COMMITTEE OF THE WHOLE MINUTES
NOVEMBER 13, 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, November 13, 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 2:04 p.m. and asked Ms. Kerruish to call roll.

Trustees present: Mr. Duffy, Ms. Holmes, Ms. McCreary, Mr. Meyer, Dr. Olayos, Ms. Rakow and Dr. Redmer

Trustees absent: Student Trustee Mr. Jones arrived at 3:06 p.m.

ECC Staff and Officers: Dr. Sam, Ms. Konny, Ms. Heinrich, Ms. Schopen, Mr. Stark, Ms. Lucca, Ms. Healy, Dr. Lelmacher, Mr. Battista, Dr. Garber, Dr. Hu, Ms. King, Ms. Grimm, Ms. Scholl, Ms. Taylor, Ms. Lacy, Dr. Miller, Dr. McClure, Ms. Wagner, Ms. Perin, Dr. Thompson, Mr. Long, Ms. Gundrum, Ms. Hobson, Mr. Jensen, Ms. Crowe, Ms. Wons, Ms. Hatch, Mr. Payne, Ms. Meisinger, Ms. Webb, Ms. Pang, Ms. Kolbusz, Dr. Hardy, Mr. McCoy, Ms. Kerruish and Ms. Franck

2. Pledge of Allegiance
The Pledge of Allegiance was recited.

3. Approval of Meeting Minutes of the Committee of the Whole, October 9, 2017
Chair Meyer requested approval of the minutes of October 9, 2017.

Motion: Trustee Duffy moved to approve the minutes as presented.
Second: Trustee Olayos seconded the motion.
Roll-Call Vote: Aye, 7; nay, 0; Student Trustee Jones, absent; motion carried.

4. Presentations
A. ECC Scholarship Program Overview
Katherine Sawyer, Sheri Lacy and Foundation board member, Dan Walter presented an overview of the scholarship program. They provided a review of the revenue portfolio and scholarship program performance. The donor and student experience was outlined, as well as stewardship practices and essential partnerships.

B. Youth Leadership Academy (YLA)
Dianha Ortega-Ehrath provided additional details regarding the Youth Leadership Academy to supplement what was provided in the board packets. Parental involvement has increased over the past few years during the students’ six-year commitment. This commitment has generated better retention. This program is designed to build leadership skills. The volunteers focus on completion and continuing education, however it has been difficult to track YLA students and completion. Not all attend ECC. The additional
information provided addresses some of the previous questions raised by board members. Ms. Ortega-Ehreth will be resigning her post at the end of the year.

C. Sustainability, Business & Career Technologies (SBCT)
Marc Battista provided an overview of the SBCT division, which included the departments and organizational structure. Faculty professional development was reviewed. Several revisions to curriculum were outlined. Industrial Maintenance Technology (IST) was highlighted due to program improvements and opportunities. Three student success stories from the division were shared. There have been more changes in this division than any other.

5. Review Board Actions on the November 14, 2017 Regular Board Meeting Agenda
Trustee McCreary asked for clarification on Board Action No. 060-A-18, Amendment to Board Policy Goals (G): G1, G3 and G4, actions page 13. The change to this piece of the document reflects the approved Strategic Plan for 2018-2022. Additionally, the board creates annual, specific goals for the board, during the board retreat, which are outlined in a separate document.

The board recessed at 4:02 p.m. and reconvened at 4:14 p.m.

6. Old Business
There was no old business discussed.

7. New Business
A. Review of and Procedure Pursuant to Governance Process; GP 8: Board Operations, sub-paragraph 10 – Trustee Vacancy
Trustee Holmes will be moving out-of-district and will need to resign her position. She will provide a letter of resignation tomorrow. Trustees discussed the process for appointing a replacement. The vacancy will be advertised; press release, posted on elgin.edu and in the bulletin boards related to board business. There will be standard questions for each applicant. A current resume, letter of intent and references will be required. The board will hold a special meeting and closed-session for interviews Wednesday December 6, 2018. Trustees were asked to hold noon to 5 p.m. on their calendars for this purpose. This appointment will be for the remainder of Trustee Holmes term, through April 2019.

B. Items of Professional Growth
1. ACCT National Legislative Summit, February 11-14, 2018
The following trustees plan to attend the legislative summit in February: Trustees Ollayos, Duffy and Redmer. In addition Student Trustee Jones and ICCB State Representative Brenden McGlinn will attend.

2. Upcoming Community Engagement Events
Ms. Franck announced upcoming events and attendees were confirmed.

C. President’s Remarks
› Dr. Sam indicated that due to the State budget crisis ICCB needed additional funding from community colleges to be able to contract to receive national clearing-house data.
› Dr. Sam mentioned the sick-bank policy.
› Dr. Sam commented on the attendance seen at the Historically Black Colleges and Universities Fair (HBCU) held on campus October 21. A part-time staff member
focused on targeted populations has been elevated to full-time employment, thereby offering students one-point of contact. Many students of color are not college ready and are attending developmental classes. Engagement with these students has increased, however completion has not.

D. Chair’s Remarks
- Chair Meyer provided an overview of the ICCTA meeting and roundtable that several board members attended November 10. Retention and completion ideas were discussed. Suggestions included; career and tech expansion, dual credit, quarterly meetings with K-12 counselors, and joint board meetings with K-12 boards. Downstate institutions understand the importance of business and college foundation relationships. Downstate faculty and staff volunteer their time to meet with K-12 districts.
- A legislative update regarding sexual harassment policies and training is waiting for the governor’s signature. This legislation mandates in-person, annual sexual harassment training for all personnel.
- Since everything is discoverable under FOIA, we will look into the possibility of college-assigned emails for trustees. It was noted that text messages are also considered written records.

E. Announcements
- Trustee Redmer commented on the Fast Facts brochure and registration driver that the board received as part of the marketing/communication samples. Both items are filled with good information that can be shared by trustees when attending events.

F. Issues for Next Month’s Agenda
No issues were brought forward.

8. Discussion – Budget Considerations
Trustees provided budgetary ideas for consideration, and suggestions were discussed and prioritized. Topics included program growth and book rental options. Ms. Konny reviewed fund balances and appropriations in the FY 2018 state budget, and provided information on a property tax freeze which could affect funding the College receives. Chair Meyer noted the instability of future state funding. Ms. Konny will provide a compilation of equipment needs on campus under the new master plan to present to the Board; and Ms. Heinrich will provide the Foundation’s list of potential funding ideas for review by the Board. Continued discussion will be scheduled for a later date.

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

Adjournment
Motion: Trustee McCreary moved to adjourn the meeting.
Second: Trustee Holmes seconded the motion.
Chair Meyer adjourned the meeting at 6:04 p.m.

Clare Ollayos, DC, Board Secretary

Diane Kerruish, Board Recorder