

**MINUTES OF REGULAR BOARD MEETING  
APRIL 13, 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, April 13, 2021, in Building E, Room E100.01/Virtual.

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

Chair Redmer called the regular meeting to order at 6:32 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 present:* Dr. Sam, President; Dr. Heinrich, VP, Teaching, Learning and Student Development; Dr. Wagner, VP Business & Finance; Dr. Garber, VP Planning, Institutional Effectiveness and Technology; Mr. Vazquez, General Counsel; Ms. Kerruish, Recorder; ECC staff members and visitors attended virtually.

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

*On April 2, 2021, Governor J B Pritzker extended by 30 days, through May 1, 2021, the disaster proclamation relating to COVID-19 (Executive Order 2021-06). With the current mitigation status, this meeting will be conducted in-person. Since attendance at this meeting location is not feasible due to mitigation restrictions and limited seating due to social distancing requirements because of the COVID-19 disaster, members of the public may virtually attend this meeting.*

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

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

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**3. Preliminary Matters**

Following the Pledge of Allegiance led by Student Trustee Vitacco, Trustee Nowak read the Board Purpose.

**4. President's Report**

- Dr. Sam recognized the presence of Professor Tarver, ECCFA, via virtual connection, as well as Ms. King, SSECCA.
- Congratulations to the Speech team on their achievements in the Phi Rho Pi National Speech and Debate Tournament held virtually this year. ECC has a National Champion; Lukas Munoz.
- Dr. Sam thanked Mackenzie Montgomery, Adrienne Barkley and Shannon Hernandez for their support for the Phi Theta Kappa (PTK) Awards this year. ECC Student Life and Marketing and Communications worked to facilitate the virtual PTK awards banquet this year. Professor Keane was recognized for five years of service as a PTK advisor.
- Dr. Sam commended Student Trustee Vitacco for her outstanding work as the first dual credit student trustee.
- Former student trustee, Alejandro Molina earned his Bachelor degree in Mechanical Engineering and is celebrating his first anniversary with Bison Gear.
- PPE care bags were distributed once again to the hospitals and front line workers in District 509 as a thank you for all their efforts.

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

Professor Tarver, ECCFA president, addressed the Board regarding several topics, including the ECCFA contract extension facilitated with the assistance of Administration. No grievances have been filed this year. Additional comments included the fall semester, and congratulations to the two elected trustees.

**6. Board Reports**

**A. Committee of the Whole**

Trustee Nowak provided an update on the April 12 Committee of the Whole meeting, which included the following presentations: Athletics, Youth Leadership Academy (YLA), and Employee Handbook. Purchases on the April 13 agenda were reviewed, and the upcoming board retreat was discussed. Minutes of the Committee of the Whole meeting will be available on ECC's website (elgin.edu) following approval.

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

Trustee Ollayos mentioned the trustee training which will take place at the upcoming ICCTA annual meeting in Bloomington June 4 and 5. Additional information will be sent to trustees. The awards committee is reviewing the second round of ICCTA awards.

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

Trustee McCreary stated there was nothing to report on ACCT.

**D. Legislative**

Trustee Rakow summarized recent events, noting seven legislative affairs meetings were held in March. She will meet with Dr. Blacksmith to discuss local legislative outreach efforts. On March 12, ECC signed onto a letter of support doubling the PELL Grant

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maximum. In addition, ECC hosted 3 food markets and participated in 18 community outreach meetings.

**E. ECC Foundation**

Chair Redmer reported the following: The Foundation raised \$714,201 in cash and pledges as of March 29, representing 99% of FY21 goal. The Foundation Board approved a feasibility study, and interviews with key constituents begin soon. 75% of scholarship funds have been awarded for the 2020-21 academic year. Resources for Excellence Mini-Grants applications are open now. The spring social media campaign, *Monday Alum Day*, will launch in May, highlighting an alum each week. The Golf Classic is scheduled for Monday, June 21; and the date for the 2021 Gala is September 18. The Motorola Solutions Foundation has approved the ECC Foundation's request to submit an application for \$50,000 in scholarships for underserved students. As we look toward the "new normal", the Foundation is attempting to transition the very successful Student Success Fund into a multi-division, comprehensive student success initiative.

**F. Student Report**

Student Trustee Vitacco provided an overview of the written report.

**7. Board Action No. 144-A-21, Acceptance of College Reports**

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

***College Reports Under Separate Cover***

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

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 McCreary 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 prior to action by request of Trustee Meyer:

**J.5 Board Action No. 158-B-21, Skid Steer Purchase**

Chair Redmer read the following consent agenda items:

- A. Board Action No. 145-A-21, Minutes of Closed Session of Committee of the Whole Board Meeting March 8, 2021**
- B. Board Action No. 146-A-21, Minutes of the Regular Board Meeting March 9, 2021**

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- C. Board Action No. 147-A-21, Destruction of Audiotape of Closed Session Board Meeting August 13, 2019**
- D. Board Action No. 148-F-21, Ratification of Report of Expenses**
- E. Board Action No. 149-A-21, Release of Select Closed-Session Minutes of Board Meetings of December 2018-December 2020**
- F. Board Action No. 150-A-21, Application for Permanent Curriculum Approval: Associate of Applied Science Degree in Ophthalmic Technician**
- G. Board Action No. 151-A-21, Dual Credit Programs Memorandum of Understanding Between Kane County Regional Office of Education, the Kane County Juvenile Justice Center and Elgin Community College**
- H. Board Action No. 152-A-21, Ratification of Resolution to Participate in the National Intergovernmental Purchasing Alliance Company (OMNIA Partners) Cooperative**
- I. Board Action No. 153-F-21, Public Display of Fiscal Year 2022 Budget**
- J. Purchases**
  - 1. Board Action No. 154-X-21, Choral Riser Purchase**, authorizes the administration to purchase choral risers direct from the manufacturer, Wenger (Owatonna, MN), in the amount of \$43,980.03.
  - 2. Board Action No. 155-B-21, Cube Van Purchase**, 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.
  - 3. Board Action No. 156-T-21, Data Warehouse Purchase**, 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.
  - 4. Board Action No. 157-T-21, Dual Credit Management Software**, 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.
  - 6. Board Action No. 159-I-21, Surface Grinder Purchase**, 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.
- K. Personnel**
  - 1. Board Action No. 160-A-21, Awarding of Tenure, Instructor of English, Ms. Carissa Miller**
  - 2. Board Action No. 161-P-21, New Hire, Instructor of Nursing, Ms. Taylor Bernhard**
  - 3. Board Action No. 162-A-21, Resolution of Appreciation, Retiree, Ms. Valerie Hale**

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

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



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

**Other**

**J.5. Board Action No. 158-B-21, Skid Steer Purchase,** 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.

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

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

Trustee Meyer indicated he will abstain from voting on this purchase due to a conflict of interest.

**Roll-Call Vote:** Aye, 6; Redmer, Rakow, Duffy, McCreary, Nowak, Ollayos; abstain, 1; Meyer; nay, 0; student trustee Vitacco, aye; motion carried

**9. Board Action No. 163-A-21, Resolution Adopting Results of the Student Trustee Election for 2021-2022**

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

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

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

Trustees congratulated James Allen, new student trustee.

**10. Board Action No. 164-A-21, Resolution of Appreciation, 2020-2021 Student Trustee, Taylor Vitacco**

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

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

Trustee Rakow read the Resolution of Appreciation for Ms. Vitacco.

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

Chair Redmer stated it was a great honor to have Ms. Vitacco serve on the Board.

Ms. Vitacco read a letter of appreciation to the Board, expressing her gratitude for the opportunities provided to her.

**11. Old Business**

Trustee Ollayos mentioned that former student trustee, Dustin Good was elected to the Elgin City Council.

**12. New Business**

No new business was brought forward.

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**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 Allen, aye; meeting adjourned at 7:17 p.m.

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