

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 5:32 p.m. on Wednesday, September 14, 2022.

Trustees Present: Maureen Broderick, Jim Budzinski, Nancy Garcia Guillen, Michelle Lee, Jake Mahalik, Alicia Morales, Student Trustee Josh Stamborski

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

Dr. Escortina Ervin led the Board in the Pledge of Allegiance.

Public Comments: No public comments this evening.

1.0.6 Model of Standards of the Board of Trustees were read by each of the trustees. These were read for the community to have a better understanding of what standards a trustee must uphold.

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 Disability Employment Awareness Month President Namuo indicated that the proclamation designating September as Disability Employment Awareness Month will be read by student Jan Opyd. Trustee Garcia Guillen moved, seconded by Trustee Broderick that the Board of Trustees approve the proclamation as read. A voice vote was taken. The motion carried unanimously.

1.2.2 Retirement Jessie Cambic Chairman O'Connell recognized retiree Jessie Cambic for 12 years of dedicated service from 2010-2022. A voice vote was taken. The motion carried unanimously.

1.2.3 Retirement Annette Hulva Chairman O'Connell recognized retiree Annette Hulva for 14 years of dedicated service from 2008-2022. A voice vote was taken. The motion carried unanimously.

1.2.4 Faculty Union Chairman O'Connell welcomed Dr. Robert Marcink, President of the Faculty Union to the podium to give the faculty union report. Dr. Marcink congratulated professor Hulva on her retirement. He spoke about seeing the students on campus specifically this week on Main

- Report Street having the various clubs and organizations out promoting their activities. The students are enjoying the face to face interactions of the classrooms. We learn a lot about serving the students in the best ways they need.
- 1.2.5 Ms. Laurel Dieskow, President of Adjunct Union, congratulated adjunct professor Jessie Cambic on her retirement. She talked about getting ready for the spring semester assignments. The scheduling process has had improvements for students and adjunct Faculty Report faculty. She was also pleased with the student turnout on Main Street and reiterated on the success of the fall semester thus far.
- 1.3.1 Trustee Broderick moved, seconded by Trustee Garcia Guillen that the minutes of the Regular Meeting Board of Trustees meeting held on August 10, 2022, be approved as submitted. The motion carried unanimously.
- 1.5 Trustee Broderick moved, seconded by Trustee Morales that the agenda be approved. The Approval of Agenda motion carried unanimously.
- 1.6.1 Trustee Broderick moved, seconded by Trustee Garcia Guillen that the items identified on Consent Agenda as consent agenda items be approved. Trustee Broderick stated nothing to be pulled. Trustee Broderick thanked Dr. Namuo for the concise information on the cost of vans. She looked at the Cisco SmartNet renewal and the Delta Control. Trustee Broderick asked Dr. Namuo to look at the bank choices in the Treasurer's report. The motion carried unanimously. Ayes: Broderick, Budzinski, Garcia Guillen, Lee, Mahalik, Morales, and Broderick. Student Trustee Stamborski favored the motion.
- 2.1.1 President recommends appointment of dean, career and technical education
  - 2.1.2 President recommends appointment of vice president, student development
  - 2.2.1 President recommends appointment of one full-time temporary assistant professor, business education
  - 2.9.1 President requests acceptance of the report on replacement of full-and part-time classified employees, as presented
  - 3.1 The President recommends approval to pay the listing of bills for the period ending August 31, 2022 as presented
  - 3.2.1 Bid: Bus & Motor Coach Rental Rebid
  - 3.2.2 Bid: Cisco Smartnet Renewal
  - 3.2.3 RFP: Commercial Drivers' License Training
  - 3.2.4 RFP: Vision Service Program
  - 3.2.5 Sole Source: Delta Controls
  - 3.3 Treasurer's Report
  - 3.4 Financial Report
- Second Reading Board Policies and Approval
- 6.2.1 02.03.06 Grant-Funded Employment
  - 6.2.2 08.01.04 Grants-Indirect Costs
  - 6.2.3 08.02.00 Federal and State Funds
  - 6.2.4 08.02.03 Funds from Private Sources
  - 6.2.5 11.03.00 Armed Officers

## New Business

6.1 Trustee Lee provided a high-level overview of the board policies on the agenda for the first reading: 02.01.14 Mandatory Training, 02.01.15 Consensual Romantic or Sexual Relationships, 02.04.08 Worker’s Compensation, 11.01.00 College Regulations, 11.04.00 P Parking and Motor Vehicle Codes, 11.05.00 Cannabis, 11.06.00 Concealed Carry and Firearms, 11.07.00 Prohibited Use of Tobacco Products. Mandatory Training ensures all employees are aware of the requirements and the responsibilities regarding mandatory training. Consensual romantic or sexual relationships establishes expectations to limit, to mitigate risks and to reduce liability for relationships between employees and faculty and students. Worker’s compensation states that the college complies with the Illinois Compensation Act and establishes those terms. College regulations establish regulations for college property. Parking and motor vehicle codes states that JJC adopt the state of Illinois adopt the vehicle code Chapter 625 ILCS 511-100 as well as the governing of traffic movement and establishes parking and vehicle code enforcement policy. Medical cannabis the purpose is to clarify the purpose and restrictions on the possession and use of medical cannabis on JJC property. Conceal and carry a firearm is the purpose to clarify restrictions on the carrying of firearms on college property. Trustee Lee invited Chief Campbell to the podium to explain the addendum. The provision to be added states those who can lawfully carry firearms will still be required to register with the police department to be aware of who they are from a tactical and safety standpoint. Prohibited use of tobacco products which explains that we prohibit the use of smoking and smokeless products on college campus.

## Reports

7.1 President Namuo presented the President’s report. He acknowledged the faculty, staff, leaders, and employees who made the energy possible to fill the hallways and welcoming the students back. Dr. Namuo has a lot of optimism for JJC after meeting with the mayors and superintendents in the area. He gave recognition to the over 30 students and employees who volunteered to assist with the Red Cross with translation services for the migrants brought to Chicago. Dr. Namuo and his family will be enjoying a dinner at Thrive, the culinary student run restaurant. He reported on the health science-based learning workshop on September 29<sup>th</sup> being hosted by Northern Illinois University, Greater Joliet Area YMCA and JJC in the U-building auditorium. Dr. Namuo highlighted the newly branded entrepreneur business center for working with City Center and the small businesses in the surrounding area. Dr. Namuo promoted the JJC Fitness Center stating it is part of a college-wide wellness initiative and is free to students and employees this semester. He viewed the Laura Sprague Art Gallery exhibition, *A Year of Mondays* by guest artist Christopher Wood which is on display until October 19<sup>th</sup>. Dr. Namuo stated there will be a recital performed by JJC music students on September 28<sup>th</sup> at noon in the theater. *The Odd Couple* directed by Fine Arts Professor Tammy Perkins will be performed from October 6<sup>th</sup> – 9<sup>th</sup>. Fine Arts Professor Brian Fruits will be holding auditions for *The Wolves* on September 19<sup>th</sup> and 20<sup>th</sup>. In the first three weeks of the semester, JJC food service served 8,471 customers, which is up 182% over this time last year. Dr. Namuo talked about the employee wellness imitative “Walking Wolves” which kicked off on September 6<sup>th</sup>. The President’s Academy for Leadership cohort five started on September 8<sup>th</sup>.

7.2 President Namuo invited Kristi Mulvey to the podium to present on grants and institutional advancement. Ms. Mulvey started the Grants department under the leadership of Dr. Gina

## Report

Proulx. Ms. Mulvey introduced Ms. Yvette Johnson, the director of Grant Development Compliance and Performance. Ms. Johnson has been leading the team for a little over six years. She talked about the types of grants and where they apply for these grants. The next slide showed the projected amount for each fiscal year and the grant money awarded for competitive grant money received. Ms. Johnson explained the amount of special appropriations and competitive grant money awarded and how the money was used for the various programs at JJC. She talked about the congressional grant fund money. Ms. Johnson showed on a pie chart how the grant impacted Adult Education, Workforce Development and TRIO. Ms. Johnson discussed some of the criteria related to the Hispanic Serving Institutions and why Joliet Junior College does not qualify. Ms. Johnson talked about some of the resources the Grant Managers use to receive training. This was created in response to the multiple questions.

## 7.3 ICCTA Report

Trustee Broderick presented on the ICCTA. Trustee Broderick talked about the roundtable discussion. One of the questions discussed at the Roundtable was “what are ways trustees can market their college?” Trustee Broderick continued with the answers that were shared at the roundtable discussion. Some of the answers were as follows: outreach is needed by all of us by informing an outreach subcommittee; attend high school board meetings, chamber of commerce, rotary, and city council meetings; get an outside audience’s attention; the board of trustees brings back questions to the entire board so there is feedback from the outreach committee; talk with high school counselors; talk with chambers and get on their websites; get involved in local, regional and state committees; be well equipped with college current information to be a true ambassador for our college; know your local legislators; meet with other school boards; have townhall meetings; have a calendar of events and marketing materials; develop social media for each trustee; have school social marketing cards in English and Spanish; sponsor breakfast with all of the high school counselors in the fall and again in January; have the community involved in strategic planning; open houses at school every six months; talk with the right people and know the right people to connect with; have a “Trustee Comment” area on your agenda; activities to get potential students on campus; do things for the veterans; revisit your marketing and the dollars spent to marketing to see what you have to do.

Question 2 read “Only Central College recently experimented with offering tuition waivers by offering unlimited tuition waivers during a two-year period in the area of welding, automotive, collision repair, music, art and a few other areas. Overall college enrollment grew from 1,050 to just over 1,800 in a little over 5 years which was recorded as a 71% increase by the ICCB. The main growth was credited to the tuition waivers that brought in more secondary school graduates.” In November on the 11<sup>th</sup> and 12<sup>th</sup>, location to be determined, we will be bringing in someone from Olney College to learn what they are doing because they have been doing this since 1990.

Question 3 was “what efforts are your college undertaking to increase enrollment partly given this projected sharp decline of high school graduates?” The concerns for the decrease are because high school enrollment is shrinking. Therefore, we need to know the needs of the area’s industry and what is needed to ramp up marketing to get the public aware of what each school has to offer. We need to get high school students on campus. What we say on our curriculum guide. Having a trailer to take to the area high schools with everything in it to show what we have to offer so students can come in and get the information. Invest in new sports teams. Extend times to as late as 8pm for admissions and support staff to meet with potential students. Focus on making the students interested in your school. Know your college programs. Work with your alumni. Continue to show the alumni bios on the TVs for the students to see what else they can branch into for their courses. One suggestion to improve our visibility is to rent space in each of the high schools. Get an office so the students know where they can come and so the stuff is readily accessible and have information from the foundation on scholarships.

Work with the local business on what training do they need for their employees. Stackable credentials or “Pathways to Credentials” gives more information on how to approach and to get it interwoven from our community. Statistics that came out of the focus meeting included a 44% enrollment decline since 2008. This indicated that pathways need to start earlier. Regional economic development needs to be defined for new programs and partnerships are needed. Count everyone to determine the college’s value. Go to people who need us like Goodwill and high schools. Check the census tract to know what jobs and what company’s need. Change morality boot camp style meaning show them what it is all about. Get down to their level. Wrap the services around those that are needed which are hot spots, transportation, child care. Trustee Broderick had a video played about the future of the workforce being replaced by robots. Dates to remember: November 11<sup>th</sup> and 12<sup>th</sup> is the next ICCTA Meeting & Roundtable. Please send questions to Kelly Rogers who will gather and send to Trustee Broderick to be shared with the panel. On November 11<sup>th</sup> is the President’s meeting. November 30<sup>th</sup> through December 2<sup>nd</sup> is the ACCT Governance Leadership Institute in River Grove, IL. This is local and all should attend. October 26<sup>th</sup> through the 29<sup>th</sup> is the ACCT Convention in New York. For those attending, please remember you need to have a report of what you saw and what you did for the November Board meeting. This is standard protocol. February 5<sup>th</sup> through the 8<sup>th</sup>, Student Trustee Josh Stamborski, Kelly Rohder Tonelli, Trustee Broderick, Dr. Namuo will be going to Washington, D.C. for the National Legislative Summit. Last year was all virtual. Kelly will be coordinating the questions; and telling our legislatures what we need for our college.

7.4  
Student  
Trustee  
Report

Chairman O’Connell called Student Trustee Josh Stamborski to the podium for the Student Trustee Report. Student Trustee Stamborski covered the number of participants and some comments from students who participated in the various “Welcome Week” activities. He talked about the Mainstreet 2022 activities happening on September 14<sup>th</sup> and 15<sup>th</sup>. Student Trustee Stamborski presented on a mental health project initiated by the previous student trustee. He has started gathering more information for the Board of Trustees. He plans to continue this project and be able to present the information from the students at JJC to the Board in October. Student Trustee Stamborski attended the ICCB Student Advisory Council Meeting where he met other student trustees from area colleges. He was able to learn more about how other board meetings are run as well as other issues amongst other colleges. He shared these similar concerns with the board. He concurred with Trustee Broderick on a game room for students with pool tables and dart boards would keep students engaged and on campus. Student Trustee Stamborski was elected the committee chair at the ICCB meeting and the next meeting will be held at JJC on November 9<sup>th</sup>.

7.5  
Buildings  
and Grounds  
Committee  
Report

Trustee Mahalik presented the Buildings & Grounds Committee Report. There were no active bids this month. The J-building elevators should be completed in the next few weeks. There is a six to twelve-month delay on most large HVAC equipment. The CISCO and cybersecurity lab move to North campus have been completed. The CDV project is in the design phase. Phase two for repairing the leaky storefront windows is underway. Projects to be voted on in the next few months include replacing the main power transformer in the B-building, the construction docks are currently in progress for this with construction to occur sometime between December and March. Also, up for vote will be replacing the G-building switch gear and construction docks and remodel the G-building restrooms. The City Center work phase is trying to align our schedule with the city of Joliet because in order to do this, we will have to shut down one lane of Chicago Street in order to have the utilities marked in the street. Workday has had one full year cycle. Workday will be on campus this week to work with stakeholders and end to end testing.

- 7.6 Board Policy Committee Report Trustee Lee thanked Attorney Buck and Dr. Morris for restructuring the look and how the new policy document is laid out. Nothing else to report since it was all reported during the first read.
- 7.7 Finance Committee Report Trustee Budzinski gave the report on the Finance Committee. The audit started two weeks ago. The preliminary report will be given to the committee in October. The Board will see the report in November.
- 7.8 Trustee Spotlight Trustee Morales was the first presenter for the Trustee spotlight. She gave a brief family history. She was the first in her family to go to college and get a degree. She is proud to serve here and give back.
- 7.9 Chairman's Report Chairman O'Connell reminded us of Queen Elizabeth passing, Ukrainians and others who may be in tough times.
- 8.0 Adjourn Trustee Budzinski moved, seconded by Trustee Morales for the meeting to adjourn at 7:08p.m. A voice vote was taken. The motion carried unanimously.