

**COMMITTEE OF THE WHOLE MINUTES
JUNE 8, 2020**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, held a meeting of the Committee of the Whole on Monday, June 8, 2020. The meeting was conducted virtually, as authorized by Executive Orders 2020-07 and 2020-18.

1. Call to Order by Presiding Officer

Chair Redmer called the meeting to order at 3:00 p.m. and asked Ms. Kerruish to call roll.

Trustees present: Mr. Duffy, Dr. McCreary, Mr. Meyer Mr. Nowak, Dr. Ollayos, Ms. Rakow, Dr. Redmer and Student Trustee, Ms. Vitacco

Trustees absent: None

ECC Staff and others present: Dr. Sam, President; Dr. Heinrich, VP Teaching, Learning and Student Development, Dr. Wagner, VP Business and Finance; Dr. Garber, VP Planning, Institutional Effectiveness and Technology; ECC staff members and visitors

2. Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Duffy.

3. Approval of Meeting Minutes of the Committee of the Whole, May 11, 2020

Chair Redmer requested approval of the minutes of May 11, 2020.

Motion: Trustee Ollayos moved to approve the minutes as presented.

Second: Trustee Nowak seconded the motion.

Voice Vote: Aye, 7; Duffy, McCreary, Meyer, Nowak, Ollayos, Rakow, Redmer; nay, 0; Student Trustee Vitacco, aye; motion carried.

4. Presentations

A. FY 21 Budget

Dr. Sam expressed his appreciation to the Business and Finance department for all their efforts compiling the budget information in the midst of the current challenging situation. Dr. Wagner presented the proposed budget which was provided to the Board; and she explained the history behind the preparation for this budget, as well as how the staff and budget council were working remotely as of mid-March. The uncertainty of the budget was noted and business plans are intact for now, however it will be tracked closely. Heather Scholl highlighted several areas and changes, noting the final budget may need to be adjusted based on fall enrollment. Trustee Meyer suggested including bullet points on larger budget items in order to clearly see the changes and follow through on the their impact. Dr. Sam stated this will be implemented going forward. It was noted this is part of the process and will be shared with the Board during future budget discussions. Trustee Rakow inquired about a \$700,000 change she noted. These funds were shifted from the liability fund to the education fund, but earmarked for hazards/risks; such as the past wetlands issue.

COMMITTEE OF THE WHOLE MINUTES
JUNE 8, 2020

B. Korn Ferry Compensation Review

Dr. Sam indicated that based on conversations he has had with trustees regarding the difficulty of providing a presentation on the compensation review in this type of setting, he asked that the Board pull this action from the June 9 regular meeting agenda. Mr. Ray provided background on the Korn Ferry review which resulted mainly from equity concerns and pay issues. He added that Korn Ferry's recommendations, if implemented, will steer the College in the right direction towards best practices (noting the SSECCA portion is part of the negotiating process). Mr. Ray addressed questions which were raised at the May 11 meeting, and he provided additional information based on these questions. Trustee Meyer inquired about a benefits data analysis combined with a pay analysis, which would help the Board determine what is best for the College. Dr. Sam indicated this information will be provided at the August 10 meeting, with a possible board action anticipated on the August 11 agenda.

C. E-Time Management System

Mr. Ray proposed a request for a system update and cloud migration. Ms. Richmond provided background on the E-Time system which the College implemented in 2011, noting the benefits the College would receive from these actions, and she responded to questions from the Board.

D. Education and Work Center Update (EWC)

Dr. Heinrich brought forward a proposed lease for the EWC for two years (instead of a four-year lease as previously presented), noting there is still a provision included to allow for an increase, as previously outlined. Trustee Meyer expressed his concern about potential increases, noting that DCEO funds are taxpayer funds.

5. Review Board Actions on the June 9, 2020 Regular Board Meeting Agenda

A. Purchases

- 1. Advertising Services (Board Action No. 201-M-20)**
- 2. Audio-Visual (A/V) Design (Board Action No. 202-T-20)**
- 3. Proofing/Project Management System (Board Action No. 203-M-20)**
- 4. Spring/Summer Impact Magazine (Board Action No. 204-M-20)**

There were no questions regarding purchases.

B. Other Agenda Items

There were no questions regarding other agenda items.

6. Audience Wishing to Address the Board

There were no audience members wishing to address the board.

7. Old Business

There was no old business brought forward. Trustee Ollayos inquired about the status of this year's Project Backpack event. Dr. Sam noted details are not yet available, however the Board will be notified once the information is received.

8. New Business

A. Items of Professional Growth

1. Trustee Travel

Trustee Nowak's previous concern about trustee travel was brought forward. He reiterated his concern about the number of trustees who participated in the trip to

COMMITTEE OF THE WHOLE MINUTES
JUNE 8, 2020

Washington, D.C. in February, as he felt legislators are most interested in hearing from students. He does not believe it is cost effective or efficient for three or more trustees to accompany staff and the student trustee. A discussion followed regarding trustee travel, and it was determined this issue may be addressed further at the retreat; however, the topic must be brought forward in an open session in order for any action to be taken.

B. President's Remarks

- Dr. Sam stated conversations are being held with faculty about details and modifications to fall class schedules. Progress is being made, and additional information will be provided at the June 9 closed session.
- Dr. Sam's report at the June 9 regular meeting will include a presentation regarding the protests and current situation in the country.

C. Chair's Remarks

- Chair Redmer mentioned the possibility of ECC providing a presentation at the ACCT conference in Chicago this fall. Dr. Sam indicated that proposed presentation topics will be reviewed.
- Chair Redmer inquired about a possible graduation ceremony for Accelerate College students, which will take place once the appropriate time has been determined.

D. Announcements

Trustee McCreary summarized the ICCTA Board of Representatives meeting held on Saturday, June 6, noting Trustee Ollayos was the recipient of the Linden A. Warfel 2020 Trustee Education Award for her participation in 100 education programs. Trustee Duffy was also recognized for his participation in education programs. Congratulations were extended to Trustees Ollayos and Duffy. Trustee Rakow stated that as of this date, the board retreat is tentatively scheduled for September 22 (full day) and 23 (latter half of day).

E. Issues for Next Month's Agenda

A continuation of the discussion on the topic of trustee travel will be added to the August Committee of the Whole meeting agenda.

Adjournment

- Motion:** Trustee Meyer moved to adjourn the meeting.
Second: Trustee Rakow seconded the motion.
Roll-Call Vote: Aye, 7; Redmer, Rakow, Duffy, Meyer, McCreary, Nowak, Ollayos; Nay, 0; Student Trustee Vitacco, aye.
The meeting was adjourned at 4:57 p.m.

Jeffrey Meyer, JD, Board Secretary

Diane Kerruish, Board Recorder