISDLAF Term Series
Treasury Bills	9/17/2025	9/17/2026	3.552%	240,000.00	240,458.90	Community Bank & Trust WST GA
Treasury Bills	9/19/2024	9/21/2026	3.805%	244,000.00	244,676.98	Ally Bank
Treasury Bills	3/21/2025	9/21/2026	4.036%	249,000.00	249,413.58	Southern States Bank
Treasury Bills	9/24/2024	9/24/2026	3.705%	244,000.00	244,676.04	First Premier Bank
Treasury Bills	3/31/2025	9/30/2026	3.860%	750,000.00	717,685.55	Treasury Bill
Treasury Bills	4/1/2025	9/30/2026	3.785%	1,565,000.00	1,499,282.23	U.S. Treasury Note
Treasury Bills	10/4/2024	10/5/2026	3.604%	249,000.00	249,701.41	Univ of Illinois Comm
Treasury Bills	4/4/2025	10/5/2026	3.903%	249,000.00	249,533.69	Community First Bank
Treasury Bills	6/18/2026	10/5/2026	3.610%	4,548,511.93	4,500,000.00	ISDLAF Term Series
Treasury Bills	10/7/2024	10/7/2026	3.504%	249,000.00	249,701.41	Primebank
Treasury Bills	10/9/2024	10/9/2026	3.504%	249,000.00	249,701.41	Washington State Bank
Treasury Bills	4/9/2025	10/9/2026	3.854%	245,000.00	245,516.83	First Merchants Bank
Treasury Bills	4/11/2025	10/13/2026	3.703%	249,000.00	249,536.73	Community West Bank
Treasury Bills	4/16/2026	10/15/2026	3.570%	500,000.00	491,255.43	WI Treasury SEC
Treasury Bills	10/8/2024	10/15/2026	3.830%	250,000.00	253,828.13	U.S. Treasury Note
Treasury Bills	9/5/2025	10/30/2026	3.680%	104,234.62	100,000.00	ISDLAF Term Series
Treasury Bills	6/26/2026	11/2/2026	3.720%	2,026,294.81	2,000,000.00	ISDLAF Term Series
Treasury Bills	6/30/2026	11/2/2026	3.700%	4,810,188.35	4,750,000.00	ISDLAF Term Series
Treasury Bills	6/18/2026	11/4/2026	3.650%	1,520,850.00	1,500,000.00	ISDLAF Term Series
Treasury Bills	11/20/2024	11/15/2026	4.171%	500,000.00	460,640.00	STRIPS
Treasury Bills	6/30/2026	12/1/2026	3.740%	8,634,127.67	8,500,000.00	ISDLAF Term Series
Treasury Bills	12/6/2024	12/4/2026	4.056%	244,000.00	244,666.75	State Bank of India
Treasury Bills	12/6/2024	12/7/2026	4.030%	247,000.00	247,567.55	First Federal Bank FL
Treasury Bills	6/24/2025	12/24/2026	4.004%	244,000.00	244,513.43	First Bank of Richmond
Treasury Bills	6/25/2025	12/28/2026	3.953%	249,000.00	249,536.55	Great North Bank
Treasury Bills	6/23/2025	12/31/2026	3.870%	500,000.00	480,839.84	U.S. Treasury Note
Treasury Bills	7/22/2025	1/15/2027	3.796%	500,000.00	501,445.31	U.S. Treasury Note
Treasury Bills	7/18/2025	1/19/2027	3.850%	245,000.00	245,177.68	Commercial Savings Bank
Treasury Bills	7/28/2025	1/28/2027	3.820%	245,000.00	245,461.28	Bank of Coughatta
Treasury Bills	1/30/2025	1/29/2027	4.080%	244,000.00	244,324.44	First Business Bank
Treasury Bills	1/23/2025	1/31/2027	4.149%	250,000.00	237,285.16	U.S. Treasury Note
Treasury Bills	1/28/2025	1/31/2027	4.070%	500,000.00	475,468.75	U.S. Treasury Note
Treasury Bills	2/7/2025	2/5/2027	4.080%	249,000.00	249,333.33	Peoples State Bank WI
Treasury Bills	2/27/2024	2/28/2027	4.325%	1,000,000.00	910,703.13	U.S. Treasury Note
Treasury Bills	8/26/2025	2/28/2027	3.650%	1,000,000.00	974,101.56	U.S. Treasury Note
Treasury Bills	9/12/2025	3/1/2027	3.470%	1,313,585.73	1,250,000.00	ISDLAF Term Series
Treasury Bills	3/6/2026	3/5/2027	3.502%	241,000.00	241,459.78	PCB Bank
Treasury Bills	3/5/2024	3/5/2027	4.458%	244,000.00	244,960.22	Valley National Bank Wayne
Treasury Bills	3/6/2025	3/8/2027	4.054%	249,000.00	249,697.79	Bank3
Treasury Bills	9/12/2025	3/12/2027	3.553%	249,000.00	249,531.34	Timberland Bank Hoquaim
Treasury Bills	3/14/2025	3/15/2027	4.104%	249,000.00	249,695.60	First County Bank/CT
Treasury Bills	9/19/2025	3/19/2027	3.653%	249,000.00	249,530.64	Capital Bank NA/Rockville, MD
Treasury Bills	8/29/2025	3/22/2027	3.620%	528,265.75	500,000.00	ISDLAF Term Series
Treasury Bills	9/23/2025	3/23/2027	3.504%	245,000.00	245,516.73	First Natl Bank In Sioux
Treasury Bills	3/30/2026	3/30/2027	3.502%	241,000.00	241,461.03	Newtek Bank
Treasury Bills	4/1/2025	3/31/2027	3.740%	531,000.00	499,451.13	U.S. Treasury Note
Treasury Bills	4/6/2026	4/2/2027	3.653%	240,000.00	240,452.45	Web Bank

ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of June 30, 2026

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
Treasury Bills	4/2/2025	4/2/2027	3.855%	245,000.00	245,676.68	Tompkins Community Bank
Treasury Bills	4/4/2025	4/5/2027	3.851%	245,000.00	245,697.19	VersaBank USA NA
Treasury Bills	4/7/2025	4/7/2027	3.740%	245,000.00	245,514.71	First Citizens Natl Bank
Treasury Bills	4/9/2025	4/9/2027	3.854%	249,000.00	249,697.10	Chesapeake Bank
Treasury Bills	4/9/2025	4/9/2027	3.754%	249,000.00	249,698.33	American Bank of Freedom
Treasury Bills	4/15/2025	4/15/2027	3.851%	249,000.00	249,713.06	Katahdin Trust Co
Treasury Bills	5/1/2024	4/30/2027	4.710%	250,000.00	220,898.44	U.S. Treasury Note
Treasury Bills	5/8/2024	5/10/2027	4.784%	243,000.00	243,780.47	Morgan Stanley Bank
Treasury Bills	5/3/2024	5/15/2027	4.640%	1,250,000.00	1,170,751.95	U.S. Treasury Note
Treasury Bills	11/18/2025	5/18/2027	3.503%	249,000.00	249,531.70	Enterprise Bank & Trust
Treasury Bills	5/21/2024	5/21/2027	4.708%	248,000.00	248,983.47	Wells Fargo Bank
Treasury Bills	6/27/2025	6/25/2027	3.855%	249,000.00	249,693.95	American State Bank IA
Treasury Bills	6/27/2025	6/28/2027	3.854%	249,000.00	249,698.68	Cedarstone Bank TN
Treasury Bills	12/29/2025	6/29/2027	3.453%	249,000.00	249,533.67	Sawyer Savings Bank
Treasury Bills	1/30/2026	7/30/2027	3.453%	249,000.00	249,532.06	Kentland Bank
Treasury Bills	1/30/2026	7/30/2027	3.653%	249,000.00	249,530.64	Connectone Bank
Treasury Bills	7/22/2025	7/31/2027	3.695%	500,000.00	490,859.38	U.S. Treasury Note
Treasury Bills	9/9/2025	9/9/2027	3.653%	249,000.00	249,530.64	Freedom Bank of Virginia
Treasury Bills	9/9/2025	9/9/2027	3.554%	145,000.00	145,408.09	Park Bank
Treasury Bills	9/10/2025	9/10/2027	3.555%	245,000.00	245,680.95	M1 Bank
Treasury Bills	9/9/2025	9/11/2027	3.530%	245,000.00	245,485.42	Bank of Greene County
Treasury Bills	3/13/2026	9/13/2027	3.503%	249,000.00	249,536.54	Meridian Bank
Treasury Bills	9/12/2025	9/13/2027	3.554%	249,000.00	249,701.77	Premier Community Bank WI
Treasury Bills	9/16/2025	9/16/2027	3.604%	249,000.00	249,700.17	Tab Bank
Treasury Bills	3/18/2026	9/20/2027	3.495%	249,000.00	249,201.09	Auburn Savings
Treasury Bills	9/19/2025	9/20/2027	3.504%	249,000.00	249,702.13	Woodford State Bank
Treasury Bills	3/30/2026	9/30/2027	3.562%	249,000.00	249,502.51	Evolve Bank & Trust
Treasury Bills	3/31/2026	9/30/2027	3.740%	250,000.00	249,130.86	US Treasury N/B
Treasury Bills	4/17/2026	10/15/2027	3.703%	249,000.00	249,530.28	Celtic Bank
Treasury Bills	10/4/2024	10/15/2027	3.545%	249,000.00	250,107.32	Texas Exchange Bank SSB
Treasury Bills	10/25/2024	10/25/2027	3.807%	245,000.00	245,296.02	BMW Bank North America
Treasury Bills	10/8/2024	10/31/2027	3.751%	250,000.00	226,689.45	U.S. Treasury Note
Treasury Bills	11/20/2024	11/15/2027	4.181%	250,000.00	220,937.50	STRIPS
Treasury Bills	12/11/2024	12/13/2027	3.960%	245,000.00	245,619.05	Optum Bank Inc.
Treasury Bills	12/30/2025	12/30/2027	3.504%	249,000.00	249,701.41	Bankers Bank Oklahoma
Treasury Bills	12/4/2024	12/31/2027	3.988%	250,000.00	225,908.20	U.S. Treasury Note
Treasury Bills	1/30/2026	1/31/2028	3.605%	245,000.00	245,680.51	Nano Banc
Treasury Bills	1/8/2025	1/31/2028	4.226%	250,000.00	244,833.98	U.S. Treasury Note
Treasury Bills	1/28/2025	1/31/2028	4.114%	1,000,000.00	982,812.50	U.S. Treasury Note
Treasury Bills	1/30/2026	2/1/2028	3.504%	245,000.00	245,684.79	Dart Bank Mason MI
Treasury Bills	2/6/2026	2/7/2028	3.560%	245,000.00	245,680.92	Bank of America NA
Treasury Bills	2/20/2025	2/15/2028	4.270%	250,000.00	220,367.50	STRIPS
Treasury Bills	2/26/2025	2/29/2028	3.960%	750,000.00	690,292.97	U.S. Treasury Note
Treasury Bills	3/18/2026	3/20/2028	3.491%	245,000.00	245,513.62	Bank Of Deerfield
Treasury Bills	8/29/2025	3/24/2028	3.521%	272,619.98	250,000.00	ISDLAF Term Series
Treasury Bills	3/25/2026	3/27/2028	3.504%	249,000.00	249,706.17	Bankfirst Norfolk
Treasury Bills	4/1/2025	3/31/2028	3.721%	1,074,000.00	999,407.34	U.S. Treasury Note
Treasury Bills	4/2/2025	4/3/2028	3.982%	244,000.00	244,808.01	Morgan Stanley Bank
Treasury Bills	4/2/2025	4/3/2028	3.831%	249,000.00	249,839.93	UBS Bank USA
Treasury Bills	4/3/2025	4/3/2028	3.932%	245,000.00	245,811.31	Toyota Financial SGS Bank
Treasury Bills	4/3/2025	4/3/2028	3.782%	245,000.00	245,813.37	BNY Mellon NA
Treasury Bills	4/9/2025	4/10/2028	3.832%	245,000.00	245,813.39	Luana Savings Bank
Treasury Bills	4/16/2026	4/13/2028	3.754%	249,000.00	249,695.17	Bank of Lake Mills
Treasury Bills	9/5/2025	6/1/2028	3.501%	1,095,914.92	1,000,000.00	ISDLAF Term Series
Treasury Bills	7/22/2025	7/15/2028	3.650%	750,000.00	754,716.80	U.S. Treasury Note
Treasury Bills	8/26/2025	8/31/2028	3.544%	500,000.00	465,703.13	U.S. Treasury Note
Treasury Bills	9/19/2025	9/19/2028	3.373%	249,000.00	249,901.85	Hardin City Savings Bank
Treasury Bills	12/23/2025	12/22/2028	3.456%	249,000.00	250,021.71	1st Financial Bank USA
Treasury Bills	1/30/2026	1/30/2029	3.530%	249,000.00	249,495.90	Medallion Bank Utah
Money Market Funds	6/30/2026	6/30/2026	5.131%	1,162.69	1,162.69	LIQ General Fund #10896-101
Money Market Funds	6/30/2026	6/30/2026	5.228%	12,411,772.33	12,411,772.33	MAX General Fund #10896-101
Money Market Funds	6/30/2026	6/30/2026	4.236%	2,261,133.87	2,261,133.87	MAX Building F Renovation #10896-0104
Money Market Funds	6/30/2026	6/30/2026	2.310%	8,791,886.52	8,791,886.52	LIQ Alternate Revenue Bonds #10896-218
Money Market Funds	6/30/2026	6/30/2026	5.135%	568,826.34	568,826.34	MAX Alternate Revenue Bonds #10896-218
Money Market Funds	6/30/2026	6/30/2026	1.000%	4,176,861.11	4,176,861.11	US Bank - IL Funds (01-00000-125000)
			3.72%	\$ 133,782,049.32	\$ 131,348,096.50	

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

ELGIN COMMUNITY COLLEGE DISTRICT 509
EDUCATION FUND
For the Months Ending May 31, 2026

	2026 Budget	Fiscal Year Actual	% Actual Budget	Prior Yr May 31, 2025 Actual	% of FY2025 Budget
REVENUES					
Property Taxes	\$ 44,260,665	\$ 43,185,643	97.57%	\$ 42,269,412	94.70%
Local Government Sources	-	28,814	-	151,595	-
Personal Property Replacement Tax	1,150,000	810,693	70.50%	828,807	72.07%
Illinois Community College Board	7,570,000	7,121,886	94.08%	6,961,722	97.18%
Student Tuition and Fees *	25,680,000	25,994,195	101.22%	24,532,578	100.63%
Payment Plan and Late Fees	150,000	189,920	126.61%	185,630	123.75%
Investment Income	2,400,000	4,754,193	198.09%	5,890,034	294.50%
Miscellaneous External Revenue	400,000	409,902	102.48%	755,344	89.50%
Miscellaneous Internal Revenue	-	3,480	-	3,575	-
TOTAL REVENUES	81,610,665	82,498,726	101.09%	81,578,697	101.56%
EXPENDITURES BY OBJECT					
Salaries	51,396,079	51,543,735	100.29%	48,769,537	99.39%
Employee Benefits	10,810,032	10,268,338	94.99%	9,400,378	90.58%
Contractual Services	4,989,527	5,204,630	104.31%	4,897,092	82.32%
General Material & Supplies	4,364,793	4,098,074	93.89%	4,009,864	81.83%
Professional Development	553,111	741,252	134.02%	885,688	148.61%
Fixed Charges	270,870	216,185	79.81%	235,205	84.69%
Utilities	2,000	1,606	80.30%	1,533	102.21%
Capital Outlay	1,500,141	1,656,341	110.41%	1,204,831	45.46%
Other	1,335,289	121,756	9.12%	295,481	149.70%
Waivers/Institutional Scholarships	400,000	454,234	113.56%	409,596	109.23%
TOTAL EXPENDITURES BY OBJECT	75,621,842	74,306,151	98.26%	70,109,205	94.24%
EXPENDITURES BY FUNCTION					
Instruction	36,459,731	37,814,640	103.72%	34,656,537	97.75%
Academic Support	11,392,951	10,247,714	89.95%	9,969,221	89.15%
Student Services	7,699,980	7,059,722	91.68%	6,423,268	86.63%
Public Services	710,513	644,455	90.70%	597,169	83.63%
Institutional Support	18,958,667	18,085,386	95.39%	18,053,411	93.75%
Institutional Waiver	400,000	454,234	113.56%	409,596	109.23%
TOTAL EXPENDITURES BY FUNCTION	75,621,842	74,306,151	98.26%	70,109,202	94.24%
Excess (deficiency) of revenues over expenditures	5,988,823	8,192,575	-	11,469,495	-
OTHER FINANCING SOURCES (USES)					
Transfer to Capital Projects Fund	(4,000,000)	(4,000,000)	100.00%	(4,000,000)	100.00%
Transfer to Student Life	(557,648)	(451,284)	80.93%	(475,307)	83.16%
Transfer to Athletics	(1,115,406)	(1,066,624)	95.63%	(1,036,064)	97.85%
Transfer to Early Childhood Lab School	(315,769)	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(5,988,823)	(5,517,908)	92.14%	(5,511,371)	92.93%
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	2,674,667	-	5,958,124	-
Fund Balance at beginning of year	-	50,945,600	-	52,412,937	-
Fund Balance Released from Reserved Fund Balance	-	-	-	-	-
Fund Balance	\$ -	\$ 50,945,600	-	\$ 52,412,937	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
OPERATIONS AND MAINTENANCE FUND
For the Months Ending May 31, 2026**

	2026 Budget	Fiscal Year Actual	% Actual Budget	Prior Yr May 31, 2025 Actual	% of FY2025 Budget
REVENUES					
Local Government Services:					
Property Taxes	\$ 16,295,000	\$ 15,791,680	96.91%	\$ 14,146,380	107.96%
State Government Services:					
Other Local Government (Hanover Park)	-	344	-	375	.27%
Miscellaneous External Revenue	-	1,918	-	1,231	-
Miscellaneous Internal Revenue	-	645	-	4,480	-
Miscellaneous Internal Revenue (Security)	8,500	4,800	56.47%	5,347	-
Building Rental External Revenue (Net Comps)	165,170	213,963	129.54%	177,994	89.00%
TOTAL REVENUES	16,468,670	16,013,349	97.24%	14,335,807	106.66%
EXPENDITURES BY OBJECT					
INSTITUTIONAL SUPPORT					
Salaries	4,649,431	4,755,756	102.29%	4,672,681	104.36%
Employee Benefits	943,758	1,087,710	115.25%	947,729	94.36%
Contractual Services	951,307	802,724	84.38%	1,120,817	83.35%
General Material & Supplies	928,809	713,119	76.78%	801,305	77.76%
Professional Development	14,650	5,729	39.11%	7,813	48.98%
Fixed Charges	515,000	756,764	146.94%	486,923	80.08%
Utilities	3,102,710	2,837,373	91.45%	2,512,583	88.31%
Capital Outlay	153,350	129,402	84.38%	409,434	46.07%
Other	-	301	-	-	-
TOTAL INSTITUTIONAL SUPPORT	11,259,014	11,088,879	98.49%	10,959,284	89.72%
CAMPUS SAFETY AND SECURITY					
Salaries	713,250	639,151	89.61%	608,034	89.24%
Employee Benefits	330,521	366,263	110.81%	329,000	107.13%
Contractual Services	73,800	34,184	46.32%	16,939	46.86%
General Material & Supplies	70,685	53,013	75.00%	46,409	47.77%
Professional Development	12,400	4,906	39.57%	9,732	58.61%
Other	-	(658)	-	39,895	65.07%
TOTAL CAMPUS SAFETY AND SECURITY	1,200,656	1,096,860	91.36%	1,050,009	87.53%
TOTAL EXPENDITURES BY OBJECT	12,459,670	12,185,739	97.80%	12,009,293	89.52%
EXPENDITURES BY FUNCTION					
Institutional Support	11,259,014	11,088,879	98.49%	10,959,284	89.72%
Campus Safety and Security	1,200,656	1,096,860	91.36%	1,050,009	87.53%
TOTAL EXPENDITURES BY FUNCTION	12,459,670	12,185,739	97.80%	12,009,293	89.52%
Excess (deficiency) of revenues over expenditures	4,009,000	3,827,611	-	2,326,514	-
OTHER FINANCING SOURCES (USES)					
Transfer from Other Fund	167,400	-	-	-	-
Transfer to O&M Facility Rental	(167,400)	-	-	-	-
Transfer to Other Fund- 2024 GO Bonds	(4,009,000)	(4,009,000)	100.00%	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(4,009,000)	(4,009,000)	100.00%	-	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	(181,390)	-	2,326,514	-
Fund Balance at beginning of year	-	20,486,632	-	21,038,333	-
Fund Balance	\$ -	\$ 20,305,242	-	\$ 23,364,848	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
CAPITAL PROJECT FUND
For the Months Ending May 31, 2026

	2026	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	May 31, 2025	FY2025
				Actual	Budget
REVENUES					
Bond Proceeds	\$ 1,000,000	\$ 1,397,949	139.79%	\$ 1,431,384	-%
TOTAL REVENUES	1,000,000	1,397,949	139.79%	1,431,384	-
EXPENDITURES BY OBJECT					
Contractual Services	5,875,000	2,966,498	50.49%	2,442,170	62.72%
General Material & Supplies	45,000	11,674	25.94%	24,673	49.35%
Capital Outlay	61,340,000	34,943,748	56.97%	3,867,195	13.96%
TOTAL EXPENDITURES BY OBJECT	67,260,000	37,921,919	56.38%	6,334,038	20.02%
EXPENDITURES BY FUNCTION					
Institutional Support	67,260,000	37,921,919	56.38%	6,334,038	20.02%
TOTAL EXPENDITURES BY FUNCTION	67,260,000	37,921,919	56.38%	6,334,038	20.02%
Excess (deficiency) of revenues over expenditures	(66,260,000)	(36,523,970)	55.12%	(4,902,655)	15.49%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	4,000,000	4,000,000	100.00%	4,000,000	100.00%
TOTAL OTHER FINANCING SOURCES (USES)	4,000,000	4,000,000	100.00%	4,000,000	100.00%
Released of Reserved Fund Balance	62,260,000	-	100.00%	-	100.00%
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	(32,523,970)	-	(902,655)	-
Fund Balance at beginning of year	-	75,944,707	-	34,950,554	-
Fund Balance	\$ -	\$ 43,420,737	-	\$ 34,047,899	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
BOND AND INTEREST FUND
For the Months Ending May 31, 2026

	2026	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	May 31, 2025	FY2025
				Actual	Budget
REVENUES					
Property Taxes	\$ 11,040,173	\$ 10,972,119	99.38%	\$ 10,888,575	99.27%
TOTAL REVENUES	11,040,173	10,972,119	99.38%	10,888,575	99.27%
EXPENDITURES BY OBJECT					
Fixed Charges	15,049,173	12,285,349	81.63%	9,317,493	87.00%
TOTAL EXPENDITURES BY OBJECT	15,049,173	12,285,349	81.63%	9,317,493	87.00%
EXPENDITURES BY FUNCTION					
Institutional Support	15,049,173	12,285,349	81.63%	9,317,493	87.00%
TOTAL EXPENDITURES BY FUNCTION	15,049,173	12,285,349	81.63%	9,317,493	87.00%
Excess (deficiency) of revenues over expenditures	(4,009,000)	(1,313,230)	-	1,571,082	-
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	4,009,000	4,009,000	100.00%	-	-
TOTAL OTHER FINANCING SOURCES (USES)	4,009,000	4,009,000	100.00%	-	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	2,695,770	-	1,571,082	-
Fund Balance at beginning of year	-	5,653,561	-	5,165,635	-
Fund Balance	\$ -	\$ 8,349,331	-	\$ 6,736,717	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, CONTINUING ED
For the Months Ending May 31, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr May 31, 2025 Actual	% of FY2025 Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 112,000	\$ 92,509	82.60%	\$ 60,946	60.34%
TOTAL REVENUES	112,000	92,509	82.60%	60,946	60.34%
OPERATING EXPENSES					
Salaries	104,410	97,239	93.13%	100,590	114.23%
Employee Benefits	20,237	11,877	58.69%	17,473	109.08%
Contractual Services	24,517	23,995	89.34%	15,621	94.68%
General Material & Supplies	5,033	-	-	10,766	105.04%
Professional Development	1,000	711	68.14%	-	-
TOTAL OPERATING EXPENSES	155,197	133,822	86.23%	144,450	110.42%
Excess (deficiency) of revenues over expenditures	(43,197)	(41,313)	-	(83,504)	-
OTHER FINANCING SOURCES (USES)					
Transfers from Bookstore	43,197	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	43,197	-	-	-	-
Net Income (Loss)	-	(41,313)	-	(83,504)	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ -	\$ (41,313)	-	\$ (83,504)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, CORPORATE TRAINING
For the Months Ending May 31, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr May 31, 2025 Actual	% of FY2025 Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 690,000	\$ 466,184	67.56%	\$ 499,386	82.68%
TOTAL REVENUES	690,000	466,184	67.56%	499,386	82.68%
OPERATING EXPENSES					
Salaries	338,182	342,039	101.14%	314,744	119.98%
Employee Benefits	114,622	87,282	76.15%	99,695	123.54%
Contractual Services	67,000	40,105	59.86%	81,948	82.36%
General Material & Supplies	129,750	76,561	59.01%	58,093	76.74%
Professional Development	5,000	3,773	75.45%	455	17.86%
Capital Outlay	500	-	-	-	-
Others	27,000	12,765	47.05%	28,056	110.02%
TOTAL OPERATING EXPENSES	682,054	562,524	82.47%	582,992	106.28%
Excess (deficiency) of revenues over expenditures	7,946	(96,340)	-	(83,606)	-
OTHER FINANCING SOURCES (USES)					
Transfers to Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	7,946	(96,340)	-	(83,606)	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ 7,946	\$ (96,340)	-	\$ (83,606)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, BOOKSTORE
For the Months Ending May 31, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr May 31, 2025 Actual	% of FY2025 Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 2,604,836	\$ 2,414,336	92.69%	\$ 2,232,832	92.94%
Miscellaneous Internal Revenue	105,028	61,707	58.75%	82,123	81.00%
TOTAL REVENUES	2,709,864	2,476,043	91.37%	2,314,955	92.46%
OPERATING EXPENSES					
Salaries	231,713	221,232	95.48%	212,523	69.72%
Employee Benefits	47,633	45,506	95.53%	41,206	64.26%
Contractual Services	58,808	46,694	79.40%	45,782	82.39%
General Material & Supplies	2,241,901	2,124,203	94.75%	1,926,591	96.09%
Professional Development	3,000	3,371	112.38%	-	-
Capital Outlay	1,000	-	-	909	45.44%
Other	17,742	1,342	7.56%	(194)	38.72%
Depreciation	-	-	-	-	-
TOTAL OPERATING EXPENSES	2,601,797	2,442,347	93.87%	2,226,817	91.60%
Excess (deficiency) of revenues over expenditures	108,067	33,696	-	88,138	-
OTHER FINANCING SOURCES (USES)					
Transfers to Continuing Ed Funds	(43,197)	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(43,197)	-	-	-	-
Net Income (Loss)	64,870	33,696	-	88,138	-
Retained Earnings at beginning of the year	-	589,223	-	363,547	-
Retained Earnings	\$ 64,870	\$ 622,919	-	\$ 451,685	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, EARLY CHILDHOOD LAB SCHOOL
For the Months Ending May 31, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr May 31, 2025 Actual	% of FY2025 Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 700,728	\$ 519,114	69.91%	\$ 504,701	86.66%
TOTAL REVENUES	700,728	519,114	69.91%	504,701	86.66%
OPERATING EXPENSES					
Salaries	720,913	466,284	64.68%	517,193	80.53%
Employee Benefits	193,028	166,566	86.29%	151,950	95.77%
Contractual Services	4,000	1,455	36.38%	2,321	49.78%
General Material & Supplies	97,356	79,858	82.03%	77,749	101.94%
Professional Development	1,200	90	7.50%	409	35.57%
Other	-	-	-	-	-
TOTAL OPERATING EXPENSES	1,016,497	714,253	70.27%	749,622	84.90%
Excess (deficiency) of revenues over expenditures	(315,769)	(195,139)	61.80%	(244,921)	81.48%
OTHER FINANCING SOURCES (USES)					
Transfers from Ed Fund	315,769	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	315,769	-	-	-	-
Net Income (Loss)	-	(195,139)	-	(244,921)	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ -	\$ (195,139)	-	\$ (244,921)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, FOOD SERVICES
For the Months Ending May 31, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr May 31, 2025 Actual	% of FY2025 Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 926,482	\$ 949,934	102.53%	\$ 764,117	95.50%
Miscellaneous Internal Revenue	231,750	185,960	80.24%	316,151	144.14%
TOTAL REVENUES	1,158,232	1,135,894	98.07%	1,080,268	105.97%
OPERATING EXPENSES					
Salaries	490,396	417,417	85.12%	387,013	92.09%
Employee Benefits	66,081	43,943	66.50%	40,299	91.96%
Contractual Services	15,850	8,088	51.03%	8,734	39.46%
General Material & Supplies	555,620	495,691	89.21%	476,043	95.14%
Professional Development	212	94	44.34%	165	80.06%
Capital Outlay	30,073	17,070	56.76%	32,860	100.46%
Other	-	-	-	-	-
TOTAL OPERATING EXPENSES	1,158,232	982,303	84.81%	945,114	92.71%
Excess (deficiency) of revenues over expenditures	-	153,590	-	135,154	-
OTHER FINANCING SOURCES (USES)					
Transfers From Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	-	153,590	-	135,154	-
Retained Earnings at beginning of the year	-	451,825	-	283,979	-
Retained Earnings	\$ -	\$ 605,415	-	\$ 419,133	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, VISUAL AND PERFORMING ARTS CENTER
For the Months Ending May 31, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr May 31, 2025 Actual	% of FY2025 Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 689,931	\$ 347,871	50.42%	\$ 317,686	38.94%
Miscellaneous Internal Revenue	240,000	217,473	90.61%	218,559	150.73%
TOTAL REVENUES	929,931	565,344	60.79%	536,245	55.81%
OPERATING EXPENSES					
Salaries	296,952	203,158	68.41%	156,310	53.40%
Employee Benefits	24,900	38,758	155.65%	22,536	112.17%
Contractual Services	359,600	327,288	91.01%	320,444	93.98%
General Material & Supplies	124,750	103,910	83.29%	96,386	61.09%
Professional Development	15,500	19,500	125.81%	15,033	81.26%
Capital Outlay	105,529	80,733	76.50%	153,929	100.54%
Fixed Charges	2,700	2,665	98.70%	851	17.01%
TOTAL OPERATING EXPENSES	929,931	776,012	83.45%	765,489	77.47%
Excess (deficiency) of revenues over expenditures	-	(210,669)	-	(229,244)	11.91%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	-	(210,669)	-	(229,244)	-
Retained Earnings at beginning of the year	-	984,082		1,082,632	
Retained Earnings	\$ -	\$ 773,413	-	\$ 853,388	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, PRODUCTION SERVICES
For the Months Ending May 31, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr May 31, 2025 Actual	% of FY2025 Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 1,500	\$ 3,434	228.94%	\$ 2,357	67.33%
Miscellaneous Internal Revenue	526,000	518,530	98.58%	513,188	101.02%
TOTAL REVENUES	527,500	521,964	98.95%	515,545	100.79%
OPERATING EXPENSES					
Salaries	207,879	186,309	89.62%	187,231	90.83%
Employee Benefits	75,143	62,243	82.83%	65,275	92.75%
Contractual Services	2,500	930	37.20%	1,068	12.03%
General Material & Supplies	60,050	57,509	95.77%	64,152	89.58%
Professional Development	800	250	31.25%	250	31.25%
Other	-	-	-	600	100.00%
Depreciation	7,677	-	-	-	-
Fixed Charges	126,000	109,674	87.04%	90,922	78.04%
TOTAL OPERATING EXPENSES	480,049	416,915	86.85%	409,498	84.73%
Excess (deficiency) of revenues over expenditures	47,451	105,049	-	106,047	-
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	47,451	105,049	-	106,047	-
Retained Earnings at beginning of the year	-	502,594	-	367,994	-
Retained Earnings	\$ 47,451	\$ 607,643	-	\$ 474,041	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, STUDENT LIFE
For the Months Ending May 31, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr May 31, 2025 Actual	% of FY2025 Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ -	\$ 2,734	-	\$ 2,632	91.09%
TOTAL REVENUES	-	2,734	-	2,632	91.09%
OPERATING EXPENSES					
Salaries	409,073	347,936	85.05%	343,582	91.09%
Employee Benefits	71,975	56,444	78.42%	62,093	64.19%
Contractual Services	12,750	12,750	100.00%	32,921	98.85%
General Material & Supplies	36,650	20,651	56.35%	21,681	51.34%
Professional Development	18,952	16,237	85.67%	16,147	73.58%
Capital Outlay	8,248	-	-	1,544	100.00%
TOTAL OPERATING EXPENSES	557,648	454,018	81.42%	477,968	83.42%
Excess (deficiency) of revenues over expenditures	(557,648)	(451,284)	80.93%	(475,336)	82.96%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	557,648	451,284	80.93%	475,336	83.16%
TOTAL OTHER FINANCING SOURCES (USES)	557,648	451,284	80.93%	475,336	83.16%
Net Income (Loss)	-	-	-	-	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ -	\$ -	-	\$ -	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, INTERCOLLEGIATE ATHLETICS
For the Months Ending May 31, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr May 31, 2025 Actual	% of FY2025 Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ -	\$ 550	-	\$ 825	-
TOTAL REVENUES	-	550	-	825	-
OPERATING EXPENSES					
Salaries	579,953	577,087	99.51%	522,188	99.45%
Employee Benefits	91,453	103,812	113.51%	86,818	117.78%
Contractual Services	98,143	95,547	97.35%	85,113	89.75%
General Material & Supplies	105,790	100,276	94.79%	119,664	86.22%
Professional Development	232,922	183,244	78.67%	219,799	103.31%
Fixed Charges	7,145	7,208	100.88%	12,231	135.90%
Capital Outlay	-	-	-	4,600	100.00%
TOTAL OPERATING EXPENSES	1,115,406	1,067,174	95.68%	1,050,413	99.21%
Excess (deficiency) of revenues over expenditures	(1,115,406)	(1,066,624)	95.63%	(1,049,588)	99.13%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	1,115,406	1,066,624	95.63%	1,049,588	97.85%
TOTAL OTHER FINANCING SOURCES (USES)	1,115,406	1,066,624	95.63%	1,049,588	97.85%
Net Income (Loss)	-	-	-	-	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ -	\$ -	-	\$ -	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
WORKING CASH
For the Months Ending May 31, 2026

	2026	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	May 31, 2025	FY2025
				Actual	Budget
REVENUES					
Interest	\$75,000	\$99,707	132.94%	\$114,416	152.55%
TOTAL REVENUES	75,000	99,707	132.94%	114,416	152.55%
EXPENDITURES BY OBJECT					
General Material & Supplies	-	-	-	-	-
Professional Development	-	-	-	-	-
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	99,707	-	114,416	-
Fund Balance at beginning of year	-	5,001,947	-	4,874,441	-
Fund Balance	\$75,000	\$5,101,654	-	\$4,988,857	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUDIT FUND
For the Months Ending May 31, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr May 31, 2025 Actual	% of FY2025 Budget
REVENUES					
Property Taxes	\$ 210,000	\$ 214,494	102.14%	\$ 208,553	101.73%
TOTAL REVENUES	210,000	214,494	102.14%	208,553.00	101.73%
EXPENDITURES BY OBJECT					
Salaries	113,373	105,695	93.23%	100,075.00	92.35%
Contractual Services	95,850	74,675	77.91%	71,450.00	74.56%
General Material & Supplies	777	41	5.28%	598.00	74.76%
Professional Development	-	-	-	-	-
TOTAL EXPENDITURES BY OBJECT	210,000	180,411	85.91%	172,123.00	83.96%
EXPENDITURES BY FUNCTION					
Institutional Support	210,000	180,411	85.91%	172,123.00	83.96%
TOTAL EXPENDITURES BY FUNCTION	210,000	180,411	85.91%	172,123.00	83.96%
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	34,083	-	36,430	-
Fund Balance at beginning of year	-	110,042	-	103,351	-
Fund Balance	\$ -	\$ 144,125	-	\$ 139,781	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
LIABILITY, PROTECTION & SETTLEMENT SUBFUND
For the Months Ending May 31, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr May 31, 2025 Actual	% of FY2025 Budget
REVENUES					
Local Government Services:					
Property Taxes	\$ 2,135,000	\$ 2,090,408	97.91%	\$ 1,940,646	101.87%
TOTAL REVENUES	2,135,000	2,090,408	97.91%	1,940,646	97.91%
EXPENDITURES BY OBJECT					
INSTITUTIONAL SUPPORT					
Contractual Services	45,000	58,109	129.13%	123,921	275.38%
Fixed Charges	1,500,000	1,460,261	97.35%	1,411,627	112.93%
TOTAL INSTITUTIONAL SUPPORT	1,545,000	1,518,370	98.28%	1,535,548	118.58%
CAMPUS SAFETY AND SECURITY					
Salaries	693,250	636,060	91.75%	604,244	91.19%
TOTAL CAMPUS SAFETY & SECURITY	693,250	636,060	91.75%	604,244	91.19%
TOTAL EXPENDITURES BY OBJECT	2,238,250	2,154,430	96.26%	2,139,792	109.31%
EXPENDITURES BY FUNCTION					
Institutional Support	1,545,000	1,518,370	98.28%	1,535,548	118.58%
Campus Safety and Security	693,250	636,060	91.75%	604,244	91.19%
TOTAL EXPENDITURES BY FUNCTION	2,238,250	2,154,430	96.26%	2,139,792	109.31%
Excess (deficiency) of revenues over expenditures	(103,250)	(64,022)	-	(199,146)	-
Fund Balance Released from Reserved Fund Balance	103,250	-	-	-	-
Excess (deficiency) of revenues over expenditures other sources (uses)	-	(64,022)	-	(199,146)	-
Fund Balance at beginning of year	-	1,778,018	-	1,944,663	-
Fund Balance	\$ -	\$ 1,713,996	-	\$ 1,745,517	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
INTERNAL SERVICE FUND
For the Months Ending May 31, 2026

	2026	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	May 31, 2025	FY2025
				Actual	Budget
REVENUES					
Benefit Charges	\$ 15,329,000	\$ 13,374,346	87.24%	\$ 11,989,793	89.02%
TOTAL REVENUES	15,329,000	13,374,346	87.24%	11,989,793	89.02%
EXPENDITURES BY OBJECT					
Employee Benefits	15,329,000	13,795,219	89.99%	10,790,826	80.12%
TOTAL EXPENDITURES BY OBJECT	15,329,000	13,795,219	89.99%	10,790,826	80.12%
EXPENDITURES BY FUNCTION					
Institutional Support	15,329,000	13,795,219	89.99%	10,790,826	80.12%
TOTAL EXPENDITURES BY FUNCTION	15,329,000	13,795,219	89.99%	10,790,826	80.12%
Excess (deficiency) of revenues over expenditures other sources (uses)	-	(420,873)	-	1,198,967	-
Fund Balance at beginning of year	-	(1,215,885)	-	(6,998,578)	-
Fund Balance	\$ -	\$ (1,636,758)	-	\$ (5,799,611)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
EDUCATION FUND
For the Months Ending June 30, 2026

	2026 Budget	Fiscal Year Actual	% Actual Budget	Prior Yr June 30, 2025 Actual	% of FY2025 Budget
REVENUES					
Property Taxes	\$ 44,260,665	\$ 43,185,643	97.57%	\$ 42,601,057	95.45%
Local Government Sources	-	29,314	-	152,095	-
Personal Property Replacement Tax	1,150,000	810,693	70.50%	828,807	72.07%
Illinois Community College Board	7,570,000	7,687,695	101.55%	7,381,662	103.04%
Student Tuition and Fees *	25,680,000	25,954,563	101.07%	23,917,124	98.11%
Payment Plan and Late Fees	150,000	194,720	129.81%	191,685	127.79%
Investment Income	2,400,000	5,103,216	212.63%	6,714,392	335.72%
Miscellaneous External Revenue	400,000	526,829	131.71%	520,633	61.69%
Miscellaneous Internal Revenue	-	3,830	-	3,741	-
TOTAL REVENUES	81,610,665	83,496,503	102.31%	82,311,196	102.47%
EXPENDITURES BY OBJECT					
Salaries	51,395,379	54,974,974	106.96%	54,116,473	110.28%
Employee Benefits	10,810,032	11,163,349	103.27%	10,276,295	99.02%
Contractual Services	4,984,904	5,643,508	113.21%	5,365,944	90.20%
General Material & Supplies	4,352,568	4,601,557	105.72%	4,546,715	92.79%
Professional Development	557,805	884,284	158.53%	979,251	164.31%
Fixed Charges	274,827	219,929	80.02%	269,236	96.95%
Utilities	2,000	1,767	88.35%	2,179	145.27%
Capital Outlay	1,509,038	1,779,052	117.89%	2,268,001	85.57%
Other	1,335,289	287,841	21.56%	244,940	124.10%
Waivers/Institutional Scholarships	400,000	454,694	113.67%	409,596	109.23%
TOTAL EXPENDITURES BY OBJECT	75,621,842	80,010,955	105.80%	78,478,630	105.49%
EXPENDITURES BY FUNCTION					
Instruction	36,456,606	40,323,344	110.61%	37,724,854	106.41%
Academic Support	11,396,076	11,012,903	96.64%	11,108,402	99.33%
Student Services	7,699,980	7,729,926	100.39%	7,087,434	95.59%
Public Services	710,513	698,534	98.31%	613,260	85.88%
Institutional Support	18,958,667	19,791,554	104.39%	21,535,084	111.83%
Institutional Waiver	400,000	454,694	113.67%	409,596	109.23%
TOTAL EXPENDITURES BY FUNCTION	75,621,842	80,010,955	105.80%	78,478,630	105.49%
Excess (deficiency) of revenues over expenditures	5,988,823	3,485,548	58.20%	3,832,566	64.62%
OTHER FINANCING SOURCES (USES)					
Transfer to Capital Projects Fund	(4,000,000)	(4,000,000)	100.00%	(1,873,421)	46.84%
Transfer to Student Life	(557,648)	(569,579)	102.14%	(538,089)	94.15%
Transfer to Athletics	(1,115,406)	(1,031,957)	92.52%	(1,135,767)	107.27%
Transfer to Early Childhood Lab School	(315,769)	(226,058)	71.59%	(226,154)	75.24%
TOTAL OTHER FINANCING SOURCES (USES)	(5,988,823)	(5,827,594)	97.31%	(3,773,431)	63.62%
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	(2,342,047)	-	59,135	-
Fund Balance at beginning of year	-	50,945,600	-	52,412,937	-
Fund Balance Released from Reserved Fund Balance	-	-	-	-	-
Fund Balance	\$ -	\$ 48,603,553	-	\$ 52,472,072	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
OPERATIONS AND MAINTENANCE FUND
For the Months Ending June 30, 2026**

	2026 Budget	Fiscal Year Actual	% Actual Budget	Prior Yr June 30, 2025 Actual	% of FY2025 Budget
REVENUES					
Local Government Services:					
Property Taxes	\$ 16,295,000	\$ 15,791,680	96.91%	\$ 14,252,047	108.77%
State Government Services:					
Other Local Government (Hanover Park)	-	384	-	686	.50%
Miscellaneous External Revenue	-	2,627	-	1,501	-
Miscellaneous Internal Revenue	-	4,006	-	6,040	-
Miscellaneous Internal Revenue (Security)	8,500	4,998	58.80%	5,727	-
Building Rental External Revenue (Net Comps)	165,170	214,253	129.72%	188,649	94.32%
TOTAL REVENUES	16,468,670	16,017,947	97.26%	14,454,651	107.54%
EXPENDITURES BY OBJECT					
INSTITUTIONAL SUPPORT					
Salaries	4,649,431	5,158,145	110.94%	5,200,829	116.16%
Employee Benefits	943,758	1,182,952	125.34%	1,036,423	103.19%
Contractual Services	806,182	858,426	106.48%	1,308,950	97.34%
General Material & Supplies	933,409	814,817	87.29%	930,327	90.28%
Professional Development	14,650	6,074	41.46%	9,526	59.73%
Fixed Charges	512,500	784,363	153.05%	486,923	80.08%
Utilities	3,248,010	3,409,637	104.98%	2,868,321	100.82%
Capital Outlay	151,075	134,326	88.91%	445,005	50.07%
Other	-	301	-	-	-
TOTAL INSTITUTIONAL SUPPORT	11,259,014	12,349,041	109.68%	12,286,305	100.59%
CAMPUS SAFETY AND SECURITY					
Salaries	713,250	648,054	90.86%	662,235	97.20%
Employee Benefits	330,521	397,382	120.23%	357,528	116.42%
Contractual Services	73,800	34,861	47.24%	18,061	49.96%
General Material & Supplies	70,685	56,153	79.44%	55,554	57.19%
Professional Development	12,400	4,931	39.77%	9,797	59.00%
Other	-	(658)	-	61,295	99.97%
TOTAL CAMPUS SAFETY AND SECURITY	1,200,656	1,140,724	95.01%	1,164,470	97.07%
TOTAL EXPENDITURES BY OBJECT	12,459,670	13,489,765	108.27%	13,450,774	100.27%
EXPENDITURES BY FUNCTION					
Institutional Support	11,259,014	12,349,041	109.68%	12,286,305	100.59%
Campus Safety and Security	1,200,656	1,140,724	95.01%	1,164,470	97.07%
TOTAL EXPENDITURES BY FUNCTION	12,459,670	13,489,765	108.27%	13,450,774	100.27%
Excess (deficiency) of revenues over expenditures	4,009,000	2,528,183	-	1,003,876	-
OTHER FINANCING SOURCES (USES)					
Transfer from Other Fund	167,400	-	-	188,063	100.00%
Transfer to O&M Facility Rental	(167,400)	-	-	(188,063)	100.00%
Transfer to Other Fund- 2024 GO Bonds	(4,009,000)	(4,009,000)	100.00%	(1,552,350)	-
TOTAL OTHER FINANCING SOURCES (USES)	(4,009,000)	(4,009,000)	100.00%	(1,552,350)	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	(1,480,817)	-	(548,474)	-
Fund Balance at beginning of year	-	20,486,632	-	21,038,333	-
Fund Balance	\$ -	\$ 19,005,815	-	\$ 20,489,859	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
CAPITAL PROJECT FUND
For the Months Ending June 30, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr June 30, 2025 Actual	% of FY2025 Budget
REVENUES					
Bond Proceeds	\$ 1,000,000	\$ 1,375,232	137.52%	\$ 1,647,746	%
TOTAL REVENUES	1,000,000	1,375,232	137.52%	1,647,746	-
EXPENDITURES BY OBJECT					
Contractual Services	5,875,000	4,270,022	72.68%	3,159,232	81.14%
General Material & Supplies	45,000	11,792	26.20%	24,673	49.35%
Capital Outlay	61,340,000	43,106,496	70.27%	14,894,458	53.77%
TOTAL EXPENDITURES BY OBJECT	67,260,000	47,388,309	70.46%	18,078,362	57.13%
EXPENDITURES BY FUNCTION					
Institutional Support	67,260,000	47,388,309	70.46%	18,078,362	57.13%
TOTAL EXPENDITURES BY FUNCTION	67,260,000	47,388,309	70.46%	18,078,362	57.13%
Excess (deficiency) of revenues over expenditures	(66,260,000)	(46,013,077)	69.44%	(16,430,616)	51.92%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	4,000,000	4,000,000	100.00%	1,873,421	46.84%
TOTAL OTHER FINANCING SOURCES (USES)	4,000,000	4,000,000	100.00%	1,873,421	46.84%
Released of Reserved Fund Balance	62,260,000	-	-	-	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	(42,013,077)	-	(14,557,195)	-
Fund Balance at beginning of year	-	75,944,707	-	34,950,554	-
Fund Balance	\$ -	\$ 33,931,630	-	\$ 20,393,359	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
BOND AND INTEREST FUND
For the Months Ending June 30, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr June 30, 2025 Actual	% of FY2025 Budget
REVENUES					
Property Taxes	\$ 11,040,173	\$ 10,972,119	99.38%	\$ 11,181,970	101.94%
TOTAL REVENUES	11,040,173	10,972,119	99.38%	11,181,970	101.94%
EXPENDITURES BY OBJECT					
Fixed Charges	15,049,173	15,044,823	99.97%	12,246,394	114.35%
TOTAL EXPENDITURES BY OBJECT	15,049,173	15,044,823	99.97%	12,246,394	114.35%
EXPENDITURES BY FUNCTION					
Institutional Support	15,049,173	15,044,823	99.97%	12,246,394	114.35%
TOTAL EXPENDITURES BY FUNCTION	15,049,173	15,044,823	99.97%	12,246,394	114.35%
Excess (deficiency) of revenues over expenditures	(4,009,000)	(4,072,704)	101.59%	(1,064,424)	-
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	4,009,000	4,009,000	100.00%	1,552,350	-
TOTAL OTHER FINANCING SOURCES (USES)	4,009,000	4,009,000	100.00%	1,552,350	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	(63,704)	-	487,926	-
Fund Balance at beginning of year	-	5,653,561	-	5,165,635	-
Fund Balance	\$ -	\$ 5,589,858	-	\$ 5,653,561	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, CONTINUING ED
For the Months Ending June 30, 2026

	2026	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	June 30, 2025	FY2025
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 112,000	\$ 111,843	99.86%	\$ 61,466	60.86%
TOTAL REVENUES	112,000	111,843	99.86%	61,466	60.86%
OPERATING EXPENSES					
Salaries	104,410	114,331	109.50%	99,680	113.20%
Employee Benefits	20,237	13,485	66.63%	18,929	118.17%
Contractual Services	24,517	23,380	95.36%	15,621	94.68%
General Material & Supplies	5,033	390	7.74%	9,666	94.31%
Professional Development	1,000	711	71.14%	-	-
Depreciation	-	-	-	-	-
TOTAL OPERATING EXPENSES	155,197	152,297	98.13%	143,896	109.99%
Excess (deficiency) of revenues over expenditures	(43,197)	(40,454)	93.65%	(82,430)	276.39%
OTHER FINANCING SOURCES (USES)					
Transfers from Bookstore	43,197	43,197	100.00%	82,430	259.02%
TOTAL OTHER FINANCING SOURCES (USES)	43,197	43,197	100.00%	82,430	259.02%
Net Income (Loss)	-	2,743	-	-	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ -	\$ 2,743	-	-	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, CORPORATE TRAINING
For the Months Ending June 30, 2026

	2026	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	June 30, 2025	FY2025
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 690,000	\$ 515,180	74.66%	\$ 540,673	89.52%
TOTAL REVENUES	690,000	515,180	74.66%	540,673	89.52%
OPERATING EXPENSES					
Salaries	338,182	350,255	103.57%	345,381	131.66%
Employee Benefits	114,622	93,896	81.92%	108,003	133.84%
Contractual Services	67,000	45,960	68.60%	96,111	96.59%
General Material & Supplies	129,750	77,856	60.00%	71,587	94.57%
Professional Development	5,000	3,773	75.45%	455	17.86%
Capital Outlay	500	-	-	-	-
Others	27,000	13,205	48.91%	29,716	116.53%
TOTAL OPERATING EXPENSES	682,054	584,945	85.76%	651,254	118.73%
Excess (deficiency) of revenues over expenditures	7,946	(69,765)	-	(110,581)	-
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	34,889	-
Transfers from Other Funds	-	-	-	107,516	-
Transfers to Other Funds	-	-	-	(31,824)	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	110,581	-
Net Income (Loss)	7,946	(69,765)	-	-	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ 7,946	\$ (69,765)	-	\$ -	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, BOOKSTORE
For the Months Ending June 30, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr June 30, 2025 Actual	% of FY2025 Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 2,604,836	\$ 2,571,978	98.74%	\$ 2,443,987	101.73%
Miscellaneous Internal Revenue	105,028	81,739	77.83%	91,923	90.66%
TOTAL REVENUES	2,709,864	2,653,717	97.93%	2,535,910	101.29%
OPERATING EXPENSES					
Salaries	231,713	245,853	106.10%	238,634	78.29%
Employee Benefits	47,633	49,298	103.49%	44,639	69.62%
Contractual Services	52,808	46,963	88.93%	45,782	82.39%
General Material & Supplies	2,247,901	2,167,675	96.43%	1,980,313	98.77%
Professional Development	3,000	3,371	112.38%	-	-
Capital Outlay	1,000	-	-	909	45.44%
Other	17,742	759	4.28%	(43)	8.58%
Depreciation	-	-	-	-	-
TOTAL OPERATING EXPENSES	2,601,797	2,513,918	96.62%	2,310,234	95.03%
Excess (deficiency) of revenues over expenditures	108,067	139,799	-	225,676	-
OTHER FINANCING SOURCES (USES)					
Transfers to Continuing Ed Funds	(43,197)	(43,197)	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(43,197)	(43,197)	-	-	-
				-	
Net Income (Loss)	64,870	96,602	-	225,676	-
				-	
Retained Earnings at beginning of the year	-	589,223	-	363,547	-
Retained Earnings	\$ 64,870	\$ 685,825	-	\$ 589,223	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, EARLY CHILDHOOD LAB SCHOOL
For the Months Ending June 30, 2026

	2026	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	June 30, 2025	FY2025
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 700,728	\$ 554,696	79.16%	\$ 538,470	92.46%
TOTAL REVENUES	700,728	554,696	79.16%	538,470	92.46%
OPERATING EXPENSES					
Salaries	720,913	517,799	76.19%	511,307	79.61%
Employee Benefits	193,028	178,710	92.58%	164,781	103.86%
Contractual Services	5,548	3,518	63.41%	3,964	85.02%
General Material & Supplies	95,808	80,638	84.17%	84,147	110.32%
Professional Development	1,200	90	7.50%	424	36.87%
Other	-	-	-	-	-
TOTAL OPERATING EXPENSES	1,016,497	780,755	79.91%	764,623	86.60%
Excess (deficiency) of revenues over expenditures	(315,769)	(226,058)	71.59%	(226,153)	75.24%
OTHER FINANCING SOURCES (USES)					
Transfers from Ed Fund	315,769	226,058	71.59%	226,153	132.91%
TOTAL OTHER FINANCING SOURCES (USES)	315,769	226,058	71.59%	226,153	132.91%
Net Income (Loss)	-	-	-	-	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ -	\$ -	-	\$ -	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, FOOD SERVICES
For the Months Ending June 30, 2026

	2026	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	June 30, 2025	FY2025
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 926,482	\$ 926,123	99.96%	\$ 837,150	104.63%
Miscellaneous Internal Revenue	231,750	282,259	121.79%	340,550	155.27%
TOTAL REVENUES	1,158,232	1,208,382	104.33%	1,177,700	115.52%
OPERATING EXPENSES					
Salaries	490,396	469,502	95.74%	428,294	101.91%
Employee Benefits	66,081	47,605	72.04%	43,657	99.62%
Contractual Services	15,850	8,230	51.92%	9,084	41.04%
General Material & Supplies	555,664	507,150	91.27%	494,197	98.77%
Professional Development	212	184	86.75%	165	80.06%
Capital Outlay	30,073	12,438	41.36%	32,860	100.46%
Other	(44)	2,109	-	1,596	-
TOTAL OPERATING EXPENSES	1,158,232	1,047,218	90.42%	1,009,853	99.06%
Excess (deficiency) of revenues over expenditures	-	161,164	-	167,847	-
OTHER FINANCING SOURCES (USES)					
Transfers From Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	-	161,165	-	167,846	-
Retained Earnings at beginning of the year	-	451,825	-	283,979	-
Retained Earnings	\$ -	\$ 612,990	-	\$ 451,825	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, VISUAL AND PERFORMING ARTS CENTER
For the Months Ending June 30, 2026

	2026	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	June 30, 2025	FY2025
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	689,931	363,892	52.74%	356,915	43.75%
Miscellaneous Internal Revenue	240,000	214,819	89.51%	251,552	173.48%
TOTAL REVENUES	929,931	578,711	62.23%	608,467	63.33%
OPERATING EXPENSES					
Salaries	296,952	244,790	82.43%	166,803	56.99%
Employee Benefits	24,900	41,984	168.61%	24,500	121.94%
Contractual Services	361,250	344,611	95.39%	316,633	92.86%
General Material & Supplies	123,100	117,427	95.39%	102,688	65.09%
Professional Development	15,500	19,517	125.92%	15,033	81.26%
Capital Outlay	105,529	58,300	55.25%	66,236	43.26%
Other	-	-	-	-	-
Depreciation	-	15,473	-	14,274	-
Fixed Charges	2,700	2,665	98.70%	851	17.01%
TOTAL OPERATING EXPENSES	929,931	844,767	90.84%	707,018	71.55%
Excess (deficiency) of revenues over expenditures	-	(266,056)	-	(98,551)	-
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	-	(266,056)	-	(98,551)	-
Retained Earnings at beginning of the year	-	984,082		1,082,632	
Retained Earnings	\$ -	\$ 718,026	-	\$ 984,081	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, PRODUCTION SERVICES
For the Months Ending June 30, 2026

	2026	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	June 30, 2025	FY2025
				Actual	Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ 1,500	\$ 3,828	255.19%	\$ 2,825	80.72%
Miscellaneous Internal Revenue	526,000	550,399	104.64%	581,512	114.47%
TOTAL REVENUES	527,500	554,227	105.07%	584,337	114.24%
OPERATING EXPENSES					
Salaries	207,879	192,774	92.73%	199,059	96.57%
Employee Benefits	75,143	66,259	88.18%	70,715	100.48%
Contractual Services	2,500	930	37.20%	1,775	20.01%
General Material & Supplies	60,050	58,896	98.08%	68,605	95.80%
Professional Development	800	250	31.25%	250	31.25%
Other	-	-	-	600	100.00%
Depreciation	7,677	8,374	109.09%	8,375	100.00%
Fixed Charges	126,000	118,913	94.38%	100,359	86.14%
TOTAL OPERATING EXPENSES	480,049	446,396	92.99%	449,738	93.06%
Excess (deficiency) of revenues over expenditures	47,451	107,831	-	134,599	-
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	47,451	107,831	-	134,599	-
Retained Earnings at beginning of the year	-	502,594	-	367,994	-
Retained Earnings	\$ 47,451	\$ 610,425	-	\$ 502,593	-

**ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, STUDENT LIFE
For the Months Ending June 30, 2026**

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr June 30, 2025 Actual	% of FY2025 Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ -	\$ 6,449	-	\$ 5,763	101.76%
TOTAL REVENUES	-	6,449	-	5,763	101.76%
OPERATING EXPENSES					
Salaries	409,073	383,229	93.68%	383,822	101.76%
Employee Benefits	71,975	62,184	86.40%	67,268	69.54%
Contractual Services	12,750	12,750	100.00%	32,921	98.85%
General Material & Supplies	36,650	27,379	74.70%	33,274	78.80%
Professional Development	18,952	15,853	83.65%	17,768	80.97%
Capital Outlay	8,248	8,248	100.00%	1,544	100.00%
Depreciation Charges	-	7,257	-	-	-
TOTAL OPERATING EXPENSES	557,648	516,900	91.39%	536,597	93.66%
Excess (deficiency) of revenues over expenditures	(557,648)	(510,451)	90.24%	(530,834)	92.65%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	557,648	510,451	91.54%	530,834	94.15%
TOTAL OTHER FINANCING SOURCES (USES)	557,648	510,451	91.54%	530,834	94.15%
Net Income (Loss)	-	-	-	-	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ -	\$ -	-	\$ -	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, INTERCOLLEGIATE ATHLETICS
For the Months Ending June 30, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr June 30, 2025 Actual	% of FY2025 Budget
OPERATING REVENUES					
Miscellaneous Revenue	\$ -	\$ 550	-	\$ 1,525	-
TOTAL REVENUES	-	550	-	1,525	-
OPERATING EXPENSES					
Salaries	571,953	574,665	100.47%	575,645	109.63%
Employee Benefits	91,453	113,183	123.76%	94,808	128.62%
Contractual Services	103,838	101,062	97.33%	85,922	90.60%
General Material & Supplies	105,995	102,325	96.54%	129,755	93.49%
Professional Development	235,022	189,108	80.46%	230,183	108.19%
Fixed Charges	7,145	7,145	100.00%	12,231	135.90%
Depreciation Charges	-	4,147	-	4,147	-
Capital Outlay	-	-	-	4,600	100.00%
TOTAL OPERATING EXPENSES	1,115,406	1,091,635	97.87%	1,137,291	107.42%
Excess (deficiency) of revenues over expenditures	(1,115,406)	(1,091,085)	97.82%	(1,135,766)	107.27%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	1,115,406	1,091,085	97.82%	1,135,767	107.27%
TOTAL OTHER FINANCING SOURCES (USES)	1,115,406	1,091,085	97.82%	1,135,767	107.27%
Net Income (Loss)	-	-	-	-	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ -	\$ -	-	\$ -	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
WORKING CASH
For the Months Ending June 30, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr June 30, 2025 Actual	% of FY2025 Budget
REVENUES					
Interest	\$ 75,000	\$ 107,629	143.50%	\$ 127,507	170.01%
TOTAL REVENUES	75,000	107,629	143.50%	127,507	170.01%
EXPENDITURES BY OBJECT					
General Material & Supplies	-	-	-	-	-
Professional Development	-	-	-	-	-
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	107,629	-	127,507	-
Fund Balance at beginning of year	-	5,001,947	-	4,874,441	-
Fund Balance	\$ 75,000	\$ 5,109,576	-	\$ 5,001,948	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUDIT FUND
For the Months Ending June 30, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr June 30, 2025 Actual	% of FY2025 Budget
REVENUES					
Property Taxes	\$ 210,000	\$ 214,494	102.14%	\$ 212,747	103.78%
TOTAL REVENUES	210,000	214,494	102.14%	212,747	103.78%
EXPENDITURES BY OBJECT					
Salaries	113,373	115,130	101.55%	114,005	105.20%
Contractual Services	95,850	94,675	98.77%	91,450	95.43%
General Material & Supplies	777	44	5.66%	601	75.10%
Professional Development	-	-	-	-	-
TOTAL EXPENDITURES BY OBJECT	210,000	209,849	99.93%	206,056	100.51%
EXPENDITURES BY FUNCTION					
Institutional Support	210,000	209,848	99.93%	206,055	100.51%
TOTAL EXPENDITURES BY FUNCTION	210,000	209,848	99.93%	206,055	100.51%
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	4,646	-	6,692	-
Fund Balance at beginning of year	-	110,042	-	103,351	-
Fund Balance	\$ -	\$ 114,688	-	\$ 110,043	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
LIABILITY, PROTECTION & SETTLEMENT SUBFUND
For the Months Ending June 30, 2026

	2026 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr June 30, 2025 Actual	% of FY2025 Budget
REVENUES					
Local Government Services:					
Property Taxes	2,135,000	2,090,408	97.91%	1,980,757	103.98%
TOTAL REVENUES	2,135,000	2,090,408	97.91%	1,980,757	103.98%
EXPENDITURES BY OBJECT					
INSTITUTIONAL SUPPORT					
Contractual Services	45,000	88,016	195.59%	128,421	285.38%
Fixed Charges	1,500,000	1,460,261	97.35%	1,411,627	112.93%
TOTAL INSTITUTIONAL SUPPORT	1,545,000	1,548,277	100.21%	1,540,048	118.92%
CAMPUS SAFETY AND SECURITY					
Salaries	693,250	689,821	99.51%	607,353	91.66%
TOTAL CAMPUS SAFETY & SECURITY	693,250	689,821	99.51%	607,353	91.66%
TOTAL EXPENDITURES BY OBJECT	2,238,250	2,238,098	99.99%	2,147,401	109.69%
EXPENDITURES BY FUNCTION					
Institutional Support	1,545,000	1,548,277	100.21%	1,540,048	118.92%
Campus Safety and Security	693,250	689,821	99.51%	607,353	91.66%
TOTAL EXPENDITURES BY FUNCTION	2,238,250	2,238,098	99.99%	2,147,401	109.69%
Excess (deficiency) of revenues over expenditures	(103,250)	(147,690)	-	(166,644)	-
Fund Balance Released from Reserved Fund Balance	103,250	-	-	-	-
Excess (deficiency) of revenues over expenditures other sources (uses)	-	(147,690)	-	(166,644)	-
Fund Balance at beginning of year	-	1,778,018	-	1,944,663	-
Fund Balance	\$ -	\$ 1,630,328	-	\$ 1,778,019	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
INTERNAL SERVICE FUND
For the Months Ending June 30, 2026

	2026	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	June 30, 2025	FY2025
				Actual	Budget
REVENUES					
Benefit Charges	\$ 15,329,000	\$ 14,486,843	94.51%	\$ 32,754,719	243.19%
TOTAL REVENUES	15,329,000	14,486,843	94.51%	32,754,719	243.19%
EXPENDITURES BY OBJECT					
Employee Benefits	15,329,000	16,457,087	107.36%	26,972,026	200.26%
TOTAL EXPENDITURES BY OBJECT	15,329,000	16,457,087	107.36%	26,972,026	200.26%
EXPENDITURES BY FUNCTION					
Institutional Support	15,329,000	16,457,087	107.36%	26,972,026	200.26%
TOTAL EXPENDITURES BY FUNCTION	15,329,000	16,457,087	107.36%	26,972,026	200.26%
Excess (deficiency) of revenues over expenditures other sources (uses)	-	(1,970,244)	-	5,782,693	-
Fund Balance at beginning of year	-	(1,215,885)	-	(6,998,578)	-
Fund Balance	\$ -	\$ (3,186,129)	-	\$ (1,215,885)	-

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 (June/July)
- B. Treasurer (May/June)

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

- C. Institutional Advancement and ECC Foundation (May)
- D. Community Engagement and Legislative Affairs (May)
- E. Grant Monitoring Report (period ending June 30, 2025)
- F. Vendor Report (annual)
- G. Institutional Success and Engagement Impact Report (bi-annual)



Dr. Peggy Heinrich, 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. Peggy Heinrich, President, 847-214-7374

**MINUTES OF REGULAR BOARD MEETING
JUNE 9, 2026**

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the regular board meeting held June 9, 2026.



Dr. Peggy Heinrich, 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. Peggy Heinrich, President, 847-214-7374

**MINUTES OF REGULAR BOARD MEETING
JUNE 9, 2026**

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, June 9, 2026, in Building E, Room E106.

1. Call to Order and Roll Call

Chair Rakow called the regular meeting to order at 5:40 p.m., indicated that a quorum was present, and asked the recorder to call roll.

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

Trustees absent: None.

ECC staff: Dr. Heinrich, President; Dr. Schopen, VP, Teaching, Learning and Student Development; Dr. Garber, VP, Planning, Institutional Effectiveness & Technology; Mr. Vazquez, General Counsel; Ms. Guengerich, Chief Human Resources Officer 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, 7: Rakow, Rodriguez, Arroyo, Redmer, Parks, Allen and Barbosa-Guzman; nay, 0; and Student Trustee Singh; motion carried at 5:42 p.m.

3. Reconvene Open Session

The closed-session concluded at 6:31 p.m. The board reconvened in open session at 6:41 p.m. in E125, Seigle Auditorium.

MINUTES OF REGULAR MEETING OF
JUNE 9, 2026

4. Preliminary Matters

A. Roll Call

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

Trustees absent: None.

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

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 Parks.

D. Board Purpose

The Board Purpose was recited by the Student Trustee Singh.

5. President's Report

- Dr. Heinrich acknowledged Anitra King, President of SSECCA, in attendance.
- Dr. Heinrich invited Mr. Mike Strassner from the Elgin Sports Hall of Fame and ECC Coach Bill Angelo to share some news about the scholarship awards that benefit ECC's student athletes. Adeline Kinsella and Davee Flowers been awarded an \$1,800 scholarship to be received after completion of their first semester at their respective four-year universities.
- Commencement numbers:
 - Basic Firefighter Ceremony – 50 graduates
 - High School Equivalency Ceremony – 42 graduates walked the stage, but 75 total graduates completed the program.
 - University Transfer – 384 graduates participated
 - Career/Technical – 303 graduates participated
- There are currently 1,025 degrees and certificates conferred for 2026SP with approximately 40 applications still under review. This does not include auto completers, which we will have completed by the end of this week.
- Academic Scholars Update: In fall, we had 1,284 students on the Honors list and 1,267 this spring. In fall, we had 947 students on the dean's list, and 936 this spring. In fall, we have 1,263 students on the president's list, and 1,323 this spring.
- Enrollment Update: The total registration period is about 1 week longer in 2026 than it was in 2025, which makes that comparison less of an "apples-to-apples" comparison until we get closer to the actual start of the fall 2026 term. This shows a sizable 15% overall head count increase over Fall 2025. The overall headcount is still up over fall 2025, but only by about 8%.

MINUTES OF REGULAR MEETING OF
JUNE 9, 2026

- Athletic Updates:
 - In baseball, there were 5 players named all-conference. Nathan Gerritsen earned the All-Midwest District/Region 4 Rawlings Gold Glove Team as an outfielder.
- The semester high GPA for all student athletes combined for spring was 3.01, and it was 2.92 for the full academic year. We had 69 Academic All-Conference Honorees. 24 of our freshmen had over a 3.0 GPA, and 48 sophomores. In spring for All Region, we had 75 students who had a 3.0+ GPA and 24 or more credit hours completed.
- The college continues to be in a holding pattern with almost every grant submitted this calendar year, with nearly \$8.4 million in applications outstanding.
- ECC will host the Illinois Community College Board's fall work session and their board meeting in September.
- June 18, the Ecker Center for Behavioral Health's annual member client art show will take place in Building C's Renner hallway from 5pm-7pm.
- We received an acceptance this past Thursday from Pascale Charlot to serve as our opening day convocation speaker for fall.

6. Audience Wishing to Address the Board

- Ms. Anitra King thanked the administration and specifically the negotiation team in coming together on the new SSECCA contract.

7. Board Reports

A. Committee of the Whole

Trustee Rodriguez provided an overview of the Committee of the Whole meeting held Monday, June 8, 2026. The presentations were: Global Engagement and Intensive English Program: The Strategic Impact of International Education at ECC by Dr. Nehlsen and Mr. Pickens; and Learning Opportunity: Status Updates from MTC Steering Committee. No questions were raised regarding Board Actions and items on the June 9, 2026 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 the following:

- Elgin Community College was represented at the ICCTA Annual Convention and Board of Representatives meeting held June 5–6, 2026. Friday events were attended by Board Chair Jennifer Rakow, Student Trustee Lynn Singh, and Trustee Allen. Trustee Emeritus Ollayos also attended. Trustee Allen represented ECC at the Saturday Board of Representatives Annual Meeting.
- The Friday seminar featured three presenters: Michele Smith, Ed.D., Vice President of Workforce and Career Innovation at Advocate Health; Laticia Dezell Holbert, Senior Manager of Workforce Development at ComEd; and Robin Ficke, Senior Vice President of Research at the Illinois Economic Development Corporation (Illinois EDC).

Presenters noted that manufacturing sector employment, after declining for approximately a decade, has seen a recent upturn of approximately 1.8%, underscoring the urgency of aligning educational pathways with shifting workforce demands.

MINUTES OF REGULAR MEETING OF
JUNE 9, 2026

- At the ICCTA's Annual Awards Banquet, ECC was honored to have six nominees recognized at the banquet. Trustee Allen shared key actions and highlights from the Board of Representatives Annual Meeting on June 6.
- Upcoming ICCTA Events:
 - August 7–8, 2026 – ICCTA Executive Committee Retreat, Freeport, Illinois
 - September 18–19, 2026 – ICCTA Board of Representatives Meeting, Crowne Plaza, Springfield, Illinois
 - October 21–24, 2026 – ACCT Leadership Congress, Hyatt Regency Chicago, Chicago, Illinois

C. Association of Community College Trustees (ACCT)

Trustee Arroyo did not provide any additional ACCT updates, except to remind Trustees to check emails for professional development opportunities.

D. Legislative

Trustee Rodriguez shared the following:

- The Illinois Spring 2026 Legislative Session has officially concluded. Staff is reviewing the legislation that passed this session to identify what will apply to higher education and to ECC specifically.
- A letter was sent to our District 509 state legislators urging reinstatement of the \$15 million in PATH Grant funding in the FY27 state budget. As a community college system, this was a priority request. Unfortunately, that funding was not included in the final state budget. We will continue to elevate PATH funding as an advocacy priority.
- The Community College Baccalaureate (CCB) legislation passed the Executive Committee but was ultimately connected to separate legislation that did not advance this session. As a result, the CCB will need to be a priority for next year's session once again.
- A letter co-signed by Trustee Rodriguez and President Heinrich was sent to state representatives outlining ECC's concerns with HB5503, the Adult Workforce High School Diploma Program. Our position centered on the bill's duplication of services already provided through Illinois' existing publicly funded adult education system. HB5503 did advance out of the House Higher Education Committee earlier in the session, but was ultimately left pending in the House Rules Committee, where it did not advance further.
- June 10, Representative Anna Moeller will be on campus, and later this month Representative Dan Ugaste will visit campus.

E. ECC Foundation

Trustee Allen highlighted the following items from the written report:

- The Foundation Board of Directors convened for its regular Board Dinner and Meeting June 4. The primary action item was formal approval of the FY2027 Foundation budget.
- The Foundation Board formally approved two new members. John Mohr, Chief Information Officer at the MacArthur Foundation, and Michael Walker, Associate Director of Customer Service at AT&T Business.

MINUTES OF REGULAR MEETING OF
JUNE 9, 2026

- Two prospective board members were welcomed as guests, both are ECC alumni. Michael Storey and Mike Hazelhurst.
- The Foundation's operating cash on hand remains elevated at approximately 31 months, a deliberate and conservative posture in light of market conditions and a pending scholarship billing of roughly \$300,000 from the college that is not yet reflected in current statements. The FY27 budget was reviewed and approved by the Finance and Investment Committee at its May 19, 2026, meeting prior to coming to the full board for formal action.
- The 2025–2026 academic year concluded with 323 students having been awarded scholarships totaling \$404,159.08. Allocations for the 2026–2027 academic year will be finalized in June, enabling the Financial Aid office to begin awarding for the fall semester. The annual Purses With Purpose Interview Day is scheduled for June 29 to select recipients of approximately 12 scholarships for new and returning candidates. All FY26 Complete to Compete participants successfully completed their programs.
- Sally Berkhia has joined ECC as the new Chief Advancement Officer.

F. Student Report

Student Trustee Singh highlighted the following:

Stories of Palestine/Israel (April 30) with 88 attendees. Ms. Singh thanked those involved in leading these conversations.

8. College Reports

Board Action No. 260-A-26, Acceptance of Written College Reports

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

College Reports Under Separate Cover

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

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

Motion: Trustee Parks moved to accept the college reports.

Second: Trustee Arroyo seconded the motion.

Roll-Call Vote: Aye, 7; Rakow, Rodriguez, Arroyo, Redmer, Parks, Allen and Barbosa-Guzman; nay, 0; Student Trustee Singh, aye; motion carried.

9. Public Hearing on Fiscal Year 2027 Budget

Chair Rakow opened the public hearing at 7:11 p.m. She asked three times if there was anyone present who wished to address the board of trustees regarding the budget. There was no one present wishing to address the board and the public hearing was closed at 7:12 p.m.

MINUTES OF REGULAR MEETING OF
JUNE 9, 2026

10. Board Action No. 261-F-26, Resolution to Adopt Fiscal Year 2027 Budget

Motion: Trustee Redmer moved to accept the resolution as presented.

Second: Trustee Barbosa-Guzman seconded the motion.

Roll-Call Vote: Aye, 7; Rakow, Rodriguez, Arroyo, Redmer, Parks, Allen and Barbosa-Guzman; nay, 0; Student Trustee Singh, aye; motion carried.

11. Consent Agenda

Chair Rakow removed the following items at the request of Trustees Parks & Redmer:

A. Board Action No. 262-A-26, Minutes of the Regular Board Meeting of May 12, 2026

B. Board Action No. 263-A-26, Minutes of Closed Session of the Regular Board Meeting of May 12, 2026

Chair Rakow presented the following consent agenda items:

C. Board Action No. 264-A-26, Destruction of Audiotapes of Closed Session Board Meeting October 8, 2024

D. Board Action No. 265-F-26, Ratification of Report of Expenses

E. Board Action No. 266-A-26, Modified Academic Calendar for 2026-2027

F. Board Action No. 267-A-26, Compensation Rate for Non-Unit Adjunct Faculty

G. Board Action No. 268-A-26, Fiscal Year 2027 Salary Adjustment and Insurance Contribution Rate for Administrative Employees

H. Purchases

1. **Board Action No. 269-B-26, 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 in an amount not to exceed \$30,000.

2. **Board Action No. 270-B-26, Building Interior Signage – Phase I**, authorizes the administration to contract for phase I for the fabrication and installation of interior signage for Building S, with Signarama (Elgin, IL), in an amount not to exceed \$42,000.

3. **Board Action No. 271-B-26, 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, 2026 to July, 2027, in an amount not to exceed \$52,800.

4. **Board Action No. 272-B-26, Snow Removal Services**, authorizes the administration to approve the not to exceed amount by \$30,000 annually to \$60,000 for the remainder of the term for snow removal services by Greve Construction, Inc. (Huntley, IL).

5. **Board Action No. 273-T-26, TerminalFour Software Renewal**, authorizes the administration to contract with TerminalFour, Inc. (Boston, MA) for the content management system used by the Marketing and Communications department, in an amount not to exceed \$61,000 for a period of one year.

MINUTES OF REGULAR MEETING OF
JUNE 9, 2026

6. **Board Action No. 274-T-26, Ratification of Notebook Purchase**, authorizes the administration to purchase notebooks and accessories from Tech Advanced Computers, Inc. (Pensacola, FL), in the amount not to exceed \$43,000.
7. **Board Action No. 275-S-26, Ratification of Robotic Welding Purchase**, authorizes the administration to purchase a robotic welding system for the welding program from Lincoln Electric Co. (Pittsburgh, PA), in an amount not to exceed \$40,000.

I. Personnel

1. **Board Action No. 276-A-26, Resolution of Appreciation, Kimberly Rother, Professor II of Culinary Arts & Hospitality**, approves the Resolution of Appreciation for Professor II of Culinary Arts & Hospitality, Kimberly Rother, who will retire June 30, 2026.
2. **Board Action No. 277-P-26, Assistant Professor II of Psychology, Dr. Rafael (Ursa) Garcia**, approves the appointment of Dr. Rafael (Ursa) Garcia as a tenure-track Assistant Professor II of Psychology at a salary of \$99,568 (Lane X, Step 6) on the Elgin Community College Faculty Association (ECCFA) 2026 salary schedule, effective fall semester, 2026.
3. **Board Action No. 278-P-26, New Hire, Assistant Professor I of Welding, Mr. James G. Meletsis**, approves the appointment of Mr. James G. Meletsis as a tenure-track Assistant Professor I of Welding at a salary of \$94,523.00 (Lane I, Step 14) on the Elgin Community College Faculty Association (ECCFA) 2026 salary schedule, effective fall semester, 2026.
4. **Board Action No. 279-P-26, Extended Leave of Absence**, approves a leave of absence for personal reasons, as requested by employee #1545808. Leave to commence on Wednesday, June 10, 2026, with an anticipated return to work date of Monday, August 31, 2026.

Motion: Student Trustee Singh moved to accept the consent agenda as presented.

Second: Trustee Arroyo seconded the motion.

Roll-Call Vote: Aye, 7; Rakow, Rodriguez, Arroyo, Redmer, Parks, Barbosa-Guzman and Allen; nay, 0; Student Trustee Singh, aye; motion carried.

Chair Rakow presented the following agenda items for approval:

- A. **Board Action No. 262-A-26, Minutes of the Regular Board Meeting of May 12, 2026**
- B. **Board Action No. 263-A-26, Minutes of Closed Session of the Regular Board Meeting of May 12, 2026**

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

Second: Trustee Barbosa-Guzman seconded the motion.

Roll-Call Vote: Aye, 5; Rakow, Rodriguez, Arroyo, Barbosa-Guzman and Allen; nay, 0; abstain, 2; Redmer and Parks; Student Trustee Singh, aye; motion carried.

MINUTES OF REGULAR MEETING OF
JUNE 9, 2026

12. Old Business

There was no old business brought forward.

13. New Business

There was no new business brought forward.

14. Adjournment

Motion: Trustee Barbosa-Guzman moved to adjourn the meeting.

Second: Trustee Arroyo seconded the motion.

Voice Vote: Aye, 7; Rakow, Rodriguez, Arroyo, Redmer, Parks, Barbosa-Guzman and Allen; nay; 0; Student Trustee Singh, aye; meeting adjourned at 7:16 p.m.

Patricia Arroyo, Board Secretary

Diane Kerruish, Board Recorder

**MINUTES OF CLOSED SESSION OF BOARD MEETING
JUNE 9, 2026**

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the closed session of the regular board meeting held June 9, 2026.



Dr. Peggy Heinrich, 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. Peggy Heinrich, President, 847-214-7374

**MINUTES OF SPECIAL BOARD MEETING
JUNE 22 AND 23, 2026**

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the special board meeting held June 22 and 23, 2026.



Dr. Peggy Heinrich, 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. Peggy Heinrich, President, 847-214-7374

**MINUTES OF SPECIAL BOARD MEETING
JUNE 22 AND 23, 2026**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a special meeting on Monday, June 22, 2026, in Building A, Room A354.

Call to Order

Chair Rakow called the special meeting to order at 8:07 a.m., indicated that a quorum was present, and asked the recorder to call roll.

1. Preliminary Matters

A. Roll Call

Trustees present: Ms. Rakow, Ms. Arroyo, Mr. Parks, Mr. Allen, Ms. Barbosa-Guzman, Dr. Redmer and Student Trustee Ms. Singh.

Trustees absent: Mr. Rodriguez arrived at 8:08 a.m.

ECC staff: Dr. Heinrich, President; Mr. Vazquez, General Counsel; Dr. Miles, Ms. McConnell and Ms. Kerruish, Recorder.

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 Redmer.

2. Approval of the Agreement Between the Board of Trustees of Community College District 509 and the Support Staff of Elgin Community College

Motion: Trustee Arroyo moved to approve the agreement.

Second: Trustee Allen seconded the motion.

Roll-Call Vote: Aye, 7: Rakow, Rodriguez, Arroyo, Parks, Allen and Barbosa-Guzman, Redmer; nay, 0; Student Trustee Singh, aye; motion carried.

3. Consent Agenda

A. Fiscal Year 2027 Salary Schedules for Administrative Employees

B. Personnel

1. Appointment, Dean of Adult Education, Ms. Marcia Luptak

2. New Hire, Instructor of Culinary Arts & Hospitality, Mr. John Butera

Motion: Trustee Arroyo moved to approve the agreement.

Second: Trustee Redmer seconded the motion.

Roll-Call Vote: Aye, 7: Rakow, Rodriguez, Arroyo, Parks, Allen and Barbosa-Guzman, Redmer; nay, 0; Student Trustee Singh, aye; motion carried.

MINUTES OF SPECIAL MEETING OF
JUNE 22 AND 23, 2026

4. Audience Wishing to Address the Board

There were no audience members wishing to address the Board.

5. Recess to Closed Session

The Chair asked for a motion to recess to closed session under the following exceptions to the *Illinois Open Meetings Act*:

To undertake self-evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the college is a member...

pursuant to Chapter 5 of the *Illinois Compiled Statutes* Sections 120/2 (c) (16).

Motion: Trustee Arroyo moved to recess to closed session.

Second: Trustee Rodriguez seconded the motion.

Roll-Call Vote: Aye, 7: Rakow, Rodriguez, Arroyo, Parks, Allen and Barbosa-Guzman, Redmer; nay, 0; Student Trustee Singh, aye; motion carried at 8:11 a.m.

6. Reconvene Open Session

The open-session reconvened at 4:05 p.m.

7. Adjournment

Motion: Trustee Rodriguez moved to adjourn the meeting until 8 a.m. Tuesday, June 23, 2026.

Second: Student Trustee Singh seconded the motion.

Voice Vote: Aye, 7; Rakow, Rodriguez, Arroyo, Parks, Allen and Barbosa-Guzman, Redmer; nay; 0; Student Trustee Singh, aye; meeting adjourned at 4:05 p.m.

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, reconvened a special meeting on Tuesday, June 23, 2026, in Building A, Room A354.

8. Reconvene the Open Session

Call to Order

Chair Rakow reconvened and called the special meeting to order at 8:03 a.m., indicated that a quorum was present, and asked the recorder to call roll.

MINUTES OF SPECIAL MEETING OF
JUNE 22 AND 23, 2026

9. Preliminary Matters

A. Roll Call

Trustees present: Ms. Rakow, Mr. Rodriguez, Ms. Arroyo, Mr. Parks, Mr. Allen, Ms. Barbosa-Guzman, Dr. Redmer.

Trustees absent: Student Trustee Ms. Singh arrived at 9:52 am.

ECC staff: Dr. Heinrich, President; Dr. Miles, Ms. McConnell and Ms. Kerruish, Recorder.

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 Arroyo.

10. Audience Wishing to Address the Board

There were no audience members wishing to address the Board.

11. Recess to Closed Session

The Chair asked for a motion to recess to closed session under the following exceptions to the *Illinois Open Meetings Act*:

To undertake self-evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the college is a member...

pursuant to Chapter 5 of the *Illinois Compiled Statutes* Sections 120/2 (c) (16).

Motion: Trustee Barbosa-Guzman moved to recess to closed session.

Second: Trustee Redmer seconded the motion.

Roll-Call Vote: Aye, 7: Rakow, Rodriguez, Arroyo, Parks, Allen and Barbosa-Guzman, Redmer; nay, 0; motion carried at 8:05 a.m.

12. Reconvene Open Session

Trustee Rodriguez departed the meeting at 12:00 p.m.

The open-session reconvened at 12:13 p.m.

13. Adjournment

Motion: Trustee Parks moved to adjourn the meeting.

Second: Trustee Arroyo seconded the motion.

Voice Vote: Aye, 6; Rakow, Arroyo, Parks, Allen and Barbosa-Guzman, Redmer; nay, 0; Student Trustee Singh, aye: meeting adjourned at 12:13 p.m.

**MINUTES OF CLOSED SESSION OF SPECIAL BOARD MEETING
JUNE 22 and 23, 2026**

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the closed session of the special board meeting held June 22 and 23, 2026.



Dr. Peggy Heinrich, 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. Peggy Heinrich, President, 847-214-7374

**DESTRUCTION OF AUDIOTAPE OF CLOSED SESSION BOARD MEETING
NOVEMBER 12, 2024**

Recommendation

The administration recommends that the Board of Trustees approves the destruction of the verbatim audiotape of the closed session of November 12, 2024 as all criteria for destruction of this tape has been met.



Dr. Peggy Heinrich, 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. Peggy Heinrich, President, 847-214-7374

RATIFICATION OF REPORT OF EXPENSES

Recommendation

The Treasurer recommends that the Board of Trustees ratify the Report of Expenses for June and July 2026. (The Report of Expenses is provided under separate cover.)



Dr. Peggy Heinrich, President

Background

The Report of Expenses identifies the vendors that have been paid during the months of June and July 2026 in the amount of \$19,937,294.74.

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

**RESOURCE ALLOCATION AND MANAGEMENT PLAN
FOR COMMUNITY COLLEGES - BUILDING I RENOVATION AND EXPANSION**

Recommendation

The administration recommends that the Board of Trustees authorizes the chair to sign the Board of Trustees Matching Funds Commitment Form for the Building I Renovation and Expansion project requested in the Illinois Community College Board (ICCB) Resource Allocation and Management Plan (RAMP) for Community Colleges for Fiscal Year 2028 and earmark \$9,988,000 of Operations and Maintenance Fund balance for the local portion.



Dr. Peggy Heinrich, President

Background

RAMP, the Resource Allocation and Management Plan for Community Colleges, serves as an official request for state appropriation for capital requests. RAMP standardizes capital data requests for comparability purposes.

The total cost of the Building I Renovation and Expansion project is \$39,952,000 with the College's required matching funds commitment to this project being \$9,988,000.

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

**RESOURCE ALLOCATION AND MANAGEMENT PLAN
BUILDING I RENOVATION AND EXPANSION
ELGIN COMMUNITY COLLEGE**

EXECUTIVE SUMMARY

Building I is located on the main campus of Elgin Community College at 1700 Spartan Drive in Elgin, Illinois and was constructed as a 21,760 gross square feet (gsf) addition to both Building H and Building G in 2004 to provide an innovative and hands-on learning approach to culinary instruction. The facility has remained largely the same as when it was constructed. With a continued growth in service industry careers and an increased interest in the program, the College is looking to right-size and update their facilities and equipment to match the current and projected demand and the evolution of culinary instruction.

The current facilities include five lab classrooms (two savory, two pastry and one commercial/restaurant kitchen, a working restaurant dining room and terrace, a retail quick-serve counter, and associated offices, locker rooms and support services. The current culinary arts instructional spaces are inadequately sized or configured to allow sufficient space for current instruction and require additional space to address latent demand. Study space is generally lacking, only provided by a central bank of shared computers currently in a hallway. Offices are undersized and many have been co-opted for material storage and need to be replaced by space that teachers and students can meet.

The anticipated improvements will add, update, and expand direct instructional classroom and class lab space, reorganize the operational components of the restaurant and quick serve counter, provide student and faculty support space, create stronger connections between the program and the remaining campus, and update building systems and finishes throughout. Systems within the building are meeting their useful lives and need to be replaced. The project will include upgrades to mechanical, electrical, plumbing, and information technology cabling, and infrastructure.

The proposed project includes a full renovation and reconfiguration of the entire building I and an approximately 15,000 gsf building addition.

BOARD OF TRUSTEES MATCHING FUNDS COMMITMENT
BUILDING I RENOVATION AND EXPANSION

I hereby certify that the Board of Trustees of Elgin Community College, District 509, meeting in their regular session on August 11, 2026, with a quorum present, officially authorized the submission of the attached Fiscal Year 2028 RAMP Community College Capital Project Request.

- I certify that the board reviewed and approved the attached programmatic justification and related forms for the project identified below.
- I further certify that the board has made a commitment to either use available assets and/or credits, or to make local funds available for the project requested, as indicated below, should the project be approved.

Project Name: BUILDING I RENOVATION

Proposed Source(s) of Local Funding:

1. Available Local Fund Balances	\$9,988,000.00
2. Protection, Health, and Safety Tax Levy	\$0.00
3. Protection, Health, and Safety Bond Proceeds	\$0.00
4. Other Debt Issue	\$0.00
5. State Certified Construction Credits	\$0.00
6. Other (Donations)	\$0.00
 TOTAL LOCAL MATCH	 \$9,988,000.00

Signed _____
Chair, Board of Trustees

Signed _____
Chief Executive Officer of the College District

FACULTY SUPPLEMENTAL ASSIGNMENT CHART

Recommendation

The administration recommends that the Board of Trustees approves revisions to the compensation chart to align the faculty assessment liaison hourly rates with the 2026 – 2028 ECCFA Collective Bargaining Agreement.



Dr. Peggy Heinrich, President

Background

Following negotiations between the administration and ECCFA leadership, agreement was reached to update the compensation chart to reflect the terms of the 2026–2028 Collective Bargaining Agreement. Hourly compensation rates were revised to align with the negotiated rates contained in the agreement. Additionally, language was added to clarify the maximum compensation permitted for the applicable line item, specifying that the established maximum may not be exceeded without prior administrative approval. These revisions ensure the compensation chart remains consistent with the collective bargaining agreement and provides clear guidance regarding compensation limits.

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

Category	Position	Description	Compensation
Accreditation/Certification			
Accreditation/ Certification Report Writing	Accreditation Report Writer		L2 S2 UA2* hourly not to exceed forty (40) hours unless approved by supervising administrator. Hours are required to be tracked and submitted to the Dean for approval.
American Bar Association (ABA) Certification Report Writing	American Bar Association Report Writer		L2 S2 UA2* hourly not to exceed sixty (60) hours unless approved by supervising administrator. Hours are required to be tracked and submitted to the Dean for approval.
American Bar Association (ABA) Site Visit Coordination	American Bar Association Site Visit Coordinator		L2 S2 UA2* hourly not to exceed forty (40) hours unless approved by supervising administrator. Hours are required to be tracked and submitted to the Dean for approval.
Human Services Site	Human Services Site		L2 S2 UA2* hourly not to exceed thirty (30) hours unless approved

Visit Coordination	Visit Coordinator		by supervising administrator. Hours are required to be tracked and submitted to Dean for approval.
Bridge Programs (not including credit) Unless otherwise specified in a grant			
Youth and Adult		Coordination, curriculum development, teaching, and prep	L2S2 UA2*/hour
TRIO Summer Academy	Instructor	Curriculum development, teaching, and grading.	1 VOL per contact hour
Coaches/Advisors/Assistants			
ECC Observer	Advisor		3 hrs. VOL per semester or release time from instruction equivalent to three credit/contact hours per semester
Forensic Team AND Mock Trial Team	Coach Per Team		6 hrs. release/semester

Spire	Advisors (1 Art Faculty, 1 Lit Faculty)	Supervise and schedule student production of Spire	1.5 hrs. VOL/year for Lit Faculty 1.5 hrs. VOL/year for Art Faculty 1 hr. VOL/year for primary layout/technical for Art Faculty	
Tournament or Event—not including compensated Fulltime coaches	UA Driver or Assistant	Drive time and/or time at event	FA2026 \$32/hr 2027 \$35/hr 2028 \$40/hr	
Adult Ed National Honor Society	Advisor	Drafting documents, outreach to faculty, establishing member database, reaching out to students, planning induction ceremonies, establishing structure of the group, reviewing potential candidates, regular meetings with students, communicating with the national organization and other campus organizations	1.5 hrs VOL/semester	
Committee Chairs				
Technology Advisory Committee	Co-chair		1 hour release or VOL/semester	

Assessment Committee	Chair		3 hrs. release/semester
GIST	Co-chair		3 hrs. VOL/semester
MAGIC	Chair (or Co-chairs)		3 hrs. VOL/semester (shared)
Textbook and Course Materials Cost Reduction Strategy and Implementation Team	Co-chair		3 hrs. VOL/semester; summer 1.5 VOL or L2S2 UA2* not to exceed \$1400 without prior administration approval.
Teaching/Learning for Inclusivity, Diversity, and Equity (TIDE)	Co-chair		3 hrs. Vol/semester
Undocumented Student Support Committee	Co-chair		3 hrs. VOL/semester; summer 1.5 VOL or L2S2 UA2* hourly for meeting time in summer not to exceed \$1,400 without prior administration approval.

Curriculum Development				
Program Development	UAs (if no FT available)	(in FT job description)	L2S2 UA2* hourly up to not to exceed \$2500 without prior administration approval.	
New Course/Curriculum Development	UAs (if no FT available)	(in FT job description)	3 x L2S2 UA2*/course contact hour not to exceed \$1050 without prior administration approval.	
Transitional Course Support	Faculty (FT and/or PT)	Assist high schools with instructional design and necessary professional development Collect and manage documentation for the Local Advisory Panel and State Portability Panels, including course syllabi Annually meet with D509 high school staff and faculty to review student learning data Annually meet with D509 high school staff and faculty to strengthen student learning and/or teaching practices Provide ongoing support for D509 high school faculty teaching transitional courses	\$52/hour	

Directors				
Alliance for College Readiness	Director			6 hrs. release/academic semester and L2S2UA2* hourly during summer term not to exceed \$4500 without prior administration approval
Writers' Center	Director		Plan & schedule literary events and authors visits	3 hrs. release/academic semester plus 3 hrs. VOL/academic semester
The Write Place	Director		Set operating schedule, recruit and recommend tutors for hire, provide training to tutors, hire and supervise student workers, complete all reports	3 hrs. release/academic semester plus 3 hrs. VOL/academic semester 3 hrs. release/summer, if applicable
Math Lab	Director		Set operating schedule, recruit and recommend tutors for hire, hire and supervise student workers, complete all reports	3 hrs. release/academic semester plus 3 hrs. VOL/academic semester 3 hrs. release/summer, if applicable
Honors Program	Director		Recruit faculty, work with deans to schedule honors sections, program development, attend conferences . . .	6 hours release/semester (including summer as necessary)

Undergraduate Research, & Innovation, & Creativity Program	CURIC Director	Recruiting faculty mentors, develop and implement center processes and procedures, marketing center opportunities to students, facilitating informational sessions for faculty and students, providing workshops for students on research topics, encouraging faculty engagement with the ECC grants office, providing an annual platform for a student research showcase, collaborating with other campus stakeholders, facilitating administrative center tasks, conference attendance and presentation, annual reporting	6 hrs release/semester and L2S2UA2* hourly during summer term not to exceed \$4500 without prior administration approval.
Center for Civic Engagement (CCE)	Director/Co-Directors	Recruit, train, & supervise ECC student Civic Leaders and projects; Supervise student Civic Leaders travel; Establish and maintain the CCE; Develop workshops or national or local issue forums; Determine the qualifications for the ALL IN Campus Democracy Challenge and the college-wide efforts required to achieve ALL IN excellence in nonpartisan student democratic engagement; Establish relationships and partnerships with nonpartisan organizations that serve to advance civic education; Establish a relationship with the Kane County Board of Elections in order to facilitate requests for ECC to serve as an early voting location; Coordinate a service-learning effort(s) with a local nonprofit(s); In conjunction with Student Life, co-create college-wide programming and voter registration efforts for Constitution	6 hours release/semester; summer L2S2UA2* hourly during summer term not to exceed \$4500 without prior administration approval (may be split between co-directors)

		Day and National Voter Registration Day: The CCE will make every effort to invite elected, appointed, or other officials on a nonpartisan and/or bipartisan basis to Center events, including but not limited to an annual Lobbying Day. The invitations extended to Center events will depend (1) upon the topical nature of the event, (2) the applicable level/s of government, and (3) the applicable jurisdiction of elected, appointed or other officials being extended an invitation to nonpartisan and/or bipartisan events (e.g., local school board/s, Community College District 509, state and/or federal legislators, City of Elgin legislators, Elgin City Council members, etc.); Coordinate efforts with Career Services to refer Civic Leaders to legislative and other governmental internships and employment opportunities; Coordinate marketing/promotion; Assist with budget development and tracking; Track, analyze, and report data	
Grants			
Grant Writing		Preparing grant narrative budgets	L2S2UA2*/hour
ICAPS	Instructor	Special Agreement	See Fall 2011 Agreement
Humanities			

Humanities Center Committee	Chair/Director	1) Monthly meeting coordination; 2)event/program marketing and implementation support; 3) assessment reporting; 4) annual planning and budget recommendations; 5) liaison to other program/initiatives	3 hours release or VOL/ year	
Humanities Center Programs	Coordinator	Schedule, advertise, and run programs	1.5hours VOL/ Each program	
Lab Manuals/Adjunct Faculty Handbooks				
Initial Development or Revision	Writer/ compiler/ Reviser	Create or update manual	L2S2UA2* hourly not to exceed \$2000 without prior administration approval	
Learning Communities				
Learning Communities	Development per Faculty Member		\$500/1st time	
Learning Communities	Teaching per Faculty Member		15% stipend in 1 st semester and for both faculty whenever one faculty member changes	
Music/Theater				

Concert Band, Concert Choir, Steel Band, Jazz, Improvisation, American Roots, Electronic Music, Hip Hop	Ensemble Director	Maintain inventory of equipment and music library; Prepare rehearsal space; Choose repertoire and arrange parts; Present a minimum of one performance each semester; Monitor and assist with planning ensemble budget; Organize recruiting activities and promotional materials.	1.5 hours release or VOL/semester
Conservatory	Manager	Coordinate private music lesson instruction, schedule juries and recitals, serve as liaison between private music lesson instructors and Arts Center staff	FA2026 \$32/hr 2027 \$35/hr 2028 \$40/hr
Exhibition Assistance			FA2026 \$32/hr 2027 \$35/hr 2028 \$40/hr
Music/Theater	Music Lessons		L2 S2 UA2* hourly or \$50.61, whichever is greater
Music/Theater	Producer	Research and select show to produce; recommends contractors to hire for production; coordinates auditions; attends production meetings; monitors production spending	6 hours release time or voluntary overload in the semester the production takes place
Guest Curator		Create curatorial projects	

				L2S2UA2*/hour not to exceed a maximum of \$8000 without prior administration approval
Orientation/Workshop CETAL or Other				
New FT Orientation	Presenter (Typically 4 hours Opening Week)			L2S2 UA2*/hour (presentation time only)
New Adjunct Orientation, CETL New Hires (Special Initiatives)	Presenter Unit Adjunct Attendee			L2S2 UA2*/hour (presentation time only) FA2026 \$32/hr 2027 \$35/hr 2028 \$40/hr
Nursing Clinical Orientation & Training	Nursing Trainee		Complete onsite and/or online orientation and training in compliance w/requirements of ECC's Heath Professions Partner Agencies	FA2026 \$32/hr 2027 \$35/hr 2028 \$40/hr
Peer Mentoring	Mentor-Coaching		Mentoring	L2S2UA2* hourly rate for mentor and FA2026 \$32/hr 2027 \$35/hr

			2028 \$40/hr for mentee with a limit of 5 hours not to be exceeded without prior administration approval. Note: Rate applies for mentor/coach assisting faculty on improvement plan, but in this case mentee is unpaid
Math Mentoring (Added April 2014) SSI Project	Mentee-Unit Adjunct + Mentor		L2S2UA2* hourly rate for mentor Mentee: FA2026 \$32/hr 2027 \$35/hr 2028 \$40/hr Limit of 5 hours not to be exceeded without prior administration approval
ECC Teaching Pairs	Mentor and Mentee	Mentor: Attend one initial 60 minute training session Mentor: Identify resources, develop discussion questions, respond to ongoing questions, and participate in five one-hour mentoring sessions Mentee: Prepare for one-on-one sessions by developing questions and sharing teaching materials such as syllabus, assignment descriptions, and instructional videos	Pay at committee meeting rate in Article 8.15 to attend training session L2 S2 UA2 hourly* for five one-hour sessions Pay at committee meeting rate in Article 8.15 to attend five one-hour sessions

Mandatory Workshop Attendance	Unit Adjunct Attendance		FA2026 \$32/hr 2027 \$35/hr 2028 \$40/hr
Workshop Presentation	Workshop Presenter		L2S2 UA2*/hour, Not to exceed \$400 without prior administration approval
Other Mentoring	Mentor		L2S2UA2* hourly rate for mentor with a limit of 5 hours not to be exceeded without prior administration approval
Undergraduate Research, Innovation & Creativity	CURIC Mentor	Engaging in a semester or year-long research project with an ECC student, providing a project description to advertise and attract students, providing project outcomes, preparing students to present at the annual student research showcase	\$1000 stipend/semester
Assessment of Student Learning Outcomes	Faculty Assessment Liaison	Support college's course assessment process; collaborate with faculty from assigned departments for a period of three academic years (excluding summer) to support outcomes assessment and document activity on LIR forms. Attend SLAAC meetings, FAL	3 hours VOL/semester

		meetings with CETAL (2x/term), and co-lead related CETAL workshops.	
Skills Assessment			
Skills Validation	Skills Validator	Includes but is not limited to presenting/tutoring/assessing practical skills	L2 S2 UA2 hourly*
English Placement Reading	Coordinator	Recruit Readers; Schedule Readings Assemble Reports; Update Test Prompts; Schedule norming readings	3 hrs. release/semester; Summer L2S2 UA2* hourly, not to exceed \$2500 without prior administration approval
Developmental Math Coordination	Developmental Math Coordinator	Develop, maintain, and distribute materials to support Math 090 faculty in implementing first-week remediation in every Math 090 class.	L2S2 UA2* hourly not to exceed 50 hrs for initial development of materials; L2S2 UA2* hourly not to exceed 70 hours for coordination with Math 090 faculty and/or classroom visits and/or coordination with testing center
		Collaborate with Academic Advisors and/or Student Success Coaches on relevant and effective intervention strategies, services, programs and/or initiatives that would benefit students' progress in developmental math	L2S2 UA2* hourly not to exceed 80 hours

			courses and report these efforts to the math department.	
			Conduct Math 099 content-specific interventions regularly throughout the semester.	L2S2 UA2* hourly not to exceed 20 hours
English Placement Reading	Contingent English Essay Reader		Reads and scores English placement essays	\$4/essay
Final Course Grading	Instructor		Complete final course grading in cases of unexpected faculty absence. May include re-grading assignments, creation and administration of assessments, and submission of final grades.	L2S2 UA2*/hr.
SkillsUSA				
SkillsUSA	Chapter Liaison**		Serves as the College Liaison for SkillsUSA Illinois State Leadership and Skills Conference participation	.5 hour VOL/Fall semester Additional .5 hour VOL/Fall semester when participating in the Leadership Conference 3 hrs. VOL/Spring semester
SkillsUSA	Contest Supervisor		Prepares for and hosts SkillsUSA Illinois State Qualifying Conference North competition in ECC classroom	L2 S2 UA2* hourly Not to exceed 10 hours unless approval has been received from the supervising administrator

SkillsUSA	Skills Practice Facilitator	Provides extra support and skills practice opportunities to students preparing to participate in SkillsUSA Illinois State Leadership & Skills Conference competition	1 hour VOL/year (may be divided among more than one faculty member)
Special Tutoring			
Math Final Exam Review	Instructor		L2 S2 UA2* Hourly or \$50/hr., whichever is greater
Early Childhood Education Lab Visitation	Instructor		L2 S2 UA2* Hourly
Student Success -AtD			
Faculty Research Community	Approved participant	Annual (two installments)	\$1,200
Faculty Research Community	Director		3 hours VOL/semester or 1.5 each if split/shared

ESSAC (Equity, & Student Success Action Council)	Strategy Team Leaders	Co-chair strategy teams focusing on special topics identified by ESSAC (# of taskforces to be determined, as needed)	3 hours VOL/semester; summer 1.5 VOL if SSI actively meeting or L2S2 UA2* hourly meeting time in summer, not to exceed \$1400 without prior administration approval
Miscellaneous			
Cadaver Prosecution	Qualified Faculty	When class not available	\$150/hour, not to exceed 27 hours
Assessment Committee Project	Reading/ Assessing Essays		Current Placement Reading Rate
Skyway Co-Curricular Competition	Event Host Coordinators or Music Festival Director(host year)	Assist with planning for Skyway competition hosted by ECC for art, jazz, STEM or writing. During a competition year, faculty assigned also coordinate ECC student submissions.	3 hours VOL/year
	Event Coordinators	Faculty Organize submission, collection, and judging of entries for ECC for art, jazz, STEM or writing competition	L2 S2 UA2* hourly not to exceed twenty-five (25) hours unless approved by supervising administrator.

PIE Project Work	Qualitative Data Analyst	Qualitative projects under direction of IR	L2 S2 UA2*/hour max number of hours to be determined by IR	
Specialized Report Writing	Specialized Report Writer	Special projects requiring data collection, analysis, and report writing	L2S2 UA2*/hour max number of hours to be determined by project, if applicable	
Application Review: Adjuncts Serving on Search Committees		In addition to receiving the committee meeting rate of pay for attending search committee meetings, adjunct faculty shall also be compensated at the committee meeting rate for the purpose of reviewing applications.	Application review compensation not to exceed \$200 without prior administration approval. 2026 \$32/hr, 2027 \$35/hr, 2028 \$40/hr.	

Note: References to the VOL rate refer to the Voluntary Overload Teaching Faculty rate per 6.15 at a rate equivalent to 77.5% in 2026, and at a rate equivalent to 80% of Appendix A-2 UAFII Teaching Salary Schedule Lane II Step 2 thereafter.

References to 8.15 Committee Appointment and Participation to take effect in Fall 2026; the rate is thirty-two dollars (\$32) (for Calendar Year 2026), thirty-five dollars (\$35) (for Calendar Year 2027), and forty dollars (\$40) (for Calendar Year 2028) per committee meeting

*L2S2 UA2 HOURLY SCHEDULE (per Appendix A-3 of the ECCFA contract)

2026	\$ 58.32
2027	\$ 59.78
2028	\$ 61.57

**FACULTY SUPPLEMENTAL ASSIGNMENT
FACULTY PARTICIPATION IN THE 2026 NASA MUREP MARS ROVER
ENGINEERING AND ASTROBIOLOGY COMPETITION**

Recommendation

The administration recommends that the Board of Trustees approves a faculty development stipend to support the creation of a short-term Sustainability and Energy Management education abroad program in Botswana.



Dr. Peggy Heinrich, President

Background

In partnership with Heartland Community College, Elgin Community College is developing a short-term Sustainability and Energy Management education abroad program in Botswana that will provide students with an immersive international learning experience focused on sustainable practices and energy management. The proposed faculty development stipend, in the amount of \$2,400 funded through the IDEAS Grant, will support the work required to design and implement this new program.

Development of the program includes planning and coordination with the Center for Global Engagement and international partners, curriculum and program proposal development, site visits, and the establishment of academic and cultural learning experiences that align with institutional and Illinois Community College Board requirements. The faculty member will also work collaboratively to develop student learning outcomes, identify experiential learning opportunities, and ensure the program is positioned for successful implementation.

Funding Source: IDEAS Grant

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

**REVISIONS TO THE
FULL-TIME FACULTY DEVELOPMENT HANDBOOK AND THE
UNIT ADJUNCT I & II FACULTY DEVELOPMENT HANDBOOK**

Recommendation

The administration recommends that the Board of Trustees approves revisions to the Full-Time Faculty Development Handbook and the Unit Adjunct I & II Faculty Development Handbook, effective August 11, 2026.



Dr. Peggy Heinrich, President

Background

As part of the Spring 2026 negotiations, the Elgin Community College Faculty Association (ECCFA) and the Board of Trustees agreed to review and revise the handbooks and make recommendations to the board for the current Full Time Faculty and Unit Adjunct Faculty Development Handbook on matters that concern wages, hours, terms and conditions of employment under the Illinois Educational Labor Relations Act. The changes have all been agreed upon. A draft of the handbook was provided to all trustees, under separate cover.

The committee consisted of:

Mr. Timothy Anderson, Professor I of Communication Studies
Ms. Roxanne Bell, Biology Unit Adjunct Faculty
Dr. Jessica Carpenter, Professor II of Psychology
Dr. Kristina C. Alcozer Garcia, Associate Vice President of Teaching, Learning and Student Development
Mr. Marc Healy, Professor II of Anthropology
Ms. Denise Kruckenberg, Dean of Health Professions
Ms. Angela Lucca, Executive Assistant, Teaching, Learning, and Student Development
Dr. Tyler Roeger, Associate Dean Center of Enhancement of Teaching, Assessment, & Learning

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

Elgin Community College

**Faculty
Development
Handbook
August 11, 2026 -
December 31, 2028**

Revised by:

The Office of the Vice President of Teaching, Learning, and Student Development and the Elgin
Community College Faculty Association

Committee Members:

Timothy Anderson
Roxanne Bell
Jessica Carpenter
Kristina C. Alcozer Garcia
Marc Healy
Denise Kruckenberg
Angela Lucca
Tyler Roeger

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INTRODUCTION

Disclaimer

The Elgin Community College Faculty Development Handbook contains policies, procedures, and other information regarding administrative pre-approvals of credit, CETAL credit, alternate lane credit, reimbursement for professional development activities, and sabbatical leave. The Handbook is to be used as a guideline for those persons covered under the negotiated Agreement between the Board of Trustees of Community College District 509 and Elgin Community College Faculty Association (ECCFA/Board Agreement). The purpose of the Handbook and the information it contains is to guide members in taking advantage of benefits related to faculty development. It does not constitute a contract. The Handbook shall not be considered as an offer for employment or construed as an obligation on the part of the College to continue employment.

The Faculty Development Handbook is to be reviewed/revised in conjunction with contract negotiations and posted on My.Elgin.Edu. Changes in policy or procedures that are made by the Committee prior to its next publication will be distributed to members and administrators in a timely fashion. All changes in the Handbook policy or procedures are subject to review and approval by the ECCFA Faculty Senate and the Vice President of Teaching, Learning, and Student Development or any other administrator as approved by the President. When the institutional goals are updated, they will be automatically updated throughout the Handbook. If the administrative procedures relevant to travel and purchasing are changed, the chair and administrative support for the committee will be informed and the forms will be updated to reflect such changes with the approval of the Faculty Development Committee and the Vice President of Teaching, Learning, and Student Development or any other administrator as approved by the President. The College reserves the right to make changes in administrative procedures and other information. While reasonable efforts will be employed to publicize such changes, it is the responsibility of the applicant to verify the current procedure or applicable information.

PURPOSE OF THE FACULTY DEVELOPMENT COMMITTEE

Purpose

College District 509 Board of Trustees and the ECC Faculty Association support faculty development activities through the approval of degree programs, certified credit, alternate lane credit, sabbatical leaves, and the provision of financial support for professional development activities. The College affirms the value of formal and informal learning experiences in the continued professional growth of faculty.

Administrators take an active role in pre-approving and/or encouraging growth experiences (as noted on the forms) that benefit individual faculty members in the performance of their roles that support the teaching/learning process, and that support the College's Mission Statement and Institutional Goals. The faculty member shall include a professional growth plan as part of their annual self-assessment as recommended in the faculty evaluation policy (see Faculty Evaluation Handbook).

The primary purpose of the Faculty Development Committee at Elgin Community College is to improve, enhance, enrich, and strengthen the teaching/learning process as it pertains to subject-matter expertise, pedagogy, professional performance/practice, and culturally responsive teaching. The Committee's charge is to:

- Recommend funding for professional development activities and projects;
- Recommend credits toward alternate lane movement on the salary schedule; and
- Recommend sabbatical leave.

Other development activities in which faculty may participate are provided by the instructional administration at departmental, divisional, and institutional levels. The Faculty Development Program is maintained for the benefit of the College and the full-time and unit adjunct faculty.

For the purposes of this handbook, the term “working days” will refer to regular college business days when the college is open, excluding Saturdays, Sundays, holidays, and institutional closures (e.g., Monday through Friday, or Monday through Thursday during the summer).

POLICIES AND RESPONSIBILITIES

Charge of the Committee

The Faculty Development Committee is charged with reviewing proposals received from full-time faculty, unit adjunct faculty, and librarians for alternate lane credit; granting of expenditures for full-time and unit adjunct faculty development activities; and reviewing and ranking sabbatical proposals for fulltime and unit adjunct II faculty. Lane movement policies are negotiated by the Board of Trustees and the Faculty Senate and are found in the ECCFA/Board Agreement: Article VI, Section 6.17, Salary.

1. All published guidelines must be followed, all forms must include the required signatures, and all required documentation must be attached before a proposal is considered. Applications for alternate lane activities or reimbursement must be received by the Committee Administrative Support two weeks prior to the next meeting for placement on the agenda. An applicant may be asked to attend a meeting or respond in writing if the Committee needs additional information prior to taking action.
2. The Committee is responsible for designing its procedures to maintain clear and accurate communications with both faculty members and the appropriate administrators at all stages in its deliberations.
3. Notes of the Committee meeting will be made available via My.Elgin.Edu. The Committee Administrative Support will keep copies on file.
4. The rationale for activities and projects for development must support professional development as stated in individual annual goals, the Mission & Institutional Goals of the College, and the teaching/learning process.

Funding

- The term “funding year” refers respectively to the calendar year for full-time faculty and the fiscal year for unit adjunct faculty to the period of time the faculty member may receive funding.
 - Individual full-time faculty development activities are funded on a **calendar year basis (January through December)**.
 - Individual unit adjunct faculty development activities are funded on a **fiscal year basis (July 1 to June 30)**.
 - Funding is earmarked from the budget for the year in which it was requested.
- Monies are added to the faculty development accounts according to the procedure designated in the ECCFA/Board Agreement and are distributed on a competitive basis.
- At the first meeting of the calendar year subsequent to when the budget is provided to the chair of the committee, individual full-time funding amounts will be set, and group and retraining funds will be earmarked.
- At the first meeting of the fiscal year subsequent to when the budget is provided to the chair of the committee, unit adjunct faculty individual funding amounts will be set by the Committee.

- Proposals can be provisionally approved internally by the committee pending ratification of the contract or setting of the budget.
- The Faculty Development Committee sets the amount of funding allocated per individual each year in order to attempt to ensure sufficient funds. However, if the funding for a specific year is exhausted, no further funding will be granted.
- Adjunct faculty who are in inactive status may not apply for funding but can still file for reimbursement for previously approved funds from when they were active.
- Persons who are officially separated from the college are no longer eligible to claim funds.

Alternate Lane

- Full-time and unit adjunct faculty members may apply for and be awarded credit toward salary lane movement through the alternate lane process. Nontraditional professional development activities that do not carry college credit nor certified continuing education credit may be submitted following the policies and procedures as stated in this Handbook.
- **Note:** Degree Program Credit, Graduate or Undergraduate coursework, and Certified Credit must be pre-approved by administration and are not part of the charge of the Faculty Development Committee. Forms for these types of credits are, however, included in this Handbook for reference.

Proposals Tabled Pending Additional Information

- When a faculty development proposal is tabled by the Committee pending additional information, an email will be sent to the applicant detailing the additional information required in order for the application to move forward.
- If the applicant does not provide additional information within four months of the time of the request, then the proposal will be withdrawn.
- The applicant may reapply with a new proposal.
- The new proposal must meet all criteria explained in this Handbook.

Appeals Policy

When a Faculty Development Proposal is denied by the Committee, faculty have the right to appeal the denial to the Committee. This procedure for appeal is designed to help the Faculty Development Committee re-evaluate a denied faculty proposal.

If denied, a rationale for denial will be given to the faculty member in a letter from the administrative support of the committee.

- Rationale will be excerpted from the minutes. The letter will also include the following statement: “Your proposal was denied. You have thirty (30) calendar days from the receipt of this letter to appeal the decision of the Committee. Appeals are to be submitted to the administrative support of the committee.”
- A faculty member who appeals must present their appeal to the Committee.
- When the administrative support of the committee receives an appeal, the administrative support of the committee will place an appealing faculty member on the agenda as soon as possible. The administrative support of the committee will then inform the faculty member of the appearance date.
- After the faculty member presents the appeal and leaves the meeting, the Committee will vote on the proposal.

- If denied the second time, the rationale for denial will be given to the faculty member in a letter from the administrative support of the committee. The rationale will be excerpted from the minutes. The faculty member may then appeal to the Vice President of Teaching, Learning, and Student Development.
- To initiate this appeal, the faculty member must submit a written appeal to the Vice President of Teaching, Learning, and Student Development within fifteen (15) working days of receiving the Committee's decision.
- The Vice President will review the written appeal and may request additional information, as needed. This review will include consideration of relevant meeting minutes and consultation with the Chair of the Faculty Development Committee, if appropriate.
- Following the review, the Vice President will communicate a final determination to the faculty member and the Chair of the Faculty Development Committee within fifteen (15) working days.

Sabbatical Leave

Proposals for semester, annual, and summer sabbatical leaves will be reviewed by the Committee and recommendations for granting them will be made in accordance with the ECCFA/Board Agreement. The criteria include professional growth of the individual, impact on the faculty member's professional assignment, and value to the institution and community.

Committee Membership

Members of the Faculty Development Committee representing full-time faculty are elected from each division at the beginning of the academic year and submitted to the Faculty Senate for approval. Four members of the Faculty Development Committee representing UAF I & II are elected by the UAF I & II faculty and submitted to the Senate for approval. The term is for two academic years. Representation on the Committee for full-time faculty is to be in the proportion of one Committee member for every ten faculty members, with appropriate representation from each division. Apportionment calculations will be rounded to the nearest whole number. If a member of the Committee misses four or more meetings within a year without finding a substitution, the Chair may remove the member from the committee and request a substitute from that division to fulfill the term.

The Chair of the Faculty Development Committee will be elected from the Committee of the Whole. The election will take place in the spring semester for a two-year term beginning in the fall. The Chair shall receive six hours of release time per year. If the elected chair is vacating a seat representing a division the that was represented by this member shall elect a replacement to the Committee in August. The Chair shall be a non-voting member of the Committee but may vote if necessary to make quorum or to break ties. The Chair shall call and lead all meetings, provide direction for the agenda, and prepare an annual summary report for the Vice President of Teaching, Learning, and Student Development in regard to the relationship of professional development activities to the ECC Mission Statement and Institutional Goals and a summary of budget expenditures.

The Committee shall meet every other week during the academic year unless no requests are pending. Additional meetings will be called as necessary to meet critical deadlines. For example, the sabbatical application recommendation process usually requires additional meetings.

A quorum of the Committee shall be 2/3 of its members. A simple majority of those present is needed for approval.

Administrative support shall be provided by the College for taking of minutes, processing applications, and preparing and distributing copies for Committee members to review prior to meeting and for maintaining records of requests, awards, and expenditures for Committee use. Human Resources will

maintain records of credits earned for alternate lane movement. The Faculty Development Committee Chair will work with Business and Finance and administration to monitor the funds available for faculty use. Business and Finance will complete reimbursement requests after approval by the Committee Chair.

The College will supply a budget code for duplicating services that shall be reimbursed from faculty development funds.

The Faculty Development Committee will seek to implement cost-saving measures to the maximum extent possible. These shall include, but not be limited to, the use of digital communication whenever possible.

PROFESSIONAL DEVELOPMENT CALENDAR

A regular schedule has been established to govern the pre-approval/approval, documentation of completion and crediting to salary lane movement of activities undertaken by individual faculty members. The schedule of meetings and minutes will be published on My.Elgin.Edu.

Month	Activity
August 31	Fall group proposals due.
3rd to Last Friday of September	Full-time and unit adjunct II faculty sabbatical leave applications are due to the Dean by the third to last Friday of September by 5:00 p.m.
2nd to Last Friday of September	Sabbatical leave applications are due from the Dean to the applicant by the second to last Friday of September by 5:00 p.m.
Last Friday of September	Full-time and unit adjunct II faculty sabbatical leave applications are due to the Vice President of Teaching, Learning, and Student Development's office the last Friday of September by 5:00 p.m.
October 1	All applications that request pre-approval of certified credit and approval of alternate lane credit for the coming salary year shall be submitted by the faculty to the dean/supervisor by October 1. If October 1 falls on a weekend, applications are due the following Monday.
November 15	Recommendations for full-time and unit adjunct II faculty sabbatical leaves are submitted to the Vice President of Teaching, Learning, and Student Development for presentation to the Board of Trustees.
December 31	Full-time funding proposals for the calendar year must be submitted by December 31 to access that calendar year's funds (January 1 - December 31).
February 15	Lane change activities completed by December 31 and documented no later than February 15 shall be awarded on the salary schedule for that calendar year.
February 28	Spring group proposals due.

April 30	Members of the Committee will be elected by each division. Committee meeting dates will be determined and announced for the fall academic year. The Faculty Development Committee Chair will be elected by the Committee in alternate years for a two-year term.
May	The last submission date for proposals to be considered by the Committee before summer recess shall be two weeks before the final scheduled spring meeting of the Faculty Development Committee.
June 30	Unit adjunct I and unit adjunct II funding proposals for the ending fiscal year must be submitted by June 30 to access previous fiscal year funds (July 1 - June 30).

SECTION I

Graduate & Undergraduate Credit

Certified Continuing Education Credit

Lane Movement

Center for the Enhancement of Teaching, Assessment, &
Learning (CETAL) Workshops

FULL-TIME & UNIT ADJUNCT DEGREE PROGRAM PRE-APPROVAL

These programs require administrative approval and are not submitted to the Faculty Development Committee.

Policies

1. Per the 2026-2028 ECCFA Contract section 6.17, the maximum horizontal movement is one (1) lane per year, or up to two (2) lanes in the year a member has completed a pre-approved and accredited degree program. Only credit hours associated with a pre-approved and accredited degree program may be counted toward the movement of two lanes in the event the member will be completing the degree in that year.
2. Current faculty must complete this form before enrollment in a program leading to a degree to be considered for salary lane movement. New faculty hires who are actively pursuing a degree at the time of hire must complete this form within their first 60 days of employment to be considered for salary lane movement.
3. Pre-approval of certified credits earned as part of a degree program and applied to salary lane movement should be sought when a formal course of study has been agreed upon between the faculty member and an accredited institution offering a degree. The existence of an approved degree plan allows use of credits for lane movement as they are earned.

Procedures

1. The applicant prepares the form for Pre-approval of a Degree Program for Salary Lane Movement and attaches a copy of the curriculum, letter of acceptance, and other useful documentation to the form.
2. The faculty member signs the form, submits the form to the dean/supervisor by October 1 for the upcoming salary year, and receives the Supervising Administrator's decision, signature, and comments. Forms not approved are returned to the faculty member with a written response stating the rationale for the decision.
3. Approved forms are sent to Human Resources with copies sent to the faculty member and Supervising Administrator. A Supervising Administrator's non-approval may be appealed to the Vice President of Teaching, Learning, and Student Development.
4. For lane change activities completed by December 31, the faculty member sends any supporting documentation and/or requests an official original transcript from the awarding institution. Transcripts may be sent electronically to Human Resources or delivered to Human Resources in a sealed envelope issued by the awarding institution. The transcripts and any other supporting documentation will be retained in the faculty member's electronic personnel file.
5. Human Resources records receipt of the earned credits and applies them to salary lane movement in the appropriate year. The original documentation will be retained in the faculty member's electronic personnel file in Human Resources.
6. Credits for courses not in the approved curriculum will not be applied to salary lane movement. The faculty member may (a) revise the program starting at step 2, or (b) submit the course on the form for Pre-approval of Certified Credits.

PRE-APPROVAL OF A DEGREE PROGRAM FOR SALARY LANE MOVEMENT FOR FULL-TIME AND UNIT ADJUNCT FACULTY (Form I.1)

These programs require administrative approval and are not submitted to the Faculty Development Committee.

Prior to completing this form, faculty are encouraged to read the Full-Time and Unit Adjunct Degree Program Pre-Approval Policies and Procedure outlined in the Faculty Development Handbook.

Current faculty must complete this form before enrollment in a program leading to a degree to be considered for salary lane movement. **New faculty hires who are actively pursuing a degree at the time of hire must complete this form within their first 60 days of employment to be considered for salary lane movement.** Only 4 undergraduate semester hours may be applied for each lane movement. A total of 8 graduate equivalent units can be earned through undergraduate study. Faculty members who do not hold a bachelor's degree and who are in a planned and approved degree program may use undergraduate coursework for lane movement at the two-thirds rate, with a limit of 32 undergraduate hours.

The basic program of study may be amended, but amendments must receive pre-approval by the Supervising Administrator(s) and the Vice President of Teaching, Learning, and Student Development before the courses taken toward the degree or the completed degree can be applied to lane movement. Such amendments must be attached to all copies of this form. Individual courses within a pre-approved degree program need not receive specific preapproval.

The faculty member signs the form and submits the form to the dean/supervisor by October 1 for the upcoming salary year.

An official original transcript from the awarding institution issuing the degree must be sent electronically to Human Resources or delivered to Human Resources in a sealed envelope issued by the awarding institution.

Name: Click or tap here to enter text.

Division: Click or tap here to enter text.

Department: Click or tap here to enter text.

Primary Professional Assignment: Click or tap here to enter text.

Degree Sought: Click or tap here to enter text.

Granting Institution: Click or tap here to enter text.

Estimated Completion Term: Click or tap here to enter text.

Detail any release from professional duties or unusual schedule considerations that will be required to complete this degree program: Click or tap here to enter text.

Attach a curriculum for the degree from the degree-granting institution and attach any other information to assist in evaluating this request.

RELATIONSHIP OF PROPOSAL TO COLLEGE GOALS

1. Check each of the following ECC goals that align best with this request:

☐ Teaching and Learning Excellence: Deliver instructional practices and curriculum to ensure student-centered learning.

☐ Lifelong Connections: Create a lifelong, meaningful, and mutual relationship with the College.

☐ ECC Experience: Cultivate a welcoming destination for students, employees, and our community.

☐ Fortify Our Future: Position the College to remain affordable while ensuring long-term financial stability and operational efficiency.

2. Describe how this activity will assist you in meeting your own professional development goals.

3. Describe the impact of this activity on any of the following: pedagogy/andragogy, subject matter expertise, culturally responsive teaching, and/or professional performance.

Applicant's Signature:	Date: Click or tap to enter a date.
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☐ Recommended	Supervising Administrator's Signature:	Date: Click or tap to enter a date.
☐ Not Recommended with Comment	Comments: Click or tap here to enter text.	

<u>If Approved:</u> Original: Human Resources Copy: Supervising Administrator Copy: Faculty Member	<u>If Not Approved:</u> Original: Faculty Member Copy: Supervising Administrator
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FULL-TIME AND UNIT ADJUNCT: GRADUATE, UNDERGRADUATE AND CERTIFIED CREDIT PRE- APPROVAL

*These credits require administrative approval and are not submitted to the
Faculty Development Committee.*

Policies

1. Pre-approval of credits to be earned and applied to salary lane movement must be sought for each formal experience for which an accredited institution offers graduate, undergraduate, or CEU (credit equivalent unit) credit on a transcript.
2. The standard applied in pre-approving graduate, undergraduate, or CEU credits is preparation of faculty members to better perform their roles in the teaching/learning process in their assigned discipline.

Procedures

1. The applicant prepares the form for the Pre-Approval of Certified Credits (I.2). A separate form must be used for each course or workshop. A copy of course information showing the number of contact hours or CEUs to be awarded must be attached.
2. The faculty member signs the form, submits the form to the dean/supervisor by October 1 for the upcoming salary year, and receives the Supervising Administrator's decision, signature, and comments. Forms not approved are returned to the faculty member with a written response stating the rationale for the decision.
3. Approved forms are forwarded to Human Resources, with copies sent to the faculty member and the Supervising Administrator. A Supervising Administrator's non-approval may be appealed to the Vice President of Teaching, Learning, and Student Development.
4. An official original transcript from the awarding institution of credits earned must be sent electronically to Human Resources or delivered to Human Resources in a sealed original envelope issued by the awarding institution.
5. Human Resources records receipt of the graduate, undergraduate, and certified credits and applies them to lane movement in the appropriate salary year.

PRE-APPROVAL OF CERTIFIED CREDITS FOR SALARY LANE MOVEMENT FOR FULL-TIME AND UNIT ADJUNCT FACULTY (FORM I.2.)

These programs require administrative approval and are not submitted to the Faculty Development Committee.

Prior to completing this form, faculty are encouraged to read the Full-Time and Unit Adjunct: Graduate, Undergraduate, and Certified Credit Pre-Approval Policies and Procedure outlined in the Faculty Development Handbook.

This form must be completed before enrollment in a course, seminar, or workshop offered for undergraduate, graduate, or credit equivalent unit earned credit offered by an accredited institution that is being submitted for lane movement. Courses that are a portion of a program leading to a degree, pre-approved by the Supervising Administrator, may not be submitted for lane movement credit on this form.

A separate form must be used for each course or workshop. **A copy of course information showing the number of contact hours or CEUs to be awarded must be attached.** The faculty member signs the form and submits the form to the dean/supervisor by October 1 for the upcoming salary year.

An official original transcript of credits earned must be sent electronically to Human Resources or delivered to Human Resources in a sealed envelope issued by the awarding institution.

Name: Click or tap here to enter text.

Division: Click or tap here to enter text.

Department: Click or tap here to enter text.

Primary Professional Assignment: Click or tap here to enter text.

Course, Seminar, or Workshop Title and Number: Click or tap here to enter text.

Date of Activity: Select Date

Offering Institution or Agency: Click or tap here to enter text.

RELATIONSHIP OF PROPOSAL TO COLLEGE GOALS

1. Check each of the following ECC goals that align best with this request:

☐ Teaching and Learning Excellence: Deliver instructional practices and curriculum to ensure student-centered learning.

☐ Lifelong Connections: Create a lifelong, meaningful, and mutual relationship with the College.

☐ ECC Experience: Cultivate a welcoming destination for students, employees, and our community.

☐ Fortify Our Future: Position the College to remain affordable while ensuring long-term financial stability and operational efficiency.

2. Describe how this activity will assist you in meeting your own professional development goals.

3. Describe the impact of this activity on any of the following: pedagogy/andragogy, subject matter expertise, culturally responsive teaching, and/or professional performance.

Check the appropriate category and fill in the information required to identify and calculate requested lane credit:

☐ **Graduate Credit Hours**

___ Earned Graduate Credits (1-to-1) = ___ Graduate Credit Hours

☐ **Credit Equivalent Units**

Workshop Clock Hours ___ ÷ 40 or CEU's ÷ 4 = ___ Graduate Equivalent Credit Hours

☐ Documentation of actual CEU credits to be awarded for the workshop has been attached to this application. If documentation is unavailable, report the workshop attendance on the Application Form for Alternate Lane Credit. CEU credit is limited to 6 graduate equivalent credit hours every 3 years.

☐ **Undergraduate Credit Hours**

Only four undergraduate semester hours may be applied for each lane movement. A total of 8 graduate equivalent units can be earned through undergraduate study. Faculty members who do not hold a bachelor's degree and who are in a planned and approved degree program may use undergraduate course work for lane movement at the 2/3 rate with a limit of 32 undergraduate hours.

Undergraduate Hours ___ x 2/3 = ___ Graduate Equivalent Credit Hours

(Courses taken at ECC require a transcript or a copy of your grade report on completion.)

Applicant's Signature:	Date: Click or tap here to enter text.
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☐ Recommended	Supervising Administrator's Signature:	Date: Click or tap here to enter text.
☐ Not Recommended with Comments	Comments: Click or tap here to enter text.	

<u>If Approved:</u> Original: Human Resources Copy: Supervising Administrator Copy: Faculty Member	<u>If Not Approved:</u> Original: Faculty Member Copy: Supervising Administrator
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LANE MOVEMENT CENTER FOR THE ENHANCEMENT OF TEACHING, ASSESSMENT, AND LEARNING (CETAL) ACTIVITIES FOR FULL-TIME AND UNIT ADJUNCT FACULTY

These programs require administrative approval and are not submitted to the Faculty Development Committee.

Policies

1. Eligible activities completed during any time of employment as full-time or unit adjunct faculty may be included.
2. CETAL Lane Movement Credit may not be received for any activities in which faculty also receive compensation for participating.
3. Each semester a list of CETAL activities that award lane movement credit will be published on eTalent. Each activity will be designated whether or not the course is automatically pre-approved for lane movement. Those activities that are not designated as pre-approved for lane movement may be applied through the alternate lane process. (See Section II of the Handbook.)
4. Activities must be completed by December 31 of the year prior to the request to apply toward lane movement. Human Resources must receive all documentation by February 15 of the year in which the credits will be applied.

Procedures

1. For instructions on how to register for the CETAL activities go to the CETAL Space on My.Elgin.Edu.
2. At the end of the fall semester prior to the year in which the lane movement credits will be applied:
 - Retrieve your eTalent Learning Transcript- Employee from the “Legacy Reporting” page of eTalent.
 - Complete the CETAL Lane Movement Credits Request Form.
 - Attach the eTalent Learning Transcript-Employee transcript to the CETAL Lane Movement Credits Request form and submit it to CETAL Administration for review.
 - CETAL Administration will review and forward the original to Human Resources and send a copy to the faculty member and the faculty member’s Supervising Administrator.
 - If CETAL Administration has a concern regarding the request, they will contact the faculty member to discuss.
 - If Human Resources receives all of the original documentation by February 15, the credit will be applied to the individual faculty member’s lane movement credits for that year.

CENTER FOR THE ENHANCEMENT OF TEACHING, ASSESSMENT, AND LEARNING (CETAL) LANE MOVEMENT REQUEST FORM FULL-TIME AND UNIT ADJUNCT FACULTY (FORM I.3.)

***These programs require administrative approval and are not submitted to the
Faculty Development Committee.***

Prior to completing this form, faculty are encouraged to read the Lane Movement Center for the Enhancement of Teaching, Assessment, and Learning Activities for Full-Time and Unit-Adjunct Faculty document outlined in the Faculty Development Handbook.

Name: Click or tap here to enter text.

Division: Click or tap here to enter text.

Department: Click or tap here to enter text.

Primary Professional Assignment: Click or tap here to enter text.

Calendar Years in Which the Activities Were Completed: Click or tap here to enter text.

Number of CETAL Activity Clock Hours ___/24 = ___ CETAL Activity Credits to be Applied Towards Lane Movement.

Click or tap here to enter text.

Attach your eTalent Learning Transcript-Employee Transcript and submit it to CETAL Administration for approval.

RELATIONSHIP OF PROPOSAL TO COLLEGE GOALS

1. Check each of the following ECC goals that align best with this request:

☐ Teaching and Learning Excellence: Deliver instructional practices and curriculum to ensure student-centered learning.

☐ Lifelong Connections: Create a lifelong, meaningful, and mutual relationship with the College.

☐ ECC Experience: Cultivate a welcoming destination for students, employees, and our community.

☐ Fortify Our Future: Position the College to remain affordable while ensuring long-term financial stability and operational efficiency.

2. Describe how this activity will assist you in meeting your own professional development goals.

3. Describe the impact of this activity on any of the following: pedagogy/andragogy, subject matter expertise, culturally responsive teaching, and/or professional performance.

Applicant's Signature:		Date: Click or tap to enter a date.
☐ Approved	CETAL Administrator's Signature	Date: Click or tap to enter a date.

☐ Not Approved with Comment	Comments: Click or tap here to enter text.
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<u>If Approved:</u> Original: Human Resources Copy: Supervising Administrator Copy: Faculty	<u>If Not Approved:</u> Original: Faculty Member
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SECTION II

ALTERNATE LANE CREDIT APPROVAL

ALTERNATE LANE

Policies

Faculty members may apply for and be awarded credit toward salary lane movement by nontraditional means through the alternate lane process. This is an innovative program of the College that recognizes the value of professional growth activities in specified categories as described below.

1. The value of an experience is measured in graduate equivalent credits calculated in each category according to a formula that equates to one graduate credit hour for salary lane movement purposes. Calculation of credit will be taken to the third decimal place and rounded to the second decimal place.
2. Approval can be requested for up to one year following the completion of the activity. Applications may be submitted as early as one year prior to the end date of the activity for pre-approval of activities or may be submitted after the completion of the activity. Pre-approval can be requested earlier for activities with a duration longer than 6 months.
3. Formal, long-term certification programs that extend beyond the limits of these guidelines, will be considered only when submitted for recommendation by the Committee and pre-approved by the Vice President of Teaching, Learning, and Student Development. If guidelines do not specify a graduate equivalent credit amount for an activity, the applicant must provide a suggested amount of credit and a written rationale to support the credits requested, equating them to an equal number of graduate credit hours of study.
4. Workshops and other staff training activities produced for ECC faculty will be considered for alternate lane credit if the faculty member applies to the Committee for approval by completing the Alternate Lane Credit form.
5. The applicant completes the form with all required attachments and documentation according to the procedure. The activity must be congruent with the applicant's goals for professional development and with the ECC Mission Statement and Institutional Goals.
6. The standard applied in recommending and approving alternate lane activities is its benefit to the applicant in the improvement of the teaching/learning process as it pertains to subject matter expertise, pedagogy, professional performance/practice, and culturally responsive teaching. The Committee evaluates the activity according to its merits after determining that it meets specific guidelines for the category appropriate to the activity.
7. The Vice President of Teaching, Learning, and Student Development approves activities and is responsible to see that professional development activities are ongoing. The Faculty Development Committee makes recommendations to the Vice President regarding activities that meet Committee guidelines.
8. Approved alternate lane activity forms are filed in the applicant's electronic personnel file with Human Resources. A copy of the signed form with documentation is returned to the applicant for their files. These copies should be retained until the credit is applied to the next lane change. Records in electronic personnel files are retained as per Human Resource policies.
9. Applications that are not approved at any step in the process may be appealed to the Committee following the appeals procedure in the Policies and Responsibilities section of this Handbook. Non-approved applications are returned to applicants with a copy sent to the Supervising Administrator. Human Resources maintains the records of completed credits in individual lane movement files.

10. Faculty members shall maintain a record of the credits earned. The faculty member should meet with Human Resources to compare records. Human Resources will verify the credits earned. Credit for alternate lane movement is not recorded until the course or activity is properly completed and documentation is sent to Human Resources.

Procedures

1. The applicant fills out and signs the form with all required documentation attached.
2. The applicant submits the form to the Dean/Supervisor by October 1 for the upcoming salary year.
3. The Supervising Administrator signs the form to verify they are informed about activities that are being undertaken for lane movement and may be consulted for guidance in designing activities. The Supervising Administrator returns the form to the applicant within 10 working days. In the event that the form is not returned by the dean within 10 working days, the applicant should contact the administrative support of the committee.
4. The applicant sends the form to the Faculty Development Committee via the Committee Administrative Support. The Faculty Development Committee recommends or does not recommend the proposal to the Vice President of Teaching, Learning, and Student Development. The Faculty Development Committee will notify the applicant of its decision.
5. If the proposal is tabled by the Committee pending additional information, an email will be sent to the applicant detailing the additional information required in order for the application to move forward. If the applicant does not provide additional information by four months after the request for additional information, the proposal will be withdrawn. The applicant may reapply with a new proposal. The new proposal must meet all criteria explained in this Handbook.
6. If approved by the Vice President of Teaching, Learning, and Student Development, the Committee Administrative Support will send the original signed application form with attachments to Human Resources for placement in the applicant's electronic personnel file. A copy of the signed application form is returned to the applicant with the attachments. Human Resources will utilize the file to calculate total credit earned toward lane change.
7. It is strongly advised that any faculty member planning to move lanes contact and meet with Human Resources to verify all necessary documentation prior to December 31 in the year before the lane movement is to take effect.
8. If not approved, the applicant may utilize the Appeals Process described in this Handbook.

ALTERNATE LANE CATEGORIES

Each activity must be submitted as a separate proposal.

- For all categories, a detailed list must be included with your application explaining the time spent on each portion of the activity, as well as the total time involved. (Refer to Table 1 for an example.)
- Unless otherwise noted, 40 activity hours = 1 Graduate Equivalent Credit.
- Calculations will be taken to the third decimal place and rounded to the second decimal place.
- Compensation from ECC for any of the following categories will negate awarding of alternate lane credit.
- Upon completion of an alternate lane activity, a detailed list outlining the time spent on the activity must be attached to the Alternate Lane Credit form.
- Unit adjunct faculty (UAF) may earn up to a maximum of 22 hours of graduate equivalent credits to apply to lane change.
- Lane movement is defined in the ECCFA/Board Agreement and sets limits on the number of lanes that may be moved per calendar year and under what conditions.

Category 1: Attendance at Conferences, Trade Shows, Workshops, Courses, and Other Training

- The activity must be a formal program offered by an organization or institution.
- Attach to the application form a copy of the complete conference program. Mark all sessions you attend. Only instructional time can be included. Exclude time spent in breaks, meals, and tours, unless an explanation of the learning value of the activity is attached. Attendance at receptions held in conjunction with professional activities may be included in the credit request; in that case, a rationale that includes an explanation of the reception and applicability to the learning process, information gathering, professional networking, or student advocacy must be included in the request.
- A detailed table must be included with your application explaining what each portion of the activity is, the time spent on each portion of the activity, as well as the total time involved.
 - Table 1. Example Time Log for Time Spent Attending a Conference, Trade Show, Workshop, Course and Other Training

Name of Individual Sessions Attended at AAC&U Conference on Learning and Student Success 2026	Time of Session	Minutes
"Cultivating Belongingness: Lessons, Barriers, and Pathways Ahead"	9:00-10:00am	60
"Designing and Elevating HIPs for Modern Learners: Urban Institutions as a Case study	10:30-11:30am	60
"The Future of Assessment: Human Intelligence Meets Artificial Intelligence"	1:00- 2:00pm	60
"Opening Plenary: Courageous Care as Our Compass: Leading and Learning in Turbulent Times"	6:00- 7:30pm	90
"Friday Plenary: The Caring University: A Roadmap to Reimagining the Higher Education Workplace"	9:00-10:15am	75

"High-Impact Practices: Growing Experiential Learning for College Value"	10:30-11:30am	60
"Empowering Students as Partners: Shifting Power, Shaping Culture"	12:15-12:45pm	30
"OER and Student Success: A Comprehensive Analysis Across Institutions"	2:00- 3:00pm	60
Total Minutes		495
Total Hours (round to 2 decimals)	8.25	

- Traditional college credit courses should be preapproved by your supervisor (see Section I of this Handbook). If you did not get pre-approval, college courses can be submitted in this category. All time spent on the course must be documented. For face-to-face courses, all meeting times/dates that the course was in session must be documented. Include a table of each meeting date, the number of minutes of each class, and the total time involved.
- For fully online courses, each credit hour of the course will be calculated as a seat time equivalent of 13.5 hours.
- For hybrid courses, all meeting times/dates that the course met must be documented, and the online portion is assumed to represent a proportional seat time equivalent.
- Credit will be awarded as activity hours divided by 40.
-

Category 2: Presentation at Conferences, Trade Shows, Workshops, and Other Training

- The activity must be part of a formal program offered by an institution or organization appropriate to the teaching discipline.
- A copy of the complete published program must be attached to the application, indicating the portion presented by the applicant.
- Each application in this category must pertain to new seminar/workshop content. Presentations previously approved for credit will not receive credit again.
- A detailed table must be included with your application explaining the time spent on each portion of the activity as well as the total time involved. Information should include dates, time spent, and a brief description of work done. Refer to Table 2 for an example.

Table 2. Example Time Log for Time Spent on Presentation Preparation

Planning Activity	Hours
Brainstorming and filling out proposal (6/30)	2
Slide creation (8/1-8/26)	10
Independent planning time (8/1)	2
Planning session with partner (8/3)	2

Practice session 1 (8/26)	3
Practice session 2 (9/6)	3
Slide revision (9/6-9/8)	2
Tool creation (9/7-9/8)	2
Presentation setup and delivery (9/12)	2
Total	28

- If credit is desired for attending additional sessions at the same activity, then a separate proposal must be submitted under Category 1.

Category 3: Certification or Recertification

- Certification must be within the faculty member's area of professional responsibility at ECC or apply to retraining for reassignment of teaching responsibilities.
- An estimate of the total number of hours of preparation time, plus the time spent validating expertise through written test or skills demonstrations, must be included. A table format is required; refer to Table 2 for an example.

Category 4: Public Presentation of Professional Works

Projects considered for credit in this category will publicly demonstrate the expertise of the faculty member and will validate professional expertise appropriate to the instructional area.

A faculty member whose published work clearly reflects application of the professional specialty and supports the teaching/learning process at Elgin Community College may apply for credit.

A. Publication

- Publication activities must clearly reflect the application of the faculty member's professional specialty and support the teaching/learning process.
- Manuscripts must be submitted as documentation and must:
 - have been accepted by an external publisher for publications and have a copy of the acceptance letter attached, and
 - not be subsidized by the author (not be self-published).
- All published works of joint authorship may be granted credit according to the applicant's proportional contribution.
- Revisions of an earlier work earn one-third the credit.
- A detailed table must be included with your application explaining the time spent on each portion of the activity, as well as the total time involved. The total time will be used to determine the hours to be awarded. A table format is required; refer to Table 1 for example.
- The following examples of publications may be awarded credit. Additional items not listed may also be considered:
 - full-length works: textbook, dissertation, novel, script, play
 - contributions to works: journal article, chapter of a text, study guide, training/instructor manual, online resource, published review

- short story, poem, essay (non-peer reviewed), or other work
- editor or reviewer: publication or peer reviewed journal

B. Musical Compositions: Publication or Public/Professional Performance

- A detailed table must be included with your application explaining the time spent on each portion of the activity, as well as the total time involved.
- Publication of musical compositions:
 - major work for orchestra, chorus, or stage (e.g.: symphony, oratorio, opera, musical, etc.)
 - work for chamber ensemble or work of intermediate length for full chorus, orchestra, or band
 - song, solo instrumental work, or short octavo choral work unaccompanied or with keyboard or comparable accompaniment.
- Public musical performance will be considered based on an estimate of preparation time and including performance time. Only new works that expand the professional expertise and are within the teaching discipline of the applicant at ECC will be considered for the inclusion of preparation time.

C. Juried or Invitational Exhibits of Works of Art

- Documentation of participation in the exhibit must be attached to the application for credit.
- A detailed table should be included, specifying time spent creating artwork, preparing for exhibit, and related presentation activities. Clarify within the time log whether or not the artwork exhibited is new work.
- Time to create an exhibited work of art can be considered only for new works that expand the professional expertise and are within the teaching discipline of the applicant at ECC. A rationale with hours and explanation of the significance should be included with the credit requests.
- Works of art previously approved for credit will not receive credit again.
- Participation in regional, national, and/or international exhibitions:
 - One-person exhibition ○ Juried exhibition
 - Invitational exhibition (an invitation may be considered as a form of juried selections)
 - Commissioned work ○ Group exhibition
- Significance of activity will be demonstrated by the candidate with consideration to the following:
 - Venue
 - Curator(s)
 - Juror(s)
 - Participating artists
 - Statistical evidence for competitive nature of the exhibition
 - Description and image of work(s) exhibited provided by faculty member

D. Other Professional Works

- Authors of other professional works may require more extensive documentation as to the value of the activity. Due to the originality and variety of professional works, it is suggested that the faculty member discuss these types of projects with their supervisor if they intend to submit them for alternate lane credit.
- A description of the value to the applicant in terms of professional development for the improvement of instruction in their role must be included.

- A detailed table of the time spent on preparation and presentation must be included. (Refer to Table 2 for example.)

Category 5: Travel Based Independent Study or Field Research

A faculty member may design and request credit for a travel project, specifying the role in the travel itinerary of independent study or field research activity related directly to professional responsibilities. The faculty member identifies the effect the activity is to have on their responsibilities in support of the teaching/learning process. Such activities are used to provide background information, new ideas for artistic expression or lectures, instructional media, and new approaches for delivery of instruction and educational services.

- A detailed itinerary, including daily planned activities, must be attached to the application form.
- A minimum of 5 days not including travel is required for consideration. Days do not need to be consecutive. Each week of travel equals 0.5 hours of graduate equivalent credit. A travel project must involve sufficient independent study and activity related to the instructor's professional responsibilities.
- Applicants must attach to the Alternate Lane Credit form the final project report.
- Applicants must attach a time log documenting activities to the Alternate Lane Credit form.

Category 6: Faculty Exchange/Visiting Professorships

- The activity must either include instruction or research in the faculty member's area of professional responsibility or relate to a professional area that clearly enhances instruction at the College.
- A verified certification of a full-time assignment, position description, and duration of service must accompany the request.
- Six hours of graduate equivalent credit are awarded for a two-semester exchange or visiting professorship. One semester equals 4 hours, and a summer session equals 2 hours of graduate equivalent credit; shorter term (minimum 10 days not including travel) exchange programs equal 1 credit; very short term (minimum 5 days not including travel) exchange programs equal .5 credits
- The faculty member must make their own arrangements for release from responsibilities at ECC with the Dean/Supervising Administrator and the Vice President of Teaching, Learning, and Student Development according to College policy.

Category 7: Project-Based Experience (Full-Time Faculty Only)

Project-based experience may be used for credit if it directly applies knowledge and skills in the applicant's professional area of responsibility. A maximum of six (6) graduate equivalent credit hours may be earned every three (3) years. Each 60 hours of project-based experience is equal to 1 hour of graduate equivalent credit.

The applicant must submit the following information:

- Rationale for the activity:
 - How the activity will affect their responsibilities in support of the teaching/learning process.
 - How the activity will help them remain current in the field.
 - How the applicant will be able to assist students in bridging the gap between the classroom and the employment setting as a result of this work experience.
 - How industry contacts will be utilized for support of programs.

- Description of the project that states the responsibilities, functions, and projected duration of at least 60 hours of project experience. Self-employment does not meet the guidelines for this category.
- Official documentation of the actual number of hours worked must be provided following the activity in order to be included in the annual calculation of credit earned. Documentation shall be submitted to Human Resources with a copy to the Supervising Administrator.

Category 8: Other

- Professional projects that are not addressed anywhere else in the guidelines, but which enhance professional service, may be submitted for lane movement. Due to the originality and variety of creative works, it is suggested that faculty discuss these types of projects with their supervisor if they intend to submit them for alternate lane credit.
- Only activities that do not fall under any other category can be submitted in Category 8.
- Category 8 may require more extensive documentation as to the value of the activity.
- A description of the value to the applicant in terms of professional development for the improvement of instruction in their role must be included.
- A detailed table of the time spent on preparation and presentation must be included.

Elgin Community College
ALTERNATE LANE CREDIT (Form II.1)

Prior to completing this form, faculty are encouraged to read Section II Alternate Lane Credit of the Faculty Development Handbook.

☐ Full-Time ☐ Unit Adjunct

Applicant Name: Click or tap here to enter text.

Division: Click or tap here to enter text.

Department: Click or tap here to enter text.

Title of Activity/Project: Click or tap here to enter text.

Dates of Activity/Project: Click or tap here to enter text.

Brief Description of Activity/Project: Click or tap here to enter text.

Category: Click or tap here to enter text.

Credits Requested: Click or tap here to enter text.

NOTE: To complete Credits Requested, complete the Criteria Checklist below for the relevant category, and complete the calculation.

Rationale and required supporting documentation attached:

- Documents required according to category criteria.
- Detailed explanation of college and personal growth goals relevant to the project.
- Detailed description of professional and/or personal benefits of the project that are related to the teaching/learning process.
- A detailed list must be included with your application explaining the time spent on each portion of the activity as well as the total time involved.

RELATIONSHIP OF PROPOSAL TO COLLEGE GOALS

1. Check each of the following ECC goals that align best with this request:

- ☐ Teaching and Learning Excellence: Deliver instructional practices and curriculum to ensure student-centered learning.
- ☐ Lifelong Connections: Create a lifelong, meaningful, and mutual relationship with the College.
- ☐ ECC Experience: Cultivate a welcoming destination for students, employees, and our community.
- ☐ Fortify Our Future: Position the College to remain affordable while ensuring long-term financial stability and operational efficiency.

2. Describe how this activity will assist you in meeting your own professional development goals.

3. Describe the impact of this activity on any of the following: pedagogy, subject matter expertise, culturally responsive teaching, and/or professional performance.
4. Include here any additional information the committee may need to evaluate your proposal.

CRITERIA CHECKLIST

Directions: Identify the category to which this application applies. Only one category may be selected for each proposal. Only individual requests for 0.025 (equates to 1 hour of activity) or more graduate equivalent credit (GEC) will be accepted. Check the box provided for documentation attached.

See alternate lane categories in Section II of this Handbook for details required with the application. Indicate the proposed amount of credit and provide a rationale where indicated. Calculations will be taken to the third decimal place and rounded to the second place.

Category 1: Attendance at Conferences, Trade Shows, Workshops, Courses, and Other Training

☐ Attach a copy of the complete program or documentation of other training and a table.

___ Contact Hours ÷ 40 = ___ Graduate Equivalent Credits

Category 2: Presentation at Conferences, Trade Shows, Workshops, and Other Training

☐ Attach a copy of the complete program or documentation of other training and a table.

___ Contact Hours ÷ 40 = ___ Graduate Equivalent Credits

Category 3: Certification or Recertification

☐ Attach a copy of the certification received and a table.

(___ Preparation Time + ___ amount of time validating expertise through written test or skills demonstration) ÷ 40 =
Graduate Equivalent Credits

Category 4: Public Presentation of Professional Works

A. Publication

☐ Attach a copy of the acceptance letter or contract.

☐ Attach a copy of the publication.

☐ Attach a table.

___ Contact Hours ÷ 40 = ___ Graduate Equivalent Credits

B. Musical Compositions

☐ Attach a copy of the acceptance letter or contract.

☐ Attach a copy of the composition.

☐ Attach a table.

___ Contact Hours ÷ 40 = ___ Graduate Equivalent Credits

C. Juried or Invitational Exhibits of Works of Art

☐ Attach a copy of the acceptance letter or contract.

☐ Attach a copy/image of the work of art.

☐ Attach a table.

___ Contact Hours ÷ 40 = ___ Graduate Equivalent Credits

D. Other Creative Works

☐ Attach documentation of participation in table format.

___ Preparation Time + ___ Presentation Time) ÷ 40 = ___ Graduate Equivalent Credits

Category 5: Independent Study or Field Research

☐ Attach an itinerary with planned activities indicated.

☐ Attach a rationale and benefit to teaching/learning process.

☐ Attach a summary of benefits and evaluation of project goals following completion of trip.

___ Consecutive Travel Weeks ÷ 2 = ___ Graduate Equivalent Credits

Category 6: Faculty Exchange/Visiting Professorships

☐ Attach a copy of verified offer.

☐ Attach a copy of job description.

☐ Attach a verified certification of assignment and hours spent.

Credit applied for:

☐ 6 hours for 2 semesters

☐ 4 hours for 1 semester

☐ 2 hours for summer session

☐ 1 hour for shorter term

Category 7: Project-Based Experience (Full-Time Faculty Only)

☐ Attached a description of the project.

☐ Attached documentation of hours worked.

☐ Attach a table.

___ Hours Worked ÷ 60 = ___

Category 8: Other

☐ Attach a rationale of value to applicant in terms of professional development for improvement of instruction.

☐ Attach a table.

___ Preparation Time + ___ Presentation Time) ÷ 40 = ___ Graduate Equivalent Credits)

Applicant's Signature:

Date: Click or tap to enter a date.

The signature below indicates that the Supervising Administrator has been informed about this proposal and has had the opportunity to provide input. The Supervising Administrator shall return the form to the applicant within 10 working days.

	Supervising Administrator's Signature	Date: Click or tap to enter a date.
	Comments (Comments are optional and may be included to provide additional context, support, or considerations): Click or tap here to enter text.	

☐ Recommend for # _____ credits. ☐ Not Recommend with Comment	Faculty Development Chair's Signature:	Date: Click or tap to enter a date.
	Comments: Click or tap here to enter text.	

☐ Approved ☐ Not Approved with Comment	Vice President's Signature:	Date: Click or tap to enter a date.
	Comments: Click or tap here to enter text.	
If Approved: Original: Human Resources Office Copy: Faculty Member		If Not Approved: Original: Faculty Member Copy: Supervising Administrator

Credit to be applied to lane movement must be reported to Human Resources with documentation by February 15.

SECTION III

FACULTY DEVELOPMENT FUNDING

FUNDING FOR INDIVIDUAL FACULTY DEVELOPMENT ACTIVITIES

Policies

1. Activities or projects may be funded for individuals in the categories of training, seminars, workshops, conferences, graduate and undergraduate coursework (tuition and fees), and research or other scholarly activities.
2. **Faculty development funding cannot be used for tangible goods (books, equipment, etc.) or for membership dues.**
3. Attendance at an expo, exhibition, trade show, vendor hall, or similar event may be eligible for funding when the event is a standalone professional activity. When such an event is held in conjunction with or as part of a conference, convention, institute, or professional meeting, funding may only be approved when the employee also attends the associated conference or meeting.
4. Proposals are judged on a competitive basis and are independent of the professional expense reimbursement benefit reserved for each faculty member under the ECCFA/Board Agreement.
5. Applications must be filled out completely and have all the required supporting documentation before consideration by the Faculty Development Committee.
6. The criteria for approval of such activities or projects and related expenditures is that they benefit individuals in the performance of their roles in the teaching/learning process as it pertains to subject matter expertise, professional performance, culturally responsive teaching, or pedagogy.
7. Approval may also be warranted for individuals in the process of retraining for a new role in the teaching/learning process (Full-Time faculty only).
8. The Faculty Development Committee approves or denies funding for each individual proposal. Proposals for funding may be submitted up to one year prior to the end date of the activity or one year following the activity. Pre-approval can be requested earlier for activities with a duration longer than 6 months. Proposals must include proper documentation of expenditures prior to disbursement of funds.
9. The Committee approves a maximum amount or reimbursement for an activity, subject to the maximum amount of remaining funds available to that individual in that funding year. All reimbursements are subject to College policies and limits, except that timelines for claims shall be dictated by the Faculty Development Handbook. Funding approved for individual activities is not transferable to other activities. If an activity is cancelled and the date is rescheduled, funds may be applied to the new date. Funds not utilized will remain in the Faculty Development account.
10. Please see Administrative Procedure 2.601, Travel and Business-Related Expenses, and Administrative Procedure 3.705, Mileage Reimbursement located at Myelgin.edu for current College policies. The following sections from 2.601 are relevant to faculty travel being funded by faculty development: International Travel (Presidential Approval is Required- Use of the specific form referenced is not), Reimbursement of Travel Expenses, Per Diem, Transportation and Lodging Guidelines and Consequences for Inappropriate Use.

11. For approved proposals, faculty are required to file for reimbursement within four months of the approval date or four months of the activity end date, whichever is the later date. Failure to meet the deadline will release the monies back into the general fund.
12. When an approved activity is reimbursed for less than the approved maximum, the unreimbursed balance shall be returned to the faculty member's remaining individual allocation for the same funding year and may be requested for another eligible activity in that same funding year
13. Activities funded must be congruent with the ECC Mission Statement and Institutional Goals, as well as individual development goals. The Chair will compile a summary report at the end of each academic year that demonstrates the relationship between the College mission and goals and faculty development activities and a summary of the budget to be kept for accreditation reports. This report will be submitted to the Vice President of Teaching, Learning, and Student Development by the end of the fiscal year.
14. Faculty beginning their employment halfway through the funding cycle are eligible to request one-half of the designated yearly funding.
15. Funding for professional development activities will come from the funding year in which the proposal was submitted. Individual full-time faculty development activities are funded on a calendar year basis (January through December). Individual unit adjunct faculty development activities are funded on a fiscal year basis (July through June).
16. Inactive adjunct faculty may not apply for funding. Inactive adjunct faculty may file for reimbursement for previously approved activities.
17. Persons separated from the college may not file for reimbursement for previously approved activities.

Procedures

1. Faculty must submit separate proposals for each individual activity or class. For example, each class in a pre-approved graduate program must be submitted individually for funding.
2. The applicant submits the [Faculty Development Funding Request form](#) (available on My.Elgin.Edu) with all required documentation attached. Receipts are not necessary for approval but must be attached to the Tuition and Travel Claim Form when disbursement is requested. If the funding request is for a completed activity, copies of receipts should be included; if the funding request is for an event in the future, estimates with rationale/support should be provided.
3. The applicant sends the form to the Faculty Development Committee via the Webform.
4. Complete proposals are forwarded to the Committee for consideration.

5. The Chair of the committee may seek additional information in advance of the committee meeting in order to reduce the likelihood of a proposal being tabled. The applicant is not obligated to respond to such requests.
6. If the proposal is tabled by the Committee pending additional information, an email will be sent to the applicant detailing the additional information required in order for the application to move forward. If the applicant does not provide additional information within four months from the time of the request, the proposal will be withdrawn. The applicant may reapply with a new proposal. The new proposal must meet all criteria explained in this Handbook.
7. The Faculty Development Committee Chair approves each proposal. An approval letter and Tuition and Travel Claim Form, including budget codes, are sent to the applicant via email after approval.
8. The applicant completes the Tuition and Travel Claim Form with receipts attached and sends it to the Administrative Support, who maintains budget record keeping. Faculty are expected to maintain their own records of the amount of funding for which they are eligible.
9. The Administrative Support sends original Tuition and Travel Claim Form to Business and Finance for disbursement of funds. Business and Finance may request additional information from the faculty member in order to abide by current institutional policies and procedures. Faculty are expected to maintain their own records of the amount of funding they have been approved for, including clarifying expense questions and/or providing additional documentation required by Business and Finance.
10. The administrative support keeps an account of expenditures made and the amount remaining in the Faculty Development Committee budget.
11. In the event that a planned activity does not take place, the faculty member can request to unencumber the approved funding for that activity. The faculty member should email the Faculty Development Committee Chair and Administrative Support and provide the name and number of the proposal. Once the Tuition and Travel Claim Form has been cancelled, the monies associated with it will be unencumbered and reallocated to the appropriate general fund.
12. In the event an activity exceeds the amount available to a faculty member in a given year the remainder can be requested in a subsequent year as long as it still falls within the timelines for application. In this event please reference the previous application in the subsequent application.

GROUP PROPOSALS

Funding for Group Faculty Development Activities

Policies

1. Faculty members may apply to the Faculty Development Committee for funding of group activities or projects that provide professional growth experiences. Group proposals should include aspects of collaboration between group members.
2. Inactive adjunct faculty may not apply for funding. Inactive adjunct faculty may file for reimbursement for previously approved activities. Persons separated from the college may not file for reimbursement for previously approved activities.
3. Group project proposals are to be submitted by a group of at least three (3) ECCFA faculty members. One of the faculty members must serve as the group coordinator, assuming responsibility for completing related paperwork for the group.
4. Group proposals are judged on a competitive basis and are independent of the individual professional development and professional expense benefit reserved for each faculty member under the ECCFA/Board Agreement. The criteria for approval of such activities or projects and expenditures are benefit to individual in the performance of their role in the teaching/learning process and support of the ECC Mission Statement and Institutional Goals.
5. Group money will be allocated to individuals within the group. If an individual withdraws from an activity, the money allocated to that individual may be redistributed to the remaining participants as long as there is a minimum of three (3) participants and the cost of the trip exceeds the individual allocation.
6. Faculty with an approved group activity may, via their group coordinator, access the College's travel agency for assistance in coordinating air and hotel bookings. Use of this service is optional, and faculty utilizing it are responsible for any associated processing fees. Faculty are encouraged to plan for and include processing fees in their proposals if they utilize this service. All travel arrangements made through the agency must be prepaid by the participating faculty member(s) at the time of booking. The College does not provide upfront payment for travel expenses. Group members are required to provide their own credit card(s) directly to the travel agency for all bookings. Questions regarding this process may be directed to the Business Office.
7. If an individual wishes to be added to an existing group proposal, an amended proposal must be submitted. Additional funds for that group activity will be considered only if group money is still available. An amendment to a group proposal that keeps the total dollar amount unchanged will generally be approved. For example, withdrawing one name and adding another or adding another individual while reducing the amount allocated to each individual will generally be approved.
8. The total amount of money allocated to an individual through group proposals will be limited to the same amount currently in effect for individual funds. Group proposals may be funded up to a maximum of \$5,000 per activity.
9. It is permissible for faculty to receive both group and individual funding for the same activity. In this case the applicant should note this explicitly on the individual application. If the individual request and the group funding request overlap in terms of items/ documentation, the applicant should explicitly note the total amount and the remainder after the group funding that they are requesting funding for.
10. Although curriculum development is to be funded by the Administration, the Committee may fund innovative growth activities that provide knowledge and skills that support curriculum development.

Procedures

1. Group proposals will be considered twice per year. Proposals are due February 28 and August 31 (if dates fall on a weekend, proposals are due the following Monday).
2. The March meeting(s) will allocate up to one-half of the group funds, and the remaining funds will be allocated at the October meeting(s). If not encumbered in October, funds will be rolled over for individual activities.
3. Group project proposals are to be submitted on the [Faculty Development Funding Request form](#), available on My.Elgin.Edu. The form must include a tentative itinerary and budget and an outline of the project's merits. Proposals should include a description of collaborative outcomes that will be developed/shared with the College community.
4. Group project proposals will be considered by the Faculty Development Committee on the basis of the project's merits. Priority will be given to projects that:
 - directly affect a large number of faculty;
 - are interdisciplinary;
 - are innovative;
 - have a substantial potential impact on students;
 - support the College goals;
 - provide for a sharing of knowledge, skills, and insights gained with non-participants via workshops, presentations, etc.
5. A Tuition and Travel Claim form must be submitted for each group member at the same time to the Administrative Support staff liaison to the Faculty Development Committee. Forms should not be sent directly to Business and Finance.
6. Reimbursement requests for group proposals must be filed within four months of the activity or approval date, whichever is later.

SECTION IV

SABBATICAL LEAVE

SABBATICAL LEAVE APPLICATIONS

Approved sabbatical leave proposals will clearly add to the effectiveness of the faculty members in the performance of their responsibilities at the College and/or clearly accrue to the benefit of the College.

Policies

Full-Time Faculty (ECCFA/Board Agreement – *Section 5.7*)

1. The Board shall grant up to four (4) sabbatical leaves for eligible, full-time, tenured faculty. Two (2) sabbatical leaves shall be for a period of one (1) academic semester or one (1) academic year, and two (2) shall be for the summer term.
2. Tenured faculty are eligible to seek a sabbatical leave for an academic semester, an academic year, or a summer after having completed six (6) continuous years (including any non-sabbatical leave) of full-time service as a faculty member of the College or since his/her last academic semester or academic year sabbatical leave.
3. Tenured faculty will be eligible to request an academic semester or academic year sabbatical leave three (3) years after the completion of a summer sabbatical. Furthermore, tenured faculty are eligible to request a summer sabbatical three (3) years after the completion of an academic semester, academic year, or summer sabbatical.
4. A faculty member shall not be eligible for any sabbatical leave following an academic year in which they were on a leave of absence for sixty (60) days or more. Unit Adjunct Faculty II (ECCFA/Board Agreement – Section 8.14).
5. The Board shall grant up to 2 sabbatical leaves for eligible, unit adjunct faculty II. Two (2) sabbatical leaves shall be available each calendar year. Unit adjunct faculty II are eligible to seek sabbatical leave for an academic semester (excluding summer) or academic year (excluding summer).
6. Unit adjunct faculty II are eligible after having completed six (6) continuous years of active service in a bargaining unit subject to this Agreement.
7. Unit adjunct faculty II may be eligible to request subsequent sabbatical leaves after having completed an additional six (6) continuous years of service in a bargaining unit subject to this Agreement since the completion of the last sabbatical year. A unit adjunct faculty II member shall not be eligible for any sabbatical leave following an academic year in which they were on leave of absence for sixty (60) days or more. For purposes of interpreting this paragraph, “six (6) continuous years of active service” shall be defined as a unit adjunct faculty II member who has taught or served as a librarian in a bargaining unit subject to this Agreement for at least ten (10) of the last twelve (12) semesters over the six (6) year period, excluding summer.
8. At the conclusion of the sabbatical leave, faculty shall make a comprehensive written report to the College President and the Board. The report should include, but is not limited to, a summary of the program of study or project, an evaluation of the experience, and how the results of the leave will be used to improve instruction.

Procedures

The following procedures will be followed by the Faculty Development Committee:

1. Sabbatical leave proposals for Full-time and unit adjunct II faculty are due to the dean by the third to last Friday of September by 5 p.m.
2. Sabbatical leave applications are due from the dean to the applicant by the second to last Friday of September by 5 p.m.
3. In the event that the form is not returned by the dean by the deadline, the applicant should contact the administrative support of the committee.
4. A dean/supervisor recommendation of 'Not Recommended' or a failure of a dean to return materials to the applicant by the timeline does not remove a timely and otherwise complete sabbatical application from Committee review, ranking, or further processing.
5. Sabbatical leave proposals for the coming year must be delivered to the Administrative Support staff member for the Faculty Development Committee no later than the last Friday of September by 5 p.m. The proposal form is carefully reviewed by the Committee. Applicants are encouraged to add as much information as possible to describe their planned activity, including planning that has been completed and future action steps that will be completed if the proposal is approved.
6. The sabbatical proposals will be provided by the Administrative Support for each Committee member for review by the first meeting in October. Sabbatical materials will be marked
 - a. "confidential."
7. Sabbatical materials, submissions, and names of candidates will not be discussed or shared outside of the Committee, except by the Faculty Development Committee Chair.
8. First Review of proposals by the Faculty Development Committee will include:
 - a. Proposals will be evaluated by the Committee based on the Basic Criteria.
 - b. Applicants whose proposals meet the Basic Criteria, as determined by a majority Yes/No vote of the Committee, will be invited to the Second Review meeting to present their proposals and respond to Committee questions in person to the Committee at the second and/or subsequent October meeting(s).
 - c. Questions for the approved applicants will be formulated in this meeting by the Committee
 - d. Questions should be standardized across all applicants.
9. Second Review of proposals by the Faculty Development Committee will include:
 - a. Invited applicants will present proposals and answer questions.
 - b. Voting on proposals will follow the presentations and interview questions.
 - c. Voting Process:
 - i. Projects will be voted on Merit Basis - Yes/No - All proposals with a majority yes vote will move to the next stage.
 - ii. Projects will then be ranked based on Merit, according to the pair-wise voting process. See Pair-Wise Voting that follows.
10. Summer Proposals - Determine the ranking priority order for summer applicants. A maximum of two (2) are selected, and the next one in the ranking is the alternate selection.

11. Academic Semesters - Determine the ranking priority for the fall/spring semester applicants. Two (2) are selected and the next one in the ranking is the alternate selection.
12. The Committee will send its recommendations forward to the Vice President of Teaching, Learning, and Student Development for recommendation to the Board of Trustees.
13. Proposals that meet the criteria but that are not selected through the voting process may be designated as alternates in case an approved proposal is withdrawn by the applicant.

Basic Criteria

The Committee has determined that the following Basic Criteria will be applied in its decisions. These criteria are not in priority order. Attention will be given to proposals that support the mission and relevant goals and objectives of the College and best promote professional renewal of the recipient.

The Basic Criteria established by the Committee are:

- The proposed project exposes the faculty member to relevant ideas and/or skills.
- The proposed project supports the faculty member's job description.
- The proposed project provides cultural and/or educational benefits to students and staff, community, or society.

Merit Criteria

The merit of those proposals meeting the Basic Criteria will be judged utilizing, but not limited to:

- Projects that provide retraining, allow for research, expose one to cultural diversity, furnish a global perspective, and/or allow exploration of new specialties.
- Projects that allow the application and enhancement of skills or knowledge in an alternate work environment, to complete a program of study, to complete coursework, or to promote instructional innovation and teaching/learning strategies that positively impact the classroom setting.
- Projects that benefit large or diverse groups, that benefit people with special needs, or that enrich the quality of life and learning in the College, the community, or society.
- For the awarding of sabbaticals, priority will be given to faculty who have not experienced that type of sabbatical (Summer/Semester) if their proposed project is of comparable merit to the other proposal(s) within their category of submission.

Pair-Wise Voting System

1. Proposals will be divided into full-time and unit adjunct faculty groups. Then the following voting process will be followed for each group.
2. Prepare one ballot that contains a vote for each of the possible pairs of candidates. Example: If Anton, Bob, Carol, and Maria are eligible, the ballot would contain 6 votes, with the order being determined randomly. (Random order on the ballot is important.)

Anton	vs.	Bob
Anton	vs.	Carol
Anton	vs.	Maria
Bob	vs.	Carol

Bob	vs.	Maria
Carol	vs.	Maria

Note: Number of Candidates Number of Pairs

2	1
3	3
4	6
5	10
6	15
7	21

2. Each voter circles their choice for each possible pair.
3. The persons(s) designated to count the ballots ➤ records the winner of each possible pair and ➤ counts the number of times each candidate won.

To avoid a tie, an odd number of voters is preferred. The candidate with the most votes wins and is the number one choice, etc.

1. If two (2) candidates have the same number of wins, the Committee will look at the ballot for those two people and assign the winner the highest priority.
2. In case of a tie between 3 or 5 candidates, an additional vote will be taken, and the top 2 vote-getters win by simple majority.

It is possible for proposals to be both highly ranked AND to not be recommended.

Elgin Community College
SABBATICAL LEAVE APPLICATION (Form IV.1)
☐ Full-Time ☐ UAF-2

APPLICATIONS ARE DUE BY 5 P.M. LAST FRIDAY OF SEPTEMBER
CONFIDENTIAL

Prior to completing this form, faculty are encouraged to review Section IV Sabbatical Leave within the Faculty Development Handbook. Applications for sabbatical leave will include a well-developed proposed project that will clearly add to the effectiveness of the faculty members in the performance of their professional responsibilities at the College. Identification of the value to the applicant's professional development and reference to supporting relevant mission/goals/objectives of the College is requested. All dates pertinent to such leave should be included. A comprehensive written report to the College President and the Board is to be submitted at the conclusion of the leave and "...should include, but not be limited to, a summary of the program of study or project, an evaluation of the experience, and (identify) how the results of the leave will be used to improve instruction."

Name: Click or tap here to enter text.

Division: Click or tap here to enter text.

Department: Click or tap here to enter text.

Date of Appointment: Click or tap here to enter text.

Completion and Period of Last Semester/Year Sabbatical Leave: Click or tap here to enter text.

Completion of Last Summer Sabbatical Leave: Click or tap here to enter text.

Period of Sabbatical Requested

(Applicant must select either summer or one of the academic year options.)

- ☐ Summer Semester (Full-Time Only)
- ☐ Full Year (Half Pay)
- ☐ Fall Semester
- ☐ Spring Semester

Please attach the sabbatical project proposal to this signed application and submit it to the Administrative Support by the last Friday in September no later than 5 p.m.

Applicant's Signature:	Date: Click or tap to enter a date.
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☐ Recommended ☐ Not Recommended with Comments	Dean's Signature:	Date: Click or tap to enter a date.
	Comments: Click or tap here to enter text.	

SABBATICAL LEAVE PROPOSAL (Form IV.2)
CONFIDENTIAL

All applicants must include a detailed description of the proposed project in the following format, which may be supplemented to accommodate unique characteristics of the project. A description of the program and criteria for awarding sabbatical leaves is in the first section of the Faculty Development Handbook.

- I. Purpose: Click or tap here to enter text.
- II. Project Objectives (Please indicate those objectives that meet the Basic and Merit criteria outlined in the Sabbatical section of the Faculty Development Handbook.)
 - A. Personal Objectives: Click or tap here to enter text.
 - B. College-Related Objectives (Cross reference relevant College goals and/or departmental objectives.): Click or tap here to enter text.
- III. Project Description
 - A. Detailed Plan of Action (Describe the planning completed, key future action steps, and how you intend to complete this plan.): Click or tap here to enter text.
 - B. Time Frame: Click or tap here to enter text.
- IV. Project Benefits/Projected Impact on Instructional Program, including specific follow-up activities currently planned. Click or tap here to enter text.
- V. List all supporting documentation, such as a letter of acceptance from a graduate school, an offer from a place of employment, or explanatory brochures and registration information. A copy of each document must be attached to the proposal. Click or tap here to enter text.

SABBATICAL LEAVE APPROVAL FORM (Form IV.3)

Applications have been reviewed by the designated administrators for purposes of information and planning. Committee approval and Board concurrence are required for the granting of sabbatical leave.

Faculty Member's Name: Click or tap here to enter text.

Division: Click or tap here to enter text.

Department: Click or tap here to enter text.

Date Submitted: Date **Term of**

Sabbatical Leave:

- ☐ Summer Semester (Full-Time Only)
- ☐ Full Year (Half Pay)
- ☐ Fall Semester
- ☐ Spring Semester

☐ Recommended ☐ Not Recommended with Comments	Faculty Development Chair's Signature:	Date: Click or tap to enter a date.
	Comments: Click or tap here to enter text.	

☐ Recommended ☐ Not Recommended with Comments	Vice President's Signature:	Date: Click or tap to enter a date.
	Comments: Click or tap here to enter text.	

☐ Approved ☐ Not Approved with Comments	Chair, Board of Trustees' Signature:	Date: Click or tap to enter a date.
	Comments: Click or tap here to enter text.	

☐ Contract Issued	Chief Human Resources Officer:	Date: Click or tap to enter a date.
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Final decisions will be communicated to Academic Dean.

BUILDING S INTERIOR SIGNAGE – PHASE II

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract for phase II for the fabrication and installation of interior signage for building S, with Signarama (Elgin, IL), in an amount not to exceed \$50,000.



Dr. Peggy Heinrich, President

Background

Signarama was awarded the College's internal and external signage contract and Board Action No. 018-B-26 was approved by the Board in August 2025.

Signarama is producing and installing interior signage for the new Manufacturing Technology Center, Building S. The project is being completed in two phases. Phase I, which was installed over the summer of 2026, includes signage for offices, classrooms, labs, conference rooms, and bathrooms. Phase II will include directional signage and any remaining interior signage. Phase II is expected to be completed in the fall of 2026.

Funding Source: Bond Proceeds Fund

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

FIRE GEAR PURCHASE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase fire gear from Air One Equipment Inc. (South Elgin, IL), in an amount not to exceed \$48,300.



Dr. Peggy Heinrich, President

Background

Air One Equipment Inc. is the vendor that provides Globe fire gear for the Fire Science and Safety program. Air One Equipment Inc. is the sole provider for this purchase, and as such, this service is exempt from bidding in accordance with Illinois Public Community College Act 110 ILCS 805/3-27.

The purchase is for ten (10) sets of firefighting coats, pants, helmets, and boots for adjunct faculty in the College's firefighter certification programs. The purchase of new structural firefighting gear/Personal Protective Equipment (PPE) will be used by faculty while instructing in Immediately Dangerous to Life or Health (IDLH) environments. When exposing students to live fire events and evolutions, adjunct faculty must be protected in the same manner as if they were fighting a fire in an uncontrolled setting. Following best practices is paramount to the delivery of curriculum and the exceptional standards of the Fire Science and Safety programs.

Funding Source: Perkins Grant Fund

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

GLOBAL HEALTH AND CULTURE STUDY ABROAD

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract for study abroad programming with Loop Abroad – CELA Belize (Bethesda, MD) in an amount not to exceed \$59,000.



Dr. Peggy Heinrich, President

Background

In partnership with the Center for Engaged Learning Abroad Belize (CELA)/Loop Abroad and Heartland Community College, the Center for Global Engagement will offer a short-term Global Health and Culture program in Belize for eligible Health Sciences and Allied Health students. Participants, which include 20 students and 2 faculty leaders, will explore Belizean culture and healthcare through visits to healthcare facilities and community organizations, interactions with healthcare professionals, and experiences focused on global health, intercultural competence, and international healthcare practices. The program was developed through the U.S. Department of State IDEAS Study Abroad Capacity Building Grant.

Funding for this program is supported entirely through student-paid study abroad fees.

Funding Source: Education Fund

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

LIFT TRUCK PURCHASE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase a lift truck from Alta Material Handling (Montgomery, IL), in the amount of \$36,094.80.



Dr. Peggy Heinrich, President

Background

Alta Material Handling is the sole source provider of Hyster. Per the Illinois Community College Act, Chapter 110, Act 805/3-27.1, “contracts for goods or services which are economically procurable from only one source” are exempt from bidding.

The purchase of a propane powered lift truck, aka forklift, will support the instructional operations for the Industrial Maintenance Technology (IMT) program in the Manufacturing and Technology Center, Building S. The forklift will be used to load and unload instructional equipment and supplies, receive deliveries, and move materials throughout the laboratory to support hands-on learning activities and routine lab maintenance.

Funding Source: Education Fund

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

RENEWAL OF ARTS CENTER TICKETING SYSTEM

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract with Spektrix, 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.



Dr. Peggy Heinrich, President

Background

The original purchase for Spektrix software was approved by the Board of Trustees in December 2020, on Board Action No. 085-A-21.

Spektrix is the Arts Center's ticketing software provider. The platform delivers a stable, secure, and PCI-compliant solution that protects customer data and supports the department's database of more than 40,000 patrons. Its user-friendly functionality benefits both customers and staff. Renewal of this agreement will ensure uninterrupted ticketing operations, minimize barriers to ticket sales, and maintain a positive patron experience.

Funding Source: Education and Auxiliary Fund

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

RENEWAL OF GOOGLE WORKSPACE LICENSE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to renew existing computer licenses with Google Workspace from SHI International Corp. (Somerset, NJ), in an amount not to exceed \$110,884, for a period of one (1) year.



Dr. Peggy Heinrich, President

Background

Per the Illinois Community College Act Compiled Statutes, Chapter 110, Act 805/3-27.1, the purchase of software is exempt from bidding.

The renewal of the Google Workspace for Education agreement is vital to sustaining the College's instructional delivery and advancing our student-centered learning initiatives. By securing access to foundational communication and productivity tools, specifically Gmail and Google Docs, this renewal provides an adaptable digital ecosystem that directly elevates the academic experience. For the College's faculty and students alike, Google Docs enables seamless, real-time collaboration on coursework, group projects, and research, breaking down physical and digital barriers to learning. Concurrently, Gmail serves as the secure, reliable communication backbone linking our campus community, ensuring faculty can easily connect with students for feedback and academic support. This renewal guarantees that our community continues to have equitable access to the core collaborative tools essential to their everyday academic success.

Funding Source: Education Fund

Staff Contact: Dr. Philip Garber, Vice President Planning, Institutional Effectiveness & Technology, 847-214-7285

RENEWAL OF MICROSOFT LICENSE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to renew existing computer licenses with Microsoft from CDW (Vernon Hills, IL), for a period of three (3) years, in an amount not to exceed \$145,470.56 annually, \$436,411.68 total.



Dr. Peggy Heinrich, President

Background

Per the Illinois Community College Act Compiled Statutes, Chapter 110, Act 805/3-27.1, the purchase of software is exempt from bidding.

The renewal of the Microsoft campus agreement supports the College's daily operations and long-term strategic objectives. By securing continued access to vital enterprise tools, including Office 365, Project, and Copilot, this renewal ensures our campus infrastructure aligns with ongoing technological evolution and fosters institutional collaboration. Beyond maintaining operational continuity, this centralized ecosystem secures our critical digital infrastructure, protects institutional data, and minimizes technical vulnerabilities. This renewal provides a predictable, cost-effective framework for long-term IT stability while allowing the College to leverage innovative solutions critical to our continued growth and success.

Funding Source: Education Fund

Staff Contact: Dr. Philip Garber, Vice President Planning, Institutional Effectiveness & Technology, 847-214-7285

TABLEAU DASHBOARD OPTIMIZATION AND TRAINING

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract with Datatelligent (Glen Ellyn, IL) to assist in improving and optimizing ECC's data dashboard environment and development of dashboard instructional videos, in an amount not to exceed \$35,000.



Dr. Peggy Heinrich, President

Background

The College seeks to continue contracting with Datatelligent to assist in developing and troubleshooting ECC's data dashboard library in Tableau. Datatelligent will also assist in the development of an instructional/training video library for users to reference when accessing ECC's data visualizations to facilitate user adoption. The College currently has more than 150 data visualizations in use and 120 different data sources that feed into those visualizations.

Datatelligent will serve to maintain ECC's current Tableau dashboards (e.g., update data sources and fix dashboard errors) while additionally providing strategic input into the optimal usage of Tableau resources for creating and disseminating data visualizations to all audiences for the upcoming fiscal year. Datatelligent has provided similar data consulting expertise to ECC in the past and to other colleges in the area, including College of DuPage and Dominican University. The PIE department will continue to maintain all ECC data visualizations dashboards created in Tableau.

Funding Sources: Education Fund

Staff Contact: Dr. Philip Garber, Vice President, Planning, Institutional Effectiveness &
Technology, 847-214-7285

TRACTOR AND TRAILER MAINTENANCE SERVICES

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to increase the annual spend of the purchase of tractor and trailer maintenance services from Mobile Fleet Service, Inc. (Woodstock, IL), in an amount not to exceed \$100,000 annually, for year three (3), and the optional two (2) additional, one-year periods.



Dr. Peggy Heinrich, President

Background

The initial Board Action No. 039-S-24 was approved by the Board in September 2023.

Maintenance costs have increased due to the aging fleet and the greater level of repairs needed to maintain compliance with the federal and state commercial vehicle safety standards. As vehicles are used for driver training, the fleet undergoes semi-inspections that frequently identify components requiring repair or replacement. With most tractors now over 20 years old and many trailers approaching 30 years old, more extensive component replacements are necessary, while higher parts costs and ongoing availability challenges have further impacted expenses.

Funding Source: Education Fund

Staff Contact: Dr. Annamarie Schopen, Vice President of Teaching, Learning &
Student Development, 847-214-7363

RATIFICATION OF EQUIPMENT PURCHASE – HEAT PUMP

Recommendation

The administration recommends that the Board of Trustees ratifies and authorizes the administration to purchase heat pumps for the Heating, Ventilation, and Air Conditioning (HVAC) program for instructional use from Trane (Willowbrook, IL), in the amount not to exceed \$29,000.



Dr. Peggy Heinrich, President

Background

Trane is the sole source provider of the equipment being purchased. Per the Illinois Community College Act, Chapter 110, Act 805/3-27.1, “contracts for goods or services which are economically procurable from only one source” are exempt from bidding.

This equipment purchase will support academic programming and improve student learning outcomes through hands-on experiences that reflect current industry practices and workforce needs. This equipment is for the Manufacturing and Technology Center, Building S.

The purchase of seven (7) geothermal water-source heat pumps will provide students with expanded opportunities to develop technical competencies in installation, diagnostics, troubleshooting, and system maintenance using industry-relevant equipment commonly found in modern commercial HVAC and geothermal applications. The equipment will provide students with hands-on experience operating and maintaining geothermal heat pump systems used in high-performance and sustainable buildings.

Funding Source: Bond Proceeds Fund

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

**NEW HIRE, ASSISTANT PROFESSOR II OF COMMUNICATION STUDIES
MS. DANA TRUNNELL**

Recommendation

The administration recommends that the Board of Trustees approves the appointment of Ms. Dana Trunnell as a tenure-track Assistant Professor II of Communication Studies at a salary of \$99,777.00 (Lane VIII, Step 8) on the Elgin Community College Faculty Association (ECCFA) 2026 salary schedule, effective fall semester, 2026.



Dr. Peggy Heinrich, President

Background

Dana Trunnell brings more than 23 years of teaching experience in communication studies at both the community college and university levels. Since 2016, she has served as Associate Professor of Communication at Prairie State College, where she has also held leadership roles as Center for Teaching and Learning Coordinator, Communication Department Coordinator, and Humanities and Arts Department Chair.

In addition to her extensive classroom experience, Ms. Trunnell has demonstrated a strong commitment to faculty development, student engagement, and academic leadership. She is an accomplished forensics educator and coach, leading students to success at state and national competitions, and contributes to the profession through leadership roles with several higher education and communication organizations.

Ms. Trunnell also brings experience in university administration, research, corporate training, and instructional technology, including service in the Office of the President at Arizona State University and as a Blackboard Administrator.

Ms. Trunnell holds a Master of Arts in Communication and a Bachelor of Arts in English and Mass Communication from Illinois State University. Her extensive teaching experience, leadership, and commitment to student success align strongly with ECC's mission and values.

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

