

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, Joliet, IL was called to order by Robert Wunderlich, Chairman of the Board at 6:00 p.m. on **Tuesday, August 11, 2009.**

1.0.1 Roll Call      Trustees                      Barbara DeLaney                      Susan Klen  
Present:                      Jeff May                                      Andy Mihelich  
   Daniel O'Connell                      Robert Wunderlich

Trustees Absent:      Dick Dystrup

Student Trustee  
Present:                      Darren Newenhouse

1.1 Pledge      The Pledge of Allegiance was led by Trustee Klen.

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

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.

1.3.1 Request to address the Board      No requests were received to address the Board.

1.4.1 Faculty Report      Mr. Bill Hogan, Treasurer of the Faculty Union, indicated that the Faculty is looking forward to the upcoming year. There will be many challenges as we move into the upcoming year with the parking and construction of the new buildings. Mr. Hogan stated that at a recent meeting for the Science expansion there was discussion on the changes as being scary and exciting at the same time. We will be trying to focus on the exciting part of the upcoming changes. The Faculty union looks forward to working with the administration to meet these challenges.

- 1.4.2  
Alumni  
Report There is a written Alumni Report in front of each of the Board members this evening as Ms. Myers was unable to be present.
- 1.5.1  
Minutes  
Regular **Trustee May moved**, seconded by Trustee DeLaney that the minutes of the regular Board of Trustees meeting held on July 14, 2009 be approved. The motion **carried** unanimously. Ayes: May, Mihelich, O’Connell, DeLaney, Klen, and Wunderlich. Student Trustee Newenhouse favored the motion.
- 1.5.2  
Minutes  
Regular **Trustee DeLaney moved**, seconded by Trustee May that the minutes of the special Board of Trustees meeting held on June 30, 2009 be approved. The motion **carried** unanimously. Ayes: DeLaney, Klen, May, Mihelich, O’Connell, and Wunderlich. Student Trustee Newenhouse favored the motion.
- 1.6  
Communi-  
cations Ms. Tierney stated that she had not received any additional communications other than the envelope received this evening.
- 1.7  
Agenda **Trustee May moved**, seconded by Trustee DeLaney that the Agenda be approved as presented. The motion **carried** unanimously. Ayes: May, Mihelich, O’Connell, DeLaney, Klen, and Wunderlich. Student Trustee Newenhouse favored the motion.
- 1.8  
Consent **Trustee May moved**, seconded by Trustee DeLaney that the following items be placed as consent agenda items: 2.1.1, 2.2.1, 2.2.2, 2.2.3, 2.2.4, 2.9.1, 4.1, 4.2.1, 4.3, 4.4, 7.1, 7.2, and 7.3. Trustee May requested that agenda item 2.1.1 be pulled from the consent agenda. The motion **carried** unanimously. Ayes: May, Mihelich, O’Connell, DeLaney, Klen, and Wunderlich. Student Trustee Newenhouse favored the motion.
- Trustee DeLaney moved** seconded by Trustee May that the following Consent agenda items are approved as follows:
- 2.2.1 President recommends appointment of temporary assistant professor, social and behavioral sciences
  - 2.2.2 President recommends appointment of temporary assistant professor, nursing education & allied health
  - 2.2.3 President recommends appointment of associate professor, nursing education and allied health
  - 2.2.4 President recommends appointment of temporary assistant professor, English/world languages
  - 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 July 31, 2009 as presented  
The President recommends approval to award bids as follows:
    - 4.2.1 Printing Class Schedules – Spring 2010
  - 4.3 Treasurer’s Report

- 4.4 Financial Report
- 7.1 Approval and second reading of Board Policy on sale of property
- 7.2 Approval and second reading of Board Policy on discipline
- 7.3 Approval and second reading of Board Policy on whistle-blower protection  
The motion **carried** unanimously. Ayes: DeLaney, Klen, May, Mihelich, O'Connell, and Wunderlich. Student Trustee Newenhouse favored the motion.
  
- 2.1.1 **Trustee May moved**, seconded by Trustee DeLaney that the Board of Trustees of Joliet Junior College approve the resignation of vice president, academic affairs.  
Resignation VP Academic Affairs  
Trustee May thanked Dr. Haynes for all of the hard work for the past ten years at the college. He has always had a tremendous amount of integrity and stood up for what was right even in the face of criticism. The Board wished Dr. Haynes well in his new endeavor. The motion **carried** unanimously. Ayes: May, Mihelich (with regrets and expressed his comments personally to Dr. Haynes previously), O'Connell, DeLaney, Klen and Wunderlich (with regrets). Student Trustee Newenhouse favored the motion.
  
- 9.1 Trustee Klen indicated that:  
Foundation Report  
As of today 2032 students have applied for scholarships for the Fall 2009 semester at JJC. This is the largest number that the college has ever seen. This large amount of students needing financial assistance is reflective our current economy and our increase enrollment. The last Foundation Board meeting was held on Wednesday July 15<sup>th</sup> at 7:30am in the Trackman Planetarium. The Foundation Board members were able to see the newly remodeled planetarium that was funded by a recent Foundation Awards for Excellence grant. Three new members have been welcomed to the Foundation Board of Directors: Rodney Tonelli of Ruettiger and Tonelli, Thomas Osterberger, a local attorney and Rosa Angeles, from First Midwest Bank. The Foundation received an unrestricted gift from an alumnus who passed away named Ruth Stafford. Ms. Stafford lived in Lombard and graduated from JJC in 1930. The Foundation Golf Outing brought in just over \$26,000 for scholarships for JJC students. The Foundation Golf Outing next year will be the 20<sup>th</sup> annual and will be held again at the Joliet Country Club. The Foundation was actually up \$162,000 in donations from last fiscal year. Most community colleges in Illinois are reporting a 20-30% decrease in giving. Trustee May asked what the number of scholarships applied for and awarded to students were this past year. President Proulx indicated that typically the amount awarded for scholarships is \$600,000 annually which equates to approximately 400 scholarships.
  
- 9.1.2 There is a student housing update in the board book.  
Student Housing Report

9.2 ICCTA Report Trustee May indicated that the state fiscal situation is very grim. The revenue is 15 percent below last year and last year was a very poor year. If taxes are not raised mid-year, we could be as high as \$15 billion in debt. In order to balance the budget the projection is for doubling of the income tax. The bond rating for the state has been lowered. ICCTA executive committee will be meeting this weekend to set goals for next year.

9.3 Student Trustee Report Student Trustee Newenhouse gave the following report:  
The Fall semester of '09 is coming close, and most students are currently preoccupied with finishing their summer activities and preparing for their classes. A few members of student government expressed their disagreement with holding the graduation ceremony for JJC students at Lewis University. They expressed even greater disagreement with combining both ceremonies into one larger ceremony to be held at the end of the academic year. Two that planned on graduating in the month of December said that they would not return for a ceremony later in the year. Student Trustee Newenhouse assured them that this would be officially noted. He is looking forward to the Ground Breaking Ceremony for the Campus Center on August 25<sup>th</sup> which is definitely exciting news and hopes to see everyone there. He is looking forward to rescheduling the dinner meeting with the Board and senior leadership team. I hope we can all work that into our schedules soon. Trustee May asked if there had been a decision to move our graduations off campus. President Proulx indicated that there is a recommendation from the graduation committee to move the event off campus due to lack of space and limiting the number of tickets that graduates can have for their family to attend the ceremony, but this has to be discussed by the senior leadership team. After it is discussed by the senior leadership team we will be bringing the recommendations to a Board workshop. Dr. Oudenhoven indicated that we were still gathering input from different stakeholders and as soon as the data is collected and the SLT has reviewed this information, we will ask to have it put on the agenda for Board discussion.

9.4 Buildings & Grounds Committee Chairman Wunderlich indicated that Mr. Mike Brown will be updating the Board on the progress of the Master Plan at the present time. Mr. Brown of Gilbane, indicated that overall we were still on budget with the projects. Mr. Brown gave a power point presentation consisting of the following: updating the Board on the program budget, the program schedule, the individual projects, and the master plan budget. It was noted that 76 percent of the work has been awarded to district 525 sub-contractors thus far; however without the greenhouse, due to the specialization needed, the percentage awarded to district 525 sub-contractors would have been 90 percent. It was noted that overall most of the projects are on schedule. The greenhouse: still on budget and is on schedule, but it is very tight. Classroom remodeling: on budget; on schedule with phase five ongoing and expected to be completed by fall classes. Early Childhood Center: on budget and on schedule. Parking lots: on budget and on schedule. Campus Center: on budget and on schedule. Facility Services building: on budget and on schedule but there

is a potential impact because of the Capital Development Board (CDB) funding timeline. Buildings J and C are on schedule and on budget at this time and are in the programming stage. Mr. Agazzi indicated that he has spoken with the CDB to ask for reimbursement on any work that is done prior to funding from them and is waiting to hear back from them on this request. We are also waiting to hear back from ICCB regarding the matching of funds. We have begun discussion with Gilbane and a preliminary pick of architects for phase II of the master plan. These recommendations will be presented to the buildings and grounds committee. Chairman Wunderlich commented that we have received EPA approval for the lake permit; discussed updates on the projects; and discussed ongoing meetings with the superintendent of Lincoln-Way High Schools.

9.5  
JAHM  
Report

Trustee Mihelich indicated that the John C. Houbolt exhibit opened this past month after month's of high anticipation. Many constituencies were invited in to see this exhibit and recommends that as many JJC individuals as possible visit this exhibit. The exhibit is very impressive and there was a substantial dollar investment by the Houbolt family and the City of Joliet. From a technology standpoint from 40 years ago to today, it is quite impressive. The JAHM gala is coming up in October and raffle tickets are still available. Trustee Mihelich indicated that if any Board members are interested in attending, please contact either himself or Ms. Tierney for arrangements. The annual JAHM meeting is this Friday at noon at the Renaissance Center and all are invited to attend.

9.6  
President's  
Report

President Proulx indicated that she would like to thank Dr. Haynes and the staff for covering the college while she was on vacation. Former student trustee, Deb Dole phoned this evening and wanted the Board to know that she received a \$400 scholarship from the Council for Working Women and that she sat for the RHIT exam today and passed. She will start a full-time position at the Phoenix Physical Billing Services in Westchester. In the *Community College Times* there is an article featured on our Oldest Alum written by our Kelly Rohder. President Proulx thanked Mr. Jeff Julian and his staff for continuing to keep us in the national eyes.

Recognition

The National League for Nursing Accrediting Commission, Inc. (NLNAC) has notified the college that its Board of Commissioners approved the continuing accreditation of the nursing program. The Board of Commissioners granted the associate nursing program continuing accreditation with the condition that the program submit a Follow-Up Report in two years. If the Follow-Up Report is accepted by the Commission, the next evaluation visit will be scheduled for Spring 2017. Congratulations to the department under the leadership of department chair Mary Beth Luna. And, thank you to Mary Magruder, Assistant Professor, Nursing, for the leadership role she played in preparing the department's self-study report. The final Site Visitors' Report, as required by NLNAC, will be presented by department chair Luna. Ms. Mary Beth Luna thanked the Board for the opportunity to share the site visitor's report with them this evening. Ms. Luna stated that on February 3, 4 and 5 of this year, three site

visitors for the National League for Nursing Accrediting Commission spent many hours reviewing documents, interviewing administrators, faculty, staff, students and community members and visiting classes, labs and clinical sites as part of the reaccreditation process. We have been granted accreditation for the maximum period of eight years with a follow-up report in two years. This report must address the two standards which the visitors felt were not in compliance. Those two standards are: curriculum and construction and educational effectiveness. New chairs have been appointed to the nursing departmental committees and the committees have been restructured. A nursing coordinator position in the department has been approved and will oversee these committees to track and interpret the data in order to use it for decision making in the department, which is an area in need of improvement within the report. One area of strength cited in the report was administration's support of the nursing program. They also specifically mentioned the passing of the referendum and the construction of the new allied health building, as well as strong foundation support. Ms. Luna indicated that she is very confident that the new committee structure, the new nursing coordinator position, the revision of the syllabi to show progression of their course objective, the development of a new clinical evaluation tool to show progression for the program outcome, and the systematic review of the curriculum will demonstrate to the NLNAC that the program has fully met all standards and the next reaccreditation visit will be in 2017. Marlene Kircher, administrative assistant, CIOS, and Sharon A. Medek, administrative assistant, JJC Foundation, have been awarded the Certified Administrative Professional rating by the Association of Administrative Professionals by completing the Certified Administrative Professional examination and have been presented with certificates and pins. The CAP rating is the top rating for administrative professionals. Approximately 5,700 individuals nationally have attained the prestigious CAP rating and Marlene and Sharon are JJC's first. Every five years they will have to keep current through a recertification program that will keep them on the cutting edge of new technologies and office procedures and fulfill their commitment to ongoing education. To attain the 90 points required for recertification, they can attend conferences, earn college credit and demonstrate leadership. Student Amber Corbett, member of the JJC floral team, placed first in the nation at the floral competition held in July in Kansas City. Five JJC students competed and attended the symposium but this is the first time that one of our students has placed first in all categories. Kudos to Donna Theimer, professor of horticulture, and her faculty for this proud teacher moment. May 2009 graduate Chelsea Crawford was recognized in the National Junior College Athletic Association's *Review* as one of 123 student athletes nationally who attained a 4.0 GPA for 2009. Chelsea played basketball and is transferring to IUPUI in Indiana. Kudos and thanks to Coach Shaun Sanderson for his academic support.

#### Activities and Initiatives

New on-line admissions application:

In July, our new online admissions application went "live" on the Admissions website and became available for new students applying to the college. The new

online application brings updates to the efficiency and ease of applying to JJC. It was specially designed for our students. The new features of the online application are: Accessibility and inset web design; automatic upload into the Datatel Colleague system; and due to new U.S. Department of Education Race and Ethnicity standards our data collection and reporting methods had to be changed; a new question was created to meet this standard. Thanks to the enrollment management committee, the web design and colleague staff, admissions office staff, institutional research office, and the extended campus staff.

#### Fall 2009 enrollment activity

Registration activity has been heavy. To date, Fall 2009 enrollment is running 12.31% ahead of Fall 2008. Credit hours are 14.18% ahead of Fall 2008. Dr. Oudenhoven indicated that financial aid has been extremely busy. In speaking with David Seward, Financial Aid Director, we have received 10,683 completed FAFSA's, which is 3039 additional forms than last year and anticipate receiving over 14,000 financial aid applications. These applications are being completed by students that are applying with the intent of coming to JJC, rather than student filling out an application and putting JJC as the school to attend, but not actually attending JJC. Financial aid has had 5426 students start files and have processed over 3500 student files. The other issue that is being dealt with at this time is that there are not MAP dollars available at the current time for spring and there will have to be adjustments as typically MAP dollars are received for the entire year, which is not the case at this time. Scholarship applications have increased. By the end of July, 2084 students had been registered through counseling group advising sessions. This week we have over 300 students signed up for these group sessions and next week we have over 400 students signed up for the session. Course availability is an issue. We have 36 percent of our incoming freshman of need for developmental reading classes, 39 percent for developmental writing classes and 80 percent in math developmental classes. These classes are full and most of the general coursework classes are also full. We are trying to offer more web-based courses and our on-line enrollment is up over 40 percent from last fall to address this situation. We are also actively adding additional course sections and hiring more adjuncts, to the extent that we can find them because many community colleges in this area are also experiencing high growth as well. We have put information on our web-site advising our students of the fact that there is not any space available for those sections that are closed. Our financial aid and counseling departments have been working extra hours to accommodate the needs of the students. Trustee DeLaney asked if the non credit courses that are full were math and science. Dr. Oudenhoven indicated these are developmental credit, non-transferrable, courses that are full at beginning levels for reading, math and writing. The student is required to take the developmental class, based on their testing results, before they can take credit classes that are transferrable and the students need these classes to

be successful. At this time it would be difficult for a student to get a full-time schedule, so we are encouraging them to take a couple of classes and this would qualify them for priority registration in spring. Trustee Klen asked if the developmental classes were being increased on the web at this point. Ms. Joanne Kantner, director developmental education, indicated that we currently have a few developmental classes for math on line, but not for reading and writing. For students that are starting out and not where they need to be, it is felt they would be better served by being at the college physically. Trustee Klen asked if students taking developmental classes on line began to struggle, would there be options available to them for help. Ms. Kantner indicated that there are tutors available and the instructor is available as well, but this takes self directiveness and often times it is better if the course is taken in a classroom setting.

President Proulx indicated that Dr. Oudenhoven has agreed to chair the search committee for the Vice President of Academic Affairs. We will be working with the Pauly Group in this search and hope to have an interim person to recommend by the September Board meeting.

Trustee May indicated that he had heard that Adult Ed would be receiving 100 percent funding and asked if the state would be taking away equalization and credit hour dollars. Mr. Agazzi stated that the last word is that Adult Ed is a 100 percent funding; however we do not have school by school allocations at this time. Mr. Agazzi stated that regarding the Education Fund, from the Governor's discretionary fund allocation, an additional amount that exceeds the amount that we budgeted for the education funds has been given to JJC. It states that these are unrestricted funds but they did it through the CTE grant. We will get further details concerning these funds, but are using caution at this time in usage of these funds. We have been told that these dollars are not ARA funds, but if they are, the college will be held to reporting requirements and will be subject to federal audit.

#### Upcoming Events

Fall Semester Opening Session: Wednesday, August 19, 8-9:30 a.m. and 10:30-12:30 p.m. JJC Foundation Board Meeting: Thursday, August 20, 7:30 a.m. in the Board Room. Campus Center Groundbreaking Ceremony: Tuesday, August 25, 4 p.m. (south of the existing greenhouse) and 5 p.m. reception in T-Building. Women's Soccer - 9/2 Harper College (H). Men's Soccer - 8/29 Lincoln Land Community College (H). Football - 9/5 North Dakota State College of Science (H). Women's Volleyball - 8/15 Judson University JV Scrimmage (A). Gallery exhibition: *Sabbatical Exhibition* by Professor of Art Steve Sherrell: August 24-September 18. Musica Viva: faculty recital: Sunday, September 13, 3 p.m.

**Trustee May moved**, seconded by Trustee DeLaney that the Board recess to a closed EXECUTIVE SESSION (7:03 p.m.) for the purpose of discussing:

- 2 (c) (11),      Litigation, when an action against, affecting, or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting

The motion **carried** unanimously. Ayes: May, Mihelich, O’Connell, DeLaney, Klen, and Wunderlich. Student Trustee Newenhouse favored the motion.

Return to  
Regular  
Session

Meeting resumed at 7:21 p.m. **Trustee May moved**, seconded by Trustee DeLaney to resume the Regular Public Session. Motion **carried** unanimously. Ayes: May, Mihelich, O’Connell, DeLaney, Klen, and Wunderlich.

Trustees Present:      Barbara DeLaney      Susan Klen  
                                 Jeff May                      Andy Mihelich  
                                 Daniel O’Connell      Robert Wunderlich

Student Trustee Newenhouse was also present.

10  
Adjourn

**Trustee May moved**, seconded by Trustee DeLaney for the meeting to adjourn at 7:22 p.m. The motion **carried** unanimously. Ayes: May, Mihelich, O’Connell, DeLaney, Klen and Wunderlich. Student Trustee Newenhouse favored the motion.