COMMITTEE OF THE WHOLE MINUTES  
MARCH 11, 2019

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, March 11, 2019, 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 3:50 p.m. and asked Ms. Kerruish to call roll.

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

   Trustees absent: Dr. Ollayos

   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 was led by Trustee Weiss. Introductions followed.

   A point of personal privilege was provided to Trustee Duffy, who addressed the audience regarding the status of his health.

3. College Reports
   A. Student Success
   B. College-Career Readiness
      No additional comments were made.

4. Presentations
   A. Emergency Preparedness
      Ms. Tait introduced Emily Kies, Sr. Director of Emergency Management. Ms. Kies
      provided a Powerpoint presentation on the College’s Emergency Management Program,
      highlighting the organizational structure; advisory committee; program goals and
      services; emergency alerts and warnings; hazard mitigation; public information; incident
      stabilization; business continuity; and human services. Trustee McCreary inquired about
      student training in this area; and Ms. Kies noted this is an emerging field which is still
      being defined, but programs for certification in this area are increasing. Chair Meyer
      mentioned the Campus Violence Prevention Program (CVPP); and it was noted that
      ECC’s Emergency Management Program’s goals are on a three-year cycle plan.

   B. Sabbatical Report
      Professor II of Psychology, Shawn Mikulay reported on his recent sabbatical which
      focused on criminal profiling and crime scene analysis. His focus included the
      following: forensic investigations, victimology and testimony; crime scene investigation
      and ethical justice. His thesis will focus on workplace victimization, and it was
      noted this will become part of the course content in his classes at the College. Professor
      Mikulay’s educational background was mentioned, noting he is an ECC graduate.
5. Review Board Actions on the March 12, 2019 Regular Board Meeting Agenda
   A. Purchases
      1. Building H Renovation (Board Action No. 127-B-19)
         There were no questions regarding this action.
      2. Electrical Maintenance Services (Board Action No. 128-B-19)
         There were no questions related to this action.
      3. Engineering Services for Chiller and Cooling Tower Replacement (Board Action
         No. 129-B-19)
         There were no questions related to this action.
   B. Other Agenda Items
      There were no questions regarding other items on the consent agenda.

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

   The board recessed at 4:29 p.m. and reconvened at 4:36 p.m.

7. Old Business
   Trustee Redmer brought forward the topic of the upcoming Lobby Day. Trustees interested
   in attending should notify the president’s office as soon as possible. Agenda items will be
   provided at the April Board meeting for review. Student Trustee Flores noted students will
   not be participating in Lobby Day activities this year. Ms. Amenta also will not be attending,
   however Dr. Perkins and Ms. Hauca will participate.

8. New Business
   A. Tuition Payment Requirement
      Trustee McCreary expressed concern about the College’s tuition payment policy, noting
      City Colleges allows students to make payments until mid-semester. Dr. Sam explained
      ECC’s process, which has significantly lowered the dollar amount the College must write
      off annually. Ms. Wagner summarized the comparison she compiled and submitted to
      the Board in January, which further explained the College’s payment policy, including
      the installment plan that is offered as well as financial aid. It was noted that City
      Colleges’ bad debt is 11%, while ECC’s is 1%. It was also noted that ECC works with
      students in need individually as much as possible to develop specific payment
      arrangements.
   B. Items of Professional Growth
      1. ACCT National Legislative Summit
         Trustee Duffy commented on the excellent information the College provided,
         including the PELL document. He attended the Member Communication and
         Education Committee meeting, which included a discussion on reinstating regional
         conferences; and he also participated in an advocacy session. Trustee Redmer
         provided a recap of the Washington trip, noting she participated in a leadership pre-
         conference program. She also highlighted the follow-up meeting held at the College
         with representatives from Senator Duckworth’s office. Student Trustee Flores
         commented on the student events in Washington, D.C.
2. Board Planning Dates
   a. President Evaluation (due April 1)
      The evaluation forms are to be completed and returned to the president’s office by April 1.
   b. Board Re-Organization (April 29)
      The Board re-organization meeting has been confirmed for April 29 at 5:30 p.m.
   c. Board Retreat (Date, Board Liaison, Facilitator)
      Details regarding the 2019 board retreat were discussed, including the board liaison and retreat dates (tentatively June 17 & 18). It was agreed that Linda Kolbusz will act as facilitator again, and a board action will be included on the April meeting agenda.

3. Goals – Mid-Year Review
   The topic of meetings with K-12 representatives was discussed; and this goal will be further reviewed at the board retreat in June. Board evaluation forms will be distributed at the regular meeting on March 12; and they will need to be returned to the president’s office by April 1.

4. Upcoming Community Engagement Events
   Ms. Franck announced upcoming events.

C. President’s Remarks
   > Dr. Sam commented on the draft of an appropriations request list for discussion which was compiled by Dr. Sam, Dr. Heinrich and Ms. Amenta. Chair Meyer stated he has been contacted by several legislators regarding the College’s upcoming needs. We were invited to submit our requests for consideration, and the first submission deadline is March 19.
   > Dr. Sam was approached by Kane County Teacher’s Credit Union regarding implementation of an Affinity debit card, whereby 20% of revenue generated from user fees associated with the debit card would be given the ECC’s Foundation. There were no objections to further pursuing this by the Board, as long as there are no additional user fees and there is informed consent. Credit cards will not be included.
   > Dr. Sam received a report from DLJ Consulting which was included in the March board packets. The report will be added to the April Committee of the Whole Meeting for discussion.

D. Chair’s Remarks
   > Chair Meyer noted that the College has approximately 150 dual-credit students from District U46 enrolled part-time for 2019/2020. We are making significant headway in this area.

E. Announcements
   > Trustee Redmer commented on the informative presentation provided by Ms. Walker, Ms. Taylor and Ms. Hauca at the recent meeting with Senator Duckworth’s staff. She would like this presentation to also be given to the Board in the near future.
   > Trustees McCready and Duffy noted the topic of the impact on community colleges of the suggested marijuana bill discussed at the recent ICCTA meeting. They would like to discuss this topic further at an upcoming Committee of the Whole meeting.
Trustee Rakow mentioned the Foundation’s strategic planning retreat which is scheduled for April 12, 2019. Trustees are invited to attend this retreat, and additional information will be provided soon.

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

Adjournment

Motion: Trustee Duffy moved to adjourn the meeting.
Second: Trustee Rakow seconded the motion.
Chair Meyer adjourned the meeting at 5:40 p.m. with all trustees in agreement.

Clare Ollayos, DC, Board Secretary
Diane Kerruish, Board Recorder