

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 5:33 p.m. on Wednesday, March 15, 2023.

Trustees Present: Maureen Broderick, Jim Budzinski, Nancy Garcia Guillen, Michelle Lee (arrived 5:39 pm), Jake Mahalik, Alicia Morales, Dan O'Connell and Student Trustee Josh Stamborski.

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

Student Trustee Josh Stamborski led the Board in the Pledge of Allegiance.

1.0.4 Public Comments Brandy Anglen requested to address the board regarding agenda item 2.1.5. 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 a communication from Carol Foote, secretary in the Fine Arts Department who expressed her thanks to the JJC Community who reached out to her after the recent death of her mother.

Carmen Carter, Vice President of the African American Business Association (AABA), expressed her gratitude to Dr. Farmer and the JJC Entrepreneur and Business Center for African American Business Association. Carmen said AABA exists to transform Will County into the most equitable, inclusive and vibrant local economy and is known for focusing on building up businesses and the community. She acknowledged Dr. Farmer for her contributions at the Marching into Monday meetings.

Angel Contreras, Joliet Township Government Supervisor and Ceaser Escutia, Joliet Township Government Trustee, addressed the board to express their support for JJC's 12x12x12 program with a \$25,000 donation for the program. Dr. Namuo thanked them for their donation and commitment to the program.

1.0.6 Closed Session Trustee Broderick moved, seconded by Student Trustee Stamborski that the Board of Trustees of Joliet Junior College, move to a closed session at 5:48 p.m. for the reason of 2(c)(1) and 2(c)11. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales and O'Connell. Student Trustee Stamborski favored the motion. The motion carried.

- 1.0.7 Return to Public Session Trustee Mahalik moved, seconded by Trustee Morales that the Board of Trustees of Joliet Junior College, return to public session at 6:25 p.m. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales and O’Connell. Student Trustee Stamborski favored the motion. The motion carried.
- 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 Community College Month Proclamation Roberto C. Valadez, Vice President, Student Development, introduced Juliana Aguilar Magana to read the proclamation. Trustee Broderick moved, seconded by Trustee Morales for the Board of Trustees to approve the proclamation as read. A voice vote was taken. The motion carried.
- 1.2.2 Arab American Heritage Month Resolution Roberto C. Valadez, Vice President, Student Development, introduced Narjes Sweis to read the resolution. Trustee Broderick moved, seconded by Student Trustee Stamborski for the Board of Trustees to approve the resolution as read. A voice vote was taken. The motion carried.
- 1.2.3 Earth Month Proclamation Josh West, Dean of Career & Technical Education, introduced Andrew Fleisleber to read the proclamation. Student Trustee Stamborski moved, seconded by Trustee Lee for the Board of Trustees to approve the proclamation as read. A voice vote was taken. The motion carried.
- 1.2.4 Recognition of Retirement Chairman O’Connell introduced Jorie Kulczak, Dean of Nursing, Health & Public Services, who recognized retiree Winifred Garza for 24 years of dedicated service. Trustee Garcia Guillen moved, seconded by Student Trustee Stamborski to recognize the retirement. A voice vote was taken. The motion carried.
- 1.2.5 Human Resource Report President Namuo introduced, Judy Connelly, Interim Chief Human Resource Officer, to give the report. Judy announced the thirteen-member HR team. JJC has approximately 1,250 active employees. There are six collective bargaining agreement with the adjunct faculty, facilities, full-time faculty, full-time food services, police and technical office support staff. 66% of employees are represented by a union. In FY22 there were 5,547 job applicants and 305 were hired. The team is responsible for talent acquisition, onboarding & engagement, development, performance management, succession planning and workforce planning. Gallagher is the broker/consultant for the employee insurance benefit plan. JJC offers Blue Cross Blue Shield PPO and HMO plans. HR also reviews and updates the employee policies and procedures. Every employee is offered an exit interview. Trustee Broderick asked to get a breakdown of Blue Cross revenues and expenses and the total cost of the Gallagher contract.
- 1.2.6 Faculty Union Report Chair O’Connell invited Dr. Bob Marcink to the podium to give the report. Dr. Marcink thanked Joliet Township Government for the donation. He said he felt that the DEI (Diversity, Equity and Inclusion) concept was being distorted in national conversions and he hoped people would do their own research to find out what DEI is really all about. Dr. Marcink acknowledged the loss of Adjunct Faculty member Carl Roach who recently passed away.
- 1.2.7 Adjunct Faculty Union Report There was no report as Laurel Dieskow was not in attendance.

- 1.2.8 Village of Channahon TIF Extension and Letter of Support Dr. Farmer introduced Tom Durkin, Village Administrator, of the Village of Channahon. Mr. Durkin thanked JJC for the Letter of Support for the extension of the Aux Sable TIF district which is set to expire at the end of this year. The extension would be for 12 additional years
- 1.3 Minutes Approval Trustee Morales moved, seconded by Trustee Lee, that the minutes of the Board of Trustees meeting held on February 15, 2023, be approved as submitted. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O’Connell. Student Trustee Stamborski favored the motion. The motion carried.
- 1.4 Approval of Agenda Trustee Morales moved, seconded by Trustee Garcia Guillen, that the agenda be approved as presented. A voice vote was taken. The motion carried.
- 1.5 Approval of Consent Agenda Trustee Morales moved, seconded by Trustee Garcia Guillen, that the items identified as consent agenda items be approved as presented. Trustee Broderick requested 3.1 and 3.2.1 be pulled. Student Trustee Stamborski asked to pull 3.2.4 for discussion. Ayes: Broderick Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O’Connell. Student Trustee Stamborski favored the motion. The motion carried.
- 2.1.1 Recommending approval of retirement as requested for one faculty member
 - 2.1.2 Recommending sabbatical leave for one faculty member
 - 2.1.3 Recommending sabbatical leave for one faculty member
 - 2.1.4 Recommending sabbatical leave for one faculty member
 - 2.1.5 Recommending the non-reappointment of one non-tenured faculty member
 - 2.1.6 Recommending the approval of appointment of one full-time assistant professor, Health and Public Service Department (Tenure Track)
 - 2.2.1 Classified staff report including new hires, replacements and separations
 - 3.1* The President recommends approval to pay the listing of bills for the period ending February 28, 2023 as presented
 - 3.2 The President recommends approval to award bids/contracts as follows under Business Services:
 - 3.2.1* Bid: Network Firewall Software Licensing
 - 3.2.2 Bid: Parking Lot Improvements
 - 3.2.3 Bid: Precision Agriculture Technology Planter/Sprayer
 - 3.2.4* Consortium: Furniture for Mental Health Space
 - 3.2.5 Consortium: Office Supply Desktop Delivery
 - 3.2.6 Contractual Service: Al Warren Oil Company
 - 3.2.7 Contractual Service: Timeclock Plus: Over 10% of Previously Approved Amount
 - 3.2.8 Sole Source: Economic Modeling, LLC
 - 3.3 Treasurer’s Report
 - 3.4 Financial Report
 - 4.2 Second Reading Board Policies and Approval
 - 4.2.1 03.01.01 College Admissions
 - 4.2.2 03.08.00 Student Code of Conduct
 - 4.2.3 03.17.00 Communicable Diseases

Item Pulled: 3.1* The President recommends approval to pay the listing of bills for the period ending February 28, 2023 as presented.

Trustee Broderick questioned the ten AVAAP invoices on page 1 of the bills which total over \$250,000 and she would like to see a breakdown of what each is for. Trustee Broderick also questioned the invoices on page 2 for Mind Your Manners - why JJC was paying over \$30,000 per month when the project is on hold and inquired what the contract said in regards to this issue. Trustee Broderick also inquired about the expenses submitted by Jim Serr, Chief Information Officer, to attend the Gartner Symposium Conference. She then asked about the Black Teen Summit keynote speaker expense on page 31 of the bills for Wholistic Equity Leadership Consulting - asking if JJC could get sponsors for these kinds of things. She also inquired about what is IGEN.

Dr. Farmer stated that she and Karen Kissel, Vice President Finance & Administrative Services, are working diligently on compiling the detailed information on the AVAAP invoices and she stated that we have a contract with AVAAP that states invoices must be paid within 45 days. Dr. Farmer asked Attorney Carl Buck to address the Local Government Payment Act. Attorney Buck stated once the bills are presented and approved, then JJC has 30 days to pay and if JJC does not pay after 30 days, then there is a 1% penalty. This statute requires JJC to pay bills on time. Trustee Broderick asked to see the breakdown for the additional items in the AVAAP invoices. Dr. Farmer stated that there are no additional items in the AVAAP bills presented and the invoices are all part of the original contract. Jim Serr then confirmed that all of the bills as presented are part of the original contract and the invoices are all part of the fixed fee schedule stated within the contract which goes through November 2023. Trustee Broderick asked if we are negotiating to get the monthly fee reduced because we are not live with the complete Student module. Jim Serr responded that once JJC gets the results of the IV&V study, he expects future conversations will include that topic. Jim Serr clarified that six of these invoices were on last month's bills that were not paid. Trustee Budzinski asked if the board could get a breakdown of the time and material and if JJC is still spending time and material money on a project that is not moving forward at this time. Jim Serr responded that JJC has slowed the pace of the project down considerably but there are still activities going on. Anything that's related to the student implementation is part of that fixed fee contract currently. Mr. Serr said everything we are working on is part of the time and materials costs. The Student implementation, which is where we have the issues that we've been discussing, is the fixed fee project. Jerome Goudelock continues to do work on the project for data conversion, data validation, integrations, reports and other project work that is still ongoing and he works mostly remotely and bills JJC hourly for his time. Jerome is not self-employed; he works for Mind Your Manners.

Trustee Lee asked if there is anything we can pull back on without breaking contract that will not affect the systems that are already in place? Jim Serr said that at the moment, no, but as we get through the IV&V process and get more that information, JJC can make some decisions at that point. The Mind Your Manners contract runs through September 2023. Trustee Budzinski said he is uncomfortable approving something every month that he's being told it is time and material and if we don't use it, we don't spend it. Trustee Budzinski said he is in the mode of let's stop spending on this and he would like to have a better idea of what the board is approving or saying no to. Trustee Lee asked to see details of the past two month's invoices from Mind Your Manners.

Dr. Farmer asked Jim Serr to respond to the Gartner IT Symposium Conference question from Trustee Broderick. Jim Serr responded that the conference had nothing to do with Workday. It is a conference for IT leaders and professionals across their customer base. There was a lot of discussion relating to a wide range of technology products, modernization efforts, ERP system upgrades and student system upgrades.

Trustee Broderick's next question was in regard to the Wholistic Equity Leadership Consulting invoice for the Black Teen Summit keynote speaker. Trustee Broderick asked if JJC had gotten any sponsorships for this event. Vice President Robert C. Valadez said there was 360 students that attended and they did get a \$2,000 sponsorship for this event from the National Hook-up for Black Women.

Trustee Broderick's last question was what is IGEN. Vice President Karen Kissel explained that IGEN is a consortium of Illinois Community Colleges working together to share resources, common experiences and best practices to help grow the new green economy. JJC is the fiscal agent. Funds that are being spent through JJC on behalf of JJC being the fiscal agent. JJC gets \$100,000 a year to be the fiscal agent.

Trustee Garcia Guillen asked if there needed to be a modification to the bills motion to remove the AVAAP and Mind Your Manners bills before a vote. Attorney Carl Buck stated that those bills were not being removed. Trustee Broderick asked if Mind Your Manners should be removed. Trustee Lee stated that JJC is under contract and if we do not pay the bills, JJC can be up for litigation and the board should look into the Mind Your Manners contract. Trustee Lee said it would be an irresponsible decision to not pay any bills which could cause JJC to go to litigation.

Trustee Lee moved, seconded by Trustee Morales to approve the bills as submitted. Ayes: Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O'Connell. Student Trustee Stamborski favored the motion. Nays: Broderick. The motion carried.

Item Pulled 3.2.1* Bid: Network Firewall Software Licensing

Trustee Broderick asked why there was only one vendor who responded to the bid of \$593,438 for a three-year contract. What was the cost of the last contract? Matt Stephenson responded that it is always disappointing that only one company responded but it was a fair bid. Jim Serr stated that this was the previously vendor and this vendor is the partner of record for the college as stated by the manufacturer of the product. This company is the reseller of the software subscription, licensing and support designated by the manufacturer. Trustee Lee stated that if this is the only company that can do the service for JJC, what is the point of not approving this contract? Trustee Budzinski said that if this is the only vendor who can do the service, it would not matter if this is a one-year or three-year contract. They are still the only vendor who can perform this function for the college. Jim Serr stated that the previous contract was for \$746,00 for a five-year contract and as this is for cyber security. Trustee Broderick asked why JJC did not ask for another five-year contract. Jim Serr said the product life for the current underlying firewall hardware has an end of life coming up in three years, so JJC wanted to match the three-year renewal of the software with the expected end of end of life with the hardware.

Trustee Lee moved, seconded by Trustee Garcia Guillen to approve the item as submitted. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O'Connell. Student Trustee Stamborski favored the motion. The motion carried.

Item Pulled: 3.2.4* Consortium: Furniture for Mental Health Space

Trustee Stamborski expressed that he was exceptionally happy to see that this was on the agenda for approval as mental health is a very important issue for the students.

Trustee Morales moved, seconded by Trustee Garcia Guillen to approve the item as submitted. 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 Student Trustee Stamborski to approve the item as Approval of submitted. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and Old National O'Connell. Student Trustee Stamborski favored the motion. The motion carried.
Bank
Operational
Agreement

- 3.6 Trustee Broderick asked what this easement is about. Attorney Buck explained that this is a road widening project by the City of Joliet. They are seeking a partial permanent easement and a temporary easement for construction to widen the road at Hobart and Olympic. The city has to compensate the college for the road widening. The appraisal came in at about \$70,000 an acre. The payment will go to the General Fund, because it's payment for land. Trustee Mahalik moved, seconded by Trustee Garcia Guillen to approve the item as submitted. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O'Connell. Student Trustee Stamborski favored the motion. The motion carried.
- Approval of Easements at Olympic Boulevard and Hublot Road
- 4.1 Trustee Lee gave a brief overview of the policies. 02.04.09 Tuition Waivers for JJC Classes for Part Time (non-union) Employees states that part-time non-union employees are eligible for tuition waivers. 02.04.07 Certification to Return to Work states the requirements to return to work following a prolonged period of illness.
- First Reading Board Policies
- 4.3 The policy committee is requesting the approval for the 03.20.00 Tuition Waiver for the Student Trustee on its first read so it will be in effect for the next student trustee. Trustee Broderick asked if there is a GPA requirement. Student Trustee Stamborski said that he has to maintain a 3.0 GPA to hold the office. Dr. Farmer stated that the Student Trustee procedure addresses this requirement. Trustee Morales moved, seconded by Trustee Garcia Guillen to approve the item as submitted. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O'Connell. Student Trustee Stamborski abstained. The motion carried.
- One Reading Board Policy and Approval
- 4.4 Trustee Broderick asked that due to the fact that we had a forensic audit for the Renaissance Center and it called for an inventory, can we please have this issue put on the agenda to review what the inventory policies and procedures are so that we can review and look at them? Dr. Farmer stated that JJC would provide an asset inventory list.
- Agenda Requests by a Trustee
- 5.1 Dr. Namuo thanked Carmen Carter from the African American Business Association for coming and the Joliet Township Government for their generous donation. He also acknowledged Judy Connelly and Dr. Ervin. Dr. Naumo's report highlighted the Black Teen Summit, the JJC socks campaign, Edu Con development day were there were 50 classes available. Dr. Namuo spoke about the superintendent's breakfast held at JJC with all 26-feeder district superintendents in attendance. Dr. Namuo attended the Grundy County Economic Development Council Annual Dinner. He also acknowledged the iCampus team which is JJC's virtual or online campus at JJC. JJC currently has 4,599 students enrolled in virtual classes which is about 43% of total enrollment for the spring semester. Governor Pritzker was at JJC on November 11th to highlight the \$100 million increase in MAP grants, a 7% increase for community colleges and \$3.2 million for community college dual credit.
- President's Report
- 5.2 Amanda Quinn, Assistant Director, Institutional Advancement gave the Foundation report. Amanda said that the Foundation is celebrating its' 50th Anniversary which will be celebrated September 15th at the Rialto Square Theatre. The Spring appeal is going out in April when we also hold our employee giving campaign. Last year, employees gave over \$100,000. The fall application for scholarships is currently open and 973 students have started the application process. The total raised by the Foundation this year is over \$600,000.
- JJC Foundation
- 5.3 The report was given by Trustee Broderick who stated that the last meeting was March 10th & 11th in Lombard. The round table discussion was limited to dual credit/dual enrollment. It was a heated discussion that went on for 2 1/2 hours. The members agreed there was so much confusion between dual credit/dual enrollment that they would like to have a panel discussion on it with Dr. Namuo presenting JJC's 12x12.x12 program. Trustee Broderick inquired if JJC was submitting any applications for the ICCTA awards. Kelly Rohder-
- Representative To ICCTA/ACCT

Tonelli responded that her team did have applicants and would submit the applications by the deadline date.

5.4 NLS Conference Reports Trustee Broderick and Student Trustee Stamborski attended the National Legislative Summit Conference February 5th – 8th in Washington, DC. Trustee Broderick gave an update on the sessions she attended including 1) reforming student aid for today's student, 2) investing in basic needs support for students and 3) student Pell Grants tax policy. Trustee Broderick said ICCTA legislative priorities are focused on the following: Community college baccalaureate degrees, local control of community colleges, equitable funding for community college operations, equity in higher education including neurodiversity, protection of MAP grant recipients and preparing Illinois future work force.

Student Trustee Stamborski reported that he attended the opening session where the key speaker was U. S. Secretary of Transportation, Pete Buttigieg. He attended a discussion about accreditation and a panel that spoke on how Europe's college system works. He attended another session on economics and he had a discussion with the legislators on student mental health. He also attended a student trustees meeting. He said he was honored and very happy to be able to attend.

5.5 Student Trustee Report Student Trustee Stamborski gave his report which highlighted the following: The Theory of Relativity play was March 2nd – 5th. The JJC Chapter of the National Society of Leadership and Success met on March 2nd – 6th. The Collegiate Club Council held a meeting on March 1st with a lot of discussion on DEI. The Blazer's new addition has been published which Josh recommended everyone read. JJC's Spring Word Eater is accepting submissions of poems, short stores, essays, song lyrics, artwork and photographs. Student Trustee Stamborski reminded everyone that the short film Façade will be shown on March 23rd. After the movie a mental health panel discussion will take place. The Herbert Trackman Planetarium will have two shows on March 21st & 23rd.

5.6 Building & Grounds Committee Report Trustee Mahalik said there was only one item to approve which was is the finishing of the Ring Road restoration and resurfacing project and the south auto shop parking lot. This project went to bid and it came in underbudget. The project will start in May. Other items discussed were the AHU replacement project, additional facade repairs and the Romeoville campus is getting some updates. In construction is the replacement of the of the G building switch gear and the D building main power transformer and the remodel of the of the G building restrooms. In design is the board room dais.

5.7 Board Policy Committee Report Trustee Lee said there is no report for this month.

5.8 Finance Committee Report Trustee Budzinski said there is no report for this month.

5.9 Chair's Report Chairman O'Connell thanked everyone for coming.

6 Adjournment Trustee Lee moved, seconded by Trustee Morales for the meeting to adjourn at 9.12 p.m. A voice vote was taken. The motion carried unanimously.