

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 5:37 p.m. on Wednesday, October 14, 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 Trustees
Roll Call Present
Electronically: Jake Mahalik

Trustees Bob Wunderlich Dan O’Connell
Present on site: Maureen Broderick Betty Washington
 Alicia Morales

Student
Trustee Present: Ian Wilkinson

Trustee Absent: Nancy Garcia Guillen

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

Pledge Joan Tierney led the Board in the Pledge of Allegiance.

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

1.1.1 President Mitchell indicated that Mr. Mr. Jason Coyle, partner Baker Tilly, is with us this
Audit evening to review the audit findings with the Board. Mr. Coyle indicated that he would be summarizing the audit and financial results. The summary sheets were distributed to the Board and Mr. Coyle indicated that the audit had much more detail for the Board to review further. Congratulations to the college on continuing to issue the CAFR report, which is a higher level of reporting than is required. Mr. Coyle commented that the opinions are unmodified or clean which is the highest level of assurance that the auditors can give on their review. Mr. Coyle further reviewed the financial statements summary and referred to the MD&A (Management Discussion and Analysis) and encouraged the Board to read this section of the report. There is an opinion on the enrollment data and the ICCB grants which are also unmodified or clean. The college also received a clean opinion under government auditing standards. We have not issued an opinion related to the federal funding primarily in the financial aid area because the college received funding under the CARES Act and the government is still putting together final rules for this funding. In the area of required

communications, the college did not issue any new accounting policies this year and did not note any journal entries which means the financial information given to the Board was accurate. We had no disagreements with management and had a great working relationship. The audit was completed virtually this year. We continue to have a past adjustment related to summer tuition and salaries, which is consistent with prior years. There were no deficiencies or material weaknesses noted on internal controls. During the year, the college refunded some bonds and that resulted in a savings of \$8.6 million. Revenues were more than expenses by \$9.1 million. Net tuition revenue decreased by 6.4%, but scholarships and tuition allowances increased by 12.9%. Overall the college continues to be in good, strong financial health. There were differences from last year in the operations and maintenance fund and the education fund. Revenues are up in the education fund by 3% and expenditures are up 4.6%. The fund balance continues to be relatively stable and is up 3% and as a percentage to revenues continues to be stable at about 25%. The Operations and Maintenance Fund is a very similar story with revenues near 3% and expenditures slightly over 3%. The fund balance remains stable increasing 3.5%. The fund balance as a percentage of revenue remains stable at 27%. With all of the pandemic challenges Joliet Junior College continues to remain in good financial health.

1.1.2
Tax Levy

President Mitchell indicated that Mr. Jeff Heap will present the Tax Levy to the Board. Mr. Heap gave a power point on the tax levy as follows: 2020 Tax Cap Calculation; Review of the FY 21 Budget Assumptions; 2020 Tax Levy Projections; Tax Cap Scenario; 2020 Debt Service Levy; 2020 Projections; Costs to Individual Taxpayers; Proposed Levy based on budget plus one percent; and the timeline for the adoption of the Levy by the Board of Trustees. Trustee Broderick asked if the 3% EAV increase was only for residential. Mr. Heap responded that the EAV is overall. Trustee Broderick asked if the quadrennial review was included in this estimate. Mr. Heap commented that his understanding is that it is included in this estimate. Trustee Broderick asked if we will know what the numbers will be for 2020 in the spring of 2021. Mr. Heap indicated that was correct. Trustee Broderick pointed out that all of the current Board members approved the budget this year which was a critical juncture. Looking at the costs to individual taxpayers our rate is stable for 2018, 2019 and 2020. Trustee Broderick commented that she brings this up because tax levy's are not understood and if we look at our tax bills for the costs for JJC we will see that they are very minimal. All of us are mindful of what our taxes are and the costs to our taxpayers. No one should be saying that we are increasing taxes, because we are not. We as a Board are very watchful and conservative of how taxpayers' dollars are being spent. Trustee Morales asked if taxes will go up for our taxpayers with the assessments. Mr. Heap commented that it would depend on their assessed value of their individual houses; however, the JJC tax rate is not increasing. Trustee Morales commented that even though the college is not raising their tax rate, some homeowners might see a slight increase depending on assessments. Mr. Heap stated that was correct. Trustee Broderick indicated that if assessments are increased JJC has no control over that, but the tax levy is our portion of control. Chairman Wunderlich stated that the only thing we have control over is the tax rate. Mr. Heap commented that the Tax Levy is our control to determine the tax rate. Trustee Morales commented that even though homes are moving on the market quickly, she feels they are overpriced. As Board members we strive to hold the costs down to help keep taxes down in our seven counties and keep education affordable for our students.

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. Trustee Broderick requested that Guy Zell, a former graduate of JJC and an adjunct faculty member of JJC.

1.3

Chairman Wunderlich thanked everyone for attending the virtual meeting tonight.

- 1.3.1 & 1.3.2 Chairman Wunderlich administered the Oath of Office to the newly appointed Student Oath of Office Trustee, Ian Wilkinson. The Board offered Student Trustee Wilkinson congratulations and welcomed him to the Board.
- 1.4.1 Proclamation Native American Heritage Month President Mitchell indicated that student, Allie Whittenhall, will read the proclamation. The proclamation for Native American Heritage month was read virtually by Student Allie Whittenhall. Trustee Mahalik moved, seconded by Trustee Morales that the Board of Trustees of Joliet Junior College approve the proclamation designating the month of November as Native American Heritage month in Illinois Community College District 525. The motion carried unanimously. Ayes: Mahalik, Morales, O'Connell Washington, Broderick and Wunderlich. Student Trustee Wilkinson favored the motion.
- 1.4.2 Retiree Murphy Trustee Washington moved, second by Trustee Mahalik that the Board of Trustees of Joliet Junior College approve the resolution honoring Retiree Patrick Murphy which acknowledged his loyal and dedicated service to Joliet Junior College for 39 years of service from 1981 to 2020. Chairman Wunderlich commented that Mr. Murphy is a good long-time employee of the college. The motion carried unanimously. Ayes: Washington, Broderick, Mahalik, Morales, O'Connell, and Wunderlich. Student Trustee Wilkinson favored the motion.
- 1.4.3 Retiree Graves Trustee O'Connell moved, second by Trustee Mahalik that the Board of Trustees of Joliet Junior College approve the resolution honoring Retiree Randy Graves which acknowledged his loyal and dedicated service to Joliet Junior College for over 11 years of service from 2009 to 2020. Chairman Wunderlich stated that Mr. Graves was another longtime employee. The motion carried unanimously. Ayes: O'Connell, Washington, Broderick, Mahalik, Morales and Wunderlich. Student Trustee Wilkinson favored the motion.
- 1.4.4 Faculty Ms. Susan Prokopeak, representing the Faculty Union, indicated that Faculty is working very hard to support our students during these challenging times. Everyone has been pulling together to ensure that our student's needs are being met during this pandemic.
- 1.4.5 Adjunct Faculty Report Chairman Wunderlich indicated that Ms. Laurel Dieskow has no report this evening.
- 1.5.1 Regular Meeting Trustee O'Connell moved, seconded by Trustee Washington that the minutes of the Board of Trustees meeting held on September 9, 2020 be approved as submitted. The motion carried unanimously. Ayes: O'Connell, Washington, Broderick, Mahalik, Morales and Wunderlich. Student Trustee Wilkinson favored the motion.
- 1.5.2 Regular Meeting Trustee O'Connell moved, seconded by Trustee Washington that the minutes of the Board of Trustees special meeting held on September 30, 2020 be approved as submitted. The motion carried unanimously. Ayes: O'Connell, Washington, Broderick, Mahalik, Morales 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 Washington that the agenda be approved. The motion carried unanimously. Ayes: O'Connell, Washington, Broderick, Mahalik, Morales and Wunderlich. Student Trustee Wilkinson favored the motion.

1.8
Consent
Agenda

Trustee O’Connell moved, seconded by Trustee Washington that the items identified as consent agenda items be approved. Trustee Broderick requested that agenda item 2.1.2 be pulled from the consent agenda. Trustee Morales requested that agenda item 4.7 be pulled from the consent agenda.

- 2.1.1 President recommends approval of appointment of Vice President of Finance & Administrative Services
- 2.2.1 President recommends approval of tenure for three faculty members
- 2.2.2 President recommends approval of reappointment of two non-tenured faculty members
- 2.2.3 President recommends approval of sabbatical leave for one faculty member
- 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 September 30, 2020 as presented
- 4.2 The President recommends approval to award bids/contracts as follows under Business Services:
 - 4.2.1 Consortium-AT&T COVID Care Package
 - 4.2.2 Consortium-CARLI (over 10% of previously approved amount)
 - 4.2.3 Consortium-T-Building Collaborative Classroom
 - 4.2.4 Consortium-Keyless Entry
 - 4.2.5 RFP- Remote Proctoring Services
 - 4.2.6 Sole Source-Assessment Technologies Institute (over 10% of previously approved amount)
 - 4.2.7 Sole Source-Blackbaud
 - 4.2.8 Sole Source-EMSI – Career Coach
 - 4.2.9 Sole Source-Essential Education (over 10% of previously approved amount)
- 4.3 Treasurer’s Report
- 4.4 Financial Report
- 4.5 Acknowledgement of Audit – Fiscal Year Ending June 30, 2020
- 4.6 Board of Trustees approval to adopt the Resolution Regarding Estimated Amounts necessary to be levied for the Year 2020
- 4.8 Board of Trustees approval of Fiscal Year 2022 Resource Allocation and Management Plan for Community Colleges (RAMP/CC) Approval and third reading Board Policies
- 8.6 2.01.12 Confidentiality
- 8.7 2.04.14 Earnings Limitation
- 8.8 10.01.02 Privacy

The motion carried. Ayes: O’Connell, Broderick, Mahalik, and Wunderlich. Nays: Morales and Washington. Student Trustee Wilkinson favored the motion

2.1.2
Campus
Safety

Trustee Broderick moved, seconded by Trustee Morales that this agenda item be tabled until the November Board meeting. Trustee Broderick indicated that she understands that there were two candidates that were eligible for the position. As this was a hot topic last year with many concerns about the Police Department, Trustee Broderick would like to see the videos and the qualifications of both candidates before this Board approves this person. Trustee Broderick is concerned about going back and forth with the news media for six years asking why this person was approved without knowing the full credentials of both candidates. This position was very highlighted in the past and she does not want to see the college go through this again. As Board members we should see all of the qualifications of the two individuals that the employees were able to see, as Board members we are the ones approving the person. She would like to see the videos and the application materials to assess the qualifications of each individual.

President Mitchell indicated that she would like the Board members to know that she takes every appointment with the utmost of seriousness and importance. Her recommendation to hire Brandon Campbell this evening was based on the following: a very extensive process with Gov HR with over 90 candidates, which were then short-listed to the top quality candidates that were sent to JJC. There was a very extensive review committee comprised of 11 members with cross members of the college of faculty and staff. We did have open forums that were conducted with the employees, as well as the students. Ian was involved as well. In addition, the campus police department was involved in the interviews. President Mitchell stated that she took all of the feedback seriously and read every comment that was provided, over 40 responses from the campus community. President Mitchell indicated that she spent a good deal of time this past weekend reading all of the information. On Monday, both candidates were brought back in and President Mitchell interviewed each of them again with her final questions. President Mitchell commented that she realizes this is a very high level position at the college and believes her recommendation is the best qualified candidate to meet the needs of the institution for what we are looking for today and moving into the future. President Mitchell stated that both finalists were excellent and if she could have hired both of them she would have done so. President Mitchell shared these feelings with members of the review committee and her team. She, too, is at this institution each and every day, listens to our employees, listens to our students and has students that send her their feedback directly. President Mitchell stated that she took every piece of information so seriously as she does every position. The Board policy states that the Board hires the President and gives her the right to hire and terminate employees and she exercises that right this evening. Trustee Washington indicated that she is confident that President Mitchell and the panel has vetted these candidates and does not feel that we, as the Board, need to micromanage the hiring or firing of candidates. Trustee Washington indicated that she supports President Mitchell. When she came on the Board it was not to micromanage the administration, not to undermine the administration, but to show confidence that the person that we have leading this institution has the best interests of everyone. Trustee Washington commented that she supports President Mitchell and is not interested in going back and reviewing the credentials of the individuals that have already been vetted by the panel of professionals and feels we need to move forward. Trustee Morales stated that she, too, supports Trustee Washington's comments in supporting our leadership. However, we all make mistakes, even the President of the College can sometimes not have judgment at 100%. Trustee Morales feels that the best qualified candidate resigned at the last meeting, but he is no longer at the College. Sometimes when we scrutinize some high level positions in comparison to other high level positions, it turns people away and they leave. Recently we have had a huge turn over with all of our high level positions. As Trustee Broderick mentioned, we did have issues with the person that was previously in the position. Trustee Morales would like to not be in meetings where there is tension and would like our students and staff to feel safe. Trustee Morales stated that she feels we probably due have a good candidate being recommended, even though we lost a good candidate who was already at the college. We had problems in February, which she feels could have been handled a little better. When she is asked questions from the students, staff and community, Trustee Morales would like to be able to say that she also reviewed the videos that the employees and panel members viewed. This individual will most likely be approved at the next meeting, but is asking for an opportunity to see the video as well. Trustee O'Connell indicated that he supports President Mitchell's choice in the matter. We hired her to do this job and we should let her do it. He is sure that if the Board wants to see the video they can do so; however, he sees no reason to delay the approval for this individual. Trustee O'Connell stated that he supports the choice that has been made. Trustee Broderick indicated that her concern and focus is one

sheet of paper with one person's credentials. We do not know who the other person is, other than what we have heard that the person brings to the table if any of us have people that are reporting and saying things to us. Trustee Broderick commented that while she supports Dr. Mitchell and always has, she feels that this is a very hot button issue and does not feel comfortable just saying yes without seeing the other persons credentials and without knowing what was presented to the employees. The Board is supposed to vote and feels that she as a trustee should have entitlement to see this and if this is not the case her vote will be no. Trustee Morales stated that we walked into this meeting at 5:30 tonight and there was a green sheet and there was not an opportunity to review the credentials prior to the meeting this evening. Trustee Morales commented that she agrees with Trustee Broderick that sometimes the Board needs more information in advance of approving an agenda item. If this had been provided last week, we could have called the President and scheduled time to come in and view the videos and then could have made the decision today. If we need to call another meeting next week to approve an appointment that could be done and would not delay the process any longer. Chairman Wunderlich indicated that the Board gets green sheets all of the time. As President Mitchell stated there were over 90 candidates and he would never expect to see all of the information on these candidates, as it is not our job to micromanage. If we, the Board of Trustees, don't have confidence in the President, the administration and the cabinet that we are elected to hire, then that is our fault and we should not be here. The constituents hired us and we hired President Mitchell and she does her job. Chairman Wunderlich commented that he would like to call the question as to whether we want to table this agenda item number 2.1.2. Attorney Buck stated that this is a vote to table agenda item 2.1.2. Trustee Morales asked how long it would be tabled for and if we could have a special meeting to vote on this matter. Attorney Buck indicated that it would be tabled until the Chairman placed it on the agenda again and yes, there could be a special meeting called to vote on the item pursuant to Board policy. Trustee Morales stated that we are not asking for 90 plus green sheets, just the other one. Trustee Mahalik indicated that this board sets policy and we talk about this constantly and President Mitchell is to pick the right team and if this is her recommendation he supports her and the recommendation. The motion to table did not carry. Ayes: Broderick and Morales. Nays: Mahalik, O'Connell, Washington and Wunderlich. Student Trustee Wilkinson did not favor the motion.

2.1.2 Trustee O'Connell moved, seconded by Trustee Mahalik that the Board of Trustees of Director of Joliet Junior College approve the President's recommendation of appointment of Director of Campus Safety & Police Chief of Campus Safety & Police Chief. The motion carried. Ayes: O'Connell, Washington, Mahalik and Wunderlich. Nays: Broderick. Abstain: Morales (Stated that she is sure he is a fine candidate, but would have liked to see the other person's credentials. Student Trustee Wilkinson favored the motion. Chairman Wunderlich indicated that he believes that the other candidate's credentials can be seen if so desired.

4.7 Trustee Morales moved, seconded by Trustee Mahalik that the Board of Trustees of Joliet Tax Abatement Proctor & Gamble Junior College approve the Tax Abatement for Proctor & Gamble. Trustee Morales commented that according to the notes, it appears as if JJC's share of taxes is a little over \$32,000 for the project Heartland in Morris. Mr. Heap indicated that upon completion of the project the taxes due to JJC would be \$32,000. Trustee Broderick asked if the Board had been provided a list of taxing bodies that formerly approved this tax abatement. Trustee Mahalik stated that it was in the board packet. Mr. Heap explained that Grundy County has a scoring system with certain criteria that they use when a tax abatement is requested. This project scored a five-year, 50 percent, tax abatement. Trustee Morales asked if no taxes would be paid by this company for five years. Mr. Heap indicated that they would pay half of the taxes for the five-year period. Trustee Mahalik asked if this

would fall into the new construction property equation when it is an abatement. Mr. Heap stated that it would be considered new property to the college. Trustee Mahalik stated that new property is key in getting new revenue as was discussed previously in the tax levy equation. Mr. Heap stated that was correct. Trustee Morales asked if this was another warehouse. Mr. Heap indicated that he believes it is a very high-tech distribution center. Trustee Morales asked if the 200 plus jobs that are to be created are union. Mr. Heap explained that the construction would be union, but he is unsure of the other positions. This project shows well paid positions and above average wages for the county. With this being so high tech, it will require a higher skilled employee. Chairman Wunderlich asked if this property was currently vacant. Mr. Heap indicated that it currently is farm land. Chairman Wunderlich asked what the amount is of our current taxes received for this property. Mr. Heap stated it was around \$128 per year. Chairman Wunderlich explained that even though we will be receiving \$16,000 a year for five years, we currently are receiving at the most \$200 per year. At the end of five years, we will receive \$32,000. This is a win/win for all parties involved. Mr. Heap stated that all of the taxing bodies have approved the abatement except for the township and fire protection district. Chairman Wunderlich indicated that this not unlike any other tax abatements that the college has approved for many, many years. Trustee Morales commented that although JJC might benefit on this project, she is also looking at the bigger global picture. It will have 148 jobs making between \$37,000 to \$50,000 and it looks as if it is another warehouse which there are many issues arising because of low wages. Mr. Heap pointed out that this abatement states they will be doing direct hires by the company and there will be no third-party hiring agencies. There will be some additional temporary jobs related to this, but they are not counted in this scoring. The motion carried. Ayes: O'Connell, Washington, Broderick, Mahalik and Wunderlich. Nays: Morales. Student Trustee Wilkinson favored the motion.

6. Trustee Broderick indicated that she is concerned that sometimes, we as Board members, need to know what we are voting for. Trustee Broderick explained that her no vote was because she does not and did not know the credentials for each individual. The one that was approved lives in Indiana and has not been certified for Illinois. There are things that cause her concern and appreciates those individuals that reached out to her with their comments. As a Trustee, we need to know things and be made aware of things. This is not meant to be of detriment to President Mitchell; however, she feels that the Board should have entitlement of knowing and seeing information on both candidates rather than just voting on one. This is a very high-profile position and from her first day on this campus the former police chief was under fire. Trustee Broderick stated that for the past six years she has seen this position being very high profile throughout the community. Trustee Broderick stated that she feels the Board should have had entitlement because this is such a hot button position. When she came on the Board, it was a three/three Board and she was the deciding factor. Trustee Broderick indicted that she had to do thorough research of what was happening in this area and even though Dr. Mitchell was his boss, she did not know things that were occurring. It was a difficult position to be put into without all of the information needed. Trustee Broderick stated that it is not her goal to micromanage, but wants to make sure that it is the right person so it is a smooth transition and there are not the ups and downs we have experienced recently. She has many questions such as: is he going to move to Illinois and is he going to get licensed in Illinois. She would have liked to have seen someone that was familiar with campuses like the other candidate was because he came from Lewis University and also knows about the municipalities around us. Trustee Broderick stated that she wants to know why she voted for someone and does not want to just rubber stamp everything. Trustee Morales stated that as Trustees, we are only told certain information in the Board room. There are many rules that we have to follows. Many times, our constituents that have voted for us

will reach out and share their concerns because they work here, they go to school here or their children go to school here. We ask these same constituents to vote for us and they trust that we will have their best interests at heart. We have to answer to these constituents, so our job as a Trustee is not to rubber stamp everything that leadership presents to us, but to ask questions and get information. Trustee Morales stated that Mr. Wilkinson is our new Student Trustee and hopes that he does not rubber stamp everything and that he informs himself and understands why and what we are doing. As Trustees, we will be held accountable. When we hear one side of the story and then hear something completely different from people that work here day to day, we have to question these things. Trustee Morales stated that she is sure our new Student Trustee is a fine young man. With some of our former leaders, vice presidents, come to JJC from a long distance and get experience and then jump to the next level somewhere else. We are offering someone a position for the next 30 years to hopefully retire from the college and would like to see that person stay at the college for the long haul. If they are leaving, there is a culture problem at this college that we need to address, because we lost most of our leadership team this year. This is of great concern to Trustee Morales at this time and is one of the reasons that she wanted to see who the other person was that was being considered for this position. This is not about micromanaging, but it is about becoming informed and asking questions. You cannot trust blindly, as our job is to ask questions and that is all that we are doing here. We received an email from an anonymous person about a concern of the previous vice president of academic affairs. Now we are hashing this out after it has been done because this Board trusted blindly and now there are questions coming up about it. Chairman Wunderlich stated that this Board does not take credence in anonymous letters, which could be written by anyone. Trustee Morales commented that this is serious and could possibly end up causing a law suit we need to look at these things to see if they are valid or not valid. Chairman Wunderlich indicated that this is why we have a fine College attorney to handle these types of issues. Trustee Morales commented that we pay a great deal of money to our attorney. Chairman Wunderlich stated that he feels our attorney is worth the money paid to him.

Trustee Broderick commented that because of the current pandemic, she would like to see us re-examine our protocols. Even though we have the monitors around the college, we continue to get more new cases. A comment was made that we could start by all of us wearing masks at all times. Trustee Broderick stated that she was not able to talk with the mask up and she was six foot away from anyone. It was indicated that everyone else is talking with their mask on. Trustee Broderick thanked the individual for correcting her. From what she has heard at the national and state levels, our community college cases are increasing instead of decreasing. Some of things that are being practiced we are doing such as wearing masks and taking temperatures, but Trustee Broderick indicated that she has been asked many questions concerning COVID such as if she had been in contact with anyone that has had COVID and if she had been she would be asked to quarantine for a period of time such as three days. Perhaps we should examine our protocol here at the college as we continue to see our cases increasing. Chairman Wunderlich commented that Trustee Broderick is 100 percent correct, but in the same note, JJC does not spread the Corona virus. The people from the outside bring into the college and we cannot control what the people on the outside are doing. Chairman Wunderlich stated that he feels our administration is doing a good job on the protocols and procedures on this pandemic, as this is an unknown to all of us. Trustee Broderick asked what the procedure is at JJC if someone informs us that they have been in contact with someone that has the virus. Chairman Wunderlich indicated that we have the best nursing program in the state and administration relies on them for guidance. President Mitchell indicated that she is very proud of the PPE practices that we have in place. We have an emergency response team that collectively meets when the need arises. If there are concerns with the students

they receive a card with instructions to contact Dean Vasquez Barrios and asked to leave. There is also an online form for our students to complete if they have symptoms or have been in contact with someone that has the virus and it is sent to the appropriate person. If it is an employee, they contact human resources and they are directed to stay home until they receive their test results. Everything is tracked and the individuals that may have come in contact with these employees and/or students are notified that there is a potential case and to watch for symptoms over a certain amount of days. If the employee receives a positive test result, they are notified again to stay home and monitor their symptoms. We do the same for students. The work that this team is doing is phenomenal. They do the contact tracing very thoroughly, which involves so much information gathering and calling and notification to individuals of possible exposure to the virus. Since August 3rd, when we opened our doors, we are at 25 cases. As Chairman Wunderlich stated, we cannot control what people do outside of the college. However, as soon as we are notified, we ask the employee to stay home. Cara Anderson continues to monitor the CDC guidelines, the IDPH, the OSHA guidelines and ADA guidelines, which we follow and are in compliance with these guidelines. The team is very extensive and thorough. Another thing that we do is after each lab class we use an electrostatic spray machine to kill the virus. We have good measures in place and President Mitchell expressed gratitude to the committee for all of the hard work they are doing to keep us all safe. Trustee Broderick asked if an employee comes to their boss and tells them that they have possibly been in contact with someone that has COVID, what process is followed. Ms. Connolly stated that we are following the CDC and IDPH guidelines, as Dr. Mitchell indicated. When we have someone that is asymptomatic and has been in close contact with someone, as defined as less than six feet for more than 15 minutes, we would advise them to quarantine for fourteen days. For other cases where someone is experiencing symptoms we advise those employees to stay home for 10 days or to produce an alternate diagnosis or a negative COVID test result to be able to come back to work. Trustee Broderick asked if we pay our employees in these situations. Ms. Connolly indicated that for employees notified at work to go home they are paid for that day. In most cases the employee is able to work remotely. If they cannot work remotely, the Family First Corona Virus Response Act is available and if they qualify for one of the five reasons, they are paid for up to two weeks for both full time and part time employees. Trustee Broderick participated in the COVID testing here at the college and the results take between two to three days to receive. If the employee is advised to be tested, are they paid for those two to three days of wait time. Ms. Connolly stated that in accordance with CDC guidelines, we strongly advise testing, but we do not require it. Generally, this situation would qualify the employee for payment under the FFCVRA. We are hoping that this federal funding will be renewed after it expires on December 31, 2020. President Mitchell commented that there has been talk at the state level with the presidents for testing at every institution. The challenge is the cost associated with this testing. Our employees are held to disciplinary standards if they are not wearing their masks while on campus. We have reduced the number of employees that are on campus to a rotational basis to minimize the exposure to this virus. Our facility service employees are Rock Stars as they are here every evening sanitizing and cleaning our facilities to help keep us safe. During the day, they are wiping down handles and high touch areas and using the electrostatic machines to keep us all safe. They have and are going above and beyond and President Mitchell is proud of them and their good work. Many of the other presidents are impressed with the work that is being done at JJC. President Mitchell indicated that her priority is the safety of our students and staff at this college. Trustee Broderick indicated that she understands this, but thinks that the Board should know what the procedures are for dealing with this virus. President Mitchell indicated that she is copying the Board with information on that and our website is a very good resource and thanked Kelly Rohder Tonelli and her team have done a phenomenal job with posting this information.

President Mitchell indicated that the Board should always feel free to call her with any type of questions and her door is always open as well. Later this month Dr. Gupta will again be an open forum guest to talk to our employees about the differences between colds, the flu and COVID symptoms. We continually monitor any changes in recommendations for handling the pandemic and send updates with additional information. President Mitchell stated that she will continue to copy the board on emails that are sent to staff on COVID and does send updates to the Board when we have positive COVID cases. Trustee Broderick indicated that the attendance for the COVID sessions at the ACCT conference were heavily attended with many different concerns addressed which is why it was brought up this evening. Chairman Wunderlich stated that Trustee Broderick's comments and all other comments this evening are very well taken. Chairman Wunderlich suggested that President Mitchell gather the information that was discussed and send it to the Board.

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

New Business

8. There were second readings on board policies in the packet.

Old Business

9.1 Ms. Mulvey stated that as of today we have \$123,000 in the student emergency fund to help our students in need. Thank you to the employees who continue to give money to the foundation through payroll deduction, which has helped to continue to fund this account. Since March, we have raised approximately \$33,000 for student emergencies. The scholarships for spring semester post tomorrow. The scholarships that were not awarded in the fall semester are now available for the spring semester. We still have funds from the Vera Smith completion initiative which helps students in their final semester if they run into financial hardship. The annual meeting is scheduled for November and we currently have seven individuals nominated as new Foundation board members and will share the names after approval at the November annual meeting. Ms. Jen Howard is completing her second year as foundation board president and will continue as immediate past president. The next slated foundation president is Brett Gould.

9.2 Trustee Broderick indicated that ICCTA met September 11 and 12 and the connection information was sent to the Board for the meeting. The connection information will be available for November 13 and 14 if you would like to join the meeting. We held a moment of reflection to acknowledge the passing of ICCTA president Gregg Chadwick. Vice president Jon Looney (Black Hawk) will assume the ICCTA presidency for 2020-21 (serving out Gregg Chadwick's term) and for 2021-2022. The ICCTA Board of Representative will vote to fill the vice president vacancy at a future meeting. We discussed state and federal legislative issues, including the Illinois General Assembly's fall 2020 veto session, the state's Fiscal Year 2021 budget, construction bidding procedures, and the proposed federal HEROES stimulus package. ICCTA will seek member input on the association's 2021 Legislative Goals, which will be adopted after the election at the November 14 board meeting. We are formulating diversity, equity, and inclusion goals for ICCTA, in light of the Association of Community College Trustees' new DEI implementation guide. We discussed feedback on ICCTA's September 11 seminar on "Petitions, Procedures and Ethics: How Will the 2021 Trustee Election Work in a Pandemic?" Also discussed was possible factors in fall 2020 enrollment declines and social distancing requirements have restricted class size, especially in hands-on areas in career and technical education. ACCT's October 5-8 Leadership Congress, which will be held virtually due to COVID restrictions. Trustee Roundtable discussed six issues:

COVID; cybersecurity; ICCTA communications; top 10 community college issues; and diversity, equity and inclusion. The National Legislative Summit, which is typically held in February, was discussed and we are unsure if it will be held this upcoming year. The recognition awards were unable to be held due to the pandemic. Trustee Broderick received an ICCTA Education Award for participation in 15 or more seminars offered by ICCTA. Trustee Broderick stated that she will provide the number for any Board member wishing to join the meeting once she receives it from ICCTA. On September 29th, Trustee Broderick was reappointed as the ACCT coordinator, which is the link between the member boards of our state and the ACCT. We had breakout sessions for each of our regions where we discussed: the value and cost of the Legislative Summit and if it should be virtual or in person; enrollment; concerns on RIF's for our employees; virtual and in person classes; and the great value of foundations to the colleges during this pandemic of which JJC was noted for the great work they are doing to help our students in need. On September 29 and 30, ACCT voting took place and Amanda Howland from Lake County was elected to the board representing the central region. Trustee Broderick would like to report out at the next meeting on the ACCT conference sessions she attended and would like to discuss further the necessity of holding Board retreats and would like to see one scheduled for the month of December. One of the items we should be discussing is the President's goals, which need to be defined so they can be measured.

9.3
Student
Trustee
Report

Mr. Ian Wilkinson presented a power point for the Student Trustee Report this evening. Student Trustee Wilkinson indicated that one of the quotes he likes to live by is "Be the Change, Be the Voice, Be you." He would like to bring this forward to the students because in the times of change it is important that the students voices are heard. It is important that the students are being the change with the community; it is important that the students are being the change within the college; it is important to speak up for themselves and not be afraid to be who they are meant to be. Student Trustee Wilkinson highlighted some of the happenings since August: *Blazer* newspaper is published two to three times a semester and Student Trustee Wilkinson offered to forward the *Blazer* to any Board member interested in reading the College newspaper. Several transfer events are happening or have happened. In September, OSA hosted the Mainstreet event on-line, as we weren't able to host in person because of COVID. During this week there was a CCC meeting and there were 25 clubs chartered, with an additional three clubs chartered since that time. Student Trustee Wilkinson indicated that also in September these events were held on line: Articulate, Advocate and Allyship Week (14-18); Hispanic Heritage Week (21-25); Illinois Community College Student Activities Association Student Leadership Conference (29-30) (ICCSAA SLC): ICCB SAC Meeting-spoke of protocols and happenings at colleges and was elected as Chairman of this committee; and ACCT Student Meeting with discussion on the Congress and suggestions for our College's in the future. Student Trustee Wilkinson highlighted student comments with the Board: Due to the pandemic and online classes students are expressing feelings of being disconnected from professors (lack of communication), homework overload and not teaching. President Mitchell and Dr. Gray are being very transparent with this pandemic and listen to our concerns and are addressing them. Students really appreciate: Coffee with President; Administration being transparent about the situation and Emergency funds availability. This week there is an event called Rock the Board which focuses on the upcoming elections and Trustee Wilkinson will report on this at the next meeting. Trustee Morales congratulated Student Trustee Wilkinson on such a well presented report. Chairman Wunderlich offered congratulations to Student Trustee Wilkinson on being appointed to represent the students.

9.4
Buildings &

Trustee Mahalik indicated that he was having technical difficulties and was unable to join the meeting and asked that President Mitchell give the report of the meeting. President

Grounds Report	Mitchell stated that they talked about upcoming bids: auto shop and lab flooring replacement, natural sciences area, carpeting in the U building and chiller piping insulation. Some of the facility services projects are: repair of southeast canopy at Romeoville campus-install is complete and going through punch list; J, B, and K buildings roof replacements are complete-waiting on final installs for fabricating and coping; auto shop and natural sciences bid documents are with purchasing; We had updates on: City Center Campus, Campus Police Station, Respiratory Therapy, New Student Bridge, and Workday.
9.5 President's Report	President Mitchell indicated that we are preparing for the fall and flu season and the potential impact of COVID. We have invited Dr. Gupta to return to campus for an open forum to provide updates. Tonight you received a written fall enrollment report from Dean Bob Morris. Due to the pandemic, we are finding ourselves in an anemic situation and are providing the information to you in advance of the update from Dean Bob Morris in November. Just a reminder that the Board Retreat is on October 30 th and we have shortened it from last year. We can also address a Board Retreat in December. President Mitchell stated that from the bottom of her heart she would like to thank all of our employees and our students for supporting one another. These are very difficult times and we are all pulling together. The hours that our faculty and staff are devoting to the college are amazing and when President Mitchell looks at our employees she can see how tired they are from all of the time and hard work they are putting forth. President Mitchell commented that she would like all employees to know that she cares about them and the decisions that are made is about their health and well-being and will continue under her leadership. We will get through this and be JJC strong. The Virtual State of the College will be Tuesday, October 27 at 8 a.m. Happy Birthday to Trustee Broderick and Nancy Garcia Guillen. Trustee Broderick commented that in regards to the retreat in December, it was recommended that the retreat be a full day and one-half day. Chairman Wunderlich indicated that in the past, we had this type of retreat. The retreat should be held off campus and we need to come up with a date for the retreat so we move in this direction. President Mitchell stated that the October retreat will be high level and we can discuss this further. Trustee Morales indicated that she would like to thank Dr. Mitchell and all of our staff and students for all that they are doing during these are very difficult times. Her sister is an educator in the Joliet school system and shares some of the same situations and some of the students that she counsels are completely burning out right now.
9.6 Chairman's Report	Chairman Wunderlich offered thanks to all of the administrators and everyone else for pulling together and doing their best to make this work for the students during this pandemic. Chairman Wunderlich also thanked everyone for their comments tonight. He gave kudos to Rosa Salazar and Susan Bartels for doing an excellent job representing Joliet Junior College on WJOL on Monday. October is Breast Cancer Awareness Month, Domestic Violence Month and Pregnancy Month.
Closed Session	Trustee Broderick moved, seconded by Trustee Morales that the Board of Trustees of Joliet Junior College move to a closed session for the reasons of 2 (c) (1), 2 (c) (5) and 2 (c) (11) (7:25 p.m.) The motion carried unanimously. Ayes: Broderick, Morales, O'Connell, Washington and Wunderlich. Student Trustee Wilkinson favored the motion.
Return to Open Session	Trustee Broderick moved, seconded by Trustee O'Connell that the Board of Trustees of Joliet Junior College return to regular session at 7:53 p.m. Ayes: Broderick, Mahalik, Morales, O'Connell, Washington and Wunderlich. Student Trustee favored the motion.
10 Adjourn	Trustee Broderick moved, seconded by Trustee Washington for the meeting to adjourn at 7:54 p.m. A voice vote was taken. The motion carried unanimously.