

**MINUTES OF REGULAR BOARD MEETING
AUGUST 10, 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, August 10, 2021, in Building E, Room E100.01/Virtual.

1. Call to Order and Roll Call

Vice Chair Meyer 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: Mr. Meyer, Dr. Redmer, Mr. Duffy, Dr. McCreary, Mr. Nowak, and Dr. Ollayos. Student trustee Mr. Allen arrived at 6:31 p.m. Dr. McCreary participated virtually; all other trustees participated in person.

Trustees absent: Ms. Rakow.

ECC staff and Dr. Sam, President; Dr. Heinrich, VP Teaching, Learning & Student Development; 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. Preliminary Matters

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

Vice Chair Meyer requested Board consent to suspend the rules and consider remote attendance by Trustee McCreary.

Motion: Trustee Nowak moved to allow Trustee McCreary to participate virtually.

Second: Trustee Redmer seconded the motion.

Roll-Call Vote: Aye, 6; Meyer, Redmer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Allen, aye; motion carried

As a personal privilege, Trustee Ollayos recognized the passing of Kathy Matthews, Executive Director of the Elgin Youth Symphony Orchestra for many years.

3. President's Report

- The Certificate of Achievement for Excellence in Financial Reporting has been awarded to ECC by GFOA. Thanks to Dr. Wagner and the Finance office team.
- Our 2020 Mammography cohort all passed their ARRT certification exam. All are employed as mammography technologists. Thanks to Dr. Miller and her team.
- 100% of ECC's truck driving class passed. Each graduate has received up to four job offers. Thanks to Ms. Taylor and her team.

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- On Monday, August 9, a room dedication and celebration of life was held for Polly Nash. Ms. Nash was employed with the College from 1985 – 2005, and she retired as assistant vice president. She participated in many activities and was the liaison for the design of the Visual and Performing Arts Center and the Culinary department. She assisted in the publication of ECC's history book, along with Jack Weiss. Ms. Nash's service to the College was remarkable. A dean's suite has been named in her honor.

4. Audience Wishing to Address the Board

Professor Tarver, ECCFA president, addressed the Board. She thanked Dr. Sam and the Board for their advocacy of the mask policy in ensuring proper safety measures are taken. Luis Martinez, ECCFA, addressed the Board and expressed his appreciation to Dr. Sam and the Board for taking action on the mask mandate and adhering to safety guidelines. Jessica Carpenter, ECCFA, addressed the Board, stating she was encouraged by their reinstatement of the mask mandate and other items related to Covid. Dawn Munson submitted a statement addressing the Board regarding safety and Covid, which was read by Ms. Kerruish.

5. Board Reports

A. Committee of the Whole

Trustee Meyer reported on the August 9 Committee of the Whole meeting. Presentations were provided on Cyber Security, Covid-19 Mitigation Protocols, and Waiving Course Fees for Spring 2022. The board action in June regarding Covid mitigation was reconsidered and decided against; and the previous policy was reinstated. Board actions were reviewed. There were no audience members wishing to address the Board. The retreat on September 21 and 22 was reviewed, as well as ICCTA meetings on September 10 and 11, which Trustee Duffy will attend. The structure of future board meetings and video broadcasts of meetings were discussed. The meeting was interrupted by tornado sirens and the Board sheltered in place in a designated area. 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 Duffy indicated he will attend the ICCTA meetings on September 10 and 11. As Chair of the West Suburban Region, Trustee Ollayos will attend the planning meeting for the board of representatives.

C. Association of Community College Trustees (ACCT)

Trustee McCreary announced that one of the College's presentation submissions to the ACCT annual Congress event in San Diego has been accepted. Trustee Duffy will assist with the presentation.

D. Legislative

Trustee Redmer provided the following update: ECC Board of Trustees and employees participated in 13 instances of federal and state legislative engagements. In June, Trustees McCreary, Ollayos and Rakow and ECC administrators attended the Governing for Equity: 2021 ACCT Virtual Diversity Institute. The two-day event focused on exploring the policies and practices that help community college governing boards and college leaders create a diversity, equity, and inclusion (DEI) mindset for their colleges to foster a more equitable institution for their communities. ECC Board of Trustees, Dr.

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Sam and administrators hosted three Meet and Greet meetings with Representative Maura Hirschauer, Representative Seth Lewis and Representative Suzanne Ness. Upcoming legislative events include a Meet and Greet with Senator Karina Villa; a first responders roundtable with Representatives Jeff Keicher and Dan Ugaste, and Senators Dave Syverson and Don DeWitte; a Town Hall with Representatives Anna Moeller and Suzanne Ness, and Speaker of the Illinois House of Representatives Emanuel Chris Welch; a job fair with Representatives Maura Hirschauer and Anna Moeller, and Senator Cristina Castro; and a Town Hall with Senators Don DeWitte, Dan McConchie and John Curran. Additional information will be provided closer to the event. ECC trustees and employees participated in 39 instances of community outreach activities in June and July. Collaboration with Northern Illinois Food Bank to provide free groceries to community members continues.

E. ECC Foundation

Trustee Ollayos reported the following: The Foundation raised \$1,784,537 in cash and pledges for FY21, achieving 249% of its goal for annual fundraising and major gifts. As part of this fundraising success, we are extremely grateful for a recent transformational planned legacy gift designated to support our Health Professions department. 80% of scholarship funds were awarded for the 2020-21 academic year. We are just beginning to award for FY22. The 2021 Golf Classic was a huge success, raising just under \$90,000 for our students. The September 18, 2021 Gala invites have been mailed. The grants department submitted its annual application to the JP Morgan Chase Global Philanthropy Fund for \$40,000 to develop a Career Advising credential, and continued an outreach campaign to funders seeking support for the Student Success Coach program, totaling \$147,500 to date.

F. Student Report

Student Trustee Allen reviewed the written report he submitted, highlighting several events which were held at the end of the semester.

6. Board Action No. 001-A-22, Acceptance of College Reports

- A. Personnel (June, July)
- B. Treasurer (May, June)
- C. Student (May, June, July)

College Reports Under Separate Cover

- D. Institutional Advancement and ECC Foundation (June, July)
- E. Community Engagement and Legislative Affairs (June, July)
- F. College and Career Student Success Report (quarterly)
- G. Strategic Partnerships & Experiential Learning (quarterly)
- H. Grant Monitoring Report (as of June 30, 2021)
- I. Vendor Report

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

Motion: Trustee Duffy moved to accept the college reports.

Second: Trustee Nowak seconded the motion.

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Voice Vote: Aye, 6; nay, 0; student trustee, aye; motion carried

7. Consent Agenda

Two errors (incorrect dates for June meetings) on the agenda were noted. The following items were removed from the Consent Agenda prior to action by Vice Chair Meyer:

- F. Board Action No. 007-A-22, Intergovernmental Agreement Between Elgin Community College District No. 509 and the Elgin Police Department**
- I.5. Board Action No. 020-A-22, Resolution of Appreciation, Retiree, Melissa Tait**

Vice Chair Meyer read the following consent agenda items:

- A. Board Action No. 002-A-22, Closed Session Minutes of the Committee of the Whole Meeting June 7, 2021**
- B. Board Action No. 003-A-22, Minutes of the Regular Board Meeting of June 8, 2021**
- C. Board Action No. 004-A-22, Destruction of Audiotape of Closed Session Meeting of November 12, 2019 and December 10, 2019**
- D. Board Action No. 005-F-22, Ratification of Report of Expenses**
- E. Board Action No. 006-F-22, Ratification of Board of Trustees Travel Expenses**
- G. Board Action No. 008-F-22, Transfer TRiO Grant Expense to Education Fund**
- H. Purchases**
 - 1. Board Action No. 009-B-22, Architectural Fees – Building A Renovation,** authorizes the administration to enter into a contract, after board attorney review, for professional fees for programming, design, and renovation of Building A third floor shell space with DLA Architects Ltd. (Itasca, IL) in an estimated amount not to exceed \$200,000.
 - 2. Board Action No. 010-B-22, Building L Emergency Generator,** authorizes the administration to contract for the purchase and installation of an emergency generator, heating, ventilation, and air conditioning (HVAC) equipment and a hot water heater in Building L from Construction, Inc. (Lombard, IL), the lowest responsible bidder, in the amount of \$49,990.00.
 - 3. Board Action No. 011-T-22, Low Voltage Teledata Wiring Services,** authorizes the administration to purchase low voltage tele/data wiring services for projects under \$15,000 from Blade Electric & Technologies, LLC., (Chicago, IL), the lowest responsive bidder, in an amount not to exceed \$50,000 annually or \$150,000 over three years. This agreement will be for three (3) years with the option to renew for two (2) additional, one-year periods.
 - 4. Board Action No. 012-B-22, Professional Engineering Services – Drainage Improvement Project,** authorizes the administration to contract with Hampton, Lenzini and Renwick, Inc. (Elgin, IL) for the professional engineering services for drainage improvement at the Center for Emergency Services in Burlington, Illinois in an amount not to exceed \$36,200.
 - 5. Board Action No. 013-T-22, Ratification of Technology Equipment Purchase,** authorizes the administration to purchase technology equipment from HPI International (Brooklyn, NY) in the amount of \$91,982.96.

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6. **Board Action No. 014-F-22, Services for Web-Based Payment Plan**, authorizes the administration to contract with TouchNet Information Systems, Inc. (Lenexa, KS) for Application Subscription Program Fees in the amount of \$97,031.00 annually with a 1% annual escalation fee per year after year one. The College is contracting for a period of five (5) years in the amount of \$494,955.62.
7. **Board Action No. 015-I-22. 5-Axis CNC Milling Machine Purchase**, authorizes the administration to purchase a Haas 5-Axis CNC machine (Computerized Numerical Control) for Industrial Manufacturing Technology (IMT) Program from Haas Factory Outlet (HFO) Chicago LLC (Elk Grove Village, IL), in the amount of \$139,409.46.

I. Personnel

1. **Board Action No. 016-P-22, New Hire, Instructor of Nursing, Ms. Lisa Stoltenberg**
2. **Board Action No. 017-P-22, New Hire, Instructor of Sociology, Ms. Emily Healy**
3. **Board Action No. 018-P-22, New Hire, Professor I of History & Political Science, Dr. Vincent Gaddis**
4. **Board Action No. 019-A-22, Resolution of Appreciation, Retiree, Patricia O'Brien**
5. **Board Action No. 021-P-22, Leave of Absence, Dr. Abigail Bailey**

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

Second: Trustee Redmer seconded the motion.

Roll-Call Vote: Aye, 6; Meyer, Redmer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Allen, aye; motion carried

The board recessed briefly at 7:08 p.m. due to loss of internet connection and power surge. Virtual reconnection was confirmed at 7:13 p.m. and the meeting continued.

Other

- F. Board Action No. 007-A-22, Intergovernmental Agreement Between Elgin Community College District No. 509 and the Elgin Police Department**
Vice Chair Meyer announced that this item is being removed from the agenda.

I.5. Board Action No. 020-A-22, Resolution of Appreciation, Retiree, Melissa Tait

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

Second: Trustee Nowak seconded the motion.

Ms. Tait was not available for a reading of the resolution due to a virtual connection outage. The resolution was noted for purpose of record.

Roll-Call Vote: Aye, 6; Meyer, Redmer, Duffy, McCreary, Ollayos; Nowak; Nay, 0; student trustee Allen, aye; motion carried.

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8. Old Business

A. Covid-19 Mitigation Protocols

Motion: Trustee Duffy moved to adopt the Covid-19 mitigation plan as presented at the Committee of the Whole meeting on August 9, 2021.

Second: Trustee Ollayos seconded the motion.

Motion: Trustee Nowak moved to adopt an amendment to the Covid-19 mitigation policy stating vaccinations or proof of vaccination will not be required by the College.

Second: Trustee Meyer seconded the motion.

Trustees shared their viewpoints on the mitigation plan, masking and vaccinations. Following a full discussion, action was taken.

Roll-Call Vote on the amendment to the motion:

Aye, 2; Meyer, Nowak; Nay, 4; Duffy, McCreary, Ollayos, Redmer; student trustee Allen, nay; motion failed.

Roll-Call Vote on Motion to adopt the Covid-19 mitigation plan as presented:

Aye, 4; Redmer, Duffy, McCreary, Ollayos; Nay, 2; Meyer, Nowak; student trustee Allen, aye; motion carried.

9. New Business

- Trustee Ollayos provided information on an opportunity to support the AAWCC on April 11 at Culver's, where a portion of sales will go toward AAWCC scholarships.
- Dr. Sam stated that students who will participate in clinicals at local hospitals will need to follow the same vaccination requirements as hospital workers. Students may refuse to follow hospital requirements, however they will not be able to participate in clinicals if they do. This is per the contract between the College and hospitals.
- Trustee Duffy mentioned upcoming convocation events. Ms. Kerruish will provide dates and details to trustees on convocation events, as well as the employee appreciation event.

Adjournment

Motion: Trustee Ollayos moved to adjourn the meeting.

Second: Trustee Nowak seconded the motion.

Roll Call Vote: Aye, 6; Meyer, Redmer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Allen, aye; meeting adjourned at 7:32 p.m.



Donna Redmer, EdD, Board Secretary



Diane Kerruish, Board Recorder