

**COMMITTEE OF THE WHOLE MINUTES
JUNE 7, 2021**

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 7, 2021, in Building E, Room E100.01/Virtual.

1. Call to Order by Presiding Officer

Chair Rakow called the meeting to order at 3:04 p.m., indicated that a quorum was present, and asked the recorder to call roll.

Trustees present: Ms. Rakow, Mr. Meyer, Dr. Redmer, Dr. McCreary, Mr. Nowak, Dr. Ollayos and Student Trustee, Mr. Allen.
Trustees participated in-person.

Trustees absent: Mr. Duffy

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 May 28, 2021 Governor J B Pritzker extended by 30 days, through June 26, 2021, the disaster proclamation relating to COVID -19 (Executive Order 2021-11). With the current mitigation status, this meeting will be conducted in-person. Since attendance at this meeting location is not feasible due to mitigation restrictions and limited seating due to social distancing requirements 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 in attendance at the meeting place.*
- 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 Redmer.

4. Approval of Meeting Minutes of the Committee of the Whole, May 10, 2021

Chair Rakow requested approval of the minutes of May 10, 2021.

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

Second: Trustee Ollayos seconded the motion.

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

5. Presentations

A. American Rescue Plan / Financial Aid

Dr. Wagner reviewed the Higher Education Emergency Relief Fund (HEERF), focusing on the student portion and distribution of funds from the Coronavirus Aid, Relief and Economic Security (CARES) Act; Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act; and American Rescue Plan (ARP) Act. Each fund distribution came with a different outline of obligations and processes. Ms. Perrin and Ms. Crow provided highlights from Financial Aid and reviewed fund distribution recommendations for summer and fall. Trustees' questions regarding timeframe for providing funds, prioritization, eligibility, and application deadlines were addressed.

6. Discussion

A. ACCT Presentation Proposals

Four potential ACCT presentation proposals were highlighted: NIU Education Cohorts at ECC, submitted by Sean Jensen; How We Handled "Zoombombing" and "Blursday": Elgin Community College's response to Covid-19, submitted by Emily Kies; Spartans . United: The Importance of Strategic Communication to Build Community and Increase Engagement during Covid-19, submitted by Toya Webb; Shifting Paradigms to #Make Art Always, submitted by Mary Hatch. Trustees recommended that all four proposals should be moved forward in the submission process.

B. Facility Use

Dr. Sam explained the history associated with some long-term rentals for outside groups, including churches, meeting at the College. A new request from a church has been received, which would include use of the facility for an indefinite length of time, potentially limiting other activities and events. ECC does not have the space available to make this type of commitment, nor do we have the staff to accommodate this situation. Trustee McCreary indicated she would like to see certain emergency situations considered. Trustee Meyer stated we need to treat secular organizations the same as non-secular organizations. Dr. Sam agreed and confirmed that all organizations are treated in the appropriate manner.

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7. FY 2022 Budget

Dr. Wagner presented the FY22 Annual Budget to the Board. A memorandum from Heather Scholl is included, which summarized the budget and highlights adjustments to balance the operational funds budget, as well as additional projects that will begin in fiscal year 2022. An update will be given to the Board at the next Finance committee meeting. Chair Rakow noted the memo is very helpful. Dr. Wagner stated a full narrative style budget will be submitted for an award.

8. Review Board Actions on the June 8, 2021 Regular Board Meeting Agenda

A. Purchases

1. Advertising Services – Effectv (Board Action No. 210-M-21)

There were no questions or comments regarding this purchase.

2. Advertising Services - Hulu (Board Action No. 211-M-21)

There were no questions or comments regarding this purchase.

3. Advertising Services – Paddock Publications (Board Action No. 212-M-21)

There were no questions or comments regarding this purchase.

4. Computer Purchase (Board Action No. 213-A-21)

Trustee Meyer indicated he received clarification on his inquiry about this purchase, noting the purchase is for tablets for students who require Apple products.

5. Computer Classroom and Lab Chair Purchase (Board Action No. 214-B-21)

Trustee Meyer stated he feels the lowest responsive bidder should be selected. Ms. Tait explained that while certain specifications had to be met, the HON chair selected had a larger range of options for a variety of students/issues and therefore will support more students. Trustee Ollayos noted the importance of ergonomics.

6. Waste Removal Services (Board Action No. 215-B-21)

There were no questions or comments regarding this purchase.

B. Other Agenda Items

1. Executive Director, Equity, Diversity and Inclusion, Mr. Anthony Ramos (Board Action No. 218-P-21)

Dr. Sam indicated that questions have risen regarding this position, and they appear to be in reaction to current events. He provided background on the implementation of the role, noting it came up ten years ago, then again four or five years ago. The plan was to advertise for the position prior to the pandemic. Most institutions already have this position on staff, and this responds to the College's shared values and strategic plan. It will also be important for accreditation and will assist in preventing future issues and challenges in removing barriers for specific groups, consistent with accreditation requirements. Trustees voiced their opinions about the position. Trustee Ollayos stated she would like to encourage looking at things systemically. Trustee McCreary stated the Board needs to support Dr. Sam on this action. Trustee Meyer expressed concern about the job description, as it does not indicate what the role is on a daily basis, and there are no objectives in the description that would show we are achieving systemic goals. Dr. Sam stated that this position will assist and advocate for all student success and insure that best practices are utilized throughout all of ECC's diversity, equity and inclusion efforts. Trustee Redmer would like a quarterly report provided to the Board, in the same manner as other areas of the institution provide reports. Trustee Ollayos indicated she will pull the action item for further discussion at the June 8 regular meeting.

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2. Ratification of the Agreement Between the Board of Trustees of Community College District 509 and the Support Staff of Elgin Community College Association (Board Action No. 194-A-21)

Trustee Meyer requested that the annual increase for years one and two of the contract be quantified. Mr. Ray indicated the average is approximately 4% per year but will confirm the actual percentage at a later time. Trustee Meyer inquired about potential effects on the SURS penalty. Mr. Ray stated no penalties are anticipated.

9. Audience Wishing to Address the Board

There were no audience members wishing to address the Board. Chair Rakow informed the Board that public comments were received from five people objecting to the Equity, Diversity and Inclusion position, which were shared with the Board prior to the meeting. These, along with any additional submissions, will be included as part of the June 8, 2021 minutes.

10. Old Business

Trustee Redmer pointed out the State of Illinois has shared projects still in the appropriations category. Grant allocations will be available once the bill is signed by the governor.

11. New Business

A. Items of Professional Growth

1. Board Annual Retreat – September 21 & 22, 2021

Trustee McCreary and Chair Rakow met with Linda Kolbusz to discuss the schedule for the upcoming retreat. They are still in the process of discussing requirements, review of goals, etc. The retreat may be held for one and a half days.

B. Covid-19 Mitigation Protocols

Dr. Sam pointed out the many steps ECC has taken regarding Covid-19 mitigation. He noted that we received updated guidelines on this date from the U.S Department of Education, which will be thoroughly reviewed. We have assured that the college community is a safe place, and we want to be able to continue making that statement as more and more students and employees return to campus. Trustee Meyer stated he also wants ECC to be safe, adding that the Center for Disease Control (CDC) and Governor Pritzger have aligned in creating an executive order which includes the CDC's recommendations stating masks need not be required for fully vaccinated people. He stated the College should therefore adjust protocols and align our guidelines with the CDC; and he asked trustees to encourage ECC to adopt CDC guidelines as the standard. Dr. Sam responded that we will review CDC guidelines, as well as other guidelines pertaining to higher education, regarding mask recommendations, etc.

C. President's Remarks

There were no remarks made by Dr. Sam.

D. Chair's Remarks

Chair Rakow commented on the great, interactive commencement video on ECC's website. (The video was shown at this meeting.)

E. Announcements

There were no announcements.

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F. Issues for Next Month's Agenda

There were no issues brought forward for next month's agenda.

12. 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).

Motion: Trustee McCreary moved to recess to closed session.

Second: Trustee Nowak seconded the motion.

Roll-Call Vote: Aye, 6; Rakow, Meyer, Redmer, McCreary, Nowak, Ollayos; Nay, 0; Student Trustee Allen, aye. Motion carried at 5:31 p.m. Virtual connections were confirmed and the closed-session began at 5:34 p.m.

Trustee Ollayos departed the meeting at 5:46 p.m.

13. Reconvene Open Session

The closed session concluded at 5:52 p.m. The board reconvened in open session at 5:53 p.m.

Adjournment

Motion: Trustee McCreary moved to adjourn the meeting.

Second: Trustee Nowak seconded the motion.

Roll-Call Vote: Aye, 5; Rakow, Meyer, Redmer, McCreary, Nowak; Nay, 0; Student Trustee Allen, aye.
The meeting was adjourned at 5:54 p.m.



Donna Redmer, EdD, Board Secretary



Diane Kerruish, Board Recorder