COMMITTEE OF THE WHOLE MINUTES
JANUARY 23, 2017

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, held a meeting of the Committee of the Whole on Monday, January 23, 2017, in Building E, Room 100.01, located at Spartan Drive Campus, Elgin Community College, 1700 Spartan Drive, Elgin, Illinois.

1. Call to Order by Presiding Officer
   Chair MacKinney called the meeting to order at 3:03 p.m. and asked Ms. Kerruish to call roll.

   Trustees present: Mr. Duffy, Ms. Holmes, Ms. MacKinney, Mr. Meyer, Dr. Redmer, Mr. Sauceda and Student Trustee Mr. Gonzalez

   Trustees absent: Dr. Ollayos

   ECC Staff and others present: Dr. Sam, Ms. Heinrich, Ms. Konny, Ms. Webb, Dr. Garber, Ms. Lacy, Ms. Lucca, Dr. Miller, Ms. Hobson, Ms. Amenta, Ms. Davenport, Ms. Tait, Ms. Schopen, Dr. Enyard, Mr. Jensen, Mr. Battista, Ms. Healy, Mr. McCoy, Ms. Meisinger, Ms. Scholl, Ms. Wons, Dr. Roeger, Dr. McClure, Ms. Wagner, Ms. Cook, Dr. Thompson, Mr. Callahan, Ms. Gundrum, Ms. Rakow, Mr. Nowak, Ms. Franck and Ms. Kerruish

2. Approval of Meeting Minutes of the Committee of the Whole, December 12, 2016
   Chair MacKinney requested approval of the minutes of December 12, 2016.

   Motion: Trustee Redmer moved to approve the minutes as presented.
   Second: Trustee Meyer seconded the motion.
   Roll-Call Vote: All aye by voice vote; motion passed.

3. College Reports
   A. Workforce Innovation and Opportunity Act (WIOA) Tuition Agreement
      Ms. Heinrich presented information provided at a meeting of the Northern Illinois Workforce Coalition at Harper College on December 13, 2016. Board approval will be requested for WIOA students to attend any colleges that sign at an in-district rate. It was noted ECC has 44 WOIA students (for 2016/17). Harper was the first college to sign, and other colleges are currently reviewing the agreement. A resolution may be presented to the board at the March regular meeting.

4. Presentations
   A. Investment Policy – Business and Finance
      Ms. Konny followed up on a request to include the following language to the Investment of College Funds Administrative Procedure, noting Page 4, Section G now reads as
follows:  \textit{All financial institutions the college maintains funds in or a relationship with will be subject to oversight by a central government with core values congruent with those of the United States.}  Trustee Meyer requested clarification that this statement does not prevent the college from investing in state-chartered banks.  Ms. Konny will consult with Sikich auditors and, if it is verified that there is no issue, the policy will be implemented as it now reads.

\textbf{B. Hiring Practices / Audit Response – Human Resources}

Dr. Enyard summarized the Hiring Process and Internal Audit Report completed in July, 2016 by Ms. Folden.  Included in the report was a review of the Applicant Tracking System and the four types of hire actions.  The position approval process and interview process were also covered, and it was noted the on-boarding process is currently under review.  Posting delays, issues, resolutions and other concerns were mentioned; and Dr. Enyard elaborated on suggestions to potentially decrease the time it takes to hire employees.

\textbf{5. Review Items on the January 24, 2017 Regular Board Meeting Agenda}

\textbf{A. Purchases}

\textbf{1. Online Student Evaluation of Instruction Software System}

Trustee Meyer noted he had questioned why the lowest vendor was not utilized, and Dr. Garber had explained this was due to a system compatibility issue.

\textbf{2. Snow Removal Services}

There were no questions.

\textbf{3. Steinway Piano Restoration}

Chair MacKinney stated she was pleased about the piano restoration.

\textbf{B. Notice of Assignment for Administrators}

There were no questions on this agenda item.

\textbf{C. Any Other Agenda Items}

Consent Agenda Item 9.F: \textit{Monetary Assistance Program (MAP) Funding.}

Ms. Konny distributed information on the MAP grant, highlighting the handout which tracks MAP eligibility, and explained the criteria for funding.

Consent Agenda Item 9.B: \textit{Minutes of the Regular Board Meeting of December 13, 2016.}\n
Trustee Redmer pointed out a minor error within the minutes (which was noted and subsequently corrected).

Trustee Sauceda commented on the November balance sheet, noting the loss of revenue for the bookstore and child care areas.  He requested an update on the number of students utilizing child care services.  Dr. Sam noted the child care center is also used as a lab for students.  Trustee Meyer stated that if the auxiliary units cannot become self-sufficient, the college must determine what steps to take to rectify the continued loss of revenue.  Dr. Sam noted the bookstore, child care and food service areas continue to be reviewed.

\textit{The board recessed at 4:09 p.m. and reconvened at 4:21 p.m.}
6. Old Business
   Ms. Amenta distributed updated information on the 2017 Federal Fly-In and reviewed key messages/discussion topics.

7. New Business
   A. Items of Professional Growth
      1. Strategic Plan, Trustee Redmer
         Trustee Redmer reviewed the handout provided to the board, and requested feedback from other trustees. She focused on summarizing the pathways to completion area of the handout. The topic of enrollment was also covered; and a discussion among trustees followed.
      2. ICCTA 2017 Award Nominations
         Award nominations are due soon; and it was noted our student trustee will be nominated for an award.
      3. Upcoming Community Engagement Events
         Ms. Franck announced upcoming events.
   B. President’s Remarks
      • Dr. Sam provided statistics on the number of high school students participating in the dual credit program this Fall. There were 39 students in the program, and 38 of them completed the program successfully, with an average GPA of 3.26. There are two districts participating as of now; and we are working on involving other districts in the near future. Several ECC trustees may attend the upcoming District U-46 board meeting to present information on the dual credit program.
      • Dr. Sam mentioned the kick-off for the talent search grant. Student Life employees are working with African American students to assist in getting them involved.
   C. Chair’s Remarks
      There were no comments made by the Chair.
   D. Announcements
      Student Trustee Gonzalez distributed the results of a student survey he conducted, with the assistance of the research department, on ECC cafeteria food costs. Based on the results, the student government may provide recommendatons in this area; and this topic may be added to the March agenda.
   E. Issues for Next Month’s Agenda
      There were no issues brought forward.

8. Audience Wishing to Address the Board
   There were no audience members wishing to address the board.

Adjournment
   Chair MacKinney adjourned the meeting at 5:26 p.m.