

MINUTES OF THE REGULAR MONTHLY MEETING OF THE
BOARD OF TRUSTEES
OF ILLINOIS COMMUNITY COLLEGE DISTRICT 525
JOLIET JUNIOR COLLEGE

- 1.0 Call to Order The regular monthly meeting of the Board of Trustees of Joliet Junior College Illinois Community College District #525 held at, Joliet Junior College, Board Room, 1215 Houbolt Road, Joliet, IL was called to order by Chair Markley at 6:02 p.m. on **Tuesday, August 11, 2015.**
- 1.0.1 Trustees Barbara Adams Maureen Broderick
Roll Call Present: Tina Markley Andy Mihelich
 Mike O'Connell Bob Wunderlich
- Student Trustee
Absent: Saleh Ruman
- Welcome Chair Markley welcomed the guests to the Joliet Junior College regular monthly Board meeting of August 2015.
- 1.2 Pledge Trustee O'Connell led the Board in the Pledge of Allegiance.
- 1.3 Moment of Silence A moment of silence was observed for members of the College family, students, community leaders, or relatives thereof, who had passed away since the last meeting. Trustee Adams requested that Herman Fritz be added to moment of silence.
- President Daniels indicated that she would like to welcome Frank Garrett who is sitting in for our attorney Todd Hayden who is on vacation.
- 1.4.1 Retiree Listner Trustee O'Connell read the resolution honoring retiree Ms. Paulette Listner for her loyal and dedicated service to Joliet Junior College for 17 years from 1998 to 2015. Trustee Adams moved, seconded by Trustee O'Connell that the Board of Trustees of Joliet Junior College approve the resolution honoring Ms. Listner for her distinguished service, diligence, perseverance, and loyalty in executing those duties. The motion carried unanimously. Ayes: Adams, Broderick, Mihelich, O'Connell, Wunderlich and Markley.
- 1.4.2 Retiree Schmitt Trustee Broderick read the resolution honoring retiree Mr. Robert Schmitt for his loyal and dedicated service to Joliet Junior College for 10 years from 2005 to 2015. Trustee Adams moved, seconded by Trustee Broderick that the Board of Trustees of Joliet Junior College approve the resolution honoring Mr. Schmitt for his distinguished service, diligence, perseverance, and loyalty in executing those duties. The motion carried unanimously. Ayes: Adams, Broderick, Mihelich, O'Connell, Wunderlich and Markley.

- 1.4.3 Resolution Automotive Student President Daniels read the resolution honoring automotive student Tom Hahn who placed first in the national automotive skills USA competition. Mr. Hahn thanked the Board for approving funds for the excellent automotive shop and for entering competitions. Mr. Hahn commented that he was successful because of the amazing instructors in the auto shop program. Trustee Wunderlich asked that the instructors stand for recognition. Trustee Wunderlich moved, seconded by Trustee Adams that the Board of Trustees of Joliet Junior College approve the resolution honoring automotive student Mr. Tom Hahn. The motion carried unanimously. Ayes: Wunderlich, Adams, Broderick, Mihelich (thanked Mr. Hahn for making the college proud and setting the bar high for our students), O'Connell and Markley.
- 1.4.4 Faculty Report Bill O'Connor, Vice President of the Faculty Union, congratulated Mr. Hahn and their automotive colleagues for a job well done. On behalf of the faculty, they would like to convey their best wishes to former Trustee Jeff May for a speedy recovery. He has provided great leadership to the college and has played a role in the state and federal levels for the college. We have been involved in contract negotiations for the last seven months. When all faculty return to campus they will be presented with the proposed contract. There will be follow up meetings for the questions that the faculty union members will have. This contract will be strongly endorsed to the faculty as they feel it is in the best interest of both parties, it is sustainable both long and short term, financially and academically. There is a need for 60 percent approval of the contract from the union members. The faculty is looking forward to the new semester and will serve the students and the community.
- 1.4.5 Adjunct Union Report Dr. Kennedy commented that he would like to congratulate the two retirees. He appreciates the recognition given to the adjunct faculty. The adjunct faculty union contract negotiations will begin shortly and he is looking forward to working with administration to bring forth a great contract. Trustee Mihelich commented that he hopes that Dr. Kennedy is pleased with the process that the college has worked out for recognition of adjunct faculty.
- 1.5.1 Minutes Special Trustee Broderick moved, seconded by Trustee Adams that the minutes of the special Board of Trustees meeting held on July 28, 2015 be approved as submitted. The motion carried unanimously. Ayes: Broderick, Mihelich, O'Connell, Wunderlich, Adams and Markley.
- 1.5.2 Minutes Trustee Broderick moved, seconded by Trustee Adams that the minutes of the regular Board of Trustees meeting held on June 9, 2015 be approved as submitted. The motion carried unanimously. Ayes: Broderick, Mihelich, O'Connell, Wunderlich, Adams, and Markley.
- 1.6 Communications Ms. Tierney stated that she had not received any additional further communications.
- 1.7.1 Public Comments There are no requests to address the board this evening.
- 1.7 Agenda Trustee Broderick indicated that she would like to add an item for discussion to the agenda under 7.5, discussion of the election of a new board chair. Trustee Mihelich moved, seconded by Trustee Wunderlich to table agenda item 8.3. Ayes: Mihelich, O'Connell, Wunderlich, Adams, Broderick and Markley. Trustee Broderick moved, seconded by Trustee Wunderlich that the agenda be approved with the addition of 7.5 discussion of the election of a new board

chair. The motion carried unanimously. Ayes: Broderick, Mihelich, O'Connell, Wunderlich, Adams and Markley.

1.9.1
Consent
Agenda

Trustee Broderick suggested that the board consider revising the agenda for consent agenda items approval. If we were to do this we could save time by not having to read each item as we currently do. Trustee Mihelich commented that we need to look at this further as we do not currently have a mechanism for this method. Chair Markley indicated that we will put this on the workshop agenda for further discussion. Trustee Wunderlich moved, seconded by Trustee O'Connell that the following items be placed as consent agenda items: 2.1.1, 2.1.2, 2.2.1, 2.2.2, 2.2.3, 2.2.4, 2.3.1, 2.7.1, 2.8.1, 2.9.1, 4.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.2.5, 4.2.6, 4.2.7, 4.2.8, 4.2.9, 4.2.10, 4.2.11, 4.2.12, 4.2.13, 4.2.14, 4.3, 4.4, 4.5, 4.6, 4.7, 9.5.1, 9.5.2, 8.1, 8.2, 8.4, 8.5, 8.6, 8.7 and 8.8. The motion carried unanimously. Ayes: Wunderlich, Adams, Broderick, Mihelich, O'Connell, and Markley.

1.9.2
Approval
Consent

Trustee Wunderlich moved, seconded by Trustee Adams that the following consent agenda items are approved as follows:

- 2.1.1 President requests acceptance of resignation of dean, student success/interim vice president, student development
- 2.1.2 President recommends appointment of director, workforce development
- 2.2.1 President recommends the acceptance of the resignation of one full-time assistant professor, English/world languages
- 2.2.2 President recommends the approval of a temporary one-semester appointment of assistant professor, English/world languages
- 2.2.3 President recommends the approval of a temporary one-year appointment of assistant professor, English/world languages
- 2.2.4 President recommends approval of a temporary one-year appointment of assistant professor, technical
- 2.3.1 Approval of a 2.0% salary increase for the FY16 salaries for Support & Technical Council Staff
- 2.7.1 President recommends approval of non-reappointment of support staff that are at least 50% funded by federal, state and local grant programs
- 2.8.1 President recommends approval of workers compensation settlement case number 30131043904-0001
- 2.9.1 President requests acceptance of the report on classified staff report which includes new hires, replacements and separations
 - 4.1 The President recommends approval to pay the listing of bills for the period ending June 30, 2015 and July 31, 2015 as presented
 - 4.2 The President recommends approval to award bids/contracts as follows:
 - 4.2.1 Consortium Custodial Supplies
 - 4.2.2 Consortium Cisco IronPort WSA Licensing Maintenance
 - 4.2.3 Bid Security Cameras – Backend Infrastructure
 - 4.2.4 Bid Cisco SmartNet Maintenance
 - 4.2.5 Bid Charter Bus Rental (more than 10% increase)
 - 4.2.6 Bid Bid Release 1 – Multipurpose Excavation & Concrete Work
 - 4.2.7 Bid Bid Release 1 – Romeoville Campus Expansion Excavation & Concrete Work
 - 4.2.8 Bid Plain Copy Paper
 - 4.2.9 Bid Design/Layout & Print JJC Magazine
 - 4.2.10 Sole Source Textbook Purchases for Department of Adult Education and Literacy

- 4.2.11 Sole Source Textbook/Resale Merchandise Procurement
 - 4.2.12 Sole Source Southern Illinois University State Board Certification Exam
 - 4.2.13 Contractual Service Halogen
 - 4.2.14 Contractual Service Aerotek, Inc. and Gilbane Building Company
 - 4.3 Treasurer's Report
 - 4.4 Financial Report
 - 4.5 Board of Trustees Approval of Protection Health and Safety Project – Keyless Entry – Phase VII
 - 4.6 Board of Trustees Approval of Protection Health and Safety Project – Security Cameras Phase VI
 - 4.7 Board of Trustees Approval of Protection Health and Safety Project – F and G Building Roof Replacement
 - 8.1 Approval and Second Reading Board Policy 1.05.1 Mission Statement Review Process (DELETE, incorporated into new 1.02.00)
 - 8.2 Approval and Second Reading Board Policy 1.09.00 Endorsement of Tax Cap Legislation (DELETE, deemed no longer necessary)
 - 8.4 Approval and Second Reading Board Policy 1.27.00 Committees of the Board (revised to eliminate the need for full board approval to establish board committees)
 - 8.5 Approval and Second Reading Board Policy 1.70.00 –Illinois Community College Board (ICCB) Statement of Mission (Revised)
 - 8.6 Approval and Second Reading Board Policy 1.70.01--Illinois Community College Board (ICCB) Communications (Revised)
 - 8.7 Approval and Second Reading Board Policy 1.86.00 –Board E-Mail Communication (Revised)
 - 8.8 Approval and Second Reading Board Policy 1.90.00 –Naming of Buildings and Other Properties (Revised)
 - 9.5.1 Approval of review of executive session minutes
 - 9.5.2 Approval of destruction of tapes from executive session
- The motion carried unanimously. Ayes: Wunderlich, Adams, Broderick, Mihelich, O'Connell and Markley.

7.4
Board
Vacancy

Chair Markley indicated that as she looked for ways to fill the current board vacancy she looked at the Illinois Community College Act and past practices and also the recent election results. Chair Markley would like the Board to consider choosing a candidate that ran from the recent election. We are all elected officials and this would be a transparent method, maintains the integrity of the election and the people of our district spoke through voting. Trustee Broderick indicated that she feels we should take applications and make a decision based on the applicants and pointed out that the majority of Trustee May's term had been served when he chose to leave the board. Attorney Garrett commented that the Board can use the method that the Board Chair is suggesting or they can take applications as long as it is done within 60 days. Chair Markley stated that she also found that if the state board had to appoint someone to the position, the majority of the time they used the prior election results. Trustee O'Connell indicated that when he was appointed to the Board to fill Trustee Dystrup's position, it was nearly the same timeframe as our current vacancy. Trustee Mihelich recommends that we use the same process as we did in the placement of Trustee O'Connell. Trustee Wunderlich indicated that he has seen many vacancies since he has been on the Board and most of the time the vacancy would be filled by inviting individuals from within the district to apply for the open board position. Trustee Adams favors choosing an individual from the recent election. Trustee Mihelich asked the attorney if we have a board policy that addresses this issue. Attorney Garrett commented that there is not a board policy that

addresses the issue, but the state statute says that the appointment must be done within 60 days, otherwise they will make the appointment. The consensus of the Board was to request applications to review to fill the vacancy.

7.5 Election of new Board Chair
Trustee Broderick referred to the board policy that was tabled on the duties of the officers of the board and would like to have further discussion. The policy concerning the ascension into an open chair seat uses the word shall and not must so she feels it is open for interpretation. Trustee Mihelich commented that because of the word shall and not must he feels that the board needs to take action to appoint the position of board chair. Trustee Mihelich would like to recommend that we hold a special meeting to elect a board chair. Attorney Garrett commented that he does not interpret the policy this way and feels that it clearly provides that the vice chair shall succeed to the position of board chair. However the then open position of vice chair would call for a meeting to vote on that position. It would be a violation of policy if the board were to vote on the appointment of a board chair. Trustee Broderick commented that while she was in Washington, DC she asked them to take a look at our policy and they (ACCT) feel that because of the word shall, the board did have the right to vote on the position. Trustee Broderick feels that it is a matter of interpretation. Attorney Garrett stated that if the board decides to hold a special meeting to elect a chair he would suggest that they get a written opinion on this matter. Attorney Broderick stated that she would get it in writing from ACCT, but as our legal firm they would disagree with this move. Trustee Wunderlich stated that he has spoken with our two former attorney's and they have indicated that policy is a guideline that is followed on a regular basis and there are no legal repercussions if it is not adhered to. Attorney Garrett commented that the Board can change their policy at any time. Trustee Mihelich would like to request that the president or attorney get another legal opinion. Trustee Wunderlich suggested that an opinion on this matter be requested from the states attorney's office and perhaps the state board.

9.1 Foundation Report
Trustee Adams reported that the Foundation Board recently met and discussed the following: updating bylaws by blending the bylaws and constitution together; centennial commons was discussed and the bondholders will be having a meeting; Farm to Fork dinner is September 26th; athletic department golf outing; the number of gifts have been down in 2015 however the dollar amount has risen; 5K run to be held on October 25th; JJC Foundation received a gift in the amount of \$300,000; and the foundation welcomed a new board member, Donna Theimer. Trustee Broderick passed application information to Trustee Adams and commented that we may want to do a better job of marketing the facility due to the financial constraints they are experiencing. Ms. Mulvey indicated that there was a bondholder meeting but we have not received any information from the meeting. President Daniels indicated that there is a meeting in the morning and that they will share the information. Trustee Mihelich stated that JJC has no ties to the student housing.

9.2 ICCTA Report
Trustee Broderick indicated that there was an ACCT conference in Washington, DC and her, Dr. Daniels and Barbara Adams attended the meeting. The training involved around knowing who we are as a junior college, as a trustee and as a president; discussions focused on trends for future education; accountability; funding and the resources of it; technology and leadership. Forecasts were discussed about the junior colleges going to a four year college. The leadership addressed the key elements to being a successful trustee-we are here to help the college and we are in a position of trust; there are no specific interests or agenda that a trustee carries; we appoint and evaluate our only employee which is the president; a trustee should have a need for constant learning; assure that we consistently check on funding; set annual and achievable goals; we get involved in knowing our politicians because our

politicians regulate our funding; we aim for student success, completion and equality; and overall success of our students and community. Discussions involved around integrating new trustees through an orientation process; what the role of a chair is and choosing an effective chair and running effective and efficient meetings. Discussions of: committees; the open meetings act; public receiving laws and the bylaws; accreditation, financial documents and capital budgets. Also was discussed the need for annual audits and forensic audits; how to respond to the media; appropriate manner and tones a trustee should carry themselves; parliamentary procedure and how to run a board meeting; and motions made during the meeting and discussions on different types of agendas (discussed our consent agenda).

9.3 Student Trustee Ruman is not present this evening so there will not be a student trustee report.
Student
Trustee Report

9.4 Chair Markley indicated that there are two groundbreaking ceremonies in the near future for the new multipurpose building and the extension of the Romeoville campus. This evening we approved Bisping for the excavation of the two new projects. The facilities teams has been doing an incredible job in working throughout the college this summer on many projects. The process of naming the multipurpose building is being discussed. Trustee O'Connell suggested consideration for a naming contest. Trustee Broderick suggested that perhaps one of the president's be considered for the naming of the building. Trustee Mihelich indicated that he would prefer to give the building a generic name and then if we have a donor come through with a large contribution we could consider naming it after them. We do have guidelines already established that addresses this matter.

9.5 President Daniels indicated that everyone has a copy of the President's report to review and if there are any questions, please contact her. President Daniels displayed a power point presentation that contained the following: 34th alumni brunch; GED graduation; welcomed TransCanada a new partner in our operations and technicians program who donated \$10,000; video segment filming Senator Rezin; hosted Mayor Bob O'Dekirk on a college tour on August 6th; and the DC Governance Leadership Institute. President Daniels stated that we will begin our staff development week next week and the students return on August 24th. President Daniels indicated that she would like to recognize the service of Trustee May and at a future board meeting we will be honoring his service to the board and the community.

9.7 Chair's Report
Chair's Report
Chair Markley indicated that she would like to call attention to some college events as follows: August 25th at 3:30 pm will be the groundbreaking ceremony for the multipurpose center; September 8th at 4 pm is the groundbreaking for the Romeoville Campus expansion; tomorrow we are hosting a press conference to kick-off the 50th anniversary of the community college public act; the office of multicultural student affairs will be celebrating Latin Heritage Month with various activities planned; the Farm to Fork Dinner; and JJC nursing graduates surpassed national and state averages when taking the national council licensing exam. The Vet Tech students topped the national and state averages with 100 percent pass rate on the national examination.

Closed Session
Trustee Adams moved, seconded by Trustee O'Connell that the Board recess to a closed executive session (7:13 p.m.) under open meetings act: 2 (c) (1) and 2 (c) 2. The motion carried unanimously. Ayes: Adams, Broderick, Mihelich, O'Connell, Wunderlich and

Markley.

Return
Regular
Session

Meeting resumed at 9:05 p.m. Trustee Wunderlich moved, seconded by Trustee Adams to return to the Regular Public Session. The motion carried unanimously. Ayes: Wunderlich, Adams, Broderick, Mihelich, O'Connell and Markley.

10
Adjourn

Trustee O'Connell moved, seconded by Trustee Broderick for the meeting to adjourn at 9:06 p.m. A voice vote was taken and carried unanimously.