

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 at Joliet Junior College, 1215 Houbolt Road, Board Room, Joliet, IL was called to order by Chairman O’Connell at 5:30 p.m. on Wednesday, February 15, 2023.

Trustees Present: Maureen Broderick, Jim Budzinski, Nancy Garcia Guillen, Michelle Lee (arrived 6:42 pm), Jake Mahalik, Alicia Morales – virtual (arrived 5.37 pm), Dan O’Connell and Student Trustee Josh Stamborski.

Chairman O’Connell welcomed the guests to the Joliet Junior College Board meeting.

Pat Van Duyne led the Board in the Pledge of Allegiance.

1.0.4
Public
Comments

Brandy Anglen requested to address the board regarding agenda item 2.1.3. which is related specifically to her. She stated her reasons for disagreeing with the non-reappointment recommendation.

1.0.5
Communications

Karyn Reczek, Assistant to the Board of Trustees, read recent positive feedback comments from students who took JJC’s Career Certified class in FY23.

1.1
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.

1.2.1
Women’s
History Month
Proclamation

President Namuo introduced Juell Lagonero to read the proclamation. Trustee Broderick moved, seconded by Trustee Garcia Guillen for the Board of Trustees to approve the proclamation as read. A voice vote was taken. The motion carried unanimously.

1.2.2
Revisit
Marketing
Presentation

Chairman O’Connell introduced Kelly Rohder-Tonelli, Executive Director of Strategic Engagement, to present her report. Kelly presented information related to Google AdWords. Kelly then introduced Dean Bob Morris to explain the enrollment funnel. Prospect engagement included sending out 118,724 emails to prospective students. JJC had 19 enrollment campaigns targeting prospects and applicants. There will be fourteen Next-Step Days scheduled for spring 2023. Trustee Broderick asked how do you know that the ads are successful? Kelly Rohder-Tonelli responded that 60% of the marketing budget is dedicated to digital marketing which is what works for today’s students and is tracked by the click-through rates. Trustee Budzinski said he wanted to caution the board that digital marketing is not an exact science and not to be focused and nailed down by the exact details of specific ads. He feels the goal is to stay focused on brand awareness and enrollment.

- 1.2.3 Student Trustee Policy Revision Dr. Yolanda Farmer introduced Vice President Roberto C. Valadez to the podium to follow-up on the conversation from last month's meeting relating to compensation or stipends for the Student Trustee. Mr. Valadez stated that research found the Public Community College Act, section 3-48 does not prohibit a student member of the board from receiving a scholarship or grant when the eligibility for the scholarship or grant is not determined by the board. He also surveyed other community colleges and found that out of the of 20 public community colleges that responded, 8 of the colleges do not provide any form of support, 7 colleges waive 100% of the tuition and 5 colleges provide a scholarship or waiver of 6 to 9 credit hours for their student trustee. As a former student trustee of Harper College, he said he is proud to make a recommendation where future student trustees receive a 100% tuition waiver to recognize the student's service to the college while they are in office. Trustee Broderick asked to put some type of a dollar limit on the scholarship. Student Trustee Stamborski thanked Mr. Valadez for doing the research and the recommendation. Trustee Mahalik expressed his support. President Namuo said this would require a future policy change.
- 1.2.4 Faculty Union Report Chairman O'Connell welcomed Dr. Bob Marcink to the podium to give the faculty union report. Dr. Marcink said he was glad to hear and supported the conversation relating to the Student Trustee. Dr. Marcink also said he supported Women's History Month. The Faculty Union is currently in talks with the administration regarding a new contract.
- 1.2.5 Adjunct Faculty Report Chairman O'Connell welcomed Ms. Laurel Dieskow to the podium to give the Adjunct Faculty Report. Ms. Dieskow said things are going well and an increase in enrollment is always good to hear as that is always a good thing for adjunct faculty.
- 1.3.1 Approval of Regular Minutes Trustee Broderick moved, seconded by Student Trustee Stamborski that the minutes of the Board of Trustees regular meeting held on January 18, 2023, be approved as submitted. Ayes: Broderick, Budzinski, Garcia Guillen, Mahalik, Morales and O'Connell. Student Trustee Stamborski favored the motion. The motion carried.
- 1.3.2 Approval of 1/27/23 Special Meeting Minutes Trustee Garcia Guillen moved, seconded by Trustee Mahalik that the minutes of the Board of Trustees Special Meeting held on January 27, 2023, be approved as submitted. Ayes: Broderick, Budzinski, Garcia Guillen, Mahalik, Morales and O'Connell. Student Trustee Stamborski favored the motion. The motion carried.
- 1.3.3 Approval of 2/1/23 Special Meeting Minutes Trustee Broderick moved, seconded by Trustee Garcia Guillen that the minutes of the Board of Trustees Special Meeting held on February 1, 2023, be approved as submitted. Ayes: Broderick, Budzinski, Garcia Guillen, Mahalik, Morales and O'Connell. Student Trustee Stamborski favored the motion. The motion carried.
- 1.4 Approval of Agenda Trustee Garcia Guillen moved, seconded by Trustee Mahalik that the agenda be approved. A voice vote was taken. The motion carried unanimously.

1.5
Approval of
Consent
Agenda

Trustee Garcia Guillen moved, seconded by Trustee Morales that the items identified as consent agenda items be approved as presented. Trustee Budzinski asked for 2.1.3 and 3.2.2 to be pulled, Trustee Morales asked for 3.7 to be pulled and Trustee Broderick asked for 3.2.1 and 3.1 to be pulled, from the consent agenda. The motion to approve the consent agenda with the items pulled as stated carried unanimously. Ayes: Broderick, Budzinski, Garcia Guillen, Mahalik, Morales, and O'Connell. Student Trustee Stamborski favored the motion.

- 2.1.1 Recommended tenure for six faculty members
- 2.1.2 Recommended reappointment of twenty-four non-tenured faculty members
- 2.1.3* Recommended non-reappointment of one non-tenured faculty member
- 2.2.1 Recommended approval of Workers Compensation Settlement Case 22WC255961
- 2.3.1 Approval of the classified staff report includes new hires, replacements and separations
- 3.1* Approval to pay the listing of bills for the period ending January 31, 2023 as presented
- 3.2 Approval to award bids/contracts as follows under Business Services:
 - 3.2.1* Consortium: CampusWorks, Inc.
 - 3.2.2* Consortium: JP Morgan Chase
 - 3.2.3 Consortium: SMHEC – Electric Supply
- 2.3.4 Contractual Service: Condensed Curriculum International
- 3.3 Approval of Treasurer's Report
- 3.4 Approval of Financial Report
- 4.1 Approval of the Second Reading Board Policies
 - 4.2.1 01.64.00 Board Policies-Maintenance and Distribution

Karyn Reczek then read policy 01.45.00 Meeting of the Board, which reads that when board action is required, each trustee is limited to 5 minutes to debate each proposition or agenda item (3 minutes initially and 2 minutes for a rebuttal).

2.1.3* Trustee Broderick moved and Garcia Guillen seconded to table this item. Ayes: Broderick, Budzinski, Garcia Guillen, Mahalik, Morales and O'Connell. Student Trustee Stamborski favored the motion. The motion carried.

3.1* Trustee Mahalik moved and Student Trustee Stamborski seconded to approve the payment of the bills. Trustee Broderick stated that there are six invoices on page one of the bills from AVAAP and two additional invoices on page six from AVAAP. Trustee Broderick asked why we are paying additional invoices for consulting services for student, HR and Finance when there is a solid contract with AVAAP? Dr. Farmer then invited Matt Stephenson to the podium to address the AVAAP invoices. Matt Stephenson explained that these were part of the AVAAP contract that was approved by the board in December 2021 and August 2022. Jim Serr then explained that the Workday, HCM and Finance consulting invoices are part of the time and materials contract. Those bills are related to the HR and Finance deployment. The AMS and Lifeline Support Services is part of the AVAAP AMS Post Go Live support. The student recruiting and admissions is part of our fixed fee for the student implementation of Workday. Jim Serr explained that the charges for HCM and Finance were part of the phase one platform implementation of Workday. The AMS Post Go Live is the consulting support of Post Go live. The student recruiting admissions was a fixed fee contract with AVAAP for the implementation of the student system. Trustee Broderick then asked how much is being charged for consulting versus implementation and would like a breakdown for each of those items. Jim Serr said he would work with Karen Kissel to break down those two categories and costs to date. Trustee Broderick asked if we have a hold on Workday. Jim Serr said the pace has been slowed but work does continue on Student Phase II in order to go live next year. Jeff Heap said that there are four blanket purchase orders currently open with

AVAAP for HR/Finance, Student, AMS which is help desk, and Prism analytics. Jeff said implementation and consulting are one and the same. AVAAP is a consulting service which is helping with implementing the system. Jeff then explained that there are purchase orders issued for costs and invoices are tracked against the purchase order. Matt Stephenson confirmed that there are four sets of eyes (which includes the board) as quality control measures.

Trustee Broderick then asked why JJC had to give back \$142,151.25 to the Illinois Community College Board Work Force Equity. Dr. Amy Gray responded that this was a grant to increase the workers in the IT field. The grant was received just before COVID hit and we were not able to compliantly spend all of the grant money within the guidelines of the grant. There were many restrictions of the grant and we could not spend it all.

Trustee Broderick again requested for the bills pertaining to travel & lodging to be more specific to as the details of the travel. Jerome Goudelock explained that the reports he pulls is from data that is inputted by employees.

Trustee Mahalik amended the motion to pay 3.1 (the bills) with the exception of the eight AVAAP invoices (25391, 25648, 25650, 25807, 25878, 25880, 25877, & 25879). Trustee Garcia Guillen seconded the motion. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales and O'Connell. Student Trustee Stamborski favored the motion. The motion carried.

3.2.1
Consortium:
CampusWorks,
Inc.

Trustee Morales motioned and Trustee Budzinski seconded the motion to approve CampusWorks as the IV&V vendor. Trustee Broderick asked Dr. Namuo to revisit the purpose. Dr. Namuo explained that CampusWorks would perform an independent verification and validation to assess the health of the overall Workday implementation Included in the scope of that, will not be revisiting the selection process at all and did we get what we were promised? The independent IV&V process will then arrive at a recommendation of how best to move forward. CampusWorks has not been involved and is an independent third party. Trustee Broderick asked if this contract included travel. Dr. Namuo responded the agreement is exclusive of travel. CampusWorks will complete the process by April 1st. Dr. Namuo confirmed the need to see what's going on through this assessment before anything is decided moving forward. The vote was taken: Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales and O'Connell. Student Trustee Stamborski favored the motion. The motion carried.

3.2.2
Consortium:
JP Morgan
Chase.

Trustee Budzinski moved and Trustee Broderick seconded to approve the item as written. Trustee Budzinski indicated that he has a conflict of interest. Trustee Broderick asked what is done with the rebates from JP Morgan Chase. Matt Stephenson answered that it goes into the Miscellaneous Income Education Fund. Matt stated if the item is approved tonight, JJC will be moving to the IPHEC agreement, which is the Illinois Public Higher Education Cooperative. The vote was taken: Ayes: Broderick, Garcia Guillen, Lee, Mahalik, Morales and O'Connell. Student Trustee Stamborski favored the motion. Trustee Budzinski abstained. The motion carried.

3.7 Trustee Budzinski moved and Trustee Broderick seconded to approve the item as written. Approval to Rescind the Differential Tuition Rate For Culinary Arts Effective Fall 2023 Trustee Morales stated that the impact of differential tuition on the Culinary Arts Management Department has been dramatic. Since its implementation in 2017, enrollment has dropped 32%. Trustee Morales said the majority of people enrolled in this program are people of color. Trustee Morales said she is so happy to support the decision to rescind the tuition. The vote was taken: Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales and O'Connell. Student Trustee Stamborski favored the motion. The motion carried.

3.5 Trustee Broderick moved, seconded by Trustee Garcia Guillen that this item be approved as written. Approval of Course Fees Effective Fall 2023 Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales and O'Connell. Student Trustee Stamborski favored the motion. The motion carried.

3.6 Trustee Lee moved, seconded by Trustee Budzinski that this be approved as written. Approval of No Increase In Tuition Rates and Fees for Fall 2023 Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales and O'Connell. Student Trustee Stamborski favored the motion. The motion carried.

New Business

4.1 Trustee Lee gave a high-level overview of the First Reading of Policies. 03.01.01 College Admissions is an overview of applicant's eligibility for admissions. 03.08.00 Student Code of Conduct sets expectations for students. 03.17.00 Chronic Communicable Diseases defines what a communicable disease is and also states that the college will allow students to attend with reasonable accommodations. First Reading Board Policies

4.3 Trustee Broderick asked that the RFP protocol and provisions be brought in front of the trustees. She thinks trustees needs to reexamine the protocols and policies for the RFP process. Trustee Broderick said it seems to be always a cost issue that the RFP's go after and she thinks we have to address costs versus functionality. Matt Stephenson explained that there were two different ways to do a purchase. A bid is a simple type of purchase largely based on cost. An RFP is something where cost isn't the only factor. RFPs are chosen based on functionality and there is a committee for an RFP. There is criteria that is sent out with the RFP material. The RFP committee evaluates the responses to the RFP and chooses the winner. Attorney Buck gave his opinion that the board should be relying on the process and they should be able to rely on the fact that that process is a good process. It's not the board's place to define what the process is. If the board is asking the President to go back and look at the RFP process to be sure it is committee driven, that is appropriate from a legal perspective. Trustee Broderick said she thought that the Workday RFP was based on cost and should have been on functionality. Trustee Lee stated that she feels the biggest mistake of the Workday RFP was that there was no one from the board on that committee. Trustee Broderick added that it would also be a benefit if there were some experts also on the RFP committee that can give guidance in developing the RFP. Trustee Mahalik and Student Trustee Stamborski expressed their concern if having a board member on the RFP committee would limit people's thoughts and views based on what the board members are thinking. Attorney Buck reminded everyone that the board is a policy making board and it's the President's job to run the operation. Trustees should be able to rely on the staff, management and the President to provide them with competent information. Dr. Farmer made a

recommendation for Karen Kissel to take a look at the RFP process in partnership with Matt Stephenson to make sure the process is fundamentally fair and based on some of the feedback from the board.

Reports

- 5.1 President's Report
President Namuo said February 15th was JJC Socks Day. Dr. Namuo attended the State of the City with the Joliet Mayor. President Namuo stated that based on the governor's proposed budget for Community Colleges can expect to see a 7% increase in overall funding. There is \$3.2 million in the governor's budget to support dual credit. Dr. Namuo attended the district 86 fundraiser. He also attended the ACCT National Legislative Summit February 5th - 8th. He acknowledged Black History Month. He attended the Morris Hospital gala and thanked Dr. Farmer for attending the Chicagoland Habitat for Humanity and the Lincoln-way Foundation galas. Dr Namuo paid a visit to the Amazon site by the Joliet Speedway. Dr. Namuo acknowledged that there are 260 Amazon Associates who have gone through the JJC Career Choice program. He celebrated the Student Street Frontline staff.
- 5.2 Foundation Report
There was no Foundation report.
- 5.3 Representative to ICCTA/ ACCT
Chairman O'Connell introduced Trustee Broderick for the ICCTA report. Trustee Broderick informed the board that the next ICCTA meeting will be March 10 & 11 in Lombard. The National Legislative Summit was held 2/5 to 2/8 in Washington, DC. The conference reports will be given next month.
- 5.4 Student Trustee Report
Student Trustee Stamborski gave his report. He reported on the Black History Month events. The Black Teen Summit was on Friday, February 17th with Congresswomen Underwood and Congressman Jackson in attendance. Main Street was a success with all the JJC club tables. He attended the ICC SAC conference held February 10th at JJC. Josh said the ICCB SAC (Illinois Community College Board) (Student Advisory Committee) has an advocacy group and is preparing for their advocacy day. Student Trustee Stamborski then read a letter from JJC concerned students regarding the current Workday situation. The letter stated that the students are aware and of the situation and asked to please keep them in mind as this event unfolds.
- 5.5 Building and Grounds Committee Report
Trustee Mahalik stated that there was no report this month.
- 5.6 Board Policy Committee Report
Trustee Lee said there was no report for this month.

- 5.7 Trustee Budzinski said there was no report for this month.
Finance
Committee
Report
- 5.8 Chairman O'Connell thanked everyone for coming.
Chair's
Report
- 5.9 Trustee Broderick moved, seconded by Trustee Mahalik that the Board of Trustees of
Closed Joliet Junior College, move to a closed session at 7:50 p.m. for the reason of 2(c)(2) and
Session 2(c)11. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales and O'Connell.
Student Trustee Stamborski favored the motion. The motion carried.
- 5.11 Trustee Budzinski moved, seconded by Trustee Mahalik that the Board of Trustees of
Return to Joliet Junior College, return to public session at 8:29 p.m. Ayes: Broderick, Budzinski,
Public Garcia Guillen, Lee, Mahalik, Morales and O'Connell. Student Trustee Stamborski favored
Session the motion. The motion carried.
- 6 Trustee Broderick moved, seconded by Trustee Garcia Guillen for the meeting to
Adjournment adjourn at 8:34 p.m. A voice vote was taken. The motion carried unanimously.