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, June 11, 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 3:00 p.m. and asked Ms. Kerruish to call roll.

   *Trustees present:* Mr. Duffy, Ms. McCreary, Mr. Meyer, Dr. Olayos, 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 Trustee Weiss, was recited. Introductions followed.

3. **Approval of Meeting Minutes of the Committee of the Whole, May 7, 2018**
   Chair Meyer requested approval of the minutes of April 9, 2018.

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

4. **College Reports**
   **A. Student Success**
   The 2018 Achieving the Dream Annual Reflection Worksheet was reviewed; and Dr. Garber provided clarification on several items.

5. **Presentations**
   **A. Student Services**
   Dean Robinson provided a presentation on the Division of Student Services and Development. The organizational structure of the division was reviewed, as well as the mission statement. The Wellness Services area was highlighted by Ms. Grimm and Mr. Cascio, Wellness Professionals, and the Anxiety Support Group was elaborated on. Dean Robinson reviewed the Division's self-assessment findings, recommended strategies, and related initiatives. Following the presentation, feedback was provided by the Board.

6. **Building H Renovations**
   Ms. Tait presented the Board with a preliminary list of items in need of being updated in Building H; and she explained the selection process for the architect and construction manager. A Board Action for Building H Renovations will be submitted for approval at the Board Retreat.
7. Review Board Actions on the May 8, 2018 Regular Board Meeting Agenda
   A. Purchases
      1. ARC Flash Hazard Assessment (Board Action No. 203-B-18)
         Trustee Meyer inquired about a possible insurance premium reduction, due to less risk.
         Ms. Cook stated she will look into potential insurance cost savings.
      2. Building C & D Exterior Wall Restoration (Board Action No. 204-B-18)
         There were no questions about the purchase.
      3. Building F Door and Glass Replacement (Board Action No. 205-B-18)
         There were no questions about the purchase.
      4. Education Work Center Community Survey (Board Action No. 206-A-18)
         Trustee McCreaary inquired about the purpose of the community survey. Dr. Heinrich
         stated the reason is to identify additional needed programs, noting this is being funded
         through a grant. Trustee Meyer requested details as to why the project was not awarded
         to the lowest bidder. Dr. Garber stated Clarus Corporation’s methodology is more in line
         with the College’s ideas; and Clarus will utilize larger focus groups which support the
         need to target the right demographics. Clarus also provided extensive details on how
         they would approach the survey questions. It was noted that the non-selected bidder
         would provide this additional detailed work for a higher bid amount.
      5. Virtual Server Infrastructure System (Board Action No. 207-T-18)
         Trustee Meyer requested clarification on this action, asking if it was a temporary
         solution, with a cloud-based system as an end goal. Dr. Chahino explained that the
         College’s current system will no longer be supported next year. He stated the purpose of
         this request is to replace hardware and upgrade the virtual environment. Questions
         regarding the consortium pricing were addressed by Ms. Tait; and the timeframe was
         discussed.
   B. Other Agenda Items
      1. Appointment, Dean of Adult Education, Elizabeth Hobson (Board Action No.
         208-P-18) Trustee Rakow asked for the effective date of this action. Ms. Konny stated
         the action would be effective the day after it is approved by the Board. Trustee
         McCreaary inquired about the salary range, which was determined by the Hay System
         used for grading positions. Trustee Rakow asked about the lane/step process, and it was
         noted this information is included in the ECCFA contract.

      The board recessed at 4:13 p.m. and reconvened at 4:23 p.m.

8. Old Business
   There was no old business reported.

9. New Business
   A. Items of Professional Growth
      1. ICCTA Annual Meeting Review
         Trustee Duffy summarized the June 1-2 ICCTA meetings. The main topic of
         discussion was pension reform. The FY19 budget was adopted; and new ICCTA
         officers were elected, including Trustee Redmer, ICCTA Secretary.
2. **Annual Retreat, June 26-27, 2018**
   Trustee Redmer distributed trustees’ individual reading assignments and reviewed the retreat agenda, noting there will be an open session to approve several action items.

3. **Upcoming Community Engagement Events**
   Ms. Franck announced upcoming events.

   **B. President’s Remarks**
   - Dr. Sam did not have comments relative to this meeting, but will provide an update on several items at the closed session prior to the June 12 regular meeting.

   **C. Chair’s Remarks**
   - Chair Meyer announced ICCTA’s first place winner in the 2018 Paul Simon Student Essay Contest was ECC student Ruth Chae, who received the award at the June 1-2 ICCTA convention. ECC also had nominees for teaching excellence awards.
   - Chair Meyer expressed his appreciation to trustees for attending the spring commencement ceremonies.

   **D. Announcements**
   - Trustee Rakow thanked the Board for their support of the Foundation’s June 18th Golf Outing, which will be held at Elgin Country Club.
   - The Project Backpack event will be held on August 11 from 9 a.m. until 1:00 p.m., and volunteers are needed. Student Trustee Flores will provide additional details.

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

10. **Audience Wishing to Address the Board**
    There were two audience members wishing to address the Board:
    - Jamie Pang, SSECCA, addressed the Board regarding the Building F glass replacement project, inquiring whether the glass would be bullet resistant.
    - Kris Campbell, ECCFA/ICCFA, addressed the board to invite Student Trustee Flores to apply for the ICCFA scholarship.

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**Adjournment**

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

**Second:** Trustee Duffy seconded the motion.

Chair Meyer adjourned the meeting at 4:54 p.m.

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[Signatures]

Clare Olayos, DC, Board Secretary

Diane Kerruish, Board Recorder