COMMITTEE OF THE WHOLE MINUTES
MAY 8, 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, May 8, 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 Meyer called the meeting to order at 3:34 p.m. and asked Ms. Kerruish to call roll.

Trustees present: Mr. Duffy, Ms. Holmes, Mr. Meyer, Ms. McCreary, Dr. Ollayos, Ms. Rakow, Dr. Redmer, and Student Trustee Mr. Jones

Trustees absent: None

ECC Staff and others present: Dr. Sam, Ms. Heinrich, Ms. Konny, Ms. Wons, Ms. Lucca, Ms. Tait, Ms. Dr. Garber, Ms. Lehmacher, Ms. Healy, Dr. McClure, Mr. Battista, Ms. Gundrum, Dr. Hu, Ms. Sawyer, Ms. Scholl, Ms. Rother, Ms. Perrin, Ms. Davenport, Ms. Hatch, Ms. Meisinger, Ms. Strossner, Ms. Hobson, Ms. Franck and Ms. Kerruish

2. Approval of Meeting Minutes of the Committee of the Whole, April 10, 2017
Chair Meyer requested approval of the minutes of April 10, 2017.

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

3. Presentations
A. Strategic Plan Review
Dr. Garber updated the board on the status of the new strategic plan. Major components of the plan were highlighted, including the College’s vision and mission, goals and objectives. The next strategic plan will also include a philosophy statement. Dr. Garber reviewed the five phases of the strategic planning process, which include: study, plan, affirm, enact and assess. The accomplishments made by the strategic planning committee to date were noted; including meetings, a community survey, and environmental scan. Sources of information utilized and key milestones were also mentioned. Additional details will be provided to the board at their June retreat.

4. Review Board Actions on the May 9, 2017 Regular Board Meeting Agenda
Board Action No. 187-A-17, Water Tower Painting
Trustee Rakow inquired about the costs associated with the board action. Ms. Konny stated the amount is not to exceed $30,000 and is for a period of fifteen years. Dr. Sam added there will be no additional costs to the College. Trustee Duffy mentioned the history of the water tower painting option.
Trustee McCready questioned whether all purchases listed were scheduled and within budget. Ms. Konny responded that all proposed actions were budgeted for or coming from grant funding, noting none were emergencies.

Trustee Redmer remarked on the Advocacy Day Summary that Ms. Amenta distributed to the board, which was prepared by ECC students. Dr. Sam commented on the great impression our students made when they met with Representative Andersson. Trustee Redmer also commented on the Phi Theta Kappa dinner, stressing the quality and amount of activities our students participate in.

_The board recessed at 4:10 p.m. and reconvened at 4:20 p.m._

5. **Old Business**
   A. **Elgin Gun Shop/Shooting Range Update**
      Chair Meyer stated that, per Trustee Olayos’ request at the April 10 meeting, this item was added to the agenda for further discussion. He provided background information on the issue, noting the property in the strip mall adjacent to the College is the potential location for a gun shop. The prospective tenant’s application was not approved initially. However, after changes to the plan were made, approval was given to reconsider; and the gun shop will be voted on in the near future. Following a discussion among trustees regarding the gun shop location, consensus indicated the College should remain neutral on this issue.

6. **New Business**
   A. **Items of Professional Growth**
      1. **Board Handbook – Prof. Growth (pg1) Meetings/Conferences (from GP 6.4)**
         In order to make the best use of time at the upcoming retreat, trustees were asked to review several handbook items prior to the June 12 Committee of the Whole meeting. It will be determined then if other items need to be added to the agenda for review at the retreat. Trustee Duffy expressed his opinion about the importance of trustees’ attendance at annual meetings. He stated our representation as a leader college is vital at ICCTA/ACCT events; and the College’s presentations are very well received and looked forward to by other colleges. A discussion on conference attendance and training requirements for new trustees, as well as the possibility of cutting back on legislative events, followed. Chair Meyer noted language may be added to the policy which states that consideration be given to fiscal responsibility, as the board’s fiduciary obligation is to the people in our community.
      2. **Board Handbook – Prof. Growth (pg 4) Business & Travel Expenses (G 1.7)**
         Trustees discussed the current policy, and Trustee Olayos stated she believes the policy should remain as is. A discussion on this topic ensued, and Chair Meyer noted the importance of trustees following the same processes and guidelines they set for employees of the College. He requested that, as new trustees, Ms. McCreary and Ms. Rakow review the travel policy guidelines and provide feedback. Chair Meyer noted self-assessments and goals will be topics at the upcoming retreat and will be addressed in detail at that time.
3. **ICCTA Annual Meeting – June 1-3, 2017**
   Trustees McCreary and Rakow were encouraged to attend the ICCTA annual meeting, as the workshops for new trustees are very beneficial. Training times, an agenda and additional details will be forthcoming.

4. **Board Retreat – June 20-21, 2017**
   The book to be studied at the board retreat, *212... The Extra Degree*, was distributed to trustees to review prior to the retreat. Ms. Kolbusz will contact trustees with individual assignments. Trustee Redmer reviewed a draft of the retreat agenda. Chair Meyer requested that trustees notify him by June 5 (one week prior to the June 12 Committee of the Whole meeting) of any policies they would like considered for further review.

5. **Upcoming Community Engagement Events**
   Ms. Franck announced upcoming events. Trustee Rakow announced the ECC Foundation’s annual golf outing scheduled for June 19. Anyone wishing to contribute raffle items should contact Sheri Lacy by Friday, May 12.

**B. President’s Remarks**
- Dr. Sam noted Ms. MacKinney and Mr. Sauceda will receive honorary degrees, to be announced at the commencement ceremonies. Unfortunately, they will not be able to attend the event.
- Dr. Sam attended Roosevelt’s commencement, noting that between one-third and one-half of the students graduating had started at community colleges. ECC would like to pursue collaborating with Roosevelt University.

**C. Chair’s Remarks**
- Chair Meyer expressed his appreciation for the opportunity to lead the board in his role as chair, stating he would like everyone to be heard. He requested that individuals not talk over others, and asked that trustees let him know when they would like to speak. In addition, Mr. Meyer stressed the importance of attending commencement exercises in support of our students.

**D. Announcements**
Trustee Ollayos announced the nomination of Trustee Rakow for a YWCA leadership award. The awards will be presented at an upcoming YWCA leadership luncheon.

**E. Issues for Next Month’s Agenda**
There were no issues brought forward for next month’s agenda.

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

**Adjournment**
Chair Meyer adjourned the meeting at 5:45 p.m.

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Clare Ollayos, DC, Board Secretary

Diane Kerruish, Board Recorder