

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 502
COUNTIES OF DuPAGE, COOK AND WILL
STATE OF ILLINOIS**

**MINUTES
WEDNESDAY, APRIL 24, 2013
HELD ON CAMPUS IN SSC-2200, GLEN ELLYN, IL**

1. CALL TO ORDER

At 7:05 p.m., the Special Meeting of the Board of Trustees was called to order by Chairman Carlin.

2. ROLL CALL

Present: Student Trustee Olivia Martin, Trustees David Carlin, Erin Birt, Dianne McGuire, Kim Savage, Nancy Svoboda and Joe Wozniak. Secretary Allison O'Donnell was present via phone.

Also Present: President Dr. Robert L. Breuder, Legal Counsel Respicio F. Vazquez of Franczek Radelet P.C., staff members, representatives of the press and visitors. (Minutes prepared by Erin Carrillo, Administrative Assistant, Office of the President.)

2.A.1)a) Chairman Carlin presents books that will be donated to library in recognition of Student Trustee Martin's efforts on behalf of the students and the College and asks Secretary of O'Donnell to read the Resolution of Appreciation

2.A.1)b) Chairman Carlin entertains a motion that the Board approves the Resolution of Appreciation for outgoing Student Trustee Martin. Moved by Vice Chair Birt and seconded by Trustee Savage. On voice vote, the Board of Trustees approved Resolution of Appreciation for outgoing Student Trustee Martin.

Student Trustee Martin thanks the Board and wishes the College continued success and growth.

2.A.2)a) Chairman Carlin asks Secretary O'Donnell to please administer the Oath of Office to incoming Student Trustee AJ Knopf. Student Trustee Knopf is sworn in and takes his seat at the Board Table.

2.A.2)b) Chairman Carlin calls for a Roll Call. Present: Student Trustee AJ Knopf, Trustees David Carlin, Erin Birt, Dianne McGuire, Kim Savage, Nancy Svoboda and Joe Wozniak. Secretary Allison O'Donnell was present via phone.

3. APPROVAL OF AGENDA

Chairman Carlin called for a motion to approve tonight's Agenda. Vice Chair Birt moved,

Secretary O'Donnell seconded the motion. On voice vote, the Board of Trustees approved the Agenda for the Special Board Meeting of March 19, 2013. The motion carried unanimously.

4. PRESENTATIONS

- **Faculty / Student Showcase**
 - None
- **ESEIP Update, Earl Dowling, Associate Vice President Student Affairs**
- Our focus is on access and affordability
 - Front door of College of DuPage for forty years has been wide open to students, families and residents of District 502. However, we need to now shift the focus to another door shifting focus to student service
 - Student success
 - Student satisfaction
- 2011 created Reconceiving the Student Experience Team or RSET.
- Dr. Breuder felt this was the most important commission he had established as President
 - 23 members represented faculty, staff and administrators
- Goals for ReSET and ESEIP
 - To enhance student satisfaction and retention
 - Enhance the College-wide focus on student service
 - Grow enrollments
- 27 recommendations reviewed by Senior Management Team and reformatted into 10 key objectives
- SMT created the ESEIP support teams for each objective/strategy
 - Institutional data and trends
 - Best practices at other institutions
 - Market segmentation
 - Process improvements focusing on effectiveness and efficiency
 - Open forums and postings on the portal
 - Opportunities for feedback and questions
 - Updates: In-Service Days, COD This Week and The Courier
- Dr. Glenda Gallisath, Associate Vice President Academic Affairs spoke on the Enhanced Student Experience Implementation Plan as of April 2013
 - ESEIP Support Teams
 - Status of Strategies
 - ESEIP Team Status
 - 24 completed strategies
 - 6 90% and more completed
 - 4 51-90% completed
 - 5 11-50% completed
 - 5 less than 10% completed
- Highlights of significant ESEIP Accomplishments
 - Campus central fully implemented
 - Enhanced customer service and improved services; hands-off at key

- points (apply, register, payment, apply for graduation, etc)
- New model and roles for advising and counseling services, student educational plans, enhanced advising at the Regional Centers
- COD Liaisons reaching out to individual students to help navigate College
- Internal "I am COD" campaign launched
- Basic customer service training for all College employees
- Service excellence component add to help assessment and performance evaluations
- Work in progress strategies
 - Technology systems/software to enhance service to students
 - Full implementation of Program advisors model for CTE students
 - Process and informational resources to serve undecided and transfer students
 - Develop and implement a Summer Bridge Program for new students
 - Institute new placement testing procedures which allow students to retest more than the current procedures and incorporate appropriate remediation
- Recommendations for future implementation of ESEIP
 - Institutional resources in FY14 budget and beyond – support implementation
 - Student commitment to sustainability and integration of the Plan
 - Systematic approach to track results and evaluate strategies
 - Converting internal changes/improvements from the ESEIP to external messages and branding
 - Celebrate successes, employee recognition, keep the momentum going!

Chairman Carlin stated that he forgot to mention the election results for the various position for Student Leadership Council:

- President: Carlos Sam Ortega-Guerrero
- Vice President: Miguel Marino
- Student Trustee: AJ Knopf

5. STUDENT TRUSTEE'S REPORT

Chairman Carlin mentioned the election results for the various position for Student Leadership Council:

- President: Carlos Sam Ortega-Guerrero
- Vice President: Miguel Marino
- Student Trustee: AJ Knopf

- AJ Knopf, Student Trustee thanked everyone for the honor of being a part of the Board and that he is looking forward to service on the Board and for being a part of the College's growth.
- Student Advocacy Days held in Springfield on April 17, 2013. SLC went to Springfield and advocated on behalf of adult education funding with several legislators. Overall a success.

6. PRESIDENT'S REPORT

- None

7. COMMENTS FROM COLLEGE OF DuPAGE EMPLOYEES

- None

8.A. COMMENTS FROM DISTRICT 502 CITIZENS

- None

8.B. COMMENTS FROM CITIZENS AT-LARGE

- None

9. CONSENT AGENDA

- Chairman Carlin asked if there were any Consent Agenda items the Board would like to remove and vote on separately. Hearing none, Trustee Savage moved, Trustee McGuire seconded, that the Board of Trustees approve the Consent Agenda consisting of the following items:

A. The following items for BOARD INFORMATION only:

- 9. A. 1) Gifts and Grants Report
- 9. A. 2) Governmental Consortium/Cooperative Purchases Report
- 9. A. 3) Financial Statements
 - a) Schedule of Investments
 - b) Operating Funds – Budget and Expenditures

B. The following items for BOARD APPROVAL:

- 1) Minutes
 - a) March 19, 2013 Special Board Meeting
- 2) Financial Reports
 - a) Treasurer's Report
 - b) Payroll and Accounts Payable Report
- 3) Bid Items
 - a) Stand-On Carpet Extractor and Stand-On Carpet Vacuum to the lowest responsible bidder, Metro Professional Products, 2001 South Mount Prospect Road, Des Plaines, Illinois 60018 for a total expenditure of \$27,296.00.
 - b) Upfitting Services of College Vans to the lowest responsible bidder, Prime-Time, 56616 Elk Park Drive, Elkhart, IN 46516, on a total package basis, for a total expenditure of \$39,680.00.
 - c) Hunter ACC/IMMS Irrigation Control System to the lowest responsible bidder, Central Turf and Irrigation Supply, 960 North Ridge Ave., Lombard, IL 60148 for a total expenditure of

\$62,456.81.

d) Site Work Infrastructure and Parking Improvements
2013 Bid Package 3 as follows:

a) The Board of Trustees awards the bids for Site Work, Infrastructure and Parking Improvements Project 2013 Bid Package 3 to the lowest responsible bidders and assign the contracts to Pepper Construction Company, 411 Zurich Road, Barrington, Illinois 60010 as follows:

- Concrete to Matrix Concrete Construction, 10S274 Schoger Drive, Unit A, Naperville, IL 60564 for a base bid total of \$319,900.00
- Masonry to Jimmy 'Z Masonry Corp., 8550 Ridgefield Road, Ste. B, Crystal Lake, IL 60012, for the value of \$53,600.00
- Electrical to Utility Dynamics Corporation, 23 Commerce Drive, Oswego, IL 60543, for the value of \$64,295.00
- Excavation and Earthwork to Landworks Limited, 751 North Bolingbrook Drive, Bolingbrook, IL 60440, for the value of \$306,000.00
- Landscape to Landworks Limited, 751 North Bolingbrook Drive, Bolingbrook, IL 60440, for the value of \$489,103.00
- Irrigation Work to Aqua Designs, 2133 Gould Court, Rockdale, IL 60436, for the value of \$312,020.33

For a subtotal expenditure of \$1,544,918.33.

b) That the Board of Trustees accept the increase in the contract amount with Pepper Construction, 411 Zurich Road, Barrington, Illinois 60010 in the amount of \$122,666.52.

For a total expenditure of \$1,667,584.85

e) Site Work Infrastructure and Parking Improvements
2013 Bid Package 4 as follows:

- a) The Board of Trustees awards the bids for Site Work, Infrastructure and Parking Improvements Project 2013 Bid Package 4 to the lowest responsible bidders and assign the contracts to Pepper Construction Company, 411 Zurich Road, Barrington, Illinois 60010 as follows:
- Concrete to Vixen Construction, Inc., 7600 W. 79th Street, Bridgeview, IL 60455, for the value of \$533,575.00
 - Asphalt to Glander Paving, 303 North Eric Drive, Palatine, IL 60067, for the value of \$901,500.00
 - Signage to South Water Signs, 934 North Church Road, Elmhurst, IL 60126, for the value of \$42,200.00
 - Electrical to UtilityDynamics Corporation, 23 Commerce Drive, Oswego, IL 60543, for the value of \$340,000.00
 - Excavation and Earthwork to Abbey Paving and Sealcoating, Co., Inc., 1949 County Line Road, Aurora, IL 60502, for the value of \$800,830.00
 - Landscape to Breezy Hill Nursery, 7530 288th Avenue, Salem, Wisconsin 53168, for the value of \$750,00.00
 - Irrigation to Aqua Designs, Inc. 2133 Gould Court, Rockdale, IL 60436, for the value of \$787,641.00
 - Site Utilities to DiMeo Brothers, Inc., 720 Richard Lane, Elk Grove, IL 60007, for the value of \$833,823.00

For a subtotal expenditure of \$4,989,829.00

- b) That the Board of Trustees accept the increase in the contract amount with Pepper Construction, 411 Zurich Road, Barrington, Illinois 60010 in the amount of \$396,192.42.

For a total expenditure of \$5,386,021.42.

f) Site Work, Infrastructure, and Parking Improvements Project 2013 Bid Package 5:

a) That the Board of Trustees awards Site Work, Infrastructure, and Parking Improvements Project 2013 Bid Package 5, to the lowest responsible bidders and assign the contracts to Pepper Construction Company as follows:

- Electrical Work to Utility Dynamics Corporation, 23 Commerce Drive, Oswego, IL 60543, for the value of \$242,000.00.

For a subtotal total expenditure of \$242,000.00;

b) That the Board of Trustees accept the increase in the contract amount with Pepper Construction, 411 Zurich Road, Barrington, IL 60010 for a total fee amount of \$19,214.80.

For a total expenditure of \$261,214.80.

g) Student Resource Center (SRC) Chronology Wall and Signage, Rebid to the lowest responsible bidder, Custom Sign Consultants, 1944 W. Lake Street, Chicago, IL 60612, for a total expenditure of \$182,556.50.

h) Site Work, Infrastructure and Parking Improvements Project 2013 Bid Package 3, Rebid as follows:

a) That the Board of Trustees awards the bid for Site Work, Infrastructure, and Parking Improvements Project 2013 Bid Package 3, Rebid, to the lowest responsible bidder and assign the contract to Pepper Construction Company, as follows:

- Fountain Plumbing and Electrical to Fountain Technologies, Ltd., 423 Denniston Court, Wheeling, IL 60090, for the value of \$154,335.00
- Radiant Heat to Premier Mechanical Inc., 111 Fairbank Street, Addison, IL 60101, for the value of \$72,000.00

- Site Utility to Breezy Hill Nursery, 7530 288th Salem Avenue, Salem, Wisconsin 53168, for the value of \$112,900.00

For a subtotal total expenditure of \$339,235.00

- b) That the Board of Trustees accept the increase in the contract amount with Pepper Construction, 411 Zurich Road, Barrington, IL 60010 for a total fee amount of \$26,935.26.

For a total expenditure of \$366,170.26.

- i) Signage, Student Resource Center (SRC) South Atrium, Rebid to the second lowest responsible bidder, Geograph Industries, Inc. 475 Industrial Drive, Harrison, OH 45030, for a total expenditure of \$130,425.00.

4) Requests for Proposals:

- There are no Requests for Proposals this month.

5) Purchase Orders:

- a) Apple Computer Equipment to Apple, Inc., 1245 Riata Vista Circle, Austin, TX 78727 for a total of \$76,221.00.

6) Ratify the Personnel Actions.

- a) Ratification of Faculty Appointments
- b) Ratification of Managerial Appointments
- c) Ratification of Classified Appointments
- d) Ratification of Classified Promotions / Transfers
- e) Ratification of Managerial Resignations / Terminations
- f) Ratification of Classified Resignations / Terminations
- g) Ratification of Faculty Retirements

9. C. The following Construction-Related items were approved:

- 1) **Ratification of Construction Change Orders**
 - **Referendum-Related Projects**

- **2012 SITE IMPROVEMENTS – EIDE, INDUSTRIES, INC. #001: \$27,041.65.** This change is to adjust the EIDE Industries contract to compensate for 13 individual changes to the base scope. These changes included upgraded light fixtures and associated lighting control equipment, and programming and conduit routing scope changes. Owner specifications for these items were not included in the originally bid

documents for the tensile structure contract. *This is an Owner-Requested Scope Change.*

- **2013 SITE IMPROVEMENTS – V3 COMPANIES #001: \$11,316.00.** This change is to adjust the V3 Company design contract to include additional coordination, design and construction administration hours for the radiant heating system in the MAC paved entry. This fee increase was determined by projected hours at approved billable rates, which include a subcontracted designer for the mechanical and electrical portion of the work. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #001: \$89,522.20.** This change is to adjust the Pepper contract to include the following: extending the safety rail at the new SCC ramp area, revising the parking island in front of the ECC drop-off area, and revising the connection at 6" irrigation main in College Lot 1 and 2. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #002: \$82,582.74.** This change is to adjust the Pepper contract to include the following: re-grading and restoring the area adjacent to the ECC building to improve drainage, and drainage corrections to prevent deterioration of pavement at College Lot 1 and 2. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #003: \$60,841.46.** This change is to adjust the Pepper contract to remove existing material along the perimeter of the ECC building and replace with building standard drainable gravel maintenance edge. *This is an Owner-Requested Scope Change.*
- **BIC/SRC – MORTENSON #258: CREDIT (\$155.58).** This credit was a result of the College's audit and final close-out of the open contract with Mechanical Concepts on the BIC Radio Station project. *This change is the Result of a Final Close-Out.*
- **BIC/SRC – MORTENSON #259: CREDIT (\$12,055.21).** This credit was a result of the College's audit and final close-out of the open contract with Kinsale Contracting on the BIC project. *This change is the Result of a Final Close-Out.*
- **BIC/SRC – MORTENSON #260: CREDIT (\$1,930.53).** This credit was a result of the College's audit and final close-out of the open contract with Oosterbaan on the BIC project. *This change is the Result of a Final Close-Out.*
- **BIC/SRC – MORTENSON #261: CREDIT (\$17,854.00).** This credit was a result of the College's audit and final close-out of the open contract with The CDC Group on the BIC project. *This change is the Result of a Final Close-Out.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #069: \$6,399.00.** This change is to provide a 6"x2" low voltage cable tray, in lieu of the standard "bridal rings" (currently in the College's Design Criteria), in order to conceal the data, phone and temperature control wiring in a more aesthetically pleasing way. The common corridor ceilings will be "white washed" and the many-colored wires will not look pleasing. *This is an Owner-Requested Scope Change.*

- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #070: \$195.00.** This change is to provide additional painting associated with the exposed ceilings in the office area. Several offices have been revised as part of a larger Request for Proposal to better accommodate the Facility/Operation function. This change order includes reduced general trades work for the dropped ceiling work. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #072: \$379.00.** This change is to increase the amount of power outlets in the individual offices to better accommodate the work-station electronics. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #077: CREDIT (\$3,012.00).** This credit is to reduce the amount of fixed casework in the office area at several locations. This change is part of the larger Request for Proposal that involves the Change Request 70 (above). *This is an Owner-Requested Scope Change.*
- **INFRASTRUCTURE PROJECT – PEPPER #081: \$30,270.00.** This change is for the installation of a temporary sanitary sewer lift station to allow the Campus Maintenance Center to continue construction and commissioning on schedule until the new Utility Corridor has been completed and commissioned. This lift station was not originally part of the Infrastructure work associated with the west campus site work. However, due to the M Demolition and Utility Corridor delay, the CMC will require sanitary well before (May) the Corridor is complete (September). *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #021: \$6,182.00.** This change is to reduce the amount of skylight installed in the new Hall of Fame corridor, increase fire separation between the existing building and the new athletic addition and to modify the steel structure to accommodate DuPage County Building permit review comments. *This is Permit-Required Scope Change.*
- **PE RENOVATION – POWER #035: \$945.00.** This change is for two electrical connections for the premium hand soap dispensers requested by the College in the Family Toilet rooms. *This is Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #044: \$15,962.00.** This change is for the installation of 90-minute fire rated doors separating the new athletic addition from the existing building to accommodate the DuPage County Building permit review comments. This change has been reduced significantly by the design team from the original \$30k originally required with the initial doors presented by the contractors. *This is a Permit-Required Scope Change.*
- **PE RENOVATION – POWER #063: \$8,340.00.** This change is for the protection of surfaces and insulation required for winter conditions and necessary for maintaining the construction schedule. *This is Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #064: \$13,933.00.** This change is for the removal of existing masonry and gypsum walls, new block walls and additional framing and

drywall for County required fire ratings. This work also includes the relocation of three electrical panels as directed by the County. *This is a Permit-Required Scope Change.*

- **PE RENOVATION – POWER #065: NTE \$29,977.00.** This change is for the rework of the underground storm and sanitary sewer lines in the new Athletic Addition to accommodate the existing underground utilities around the building. This work required redesign after contract award and verification of the existing utilities. The A/E team will be held responsible for this cost. *This is an Error and Omission Scope Change.*
- **PE RENOVATION – POWER #066: \$2,577.00.** This change is for the additional masonry required by the DuPage County Building Department after permit review of the Electrical Closet 119. *This is a Permit-Required Scope Change.*
- **PE RENOVATION – POWER #067: CREDIT (\$428.00).** This credit is for the elimination of concrete masonry units in the laundry area not required for locker installation. *This is Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #068: \$340.00.** This change is for providing the fire-rated fire extinguisher cabinets as required by DuPage County in three locations after permit review. *This is a Permit-Required Scope Change.*
- **PE RENOVATION – POWER #069: \$1,823.00.** This change is for the additional exhaust ductwork required within the Concourse ceiling from the trade coordination meetings. This work accommodates the existing building structure that limits clearances in several locations. *This is an Unforeseen Condition Scope Change.*
- **PE RENOVATION – POWER #070: \$8,242.00.** This change is for the new ductwork on the Concourse level to accommodate the existing and new piping within the new ceiling space. *This is an Unforeseen Condition Scope Change.*
- **PE RENOVATION – POWER #078: CREDIT (\$1,136.00).** This credit is for the elimination of a sewage ejector pump (SE-3) and the addition of one floor drain as required by code. *This is a Permit-Required Scope Change.*
- **PE RENOVATION – POWER #079: \$5,304.00.** This change is to remove the existing pool slabs (diving and lap pool) originally deleted (PCI 0037) and credited to the project. DuPage County Building amendment to the existing IBC code prohibits leaving existing concrete in place. *This is Permit-Required Scope Change.*
- **PE RENOVATION – POWER #081: CREDIT (\$154.00).** This credit is to replace new light fixtures originally specified and purchased with the electrical trade scope with fixtures in the College's inventory. *This is Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #082: \$2,937.00.** This change is to modify the existing fire sprinkler system in the north storage area of the Arena. The sprinklers were installed during the original construction of this area; however, it was not installed in compliance with the NFPA required 12" (maximum) distance from the roof deck. This change will correct the deficiency. *This is Permit-Required Scope Change.*

- **PE RENOVATION – POWER #085: \$480.00.** This change is to replace the ten originally specified exterior light fixtures with a more esthetically pleasing and energy efficient light-emitting diode fixtures. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #086: \$1,984.00.** This change is to modify the existing Concourse level plan to accommodate existing structural restrictions that prevented the original layout from installation. Included in this change are Family Locker and Toilet rooms, an electrical and one storage room. *This is an Unforeseen Condition Scope Change.*
- **PE RENOVATION – POWER #089: \$231.00.** This change is to accommodate the new equipment and room layouts as directed by the DuPage County Building department. It includes enlarging electrical closets and relocating doors to accommodate equipment transformers. *This is Permit-Required Scope Change.*
- **WAYFINDING & SIGNAGE – HARMON SIGN #001: \$772.00.** This change is to provide a seamless face to the SSC Lobby Reception Sign by using 3/16" clear lexan. This option was accepted as an alternate and remains to keep the contract under budget. *This is an Owner-Requested Scope Change.*

- **Capital Budget Projects**
None

2) **Approval of Construction-Related Change Orders**

- **Referendum-Related Projects**
- **2011/2012 PARKING – ABBEY PAVING #048: \$52,868.15.** This change is to adjust the Abbey Paving contract to compensate for stock piling approximately 4900 cubic yards of fill material for College Lot 2 in the Fall of 2011, then redistributing it during Spring of 2012. This double-handling is a direct result of prolonged wet weather in 2011. The College chose to delay Lot 2 construction and stock pile material in lieu of paying \$260,000 in soil stabilization costs to complete the work in 2011. *This is an Owner-Requested Scope Change.*
- **2011/2012 PARKING – V3 COMPANIES #006: \$34,513.00.** This change is to adjust the V3 Companies contract for the following additional services requested by the College: V3 and their subcontractor, Legat, to design and provide multiple alternative site plans, along with attendance and presentation at public meetings to achieve approval of the College of DuPage Planned Unit Development; V3 to provide engineering and contract administration services for 12 site project improvements including the Pond 9 expansion, the sidewalk along the east side of the Physical Education Building, the maintenance edge treatment at Pond 2 and the substitution of energy efficient LED lighting at campus parking areas. *This is an Owner-Requested Scope Change.*
- **2012 SITE IMPROVEMENTS – THORNE ELECTRIC #001: \$162,938.85.** This change is to adjust the Thorne Electric contract to compensate for performance of the electric scope changes to the MAC amphitheater Tensile Structure. This electric

scope includes labor and material for the difficult overhead conduit work within the MAC facility, congested underground work at the exterior amphitheater area, Dupage County required grounding system, along with extensive data cabling, panel and equipment tie-ins. *This is an Un-bought and Permit-Required Scope Change.*

- **2012 SITE IMPROVEMENTS – BREEZY HILL NURSERY #003: \$75,059.34.** This change is to adjust the Breezy Hill contract for the following: drainage, grading, and landscaping scope changes associated with the BIC Plaza and SRC improvements, and for the purchase of landscaping and pavement protection scope for the MAC Amphitheater Tensile Structure. *This is an Un-bought Scope Change.*

Capital Budget Projects

- **2013 IRRIGATION WELL – V3 COMPANIES #001: \$6,700.00.** This change is to adjust the V3 Companies contract for the following: attending unanticipated meetings, drawdown studies, and drawing and specification revisions required to obtain permit from DuPage County. *This is a Permit-Required Scope Change.*

Chairman Carlin asked if any Trustee had a question regarding a Consent Agenda item. Hearing no questions or comments from the Board, Secretary O'Donnell called the roll for approval of all Consent Agenda items. Student Trustee Knopf's preference is for the motion. Voting aye: Trustees McGuire, Secretary O'Donnell, Trustees Savage, Svoboda, Wozniak and Vice Chairman Birt. Chairman Carlin abstained. Motion to approve all Consent Agenda items listed above carried.

10. NEW BUSINESS

A. For Information Only:

- 1) One Semester Non-Teaching Assignment Leaves for the 2013-2014 Academic Year
- 2) The College's \$84,000,000 Series 2013A Preliminary Official Statement

Dr. Breuder asked for 10 minutes to discuss the bond sale.

Tom Glaser announced that we sold \$84,000,000 in bonds. He wanted to address a comment made by Professor Goergen and the March Board Meeting regarding the AAA Bond Ratings and whether or not the fact that we had it assumes we are always going to continue to have it as well as the size of the fund balance and how it relates to AAA rating. I'm going to let the rating agencies themselves make some rebuttals against some of those comments.

- College of DuPage received Aaa/AAA ratings from Moody's and Standard & Poor's, respectively, on its \$84,000,000 Series 2013A GO Community College Bonds
- The College also had its Aaa/AAA ratings affirmed on its existing \$340.3 million General Obligation debt outstanding, including the new issue

- Ratings outlook is “Stable”
- Moody’s Investors Report
 - Affirmation of rating due to district’s large and diverse tax base, stabilizing enrollment trends, sound financial operations supported by healthy and growing reserves and a manageable debt profile
 - Sound financial position is expected to continue over the near to medium term, aided by prudent fiscal management and healthy reserves
 - District’s continued intention of limiting its reliance on state aid
 - Establishment of reserves for on behalf of contributions for pension costs
- Moody’s Report on College’s Strengths and Challenges
 - Strengths
 - Sizable tax base located in affluent DuPage County
 - Strong financial reserve position that is bolstered by alternate liquidity in the district’s Working Cash Fund
 - Challenges
 - Potential permanent cost shift of employer pension contribution from the State of Illinois (GO rate A2/negative outlook) to the District
 - Comparatively high tuition rates that may negatively impact future enrollment growth
- Moody’s Emphasis on Financial Reserves
 - Moody’s report indicated strong financial reserve position across key operating funds
 - The District’s sound financial position is expected to continue over the near to medium term, aided by prudent fiscal management and healthy reserves
 - In fiscal 2012, the District’s General Fund reserves grew to \$101.2 million or a healthy 62.0% of General Fund revenues
- Moody’s Emphasis on Potential State Pension Shift
 - The Governor and the General Assembly of Illinois are discussing the possibility of shifting the burden of the employer contribution away from the state and back to community college districts across the state
 - Favorably, the District has set aside a sum sufficient to cover a shift of the entire on behalf of contribution, despite the potential for a phase-in of the cost shift
- Moody’s Potential Downgrade Factors
 - Severe and continued deterioration in General Fund reserves
 - Inability to absorb a potential shift of employer pension contributions from the State over the medium term
- Standard & Poor’s Report
 - S&P assigned a AAA rating to \$84 million GO Community College Bonds, Series 2013 and affirmed existing GO Community College Bonds
 - Affirmation of the rating due to District’s sizable supporting tax base, strong wealth and income levels, strong financial position paired with good financial management and a moderate debt burden

- Standard & Poor's on College's Strengths
 - Enrollment has remained mostly stable at the College and fluctuates only slightly with changes in the local economy
 - The College's supporting tax base is still substantial in size despite recent declines due to the overall market downturn
 - Strong wealth and income levels in DuPage County
 - The College has maintained a very strong financial position
 - Moderate debt burden
- Standard & Poor's on College's Strong Financial Position
 - At fiscal year-end 2012 (June 30) the District reported a \$101.2 million combined fund balance for the education and operations and maintenance funds, equivalent to 69% of expenditures, which S&P consider very strong
 - During the last several years, management has built cash and investments in the two combined funds in an effort to mitigate potential fluctuations in revenue and increased pension costs
 - S&P considers the College's financial management practices "good" under its financial management assessment (FMA) methodology
 - In anticipation of such a shift in costs [Pension liability], the College has designated about \$22 million in reserves to address a potential increase in pension costs
- Standard & Poor's on College's Outlook
 - The stable outlook reflects our anticipation that with the help of its diverse academic and vocational offerings and financial management practices, the College will maintain its strong financial operations and reserves despite the recent declines in property tax revenue and state funding.
- Brief Ratings History
- Ratings for all Illinois public universities reviewed due to impact of State budget crisis
 - Eastern Illinois, Illinois State, Northern Illinois and Western Illinois were all downgraded to A3 from A2 with a negative outlook for possible further downgrade
- Key Drivers of Illinois' downgrade to A2 from A1
 - Outsized pension deficits
 - Chronic bill payment delays
 - Lack of progress on a long-term solution
- In 2012 Public Finance ratings upgrades and downgrades
 - For every ratings upgrade there were 1.75 times as many downgrades
- In 2012 Higher Education ratings upgrades and downgrades
 - For every upgrade in the higher education sector in 2012 there were 2.4 times as many downgrades
- Implications of a ratings downgrade
 - On our pending \$84,000,000 Series 2013A bond issue, if we were downgraded to "AA" like the U.S. Government...\$2,207,908 additional interest cost to district taxpayers
 - On our pending \$84,000,000 Series 2013A bond issue, if we were

downgraded to “A” like the State of Illinois...\$6,370,766 additional interest cost to district taxpayers

- Why Fund Balance Matters – ICCTA Reports
 - Employers want broadly educated new hires, survey finds (April 10, 2013)
 - Credit for service (April 11, 2013)
 - Threats at community colleges (April 15, 2013)
 - Marathon blasts could reshape security across Illinois (April 16, 2013)
 - Blast at Boston Marathon prompt colleges across the U.S. to consider increased security (April 17, 2013)
- Bond Sale Update
 - Why strong ratings matter
 - Strong demand for College’s credit as most all maturities were over-subscribed
 - Re-pricing reduced True Interest Cost (TIC) by 2 bps
 - Premium generated of \$13.5 million
 - Net proceeds of \$97,113,822 to support CIP
 - Final maturity 2031
 - True Interest Cost (TIC) 2.746%
- Series 2013A Bond Purchasers
 - Black Rock Advisors
 - Breckinridge Capital Advisors, Inc.
 - Charles Schwab & Co.
 - Columbia Asset Management
 - Eagle Asset Management
 - Eaton Vance
 - JP Morgan
 - McDonnell Investment Management
 - Northern Trust
 - Norwest Investment Management

Dr. Breuder said, “Let me tell you why I sleep at night. That guy right there (points to Tom Glaser). That is as brilliant a presentation as I have ever heard on the status of the issues of bonds and the rationale underlying it and why you a Board should just feel so comfortable in terms of what’s happening inside this institution and the financial strength and leadership that Tom provides because his hand is in all of this. For us to look for \$84,000,000 and actually wind up with \$97,000,000 in which you have to reserve some for interest to get 2.75 to maintain AAA bond rating. To hear the things that I heard from the rating agencies when I had the privilege of sitting in, I wish you could have heard it. It is a sterling affirmation of financial conformance of your community college and it’s the thing that you should prize the most because it tells the public that you are exercising your fiduciary responsibilities and what better way to have their support for this institution affirmed over time when the economy is still less than sterling. Tom, I appreciate your leadership and that of Lynn’s. This is extraordinary news. We even have additional money to spend to continue to develop this physical plan. I am just full of pride to see us maintain this kind of standing especially when you see so many falling

away.”

Other pieces of good news is that we were able to notify a young lady this month that she is a recipient of the Jack Cooke Kent Scholarship. She is the 4th one in 5 years. She is 1 of 72 in the country. She will get \$30,000 a year to study for her junior and senior year. Again a tremendous recognition of our College and for the quality of students that we are educating and graduating. Thanks to Laura Morgan who is a faculty member in our Speech Department for recognizing that talent and for advocating on her behalf in the end for the student to be given a tremendous opportunity to further her education. She has a personal story that would warm anybody's heart. We were all very pleased that she could receive this.

During the course of the month, I received a number of questions from some board members about the Board Agenda of which I always do and some observations I also receive. Dianne, I believe you made one about how the culinary experience went for me. You know that I step out periodically during the course of the month to spend some time in different environments. That is how I got hoodwinked into the robot when I went to the machinery and manufacturing area. They said they need it and I came back said Joe we need to buy it and he said where are you going to get the money? I said we will figure that out, so we are buying the robot. Here is a little glimpse of my encounter in culinary.

B. For Approval:

- 1) Vice Chairman Birt moved, Trustee Svoboda seconded, that the Board approve the License Agreement with Village of Glen Ellyn. Student Trustee Knopf's preference is for the motion. On roll call, voting aye: Trustees Svoboda, Wozniak, Vice Chairman Birt, Trustee McGuire, Secretary O'Donnell, Trustee Savage and Chairman Carlin. Motion carried unanimously.
- 2) Trustee Svoboda moved, Trustee Savage seconded, that the Board approve the Proposed Board Policy 25-76, Assignment of Credit Hours. Student Trustee Knopf's preference is for the motion. On roll call, voting aye: Trustees Svoboda, Wozniak, Vice Chairman Birt, Trustee McGuire, Secretary O'Donnell, Trustee Savage and Chairman Carlin. Motion carried unanimously.
- 3) Trustee McGuire moved, Vice Chairman Birt seconded, that the Board approve the Sitework, Infrastructure and Parking Improvements Project 2013 – Material Testing and Inspection Services for a total not-to-exceed expenditure of \$52,900.00. Student Trustee Knopf's preference is for the motion. On roll call, voting aye: Trustees Svoboda, Wozniak, Vice Chairman Birt, Trustee McGuire, Secretary O'Donnell, Trustee Savage and Chairman Carlin. Motion carried unanimously.

- 4) Trustee Savage moved, Vice Chairman Birt seconded, that the Board approve the Energy Procurement Contracts in both Electricity and Natural Gas and authorizes the College's legal counsel to approve contracts related to energy supply procurement. Student Trustee Knopf's preference is for the motion. On roll call, voting aye: Trustees Svoboda, Wozniak, Vice Chairman Birt, Trustee McGuire, Secretary O'Donnell, Trustee Savage and Chairman Carlin. Motion carried unanimously.
- 5) Vice Chairman Birt moved, Trustee Svoboda seconded, that the Board approve Contractual and supply fees in the amount of \$118,450 to MK Education for providing the Pharmacy Technician, Veterinary Assistant, Dental Assistant and Hemodialysis Technician education programs in partnership with Continuing Education during the remainder of fiscal year 2013. Student Trustee Knopf's preference is for the motion. On roll call, voting aye: Trustees Svoboda, Wozniak, Vice Chairman Birt, Trustee McGuire, Secretary O'Donnell, Trustee Savage and Chairman Carlin. Motion carried unanimously.
- 6) Vice Chairman Birt moved, Trustee Savage seconded, that the Board approve Setting June 20, 2013 as the Public Hearing Date for FY2014 Budget. Student Trustee Knopf's preference is for the motion. On roll call, voting aye: Trustees Svoboda, Wozniak, Vice Chairman Birt, Trustee McGuire, Secretary O'Donnell, Trustee Savage and Chairman Carlin. Motion carried unanimously.

11. ANNOUNCEMENTS:

- **ICCTA Report**

- Trustee Svoboda spoke of the ICCTA Lobby Days on April 30 and May1, 2013 in Springfield.
 - Attendees to include, Trustees Svoboda, Savage and Wozniak, President Dr. Breuder and Mary Ann Millush, Director Government Relations
- Pension Committee looking at trying to advocate for the pension shift from Illinois to the community colleges.
 - Committee decided to look at how we can best advocate with legislators to assume the pension shift and do it as gently as possible and as responsibly as possible.
 - I would like the support of the Board to put my name toward the ICCTA Treasurer's position or to another slot.
 - Chairman Carlin shared a letter he wrote to ICCTA with the Board supporting Trustee Svoboda's request.

Foundation Report

- 3 co-chairs are heading up this year's internal campaign COD4COD which kicked off on April 4th
 - Maren McKellin of Field Studies
 - Dr. Vickie Gukenberger of Nursing
 - Sally Fairbank of Paralegal Studies
 - Internal campaign supports scholarships, programs and the Resource for Excellence Program in which departments apply for up to \$100,000 in funding through a competitive grants process.
- Sold out crowd enjoyed a gourmet dining experience by Chef Leah Linster of Luxembourg, a Michelin rated chef who was featured at the visiting chef event held here on March 21. Proceeds will benefit a culinary scholarship in Chef Linster's name. Next visiting chef event is June 6 and will feature the Waterleaf's own Chef Nadia Tilkian.
- The Foundation is partnering with the fashion studies program for a student fashion show featuring project runway designer Suede on Friday April 26 in the Student Services Center Atrium.
 - Students from the Fashion Studies Program will feature their original work during the show.
- Cultural Arts and the Foundation are teaming up for a Planned Giving Seminar entitled Arts and Antiques, Managing Your Collection, in SRC2000 on May 9th. The event will feature Judy Martin, past President of the International Society of Appraisers.
- The Foundation's Ameritus Board will have a planning luncheon on May to discuss upcoming events and opportunities to serve as Ambassadors for the Foundation.
 - Community members include Joan Morrissey, The Honorable Bonnie Wheaton, Jack Turner, Renee Richards, John Kohler and Jim Huck.
- The Foundation is in the process of selecting it's officers for the June 11th Annual Board Meeting.

Vice Chairman Birt had a point of order with regard to the setting of the Public Hearing Date for Fiscal Year 2014 Budget. Chairman Carlin asked Secretary O'Donnell to please confirm that roll was called. Secretary O'Donnell confirmed that roll was called.

Chairman Carlin thanked Tom Glaser for a great presentation. Chairman Carlin wanted to pay a little more attention to it since often times the Community and others around the College think that things just happen chance. When you have the best community college in the state with the strong financial position that we have with everything going right at the College that's not happening by chance. It's happening because of strong leadership by Dr. Breuder. In the four years that he has been here, he and his team have done a phenomenal job of transforming the College of DuPage by the way our finances are managed. You can go down a list and check off the great things that have happened at the College. Obviously there are others contributing, full-time faculty,

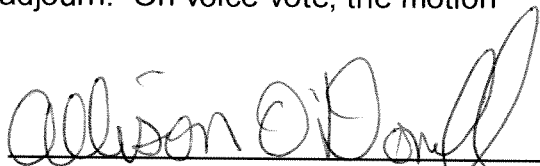
classified staff and adjuncts, everybody that is a part of this College makes it what it is and it is the best community college in the state. It is one of the best community colleges in the nation. It is important from time to time that the Board and others recognize the hard work that people are doing. I did want to recognize Dr. Breuder for his commitment. He has been on the firing lines at times, as have others in recent years, as have each of you at the cabinet table, thank you and please know that your contributions to the College and all your hard work is appreciated and is recognized. College of DuPage wouldn't be what it is today without each of you.

Chairman Carlin also recognized Trustee Wozniak who was re-elected and will be serving the College for another 6 years and also Kathy Hamilton who is in the audience this evening. Kathy being here tonight speaks to the dedication that she is going to bring to the position because she doesn't have to be here yet, but she wanted to be here and Joe's willingness to serve another 6 years speaks volumes. I know I will be leaving the Board in the next meeting but I thank you for your willingness to serve and wish you the best of luck in the future and know that you will do great things for the College.


Trustee Wozniak told Chairman Carlin that it was great working with him these past six years.

12. ADJOURN

At 8:31 p.m., Chairman Carlin noted that, if there was no further business to come before the Board, he would entertain a motion to adjourn. Trustee Svoboda moved, Vice Chairman Birt seconded, that the Board Meeting adjourn. On voice vote, the motion carried unanimously.

By: 
Allison O'Donnell, Board Secretary

Approved: May 7, 2013

By: 
David Carlin, Board Chairman