

**COMMITTEE OF THE WHOLE MINUTES
SEPTEMBER 14, 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, September 14, 2020, in Building E, Room E121.

1. Call to Order by Presiding Officer

Chair Redmer called the meeting to order at 3:02 p.m., indicated that a quorum was present, and asked the recorder to call roll.

Trustees present: Dr. Redmer, Ms. Rakow, Mr. Meyer, Mr. Duffy, Dr. McCreary, Mr. Nowak, and Student Trustee, Ms. Vitacco
All trustees participated in-person.

Trustees absent: Dr. Ollayos

ECC Staff and

Others present: Dr. Sam, President; Dr. Heinrich, VP Teaching, Learning and Student Development; Dr. Wagner, VP Business & Finance; Dr. Garber, VP Planning, Institutional Effectiveness and Technology; Ms. Kerruish, Recorder; ECC staff members and visitors.

2. Statement from the Chair regarding COVID-19 Disaster:

On August 21, 2020, Governor J B Pritzker extended by 30 days, until September 19, the disaster proclamation relating to COVID -19. Since attendance at this meeting location is not feasible because of the COVID-19 disaster, members of the public may virtually attend this meeting.

On June 12, 2020, the Governor signed Public Act 101-0640 into law. This new law amends the Open Meetings Act to authorize public bodies to meet remotely without the otherwise required quorum present at the meeting place.

- 1. This authorization is only effective when the Governor has issued a disaster declaration that covers the jurisdiction of the public body.*
- 2. The head of the public body must make a determination that an in-person meeting is not practical or prudent due to a disaster. Our agenda states that there is a virtual component to this meeting as we adhere to the restrictions of the Phase 4 Recovery Plan.*
- 3. Roll Call will determine whether a trustee is attending in-person or virtually and confirm that all are able to hear each other during the meeting.*
- 4. Members of the public are welcome to attend in-person or virtually.*
- 5. One member of the public body or the chief administrative officer or the chief legal officer must be present at the meeting place. Dr. Sam and Mr. Vazquez are present.*
- 6. All votes must be by roll call.*
- 7. Notification has been provided in accordance with the Open Meetings Act.*
- 8. Both Open and Closed sessions of a virtual meeting of the public body must be recorded*

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3. Pledge of Allegiance

The Pledge of Allegiance was led by Trustee Duffy.

4. Approval of Meeting Minutes of the Committee of the Whole, August 10, 2020

Chair Redmer requested approval of the minutes of August 10, 2020.

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

Second: Trustee Nowak seconded the motion.

Roll-Call Vote: Aye, 6; Redmer, Rakow, Meyer, Duffy, McCreary, Nowak; nay, 0;
Student Trustee Vitacco, aye; motion carried.

5. Presentations

Two videos were shared with the Board; Safety at ECC, featuring Ms. Taylor Vitacco and a second one featuring Professor Zacker and the light board he made to use in his online class instruction.

A. FY22 Course Fees

An overview of FY22 course fee charges was provided by Annamarie Schopen and Heather Scholl. Items highlighted include: purpose and financial impact; refund consideration of course fees for Fall 2020, and Spring 2021 suggested adjustments; next steps and timeline. Trustee Meyer inquired about the use of funds received from course fees (what may have already been paid for and what may be allocated for the future). Information will be provided at the October finance committee meeting.

B. Manufacturing Center

Dr. Heinrich provided an introduction on the status of the manufacturing facility, followed by Dean Taylor, who explained the potential opportunity to partner with surrounding school districts to train the workforce of tomorrow. Areas highlighted include the need to strengthen manufacturing performance, the effects of COVID-19, and the need for more trained skilled workers in the manufacturing field. The facilities that were visited were reviewed. Dr. Wagner outlined the financial commitments and preparations to formulate a plan for the facility, noting Perkins and Will has put together a range for the College to review. Dr. Sam requested direction from the Board related to the search for architects and whether national firms should be included. Following the discussion the Board was not opposed to inviting firms from across the country. Trustee McCreary mentioned that the Amish community may be a source for the possible demolition of the building on the recent property purchase. Trustee Meyer indicated he would like to receive more specific information about the budget. Dr. Sam mentioned the word "regional" will most likely not be part of the final name selected for the new manufacturing center.

6. Review Board Actions on the September 15, 2020 Regular Board Meeting Agenda

A. Purchases

1. Athletics' Field Asphalt Pathway (Board Action No. 026-B-21)

Trustee Nowak inquired about the status of sports programs at ECC. Dr. Sam stated that, as part of the Skyway Conference which determined there will be no sports participation this semester, the athletics program is on hold and will hopefully resume in Spring,

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but will depend on what the Skyway Conference concludes at that time. This is, therefore, a good time for the asphalt pathway project to provide access and meet ADA requirements, that are not currently being met.

2. **Consulting Services for College – Career Pathways (Board Action No. 027-A-21)**
There were no questions or comments regarding this purchase.
3. **Employee Intranet Implementation (Board Action No. 028-A-21)**
There were no questions or comments regarding this purchase.
4. **Lathe Purchase for Industrial Manufacturing Technology (IMT) Program (Board Action No. 029-I-21)**
Trustee Meyer inquired about funding for this equipment, and it was clarified that funding is through the Perkins Grant, which can be used for new technology.
5. **Ratification of Academic and Office Laptop Purchase (Board Action No. 030-T-21)**
There were no questions or comments regarding this purchase.
6. **Ratification of Academic Laptop Purchase (Board Action No. 031-I-21)**
There were no questions or comments regarding this purchase.

B. Other Agenda Items

1. **Additional Funding for State Deferred Maintenance Capital Project – Building B Chiller (Board Action No. 025-B-21)**
Trustee Meyer asked about the significant increase in the replacement cost of the Building B Chiller, noting the request for this project is now \$1,806,325 for the College's portion of the cost. Ms. Scholl outlined changes to the project and the different options that were considered. Mr. Cook provided further explanation on the options for the chillers, noting the original estimates were received in 2018. Trustee Meyer indicated he would like the Board to be provided with additional details, in writing, on the background information and other options prior to approving this action.
2. In reference to the auxiliary funds report, Trustee McCreary asked if the Early Childhood Lab is currently in operation. Dr. Wagner stated the lab is currently open with limited capacity. Additional details on the status of the lab will be reviewed at the October finance committee meeting.
3. Chair Redmer noted she will request a moment of silence at the September 15 regular meeting recognizing the passing of ICCTA president Gregg Chadwick.

7. Audience Wishing to Address the Board

There were no audience members wishing to address the board.

8. Old Business

There was no old business reported.

9. New Business

A. Items of Professional Growth

1. Equipment Purchase for Board of Trustees

Dr. Sam requested feedback from the Board regarding the format they would like board materials to be distributed, if they would prefer computer equipment provided by the College and/or if printed copies of board packets are preferred. A discussion on this topic followed, and it was determined the majority of the members prefer printed packets. Further discussion may take place at the upcoming retreat.

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2. ACCT Leadership Congress Voting Delegate and Alternate

Trustee Duffy will act as the College's delegate at the ACCT Leadership Congress, which he will attend virtually. He reviewed the meeting schedule, noting he will be voting at the Central Region meeting on September 30 and at the Senate meeting on October 1.

3. Board Retreat

Chair Redmer reviewed details about the Board retreat on September 22 from 8:00 a.m. until 4:00 p.m., including book assignments and board goals.

4. Proposed 2021 Board Meeting Dates

There were no concerns raised with the proposed meeting dates for 2021.

B. President's Remarks

- Dr. Sam stated he plans on providing monthly reports which include staff and students' ideas as they adapt to their new environment. This month's video features student trustee Ms. Vitacco demonstrating the College's new safety procedures. A video on innovative teaching presented by Professor Zacher was also shown.
- Dr. Sam highlighted a survey he received from Trustee McCreary which evaluated the top 100 community colleges in the country (out of a total of 1200). He reviewed the data included in the survey, noting four of the top 100 community colleges are in Illinois; and ECC is ranked 59th. Dr. Sam also noted that Lakeland and ECC are the only two community colleges in Illinois that ranked in the Aspen top 150; and ECC also has a AAA rating.

Trustee Meyer left the meeting at 5:04 p.m.

C. Chair's Remarks

- Chair Redmer expressed appreciation to Dr. McClure and all involved in planning the graduation ceremony for 2020, noting the virtual event will take place on September 26.
- Invitations to the Foundation's virtual gala event have been mailed. Trustees are asked to support the Foundation by participating in this event, as well as the Board's annual giving. A discussion on the annual giving contribution was held, and it was determined that the Board will continue their past practice. Trustees were asked to submit their donations to the president's office at either the retreat or the October meeting, if possible; or donations may be made directly to the Foundation.

D. Announcements

There were no announcements.

E. Issues for Next Month's Agenda

There were no issues brought forward for next month.

Adjournment

Motion: Trustee Nowak moved to adjourn the meeting.

Second: Trustee Duffy seconded the motion.

Roll-Call Vote: Aye, 5; Redmer, Rakow, Duffy, McCreary, Nowak;
Nay, 0; Student Trustee Vitacco, aye.
The meeting was adjourned at 5:23 p.m.