

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 Budzinski at 5:31 p.m. on Wednesday, May 10, 2023.

Trustees Present: Maureen Broderick, Jim Budzinski, Nancy Garcia Guillen, Diane Harris, Michelle Lee (arrived 5:34 p.m.) Jake Mahalik, Alicia Morales, and Student Trustee Iyeisha Ellis.

Chairman Budzinski welcomed the guests to the Joliet Junior College Board meeting.

Trustee Mahalik led the Board in the Pledge of Allegiance.

1.0.4 There were no public comments.
Public
Comments

1.0.5 Kelly Rohder-Tonelli read a letter from Chantel Gamboa the Executive Director of the George Werden Buck Boys & Girls Club of Joliet which thanked the JJC students who assisted students with completing their homework. The letter said that the JJC students are making impactful connections with their youth and are positive role models. The youth have made strides in the area of reading and math while demonstrating increased confidence and a positive attitude towards school as a result of the tutoring intervention.
Communications

Dr. Namuo welcomed the new officers - Chair Jim Budzinski, Vice Chair Alicia Morales, Secretary Nancy Garcia Guillen, new Trustee Diane Harris and new Student Trustee Iyeisha Ellis. Each of them then gave a brief overview of why they chose to serve as trustees of JJC.

1.0.6 Trustee Lee motioned and Trustee Garcia Guillen seconded that the Board of Trustees of Joliet Junior College move to a closed session at 5:46 p.m. for the reasons of 2(c)1, 2(c)2, and 2(c)11. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik, Morales and Student Trustee Ellis favored the motion. The motion carried.
Closed
Session

1.0.7 Trustee Garcia Guillen motioned and Trustee Morales seconded, that the Board of Trustees of Joliet Junior College return to public session at 7:29 p.m. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik, Morales. Student Trustee Ellis favored the motion. The motion carried.
Return to
Public
Session

- 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 June as LGBTQ+ Pride Month Proclamation Roberto C. Valadez, Vice President Student Development, introduced Ryan Queeney to read the proclamation. Trustee Garcia Guillen moved, seconded by Trustee Mahalik for the Board of Trustees to approve the proclamation as read. A voice vote was taken. The motion carried.
- 1.2.2 2024- 2027 Strategic Plan Update Dr. Farmer introduced Dr. Kierstyn Hunter and Dr. Samantha Kessler (both virtual) from CampusWorks to give an update on the Strategic Plan. Dr. Hunter said the Planning Committee included representation from all areas of the campus. She then reviewed the planning timeline for the strategic plan. She also said CampusWorks reviewed the Mission and Vision statements and JJC's core values. Dr. Kessler discussed the 1st Student Experience Statement that includes 1) a welcoming environment, 2) innovative technologies, facilities and social spaces; 3) meaningful educational and co-curricular experiences; 4) an inclusive community that values diversity and seeks equity; and 5) approachable and caring instructors and staff. JJC's faculty, staff and administration supports this experience through accessible, integrated, collaborative services, flexible course delivery and support resources, ambassadors and mentors and experiential hands-on activities. JJC's five strategies include 1) value diversity and cultivate belonging; 2) craft an intentional student lifecycle; 3) grow our possibilities; 4) strengthen from within; and 5) maximize the infrastructure. Implementation will consist of reporting, making sure objectives are measurable, redefining the yearly action plans and developing baselines. Trustee Broderick said that the board had discussed changing the mission and the vision statements. Dr. Farmer replied that the committee really want to gather all the feedback from the college community before moving forward on that issue.
- 1.2.3 Westward Expansion Dr. Namuo introduced the committee members who were in attendance. Dr. Farmer stated the President's vision includes institutional growth, community consciousness and being deeply embedded in the community. Dr. Farmer reviewed the 2024-2027 five Strategic goals consisting of 1) valuing diversity and cultivate belonging; 2) growing JJC's possibilities; 3) maximizing the infrastructure; 4) crafting an intentional student lifecycle; and 5) to strengthen from with. She said all of these align with a westward expansion. JJC currently serves 700,000 residents in 7 counties with over 180 degree and certificate programs. Dr. Farmer highlighted the facilities investment since 1993 including the 2017 renovations to City Center; the opening of the Romeoville Campus in 1993 and the 2007 opening of the Weitendorf Agricultural Education Center. Dr. Farmer presented the Grundy County opportunities where the population grew by nearly 5%. It has a high median household income with the lowest poverty rate and jobs increased by 10.1% from 2016 to 2021. Grundy County has a total labor force of 25,122. The Morris Education Center currently serves the greater Grundy County community. Julie Wilkinson, Business Development Director for the City of Morris, highlighted the Westward Expansion preliminary exploration timeline as well as future needs of the Grundy Area Vocational Center. Chris Brown, Mayor, City of Morris thanked the JJC team and highlighted the good things that are currently happening in Morris. Mayor Brown said he was appreciative of the partnership with JJC. Christina Van Yperen, President and CEO of the Grundy County Chamber of Commerce said the westward expansion will provide life changing opportunities for the Grundy County community. Tom Dohm, President & CEO of Morris Hospital & Healthcare Centers said that he has been impressed with JJC since he was an adjunct faculty member. He said the hospital needs highly skilled

individuals and he thanked JJC for their long-term commitment to help provide the hospital with well trained workers.

- 1.2.4
Faculty
Union
Report
- Chairman Budzinski welcomed Dr. Bob Marcink to the podium to give the report. Dr. Marcink welcomed Trustee Harris and Student Trustee Ellis and congratulated the Chair on his election to the position. He said the LGBTQ+ community has the faculty support and faculty will have a vote next week on the proposed new contract. He said he appreciated that JJC got back to normalcy this year. Commencement is coming soon and he is proud of the first-generation graduating students.
- 1.2.5
Adjunct
Faculty
Union
Report
- Ms. Laurel Dieskow gave the report. She acknowledged and congratulated the new board's leadership and new trustees and she looks forward to working with this team. Ms. Dieskow feels the westward expansion is exciting.
- 1.3.1
Approval of
April 5, 2023
Special
Meeting
Minutes
- Trustee Morales moved, seconded by Trustee Garcia Guillen that the minutes of the Board of Trustees Special Meeting held on April 5, 2023 be approved as submitted. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.
- 1.3.2
Approval of
April 12, 2023
Regular
Meeting
Minutes
- Trustee Mahalik moved, seconded by Trustee Lee that the minutes of the Board of Trustees regular meeting held on April 12, 2023 be approved as submitted. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.
- 1.3.3
Approval of
April 26, 2023
Special
Meeting
Minutes
- Trustee Harris moved, seconded by Trustee Garcia Guillen that the minutes of the Board of Trustees Special Meeting held on April 26, 2023 be approved as submitted. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.
- 1.4
Approval
of Agenda
- Trustee Garcia Guillen moved, seconded by Trustee Lee that the agenda be approved. A voice vote was taken. The motion carried.
- 1.5
Approval of
Consent
Agenda
- Trustee Lee moved, seconded by Trustee Garcia Guillen that the items identified as consent agenda items be approved as presented. Trustee Broderick pulled 3.1; 3.2.1; 3.2.5 and page 16 of 3.4. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

- 2.1.1 Approval of the FY24 Annual Salary Increase for Administrators/Professional Staff
- 2.1.2 Approval of a Mutual Separation Agreement for Chief Information Officer
- 2.1.3 Approval of the Appointment of Chief Human Resources Officer
- 2.2.1 Approval of Appointment of One Full-Time Associate Professor, Social and Behavioral Sciences Department (Tenure Track)
- 2.2.2 Approval of Appointment of One Full-Time Associate Professor, Nursing, Health and Public Services Department (Tenure Track)
- 2.2.3 Approval of Appointment of One Full-Time Associate Professor, Nursing, Health and Public Services Department (Tenure Track)
- 2.3.1 Approval of the FY24 Annual Salary Increase for Eligible Non-Union Support Staff
- 2.4.1 Approval of the FY24 Annual Salary Increase for Eligible Non-Union Part-Time Staff
- 2.5.1 Approval of Classified Staff Report Includes New Hires, Replacements and Separations
- 3.1* Approval to pay the listing of bills for the period ending April 30, 2023 as presented
- 3.2 Approval to award bids/contracts as follows under Business Services:
 - 3.2.1* Bid: Exterior Wall Façade Repairs Rebid
 - 3.2.2 Contractual Service: BCS Insurance Company
 - 3.2.3 Consortium: Certified Nursing Assistant Lab Equipment
 - 3.2.4 RFP: Managed Document Solutions
 - 3.2.5* RFP: Student Technology Helpdesk Services
 - 3.2.6 Sole Source: Campus Police Documentation Tracking Software
 - 3.2.7 Sole Source: Building Automation System Annual Maintenance Agreement
 - 3.2.8 Sole Source: Cloud-Based Digital Photo Management Software
 - 3.2.9 Sole Source: Work Stations for The Fabrication of Orthotic and Prosthetic Devices
 - 3.2.10 Sole Source: State of Illinois Licensure Application for The Nursing Program
 - 3.2.11 Sole Source: National Council Licensure Examination Application for The Nursing Program
- 3.3 Approval of Treasurer's Report
- 3.4* Approval of Financial Report
- 3.5 Approval of the Paramedic Course Sequence Differential Tuition Rate
- 4.1 Approval of a Certification of Completion - Patient Care Technician
- 5.2 Second Reading and Approval of Board Policies
 - 5.2.1 03.01.02 Transfer Credit
 - 5.2.2 08.01.00 Budget
 - 5.2.3 08.01.06 Capital Funds
 - 5.2.4 08.01.09 Capital Assets
 - 5.2.5 08.03.01 Pay Advancements (to rescind)

Pulled items

*3.1 – Payment of bills for the period ending April 30, 2023

Trustee Broderick pulled this because she has concerns about the athletic budget regarding the flight costs and use of vehicles. She questioned if more funds would be needed. She also had concerns relating to the sponsorships JJC has done.

Trustee Garcia Guillen moved, seconded by Trustee Morales that agenda item 3.1 be approved as presented. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

***3.2.1 – Bid Exterior Wall Façade Repairs Rebid**

Trustee Broderick said she is looking at the two bids which are extremely far apart and she doesn't see an explanation of why. Pat Van Duyne, Sr. Director of Facility Services, explained that the discrepancy is because sometimes vendors throw out a low number to see if it will stick. In this case there was only two bidders. The scope of work is the same for both bids. Once the bids are received, a review of each vendor is done to see that all of the scope of work is included and if they don't, the bid is rejected.

Trustee Garcia Guillen moved, seconded by Trustee Morales that agenda item 3.2.1 be approved as presented. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

***3.2.5 – RFP Student Technology Helpdesk Solutions**

Trustee Broderick's questioned how much of a difference was there between bids? Matt Stephenson, Sr. Director, Business & Auxiliary Services, Finance and Administrative Services said he did not have that information but would supply it as a follow-up.

Trustee Morales moved, seconded by Trustee Mahalik that agenda item 3.2.5 be approved as presented. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

***3.4 – Financial Report**

Trustee Broderick asked to delay the approval until next month so that more information can be provided for the Self-Insured Fund listed on page 16. Trustee Broderick said she has questions and wants additional information. Attorney Carl Buck said that the report is not going to change as the data is the data. Trustee Broderick asked to get more of a breakdown of the costs. Chairman Budzinski asked Trustee Broderick to submit her questions in writing to Dr. Farmer so that Dr. Farmer could get an accurate response. Trustee Lee stated that as there was nothing wrong with the report and Trustee Broderick just wants more information she feel the board should approve the report as is and Trustee Broderick should submit her additional questions. Dr. Farmer stated that at the February board meeting, Trustee Broderick had a question related to the insurance fund and Dr. Farmer sent out a follow up communication to the board. At the time, the report only showed expenses for the self-insurance fund. This month's board book's report does show the revenues, health expenses and workers compensation as asked by Trustee Broderick. Dr. Farmer said Trustee Broderick had questions regarding Gallagher's total revenue which Dr. Farmer responded to in her in the follow-up communication to the board. Chairman Budzinski said any additional questions Trustee Broderick had could be followed-up after the meeting.

Trustee Garcia Guillen moved, seconded by Trustee Morales that agenda item 3.4 be approved as presented. Ayes: Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. Abstain: Broderick. The motion carried.

3.6 Approval of Tax Abatement Blue Sky
Monica Shield of the Grundy County Economic Development Council explained that this was just an amendment and nothing in the original agreement is changing. This amendment is requesting an additional two years to be fully assessed so that construction can be completed. 95% of the tax bill districts participating have approved this amendment.

Solar Energy
Trustee Harris moved, seconded by Trustee Garcia Guillen that agenda item 3.6 be approved as presented. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion.

3.7 Approval of Tax Abatement
Monica Shield said that is a Holiday Inn Express in Minooka. This is a standard abatement that Grundy County has is given to other hotels in the area. All the other districts and schools have already approved this agreement.

Minooka Hotel Association
Trustee Harris moved, seconded by Trustee Garcia Guillen that agenda item 3.7 be approved as presented. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion.

3.8 Approval of Resolution To Adopt Tentative FY2023-2024 Budget and Placement of the Budget on Public Display
Dr. Namuo said that JJC has held flat with tuition this year. Jeff Heap, Sr. Director, Financial Services & Controller, gave highlights of the budget. The revenue will see a 6.2% increase in operating funds and a 2.2% increase in debt service from property tax revenue. Tuition and fee revenue will have the enrollment budge based on a 1.5% increase from FY23 actual hours. State credit hour revenue has a base operating grant of nine million and the CTE grant is based on FY23 actual which was \$700,000. Interest income is projected to be \$2.5 million. Total operating budget is \$111,018,000. 59% of the fiscal operating fund revenue comes from property taxes. Personnel contractual union agreements and negotiations are projected to have a 2.5 to 5.5% increase. Benefits will have a 7% increase. Material and supplies and contractual services have a 5% inflationary increase. Contingencies total \$700,000. Capital Outlay is projected to be \$401,000. Karen Kissel, Vice President, Finance and Administrative Services, presented that there were 12 full-time positions added. Karen then presented they will repurposed 9 part-time positions into 3 full-time positions. Jeff Heap added that 63% of the operating fund is salaries and 15% is benefits. The operating budget is balanced. This is the 51st balanced operating budget for JJC which represents a 5.51% increase over the FY2023 budget. The auxiliary fund is balanced and the self-insurance fund is balanced and reserves are maintained. Trustee Broderick asked what was the dollar increase from last year's budget. Jeff Heap responded it was \$105,221,800. Trustee Broderick asked what was the reserves. Jeff responded it was a little over 30 million.

Trustee Morales moved, seconded by Trustee Mahalik that agenda item 3.8 be approved as presented. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion.

5.1 First Reading Board Policies
There were no first read board policies

5.3
Agenda
Request
By a
Trustee

Trustee Broderick asked what input do trustees have regarding the JJC school newspaper, The Blazer, as she has some concerns as a trustee. Attorney Carl Buck said that legally the only obligation is to fund it as part of the budget and trustees have no editorial authority and any concerns over the newspaper should be address with the President. Dr. Bob Marcink who was in the audience said he is the advisor of the newspaper and asked what the concern was. Trustee Broderick said she would talk to him after the meeting about her concerns.

Reports

6.1
President's
Report

President Namuo asked everyone to look at the JJC home page which highlights diversity equity and inclusion. Graduation is next week. Enrollment is up for fall and summer. Dr. Namuo thanked the board for their service - both the outgoing and incoming board. He also attended the Latinx Empowerment Conference and the Electric Vehicle Expo. Dr. Namuo attended the Romeoville Open House and highlighted the Maker Lab. JJC hosted the Illinois Community College Board at City Center. Dr. Namuo earned his Mental Health First Aid certificate and participated in the Active Minds fundraiser. Dr. Namuo thanked trustees Broderick, Harris and Morales for joining him when Justice Mary Kay O'Brien visited JJC. Dr. Farmer and Dr. Namuo will accept an award from the African American Business Association (AABA). He acknowledged the Human Resources department and thanked Judy Connelly for her leadership and for stepping up into as the Interim CHRO position when it was vacant. There will be approximately 540 JJC graduates.

6.2
Foundation
Report

Kristi Mulvey from the Foundation said the Namuo Family Scholarship has reached \$26,198 in less than one year. The 50th Anniversary of the Foundation appeal has already received \$29,615 and save the date cards for the September 15 celebration at the Rialto Theater will be sent out soon. The scholarship application process for fall classes closed on May 15. The Alumni office will give each graduate a t-shirt as their gift this year. The Athletic/Foundation golf outing is July 14 at Morris Country Club and the next Foundation meeting will be May 17, 2023 at 7:30 a.m.

6.3
ICCTA
Report

Chairman Budzinski introduced Trustee Broderick for the ICCTA report. Trustee Broderick showed a slide presentation with highlights of her trip to Lobby Days with Trustee Harris. They spoked with the legislators about JJC's partnerships with the workforce, the dual credit 12x12x12 program, expanding JJC campus westward, the BSN for nursing students, the enactment of the DREAM act and the approval of the funds for higher education the governor has proposed. Trustee Broderick and Trustee Harris saw a total of 14 legislators. Trustee Harris said she enjoyed meeting with the legislators.

6.4
Student
Trustee
Report

Student Trustee Ellis gave her first report as Student Trustee. She thanked the previous Student Trustee, Josh Stamborski, and Dr. Amy Kuspa-Sims for their support and help. Her report highlighted the Empty Bowls Project and the LatinX Empowerment conference which had over 400 students in attendance. The Pride Alliance Gay-la was held on April 21st where over 100 people attended. Active Minds Pie in the Face Event was held on April 27th and raised \$626. The National Society of Leadership & Success (NSLS) had an induction ceremony on April 27th with over 300 in attendance. The final Collegiate Club Council Meeting took place on May 3rd. Another NSLS event took place on May 4th for a day of

service creating cards and flowers for Meals on Wheels recipients in Will and Kendall Counties. Stress Relief Week was held on May 8th – 11th as student prepare for finals. Therapy Dogs and PB&J event will be May 15th and 16th. Finals week will be May 15th – 19th and she wished all students good luck.

- 6.5 Building and Grounds Report Trustee Mahalik reported that the Building and Grounds committee voted on one bid for the façade repairs. The CDB – air handler unit replacement has been put on hold as the contractor did not submit a bid bond in time which is now in a review process. In Design is the Adjunct Faculty area. In Construction is the replacement of the G building switchgear and B building main power transformer. The remodel of the G building restrooms and parking lot improvements and miscellaneous capital improvement projects are on-going. The boardroom dais starts right after this meeting and the CNA lab at Romeoville is also in construction.
- 6.6 Board Policy Committee Report Trustee Lee said there was no report tonight as there were no policies to review on the agenda.
- 6.7 Finance Committee Report Trustee Mahalik said there was nothing additional to report other than what was presented today.
- 6.8 Chair's Report Chairman Budzinski said his goal for JJC is to not sit back and watch what everyone else does but to let everyone else watch what JJC is doing. He wants others to look at JJC and say wow.
7. Adjournment Trustee Lee moved, seconded by Trustee Harris for the meeting to adjourn at 9:51 p.m. A voice vote was taken. The motion carried unanimously.