

**COMMITTEE OF THE WHOLE MINUTES
OCTOBER 12, 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, October 12, 2020, in Building E, Room E121.

1. Call to Order by Presiding Officer

Chair Redmer called the meeting to order at 3:30 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 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 September 18, 2020, Governor J B Pritzker extended by 30 days, until October 17, 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.*

3. Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Meyer.

Dr. Sam stated there was an update regarding the former Colonial property, and he asked Mr. Vazquez to provide details. Mr. Vazquez explained that the City of Elgin approved the property zoning orally in 2010 but failed to create and pass an ordinance at that time for this approval. Therefore, the City will now adopt the property ordinance to officially complete the process. He noted this has no affect on the College's purchase of the property.

4. Approval of Meeting Minutes of the Committee of the Whole, September 14, 2020

Chair Redmer requested approval of the minutes of September 14, 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, McCreary, Nowak; nay, 0; Student Trustee Vitacco, aye; motion carried.

5. Presentations

A. ECC Performance Report FY2020

Dr. Garber reviewed the Performance Report for FY2020. He highlighted the accomplishments and suggested opportunities related to the strategic plan goals and provided details in the areas of equity and learning; student job attainment and retention (both of which are very high); and student completion. The area of employee satisfaction was also addressed, and it was noted previous concerns which were brought forward have been resolved. Goal setting for FY22 is currently in progress. Reports are publicly available on the website.

B. Update from Network and Information Security Operations

Bill Forg, managing director of network and information security operations, updated the Board on current network and security operations, outlining typical steps in ransomware attacks and training tools being utilized to maintain security. He reviewed the back-up systems in place, noting some are hourly, some are nightly, and there are several off-site back-up systems in place. Anti-virus programs are used campus-wide and password changes are required.

C. Faculty Innovation with Online Learning

Dr. Sam introduced a video which focused on online learning techniques. Demonstrations were provided by several faculty members, including Greg Wheaton (topic: continuity); Chris Cunningham (topic: vector fields); David Reich (welding demonstrations); David Zacker (arguments: deductive, inductive); and Susan Robinson (theatre demonstrations). It was noted all online learning techniques shown have been introduced since March.

6. Review Board Actions on the October 13, 2020 Regular Board Meeting Agenda

A. Purchases

1. Building B Main Shipping/Receiving Dock Repairs (Board Action No. 045-B-21)

There were no questions or comments regarding this action.

2. Computer Information Systems (CIS) Lab Computers Purchase (Board Action No. 046-I-21)

Trustee Rakow commented on the Cybersecurity Certificate which was launched as part

of developing the Computer Information Systems programming to align with industry future outlook and community needs, noting she was pleased to see this development.

3. Fall Impact Magazine (Board Action No. 047-M-21)

There were no questions or comments regarding this action.

4. Milling Machine for Industrial Manufacturing Technology (IMT) Program (Board Action No. 048-I-21)

Trustee Rakow inquired about two vendors who missed the deadline to bid and asked if there were any concerns about not having other bids to compare with. Dr. Wagner noted the bid received is within a reasonable cost. Dean Taylor added there are only a limited number of vendors who can supply these new machines, and she stated this equipment would be utilized during the spring semester. She also noted the cost of a new machine is less than it would be to rebuild an old milling machine. Trustee Meyer pointed out that although starting the bid process over is an option, this would result in delaying the delivery and installation process. A discussion about other factors that would affect this option followed.

5. Snow Removal Services (Board Action No. 049-B-21)

There were no questions or comments regarding this action.

B. Other Agenda Items

There were no questions or comments regarding other agenda items.

7. Audience Wishing to Address the Board

There were no audience members wishing to address the board.

The board recessed from 4:50 – 5:00 p.m.

8. Old Business

There was no old business reported.

9. New Business

A. Items of Professional Growth

1. ACCT Committee Applications

Trustee McCreary expressed an interest in applying for the ACCT finance and audit committee.

Motion: Trustee Meyer moved to approve Trustee McCreary's ACCT committee application.

Second: Trustee Duffy seconded the motion.

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

A letter of recommendation signed by Chair Redmer, along with the application, will be submitted to ACCT by November 1, 2020.

2. ACCT Leadership Congress Report

Trustee Duffy highlighted the sessions he participated in at the ACCT Leadership Congress, stating he felt the most beneficial session is titled *Creating a More Unified Community College*. He noted the sessions will be available on ACCT's website for the next several months, and he plans on participating in several additional sessions.

3. ICCTA Meeting / November 13-14, 2020, Schaumburg Area

The next ICCTA meetings will be held on November 13 and 14 at the Hyatt in Schaumburg. Trustees were asked to notify the president's office in regards to attending. Trustee McCreary confirmed her attendance.

4. Board Goals (as revised September 2020)

Trustee Rakow reviewed the draft of the Board's goals for FY20/21 which was provided to all trustees. Trustee Duffy noted that on page three, the 'Community' section states "Host ICCTA regional professional development opportunities including diversity, equity, inclusion, and cultural competence at the CoW or regular meetings." This statement will be revised, and will end after "cultural competence." (The following will be removed: "at the CoW or regular meetings".)

Chair Redmer expressed her appreciation to all who contributed to revising the board goals.

B. President's Remarks

- Dr. Sam commented on the president's executive order regarding training in diversity, equity and inclusion, which is scheduled to go into effect on November 22. We are awaiting further input and guidelines before proceeding with any mandated changes.
- Dr. Sam noted faculty challenges regarding remote classes have been shared.
- Dr. Sam explained that the Youth Leadership Academy (YLA) presentation which was previously scheduled for today's meeting was cancelled. The YLA provided their report to the Cabinet prior to this meeting, and there were many concerns with the information presented. Therefore, they are scheduled to appear before Cabinet again in November to address these concerns. Following this report, Dr. Sam will offer his recommendations to the Board on the future of the YLA program.

C. Chair's Remarks

- Chair Redmer asked that any outstanding community engagement forms be submitted at the October 13 regular meeting. A final draft will be compiled and distributed to trustees in the near future.
- Trustees Redmer and Rakow recently met with Student Trustee Vitacco to review the board handbook.
- Congratulations to Student Trustee Vitacco on the great success of the t-shirt sale!
- Chair Redmer asked that contributions to the Foundation be turned in by the October 13 regular meeting.

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 McCreary moved to adjourn the meeting.
Second: Student Trustee Vitacco seconded the motion.
Roll-Call Vote: Aye, 6; Redmer, Rakow, Meyer, Duffy, McCreary, Nowak;
Nay, 0; Student Trustee Vitacco, aye.
The meeting was adjourned at 5:32 p.m.



Jeffrey Meyer, JD, Board Secretary

Diane Kerruish, Board Recorder