

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, in the Event Center, EC-2001/2002, Joliet, IL was called to order by Chairman Budzinski at 5:32 p.m. on Wednesday, June 14, 2023.

Trustees Present: Maureen Broderick, Jim Budzinski, Nancy Garcia Guillen, Diane Harris, Michelle Lee (left at 7:57 p.m.) Jake Mahalik, Alicia Morales, and Student Trustee Iyeshia Ellis.

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

Trustee Garcia Guillen led the Board in the Pledge of Allegiance.

1.0.4 There were no public comments.
Public
Comments

1.0.5 State Attorney James Glasgow presented a \$5,000 donation check to JJC for the purchase of
Communications two Flock security cameras.

1.0.6 Trustee Morales moved and Trustee Garcia Guillen seconded, that the Board of
Closed Trustees of Joliet Junior College move to a closed session at 5:38 p.m. for the reasons of
Session 2(c)1, 2(c)2, 2(c)5 and 2(c)11. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Lee, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

1.0.7 Trustee Morales moved and Trustee Garcia Guillen seconded, that the Board of
Return to Trustees of Joliet Junior College return to public session at 7:25 p.m. Ayes: Broderick,
Public Budzinski, Garcia Guillen, Harris, Lee, Mahalik, Morales. Student Trustee Ellis favored
Session the motion. The motion carried.

1.1 A moment of silence was observed for members of the College family, students,
Moment community leaders, or relatives thereof, who had passed away since the last meeting.
of Silence

1.2.1 Dr. Escortina Ervin read the Juneteenth Proclamation. Trustee Morales moved, seconded by
Approval of Trustee Mahalik, for the Board of Trustees to approve the proclamation as read. A voice
Juneteenth vote was taken. The motion carried.
Proclamation

1.2.2 Dr. Amy Gray recognized retiree Monique Freeman for 7 years of dedicated service
Recognition
of Retirement

1.2.3 Dr. Amy Gray recognized retiree Susan Doser for 8 years of dedicated service.
Recognition
of Retirement

1.2.4 Dr. Amy Gray recognized retiree Kathleen Ruge for 15 years of dedicated service.
Recognition
of Retirement

Trustee Morales moved and Trustee Harris seconded, that the Board of Trustees of Joliet Junior College approve all the recognition of retirements. A voice vote was taken. The motion carried.

1.2.5 Dr. Namuo announced that JJC's fall enrollment is up as well as minority population
Strategic enrollment. Dr. Namuo then turned it over to Robert C. Valadez, Vice President, Student
Enrollment Development who said JJC is trying to get ahead of the ball by creating initiatives that will
Management increase retention, persistence and completion and the Adult Learner program is also up in
Update enrollment. Dean Bob Morris then presented his report which highlighted the 2023 Spring
demographics. There was a 1.87% increase in headcount as well as 4.47% increase in tuition
credit hours. The summer 2023 term is projected to have a 9.0% increase in headcount with
47.7% being new students. Fall projections which are early, show a 9.06% increase in
headcount with 41.5% being new students. The Student Experience objectives include
increasing persistence rates, retention rates, transfer out rates and graduation rates. The student
experience (onboarding through graduation) will focus on 1) onboarding, 2) retention &
completion, 3) student life and support services and 4) student health & wellness. Dean Morris
then presented a sample action plan for retention and completion. He stressed the importance
of having a mental health component for students.

1.2.6 Dr. Namuo introduced Dr. Amy Gray to recap the 12x12x12 initiative which is 12 credit hours
12x12x12 by 12th grade for \$12.00 per credit hour. This program will begin in the fall of 2023. Dr. Gray
Update then asked Missy Gillis, Manager, Dual Credit and P-20 Partnerships Academic Excellence
and Support to give the report. The objective of the 12x12x12 program is to drastically impact
college-going rates across the entire district by 1) improving and enhancing relationships with
partner high school districts, 2) improve and enhance dual credit structure at JJC and 3)
increase the number of high school students who earn credit from JJC before they graduate.
Ms. Gillis then listed the ongoing to do list of accomplished made so far for this program
including marketing initiatives in both English and Spanish, creating an advisory board and
doing outreach with area superintendents. A 12x12x12 \$500 foundation scholarship has been
established. Upcoming initiatives JJC is enacting are hiring a Dual Credit Outreach Advisor,
DualEnroll software and expanding the program to Freshmen and Sophomore high school
students. The average number of dual credit hours over the past 7 years is 609 with 297
enrolling at JJC. The goal of this program is to reach 30% of students that do not go on to
college and reaching out to underserved populations. Dr. Namuo added that he will present this
program to ICCTA and that Joliet Township has given \$25,000 in support of students who
are pursuing 12x12x12. Dr. Namuo also said the JJC Foundation has committed \$500,000 to
support this program.

- 1.2.7 Faculty Union Report Chairman Budzinski welcomed Dr. Bob Marcink to the podium to give the report. Dr. Marcink introduced some members of the Faculty Union Board who were in attendance. He also thanked Dean Morris and Missy Gillis for their reports. He then commented that commencement was a really nice event and it was great to see all the students and their families.
- 1.2.8 Adjunct Faculty Report Chairman Budzinski invited Ms. Laurel Dieskow to give the report. She acknowledged retiree Kathy Ruge for her dedication to her students. She thanked everyone involved in the adjunct faculty center remodel.
- 1.3.1 Approval of May 10, 2023 Meeting Minutes Trustee Morales moved, seconded by Trustee Harris, that the minutes of the Board of Trustees Regular Meeting held on May 10, 2023, be approved as submitted. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.
- 1.4 Approval of Agenda Trustee Broderick moved, seconded by Student Trustee Ellis, that the agenda be approved as submitted. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.
- 1.5 Approval of Consent Agenda Trustee Garcia Guillen moved, seconded by Trustee Morales, that the items identified on the Consent Agenda be approved as presented. Trustee Broderick pulled items 3.4 and 3.2.8 Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.
- 2.1.1 Recommending Approval of Collective Bargaining Agreement with the Joliet Junior College Faculty Council, American Federation of Teachers, Local 604, and the Illinois Community College District 525
 - 2.1.2 Recommending the Approval of Appointment of One Full-Time Assistant Professor, Business Education Department (Tenure Track)
 - 2.1.3 Recommending the Approval of Appointment of One Full-Time Assistant Professor, Health and Public Services Department (Tenure Track)
 - 2.2.1 Recommending Approval of Collective Bargaining Agreement with the Joliet Junior College Facility Services and Receiving Employees, Local 1, Service Employees International Union and the Illinois Community College District 525
 - 2.3.1 Recommending Approval of Collective Bargaining Agreement with the Joliet Junior College Food Service Employees, Local 1, Service Employees International Union and the Illinois Community College District 525
 - 2.5.1 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 May 31, 2023 as presented
 - 3.2 Business Services
 - 3.2.1 Bid: Adjunct Faculty Center Remodel
 - 3.2.2 Consortium: Desktop/Laptop and Tablet Purchase Program
 - 3.2.3 Consortium: Maintenance on Electric Door Access
 - 3.2.4 Consortium: Mail Center Folder Inserter
 - 3.2.5 Contractual Service: Perceptive Content Enterprise Maintenance

- 3.2.6 Professional Service: Cloud-Based Drupal Web Content Management System
- 3.2.7 Sole Source: AppArmor Safety & Rave Alert System
- 3.2.8 Sole Source: Aeolic Consulting
- 3.2.9 Sole Source: DualEnroll
- 3.2.10 Sole Source: Morris Hospital
- 3.2.11 Sole Source: Simulated Medication for Pyxis Medication Dispensing System
- 3.2.12 Sole Source: Gaumard High-Fidelity Adult-Sized Mannikin
- 3.2.13 RFP: Claims Administrator for Self-Insured Workers Compensation
- 3.2.14 Consortium: Childhood Classroom Items to Fulfill Childhood Education and Care Grant
- 3.3 Treasurer's Report
- 3.4 Financial Report
- 3.5 Board of Trustees Approval of Fiscal Year 2025 Resource Allocation and Management Plan for Community Colleges (RAMP/CC)
- 3.6 Board of Trustees Approval of Resolution to Transfer Funds from Education Fund to Operations & Maintenance Restricted Fund
- 3.7 Board of Trustees Approval of Resolution to Transfer Funds from Operations and Maintenance Fund to Operations & Maintenance Restricted Fund
- 3.8 Board of Trustees Approval of an Intergovernmental Agreement with Respect to the Village of Channahon "NiGas" Tax Increment Finance District
- 3.9 Board of Trustees Approval of the Second Amendment to Aux Sable Liquid Products Settlement Agreement

ITEMS PULLED

*3.2.8 – Sole Source: Aeolic Consulting

Trustee Broderick said she pulled this because she questions why this company needs to, in her words, "babysit" the HR WorkDay system when JJC is hiring two program managers and why isn't JJC done with this company? Dr. Farmer responded that she did have a follow-up conversation with Trustee Broderick and clearly communicated that we will continue to use this company in the short term until the two project managers will be hired. Trustee Broderick said that this contract is for 2023/2024 and she would like the contract to be short-term. Dr. Farmer clarified that this consultant is not a project manager but is working on specific projects for Human Resources. Dr. Namuo asked Judy Connelly, Director of Human Resources to explain this very important decision. Judy explained that this consultant bills by the hours and that this is not a guarantee spend and HR has used this service minimally primarily to be a direct support with the team to answer questions, help troubleshoot and fine tune areas where HR needs assistance. This service is not charged to the ERP budget. It is an HR contractual service. This consultant is not duplicating the work AAVAP has been doing.

Trustee Morales moved, seconded by Trustee Garcia Guillen, that agenda item 3.2.8 be approved as presented. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

*3.4 (page 16) – Approval of the Financial Report

Trustee Broderick said she wanted to give an update on this item from last month's meeting. She thanked Karen Kissel, Vice President, Finance and Administrative Services and her team for presenting this information in an understandable format.

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

2.4.1 Recommending Approval of Workers Compensation Settlement Case Number WOO2678497
College Trustee Mahalik moved, seconded by Trustee Harris, that agenda item 2.4.1 be tabled.
Employees Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.

2.6 Trustee Harris moved, seconded by Trustee Morales, that agenda item 2.6 - President
Approval of recommends the approval of a settlement agreement resolving litigation between Joliet Junior
Settlement College and Joseph Yates be approved as presented. Ayes: Budzinski, Garcia Guillen,
Agreement Harris, Mahalik and Morales. Student Trustee Ellis favored the motion. Abstain: Broderick.
The motion carried.

3.10 3.10.1 Trustee Broderick moved, seconded by Trustee Morales, to suspend rules temporarily
Board of to allow for public comment on FY2024 budget. Ayes: Broderick, Budzinski, Garcia Guillen,
Trustees Harris, Mahalik and Morales. Student Trustee Ellis favored the motion. The motion carried.
Approval There were no public comments. Trustee Broderick thanked Dr. Farmer, Karen Kissel and
of Budget Jeff Heap for their help responding to her questions on the budget as she wanted to focus on
FY2024 having no erosion to the current reserves.

3.10.2 Trustee Morales moved, seconded by Trustee Mahalik, to return to regular session.
Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Mahalik and Morales. Student Trustee
Ellis favored the motion. The motion carried.

3.10.3 Trustee Broderick moved, seconded by Trustee Morales, to approve the
administration's recommendation for the FY2024 Budget. Ayes: Broderick, Budzinski,
Garcia Guillen, Harris, Mahalik and Morales. Student Trustee Ellis favored the motion.
The motion carried.

4.1 Trustee Morales recapped the first reading board policies: 03.18.00 Students and the Public
First Reading acknowledges students' impressions and understanding of the college have a direct influence
Board Policies on the public image of the college. Therefore, the administration must keep students well
informed of the college programs and policies through effective forms of communication.
08.01.05 Investment Policy – Investment of Funds states the college's investment procedures
and applies to all JJC funds.

4.3 Trustee Garcia Guillen moved, seconded by Trustee Harris, to approve the 2024-2027
Approval of Strategic Plan as presented. Ayes: Broderick, Budzinski, Garcia Guillen, Harris, Mahalik,
2024 - 2027 and Morales. Student Trustee Ellis favored the motion. The motion carried. Trustee
Strategic Broderick noted that the strategic plan identifies the goals for Dr. Namuo which are in
Plan coordination with the strategic plan and with the cabinet plans for the college.

4.4 Trustee Broderick said every trustee should have an opportunity to bring information up or
Agenda share in an open agenda item. She also asked if the Chief of Police could give a
Request by presentation on the department and the legal requirement of JJC's officers to wear body
a Trustee cameras starting in 2025. Trustee Broderick additionally asked to get a calendar of events
weekly vs. monthly for Chamber meeting, events and parades. Trustee Broderick then asked to
have a presentation explaining the RFP process. Dr. Namuo suggested that VP Karen Kissel
report in September on the services that fall in her department and to include a marketing

update quarterly in the board book. Trustee Morales asked to work with Trustee Lee on updating or creating a policy that the trustees be considerate of the college employees to give the college employees 48 hours to respond to trustee's request for information including the request for information from the President.

Reports

- 5.1 President's Report President Namuo introduced the new Chief Human Resource Officer, Aileen Mayka and he thanked the board for passing a balanced budget with no tuition increase or tax increase. Dr. Namuo also thanked the board for passing the strategic plan. Dr. Namuo's report acknowledged the passing of the Illinois Fiscal Year 2024 State Budget where the state will provide \$150,000 to JJC for the 12x12x12 program and \$250,000 for JJC's mental health and wellness project. His report also highlighted recent Rotary Service projects he and his wife participated in as well as celebrating the spring sports successes. Dr. Namuo also thanked the staff that work after normal business hours. Dr. Namuo attended the P&G ribbon cutting and the Moris Hospital/YMCA groundbreaking ceremony in Morris and he acknowledged the commencement program video that went viral.
- 5.2 Foundation Report Kristi Mulvey from the Foundation acknowledged that Midland State Bank donated \$15,000 to endow the Jewell Dennis Men of Color Scholarship. The 50th Anniversary of the Foundation Scholarship endowment is currently at \$42,485. The fall scholarships applications for Fall 2023 have been scored and will be awarded so the funds are in the student accounts before the first drop date. The annual Foundation/Athletic Golf outing is July 14th.
- 5.3 Representative To ICCTA Report Trustee Harris read the report Trustee Lee provided relating to the ICCTA training attended by Trustees Broderick, Budzinski, Garcia Guillen, Harris, Lee and Student Trustee Ellis in early June that included the open meetings act, FOIA and responsibilities of trustees. Trustee Harris said she attended the meeting where Trustee Broderick was named president of ICCTA. Trustee Broderick then provided information regarding ICCTA upcoming events and JJC forming a Decennial Committee
- 5.4 Student Trustee Report Student Trustee Ellis shared some of the end of school year student events including Stress Relief Week, Therapy Dogs and PBJs and the JJC Players hosted a free haircut event. She thanked Dr. Marcink and the students on their work on the student newspaper The Blazer. The CMAS Graduation/Transfer Celebration took place on May 10th and graduation took place on May 19th. Student Trustee Ellis attended the ICCTA conference and The Congressional Black Caucus Summer of Action Tour. She also highlighted the Office of Student Events planned summer events.
- 5.5 Building and Grounds Report Student Trustee Ellis reported that there is no update on the AHU Replacement – CDB project. The adjunct faculty center remodel is coming along as well as the Environmental Health & Safety office remodel. The boardroom new dais will be finished in time so the August meeting will be back in the board room.
- 5.6 Board Policy Committee Report There was no report but Trustee Broderick said she wanted to review the board policy for how the chairman establishes board committees as there has never before been a Student Trustee on any board committee and the current Student Trustee sits on one where Trustee Broderick does not sit on any.

5.7 Trustee Mahalik gave the report and said thank you to Karen Kissel, Jeff Heap and Darrell
Finance Langlois for another balanced budget for 51 years in row now. The finance committee also
Committee approved the Aux Sable agreement.
Report

5.8 Chairman Budzinski compliment the graduation ceremony and said he knows they will all
Chair's go on to great things. He then asked Trustee Garcia Guillen to read a letter from someone
Report who could not attend graduation but watched the live feed video and felt the production was
outstanding and thanked the college for the amazing ceremony and the opportunity to watch
the live feed.

6. Trustee Broderick moved, seconded by Trustee Harris, for the meeting to adjourn at 9:44 p.m.
Adjournment A voice vote was taken. The motion carried unanimously.