

**COMMITTEE OF THE WHOLE MINUTES  
DECEMBER 7, 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, December 7, 2020, in Building E, Room E100.01/Virtual.

**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. Duffy, Dr. McCreary,  
Mr. Nowak, Dr. Ollayos, and Student Trustee, Ms. Vitacco  
All trustees participated virtually.

*Trustees absent:* Mr. Meyer. (Note: Mr. Meyer joined the meeting at 4:28 p.m.)

*ECC Staff present:* Dr. Sam, President; Dr. Heinrich, VP Teaching, Learning and Student Development; Dr. Wagner, VP Business & Finance; Ms. Kerruish, Recorder; ECC staff members and visitors.

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

*On November 13, 2020, Governor J B Pritzker extended by 30 days, until December 12, 2020, the disaster proclamation relating to COVID -19. Since attendance at this meeting location is not practical or prudent 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 is present at the meeting location.*
- 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 Nowak.

**4. Approval of Meeting Minutes of the Committee of the Whole, November 9, 2020**

Chair Redmer requested approval of the minutes of November 9, 2020.

**Motion:** Trustee Duffy moved to approve the minutes as presented.

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

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

**5. Presentations**

**A. Alliance for College Readiness**

Dr. Sam commented on the background of the Alliance for College Readiness program, noting it was initiated in 2006, and has recently been restructured. Mary Perkins, dean, and Allison Douglas, Alliance director, provided an update on the structural changes and outlined how they are working with secondary partners. Areas highlighted include: quality indicators for pathways design and implementation; leadership and governance; and assessed needs and priorities, resulting in a modified Alliance purpose, vision and mission statement. It was noted that a modified governance model is being formed, as well as a 2021 priority plan. It is anticipated that a revised agreement will be presented to the Board in early spring of 2021. Dr. Sam stated that the work put into this program is an example of changing relationships, resulting in an upgraded model which will better serve the College and its partners.

**B. Student Life**

Amybeth Maurer presented a video highlighting the virtual events students were engaged in during the fall semester, including clubs and organizations, fall events, civic engagement, multicultural programs, and project backpack. Chair Redmer congratulated the student life area on the wide range of excellent activities provided to students. Dr. Sam mentioned the efforts put forth regarding voting. Trustee Ollayos stated she is heartened by the DACA court ruling. Trustees will receive a copy of the video presentation via email.

**C. SURS / College Insurance Program Update**

Lesia Gemelli provided an overview of the SURS College Insurance Program (CIP), outlining eligibility, CIP rates and enrollment, and benefit options. Kim Wagner reviewed the financial impact to ECC, implementation of GASB Statement 75, and CIP funding plan to handle underfunding.

**President's Remarks:** Dr. Sam announced that there is good news to share regarding the manufacturing center. Kim Wagner, Ed Cook and Heather Scholl met with Capital Development Board (CBD) representatives regarding appropriation for the manufacturing center, and they would like to move forward with an intergovernmental agreement, which will be acted on quickly. Other projects discussed at the meeting include an automated security system, which the CBD may assist with as well. Dr. Sam stated he is pleased that action on the manufacturing center will proceed quickly, and the next step is to select an architect.

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**6. Review Board Actions on the December 8, 2020 Regular Board Meeting Agenda**

**A. Purchases**

**1. Arts Center Ticketing System (Board Action No. 085-A-21)**

Trustee Ollayos stated she is pleased to see the Arts Center action, and she pointed out the data security feature, which she was impressed with. Steve Duchrow expressed appreciation to everyone who assisted in putting this action together. He explained the need for this ticketing system and highlighted the reasons the selected vendor was chosen.

**2. Asset Management Software (Board Action No. 086-T-21)**

**3. Computer Purchase (Board Action No. 087-T-21)**

**4. Content Management System upgrade (Board Action No. 088-M-21)**

**5. Fire Engine Purchase (Board Action No. 089-I-21)**

**6. Mail House Services (Board Action No. 090-F-21)**

**7. Math Placement Tests (Board Action No. 091-I-21)**

**8. Postal Equipment (Board Action No. 092-F-21)**

Dr. Sam informed the Board that there may be a vendor wishing to address the Board regarding the postal equipment action at the December 8 regular meeting. This vendor has questions related to U.S Postal Service compliance, and Melissa Tait will be available if needed. A document will also be provided to the Board with information on the postal equipment purchase related to potential questions that may be presented by the vendor.

**9. Project Management System (Board Action No. 093-M-21)**

**10. Management Software (Board Action No. 094-A-21)**

There were no questions or comments regarding purchases 2, 3, 4, 5, 6, 7, 9 and 10.

**B. Other Agenda Items**

There were no questions or comments on other agenda items; however Chair Redmer pointed out that several actions will be pulled for comments at the December 8 regular meeting.

**7. Audience Wishing to Address the Board**

There were no audience members wishing to address the board.

Trustee Meyer joined the meeting virtually at 4:28 p.m. He inquired about two actions on the consent agenda, as follows:

**N. Intergovernmental Agreement between Elgin Community College District 509 and St. Charles Township Public Bodies (Board Action No. 083-A-21)**

Trustee Meyer asked about the reduction amount being considered under this agreement. Mr. Vazquez explained that the agreement is written so the majority of participants would rule; and that the College has the ability to withdraw from this agreement at any time with 30 days' notice. The College's pro-rata share was approximately \$2,000 for 2014-2019.

**O. Compensation Rates for Non Unit Adjunct Faculty (Board Action No. 084-A-21)**

Trustee Meyer requested clarification on how this pay increase was calculated. Kim Wagner stated it is indexed to the Unit Adjunct 1 pay rate.

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*The board recessed from 4:34 – 4:40 p.m.*

**8. Old Business**

There was no old business reported.

**9. New Business**

**A. Items of Professional Growth**

Trustee McCreary provided an excellent report on the November 13 ICCTA meeting. Trustee Ollayos attended the afternoon session of the meeting, as well as the board of representatives presentation, which she stated was one of the best presentations she has seen.

**1. ACCT National Legislative Summit, February 7-10, 2021 (Virtual)**

Trustee Rakow commented on reviewing potential legislative points to address with federal legislators, noting the manufacturing center will be the main focus to address with state legislators. Dr. Sam stated that when it is time to look into equipment resources for the manufacturing center, there may be grant opportunities to pursue. Trustee McCreary mentioned an ACCT webinar about Pell Grants which she participated in, indicating she will elaborate more on this at the December 8 regular meeting.

**B. President's Remarks**

- Dr. Sam recommended two nursing faculty candidates for approval at the December 8 meeting. He noted there were three nursing faculty positions open, but one candidate did not accept the offer presented so we are conducting interviews later in the week to hopefully identify a third candidate to present to the Board, possibly at a special meeting in December. If a candidate has not been identified before the winter break, Dr. Sam may request that the final candidate be ratified at the January, 2021 meeting, if there are no objections.

**C. Chair's Remarks**

- Congratulations to Trustee McCreary on being selected as an ACCT committee member.
- Chair Redmer highlighted the ECC Foundation meeting she attended on December 3, which included a report on the tax levy, tuition freeze and abatement. The Foundation is planning a gratitude tour for the next two months. Also, the Foundation's retreat will be held virtually on January 22, 2021, and all trustees are welcome to attend.
- Chair Redmer will participate in an ACCT webinar on December 12.

Trustee Rakow highlighted the article and cover picture featured in the recent Impact magazine.

Dr. Sam asked Kathy Meisinger to share details on apprenticeship programs being implemented. Ms. Meisinger elaborated on 26 new apprenticeship opportunities for firefighter, paramedic and culinary students. She also shared a video created by a CNC apprenticeship student who won first place in a video contest and received \$500.

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**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 Ollayos moved to adjourn the meeting.

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

**Roll-Call Vote:** Aye, 7; Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos;  
Nay, 0; Student Trustee Vitacco, aye.  
The meeting was adjourned at 5:00 p.m.

  
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Jeffrey Meyer, JD, Board Secretary  
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Diane Kerruish, Board Recorder