



BOARD OF TRUSTEES AGENDA

September 14, 2021



Elgin
Community
College

Bright Choice. Bright Future.

1700 Spartan Drive • Elgin, IL 60123-7193 • 847-697-1000 • 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
SEPTEMBER 14, 2021**

6:30 p.m. Open Meeting

IN-PERSON ATTENDANCE

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

Virtual Attendance for Audience

<https://elgin-edu.zoom.us/j/91573090844>

Phone: 312-626-6799 / Meeting ID: 915 7309 0844#

With the current mitigation status, the September 14, 2021 Regular Board Meeting will be conducted in-person. Members of the public are welcome to attend in person but are encouraged to attend virtually due to limited seating at this time.

Anyone wishing to provide public comment is welcome to do so at the appropriate time indicated on the agenda. Written comments can be sent to dkerruish@elgin.edu in advance of the meeting by 5 p.m.

AGENDA

Call to Order by Presiding Officer

1. Roll Call

2. Preliminary Matters

- A. Pledge of Allegiance
- B. Board Purpose

3. President's Report

4. Audience Wishing to Address the Board

5. Board Reports

- A. Committee of the Whole – Trustee Meyer
- B. Illinois Community College Trustee Association (ICCTA) – Trustee Duffy
- C. Association of Community College Trustees (ACCT) – Trustee McCreary
- D. Legislative – Trustee Redmer
- E. ECC Foundation – Trustee Ollayos
- F. Student Report – Student Trustee Allen

6. College Reports

- A. Personnel (August)
- B. Treasurer (July)

Reports

1

2

4

College Reports Under Separate Cover

- C. Institutional Advancement and ECC Foundation (August)
- D. Community Engagement and Legislative Affairs (August)
- E. Marketing and Communications (quarterly)
- F. Student Success Report (quarterly)
- G. Annual Security Report

	Actions
Acceptance of College Reports	1

7. Consent Agenda Approval

A. Closed Session Minutes of the Committee of the Whole Meeting of August 9, 2021	2
B. Minutes of the Regular Board Meeting of August 10, 2021	3
C. Destruction of Audiotapes of January 28, 2020	10
D. Ratification of Report of Expenses	11
E. Modified Academic Calendar for 2022-2023	12
F. Modified Academic Calendar for 2023-2024	14
G. Purchases	
1. Annual Heating, Ventilation and Air Conditioning Equipment Maintenance	16
2. Building Demolition Project	17
3. Building O Chiller Repairs	18
4. Eight (8) Passenger Vans Purchase	19
5. Google Workspace for Education Plus	20
6. Patient Simulator (Mannequin)	21
7. Phase 2 Building H Renovation – HVAC and Electrical	23
H. Personnel	
1. New Hire, Dean of Workforce Development and Continuing Education, Dr. Gina Marie De rosier-Cook	25
2. Ratification, Temporary Instructor of Heating, Air Conditioning, Ventilation and Refrigeration, Mr. Frank Cassara, III	26
3. Resolution of Appreciation, Retiree, Dean of Workforce Development and and Continuing Education, Anne Hauca	27

8. Old Business

9. New Business

Adjournment

Next regular meeting: 6:30 pm Tuesday, October 19, 2021

ELGIN COMMUNITY COLLEGE
ACADEMIC CALENDAR 2021 - 2022

SUMMER SESSION 2021

Beginning Fri., June 4 and ending Sun., Aug. 8 all general use facilities will be closed Fridays through Sundays. The University & Business Center, Early Child School, Events Center and Visual & Performing Arts Center will be open as scheduled.

Sat., May 29 – Mon., May 31 All Facilities Closed: Memorial Day Weekend
Mon., June 7..... Summer Session I Begins
Mon., June 14..... Summer Session II Begins
Mon., July 12 Summer Session III Begins
Monday, July 5 All Facilities Closed: Independence Day Observed
Thurs., Aug. 5 End of Summer Session Classes
Note: Summer session grades due by 4 p.m. the Monday following the last day of class.

***Critical Registration,
Financial Aid or
Payment Dates***

[Check dates»](#)

FALL SEMESTER 2021

Tues., Aug. 17 – Wed., Aug. 18..... New Full-Time Faculty Orientation
Thurs., Aug. 19 College Convocation
Fri., Aug. 20..... New Student Convocation
Mon., Aug. 23 Fall Semester Begins
Sat., Sept. 4 – Mon., Sept. 6..... All Facilities Closed: Labor Day (No Classes Labor Day Weekend)
Mon., Sept. 27..... 12-Week Fall Session Begins
Mon., Oct. 18 2nd 8-Week Fall Session Begins
5:00 p.m. Wed., Nov. 24 – Sun., Nov. 28 All Facilities Closed: Thanksgiving Recess
Thurs., Dec. 16..... Fall Semester Classes End
Fri., Dec. 17 Grading Day/Semester Ends
Sat., Dec. 18..... Graduation
Mon., Dec. 20 Grades Due by 4 p.m.
5:00 p.m. Wed., Dec. 22 – Mon. Jan.3..... All Facilities Closed: Winter Recess

SPRING SEMESTER 2022

Tues., Jan. 4 Offices Reopen
Tues., Jan. 11 – Wed., Jan. 12..... New Full-Time Faculty Orientation
Thurs., Jan. 13..... College Convocation
Fri., Jan. 14 New Student Convocation
Mon., Jan. 17..... All Facilities Closed: Martin Luther King, Jr. Day
Tues., Jan. 18 Spring Semester Begins
Mon., Feb. 21 All Facilities Closed: Presidents' Day
Tues., Feb. 22 12-Week Spring Session Begins
Mon., Mar. 14 2nd 8-Week Spring Session Begins
Mon., Mar. 21 – Sun. Mar. 27..... All Facilities Closed: Spring Recess
Wed., May 18..... Spring Semester Classes End
Thurs., May 19..... Grading Day/Semester Ends
Fri., May 20 High School Equivalency Graduation Ceremony
Sat., May 21 Graduation
Mon., May 23..... Grades Due by 4:00 p.m.
Mon., May 30..... All Facilities 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 for information regarding Registration, Financial Aid and Payment

8/18/15, 9/14/15, 7/19/16; 8/19/16; 6/29/17



Elgin Community College Board of Trustees Annual Planning Calendar

JUL ¹		AUG	SEP	OCT	NOV	DEC	JAN	FEB ¹	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 Review Period: Departments review accomplishments from previous year												
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Goal and Budget Planning Period: Departments outline goals, needs, and budgets for next fiscal year												
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Goal and Budget Planning Period: Departments outline goals, needs, and budgets for next fiscal year												
Suggested Reports for Presentations (for COTW or Board Meetings)												

¹ 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 10 – 11, 2021	Wyndham Springfield City Centre, Springfield, IL
November 12 – 13, 2021	Marriott Schaumburg, Schaumburg, IL
February 2022 – Date TBD	Marriott Marquis, Washington, DC – Board of Representatives meeting in conjunction with ACCT NLS
March 11 – 12, 2022	Location TBD
April/May 2022 – Date TBD	Board of Representatives Meeting & Lobby Day, Springfield, IL

ICCTA ANNUAL CONVENTION:

June 10 -11, 2022	Chicago Marriott Downtown Magnificent Mile, Chicago, IL
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ICCTA REGIONAL AND OTHER MEETINGS:

August 20 – 21, 2021	Executive Committee Retreat, Kewanee, IL
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ILLINOIS COUNCIL OF COMMUNITY COLLEGE PRESIDENTS (ICCCP):

September 9 – 10, 2021	Wyndham Springfield City Centre, Springfield, IL (ICCCP Meetings & Retreat)
November 12, 2021	Marriott Schaumburg, Schaumburg, IL
January 21, 2022	Virtual via Zoom
March 10, 2022	Location to be determined (ICCCP Meetings & Joint meeting w/ CAO & CSSO groups)
April/May 2022 – Date TBD	Springfield, IL
June 9, 2022	Chicago Marriott Downtown Magnificent Mile, Chicago, IL

ICCB MEETINGS:

July 2021	Subject to Call
September 17, 2021	East Saint Louis Higher Education Center, East Saint Louis
December 3, 2021	Harry L. Crisp II Community College Center, Springfield, IL

IBHE MEETINGS:

August 10, 2021	TBD
September 14, 2021	Southern Illinois University, Carbondale, IL as conditions allow
December 14, 2021	Northeastern Illinois University, Chicago, IL as conditions allow

ACCT/AACC EVENTS:

October 13 – 16, 2021	ACCT Annual Leadership Congress, Manchester Grand Hyatt, San Diego, CA
February 6 – 9, 2022	ACCT National Legislative Summit (NLS), Marriott Marquis, Washington, DC

OTHER DATES/MEETINGS:



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

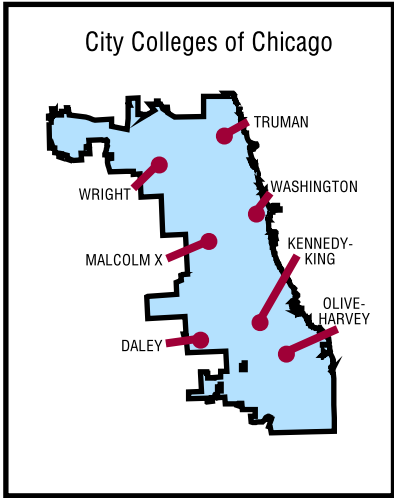
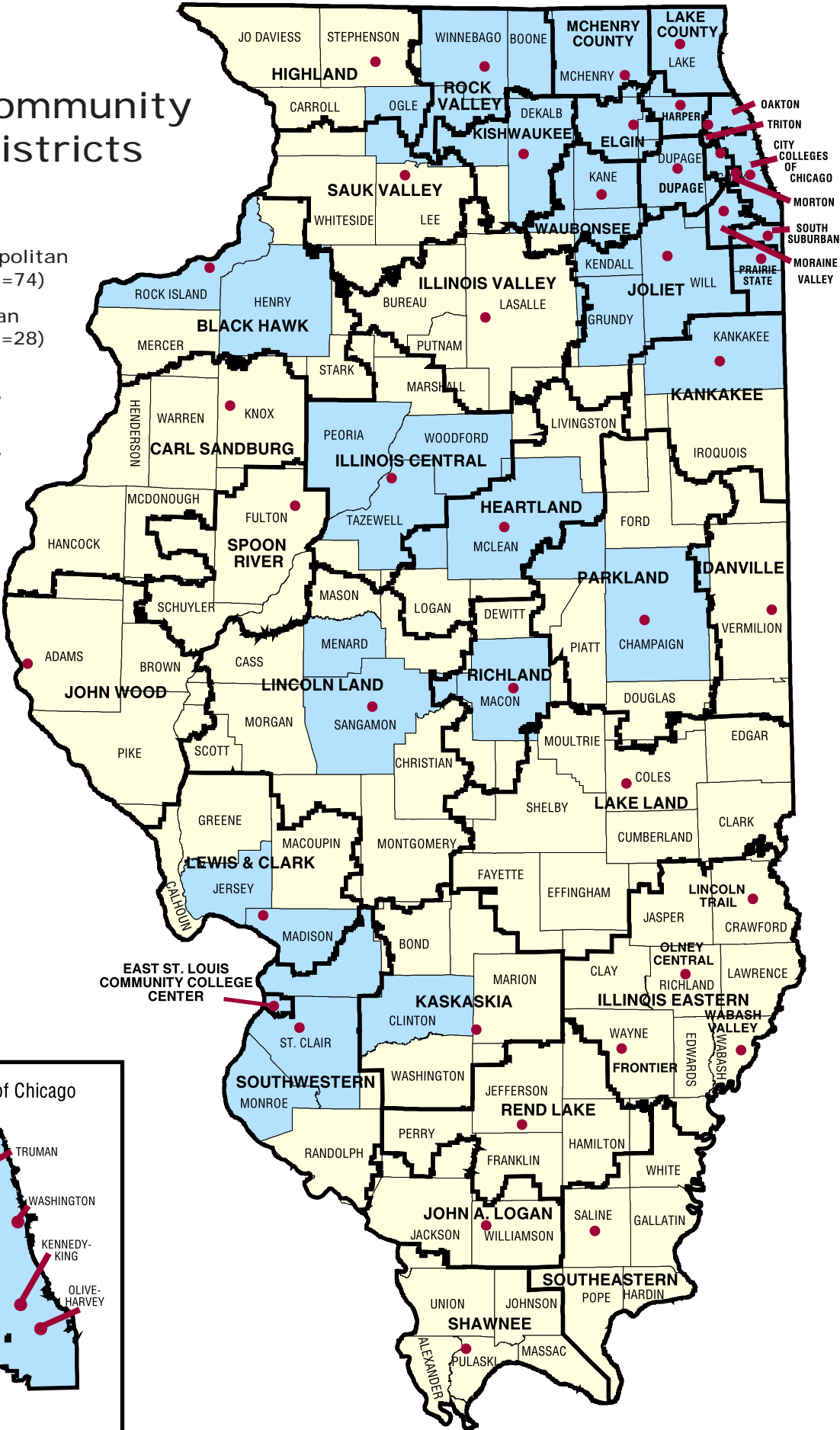
- 🎓 The average full-time Illinois community college student pays **\$4,410 per year in tuition and fees; nearly one-third the average tuition and fees** at Illinois public universities.
- 🎓 College costs can be reduced and students are able to gain access to college-level coursework during high school 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

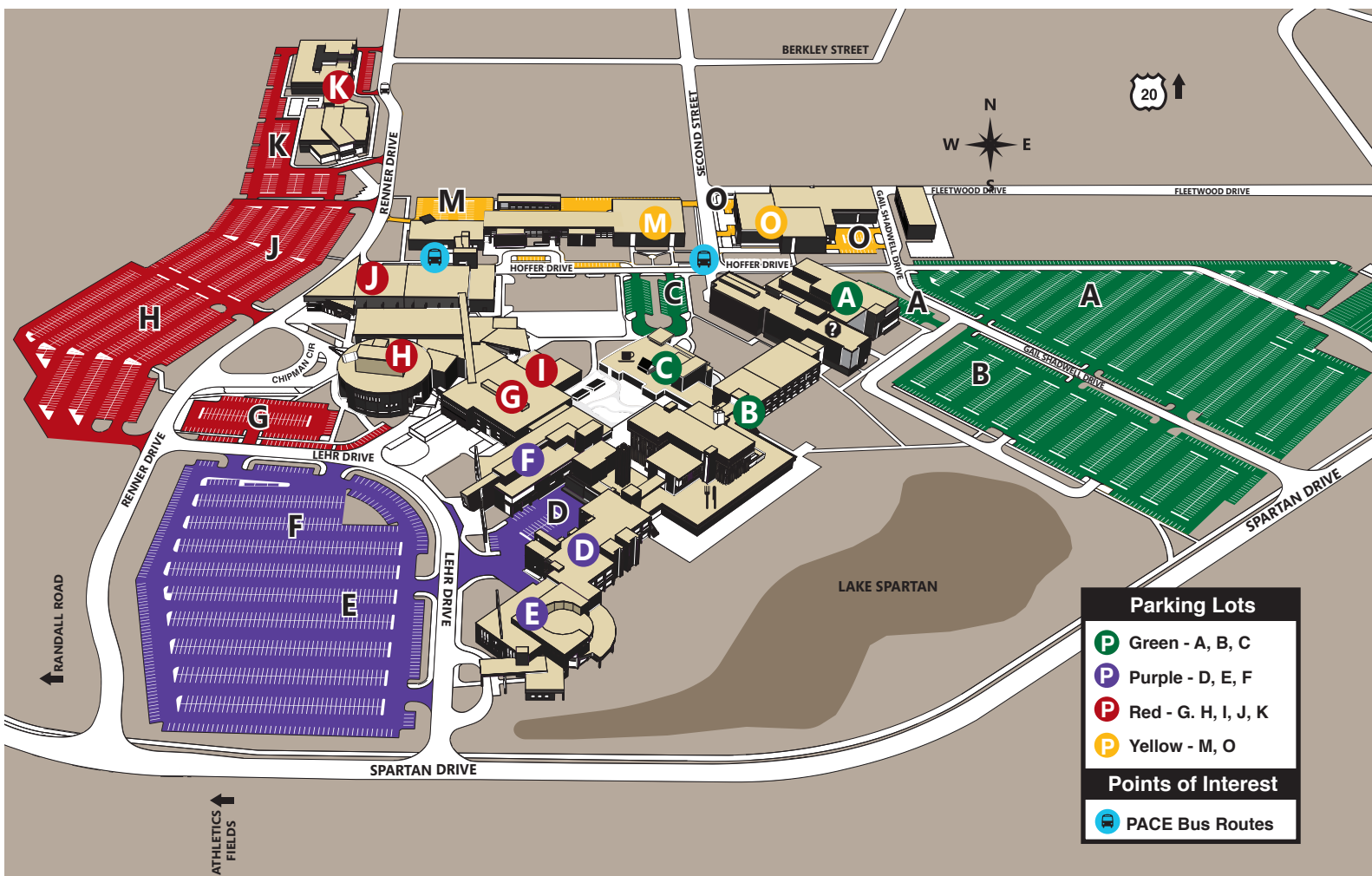
K BUILDING

- 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 (August)
- B. Treasurer (August)

College reports/procedures presented under separate cover:

- C. Institutional Advancement and ECC Foundation (August)
- D. Community Engagement and Legislative Affairs (August)
- E. Marketing and Communications (quarterly)
- F. Student Success Report (quarterly)
- G. Annual Security Report

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

PERSONNEL REPORT

First Name	Last Name	Action Code	Position	Effective Date	Wage	Grade
Alazee	Bey	NH	Testing Assistant III	8/16/2021	\$14.30	10
David	Burch	NH	Network Engineer	8/9/2021	\$84,500	215
Jill	Krupa	NH	Administrative Assistant II	8/9/2021	\$29,745	10
John Mark	Dumanig	NH	IT Technician II	8/7/2021	\$53,500	213
Brittany	Mylott	NH	Career Development Spe V	8/2/2021	\$24.50	14
Patricia	Winters	NH	Director of Medical Imaging	8/9/2021	\$87,000	16
Diane	Kmet	INT	Int Man Dir of Admin/Web	8/23/2021	\$148,314	218
Carolyn	Williams	RC	Office Coordinator II	7/13/2021	\$94,038	13
Joanna	Wester	CG	Office Assistant III	8/16/2021	\$14.30	10
Maritza	Del Real	RES	Student Readiness Coord	8/18/2021		
Chelsea	Fox	RES	Student Accounts Asst IV	7/30/2021		
Mary	Grimm	RES	Wellness Professional	7/30/2021		
Jessica	Kellenberger	RES	Technical Specialist I	8/7/2021		
Laura	Korth	RES	Student Services Coord III	7/29/2021		
Abbey	Salazar	RES	Testing Assistant III	8/5/2021		
Lorena	Torres	RES	Early Child Lab School Tea	7/29/2021		
Lucy	Lewandowski	RET	Library Clerk III	7/1/2021		

Key
NH - New Hire
INT - Interim Appointment
RC - Reclassification
CG - Change Employee Group
RES - Resignation
RET - Retire

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

HUMAN RESOURCES STAFFING REPORT

Alazee Bey

Alazee Bey joins Elgin Community College as a Testing Assistant III. Alazee has over four years of experience as an administrative assistant. Alazee completed an Associates in Arts from Elgin Community College.

David Burch

David Burch joins Elgin Community College as a Network Engineer. David has over twenty-two years of experience as a network engineer.

Jill Krupa

Jill Krupa joins Elgin Community College as an Administrative Assistant II. Jill has over eight years of experience as an administrative assistant. Jill completed a Bachelors of Arts from Dominican University.

John Mark Dumanig

John Mark Dumanig joins Elgin Community College as an IT Technician II. John Mark has over two years of experience as IT Technician. John Mark completed a Masters in Information Management from University of the Immaculate Conception.

Brittany Mylott

Brittany Mylott joins Elgin Community College as a Career Development Specialist V. Brittany has over twenty-two years of experience in school settings. Brittany completed a Masters of Education from Loyola University Chicago.

Patricia Winters

Patricia Winters joins Elgin Community College as a Director of Medical Imaging. Patricia has over thirteen years of experience working in imaging. Patricia completed a Masters of Arts in Education from Saint Xavier University.

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

ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of July 31, 2021

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
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	6/4/2021	12/17/2021	0.042%	249,956.36	249,900.00	Bank 7, OK
Certificate of Deposit	6/4/2021	12/17/2021	0.031%	249,941.31	249,900.00	First National Bank, ME
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	3/19/2021	3/21/2022	0.104%	249,965.77	249,700.00	Western Alliance Bank/Torrey Pines Bank
Certificate of Deposit	3/22/2021	3/22/2022	0.052%	249,928.65	249,800.00	Royal Business Bank
Certificate of Deposit	3/22/2021	3/22/2022	0.040%	249,999.96	249,900.00	Golden Bank NA
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
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	7/30/2021	8/1/2022	0.050%	249,925.58	249,800.00	Fieldpoint Private Bank & Trust
Certificate of Deposit	7/30/2021	8/1/2022	0.030%	249,976.64	249,900.00	Newbank NA
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	4/6/2021	9/28/2022	0.050%	4,253,164.10	4,250,000.00	BMO Harris Bank, NA
Certificate of Deposit	4/7/2021	10/7/2022	0.080%	2,002,402.19	2,000,000.00	Veritex Community Bank - LOC
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	3/22/2021	3/22/2023	0.093%	249,863.47	249,400.00	CIBC Bank USA/Private Bank - MI
Certificate of Deposit	3/22/2021	3/22/2023	0.091%	249,954.09	249,500.00	Midland States Bank
Certificate of Deposit	3/22/2021	3/22/2023	0.093%	249,661.02	249,200.00	Allegiance Bank Texas
Certificate of Deposit	3/22/2021	3/22/2023	0.070%	249,949.44	249,600.00	CIBM Bank
Certificate of Deposit	4/5/2021	4/5/2023	0.123%	249,409.56	248,800.00	CFG Bank
Certificate of Deposit	4/6/2021	4/6/2023	0.100%	4,258,504.78	4,250,000.00	BMO Harris Bank, NA
Certificate of Deposit	4/7/2021	4/7/2023	0.100%	2,004,004.81	2,000,000.00	BMO Harris Bank, NA
Certificate of Deposit	7/30/2021	7/31/2023	0.070%	249,852.28	249,500.00	First National Bank - Spearman, TX
Certificate of Deposit	11/10/2020	11/10/2023	0.240%	249,688.23	247,900.00	Farmers and Merchants Union Bank
Certificate of Deposit	7/30/2021	7/30/2024	0.201%	249,901.59	248,400.00	Patriot Bank - TN
Certificate of Deposit	7/30/2021	7/30/2024	0.230%	248,804.59	247,100.00	Wisconsin River Bank
Treasury Bills	3/19/2021	3/31/2024	0.180%	3,000,000.00	3,176,367.19	U.S. Treasury Note
Treasury Bills	3/23/2021	3/31/2024	0.185%	2,500,000.00	2,646,093.75	U.S. Treasury Note
Treasury Bills	4/6/2021	4/30/2024	0.260%	2,000,000.00	2,106,250.00	U.S. Treasury Note
Treasury Bills	4/7/2021	4/30/2024	0.230%	1,500,000.00	1,592,460.94	U.S. Treasury Note
Treasury Bills	3/22/2021	3/31/2025	0.476%	3,000,000.00	3,002,812.50	U.S. Treasury Note
Treasury Bills	3/23/2021	3/31/2025	0.474%	2,500,000.00	2,502,539.06	U.S. Treasury Note
Treasury Bills	4/6/2021	3/31/2025	0.550%	1,750,000.00	1,746,582.03	U.S. Treasury Note
Treasury Bills	4/7/2021	4/30/2025	0.520%	1,250,000.00	1,242,724.61	U.S. Treasury Note
Treasury Bills	3/22/2021	3/31/2026	0.718%	3,000,000.00	3,226,406.25	U.S. Treasury Note
Treasury Bills	3/23/2021	3/31/2026	0.720%	2,250,000.00	2,419,453.13	U.S. Treasury Note
Treasury Bills	4/6/2021	4/30/2026	0.830%	1,750,000.00	1,883,847.66	U.S. Treasury Note
Treasury Bills	4/7/2021	4/30/2026	0.770%	1,250,000.00	1,349,462.89	U.S. Treasury Note
Treasury Bills	7/22/2021	7/15/2024	0.225%	1,742,000.00	1,749,757.34	U.S. Treasury Note
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

ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of July 31, 2021

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
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	3/24/2021	3/24/2022	0.040%	249,000.00	249,149.34	Bankunited NA
Treasury Bills	7/8/2021	7/7/2022	0.030%	249,000.00	249,173.77	Safra National 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
Treasury Bills	4/9/2021	10/11/2022	0.080%	249,000.00	249,262.43	Wex Bank
Treasury Bills	7/6/2021	1/6/2023	0.040%	249,000.00	249,224.64	Capitol Bank
Treasury Bills	7/30/2021	1/30/2023	0.070%	249,000.00	249,299.45	Live Oak Banking Company
Treasury Bills	7/30/2021	1/30/2023	0.100%	249,000.00	249,187.11	Bankers Bank of Kansas
Treasury Bills	3/30/2021	3/30/2023	0.100%	249,000.00	249,497.38	Parkway Bank & Trust Co.
Treasury Bills	3/31/2021	3/31/2023	0.080%	249,000.00	249,348.31	Commonwealth Bus Bank CA
Treasury Bills	7/16/2021	7/17/2023	0.110%	249,000.00	249,199.20	Community Bankers' Bank
Treasury Bills	7/23/2021	7/24/2023	0.120%	249,000.00	249,149.42	Axiom Bank
Treasury Bills	7/28/2021	7/28/2023	0.200%	249,000.00	249,496.76	Sallie Mae Bank/Salt Lake
Treasury Bills	3/30/2021	9/29/2023	0.150%	249,000.00	249,000.00	Amer Natl Bank/Fox Cities
Treasury Bills	3/26/2021	3/26/2024	0.301%	249,000.00	250,109.13	BMW Bank North America
Treasury Bills	4/14/2021	4/15/2024	0.250%	249,000.00	249,000.00	Goldman Sachs Bank USA
Treasury Bills	7/16/2021	7/16/2024	0.310%	249,000.00	249,297.65	Hanmi Bank
Money Market Funds	7/31/2021	7/31/2021	1.940%	62,454,613.52	62,454,613.52	MAX General Fund #10896-101
Money Market Funds	7/31/2021	7/31/2021	2.310%	694,355.44	694,355.44	MAX Chiller Replacement #10896-215
Money Market Funds	7/31/2021	7/31/2021	1.540%	88,027.17	88,027.17	MAX Replace Ext Doors/Upgrade Sec. #10896-216
Money Market Funds	7/31/2021	7/31/2021	0.020%	776,263.33	776,263.33	MAX Campus Door Project #10896-217
Money Market Funds	7/31/2021	7/31/2021	1.000%	3,520,497.29	3,520,497.29	US Bank - IL Funds (01-00000-125000)
			0.45%	\$ 145,330,411.21	\$ 146,395,215.58	

*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 July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
REVENUES					
Property Taxes	\$ 39,918,847	\$ 19,666,521	49.27%	\$ 19,471,583	49.23%
Local Grant and Contracts	508,723	-	-	-	-
Corporate Personal Property Replacement Tax	550,000	157,440	28.63%	86,123	11.18%
Illinois Community College Board	5,966,225	-	-	-	-
Student Tuition and Fees *	23,125,000	9,695,446	41.93%	10,226,117	48.79%
Payment Plan and Late Fees	180,000	7,615	4.23%	9,480	5.21%
Interest	800,000	116,171	14.52%	80,191	25.22%
Miscellaneous External Revenue	3,378,186	5,408	0.16%	7,747	2.09%
Miscellaneous Internal Revenue	-	-	-	-	-
TOTAL REVENUES	74,426,981	29,648,601	39.84%	29,881,240	43.74%
EXPENDITURES BY OBJECT					
Salaries	46,765,546	3,320,841	7.10%	3,333,186	7.58%
Employee Benefits	9,329,723	649,946	6.97%	611,089	6.51%
Contractual Services	3,995,386	127,809	3.20%	149,099	5.53%
General Material & Supplies	4,371,438	220,454	5.04%	481,247	17.01%
Professional Development	750,496	4,290	0.57%	3,081	1.50%
Fixed Charges	235,215	504	0.21%	504	0.35%
Utilities	1,300	133	10.23%	128	8.20%
Capital Outlay	1,185,209	10,267	0.87%	8,270	0.43%
Other	525,243	149,835	28.53%	161,671	50.16%
Waivers/Institutional Scholarships	690,000	13,360	1.94%	10,747	6.08%
TOTAL EXPENDITURES BY OBJECT	67,849,556	4,497,439	6.63%	4,759,022	5.23%
EXPENDITURES BY FUNCTION					
Instruction	31,938,333	3,032,160	9.49%	2,223,949	7.53%
Academic Support	9,661,512	245,314	2.54%	915,343	11.11%
Student Services	6,692,518	349,641	5.22%	504,299	9.04%
Public Services	565,627	31,430	5.56%	28,386	6.09%
Institutional Support	18,301,566	825,534	4.51%	1,076,297	6.09%
Institutional Waiver	690,000	13,360	1.94%	10,747	6.08%
TOTAL EXPENDITURES BY FUNCTION	67,849,556	4,497,439	6.63%	4,759,022	7.72%
		-			
Excess (deficiency) of revenues over expenditures	6,577,425	25,151,162	-	25,122,219	-
OTHER FINANCING SOURCES (USES)					
Transfer to Capital Projects Fund	(4,400,000)	-	-	-	-
Transfer to Food Service	(123,414)	-	-	-	-
Transfer to Student Life	(558,422)	(32,322)	5.79%	(22,021)	5.85%
Transfer to Athletics	(888,627)	(28,253)	3.18%	(47,101)	8.31%
Transfer to Early Childhood Lab School	(306,640)	-	-	-	-
Transfer to LLL Continuing Education	(67,303)	-	-	-	-
Transfer to Corporate Education	(183,409)	-	-	-	-
Transfer to Production Services	(49,610)	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(6,577,425)	(60,575)	0.92%	(69,123)	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	25,090,587	-	25,053,096	-
Fund Balance at beginning of year	-	51,794,817	-	65,347,133	-
Fund Balance Released from Reserved Fund Balance	-	-	-	-	-
Fund Balance	\$ -	\$ 76,885,404	-	\$ 90,400,229	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
OPERATIONS AND MAINTENANCE FUND
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
REVENUES					
Local Government Services:					
	\$ 12,083,144	\$ 5,804,289	48.04%	\$ 5,725,556	48.98%
State Government Services:					
Other Local Government (Hanover Park)	91,227	-	-	1,532	2.11%
Miscellaneous External Revenue	4,500	-	-	60	0.78%
Miscellaneous Internal Revenue	3,500	-	-	-	-
Miscellaneous Internal Revenue (Security)	3,750	-	-	-	-
TOTAL REVENUES	12,186,121	5,804,289	47.63%	5,727,148	48.66%
EXPENDITURES BY OBJECT					
INSTITUTIONAL SUPPORT					
Salaries	4,157,982	312,191	7.51%	269,537	6.53%
Employee Benefits	848,852	59,820	7.05%	59,136	7.58%
Contractual Services	1,034,631	64,567	6.24%	41,770	5.04%
General Material & Supplies	582,742	19,055	3.27%	11,591	2.39%
Professional Development	5,100	-	-	-	-
Fixed Charges	672,500	10,000	1.49%	-	-
Utilities	2,868,724	170,018	5.93%	2,750	0.11%
Capital Outlay	518,000	5,170	1.00%	5,125	1.30%
Other	8,000	-	-	-	-
TOTAL INSTITUTIONAL SUPPORT	10,696,531	640,822	5.99%	389,908	4.09%
CAMPUS SAFETY AND SECURITY					
Salaries	639,848	47,063	7.36%	47,069	
Employee Benefits	284,409	22,737	7.99%	21,222	7.57%
Contractual Services	47,500	1,938	4.08%	1,938	14.33%
General Material & Supplies	57,980	2,106	3.63%	1,938	4.74%
Professional Development	8,425	489	5.80%	218	8.62%
Other	257,500	-	-	-	-
TOTAL CAMPUS SAFETY AND SECURITY	1,295,662	74,332	5.74%	72,385	7.28%
TOTAL EXPENDITURES BY OBJECT	11,992,193	715,154	5.96%	462,294	4.39%
EXPENDITURES BY FUNCTION					
Institutional Support	10,696,531	640,822	5.99%	389,908	4.09%
	1,295,662	74,332	5.74%	72,385	7.28%
TOTAL EXPENDITURES BY FUNCTION	11,992,193	715,154	5.96%	462,294	4.39%
Excess (deficiency) of revenues over expenditures	193,928	5,089,135	-	5,264,854	-
OTHER FINANCING SOURCES (USES)					
Transfer to Other Funds	(58,833)	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(58,833)	-	-	-	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	135,095	5,089,135	-	5,264,854	-
Fund Balance at beginning of year	-	17,555,824	-	17,555,824	-
Fund Balance	\$ 135,095	\$ 22,644,959	-	\$ 22,820,678	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
OPERATIONS & MAINTENANCE FUND- FACILITY RENTAL
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
REVENUES					
Building Rental External Revenue	\$ 500,313	\$ 24,220	4.84%	\$ 16	0.01%
Comps Building Rental	(396,170)	(17,812)	4.50%	-	-
TOTAL REVENUES	104,143	6,408	6.15%	16	0.07%
EXPENDITURES BY OBJECT					
Salaries	198,434	14,317	7.21%	13,276	22.76%
Employee Benefits	61,933	3,708	5.99%	3,608	28.16%
Contractual Services	500	-	-	-	-
General Material & Supplies	35,754	109	0.31%	5	0.81%
Professional Development	700	-	-	-	-
TOTAL EXPENDITURES BY OBJECT	298,071	18,134	6.08%	16,890	23.53%
EXPENDITURES BY FUNCTION					
Institutional Support	298,071	18,134	6.08%	16,890	23.53%
TOTAL EXPENDITURES BY FUNCTION	298,071	18,134	6.08%	16,890	23.53%
Excess (deficiency) of revenues expenditures and other sources (uses)	(193,928)	(11,726)	-	(16,874)	-
OTHER FINANCING SOURCES (USES)					
Transfer from O&M Fund	58,833	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	58,833	-	-	-	-
Excess (deficiency) of revenues expenditures and other sources (uses)	(135,095)	(11,726)	-	(16,874)	-
Fund Balance at beginning of year	-	(108,868)	-	(60,277)	-
Fund Balance	\$ (135,095)	\$ (120,594)	-	\$ (77,151)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
CAPITAL PROJECT FUND
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
REVENUES					
BABS Rebates	\$ -	\$ -	-	\$ -	-
TOTAL REVENUES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES BY OBJECT					
Contractual Services	1,284,000	-	-	-	-
Capital Outlay	11,872,500	-	-	-	-
TOTAL EXPENDITURES BY OBJECT	<u>13,156,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES BY FUNCTION					
Institutional Support	13,156,500	-	-	-	-
TOTAL EXPENDITURES BY FUNCTION	<u>13,156,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	<u>(13,156,500)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
OTHER FINANCING SOURCES (USES)					
Transfers from Education Fund	4,400,000	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	<u>4,400,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures and other sources (uses)	<u>(8,756,500)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance at beginning of year	<u>-</u>	<u>47,850,570</u>	<u>-</u>	<u>32,587,904</u>	<u>-</u>
Fund Balance	<u>\$ (8,756,500)</u>	<u>\$ 47,850,570</u>	<u>-</u>	<u>\$ 32,587,904</u>	<u>-</u>

ELGIN COMMUNITY COLLEGE DISTRICT 509
BOND AND INTEREST FUND
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
REVENUES					
Property Taxes	\$ 9,881,784	\$ 4,521,329	45.75%	\$ 6,203,017	-
TOTAL REVENUES	9,881,784	4,521,329	45.75%	6,203,017	5.39%
EXPENDITURES BY OBJECT					
Fixed Charges	6,972,975	-	-	-	-
TOTAL EXPENDITURES BY OBJECT	6,972,975	-	-	-	-
EXPENDITURES BY FUNCTION					
Institutional Support	6,972,975	-	-	-	-
TOTAL EXPENDITURES BY FUNCTION	6,972,975	-	-	-	-
Excess (deficiency) of revenues over expenditures	2,908,809	4,521,329	-	6,203,017	-
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	-	-
Transfers to Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	2,908,809	4,521,329	-	6,203,017	-
Fund Balance at beginning of year	-	4,962,847	-	4,841,932	-
Fund Balance	\$ 2,908,809	\$ 9,484,176	-	\$ 11,044,949	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, CONTINUING ED
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$ 97,000	\$ 41,066	42.34%	\$ 5,058	33.95%
Miscellaneous Internal Revenue	60,000	4,177	6.96%	369	0.57%
TOTAL REVENUES	157,000	45,243	28.82%	5,427	6.84%
OPERATING EXPENSES					
Salaries	157,426	12,492	7.93%	10,093	8.64%
Employee Benefits	19,227	1,448	7.53%	1,421	(93.54)%
Contractual Services	20,500	11,294	37.03%	120	0.64%
General Material & Supplies	26,950	77	0.29%	-	-
Professional Development	200	-	-	-	-
TOTAL OPERATING EXPENSES	224,303	25,310	10.80%	11,634	8.03%
Excess (deficiency) of revenues over expenditures	(67,303)	19,933	(25.79)%	(6,207)	9.48%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	67,303	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	67,303	-	-	-	-
Net Income (Loss)	-	19,933	-	(6,207)	-
Retained Earnings at beginning of the year	-	(17,350)	-	-	-
Retained Earnings	\$ -	\$ 2,583	-	\$ (6,207)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, CORPORATE TRAINING
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$ 110,500	\$ -	-	\$ -	-
TOTAL REVENUES	110,500	-	-	-	-
OPERATING EXPENSES					
Salaries	215,171	8,353	3.88%	8,123	19.08%
Employee Benefits	16,803	1,266	7.54%	1,242	19.39%
Contractual Services	40,885	-	-	-	-
General Material & Supplies	20,500	184	0.90%	-	-
Professional Development	550	-	-	-	-
TOTAL OPERATING EXPENSES	293,909	9,803	3.45%	9,366	14.11%
Excess (deficiency) of revenues over expenditures	183,409	(9,803)	(5.34)%	(9,366)	25.12%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	183,409	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	183,409	-	-	-	-
Net Income (Loss)	-	(9,803)	-	(9,366)	-
Retained Earnings at beginning of the year	-	-	-	-	-
Retained Earnings	\$ -	\$ (9,803)	-	\$ (9,365)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, BOOKSTORE
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$ 2,164,500	\$ 41,048	1.90%	\$ 162	0.01%
Miscellaneous Internal Revenue	78,000	1,761	2.26%	491	1.09%
TOTAL REVENUES	2,242,500	42,809	1.91%	653	0.03%
OPERATING EXPENSES					
Salaries	271,081	18,627	6.87%	25,867	10.37%
Employee Benefits	76,305	3,267	4.28%	3,974	9.41%
Contractual Services	44,028	7,633	17.34%	5,418	17.74%
General Material & Supplies	1,788,862	549,459	30.72%	633,867	32.82%
Professional Development	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Other	31,000	-	-	-	-
Depreciation	-	-	-	-	-
TOTAL OPERATING EXPENSES	2,211,276	578,986	26.18%	669,126	29.68%
Excess (deficiency) of revenues over expenditures	31,224	(536,177)		(668,473)	
OTHER FINANCING SOURCES (USES)					
Transfers to Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Net Income (Loss)	31,224	(536,177)		(668,473)	
Retained Earnings at beginning of the year	-	29,796	-	29,796	-
Retained Earnings	\$ 31,224	\$ (506,381)	-	\$ (638,677)	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, EARLY CHILDHOOD LAB SCHOOL
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$ 282,652	\$ 21,581	-	\$ 2,342	-
TOTAL REVENUES	282,652	21,581	-	\$ 2,342	-
OPERATING EXPENSES					
Salaries	425,589	26,323	6.19%	\$ 20,120	9.55%
Employee Benefits	121,403	5,696	4.69%	\$ 7,638	12.89%
Contractual Services	2,100	45	2.14%	\$ -	-
General Material & Supplies	40,200	1,932	4.81%	\$ 120	0.44%
Professional Development	-	-	-	\$ -	-
Other	-	-	-	\$ -	-
TOTAL OPERATING EXPENSES	589,292	33,996	5.77%	\$ 27,877	9.32%
Excess (deficiency) of revenues over expenditures	(306,640)	(12,415)	4.05%	\$ (25,535)	21.51%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	306,640	-	-	\$ -	-
TOTAL OTHER FINANCING SOURCES (USES)	306,640	-	-	\$ -	-
Net Income (Loss)	-	(12,415)			
Retained Earnings at beginning of the year	-	7,142	-	\$ (7,142)	-
Retained Earnings	\$ -	\$ (5,273)	-	\$ -	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, FOOD SERVICES
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$ 283,974	\$ 6,108	2.15%	(31)	(0.15)%
Miscellaneous Internal Revenue	50,000	1,679	3.36%	-	-
TOTAL REVENUES	333,974	7,787	2.33%	(31)	(0.08)%
OPERATING EXPENSES					
Salaries	245,435	20,293	8.27%	16,945	11.22%
Employee Benefits	70,365	3,173	4.51%	4,713	16.82%
Contractual Services	11,000	187	1.70%	-	-
General Material & Supplies	130,438	9,943	7.62%	(9,969)	(489.79)%
Professional Development	150	-	-	-	-
TOTAL OPERATING EXPENSES	457,388	33,597	7.35%	11,688	5.60%
Excess (deficiency) of revenues over expenditures	(123,414)	(25,810)	20.91%	(11,719)	6.86%
OTHER FINANCING SOURCES (USES)					
Transfers from Education Fund	123,414	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	123,414	-	-	-	-
Net Income (Loss)	-	(25,810)		(11,719)	
Retained Earnings at beginning of the year	-	(78,614)	-	120,295	-
Retained Earnings	\$ -	\$ (104,424)	-	\$ 108,576	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, VISUAL AND PERFORMING ARTS CENTER
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$ 529,037	\$ 45,943	8.68%	\$ 56,334	183.79%
Miscellaneous Internal Revenue	176,932	-	-	-	-
TOTAL REVENUES	705,969	45,943	6.51%	56,334	35.43%
OPERATING EXPENSES					
Salaries	232,956	12,011	5.16%	6,839	6.12%
Employee Benefits	12,113	1,089	8.99%	1,396	9.70%
Contractual Services	346,219	315	0.09%	4,000	6.44%
General Material & Supplies	114,021	352	0.31%	373	1.94%
Professional Development	22,150	396	1.79%	-	-
Capital Outlay	122,000	2,476	2.03%	-	-
Other	-	-	-	-	-
Depreciation	-	-	-	-	-
Fixed Charges	5,000	-	-	-	-
TOTAL OPERATING EXPENSES	854,459	16,639	1.95%	12,608	2.69%
Excess (deficiency) of revenues over expenditures	(148,490)	29,304	-	43,726	-
OTHER FINANCING SOURCES (USES)					
Release of Fund Balance	148,490	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	148,490	-	-	-	-
Net Income (Loss)	-	29,304		43,726	
Retained Earnings at beginning of the year	-	1,088,653	-	1,398,450	-
Retained Earnings	\$ -	\$ 1,117,957	\$ -	\$ 1,442,176	\$ -

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, PRODUCTION SERVICES
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$ 690	\$ 8	1.11%	\$ 72	2.14%
Miscellaneous Internal Revenue	209,910	22,051	10.51%	9,157	7.92%
TOTAL REVENUES	210,600	22,059	10.47%	9,229	7.75%
OPERATING EXPENSES					
Salaries	97,421	10,922	11.21%	15,098	17.53%
Employee Benefits	29,337	3,198	10.90%	3,957	14.89%
Contractual Services	1,660	-	-	516	38.84%
General Material & Supplies	30,311	5,526	18.23%	-	-
Professional Development	600	-	-	-	-
Other	-	-	-	-	-
Depreciation	12,381	-	-	-	-
Fixed Charges	88,500	3,972	4.49%	3,285	4.20%
TOTAL OPERATING EXPENSES	260,210	23,617	9.08%	22,856	10.02%
Excess (deficiency) of revenues over expenditures	(49,610)	(1,559)	3.14%	(13,626)	-
OTHER FINANCING SOURCES (USES)					
Transfers from Education Fund	49,610	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	49,610	-	-	-	-
Net Income (Loss)	-	(1,559)	-	(13,626)	-
Retained Earnings at beginning of the year	-	(36,270)	-	72,693	-
Retained Earnings	\$ -	\$ (37,829)	-	\$ 59,067	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, STUDENT LIFE
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$ -	\$ -	-	\$ -	-
TOTAL REVENUES	-	-	-	-	-
OPERATING EXPENSES					
Salaries	330,773	24,653	7.45%	16,757	5.84%
Employee Benefits	90,269	5,924	6.56%	5,037	7.20%
Contractual Services	3,000	-	-	-	-
General Material & Supplies	39,080	1,685	4.31%	228	1.18%
Professional Development	15,300	60	0.39%	-	-
Capital Outlay	80,000	-	-	-	-
TOTAL OPERATING EXPENSES	558,422	32,322	5.79%	22,021	5.85%
Excess (deficiency) of revenues over expenditures	(558,422)	(32,322)	5.79%	(22,021)	5.85%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	558,422	32,322	5.79%	22,021	5.85%
TOTAL OTHER FINANCING SOURCES (USES)	558,422	32,322	5.79%	22,021	5.85%
Net Income (Loss)	-	-	-	-	-
Retained Earnings at beginning of the year	-	50,748	-	50,748	-
Retained Earnings	\$ -	\$ 50,748	-	\$ 50,748	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, INTERCOLLEGIATE ATHLETICS
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$ -	\$ 1,825	-	\$ -	-
TOTAL REVENUES	-	1,825	-	-	-
OPERATING EXPENSES					
Salaries	460,587	21,804	4.73%	24,965	6.57%
Employee Benefits	76,540	3,786	4.95%	5,746	9.71%
Contractual Services	85,000	343	0.40%	-	-
General Material & Supplies	141,500	4,146	2.93%	11,936	15.09%
Professional Development	103,000	-	-	(250)	(1.10)%
Fixed Charges	20,000	-	-	-	-
Depreciation Charges	-	-	-	-	-
Capital Outlay	2,000	-	-	4,704	100.00%
TOTAL OPERATING EXPENSES	888,627	30,078	3.38%	47,101	8.25%
Excess (deficiency) of revenues over expenditures	(888,627)	(28,253)	3.18%	(47,101)	8.28%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	888,627	28,253	3.18%	47,101	8.31%
TOTAL OTHER FINANCING SOURCES (USES)	888,627	28,253	3.18%	47,101	8.31%
Net Income (Loss)	-	-	-	-	-
Retained Earnings at beginning of the year	-	(567)	-	1,374	-
Retained Earnings	\$ -	\$ (567)	-	\$ 1,374	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
WORKING CASH
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
REVENUES					
Interest	\$ 60,000	\$ 4,999	8.33%	\$ 12,288	12.53%
TOTAL REVENUES	60,000	4,999	8.33%	12,288	12.53%
EXPENDITURES BY OBJECT					
General Material & Supplies	-	-	-	-	-
Professional Development	-	-	-	-	-
TOTAL EXPENDITURES BY OBJECT	-	-	-	-	-
EXPENDITURES BY FUNCTION					
Institutional Support	-	-	-	-	-
TOTAL EXPENDITURES BY FUNCTION	-	-	-	-	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	60,000	4,999	-	12,288	-
Fund Balance at beginning of year	-	4,737,476	-	4,639,387	-
Fund Balance	\$ 60,000	\$ 4,742,475	-	\$ 4,651,675	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUDIT FUND
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
REVENUES					
Property Taxes	\$ 150,067	\$ 49,797	33.18%	\$ 54,480	51.55%
TOTAL REVENUES	150,067	49,797	33.18%	54,480	51.55%
EXPENDITURES BY OBJECT					
Salaries	65,067	5,385	8.28%	-	-
Contractual Services	85,000	-	-	-	-
General Material & Supplies	-	17	-	-	-
Professional Development	-	-	-	-	-
TOTAL EXPENDITURES BY OBJECT	150,067	5,401	3.60%	-	-
EXPENDITURES BY FUNCTION					
Institutional Support	150,067	5,401	3.60%	-	-
TOTAL EXPENDITURES BY FUNCTION	150,067	5,401	3.60%	-	-
Excess (deficiency) of revenues over expenditures and other sources (uses)	-	44,396	-	54,480	-
Fund Balance at beginning of year	-	190,686	-	178,014	-
Fund Balance	\$ -	\$ 235,082	-	\$ 232,495	-

ELGIN COMMUNITY COLLEGE DISTRICT 509
LIABILITY, PROTECTION & SETTLEMENT SUBFUND
For the Months Ending July 31, 2021

	<u>2022 Budget</u>	<u>Fiscal Year Actual</u>	<u>% Actual to Budget</u>	<u>Prior Yr 7/31/2021 Actual</u>	<u>% of 6/30/2021 Actual</u>
REVENUES					
Local Government Services:					
Property Taxes	\$ 905,000	\$ 300,356	33.19%	\$ 248,710	44.68%
TOTAL REVENUES	<u>905,000</u>	<u>300,356</u>	<u>33.19%</u>	<u>248,710</u>	<u>44.68%</u>
EXPENDITURES BY OBJECT					
INSTITUTIONAL SUPPORT					
Contractual Services	195,000	-	-	-	-
Fixed Charges	950,000	-	-	-	-
TOTAL INSTITUTIONAL SUPPORT	<u>1,145,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
CAMPUS SAFETY AND SECURITY					
Salaries	639,495	47,030	7.35%	47,069	7.85%
Contractual Services	-	-	-	-	-
TOTAL CAMPUS SAFETY & SECURITY	<u>639,495</u>	<u>47,030</u>	<u>7.35%</u>	<u>47,069</u>	<u>7.85%</u>
TOTAL EXPENDITURES BY OBJECT	<u>1,784,495</u>	<u>47,030</u>	<u>2.64%</u>	<u>47,069</u>	<u>2.88%</u>
EXPENDITURES BY FUNCTION					
Institutional Support	1,145,000	-	-	-	-
Campus Safety and Security	639,495	47,030	7.35%	47,069	7.85%
TOTAL EXPENDITURES BY FUNCTION	<u>1,784,495</u>	<u>47,030</u>	<u>2.64%</u>	<u>47,069</u>	<u>2.88%</u>
Excess (deficiency) of revenues over expenditures other sources (uses)	<u>(879,495)</u>	<u>253,326</u>	<u>(28.80)%</u>	<u>201,641</u>	
Fund Balance Released from Reserved Fund Balance	<u>879,495</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance at beginning of year	<u>-</u>	<u>3,668,627</u>	<u>-</u>	<u>4,747,331</u>	<u>-</u>
Fund Balance	<u>\$ -</u>	<u>\$ 3,921,953</u>	<u>-</u>	<u>\$ 4,948,972</u>	<u>-</u>

ELGIN COMMUNITY COLLEGE DISTRICT 509
INTERNAL SERVICE FUND
For the Months Ending July 31, 2021

	2022 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 7/31/2021 Actual	% of 6/30/2021 Actual
REVENUES					
Benefit Charges	\$ 11,673,979	\$ 793,971	6.80%	\$ 773,843	1.52%
TOTAL REVENUES	11,673,979	793,971	6.80%	773,843	1.52%
EXPENDITURES BY OBJECT					
Employee Benefits	11,673,979	141,185	1.21%	128,878	0.25%
TOTAL EXPENDITURES BY OBJECT	11,673,979	141,185	1.21%	128,878	0.25%
EXPENDITURES BY FUNCTION					
Institutional Support	11,673,979	141,185	1.21%	128,878	0.25%
TOTAL EXPENDITURES BY FUNCTION	11,673,979	141,185	1.21%	128,878	0.25%
Excess (deficiency) of revenues over expenditures	-	652,787	-	644,966	(75.29)%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-	-	-	-
Transfers to Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
Excess (deficiency) of revenues over expenditures other sources (uses)	-	652,787	-	644,966	-
Fund Balance at beginning of year	-	(22,683,138)	-	(24,937,335)	-
Fund Balance	\$ -	\$ (22,030,351)	-	\$ (24,292,369)	-

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 (August)
- B. Treasurer (August)

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

- C. Institutional Advancement and ECC Foundation (August)
- E. Community Engagement and Legislative Affairs (August)
- F. Marketing and Communications (quarterly)
- G. Student Success Report (quarterly)
- H. Annual Security Report



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
AUGUST 9, 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 August 9, 2021.



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
AUGUST 10, 2021**

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the regular board meeting held August 10, 2021.



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
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.

MINUTES OF REGULAR MEETING OF
AUGUST 10, 2021

- 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.

MINUTES OF REGULAR MEETING OF
AUGUST 10, 2021

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.

MINUTES OF REGULAR MEETING OF
AUGUST 10, 2021

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.

MINUTES OF REGULAR MEETING OF
AUGUST 10, 2021

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.

MINUTES OF REGULAR MEETING OF
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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.

**DESTRUCTION OF AUDIOTAPE OF CLOSED SESSION BOARD MEETING
JANUARY 28, 2020**

Recommendation

The administration recommends that the Board of Trustees approves the destruction of the verbatim audiotapes of the closed sessions of January 28, 2020 as all criteria for destruction of these tapes have been met.



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 August 2021. (Reports provided under separate cover.)



Dr. David Sam, President

Background

The enclosed Report of Expenses identifies the vendors that have been paid during the month of August 2021 in the amount of \$2,455,873.72.

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

MODIFIED ACADEMIC CALENDAR FOR 2022-2023

Recommendation

The administration recommends that the Board of Trustees approves the modified 2022-2023 academic calendar.



Dr. David Sam, President

Background

The modifications to the 2022-2023 academic calendar are a result of two Illinois Public Acts:

Illinois Public Act 102-0014 provides that Juneteenth National Freedom Day shall be observed on June 19 of each year effective immediately. This action further provides that when June 19 falls on a Sunday, the following Monday shall be held and considered the holiday. In accordance with this law, the 2022-2023 academic calendar was modified to reflect that the college will be closed on Monday June 20, 2022.

Illinois Public Act 102-0015 provides that November 8, 2022 shall be a State holiday known as 2022 General Election Day and shall be deemed a legal school holiday. In accordance with this law, the 2022-2023 academic calendar was modified to reflect that the college will be closed on Tuesday November 8, 2022.

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

ELGIN COMMUNITY COLLEGE
ACADEMIC CALENDAR 2022 - 2023

SUMMER SESSION 2022

Beginning Fri., June 3 and ending Sun., Aug. 7 all general use facilities will be closed Fridays through Sundays. The University & Business Center, Early Childhood Lab School, Events Center and Visual & Performing Arts Center will be open as scheduled.

Sat., May 28 – Mon., May 30 All Facilities Closed: Memorial Day Weekend
Mon., June 6..... Summer Session I Begins
Mon., June 13..... Summer Session II Begins
Mon., June 20 All Facilities Closed: Juneteenth Observed
Mon., July 4 All Facilities Closed: Independence Day
Mon., July 11 Summer Session III Begins
Thurs., Aug. 4 End of Summer Session Classes

Note: Summer session grades due by 4 p.m. the Monday following the last day of class.

***Critical Registration,
Financial Aid or
Payment Dates***

[Check dates»](#)

FALL SEMESTER 2022

Tues., Aug. 16 – Wed., Aug. 17..... New Full-Time Faculty Orientation
Thurs., Aug. 18 College Convocation
Fri., Aug. 19..... New Student Convocation
Mon., Aug. 22 Fall Semester Begins
Sat., Sept. 3 – Mon., Sept. 5..... All Facilities Closed: Labor Day (No Classes Labor Day Weekend)
Mon., Sept. 26..... 12-Week Fall Session Begins
Mon., Oct. 17 2nd 8-Week Fall Session Begins
Tues., Nov. 8..... All Facilities Closed: Election Day
5:00 p.m. Wed., Nov. 23 – Sun., Nov. 27 All Facilities Closed: Thanksgiving Recess
Fri., Dec. 16 Fall Semester Classes End
Sat., Dec. 17..... Graduation
Mon., Dec. 19 Grading Day/Semester Ends
Tues., Dec. 20 Grades Due by 8:00 a.m.
5:00 p.m. Thurs., Dec. 22 – Tues. Jan.3..... All Facilities Closed: Winter Recess

SPRING SEMESTER 2023

Wed., Jan. 4..... Offices Reopen
Tues., Jan. 10 – Wed., Jan. 11..... New Full-Time Faculty Orientation
Thurs., Jan. 12..... College Convocation
Fri., Jan. 13 New Student Convocation
Mon., Jan. 16..... All Facilities Closed: Martin Luther King, Jr. Day
Tues., Jan. 17 Spring Semester Begins
Mon., Feb. 20..... All Facilities Closed: Presidents' Day
Tues., Feb. 21..... 12-Week Spring Session Begins
Mon., Mar. 13 2nd 8-Week Spring Session Begins
Mon., Mar. 27 – Sun. April 2..... All Facilities Closed: Spring Recess
Wed., May 17..... Spring Semester Classes End
Thurs., May 18..... Grading Day/Semester Ends
Fri., May 19 High School Equivalency Graduation Ceremony
Sat., May 20..... Graduation
Mon., May 22..... Grades Due by 4:00 p.m.
Mon., May 29..... All Facilities 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 for information regarding Registration, Financial Aid and Payment

8/18/15, 9/14/15, 7/19/16; 8/19/16; 6/29/17;6/5/19;7/15/21;7/27/21; 9/2/21

MODIFIED ACADEMIC CALENDAR FOR 2023-2024

Recommendation

The administration recommends that the Board of Trustees approves the modified 2023-2024 academic calendar.



Dr. David Sam, President

Background

The modification to the 2023-2024 academic calendar is a result of Illinois Public Act 102-0014.

Illinois Public Act 102-0014 provides that Juneteenth National Freedom Day shall be observed on June 19 of each year effective immediately. This action further provides that when June 19 falls on a Sunday, the following Monday shall be held and considered the holiday. In accordance with this law, the 2023-2024 academic calendar was modified to reflect that the college will be closed on Monday June 19, 2023.

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

ELGIN COMMUNITY COLLEGE
ACADEMIC CALENDAR 2023 - 2024

SUMMER SESSION 2023

Beginning Fri., June 2 and ending Sun., Aug. 6 all general use facilities will be closed Fridays through Sundays. The University & Business Center, Early Childhood Center, Events Center and Visual & Performing Arts Center will be open as scheduled.

Sat., May 27 – Mon., May 29 All Facilities Closed: Memorial Day Weekend

Mon., June 5..... Summer Session I Begins

Mon., June 12..... Summer Session II Begins

Mon., June 19..... All Facilities Closed: Juneteenth

Tues., July 4..... All Facilities Closed: Independence Day

Mon., July 10..... Summer Session III Begins

Thurs., Aug. 10 End of Summer Session Classes

Note: Summer session grades due by 4 p.m. the Monday following the last day of class.

***Critical Registration,
Financial Aid or
Payment Dates***

[Check dates»](#)

FALL SEMESTER 2023

Tues., Aug. 15 – Wed., Aug. 16..... New Full-Time Faculty Orientation

Thurs., Aug. 17 College Convocation

Fri., Aug. 18..... New Student Convocation

Mon., Aug. 21 Fall Semester Begins

Sat., Sept. 2 – Mon., Sept. 4..... All Facilities Closed: Labor Day (No Classes Labor Day Weekend)

Mon., Sept. 25..... 12-Week Fall Session Begins

Mon., Oct. 16 2nd 8-Week Fall Session Begins

5:00 p.m. Wed., Nov. 22 – Sun., Nov. 26..... All Facilities Closed: Thanksgiving Recess

Thurs., Dec. 14..... Fall Semester Classes End

Fri., Dec. 15 Grading Day/Semester Ends

Sat., Dec. 16..... Graduation

Mon., Dec. 18 Grades Due by 4 p.m.

5:00 p.m. Thurs., Dec. 21 – Mon. Jan. 1 All Facilities Closed: Winter Recess

SPRING SEMESTER 2024

Tues., Jan. 2 Offices Reopen

Tues., Jan. 9 – Wed., Jan. 10..... New Full-Time Faculty Orientation

Thurs., Jan. 11 College Convocation

Fri., Jan. 12 New Student Convocation

Mon., Jan. 15..... All Facilities Closed: Martin Luther King, Jr. Day

Tues., Jan. 16 Spring Semester Begins

Mon., Feb. 19..... All Facilities Closed: Presidents' Day

Tues., Feb. 20..... 12-Week Spring Session Begins

Mon., Mar. 11 2nd 8-Week Spring Session Begins

Mon., Mar. 25 – Sun. Mar. 31..... All Facilities Closed: Spring Recess

Wed., May 15..... Spring Semester Classes End

Thurs., May 16..... Grading Day/Semester Ends

Fri., May 17 High School Equivalency Graduation Ceremony

Sat., May 18..... Graduation

Mon., May 20..... Grades Due by 4:00 p.m.

Mon., May 27..... All Facilities 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 for information regarding Registration, Financial Aid and Payment

8/18/15, 9/14/15, 7/19/16; 8/19/16; 6/29/17; 6/5/19; 5/20/20; 7/27

ANNUAL HEATING, VENTILATION AND AIR CONDITIONING EQUIPMENT MAINTENANCE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract with Thermosystems, LLC (Elmhurst, IL) for annual factory maintenance services for the Daikin/McQuay HVAC equipment located in buildings A, B, C, J, M-east, and O in the amount of \$34,330.00.



Dr. David Sam, President

Background

Thermosystems, LLC is the single regional source for Daikin/McQuay factory service and parts. Per the Illinois Community College Act Compiled Statutes, Chapter 110, Act 805/3-27.1, “contracts for goods or services which are economically procurable from only one source” are exempt from bidding.

The College currently has five (5) centrifugal chillers, one (1) heat recovery chiller, one (1) air cooled chiller, and twelve (12) roof top units, manufactured by Daikin North America (formally known as McQuay), in various locations on the campus. This equipment requires specific factory maintenance and support to insure smooth reliable operation. This is a continuation of multiple, on-going maintenance agreements that are being consolidated to one annual contract.

Funding Source: Operations & Maintenance Fund

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

BUILDING DEMOLITION PROJECT

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract with the lowest responsible bidder, Fowler Enterprises, LLC (Elgin, IL), for the demolition of the building located at 600 S. McLean Blvd. in the amount of \$191,423.00.

Vendor	Location	Base Bid
Fowler Enterprises, LLC	Elgin, IL	\$ 191,423.00
Alpine Demolition Services, LLC	St. Charles, IL	\$ 208,023.86
Milburn LLC	Bellwood, IL	\$ 242,159.50
Shales McNutt LLC	Elgin, IL	\$ 244,818.00
K.L.F. Enterprises, Inc.	Markham, IL	\$ 295,408.87
Green Demolition Contractors, Inc.	Chicago, IL	\$ 327,075.50



Dr. David Sam, President

Background

The invitation to bid was advertised and sent to twelve (12) contractors, of which five (5) were in-district.

Board Action No. 002-A-21 was approved in August 2020 for the purchase of the property and building located at 600 S. McLean Blvd. The building has been vacated for a long period of time and as is, does not serve the needs of the College. In January 2021, Board Action 117-B-21 was approved to contract for professional architectural services from JP Architects, LTD. which included the development of bid documents and drawings. Other options were explored for this building's demolition but it was determined that professional services for the demolition of the building and restoration of the property was required.

The scope of work for this project includes but is not limited to the following:

- Demolition of the approximately 4,800 sq. ft. single story masonry structure
- Removal of the associated parking lot surfaces
- Utilities shut down and disconnection
- Debris haul off
- Restoration of property, including seeding

Funding Source: Operations and Maintenance - Restricted Fund

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

BUILDING O CHILLER REPAIRS

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract with Thermosystems, LLC (Elmhurst, IL) for the repair of the Daikin/McQuay TurboCore chiller located in building O in the amount of \$62,177.00.



Dr. David Sam, President

Background

Thermosystems, LLC is the single regional source for Daikin/McQuay factory service and parts. Per the Illinois Community College Act Compiled Statutes, Chapter 110, Act 805/3-27.1, “contracts for goods or services which are economically procurable from only one source” are exempt from bidding.

The proposal for \$62,177 is for the repair of a 250-ton Daikin/McQuay Turbocore centrifugal chiller, installed new in 2012. This 250-ton chiller provides mechanical cooling to building O. It is equipped with two (2) 125-ton magnetic bearing, variable speed centrifugal compressors. Currently this unit is only able to operate at 50% capacity due to the failure of one compressor. Compressor #1 of two (2) proprietary Danfoss Turbocore compressors will be replaced. The costs will cover the compressor, labor and materials to replace this compressor.

Following this critical repair, the chiller is expected to stay in service for an additional 15-18 years.

Funding Source: Operations & Maintenance Fund

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

EIGHT (8) PASSENGER VANS PURCHASE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase two (2) new Ford F-150 eight (8) passenger vans from Roesch Ford (Bensenville, IL), the lowest responsive bidder, in the amount of \$37,030 per van and a trade-in of one vehicle valued at \$1,500.00, for a total of \$72,560.

VENDOR	LOCATION	PRICE PER VAN	QTY	SUBTOTAL	TRADE-IN	TOTAL
Roesch Ford	Bensenville, IL	\$ 37,030	2	\$ 74,060	\$ (1,500)	\$ 72,560
Southern Bus and Mobility	Breese, IL	\$ 44,643	2	\$ 89,286	\$ (2,500)	\$ 86,786


Dr. David Sam, President

Background

The invitation to bid was advertised and sent to eight (8) vendors, three (3) of which were in-district.

This bid is for the purchase of two (2), eight (8) passenger vans and the trade-in of a 2006 Ford E-350 twelve (12) passenger van. The Ford F-150 vans have eight (8) seats for passengers, one (1) additional seat for a driver and a storage area in the rear of the van for luggage/gear.

Student Life is replacing one (1) van on its rotation schedule due to the vehicles age and performance and the other van being replaced is due to wear and tear. One van is being traded in and the other will be donated to the Colleges Automotive program. Due to current legislation on van safety, the College is required to purchase eight (8) or less passenger vans.

Replacing these vans helps the College to comply with regulations and offers safe, well maintained vehicles for student in athletics and clubs for transportation purposes.

Funding Source: Education Fund

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

GOOGLE WORKSPACE FOR EDUCATION PLUS

Recommendation

The administration recommends that the Board of Trustees authorizes the purchase of Google Workspace for Education Plus (formerly GSuite for Education Enterprise) from authorized reseller SHI International Corp. in the amount of \$25,867.80.

Description	Quantity	Unit Price	Extended Price
Workspace Education Plus Google - Part#: GAPPS-ENT-FTE-12MO-EDU Contract Name: IPHEC - Software Contract #: RM071017 Coverage Term: 9/15/2021 – 9/14/2022	1260	\$20.53	\$25,867.80
Total			\$25,867.80



Dr. David Sam, President

Background

The College provides Google email and various other online services to all students and employees. This year licensing has increased to a total of 1260 to fall in line with the active employee count and mirror licensing counts with Microsoft 365. Student licensing remains free. By purchasing this software, the College will be able to provide every student and employee with the tools they need to collaborate in real time and continue to be successful.

Funding Source: Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSA) Fund

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

PATIENT SIMULATOR (MANNEQUIN)

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase one (1) SimNewB simulator mannequin, peripheral equipment for the mannequin and a three (3) year service agreement for the College's Health Professions Department direct from the manufacturer, Laerdal Medical Corporation (Wappingers Falls, NY), in the amount of \$27,923.30.

Description	Qty	Total
SimNewB Light tetherless manikin	1	\$ 17,995.50
Laptop: For use with LLEAP, ultrasound or as a patient monitor	1	\$ 1,786.50
ValuePlus SimNewB Platinum: warranty and installation	1	\$ 8,116.50
Shipping and Handling	1	\$ 24.80
Total		\$ 27,923.30



Dr. David Sam, President

Background

Laerdal sells to and provides services to their simulators direct to the customer. They are a leader in this industry and their product is prominently utilized at the College. Per the Illinois Community College Act Compiled Statutes, Chapter 110, Act 805/3-27.1, "contracts for goods or services which are economically procurable from only one source" are exempt from bidding.

The Accreditation Commission for Education in Nursing (ACEN) allows for 25% of a nursing student's clinical experience for obstetric/pediatric care to come from simulation centers. As direct clinical experience with patients is not currently guaranteed in our curriculum, it is critical that Elgin Community College provide an up-to-date simulation experience for these students. The SimNewB mannequin allows for training in obstetrics from pre-delivery to post-partum care. This encompasses advanced training in all aspects of pediatric care, including delivery and post-birth care and assessment. This units will integrate with each other and with existing computer systems which will monitor key metrics in the simulated care of the patient.

Laerdal mannequins are being recommended for the following reasons:

- The quality of the product is evident given the long life of the current Laerdal units in our inventory. The average life of a Laerdal mannequin is 5-7 years. The College has units purchased in 2004 in the department that are still operational.

- Reduced training time – lab validators and faculty need less training since the Laerdal units share the same software and operate in a similar manner.
- Consistency of software for Information Technology (IT) Department support – having one software platform allows the IT Department to problem solve issues quickly with Laerdal technicians, which is important since the Laerdal software/system is integrated with sound and video systems installed and maintained by the College.

Patient simulation training, which was introduced at the College in 2004, allows for students in the nursing program to receive instruction on different types of medical procedures including, but not limited to, CPR/defibrillation, intubation, and catheterization on simulator mannequins. Using mannequins in clinical simulations allows for a safe learning environment in which students can test new clinical processes and enhance their skills without putting patients at risk. The complex, high fidelity mannequins which are being recommended, allow integration with computers that can show specific symptoms and respond to simulated treatment.

The purchase of this infant mannequin is recommended in order to continue to offer students state-of-the art human patient simulation experience in obstetric and pediatric training, including labor and delivery scenarios to address possible complications of childbirth and instruction in how to respond to obstetric and pediatric emergencies.

Funding Source: Education Fund

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

PHASE 2 BUILDING H RENOVATION – HVAC AND ELECTRICAL

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to grant Lamp, Inc. (Elgin, IL) authority to contract, on behalf of Elgin Community College, for heating, ventilation, and air conditioning (HVAC) and electrical services as part of the renovation of the Arts Center – Phase 2. The lowest responsible bidders are Jensen's Plumbing and Heating (Woodstock, IL) and Kellenberger Electric (Elgin, IL) in the amounts of \$289,000 and 38,750, respectively.

Trade Package - HVAC 23A-1

Vendor	Location	Base Bid	Alternate Bid
Jensen's Plumbing & Heating	Woodstock, IL	\$ 289,000	\$ (8,500)
Mechanical Inc. dba Helm Mechanical	Westmont, IL	\$ 315,000	\$ (7,000)
Amber Mechanical	Alsip, IL	\$ 323,000	\$ (18,000)
MG Mechanical Contracting	Woodstock, IL	\$ 356,400	\$ (12,000)
Hartwig Plumbing & Heating, Inc. *	Harvard, IL	\$ 358,400	\$ 49,000

Trade Package - Electrical 26A-1

Vendor	Location	Base Bid	Alternate Bid
Kellenberger Electric	Elgin, IL	\$ 38,750	\$ (1,430)
Morse Electric	Elgin, IL	\$ 39,600	\$ -
Carey Electric Contracting, Inc. *	McHenry, IL	\$ 41,210	\$ 2,010
Ridgeview Electric	McHenry, IL	\$ 42,565	\$ (4,515)
Factor Electrical, Inc.	Hampshire, IL	\$ 46,880	\$ -
Monarch Electric Corp	Skokie, IL	\$ 49,400	\$ (4,000)
Ron Jones Electric, Inc.	Elgin, IL	\$ 55,593	\$ -
Associated Electrical Contractors, LLC	Woodstock, IL	\$ 62,620	\$ (2,600)

* Alternate bid amount was not identified as an add or deduct – so an add was assumed for consideration for this bid.

Note: Alternate bid is not being recommended – see discussion below.



Dr. David Sam, President

Background

The invitation to bid was advertised and sent to twenty-nine (29) contractors. Of the thirteen (13) contractors that bid, 7 were in-district.

In January 2021, Board Action No. 120-B-21 was approved for construction management services from Lamp, Inc. for Phase 2 of the renovation of the building H Arts Center. The project's scope of work includes the replacement of VAV boxes, fan powered boxes, some light/exit lighting, and lay-in ceilings in Theatre areas of the building only. This work is tailored to a scope that can be accomplished over the College's Winter Break. Additional bid packages will be brought forward for board consideration and approval in future months.

The base bid for the HVAC and electrical services includes the replacement of ceiling tiles and grid work due to extensive ceiling work required to facilitate the replacement of VAV boxes. To assess possible cost reductions, the alternate bid for the add/deduct cost to use the existing grid work was included for consideration. However, based on the minimal reduction in costs, the possibility of damage occurring while installing the VAV boxes, and general aesthetics of leaving the 38-year-old grid work in place, the administration is recommending that the College does not accept the alternate bid.

Funding Source: Operations and Maintenance (Restricted) and Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSA) Funds

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

**NEW HIRE, DEAN OF WORKFORCE DEVELOPMENT
AND CONTINUING EDUCATION
Dr. Gina Marie De rosier-Cook**

Recommendation

The administration recommends that the Board of Trustees approves Dr. Gina Marie De rosier-Cook to become the Dean of Workforce Development and Continuing Education, effective September 20, 2021, with a salary of \$136,500.



Dr. David Sam, President

Background

Dr. De rosier-Cook holds an EdD in Educational Leadership and Stewardship from St. Francis University, an MA in Curriculum Design and Instruction from National Louis University, a BA in Education from Governor's State University, and an AA from Prairie State College. Dr. De rosier-Cook also received her GED from Prairie State College, a fact she is happy to share in that it has shaped who she has become and changed the trajectory for her family. She will be an effective role model and inspiration to many of our non-traditional adult learners at ECC.

Dr. De rosier-Cook most recently served as the Manager of Continuing Education and Workforce Development at Prairie State College. She brings additional experience as the Instructional Coordinator of the Department of Adult Education and Literacy at Joliet Junior College. She has served as an adjunct faculty member at Prairie State College and has taught classes in Adult Basic and Secondary Education in English and Math, including online and hybrid modalities, in addition to GED-i/i-Pathways and the High School Credit Recovery Program.

Dr. De rosier-Cook is currently the President of the Illinois Council for Continuing Education and Training. She has completed a variety of professional trainings, including an ION Network Master Online Instructor Certificate, GED-i/i Pathways Instructor and Administrator training, ICCB Learning Needs Specialist credentialing, and Safe Zone Ally and Veteran's Ally training. She has presented at numerous conferences on topics such as "Experiential Learning: A Win for Schools, Students, and Businesses" and "Increasing Student Scores on Industry Credentials in Healthcare, How We Increased Our Average by 20%." She has a demonstrated history of building and sustaining successful workforce development partnerships and will be a great asset in moving workforce development efforts at ECC to the next level.

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

**RATIFICATION, TEMPORARY INSTRUCTOR OF HEATING, VENTILATION,
AIR CONDITIONING AND REFRIGERATION
Mr. Frank Cassara, III**

Recommendation

The administration recommends that the Board of Trustees ratifies the appointment of Mr. Frank Cassara, III as a Temporary Instructor of Heating, Ventilation, Air Conditioning and Refrigeration (HVAC-R) for the 2021 Fall Semester at a salary of \$52,640 (Lane 1, Step 2) on the Elgin Community College Faculty Association (ECCFA) 2021 full-time salary and rank schedule.



Dr. David Sam, President

Background

Mr. Frank Cassara, III was appointed to a one semester temporary full-time faculty position due to increased enrollment of apprentices and ICAPS students in the HVAC-R program and to offset faculty overload of two (2) full-time faculty who currently provide instruction in the program. Mr. Cassara has taught HVAC-R courses part-time at Elgin Community College since 2018 after serving as a tutor in the program.

Mr. Cassara earned an associate degree in welding from ECC and has achieved ECC's Level 1, 2 and 3 HVAC certificates. He holds a Universal EPA Refrigerant certificate, and the ESCO (Energy Service Company) Institute of Excellence certificate in heat pumps.

Mr. Cassara is a life-long learner and is a regular attendee of professional seminars and webinars offered by industry leaders that include Armstrong Air, Honeywell, Mitsubishi, and RSES. We believe Mr. Cassara will be a valuable addition to the faculty in the HVAC-R program and to the Sustainability, Business and Career Technologies division.

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

RESOLUTION OF APPRECIATION
Dean of Workforce Development and Continuing Education
Anne Hauca

Recommendation

The administration recommends that the Board of Trustees approves the Resolution of Appreciation for Anne Hauca, Dean of Workforce Development and Continuing Education, who retired on August 31, 2021.



Dr. David Sam, President

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

RESOLUTION OF APPRECIATION
Anne Hauca, Dean of Workforce Development and Continuing Education

WHEREAS, Dean Hauca was originally hired in 2009 to serve as the Director of Workforce Transitions at the Fountain Square Campus, with a staff of five, and progressively increased her scope of responsibility to become ECC's first Dean of Workforce Development and Continuing Education in 2018 with a staff of 18 and approximately 30 student workers; and

WHEREAS, Dean Hauca successfully wrote, received, and managed numerous workforce development grants, increasing the total amount of grant funding in the division from four grants totaling \$462,246 in 2009 to eight grants totaling \$2,128,580 at the time of her retirement; and

WHEREAS, Dean Hauca was awarded the Encore 50+ grant for three years followed by the AARP Foundation Back to Work 50+ grant for another three years, bringing local and national attention to ECC's community re-employment efforts; and

WHEREAS, Dean Hauca was awarded and successfully executed the Illinois Network for Advanced Manufacturing (INAM) grant as a part of a 28-college consortium, successfully expending \$525,769 in grant funding; and

WHEREAS, Dean Hauca was given responsibility for the Department of Education's Title III Strengthening Institutions Grant in the amount of \$2,016,776 to support and scale the college's successful ICAPS program; and

WHEREAS, Dean Hauca was awarded a DCEO grant to re-open the Small Business Development Center in 2019 and was awarded a Kane County Job Readiness grant to help Kane County adult WIOA clients; and

WHEREAS, Dean Hauca was given oversight of the Perkins grant, expanded apprenticeship programming through a DCEO grant, and was awarded a Jobs for the Future contract to promote apprenticeship programming; and

WHEREAS, Dean Hauca has directly and indirectly helped countless residents of our district secure employment and/or job advancement opportunities through her tireless efforts; and

WHEREAS, it is appropriate to formally recognize and honor Dean Hauca upon her retirement from Elgin Community College on August 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 14th day of September 2021, expresses to Dean Hauca, on behalf of District 509 citizens, her colleagues, and the many students and employees who have benefitted from her leadership, 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 Anne Hauca.