

**MINUTES OF REGULAR BOARD MEETING OF
AUGUST 12, 2014**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a regular meeting Tuesday, August 12, 2014, in Building E, Room 100.01, at Spartan Drive Campus, Elgin Community College, 1700 Spartan Drive, Elgin, Illinois.

1. Call to Order and Roll Call

Chair Redmer called the regular meeting to order at 6:34 p.m.

2. Preliminary Matters

Following the Pledge of Allegiance, led by Bob Treadwell, Chair Redmer led the trustees in reading ECC's Shared Values, after which she asked Ms. Franck to call roll.

Roll Call

Trustees present: Ms. Causey, Mr. Duffy, Mr. Getz, Ms. MacKinney Dr. Ollayos, Dr. Redmer, Mr. Saucedo

Trustees absent: Student Trustee Mr. Severson

ECC staff and others present: Dr. Sam, president, Ms. DiGerlando, Ms. Konny, Ms. Sawyer, Mr. Julian, Ms. Amenta, Dr. Robinson, Mr. Esposito, Ms. Pang, Mr. Treadwell, Ms. Schaefer, Ms. Bethke, Ms. Petersen, Ms. Hake, Mr. Burchfield, Mr. Ball, Mr. McCoy, K. Deyne, K. Gamble, Mr. Whitehead and Ms. Franck

3. President's Report

Dr. Sam's shared the following:

- Mr. Treadwell, Mr. McCoy and other members of the SSECCA negotiating team were recognized.
- The Project Backpack event held on August 9 was very successful.
- The college's new advisors were prepared and waiting to assist students as they arrived to register throughout the event. The efforts of everyone involved in the reconstruction process of the counseling area were noted and appreciated.
- An update on enrollment may be provided at the next regular meeting.

4. Resolution of Appreciation

A. Board Action No. 022-A-15, Retiree Bonita Coffin, Administrative Assistant III, Athletic Department

Motion: Trustee Duffy moved to accept the resolution, as presented.

Second: Trustee Ollayos seconded the motion.

Roll-Call Vote: Ayes, 7; nays, 0; motion carried

MINUTES OF REGULAR MEETING OF
AUGUST 12, 2014

5. Board Reports (Representatives and Liaisons)

A. Committee of the Whole

Trustee Duffy summarized the meeting held August 11, 2014, noting trustees received an update on construction and remodeling projects and a report on the Alliance for College Readiness program. Presentations were given on the faculty development handbook revisions, learning resources and international education and the state budget. Purchases reviewed included the president's report for 2014-2015, microfiche scanning and indexing and the multi-function printers. Upcoming community engagement events were discussed. Meeting minutes will be available on ECC's website (elgin.edu) following their approval.

B. Illinois Community College Trustees Association (ICCTA)

Trustee Ollayos reported on the ICCTA annual planning meeting held August 8 and 9, noting Trustee MacKinney is regional chair for the college's area. Trustee MacKinney is working on scheduling a regional meeting, which may be held in November. Potential topics may include ECC's processes for emergency preparedness and defibrillation. Legislative priorities were discussed at the ICCTA planning session, including funding for veterans. A handout which included information on pension litigation was provided.

C. Association of Community College Trustees (ACCT)

As a member of ACCT's national board, Trustee Ollayos participated in the board's annual planning session in New York July 16 – 20; and topics covered were summarized. Trustees interested in participating as ambassadors at the October ACCT conference in Chicago should sign up on-line via the link provided by ACCT. Chair Redmer mentioned she and Trustees MacKinney are planning on serving as ambassadors at the event.

D. Legislative

There were no legislative items reported.

E. ECC Foundation

Trustee Causey presented the following information:

- › The Foundation raised over \$70,000 in July. Gifts of note include: a \$35,000 gift from JPMorgan Chase Foundation; gifts totaling \$10,000 to launch an endowed scholarship in memory of ECC student Tyler Shaw; and a pledge in the amount of \$8,700 from Colonial Café to launch a three-year culinary competition and scholarship award.
- › Fifty percent of available scholarship dollars totaling \$106,000 have been awarded to 133 students to date for fall enrollment.
- › The Foundation board's next meeting is scheduled for September 4, 2014.
- › Ms. Sawyer will provide dates of three upcoming competitions to trustees.

F. Student Report

Student Trustee Severson was absent.

MINUTES OF REGULAR MEETING OF
AUGUST 12, 2014

6. Audience Wishing to Address the Board

Ms. Franck stated there were no requests to address the board.

7. Board Action No. 023-A-15, Acceptance of College Reports

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

College Reports Under Separate Cover

- C. Institutional Advancement and ECC Foundation (July)
- D. Expenses (July)
- E. Communications (June, July)
- F. Grant Monitoring (Quarter ending June 30, 2014)

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

Motion: Trustee Ollayos moved to accept the college reports, as submitted.

Second: Trustee Saucedo seconded the motion.

Roll-Call Vote: Ayes, 7; nays, 0; motion carried

8. Board Action No. 024-A-15, Approval of Agreement Between the Board of Trustees of Community College District No. 509 and the Support Staff of Elgin Community College Association

Motion: Trustee Duffy moved to accept the agenda item, as submitted.

Second: Trustee Causey seconded the motion.

Dr. Sam expressed his appreciation to everyone involved in the negotiation process, noting the board of trustees is pleased that the minimum pay for several salary grades has been raised.

Roll-Call Vote: Ayes, 7, nays, 0; motion carried

9. Consent Agenda Approval

Chair Redmer inquired whether anyone would like to remove any items from the Consent Agenda.

Trustee Getz requested the following items be pulled from the agenda for further discussion:

9.C. Board Action No. 027-A-15, Minutes of Regular Board Meeting July 8, 2014

9.E. Board Action No. 029-A-15, Destruction of Audiotapes of Closed Session of January 23, 2013

9.F. Board Action No. 030-F-15, Operating Transfer from Restricted Purposes Fund to Education Fund

9.H.2 Board Action No. 033-A-15, Microfiche Scanning and Indexing

With no further requests made, Chair Redmer read the resulting Consent Agenda.

MINUTES OF REGULAR MEETING OF
AUGUST 12, 2014

- 9.A. Board Action No. 025-A-15, Minutes of Board Retreat Meeting June 24 and 25, 2014**
- 9.B. Board Action No. 026-A-15, Minutes of Closed Session at Board Retreat Meeting June 24 and 25, 2014**
- 9.D. Board Action No. 028-A-15, Minutes of Closed Session at Regular Board Meeting July 8, 2014**
- 9.G. Board Action No. 031-A-15, Revisions to Faculty Development Handbook and Unit Adjunct I & II Faculty Development Handbook**

PURCHASES

9.H.1 Board Action No. 032-A-15, Elgin Community College Today President's Report (2014-2015), authorizes the administration to contract for printing services for the FY14 issues of the President's Report, Fall 2014, Spring 2015, and Summer 2015, with Mignone Communications (Berne, IN), the lowest responsive bidder in the amount not to exceed \$53,085 (\$17,695 each issue).

9.H.3 Board Action No. 034-A-15, Multi-Function Printers (Copiers) Software and Maintenance Contract, authorizes the administration to contract for three (3) years with the ability of extending the contract for two (2) additional years, for forty-five (45) new multi-function printers, and software and maintenance from Gordon Flesch Company Inc. (Geneva, IL), in the amount not to exceed \$662,049 (\$132,409.80 yearly).

Motion: Trustee Ollayos moved to accept the consent agenda, as submitted.

Second: Trustee Causey seconded the motion.

Roll-Call Vote: Ayes, 7; nays, 0; motion carried

OTHER ACTIONS

9.C. Board Action No. 027-A-15, Minutes of Regular Board Meeting July 8, 2014

Motion: Trustee Ollayos moved to accept the agenda item, as submitted.

Second: Trustee Causey seconded the motion.

In reference to actions 027-A-15 and 029-A-15, Trustee Getz requested clarification regarding minutes that are open to the public being destroyed. Trustee Duffy stated minutes are not destroyed, and closed session minutes may be obtained by submitting a FOIA request. Audiotapes of closed session meetings may be destroyed within a specific timeframe; and the audiotapes of the meeting held on January 23, 2013 will be destroyed because it is within the timeframe state law requires them to be stored. It was noted action 027-A-15 approves the minutes of the regular (not closed session) board meeting July 8, 2014.

Roll-Call Vote: Ayes, 7; nays, 0; motion carried

MINUTES OF REGULAR MEETING OF
AUGUST 12, 2014

9.E. Board Action No. 029-A-15, Destruction of Audiotapes of Closed Session of January 23, 2013

Motion: Trustee Duffy moved to accept the agenda item, as submitted.

Second: Trustee Saucedo seconded the motion.

(See comments above in 9.C. board action 027-A-15; which also address 9.E. board action 029-A-15.)

Roll-Call Vote: Ayes, 7; nays, 0; motion carried

9.F. Board Action No. 030-F-15, Operating Transfer from Restricted Purposes Fund to Education Fund

Motion: Trustee Duffy moved to accept the agenda item, as submitted.

Second: Trustee MacKinney seconded the motion.

Trustee Getz stated he does not concur with the transfer of \$102,000 from the bookstore to an account used for operating costs. Trustee Duffy noted ECC does not outsource the bookstore so profits remain within the college and are used judiciously, in turn providing cost savings to students. Trustee MacKinney highlighted the reasons many students purchase books from college bookstores. Following further discussion, Trustee Ollayos called the question and a vote was taken.

Roll-Call Vote: Ayes, 6, MacKinney, Saucedo, Duffy, Causey, Ollayos, Redmer; nays, 1, Getz; motion carried

9.H.2 Board Action No. 033-A-15, Microfiche Scanning and Indexing, authorizes the administration to contract for scanning and indexing an estimated 1,338,000 student transcripts from microfiche with Imaging Office Systems Inc. (Rolling Meadows, IL), in the amount not to exceed \$102,000.

Motion: Trustee Ollayos moved to accept the agenda item, as submitted.

Second: Trustee Causey seconded the motion.

Trustee Getz stated his comments were previously provided.

Roll-Call Vote: Ayes, 6, MacKinney, Saucedo, Duffy, Causey, Ollayos, Redmer; nays, 1, Getz; motion carried

10. Old Business

No old business was discussed.

11. New Business

Chair Redmer reminded trustees board meeting agenda items should be submitted to her at least one and one-half weeks prior to meetings.

MINUTES OF REGULAR MEETING OF
AUGUST 12, 2014

Adjournment

- Motion:*** Trustee Ollayos moved to adjourn the meeting.
Second: Trustee Saucedo seconded the motion.
Voice Vote: Motion passed by unanimous voice vote at 7:11 p.m.

John Duffy, MS Ed, Board Secretary

Susan Franck, Temporary Board Recorder