

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

1. 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 at Joliet Junior College, 1215 Houbolt Road, Joliet, IL was called to order by Chairman Budzinski at 5:32 p.m. on Wednesday, May 21, 2025.

Trustees Present: Elaine Bottomley, Maureen Broderick, Jim Budzinski, Nancy Garcia Guillen, Diane Harris, Michelle Lee - virtual (arrived at 6:43 p.m. and left at 9:38 p.m.), Alicia Morales, and Student Trustee Brenton Bishop.

Karen Kissel led the Board in the Pledge of Allegiance.

1.2 Communications

Dr. Namuo introduced Tanya Arias, an election analyst in partnership with the Will County Clerk's office, who spoke on how JJC can engage students to be involved with civic engagement opportunities. The Clerk's office has attended the JJC main street event where they helped with voter registration, explained the election process and the government work study program. Dr. Namuo also acknowledged Annette Parker, Will County Clerk for her support with this initiative.

1.3.1 June LGBTQIA+ Pride Month Proclamation

JJC student Abigail Camacho read the proclamation.

Trustee Morales moved, seconded by Trustee Bottomley, for the Board of Trustees of Joliet Junior College to approve the proclamation. A voice vote was taken. Those in favor: Bishop, Bottomley, Budzinski, Garcia Guillen, Lee and Morales. Those opposed: Harris. Those abstained: Broderick. The motion carried.

1.3.2 Juneteenth Proclamation

JJC student Isaiah Ramssess read the proclamation.

Trustee Morales moved, seconded by Trustee Bottomley, for the Board of Trustees of Joliet Junior College to approve the proclamation. A voice vote was taken. All voted yes except Trustee Broderick who abstained. The motion carried.

1.4.1 Diana Ayala Recognition of Retirement

Dr. Amy Gray read the recognition.

Trustee Morales moved, seconded by Trustee Harris, for the Board of Trustees of Joliet Junior College to approve the retirement recognition. A voice vote was taken. The motion carried.

1.4.2 Zuly Eiquihua Recognition of Retirement

Dr. Amy Gray read the recognition.

Trustee Morales moved, seconded by Trustee Garcia Guillen, for the Board of Trustees of Joliet Junior College to approve the retirement recognition. A voice vote was taken. The motion carried.

1.4.3 Leon Harvey Recognition of Retirement

Karen Kissel read the recognition.

Trustee Morales moved, seconded by Trustee Bottomley, for the Board of Trustees of Joliet Junior College to approve the retirement recognition. A voice vote was taken. The motion carried.

1.4.4 Anthony Lucenti Recognition of Retirement

Karen Kissel read the recognition.

Trustee Garcia Guillen moved, seconded by Trustee Morales, for the Board of Trustees of Joliet Junior College to approve the retirement recognition. A voice vote was taken. The motion carried.

1.4.5 Patricia Mancke Recognition of Retirement

Karen Kissel read the recognition.

Trustee Morales moved, seconded by Trustee Garcia Guillen, for the Board of Trustees of Joliet Junior College to approve the retirement recognition. A voice vote was taken. The motion carried.

1.5 Public Comments

JJC student Luke Galloway acknowledged Dr. Namuo for his leadership. He asked that the board, as publicly elected officials, think about who they are and to remember the pledges they gave to serve impartially and in the best interest of the college.

1.6 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.

1.7.1 Completion Report

Dr. Farmer recapped her experience in the Aspen Rising Presidential Fellowship program over the past year. The program focused on student success and completion which includes retention rate, graduation rate, equity framework, transfer rate and student completion with a purpose.

1.7.2 Tentative FY2025 – 2026 Budget Report

Karen Kissel, Vice President Finance and Administration, and Jeff Heap, Senior Director, Financial Services and Controller, gave the report. Karen reviewed the board's involvement in the budget timeline over the past year. Jeff reported that this is the 53rd balanced budget for JJC with FY26 operating funds revenue and expenditures of \$122,222,000 of which 59% comes from property taxes. Salaries consist of 62% of the operating fund expenditures. This operating budget proposal represents a 4.66% increase over FY25's budget. This budget will be put on display for 30 days and voted on at the June meeting.

1.7.3 Faculty Union Report

There was no report.

1.7.4 Adjunct Faculty Union Report

There was no report.

1.7.5 JJC Foundation Report

Kristi Mulvey, Executive Director, Institutional Advancement, supplied the board with a written report.

1.7.6 Building and Grounds Committee Report

Trustee Bottomley gave the report and said the committee discussed projects that are in design, projects in construction and projects wrapping up as well as projects that we can expect to see coming up in the future. She also said they touched briefly on the facilities master plan efforts.

1.7.7 Board Policy Committee Report

Trustee Harris reported that there was no meeting this month, so there is no report. There are four policies which will be voted on tonight as second reads.

1.7.8 Finance Committee Report

Trustee Morales reported one thing not covered in the budget report was that JJC will be changing the property, casualty and liability insurance carrier and transition to a consortium that other community colleges use.

1.7.9 Student Trustee Report

Student Trustee Brenton Bishop acknowledged Dr. Amy Kuspa Sims, Chris Ulreich and Ryan Queeney for always being advocates for the student body and for helping him recognize the gravity of the student trustee role. Brenton reported on his attendance at Lobby Days where he met with state senators and representatives. He then highlighted the upcoming campus events and recent past campus events. He also acknowledged the winners of the Collegiate Club Council Recognition event and congratulated the graduating class of 2025.

1.7.10 President's Report

Dr. Namuo gave his report which included enrollment data as well as recent events around campus. He acknowledged Congresswoman Underwood for her contributions to the EBC program as well as State Representative Natalie Manley and State Senator Meg Cappel for their initiative to provide funds for test prep software for JJC students. He also announced a partnership with the Valley View Unified School District and their Step program which now host a coffee & pastry kiosk at the Romeoville campus. The Plainfield Step program also has a presence at the JJC main campus. He also reported that JJC hosted bring your kids to work day, a student and staff basketball game and a wheelchair basketball game with

Lincolnway Special Recreation Association this past month. Graduation had the largest class of 763 which also came with a brief power outage due to the sudden dust storm. Dr. Namuo attended the Grundy Economic Development Council Legislative Breakfast and visited Lockport High School to celebrate their district as having the highest enrollment in the JJC dual credit program. Kickoff of the facilities master plan has begun. Dr. Namuo, Student Trustee Bishop and Trustee Harris recently attended Lobby Days in Springfield where the team had meetings with multiple state leaders. Celebrations of success included the JJC track and field team, softball and baseball teams. He also acknowledged the human resources department under Judy Connelly's leadership as Chief Human Resources Officer.

1.8 Closed Session #1

Trustee Morales moved, seconded by Trustee Garcia Guillen, for the Board of Trustees of Joliet Junior College to move to a closed session at 7:23 p.m. for the reasons of 2(c)5 and 2(c)11.

AYES: Bottomley, Broderick, Budzinski, Garcia Guillen, Harris, Lee and Morales. Student Trustee Bishop favored the motion. The motion carried.

1.9 Return to Public Session

Trustee Garcia Guillen moved, seconded by Trustee Harris, for the Board of Trustees of Joliet Junior College to return to public session at 8:24 p.m.

AYES: Bottomley, Broderick, Budzinski, Garcia Guillen, Harris, Lee and Morales. Student Trustee Bishop favored the motion. The motion carried.

There was no objection for Trustee Lee to participate in this meeting virtually.

1.10.1 Approval of Minutes for the Regular Meeting Held on April 16, 2025

Trustee Morales moved, seconded by Trustee Bottomley, for the minutes of the Board of Trustees Regular Meeting held on April 16, 2025 to be approved as submitted.

AYES: Bottomley, Broderick, Budzinski, Garcia Guillen, Harris, Lee and Morales. ABSTAIN: Student Trustee Bishop. The motion carried.

1.10.2 Approval of Minutes for the Special Meeting Held on April 28, 2025

Trustee Morales moved, seconded by Trustee Bottomley, for the minutes of the Board of Trustees Special Meeting held on April 28, 2025 to be approved as submitted.

AYES: Bottomley, Broderick, Budzinski, Garcia Guillen, Harris, Lee and Morales. Student Trustee Bishop favored the motion. The motion carried.

1.11 Approval of Agenda

Trustee Morales moved, seconded by Trustee Garcia Guillen, for the agenda to be approved as submitted. A voice vote was taken. All voted yes except Trustee Broderick who voted no. The motion carried.

1.12 Approval of Consent Agenda as Presented

Trustee Morales moved, seconded by Trustee Garcia Guillen, for the items identified on the consent agenda to be approved as presented. Trustee Broderick pulled agenda items 3.1; 3.2.3; 3.2.8; 3.2.9; 3.2.13; 3.2.18; 4.1.1; 4.2 & 4.3. Trustee Lee pulled 4.1.4. Trustee Budzinski pulled 3.6 and asked for 2.1.2 to be removed from the agenda.

AYES: Bottomley, Broderick, Budzinski, Garcia Guillen, Harris, Lee and Morales. Student Trustee Bishop favored the motion. The motion carried.

- 2.1.1 Recommending Approval of the FY26 Annual Salary Increase for Administrators/Professional Staff
- ~~2.1.2 Recommending the Approval of Appointment of Dean of Arts~~
- 2.2.1 Recommending the Approval of Appointment of One Full-Time Associate Professor of Natural Sciences (Tenure Track)
- 2.2.2 Recommending Approval of Retirement as Requested by One Faculty Member
- 2.3.1 Recommending Approval of the FY26 Annual Salary Increase for Eligible Non-Union Full-Time Support Staff
- 2.4.1 Recommending Approval of the FY26 Annual Salary Increase for Eligible Non-Union Part-Time Staff
- 2.5.1 Classified Staff Report Includes New Hires, Replacements and Separations
- 2.5.2 Faculty Columnar Advancement
- 3.2.1 Bid: Cisco 9508 Core Switch Replacement Rebid II
- 3.2.2 Bid: North Auto Shop Flooring Replacement
- 3.2.4 Consortium: Ultrasound Machine
- 3.2.5 Consortium: Audio-Visual Control System Upgrade
- 3.2.6 Consortium: Update Classroom Seating
- 3.2.7 Consortium: Legacy Email Gateway Authenticator
- 3.2.10 QBS: Architectural & Engineering Services for Capital Improvement Projects
- 3.2.11 RFP: Beverage Retail, Vending & Pouring Rights
- 3.2.12 Sole Source: Respondus License Renewal
- 3.2.14 Sole Source: Database for Legal Research
- 3.2.15 Sole Source: New Readers Press Subscription
- 3.2.16 Sole Source: English as a Second Language Textbooks
- 3.2.17 Sole Source: Manufacturing Instruction Software
- 3.3 Treasurer's Report
- 3.4 Financial Report
- 3.5 Board of Trustees Approval of the Sale of College Personal Property
- 3.7 Board of Trustees Approval to Join Illinois Community College Risk Management Consortium and Approve Bylaws
- 4.1.2 Policy 02.01.12 Confidentiality
- 4.1.3 Policy 02.04.19 Total Rewards Benefits for Full-Time Administrators and Professional Staff

3.1 Approval to Pay the Listing of Bills for the Period Ending April 30, 2025 as Presented

Trustee Morales moved, seconded by Trustee Garcia Guillen, for the agenda item to be approved as presented.

AYES: Bottomley, Budzinski, Garcia Guillen, Harris and Morales. NAYS: Broderick & Lee. Student Trustee Bishop favored the motion. The motion carried.

3.2.3 Bid: Stop Loss Insurance

Trustee Morales moved, seconded by Trustee Harris, for the agenda item to be approved as presented.

AYES: Bottomley, Broderick, Budzinski, Garcia Guillen, Harris and Morales. Student Trustee Bishop favored the motion. The motion carried.

3.2.8 Professional Service: Employee Health Insurance

Trustee Garcia Guillen moved, seconded by Trustee Morales, for the agenda item to be approved as presented.

AYES: Bottomley, Broderick, Budzinski, Garcia Guillen, Harris, Lee and Morales. Student Trustee Bishop favored the motion. The motion carried.

3.2.9 Professional Service: Property & Liability Insurance

Trustee Morales moved, seconded by Trustee Garcia Guillen, for the agenda item to be approved as presented.

AYES: Bottomley, Broderick, Budzinski, Garcia Guillen, Harris, Lee and Morales. Student Trustee Bishop favored the motion. The motion carried.

3.2.13 Sole Source: Computer & Financial Literacy Software

Trustee Morales moved, seconded by Trustee Bottomley, for the agenda item to be approved as presented.

AYES: Bottomley, Broderick, Budzinski, Garcia Guillen, Harris, Lee and Morales. Student Trustee Bishop favored the motion. The motion carried.

3.2.18 Sole Source: Workday Consulting for Human Resources

Trustee Morales moved, seconded by Trustee Harris, for the agenda item to be approved as presented.

AYES: Bottomley, Budzinski, Garcia Guillen, Harris and Morales. NAYS: Broderick & Lee. Student Trustee Bishop favored the motion. The motion carried.

3.6 Board of Trustees Approval of Resolution to Adopt Tentative FY 2025-2026 Budget and Placement of the Budget on Public Display

Trustee Morales moved, seconded by Trustee Bottomley, for the agenda item to be approved as presented.

AYES: Bottomley, Broderick, Budzinski, Garcia Guillen, Harris, Lee and Morales. Student Trustee Bishop favored the motion. The motion carried.

4.1.1 Policy 01.45.05 Electronic Attendance at Meetings

Trustee Morales moved, seconded by Trustee Bottomley, for the agenda item to be approved as presented.

AYES: Bottomley, Budzinski, Garcia Guillen, Harris and Morales. NAYS: Broderick & Lee. Student Trustee Bishop favored the motion. The motion carried.

4.1.4 Policy 13.06.00 Purchases from Federal Grant Funds

Trustee Morales moved, seconded by Trustee Bottomley, for the agenda item to be approved as presented.

AYES: Bottomley, Broderick, Budzinski, Garcia Guillen, Harris, Lee and Morales. Student Trustee Bishop favored the motion. The motion carried.

4.2 Approval to Transfer \$600.00 to the GLI Travel Fund from ACCT Travel Fund to Cover the Estimated Final Fiscal Year Overage

Trustee Morales moved, seconded by Trustee Harris, for the agenda item to be approved as presented.

AYES: Bottomley, Budzinski, Garcia Guillen, Harris and Morales. NAYS: Broderick & Lee. Student Trustee Bishop favored the motion. The motion carried.

4.3 Approval to Transfer \$1,700.00 to the ICCTA Travel Fund from ACCT Travel Fund to Cover the Estimated Final Fiscal Year Overage

Trustee Morales moved, seconded by Trustee Harris, for the agenda item to be approved as presented.

AYES: Bottomley, Budzinski, Garcia Guillen, Harris and Morales. NAYS: Broderick & Lee. Student Trustee Bishop favored the motion. The motion carried.

5.1 Representative to ICCTA/ACCT Report

Trustee Harris gave her report recapping the ICCTA board of representatives meeting which included the strategies for Lobby Days which will be to focus on supporting CCB, the importance of student trustees, legislative updates and ICCTA's support for baccalaureate degrees for community colleges. She reported on her attendance at Lobby Days in Springfield and she gave an update on the ICCTA awards which will be given out at the conference on June 6. Trustee Harris also gave an update for ACCT which included support for Congress to continue federal investments to community colleges, Pell grant programs, federal student loan & work study programs and TRIO.

5.2 Trustee Updates

Trustee Bottomley said it is an honor to be and serve as a JJC Trustee. She said graduation is what reminds everyone why we are all here. She said the way trustees speak to each other matters and it is time to move forward and focus on the future. She is happy that the first proclamations she got to vote for were Pride month and Juneteenth.

Trustee Garcia Guillen said she is excited to work on moving the community college baccalaureate degree initiative forward. She said she is proud of the 763 graduates and all the financial connections JJC has provided to them. She would also like the trustees to continue to hold themselves accountable and to not lose track that the students are what is most important.

Trustee Harris said she took a tour of the Student Wellness center. She was impressed with the Zen Den. She also attended the Frankfort State of the Village and the Grundy Economic Development Legislative Breakfast. She also congratulated the newly elected trustee and the two reelected trustees and said she looks forward to a long and successful balance supporting the goals and the missions of the students.

Student Trustee Bishop said it is an honor to the student trustee. He said there is a survey on the campus' TVs related to HB 3717 which he encourages everyone to take. He thanked the students who have and continue to engage continually with the board. He said it's really important that trustees engage and to hold our representatives accountable.

Trustee Broderick said she had some recommendations for the board including to have the trustees review the agenda, all contracts, to provide all legal bills not redacted, to have the trustee travel budget be one-line item and not specific to trustee or event. She also asked to have all presidential monthly expenses sent to all trustees including the purpose and return of investment for each expense and she said all trustees are entitled to go to events.

Trustee Morales said the trustees are not entitled to anything except to come to meetings on time and to participate in the meetings and as far as travel, all trustees can participate in events and travel if they are in good standing. Trustee Morales thanked everyone for being patient with these long meetings. She also asked everyone to contact their legislators to support and advocate for federal funding for community colleges.

5.3 Chair Report

Chairman Budzinski said graduation was incredible and it takes everyone to make it happen for the students. He acknowledged Dr. Namuo's efforts and vision for the college. He said he appreciates the students who voice their opinion at these meetings as we can't get better as a college if we don't know what the students need or want. He thanked everyone involved in the budget process and he looks forward to success in the upcoming year.

6. Closed Session #2

Trustee Garcia Guillen moved, seconded by Trustee Morales, for the Board of Trustees of Joliet Junior College to move to a closed session at 10:00 p.m. for the reasons of 2(c)1.

AYES: Bottomley, Broderick, Budzinski, Garcia Guillen, Harris and Morales. Student Trustee Bishop favored the motion. The motion carried.

7. Return to Public Session

Trustee Bottomley moved, seconded by Trustee Morales, for the Board of Trustees of Joliet Junior College to return to public session at 10:34 p.m.

AYES: Bottomley, Broderick, Budzinski, Garcia Guillen, Harris and Morales. Student Trustee Bishop favored the motion. The motion carried.

8. Adjournment

Trustee Harris moved, seconded by Trustee Morales, for the meeting to adjourn at 10:35 p.m. A voice vote was taken. The motion carried unanimously.