COMMITTEE OF THE WHOLE MINUTES
MAY 13, 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, May 13, 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 Redmer called the meeting to order at 3:32 p.m. and asked Ms. Kerruish to call roll.

Trustees present: Mr. Duffy, Dr. McCreary, Mr. Meyer, Mr. Nowak, Dr. Ollayos, Ms. Rakow, and Dr. Redmer

Trustees absent: Student Trustee Ms. Swick

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 Mr. Nowak. Introductions followed.

Following introductions, Chief Kintz noted ECC officers are wearing mourning bands in honor of National Police Week. He also mentioned that ECC will participate in the Special Olympics ‘Cop on a Rooftop’ fundraiser on Friday, May 17, at Dunkin Donuts in South Elgin.

3. Approval of Meeting Minutes of the Committee of the Whole, April 8, 2019
Chair Redmer requested approval of the minutes of April 8, 2019.

Motion: Trustee Duffy moved to approve the minutes as presented.
Second: Trustee McCreary seconded the motion.
Voice Vote: Aye, 7; nay, 0; motion carried.

4. Reports
A. College and Career Readiness
Trustee Ollayos commented on the format of the report, noting it was very well done.

Motion: Trustee McCreary moved to accept the report as presented.
Second: Trustee Meyer seconded the motion.
Voice Vote: Aye, 7; nay, 0; motion carried.

5. Presentations
A. International Education
Lauren Nehlsen and Heather Scholl provided an overview on tuition. Ms. Scholl explained the current practice for setting tuition rates and highlighted a comparison of rates. Dr. Nehlsen presented a review of the international student program, including the mission and vision; setting tuition; key services for students; advice and support for
VISA interviews; the Homestay program; and a comparison of rates to other community colleges in the area. The presentation was followed by questions and a discussion among trustees. The topic of international student tuition rates will be further addressed at a Committee of the Whole meeting in the near future.

B. Sabbatical Report
Adjunct Math faculty member Dave Lawrence highlighted his sabbatical which involved researching best practices from operations of Math Labs similar to the Math Lab at ECC. The sabbatical allowed him to look at Math Labs as a process; and to identify deficiencies in the College’s Math Lab, some of which may be improved upon in fiscal year 2020.

6. Review Board Actions on the May 14, 2019 Regular Board Meeting Agenda
A. Purchases
1. Audiovisual Equipment Installation (Board Action No. 171-T-19)
   There were no questions related specifically to this action.

2. Elevator Maintenance Services (Board Action No. 172-B-19)
   There were no questions related specifically to this action.
   Trustee Rakow commented on the importance of vendor diversity, stressing the need to note that certified minority/women-owned businesses are invited to submit bids. She requested that wording to clarify this be included in future board actions. Ms. Tait stated this will be addressed going forward.

B. Other Agenda Items
   There were no additional questions regarding other items on the consent agenda.

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

Trustee McCreary commented on class schedules, noting College of DuPage’s schedules are mailed to students; and she would like to see ECC return to that method, based on her belief that this would increase the student population. A study was suggested to help determine if enrollment would be affected by returning to the practice of mailing class schedules. Dr. Sam stated this topic will be further explored, and additional information may be presented to the Board in the near future.

Trustee Duffy left the meeting at 5:00 p.m.

The board recessed at 5:16 p.m. and reconvened at 5:26 p.m.

8. Old Business
A. Employee Survey
   Trustees discussed the results of ECC’s recent employee survey. Concerns were raised about communication, broken equipment, lack of proper materials, and morale. Dr. Sam stated he has an open-door policy, and employee issues can be brought to him. Trustee McCreary suggested ‘employee circles’ could provide a spirit of team unity. The issue of many employees not understanding the benefits of participating in training sessions was mentioned.
B. Child Care Center
Kim Wagner provided the Board with the rate schedule for the Early Childhood Lab School, effective Summer 2019. Trustee McCreary stated she believes there should be a wider spread between student and ECC staff rates. Trustee Meyer suggested researching the idea of varying rates, i.e. possibly a sliding scale for employees based on income. The Board will review this item further and possibly provide a rate change recommendation.

9. New Business
A. Items of Professional Growth
1. ICCTA Annual Meeting – Itasca, IL, June 7-8
   Trustees were asked to let the president’s office know by Wednesday, May 22, whether or not they will attend the ICCTA annual meeting. Trustee McCreary noted that training for trustees will take place on June 7 only.

2. ACCT Leadership Congress – October 16-19, San Francisco, CA
   Trustees were asked to let the president’s office know as soon as possible, whether or not they are planning on attending the ACCT Leadership Congress. Trustees McCreary and Meyer indicated they will not attend.

3. Annual Retreat – June 18-19, 2019
   Trustee Redmer reminded the Board of the annual retreat on Tuesday, June 18 and Wednesday, June 19. It was noted that there was a conflict with Monday, June 17, as the Foundation’s golf outing is scheduled for this date. The retreat schedule will most likely be Tuesday from 8:00 a.m. until 4:00 p.m., and Wednesday from 12:00 noon until 4:00 p.m. A book will be provided at the June Committee of the Whole meeting, to be read in advance of the retreat; and Linda Kolbusz will contact Trustees individually regarding their book assignments.

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

B. President’s Remarks
   - Dr. Sam requested a 2.75% salary increase for administrators for FY20. He indicated he will forego his increase and would instead like the amount of his increase to go towards the Foundation’s emergency fund.
   - Following the review of information provided by ICCTA regarding a possible change to investment policy procedures, the recommendation is to maintain the policy as it is currently.
   - Staff is reviewing a suggestion to change the reference to Columbus Day to Indigenous Peoples Day on the College calendar.
   - Dr. Jenkins expressed his disappointment at not being provided the opportunity to move forward in working with the Board; however, he did admit he did not provide much information in his initial assessment.
   - As a result of the College’s achievements with Latinos, we have been invited to become a member of the Partnership for College Completion initiative. This opportunity will provide additional funding for the College.

C. Chair’s Remarks
   - Chair Redmer expressed her appreciation to the Board for electing her as Chair and asked for everyone’s support.
Chair Redmer attended several recent events, including the Golden Gala, where the Observer received several awards; and the OLAS breakfast, which was very successful.

D. Announcements
There were no announcements.

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

Adjournment
Chair Redmer adjourned the meeting at 6:16 p.m. with all trustees in agreement.

Jeffrey Meyer, JD, Board Secretary

Diane Kerruish, Board Recorder