

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

1.0 Call to Order The regular monthly 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 Wunderlich at 5:32 p.m. on Wednesday, March 11, 2020.

1.0.1 Roll Call Trustees Maureen Broderick Nancy Garcia Guillen
Present: Jake Mahalik Alicia Morales (via phone 5:34 p.m.)
 Dan O’Connell Betty Washington
 Bob Wunderlich

Student
Trustee Absent: Shalma Marin

Welcome Chairman Wunderlich welcomed the guests to the Joliet Junior College regular monthly Board meeting.

Chairman Wunderlich indicated that we have a request from Trustee Morales to attend the meeting electronically and we will need a motion and a second to approve her electronic attendance of the meeting to comply with our board policy. Trustee Garcia Guillen moved seconded by Trustee Mahalik to approve the electronic attendance of Trustee Morales for the meeting this evening. Trustee Broderick asked what the rules were for the electronic attendance at the Board meeting. Attorney Buck stated that, generally speaking, the rules are if you have medical or disability, work for the college or travel for employment or have a family emergency would fit the requirements for electronic board meeting attendance. The motion carried unanimously. Ayes: Garcia Guillen, Mahalik, O’Connell, Broderick and Wunderlich.

Pledge Mr. Mike O’Connell, former Trustee, led the Board in the Pledge of Allegiance.

1.0.5 Public Comments Chairman Wunderlich indicated that we do have a request to speak before the Board this evening from Andrea Yates. Chairman Wunderlich indicated that there is a five minute limit for addressing the Board. Ms. Andrea Yates indicated that she is the wife of recently terminated JJC Police Officer, Joseph Yates. She knows that many individuals want answers about the Chief’s racist comments and they are 100% true. This evening she would like to discuss her husband’s wrongful termination and Chief Comanda’s bullying, targeting, harassment, intimidation and ultimately retaliation against her husband. This has been ongoing for many years, but within the last year it has become worse. Several months ago, Chief Comanda had her husband and another officer in his office where he accused him of assisting two lesbian co-workers who had come forward with insensitive comments made to them by other co-workers inside the police department. The Chief said that if you are involved in what I think you are involve in, you better not be or else. He then made an

inappropriate comment about how he knew a murderer and why he killed people. The Chief stated that the murderer committed the crimes because people had mistaken his kindness for weakness and told her husband and the other officer to not make the same mistake. Her husband made an appointment with HR to speak to them because he felt threatened and was in HR for approximately 30 seconds when the Chief called him on his radio and wanted to see him in his office. There was no doubt that the Chief was watching her husband on the camera system, as he often did. Her husband and the other officer met with the Chief who was very angry because Officer Yates went to HR. He demanded to know why he was in HR and said that he had no right to go during work hours. Officer Yates indicated that his reason for going to HR was confidential. The Chief indicated that he was being insubordinate and had given him no choice. Later that evening Officer Yates met with President Mitchell, HR and Rob Galick about the incident. The next day there was a meeting with HR and Mr. Galick at an offsite attorney's office to discuss not only the recent incident, but years of the Chief favoring certain employees, his bullying tactics, his intimidation and threats. Halfway through the meeting HR received an email requesting Mr. Yates's termination. HR stated that it was not going to happen and that they were going to keep him out of work for his safety from Chief Comanda. Officer Yates was out of work for five weeks during which time several other police department members and school employees came forward to let the school know of the Chief's bullying, threats and racial comments that he had made. Officer Yates returned to work during the eight-week investigation that had begun on Chief Comanda and indicated that the department ran much better under Commander Cornelius and that the divide had begun to disappear. He was excited about his job and moving forward. During this time, he also met with HR and Mr. Galick and told them that he was frightened that if the Chief came back, he would retaliate against him for being a whistleblower. After eight weeks, the Chief did come back and only received a reprimand for his behavior for the many complaints that had come forward. Within ten days of the Chief returning, Officer Yates received an email from the Chief stating that he would be investigating something he had done and would be looking at discipline. Mrs. Yates stated that her husband had done his job and this was blatant retaliation on a whistleblower. Officer Yates contacted HR and Mr. Galick to advise them of what had happened and didn't know what to do and asked for help. After Thanksgiving there was a meeting with HR, Mr. Galick and the staff supervisor which were draining and he thought about resigning because of the constant targeting. There was a meeting with the Chief and HR and the Chief apologized to Officer Yates for the email he sent and said there would be no investigation. Her understanding is that there was a performance agreement of some type that the Chief agreed to and is wondering why he was not terminated in violation of the performance agreement as this was retaliation. In the end, her husband was terminated instead and if the school would have done their due diligence by terminating the Chief, the retaliation email would not have been sent and her husband would still have his job. If you ask Chief Comanda about Officer Yates he will simply call him a disgruntled employee. Mrs. Yates indicated that her husband is not disgruntled and is telling the truth about all of this and wants to come to work and do his job without having the Chief hunt after him. Chief Comanda, it is time that you own up to your mistakes and be honest about them. You are a very vindictive man and you have ruined a 22-year police officer's future. You have caused pain and anguish to our family and have bullied and harassed my husband for years. However, you let others who have done things far worse, including yourself, by turning your head the other way and making excuses. How does this man still have a job while my husband is unemployed and struggling to feed his family? Mrs. Yates thanked the Board for allowing her to speak and hopes that this does not fall on deaf ears and that something will finally be done with Chief Comanda. Mrs. Yates commented that her husband was the fall guy in this, lost his job and his future as a police officer. We are struggling to come to terms with what happened here and why. Please don't let another officer lose his future here because of Chief Comanda. Chairman Wunderlich thanked Mrs.

Yates for her comments.

1.1.1 Mr. Jerome Goude-lock indicated that he will be giving an update this evening on the ERP Workday Modernization project. On October 9, 2019 the Board approved the ERP selection teams Implementation recommendation of Workday and Navigator, LLC as our implementation vendor. The Workday contract was completed by the end of October and the Navigator contract was completed by the end of December. The project has been named Mission Possible. We have been working with our implementation vendor to define our statement of work which is looking at the dates, the timing and the resources required across the ERP implementation. We are currently working on the Human Capital Management (HCM) which includes HR and the financial and will be the first phase of the project. In February 2020 we officially started the planning stages of the project in bringing the consultants on board to begin working with JJC resources. The formal project orientation will take place on March 23, officially kicking off the project. We have put together a mission possible governance model for the management of the project. Will show how we will make decisions, make sure we have the appropriate resources and how we will clear obstacles and roadblocks that may come up throughout the project. We have the executive steering committee made up of the president and president cabinet members. Mr. Rob Galick will be working with the team on the HR and financial end for the implementation of the project. When we begin the student implementation project there will be a similar governance model as well. The next area is the project management group, which is his area, along with Anthony Cutera with the Navigator team. We will be working side by side as we manage the project. We will be making sure that the right resources are in the right meetings to move the project forward. If obstacles or road blocks occur we will take them to the executive steering committee if they cannot be resolved within the project team. The organizational change management and training group is responsible for making sure that as we move forward to the new system our people are trained properly and understand the new changes coming. They will also be communicating it throughout the organization to make sure that people are ready at the right time to take on the new system when it goes live. Even though Workday is the software vendor, they will be providing resources that overlook how we are progressing in the project to make sure that we are not missing critical information. We will be creating an ERP Advisory Council that will be made up of people across the organization outside of the HR and Finance areas. This advisory council will review the decisions and choices to make sure that we have not missed critical information. Mr. Goude-lock reviewed the timeline of the project as follows: planning phase kicked off in February and runs through April; the Architect phase-designing system for JJC will begin sometime this month and is scheduled to finish during May; the Configure and Prototype phase-building of the system begins in May to September; the Testing phase-testing of the end to end system that has been built August to December; and the final phase Deployment of System-December – January 2021, where we train the end users and go live in January 2021 with the HR and payroll project. Trustee Mahalik indicated that he is happy that there will be dual systems running at the same time because in the event something was to go wrong we could revert back to the other system if needed. Mr. Goude-lock stated that the decision to move forward will be made during the testing phase and if we are ready we will move forward. Trustee Broderick commented that because of the knowledge and processes defined, Mr. Goude-lock will know if we are ready to move forward and go live with this new system. Mr. Goude-lock stated that the decision will be based on quantitative information. Trustee Mahalik asked if the training will be one on one or if it was going to be on-line or a combination of both. Mr. Goude-lock stated that it will be a combination of both. People who are doing organizational work will have mostly hands on training. Trustee Broderick asked if there will be testing to certify that the individuals are ready to move forward and understand the system. Mr. Goude-lock stated that the organizational change group has built curriculums to go through and each

curriculum has specific outputs that people will need to show as they are testing the use of the system. Each individual will have to go through the training and testing to certify that they understand the system. Trustee Broderick asked if testing would be for management as well as users. Mr. Goudelock indicated that there is a specific curriculum for the cabinet as well so, yes, they will be trained and tested.

1.2 Chairman Wunderlich indicated that there is not a moment of silence this evening.
Moment of Silence

1.3 Chairman Wunderlich asked that former Trustee, Mike O'Connell, come to the podium this evening for recognition. Chairman Wunderlich read the proclamation recognizing Mike O'Connell for his outstanding services to the college. Trustee Broderick moved, seconded by Trustee Garcia Guillen that the Board of Trustees of Joliet Junior College approve the proclamation recognizing Michael O'Connell for his outstanding service as a Board member of the college from 2009 – 2019. The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O'Connell and Wunderlich. Chairman Wunderlich further presented a plaque to Michael O'Connell. Mr. Mike O'Connell commented that he would like the taxpayers to know that the Board members of the JJC are not paid to sit on this Board. Mr. O'Connell stated that he feels this Board has done a great job in being fiscally responsible to the taxpayers in the running of the Joliet Junior College. Mr. O'Connell highlighted some of the areas of improvement and cost savings that happened over the years to save money for the college. The fitness center has reduced their costs; the football program was cut from the college which saved approximately \$250,000; the LED lighting outfitting of our buildings resulted in \$500,000 in rebates; cost reductions at the Renaissance center and child care are some additional areas of savings. When we were in the time period of no state funding, we had to increase the tuition to our students with the agreement that if we received the funding, we would rebate a portion of the tuition increase, which we did do. With our cost savings committee there were many different cost savings measures which were done and saved the college \$2 million a year. Mr. O'Connell indicated that it was a hard decision to leave this Board, but he has nine grandchildren who are all very active and feels it is important to spend time with them. He commented that when he was first on the Board, he became involved in the cost savings committee with Dr. Mitchell and Pat Van Duyn who was phenomenal in ideas for cutting costs. He recognized Attorney Buck and Jim Serr. As far as Chairman Wunderlich is concerned, he wanted everyone to know that he has never come to him to say that he needed to vote a certain way or put pressure on him on an issue. He indicated that it is very important for each Board member to vote with their own conscious and do their research. If you have any questions the President is very accessible and will answer you immediately. Remember Board, we are only in charge of the President and not in charge of anyone else. Please go through the President with your questions and she will either answer the question herself or have another individual reach out to you with the answer. Mr. Jeff Heap does an outstanding job on his financial projections for the college. He thanked Trustee Broderick for all of her time and travel to the ICCTA meetings to keep JJC Board members informed to the happenings at the state level and for her involvement in ACCT and for the national level information as well. Dr. Mitchell has done a very good job and we are in a much better place today than we were in a few President's ago. Mr. O'Connell thanked Ms. Tierney for all of her good work.

1.3.2 Chairman Wunderlich requested that Ms. Betty Washington come to the podium. Chairman Wunderlich administered the Oath of Office to Ms. Betty Washington and offered her congratulations on being appointed to the Board of Trustees. Trustee Washington took her Oath of Office and Seating
of New Trustee seat at the Board of Trustees table.

- 1.4.1 Proclamation Community College Month President Mitchell indicated that the proclamation designating April 2020 as Community College Month in Illinois Community College District No. 525 will be read by Student Ian Wilkinson. Trustee Broderick moved, seconded by Trustee Garcia Guillen that the Board of Trustees of Joliet Junior College approve the proclamation designating April 2020, as Community College Month in Illinois Community College District 525. The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O'Connell, Washington and Wunderlich.
- 1.4.2 Proclamation Earth Month President Mitchell indicated that Dean, Patty Zuccarello, will be reading the Earth Month proclamation this evening. Ms. Zuccarello read the proclamation designating April 2020 as Earth Month in Illinois Community College District 525. Trustee Broderick moved seconded by Trustee O'Connell that the Board of Trustees of Joliet Junior College approve the Earth Month proclamation as read. The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O'Connell, Washington and Wunderlich.
- 1.4.3 Faculty Report Dr. Bob Marcink, President of the Faculty Union, thanked the Board for the opportunity to address them this evening. Dr. Marcink stated that he would like to thank former Trustee, Mike O'Connell for his service to the College. He was great to work with and was a very good Trustee. Dr. Marcink indicated that he appreciated him and everyone that sits on the Board that is willing to serve the community and JJC. Dr. Marcink offered congratulations to our new Trustee, Betty Washington and welcomed her on behalf of the Faculty. Dr. Marcink commented that he is always available to share the Faculty's perspective on things at the College. The Faculty appreciates the proclamations recognizing the community college month and earth month.
- 1.4.4 Adjunct Faculty Report Chairman Wunderlich indicated that Ms. Laurel Dieskow is unable to be with us this month but will be here next month.
- 1.5.1 Regular Meeting Trustee O'Connell moved, seconded by Trustee Mahalik that the minutes of the Board of Trustees meeting held on February 26, 2020 be approved as submitted. Trustee Broderick indicated that under Board protocol, 1.0.5 public comments, as Trustees we are not to speak because we speak as a team and not an individual. Going forward we should not be engaging as Trustee Morales did and would like it noted that the comments are as a citizen not as a Board member. Going forward the Board members should not be making comments to the speakers under the public comments section. It appears as if this was all contrived and should not have been permitted. Chairman Wunderlich stated that the comments are taken as noted. Trustee Morales indicated that she feels that as a Trustee we should be able to make comments and does not agree with Trustee Broderick. The motion carried unanimously. Ayes: O'Connell, Washington, Broderick, Garcia Guillen, Mahalik, Morales and Wunderlich.
- 1.5.2 Special Meeting Trustee Garcia Guillen moved, seconded by Trustee Broderick that the minutes of the Board of Trustees meeting held on January 27, 2020 be approved as submitted. The motion carried unanimously. Ayes: Garcia Guillen, Mahalik, Morales, O'Connell, Washington, Broderick and Wunderlich.
- 1.5.3 Special Meeting Trustee Mahalik moved, seconded by Trustee Garcia Guillen that the minutes of the Board of Trustees meeting held on February 5, 2020 be approved as submitted. The motion carried unanimously. Ayes: Mahalik, Morales, O'Connell, Washington, Broderick, Garcia Guillen and Wunderlich.

- 1.5.4 Special Meeting Trustee O’Connell moved, seconded by Trustee Mahalik that the minutes of the Board of Trustees meeting held on February 18, 2020 be approved as submitted. The motion carried unanimously. Ayes: O’Connell, Washington, Broderick, Garcia Guillen, Mahalik, Morales and Wunderlich.
- 1.5.5 Special Meeting Trustee Broderick moved, seconded by Trustee Garcia Guillen that the minutes of the Board of Trustees meeting held on February 20, 2020 be approved as submitted. The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O’Connell, Washington and Wunderlich.
- 1.6 Communications Ms. Tierney stated that she had not received any further communications.
- 1.7 Agenda Trustee Broderick moved, seconded by Trustee Garcia Guillen that the agenda be approved. The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O’Connell, Washington and Wunderlich.
- 1.8 Consent Agenda Trustee Broderick moved, seconded by Trustee Garcia Guillen that the items identified as consent agenda items be approved.
- 2.2.1 Approval of the establishment of one new full-time administrative position titled executive director, diversity, equity, inclusion & compliance, president’s office
 - 2.2.1 President recommends approval of appointment of one associate professor, natural sciences department
 - 2.9.1 President requests 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 February 29, 2020 as presented
 - 4.2 The President recommends approval to award bids/contracts as follows under Business Services:
 - 4.2.1 Bid-B-Building Boiler Replacement
 - 4.2.2 Bid J-Building Roof Replacement
 - 4.2.3 Bid-Parking Lot Improvements
 - 4.2.4 Bid-Romeoville B Entrance Canopy
 - 4.2.5 Consortium-Forward Space
 - 4.2.6 Consortium-Midwest Computer Products, Inc.
 - 4.2.7 Consortium-Pomp’s Tire Service—over 10% of Board Approved Amount
 - 4.2.8 RFP-Cultural Competency/Cultural Sensitivity Training
 - 4.2.9 Contractual Service – HR Source Marketing
 - 4.3 Treasurer’s Report
 - 4.4 Financial Report
 - 8.1 Approval and Third Reading of Board Policy 10.01.04 Electronic Mail (Email) (New)
- The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O’Connell, Washington and Wunderlich.
6. Board Comments Trustee Broderick indicated that we discussed contact information for the Board of Trustees at the last meeting. Since that time, she has reached out to other community colleges and has found that all communication is directed to the Board secretary, as we currently do at JJC. Trustee phone numbers or emails are not on the Web. Continuing with this practice alerts the Chairman of information being requested. Trustee Broderick stated that she reached out to the individuals she is involved with and was told that this is best practice in funneling information through the Board secretary. Trustee Broderick indicated that she read through all of the FOIA’s requested this past month and asked if

there was a way to get a FOIA form on our website. Attorney Buck indicated that a form can be used, but the individual requesting FOIA information does not have to use the form. We have to honor all requests for FOIA received and there cannot be a policy that states that FOIA requests would have to be made using a specific form. Trustee Broderick commented that there are so many generalities and such an expanded amount of information requested that having a form with specifics might help narrow down their information requests. Attorney Buck stated that you are permitted to contact the requester and ask questions and for clarification on the information that they are seeking. We generally do contact the requestor when needed. Trustee Broderick indicated that it is her understanding that we do not have a J.D. Ross Award recipient this year as the vote was not unanimous at the last meeting. President Mitchell indicated that we do not have a J.D. Ross Award recipient this year. Trustee Broderick requested that every Board member get a copy of what the protocol is for Board of Trustees response to public comments. We should not be responding to the speakers and should only be listening to them as they address the Board. Trustee Morales asked for discussion on this comment. Attorney Buck indicated that this is not an action item, rather comments under agenda item 6.0. Trustee Morales asked to also make a comment under this area of the agenda. Chairman Wunderlich indicated that Trustee Morales should proceed with her comments. Trustee Morales stated that she wants full transparency and if anyone has questions or wants to speak with her, she has no problem with them contacting her. Trustee Morales commented that when we ask individuals to vote for us as Trustees, we are reaching out to everybody and asking for their support. Trustee Morales indicated that she would like to ask that if there is a request to speak with a certain Board member, that Board member be notified of this request and the Board member knows that they need to filter this information up through the Chairman. Trustee Morales asks that the Board support transparency and work together as a team. Trustee Morales commented that she has no problem with her phone number being put out on the website for individuals who want to contact her can do so. Trustee Morales noted that the Joliet City Council members have their phone numbers on the website and feels this is good practice. Trustee Broderick commented that she feels the concern is that there have been instances when the Chairman has not been informed, and in speaking with her ICCTA counterparts they feel the best practices are to be sure the Chairman is in the loop and informed at all times. That is why it should be funneled through the Board secretary. Chairman Wunderlich indicated that at this time the procedural change requested is under legal review by our attorney. We will have a recommendation on this request at the next Board meeting.

7. There were first readings on board policies in the packet.
New Business

9.1 Trustee Garcia commented that there is not a report this evening because the
Foundation foundation meeting is scheduled for next week. Information on that meeting will
Report be provided at the next meeting.

9.2 Trustee Broderick indicated that the ICCTA meeting is scheduled to begin tomorrow in
ICCTA Bloomington; however, there is discussion concerning this meeting being held due to the
Representative Coronavirus. Trustee Broderick stated that she will let the Board know if they end up
Report doing the meeting over the phone so that they can listen in if they would like to do so. We
are in the process of planning the ICCTA South Suburban Regional meeting and as more
information is received, it will be passed on to the Board of Trustees.

9.3 Student
Trustee Report There is not a Student Trustee Report this evening.

9.4 Buildings &
Grounds
Committee Trustee Mahalik indicated that the committee met before the meeting tonight. This evening the Board approved the Romeoville Entrance Canopy and was above bid due to structural issues which had to be taken care of, but several other bids were below budget. Improvements to the parking lot was also approved that will extend to the Main entrance, which will be shut down for a short period of time to allow for the improvements. The roof replacement bid was budgeted for \$693,000 and came in at \$605,000 and many of our local contractors were awarded bids under this contract. The B-Building Boiler Replacement project had 156 vendors notified, with 12 bids received and was budgeted for \$135,000 with bids coming in at \$115,000. Master planning has begun with negotiations and contracts continuing to move forward. We have been contacted regarding using the Romeoville Campus grounds for parking for the Ribfest and will give us the opportunity to market JJC for free and receive payment for the use of the property. Trustee Broderick asked if the architect's plans include the police station and the bridge. Trustee Mahalik indicate that the police station, the student bridge, City Center Campus and new shell space were included in the plans.

9.5 President's
Report President Mitchell indicated that she would like to welcome to Joliet Junior College, Trustee Washington, and looks forward to working with her. We will be offering a four-hour training opportunity with members of my team, as well as legal counsel, and are looking forward to productive dialogue.

We are actively monitoring the Coronavirus outbreak, and continue with our proactive approach:

- Coronavirus - JJC's Preventative Measures sent out to the campus - January 28
- Coronavirus Advisory Information – March 4
- Important announcement regarding COVID-19 – March 6
 - If you or someone you live with are returning from the countries identified by the CDC as Level 3 (currently China, South Korea, Italy, and Iran), the college is requiring that you do not return to campus for 14 days from the date of your or their return even if you are symptom-free, in accordance with public health recommendations.
- International Travel Suspended as of March 9
 - Joliet Junior College formally suspending college-sponsored international travel.
- Discussion summary from this afternoon...
 - Cross section of administration and faculty union president
 - Signage
 - Increase in hand sanitizing machines
 - Educating faculty and frontline staff on communications
 - Hosting internal and external events
 - Athletics and conferences

- Domestic travel
 - Gathering data and meeting tomorrow at 2:00

President Mitchell indicated that she will keep the Board apprised of our actions going forward.

Happy Birthday to Trustee Mahalik and Student Trustee Marin.

9.6
Chairman's
Report

Chairman Wunderlich indicated that he does not have a report this evening.

Closed
Session

Trustee Broderick moved, seconded by Trustee Garcia Guillen that the Board of Trustees of Joliet Junior College move to a closed session (6:32 p.m.) for the purpose of 2 (c) (1), The motion **carried** unanimously. Ayes: Broderick, Garcia Guillen Mahalik, Morales, O'Connell, Washington and Wunderlich.

Return
to Regular
Session

Trustee O'Connell moved, seconded by Trustee Mahalik that the Board of Trustees of Joliet Junior College return to regular session (6:56 p.m.) The motion **carried** unanimously. Ayes: O'Connell, Broderick, Garcia Guillen, Mahalik, Washington and Wunderlich.

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Adjourn

Trustee O'Connell moved, seconded by Trustee Mahalik for the meeting to adjourn at 6:57 p.m. A voice vote was taken and carried unanimously.