

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, U Building Auditorium, Joliet, IL was called to order by Chairman Wunderlich at 5:36 p.m. on Thursday, November 12, 2020. This meeting is being conducted pursuant to and in compliance with Governor Pritzker’s Phase 4 Guidelines and applicable Executive Orders.

1.0.1 Roll Call      Trustees      Nancy Garcia Guillen  
Present      Jake Mahalik  
Electronically: Dan O’Connell  
                 Betty Washington

Trustees      Alicia Morales  
Present on site: Bob Wunderlich

Student Trustee  
Present  
Electronically: Ian Wilkinson

Trustee Absent: Maureen Broderick

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

Pledge      Chief Brandon Campbell led the Board in the Pledge of Allegiance.

1.0.5 Public Comments      There are no requests to speak before the Board this evening.

1.1.1 BEP      President Mitchell indicated that Ms. Janice Reedus, Director of Business and Auxiliary Services, will be making the presentation on our Business Enterprise Program. Ms. Reedus indicated that she will be updating the Board on the college’s compliance with the program. The power point consisted of: definition, aspirational goals and certification of the Business Enterprise Program; applicable contracts-state, construction and professional services; BEP’s aspirational goals; outline of JJC’s compliance with the act; defined efforts to increase utilization procedures; defined efforts to increase community outreach; outlined efforts of increase utilization direct solicitation; outlined efforts to increase utilization of supplier outreach; our BEP utilization and spending; and our FY21 initiatives. Trustee Morales asked if the report that is filed with ICCB would be accessible on-line. Ms. Reedus indicated that it is not accessible on-line but she would get a copy of the report for Trustee Morales. Trustee Mahalik thanked Ms. Reedus for the report and feels confident that we

will meet our BEP goals. The Board is voting on the auto shop and lab flooring bid this evening which was awarded to a BEP vendor. Trustee Morales commented that it was mentioned that the JJC purchasing webpage has been revised and has links that gives instructions on how to certify, correct. Ms. Reedus indicated that was correct. Trustee Morales thanked Ms. Reedus and stated that they are doing a great job and she appreciates it.

1.1.2  
Fall  
Enrollment

President Mitchell introduced Dean Bob Morris, who will be presenting to the Board this evening on the Fall 2020 Enrollment data. Dean Morris reviewed the successes in the fall enrollment period; the challenges in the fall enrollment period; reviewed demographics for Race/Ethnicity; student gender; average student age and student status; reviewed the fall enrollment trends; overall full-time student equivalent (FTE) enrollment trends which are down about 12%; gave an overview of the demographics; and reviewed how we are prepared for the spring 2021 enrollment. Trustee Garcia Guillen thanked Dean Morris for the great presentation and highlighting some of the key changes over the last few months. Trustee Garcia Guillen stated that the virtual components look awesome and inquired if this will be available for our Spanish speaking parents and individuals-such as interpreters Dean Morris replied that we are working with the office of disability services for interpreters; however, the virtual sessions will be available in Spanish. The Spanish population is very important to Joliet Junior College and we are working to meet their needs. Trustee Morales suggested that administration consider partnering with office of multicultural affairs on the parent videos, as she believes there is staff in that office that can be of assistance in doing videos in the Spanish language. Dean Morris thanked Trustee Morales for the suggestion and indicated that we would look into it further. Trustee Morales indicated that regarding the successes listed on the first slide, what were the CARES act funding amounts. Dean Morris stated that the funds were distributed as follows: Spring -- \$458,000, Summer -- \$534,000, and for Fall -- \$1,754,000. Trustee Morales asked how the funds were given to our students. Dean Morris indicated that there was an application process involved where the student filled it out and indicated that they had suffered economic hardship due to the Coronavirus. There were different dollar amounts the student could select based on the amount of the loss that they had incurred. That amount was lower in the spring because we were unsure of how much we were able to distribute to the students. The amount of monies available was increased in the summer and increased again in the fall. If the same student was with JJC from spring through fall, they were able to apply for all three sessions. We did not turn anyone away that was Title IV eligible. Trustee Morales asked how the students received the funds. Dean Morris indicated that the students that had direct deposit set up had the monies go directly into that account; however, we sent the student a check if they did not have a direct deposit account set up. These were funds that were to be sent to the students to use the funds however they chose to do so. Trustee Morales stated that this was very generous and asked what the dollar limits were for the students. Dean Morris commented that he would have to check, but believes for the fall it was up to \$1500 and will verify the amounts and make sure to get the information to Trustee Morales. Trustee Morales asked what departments were involved in making this happen for our students. Dean Morris commented that there were many departments involved. A committee was formed and met weekly to talk about the application process and the funds distribution process We created an application through one of our software programs that submitted the students applying to the financial aid office. The financial aid office then verified the eligibility of the student to receive the funds. Once the application period ended, we worked with the office of the students accounts and payments and were able to get the funds very quickly to the students. Trustee Mahalik commented that \$2.5 million was amazing for the college to give to the students through the CARES act and shows how much JJC values their students. Trustee Mahalik stated that he is happy to see the adaptation on-line enrollment as that will be the wave of the near-term future. Trustee Mahalik asked what are

the obstacles and concerns that our students are facing currently. Dean Morris indicated that one of the largest obstacles is the uncertainty about what on-line learning means. The college is working very hard to educate our students on this venue as some people think it means you are on-line at the same time each day that you would be in classes and that is not the case. We are also getting the word out that we can help with laptops and hot spots to our students. Trustee Mahalik thanked Dean Morris for the great report.

- 1.2 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. President Mitchell requested that Dr. Jerry Weber be added to the moment of silence.
- 1.3 Chairman Wunderlich thanked everyone for attending the virtual meeting tonight.
- 1.3.1 Retiree Murphy Chairman Wunderlich indicated that we have Patrick Murphy, retiree, with us this evening virtually. Chairman Wunderlich stated that Mr. Murphy was officially recognized at the last board meeting for his 39 years of service to the college. Chairman Wunderlich indicated that Mr. Murphy was an outstanding employee of Joliet Junior College and offered him a round of applause. Mr. Murphy commented that he began his employment with the college when he was 20 years of age. Mr. Murphy thanked everyone so much for the 39 years. He indicated that Joliet Junior College was a very big part of his life during those 39 years. He made a lot of great friends in all departments, whether it be administration, facility services, faculty, staff. Everyone was fantastic to him and he is thankful for these relationships. Unfortunately, he has had some lingering health issues that have forced him to retire early and he would have liked to continue working longer. Mr. Murphy stated that he was happy to make JJC his career and it is a great place to work and hopes everyone stays safe going forward. Mr. Murphy indicated that he would like to wish all the best to JJC.
- 1.4.4 Faculty No report this evening from the Faculty Union.
- 1.4.5 Adjunct Faculty Report Chairman Wunderlich indicated that Ms. Laurel Dieskow has provided a written report this evening which each of the board members have received. Chairman Wunderlich read the written report.
- 1.5.1 Regular Meeting Trustee Morales moved, seconded by Trustee Mahalik that the minutes of the Board of Trustees meeting held on October 14, 2020 be approved as submitted. The motion carried unanimously. Ayes: Morales, O'Connell, Washington, Garcia Guillen, Mahalik, and Wunderlich. Student Trustee Wilkinson favored the motion.
- 1.6 Communications No further communications have been received.
- 1.7 Agenda Trustee O'Connell moved, seconded by Trustee Garcia Guillen that the agenda be approved. The motion carried unanimously. Ayes: O'Connell, Washington, Garcia Guillen, Mahalik, Morales and Wunderlich. Student Trustee Wilkinson favored the motion.
- 1.8 Consent Agenda Trustee Washington moved, seconded by Trustee Garcia Guillen that the items identified as consent agenda items be approved.
- 2.1.1 President recommends acceptance of resignation of assistant controller, financial services

- 2.2.1 President recommends approval of retirement as requested by one faculty member
- 2.2.2 President recommends approval of retirement as requested by one faculty member
- 2.2.3 President recommends approval of retirement as requested by one faculty member
- 2.2.4 President recommends approval of retirement as requested by one faculty member
- 2.9.1 President requests acceptance of the report on replacement of full- and part-time classified employees, as presented
- 2.9.2 President recommends approval of faculty salary schedule columnar advancement in accordance with current contractual agreement
- 4.1 The President recommends approval to pay the listing of bills for the period ending October 31, 2020 as presented
- 4.2 The President recommends approval to award bids/contracts as follows under Business Services:
  - 4.2.1 Bid-Auto Shop and Labs Flooring Replacement
  - 4.2.2 Bid-Cisco Smartnet Renewal
  - 4.2.3 Bid-Unleaded Gasoline & Diesel Fuel
  - 4.2.4 Consortium-Accurate Background
  - 4.2.5 Professional Services-The Wellington Group
  - 4.2.6 Sole Source-CollegeNET
- 4.3 Treasurer's Report
- 4.4 Financial Report
- 4.6 Board of Trustees Approval of Abatement of Taxes for the 2012A General Obligation Refunding Bonds Bond Issue
- 4.7 Board of Trustees Approval of Abatement of Taxes for the 2013A General Obligation Refunding Bonds Bond Issue
- 4.8 Board of Trustees Approval of Abatement of Taxes for the 2013B General Obligation Alternate Revenue Bond Issue
- 4.9 Board of Trustees Approval of Abatement of Taxes for the 2018 General Obligation Alternative Revenue Bond Issue
- 4.10 Board of Trustees Approval of Resolution to Transfer Funds from the Working Cash Fund to Education and Operations and Maintenance Fund
- 4.11 Board of Trustees Approval of Nicor Gas Easement
- 8.1 Board of Trustees Approval to Adopt Resolution for receiving and filing petitions for Board of Trustee Consolidated Election Approval and Third Reading of Board Policies
- 8.6 2.04.12 Request for Upgrade and Reclassification
- 8.7 2.04.13 Light Alternate Duty Assignments
- 8.8 4.14.00 Alternative Methods for Awarding Credit
- 8.9 10.01.06 Cellular Mobile Device
- 8.10 13.08.00 Alcohol Use Policy

The motion carried unanimously. Ayes: Washington, Garcia Guillen, Mahalik, Morales, O'Connell and Wunderlich. Student Trustee Wilkinson favored the motion

4.5.1  
Levy  
Recess

Trustee O'Connell moved, seconded by Trustee Mahalik that the Board of Trustees of Joliet Junior College recess the meeting (6:24 p.m.) to allow for public comment on the levy. The motion carried. Ayes: O'Connell, Washington, Garcia Guillen, Mahalik, Morales, and Wunderlich. Student Trustee abstained on the motion.

- 4.5.2 Public Comments Chairman Wunderlich asked if there was anyone that would like to address the Board regarding the levy. Attorney Buck indicated that the number to dial into for public comments is 224-303-4622, Conference ID: 740 304 050#. No requests for public comments on the levy were heard.
- 4.5.3 Return Regular Session Trustee O'Connell moved, seconded by Trustee Garcia Guillen that the Board of Trustees of Joliet Junior College return to regular session (6:26 p.m.). The motion carried unanimously. Ayes: O'Connell, Washington, Garcia Guillen, Mahalik, Morales and Wunderlich. Student Trustee Wilkinson favored the motion.
- 4.5.4 Levy Adoption Trustee O'Connell moved, seconded by Trustee Mahalik that the Board of Trustees of Joliet Junior College approve the administrative recommendation to adopt the resolution as presented and authorize the 2020 tax levy to be filed with the county clerks of Will, Grundy, Livingston, Cook, Kendall, LaSalle and Kankakee and the State of Illinois. The motion carried. Ayes: O'Connell, Washington, Garcia Guillen, Mahalik and Wunderlich. Nays: Morales. Student Trustee Wilkinson favored the motion.
- 6.0 Board Comments Trustee Garcia Guillen commented that she would like to bring up an item under the New Business category. As you know part of our mission is accessibility and as such we are to be dedicated to the culture, enrichment and inclusion. Trustee Garcia Guillen would like to recommend a few ideas that would help us take a crucial step toward fulfilling our mission that she has been communicating to Dr. Mitchell over the last few weeks. Currently we are working to take necessary steps to focus on our diversity, equity and inclusion goals which include hiring and making sure that we are providing career opportunities to include our employees be more representative of our student body. Trustee Garcia Guillen stated that she looks forward to hearing concrete action steps to make this a reality. In the meantime, she would like to recommend that we consider the way that we communicate to the public. We need to consider making sure that the same way we are providing recruitment using different languages, particularly Spanish, to our families is used for our Board meetings. We could consider interpreters remotely, if necessary due to the pandemic for Spanish interpretation. We should also consider having individuals present for sign language. This would help members of community that speak different languages to feel included so that they could participate in our Board meetings. This should also include communication to different media venues that reach our populations throughout the community. Trustee Garcia Guillen indicated that she would be happy to answer any questions the Board members may have. Trustee Morales indicated that she agrees that if we are going to be truly inclusive, seeing that the population in our area is very diverse, we need to consider these suggestions seriously. In Will County, the Latino population is the fastest growing segment. We should have our Board meetings bi-lingual because the more our community understands, the more engagement and participation will garner a feeling of genuine unity. Trustee Morales thanked Trustee Garcia Guillen for the suggestions. Chairman Wunderlich commented that he agrees with recommendations and comments made by Trustee Garcia Guillen and Trustee Morales. President Mitchell stated that she will gather information and report back.
7. New Business There were first readings on board policies in the packet.
8. Old Business There were second readings on board policies in the packet.
- 9.1 Trustee Garcia Guillen indicated that she has a report this evening as follows:

Foundation Report	<p>Foundation Board Annual meeting will be next week on Wednesday the 16<sup>th</sup> of November at 7:30am;</p> <p>Scholarship applications will close for Spring 2021 on November 30<sup>th</sup> and we will be using social media to get information out to our students and community;</p> <p>Funds are still available through the Foundation's Student Emergency account;</p> <p>The Foundation Year End appeal dropped in over 25,000 mailboxes this week;</p> <p>The Tribute to Men of Color appeal went out a few weeks ago and we are receiving donations.</p>
9.2 ICCTA Report	<p>President Mitchell indicated that Trustee Broderick had a family emergency and was unable to be here this evening and asked that President Mitchell give the Board information on the ACCT 2021 Community College National Legislative Summit.</p> <p>This NLS event will be convened online as a virtual event in consideration of members' well-being during the COVID-19 pandemic. The virtual event will still take place from Monday, February 8th to Wednesday, February 10th, 2021. In the past, we have typically had Trustee Broderick, our Student Trustee, President Mitchell and Kelly Rohder Tonelli attend the NLS Summit in Washington, D.C. The more people we have attending this virtual conference the lower the cost of registration. Ms. Tierney will be sending information to the Board to review and to let her know if you are interested in participating this year.</p>
9.3 Student Trustee Report	<p>Mr. Ian Wilkinson presented a power point for the Student Trustee Report this evening.</p> <p>Student Trustee Wilkinson indicated that since last month, two <i>Blazer</i> issues have been published. The October issue talked about mental health and it is affecting many of our students. The November issue talks about government issues and some of the hot topics happening currently. There have been transfer events scheduled since we last met. GEER funding and scholarships have just opened up to Title IV individuals or students who are eligible financially. This has helped students get computers and data plans and can be borrowed for the length of time needed and then returned. In October the following happened: Rock the Vote Week-Voter Suppression, Informational meetings/resources; Club Meetings (20)-Planning Events, SG (Book Club-first book will be <i>So you want to talk about Race</i>); Coffee and Conversation with President Mitchell; Halloween Festivities (Latinos Unidos/OSA); Scavenger Hunt; Pumpkin Carving Contest and a Costume Contest. November happenings are: First Generation College Student (4<sup>th</sup> annual) event with music and a panel of current students, high school students and professional individuals. Student Trustee Wilkinson indicated that we had three student leaders speak on Student Wellness/Activities Center: Ausra Tauginaitė (SG) / Heidi Stukel (CCC) and Jessica Contreras (SWC) highlighted services available to students for their well-being and also spoke of the after election safe place. Student Trustee Wilkinson commented that there was not a huge turnout for conversation with the president which could be construed as positive and negative. Maybe the reason for not too much student involvement was that the students are getting used to the format. However, it could also mean that the students are becoming increasingly stressed out with finals right around the corner and just giving up. Academic Affairs- Dr. Gray is taking the student comments and sending them back to the professors. Student Trustee indicated that the students are feeling stressed and overloaded. Some of them have identified teaching issues as well. He asked that Dr. Gray; administration and the Board have more understanding of where our student's current mental health might be. We need to make sure that the students and staff work together as one entity and not each on their own platform. Trustee Morales asked what ideas Student Trustee Wilkinson might have to get more involvement with the President, as it is an honor to be able to talk directly with our College President. Student Trustee Wilkinson indicated that it has been pushed through student government and the clubs and also has been promoted via social media and does not have any</p>

recommendations at this time. He feels it probably has something to do with being virtual.

9.4  
Buildings &  
Grounds  
Report

Trustee Mahalik indicated that tonight we approved the auto shop and lab flooring replacement bid, which went to a BEP certified vendor. The bid was for \$178,500 which was under the budget of \$200,000. In December we will be doing chiller piping insulation and some miscellaneous HVAC projects. The City Center Campus site work options will be presented in December. There will be a meeting with our new police chief to discuss the campus police station expansion to get his input on the project. The respiratory therapy has identified the appropriate floor plan and will be moving into the design and development of the project. The new student bridge has been postponed. Nicor will be doing work on the easement of the property to replace a section of piping that has deteriorated. The solar field is complete, but we are waiting on the fence which should be here within a few weeks.

9.5  
President's  
Report

President Mitchell indicated that she would like to welcome Nicole Whitehead who is virtual and Chief Brandon Campbell, who is here in person tonight to JJC. (Swearing in to be scheduled).

I would also like to thank DeAndre Butler, the Student Support Services Team, and the Educational Talent Search Team for hosting the 4<sup>th</sup> annual First-Generation Celebration this past Thursday! The afternoon was filled with entertainment, keynote speaker, student and career panels, in addition to information sharing on resources available.

#### ACCT Highlights

##### Opening Session

- How do we broaden equality?
  - Technology needs – laptop availability
  - Quality broadband in every neighborhood
  - Look at changing textbook support to technology support
- Continue to breakdown walls between 2 & 4 year colleges
  - 4 year – is the tuition and debt worth it, evaluate the job you would like to obtain
- Work to be done with black males, the importance of engagement at an earlier age, grade school and high school to build confidence; they need to see themselves in the classroom and in leadership roles

##### CEOs and Trustees

- Increase in mental health issues
- Decreasing enrollment across the country
- Increased needs for foundation support
- Uncertainty of state and federal funding
- Food insecurities at all levels

##### Federal Priorities

- ACCT & AACC strongly support DACA and will continue to advocate for a permanent solution for our DREAMERS!
- International students
  - Those here can enroll in online courses
  - New students would have to enroll 100% in class
- Discussions taking place on Distance Learning Opportunities

##### Legal Challenges in Operating During the Pandemic – Ira Sheppard

- Vaccines expected mid to late spring or early summer
  - Resulting in delay in course delivery, face to face limitations

- Need to share expectations with our students and provide extra support and understanding in the online environment
- Everyone is stressed, patience and sympathy
- Medical & Safety
  - Following state and local executive orders
  - Federal regulations including OSHA and EEO/ADA
  - Follow best practices
    - Testing and PPE for employees
    - Mandated masks
    - Social distancing
    - Limit numbers in meetings/classrooms
    - Promote outdoor activity
  - Discussion of shift in social distancing 6 – 10’ for 15 minutes
- Contact tracing challenges
  - Employees are protected by EEO and ADA, unless consent of employee!
  - Students, consent of student or health department
- Vaccines
  - Reimbursement by insurance companies
  - Those who choose not to get for personal or religious beliefs
- Employment Challenges
  - Fear to return
  - Health considerations
  - Child care
  - ADA accommodations, referencing Section 504
  - Complaints and how to address
- Charging less for online classes
  - Optional, but stress strong communications

9.6 Chairman’s Report  
 Chairman Wunderlich commented that he hopes everyone is very careful during these COVID times and wished everyone a Happy Thanksgiving. Chairman Wunderlich offered kudos to: Dr. Judy Mitchell, Kelly Rohder Tonelli, Mike Hernandez, Kate Sievers Amy Chellino, Joyce Deddo, Scott Harvey, Kristen Mulvey, Kate Newberry, Amanda Quinn, Carly Ringo, Sam Sottosanto, Hank Brockett, Glen Carpenter, Jeff Fisher, Geoff Rusch, and Brett Moats for the latest *Connection Magazine*. Chairman Wunderlich stated that this issue is the finest that he has seen during his time on the board and feels we should get a Pulitzer Prize for the magazine. Everyone should make sure to read this issue and thank you to everyone that contributed to the magazine.

Closed Session  
 Trustee Morales moved, seconded by Trustee Garcia Guillen that the Board of Trustees, Joliet Junior College, move to a closed session for the reasons of 2 (c ) (2 ) and 2 (c ) (11) (6:56 p.m.) The motion carried unanimously. Ayes: Morales, O’Connell, Washington, Garcia Guillen, Mahalik and Wunderlich. Student Trustee Wilkinson 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 7:16 p.m. Ayes: Mahalik, Morales, Washington, Garcia Guillen and Wunderlich. Student Trustee Wilkinson favored the motion.

10 Adjourn  
 Trustee Washington moved, seconded by Trustee Garcia Guillen for the meeting to adjourn at 7:17 p.m. A voice vote was taken. The motion carried unanimously.