

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 5:48 p.m. on Wednesday, September 9, 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 Maureen Broderick Nancy Garcia Guillen
Roll Call Present Jake Mahalik Alicia Morales
Electronically: Dan O'Connell Betty Washington

Trustees
Present on Site: Bob Wunderlich

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

Pledge Attorney Carl Buck led the Board in the Pledge of Allegiance.

1.0.5 Public Comments President Mitchell indicated that we do not have requests to speak before the Board this evening.

1.1.1 Tax Abatement President Mitchell asked Mr. Jeff Heap to provide a summary of the Grundy County Tax Abatement request. Mr. Heap indicated that on August 4, 2020 the taxing bodies comprised of Grundy County, City of Morris, Morris High School, Saratoga Grade School, Morris Fire, Morris Area Library, Saratoga Township and JJC were in attendance to review the tax abatement request for a \$128 million logistics project by Procter & Gamble north of Morris, Illinois on Rt. 47. Based on the economic, strategic and fiscal impacts, this project scored a five-year tax abatement of 50% per year. Items that specifically contributed to the five-year abatement are: building will be owner occupied, \$49 million in equipment and technology that will be placed in the building and 205 direct hire jobs that the GEDC considers good paying jobs. Approval will be requested at the October meeting and currently, the project has been approved by all the taxing bodies except Morris Fire and Saratoga Township. Currently our share of the taxes received is \$128.00 and after the abatement our taxes received from this company would be around \$32,000. So far, the fire district has voted the abatement down and Mr. Heap has not heard on Saratoga Township; however, everyone else has approved the abatement. Trustee Broderick asked what they were projecting for the opening date of the facility. Mr. Heap stated that construction is slated to begin in November 2020 with completion in July 2022. Trustee Broderick asked if the Coronavirus has caused any setbacks on this project and would like Mr. Heap to inquire

this of the company and with GEDC. Mr. Heap stated that he would check into this with them. President Mitchell indicated that we will get this information and forward it to Trustee Broderick as well as the Board of Trustees.

- 1.1.2
Title III
Grant President Mitchell stated that Dr. Farmer is present to give the update on the Title III grant. Dr. Farmer indicated that in 2015 the college received a \$2.1 million Title III grant that ran for a five-year period. She reviewed the implementation strategy for three primary areas: stronger student support services; academic innovations; and enhanced communications and technology support services for students. We initiated high tech, high touch for student engagement and high impact learning and guided pathways to equal student success. We are committed to guided pathways and have nine pathways established. We redesigned and implemented our student portal and have had great success with this initiative. We have revised the new student orientation which has shown that we are retaining more of our first-year students. Many of the institution accomplishments were highlighted. This has been an amazing journey for the college and we will continue to implement these strategies. We have conducted a successful final visit with Development Institute. Dr. Farmer stated that she will be sharing a comprehensive report on the achievements and opportunities that this grant gave the college. Dr. Farmer commented that we are currently pursuing other grants very similar to Title III. Dr. Farmer stated that from her viewpoint the future for Joliet Junior College is very promising. She thanked the Board for their support and recognized those that were involved with the grant.
- 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. Chairman Wunderlich noted that former Governor, Jim Thompson, had visited Joliet Junior College many times in the past
- 1.4.1
Disability
Employment
Awareness
Month Dr. Mitchell indicated that this evening we have a student present to read the Disability Employment Awareness Month proclamation, Mr. Otis Seaberry, Jr. Mr. Seaberry read the proclamation. Trustee Mahalik moved, seconded by Trustee Washington that the Board of Trustees of Joliet Junior College approve the proclamation designating October, 2020 as Disability Employment Awareness month in Illinois Community College District 525. The motion carried unanimously. Ayes: Mahalik, Morales, Dan O'Connell, Broderick, Garcia Guillen Washington and Wunderlich.
- 1.4.2, 3, 4
Retirees
Baskin,
Cornelius, &
Community
Member
Patrick O'Neill Trustee Broderick moved, second by Trustee Mahalik that the Board of Trustees of Joliet Junior College approve the resolutions honoring Retiree Judith Baskin which acknowledged her loyal and dedicated service to Joliet Junior College for over 12 years of service from 2008 to 2020; Retiree Mel Cornelius which acknowledged his loyal and dedicated service to Joliet Junior College for over 27 years of service from 1993 to 2020; and resolution honoring Patrick O'Neill for his years of service to the community as Coroner. The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O'Connell, Washington and Wunderlich.
- 1.4.5
Faculty Union Dr. Bob Marcink, President of the Faculty Union, thanked the Board for the opportunity to report this evening. Dr. Marcink offered congratulations to the retirees recognized this evening. He knew Mel Cornelius and indicated that he is a good man and was a good JJC employee and wished him well in his retirement years. It has been a very challenging year and the faculty is finding new ways to reach out to our students. We have a task force to discuss ways to deliver learning and teaching to our students. Also, we are developing ways to keep our students engaged and serve them the best that we can. Many faculty members have never taught online, but we have had great training through iCampus. We are all learning ways to improve our instruction as we move along in the online classes. With the

current in-home environment, you could have students in college, grade school and middle school all in one room and sharing one computer, so there are challenges for our students for education. We will continue to look for ways to improve our delivery and better ways to prepare the students for the rigors of online instruction. We know that one of the big issues is learning to manage your time much better and we are working on methods to help our students with time management. We had an excellent meeting today with the same goal of improving the service to the students. We will continue working toward our goal and bring ideas to administration. There are no days off in online teaching because you will have students emailing or reaching out to you all times of the day and every day of the week. We are encouraging faculty to answer student emails promptly; have team meetings with students; be available; and stagger assignments. We pledge to work with our task force, department chairs and administration to improve our online course delivery to our students.

1.4.6
Adjunct
Faculty Union
Report

There is not an adjunct faculty union report this evening.

1.5.1
Regular
Meeting

Trustee O'Connell moved, seconded by Trustee Garcia Guillen that the minutes of the Board of Trustees meeting held on August 12, 2020 be approved as submitted. The motion carried unanimously. Ayes: O'Connell, Washington, Broderick, Garcia Guillen, Mahalik, Morales and Wunderlich.

1.6
Communications

No further communications have been received.

1.7
Agenda

Trustee Broderick moved, seconded by Trustee Garcia Guillen that the agenda be approved as presented. 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 Washington that the items identified as consent agenda items be approved.

2.1.2 President recommends approval of correction of start/effective date and placement grade for recent director, technology support services appointment

2.1.3 President recommends approval of the appointment of interim department chair [RK1]

2.9.1 President requests acceptance of the report on replacement of full- and part-time classified employees, as presented

3.1 Board of Trustees approval of Certificate of Completion: Veterinary Technician Assistant

4.1 The President recommends approval to pay the listing of bills for the period ending August 31, 2020 as presented

4.2 The President recommends approval to award bids/contracts as follows under Business Services:

4.2.1 Bid-Microsoft Campus Agreement

4.2.2 Bid-Vascular Equipment

4.2.3 Consortium-NILRC

4.2.4 Contractual Service-Gallagher Pharmacy Alliance (Express Scripts)

4.3 Treasurer's Report

4.4 Financial Report

Approval and Third Reading of Board Policies

8.4 1.65.00 Policy Amendments

8.5 2.03.06 Grant Funded Employment

- 8.6 2.14 Staff Produced Materials (rescind)
- 8.7 2.15.1 College Personnel Rights and Responsibilities in college Supported Materials Introduction (rescind)
- 8.8 2.15.2 Ownership and Equity (rescind)
- 8.9 2.15.3 Use (rescind)
- 8.10 2.15.4 Policies and Procedures (rescind)
- 8.11 4.04.00 Graduation
The motion carried unanimously. Ayes: Broderick, Garcia Guillen, Mahalik, Morales, O'Connell, Washington and Wunderlich.

6. No discussion.
New Business/
Old Business

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 Trustee Garcia Guillen indicated that she did not have a report this month. Trustee Broderick commented that she is wondering if Kristi Mulvey could give a report on the integral workings in the Foundation department. Trustee Broderick stated that she really appreciated when she was the Foundation Rep, having Ms. Mulvey do the report because she had all of the information in her capacity. Ms. Mulvey indicated that they are working on the golf outing which is scheduled for this Friday. We have over 100 golfers, which is more that we had last year. The sponsorship numbers are up from last year and we are very grateful to our sponsors. We are over \$850,000 mark for awarding students with scholarships. We are giving scholarships to our student emergency fund which has helped quite a few students. We have food cards and gas cards and we have financed another 30 laptops for our loaner laptop program and are working on getting hot spots for our students as well. We would like to get our Men of Color scholarship endowed which will need another \$23,000 as we currently have \$7,000. We have identified 2000 donors to send this appeal to so we can reach the endowment level. Our student emergency fund balance is currently \$151,000. We are working on the year-end appeal; holiday party baskets will be online-the funds from the baskets go to the President's scholarship. Dr. Mitchell gives significantly to this scholarship and the foundation matches it from the sales of holiday party baskets. We give quite a bit from the President's Scholarship to non-traditional students. Ms. Mulvey commented that she has recently worked with four donors putting JJC in their wills. We have raised \$1.2 million this last year even with COVIDvid-19. As you recall last year when Bill Johnson passed, he willed JJC a substantial amount of money and because of this, we are down \$2 million this year. We just awarded \$50,000 for Awards for Excellence, which will go toward innovative equipment that will help our faculty with online teaching. Our annual audit has been completed and the Foundation received a clean audit.

9.2 Trustee Broderick indicated that this Friday, September 11 and 12 is the ICCTA quarterly meeting, Since August 10, 2020, Trustee Leadership Governance Institute classes have been available online for the Trustees to learn. Trustee Broderick commented that if our new Trustee, Betty Washington, is interested she can look at the website for additional information and times of the virtual meetings. October 5th – October 8th is the ACCT Virtual Leadership Congress and six or more trustees in attendance will result in a savings to the college. Some of our fellow community colleges will be doing

presentations which are always interesting to hear. The agenda for the Leadership Congress is available at this time. Trustee Washington asked if the classes being held by ICCTA occur during the day. Trustee Broderick stated that she believes so, but she will look into it. Trustee Morales asked that Trustee Broderick put her down for the Saturday meeting or for both. Trustee Broderick indicated that it appears that these meetings are being held during the day. Trustee Washington indicated that she is teaching remotely, so during the day would be difficult.

9.3 Student Trustee President Mitchell asked Dr. Farmer to advise the Board of the appointment of a new Student Trustee, Ian Wilkinson. Ian was extremely active in high school and is involved at Joliet Junior College and looks forward to representing the students of JJC and strengthening his leadership skills by being on the Board as Student Trustee. He will officially be seated at our October board meeting.

9.4 Buildings & Grounds Committee Chairman Wunderlich commented that he attended the B & G meeting which was very short. We were apprised of the upcoming bid status from Ms. Reedus; a project status report from Mr. Lyman; received updates on the City Center Campus, police station; respiratory therapy, workday and the new student bridge.

9.5 President's Report President Mitchell indicated that she had mentioned the possibility of a special meeting at the last board workshop. There are two leadership positions that she would like to bring forward for approval, as well as waiving the on-line course fee for the Spring semester. The date will be September 30 at 5:30 p.m. This meeting will be completely virtual and should be very quick.

9.6 Chairman's Report Chairman Wunderlich indicated that he does not have a report this evening.

10 Adjourn Trustee Broderick moved, seconded by Trustee O'Connell for the meeting to adjourn at 6:30 p.m. A voice vote was taken. The motion carried unanimously.