

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 12:03 p.m. on Wednesday, December 14, 2022.

Trustees Present: Maureen Broderick, Jim Budzinski, Nancy Garcia Guillen (virtual), Jake Mahalik (arrived at 12:09 p.m), Alicia Morales and Dan O’Connell.

Trustees absent: Michelle Lee and Student Trustee Josh Stamborski.

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

Dr. Yolanda Farmer led the Board in the Pledge of Allegiance.

1.0.4
Public
Comments

There were no public comments.

1.0.5
Communications

Karyn Reczek read a letter received from Sandifer Thomas from Direct Thy Path Daycare of Joliet thanking JJC for the outstanding work and support they received from the COHORT.

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
Finance
Audit Report

Karen Kissel, Vice President, Finance & Administrative Services, introduced Ray Krause of the auditing firm of Sikich to present a high-level overview of the audit. Mr. Krause stated that this was the first year their firm worked with the college and they were very pleased with the amount of cooperation received from the staff. The audit issued three reports. The first was the annual comprehensive financial report. The second was a single audit report of uniform guidance. Finally, the third was the auditor’s communication and those charged with governance. The firm issued unmodified opinions on the annual comprehensive financial report and single audit report which is the highest form of assurance that they can give. The testing indicated that the college has a sound system of internal controls. They did not identify any material weaknesses or significant deficiencies in the control environment that would need to be reported either to the board or the federal government. Operationally, the college net position increased \$12.9 million in FY 2022, indicating a strong performance year.

- 1.2.2 Recognition of Retirement Chairman O’Connell introduced Dr. Amy Gray who recognized retiree Nancy DeRoss for 37 years of dedicated service. A voice vote was taken. The motion carried unanimously.
- 1.2.3 Recognition of Retirement Dr. Amy Gray recognized retiree Susan Humenik-Schmidt for 21 years of dedicated service. A voice vote was taken. The motion carried unanimously.
- 1.2.4 Recognition of Retirement Dr. Amy Gray recognized retiree Karen Sakowicz for 23 years of dedicated service. A voice vote was taken. The motion carried unanimously.
- 1.2.5 Recognition of Retirement Dr. Amy Gray recognized retiree William Yarrow for 29 years of dedicated service. A voice vote was taken. The motion carried unanimously. Mr. Yarrow was in attendance virtually and asked to address the board. He thanked them and said he appreciated the support given over the years to the Joliet Junior College bowl team and the academic bowl team. He coached these teams and they won five state championships. He also thanked the board for supporting his professional development activities over the years.
- 1.2.6 Recognition of Retirement Karen Kissel recognized retiree Pam Campbell for 25 years of dedicated service. A voice vote was taken. The motion carried unanimously.
- 1.2.7 Faculty Union Report Chairman O’Connell welcomed Bill Hogan to the podium to give the faculty union report. Mr. Hogan congratulated each of the retirees. He said he thought everyone enjoyed the holiday party and liked that it was back to being a big event. He also is glad that the college is back with everyone in the classroom.
- 1.2.8 Adjunct Faculty Report There was no Adjunct Faculty report as Ms. Laurel Dieskow was not in attendance.
- 1.3.1 Approval of Regular Minutes Trustee Morales moved, seconded by Trustee Broderick that the amended green sheet minutes of the Board of Trustees meeting held on November 9, 2022, be approved. Trustee Broderick also requested that the following correction be made relating to item 6.8 to indicate that the ACCT Conference Reports were given during item number 6.3 ICCTA/ACCT Reports. The amended motion carried unanimously. Ayes: Broderick, Budzinski, Garcia-Guillen, Mahalik, Morales, and O’Connell
- 1.3.2 Review of Board Retreat Notes Trustee Broderick moved, seconded by Trustee Morales that the review of the board retreat notes held on November 17, 2022 be approved. The motion carried unanimously. Ayes: Broderick, Budzinski, Garcia-Guillen, Mahalik, Morales and O’Connell.
- 1.3.3 Closed Session Minutes Trustee Morales moved, seconded by Trustee Mahalik that the need for confidentiality exists for all closed session minutes not yet approved. Trustee Broderick had discussion regarding closed session minutes and requested that the closed session meeting minutes policy be reviewed in an upcoming board retreat. The motion carried unanimously. Ayes: Broderick, Budzinski, Garcia-Guillen, Mahalik, Morales and O’Connell.

1.4 Trustee Morales moved, seconded by Trustee Broderick that the agenda be approved. The
Approval motion carried unanimously. Ayes: Broderick, Budzinski, Garcia Guillen, Mahalik,
of Agenda Morales, and O’Connell.

1.5 Trustee Morales moved, seconded by Trustee Garcia Guillen that the items identified as
Approval of consent agenda items be approved as presented. Trustee Broderick asked for 3.2.1 and 4.2.2
Consent be removed from the consent agenda and to have discussion. Trustee Broderick asked for more
Agenda description to be added to the bills to define more detail on travel related expenses and if any
grants are provided when offsetting costs. The motion to approve the consent agenda carried
unanimously. Ayes: Broderick, Budzinski, Garcia Guillen, Mahalik, Morales, and O’Connell.

- 2.1.1 Recommending approval of appointment of one full-time Professor,
Nursing (Tenure Track)
- 2.2.2 Recommending approval of appointment of one full-time Assistant Professor,
Nursing (Tenure Track)
- 2.2.1 Classified staff report includes new hires, replacements and separations
- 3.1 The President recommends approval to pay the listing of bills for the period ending
November 30, 2022 as presented
- 3.2.1* Bid Fertilization & Weed Control Rebid (tabled from November BOT)
- 3.2.2 Consortium Classroom Podiums
- 3.2.3 Consortium Lexipol, LLC
- 3.2.4 RFP Branding Perception Study
- 3.2.5 Sole Source Bookstore Resale Vendors
- 3.3 Treasurer’s Report
- 3.4 Financial Report
- 3.5 Acknowledgement of the FY 2022 Audit-Fiscal Year Ending June 30, 2022
- 3.6 Board of Trustees Approval of the Braidwood Nuclear Power Station Real Property
Tax Assessment Settlement Agreement

Second Reading Board Policies and Approval

- 4.2.1 01.03.00 Trustee Code of Conduct
- 4.2.2** 01.10.01 Officers of the Board-Duties
- 4.2.3 01.36.00 Board Requests for Information
- 4.2.4 01.45.01 Agenda Preparation
- 4.2.5 01.45.02 Citizen Additions to Board Meeting Agenda
- 4.2.6 11.08.01 Use of Unmanned Aerial Vehicles (UAVs) or Drones
- 4.2.7 11.11.00 Clergy Act Compliance
- 4.2.8 11.12.00 Clear and Present Danger Reporting
- 4.4 Approval of Board of Trustees meeting dates and times for calendar year 2023

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).

3.2.1* Trustee Morales moved and Trustee Budzinski seconded to approve. Trustee Broderick thanked Karen Kissel for bringing everyone together to discuss this issue and appreciated getting the full details on this bid, but Trustee Broderick stated that she still does have some concerns. The motion to approve 3.2.1 carried unanimously. Ayes: Broderick with reservation, Budzinski, Garcia Guillen, Mahalik, Morales, and O’Connell.

4.2.2** Trustee Morales moved and Trustee Mahalik seconded to approve. Trustee Broderick

stated her concerns that the Chair and Vice Chair should be cohesive and she would like to see verbiage in the policy that adds cohesion so that there is true cohesion with the board, the president and his cabinet. Trustee Morales stated that she is a member of the policy committee and this policy has been reviewed but agreed that there does need to be more cohesion in the relationships of the board but felt that the policy was consistent with Roberts Rules as written. Attorney Carl Buck stated that this policy is in compliance with Roberts Rules which define the duties of the board and that the relationships of the board are a completely different circumstance than the purpose of this policy. Attorney Buck said the executive board has the obligation to communicate amongst itself. Trustee Morales asked the Chairman to commit to being more communicative with the board, especially the vice chair. The motion to approve 4.2.2 as written carried. Ayes: Budzinski, Garcia Guillen, Mahalik, Morales, and O'Connell. Nays: Broderick.

New Business

4.1 Trustee Lee was absent so no report was given at this time.

First
Reading
Board
Policies

4.3 Trustee Broderick moved to approve the naming of the award with the addition of adding in "President Emeritus", thus the award would read the Dr. Judy Mitchell, President Emeritus Distinguished Alumni Award. Trustee Morales seconded the motion with the amended language. Trustee O'Connell then asked why we needed to add the President Emeritus to the title. Trustee Budzinski asked how the J.D. Ross award was titled. President Namuo stated that the J.D. Ross award did not include the President Emeritus language. Trustee Morales withdrew her second to the amendment and stated that she thought we should stay consistent with the J.D. Ross award. Motion failed as there was no second.

Trustee Broderick then asked that Kristi Mulvey from the Foundation provide input to the award naming. Kristi Mulvey spoke and stated that the J.D. Ross award is a board award from the trustees. The distinguished alumni award is an award out of the Alumni Office and Foundation. When she discussed this award with the Foundation board, they had agreed to the title as the Dr. Judy Mitchell Distinguished Alumni Award with the emphasis on that she is a distinguished alumni. She stated she thought it should be consistent along with the other award. Trustee Broderick moved and Trustee Morales seconded that the award should be as stated on the agenda changing the Distinguished Alumni Award to the Dr. Judy Mitchell Distinguished Alumni Award. The motion carried unanimously. Ayes: Broderick, Budzinski, Garcia-Guillen, Mahalik, Morales and O'Connell.

Reports

5.1 President Namuo expressed Happy Holidays to everyone. He acknowledged the pristine audit. He stated it is a credit to the good work of our administration, staff and financial services area and all who are responsible for anything related to money and budget. He then acknowledged and congratulated the next president of IVCC, Tracy Morris. President Namuo highlighted the Corporate and Community Services Department, the Agriculture, Horticulture, and Vet Tech programs as well as the JJC Foundation Pop-up Photo Walk with Santa and Friends. He also acknowledged the JJC Community Band concert and the

President's Holiday Celebration and gift basket extravaganza. President Namuo also thanked the entire college community for the Investiture as this was a really special night for him and his family. He also relayed that the numbers of student reenrollment are up 9% with full-time students enrollment up 11.5%.

5.2
Foundation Kristi Mulvey from the Foundation thanked all the departments for the 38 baskets donated for the annual President Holiday Party for employees which brought in \$8,200 for Dr. Namuo's Family Scholarship to support first-generation college students. Over 300 employees attended this event. Dr. Namuo's parents' donation brings the total for the scholarship fund to almost \$12,000. The first Holiday Pop-up Photo Walk with Santa and Friends had over 350 participating and Kristi felt was a really good, feel good event for our community. As of this meeting date, the Foundation is \$400,000 above last year in annual contributions and they have secured over \$600,000 in endowed scholarship funds since July 1, 2022. Contributions are coming in for the annual appeal and endowment. The new Foundation President will be Mr. Dave Conterio, CEO of Hometown Bank. She thanked Dr. Brett Gould for his two terms as Foundation President. The next Foundation board meeting will be January 18th.

5.3
ICCTA
Reports Chairman O'Connell introduced Trustee Broderick for the ICCTA report. Trustee Broderick informed the board that on November 11 & 12, they had the ICCTA quarterly meeting where they adopted the state legislative goals for 2023. She reminded everyone that the Community College National Legislative Summit will be held on February 6 -9 in Washington, DC. Dr. Namuo, Trustee Broderick, Student Trustee Josh Stamborski and Kelly Rohder-Tonelli will also be attending. Key points of the November conference were that the center of economic development was a hot button issue. Also, there was discussion about recommendations for Illinois future work task force. Other discussions were related to dual credit and working with the high schools by talking with those in 9th -12th grade. In regards to CED development, they talked about having committees that were citizen based. The neuro diversity inclusion statement was also revised.

5.4
Student
Trustee
Report Student Trustee Stamborski was absent so no student trustee report was given.

5.5
Building and
Grounds
Report Trustee Mahalik stated that there was not a Building and Grounds meeting this month. The committee will reconvene next month.

5.6
Board Policy
Committee
Report Trustee Morales gave the report stating there were two policies today on the agenda. The first one is 01.05.00 Indemnification that basically states that to the extent allowed by law, JJC will defend, compensate for harm, loss, and hold harmless members of the board, administrators, employees and agents from and against any demands, claims, suits, etc. arising out of the performance of duties within the scope of employment performance. The second one was 01.86.00 Board Electronic Communication which states that the administration will refrain from using electronic communication in a manner that violates

the open meetings act and it briefly expands upon the do's and don'ts. Trustee Morales said that all of the policies now are currently up-to-date and even though Trustee Lee wasn't able to be here we want to give praise for all of the hard work that was done on behalf of the policy committee and administrators here on campus. Now that all policies are up-to-date, they are now being reviewed on a four-year cycle.

5.7
Finance
Committee
Report

Chairman O'Connell introduced Trustee Budzinski for the Finance Committee Report. Trustee Budzinski commended the finance team on the results of the audit and 92% of the grants were tested with no findings which is very impressive. The audit firm found that the annual financial report is above and beyond what is required meaning that our college offers great transparency in our financing. He thanked Karen Kissel and Jeff Heap for all the work they did as well as the rest of their team.

5.8
ACCT GLI
Conference
Reports

Trustee Broderick stated that these reports will be given next month.

5.9
Chair's
Report

Chairman O'Connell acknowledged the great audit and Foundation update and thanked everyone for attending the meeting.

5.10
Closed
Session

Trustee Mahalik moved, seconded by Trustee Morales that the Board of Trustees of Joliet Junior College, move to a closed session at 1:21 p.m. for the reason of 2(c)(1). The motion carried unanimously. Ayes: Broderick, Budzinski, Garcia Guillen, Mahalik, Morales and O'Connell.

5.11
Return to
Public
Session

Trustee Budzinski moved, seconded by Trustee Mahalik that the Board of Trustees of Joliet Junior College, return to public session at 1:35 p.m. The motion carried unanimously. Ayes: Broderick, Budzinski, Garcia Guillen, Mahalik, Morales and O'Connell.

6
Adjournment

Trustee Budzinski moved, seconded by Trustee Morales for the meeting to adjourn at 1:35 p.m. A voice vote was taken. The motion carried unanimously.