



# BOARD OF TRUSTEES AGENDA

## April 13, 2021



Elgin  
Community  
College

Bright Choice. Bright Future.

1700 Spartan Drive • Elgin, IL 60123-7193 • 847-697-1000 • [elgin.edu](http://elgin.edu)

# **ELGIN COMMUNITY COLLEGE IDENTITY**

## **BOARD PURPOSE**

*The purpose of the board is to represent the public in determining what programs and services the college will offer, to whom, at what cost, with what priority, and to evaluate the performance of the organization.*

*The Board is committed to excellence and accountability in everything the college does, to programs and services of the highest quality, and to making them available to the widest spectrum of appropriate constituencies.*

## **MISSION STATEMENT**

*The mission of Elgin Community College is to improve people's lives through learning*

## **STRATEGIC GOALS**

1. Identify and expand practices to raise academic achievement and completion
2. Strategically build and maintain enrollment and purposeful pathways
3. Advance relationships that benefit the college, students, and partnering organizations
4. Instill a culture of service excellence and collaboration

## **VISION**

We will pursue our Mission by focusing all our efforts on making Elgin Community College a national leader in promoting success for all students. This Vision will be attained through a commitment to provide innovative and affordable learning opportunities for all constituencies and to promote cultural competence and community partnership in our decisions and actions.

## **PHILOSOPHY ON LEARNING**

Learning is the primary driver behind our Mission and Vision. We believe learning is a lifelong process of intellectual and interpersonal growth that occurs when individuals expand their depth of knowledge, skills, and experiences. We further believe that learning empowers individuals to improve their lives and the economic, social, and cultural conditions of local and global communities.

## **SHARED VALUES**

### ***Excellence***

Our programs and services strive for the highest level of excellence to successfully achieve our vision. We use research-based methods to strengthen curriculum and deliver high-quality learning-centered instruction and services.

### ***Freedom of Inquiry***

We believe learning is most engaging and viable when a spirit of free inquiry exists, allowing everyone the freedom to explore new and diverse ideas and to express their interests and attitudes. We strive to create environments where inquiry flourishes and guides innovation.

### ***Equity***

We are an inclusive community that provides students, employees, and community members with full access to all resources needed to achieve their individual goals. We commit to creating an environment that is equitable and inclusive to all.

### ***Diversity***

We value and honor diversity in all forms and perspectives. To successfully achieve our vision, we provide a safe and inclusive community that promotes and affirms individual growth, social responsibility, and self-worth for success in a global world.

### ***Ethical Practices***

We are responsible to carry out our work with honesty and integrity. Our decisions and actions are guided by our vision and not by personal interests, and they will be enacted with a sense of service to students and community members.

### ***Accountability***

As a public institution, we commit to make the best use of resources. We strive to be transparent in reporting our decisions and actions and seek feedback from others as we continuously improve our practices.

### ***Collaboration***

We are actively committed to serving students, employees, and community members. The decisions and actions we undertake in carrying out our vision derive from working cooperatively with local through global constituencies.

**REGULAR BOARD MEETING  
APRIL 13, 2021**

**6:30 p.m. Open Meeting**

**IN-PERSON ATTENDANCE**

**Building E**  
Elgin Community College  
1700 Spartan Drive  
Elgin, IL 60123

**Virtual Attendance**

<https://elgin-edu.zoom.us/j/95819398253>

**Phone: 312-626-6799 / Meeting ID: 958 1939 8253#**

*With the continued Executive Orders from the Governor and current mitigation status, the April 13, 2021 Regular Board Meeting will be conducted in-person, with masks and social distancing requirements observed.*

*Since attendance at this meeting location is not feasible due to the mitigation restrictions and limited seating due to social distancing requirements because of the COVID-19 disaster, members of the public may virtually attend.*

*If any member of the public wishes to provide public comment for this meeting, please submit the comment in writing (via email) by 2 p.m. Tuesday, April 13, 2021 to the Board Recorder, Diane Kerruish ([dkerruish@elgin.edu](mailto:dkerruish@elgin.edu)). Please include your full name when submitting your comment. All comments will be provided to trustees and will be reflected in the meeting minutes. Public comments that are appropriate and compliant with Board Policy will be read aloud during the Audience Wishing to Address the Board; public comment agenda item.*

**AGENDA**

**Call to Order by Presiding Officer**

- 1. Roll Call**
- 2. Statement from the Chair Regarding COVID-19 Disaster**
- 3. Preliminary Matters**
  - A. Pledge of Allegiance
  - B. Board Purpose
- 4. President's Report**
- 5. Audience Wishing to Address the Board**
- 6. Board Reports**
  - A. Committee of the Whole – Trustee Nowak
  - B. Illinois Community College Trustee Association (ICCTA) – Trustee Ollayos
  - C. Association of Community College Trustees (ACCT) – Trustee McCreary
  - D. Legislative – Trustee Rakow
  - E. ECC Foundation – Trustee Redmer
  - F. Student Report – Student Trustee Vitacco

	Reports
<b>7. College Reports</b>	1
A. Personnel (March)	2
B. Treasurer (February)	4
C. Student (March)	24

***College Reports Under Separate Cover***

- D. Institutional Advancement and ECC Foundation (March)
- E. Community Engagement and Legislative Affairs (March)

	Actions
<b>Acceptance of College Reports</b>	1

<b>8. Consent Agenda Approval</b>	
A. Closed Session Minutes of the Committee of the Whole Meeting of March 8, 2021	2
B. Minutes of the Regular Board Meeting of March 9, 2021	3
C. Destruction of Audiotape of Closed Session Meeting of August 13, 2019	10
D. Ratification of Report of Expenses	11
E. Release of Select Closed-Session Minutes for Board Meetings of Dec 2018-Dec 2020	12
F. Application for Permanent Curriculum Approval: Associate of Applied Science Degree in Ophthalmic Technician	16
G. Dual Credit Programs Memorandum of Understanding Between Kane County Regional Office of Education, the Kane County Juvenile Justice Center and Elgin Community College	17
H. Ratification of Resolution to Participate in the National Intergovernmental Purchasing Alliance Company (OMNIA Partners) Cooperative	23
I. Public Display of Fiscal Year 2022 Budget	24
J. Purchases	
1. Choral Riser Purchase	25
2. Cube Van Purchase	26
3. Data Warehouse Purchase	27
4. Dual Credit Management Software	31
5. Skid Steer Purchase	34
6. Surface Grinder Purchase	35
K. Personnel	
1. Awarding of Tenure, Instructor of English, Ms. Carissa Miller	36
2. New Hire, Instructor of Nursing, Ms. Taylor Bernhard	37
3. Resolution of Appreciation, Retiree, Ms. Valerie Hale	38
<b>9. Resolution Adopting Results of the Student Trustee Election for 2021-2022</b>	40
<b>10. Resolution of Appreciation, 2020-2021 Student Trustee, Taylor Vitacco</b>	43
<b>11. Old Business</b>	
<b>12. New Business</b>	

**Adjournment**

*Next regular meeting: 6:30 pm Tuesday, May 11, 2021*



ELGIN COMMUNITY COLLEGE  
ACADEMIC CALENDAR 2020 - 2021

SUMMER SESSION 2020

ECC is open to select employees and students and remains closed to the public, including Fridays, through August 7, 2020. Face coverings are required and social distancing rules are in effect. Student Services are available remotely. More information is available at <https://elgin.edu/about-ecc/campus-central/>

Sat., May 23 – Mon., May 25 ..... All Facilities Closed: Memorial Day Weekend  
Mon., June 1 ..... Summer Session I Begins  
Mon., June 15 ..... Summer Session II Begins  
Mon., July 13 ..... Summer Session III Begins  
Saturday, July 4 ..... All Facilities Closed: Independence Day  
Thurs., Aug. 6 ..... End of Summer Session Classes  
Note: Summer session grades due by 4 p.m. the Monday following the last day of class.

FALL SEMESTER 2020

Tues., Aug. 18 – Wed., Aug. 19 ..... New Full-Time Faculty Orientation  
Thurs., Aug. 20 ..... College Convocation  
Fri., Aug. 21 ..... New Student Convocation  
Mon., Aug. 24 ..... Fall Semester Begins  
Sat., Sept. 5 – Mon., Sept. 7 ..... All Facilities Closed: Labor Day (No Classes Labor Day Weekend)  
Mon., Sept. 28 ..... 12-Week Fall Session Begins  
Mon., Oct. 19 ..... 2<sup>nd</sup> 8-Week Fall Session Begins  
Tues., Nov 3 ..... All Facilities and Remote Services Closed: Election Day  
..... Building H will be open as a Polling Place  
5:00 p.m. Wed., Nov. 25 – Sun., Nov. 29 ..... All Facilities and Remote Services Closed: Thanksgiving Recess  
Thurs., Dec. 17 ..... Fall Semester Classes End  
Fri., Dec. 18 ..... Grading Day/Semester Ends  
Sat., Dec. 19 ..... Graduation  
Mon., Dec. 21 ..... Grades Due by 4 p.m.  
5:00 p.m. Wed., Dec. 23 – Sun. Jan.3 ..... All Facilities and Remote Services Closed: Winter Recess

SPRING SEMESTER 2021

Mon., Jan. 4 ..... Offices Reopen  
Tues., Jan. 12 – Wed., Jan. 13 ..... New Full-Time Faculty Orientation  
Thurs., Jan. 14 ..... College Convocation  
Fri., Jan. 15 ..... New Student Convocation  
Mon., Jan. 18 ..... All Facilities and Remote Services Closed: Martin Luther King, Jr. Day  
Tues., Jan. 19 ..... Spring Semester Begins  
Mon., Feb. 15 ..... All Facilities and Remote Services Closed: Presidents' Day  
Tues., Feb. 16 ..... 12-Week Spring Session Begins  
Mon., Mar. 15 ..... 2<sup>nd</sup> 8-Week Spring Session Begins  
Mon., Mar. 22 – Sun. Mar. 28 ..... All Facilities and Remote Services Closed: Spring Recess  
Wed., May 19 ..... Spring Semester Classes End  
Thurs., May 20 ..... Grading Day/Semester Ends  
Fri., May 21 ..... High School Equivalency Graduation Ceremony  
Sat., May 22 ..... Graduation  
Mon., May 24 ..... Grades Due by 4:00 p.m.  
Mon., May 31 ..... All Facilities and Remote Services Closed: Memorial Day

Final examinations or other appropriate final evaluation activities will be held within regularly scheduled class hours. The number of weeks classes are offered may vary.

Please check the College website [www.elgin.edu](http://www.elgin.edu) for information regarding Registration, Financial Aid and Payment



# Elgin Community College Board of Trustees Annual Planning Calendar

JUL <sup>1</sup>		AUG	SEP	OCT	NOV	DEC	JAN	FEB <sup>1</sup>	MAR	APR	MAY	JUN
Board Activities	Board Policy Review Period (cont'd from Jun)		Attorney reviews closed session minutes	Board adopts course fees for next fiscal year			Board Goal Planning Period: Board articulates budgetary considerations for next fiscal year			Board seats student trustee	Board seats newly elected trustees (in odd years)	Board Policy Review Period (cont'd thru Jul)
	Board presents and discusses President's evaluation with the President			Board attends ACCT Annual Congress		Board adopts tax levy	Board adopts tuition for next fiscal year	Board attends ACCT Legislative Summit	Attorney reviews closed session minutes	Board plans state lobby events (JCCTA)		Board adopts next fiscal year's budget including auxiliary business unit operating parameters and transfers
				Board awards faculty tenure		Board conducts semi-annual self-evaluation	Board provides input regarding budget projections and considerations proposed for next fiscal year		Board awards faculty tenure	Board approves external audit firm and legal counsel		Board prepares President's evaluation
College Activities									Board and College discuss budget considerations in preparation for budget adoption in June (Finance Committee)			Board retreats and conducts semi-annual self-evaluation and goal setting
Suggested Reports for Presentations (for COTW or Board Meetings)												
Budget Discussions and Adjustments Period: College reviews department budget requests to prepare college budget for next fiscal year												
Suggested Reports for Presentations (for COTW or Board Meetings)												
Goal and Budget Planning Period: Goal and Budget Planning Period: Departments outline goals, needs, and budgets for next fiscal year												
Suggested Reports for Presentations (for COTW or Board Meetings)												
Goal and Budget Review Period: Departments review accomplishments from previous year												
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Suggested Reports for Presentations (for COTW or Board Meetings)												

<sup>1</sup> Committees of the Whole (COTW) and regular Board of Trustees meetings are not held in February and July. **Note:** The Board of Trustees Annual Planning Calendar contains major events and reports and is not meant to be comprehensive of all college-wide activities. Reports provided on a monthly basis include enrollment updates (e.g., headcounts, seats/hours, etc.) as part of the President's Report, the Illinois Community College Trustees Association Report, the ECC Foundation/Institutional Advancement Report, Personnel Report, Marketing and Communications Report, Report of Expenses, and Student Activities Report.

## ***ICCTA MEETING AND CONVENTION SCHEDULE***

\*\*Meetings, dates, and locations are subject to change\*\*

### **ICCTA SEMINARS (Fridays) & BOARD OF REPRESENTATIVES (Saturdays): (unless otherwise noted)**

September 11 – 12, 2020	President Abraham Lincoln Hotel, Springfield, IL
November 13 – 14, 2020	Location TBD
February 2021 (Date TBD)	Board of Representatives Meeting in conjunction w/ACCT, Washington, DC
March 12 – 13, 2021	Location TBD

### **ICCTA ANNUAL CONVENTION:**

June 3 – 5, 2021	Marriott Bloomington-Normal Hotel & Conference Center, Normal, IL
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### **ICCTA REGIONAL AND OTHER MEETINGS:**

August 2021	Executive Committee Retreat – TBA
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### **ILLINOIS COUNCIL OF COMMUNITY COLLEGE PRESIDENTS (ICCCP):**

September 10, 2020	Virtual Meeting
November, 2020 (TBD)	Virtual Meeting
March 11 – 12, 2021	Location TBD

### **ICCB MEETINGS:**

September 11, 2020	Harry L. Crisp II Community College Center, Springfield, IL – Virtual
December 4, 2020	Harry L. Crisp II Community College Center, Springfield, IL

### **IBHE MEETINGS:**

June 9, 2020	Telephone and Video Conference
August 4, 2020	Videoconference TBD
September 15, 2020	Southern Illinois University, Carbondale
December 8, 2020	Malcolm X College, Chicago

### **ACCT/AACC EVENTS:**

October 5 – 8, 2020	ACCT Annual Leadership Congress – Virtual
February 7 – 10, 2021	ACCT National Legislative Summit (NLS), Marriott Marquis, Washington, DC
October 13 – 16, 2021	ACCT Annual Leadership Congress, Manchester Grand Hyatt, San Diego, CA

### **OTHER DATES/MEETINGS:**

April 14, 2021	PTK Banquet, President Abraham Lincoln Hotel, Springfield, IL
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## ILLINOIS COMMUNITY COLLEGE SYSTEM

### EXCEPTIONAL QUALITY

- 🎓 Illinois is **#1 in the nation** in bachelor's degree completion rates among community college students who transfer (53.8 percent).
- 🎓 Earning an Associate of Applied Science or long-term certificate from an Illinois community college adds more than **\$570,000 in lifetime earnings**.
- 🎓 **Nine out of 10** of the state's community college graduates live, work, pay taxes, and raise their families in Illinois.
- 🎓 Community colleges contribute to Illinois' economic development by providing workforce training, increasing credential attainment, and closing the skills gap. Nearly **74 percent** of Illinois employers have hired a community college student.

### AFFORDABLE INSTRUCTION

- 🎓 The average full-time Illinois community college student pays **\$4,410 per year in tuition and fees; nearly one-third the average tuition and fees** at Illinois public universities.
- 🎓 College costs can be reduced and students are able to gain access to college-level coursework during high school through dual credit. Community colleges offered **11,270 dual credit courses to 59,039 high school students**.
- 🎓 Illinois community colleges educate **60 percent of the students** enrolled in Illinois public higher education, but receive only **23 percent of the state's higher education funding**.

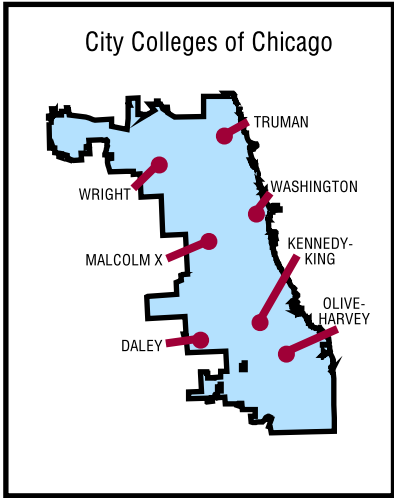
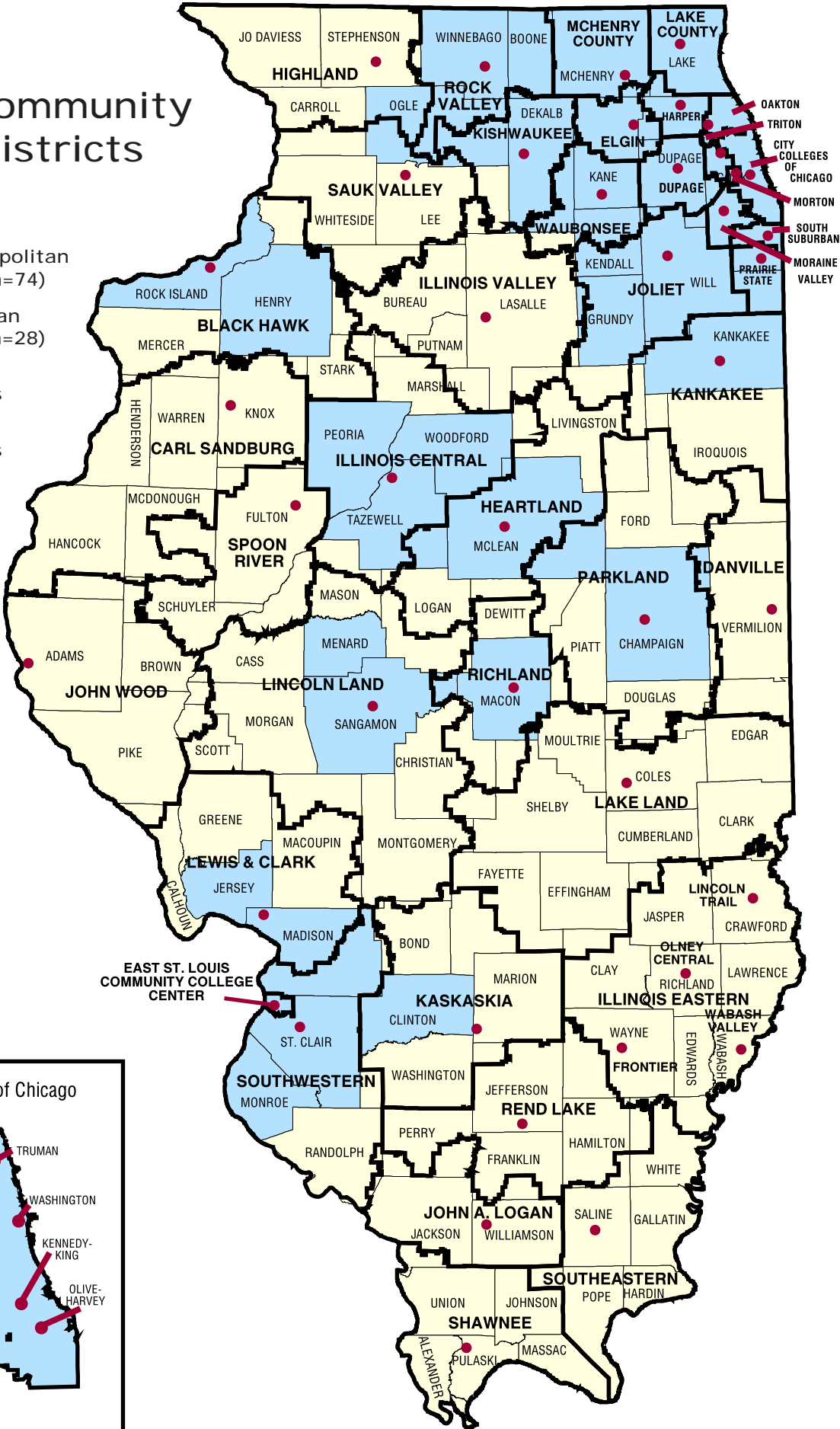
### ACCESS FOR ALL

- 🎓 The Illinois Community College System is the **third largest in the nation** with 48 community colleges and 39 college districts in Illinois.
- 🎓 Nearly **700,000 students** taking credit, noncredit, and community education courses walk through the doors of an Illinois community college each year.
- 🎓 The "typical" community college student is a **28 years old female enrolled part-time**.
- 🎓 Almost **two-thirds of all minorities** in Illinois public higher education attend community colleges, and over **18,000 students with disabilities and 40,000 students with limited English proficiency** are served each year.



# Illinois Community College Districts

- Non-Metropolitan Counties (n=74)
- Metropolitan Counties (n=28)
- District Boundaries
- County Boundaries





# CAMPUS MAP

1700 Spartan Drive, Elgin, IL 60123-7193

## Directory

### A BUILDING

- First Stop (Information Desk)
- Lost and Found
- Main Entrance

### B BUILDING

- Academic & Transfer Advising
- Admissions
- Bookstore
- Cafeteria/Student Lounges
- Career Development Services
- Disability Services/ADA
- Financial Aid & Scholarships
- First Year Programs & Student Life
- International Education & Programs
- Records & Registration
- Spartan Food Pantry
- Student Accounts
- Testing Center
- TRiO
- Veterans Services
- Wellness Services

### C BUILDING

- Center for the Enhancement of Teaching & Learning (CETL)
- Distance Learning (D2L)
- Intensive English
- Library
- Tutoring Center

### D BUILDING

- Print Shop/Copy Center
- ECC Police

### E BUILDING

- Dining Rooms
- Facilities Rental
- Seigle Auditorium
- Strategic Partnerships & Experiential Learning

### F BUILDING

- Student Computer Lab

### G BUILDING

- College Transitions & Secondary Partnerships
- Spartan Auditorium

### H BUILDING

- Blizzard Theatre
- Box Office
- Safety-Kleen Gallery One
- SecondSpace Theatre

### I BUILDING

- Culinary Arts Retail Store
- Spartan Terrace Restaurant

### J BUILDING

- Athletics
- Fitness Center
- Gymnasium
- Walking Track

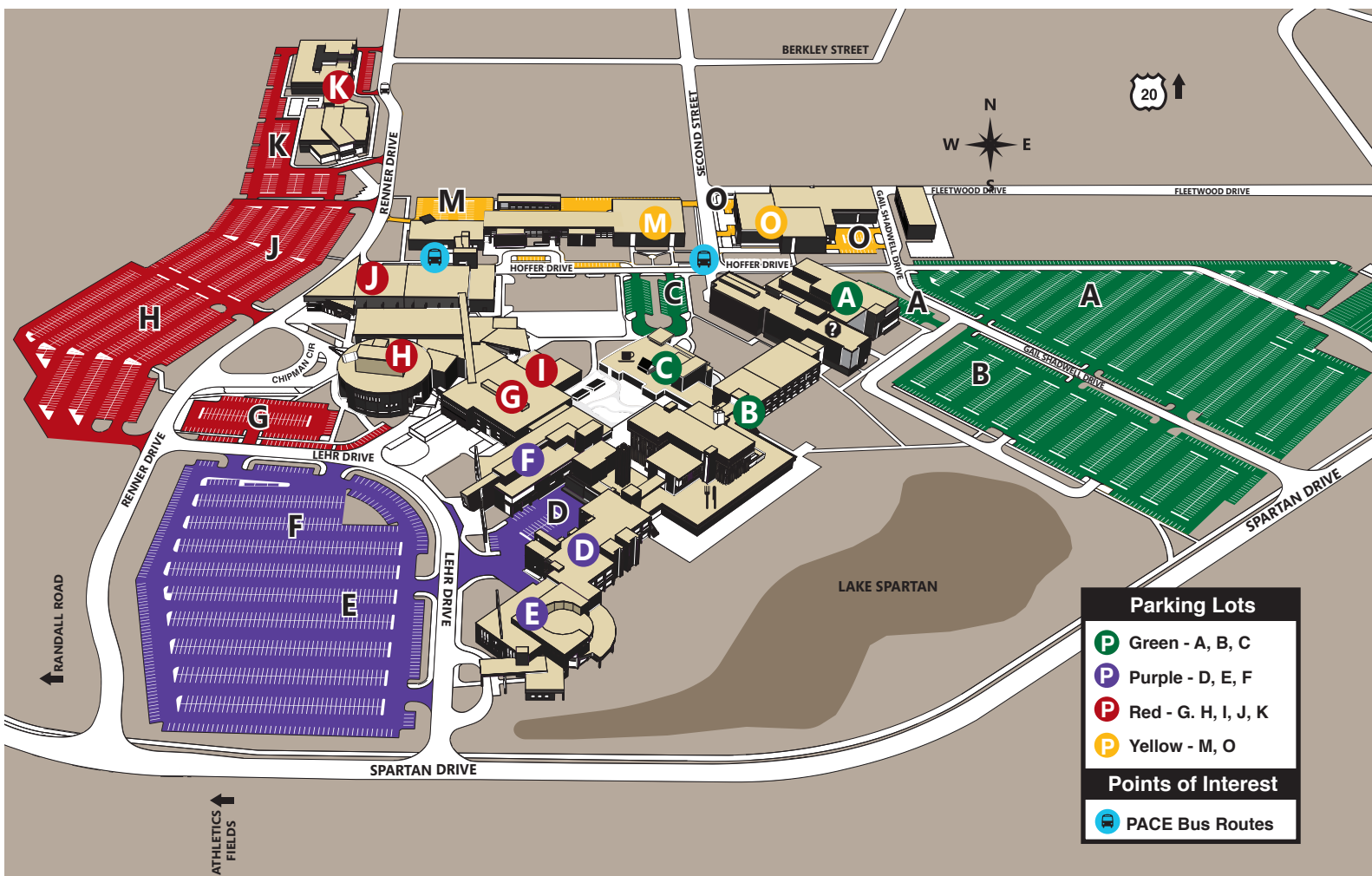
### K BUILDING

- Adult Basic Education Center (ABEC)
- Continuing Education/Corporate Training
- English as a Second Language (ESL)
- High School Equivalency/GED®
- TRiO/Upward Bound
- Workforce Development

### M BUILDING

- Early Childhood Lab School

### O BUILDING



## **COLLEGE REPORTS**

At each regular board meeting, various written departmental and liaison reports and materials are submitted to the board for their information and acceptance. That information includes, but is not limited to, the reports listed below.

College reports attached:

- A. Personnel (March)
- B. Treasurer (February)
- C. Student (March)

College reports/procedures presented under separate cover:

- D. Institutional Advancement and ECC Foundation (March)
- E. Community Engagement and Legislative Affairs (March)

Staff Contact: Dr. David Sam, President, 847-214-7374

**PERSONNEL REPORT**

First Name	Last Name	Action Code	Department and Position	Effective Date	Wage	Position Class
Rosa	Raney	NH	Senior Dir of HR Infor Sys	3/29/2021	\$104,000	217
Lisette	Pena	RH	Early Childhood Lab Asst II	3/8/2021	\$13.00	9
Michelle	Samsula	RH	Early Childhood Lab School Teacher Director - Qualified	3/29/2021	\$37,250	12
Anastaiia	Watt	CG	Senior Analyst of HRIS	3/15/2021	\$73,500	215
Sarah	Stayner	TRS	Registration Quaility Specialist II	3/1/2021	\$35,896	11
Christy	Cunningham	RES	Academic Advisor	3/12/2021		
Valerie	Hale	RET	Office Coordinator II	3/31/2021		

Key
NH - New Hire
RH - Rehire
CG - Change Employee Group
TRS - Transfer
RES - Resignation
RET - Retirement

Staff Contact: Mr. Anthony Ray, Chief Human Resources Officer  
847-214-7415

## **HUMAN RESOURCES STAFFING REPORT**

### **Rosa Raney**

Rosa Raney joins Elgin Community College as the Senior Director of Human Resources Information Systems. Rosa has over fifteen years of experience in planning and implementing projects. Rosa completed a Master's in Project Management and a Master's in Human Resources Management from DeVry University.

### **Anastasiia Watt**

Anastasiia Watt joins Elgin Community College as the Senior Analyst of HRIS. Anastasiia has over five years of experience in business, education and information systems. Anastasiia completed a Master's in Management Information Systems from Northern Illinois University and a Master's in Business Management from Changchun University.

### **Lisette Pena**

Lisette Pena joins Elgin Community College as the Early Childhood Lab Assistant II. Lisette has over three years of experience working as a teacher's assistant. Lisette completed a Bachelor's of Science in Elementary Education from Northern Illinois University.

### **Michelle Samsula**

Michelle Samsula joins Elgin Community College as the Early Childhood Lab School Teacher – Director Qualified. Michelle has over eleven years of experience working with children and families. Michelle completed a Associates in Arts from Elgin Community College.

Staff Contact: Mr. Anthony Ray, Chief Human Resources Officer, 847-214-7415



**ELGIN COMMUNITY COLLEGE DISTRICT 509**

**Investment Schedule**

**As of February 28, 2021**

	<b>Purchase Date</b>	<b>Maturity Date</b>	<b>Percentage Yield</b>	<b>Total Maturity Value</b>	<b>Cost</b>	<b>Bank</b>
Certificate of Deposit	6/22/2020	3/5/2021	0.197%	249,944.24	249,600.00	Royal Business Bank
Certificate of Deposit	1/16/2020	3/19/2021	1.451%	2,796,789.78	2,750,000.00	Western Alliance Bank - C
Certificate of Deposit	1/17/2020	3/19/2021	1.524%	249,877.83	245,500.00	CIBC Bank USA/Private Bank - MI
Certificate of Deposit	2/12/2020	3/19/2021	1.482%	249,903.67	245,900.00	Pacific Alliance Bank
Certificate of Deposit	7/9/2020	4/6/2021	0.111%	249,905.77	249,700.00	Brookline Bank
Certificate of Deposit	7/9/2020	4/6/2021	0.111%	249,905.08	249,700.00	Bank Rhode Island
Certificate of Deposit	8/21/2020	6/4/2021	0.112%	249,919.36	249,700.00	First National Bank
Certificate of Deposit	8/21/2020	6/4/2021	0.103%	249,902.23	249,700.00	Bank 7
Certificate of Deposit	8/21/2020	6/4/2021	0.101%	3,502,774.36	3,500,000.00	Customers Bank - LOC
Certificate of Deposit	6/7/2019	6/7/2021	2.458%	249,401.34	237,700.00	First Mid-Illinois Bank & Trust
Certificate of Deposit	2/12/2020	6/15/2021	1.371%	245,426.74	241,000.00	Vast Bank/Valley National Bank
Certificate of Deposit	2/13/2020	6/15/2021	1.371%	8,146,652.17	8,000,000.00	BMO Harris Bank, NA
Certificate of Deposit	2/13/2020	6/15/2021	1.377%	249,917.68	245,400.00	Pacific Enterprise Bank
Certificate of Deposit	6/20/2019	6/17/2021	2.316%	52,692.60	50,284.75	Citizens Bank of Edmond
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	245,547.53	234,326.95	Community Bank of Mississippi
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	245,547.53	234,326.95	Pacific Premier Bank/Plaza Bank/Bank of Manhattan, NA
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	245,547.53	234,326.95	Farmers & Merchants Bank
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	245,547.53	234,326.95	Merchants Bank, National Association
Certificate of Deposit	6/20/2019	6/17/2021	2.300%	245,547.53	234,326.95	First National Community Bank
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	17,915.48	17,096.83	Caldwell Bank & Trust Company
Certificate of Deposit	6/20/2019	6/17/2021	2.300%	95,557.36	91,190.76	Industrial Bank
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	245,547.53	234,326.95	McCook National Bank
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	245,547.53	234,326.95	Union Bank & Trust Company
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	210,770.41	201,139.01	TrailWest Bank
Certificate of Deposit	6/30/2020	6/30/2021	0.150%	249,973.21	249,600.00	Global Bank
Certificate of Deposit	7/3/2020	7/6/2021	0.150%	249,977.48	249,600.00	Traditional Bank, Inc.
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	247,655.24	237,069.34	Jersey Shore State Bank
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	32,773.67	31,372.80	Beneficial State Bank/OneCalifornia Bank, FSB
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	44,277.15	42,384.55	Mutual of Omaha Bank
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	77,767.13	74,443.01	Piedmont Bank
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	105,385.21	100,880.57	First Security Bank
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	247,655.24	237,069.34	Commercial State Bank of Wagner
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	247,655.24	237,069.34	Central Bank of Kansas City
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	247,655.24	237,069.34	Mid-America Bank
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	247,655.24	237,069.34	Lakeside Bank
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	68,500.38	65,572.37	Banterra Bank
Certificate of Deposit	7/10/2020	7/12/2021	0.152%	249,781.11	249,400.00	Premier Bank
Certificate of Deposit	7/13/2020	7/13/2021	0.411%	249,922.63	248,900.00	Third Coast Bank, SSB
Certificate of Deposit	7/21/2020	7/21/2021	0.101%	249,951.45	249,700.00	Centier Bank
Certificate of Deposit	7/21/2020	7/21/2021	0.100%	249,849.60	249,600.00	Fieldpoint Private Bank & Trust
Certificate of Deposit	7/21/2020	7/21/2021	0.100%	249,748.75	249,500.00	Newbank NA
Certificate of Deposit	7/21/2020	7/21/2021	0.102%	249,955.04	249,700.00	Patriot Bank - TN
Certificate of Deposit	7/21/2020	7/21/2021	0.100%	249,950.08	249,700.00	Eaglebank
Certificate of Deposit	8/10/2020	8/10/2021	0.072%	249,980.58	249,800.00	Home Exchange Bank
Certificate of Deposit	8/10/2020	8/10/2021	0.081%	249,902.68	249,700.00	Merrick Bank
Certificate of Deposit	8/17/2020	8/17/2021	0.106%	249,963.69	249,700.00	Customers Bank
Certificate of Deposit	2/19/2021	8/18/2021	0.061%	249,874.53	249,800.00	American Bank of Missouri
Certificate of Deposit	9/3/2019	9/3/2021	1.750%	249,653.57	241,200.00	Financial Federal Bank
Certificate of Deposit	9/18/2020	9/17/2021	0.101%	3,503,514.96	3,500,000.00	Customers Bank - LOC
Certificate of Deposit	9/21/2020	10/1/2021	0.101%	249,958.92	249,700.00	Veritex Community Bank
Certificate of Deposit	9/28/2020	10/1/2021	0.080%	249,901.03	249,700.00	New Omni Bank N.A.
Certificate of Deposit	9/28/2020	10/1/2021	0.064%	249,954.26	249,800.00	First Internet Bank of Indiana
Certificate of Deposit	10/22/2020	10/1/2021	0.100%	249,935.08	249,700.00	TBK Bank, SSB/The National Bank
Certificate of Deposit	11/20/2020	10/1/2021	0.102%	249,920.67	249,700.00	Landmark Community Bank
Certificate of Deposit	11/20/2020	10/1/2021	0.110%	249,937.04	249,700.00	Servisfirst Bank
Certificate of Deposit	12/15/2020	10/1/2021	0.080%	249,758.65	249,600.00	Texas Capital Bank
Certificate of Deposit	12/15/2020	10/1/2021	0.081%	249,860.31	249,700.00	Preferred Bank
Certificate of Deposit	1/25/2021	10/1/2021	0.070%	249,920.10	249,800.00	Mission National Bank
Certificate of Deposit	2/12/2021	10/1/2021	0.030%	249,947.45	249,900.00	Community Commerce Bank
Certificate of Deposit	10/2/2020	10/4/2021	0.091%	249,928.32	249,700.00	KS StateBank/Kansas State Bank of Manhattan
Certificate of Deposit	1/8/2021	10/5/2021	0.071%	2,001,045.32	2,000,000.00	Customers Bank-LOC
Certificate of Deposit	9/9/2020	12/10/2021	0.130%	9,815,987.67	9,800,000.00	Ponce Bank - LOC
Certificate of Deposit	1/8/2019	1/7/2022	2.701%	248,311.21	229,700.00	First National Bank
Certificate of Deposit	7/9/2020	1/10/2022	0.130%	2,254,407.53	2,250,000.00	BMO Harris Bank, NA
Certificate of Deposit	8/10/2020	2/7/2022	0.117%	249,936.36	249,500.00	Farmers and Merchants State Bank
Certificate of Deposit	6/30/2020	6/30/2022	0.157%	249,781.32	249,000.00	Great Midwest Bank
Certificate of Deposit	6/30/2020	6/30/2022	0.150%	249,947.60	249,200.00	Luana Savings Bank
Certificate of Deposit	7/3/2020	7/5/2022	0.250%	249,946.92	248,700.00	First Capital Bank
Certificate of Deposit	7/9/2020	7/8/2022	0.130%	2,005,192.88	2,000,000.00	BMO Harris Bank, NA
Certificate of Deposit	7/10/2020	7/11/2022	0.150%	249,947.67	249,200.00	Farmers Bank and Trust

**ELGIN COMMUNITY COLLEGE DISTRICT 509**

**Investment Schedule**

**As of February 28, 2021**

	<b>Purchase Date</b>	<b>Maturity Date</b>	<b>Percentage Yield</b>	<b>Total Maturity Value</b>	<b>Cost</b>	<b>Bank</b>
Certificate of Deposit	7/13/2020	7/13/2022	0.122%	249,910.00	249,300.00	GBC International Bank
Certificate of Deposit	7/21/2020	7/21/2022	0.101%	249,980.89	249,500.00	Mainstreet Bank
Certificate of Deposit	7/21/2020	7/21/2022	0.112%	249,960.43	249,400.00	Foresight Bank
Certificate of Deposit	7/27/2020	7/27/2022	0.142%	249,909.35	249,200.00	Gates Banking and Trust Company
Certificate of Deposit	7/30/2020	8/1/2022	0.150%	249,748.05	249,000.00	Texas Brand Bank
Certificate of Deposit	8/10/2020	8/10/2022	0.100%	249,999.00	249,500.00	Mechanics Savings, a Division of Maine Community Bank
Certificate of Deposit	2/17/2021	2/17/2023	0.151%	249,928.40	249,200.00	Capital Bank
Certificate of Deposit	2/17/2021	2/17/2023	0.150%	249,947.60	249,200.00	Pacific Western Bank
Certificate of Deposit	11/10/2020	11/10/2023	0.240%	249,688.23	247,900.00	Farmers and Merchants Union Bank
Treasury Bills	2/21/2020	3/22/2021	1.570%	249,000.00	249,213.61	Wells Fargo Natl Bank West
Treasury Bills	4/10/2018	4/5/2021	2.450%	1,000,000.00	1,002,571.57	Federal Farm Credit Bank
Treasury Bills	5/28/2019	5/28/2021	2.360%	249,000.00	249,194.65	Stearns Bank NA
Treasury Bills	6/12/2019	6/14/2021	2.350%	246,000.00	246,239.89	Flagstar Bank FSB
Treasury Bills	7/30/2020	7/30/2021	0.100%	249,000.00	249,124.43	Heritage Bank of the OZA
Treasury Bills	7/31/2020	7/30/2021	0.100%	249,000.00	249,124.09	First Service Bank
Treasury Bills	2/20/2020	8/20/2021	1.520%	249,000.00	249,294.97	Claremont Savings Bank
Treasury Bills	10/5/2018	10/5/2021	2.660%	249,000.00	249,356.80	UBS Bank USA
Treasury Bills	1/17/2019	1/18/2022	2.900%	246,000.00	246,000.00	Morgan Stanley PVT Bank
Treasury Bills	1/16/2019	1/18/2022	2.840%	246,000.00	246,422.70	Mercantile Bank of MI
Treasury Bills	1/16/2019	1/18/2022	2.900%	246,000.00	246,351.89	Citibank NA
Treasury Bills	7/15/2020	1/18/2022	0.150%	249,000.00	249,188.00	Academy Bank NA
Treasury Bills	7/24/2020	1/24/2022	0.100%	249,000.00	249,000.00	Southside Bank
Treasury Bills	7/17/2020	7/18/2022	0.150%	249,000.00	249,248.95	Prospect Bank
Treasury Bills	7/22/2020	7/22/2022	0.200%	249,000.00	249,248.38	Bank Hapoalim BM NY
Treasury Bills	7/24/2020	7/25/2022	0.130%	249,000.00	249,348.51	FNB of Albany
Treasury Bills	7/24/2020	7/25/2022	0.100%	249,000.00	249,498.16	First Federal Savings
Treasury Bills	8/12/2020	8/12/2022	0.150%	249,000.00	249,248.53	California Bank of Commerce
Money Market Funds	2/28/2021	2/28/2021	1.940%	86,699,400.26	86,699,400.26	MAX General Fund #10896-101
Money Market Funds	2/28/2021	2/28/2021	2.310%	6.24	6.24	LIQ Chiller Replacement #10896-215
Money Market Funds	2/28/2021	2/28/2021	2.310%	1,587,403.46	1,587,403.46	MAX Chiller Replacement #10896-215
Money Market Funds	2/28/2021	2/28/2021	1.540%	88,019.52	88,019.52	MAX Replace Ext Doors/Upgrade Sec. #10896-216
Money Market Funds	2/28/2021	2/28/2021	1.000%	2,726,950.02	2,726,950.02	US Bank - IL Funds (01-00000-125000)
			<b>1.02%</b>	<b>\$ 146,500,445.67</b>	<b>\$ 146,043,754.63</b>	

\*Illinois Funds and CD's are allocated to each fund. A breakout for the other funds can be obtained by request.

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**EDUCATION FUND**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>REVENUES</b>					
Property Taxes	\$39,674,048	\$39,023,192	98.36%	\$37,815,454	98.88%
Local Grant and Contracts	491,875	105,217	21.39%	52,949	11.00%
Corporate Personal Property Replacement Tax	475,000	350,635	73.82%	446,144	65.85%
Illinois Community College Board	5,603,940	3,791,396	67.66%	3,551,331	59.82%
Student Tuition and Fees *	23,979,598	21,094,582	87.97%	25,093,885	99.67%
Payment Plan and Late Fees	180,000	144,190	80.11%	161,185	85.16%
Interest	1,405,000	447,069	31.82%	1,672,854	68.19%
Miscellaneous External Revenue	324,950	143,393	44.13%	214,995	57.99%
Miscellaneous Internal Revenue	-	855	-	320	19.45%
<b>TOTAL REVENUES</b>	<b>72,134,411</b>	<b>65,100,528</b>	<b>90.25%</b>	<b>69,009,118</b>	<b>93.85%</b>
<b>EXPENDITURES BY OBJECT</b>					
Salaries	45,001,143	28,774,861	63.94%	29,412,345	69.00%
Employee Benefits	9,352,246	5,371,152	57.43%	5,206,651	68.04%
Contractual Services	5,282,611	1,810,037	34.26%	1,913,172	73.94%
General Material & Supplies	4,123,928	2,032,915	49.30%	2,375,625	75.24%
Professional Development	328,046	102,024	31.10%	398,352	84.53%
Fixed Charges	253,637	40,326	15.90%	106,490	65.61%
Utilities	1,300	896	68.94%	989	65.89%
Capital Outlay	2,243,236	1,691,980	75.43%	449,705	39.97%
Other	784,033	185,210	23.62%	219,780	95.57%
Waivers/Institutional Scholarships	275,000	172,236	62.63%	238,170	99.39%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>67,645,179</b>	<b>40,181,636</b>	<b>59.40%</b>	<b>40,321,280</b>	<b>69.21%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Instruction	31,793,289	19,561,723	61.53%	20,640,364	68.58%
Academic Support	9,528,919	5,573,643	58.49%	5,777,302	69.32%
Student Services	6,173,934	3,646,172	59.06%	3,685,434	69.87%
Public Services	510,730	287,059	56.21%	286,982	65.22%
Institutional Support	19,363,307	10,940,804	56.50%	9,693,029	69.89%
Institutional Waiver	275,000	172,236	62.63%	238,170	99.39%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>67,645,179</b>	<b>40,181,636</b>	<b>59.40%</b>	<b>40,321,280</b>	<b>69.21%</b>
Excess (deficiency) of revenues over expenditures	<u>4,489,232</u>	<u>24,918,892</u>		<u>28,687,838</u>	
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer to Capital Projects Fund	(3,000,000)	(16,000,000)	-	(10,600,000)	-
Transfer to Student Life	(513,330)	(235,511)	45.88%	(286,890)	70.18%
Transfer to Athletics	(851,399)	(307,935)	36.17%	(499,973)	70.23%
Transfer to Early Childhood Lab School	(9,790)	-	-	-	-
Transfer to LLL Continuing Education	(48,151)	-	-	-	-
Transfer to Corporate Education	(66,562)	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>(4,489,232)</u>	<u>(16,543,445)</u>		<u>(11,386,864)</u>	
Excess (deficiency) of revenues over expenditures and other sources (uses)	<u>-</u>	<u>8,375,446</u>		<u>17,300,974</u>	
<b>Fund Balance at beginning of year</b>	<u>-</u>	<u>65,347,133</u>		<u>68,350,801</u>	
Fund Balance Released from Reserved Fund Balance	-				
<b>Fund Balance</b>	<u>-</u>	<u>\$73,722,579</u>		<u>85,651,775</u>	

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**OPERATIONS AND MAINTENANCE FUND**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>REVENUES</b>					
<b>Local Government Services:</b>					
Property Taxes	\$11,681,115	\$11,518,996	98.61%	\$11,431,743	99.21%
<b>State Government Services:</b>					
Other Local Government (Hanover Park)	87,120	12,374	14.20%	327	(71.98)%
Miscellaneous External Revenue	4,400	6,027	136.97%	3,778	92.76%
Miscellaneous Internal Revenue	7,000	-	0.00%	7,056	100.00%
Miscellaneous Internal Revenue (Security)	6,750	-	0.00%	5,952	99.75%
<b>TOTAL REVENUES</b>	<b>11,786,385</b>	<b>11,537,398</b>	<b>97.89%</b>	<b>11,448,856</b>	<b>99.21%</b>
<b>EXPENDITURES BY OBJECT</b>					
<b>INSTITUTIONAL SUPPORT</b>					
Salaries	4,052,076	2,615,552	64.55%	2,734,969	68.01%
Employee Benefits	831,726	507,007	60.96%	509,646	68.06%
Contractual Services	978,587	530,362	54.20%	537,455	79.35%
General Material & Supplies	713,570	345,471	48.41%	427,922	78.20%
Professional Development	14,800	299	2.02%	3,014	81.33%
Fixed Charges	572,500	414,914	72.47%	439,886	82.43%
Utilities	2,762,872	1,429,482	51.74%	1,616,488	66.42%
Capital Outlay	650,510	285,672	43.92%	51,257	9.28%
Other	-	-	-	-	-
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>10,576,641</b>	<b>6,128,760</b>	<b>57.95%</b>	<b>6,320,637</b>	<b>66.40%</b>
<b>CAMPUS SAFETY AND SECURITY</b>					
Salaries	627,009	402,809	64.24%	412,866	67.28%
Employee Benefits	289,062	179,640	62.15%	187,393	68.65%
Contractual Services	39,850	10,262	25.75%	10,954	78.25%
General Material & Supplies	83,573	17,071	20.43%	36,488	73.16%
Professional Development	8,425	628	7.45%	3,624	98.37%
Other	92,000	32,601	-	55,749	59.40%
<b>TOTAL CAMPUS SAFETY AND SECURITY</b>	<b>1,139,919</b>	<b>643,011</b>	<b>56.41%</b>	<b>707,074</b>	<b>67.46%</b>
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>11,716,560</b>	<b>6,771,771</b>	<b>57.80%</b>	<b>7,027,711</b>	<b>66.51%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	10,576,641	6,128,760	57.95%	6,320,637	66.40%
Campus Safety and Security	1,139,919	643,011	56.41%	707,074	67.46%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>11,716,560</b>	<b>6,771,771</b>	<b>57.80%</b>	<b>7,027,711</b>	<b>66.51%</b>
Excess (deficiency) of revenues over expenditures	69,825	4,765,626	6,825.10%	4,421,146	454.37%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer from Other Funds	-	-	-	-	-
Transfer to Other Funds	(69,825)	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(69,825)</b>			<b>-</b>	
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	4,765,626		4,421,146	
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>16,366,418</b>		<b>16,366,418</b>	
<b>Fund Balance</b>	<b>-</b>	<b>\$21,132,044</b>		<b>\$20,787,564</b>	

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**OPERATIONS & MAINTENANCE FUND- FACILITY RENTAL**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>REVENUES</b>					
Building Rental External Revenue	\$984,339	\$81,505	8.28%	\$707,832	97.46%
Comps Building Rental	(729,156)	(79,167)	10.86%	(514,805)	97.58%
<b>TOTAL REVENUES</b>	<u>255,183</u>	<u>2,338</u>	<u>0.92%</u>	<u>193,027</u>	<u>97.15%</u>
<b>EXPENDITURES BY OBJECT</b>					
Salaries	212,212	70,018	32.99%	147,704	74.23%
Employee Benefits	77,696	17,403	22.40%	36,300	70.40%
Contractual Services	800	-	-	130	100.00%
General Material & Supplies	32,400	466	1.44%	7,356	88.28%
Professional Development	1,900	-	-	-	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<u>325,008</u>	<u>87,887</u>	<u>5.50%</u>	<u>191,490</u>	<u>73.95%</u>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	325,008	87,887	27.04%	191,490	73.95%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<u>325,008</u>	<u>87,887</u>	<u>27.04%</u>	<u>191,490</u>	<u>73.95%</u>
Excess (deficiency) of revenues expenditures and other sources (uses)	<u>(69,825)</u>	<u>(85,550)</u>		<u>1,537</u>	
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer from FACILITY RENTAL Funds	69,825	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>69,825</u>	<u>-</u>		<u>-</u>	
<b>Fund Balance at beginning of year</b>	<u>-</u>	<u>-</u>		<u>-</u>	
<b>Fund Balance</b>	<u><b>\$69,825</b></u>	<u><b>(\$85,550)</b></u>		<u><b>\$1,537</b></u>	



**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**CAPITAL PROJECT FUND**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>REVENUES</b>					
BABS Rebates	\$1,337,251	\$671,255	50.20%	\$690,236	50.25%
<b>TOTAL REVENUES</b>	<u>1,337,251</u>	<u>671,255</u>	<u>50.20%</u>	<u>690,236</u>	<u>50.25%</u>
<b>EXPENDITURES BY OBJECT</b>					
Contractual Services	297,000	95,613	32.19%	277,013	72.25%
Capital Outlay	2,703,000	24,251	0.90%	367,079	68.28%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<u>3,000,000</u>	<u>119,864</u>	<u>4.00%</u>	<u>644,092</u>	<u>69.94%</u>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	3,000,000	119,864	4.00%	644,092	69.94%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<u>3,000,000</u>	<u>119,864</u>	<u>4.00%</u>	<u>644,092</u>	<u>69.94%</u>
Excess (deficiency) of revenues over expenditures	<u>(1,662,749)</u>	<u>551,391</u>	<u>(33.16)%</u>	<u>46,145</u>	<u>10.19%</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	3,000,000	16,000,000	533.33%	10,600,000	100.00%
Transfers to Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>3,000,000</u>	<u>16,000,000</u>	<u>533.33%</u>	<u>10,600,000</u>	<u>100.00%</u>
Excess (deficiency) of revenues over expenditures and other sources (uses)	<u>1,337,251</u>	<u>16,551,391</u>		<u>10,646,145</u>	
<b>Fund Balance at beginning of year</b>	<u>-</u>	<u>32,587,904</u>		<u>21,685,328</u>	
<b>Fund Balance</b>	<u><b>\$1,337,251</b></u>	<u><b>\$49,139,295</b></u>		<u><b>\$32,331,473</b></u>	

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**BOND AND INTEREST FUND**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>REVENUES</b>					
Property Taxes	\$12,582,158	\$10,680,354	84.88%	\$12,696,929	-
Bonds Proceeds	-	-	-	40,600,226	100.00%
BABS Rebates	-	-	-	198,755	100.00%
<b>TOTAL REVENUES</b>	<u>12,582,158</u>	<u>10,680,354</u>	<u>84.88%</u>	<u>53,495,909</u>	<u>99.53%</u>
<b>EXPENDITURES BY OBJECT</b>					
Fixed Charges	12,387,608	9,027,944	72.88%	50,016,296	93.53%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<u>12,387,608</u>	<u>9,027,944</u>	<u>72.88%</u>	<u>50,016,296</u>	<u>93.53%</u>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	12,387,608	9,027,944	72.88%	50,016,296	93.53%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<u>12,387,608</u>	<u>9,027,944</u>	<u>72.88%</u>	<u>50,016,296</u>	<u>93.53%</u>
Excess (deficiency) of revenues over expenditures	<u>194,550</u>	<u>1,652,410</u>		<u>3,479,613</u>	
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	-	-	-	-	-
Transfers to Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures and other sources (uses)	<u>194,550</u>	<u>1,652,410</u>		<u>3,479,613</u>	
<b>Fund Balance at beginning of year</b>	<u>-</u>	<u>4,841,932</u>		<u>4,572,924</u>	
<b>Fund Balance</b>	<u>\$194,550</u>	<u>\$6,494,342</u>		<u>\$8,052,537</u>	

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, CONTINUING ED**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$135,000	\$15,031	11.13%	\$63,809	103.56%
Miscellaneous Internal Revenue	\$70,000	54,588	77.98%	51,340	87.90%
<b>TOTAL REVENUES</b>	<b>205,000</b>	<b>69,619</b>	<b>33.96%</b>	<b>115,149</b>	<b>95.94%</b>
<b>OPERATING EXPENSES</b>					
Salaries	178,731	91,416	51.15%	118,053	68.96%
Employee Benefits	19,181	10,331	53.86%	12,780	69.23%
Contractual Services	47,400	12,171	25.68%	31,717	73.14%
General Material & Supplies	26,050	10,666	40.94%	16,728	87.04%
Professional Development	200	-	-	-	-
Depreciation	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>271,562</b>	<b>124,583</b>	<b>45.88%</b>	<b>179,278</b>	<b>71.08%</b>
Excess (deficiency) of revenues over expenditures	(66,562)	(54,963)	82.57%	(64,129)	48.50%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	48,151	-	-	-	-
Transfers to Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>48,151</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Income (Loss)	(18,411)	(54,963)		(64,129)	
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>-</b>		<b>14,856</b>	
<b>Retained Earnings</b>	<b>(\$18,411)</b>	<b>(\$54,963)</b>		<b>(\$49,274)</b>	

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, CORPORATE TRAINING**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	-	\$8,933	-	\$60,636	77.80%
<b>TOTAL REVENUES</b>	-	8,933	-	60,636	77.80%
<b>OPERATING EXPENSES</b>					
Salaries	112,333	51,096	45.49%	51,065	54.59%
Employee Benefits	16,768	8,257	49.24%	7,755	60.96%
Contractual Services	60,000	5,757	9.60%	39,854	78.16%
General Material & Supplies	18,250	294	1.61%	2,189	93.68%
Professional Development	800	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	208,151	65,403	31.42%	100,863	62.87%
Excess (deficiency) of revenues over expenditures	(208,151)	(56,471)	27.13%	(40,227)	48.77%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	66,562	-	-	-	-
Transfers to Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	66,562	-	-	-	-
Net Income (Loss)	(141,589)	(56,471)		(40,227)	
<b>Retained Earnings at beginning of the year</b>	-	-		(14,606)	
<b>Retained Earnings</b>	(\$141,589)	(\$56,471)		(\$54,833)	

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, BOOKSTORE**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$3,012,935	\$1,950,840	64.75%	\$2,452,374	92.33%
Miscellaneous Internal Revenue	83,002	14,229	17.14%	55,181	93.93%
<b>TOTAL REVENUES</b>	<u>3,095,937</u>	<u>1,965,069</u>	<u>63.47%</u>	<u>2,507,555</u>	<u>92.37%</u>
<b>OPERATING EXPENSES</b>					
Salaries	330,140	170,116	51.53%	217,374	69.49%
Employee Benefits	70,994	27,868	39.25%	47,282	71.18%
Contractual Services	44,028	29,671	67.39%	35,425	86.85%
General Material & Supplies	2,459,043	1,932,959	78.61%	2,378,351	112.46%
Professional Development	3,000	-	-	175	100.00%
Capital Outlay	-	-	-	-	-
Other	31,222	753	2.41%	(114)	(0.27)%
Depreciation	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<u>2,938,427</u>	<u>2,161,365</u>	<u>73.56%</u>	<u>2,678,493</u>	<u>103.92%</u>
Excess (deficiency) of revenues over expenditures	<u>157,510</u>	<u>(196,296)</u>		<u>(170,937)</u>	
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers to Other Funds	(156,196)	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>(156,196)</u>	<u>-</u>		<u>-</u>	
Net Income (Loss)	<u>1,314</u>	<u>(196,296)</u>		<u>(170,937)</u>	
<b>Retained Earnings at beginning of the year</b>	<u>-</u>	<u>29,796</u>		<u>28,202</u>	
<b>Retained Earnings</b>	<u>\$1,314</u>	<u>(\$166,500)</u>		<u>(\$142,735)</u>	



**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, EARLY CHILDHOOD LAB SCHOOL**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$434,179	\$112,523	-	\$273,529	-
<b>TOTAL REVENUES</b>	<u>434,179</u>	<u>112,523</u>	<u>-</u>	<u>273,529</u>	<u>-</u>
<b>OPERATING EXPENSES</b>					
Salaries	444,452	150,821	33.93%	283,838	67.69%
Employee Benefits	90,314	34,447	38.14%	63,373	67.48%
Contractual Services	2,400	1,270	52.92%	1,401	93.03%
General Material & Supplies	62,750	14,736	23.48%	35,728	93.85%
Professional Development	250	-	-	515	91.96%
Other	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<u>600,166</u>	<u>201,275</u>	<u>33.54%</u>	<u>384,855</u>	<u>69.55%</u>
Excess (deficiency) of revenues over expenditures	<u>(165,987)</u>	<u>(88,752)</u>	<u>53.47%</u>	<u>(111,326)</u>	<u>43.22%</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	165,987	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>165,987</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Income (Loss)	<u>-</u>	<u>(88,752)</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Retained Earnings at beginning of the year</b>	<u>-</u>	<u>7,142</u>	<u>-</u>	<u>(7,142)</u>	<u>-</u>
<b>Retained Earnings</b>	<u>-</u>	<u>(\$81,610)</u>	<u>-</u>	<u>-</u>	<u>-</u>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, FOOD SERVICES**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$835,897	\$11,699	1.40%	\$547,570	81.93%
Miscellaneous Internal Revenue	196,000	9,742	4.97%	128,576	93.37%
<b>TOTAL REVENUES</b>	<u>1,031,897</u>	<u>21,441</u>	<u>2.08%</u>	<u>676,146</u>	<u>83.88%</u>
<b>OPERATING EXPENSES</b>					
Salaries	375,989	153,362	40.79%	239,934	64.80%
Employee Benefits	62,152	32,338	52.03%	41,400	68.41%
Contractual Services	35,000	6,222	17.78%	18,243	74.83%
General Material & Supplies	529,755	(6,661)	(1.26)%	328,713	86.74%
Professional Development	600	-	-	60	100.00%
Capital Outlay	8,000	-	-	-	-
Other	(100)	-	-	27	41.73%
<b>TOTAL OPERATING EXPENSES</b>	<u>1,011,396</u>	<u>185,262</u>	<u>18.32%</u>	<u>628,378</u>	<u>75.32%</u>
Excess (deficiency) of revenues over expenditures	<u>20,501</u>	<u>(163,821)</u>		<u>47,769</u>	<u>(169.48)%</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers to Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>-</u>	<u>-</u>		<u>-</u>	
Net Income (Loss)	<u>20,501</u>	<u>(163,821)</u>		<u>47,769</u>	
<b>Retained Earnings at beginning of the year</b>	<u>-</u>	<u>92,109</u>		<u>-</u>	
<b>Retained Earnings</b>	<u>\$20,501</u>	<u>(\$71,712)</u>		<u>\$47,769</u>	

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, VISUAL AND PERFORMING ARTS CENTER**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$959,718	\$64,126	6.68%	\$351,340	119.91%
Miscellaneous Internal Revenue	218,477	32,214	14.74%	96,456	81.79%
<b>TOTAL REVENUES</b>	<u>1,178,195</u>	<u>96,340</u>	<u>8.18%</u>	<u>447,796</u>	<u>108.97%</u>
<b>OPERATING EXPENSES</b>					
Salaries	253,233	91,521	36.14%	105,152	77.21%
Employee Benefits	42,404	9,646	22.75%	14,542	72.26%
Contractual Services	414,895	32,638	7.87%	136,050	74.41%
General Material & Supplies	130,494	7,612	5.83%	60,137	86.49%
Professional Development	24,300	275	1.13%	10,311	86.94%
Capital Outlay	308,869	111,870	36.22%	212,778	88.03%
Other	-	-	-	-	-
Depreciation	-	-	-	-	-
Fixed Charges	4,000	-	-	670	73.46%
<b>TOTAL OPERATING EXPENSES</b>	<u>1,178,195</u>	<u>253,562</u>	<u>21.52%</u>	<u>539,640</u>	<u>80.69%</u>
Excess (deficiency) of revenues over expenditures	<u>-</u>	<u>(157,223)</u>		<u>(91,845)</u>	<u>35.62%</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers to Other Funds	-	-	-	-	-
Transfers from Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>-</u>	<u>-</u>		<u>-</u>	
Net Income (Loss)	<u>-</u>	<u>(157,223)</u>		<u>(91,845)</u>	
<b>Retained Earnings at beginning of the year</b>	<u>-</u>	<u>1,398,450</u>		<u>1,656,311</u>	
<b>Retained Earnings</b>	<u>-</u>	<u>\$1,241,227</u>		<u>\$1,564,466</u>	

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, PRODUCTION SERVICES**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$2,000	\$3,228	161.38%	\$1,991	69.93%
Miscellaneous Internal Revenue	457,500	82,284	17.99%	288,959	87.28%
<b>TOTAL REVENUES</b>	<u>459,500</u>	<u>85,512</u>	<u>18.61%</u>	<u>290,950</u>	<u>87.13%</u>
<b>OPERATING EXPENSES</b>					
Salaries	174,903	119,784	68.49%	152,807	77.62%
Employee Benefits	55,751	33,568	60.21%	33,004	67.59%
Contractual Services	1,617	1,329	82.14%	196	100.00%
General Material & Supplies	91,982	11,988	13.03%	65,392	86.07%
Professional Development	1,039	39	3.74%	-	-
Other	20,880	-	-	-	-
Depreciation	-	-	-	-	-
Fixed Charges	113,361	48,277	42.59%	84,132	77.24%
<b>TOTAL OPERATING EXPENSES</b>	<u>459,534</u>	<u>214,984</u>	<u>46.78%</u>	<u>335,530</u>	<u>71.31%</u>
Excess (deficiency) of revenues over expenditures	<u>(34)</u>	<u>(129,472)</u>		<u>(44,580)</u>	
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers to Other Funds	-	-	-	-	-
Transfers from Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>-</u>	<u>-</u>		<u>-</u>	
Net Income (Loss)	<u>(34)</u>	<u>(129,472)</u>		<u>(44,580)</u>	
<b>Retained Earnings at beginning of the year</b>	<u>-</u>	<u>72,693</u>		<u>189,438</u>	
<b>Retained Earnings</b>	<u>(\$34)</u>	<u>(\$56,779)</u>		<u>\$144,858</u>	

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, STUDENT LIFE**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	-	\$43,391	-	\$3,905	77.28%
<b>TOTAL REVENUES</b>	-	43,391	-	3,905	77.28%
<b>OPERATING EXPENSES</b>					
Salaries	302,702	177,051	58.49%	205,816	67.49%
Employee Benefits	68,048	44,019	64.69%	36,373	64.36%
Contractual Services	-	-	-	125	100.00%
General Material & Supplies	61,880	14,366	23.22%	43,239	92.97%
Professional Development	20,700	75	0.36%	5,609	97.37%
Capital Outlay	60,000	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	513,330	235,511	45.88%	291,162	70.35%
Excess (deficiency) of revenues over expenditures	(513,330)	(192,119)	37.43%	(287,257)	70.27%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	513,330	192,119	37.43%	286,890	70.18%
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	513,330	192,119	37.43%	286,890	70.18%
Net Income (Loss)	-	-		(366)	
<b>Retained Earnings at beginning of the year</b>		<b>51,856</b>		<b>51,856</b>	
<b>Retained Earnings</b>	-	<b>\$51,856</b>		<b>\$51,490</b>	



**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, INTERCOLLEGIATE ATHLETICS**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	-	-	-	\$950	100.00%
<b>TOTAL REVENUES</b>	-	-	-	950	100.00%
<b>OPERATING EXPENSES</b>					
Salaries	443,335	212,823	48.00%	304,111	66.75%
Employee Benefits	73,083	42,507	58.16%	49,975	68.25%
Contractual Services	80,500	1,363	1.69%	48,260	99.67%
General Material & Supplies	131,981	44,078	33.40%	51,094	64.75%
Professional Development	102,500	(1,040)	(1.01)%	54,700	143.00%
Fixed Charges	20,000	3,500	17.50%	4,940	67.39%
Depreciation Charges	-	-	-	-	-
Capital Outlay	-	4,704	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	851,399	307,935	36.17%	513,080	72.39%
Excess (deficiency) of revenues over expenditures	(851,399)	(307,935)	36.17%	(512,130)	72.35%
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	851,399	307,935	36.17%	499,973	70.23%
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	851,399	307,935	36.17%	499,973	70.23%
Net Income (Loss)	-	-		(12,157)	
<b>Retained Earnings at beginning of the year</b>		(2,683)		(301)	
<b>Retained Earnings</b>	-	(\$2,683)		(\$12,457)	

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**WORKING CASH**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2019 Actual</b>
<b>REVENUES</b>					
Interest	\$55,000	\$65,029	118.23%	\$59,712	61.57%
<b>TOTAL REVENUES</b>	<u>55,000</u>	<u>65,029</u>	<u>118.23%</u>	<u>59,712</u>	<u>61.57%</u>
<b>EXPENDITURES BY OBJECT</b>					
General Material & Supplies	-	-	-	-	-
Professional Development	-	-	-	-	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	-	-	-	-	-
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures and other sources (uses)	<u>55,000</u>	<u>65,029</u>		<u>59,712</u>	
<b>Fund Balance at beginning of year</b>		4,639,387		<b>4,542,413</b>	
<b>Fund Balance</b>	<u>\$55,000</u>	<u>\$4,704,416</u>		<u>\$4,602,125</u>	

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUDIT FUND**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>REVENUES</b>					
Property Taxes	\$120,663	\$103,859	86.07%	\$115,943	98.30%
<b>TOTAL REVENUES</b>	<u>120,663</u>	<u>103,859</u>	<u>86.07%</u>	<u>115,943</u>	<u>98.30%</u>
<b>EXPENDITURES BY OBJECT</b>					
Salaries	38,921	-	-	15,373	65.02%
Contractual Services	81,742	56,610	69.25%	62,361	72.63%
General Material & Supplies	-	-	-	-	-
Professional Development	-	-	-	-	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<u>120,663</u>	<u>56,610</u>	<u>46.92%</u>	<u>77,734</u>	<u>70.99%</u>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	120,663	56,610	46.92%	77,734	70.99%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<u>120,663</u>	<u>56,610</u>	<u>46.92%</u>	<u>77,734</u>	<u>70.99%</u>
Excess (deficiency) of revenues over expenditures and other sources (uses)	<u>-</u>	<u>47,249</u>		<u>38,209</u>	
<b>Fund Balance at beginning of year</b>	<u>-</u>	<u>178,014</u>		<u>169,603</u>	
<b>Fund Balance</b>	<u>-</u>	<u>\$225,263</u>		<u>\$207,812</u>	

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**LIABILITY, PROTECTION & SETTLEMENT SUBFUND**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>REVENUES</b>					
Local Government Services:					
Property Taxes	\$842,176	\$546,625	64.91%	\$1,162,300	98.99%
Miscellaneous External Revenue	-	-	-	\$6,957	100.00%
<b>TOTAL REVENUES</b>	<u>842,176</u>	<u>546,625</u>	<u>64.91%</u>	<u>\$1,169,257</u>	<u>98.99%</u>
<b>EXPENDITURES BY OBJECT</b>					
<b>INSTITUTIONAL SUPPORT</b>					
Contractual Services	136,568	117,681	86.17%	5,990	24.44%
Fixed Charges	810,000	872,403	107.70%	792,690	98.75%
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<u>946,568</u>	<u>990,084</u>	<u>104.60%</u>	<u>798,680</u>	<u>96.55%</u>
<b>CAMPUS SAFETY AND SECURITY</b>					
Salaries	611,898	400,850	65.51%	412,343	67.25%
Contractual Services	-	-	-	-	-
<b>TOTAL CAMPUS SAFETY &amp; SECURITY</b>	<u>611,898</u>	<u>400,850</u>	<u>65.51%</u>	<u>412,343</u>	<u>67.25%</u>
<b>TOTAL EXPENDITURES BY OBJECT</b>	<u>1,558,466</u>	<u>1,390,934</u>	<u>89.25%</u>	<u>1,211,023</u>	<u>84.08%</u>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	946,568	990,084	104.60%	798,680	96.55%
Campus Safety and Security	611,898	400,850	65.51%	412,343	67.25%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<u>1,558,466</u>	<u>1,390,934</u>	<u>89.25%</u>	<u>1,211,023</u>	<u>84.08%</u>
Excess (deficiency) of revenues over expenditures other sources (uses)	<u>(716,290)</u>	<u>(844,309)</u>		<u>(41,766)</u>	
Fund Balance Released from Reserved Fund Balance	<u>716,290</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Fund Balance at beginning of year</b>	<u>-</u>	<u>4,758,781</u>		<u>4,909,127</u>	
<b>Fund Balance</b>	<u>-</u>	<u>3,914,472</u>		<u>\$4,867,361</u>	

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**INTERNAL SERVICE FUND**  
**For the Months Ending February 28, 2021**

	<b>2021 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr 2/28/2020 Actual</b>	<b>% of 6/30/2020 Actual</b>
<b>REVENUES</b>					
Benefit Charges	\$10,307,458	\$6,620,594	64.23%	\$6,798,190	14.20%
<b>TOTAL REVENUES</b>	<u>10,307,458</u>	<u>6,620,594</u>	<u>64.23%</u>	<u>6,798,190</u>	<u>14.20%</u>
<b>EXPENDITURES BY OBJECT</b>					
Employee Benefits	10,307,458	6,781,011	65.79%	5,799,270	11.94%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<u>10,307,458</u>	<u>6,781,011</u>	<u>65.79%</u>	<u>5,799,270</u>	<u>11.94%</u>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	10,307,458	6,781,011	65.79%	5,799,270	11.94%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<u>10,307,458</u>	<u>6,781,011</u>	<u>65.79%</u>	<u>5,799,270</u>	<u>11.94%</u>
Excess (deficiency) of revenues over expenditures	<u>-</u>	<u>(160,417)</u>	<u>-</u>	<u>998,920</u>	<u>(138.68)%</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	-	-	-	3,110,792	(100.00)%
Transfers to Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,110,792</u>	<u>(100.00)%</u>
Excess (deficiency) of revenues over expenditures other sources (uses)	<u>-</u>	<u>(160,417)</u>	<u>-</u>	<u>4,109,712</u>	
<b>Fund Balance at beginning of year</b>	<u>-</u>	<u>(23,509,601)</u>		<u>(28,104,725)</u>	
<b>Fund Balance</b>	<u>-</u>	<u>(\$23,670,018)</u>		<u>(\$23,995,013)</u>	

## STUDENT ACTIVITIES REPORT

### Student Life Mission

*We promote student **learning** and **success** by providing co-curricular programs, student leadership opportunities, and an overall campus climate in which students can thrive. This mission is carried out and through the following categories: New Student Orientation, Education Culture. Leadership, Service/Volunteering, Entertainment, Stress Release, and Civic/Governance.*

### **February 2021**

#### **February 22: Anxiety Support Group:**

The Wellness Services of Elgin Community College have created a place for students to minimize triggers, challenge intrusive thinking, and take back control of their anxiety. This support group began on February 22nd, and occurs weekly on Mondays at 4:00pm-5:00pm. Students have to reserve for a spot.

#### **February 23: ECC Board of Trustees Candidate Town Hall**

The Board of Trustees is composed of seven Trustees elected at large from Community College District 509. Trustees serve six-year terms on a rotating basis. The organization of Student Government held a Town Hall candidacy meeting allowing students, faculty, staff, administration, and the community to learn more about the candidates. This meeting was held virtually, and there were **70 participants**.

#### **February 24: What's The Tea On Love**

The health professionals representing the Wellness Services of ECC have created a virtual support group for students to talk about healthy relationships. This virtual support group started on February 23rd, and occurs weekly on Wednesdays at 3:00pm-4:00pm.

#### **February 25: A Historical Perspective**

In collaboration with the Black History Month Committee, MAGIC presents an event allowing students to gain an insight into the systematic racism Black families found in the Midwest. This was open to the public, allowing the community to learn how to act to help Black families feel welcome and supported in their community. There were **135 participants**.

#### **February 25: Money, Management, and Budgeting**

The organization of Phi Theta Kappa hosted a meeting teaching other students about tips and tricks to manage money successfully, and building a budget works for you. They taught students how to cut down on unnecessary spending. There were **9 participants**.

#### **February 25: Talk Depression:**

The Wellness Services of ECC began a weekly talk for students to share their stories about the mental struggles they may face during the semester. The Wellness professionals share ways for students to receive help, identify the signs, and open up a comfortable environment for students to



speak on their personal struggles allowing them to know there is nothing to be ashamed of. This talk began on February 25, and occurs weekly on Thursdays at 5:00pm-6:00pm.

### **February 26: Online Family Picnic and Game Night**

In the spirit of Kwanzaa Principles Umoja and Ujamaa, this event celebrated the closing of Black History Month with a night of fun and fellowship with games and food from local restaurants. There were **17 participants**.

## **March 2021**

### **March: Women's History Month**

As many know, the month of March is Women's History Month. The Office of Student Life collaborates with other departments to help celebrate the contributions of women to events in history and contemporary society. This year's theme is ***First, But Not The Last*** celebrating women's firsts and paving the way for other women to pursue their dreams and aspirations in various fields.

### **March 1-31: Recognizing an Inspiring Woman**

In honor of Women's History Month, Student Life engaged the campus community through a virtual campaign where participants recognized an inspiring woman in their life. These women were recognized on Student Life's social media pages. There were **10 women** recognized throughout March.

### **March 10: Women's History Month Trivia**

To kick off the celebration of Women's History Month, Elgin Community College hosted the Women's History Month Trivia for students to participate and answer questions that celebrate the accomplishments of women's first. The video trivia was posted on social media and students had the opportunity to win a special prize. There were **4 participants**.

### **March 16: Aviator Amelia Earhart**

To further celebrate Women's History Month, Elgin Community College invited Leslie Goddard to portray Amelia Earhart. Amelia Earhart's courageous exploits and spirited personality made her an international celebrity in the early twentieth century. She was the first woman to cross the Atlantic by airplane and to fly solo across the Atlantic. Set in 1937, the first person program recounts Earhart's life, the many records she broke, her unconventional views on marriage, and her tireless work to promote aviation and opportunities for women. This event was held virtually this year, and live streamed on the Student Life Facebook Page. There were **15 participants** and **84 views** online.

### **March 30: Conversation and Storytelling with Katie Kramer**

This event helped close Women's history month. Elgin Community College invited Katie Kramer to have a conversation with students and listen to her storytelling. Katie Kramer is a queer women, artist, mom, wife, depression survivor, and general good deed enthusiast. She is a loud advocate for trans rights, feminism, mental health awareness, and doing your darndest to find love through it all. Katie Kramer talked about the difficult truths, and the process of healing. This event was held virtually this year, and live streamed on the Student Life Facebook Page. There were **15 participants** and **87 views** online.

#### **March 4: ICCSAA Leadership Series**

The Illinois Community College Student Activities Association has created the leader of Student Leader Exchange Series in an effort to provide leadership development in a variety of areas, including team building, social justice, balance and professional development. Students will be able to gain valuable skills as well as engage with other students from other community colleges. These are held once a month, and for the students who attend all four leadership series will receive a certificate of completion. They will also have the opportunity to apply for a \$250.00 scholarship.

#### **March 9-31: CCSSE Survey**

The Community College Survey of Student Engagement launched a survey beginning March 9th, allowing for all enrolled students ages 18 years or older to share their experience about ECC. The survey access code was given to students via their student emails, and responses are kept confidential.

#### **March 11: Student Life Happy Hour**

The Office of Student Life held a happy hour for students to participate in a meet and greet with student life staff, play virtual games for a chance to win surprise giveaways. There were **17 participants**.

#### **March 17, 18: Budget Allocation Workshops**

The Office of Student Life hosted a budget allocation workshop allowing for students to learn more about the budgeting process for the following year. This meeting was required by the active clubs. There were **35 participants**.

#### **March 18: Phi Theta Kappa Spring Induction Ceremony**

Phi Theta Kappa International Honor Society held a virtual inductions ceremony and had **71** new inductees this semester.

#### **March 18: Anxiety Discussion Panel**

The Wellness services department of Elgin Community College hosted a mental health panel in hopes to break the stigma on mental awareness. The meeting provided students with an informational session, and a Q & A with therapists, teens, and other mental health professionals.

## **ACCEPTANCE OF WRITTEN COLLEGE REPORTS**

### **Recommendation**

The administration recommends that the Board of Trustees accepts the following written college reports, which are attached:

- A. Personnel (March)
- B. Treasurer (February)
- C. Student (March)

The administration recommends that the Board of Trustees accepts the following written college reports/procedures, which were presented under separate cover:

- D. Institutional Advancement and ECC Foundation (March)
- E. Community Engagement and Legislative Affairs (March)



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Dr. David Sam, President

### **Background**

At each regular board meeting, various departmental and liaison reports and materials are submitted to the board for their information and acceptance. That information includes, but is not limited to, financial data, grants data, personnel data, marketing and community activities, student activities, institutional advancement data/Foundation news, and police department statistics.

Staff Contact: Dr. David Sam, President, 847-214-7374

**MINUTES OF CLOSED SESSION OF  
COMMITTEE OF THE WHOLE BOARD MEETING  
March 8, 2021**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the closed session of the committee of the whole board meeting held March 8, 2021.



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Dr. David Sam, President

**Background**

This recommendation is provided in accordance with Board Policy GP 8.1 and 5 *ILCS* 120/2.06 (*a, f*):

*Sec. 2.06 (a)* All public bodies shall keep written minutes of all their meetings, whether open or closed . . . .

*Sec. 2.06 (f)* Minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

Staff Contact: Dr. David Sam, President, 847-214-7374

**MINUTES OF REGULAR BOARD MEETING  
MARCH 9, 2021**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the regular board meeting held March 9, 2021.



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Dr. David Sam, President

**Background**

This recommendation is provided in accordance with Board Policy GP 8.1 and 5 *ILCS 120/2.06*:  
(from Ch. 102, par. 42.06)

- Sec. 2.06* (a) All public bodies shall keep written minutes of all their meetings, whether open or closed . . . .
- (b) A public body shall approve the minutes of its open meeting within 30 days after that meeting or at the public body's second subsequent regular meeting, whichever is later. The minutes of meetings open to the public shall be available for public inspection within 10 days after the approval of such minutes by the public body. Beginning July 1, 2006, at the time it complies with the other requirements of this subsection, a public body that has a website that the full-time staff of the public body maintains shall post the minutes of a regular meeting of its governing body open to the public on the public body's website within 10 days after the approval of the minutes by the public body. Beginning July 1, 2006, any minutes of meetings open to the public posted on the public body's website shall remain posted on the website for at least 60 days after their initial posting.

Staff Contact: Dr. David Sam, President, 847-214-7374

**MINUTES OF REGULAR BOARD MEETING  
MARCH 9, 2021**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a regular meeting on Tuesday, March 9, 2021, in Building E, Room E100.01.

**1. Call to Order and Roll Call**

Chair Redmer called the regular meeting to order at 6:30 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, Dr. Ollayos and student trustee, Ms. Vitacco  
Mr. Duffy attended virtually. All other trustees attended in-person

*Trustees absent:* None.

*ECC staff and* Dr. Sam, President; Dr. Wagner, VP Business & Finance; Dr. Garber, VP Planning, Institutional Effectiveness and Technology; Ms. Kerruish, Recorder; and ECC staff members and visitors attended virtually.

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

*On March 5, 2021, Governor J B Pritzker extended by 30 days, through April 3, 2021, the disaster proclamation relating to COVID-19. 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.*

MINUTES OF REGULAR MEETING OF  
MARCH 9, 2021

**3. Preliminary Matters**

Following the Pledge of Allegiance led by Trustee Meyer, Trustee Ollayos read the Board Purpose.

**4. President's Report**

- Dr. Sam recognized the presence of Professor Tarver, ECCFA president, via virtual connection.
- It was noted that due to a clerical error, Carissa Miller, who is recommended for tenure, was not listed on the agenda. The action will be brought to the April board meeting.
- Dr. Sam provided an overview of the community colleges currently serving as vaccination sites. Kane County held a vaccination event at ECC February 25 and 26. 1,510 people were vaccinated on the first day and 1,770 the second day.

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

There were no audience members wishing to address the board.

**6. Board Reports**

**A. Finance Committee**

Trustee McCreary reviewed the March 8 Finance Committee meeting agenda. Minutes of the Finance Committee will be available on ECC's website (elgin.edu) following approval.

**B. Committee of the Whole**

Trustee Nowak provided an update on the March 8 Committee Meeting of the Whole. A brief discussion regarding the Early Childhood Education baccalaureate occurred. Minutes of the Committee of the Whole meeting will be available on ECC's website (elgin.edu) following approval.

**C. Illinois Community College Trustee Association (ICCTA)**

Trustee Ollayos indicated that the next ICCTA meeting will be held March 12 and 13 in Schaumburg. There will be a virtual component for attendance at the Saturday meetings. The executive committee met February 26 and 27 and discussed supporting the exploration of a bachelor degree in Early Childhood Education as was discussed at the Committee of the Whole, yesterday. The first round of ICCTA awards were reviewed. The ICCTA strategic plan was also reviewed.

**D. Association of Community College Trustees (ACCT)**

Trustee McCreary is a member of the finance and audit committee for ACCT and serves on an adhoc committee reviewing the membership fees. Smaller colleges are paying more than larger colleges to be members of ACCT. She indicated that there will be a retreat before the summer months. The annual meeting will be held October 13-16 in San Diego, CA,

**E. Legislative**

Trustee Rakow provided a brief overview of the National Legislative Summit which was held February 8-10, virtually. Topics included pandemic-related aid, workforce education and training, basic needs of students and community colleges' role in economic recovery. Members of Congress and the Biden Administration shared priorities, federal policies and initiative impacting higher education. Over the last several weeks virtual

MINUTES OF REGULAR MEETING OF  
MARCH 9, 2021

meetings were held with U.S. Representatives Casten, Krishnamoorthi and Underwood and with staff from the offices of Senators Durbin and Duckworth. Several items were shared such as aid and a permanent solution for DACA students, access to PELL for short-term programs and loosening restriction on recovery funds to help more students. An update on the manufacturing center was provided by Dr. Sam and two students who took advantage of ECC's internship and apprenticeship opportunities were shared with legislators.

**F. ECC Foundation**

Chair Redmer reported the following: The Foundation has successfully raised \$664,639 in cash and pledges as of February 22, 2021, representing 92% of the FY21 goal for Major Gifts and Annual Fundraising sub-categories. To date, 74% of scholarship funds have been awarded for the 2020-21 academic year. Thirteen students participated in the Complete to Compete program, four have graduated. A comprehensive written report was included in the board packet.

**G. Student Report**

Student Trustee Vitacco provided an overview of the written report.

**7. Board Action No. 127-A-21, Acceptance of College Reports**

- A. Personnel (January/February)
- B. Treasurer (December/January)
- C. Student (January/February)

***College Reports Under Separate Cover***

- D. Institutional Advancement and ECC Foundation (February)
- E. College & Career Student Success (quarterly)
- F. Community Engagement and Legislative Affairs (February)
- G. Marketing & Communications (quarterly)
- H. Strategic Partnerships & Experiential Learning
- I. Student Success Report (quarterly)
- J. Grant Monitoring Report (period ending December 31, 2020)

Chair Redmer confirmed receipt, either attached or under separate cover, of the aforementioned written reports.

**Motion:** Trustee Ollayos moved to accept the college reports.

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

**Roll-Call Vote:** Aye, 7; Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Vitacco, aye; motion carried

**8. Consent Agenda**

The following item was removed from the Consent Agenda for comments prior to action by request of Trustee McCreary:



MINUTES OF REGULAR MEETING OF  
MARCH 9, 2021

**H. Board Action No. 135-A-21, Ratification of the Memorandum of Agreement Regarding the Fall 2021 Semester Between the Board of Trustees of Community College District 509 and the Elgin Community College Faculty Association (ECCFA)**

Chair Redmer read the following consent agenda items:

- A. Board Action No. 128-A-21, Minutes of Closed Session of Committee of the Whole Board Meeting January 25, 2021**
- B. Board Action No. 129-A-21, Minutes of the Regular Board Meeting January 26, 2021**
- C. Board Action No. 130-A-21, Minutes of Special Board Meeting February 8, 2021**
- D. Board Action No. 131-A-21, Minutes of Closed Session of Special Board Meeting February 8, 2021**
- E. Board Action No. 132-A-21, Destruction of Audiotape of Closed Session Board Meeting July 15, 2019**
- F. Board Action No. 133-F-21, Ratification of Report of Expenses**
- G. Board Action No. 134-A-21, Consulting Services for College Readiness**
- I. Purchases**
  - 1. Board Action No. 136-B-21, Audio/Visual Equipment Upgrade – Buildings B, E, J & I,** authorizes the administration to contract with Advanced Communications (Michigan City, IN) for the purchase and installation of new audio/visual (A/V) equipment in buildings B, E, J & I in an amount not to exceed \$1,275,244.
  - 2. Board Action No. 137-I-21, Audio/Visual Equipment Upgrade – Culinary Department** authorizes the administration to contract with Midwest Computer Products Inc. (West Chicago, IL) for the purchase and installation of equipment for two culinary classroom labs, in the amount of \$79,539.04.
  - 3. Board Action No. 138-B-21, Concrete Repairs,** authorizes the administration to contract for concrete repairs across campus from Brasco Paving, Sealcoating, and Concrete (Huntley, IL), the lowest responsible bidder, in the amount of \$53,900.
  - 4. Board Action No. 139-F-21, Environmental Services,** authorizes the administration to enter into a one (1) year agreement for environmental services with Hampton, Lenzini and Renwick, Inc. (HLR) (Elgin, IL), to provide oversight of the Wetland Mitigation Site and provide on-going maintenance and monitoring in an amount not to exceed \$63,800.
  - 5. Board Action No. 140-X-21, Multi-Function (Copiers) Agreement Amendment,** authorizes the administration to lease a copier for the Print Shop/Copy Center from Marco Technologies (Rockford, IL) in the amount of \$25,092 over the course of 45 months, plus the quarterly \$.035 per copy color impression charge and black and white \$.0039 copy overage charges as needed and as specified in the master agreement encompassing all the leased copiers.
  - 6. Board Action No. 141-B-21, Snow Removal Services,** authorizes the administration to approve an increase of \$30,000 annually over the term for snow removal services by Greve Construction (Huntley, IL). The additional funding will only be used if necessitated by snow events.

MINUTES OF REGULAR MEETING OF  
MARCH 9, 2021

**J. Awarding of Tenure**

**1. Board Action No. 142-A-21, Associate Professor I of Computer Information Sciences, Dr. Mahd Alzoubhi**

**2. Board Action No. 143-A-21, Instructor of HVAC, Mr. Michael Marin**

**Motion:** Trustee Rakow moved to approve the consent agenda as presented.

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

**Roll-Call Vote:** Aye, 7; Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Vitacco, aye; motion carried

**Other**

**H. Board Action No. 135-A-21, Ratification of the Memorandum of Agreement Regarding the Fall 2021 Semester Between The Board of Trustees of Community College District 509 and the Elgin Community College Faculty Association (ECCFA)**

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

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

Trustee McCreary stated her concerns regarding the continued extensions of MOAs for ECCFA and the need to return to normal. Trustee Meyer encouraged the administration to bring the college back to normal as quickly and safely as possible. There was some discussion about remote learning as we return to normal as many students have adapted and may choose to continue in this manner. Trustee McCreary requested clarification regarding differential pay for virtual, online hybrid and in-person classes. Mr. Vazquez indicated that there were no additional stipends included with this MOA.

**Roll-Call Vote:** Aye, 7; Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Vitacco, aye; motion carried

**9. Old Business**

Trustee Ollayos inquired about voting on campus for the April election. It was confirmed that only the precincts that normally are assigned to campus will be there.

**10. New Business**

Trustee McCreary indicated that nominations for ACCT awards are being accepted and are due by June 14.

Trustee Ollayos stated that faculty nominations for ICCTA are due by the end of March.

MINUTES OF REGULAR MEETING OF  
MARCH 9, 2021

**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; meeting adjourned at 7:10 p.m.

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Jeffrey A Meyer, JD, Board Secretary

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Diane Kerruish, Board Recorder

**DESTRUCTION OF AUDIOTAPE OF CLOSED SESSION BOARD MEETING  
AUGUST 13, 2019**

**Recommendation**

The administration recommends that the Board of Trustees approves the destruction of the verbatim audiotape of the closed session of August 13, 2019 as all criteria for destruction of these tapes have been met.



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Dr. David Sam, President

**Background**

With no lawsuit pending regarding the legality of these closed sessions, in accordance with *The Open Meetings Act (5 ILCS 120/2.06)*:

- (c) The verbatim record may be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act no less than 18 months after the completion of the meeting recorded but only after:
  - (1) the public body approves the destruction of a particular recording; and
  - (2) the public body approves minutes of the closed meeting that meet the written minutes requirements of subsection (a) of this Section.

The audiotaped recordings of the closed sessions noted above meet the legal criteria, as stated.

Staff Contact: Dr. David Sam, President, 847-214-7374

## **RATIFICATION OF REPORT OF EXPENSES**

### **Recommendation**

The Treasurer recommends that the Board of Trustees ratifies the Report of Expenses for the month of March 2021. (Reports provided under separate cover.)



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Dr. David Sam, President

### **Background**

The enclosed Report of Expenses identifies the vendors that have been paid during the month of March 2021 in the amount of \$2,172,947.81.

Staff Contact: Dr. Kimberly Wagner, Vice President, Business and Finance 847-214-7728

**RELEASE OF SELECT CLOSED-SESSION MINUTES OF  
BOARD MEETINGS OF DECEMBER, 2018 – DECEMBER, 2020**

**Recommendation**

The administration recommends that the Board of Trustees authorizes, where appropriate, the continued closure and/or release of closed-session minutes for public view, as noted.

The following minutes and/or portions of minutes have been reviewed by the college's attorney and approved for release. Items **listed** in a line item are deemed **open**; those not listed in a line item are deemed confidential and are not to be released for public viewing. [Reference: Memo dated March 31, 2021 from college general counsel]

Names, as well as references or comments made by or to attorneys, are redacted in all minutes which have been released for public viewing.



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Dr. David Sam, President

**Background**

The *Illinois Open Meetings Act* (5 ILCS 120/1 et. seq.) requires all governmental bodies to semi-annually review the minutes of closed sessions and to release to the public those minutes which no longer need to be kept from public view. The minutes for closed sessions from December, 2018 through December, 2020, have been reviewed by general counsel; this represents the recommendation for this period, in addition to those minutes previously released.

Staff Contact: Mr. Respicio Vazquez, General Counsel, 847-214-7760

Portions approved for release are shown after the meeting date.

## **2020**

December 8, sections 1,2,3,4,6,7,9  
November 10, sections 1,2,3,4,5,6  
November 5, sections 1,2,3,4,5  
October 19, sections 1,2,3,4,5  
October 13, sections 1,2,3,4,5,6  
September 22, sections 1-11  
September 15, sections 1,2,3,4,5,9  
September 9, sections 1,2,3,4,5,6  
August 10, sections 1,2,3,4,5,6,8,10  
June 9, sections 1,2,3,4,5,6,7,8,9  
May 12, sections 1,2,3,4,5,6,7  
April 14, sections 1,2,3,4,5,6,7,9,10  
March 10, sections 1,2,3,4,5,6,9,10  
January 28, sections 1,2,3,4,5,6,8,9,10,11

## **2019**

December 10, sections 1,2,3,4,  
6,7,8,9,10,11,13,14,15  
November 12, sections 1-10,12,13,14  
October 8, sections 1,2,3,4,5,6,7,9  
July 15, sections 1,2,3,4,5,7,8,9  
June 18 and 19, sections 1,2,3,4-9,10-16,  
17-21,22  
June 11, sections 1,2,3,4,5,6,7  
May 14, sections 1,2,3,4,5,6,7  
April 9, sections 1,2,3,4,5,6,7,8,9,10  
March 12, sections 1,2,3,4,5,6,7,8  
February 20, sections 1,2,3,4,5,6,7,8

## **2018**

December 11, sections 1,2,3,4,5,6,7,8  
November 13, sections 1,2,3,4,5-9,10,11  
October 9, sections 1,2,3,4,5-7,8  
September 11, sections 1,2,3,4,5-9,10  
August 14, sections 1,2,3,4,5-8,9  
June 26 and 27, sections 1,2,3,4-9,10,11,12,  
13,14, 15,16-18,19,20  
June 12, sections 1,2,3,4,5-11,12  
May 8, sections 1,2,3,4,5-6,7  
April 10, sections 1,2,3,4,5-8,9  
March 13, sections 1,2,3,4,5-9,10  
January 30, sections 1,2,3,4,5-8,9

## **2017**

December 20, sections 1,2,3,4,5,6,7,8  
December 12, sections 1,2,3,4,5-8,9  
December 11, sections 1,2,3,4,5  
December 6, sections 1,2,3,4,5,6  
November 14, sections 1,2,3,4,5-7,8  
October 10, sections 1,2,3,4,5-8,9  
September 12, sections 1,2,3,4,5-11,12  
August 8, sections 1,2,3,4,5-7,8  
July 12, sections 1,2,3,4-7,8  
June 20 and 21, sections 1,2,3,4-9,10,11,12,  
13,14,15,16-20,21,22  
June 13, sections 1,2,3,4,5-10,11  
May 9, sections 1,2,3,4,5-10,11  
April 11, sections 1,2,3,4,5-10,11  
March 14, sections 1,2,3,4,5,6,7  
February 22, sections 1,2,3,4-6,7  
January 24, sections 1,2,3,4,5-10,11

## **2016**

December 13, sections 1,2,3,4,5,6,7,8  
November 18, sections 1,2,3,4,5  
November 8, sections 1,2,3,4,5-10,11  
October 18, sections 1,2,3,4,5,6  
October 11, sections 1,2,3,4,5,6,7  
September 13, sections 1,2,3,4,5-9,10  
August 9, sections 1,2,3,4,5-10,11  
July 12, sections 1,2,3,4,5-11,12  
June 21 and 22, sections 1,2,3,4-9,  
10,11,12,13,14,15-21,22  
June 14, sections 1,2,3,4,5-8,9  
May 10, sections 1,2,3,4,5-12,13  
April 12, sections 1,2,3,4,5-14,15  
March 8, sections 1,2,3,4,5-11,12  
February 16, sections 1,2,3,4,5,6  
January 26, sections 1,2,3,4,5-10,11

## **2015**

December 8, sections 1,2,3,5,6-9,10  
November 10, sections 1,2,3,5,6-13,14  
October 6, sections 1,2,3,5,6-8,9  
September 8, sections 1,2,3,4-7,8  
August 10, sections 1,2,3,4,5-7,8  
July 14, sections 1,2,3,6,7-10,11  
June 23-24, sections 1,2,3,4,5,5a,6,7,8,9,  
10-12,13  
June 9, sections 1,2,3,4,5-10,11,12

**2015 (cont.)**

May 12, sections 1,2,3,4,5,6,7-11,12  
April 14, sections 1,2,3,5,6-8,9  
March 10, sections 1,2,3,4,5-7,8,9  
January 20, sections 1,2,3,3a,4-9,10

**2014**

December 9, sections 1,2,3,4,5,6,7  
October 7, sections 1,2,3,4,5-12,13  
September 9, sections 1,2,3,4,5-7,8  
August 11, sections 1,2,3,4,5-14,15  
July 8, sections 1,2,3,4,5-7,8  
June 24-25, sections 1,2,3,4-  
6,6a,7,8,9,10,11,12,13  
June 10, sections 1,2,3,4,5-8,9  
June 4, sections 1,2,3,4-7,8  
May 13, sections 1,2,3,4,5,6,7  
May 12, sections 1,2,3,4-11,12  
April 8, sections 1,2,3,4-7,8  
April 7, sections 1,2,3,4-6,7  
March 11, sections 1,2,3,4-11,12  
March 10, sections 1,2,3,4,5  
January 14, sections 1,2,3,4-7,8

**2013**

December 18, sections 1,2,3,4,5  
December 10, sections 1,2,3,4,5-10,11  
November 18, sections 1,2,3,4,5  
November 12, sections 1,2,3,4,5-9,10  
October 21, sections 1,2,3,4,5  
October 8, sections 1,2,3,4,5-8,9  
October 7, sections 1,2,3,4,5  
September 10, sections 1,2,3,4,5-10,11  
August 13, sections 1,2,3,4,5-11,12  
July 9, sections 1,2,3,4,5-8,9  
June 25 & 26, sections 2,3,4,5,6,7  
June 11, sections 1,2,3,4,5,6,7  
April 9, sections 1,2,3,4,5-9,10  
February 20, sections 1,1a-4,5  
January 22, sections 1,2,3,4-6,7,8

**2012**

December 19, sections 1,2-5,6  
December 11, sections 1,2,3,4,5,6,7  
November 13, sections 1,2,3,4,5-8,9  
September 25, sections 1,2,3,4,5-9,10  
August 14, sections 1,2,3,4,5-8,9  
July 10, sections 1,2,3-5,6  
June 12, sections 1,2-12,13

**2012 (cont.)**

May 8, sections 1,2-5,6  
April 10, sections 1,2,3-5,6  
February 24, sections 1,2-5,6

**2011**

December 13, sections 1,2,3,4,5  
November 8, sections 1,2,3,4,5  
September 27, sections 1,2,3-8,9  
August 9, sections 1,2,3-9,10  
July 12, sections 1,2,3,4,5,6,7  
June 14, sections 1,2,3,4,5,6  
May 10, sections 1,2,3,4,5,6,7  
April 12 & 14, sections 2,3,4,5,6-  
9,10,11,12,13-16,17  
March 30, sections 1,2,3 para 4-7,8  
March 8, para 1,2,3,4-6,7  
February 22, para 1,2,3-8,9  
January 25, para 1, 2,3,4-6,7

**2010**

December 13, para 1,2,3-7,8  
November 18, para 1,2,3-8,9  
November 9, para 1,2,3,4,5,6,7,8  
October 12, para 1,2,3,4-6,7  
September 14, para 1,2,3,4,5,6,7-9,10  
August 11, para 1,2-9,10  
June 8, para 1,2,3,4  
January 29, sections 1, 3, 2; para 1,2

**2009**

December 8, sections 1,2,6,3; para  
2,3,4,5,6,7,8,9,  
November 10, section 1, para 1,2,3,4,5-8,9,10  
October 13, section 1, para 2-7,8  
September 23, section 1; para 1,2,3-  
9,10,11,12,13,14,15  
September 8, sections 1, 2, 3 para 1,3,4,5-  
10,11,12, 13,14  
August 21, para a,1-3,4,5,6  
August 11, para 1,2,3-10,11,12,13  
July 14, sections 1; 2; 3 para 10,11,12  
June 9, sections 1; 3; 2 para 1,2,3,4-7,8  
May 5, para 1,2-15,16,17-19,20  
May 4, para 1-6,7,8,9,10,11,12,13,14  
April 13, para 1 through 13; para 14-16,17-31  
January 27, sections 1, 4, 3 para 2-4,5,6,7-11



**2008**

December 9, sections 1,2, para 2-17,18-22,23  
 November 11, sections 1; 2; 3 para 4-8,9,10,11,12,13-17,18,19,20  
 September 9, sections 1; 2; 3; 4; 5; 6, para 12,13,14  
 September 8, section 1 para 1-14,15,16  
 September 3, para 1, 2-19  
 August 20, section 1-3, para a,b  
 August 12, sections 1; 2; 4; 3  
 July 9, para 1 through 5, 6, para 7 through 17  
 July 8 (6:05 p.m.), sections 1,2,3,4,5,6  
 July 8, (4:20 p.m.), section 1  
 June 10, sections 1, 2, 3, 4, 5  
 May 13, sections 1,2,4,5,3 para 2,3,4,5,6-8,9, 10,11  
 April 8, sections 1; 2; 3 para 3,4,5,6,7,8  
 March 19 para 1-17  
 March 14 para 1-16  
 March 11, section 1,2,3,4  
 February 25 para 1-19  
 February 19 para 1-9  
 January 14 para 1-20

**2007**

December 13, para 1,2-4,5,6-8  
 November 13, sections 1; 2 para 1-3,4,5,6-8; 3 para 9,10  
 November 12, para 1 through 6,7-15,16,17  
 October 9, sections 1; 2; 3; 5; 6; 4 para 5,6,7  
 October 8, sections 1; 2; 3 para 4,5,6,7,8; 4; 5  
 October 3, para 1,2,3-21,22  
 October 2, para 1,2,3-27  
 September 11, para 1,2-4,5,6,7-11,12,13,14-17,18,19,20,21  
 September 10, para 1,2,3,4,5,6,7,8,9-13,14,15  
 August 29, para 1-4,5,6,7-12,13,14,15  
 August 14, para 1-5,6,7-15  
 August 13, para 1-14  
 July 10, sections 1; 2; 3 para 5,6,7-11  
 June 12, sections 1, 2, 3, 4  
 June 11, para 1, 2, 3, 4, 5-10  
 May 10, sections 1; 2; 3 para 6,7,8,9; 4  
 May 7, para 1-4  
 April 17, sections 1,2,3,5,4 para 8,9,10

**2007 (cont.)**

April 12, sections 1; para 1,2,3; 2; 3; para 7-10  
 March 13 (6:10 p.m.), sections 1, 2, 3  
 March 13 (3:40 p.m.) para 1 through 14,15-18  
 March 12, para 1-16  
 March 8, para 1-7,8,9,10-23  
 March 5, para 1-15  
 February 20, sections 1; 2; 3; 4  
 January 22, para 1-15  
 January 16, section 1; 2; 3  
 January 11, para 1-16

**2006**

December 19, para 1,2  
 December 18, para 1-11  
 December 12, para 1-19  
 December 11, para 1,2  
 December 6, para 1-4  
 November 27, para 1,2,3,4,5,6,7,8,9,10  
 November 14, para 1-5, 6-18  
 October 17, sections 1; 2; 3; 4; 5; 6  
 October 5, para 1-33  
 September 12, section 1; para 1,2,3,4,5,6,7,8,9, 10,11,12,13  
 August 8, sections 1; 2 para 1-7; 3; 4 para 9, 10,11  
 August 3, paras 1-3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13  
 June 13, sections 1, 2, 3, 4, 5  
 June 7, section 1; para 1-3,4,5,6,7-13,14,15, 16,17,18,19,20, 21  
 April 11, para 1,2,3,4,5,6,7,8-10,11,12,13, 14,15  
 March 14, sections 1; 2; 3; 4; 5; 6

**2005**

October 11, sections 1; 2; 3 para 10, 13, 15, 16, 17, 18; 4  
 February 8, sections 1,2,3

**2002**

September 23, section 1,2

**2001**

August 14, sections 1,2,3,4  
 July 10, sections 1,2,3,4

**APPLICATION FOR PERMANENT CURRICULUM APPROVAL:  
ASSOCIATE OF APPLIED SCIENCE DEGREE IN OPHTHALMIC TECHNICIAN**

**Recommendation**

The administration recommends that the Board of Trustees approves the Application for Permanent Approval of an associate of applied science degree in ophthalmic technician.



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Dr. David Sam, President

**Background**

The Ophthalmic Technician program will provide graduates with the knowledge and experience to perform as an ophthalmic technician in a clinical setting. The program is designed to prepare graduates to sit for the Certified Ophthalmic Technician (COT) certification exam. Ophthalmic Technician is a rapidly expanding field with a growing demand for qualified and responsible technicians. The functions of the ophthalmic technician are to assist the ophthalmologist by performing delegable tasks. These tasks may include: collecting data, administering treatment, assisting in ophthalmic surgical procedures, and supervising patients as deemed appropriate according to training level.

The ophthalmic technician job outlook is projected to grow 11% from 2018 to 2028 which is much faster than the average of all occupations. An aging population and increasing rate of chronic disease are expected to lead to greater demand for eye exams and corrective eyewear.

Funding Source: Education Fund

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning and Student Development, 847-214-7363

**DUAL CREDIT PROGRAMS MEMORANDUM OF UNDERSTANDING BETWEEN  
KANE COUNTY REGIONAL OFFICE OF EDUCATION, THE KANE COUNTY  
JUVENILE JUSTICE CENTER, AND ELGIN COMMUNITY COLLEGE**

**Recommendation**

The administration recommends that the Board of Trustees approves a dual credit memorandum of understanding with Elgin Community College, the Kane County Regional Office of Education, and the Kane County Juvenile Justice Center effective January 1, 2021 to December 31, 2021.



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Dr. David Sam, President

**Background**

This memorandum of understanding is an intergovernmental agreement between Elgin Community College, the Kane County Regional Office of Education and the Kane County Juvenile Justice Center. Each institution wishes to continue offering dual credit coursework to qualified high school students. Students who participate in dual credit courses have the opportunity to earn early college credit as part of their high school programs and are better positioned to complete a college credential. This agreement outlines the processes and responsibilities of each institution in order to collaboratively offer dual credit coursework to qualified high school students.

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning and Student  
Development, 847-214-7363

Dual Credit Programs  
MEMORANDUM OF UNDERSTANDING  
BETWEEN KANE COUNTY REGIONAL OFFICE OF EDUCATION,  
THE KANE COUNTY JUVENILE JUSTICE CENTER,  
AND BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT No. 509,  
COUNTIES OF KANE, COOK, DUPAGE, MCHENRY AND DEKALB AND THE STATE  
OF ILLINOIS  
Commonly known as  
ELGIN COMMUNITY COLLEGE

THIS AGREEMENT entered on this 1<sup>st</sup> day of January, 2020 by and between The Board of Trustees of Community College District No. 509, counties of DuPage, Cook, McHenry, DeKalb and Kane, and the state of Illinois, a public community college commonly known as Elgin Community College (herein “ECC” and “College”) and the Kane County Regional Office of Education (herein “ROE”) and the Kane County Juvenile Justice Center (herein “JJC”).

WHEREAS, ECC is a Community College District organized pursuant to the Illinois Public Community College Act to serve the educational needs of the residents of its District in that capacity; and

WHEREAS, the County of Kane must provide educational services at the Juvenile Justice Center (JJC) pursuant to 55 ILC 75/2.1; and

WHEREAS, educational services at the JJC are provided by the Kane County Regional Superintendent in cooperation with the Chief Judge and Court Services; and

WHEREAS, the parties are “public agencies” as defined in the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) and authorized pursuant to such Act to enter into this Agreement; and

WHEREAS, the ROE and JJC in recognition of their responsibility for the education of high school students housed at JJC and to provide an opportunity for JJC students to increase their readiness for success in college and careers; and,

WHEREAS, the ROE Superintendent and the JJC Principal have requested assistance from Elgin Community College in providing dual credit coursework for JJC students; and

WHEREAS, the College in recognition of the opportunity for assisting the efforts of the Kane County Regional Superintendent and JJC, is desirous of providing college-level coursework and instruction for qualified high school dual credit students; and,

WHEREAS, the parties have partially concurrent service boundaries and desire within such areas to enhance the educational opportunities for the Juveniles detained at the JJC through cooperative initiatives; and

WHEREAS, it is for the mutual benefit of the College and the County of Kane that JJC students have opportunities to enhance and to advance their competency for future educational and employment purposes:

NOW, THEREFORE, it is mutually agreed by and between the parties hereto as follows:

***Elgin Community College shall:***

1. Provide college instruction for qualified/enrolled dual credit students. Students are subject to all Student Policies and Procedures as defined in the ECC catalog and on the ECC website [www.elgin.edu](http://www.elgin.edu).
2. Provide all coursework for dual credit students to be fully accredited by the ICCB (Illinois Community College Board), which provides full college credit for all the students that have successfully completed ECC course work.
3. Provide mutually agreed upon staff required for the dual credit college coursework.
4. Provide admissions and registration assistance, and access to other appropriate college support services to dual credit students.
5. Provide an invoice each term to the Regional Office of Education for ECC faculty curriculum development, course instruction, and course expenses agreed upon for dual credit courses at JJC.
6. Provide an invoice to the Regional Office of Education of all textbook charges for dual-credit students.
7. Provide refunds to the Regional Office of Education, when applicable, in accordance with the published ECC students refund schedule. For more information go to: [www.elgin.edu/refunds](http://www.elgin.edu/refunds).
8. Agree to comply with all Illinois and Federal Laws and regulations governing the records of JJC students.
9. Provide college staff to work with the Regional Office of Education and JJC staff to evaluate the dual credit programs, determine dual credit course offerings and the number of seats available in each course offering, and coordinate dual-credit enrollments.
10. Be responsible for issuance and/or acquisition of appropriate local, state, and federal certificates for students who successfully complete the ECC/JJC programs.

***The Kane County Regional Office of Education shall:***

1. Provide school specific credit toward GPA for all ECC/JJC dual credit students.

2. Provide ROE and JJC staff to work with ECC staff to determine dual credit program offerings, coordinate dual-credit enrollments, evaluate dual credit programs.
3. Provide staff, facilities, equipment, and technology required for the dual credit college coursework.
4. Assist students with the completion of the dual credit enrollment packet and submit dual credit enrollment materials to the High School Partnerships Office by the required deadline, including copies of all students' transcripts for usual college admission procedures in accordance with local, state, and federal privacy guidelines.
5. Provide a release of information signed by parents/guardians and students participating in dual credit programs at the College.
6. Pay faculty curriculum development, course instruction charges, textbook charges, and applicable course expenses for each dual credit course within sixty (60) days of being invoiced by the College.
7. If required for accreditation, upon reasonable advance notice, permit a tour of its facilities and services available and other items pertaining to ECC/JJC programs, by representatives of the College and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.
8. Comply with the applicable provisions of the Family Educational Rights and Privacy Act of 1974, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, and will take all measures necessary to ensure the confidentiality of any and all information in its possession regarding Students who are participating in the ECC/JJC programs.
9. Provide ECC with a certificate of insurance from its insurance carrier confirming:  
**COMMERCIAL GENERAL LIABILITY:** Not less than \$1 million dollars Each Occurrence, \$1 million Personal and Advertising Injury limits, and \$2 million General Aggregate subject to a per project aggregate. Certificate of Insurance and Additional Insured naming Community College District No. 509, commonly known as ECC, its trustees, officers, agents, employees and assigns as Additional Insured thereunder on a primary and noncontributory basis. Provide a General Liability waiver of subrogation in favor of the Additional Insureds.

***The Kane County Regional Office of Education and the Kane County Juvenile Justice Center shall:***

1. ROE and JJC will indemnify, defend, and hold harmless ECC, including its trustees, officers, employees and agents, from and against any and all claims or liabilities, including third-party claims arising from the negligence or wrongful act of the indemnifying party, its employees, or agents in carrying out its duties and obligations under the terms of this Agreement. This Section will survive the termination of this Agreement.

***Additional Terms:***

1. The term of this Agreement shall be for one (1) year, commencing on January 1, 2020, and terminating on December 31, 2020. Either party may terminate this agreement with or without cause at any time upon giving sixty (60) days written notice; however, scheduled dual credit classes already in progress as of the termination date shall continue under this agreement until the end of the semester in which the termination occurs.
2. All notices, requests, demands or other communications to be given pursuant to the terms of this Agreement shall be in writing, shall reference this Agreement, and shall be deemed given: (a) when delivered personally; (b) two (2) business days after deposit with an express overnight courier, with written confirmation of receipt; or (c) five (5) business days after having been sent by certified or registered mail, return receipt requested, postage prepaid. All such notices, requests, demands or other communications shall be delivered or sent to the addresses set forth below:

Patricia Dal Santo, Superintendent  
Kane County Regional Office of Education  
28 N. First Street  
Geneva, IL 60134

Dr. David A. Sam, President  
Elgin Community College  
1700 Spartan Drive  
Elgin, IL 60123

3. The parties acknowledge that each is subject to the provisions of the Illinois Human Rights Act (775 ILCS 5/1-101 et seq.) and the Illinois Public Works Discrimination Act. (775 ILCS 10.01 et seq.) both of which are incorporated herein by this reference. Each agrees not to discriminate against any employee or applicant for employment with respect to hire, tenure terms, conditions or privileges of employment or in any other matter on the basis of race, color, religion, sex, national origin, ancestry, age, order of protection status, marital status, physical or mental disability, military status, sexual orientation, gender identification, or unfavorable discharge from military service in connection with employment, real estate transactions, access to financial credit, and the availability of public accommodations and agrees to comply with all nondiscriminatory laws and policies that Elgin Community College promulgates or is subject to. Any contract entered into for goods or services rendered pursuant of this Agreement shall contain a provision requiring nondiscrimination in employment as set forth herein.
4. Nothing herein shall be construed as an express or implied waiver, relinquishment or release of any common law or statutory privileges and/or immunities of ECC or any of its Trustees, officers, employees, attorneys, volunteers or agents, including without limitation those privileges and immunities existing under the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101, et. seq.
5. This agreement contains all of the terms agreed upon between the parties. It may not be assigned by either party without the express written consent of the other, and shall be binding upon any successors of the parties.

6. This agreement shall be governed by and construed under the laws of the State of Illinois, and venue in any action between the parties shall be in Kane County, Illinois.
7. Any notices required to be given pursuant to the terms of this agreement shall be in writing and directed to the parties at the address set forth above in paragraph 2.

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Superintendent  
Kane County Regional Office of Education

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College President  
Elgin Community College

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Date

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Date

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Chief Judge Clint Hull  
16<sup>th</sup> Judicial Circuit for the  
Juvenile Justice Center

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Date



**RATIFICATION OF THE RESOLUTION TO PARTICIPATE IN THE NATIONAL  
INTERGOVERNMENTAL PURCHASING ALLIANCE COMPANY  
(OMNIA PARTNERS) COOPERATIVE**

**Recommendation**

The administration recommends that the Board of Trustees ratifies the Resolution to allow the College to participate in the National Intergovernmental Purchasing Alliance Company (OMNIA Partners) cooperative at no cost to the college. OMNIA Partners leverage the purchasing power of its 140,000 members to competitively solicit and contract for the procurement of goods and services. Their goal is to bring “unparalleled efficiencies and speed to the purchasing process to help institutions achieve their missions of student success, while attracting and retaining students and faculty.”



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Dr. David Sam, President

**Background**

“OMNIA Partners is the largest and most trusted cooperative purchasing organization for public sector procurement. We have brought together the nation’s two leading cooperative purchasing organizations – National IPA and U.S. Communities – under one roof to form OMNIA Partners, Public Sector. The collective buying power of these unified purchasing cooperatives delivers superior value and savings for public agencies nationwide.”

The benefits of utilizing OMNIA Partners is that the college will have access to competitively bid pricing, programs, and terms and conditions, thereby reducing costs and driving efficiencies by re-allocating institutional resources towards more complex purchases. The OMNIA Partners cooperative complements existing consortium pricing that the college is already using as well as overlaps some of the vendor’s contracts. When a vendor overlaps, the college will access the best pricing and contract terms that is available to Elgin Community College. The college entered into the OMNIA Partners master agreement on March 13, 2021 to access the Carahsoft contract terms and conditions available to members.

Staff Contact: Dr. Kimberly Wagner, Vice President, Business and Finance, 847-214-7728

## **PUBLIC DISPLAY OF FISCAL YEAR 2022 BUDGET**

### **Recommendation**

The administration recommends that the Board of Trustees place the fiscal year 2022 Budget on public display no later than May 7, 2021.



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Dr. David Sam, President

### **Background**

The Illinois Compiled Statutes require that a tentative budget be available to the public for inspection for at least 30 days prior to final action. The recommendation to adopt the fiscal year 2022 budget will be presented to the Board of Trustees on June 8, 2021; therefore, to meet this requirement, the budget will be placed on display no later than May 7, 2021.

The proposed budget will be presented and discussed at the May 10, 2021 Finance Committee meeting. The administration will be available to answer any questions that arise regarding the proposed budget and requests all questions be submitted no later than May 31, 2021.

Staff Contact: Dr. Kimberly Wagner, Vice President, Business and Finance, 847-214-7728

## **CHORAL RISER PURCHASE**

### **Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to purchase choral risers direct from the manufacturer, Wenger (Owatonna, MN.), in the amount of \$43,980.03.



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Dr. David Sam, President

### **Background**

The College's Arts Center is standardizing on Wenger StageTEK products for their new choral risers. These products can only be acquired directly from the manufacturer, Wenger. As per Illinois Community College Act (110 ILCS 805/3-27.1) this qualifies as a sole source and is exempt from bidding.

This purchase is to replace Wenger choral risers from 1993 with lighter and stackable, with more overall functional risers for the Arts Center. The current system is worn and broken in some sections. It is heavy and inefficient, and is costly as it requires the use of internal resources when setting up and tearing down for various events. Replacement units would increase productivity and safety of those who use them and perform on them.

The new risers are automated and will fold against the back wall of the room on a cart. The Wenger StageTEK risers have legs that are removable, a unique design to Wenger, and one that allows for height adjusting of the risers. One or two people after rehearsals will be able to fold up the risers to allow for a larger and more flexible space for rehearsal type activities and classes. This will help alleviate a critical space shortage in the Performing Arts Department and facilitate future program growth.

The choral and platform choral risers will be utilized by multiple groups each month. These include the Elgin Master Chorale, Children's Choir, ECC Concert Choir, Children's Theatre of Elgin, and ECC Musical Theatre and Jazz Band. In addition to class use, the risers are utilized at times for graduation pictures, Student Life events, rentals and Center Stage performances with visiting artists. The purchase of the new Wenger choral risers will provide the Arts Center with fully functioning and safe equipment needed for students and the community.

Funding Source: Auxiliary Fund

Staff Contact: Dr. Peggy Heinrich, Vice President of Teaching, Learning, and Student Development, 847-214-7363

## **CUBE VAN PURCHASE**

### **Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to purchase a used 2017 Ford E-350 cube van or similar from Freeway Ford Truck Sales, Inc. (Lyons, IL) in the amount of \$31,490 less a trade-in of (\$3,500) for a total of \$27,990.00.



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Dr. David Sam, President

### **Background**

As per the Illinois Public Community College Act, ILCS 805/3-27.1, “purchases of equipment previously owned by some entity other than the district itself” is exempt from bidding.

This purchase of a 2017 Ford E-350 cube van is to replace an existing 2003 Ford cube van because of its age and normal wear. The current van is also experiencing mechanical and lift gate issues and has a great deal of rust. The new cube van, with lift gate, is used for furniture moves, equipment and supply deliveries, and for picking up donations to the College. The grounds crew and the custodial staff share this vehicle to carry out these tasks. This van is also used by other departments at the College to haul equipment to various locations and/or events.

The recommendation to replace the 2003 Ford cube van was evaluated based on the following criteria. The vehicle is 18 years old and the life expectancy is 8-10 years. Though the current mileage on the vehicle is 61,472 and the general guideline for replacement is 75,000 miles, this type of vehicle is critical to the operation of the College’s Grounds and Custodial Departments. Despite having low miles, the age of the current vehicle warrants the purchase of the newer van. Additionally, depending on the vehicle’s condition, the estimated value of the College’s 2003 van that is being traded in is \$975 - \$1,324. For these reasons, administration is recommending this replacement.

Funding Source: Operations and Maintenance Fund

Staff Contact: Dr. Kim Wagner, Vice President of Business and Finance, 847-214-7728

## DATA WAREHOUSE PURCHASE

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract for data warehouse software implementation and license fees with ASR Analytics (Potomac, MD), in the amount of \$489,100 for a period of three (3) years. Detailed pricing follows.



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Dr. David Sam, President

### Background

A Request for Proposal (RFP) was sent to ten (10) firms, none of which were in-district. The College received ten (10) responses and invited four (4) firms to interview to discuss their proposals. Firms invited to interview were: ASR Analytics, Datatelligent LLC, EAB, and Intellectyx.

The purpose of this RFP is to purchase an enterprise data warehouse platform for the College. The office of Institutional Research, in partnership with Information Technology, is seeking a qualified firm to provide consultation in the strategic planning of an enterprise data warehouse platform, to implement the software solution determined to be the most appropriate response to this plan, and to provide training and consultation in the use of the warehousing solution once implemented.

Increasing internal and external reporting demands have created a need for quick and efficient access to institutional data to support decision-making at all levels. However, the College currently faces many technical and logistical challenges in the collection, formatting, dissemination, and reporting of information that documents student, employee and institutional performance. This past year has only magnified the need for data as a means to provide the resources necessary to aid in decision making that effects the college at large.

The project will entail the following phased approach:

- ✓ Phase 1: Strategic assessment of current data systems and warehouse planning
  - Firm to host interviews/focus groups with constituent groups across the College
  - Gain an understanding of the breadth of the College's current data needs, identify area of "unmet data needs" that should be accommodated into a data warehouse solution

- Create a data warehouse development plan that meets the College's technical needs while also satisfying the data needs of end-users with a focus on Ellucian Colleague.
- ✓ Phase 2: Develop & implement data warehouse solution identified in Phase 1
  - Firm will build data warehouse based on feedback collected from college staff in Phase 1. The initial build will include only student and course information from Ellucian Colleague, which represents the vast majority of data needed for most current reporting requests.
- ✓ Phase 3: Integrate additional data sources & post-implementation professional support
  - Firm will develop processes for incorporating additional data sources into the new warehouse. Additional data sources include, but are not limited to: Colleague Human Resource and Finance data, Desire-to-Learn data extracts, the National Student Clearinghouse records, survey data, etc. The Firm will also provide any needed ongoing support after the warehouse is built.

A cross-functional committee was formed consisting of Institutional Research, Information Technology, Teaching Learning and Student Development, Faculty, Enrollment Management, Advising, Finance, and Business Services' staff. This committee reviewed proposals, interviewed firms, and provided their recommendations to select the firm whose overall solution will best meet the College's needs, both immediate and long-term.

The build of the data warehouse is extremely important. It sets-up the success of the project. ASR Analytics is being recommended to be awarded this contract for their qualifications and approach to the project and its goals, and the following:

- A distinct advantage in developing data warehouse solutions based off of Ellucian ERP products. In fact, ASR Analytics has a deep breadth of experience in transitioning community colleges' data from Ellucian Colleague into a data warehouse. This is primarily because their staff is intimately familiar with the data structure and nomenclature used by Ellucian. ECC has used Ellucian Colleague as the primary student ERP system for many years and much of the information that will populate the data warehouse will be imported directly from Colleague.
- Another advantage in terms of experience with developing data warehouses for community colleges is that ASR Analytics has developed data solutions for a number of other community colleges (27 at time of proposal submission), including some of our local peers (i.e., College of DuPage, McHenry County College, Joliet Junior College, Moraine Valley).
- ASR Analytics' flexibility of their proposed warehouse is an important distinction in assessing their qualifications. ASR Analytics proposal included a completely customized warehouse based on the specific information needs and data sources identified by the College.

Collectively, the committee thinks that these advantages will lead to the development of a data warehouse that is better able to accommodate both simple and complex immediate data needs for institutional decision-making and student success analysis.

The data warehouse will also assist in maintaining the future scalability and flexibility to allow the institution to more actively use predictive analytics and forecasting data in student success and enrollment planning. For these reasons, administration recommends that the College contract with ASR Analytics for the discovery, implementation, and purchase of a data warehouse.

Funding Source: Education Fund

Staff Contact: Dr. Philip Garber, Vice President Planning, Institutional Effectiveness & Technology, 847-214-7285

## Data Warehouse Purchase

Firm	Apps Associates	ASR Analytics	EAB	Eastpoint	EKTA
Location	Acton, MA	Potomac, MD	Washington DC	Tucson, AZ	Chicago, IL
Implementation Fee	\$ 260,000	\$ 374,500	\$ -	\$ 710,200	\$ 250,000
Hosting & Support/Main. Fee Year 1	180,000	38,200	99,000	44,000	41,670
Hosting & Support/Main. Fee Year 2	120,000	38,200	101,250	44,000	50,004
Hosting & Support/Main. Fee Year 3	120,000	38,200	103,613	44,000	50,004
Project Price - Three years	\$ 680,000	\$ <b>489,100</b>	\$ 303,863	\$ 842,200	\$ 391,678

Firm	Exist	Datatelligent	Double Line	Intellectyx	MBI Solutions
Location	Los Angeles, CA	Glen Ellyn, IL	Austin, TX	Denver, CO	Mount Laurel, NJ
Implementation Fee	\$ 128,400	\$ 138,450	\$ 440,000	\$ 253,800	\$ 135,500
Hosting & Support/Main. Fee Year 1	60,000	(included above)	52,000	30,000	30,200
Hosting & Support/Main. Fee Year 2	60,000	118,450	52,000	30,000	30,200
Hosting & Support/Main. Fee Year 3	60,000	118,450	52,000	30,000	30,200
Project Price - Three years	\$ 308,400	\$ 375,350	\$ 596,000	\$ 343,800	\$ 226,100



## DUAL CREDIT MANAGEMENT SOFTWARE

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract for software, implementation services, and application hosting for cloud-based dual credit management software from CourseMaven, Inc. (Leesburg, VA), in the amount of \$254,235 over a five-year period.

Description	CourseMaven, Inc., Leesburg, VA	Canusia, Inc., Manlius, NY
Implementation Fee	\$ 30,000	\$ 35,000
Year 1 Subscription Fees	\$ 41,400	\$ -
Sub-Total (Year 1)	\$ 71,400	\$ 35,000
Year 2 Subscription Fees	\$ 43,056	\$ 12,500
Year 3 Subscription Fees	\$ 44,778	\$ 12,813
Year 4 Subscription Fees	\$ 46,569	\$ 13,133
Year 5 Subscription Fees	\$ 48,432	\$ 13,461
Total (5 Years)	\$ <b>254,235</b>	\$ 86,907



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Dr. David Sam, President

### Background

A Request for Proposal (RFP) was sent to three (3) vendors, none of which were in-district. The College received two (2) responses from CourseMaven, Inc. and Canusia, Inc. and invited both vendors to interview and discuss their proposals with a cross-functional committee that included staff from: College Transitions and Secondary Partnerships, Enrollment Services, Student Accounts, Business Services, Information Technology and Teaching, Learning, and Student Development (TLSD).

The RFP is for the purchase of a software system to support the management of the College's dual credit program. In partnership with school districts 300, 301, 303, and U-46, Elgin Community College has continued to expand its dual credit programs. This expansion assists our districts in not only meeting legislative expectations, but also serves as an acceleration strategy assisting students in earning early college credit while still in high school.

Presently, the College's dual credit programs enroll nearly 1,000 students annually, which requires processing applications for each student and managing over 4,000 registration-related transactions. Moreover, management of the dual credit program requires annual approval of over 30 instructors' credentials, collection of course-related documentation, and monitoring instructor compliance with tasks designed to ensure the College courses taught off-site meet quality and rigor standards. This cloud-based software will increase efficiencies in managing these rapidly growing programs as well as provide real-time information to secondary partners to strengthen student and instructor support.

The CourseMaven DualEnroll solution met each of the dual credit program needs as well as provided key functionality not included in the other solution:

- System design follows National Alliance of Concurrent Enrollment Partnerships (NACEP) program accreditation standards.
- Two-way integration with ECC's Ellucian Colleague system to allow for seamless data sharing between systems. CourseMaven staff has extensive experience configuring integrations with Colleague.
- Vendor staff has extensive expertise supporting dual credit programs, which has resulted in standard processes and custom workflows designed to address the unique needs of dual credit programs by both colleges and their secondary partners, which ultimately will streamline processes.

After careful review and consideration, administration recommends CourseMaven DualEnroll for this project. A summary of other key considerations this system provides are outlined below:

- Comprised of two modules, registration and program management (instructor credentialing and management tools), both of which will provide more efficient and effective tools to manage ECC's growing dual credit program.
- Provides a central user-friendly system for students to perform all required activities, which has not previously been accessible.
- Robust reporting capabilities that provide the College the ability to view data from many different angles.
- Changes to the software post implementation can be made without CourseMaven's assistance. Canusia, Inc. requires additional service orders and fees for this work.
- Enables external secondary partners a method to track information, approvals and other required tasks, which is currently done via email and/or other manual transmission methods by the Dual Credit office.
- Strengthens security protocols to more safely share information across institutions.

CourseMaven, Inc. will assist the College in implementing the software, with work beginning immediately upon execution of a contract. The implementation timeline has been estimated at approximately six (6) months for each module; therefore, the goal is to have the system configured and ready for use in Spring 2022 term.

The matrix below was a collaboration by the committee in an effort to evaluate vendor criteria.

<b>Dual Credit Management Software Vendor Selection Matrix</b>	<b>CourseMaven Dual Enroll</b>	<b>Canusia, Inc.</b>
<b>Criteria</b>	<b>Points</b>	<b>Points</b>
Implementation Schedule	3.50	2.50
Ease of Use of Screens	4.40	3.00
Ellucian Interface Capabilities	3.50	2.75
Implementation Team Resumes	3.50	2.00
Assistance with IT Integration	4.25	2.00
Obtain/Upload Existing System Data Capabilities	3.80	2.20
Reporting Capabilities of Each System	3.60	2.80
Functionality - Organize & Run the Dual Credit Program Aligned w/NACEP Accreditation Requirements	3.80	2.00
Development of Custom Workflows for Various Processes	3.40	3.40
Tools to Efficiently Manage Billing	2.60	1.80
Security Access by Role Granularity	4.00	3.50
Meets Hosted Solution Requirements	3.40	3.20
Total Average Rating	3.65	2.60
<i>Legend:(ratings are 1-5; 5 being high)</i>		

Funding Source: Education Fund

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning and Student Development, 847-214-7635

## SKID STEER PURCHASE

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase a New Holland skid steer with a trade-in from the lowest responsive bidder, Alta Equipment Sales (South Elgin, IL), in the total amount of \$52,610.

Vendor	Location	Base Bid	Less Trade-In	Total
Alta Equipment Sales	South Elgin, IL	\$58,110.00	\$5,500.00	\$52,610.00
R-Equipment Company	Sycamore, IL	\$59,000.00	\$5,000.00	\$54,000.00
Altopher Industries	Elmhurst, IL	\$63,100.00	\$5,500.00	\$57,600.00



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Dr. David Sam, President

### Background

The invitation to bid was advertised and sent to six (6) vendors, of which two (2) were in-district.

This bid is for the purchase of a New Holland skid steer, including a plow blade and broom attachments, for use by the Grounds Department. A skid steer is a small, engine-powered machine with lift arms used to attach a wide variety of labor-saving tools or attachments. This machine will be used for many purposes at the College which include use as a forklift, and for snow removal, landscaping, and small excavation projects.

This machine will replace a 1995 skid steer that has worn out due to age and fatigue. The current skid steer also continuously leaks despite many efforts to repair this equipment. The new skid steer will be utilized in future landscape projects as well as minor excavation projects, as it will be equipped with an auger for digging holes to plant trees or install sign posts. This equipment has many functions and can be utilized throughout the year.

Funding Source: Operations and Maintenance Fund

Staff Contact: Dr. Kim Wagner, Vice President of Business and Finance, 847-214-7728

## **SURFACE GRINDER PURCHASE**

### **Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to purchase one (1) Clausing Surface Grinder for the Industrial Manufacturing Technology (IMT) Program from Iverson & Company (Des Plaines, IL), in the amount of \$28,659.25.

<b>Vendor</b>	<b>Location</b>	<b>Base Bid</b>
Iverson & Company	Des Plaines, IL	\$28,659.25
Metalworking	Racine, WI	\$29,100.00



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Dr. David Sam, President

### **Background**

The invitation to bid was advertised and sent to five (5) vendors, of which one was in-district. There were three (3) bids submitted but one of the bids did not meet the specifications and could not be considered.

The bid is for the purchase and installation of a new 3-Axis Automatic Precision Surface Grinder for the IMT Program. Currently, the program uses manual surface grinders. This equipment will add an upgraded level of technology that brings the shop up to today's industry standards.

The College's existing manual grinding machine shop inventory has not been updated in nearly 10 years. The high demand in industrial manufacturing continues to expand, as evidenced by an increase in general student enrollment, Individual Career & Academic Plan (ICAPs) participants, and apprentices. Ninety percent of the employers in the manufacturing sector are looking for students with advanced technology skills as an entry-level prerequisite. Twenty one percent of grinding machine operators at the entry-level need to produce grinding accuracy to be successful. The automatic grinding machine will be introduced into the educational sequence of courses that span the breadth of the IMT Associate of Applied Science (AAS) degree, including IMT courses; 108, 109, 119, 203, 204, and 209.

Funding Source: Perkins Grant

Staff Contact: Dr. Peggy Heinrich, Vice President of Teaching, Learning, and Student Development, 847-214-7363

**GRANTING OF TENURE, INSTRUCTOR OF ENGLISH  
Ms. Carissa Miller**

**Recommendation**

The administration recommends that the Board of Trustees grants tenure to Ms. Carissa Miller, Instructor of English, effective August 2021.



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Dr. David Sam, President

**Background**

Faculty members are eligible for tenure after being employed for a period of three consecutive school years. The criteria for evaluation of non-tenured teaching faculty are based on performance of job tasks. The following processes are completed on an annual basis for the three consecutive years prior to the faculty being eligible for tenure recommendation.

**Teaching Faculty**

1. At least one classroom visitation per semester with dean and peer review
2. Student Evaluations of Instruction for all classes each semester
3. Annual Faculty Content Assessment
4. Annual Content Assessment Report by assigned faculty
5. Annual Faculty Self-Assessment Report
6. Annual Summary Evaluation Conference

The three-year tenure process is concluded with the annual conference between the dean of the respective area and the faculty member. Based on agreement between the tenure and evaluation committee and the dean, their joint recommendation is forwarded by the dean to the vice president for teaching, learning and student development.

This recommendation for tenure, submitted by Dr. Rick Mao, dean of communications and behavioral science is supported by Dr. Peggy Heinrich, vice president for teaching, learning, and student development. It is in accordance with Board Policy GP 8. 1; *Illinois Public Community College Act (Illinois Compiled Statutes, Chapter 110, Act 805)*; and Article IIIB, Tenure, paragraph 805/3B-2, of the *Illinois Public Community College Act*.

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning, and Student Development, 847-214-7363

**NEW HIRE, INSTRUCTOR OF NURSING  
Ms. Taylor Bernhard**

**Recommendation**

The administration recommends that the Board of Trustees approves the appointment of Ms. Taylor Bernhard as a tenure-track Instructor of Nursing at a salary of \$52,640 (Lane I, Step 2) on the Elgin Community College Faculty Association (ECCFA) 2021 salary schedule, effective fall semester, 2021.



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Dr. David Sam, President

**Background**

Ms. Taylor Bernhard earned her Master's degree in Nursing Education from Western Governor's University. She also holds a Bachelor's degree in Nursing from Lakeview College of Nursing in Charleston, Illinois.

Ms. Bernhard most recently served as a full-time faculty member in the nursing program at Eastern Iowa Community College since October 2019. Prior to that time she was a staff nurse at the University of Iowa Stead Family Children's Hospital for six months, the Carle Foundation Hospital for two years, and St. John's Children's Hospital for one year. Ms. Bernhard began her nursing career as a certified nursing assistant at St. Anthony Memorial Hospital.

Ms. Bernhard currently holds the following nursing certifications: Neonatal Resuscitative Program, Advanced Cardiac Life Support, Pediatric Life Support, and S.T.A.B.L.E. We are thrilled to have her join our team of professional nurse educators at ECC.

Staff Contact: Dr. Peggy Heinrich, Vice President for Teaching, Learning, and Student Development, 847-214-7363

**RESOLUTION OF APPRECIATION**  
**Health Professions Office Coordinator, Ms. Valerie Hale**

**Recommendation**

The administration recommends that the Board of Trustees approves the Resolution of Appreciation for Valerie Hale, Health Professions Office Coordinator, who retired March 31, 2021.



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Dr. David Sam, President

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning and Student Development, 847-214-7363



**RESOLUTION OF APPRECIATION**  
**Valerie Hale, Health Professions Office Coordinator**

**WHEREAS,** Valerie Hale earned her Bachelor's Degree in Interdisciplinary Studies from Columbia College in 2008 and her Master's Degree in Organizational Leadership from Judson University in 2009; and

**WHEREAS,** Valerie Hale started her career at Elgin Community College as the secretary in the Telecommunications Office from 1997-1998 and later became the secretary in The Education-to-Careers Office from 1998-1999; and

**WHEREAS,** Valerie Hale joined the Health Professions department as the Office Coordinator in 1999 and has provided clerical and technical support to faculty and staff within the division for the past 22 years; and

**WHEREAS,** Valerie Hale has also taught a variety of courses on a part-time basis at ECC from 2004-2013, including College 101, Microsoft Office applications, and tutored for the Write Place; and

**WHEREAS,** Valerie Hale received the ECC Scholarship Award for Outstanding Students in 1999 and the ECC Pacesetter Award in 2009; and

**WHEREAS,** it is appropriate to formally recognize and honor Health Professions Office Coordinator Valerie Hale upon her retirement from Elgin Community College on March 31, 2021; and now, therefore, be it

**RESOLVED** that the Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry, and DeKalb, State of Illinois, on the 13<sup>th</sup> day of April 2021, expresses to Office Coordinator Valerie Hale, on behalf of District 509 citizens, her colleagues, and the many students who have benefitted from her support, heartfelt appreciation for her many years of dedicated service, valuable contributions and service to the college, and extends to her best wishes for the future; and be it further

**RESOLVED** that this resolution be entered into the minutes of the Board of Trustees and a copy signed by all trustees be prepared for, and presented to, Valerie Hale.

**RESOLUTION ADOPTING RESULTS OF STUDENT TRUSTEE  
ELECTION FOR 2021-2022**

**Recommendation**

The administration recommends that the Board of Trustees adopts the Resolution Adopting the Results of the Student Trustee Election for 2021-2022.



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Dr. David Sam, President

**Background**

This recommendation is provided in accordance with Board Policy GP 2.1, which states,

[The Board of Trustees will ] . . . act in accordance with all applicable laws, rules and regulations in carrying out the mission of Elgin Community College and to uphold its statutory duties and powers as stipulated in the Illinois Compiled Statutes.

*Also,*

Each community college board shall have one non-voting member who is a student enrolled in the community college under the jurisdiction of the board. . . The method of selecting these student members shall be determined by campus-wide student referendum.

The student members shall serve a term of one year beginning on April 15 of each year. . . .

The nonvoting student members shall have all of the privileges of membership, including the right to make and second motions and to attend executive sessions, other than the right to vote. (*Source: P.A. 80-730*)

(110 ILCS 805/3-7.24) (from Ch. 122, par. 103-7.24)

Staff Contact: Ms. Diane Kerruish, Board Recorder/Election Official, 847-214-7374

**RESOLUTION ADOPTING RESULTS OF STUDENT TRUSTEE  
ELECTION FOR 2021-2022**

**WHEREAS**, there was held by the Student Government of Community College District No. 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, in and for such district, an election for the purpose of selecting one student trustee for a one-year full term for said board; and

**WHEREAS**, said election was regularly called and held as provided by law and by Student Government procedure, and the returns of said election have been confirmed by the Office of Student Life, and the returns are now before this board the 13<sup>th</sup> day of April, 2021, and have been canvassed by this board, and this board is familiar therewith; now, therefore, be it

**RESOLVED** that the board finds, from a canvass of the returns of said election, that a total of 45 ballots were cast, with the following candidates receiving the number of votes ascribed for the one-year term for trustee:

Candidate	Candidate Totals
James G. Allen, Jr.	44
Chance Kessler (write-in)	1
<b>Totals</b>	<b><u>45</u></b>

and be it further

**RESOLVED** that, as a result of said election, the following candidate was elected to serve as student trustee for a one-year full term:

NAME	ADDRESS	CITY / STATE / ZIP
Mr. James G. Allen, Jr.	183 N. Du Bois Avenue	Elgin, IL 60123

and be it further

**RESOLVED** that the secretary or the secretary's designee (recorder/election official) transmits this information to the Illinois Community College Board (ICCB) and the Illinois Community College Trustees Association (ICCTA) to take such action as they may require.

**ADOPTED** this 13<sup>th</sup> day of April, 2021, at Elgin, Illinois.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Present: \_\_\_\_\_

Student Advisory Vote: \_\_\_\_\_

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Donna Redmer, EdD  
Chair, Board of Trustees

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Jeffrey Meyer, JD  
Secretary

**RESOLUTION OF APPRECIATION**  
**Student Trustee, Ms. Taylor Vitacco**

**Recommendation**

The administration recommends that the Board of Trustees approves the Resolution of Appreciation for Ms. Taylor Vitacco, Student Trustee, who served on the Board of Trustees for the April 2020 through April 2021 term.



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Dr. David Sam, President

Staff Contact: Dr. David Sam, President, 847-214-7374

**RESOLUTION OF APPRECIATION**  
**Ms. Taylor Vitacco**

**WHEREAS**, Ms. Taylor Vitacco served as the Student Trustee on the Board of Trustees from April 2020 to April 2021; and,

**WHEREAS**, Ms. Taylor Vitacco has shown a strong commitment to Elgin Community College and has helped bring the college closer to our vision of being one of the best community colleges in the nation; and,

**WHEREAS**, Ms. Taylor Vitacco has earned the respect of her student constituents and board members, alike, through her dedication and passion for serving others; and,

**WHEREAS**, Ms. Taylor Vitacco has served as a role model and mentor among her peers, taking time to hear student concerns and share feedback with the board; and,

**WHEREAS**, Ms. Taylor Vitacco has developed her leadership skills by contributing to the campus culture through civic engagement and service to the community as an active member of Black Student Achievers, Phi Theta Kappa, and Student Government; and

**WHEREAS**, Ms. Taylor Vitacco, served as a Peer Mentor for The Exchange Peer Mentoring Program, mentoring and assisting new students to achieve academic success and become actively engaged on campus; and,

**WHEREAS**, Ms. Taylor Vitacco has been a strong advocate for several issues affecting students such as the challenges that students faced transitioning in a virtual learning environment due to the COVID-19 pandemic and her commitment to Diversity, Equity and Inclusion within the student body by serving as a resource on panel discussions, participating in a peaceful march organized by fellow students, a Black Lives Matter mask sale to benefit the Black-African American Student Scholarship; and,

**WHEREAS**, Ms. Taylor Vitacco is a member of the Illinois Community College Board Student Advisory Committee (ICCB-SAC); now, therefore, be it

**RESOLVED** that the Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry, and DeKalb, State of Illinois, on this 13<sup>th</sup> day of April, 2021, expresses to Ms. Taylor Vitacco, on behalf of District 509 citizens, the staff and the many students who have benefitted from her work, heartfelt appreciation for her valuable contributions and dedicated service to the business of the Board of Trustees, and extends to her best wishes for the future; and be it further,

**RESOLVED** that this Resolution be entered into the minutes of the Board of Trustees and a copy signed by all trustees be prepared for, and presented to, Ms. Taylor Vitacco.