MINUTES

Recommendation

The Administration recommends that the Board of Trustees approve the minutes of December 13, 2007 Open Session.

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Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP 8:1 and 5 ILCS 120/2.06., Open Meeting Act, which states that all public bodies shall keep written minutes of all their staff meetings.

STAFF CONTACT: Mr. John Brzegowy, 847/608-5454
COMMUNITY COLLEGE DISTRICT 509
Regular Meeting, Board of Trustees

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, held a regular meeting on Thursday, December 13, 2007, at 1700 Spartan Drive, Elgin, Illinois.

Call to Order

Chairman Folarin called the meeting to order at 6:10 p.m.

Closed Session

Dr. Ollayos made motion to recess to closed session at 6:10 p.m. for the purposes of discussing items of personnel. The motion was seconded by Dr. McBride and carried by unanimous voice vote. The Board reconvened in open session at 7:10 p.m.

Pledge of Allegiance

Mr. Donald Tuttle led the Pledge of Allegiance.

Roll Call

The secretary called the roll. The following Trustees were present: Dr. Clare Ollayos, Dr. Phyllis Folarin, Ms. Ellie MacKinney, Ms. Diane Stredde, Dr. Robert McBride, Mr. Robert Getz and Student Member of the Board, Ms. Sarah Keissami. Mr. John Duffy was absent.

Recognition of Visitors Wishing to Address the Board

Mr. Christopher Hassan, President of Student Government:

“I am here today regarding several concerns and complaints about Tuesday’s closing of the college. We have heard that inadequate information was given to the students such as a website having wrong date. Students were also unsure whether night classes were being held.”

Ms. Sarah Keissami, Student Member of the Board:

“In October I was appointed Vice Chairman of the Illinois Community College Student Advisory Committee. One of the responsibilities I have is to chair the Outreach Subcommittee. One of the things we are asked to do is create a service project that gives back to the community and to work with other student trustees...
with other community colleges. As a committee we decided on a service project entitled “Teddy Bears” that would be donated from people from various communities whether located in northern Illinois or southern Illinois. The teddy bears will be donated to Children’s Memorial Hospital in Chicago. The name of the project is “Bear Your Love.” Monetary donations are also appreciated and checks can be made to Special Events and in the memo section ICCSAC “Bear Your Love.” It has been a great pleasure to be part of a project like this. It isn’t too often you see student trustees and colleges working together on a project. Some of the schools participating are College of DuPage, College of Lake County, Harper College and Elgin Community College. ECC has a set goal for 500 teddy bears and we have 75 so far; COD has 150 so far. We have been getting support from so many people.

Dr. Ollayos said she had been inspired by Ms. Keissami. She has a friend down in Florida and instead of exchanging presents, she buys a toy or book for the school. She would like purchase a bear in her honor for her Christmas present. This might be a nice thing to do when appropriate with friends. We can really increase our number and support a wonderful project.

Ms. Keissami said the deadline is March 1. The teddy bears need to be new. Ms. Keissami said anyone wanting to purchase a bear can send checks to her attention at Student Life.

Ms. Stredde invited Dr. Sam to the front.

“I would like to congratulate the Honorable Professor David Sam, Esquire on your admission to the bar which enables you to practice law in Washington and soon in Illinois. You exemplify and model the Lifelong Learner and performing the number one duty of your contract, providing leadership for academic excellence. The Board of Trustees is proud of your accomplishments. We have a present, a gavel which says, Dr. David Sam from the ECC Trustees.”

Ms. MacKinney also presented a gift to Dr. Sam:

“This is an opportunity for us to remind you that although you have professionally grown, that you must stay.”

President’s Report

Dr. Sam said he will not be practicing law and will not provide legal advice to anybody especially to people he knows very well. Mr. Early and others will remain the college’s attorneys for all purposes. This was something personal that he wanted to finish—to close his legal studies. It shows he didn’t give up. The moral of the story for some young men and women that he mentors, when they found out Dr. Sam did it, it encouraged them to go on.
We have been participating in many chambers in this area and just joined the Hoffman Estates Chamber of Commerce which awarded Elgin Community College a New Member Award. Ms. Van Weelden, our Dean of Corporate and Continuing Education, was also featured in their December newsletter.

One of the most heartwarming events on campus was the Intensive English Certificate Day for students who recently arrived to our country and have no knowledge of the language. They participated in the program and can now speak well enough to complete their programs. We planned to have two students come here tonight but because of a change in schedule they were unable to come. The program is under the direction of Susan Reyes and Dean Mi Hu. He thanked the faculty for their hard work.

Dr. Sam congratulated baseball coach Bill Angelo, who received an Elgin Sports Hall of Fame Outstanding Achievement Award in recognition of his teams advancing to the NJCAA Division II World Series four years in a row. This is a remarkable achievement. Dr. Sam asked him what his record was and Coach Angelo said he didn’t know. Many coaches do know that information because they take it personally but Coach Angelo focuses on student success.

Dr. Sam announced that Don Tuttle, astronomy instructor, is retiring after teaching part-time at ECC for 39 years (1968-2007). Mr. Tuttle, on behalf of the Board of Trustees and students, we thank you!

Words of Dr. Folarin:

“I want to thank Mr. Tuttle for his services. We have been connected since I was a teacher in U-46 bringing my students over to his observatory and how he inspired the students. It is great to see you bring that knowledge to the college.”

Words of Ms. MacKinney:

“I want to thank you also as I remember visiting the observatory with my three children as a parent. In addition, I worked with you at U-46 when you were the engineer for the U-46 radio station. You did some wonderful things and saved us a lot of money with your engineering skills. One of the things that you did that put my heart in terror was going on the rooftop for the antennas in the community where the radio station was interfering with the television signals. You insisted on doing it yourself and installing the device that kept the radio station from interfering. I thank you so much and I have so many fond memories of your excellence and commitment to quality.”

Comments of Mr. Getz:

“This morning when we had our presentation and introduced you, it took time for me to recall that my children were in middle school and spent their summers at the planetarium. It was a privilege for them to become your students and learn the
galaxies. They complained the entire time but today they know where all the galaxies are.”

Comments of Dr. Sam:

“Mrs. Tuttle, thank you so much for lending Mr. Tuttle to us.”

Comments of Mr. Tuttle:

“I want to thank the district for allowing me to teach astronomy and space through the space age. Some of you will remember the first flight Al Shepherd took which is in my first semester in May 1961 and of course through the moon and shuttle programs. It was great to teach astronomy when everyone’s minds were up there. Thank you for permitting me to teach this at the college.”

Information/Presentations – None.

Trustee Committee Reports

Finance Committee. Ms. MacKinney reported that the committee met on Monday, December 10 and received new or additional information from the administration. The committee discussed the following four agenda items for recommendation to the full board: Property Tax Levy, Fitness Center Fee, Career Services Fees and Resolution of Transfer of Fountain Square from PBC to ECC. The committee recommends the passage of these items by the full board.

Requests were made for reporting back to the committee the additional use of the Fitness Center for a year. A question concerning adequate staffing of the center with additional student use was raised. Assurances were given that the center can handle this. From the Career Services, the fee impact after a year and the employers’ screening process will assure that our students are being offered applications to legitimate businesses. The committee received reports on the Spartan Drive deeding and General Obligation Refund Bonds, Series 207. The committee thanks Vice President Carole Robertson, Heather Scholl, Sharon Konny and Robin Arnold for their preparation and presentations to the committee. Our committee meetings are open and the next meeting is scheduled for March 10, 2008, at 2 p.m. in UBC 205.

Teaching, Learning and Student Development. Mr. Getz reported that the committee met November 12, 2007 and consisted of four parts. Part 1 was a review of questions discussed by the Committee Chair with Vice President Glickman in preparation of the meeting. Ms. MacKinney has provided a response to those questions which will be shared with the Board Chair and College President.

Part 2 was the Strategic Enrollment Management and Enrollment Data Reports which provided a detailed review of where the college was positioned. There were some downturns in enrollment which are being reviewed. Reports are expected to be provided on how that may be corrected in
the future. A portion of that report has been included within the documents prepared for this Board meeting.

Part 3 was the Program Review Report. Annually, Program Reviews are conducted for ICCB. ECC’s reviews are more extensive and encompassing which provides the community with a more detailed opportunity to review these programs and their contribution to the college. Each of the responsible Deans provided the reviews for the programs within their units and the report indicated they were fulfilling the needs of the college and community as well as developing productive goals and directions.

Part 4 was a report on Joint Agreements/Chargebacks. It indicated that the college and its students would be better served if costs to supporting 4-year colleges and universities were reduced in response to increased courses by these institutions which resulted in additional hours of instruction by ECC in support of the increased enrollment. The committee voted in support of that item at our last Board meeting. Copies of the reports are available.

**Buildings & Grounds Committee.** Mr. Dawson said the committee met today. Discussion took place concerning the Transfer of Fountain Square resolution which was approved by the committee. Purchase items of HVAC Maintenance Services, the Electrical Maintenance Services, the Plumbing Maintenance Services, the Computer Program to Schedule Operations of Cogeneration Plant, Purchase of Three Megawatt Block of Electrical Power and Emergency Repair of Student Resources Center Boiler were also approved. The item of purchasing 3 megawatts was revised to 2.7 megawatts considering the electric conditions in purchasing. The committee also discussed the Architectural RFP for the Library project and discussed for information.

**Policy Committee.** Dr. Folarin said the work for the committee has come to an end and the Board Policies will be voted on this evening. Dr. Folarin thanked Committee Chair John Duffy, Ms. Stredde and Dr. McBride for their work in the revision of the policies.

**CONSENT AGENDA**

Dr. Folarin announced that the Tax Levy Hearing and the Board Report No. 65-A-08 entitled Adoption of 2007 Tax Levy have been pulled and will be presented at a public meeting on December 21, 2007 at 7:30 a.m. in the Siegle Auditorium.

Dr. Folarin read the consent agenda as asked if any Trustee wished to pull an item for further discussion. Dr. Folarin asked that Board Report No. 110-A-08 entitled, Resolution of Appreciation for Ms. Janice Dittman; Board Report No. 111-A-08 entitled, Resolution of Appreciation for Ms. Judith Lego-Straily be pulled from the consent agenda. With nothing else being pulled the consent agenda consisted of the following: Board Report No. 85-A-08 entitled, Minutes; Board Report No. 86-A-08 entitled Board Policies; Board Report No. 87-A-08 entitled, Review of Closed Session Minutes, for meetings from May 7, 2007 through October 9, 2007; Board Report No. 88-A-08 entitled, Destruction of Verbatim Recordings of Closed Session Meetings, for minutes dating December 8, 2005, December 13, 2005, February 14, 2006, March 9, 2006, March 14, 2006 April 6, 2006, April 11, 2006 and May 9, 2006; Board
Report No. 89-A-08 entitled, Service Fee Recommendation Effective Spring Fiscal Year 2008, to no longer charge posting service subscription at $250/year or charge employers $35/session fee; Board Report No. 90-A-08 entitled, Fitness Center Fee Recommendation Effective Spring Fiscal Year 2008, establishing a $3/visit fee for other students (credit and non-credit) to use the fitness center on an occasional basis; Board Report No. 91-A-08 entitled, National Legislative Summit; Board Report No. 92-A-08 entitled, Transfer of Foundation Square Resolution; Board Report No. 93-F-08 entitled, HVAC Maintenance Services, for National Heat & Power, of Skokie, IL, Sheet Metal Foreman $80, Sheet Metal Journeyman $78, Pipe Fitter Foreman $80, Pipe Fitter Journeyman $78 hourly wages; Board Report No. 94-F-08 entitled, Electrical Maintenance Services, for Max Electric, Schaumburg, IL for hourly for an Electrical Foreman at $65 and Electrical Journeyman at $63; Board Report No. 95-F-08 entitled, Plumbing Maintenance Services, for FJ Bero, Elgin, IL for an hourly rate of $72.25 for a Plumbing Foreman and $71 for a Plumbing Journeyman; Board Report No. 96-F-08 entitled, Classroom Furniture, from KI utilizing the Illinois Public Higher Education Cooperative pricing in an amount not to exceed $70,124.10; Board Report No. 97-F-08 entitled, Digital Visual Presenters, from Camcor, Inc., Burlington, NC in an amount not to exceed $11,540.58; Board Report No. 98-F-08 entitled, Computer and Informational Sciences (CIS) Computer Supplies, from Netrix, LLC, of Bannockburn, IL in an amount not to exceed $19,678.30; Board Report No. 99-F-08 entitled ECCentials Newsletter Spring Edition, from P & P Press, Peoria, IL not to exceed $13,872.00; Board Report No. 100-F-08 entitled, Spring 2008 Non-Credit Class Schedule, from Warner Offset, South Elgin, IL in an amount not to exceed $21,818.00; Board Report No. 101-F-08 entitled, Mobile Learning Lab, for the purchase of one Apple Mobile Learning Lab from Apple, Inc., in an amount not to exceed $25,633.15 a sole provider; Board Report No. 102-F-08 entitled, Generation Asset Optimization Model (GAOM) Software for Cogeneration Engines, from Ballard Engineering of Rockford, IL in the annual amount of $20,000.00, this request is for calendar year 2008 only; Board Report No. 103-F-08, entitled, Purchase of Three Megawatt Block of Electrical Power, from Constellation Energy of Chicago, IL to cover peak energy hours from January 10, 2008 through January 10, 2009; Board Report No. 104-F-08 entitled Chair Replacement, to order 220 chairs from KI, utilizing the Illinois Public Higher Education Cooperative pricing not to exceed $21,847.86; Board Report No. 105-F-08 entitled, Emergency Repair of Student Resource Center (SRC) Boiler, from Atlas Boiler, of Elgin, IL in an amount not to exceed $30,500.00; Board Report No. 106-F-08 entitled, Gift Report; Board Report No. 107-P-08 entitled, Approval of Biology Instructor Hire Mr. Fredrick Vogt, at a salary of $45,520.00 (Lane 1, Step 2) on the ECCFA 2008 Salary schedule, effective January 7, 2008 in a tenure track position; Board Report No. 108-P-08 entitled Vice Presidents’ Contract, Two-Year Employment Contracts for Vice Presidents, for Ms. Carole Robertson and Dr. Gena Glickman, beginning July 1, 2007 and ending on June 30, 2009; Board Report No. 109-A-08 entitled Resolution of Appreciation for Ms. Barbara Backley; Board Report No. 112-A-08 entitled, Resolution of Appreciation of Mr. Gordon Hartje; Board Report No. 113-A-08 entitled, Compensation Rate for Non-Unit Adjunct Faculty; a copy of which is attached to and made a part of these minutes as Exhibits A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y Z and AA.
Dr. Folarin asked for a motion to approve the consent agenda as amended. Dr. McBride motioned to approve the consent agenda; Dr. Ollayos seconded the motion. The roll was called: 6 ayes; 0 nays; student advisory vote aye.

**Board Report No. 110-A-08 entitled, Resolution of Appreciation for Ms. Janice Dittman;** a copy of which is attached to and made a part of these minutes as Exhibit BB.

Dr. Folarin asked for a motion to approve the Resolution of Appreciation for Ms. Janice Dittman. Dr. Ollayos motion to approve the resolution; Ms. MacKinney seconded the motion. The motioned was passed by unanimous voice vote.