

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

**1.0 Call to Order/Roll Call/Welcome/Pledge of Allegiance**

The regular meeting of the Board of Trustees of Joliet Junior College, Illinois Community College District #525, held in the Board Room A3104 at Joliet Junior College, 1215 Houbolt Road, Joliet, IL was called to order by Chairman Budzinski at 12:04 p.m. on Wednesday, December 13, 2023.

Trustees Present: Maureen Broderick, Jim Budzinski, Nancy Garcia Guillen, Diane Harris, Michelle Lee (arrived at 12:06 p.m.), Jake Mahalik, Alicia Morales and Student Trustee Iyeshia Ellis.

Chairman Budzinski welcomed everyone to the meeting.

Dr. Namuo led the Board in the Pledge of Allegiance.

**1.1 Communications**

Kelly Rohder-Tonelli, Executive Director of Strategic Engagement, introduced Nancy Norton, President and CEO, of the Grundy Economic Development Council. Nancy addressed the board and said the organization just celebrated 30 years and thanked JJC for being a sponsor of programs which include summer internships. JJC is also part of the team for new business development within the county. She then presented Dr. Namuo and Chairman Budzinski with an award celebrating their 30<sup>th</sup> Anniversary.

Trustee Broderick asked for a point of information – to see if there were any communications received board related. Chairman Budzinski said only the ones generated by Trustee Broderick.

**1.2 Recognition of Retirement – Patricia Hileman**

Trustee Mahalik moved, seconded by Trustee Garcia Guillen, for the board of Trustees of Joliet Junior College to approve the recognition of retirement. Karen Kissel, Vice President, Finance and Administrative Services, read the recognition. A voice vote was taken. The motion carried.

**1.3 Recognition of Retirement – Janis Shumac-Skipper**

Trustee Morales moved, seconded by Trustee Mahalik, for the board of Trustees of Joliet Junior College to approve the recognition of retirement. Robert C. Valadez, Vice President, Student Development, read the recognition. A voice vote was taken. The motion carried.

**1.4 Closed Session**

Trustee Harris moved, seconded by Trustee Morales, for the Board of Trustees of Joliet Junior College to move to a closed session at 12:14 p.m. for the reasons of 2(c)1, 2(c)5 and 2(c)11. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik, and Morales. Student Trustee Ellis favored the motion. The motion carried.

**1.5 Return to Public Session**

Trustee Morales moved, seconded by Trustee Harris, for the Board of Trustees of Joliet College to return to public session at 1:32 p.m. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

## **1.6 Public Comments**

Sean Miller asked to address the board regarding the Flag Raising and Displaying Protocol for Organizations and Group Flags policy. Mr. Miller stated he was a student at JJC and expressed his support for this policy.

## **1.7 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.

## **1.8.1 DEI Report**

Dr. Namuo introduced Dr. Escortina Ervin, Chief Equity Officer, who said JJC is committed to creating, maintaining and honoring diversity, equity and inclusion for all students and staff. Dr. Ervin presented the timeline of DEI as a core value. DEI was included in the 2024-2027 strategic plan and is about valuing diversity and cultivating belonging. DEI also includes the EBC (Entrepreneurial Business Center) which is a partnership with LEDA (Latino Economic Development Association) and AABA (African-American Business Association) as well as the Joliet City Center Partnership. DEI signature programs are: 1) cultural competency workshops; 2) celebrating diversity through literature; 3) peace/community circle experiences and; 4) employee resource groups. Some significant DEI milestones were refreshing the concourse flags for International Student Week in C concourse, the ribbon cutting for the prayer room and the opening of the all gender multi-stall restroom. DEI in the community includes the Boys and Girls Club afternoon of service and Joliet City Center Partnership ribbon cutting. DEI will be focusing on equitable graduation rates, working towards the HIS designation, supporting small business growth and the implementation of the institutional strategic plan.

## **1.8.2 Grundy County Expansion Update Part II**

Dr. Namuo gave the report in Dr. Farmer's absence. He said that the committees' work will now be concluded and introduced all of the committee members that were in attendance. Erin Hayden of Proctor and Gamble expressed her gratitude to JJC and the expansion committee for welcoming a business perspective to the committee. Lance Copes, Executive Director of GAVC, said he brings thanks from the four high schools of the Grundy Area Vocational Center for the wonderful relationship they have with JJC. He felt that the committee did a great job of surveying all of Grundy County. Nancy Norton, President and CEO of GCEDC (Grundy County Economic Development Council) thanked Dr. Farmer for her leadership along with Dr. Amy Gray and Julie Wilkinson for spearheading this opportunity. She said Grundy County has experienced a 9.4% job growth. She felt that the cross section of the committee was important. Julie Wilkinson, Business Development Director of the City of Morris thanked the other committee members and said the City of Morris was proud to be at the table with them and the committee considered the growth, workforce needs, travel patterns and current JJC student trends. She said the enhanced JJC presence will serve Grundy County well. Dr. Namuo announced the City of Morris has been selected as the future site of JJC's expansion. Dr. Namuo acknowledged Dr. Gray for honoring the interest of the industries and academic partners with the JJC faculty in mind. Next steps include land acquisition. Dr. Namuo then thanked the members of the committee for their hard work.

## **1.8.3 Faculty Union Report**

There was no Faculty Union Report.

## **1.8.4 Adjunct Faculty Union Report**

There was no Adjunct Faculty Union Report.

## **1.8.5 Building and Grounds Committee Report**

Student Trustee Ellis gave the report stating that the remodel of the G building restrooms is done and came in within budget. The sub D sump pit for ground water is completed as well as the CNA lab at Romeoville and the Environmental Health and Safety office remodel is also completed. All of these projects came in under budget.

### **1.8.6 Board Policy Committee Report**

Trustee Lee gave the report giving a recap of policy 01.45.05 - Electronic Attendance at Meeting Rules which outlines the rules for attendance of trustees electronically and policy 12.06.00 – which was changed from Driver’s License to Driving Privileges - language was included regarding what defines college business. Policy 09.06.00 - Flag Raising and Displaying Protocol for Organizations and Group Flags was tabled last month and that will be addressed later on the agenda. Trustee Lee also called the board’s attention to the fact that the position for the compliance officer has stilled not been filled and she said that VP Karen Kissel has been gracious to step up to fill the position but she feels this puts an undue burden on her and feels that JJC deserves a full-time compliance officer and asked the board for support on this matter.

### **1.8.7 Finance Committee Report**

Trustee Mahalik said that there is no Finance Committee report.

### **1.8.8 President’s Report**

Dr. Namuo acknowledged Trustee Lee’s request regarding filling the compliance officer position and shared that he has been selected to serve a two-year term on the ACCT (Association of Community College Trustees) Advisory Committee of Presidents. Dr. Namuo will be writing a chapter for a book along with Dr. Farmer and Kelly Rohder-Tonelli relating to how JJC uses design thinking. He also acknowledged Kristi Mulvey and her team at the recent president’s cabinet retreat where they raised in one hour’s time \$4,700 in support of Fosterpalozza. The Foundation held another successful Holiday Pop-up Photo Walk with Santa and Friends. There was 35 gift baskets donated for the President’s Holiday Celebration and Basket Extravaganza for employees which raised \$8,300 for the Namuo Family First Generation Student Scholarship. Dr. Namuo also attended the PB&J and Therapy Dog event. He then wished everyone Happy Holidays.

### **1.9.1 Approval of Minutes for the Regular Meeting held on November 15, 2023**

Trustee Garcia Guillen moved, seconded by Trustee Mahalik, for the minutes of the Board of Trustees Regular Meeting held on November 15, 2023 be approved as submitted. Trustee Broderick said she had the following corrections to the minutes: under 2.5.2 - she had asked Dr. Amy Gray to provide a report with the total dollar amount and Dr. Gray said she would but this was not noted in the minutes. Trustee Broderick also said that in 4.1 her name is spelled wrong and she would like it corrected and under Trustee Update she said she had again asked to see a final version of the meeting agenda before it comes out in the board book that was not included in the minutes. There was no action taken to amend the original motion to include Trustee Broderick’s changes to the minutes. The vote was called. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The original motion to approve the minutes as submitted carried.

### **1.10 Approval of Agenda**

Trustee Lee moved, seconded by Trustee Garcia Guillen, for the agenda to be approved as submitted. A voice vote was taken: The motion carried.

### **1.11 Approval of Consent Agenda as Presented**

Trustee Garcia Guillen moved, seconded by Trustee Harris, for the items identified on the consent agenda be approved as presented. Trustee Lee pulled 4.2.8 and 4.2.10. Trustee Broderick pulled agenda items 2.1.1, 4.2.3; 4.2.5 and 4.3. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

- 2.2.1 Recommending the Approval of Appointment of One Full-Time Assistant Professor, Health & Public Services (Tenure Track)
- 2.2.2 Recommending the Approval of Appointment of One Full-Time Associate Professor, Health & Public Services (Tenure Track)
- 2.2.3 Recommending the Approval of a Change in Retirement Date as Requested by One Faculty Member

- 2.3.1 Recommending the Approval of Workers Compensation Settlement Case Number: W002714951
- 2.4.1 Classified Staff Report Includes New Hires, Replacements and Separations
- 3.1 Approval to Pay the listing of bills for the period ending November 30, 2023 as presented
- 3.2 To award bids/contracts as follows under Business Services:
  - 3.2.1 Consortium: Concourse Furniture
  - 3.2.2 Contractual Service: Prescription Benefit Manager
  - 3.2.3 Professional Service: Instructor for Contract Trainings for Corporate & Community Services
  - 3.2.5 Sole Source: Microsoft Azure Cloud Infrastructure
- 3.3 Treasurer's Report
- 3.4 Financial Report
- 4.2 Second Reading Board Policies
  - 4.2.1 01.02.00 Philosophy, Mission, and Strategy
  - 4.2.2 01.10.02 Officers of the Board – Pro Tempore
  - 4.2.4 01.45.00 Meetings of the Board
  - 4.2.6 01.45.06 Special Meetings of the Board
  - 4.2.7 01.90.00 Naming of Building and Other Properties
  - 4.3.9 13.03.00 Inventories

**ITEMS PULLED - 2.1.1; 4.2.3; 4.2.5; 4.2.8; 4.2.10 and 4.3**

**2.1.1 Recommending Appointment of Chief Human Resources Officer**

Trustee Harris moved, seconded by Trustee Garcia Guillen, for the agenda item identified on the consent agenda as 2.1.1 be approved as presented.

Trustee Broderick stated that her concern that JJC should have conducted an outside search for this position.

Ayes: Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion.  
Nays: Broderick. The motion carried.

**4.2.3 Second Reading and Approval of Board Policy 01.11.00 Trustee Development**

Student Trustee Ellis moved, seconded by Trustee Garcia Guillen, for the agenda item identified on the consent agenda as 4.2.3 be approved as presented.

Trustee Broderick said she asked at the November meeting to have added to this policy that the Chairman would be responsible to discuss committee assignments with the trustees and those changes were not made. Trustee Broderick also asked that board required training be posted on the JJC website. Trustee Lee stated that Trustee Broderick's concerns relating to committee assignments was discussed in the policy meeting and it was decided it was not necessary to amend the policy and it is up to the chair to monitor the training process and any questions on training should be directed to the Chair.

Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

**4.2.5 Second Reading and Approval of Board Policy 01.45.01 Agenda Preparation**

Trustee Mahalik moved, seconded by Trustee Morales, for the agenda item identified on the consent agenda as 4.2.5 be approved as presented.

Trustee Broderick stated that she wants verbiage added to include that the attorney reviews the agenda prior to it being in the board book and any changes be sent to the trustees 48 hours prior to the meeting. Trustee Garcia Guillen said that the Chairman and the President do review the agenda and said she does not see any need to add any additional language to the policy and recommends to approved the policy as is.

Ayes: Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. Nays: Broderick. The motion carried.

#### **4.2.8 Second Reading and Approval of Board Policy 13.01.02 Consultant Services**

Trustee Garcia Guillen moved, seconded by Trustee Harris, for the agenda item identified on the consent agenda as 4.2.8 be approved as presented.

Trustee Lee asked that this policy be sent back to the policy committee for further review. Trustee Garcia Guillen and Trustee Harris agreed to amend the motion to send the policy back to the committee for further review.

Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

#### **4.2.10 Second Reading and Approval of Board Policy 13.04.00 Sale/Disposal of College Property**

Trustee Lee moved, seconded by Trustee Harris, for the agenda item identified on the consent agenda as 4.2.10 be sent back to the committee to review.

Trustee Lee stated that the policy language changed from the sale and disposal of college property approval from the Board of Trustees to the Senior Director of Business and Auxiliary Services. Trustee Mahalik confirmed this policy is for furniture and equipment past its useful life which could be put up for sale. Chairman Budzinski said that the policy should spell out what types of items this policy includes and are described as college property. Matt Stephenson, Senior Director of Business and Auxiliary Services, explained this was for old furniture or equipment and not any land property.

Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

#### **4.3 Approval of Board of Trustee Meeting Date and Times for Calendar Year 2024**

Trustee Lee moved, seconded by Trustee Garcia Guillen, for the agenda item identified on the consent agenda as 4.3 be approved as presented.

Trustee Broderick said that she wanted possible options of retreat dates to be sent out the month prior to the retreat vs listing scheduled retreat dates on the meeting schedule. Trustee Morales, Chairman Budzinski and Trustee Mahalik all said they want the dates predetermined so that they could put them on their work calendars.

Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

#### **4.4. Taking of November Agenda Item 3.2.6 Sole Source: Academic Intervention Software from the Table**

Trustee Lee moved, seconded by Trustee Harris, for the agenda item identified as 4.4 be taken from the table.

Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

#### **4.4.1 Approval of Sole Source: Academic Intervention Software**

Trustee Morales moved, seconded by Trustee Lee, for the agenda item identified as 4.4.1 be approved as presented.

Trustee Broderick asked what the concerns were for this item and why it was tabled last month. Matt Stephenson explained that as the meeting got closer, they asked for it to be tabled so they could negotiate a better deal.

Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

#### **4.5 Taking of November Agenda Item 4.1.4 – First Read Policy 01.41.00 Trustee Development Budget Policy from the Table**

Trustee Lee moved, seconded by Trustee Harris, for the agenda item identified as 4.5 be taken from the table.

Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried

#### **4.5.1 First Reading Policy 01.41.00 – Trustee Development Budget**

Trustee Lee moved, seconded by Trustee Harris, for the agenda item identified as 4.5.1 to be sent back to committee to review.

Trustee Broderick passed out a breakdown that she put together of what the ACCT conference costs were for each person who attended and she feels that the board travel budget is not correct for ACCT category as those funds should be for the ACCT delegate and the alternate which she believes are the same as the ICCTA delegate and alternate. Trustee Broderick said she feels that the trustee travel budget needs to be realigned and she should be able to attend functions as the ICCTA president paid for by JJC. Trustee Morales stated that Trustee Broderick should direct her ICCTA President travel concerns to the ICCTA and have them provide her with a travel funds budget. Trustee Broderick said that the previous Chair had signed a letter of agreement to sponsor her travel costs when she ran for an ICCTA office and the ICCTA does not have a travel budget. Trustee Lee stated that the previous board agreed to support her travel but this board did not agree to it and there is no policy which defines this.

The vote was then called. Ayes: Broderick, Harris, Lee and Mahalik. NAYS: Garcia Guillen, Morales and Budzinski. Student Trustee Ellis did not favor the motion. The motion carried

#### **4.6 Taking of November Agenda Item 4.1.9 – First Read Policy 09.06.00 Flag Raising and Displaying Protocol for Organizations and Group Flags from the Table**

Trustee Garcia Guillen moved, seconded by Student Trustee Ellis, for the agenda item identified as 4.6 be taken from the table.

Ayes: Garcia Guillen and Mahalik. Nays: Broderick, Harris, Lee, and Budzinski. Abstain: Morales. Student Trustee Ellis favored the motion. The motion lost.

#### **5.1 Student Trustee Report**

Student Trustee Ellis said this semester has been quite an experience and at the beginning of her term JJC adopted a new strategic plan with one of the objectives to value diversity and cultivate belonging by connecting the diverse students and supporting their equitable access, goals and connections. JJC's core values state that the college is committed to providing a diverse and inclusive experience for all faculty, students and staff. Throughout the semester, she has witnessed the administration, college employees, faculty and student organization honor this commitment and she is proud of the progress made and is honored to attend a college that celebrates the diversity of the students and employees. She would like to continue to make progress. Student Trustee Ellis then recognized the JJC athletes of the week and she highlighted the Sustainability Union's efforts. The Comfort Zone was a great success and has had 320 student contacts and provided 156 students with support. The Collegiate Club Council held their last meeting of the semester on December 6<sup>th</sup> with student leaders working to provide inclusive and safe environments for all students. The Pride Alliance Transgender Day of Remembrance was held on November 20<sup>th</sup>. Student Trustee Ellis went with CMAS to Roosevelt University and saw the musical Hamilton. World AIDS Day Drag Show was held on Thursday, November 30<sup>th</sup> and raised over \$1,200 for HIV and AIDS Prevention. Stress Relief Week was December 4<sup>th</sup> –

7<sup>th</sup>. Events included a relaxation workshop, wellness day and a peace circle focused on stress relief and burn out. There were about 350 attendees at Fosterpalooza on December 8<sup>th</sup>. Therapy Dogs and PBJ's was held on December 11<sup>th</sup> & 12<sup>th</sup>. She then thanked all the volunteers who helped out during these events and wished everyone happy holidays.

### **5.2 Representative to the JJC Foundation Report**

Kristi Mulvey gave the report said the President's Holiday Party and Basket Extravaganza actually raised \$8,320. There should be another \$5,000 donation coming in soon to bring the Namuo Family Scholarship for first generation students to \$48,047 in just a little over a year. The foundation recognized Victor Corsetti who designed the bell tower that sits in front of A building. Mr. Corsetti has also donated \$50,000 for a scholarship. The Holiday Pop-Up Photo Walk was sold out with 250 people attending. Student Trustee Ellis volunteered and Trustee Mahalik attended this event.

### **5.3 Representative to ICCTA/ACCT Report**

Trustee Lee said there was no meeting this month so there is no report.

### **5.4 Trustee Updates**

Trustee Harris said she attended the GLI in Bloomington and she thought it was a really a good conference and she is committed to doing her part to work with our president and her fellow board members. She also reminded everyone about the ICCTA awards nominations being due on February 23<sup>rd</sup>. Trustee Broderick said she wants the trustee travel allocations talked about again and said the GLI is February 2<sup>nd</sup> – 8<sup>th</sup> and she feels she should be there as the ICCTA President. She said she was glad that Dr. Namuo was asked to be on the Presidential Committee and that she was asked to be on an ACCT committee but did not receive a letter of support from JJC. She also said there are some things regarding the ERP Restart that she would like to see on a future agenda such as what JJC is doing today and what will improve.

### **5.5 Chair's Report**

Chairman Budzinski acknowledged Student Trustee Iyeisha Ellis as being named the Rotary Student of the Month and said JJC is grateful for her and all that she has done so far during her term. The Chairman then gave the following statement: As we end our last meeting of 2023, I want to emphasize that the board of trustees embraces the core values of this college. There is one core value that I want to highlight today specifically: respect and inclusion. Last month, the board tabled a proposed policy on flag raising and display protocol for group flags on campus. This policy was intended to provide another way to celebrate our diverse student organizations and student identities. We realize that tabling this may have given the perception that the board is not supportive of this policy. That's not the case. We want to approve a policy that provides a clear and equitable path to recognizing the diversity of our students, their cultures, and their identities. We are working on it and we want to get it right. That's what our students and campus community deserves. As a board, we'll continue to uphold our core values and those values will continue to drive our decisions and actions. And, most importantly, we will always support what is best for our students. Chairman then concluded his report by congratulating Kristi Mulvey's group on their FosterPalooza fundraising efforts at the recent president's cabinet retreat.

### **6. Adjournment**

Trustee Lee moved, seconded by Trustee Harris, for the meeting to adjourn at 3:41 p.m. A voice vote was taken. The motion carried unanimously.