

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, 1215 Houbolt Road, Board Room, Joliet, IL was called to order by Chairman Wunderlich at 5:31 p.m. on Wednesday, June 24, 2020.

1.0.1 Roll Call Trustees Nancy Garcia Guillen
Present Jake Mahalik
Electronically Dan O'Connell
 Betty Washington

Trustees Maureen Broderick Alicia Morales
Present on Site Bob Wunderlich

Student Trustee
Present
Electronically Dontae Crowder (joined the meeting at 6:40 p.m.)

Welcome Chairman Wunderlich welcomed the guests to the Joliet Junior College regular monthly Board meeting.

Pledge Mr. Rob Galick led the Board in the Pledge of Allegiance.

1.0.5 Public Comments President Mitchell indicated that we do not have requests to speak before the Board this evening.

1.1.1 ERP Update President Mitchell requested that Mr. Jerome Goudelock address the Board with an update on the ERP project. Mr. Goudelock thanked the Board and administration for the opportunity to update them on the ERP Modernization progress. Mr. Goudelock indicated that at his last update to the Board, he had reviewed the timeline for the different stages for the project completion dates. As we all know, COVID-19 came along in March and that has impacted the original completion date of January 2021. Our planning stage was almost complete when the college needed to concentrate on turning the classes to on line learning so we were asked to take a one-month break. On May 11th we had a project orientation kickoff with about 50 JJC employees that will be involved with the ebb and flow during the project implementation. The second phase will be the Workday alignment sessions which will take place across the organization as it relates to human resources, finances and the procurement areas. Our new implementation date is March 2021 and will allow us to add additional items to our configuring and testing phases. Currently we are in the architect phase where we are designing the system for the needs. In our next phase we will be starting to test the plan with unit testing and end to end testing. Trustee Broderick asked if

there are any additional costs due to the COVID-19. Mr. Goudelock commented that due to the extension of the project, there will be some additional costs incurred, but they are being covered by a contingency plan that was already in place.

- 1.2 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.
- 1.4.1 – 1.4.8 Retirees Dilday, Comanda, Bradley, Hughes, Van Donk, Kafka Chairman Wunderlich indicated that we will be approving agenda items 1.4.1, resolution honoring retiree Pam Dilday; 1.4.2, resolution honoring retiree Pete Comanda; 1.4.3, resolution honoring retiree Julia Bradley; 1.4.4, resolution honoring retiree Gladys Hughes; 1.4.5, resolution honoring retiree Vivian Van Donk; and 1.4.6, resolution honoring retiree Roberta Kafka as one item. Trustee Broderick moved, second by Trustee Morales that the Board of Trustees of Joliet Junior College to approve the resolution honoring retirees Pam Dilday, Pete Comanda, Julia Bradley, Gladys Hughes, Vivian Van Donk and Roberta Kafka. The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O’Connell, Washington and Wunderlich.
- 1.4.6 No faculty union report this evening.
- 1.4.7 There is a written adjunct faculty union report in the packet this evening.
- 1.5.1 Regular Meeting Trustee O’Connell moved, seconded by Trustee Garcia Guillen that the minutes of the Board of Trustees meeting held on May 13, 2020 be approved as submitted. The motion carried unanimously. Ayes: O’Connell, Washington, Broderick, Garcia Guillen, Mahalik, Morales and Wunderlich.
- 1.6 Communications No further communications have been received.
- 1.7 Agenda Trustee Broderick moved, seconded by Trustee O’Connell that the agenda be approved. The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O’Connell, Washington and Wunderlich.
- 1.8 Consent Agenda Trustee Garcia Guillen moved, seconded by Trustee Morales that the items identified as consent agenda items be approved. Trustee Morales requested that agenda items 2.13, 2.1.6, 4.6, 4.7, 4.8, 4.10, 4.11, 4.12 and 4.13 be pulled from the consent agenda. Trustee Garcia Guillen requested that agenda items 2.1.7, 2.1.8, 2.1.9, 2.1.10, 2.1.11, 2.1.12, 2.7.3 and 2.7.4 be pulled from the consent agenda.
- 2.1.1 President recommends approval of the FY21 2.75% salary increase for Administrators/professional staff
 - 2.1.2 President requests acceptance of resignation of vice president of administrative services
 - 2.1.3 President requests acceptance of resignation of executive director of human resources
 - 2.1.4 President requests acceptance of resignation of vice president of academic affairs
 - 2.1.5 President recommends appointment of interim executive director, human resources
 - 2.2.1 President recommends the approval of appointment of one full-time assistant professor, nursing (tenure track)
 - 2.2.2 President recommends the approval of appointment of one temporary full-time assistant professor, natural sciences/physical education (non-tenure track)
 - 2.2.3 President recommends the approval of appointment of one full-time associate

- professor, accounting (tenure track)
- 2.2.4 President recommends the approval of appointment of one full-time assistant professor, veterinary (tenure track)
- 2.2.5 President recommends the approval of appointment of one full-time assistant professor, automotive tech (tenure track)
- 2.2.6 President recommends the approval of appointment of one full-time assistant professor, industrial maintenance tech (tenure track)
- 2.2.7 President recommends the approval of a change in retirement date as requested by one faculty member
- 2.2.8 President recommends the approval of an agreement with the Joliet United Adjunct Coalition (IEA-NEA) for collective bargaining agreement extension
- 2.3.1 President recommends approval of the FY21 2.75% salary increase for eligible non-union support staff
- 2.7.1 President recommends reappointment of grant-funded professional staff for FY21
- 2.7.2 President recommends reappointment of grant-funded support, clerical and other/temporary staff for FY21
- 2.7.5 President recommends non-reappointment of professional 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: 30178020995-0001
- 2.8.2 President recommends approval of the FY21 2.75% salary increase for eligible non-union part-time staff
- 2.9.1 President requests acceptance of the report on replacement of full- and part-time classified employees, as presented
- 4.1 The President recommends approval to pay the listing of bills for the period ending May 31, 2020 as presented
- 4.2 The President recommends approval to award bids/contracts as follows under Business Services:
 - 4.2.1 Bid-Bleacher Maintenance
 - 4.2.2 Bid-Refuse & Recyclable Material Collection
 - 4.2.3 Contractual Service-Eckenhoff Saunders: Respiratory Therapy
 - 4.2.4 Contractual Service-Hamilton Consulting Engineers: City Center Site Design
 - 4.2.5 Contractual Service-Legat Architects: Pedestrian Bridge
 - 4.2.6 Contractual Service-Legat Architects: Campus Police Remodel
 - 4.2.7 Contractual Service-The Kaleidoscope Group (over 10% of previously awarded board amount for Diversity, Equity and Inclusion support)
 - 4.2.8 Professional Services-Curry & Associates
 - 4.2.9 Professional Services-The Wellington Group
 - 4.2.10 RFP-Benefits Broker & Consulting Services
 - 4.2.11 Sole Source-Burlington English (over 10% of the previously awarded board amount)
 - 4.2.12 Sole Source-Chicago Billboards
 - 4.2.13 Sole Source-Economic Modeling, LLC
 - 4.2.14 Sole Source-Essential Education
 - 4.2.15 Sole Source-Facebook
 - 4.2.16 Sole Source-HubSpot
 - 4.2.17 Sole Source-Pearson Publishing
 - 4.2.18 Sole Source-Proctor U
 - 4.2.19 Sole Source-Respondus
 - 4.3 Treasurer's Report
 - 4.4 Financial Report

- 4.9 Board of Trustees approval of Fall 2020 online fee recommendation
Approval and Third Reading of Board Policies
- 8.2 1.06.00 Organizational Structures and Shared Governance
- 8.3 2.04.19 Fringe Benefits for Full time Administrators and Professional Staff (modification #2.5.1)
- 8.4 2.04.20 Fringe Benefits for Full time College Support Staff (non-union) (modification #2.5.2)

The motion carried unanimously. Ayes: Garcia Guillen, Mahalik, Morales, O'Connell, Washington, Broderick and Wunderlich.

2.1.6
Interim
Police
Chief

Trustee Morales moved, seconded by Trustee Garcia Guillen that the Board of Trustees of Joliet Junior College approve the appointment of interim police chief. Trustee Morales commented that we are being asked to approve an outside firm to conduct the search for the police chief position. The cost will be approximately \$23 to \$24 thousand. Trustee Morales would like to recommend that we do not hire a firm for this search at this time, as it should be a resource we go to after we have conducted internal interviews and if we do not have anyone qualified, then we should consider this firm. Trustee Morales feels that there are many internal individuals that do meet the criteria for this position and would like to see this process happen before hiring a search firm. Trustee Morales pointed out that this is the only position that we are requesting the hiring of an external search firm and feels that it appears unfair. It has many people feeling a certain kind of a way and won't even dare to say that this is part of the systemic problem that we see right now in America. Certain systems work for some people, while not working for others. All of these interim positions are high profile and only conducting an outside search for one makes it look inequitable. Trustee Morales indicated that she would like to hear the other Board members thoughts on this discussion. Trustee Washington commented that as she was reading through the document, it stated that early on the consultant had indicated that there was no viable internal candidate. However, President Mitchell had indicated that internal candidates would be considered as part of the process and feels this is somewhat contradictory. Either there is a viable candidate that needs to go through the process, or there is no viable candidate and that is the reasoning for the outside search firm. President Mitchell stated that much of what was in the consultant's report was kept confidential because typically personnel issues are not disclosed in public. If you recall, P 4 was hired to conduct a cultural assessment of the department. Within the recommendations from the assessment, it was highly recommended that we hire an external firm to conduct the search because of the challenges we have had in our police department for quite some time. We had proposals from two firms to conduct a wider search to ensure that we were inclusive throughout the process. The firm will be conducting a very extensive background check because the police chief position as a municipality, is very different from that of a typical employee of the college. They must oversee a licensed police department in addition to working with the college. This does not mean that internal candidates cannot apply and go through the process. The search firm will advertise, short list and narrow the candidates down to 10 to 15. The college will review these candidates and the firm will conduct further background checks and come forward with three to five recommended candidates. We will then bring the search back on campus and hold open forums, meetings with the community, the Board of Trustees, employees and students. Trustee Washington thanked President Mitchell for the information and commented that she was not on the board through all of this and that is why she asked for the information. President Mitchell indicated that she feels in light of everything that is going on now, we need an extensive background check on each of the final candidates. Trustee Washington stated that she agrees, but needed additional

information and commented that the interim person has a very extensive resume and is not sure if the culture consultant is aware of the interim person. President Mitchell stated that they interviewed everyone in the police department. Attorney Buck commented that the individual that did the culture assessment will not be doing the search and recommended two other firms for this search. Trustee Morales indicated she does not feel hiring an outside search firm for this position is necessary. The most visible position is that of our hiring of our President and even then, we did not go through a search. Trustee Morales feels we should interview our internal candidates first and if they are not qualified then we should invest the money to hire an outside firm. Chairman Wunderlich indicated that anyone internally can apply and with the state of the country as it is right now, he feels that we should be as transparent as possible and use a search firm. He would not like to be accused of giving someone the job because he is a good old boy. The police department police chief position is much different than the position of the President and feels it would be money well spent. Trustee Broderick stated that she feels President Mitchell has made a good decision, has an action plan, and understands what the police department is all about. It may be time for a breath of fresh air and to remove the damaging innuendos that have been placed on the department. Trustee Washington indicated that she feels that as long as internal candidates are allowed to apply, this would be a fair process. Trustee Washington feels that if there is a qualified internal candidate they should be given the opportunity and not held accountable for past issues. President Mitchell indicated that outside of this position, we do in many cases have viable internal candidates. At one time we would post positions available internally first and then if no one qualified applied, we would go external, but was changed by one of the former presidents. If we can roll this back again, and we work with our attorney to make sure it is legal, she absolutely would want to bring this practice back again. We talk about promotion from within and succession planning often. Trustee Morales commented that it just looks bad having this one position going to an outside search firm and asked if the Board will be able to be part of the interview process. President Mitchell indicated she would absolutely want Board input during the interviews. Trustee O'Connell stated that he does not feel it looks bad to be using an outside firm for the police chief search and feels we should go forward with the President's recommendation. The motion carried. Ayes: Broderick, Mahalik, O'Connell and Wunderlich. Nays: Garcia Guillen, Morales and Washington.

2.1.7 - Trustee Garcia Guillen moved, seconded by Trustee Broderick that the Board of Trustees
2.1.11 approve agenda items 2.1.7 through 2.1.11. (2.1.7 President recommends appointment of interim vice president, academic affairs; 2.1.8, President recommends appointment of interim vice president, administrative services; 2.1.9, President recommends appointment of interim chief financial officer, administrative services; 2.1.10, President recommends appointment of interim dean, nursing, health and public services; 2.1.11, President recommends appointment of temporary dean, arts & sciences). Trustee Garcia Guillen asked what our next steps are for obtaining full time candidates for each of the positions above. President Mitchell commented that for the three cabinet positions: Mr. Galick, Dr. Fletcher and Ms. Carter, the search committees have been identified. The executive director of HR will have a title change to Chief Human Relations Officer and will be chaired by Dr. Tracy Morris. The Vice President of Academic Affairs will be chaired by Dr. Yolanda Farmer. The Vice President of Administrative Services will be chaired by Janice Reedus. The Interim Dean of Nursing is temporary and Jorie Kulczak will return to her faculty position once we hire the Vice President of Academic Affairs. The Dean of Arts & Sciences (Temporary Assignment – Dave Naze prior employee of JJC) as this was a failed search. The intent is to repost once we are closer to hiring the vice president of academic affairs, allowing this individual to select their direct report. The deadline is Monday; however, we did include in the deadline date or until position is filled to allow

us to extend the search if necessary. There will be quite a bit of competition because of the timing of the academic year and our goal is to fill the positions as soon as possible because the longer we wait the greater chance we have of losing the person to the competition. If we have a strong pool of candidates we could have a special meeting before the August Board Workshop. The motion carried unanimously. Ayes: Garcia Guillen, Mahalik, Morales, O'Connell, Washington, Broderick and Wunderlich.

2.1.12 Trustee Garcia Guillen moved, seconded by Trustee Broderick that the Board of Trustees of Joliet Junior College approve the appointment of executive director of diversity, equity, inclusion and compliance. Trustee Garcia Guillen indicated that she did not see the number of candidates that applied for this position in the packet. President Mitchell indicated that we had two very strong candidates and the recommendation is to go with Ms. Escortina Ervine. There were 26 applicants and none of which were internal. Chairman Wunderlich commented that this is an extremely important position. The motion carried unanimously. Ayes: Garcia Guillen, Mahalik, Morales, O'Connell, Washington, Broderick and Wunderlich.

2.1.13 Trustee Morales moved, seconded by Trustee O'Connell that the Board of Trustees of Joliet Junior College approve the President's recommendation of appointment of Senior Vice President of Student Development (Temporary Assignment). Trustee Morales indicated that she would like to suggest that rather than give this person, who already does so much and does it well, but has a very full plate, could we perhaps give this opportunity to a director level individual. Dr. Mitchell indicated that Dr. Farmer is her senior VP because her two other VP's are leaving. The initiatives that have been tasked to her in this temporary position are critical. She will be working the Dr. Amy Gray as we proceed with filling the Vice President of Academic Affairs to ensure that the transition is as seamless as possible. She will serve as co-executive sponsor with the President for the Workday implementation. She will be working with the President on the onboarding of our new executive director of diversity, equity, inclusion and compliance. She will be leading the negotiations for the technical office support staff council. Dr. Farmer will oversee the strategy deployment of the 2020-2023 strategic plan. President Mitchell indicated that she feels that Dr. Farmer has been involved in these areas and will be a great asset to her as we fill these positions and move forward during this pandemic process. Dr. Mitchell also indicated that all of her cabinet members have been burning the midnight oil for the last three and one-half months and it is very much appreciated. Staff in different areas throughout the college are being given growth opportunities to fill interim positions. We have split the position of Vice President of Administrative Services between Pat Van Duyn and Jeff Heap. In human resources while Judy Connelly assumes the interim HR Director position, another staff member will be doing part of her duties. There are so many other opportunities within the college where our staff members fill various roles. President Mitchell indicated that we need to have succession planning as we once did and will need to review policy on this initiative. Dr. Farmer has been working side by side with me on these items and it is a natural fit. Trustee Morales indicated that the current Director of Multicultural Student Affairs works closely with our students, but also works with our staff. This would give this person the opportunity to take on additional duties and responsibilities and to help at this time as we are very short staffed. President Mitchell commented that we are short staffed and we need a way to recognize our employees that have gone above and beyond during this pandemic. Working remotely has increased our staff's workload as an example, our communications center is responding to our chat line students 24/7. Our employees are doing a phenomenal job and deserve much recognition. Trustee Morales stated on the other side everyone should be grateful that everyone still has a job and no one has been furloughed or sent to collect unemployment. Chairman Wunderlich commented that this is a

temporary, six-month position. The motion carried unanimously. Ayes: Morales, O'Connell, Washington, Broderick, Garcia Guillen, Mahalik and Wunderlich.

2.7.3 Trustee Broderick moved, seconded by Trustee Morales that the Board of Trustees of Grant Joliet Junior College approve the non-reappointment of professional staff that are at least Non- 50% funded by federal, state and local grant programs. Trustee Garcia Guillen Reappointment commented that her understanding is that if this is approved the staff in these positions will receive a written notice which tells them their job is eliminated, correct? Ms. Judy Connelly indicated that this has been a formal process that the College has taken for many years. There are two sets of grant funded employees: the fiscal year and academic year. The fiscal year has already taken place but have been reappointed, and the positions before the board this evening are for the grants that end at the academic year. They do receive the written notice of the elimination of the positions and the employees in these positions understand the process. As soon as the grants are renewed, we bring the reappointment of these staff members back to the Board for approval. We do have a new policy in the process that would allow us to communicate upfront with these grant funded employees that they will remain in the position until there is a change in the grant or if the grant is not renewed, at which time they would be notified. This would eliminate having to release and then reappoint these employees. Ms. Connelly indicated that Dr. Farmer could respond regarding the renewal of the grant. Dr. Farmer stated that the grant should be renewed and thanked Ms. Connelly for her excellent explanation. Trustee Mahalik commented that he asked the same question last year, but now understands it is process. Trustee Garcia Guillen indicated that she was concerned and it does create a lot of anxiety for these employees. Trustee Garcia Guillen indicated that she wonders if there is another source of funding to use until the grant kicks in so we would not have to do the written termination notice. Ms. Connelly indicated that hopefully this will be the last time that we have to go through this process. Dr. Farmer indicated that she has spoken with the employees impacted by this notice and they do understand that this is a process and the College has had this grant for over 20 years. Chairman Wunderlich commented that this is just a formality which has been followed for many years. The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O'Connell, Washington and Wunderlich.

2.7.4 Trustee Broderick moved, seconded by Trustee O'Connell that the Board of Trustees of Grant Joliet Junior College approve the non-reappointment of support, clerical and other staff Non- that are at least 50% funded by federal, state and local grant programs. Trustee Garcia Reappointment Guillen indicated that her questions were answered in the previous discussion. The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O'Connell, Washington and Wunderlich.

Trustee Morales asked for discussion on agenda item 4.2.7 and understands that it has already been approved on the consent agenda. Trustee Morales asked if the training was going to be optional with Kaleidoscope. President Mitchell stated that this is on the agenda because it was over the 10% originally approved bid. This will be for cultural sensitivity training for every employee on campus and it will be mandatory. This group was available during the George Floyd unfortunate situation for counseling if anyone needed help. Trustee Morales indicated that she has heard that some of the virtual meetings are poorly attended, so we need to make sure that employees attend these so we get our monies worth. President Mitchell commented that the first meetings were not mandatory; however, we will make sure that we have a way to ensure that every employee attends this training. There will be training on campus in small groups and it will most likely take over a year to accomplish.

- 4.6
Funds
Transfer
- Trustee Morales moved, seconded by Trustee Mahalik that the Board of Trustees of Joliet Junior College approve the resolution to transfer funds from the working cash fund to the education and operations and maintenance fund. Trustee Morales commented that we are being asked to approve the transfer of funds from the working cash fund to the education and operations and maintenance fund in the amount of \$6.7 million. Trustee Morales asked if this was to cover the rest of the monies for property taxes that we have not received. Mr. Galick commented that the working cash fund is \$6.7 million and goes back to the 80's when community colleges were given the opportunity to levy for these dollars. We spend money pretty equally over the year; however, this gives the college flexibility with any cash peaks or valleys it may have throughout the year. At the end of the year, it is transferred back and is an accounting entry. Trustee Broderick stated that this is common in the community college setting. Mr. Galick indicated that if we needed to use the money for expenses it would require Board approval. The motion carried unanimously. Ayes: Morales, O'Connell, Washington, Broderick, Garcia Guillen, Mahalik and Wunderlich
- 4.7
Funds
Transfer
- Trustee Morales moved, seconded by Trustee O'Connell that the Board of Trustees of Joliet Junior College approve the resolution to transfer funds from the education fund to operations & maintenance restricted fund. Trustee Morales asked what the amount of the surplus was that would be transferred. Mr. Galick indicated that he does not have a concrete number because we still have not closed the books for this fiscal year; however, it is estimated to be in the \$6 to \$8 million range. The motion carried unanimously. Ayes: Morales, O'Connell, Washington, Broderick, Garcia Guillen, Mahalik and Wunderlich.
- 4.8
Funds
Transfer
- Trustee Morales moved, seconded by Trustee Garcia Guillen that the Board of Trustees of Joliet Junior College approve the resolution to transfer funds from operations and maintenance fund to operations & maintenance restricted fund. Trustee Morales indicated that her question has already been answered. The motion carried unanimously. Ayes: Morales, O'Connell, Washington, Broderick, Garcia Guillen, Mahalik and Wunderlich.
- 4.10
Health &
Safety
- Trustee Morales moved, seconded by Trustee O'Connell that the Board of Trustees of Joliet Junior College approve the Protection Health & Safety Project – Keyless Entry Phase XII. Trustee Morales asked what the amount of the project was for this Phase of the project. Mr. Galick indicated that it was \$125,000. Trustee Morales asked if we could delay this project, as we were not using the building at this time. President Mitchell commented that these funds are already covered. Mr. Galick indicated that we have keyless entry throughout the college. Agenda items 4.10, 4.11 and 4.12 are capital improvement projects which permit us to do a property tax levy to make sure that the College facilities are properly maintained. The motion carried unanimously. Ayes: Morales, O'Connell, Washington, Broderick, Garcia Guillen, Mahalik and Wunderlich.
- 4.11
Protection
Health and
Safety
Project
- Trustee Morales moved, seconded by Trustee Mahalik that the Board of Trustees approve the Protection Health & Safety Project – Replace AHU & Provide Cooling to Second Floor G-Building. Trustee Morales commented that we are being asked to approve \$785,000 to cover this project and feels this is a lot of money for the area covered. President Mitchell indicated that it is not out of line, as there is quite a bit of space in the building. Mr. Galick indicated that this is for air handling units which will heat and cool the space. The cost estimate was based on previous estimates and also the second floor G building has never been air conditioned, so that adds extra work and increases the costs. The reason we would like to do this project at this time is because of the campus police renovations in the future and this would already be done and ready to go. Trustee Morales asked if we have received bids for the project. Mr. Van Duyne indicated that not at this point; we needed to put it on the docket for approval before we

could go out for bids. Trustee Morales commented that she would like to know who the architect is for the project. President Mitchell stated that we do not know who the architect will be at this time and if the Board approves this agenda item tonight, we can then move forward with the process. Mr. Van Duyne stated that this is true for all of the health and safety projects. Trustee Mahalik indicated that he understands the costs as he is in the business and there are many man hours involved in this type of project. Mr. Van Duyne indicated that the Board will see the request for many air handlers in the coming years as they have reached their useful life cycle. Trustee Mahalik asked what the useful life cycle of these air handlers would be. Mr. Van Duyne indicated the life cycle is about 30 years. Chairman Wunderlich commented that typically the estimates for these types of project are a little high and come in lower. The motion carried unanimously. Ayes: Morales, O'Connell, Washington, Broderick, Garcia Guillen, Mahalik and Wunderlich.

4.12 Trustee Morales moved, seconded by Trustee Garcia Guillen that the Board of Trustees of Joliet Junior College approve the Protection Health & Safety Project – Theatre Stage Floor. Trustee Morales indicated that she feels \$95,000 is too much money for the stage floor. President Mitchell commented that this stage is used for many other things and goes beyond just the stage that is seen out front. Mr. Van Duyne stated that the entire floor structure needs to be replaced as the underneath structure has areas that are failing. As far as the top of the stage floor, it has been painted and sanded so many times that there is not oak left on the floor and it has become a safety issue. If we come in under estimate, those dollars can be repurposed to the following year to use on other health and safety projects. The motion carried. Ayes: O'Connell, Washington, Broderick, Garcia Guillen, Mahalik and Wunderlich. Nays: Morales.

4.13 Trustee Morales moved, seconded by Trustee Garcia Guillen that the Board of Trustees of Joliet Junior College approve the Protection Health & Safety Project–Security Cameras Replacement Phase III. Trustee Morales asked how many phases are left for security camera replacement. Mr. Van Duyne indicated that this is another project that will be on-going every year. Trustee Mahalik stated that he feels that cameras are a very important safety feature for our students and staff. The motion carried unanimously. Ayes: Morales, O'Connell, Washington, Broderick, Garcia Guillen, Mahalik and Wunderlich. Student Trustee Crowder favored the motion.

4.5.1 Trustee Broderick moved, and seconded by Trustee Morales to suspend the rules temporarily to allow for public comment on the FY 2020-2021 College Budget at 6:44 p.m. The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O'Connell, Washington and Wunderlich. Student Trustee Crowder favored the motion.

Chairman Wunderlich asked for comments from the floor. Trustee Morales asked how the public would know about the budget. It was indicated that it is on the website and last month the budget was lodged and was on public display. Trustee Morales commented that as a member of the public, not just as a Trustee, and considering that the majority of our money comes from property taxes, she would like to see us really look at how we are spending our money. Trustee Morales stated that she understands that we have repairs that need to be done, but we are approving millions of dollars of taxpayer's monies and she feels heavy about some of the approvals. As an example, tonight, the stage for \$95,000 is mind boggling to her. Chairman Wunderlich indicated that there is a lot of work involved in this project. Trustee Broderick stated that approximately 70 percent of the budget is personnel expenses. President Mitchell indicated that we are a service organization, serving our students, so that means our employees will be the highest cost. Trustee Broderick indicated that the only thing that she would like to see

addressed is the cost of insurance. Trustee Morales commented that sick days are also something to look at for costs.

4.5.2 Trustee Broderick moved, seconded by Trustee Dan O'Connell to return to regular session at 6:47 p.m. The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Return to Regular Session Mahalik, Morales, O'Connell, Washington and Wunderlich. Student Trustee Crowder favored the motion.

4.5.3 Trustee Broderick moved, seconded by Trustee Garcia Guillen that the Board of Trustees of Joliet Junior College approve the adoption of the FY 2020-2021 Budget Approval budget. The motion carried unanimously. Ayes: Broderick, Garcia-Guillen, Mahalik, Morales, O'Connell, Washington and Wunderlich. Student Trustee Crowder favored the motion.

6. Trustee Broderick indicated that she feels we need to address the fact that we get our New Business/ Board packet a week in advance to review for questions. Also, we should review our Old Business emails to one another to make sure that we are not violating the open meetings act. Trustee Broderick has seen emails cc'd to another Trustee and would like to see emails directed to the President without copying another Trustee. The President can then respond and copy the entire Board to make sure that it is inclusive of the entire Board, but that no open meetings act violations occur. Chairman Wunderlich requested that Attorney Buck research this discussion and report back to the Board with his findings. Trustee Broderick commented that if we have a Trustee copying another Trustee and perhaps blind copying another Trustee, that would be three Trustees involved. Attorney Buck stated that the burden would be on the College to prove that we did not violate the open meetings act, which becomes quite burdensome and can be perceived as negative. From the staff and administration side, we stay within the defined lines of the open meetings act. We can't control what happens from the outside, but to the extent that we can limit that and stay within the rules, that is always the best practice. Trustee Broderick indicated that we should develop guidelines that state if a Trustee has concerns, it doesn't include another Trustee to avert this situation and if writing the email to the President, it should only be addressed to the President and no one else. The protocol is that the President then responds to all Trustees with an answer to the question so this would alleviate the possibility of a violation of the open meetings act. Attorney Buck indicated that he will review this and get back to the board with best practices. You will note on the emails to the Board from the President, a do not reply to all statement. Trustee Morales commented that if we can talk to one another with no violation, it should not be a problem for a Trustee to email the President and cc another Trustee, as this would not be a violation of the open meetings act. Attorney Buck stated that the open meetings act states that you cannot have a majority of the Board get together and discuss business. The problem we often run into is an extension of the initial response. As an example, if you were to send an email to one trustee and include another trustee, you have three trustees involved and should one the trustees decide to send this on to another trustee, there would be a violation of the open meetings act. We need to be vigilant on this and he encouraged all trustees to not send communications to more than one other trustee to ensure that we have no open meetings act violations. Once again, one on one conversations are fine, but we must be diligent on making sure we stay within the guidelines of the open meetings act. Trustee Morales commented that if this is in regards to her, she would be happy to be held accountable if necessary. We use this method as a communication tool between Trustees to build comradery and we already have so many restrictions and feels there is nothing wrong with copying another Trustee. Trustee Broderick commented that if we are building comradery why is one Trustee being copied. Trustee Morales stated that perhaps there was a former conversation with that Trustee and President Mitchell will be

sending the response to all Trustees.

Trustee Garcia Guillen indicated that she had sent an email to President Mitchell regarding supporting students that were excluded for the CARES Act. The CARES Act was passed by congress in March of this year which allocated funding to several areas of need including Higher Education. The secretary of education indicated that the funds that are given to each college depends on the number of students at each college. In April and June, the secretary of education published new guidelines on how colleges and universities should spend the money through the CARES Act. However, the guidelines excluded several groups including undocumented students, international students, DACA recipients and other students that do not meet the guidelines for federal aid. In May of this year, the California community college system took legal action against the secretary of education because of the limitation on the type of aid that could be provided to students. Last Wednesday, a federal judge ruled that the U. S. department of education could not place eligibility restrictions on the California community college about who and what students could receive emergency Corona virus financial aid. At JJC, our Foundation has provided emergency funds to help students that do not qualify through the CARES Act, but the students should be able to access aid through the CARES Act funds. These students have a need for food, rent and basic things. Trustee Garcia Guillen would like to open a discussion to partner with other community colleges and universities in the State of Illinois to follow the precedence set by the California community colleges to sue the Secretary of the Department of Education. We should not be restricted on how we can provide emergency funding to our students. It is important to note that in the CARES Act there is no language about the students that are eligible for emergency funding. Chairman Wunderlich indicated that this will be addressed under the Chairman's Report this evening.

7. There were first readings on board policies in the packet.
New Business

8. There were second readings on board policies in the packet.
Old Business

9.1 President Mitchell stated that Ms. Mulvey was unable to attend the meeting, but the executive board met last week and the full Board is scheduled to meet in July.
Foundation Report

9.2 Trustee Broderick indicated that ICCTA met in May and elected the officers for the coming year. The hot topic is how schools will be handling the return to classes in the upcoming fall year depending on what Phase the State is in at that time. The K-12 schools will be making their decisions on how they will handle the return. There was not discussion about higher education at the time of the meeting. Trustee Broderick indicated that the Presidents' will be discussing how each of the College's will be planning for the return to classroom instruction and the number of students in each class, social distancing, wearing masks, etc., if the decision is not to do on-line learning. ACCT is trying to get an approximation of how many Trustees will be attending the Chicago conference and is asking that we register if we are interested in attending. If the conference is cancelled, the registration fee will be refunded. Trustee Morales indicated that if she goes, she will not need a hotel room. Chairman Wunderlich indicated that Ms. Tierney will be in contact with the Board in July to see if they are interested in attending the conference. ICCTA is trying to plan some type of awards ceremony in September to recognize individuals that received an award.
ICCTA Representative

9.3 No Report
Student
Trustee Report

9.4 Trustee Mahalik indicated that the master plan architects were approved this evening. They were updated on the projects status: parking lot south lot G is just about completed; Romeoville canopy is still in progress; the scope of work for elevators for building G and J is still in process; and the boiler should be installed within the near future. This evening we approved the epoxy floor for the Theatre. The J building roof is complete. We discussed Premiere Events, which is our catering company for the Renaissance Center and we are in the process of renegotiating the contract with them. They are behind in rent with the last payment being received for March/April. He has applied for federal funds and has been approved, so we are hopeful he will be making additional payments to us. The current monthly lease payment is \$9,500 and we are looking at \$11,000 per month in the new lease. Mr. Galick indicated that the negotiations not only included the rent over the six-year lease, but Mr. Williams was asking if we would consider waiving some of the lease payment in light of the pandemic which has impacted his business. Through the negotiations we have tentatively agreed to no rent for July. This would be built into the lease renewal and with that and the rent payments over the next six years, 2027. Trustee Broderick commented that the SBA funding would have covered rent. Mr. Galick indicated that is their understanding that he applied for federal funding, but is unaware of the specifics, but has committed to use the federal funding to catch up his three months of rent. We are hoping to be able to bring the rent agreement to the August Board meeting for approval.

9.5 President Mitchell highlighted the following:
President's Report PTK Chapter-two awards received at the 2020 Illinois Regional Meeting. Most distinguished honors and action project and most distinguished and most distinguished chapter which is the highest in honors. In addition, the Chapter received a hallmark award for the college project. PTK students organized and hosted a diversity and inclusion forum which brought together members of student clubs to discuss publicly what their experiences were like by being a student at Joliet Junior College. Thank you to our students.

We also launched a Spanish website with a Spanish web chat feature and expanded general web chat into the college web page and other student development critical areas. Thank you to Kelly Rohder-Tonelli and the IT Team for working collaboratively on our website, as well as all of our employees that assisted on conversion of our services to an online format.

The college initiated new and enhanced employment recruitment strategies, with a focus on Faculty and Adjunct Faculty positions. Numerous seminars and information session were offered for current and prospective employees and expanded sources of advertising and outreach. As discussed earlier by Trustee Morales, this is something we will continue to expand to persist with growing from within.

Thank you to our Foundation. Their fundraising efforts have totaled over \$3.9 million this year, with most constituent categories increasing their totals. They expanded their sponsorships, the Alumni giving, employee giving and corporate giving. Over \$800,000 was given to our students through the scholarship program. Through the pandemic they are issuing student emergency funds, with laptops, internet cards, food pantries,

Since the inception of the advising redesign over 7000 students have been advised, noting

positive experience with the department. Aligned with advising redesign, the student wellness served over 1390 students, providing them with confidential personal counseling, crisis intervention, workshops, group therapy and much more. President Mitchell will be hosting a second open forum for the college community. The last one we held over 500 participants in our zoom meeting. This second session will begin with medical information and updates on COVID-19, provided by Dr. Atul Gupta, who is an infectious disease specialist at Silver Cross Hospital. Then we will roll into the Phase 4 plans for the remainder of the summer and fall semesters. The Presidents' have a meeting next Tuesday to talk about the plans for returning to campus in the fall. Dr. Farmer and one of our Faculty members were participants in the ICCB Return to Campus committee. Dr. Farmer has indicated that JJC is a leader as far as what we put into play and with all of the proactive measures we are taking. We are ahead of the game and thank you to both of them for serving the on the ICCB committee. Phase 4 will look a little different for us as we have already announced our summer and fall semester. We will be finalizing our plans for the return of employees to campus with a focus on safety and student services beginning in July. Some students will be on campus to complete their clinicals or lab classes. In August we will be finalizing how and which employees will be back on campus as the college will have some students back on campus. President Mitchell thanked Mr. Galick and his team for making sure our campus has the proper safety precautions in place. We have taken every proactive safety measure that we can to make sure our students and staff are protected. Everyone will be required to wear a mask if you are in a public place.

Thank you to the Diversity, Equity and Inclusion Council that led a collaborative effort to craft a statement to outline and specify the college's views that we will use to stand publicly in solidarity in support of the Black Lives Matter movement. Thank you to the Council for their dedication to lead this charge and in supporting the College's goals in the DEI plan.

Thank you to all of my Cabinet members, both those still here and those that have left, for your years of dedication and service. Thank you so much to Rob Galick for doing such a wonderful job and President Mitchell indicated that he will be missed and will always be considered part of the JJC Family. Thank you to Dr. Randy Fletcher and Malinda Carter for their years of hard work. Thank you to the Cabinet members that are sticking with me. We will get through this and will hire replacements and move forward.

Thank you to our Board of Trustees, all of our employees and students for your commitment to success at Joliet Junior College. As we move into the new year, we will continue to stand together in solidarity with the Black community fighting for justice and equality in our community and for the health and well-being of our country.

9.6 Chairman's Report

Chairman Wunderlich indicated that he would like to thank the JJC community for whatever help they have given during the pandemic and our recent issues in our county.

He received an email from Trustee Garcia Guillen concerning the issues she brought up previously in the meeting. He has not had a chance to talk to the President, the administration or the college attorney. However, we will look into this further and see if we can partner with other colleges to see what we can do together and/or separately. Trustee Morales thanked Trustee Garcia Guillen for bringing these issues up. It is a difficult conversation that is needed given the current inequality and lack of humanity that is coming from the White House. Trustee Morales indicated that she feels this merits filing a suit against the Secretary of Education. There has already been a community college that has filed a suit on the Secretary of Education and she is in full support with

this suit. Trustee Broderick asked that Chairman Wunderlich address the 48 hours issue. Chairman Wunderlich stated that he is unsure if Trustee Washington received information concerning questions on the board packet. We receive our board packet about one week in advance of the meeting. When reviewing the packet, should you have any questions or concerns, please contact himself, the President, or appropriate vice president, but please do so no later than 48 hours before the Board meeting. This will help to make sure there is enough time to appropriately answer the questions or concerns. Trustee Broderick stated that in her review of other community colleges, most do not get their packets one week in advance and most do have a policy of asking Trustees to send questions on the packet before 48 hours of the meeting. President Mitchell indicated that when she receives the requests, she will acknowledge receipt and get information back to the board on the request. This helps to keep everyone in the loop. Trustee Broderick commented that the protocol should be up to 48 hours questions should be directed to the president for response and after 48 hours, the questions should be brought up at the board meeting. Trustee Broderick indicated that a protocol should also be established for Board members meeting with other individuals on campus other than the president. As an example, a Trustee would like to meet with Mr. Galick; instead of going directly to him we should notify the President that we will be meeting with Mr. Galick. President Mitchell commented that this would be a professional courtesy and would keep her in the loop, rather than someone coming to her and telling her that a Trustee came to them directly. Trustee Broderick also feels that the President should be able to sit on the meeting, if she chose to do so. Chairman Wunderlich stated that if any Trustee is invited on campus for a meeting or an event, or is just coming on campus, they should notify the President. President Mitchell stated that if she knows and is asked why a Trustee is on campus she can share that with staff.

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| Closed Session | Trustee Broderick moved, seconded by Trustee Morales that the Board of Trustees of Joliet Junior College move to a closed session (7:19 p.m.) for the purpose of 2 (c) (1), 2 (c) (5) and 2 (c) (11). The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O'Connell, Washington and Wunderlich. Student Trustee Crowder favored the motion. |
| Return to Regular Session | Trustee Broderick moved, seconded by Trustee Morales that the Board of Trustees of Joliet Junior College return to regular session (8:10 p.m.) The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O'Connell, Washington and Wunderlich. Student Trustee Crowder favored the motion. |
| 10 Adjourn | Trustee Broderick moved, seconded by Trustee Washington for the meeting to adjourn at 8:11 p.m. Voice vote was taken. The motion carried unanimously. |