

**MINUTES OF REGULAR BOARD MEETING OF  
OCTOBER 6, 2015**

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, October 6, 2015, in Building E, Seigle Auditorium, 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 6:04 p.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present* Ms. Causey, Mr. Duffy, Ms. MacKinney, Mr. Meyer, Dr. Ollayos, Dr. Redmer, Mr. Saucedo and Student Trustee Mr. Galvan

*Trustees absent:* None

*ECC staff and*

*others present:* Dr. Sam, President; Ms. DiGerlando, VP, Ms. Konny, VP, and Ms. Kerruish, Recorder

**2. Recess to Closed Session**

The chair asked for a motion to recess immediately to closed session under the following exceptions to the *Illinois Open Meetings Act*:

- A. To discuss minutes of meetings lawfully closed under this Act . . . .
- B. To consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the college . . .
- C. To discuss litigation, when an action . . . has been filed . . . or when the public body finds that an action is probable or imminent . . . .
- D. To consider collective negotiation matters . . . for one or more classes of employees . . . all pursuant to Chapter 5 of the *Illinois Compiled Statutes* Sections 120/2 (c) (21, 1, 11, and 2 respectively).

*Motion:* Student Trustee Galvan moved to recess to closed session.

*Second:* Trustee Duffy seconded the motion.

*Roll-Call Vote:* Aye, 7: Causey, Duffy, MacKinney, Meyer, Ollayos, Redmer, Saucedo; nay, 0; student trustee, aye; motion carried at 6:05 p.m.

**3. Reconvene Open Session**

The board reconvened in open session at 6:34 p.m. in Seigle Auditorium (E125).

**4. Affirmation of Service**

The board approved updated language to their affirmation of service in September and recited the updated language as a re-affirmation of their service for this year.

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**5. Preliminary Matters**

Following the Pledge of Allegiance, led by Ms. Sharon Konny, Chair Redmer led the trustees in reading ECC's Shared Values, then asked Ms. Kerruish to call roll.

**Roll Call**

*Trustees present:* Ms. Causey, Mr. Duffy, Ms. MacKinney, Mr. Meyer, Dr. Ollayos, Dr. Redmer, Mr. Saucedo and Student Trustee Mr. Galvan

*Trustees absent:* None

*ECC staff and others present:* Dr. Sam, president, Ms. Konny, Ms. DiGerlando, Mr. Julian, Ms. Amenta, Ms. Pang, Mr. Pasnick, Mr. Treadwell, Mr. Payne, Ms. Bucek, Dr. Miller, Ms. Boyce, Professor Linville, Ms. Kerruish and Ms. Franck

**6. President's Report**

Dr. Sam's report included the following:

- Recognized Professor Gordon, VP ECCFA and Mr. Treadwell and Ms. Pang; SSECCA leadership.
- ECC has been recertified as an Achieving the Dream Leader College.
- The team from the U.S. Department of Education was impressed with the presentation on the *Accelerating Opportunity Initiative*.
- Elgin Community College received the Jack Shales Spirit of the Community Award for 2014 from the United Way of Elgin.
- Director of Web Services, Derek Pasnick and Assistant Professor of Photography, Travis Linville were spotlighted.
- The ECC flag sits at half-staff in support of Umpqua Community College's tragedy. A note and photo of our flag will be sent to the president at Umpqua.

**7. Board Reports (Representatives and Liaisons)**

**A. Finance Committee**

Trustee Duffy reviewed the agenda and summarized the Finance Committee meeting held October 5, 2015. Minutes of the Finance Committee meeting will be available on ECC's website (elgin.edu) following their approval.

**B. Committee of the Whole**

Trustee Duffy reviewed the agenda and summarized the meeting held October 5, 2015. The Illinois Emergency Management Agency designated Elgin Community College as a Ready to Respond Campus and presented the board with a certificate commemorating this distinction. Four presentations by staff were made; National Junior College Athletic Association (NJCAA) Divisional Commitment, Sabbatical reports by Professor Carpenter and Professor Raval and a review of the Performance Report/Effectiveness Indicators. Minutes of the Committee of the Whole meeting will be available on ECC's website (elgin.edu) following their approval.

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

Trustee Causey provided an overview of the September ICCTA meetings held in Springfield. The *Source* guidebook was well received. Former trustee Dr. Phyllis Folarin was recognized with a lifetime membership award.

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

Trustee Ollayos reviewed the upcoming ACCT conference being held in San Diego. ECC is co-presenting with Harper on the Hanover Park center. She mentioned that trustee ambassadors are still needed if anyone would like to participate in that capacity at the ACCT conference.

**E. Legislative**

Trustee MacKinney provided the following report:

- The meet and greet with Representative Keith Wheeler was held earlier today. He was given a copy of the *Source* guidebook, which will be distributed to legislators.
- We are working with Ms. Heinrich on an advocacy effort relating to the impact of the budget on adult education. Letters are being sent, including statements from students, to legislators. It is important they are aware of the consequences of the budget cuts.

**F. ECC Foundation**

Chair Redmer reported, as follows:

- The Foundation's fundraising results have grown by approximately \$60,000 over the last month to \$158,274. Gifts of note include: a \$30,000 planning grant from the Grand Victoria Foundation to focus on college readiness at the earliest stages of education, pre-K and kindergarten; and a \$8,500 gift renewing support from the EFS Foundation for student scholarship and sponsorship for 2016 events.
- In a meeting September 3, the Foundation Board approved nearly \$15,000 in grant funding to support five innovative programs proposed by college faculty during the 2015-2016 academic year. The Resources for Excellence Mini-Grant program is in its second year.
- The annual Foundation Scholarship Awards Reception and Breakfast is scheduled for Saturday, October 10 at 9:00 a.m. in Spartan Terrace.

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

There were no audience members wishing to address the board.

**9. Board Action No. 035-A-16, Acceptance of College Reports**

- A. Personnel (September)
- B. Treasurer (August)
- C. Student (September)

*College Reports Under Separate Cover*

- D. Institutional Advancement and ECC Foundation (September)
- E. Communications (September)

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- F. Community Engagement and Legislative Affairs (September)
- G. Program Review Report (FY2015)

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 Causey seconded the motion.

**Roll-Call Vote:** Aye, 7; nay, 0; student trustee, aye; motion carried.

### 10. Consent Agenda Approval

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

Trustee Meyer requested the following item be pulled from the agenda:

#### 10.K.2. Granting of Tenure-Instructor of English, Mr. John Mravik

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

- 10.A. Board Action No. 036-A-16, Minutes of Closed-Session at Regular Board Meeting of September 8, 2015
- 10.B. Board Action No. 037-A-16, Minutes of Regular Board Meeting September 8, 2015
- 10.C. Board Action No. 038-F-15, Ratification of Report of Expenses for September 1, 2015 – September 28, 2015
- 10.D. Board Action No. 039-A-16, Destruction of Audiotape of Closed Session at Board Meeting of March 11, 2014
- 10.E. Board Action No. 040-F-16, Transfer to Auxiliary Units, authorizes transfers from the Bookstore and the Education Fund to three auxiliary enterprise units to offset deficits that exist as of June 30, 2015.
- 10.F. Board Action No. 041-F-16, Comprehensive Annual Financial Reports Fiscal Year 2015
- 10.G. Board Action No. 042-A-16, National Junior College Athletic Association (NJCAA) Divisional Commitment, authorizes the Athletic Department to declare NJCAA Division III status for all Elgin Community College sport teams for the period of August 1, 2016 – July 31, 2018.
- 10.H. Board Action No. 043-A-16, Resolution to Support Two Trustees for Associate Committee Membership for the Association of Community College Trustees (ACCT)
- 10.I. Board Action No. 044-A-16, 2016 Schedule of Board Meetings, Elgin Community College, Regular, Committee of the Whole and Finance Committee

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**PURCHASES**

- 10.J.1 Board Action No. 045-T-16, Apple Computers**, authorizes the administration to purchase iMac and MacPro computers, related peripherals and AppleCare service direct from the manufacturer, Apple, Inc. (Austin, TX), in the amount of \$52,884.
- 10.J.2. Board Action No. 046-X-16, Creaser/Folder Equipment**, authorizes the administration to purchase one (1) Horizon CRF-362 creaser/folder for the college's print services department from Accurate Printing Repair & Sales, Inc. (Lombard, IL), the lowest responsive bidder in the amount of \$35,535.
- 10.J.3. Board Action No. 047-I-16, Medication Dispensing Unit**, authorizes the administration to purchase one Omnicell Dose Med Dispenser with Medication Dispensing Cabinet from Pocket Nurse (Monaca, PA), the lowest responsive bidder, in the amount of \$27,665.
- 10.J.4. Board Action No. 048-C-16, Plaza Deck Planter Box Restoration Change Order**, authorizes the administration to issue a construction change order to Lamp, Inc. (Elgin, IL) for changes to made to the Building B Plaza planter box restoration in the amount of \$52,785.
- 10.J.5. Board Action No. 049-C-16, Public Safety Training Center (PSTC) Academic and Office Computers**, authorizes the administration to purchase computers, notebooks, and peripherals from Heartland Business Systems (Lisle, IL), utilizing educational pricing under the E&I Cooperative contract, in the amount of \$27,811.
- 10.J.6. Board Action No. 050-C-16, Public Safety Training Center (PSTC) Furniture**, authorizes the administration to purchase furniture for the PSTC from Krueger International (KI) (Chicago, IL) utilizing Illinois Public Higher Education Cooperative (IPHEC) consortium pricing and Interiors for Business (Batavia, IL) utilizing E&I Cooperative Services pricing in an amount not to exceed \$95,107 and \$126,071.79, respectively.
- 10.J.7. Board Action No. 051-B-16, Snow Removal Services**, authorizes the administration to procure snow removal services for three (3) years with the option of two (2) one-year extensions with Greve Construction (Huntley, IL) the lowest responsible bidder, in the amount not to exceed \$168,960 (\$33,000; \$33,000; \$34,320; \$34,320; \$34,320 per year beginning in 2015).
- 10.J.8. Board Action No. 052-F-16, Wetland Plant Material Purchase**, authorizes the administration to purchase aquatic, emergent wetland, and wetland live plants, an integral component of the Wetland Mitigation Site plan, from Pizzo Native Plant Nursery (Leland, IL), the lowest responsible bidder, in the amount of 14,162.22.
- 10.J.9 Board Action No. 053-F-16, Wetland Seed Purchase**, authorizes the administration to purchase upland and wet prairie, and emergent wetland seeds, an integral component of the Wetland Mitigation Site plan, from Shooting Star Native Seeds (Spring Grove, MN) and Cardno (Walkerton, IN), the lowest responsible bidders, in the amounts of \$26,928.01 and \$4,966.46.

**PERSONNEL**

- 10.K.1. Board Action No. 054-P-16, Granting of Tenure, Instructor of Accounting, Ms. Ranae Ziowski**

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**Motion:** Trustee Duffy moved to accept the consent agenda, as read.  
**Second:** Trustee Saucedo seconded the motion.  
**Roll-Call Vote:** Aye, 7; nay, 0; student trustee, aye; motion carried

**OTHER ACTIONS**

**10.K.1. Board Action No. 055-P-16, Granting of Tenure, Instructor of English, Mr. John Mravik**

**Motion:** Trustee Ollayos moved to accept Board Action No. 055-P-16, as submitted.  
**Second:** Trustee Meyer seconded the motion.

Trustee Meyer indicated that Mr. Mravik was unable to attend the meeting this evening, but extended his thanks to the board for granting him tenure.

**Roll-Call Vote:** Aye, 7; nay, 0; student trustee, aye; motion carried.

**11. Other Possible Action Subsequent to Discussion in Closed Session**

No action was taken.

**12. Old Business**

Trustee Ollayos commented on the impact of the absence of a State budget.

Trustee Meyer inquired if any progress had been made to explore other vendors to provide semi-truck and trailer maintenance services. Nothing new has been found at this time.

**13. New Business**

The board and audience recognized Mr. Duffy's birthday.

**Adjournment**

**Motion:** Student Trustee Galvan moved to adjourn the meeting.  
**Second:** Trustee Causey seconded the motion.  
**Voice Vote:** Motion passed by unanimous voice vote at 7:20 p.m.

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John Duffy, MS Ed, Board Secretary

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Diane Kerruish, Board Recorder