

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 5:30 p.m. on Wednesday, June 15, 2022.

Trustees Present: Maureen Broderick, Jim Budzinski, Nancy Garcia Guillen (virtual), Michelle Lee (5:33p.m. virtual), Jake Mahalik, Alicia Morales, Dan O'Connell, Student Trustee Josh Stamborski.

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

President Dr. Mitchell led the Board in the Pledge of Allegiance.

Public Comments: No public comments this evening.

1.0.2 Chairman O'Connell indicated that he was appointing Trustee Broderick as Secretary  
Secretary Pro-Tem as Trustee Garcia Guillen was virtual this evening.  
Pro Tem

**Business Reports (as needed)**

1.1.1 Mr. Scott Koeppel, Kendall County Administrator provided an update to the Tax  
Tax Abatement Requests Abatement Request. The Property Tax Abatement request is for three years. Currently, the school receives taxes from the property as farm land. Logistics is asking for two separate abatement requests for two different structures to be built in the area. The first year of the abatement would be 75%, the second year would be 50%, and the third year would be 25%. The District gets a portion of the taxes. This has been approved by the Village of Minooka, Kendall County Forest Preserve, School District 11 and the fire protection district. This will be on the August Board Agenda for approval.

1.1.2 Julie Curry, Lobbyist, presented a summary of the spring session and state budget. The  
Julie Curry Lobbyist Update state legislature passed 441 bills, and none have been vetoed to date. The supplemental budget for the current fiscal year was passed prior to passing the FY23 budget. In the approved supplemental budget, the state used one-time money from the federal ARPA funds. Ms. Curry reviewed the various debts the state paid off using the funds. She also presented information regarding the FY23 budget and various programs the state has implemented for tax payers. Lastly, she reviewed two bills specifically passed that apply

to higher education.

- 1.1.3 Mr. Michael Lundeen from Legat Architects presented the 2023 Master Plan update. Mr. Master Plan Update 2023 Lundeen showed the three areas of interest during his PowerPoint presentation. After many meetings and walk-throughs, Mr. Lundeen was able to better identify and understand the needs of each area. The draft booklet and presentation contain the various requests and estimates for repairs and renovations at the Main Campus.
- 1.2 A moment of silence was observed for members of the College family, students, Moment of Silence community leaders, or relatives thereof, who had passed away since the last meeting.
- 1.3 Mr. Michael Lundeen and Mr. Jeff Sronkoski were recognized as tonight's special guests. Recognition Of Special Guests Mr. Lundeen and Mr. Sronkoski presented Dr. Mitchell with a rendering of the bridge with a message written on the matting of the bridge which was read. Mr. Sronkoski thanked Dr. Mitchell. Trustee Broderick was called to the podium. Trustee Broderick presented a certificate of recognition from the State Representative Tim Ozinga from our 37<sup>th</sup> district on behalf of the Illinois House of Representatives. Dr. Mitchell thanked Mr. Lundeen, Mr. Sronkoski and Trustee Broderick.

### **Selected Reports**

- 1.4.1 President Mitchell recognized the retirement of David Matuszewski. Trustee Broderick Recognition of David Matuszewski moved, seconded by Trustee Mahalik that the retirement of David Matuszewski be accepted. The motion carried unanimously. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O'Connell. Student Trustee Stamborski favored the motion.
- 1.4.2 Dr. Bob Marcink, President of the Faculty Union appreciated the inclusion of the children Faculty Report in Uvalde and Buffalo during the moment of silence. He spoke of his concern for the safety of students, staff and faculty in all schools. Dr. Marcink spoke about the retirees and the new faculty coming to JJC. He wished Dr. Mitchell a farewell and thanked her for all she has done for him and the college.
- 1.5.1 Trustee Broderick moved, seconded by Trustee Mahalik, that the minutes of the Regular Meeting Minutes Board of Trustees meeting held on May 11, 2022, be approved as submitted. The motion carried unanimously. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O'Connell. Student Trustee Stamborski favored the motion.
- 1.6 No further communications have been received. Communications
- 1.7 Trustee Broderick moved, seconded by Trustee Garcia Guillen, that the agenda be Approval of Agenda approved. The motion carried unanimously. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O'Connell. Student Trustee Stamborski favored the motion.
- 1.8 Trustee Broderick moved, seconded by Trustee Budzinski, that the items identified Consent Agenda as consent agenda items be approved. Trustee Broderick requested that agenda item 2.1.1 be pulled from the consent agenda. Trustee Garcia Guillen requested that agenda item 4.2.10 be pulled as she has a question. The motion carried unanimously. Ayes:

Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O'Connell. Student Trustee Stamborski favored the motion.

- 2.1.1 President recommends the approval of emerita status for college president
- 2.1.2 President requests acceptance of the resignation of dean, career and technical education
- 2.2.1 President recommends the approval of appointment of one full-time assistant professor, natural sciences and pe department (tenure track)
- 2.2.2 President recommends approval of appointment of one full-time associate professor, health and public services department (tenure track)
- 2.2.3 President recommends the approval of appointment of one full-time associate professor, agricultural, horticultural, and veterinary services department (tenure track)
- 2.2.4 President recommends the approval of appointment of one full-time associate professor, natural sciences and pe department (tenure track)
- 2.2.5 President recommends the approval of appointment of one full-time associate professor, fine arts department (tenure track)
- 2.2.6 President recommends the approval of appointment of one full-time assistant professor, technical department (tenure track)
- 2.2.7 President recommends the approval of appointment of one full-time assistant professor, agricultural, horticultural, and veterinary services department (tenure track)
- 2.9.1 President requests the acceptance of the report on replacement of full- and part-time classified employees, as presented
- 4.1 The President recommends approval to pay the listing of bills for the period ending May 31, 2022 as presented
  - 4.2.1 Bid: Culinary Arts Student Uniforms
  - 4.2.2 Bid: First Aid Kits & Monthly Servicing
  - 4.2.3 Bid: Window Cleaning Services
  - 4.2.4 Consortium: CARLI (over 10% of previously approved amount)
  - 4.2.5 Contractual Service: Arthur J. Gallagher
  - 4.2.6 Contractual Service: Great Lakes Coca Cola Bottling
  - 4.2.7 Professional Service: Acquia
  - 4.2.8 Professional Service: Curry & Associates
  - 4.2.9 RFP: Cashiering Solution
  - 4.2.10 RFP: Printing Services Rebid
  - 4.2.11 Sole Source: Curriculog
  - 4.2.12 Sole Source: Springshare
- 4.3 Treasurer's Report
- 4.4 Financial Report
  - President requests the Board of Trustees Approval of Budget FY 2023
- 4.5.1 President recommends the motion to suspend rules temporarily to allow for public comment on FY 2023 Budget
- 4.5.2 President recommends the motion to return to regular session
- 4.5.3 President requests approval of the administrative recommendation for the FY 2023 Budget
- 4.6 Board of Trustees approval of resolution to transfer funds from the working cash fund to the education and operational and maintenance fund
- 4.7 Board of Trustees approval of resolution to transfer funds from education fund to operations & maintenance restricted fund

- 4.8 Board of Trustees approval of resolution to transfer funds from operation and maintenance fund to operations and maintenance restricted fund
- 8.1 01.45.00 Meetings of the Board
- 8.2 02.01.08 Americans with Disabilities Act and Reasonable Accommodation
- 8.3 02.02.00 Personnel
- 8.4 03.07.00 Student Participation in College Activities
- 8.5 03.12.00 Student Travel
- 8.6 03.14.00 Drug-Free Schools and Communities Act

2.1.1 Trustee Broderick moved, seconded by Trustee Mahalik, that the Board of Trustees of Emerita Status College President approve the Emerita status for the college president. A plaque was presented to Dr. Mitchell by Kelly Rohder Tonelli. The motion carried. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O’Connell. Student Trustee Stamborski favored the motion.

4.2.10 Trustee Mahalik moved, seconded by Trustee Morales, that the Board of Trustees of Printing Services Rebid approve the printing services rebid. Trustee Garcia Guillen asked for clarification regarding how this RFP works with having multiple vendors for outside printing services. Mr. Matt Stephenson, Director of Business and Auxiliary Service, was called to the podium to respond to the question. Mr. Stephenson explained the need to have multiple vendors for printing services that are too large for the in-house printing services. Trustee Garcia Guillen thanked Mr. Stephenson for the clarification. The motion carried. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, and O’Connell. Nay: Morales. Student Trustee Stamborski favored the motion.

4.5.1 Motion to suspend rules temporarily to allow for public comment on FY2023 budget. Trustee Morales moved, seconded by Trustee Broderick that the Board of Trustees of Joliet Junior College approve to temporarily suspend the rules to allow for public comment regarding the FY2023 budget. No comments. The motion carried. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O’Connell. Student Trustee Stamborski favored the motion.

4.5.2 Motion to approve to return to session. Trustee Broderick moved, seconded by Trustee Mahalik that the Board of Trustees of Joliet Junior College return to regular session. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O’Connell. Student Trustee Stamborski favored the motion.

4.5.3 Motion to request the approval of the administrative recommendation for the FY 2023 Approval of FY2023 Budget budget. Trustee Broderick moved, seconded by Trustee Mahalik, that the Board of Trustees of Joliet Junior College approve the FY2023 budget. The budget has been balanced for 50 consecutive years. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O’Connell. Student Trustee Stamborski favored the motion.

**New Business/Old Business**

6.0 Trustee Broderick addressed the issue of not being able to see the ASL interpreters when New Business /Old Business watching the recorded video and is concerned with how much they are seen during the live stream videos as well. Trustee Broderick reminded the Board of Trustees to be checking their JJC emails for information from Ms. Kelly Rogers.

## New Business

7.0  
First  
Reading  
Board  
Policies

Trustee Lee provided a brief, high level overview of the board policies on the agenda for the first reading: 01.10.01 Officers of the Board-Duties, 03.11.00 Freedom of Expression, 04.25.00 Use of Human Subjects in Research Projects, 08.03.00 Authorization of Expenditures, 10.01.08 Patch Management. Officers of the Board duties clarifies the roles of the Chair and Vice Chair and removed one duty from the Secretary of the Board as it is completed by the Board Secretary and the Compliance Officer. Freedom of Expression states that JJC is committed to free and open inquiry, deliberation and debate in the matters of the untrampled verbal and nonverbal expression of ideas. No changes there. Use of human subjects in research projects states JJC will comply with an applicable federal regulation regarding the use of human subjects in research projects. An institutional review board has been implemented to ensure all data collected, used and shared complies with the code and federal regulations. Authorization of expenditures states all expenditures will be authorized in accordance with board policies and institutional procedures. The purpose of patch management is to ensure systems attached to the JJC network are updated regularly with security patches for known vulnerabilities and exploits. Out of state employee policy has no changes. There must be an alignment with institutional procedure 02.05.00 which was discussed last time during closed session. Trustee Lee made the board aware of items on the consent agenda.

## Reports

9.1  
Foundation

Ms. Kristi Mulvey provided the Foundation Report:  
Reminder of the dedication to Mr. Wunderlich walkway at the City Center on July 21<sup>st</sup> from 5:30pm to 7:00pm. The event is by invitation only. Please make sure you RSVP by Thursday, June 16<sup>th</sup> if you plan on attending. The annual athletic golf outing being held on Friday, July 15<sup>th</sup> is sold out. There is over \$75,000 in sponsorship support for this event. All scholarship applications for the fall term 2022 have been scored and funds will be placed on the student's accounts well before the first drop date. Over 1200 students applied for scholarship funds during this round which is an increase from last year at this time. The foundation is in the process of endowing the Dr. Judy Mitchell endowment for returning adult students. We are nearing the \$30,000 minimum. Dr. Mitchell continues to meet with our major gift owners to say thank you for their support during her presidency. We received a planned gift commitment which will be significant to the foundation in support of the college. As of the end of May, the total gifts to the foundation this year were 7,296 donations. This is up 416 gifts from 2021. Alumni gave \$469,133 and retirees gave over \$150,000. Friends of the college gave over \$331,000 and businesses gave \$188,000. In addition to the foundation fundraising numbers, as of the end of May our grant team brought in \$7.6 million. This does not include any of the CARES Act funding. This total surpasses their projections for the year which were \$6.7 million. The JJC Foundation Board met this morning. The next full board meeting will be held on July 20<sup>th</sup> at 7:30am in the board room with a meet and greet breakfast welcoming Dr. Clyne Namuo. On behalf of the JJC Foundation and the Institutional Advancement Office, Ms. Mulvey thanked Dr. Judy Mitchell for her constant support of the foundation.

9.2  
ICCTA

Trustee Broderick provided the ICCTA Report:  
On June 9<sup>th</sup> and 10<sup>th</sup>, the ICCTA held a conference in Chicago with Dr. Mitchell, Trustee

## Report

Morales and myself in attendance. Dr. Mitchell was awarded the Certificate of Merit in which she has made significant contributions to the ICCTA, to the Illinois system and to our college. The conference also held officer elections. The new president is Dr. Maureen Dunn from College of DuPage. Trustee Broderick was elected the Vice President of ICCTA. The vice president position becomes president the following year. The commission on Equity and Inclusion, EI, presented at the conference. As of January 1, 2022, to ensure BEP, Business Enterprise Program, goals are established on contracts worth more than \$100,000, and the CEI has jurisdiction over the BEC and BEP, Certified Unit, Compliance Unit and Outreach Unit. September 9<sup>th</sup> and 10<sup>th</sup> is the first ICCTA meeting. The ACCT Leadership Congress takes place October 26<sup>th</sup> – 29<sup>th</sup> in New York City, New York. Trustee Lee is in Honolulu, HI for the leadership governance. The conference is from June 15<sup>th</sup> - 18<sup>th</sup>. She is going to come back with a great report. Trustee Broderick talked about the legislative update from the ACCT. The ACCT joined over 300 organizations and institutions in a letter to show support for the short-term Pell Amendment language included in the Competes Act. The Pell Award max increased to \$8670, which is \$1775 above FY2022 and \$500 for discretionary funding. \$209 million for strengthening institution programs is \$99 million above year 2022. Support building on the \$1.380 billion from FY22 for state CTE grants; \$110 million for completion grant program; \$100 million for the SCCTG, which is \$50 million above the FY22. The president's budget did not include tuition free community college or the community college workforce training program that was proposed in the Build Back Better. It did include language supporting Congress to pass legislation authorizing and funding a free community college program but not tuition. They did celebrate the community college month as we did in April. They had over 4000 posts on Twitter and Instagram and reached 5.5 million people. The ACCT governance deadline for Board of Director elections at large is July 1<sup>st</sup>. Amendments to any of the ACCT bylaws are due July 1<sup>st</sup>. Senate resolution submissions are due by July 1<sup>st</sup>, and the application to serve as an ACCT Committee Member in 2023 is due by November 1, 2022. All that was discussed with all of the colleges in our central area was enrollment, short term credentials, the rising increase of COVID cases, how are we handling with the COVID and our state levels. That concludes the report.

### 9.3 Student Trustee Report

Student Trustee Stamborski provided his Student Trustee Report. Student Trustee Stamborski talked about the graduation and nurse pinning ceremonies. He spoke about the on-campus celebrations, free breakfasts offered by OSA and the retirement reception for Dr. Judy Mitchell. Student Trustee Stamborski wished everyone a happy pride month at the conclusion of his report.

### 9.4 Building and Grounds Report

Trustee Mahalik provided updates for the Buildings and Grounds Committee. There are no bids for June projects. Current updates included the J building elevators project which is going smoothly. The first West elevator will be complete by July, and then the remaining two elevators are set to start after that. They should be completed by August before the start of the school year. Repairs to the leaking A building storefronts will be starting soon. The partial frames were delivered. We are waiting on a few more materials. There are miscellaneous HVAC projects that we have going on. They are procuring the materials and getting ready to get started with those projects. Parking lot improvements and the south Spring Road were completed. The Cisco Lab and Cyber security lab at the north campus is in demolition right now and moving along well. The campus police station is waiting for the last piece of the rooftop units to be delivered by next week and should be completed by July 18<sup>th</sup>. Workday had our first on-site campus training. Dr. Farmer indicated they had 600 hours of training, and it was nice to finally meet the people they were seeing behind

the camera, in person. Workday is going smoothly.

- 9.5 Board Policy Committee Report Trustee Lee indicated that the policies were reviewed during new and old business. She gave a brief overview of her experience at the ICCTA meeting on Friday, June 9<sup>th</sup> including meeting the president of and touring Harold Washington College. She also attended a seminar regarding diversity, equity and inclusion.
- 9.6 Finance Committee Report Trustee Budzinski stated the 50<sup>th</sup> balanced budget was approved tonight. He thanked Mr. Jeff Heap and Dr. Mitchell for working hard to achieve the balanced budget for FY23 and keeping the board current with budget information throughout the year. Sikich Accounting Firm has been approved to perform an audit. Each member of the Board will be receiving a letter and a survey to complete. It is important to complete and return in a timely manner.
- 9.7 President's Report Dr. Mitchell thanked everyone for attending. She highlighted her career and expressed her gratitude upon her retirement. Dr. Mitchell thanked the board for the President Emerita status and support.
- 9.8 Chairman's Report Chairman O'Connell thanked Dr. Mitchell for her work and support of the Board. A video compilation in honor of Dr. Mitchell was played.
- Closed Session Trustee Broderick moved, seconded by Trustee Budzinski that the Board of Trustees of Joliet Junior College, move to a closed session at 7:30 p.m. for the reason of 2(c)(1). The motion carried unanimously. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O'Connell. Student Trustee Stamborski favored the motion.
- Return to Open Session Trustee Mahalik moved, seconded by Trustee Morales that the Board of Trustees of Joliet Junior College return to regular session at 7:58 p.m. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and O'Connell. Student Trustee Stamborski favored the motion.
- 10 Adjourn Trustee Lee moved, seconded by Trustee Morales for the meeting to adjourn at 7:59 p.m. A voice vote was taken. The motion carried unanimously.