COMMITTEE OF THE WHOLE MINUTES
AUGUST 13, 2018

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, August 13, 2018, 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 3:02 p.m. and asked Ms. Kerruish to call roll.

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

Trustees absent: None

ECC Staff and others present: Dr. Sam, President; Dr. Heinrich, VP Teaching, Learning and Student Development, Ms. Konny, VP Business and Finance/Interim CHRO, ECC staff members and visitors

2. Pledge of Allegiance
The Pledge of Allegiance, led by Mr. Battista, was recited. Introductions followed.

3. Approval of Meeting Minutes of the Committee of the Whole, June 11, 2018
Chair Meyer requested approval of the minutes of June 11, 2018.

Motion: Trustee Duffy moved to approve the minutes as presented.

Second: Trustee Rakow seconded the motion.

Roll-Call Vote: Aye, 7; nay, 0; Student Trustee, aye; motion carried.

4. College Reports
A. College and Career Readiness
   No additional information or comments were presented.

5. Presentations
   A. Health Professions and Math, Science and Engineering
      Dean Miller provided an overview of the combined department. Several staff members were highlighted, illustrating how they inspire students.
   B. Sabbatical Presentation – A Sense of Place
      Professor Kevin Hunter shared his sabbatical experience. He relayed how his American Impressionism painting style allows him to enrich his teaching as a communications/graphic design instructor.

6. Review Board Actions on the August 14, 2018 Regular Board Meeting Agenda
A. Purchases
   1. Digital Marketing Services (Board Action No. 013-M-19)
      Trustee Meyer requested an accounting of the deliverables and expectations regarding this services purchase. Ms. Webb provided some details and Ms. Tait will provide a copy of the RFP for review. This document outlines the expectations and deliverables.
2. Electrical Supplies (Board Action No. 014-B-19)
3. Plumbing Supplies (Board Action No. 015-B-19)
There were no questions on the two purchases listed above.

B. Other Agenda Items
No questions were brought forward.

*The board recessed at 3:48 p.m. and reconvened at 4:00 p.m.*

7. Old Business
There was no old business reported.

8. New Business
A. Items of Professional Growth
1. Board Goals 2018-2019
   Trustees agreed the goals presented reflected the discussion at the retreat and to proceed. Trustee Redmer requested that the accountability form be re-distributed to the board.
2. Board Policy Revisions
   Punctuation adjustments were suggested by Trustee Duffy.
3. Retreat Evaluations
   Chair Meyer commented that it would have been beneficial to have had all trustees present for the discussions at the retreat which is what was reflected in the evaluation documents. Trustee McCreary stated that she found the book choice offensive.
4. Professional Development Planning – Equity and Diversity
   Based on the discussion at the Board’s retreat in June, further discussion should occur. Board members need to determine what the objectives are and what resources or ideas should be used to reach the objective. Board members can send their ideas to Chair Meyer prior to the next committee of the whole meeting when the discussion will continue. The September meeting will begin at 2:30 p.m. to allow discussion on this topic.
5. ICCTA Meeting, September 14 and 15, 2018; Peoria, IL
   Trustees Duffy, Redmer and Ollayos plan to attend.
6. ACCT Committee Membership for 2019
   Following discussion about who would like the opportunity to apply for an ACCT Committee Membership for 2019, it was determined Mr. Duffy will apply.
7. Upcoming Community Engagement Events
   Ms. Franck announced upcoming events.

B. President’s Remarks
   › Dr. Sam thanked faculty members for their attendance at the May commencement and would like to see more faculty attend.
   › The President’s Report, Impact and Alumni News will be combined into one publication that will be sent twice per year, saving $13,000. The Community Report will continue as is.
   › The 50th anniversary of the Dental Assisting Program will be celebrated in September.
C. **Chair’s Remarks**
   - Chair Meyer thanked Board members for participating at the retreat and indicated that there was meaningful conversation.
   - Chair Meyer and Dr. Sam attended the KCJJC graduation of 5 students. Fifty students have been part of this program in 2 years. It is impactful for these students.
   - Trustees were reminded of the importance of attending Student Convocation.
   - Trustees were also reminded of the Foundation Social in September.

D. **Announcements**
   - Dr. Sam reported that as of today, enrollment is down 0.2% (17 students) compared to this time last year. Trustee Duffy inquired about dual credit enrollment; and Mr. Lopez provided an update, noting there is a significant increase from last year in dual enrollment course participation.
   - Trustee Olayos shared that the Visual and Performing Arts Center show “Spring Awakenings” was sold-out.

E. **Issues for Next Month’s Agenda**
   Trustee McCreary requested that the Board be provide the number of students, employees and residents utilizing the Child Care Center.

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

**Adjournment**

*Motion:* Trustee Olayos moved to adjourn the meeting.

*Second:* Trustee Duffy seconded the motion.

Chair Meyer adjourned the meeting at 4:57 p.m.

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Clare Olayos, DC, Board Secretary

Diane Kerruish, Board Recorder